

AGENDA



Keith Wood, Chairman
Wayne Barneycastle, Vice Chairman
Brad Chandler, Commissioner
Sonya Cox, Commissioner
Rick Morris, Commissioner

REGULAR MEETING OF THE BOARD OF COUNTY COMMISSIONERS
Monday, August 11, 2025
1014 MAIN STREET
DANBURY, NC 27016
6:00 PM

Call to Order

Invocation

Pledge of Allegiance

I. Approval of the Agenda

II. Public Comments

III. Comments - Managers/Commissioners

IV. Conflicts Of Interest

V. Consent Agenda

- a. Minutes**
- b. Pine Hall Facility Deed**
- c. Budget Amendments**

VI. Information Agenda

- a. North Carolina Forest Service Stokes County Annual Report**
- b. Resident Survey Results 2025**
- c. Stokes County Health Dept. SOTCH Report and Strategic Plan**

VII. Discussion Agenda

- a. SCOPE Funding Request**
- b. Salary Study Results**
- c. ACAB Bylaws Amendments**

VIII. Action Agenda

- a. SCOPE Funding Request**
- b. Salary Study Results**
- c. ACAB Bylaws Amendments**

IX. Closed Session

X. Adjournment

*Anyone with a disability(is) who needs an accommodation to participate in this meeting is requested to inform us 48 hours prior to the scheduled time of the affected group meeting

*Attachments may be delivered before or at the time of the meeting

*Times may vary due to times preset for agenda items



Board of County Commissioners
August 11, 2025
6:00 PM

Item number: V.a.

Minutes

Contact: Olivia Jessup, Clerk to the Board

Summary:

Minutes for Approval:

- December 6, 2024 Special Meeting Minutes
- December 9, 2024 Regular Meeting Minutes
- December 23, 2024 Regular Meeting Minutes
- May 12, 2025 Regular Meeting Minutes
- May 27, 2025 Regular Meeting Minutes
- July 3, 2025 Special Meeting Minutes
- July 14, 2025 Regular Meeting Minutes
- July 28, 2025 Regular Meeting Minutes

ATTACHMENTS:

Description	Upload Date	Type
2024.12.06 Special Meeting Minutes	8/8/2025	Cover Memo
2024.12.09 Minutes	8/13/2025	Cover Memo
2024.12.23 Minutes	8/8/2025	Cover Memo
2025.05.12 Minutes	8/8/2025	Cover Memo
2025.05.27 Minutes	8/8/2025	Cover Memo
2025.07.03 Special Meeting Minutes	8/8/2025	Cover Memo
2025.07.14 Minutes	8/8/2025	Cover Memo
2025.07.28 Minutes	8/8/2025	Cover Memo

STATE OF NORTH CAROLINA)
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COUNTY OF STOKES)
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OFFICE OF THE
COMMISSIONERS
STOKES COUNTY
GOVERNMENT
DANBURY, NORTH
CAROLINA
FRIDAY DECEMBER 6, 2024

Special Meeting of the Stokes County Board of Commissioners

The Board of Commissioners of the County of Stokes, State of North Carolina, met for a Special Meeting in the Stokes County Administration Building in the Commissioners Chambers located in Danbury, North Carolina on Friday, December 6, 2024 at 1:00 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 and Tourism and Marketing Coordinator Tory Mabe.

Call to Order the Special Meeting

Chairman Wood called the meeting to order.

INVOCATION

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

Commissioner Morris 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 or approve tonight's agenda.

Commissioner Cox moved to approve the agenda as presented.

Commissioner Chandler seconded the motion. The motion Passed.

Public Hearing

Public Hearing on Proposed Economic Development Incentives for Project Yukon

Chairman Wood turned the floor over to Tory Mabe, Tourism and Marketing Coordinator to present Public Hearing on Proposed Economic Development Incentives for Project Yukon.

Tory Mabe presented a brief overview of the project and proposed incentives for Project Yukon and Wieland. Wieland is expanding its current facility to meet rising market demand which should create 50 new jobs over 5 years. Mabe notes the Economic Development Incentive Grant guidelines and the criteria that must be met for this project.

Chairman Wood noted that there were no individuals signed up to speak today in the Public Hearing.

ACTION AGENDA

Proposed Incentive Agreement

After some discussion, it was the consensus of the Board to move this item to the Regular Meeting on Monday, December 9th, 2025.

Adjournment

Chairman Wood entertained a motion to adjourn.

Commissioner Chandler moved to adjourn at 1:20 pm.

Commissioner Cox seconded. The motion Passed.

Amber Brown
Clerk to the Board

Keith Wood
Chair

STATE OF NORTH CAROLINA)
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COUNTY OF STOKES)
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OFFICE OF THE
COMMISSIONERS
STOKES COUNTY
GOVERNMENT
DANBURY, NORTH
CAROLINA
MONDAY DECEMBER 9, 2024

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 December 9, 2024 at 6:00 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, Assistant Finance Director Tracy Aaron, and Assistant County Attorney Jennifer Michaud.

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 so 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 or approve tonight's agenda.

Commissioner Chandler moved to approve the agenda as presented.

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

Public Comments

There were no individuals signed up or present to speak during the public comment period.

COMMENTS - Managers/Commissioners

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

Commissioner Chandler commented:

- Thank you everybody for tuning in on streaming and YouTube, and also for y'all that are here in person. Appreciate you taking the time and being involved with the local government, I think it's very important. The only other thing I just want to kind of talk about, I received an email this morning from our YVEDDI Director, Kathy Payne, and apparently, it's not just YVEDDI but it's statewide that they are having a hard time collecting what the state is supposed to provide for the weatherization reimbursements. Right now, they owe YVEDDI over \$470,000 from July through November and just so you know this is for low-income families, seniors, and also individuals with disabilities so I'd like to ask our County Manager and Assistant County Manager if you would all look into that. She did send me a pre-printed form because it's going out statewide to all the County Commissioner in order to sign that and find out what's going on at the state. I think this is the wrong time of year not being reimbursed to help people with the cold weather that's coming in. If you'd do that, I'd appreciate it.

Commissioner Morris commented:

- Welcome everybody that's participating in our meeting tonight. It's great to have your participation and feedback and advice as we do business for the county. I want to touch on the hospital for a minute. I think all of the commissioners are getting calls occasionally about the state of the hospital transition. I just want to assure everybody that the process is still underway as required by the General Statutes. It's a long and complex process. but it is still underway. You know we can't validate rumors that get out or whatever because we're under a non-disclosure agreement about talking publicly until the process is over. Then when it's over we'll be telling everybody what's going on. Just want to make sure everyone realizes it's still in process.
- Last thing, I've switched over to a government email for county business. It's rmorris@co.stokes.nc.us so if you want to contact me on business stuff related to the county government, use that one if you would. I still have the one for personal use and I'll be reading both of them, so I just wanted to let everybody know.

Vice-Chairman Barneycastle commented:

- Great to see everybody tonight, everybody watching the livestream. It's great to be back and I've got a lot of catching up to do so please bear with me. I'll get there sooner or later. I've already been asked about the hospital and I said I can't answer any questions whatsoever and I'm not going to answer a question about anything unless I have true information about it. We're not able to talk about that, so I hope everybody understand

that that's watching and we'll be back sooner or later with information that everybody needs to hear.

Commissioner Cox commented:

- Thank you all for being here and the ones watching online. I don't really have much. I think we have the parades behind us and the Christmas tree lightings behind us, and I guess now it's just shopping and getting ready for Santa Claus. So Merry Christmas to everybody.

Assistant County Manager Amber Brown commented:

- Welcome. I am glad to be here.

County Manager Jeff Sanborn had no comments.

Chairman Wood commented:

- I'd like to welcome everybody too. I think everyone has already covered everything so let's get on with the meeting.

Conflicts Of Interest

Chairman Wood asked the Board if they had a conflict of interest with any of the items on the agenda for tonight, 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

Chairman Wood entertained a motion to approve the Consent Agenda which included Budget Amendments #41-43.

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.

First Quarter Financial Statements for FY 24/25

Chairman Wood turned the meeting over to Assistant Finance Director Tracy Aaron.

Assistant Finance Director Aaron presented financial statements for the first quarter of Fiscal Year 2024-2025 - July 1, 2024 through September 30, 2024. She presented a summary that included information such as financial position, comparisons of revenues and expenditures, and updates on the finance software conversion. The financial statements included statements of revenues and expenditures for the general fund, a schedule of cash and investments, a schedule of budget amendments, and schedules of revenues and expenditures for different county funds.

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

After some discussion, the meeting continued with the first item on 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.

Commercial Dog Kennel Rezoning Request

Chairman Wood turned the floor over to Eric Nance, Planning and Zoning Director to present Commercial Dog Kennel Rezoning Request.

This is the first Regular Meeting of the commissioners where items typically addressed during a Planning Meeting are now being placed on the regular meeting agenda and addressed. Director Nance presented a request by applicant Gregory Southern to rezone approximately 1.50+/- acres from Residential Agricultural (RA) to Residential Agricultural Conditional Zoning (RA-CZ) located at 3079 NC 8 HWY S listed as Stokes County Parcel (6945-73-8468) to build a 30' x 40' metal building for a dog kennel.

Kyle Southern addressed the Board with his plans to open a dog boarding small business. Greg Southern addressed this Board in his support of the plans to open a dog boarding business.

Commissioner Chandler made a motion to move the item to the Action Agenda for tonight's meeting.

Vice-Chairman Barneycastle seconded. The motion Passed.

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

Review of Commercial Solar Farm Ordinance

Chairman Wood turned the floor over to Eric Nance, Planning and Zoning Director to present Review of Commercial Solar Farm Ordinance.

Eric Nance presented a request for a text amendment of the Stokes County Zoning Ordinance to adopt clearly defined guidelines for the construction, standards, and decommissioning of commercial solar farms.

After discussion with Assistant County Attorney Jennifer Michaud, the Board tabled this item in order for more research to be done. The item will be discussed further at a future meeting.

Forsyth Tech Board of Trustees Appointment

Chairman Wood turned the floor over to Assistant County Manager/Clerk to the Board Amber Brown to present Forsyth Tech Board of Trustees Appointment.

At the last commissioners meeting, Commissioner Mendenhall resigned from the Forsyth Tech Board of Trustees since he did not run for reelection this year and would be going off the Board of Commissioners. Stokes County has two appointment slots on the Forsyth Tech Board of Trustees -- one was previously filled by Commissioner Mendenhall and the other is currently filled by Walnut Cove Town Manager Kim Greenwood.

It has been confirmed that one appointment *can* be a commissioner but that it doesn't have to be. Amber presented this to the Board to see if a commissioner would like to serve in this role or if the desire of the Board would be to advertise for a citizen to be appointed and to serve in this role.

After some discussion, the Board decided to advertise the appointment on the Stokes County website for citizens for 2 weeks.

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.

Pay and Benefits Policy

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

Commissioner Chandler moved to approve Pay and Benefits Policy.

Commissioner Cox seconded the motion. The motion Passed.

Fund Balance Policy

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

Commissioner Cox moved to approve Fund Balance Policy.

Commissioner Morris seconded the motion. The motion Passed.

Proposed Incentive Agreement with Wieland Copper Products, LLC.

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

Commissioner Chandler moved to approve the Resolution.

Commissioner Morris seconded the motion. The motion Passed.

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

Commissioner Morris moved to approve the Incentive Agreement.

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

Commercial Dog Kennel Rezoning Request

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

Commissioner Chandler moved to approve Commercial Dog Kennel Rezoning Request.

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

Adjournment

Chairman Wood entertained a motion to adjourn.

Vice-Chairman Barneycastle moved to adjourn at 6:59 pm.

Commissioner Chandler seconded. The motion Passed.

Amber Brown
Clerk to the Board

Keith Wood
Chair

STATE OF NORTH CAROLINA)
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COUNTY OF STOKES)
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OFFICE OF THE
COMMISSIONERS
STOKES COUNTY
GOVERNMENT
DANBURY, NORTH
CAROLINA
MONDAY DECEMBER 23, 2024

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, December 23rd, 2024 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 Lisa Lankford, 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.

Commissioner Chandler 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 or approve tonight's agenda.

Commissioner Chandler moved to approve the agenda as presented.

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

Public Comments

Chairman Wood opened the floor for public comments at 2:02 pm.

The following individuals signed up to speak in public comments:

Christie Wilhelm
1120 Red Fox Run Drive
Danbury, NC
RE: 1165 Stokes Grading Drive

Cody
1120 Red Fox Run Drive
Danbury, NC
RE: 1165 Stokes Grading Drive
Yielded time to Christie Wilhelm

Jeff Wilhelm
1120 Red Fox Run Drive
Danbury, NC
RE: 1165 Stokes Grading Drive

Richard Ruch
2469 Motsinger Farm
Kernersville, NC
RE: 1165 Stokes Grading Drive

Scott Hicks
3866 N. Patterson Avenue
Winston-Salem, NC
RE: 1165 Stokes Grading Drive

David Foster
4487 Cheyenne Court
Winston-Salem, NC 27106
RE: 1165 Stokes Grading Drive

Chairman Wood closed the floor for public comments at 2:22 pm.

COMMENTS - Managers/Commissioners

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

Commissioner Cox commented:

- Thank you all for being here again. Merry Christmas to everybody. I was glad to see on our discussion agenda we would talk about one meeting in December next year and since I need to go back to work, I'm going to keep my comments short.

Vice-Chairman Barneycastle commented:

- Great to see everybody. I wish everybody a Merry Christmas, and everybody watching the livestream and have a Happy New Year.

Commissioner Morris commented:

- Welcome everybody, either in the room which we had one audience member left, but welcome to the meeting for those online as well. We hope everybody has a Merry Christmas, happy New Year. I think there's a lot of optimism out there with the recent election. I think we have a lot to look forward to.

Commissioner Chandler commented:

- Just want to say thanks everybody for tuning in and to the people that just left with the public comments, we appreciate hearing from the public, that's what we're here for. Wish everybody a Merry Christmas and when we roll back first of the year, we're going to kick it in high gear, right Mr. Chair? Start working on strategic planning and then our budget and we got other high-ticket items I think we're going to have to discuss but looking forward to the next year. Just have a very Merry Christmas.

Assistant County Manager Amber Brown commented:

- Just Merry Christmas, I hope everyone has a good holiday.

County Manager Jeff Sanborn commented:

- I have one thing I'd like to comment on. Dr. Rice and I have been meeting monthly, and we'll continue to do that going forward, if not more frequently in an effort to create maybe a little better common understanding of school issues and concerns. This month we started touring the school facilities, last Friday morning he and I went out and took a look at King Elementary and Meadowbrook Academy and it was kind of eye-opening. We'll get around and see all the rest of the facilities as well so that we have that better common understanding of what those facility needs look like out there.

Chairman Wood commented:

- Merry Christmas to everybody. One thing I want to do, and I promised him I would do this: in Eric's defense there was a meeting postponed on Thursday night and it was not Eric's fault. I want the public to know that. When we have a meeting scheduled, there's not a real good system yet to where we can get the word out other than sticking a poster in the door of the Regan Building. If it makes you feel any better, the ones that drove, I didn't get any special treatment either because I drove over here and turned around and went home too.

Conflicts Of Interest

Chairman Wood asked if any Board member had a conflict of interest with any of the items of the agenda for tonight 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.

Minutes

Budget Amendments

Tax Office Agenda

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

- Minutes
- Budget Amendments
- Tax Office Agenda

Commissioner Chandler moved to approve the Consent Agenda as presented.

Commissioner Cox seconded the motion. The motion Passed.

INFORMATION 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.

Fire Commission and Use of Service District Funds Policy Renewal

Chairman Wood turned the floor over to Fire Marshal Scott Aaron to present the Fire Commission and Use of Service District Funds Policy Renewal.

The Policy for Fire Commission and Use of Service District Funds needs to be approved by the new Board of Commissioners. The document states that the policy needs to be approved every even-numbered year within 90 days of the new Board members being seated.

After some discussion, this item was moved to the Discussion Agenda for the next meeting.

Surplus Personal Property

Chairman Wood turned the floor over to Purchasing and Project Manager Glenda Pruitt to present Surplus Personal Property.

Purchasing and Project Manager Glenda Pruitt presented vehicle number 473, a 2016 Chevrolet Silverado 2500, which has been removed from service and is considered surplus property. General Statute 160-270 allows the County to dispose of personal property at public auction. In July of 2018, a resolution was approved to allow the Purchasing Manager to dispose of any surplus property that would sell for under \$30,000 on GovDeals - this has been very successful.

After discussion with garage staff and researching similar vehicles, this has the potential to exceed \$30,000.00 at final sale. To be in accordance with General Statute 160-270(b), Pruitt requested the Board's approval of the resolution authorizing the sale of the 2016 Chevrolet Silverado 2500. Upon approval, a notice will be posted for 10 days advertising the electronic sale of this vehicle. If this resolution is approved today, the sell dates will be January 6, 2025, through January 16, 2025.

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

Lease Agreement Amendment with Forsyth Technical Community College - Stokes Campus

Chairman Wood turned the floor over Purchasing and Project Manager Glenda Pruitt to present the Lease Agreement Amendment with Forsyth Technical Community College - Stokes Campus.

Purchasing and Project Manager Glenda Pruitt presented an amendment to the lease agreement with Forsyth Technical Community College for the Stokes Campus regarding liability and property insurance coverage. The North Carolina Association of County Commissioners will no longer be covering educational facilities in the liability & property pool. The current lease agreement with Forsyth Technical Community College dated June 7, 2016, states on page 4 Section 7.2 that the County shall maintain insurance on the leased property located at 1165 Dodgetown Road Walnut Cove, NC 27052 4.938 acres. County Attorney Browder drafted an

amendment to the lease agreement that states Forsyth Tech will maintain the insurance coverage and the county will reimburse the cost. Kizzy Lea, Chief Operations Officer at Forsyth Tech Community College, is in agreement with this amendment. A cost estimate was provided of \$14,000.00. Pruitt requested the Board's approval of the amendment to the lease agreement.

After some discussion, the item was moved to the Action Agenda for next meeting.

King Planning Board ETJ Appointment

Chairman Wood turned the floor over to Assistant County Manager/Clerk to the Board Amber Brown to present King Planning Board ETJ Appointment.

Jerry Messick has been serving on the City of King Planning Board/Board of Adjustments since April 2014 and has been representing the ETJ since April of 2016. He has requested to be reappointed in this role for another three years, and the City Council for King has approved. He lives in the city but when he was first appointed to represent the ETJ, they did not have representation willing to serve from the ETJ. City Clerk Nicole Branshaw reports that he is an excellent asset to the board and represents all of King's residents well. She also reported that Mr. Messick's knowledge and years of service to the board are vital to continuing to provide needed feedback and insight into the rapid growth of the City of King.

Because this position represents the ETJ for the City of King, the Board of Commissioners must approve the appointment as well.

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

JCPC Appointment Request

Chairman Wood turned the floor over to Assistant County Manager/Clerk to the Board Amber Brown to present the JCPC Appointment Request.

The Juvenile Crime Prevention Council (JCPC) voted to recommend that Stacey Worthington be approved as a County Commissioner Appointee on the council.

Commissioner Morris made a motion to nominate Stacey Worthington for the JCPC.

Vice-Chairman Barneycastle seconded. The motion Passed.

With no discussion, the item was moved to the Action Agenda for the next meeting.

December Commissioners Meetings for 2025

Chairman Wood requested that this item be placed on the agenda to discuss the regular commissioner meetings in December for the 2025 calendar year.

The Board discussed only having one commissioner's meeting in December next year instead of two due to the Christmas holiday. If agreed to, the last meeting in December on Monday, December 22, 2025, would be canceled.

After some discussion, the Board decided to keep the December 22, 2025 meeting on the calendar for now, to be decided at a later date.

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.

Surplus Personal Property

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

Commissioner Chandler moved to approve Surplus Personal Property.

Commissioner Morris seconded the motion. The motion Passed.

King Planning Board ETJ Appointment

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

Commissioner Morris moved to approve King Planning Board ETJ Appointment.

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

Adjournment

Chairman Wood entertained a motion to adjourn.

Commissioner Cox moved to adjourn at 3:03 pm.

Vice-Chairman Barneycastle seconded. The motion Passed.

Amber Brown
Clerk to the Board

Keith Wood
Chair

STATE OF NORTH CAROLINA)
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COUNTY OF STOKES)
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OFFICE OF THE
COMMISSIONERS
STOKES COUNTY
GOVERNMENT
DANBURY, NORTH
CAROLINA
MONDAY MAY 12, 2025

**Regular Meeting of the Board of County Commissioners.
These meetings are located in the Commissioners
Chambers in the Ronald Reagan Administration Building
in Danbury.**

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, May 12 at 6:00 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 Amber Brown, Clerk to the Board Olivia Jessup, Director of Finance Tammy Keaton, and Assistant County Attorney Jennifer Michaud.

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.

Commissioner Cox 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 Budget Amendment 76 to the Consent Agenda, add Proclamation Recognizing National Police Week to the Action Agenda, and a Closed Session.

Commissioner Chandler moved to amend the agenda as presented.

Commissioner Morris seconded the motion. The motion Passed.

Recognition of the North Stokes High School Varsity Baseball Team

Presentation of Certificates

The North Stokes High School Varsity Baseball Team are the NW 1A Regular Season and Conference Tournament Champions. The Board of Commissioners recognized these talented young men for their efforts and success in winning this tournament.

Players:

Cash Dalton
Austin Durham
Michael Frye
Cayden Fryer
Isaac Hicks
Jackson Lester
Austin Moorefield
John Pratt
Elijah Smith
Ryan Smith
Adrian Tynio
Elijah Whicker
Evan Woods

Coaches:

Stephen Sauer
Jay Wood
Chris York
Richard Martin

Public Comments

Chairman Wood opened the floor for public comments at 6:11 pm.

The following individuals signed up to speak in public comments:

Debbie Cowan
1220 Old Plantation Road

Walnut Cove, NC
RE: Animal Control
Yielded time to Sherry Smith.

Sherry Smith
RE: Animal Control Ordinance

Shannon Shaver
1120 Brickview Lane
Germanton, NC
RE: Animal Control Ordinance

Candis Loy
1108 Steel Meadows Lane
King, NC
RE: Animal Control

Bruce Del Garbino
1220 Old Plantation Road
Walnut Cove, NC
RE: Animal Control Ordinance
Yielded time to Kathleen Edwards.

Kathleen Edwards
RE: Animal Control Ordinance

Django Burgess
801 North Main Street
Danbury, NC
RE: Animal Control Ordinance

David Couch
5826 High Point, NC
RE: Stokes Solar Farm

Jimmy Flythe
RE: Stokes Solar Farm

Jimbo McGee
Tobaccoville, NC
RE: Animal Shelter

Chairman Wood closed the floor for public comments at 6:52 pm.

COMMENTS - Managers/Commissioners

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

Commissioner Chandler commented:

- Welcome everybody tonight. Those of you tuning in streaming and on YouTube and but especially the ones that are here tonight, it's always good to have a good crowd. I think that sometimes when we do a lot of our policies, we don't get near the feedback that we have like tonight. There's some things we agree upon, and there's some things that you know we may not agree upon, talking from a person to myself in terms of the of the animal welfare issues, I think that you know it's paramount that you know that we do take care of our animals and that we do treat them right. So, I don't know of anybody sitting up here that goes around and talks about how we're going to try to make things worse for the animals. I got a lot of animals on my farm, and I take care of all of them, and I think that some of the comments that kind of touched on this, and I agree with it.
- It's just same thing with law enforcement too. And the hardest part that we to try to wrap our minds around and get to people is for people to learn is not to mistreat animals. And it's the same way in police work. You know, we always talk about getting in early into the school system, and you talk about early and get into intervention programs, because if, if the human being knows that killing somebody is wrong, then you don't have to worry about the killings, or you don't have to worry about the home breakings. But unfortunately, human nature doesn't provide what we think is reasonable and acceptable. If everybody treated the animals like they should be treated, which also includes making sure you take them to the vet, get the checkups, take them when they're sick, and we go on and on and on.
- So as we work through this, we're not inhuman. We're not we're not trying to make things worse. And speaking for myself character assassination doesn't go over well with me. I wasn't involved in the hiring processes, because that's, that's not what our role is. But I will say this, that it was a competitive it was a competitive job interview, so the selection was made, and in any kind of conversations that I've had with Mr. Reeves, he's trying to change things up. Not talking about the current ordinance. I'm talking about the other things that go on to what some of the people have talked to here about educating such as, you know, with the with the neutering and the space and he's trying to think outside the box.
- Okay, you know, we're not going to argue. Let's look at the policy as it relates to the animals.

Commissioner Morris commented:

- Welcome to everybody. It's good to see you. Big crowd here tonight. I think we heard a lot of really good comments from some of the folks tonight on the ordinance and particularly interested in the legislation Candis brought and to take a look at that. And so, and I wrote down the stuff that I thought was good that you guys said, and so I'm going to think through every bit of that as we go forward and figure out what this final ordinance is going to look like. But I appreciate the good comments that conscientious

comments that were made tonight on several different areas related to this, that's all I have.

Commissioner Cox commented:

- Thanks for everybody who's here tonight, for all y'all who did comment and took your time to come out and support the efforts here tonight and comment. Of course, the baseball team is gone, but congratulations to them, for sure. And I know we have several other teams that are still in the playoffs. At West, you have softball and baseball, I think in the third round this week, and South, I think softball is still playing. We've got golf people at Pinehurst this week, and not sure about soccer, but sure we'll have some more teams to welcome here with their achievements, hopefully in the next few meetings. Also, we have these proclamations that we'll be looking at. Really want to thank our law enforcement and our EMS and for the job they do. We're also recognizing Foster Care Month and Older Americans Month, which we'll get to later, but I just want to mention those things.
- And hopefully everybody had a great Mother's Day yesterday, and still is kind of celebrating myself, long as they'll let me. And by the way, I did get a new grand dog today, a little Golden Retriever named Brunswick. My daughter just sent me pictures, actually, while I was sitting here, that's five grandkids and five grand dogs.

Vice-Chairman Barneycastle commented:

- Great to see everybody tonight, and it's always great for you to come out and voice your opinion on policies that we have in the county, and it's our job to listen to you. And that's what I always try to do. I try to do, just I've been elected, listen to the people. Candis, the information you've provided was great. Matter of fact, just to show you how much further I've dug into this thing, I went on the website this weekend, looking through the American Kennel association. So, I just don't take a piece of paper that is presented to me and make a clue off of it. I've been reading some of the literature that's coming from the state, what they say, or what they input on, and to me personally, I just think that's a good thing to read. What the State has to offer, versus just one county or another county got to offer. So, I'll definitely be open minded and take this into consideration when it comes time to make a vote on lens and again. Thank all y'all for being here.

County Manager Jeff Sanborn commented:

- I hope not stealing your thunder, but I just want to comment on a very helpful meeting that yourself and Vice-Chairman Barneycastle and myself and Amber had last week with members of the school board and Dr. Rice and his team. You know, I think that at the end of the day, we found that we agree on more things than we disagree on. And it

was a very positive engagement, and I thank them for coming forward and joining us for that dialogue about how to move forward with regard to school budget. More on that later, obviously, with my presentation of the budget tonight.

Assistant County Manager Amber Brown commented:

- I just want to thank everybody for being here and for making the comments you did.

Clerk to the Board Olivia Jessup had no comments.

Chairman Wood commented:

- I'd like to welcome everybody. I appreciate everybody expressing their opinions. If you don't think it's a tough job, I'd like to take a couple months off, and you can have this chair. Like you said, we had a great meeting with the school board. I'm a North Stokes graduate, so it's good to see our North Stokes guys here and wishing them the best in state playoffs. And I told Sonya before we started, we don't want to leave some school or something out. Just blame it on me being a grandfather. I got a grandson at Calvary, and Calvary's baseball team won the state championship this weekend, and he made it regional, so I'm a proud grandpa tonight, but we got a lot of talent. We got a lot of good people, and we can accomplish a lot of good things if we just listen. Be patient, keep our mouth shut and get it done.

Conflicts Of Interest

Chairman Wood asked if any Board member had a conflict of interest with any of the items of the agenda for tonight 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

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

- Budget Amendments 73, 74, 75, and 76

Commissioner Morris moved to approve the Consent Agenda as presented.

Commissioner Cox seconded the motion. The motion Passed.

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.

Request to Amend the Stokes County Animal Control Ordinance

Animal Control Director Tommy Reeves presented for consideration an Amended Animal Control Ordinance for Stokes County. Director Reeves is also requesting approval of Amended Animal Control Advisory Board (ACAB) bylaws.

The ordinance and bylaws were first introduced at the Board of Commissioners Meeting on March 24th, 2025. Since its introduction, a few small changes have been made to the recommended new ordinance.

The Board discussed areas of enforcement as well as what articles are agreed upon versus what may need to be reworked again.

After the discussion, the item was moved to the Discussion Agenda for the next meeting.

Vehicle Use Policy

Chairman Wood turned the floor over to County Manager Jeff Sanborn to present an updated Vehicle Use Policy.

At a prior meeting, HR Director Jamie Clark presented the updated Vehicle Use Policy with this added section as well as an addition under "Use of County Vehicles." Jeff presented this updated version with some minor changes to the language.

After some discussion, the Board requested that Dr. Nelson be consulted about the policy prior to the next meeting.

After the discussion, the item was moved to the Action Agenda for the next meeting.

Presentation of Fiscal Year 2025-26 Recommended Budget

Chairman Wood turned the floor over to County Manager Jeff Sanborn to present the Fiscal Year 2025-26 Recommended Budget.

County Manager Jeff Sanborn presented the recommended budget for FY 25-26. This was based off of previously presented Five-Year Forecasts and General Fund Overviews. Additionally, there were supplemental documents provided to flesh out areas of the

recommended budget as well. County Manager Sanborn mentioned that May 22nd and 23rd will be half days to work on the budget, if needed. Plus, there will be a public hearing on the budget on May 27th at 5:30 pm.

The Board discussed the areas of the budget important for the public to focus on prior to the hearing. They also thanked the County Manager's Office and the Finance Department for their hard work on getting the budget and supporting documents together.

After some discussion, the item will be left on the Discussion Agenda for the public hearing on May 27th.

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.

Stokes Aging Planning Committee Appointment

Tanya Gardner submitted an appointment application for the Stokes Aging Planning Committee. At the last meeting, Gardner was nominated for this committee.

Chairman Wood polled the Board. All stated Gardner.

Proclamation Recognizing Older Americans Month

May is Older Americans Month. To urge every resident to celebrate our older citizens, help to create an inclusive society, and accept the challenge of flexible thinking around aging, this proclamation was presented.

Commission Cox read the proclamation:

"Whereas, May is Older Americans Month, a time for us to recognize and honor Stokes County older adults and their immense influence on every facet of American society; and

Whereas, Stokes County is committed to helping all individuals live longer, healthier lives in the communities of their choice for as long as possible; and

Whereas, since 1965, the Older Americans Act has provided services that help older adults remain healthy and independent by complementing existing medical and health care systems, helping prevent hospital readmissions, and supporting some of life's most basic functions, such as bathing or preparing meals; and

Whereas, these programs also support family caregivers, address issues of exploitation, neglect and abuse of older adults; and

Whereas, Stokes County can work to build an even better community for our older residents by:

- Not limiting our thinking about aging,
- Exploring and combating stereotypes,
- Emphasizing the many positive aspects of aging,
- Inspiring older adults to push past traditional boundaries, and
- Embracing our community's diversity.

Now, therefore, we, the Stokes County Board of County Commissioners do hereby proclaim May 2025 as Older Americans Month. This year's theme, "Flip The Script on Aging," focuses on the importance of combating ageism to transform how society perceives, talks about, and approaches aging by challenging stereotypes and highlighting the benefits of healthy aging. We urge every Stokes County resident to join us in celebrating our older citizens and recognizing the significant contributions made to Stokes County."

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

Commissioner Cox moved to approve Proclamation Recognizing Older Americans Month.

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

Proclamation Recognizing Foster Care Month

Presented was a Proclamation Recognizing the Month of May in 2025 as Foster Care Month in Stokes County.

Clerk to the Board Olivia Jessup read the proclamation:

"Whereas, children are key to our community's future success, prosperity and quality of life; and

Whereas, children have a right to thrive, learn and grow in a safe and loving environment; and

Whereas, foster parents provide the love, safety, and stability that children need in order to overcome past traumatic experiences in order to reach their full potential; and

Whereas, Stokes County foster parents are caring for and nurturing 19 children and youth in foster care today with the remaining 116 children and youth being cared for in foster homes, group homes, and kinship/family homes throughout the state; and

Whereas, we must come together as a community to recognize the important role foster parents play in caring for children who have experienced abuse and neglect, supporting family reunification and building strong communities; and

Whereas, there is a desperate need for more foster parents in order to ensure children – especially older youth, children with complex needs, and siblings – have a safe, stable home in their community; and

Whereas, there are numerous individuals, nonprofit organizations and public servants who are dedicated to raising awareness about the needs of children and youth in foster care; and

Whereas, through partnerships with families, child welfare staff, and public and private agencies, there is a collaborative effort to ensure that children are supported and successful;

Now, therefore, we, the Stokes County Board of County Commissioners, do hereby proclaim May 2025 as Foster Care Month in Stokes County and urge all citizens to recognize this month by dedicating ourselves to the task of improving the quality of life for all children and families."

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

Vice-Chairman Barneycastle moved to approve Proclamation Recognizing Foster Care Month.

Commissioner Chandler seconded the motion. The motion Passed.

Proclamation Recognizing EMS Week

The week of May 18-24 is Emergency Services Week. This proclamation was presented to recognize EMS Week and all of the hard-working employees that provide medical assistance to Stokes County citizens daily.

Clerk to the Board Olivia Jessup read the proclamation:

"WHEREAS, Stokes County Emergency Medical Services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up care, and access to telemedicine; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

THEREFORE, the Stokes County Board of Commissioners in recognition of this event do hereby proclaim the week of May 18-24, 2025, as EMERGENCY MEDICAL SERVICES WEEK With the theme, "We Care. For Everyone", I encourage the community to observe this week with appropriate programs, ceremonies and activities."

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

Commissioner Morris moved to approve Proclamation Recognizing EMS Week.

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

Proclamation Recognizing National Police Week

The week of May 11-17 is National Police Week. This proclamation was presented to recognize National Police Week and honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy.

Commissioner Chandler read the proclamation:

"WHEREAS, there are more than 800,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Stokes County Sheriff's Office;

WHEREAS, since the first recorded death in 1786, there are currently more than 24,000 law enforcement officers in the United States who have made the ultimate sacrifice and been killed in the line of duty;

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, DC;

WHEREAS, Three Hundred forty-five (345) new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring;

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 37th Candlelight Vigil, on the evening of May 13, 2025;

WHEREAS, the Candlelight Vigil is part of National Police Week, which will be observed this year, May 11th-17th;

WHEREAS, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families, and U.S. flags should be flown at half-staff;

THEREFORE, BE IT RESOLVED that the Stokes County Board of Commissioners will observe May 11-17, 2025, as National Police Week, and publicly salutes the service of the members of the Stokes County Sheriff's Office and other law enforcement officers in communities across the nation."

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

Commissioner Chandler moved to approve Proclamation Recognizing National Police Week.

Commissioner Cox seconded the motion. The motion Passed.

CLOSED SESSION

Chairman Wood entertained a motion to enter closed session at 8:42 pm.

Vice-Chairman Barneycastle 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 the motion.

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-Chairman Barneycastle moved to adjourn at 9:07 pm.

Commissioner Chandler seconded. The motion Passed.

Olivia Jessup
Clerk to the Board

Keith Wood
Chair

STATE OF NORTH CAROLINA)
)
COUNTY OF STOKES)
)

OFFICE OF THE
COMMISSIONERS
STOKES COUNTY
GOVERNMENT
DANBURY, NORTH
CAROLINA
TUESDAY MAY 27, 2025

**Regular Meeting of the Board of County Commissioners.
These meetings are located in the Commissioners
Chambers in the Ronald Reagan Administration Building
in Danbury.**

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 Tuesday, May 27 at 2:00 pm with the following members present:

Board of Commissioners Present: Chairman Keith Wood, Vice-Chairman Wayne Barneycastle, Commissioner Brad Chandler, and Commissioner Sonya Cox. Commissioner Rick Morris entered the meeting at 3:08 pm.

County Administration Present: County Manager Jeff Sanborn, Assistant County Manager Amber Brown, Clerk to the Board Olivia Jessup, Director of Finance Tammy Keaton, and Assistant County Attorney Jennifer Michaud.

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.

Chairman Wood 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 or approve tonight's agenda.

Commissioner Chandler moved to approve the agenda as presented.

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

Public Comments

Chairman Wood opened the floor for public comments at 2:04 pm.

The following individuals signed up to speak in public comments:

Linda Mabe
1454 Charlie Hartgrove Road
Yielded time to Calvin Covington

Anthony Mabe
11451 Charlie Hartgrove Road
Yielded time to Ken Sevier

Calvin Covington
1413 Covington Road
RE: Animal Control

David Silvia
4486 NC 268, Pilot Mountain
RE: Animal Control
Yielded 2.5 minutes to JoAnne Silvia

JoAnne Silvia
Stokes County
RE: Animal Control

Kathleen Edwards
Stokes County
RE: AC Ordinance

Iris Mudd
1154 Greenfield Road, Walnut Cove
RE: AC Ordinance

Kate Waterman
4240 NC 89 Hwy E
RE: AC Ordinance

Donna Lawrence
Haverly Drive, High Point
RE: Susie's Law

Robin Munder
Winston-Salem
RE: Susie's Law
Yielded time to Megan Blake

Megan Blake
Greensboro
RE: Susie's Law

Deborah Hodges
Greensboro
RE: Susie's Law
Yielded time

Roy Lawrence
RE: Susie's Law

Mary Lynn Stone
RE: AC Ordinance

Ken Sevier
Germanton
RE: AC Ordinance

Mark
2075 Moore Road, Lawsonville
RE: Livestock

Mary Burton
755 Winfield Drive
RE: Animal Control Ordinance

Chairman Wood closed the floor for public comments at 3:09 pm.

COMMENTS - Managers/Commissioners

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

Commissioner Morris commented:

- Welcome everybody. Sorry, I'm late. I have a doctor appointment that got drug out a little bit, but I have been listening to the comments on YouTube while I was waiting for the doctor, but that's all I have.

Commissioner Chandler commented:

- Welcome everybody. It's good to see a good crowd. First of all, I want to say, let's not forget about Memorial Day that we just celebrated, and not confuse it with anything else. In terms of what it really is as people have lost their lives serving in our military, fighting for our rights, kind of like what you're doing here. You know, giving your opinion, which I think is great, which we believe in, and also please remember the families that will be forever impacted, whether it be father, son, daughter, grandpa, grandma. I think sometimes we take for granted the people that have given the ultimate sacrifice for this country, even though it might be years ago. Just remember that we do continue to lose troops that are overseas, even though it's not an actual world war that has been declared. They're in a combat zone. It's a conflict. And so please be very, very thankful that we still have people willing to put that uniform on and serve our country, because they don't make a lot of money either, especially compared to what we asked them to do
- I won't really say too much about what we just talked about on comments with the with the animals. I do want to say this though, that I know that everybody in this room has the best interest of the animals at heart. Some have different viewpoints, but there's not one person I don't think that's in this room, or that spoke today, in their head are going to say, "You know what, I want to, you know, beat my dog today." So, we just need to kind of work together to try to bridge that gap, so that we all work as one. We're not going to agree with everything, but I think as long as we have the interest of the animals at heart, that I think we can bridge that gap a little bit.

Vice-Chairman Barneycastle commented:

- So again, appreciate everybody being here. Thank the good Lord for the rain today. Big thanks to all the veterans I know, thanks to all of them. I appreciate everyone that spoke today about the dogs. It's I know that's a sore subject for a lot of people. I got four of them. No matter what we do on this board, there's not going to be a right or wrong policy. We're not going to approve a policy that's going to that's going to satisfy everybody, and I knew that going into it. But I could say I take animals to heart. I know there's been some changes made in the policy that Director Reeves presented, and that's moving forward. But I guess what bothers me more than anything is when I got to talking to people, people on the Animal Control Advisory Board, some quit, some resigned. Well, to serve on the board, at some point, you've got to make a decision, right or wrong. You got to make a decision, just like us five sit here today, we've got to make a decision on this policy, whether it's right or wrong. And for the life of me, I can't understand why people that serving on the Animal Control Advisory Board can't sit down as an adult and come to an agreement at some point on something. So, I hope that we can solve this problem with our animals here in the county. I really do, like I said, I'm for all animals, but I think we still got a little bit more work to do. Thank you all for being here.

Commissioner Cox commented:

- Just to echo what they said. I just thank y'all for being here today, for voicing your support and your opinions that we've all sit here and, you know, took to heart and listened to. We know that that there's some work still to be done here, and we're just willing to try to find some common ground moving forward, I think, is what we're hoping for. So again, to echo and Commissioner Chandler's comments about Memorial Day. My grandpa's brother was killed in action and buried overseas. So it's very special to our family to remember those who gave sacrifice to all on Memorial Day. And I just want to reiterate that. Thank you.

County Manager Jeff Sanborn commented:

- Thank you, Mr. Chairman. I'd just like to remind everybody that at 5:30 this evening, right here, we have the public hearing on the FY 25/26 budget that I presented at your last meeting.

Assistant County Manager Amber Brown commented:

- Just welcome everybody, and I hope everybody had a good Memorial Day.

Chairman Wood commented:

- It makes me feel good to see everybody in this room, because we have had two or one, and talking to an empty room is not a good feeling. I want to reiterate what has been said by other people up here, I think two of the biggest sins we do every day is not remember who died for this country so that we can have the freedoms to come here and talk. The other biggest one, and I'll throw that out too, because I drill it in my kids and grandkids heads. Vote. People died so you could vote. And people don't do it.

Conflicts 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

Minutes

Resolution Authorizing Badge of Retiring Member of Law Enforcement

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

- Budget Amendments
- Tax Office Agenda
- Minutes
- Resolution Authorizing Badge of Retiring Member of Law Enforcement

Vice-Chairman Barneycastle moved to approve the Consent Agenda as presented.

Commissioner Chandler seconded the motion. The motion Passed.

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.

Request to Amend the Stokes County Animal Control Ordinance

Chairman Wood turned the floor over to Animal Control Director Tommy Reeves to present Request to Amend the Stokes County Animal Control Ordinance.

Director Reeves clarified areas of the Animal Control Ordinance that were discussed in Public Comments, such as tethering lengths and lot sizes.

After discussion on how to move forward and questions surrounding the current Animal Control Advisory Board, parts of the item were moved to the Action Agenda in order to move forward on the creation of a new Animal Control Advisory Board and the new bylaws.

Board of Health Reappointments

Chairman Wood turned the floor over to Clerk to the Board Olivia Jessup to present Board of Health Reappointments.

Jessup presented the reappointments for the Board of Health on behalf of Tammy Martin, Health Director. The board terms for B. Ross Kiser, Ashley L. Osteen, Chad E. Jarvis, and Keith R. Lawson are expiring. Kiser, Osteen, and Jarvis were willing to continue serving if appointed again. Lawson is not going to continue, therefore the vacancy will be posted on the Appointments Page of the County website.

After some discussion, the Board nominated Kiser, Osteen, and Jarvis, and moved the item to action for the next meeting.

Outdoor Fireworks Display

Chairman Wood turned the floor over to Fire Marshal Scott Aaron to present Outdoor Fireworks Display.

Aaron presented a request for a fireworks display on 7/5/25 at Northeast Stokes Fire Department. As this will be a new site, it must be approved by the Board.

With no discussion, the Board moved the item to the Action Agenda.

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.

Vehicle Use Policy

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

Commissioner Chandler moved to approve Vehicle Use Policy.

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

America 250 Committee Resolution

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

Commissioner Chandler moved to approve America 250 Committee Resolution.

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

Creation of New Animal Control Advisory Board and Bylaws

Chairman Wood entertained a motion to approve the item as amended in the Discussion Agenda.

Commissioner Chandler moved to approve Creation of New Animal Control Advisory Board and Bylaws.

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

Outdoor Fireworks Display

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

Commissioner Cox moved to approve Outdoor Fireworks Display.

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

Adjournment

Chairman Wood entertained a motion to adjourn.

Vice-Chairman Barneycastle moved to adjourn at 4:04 pm.

Commissioner Chandler seconded. The motion Passed.

Olivia Jessup
Clerk to the Board

Keith Wood
Chair

STATE OF NORTH CAROLINA)
)
COUNTY OF STOKES)
)

OFFICE OF THE
COMMISSIONERS
STOKES COUNTY
GOVERNMENT
DANBURY, NORTH
CAROLINA
THURSDAY JULY 3, 2025

**Special Meeting of the Board of County Commissioners.
These meetings are located in the Commissioners
Chambers in the Ronald Reagan Administration Building
in Danbury.**

The Board of Commissioners of the County of Stokes, State of North Carolina, met for a Special Meeting in the Stokes County Administration Building in the Commissioners Chambers located in Danbury, North Carolina on Thursday, July 3 at 3:00 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 Amber Brown, and Clerk to the Board Olivia Jessup. Attorney Nick Overby was present via phone call.

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.

Commissioner Cox 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 or approve tonight's agenda.

Commissioner Chandler moved to approve the agenda as presented.

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

CLOSED SESSION

Chairman Wood entertained a motion to enter closed session at [Time] 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 the motion.

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 3:42 pm.

Commissioner Cox seconded. The motion Passed.

Olivia Jessup
Clerk to the Board

Keith Wood
Chair

STATE OF NORTH CAROLINA)
)
COUNTY OF STOKES)
)

OFFICE OF THE
COMMISSIONERS
STOKES COUNTY
GOVERNMENT
DANBURY, NORTH
CAROLINA
MONDAY JULY 14, 2025

**Regular Meeting of the Board of County Commissioners.
These meetings are located in the Commissioners
Chambers in the Ronald Reagan Administration Building
in Danbury.**

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, July 14, 2025 at 6:00 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 Amber Brown, Clerk to the Board Olivia Jessup, Assistant Director of Finance Tracy Aaron, and Assistant County Attorney Jennifer Michaud.

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.

Commissioner Morris 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 or approve tonight's agenda.

The agenda was amended to add the following items:

- Consent Agenda: Budget Amendment #2 - Finance Dept. - Fines and Forfeitures
- Discussion Agenda: Conditional Approval of Lein Subordination

Vice-Chairman Barneycastle moved to approve the agenda as amended.

Commissioner Cox seconded the motion. The motion Passed.

Public Comments

Chairman Wood opened the floor for public comments at 6:04 pm.

The following individuals signed up to speak in public comments:

Ryan Clark
5250 NC 772 Hwy., Madison, NC 27025
RE: Fire Contract

Ryan Mitchell
1072 Payne Road, Rural Hall, NC 27045
RE: Public Safety

Jeff Whitaker
1914 Hall Road, Westfield, NC 27053
RE: Non-Response

Chairman Wood closed the floor for public comments at 6:18 pm.

COMMENTS - Managers/Commissioners

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

Commissioner Cox commented:

- I'd just like to thank you all for being here and for expressing your opinions about the contract. As you know, we just kind of started combing through it, and I think there's a lot of work to be done on it. We hopefully can have a product at the end that the fire commissioners and the chiefs and the departments and the board can all look favorably upon, that would be my goal. So, thank you again for coming out and for the rest of you in the audience tonight, we appreciate y'all being here, and that's all I have.

Vice-Chairman Barneycastle commented:

- It's great to see everybody tonight. Hope everybody's had a blessed day. Jeff, I commend you for coming forth that information. I did hear about it, and as we all know that that will affect our ISO rating down the road. So, I appreciate that. I appreciate all the firemen showing up tonight. Someone's got it that we're going to vote on that contract next month. No. I want everybody to understand that contract will not be voted on next month. I can assure you that. Do I like the contract? No, I have had multiple people to read it that's in that line of work that reads contracts like that. Can't make heads or tails of over half of it. So, if they can't, then I know I can't, because they do that for a living. But again, I appreciate your concerns and hard work, and we'll deal with this down the road, and hopefully we can all come to agreement on this.

Commissioner Morris commented:

- I like to thank for the thank the firemen for coming in comments tonight too. This whole thing is really kind of confused me a little bit. First of all, all the emphasis on how many pages it is that's all relative. I don't think of 41 pages when I'm talking about complicated contracts as being a big number, just because we just happen to have one. It's three or four pages. Now to me, that seems irrelevant. What's really important is what's the content of the contract.
- The way the process works here and it works everywhere that I've ever been is that the manager doesn't give us a contract and ask us to give him a perfect product so he can staff it with you. That ain't the way it works. We asked the manager to go do contracts, leases, all kinds of documents, and he and his staff go and staff it with the appropriate experts or whoever. And then it comes back with those comments, and we get a recommendation on what we should do. And it sounds like some of the fire folks think we should be doing it the opposite of that, which is, you know, just kind of confusing to me, because I've never seen it done that way anywhere else before.
- We need the expertise of fire commissioners, firemen, boards of directors. I've already offered with one board person, Joe James, I'd come and sit down go through the whole thing with him, paragraph by paragraph, if he wanted me to. And actually, we kind of tentatively plan to do that. You know, the number of pages, the ones Ryan was showing. I mean, this one will probably end up about that size too when it's finished, but it's in a staffing process to figure out what needs to be in it and what needs to not be in it. And we're asking for your help. I mean, I would kind of appreciate a comprehensive document if I was in your shoes that gave me that looked at everything and then there's nothing says we can't eliminate everything down to five pages when we're done, if that's what it takes. If that's what it takes to appropriately have the accountability and correct the other issues that we're that we're working on. We're trying, everybody's working to try to make the system more fair and more accountable and there is no lack of support from any of us up here to the emergency services in this county. I take issue with that. That is total BS.
- So, you know, I don't know. I don't know what to say, really. I mean, I'm kind of like, I sound kind of surprised that everybody is a draft document. D-R-A-F-T, draft to be fixed. It wasn't designed to be the perfect product when it landed in your hands. And I

would hope you would work with us and our county staff so that we end up with appropriate document, whatever the length of it happens to be, that's all I have.

Commissioner Chandler commented:

- I want to welcome everybody. It's always good to hear from people in the audience. Good to see the firefighters here giving their opinions. I don't want to repeat too much what Commissioner Morris says, but I think I even heard chief Clark saying, in his statement, he called it a draft. So apparently, he knows it's a draft. A draft is nowhere near a final product. You know, that's not a shock. I guess we're going into political season. I thought it'd be a little bit later going into political season. I've met with several people. I've received a lot of phone calls from other people that are volunteer firefighters, and they got some concerns too. In fact, I've got a lot of notes already, and there are a lot of errors on it. That's not a shock. That was no nowhere near a final product.
- I've talked with a lot of different fire chiefs. They understand that this, this thing, is not going to happen in six weeks. There's no way to do that. I think Commissioner Barneycastle will even talk about the last meeting, the need to meet with the board of directors, and I'm good with that. I think that's important. I really do, but if I could just step back about two steps and remind everybody the reason that we're looking at redoing the fire service contracts is that - and again, I know best practices sometimes is not a is not a good word to use - but you have a lot of issues, and I should say we taxpayers. That's who ultimately funds the volunteer fire departments, it's the taxpayers. It's the Board of Commissioners throughout North Carolina and some very, very close to here, they've had to go to contracts in order to get the required response and get the required feedback. That's that that they need to show that the tax dollars are being spent efficiently.
- And I've said this in many meetings, a contract is a contract, even though it's with a volunteer fire department, if you agree to meet certain conditions, then the county gives tax dollars, money for you to fulfill those needs. The county has an obligation to provide fire service. So, if those needs aren't filled, that's a violation of the contract. Now, are we looking to the we want to cancel a whole bunch of contracts? No, no, we don't. We want to help the fire departments. You know, Chief Whitaker, comes here from Danbury. We're not out to embarrass people. We're not out to trying to close down the volunteer fire departments. We're not trying to do this. But let me also explain that I get tired of getting phone calls for residents who have called for the fire department and their fire department doesn't show up and their house is burning, or car is flipped over.
- In terms of what you know, Chief Clark was saying about the three volunteer fire departments that are in violation of the contract. That part's true, and the only reason that I haven't said it publicly is because we started a process with the fire commission, and it got to a point where it was so critical that I was asked if I would go along with because it has to be done publicly. It's public record, it's transparency. And then when I try to get it on the agenda, then I'm told that a letter comes from the fire commission saying, pull it. I think that there's probably nobody sitting in this room out here that

doesn't know the fire department said that are having severe issues. I mean, if it would make you all feel better, I could certainly name those names, but I don't know what good it would do.

- In regards to Mr. Mitchell on about my comment, I'm the one that made the comment about the new driving policy, it did allow for volunteer fire departments to drive an ambulance in terms of, you know, an emergency. I've been in public safety for 35 years, never fought a fire other than using a fire extinguisher out of the back of a patrol car every once in a while. But as my career spanned, I did work a lot with firefighters, and they're a great bunch of people. I support them 100% just like they support the police 100% because we're kind of in the same game out there, serving the public. But maybe I'm a little different. Maybe it's wrong, but I also look at liability, and I'm not afraid to ask a question. My position was, is our risk management from the state are they okay with that? Would that affect our insurance if that volunteer firefighter driving an ambulance, going through traffic and has a wreck? That was my concern.
- When I asked that question, I call around with other counties. Maybe I'm way off whack. I mean, who cares? Who drives the ambulance, because it is an emergency. And then I find out, very first call I made a county that neighbors us, they don't allow that. And then even, and then even in terms of their defensive driving, their courses and stuff, it pertains to the difference between an ambulance and fire truck. So then, as we're going forward, I find out that, the risk manager is good with it. And then I also received some information from four people that were that were heavily involved in the in the EMS, and I voted to approve it, but for me asking a question over liability and possibly somebody getting hurt in another wreck, I don't think I'm not supporting public safety. For two and a half years, I've done nothing but support public safety.
- I don't even know what to say with the employees, if you're just talking about the take home vehicles. I'm not saying I disagree with you. If there's other things that you're trying to say regarding the Manager, I don't know any. I don't know anything about it, but I do know this: the Manager, in my experience with him here is that he does look at both sides, and he does look at statistics. And if you can show the need for whatever that issue would be, whether it be training or be take home cars. They have that opportunity to show that. And there's certainly no ill will of us trying to drive out public safeties, but especially volunteer firefighters. The whole thing comes down to it started to at least in the majority of the counties in North Carolina, and Stokes is one of them, Monday through Friday. During the day, we have a hard time getting volunteers to respond to calls, and that's the primary thing that started the contracts, and there's no hidden agenda. There's no us against them. I've got to answer to the taxpayers for the money, and I've also got to answer to the fire departments to make sure that we can get you all the help. What can we do to get you all the help? But Statistics does also help too, and that's all I got.

County Manager Jeff Sanborn had no comments.

Assistant County Manager Amber Brown commented:

- Welcome everybody. Thank you all for being here. That's all I got.

Clerk to the Board Olivia Jessup had no comments.

Chairman Wood commented:

I like to welcome everybody. I'm glad to see everybody. Chief Whitaker, thank you for being honest, because that don't exist in this world. It's rare. To the firemen, we need your input. We need y'all and this is just a start, but we got a rough road to hoe in the future. All you got to do. I look at the journal, I'm sad to say on the computer, because you can't get a paper no more, and the firemen are in it every day. They're being shut down, they're being laid off. And I don't understand all that. So, we don't think that we're the enemy. We're here to work this out, and I appreciate y'all's input. And that's all I got.

Conflicts 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.

Resolution of Donation to Stokes County Historical Society

Budget Amendments

Minutes

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

- Resolution of Donation to Stokes County Historical Society
- Budget Amendments
- Minutes

Commissioner Cox moved to approve the Consent Agenda as presented.

Commissioner Chandler seconded the motion. The motion Passed.

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.

Voluntary Agriculture District Board Appointments

Chairman Wood turned the floor over to Olivia Jessup, Clerk to the Board, to present Voluntary Agriculture District Board Appointments.

George Cutchins and Taylor George were nominated to the Voluntary Agricultural District (VAD) Advisory Board at their last meeting. Cutchins and George will be replacing Josh Francis and Sloane McPeak as their terms are expiring. The new appointment terms for the individuals will be for three years.

The Board nominated George Cutchins and Taylor George and moved the item to the Action Agenda for next meeting.

Stokes Aging Planning Committee Appointments

Chairman Wood turned the floor over to Olivia Jessup, Clerk to the Board, to present Stokes Aging Planning Committee Appointments.

Vicky East requested the following members of the Aging Planning Committee to be reappointed for this fiscal year 2025/2026:

- Brad Lankford
- Tammie Bennett
- JoAnn Hall
- Judy Hennis
- Brandon Hooker
- Jack Sneed
- Mike Stewart
- Kathy Young
- Waynona Sands

Additionally, she requested Judy Hopkins, Darlene James, and Katie Tedder to be appointed to the Aging Planning Committee.

The Board nominated the list as presented and moved the item to the Action Agenda for the next meeting.

Conditional Approval for Lein Subordination

Chairman Wood turned the floor over to Tory Mabe, Economic Development Director to present Conditional Approval for Lein Subordination.

On June 10, 2025, Finance Director Tammy Keaton was contacted by an attorney representing Mitchell's Meat Processing Inc. about obtaining a payoff quote and needing County approval

for a Subordination Agreement related to a mortgage transition from Farm Credit to Atlantic Union Bank. The County holds a lien on the property through a Building Reuse Grant from NC Commerce. After review, the Commerce Department clarified they had not initiated this lien request.

By June 13, discussions confirmed that Mitchell's Meat was refinancing, and the County was becoming the primary lien holder. Atlantic Union Bank requested that the County subordinate its lien before June 20, but doing so without an updated appraisal or loan documentation posed a financial risk to the County in the event of default or foreclosure.

On July 3, the County requested updated appraisal and loan documents from the company, which were only received on July 14, the same day as the Commissioners' meeting. Of the \$200,000 Building Reuse Grant, \$151,057.91 has been paid out. The appraised property value is \$615,000, while the County's taxable value lists it at \$451,500.

Per the grant agreement, Mitchell's Meat must create and retain 9 new jobs for 6 months; failure to do so could require the County to repay the disbursed funds to the State.

Stokes County Economic Development and Mitchell's Meat seeks conditional approval from the Commissioners to proceed, contingent upon verifying equity and reviewing loan documents.

After some discussion, the Board moved the item to the Action Agenda for tonight'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.

DSS Board Appointment

At the last meeting Kathy Young was nominated to serve on the DSS Board. No other applications were received.

Chairman Wood polled the Board.

All stated Kathy Young.

Kathy Young was appointed to the DSS Board.

Conditional Approval for Lein Subordination

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

Commissioner Morris moved to approve Conditional Approval for Lein Subordination.

Commissioner Chandler seconded the motion. The motion Passed.

Adjournment

Chairman Wood entertained a motion to adjourn.

Vice-Chairman Barneycastle moved to adjourn at 6:58 pm.

Commissioner Chandler seconded. The motion Passed.

Olivia Jessup
Clerk to the Board

Keith Wood
Chair

STATE OF NORTH CAROLINA)
)
COUNTY OF STOKES)
)

OFFICE OF THE
COMMISSIONERS
STOKES COUNTY
GOVERNMENT
DANBURY, NORTH
CAROLINA
MONDAY JULY 28, 2025

**Regular Meeting of the Board of County Commissioners.
These meetings are located in the Commissioners
Chambers in the Ronald Reagan Administration Building
in Danbury.**

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, July 28 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 Amber Brown, Clerk to the Board Olivia Jessup, Director of Finance Tammy Keaton, and County Attorney Jennifer Michaud.

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.

Chairman Wood 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 or approve tonight's agenda.

Commissioner Chandler moved to approve the agenda as presented.

Vice-Chair Barneycastle seconded the motion. 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 Chandler commented:

- Welcome everybody today to our regular Board of Commissioners meeting on a very hot afternoon. It's really nice to be inside. It's an excuse to be inside, not working outside. So, I would hope that everybody got the weather alerts about staying hydrated and taking breaks, especially as elderly folks, kind of comes on you really quick when you're out there working inside.
- Real quick, I guess what kind of ties into something that I want to just mention on our discussion agenda for the donation of the property form and deed for the highway right of way for Sheppard Mill Road and Moratock Park. I had a conversation with somebody today was very concerned about the activities that are going on at Moratock Park, especially on the weekends. During the day, starts in the day and then even goes into the evening. This past weekend, supposedly, there was some law enforcement action taken where they had to disperse everybody in the park. I think it was around nine o'clock, music was blaring. In fact, it's loud there a lot, but it was really, really loud over this past weekend. And then also, in conjunction with that, it seems that we're getting more and more people that are that are driving recklessly in that area.
- So, I would like to, I would like to ask the manager if to coordinate with the sheriff, or at least contact the sheriff and see what kind of resources he needs to see if we can't stop the- there's a lot of illegal drinking, I think going on, there probably some impaired violations going on there. I think we need to make sure that Moratock Park is for everybody. It can't just be where families are uncomfortable coming to Moratock Park.
- And then also, if you would, pull the CAD reports. I'd like to see how many calls are actually coming in to dispatch that were responded to, maybe starting in the beginning around maybe late April, early May to now. I know a lot of people I talked to in the past about it. I always try to make sure the call Sheriff, to make sure that it's a complaint is lodged there, too. But I think now it's to the point where we just need to. I want to help him help the county, if he needs resources to if he has some ideas how he can boil down the problem where someone gets serious, I think it needs to do that.

Commissioner Morris commented:

- I'd like to welcome everybody. I was also going to comment on the heat, but since Brad did that, I won't do it twice, so that's all I have.

Vice-Chair Barneycastle commented:

- I'd just like to welcome everybody. Good to see everybody today. Just stay hydrated.

Commissioner Cox commented:

- Just to echo what Commissioner Chandler spoke about that is a concern for all of us, Moratock Park and everybody's safety and well-being down there, and any illegal activities that could be going on down there, and whatever resources we need to utilize to help out in that situation, I think we should do it. So just welcome to our meeting. And we're here. We're going to celebrate Ty Browder here in a little bit, so we're excited to have them here today.

County Manager Jeff Sanborn commented:

- I'd just like to let everybody know that we have a draft copy of the results from our annual resident survey that we conducted a month or so ago. It is draft. It's not really quite ready for public consumption because there are some errors in it that we're working to correct but having gone through it a couple times very quickly, there are some really interesting results in here, and I think they're going to help us to prioritize our efforts to improve service delivery in the future.

Assistant County Manager Amber Brown had no comments.

Clerk to the Board Olivia Jessup had no comments.

Chair Wood commented:

- I'd like to welcome everybody also, and I've been concerned about the sheer volume of traffic and the parks just this weekend, the activity, since I drive over it almost every day by Moratock, is heavier than a normal. It's like, oh, they want to replace a bridge? Let's go watch it. But they're watching in the water. So I think we need to address it. The only other two things I got, I want to thank Robin with the Hanging Rock State Park and her boss, they give us a tour of a Vade Mecum last Wednesday, and they're coming along pretty good.
- I think most of the mechanicals done and all the drywalls. So I guess they're getting ready to paint and the PAC meeting I was in a few weeks ago, they are shooting for end

of the year or first of next year, to have it up and running. And there are jobs posted that are hiring for several positions.

- Also, we've had a Zoom meeting with the architect on the animal shelter. We didn't like their schedule, so they come back with a new schedule, and we could live with that, and they're shooting for we are going to try to pursue a waiting on the bid in October, first of November.

Conflicts Of Interest

Chairman Wood asked if any Board member had a conflict of interest with any of the items of the agenda for tonight 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 Amendment

Tax Office Agenda

Board of Elections Upgraded Election Management System

Board of Health Commissioner Appointment

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

- Budget Amendment
- Tax Office Agenda
- Board of Elections Upgraded Election Management System
- Board of Health Commissioner Appointment

Commissioner Morris moved to approve the Consent Agenda as presented.

Commissioner Chandler 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.

Recognition of County Attorney Ty Browder

Chairman Wood turned the floor over to Amber Brown to recognize retiring County Attorney Ty Browder.

Amber Brown noted that Ty Browder grew up in Rural Hall, NC and has been a resident of King since 1974. He's been married to Arden Harris Browder for 33 years and has 4 children, 4 grandchildren, and 2 great-grandchildren.

Browder is a graduate of Northwest Forsyth High School and earned a degree in Business Administration and a Law degree from UNC Chapel Hill. He taught Math at South Stokes High School from 1968 to 1972, then became an attorney with Stover Dellinger & Browder from 1974 to 1985. Later in 1985, he established a solo practice that continues to operate presently and is now Browder, Overby, & Michaud. Browder served as the Stokes County Attorney for over thirty years, from 1981-1982, 1987-2003, and 2013-June 2025.

Browder has served his community as a past member of and director of King Jaycees, a past member of the King Lions Club, a past member and president of King Rotary Club, past director and officer of United Sports Council of King, past director of King Library, charter member and past director of King Chamber of Commerce, and past local bank director.

Professional Memberships and Awards include being a member of the North Carolina Bar Association, Member of Judicial District 23 Bar for Stokes and Surry County, received 2015 Centennial Award from North Carolina Bar Association in conjunction with the 17B Judicial District Bar Association for outstanding and exemplary service to the Community and the Profession of Law. On October 31st, 2024, he was recognized and honored along with other lawyers for being North Carolina Attorneys who have served in the legal profession for more than 50 years.

Amber thanked him for his professionalism, calm demeanor, and hard work for the County, and wished him the best in retirement.

Chair Wood opened the floor for Commissioners to comment.

Commissioner Cox commented:

- I've probably known Ty the longest of most anyone here because we were neighbors on Deerfield Drive where I grew up. So, we go pretty far back, and I've known Arden even longer. We appreciate your service to the Board and, like Amber said, I never really saw you get riled or ruffled so that's saying a lot. I don't know if you take good supplements or what, but I need some of those. But we really do appreciate you and your service here with us and keeping us straight all this time, so we really, truly appreciate it and enjoy your consulting moving forward.

Vice-Chair Barneycastle commented:

- Ty, thank you for all your service here at the County. We greatly appreciate it. Thank you for all your advice that you have, it's more than welcome. Just enjoy yourself and have a good time, and thank you for what all you have done for your community over in the King area as well. I know you've been a big part there also. So, thank you for everything you've done.

Commissioner Morris commented:

- Ty, I guess we go back a pretty good while, not as long as Sonya. We've worked through a lot of issues over the last 20 years. I guess the thing I appreciate the most about you definitely your legal advice. I think on a lot of these sticky issues, it's been your judgment and common sense that was even more important than the legal aspects of it. And you know, I've gone into a lot of situations thinking A, B or C, and after I talk to you, I decided, well, D and F is really better. So, I really do think you have a lot of wisdom, and especially a lot of knowledge about this County and about how this local government works and everything, and a lot of the successes we've had, I think it almost be directly attributed to the advice you've given. And I just, I really appreciate the support you give me in both roles, and really hope you have a good whatever it is you're having now, hopefully some golf, if nothing else, but, but it's been a real pleasure to work with you.

Commissioner Chandler commented:

- So I've, I've known Ty the least, probably two years, and the one thing that I really got to say is that you really had a very, very good temperament, even before I got elected. I know there's some controversies going on and in terms like the hospital and I know that I would come up here to listen and watch and even when the temperature got kind of hot, you were always that that voice of reason.
- And the other thing that I learned is that it just wasn't a job to you. It was you really cared for the county. I mean, we paid you to do it, but it wasn't something that that's all you did was, hey, I'm in it for the money, and I want to come here and do this while you were here. And then even, you know, a lot of times, you know, we're not even here, and you're getting phone calls asking for advice. And I just never, I never, ever got the feeling that you pick the winners. You just quoted the law and then gave your opinion on the success rate of if we're right or wrong, if we would go to trial. So, for that, I thank you. Thank you.

Chair Wood commented:

- Ty, you're going to love retirement. Just be careful when you take on the home projects, because I found out that building a simple bookshelf ends up painting room, putting down a new floor, and the bookshelf ain't built yet. But I appreciate your commitment

all these years. Also, you're leaving this in good hands, I think you done a good job with Jennifer.

Ty Browder commented:

- I would just like to thank the Board for all those kinds of comments, and I always try to stay calm in all situations and keep everyone else calm. That doesn't always work. Sometimes it works, sometimes it doesn't, but I've been thinking back on the years when I first started, and all the changes and I've seen in Stokes County. I know when I started out 51 years ago, sounds like a long time, but it seems like only yesterday. In some respects, I know we the Register of Deeds was in the Old Courthouse. Everything was in the Old Courthouse. It was on the on the first floor, on the left, as you go in, farther down was the Tax Office. On the right, across the hall was the Clerk of Court. Upstairs was the only courtroom, and all the DAs offices were upstairs. Everything was there, and this complex wasn't here.
- And now look at this beautiful government complex that we have here, and we're already enlarging the courthouse to make more courtrooms, and just a lot of lot of progress that's been made in Stokes County and this Board, as it's currently constituted, I'm proud of the progress that has been made since this Board has been in office, and I think you've made great strides in making the County run better and making the County departments better and more responsive to the public. I just want to commend all of you for the job that you've done, and Amber, I want to thank you for those kind words and the time that you've spent putting this together. I appreciate that, and I know Jennifer's going to do a great job. She's been an assistant for, I think, a couple of years, or maybe a little longer, and I think she's doing a great job, and she'll do a great, great job in the future. But I just want to thank this Board and all the previous Boards for the opportunity to serve you and the citizens of Stokes County and allowing me to play a small part. Just thank you all.

Register of Deeds Quarterly Report

Chairman Wood turned the floor over to Brandon Hooker to present the Register of Deeds Quarterly Report.

Brandon Hooker presented his report for the 2025 second quarter/fourth fiscal quarter. Total revenue during this period was \$236,805.25, while gross revenue was \$141,296.15. He noted that some numbers were higher due to the federal Real ID requirements going into effect.

The Board commented on Brandon's reporting and hard work before proceeding to the first item on 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.

Northern Piedmont Regional Hazard Mitigation Plan

Chairman Wood turned the floor over to Brandon Gentry to present the Northern Piedmont Regional Hazard Mitigation Plan.

Brandon Gentry explained that Emergency Management updated their Northern Piedmont Regional Hazard Mitigation Plan, which happens every 5 years and allows the County to be eligible to receive assistance if there is a disaster. This resolution has to be adopted by the BOCC as well as all municipalities for their boards' approval.

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

Donation of Property Form and Deed for Highway Right of Way Agreements for Sheppard Mill Road Bridge Replacement

Chairman Wood turned the floor over to Tory Mabe to present the Donation of Property Form and Deed for the Highway Right of Way Agreements for Sheppard Mill Road Bridge Replacement.

Tory Mabe noted that the NC DOT has been working with Stokes County to locate and acquire replacement property for the Right Of Way that is needed to construct a new replacement bridge along Sheppard Mill Road. The prospective replacement property is a 2.78-acre tract of land that belongs to Mr. Robby Bennett and the property connects to the county-owned Moratock Park property. Mr. Robby Bennett is working with NCDOT property acquisition agents and has signed the agreement; NCDOT is currently waiting for the Title Approval/Review. NCDOT will pay Mr. Bennett for his property and then convey the property to the County of Stokes to replace the donated Right of Way property that NCDOT will be deeded for the new bridge.

After some 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.

Voluntary Agriculture District Board Appointments

At the last meeting George Cutchins and Taylor George was nominated to serve on the VAD Board. No other applications were received.

Chair Wood polled the Board to approve Cutchins and George. All stated Cutchins and George.

Stokes Aging Planning Committee Appointments

At the last meeting, the following names were nominated to serve on the Stokes Aging Planning Committee for fiscal year 2025/2026:

Brad Lankford
Tammie Bennett
JoAnn Hall
Judy Hennis
Brandon Hooker
Jack Sneed
Mike Stewart
Kathy Young
Waynona Sands
Judy Hopkins
Darlene James
Katie Tedder

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

Commissioner Chandler moved to approve the list as presented.

Commissioner Morris seconded the motion. The motion Passed.

Northern Piedmont Regional Hazard Mitigation Plan

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

Commissioner Morris moved to approve the Northern Piedmont Hazard Mitigation Plan.

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

Donation of Property Form and Deed for Highway Right of Way Agreements for Sheppard Mill Road Bridge Replacement

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

Commissioner Chandler moved to approve the Donation of Property Form and Deed for Highway Right of Way Agreements for Sheppard Mill Road Bridge Replacement.

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

CLOSED SESSION

Chairman Wood entertained a motion to enter closed session at 2:41 pm.

Vice-Chair Barneycastle 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 the motion.

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.

Commissioner Chandler moved to adjourn at 3:44 pm.

Commissioner Cox seconded. The motion Passed.

Olivia Jessup
Clerk to the Board

Keith Wood
Chair



Board of County Commissioners
August 11, 2025
6:00 PM

Item number: V.b.

Pine Hall Facility Deed

Contact: Jennifer Michaud, County Attorney

Summary:

Ty Browder is requesting that the BOCC sign over the property to the County of Stokes.

Attached is the deed.

ATTACHMENTS:

Description	Upload Date	Type
Pine Hall Facility Deed	7/31/2025	Cover Memo

NORTH CAROLINA GENERAL WARRANTY DEED

Excise Tax: \$NTC

Parcel Identifier No.: 6994-01-06-8312

Return to: Browder, Overby & Michaud, PA, PO Box 550, King, NC 27021

This instrument was prepared by: Nicholas J. Overby, a licensed North Carolina attorney. Delinquent taxes, if any, shall be paid by the closing attorney to the county tax collector upon disbursement of closing proceeds. Deed preparation only - no title search or title opinion rendered.

Property Address: 3853 US 311 Hwy N, Pine Hall, NC 27042

Brief description for the Index:

THIS DEED made this _____ day of _____, 20____, by and between:

GRANTOR

**RICK MORRIS, BRAD CHANDLER, KEITH
WOOD, SONYA COX, and WAYNE
BARNEYCASTLE**

as the

BOARD OF DIRECTORS

acting as Trustee of the

**WALTER RONALD PETREE CHARITABLE
TRUST**

Dated February 4, 2015

GRANTEE

COUNTY OF STOKES

1014 Main Street
Danbury, NC 27016

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situated in the Beaver Island Township, Stokes County, North Carolina and more particularly described as follows:

For property description, see "EXHIBIT A", attached hereto and incorporated herein by reference.

The property hereinabove described was acquired by Grantor by instrument recorded in Book _____ page ____.

All or a portion of the property herein conveyed _____ includes or _____ does not include the primary residence of a Grantor.

A map showing a portion of the above described property is recorded in Plat Book _____ page ____.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever, other than the following exceptions:

Easements and Restrictions of Record (if any).
20__ Property Taxes.

IN WITNESS WHEREOF, the Grantor has duly executed the foregoing as of the day and year first above written.

BOARD OF DIRECTORS, acting as Trustee of the
WALTER RONALD PETREE CHARITABLE TRUST,
Dated February 4, 2015

By: _____ (SEAL)
RICK MORRIS, Director

By: _____ (SEAL)
BRAD CHANDLER, Director

By: _____ (SEAL)
KEITH WOOD, Director

By: _____ (SEAL)
SONYA COX, Director

By: _____ (SEAL)
WAYNE BARNEYCASTLE, Director

State of North Carolina - County of Stokes

I, _____, the undersigned Notary Public of the County and State aforesaid, certify that RICK MORRIS, Director, personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this ____ day of _____, 20__.

My Commission Expires: _____
(Affix Seal)

_____, Notary Public
(Notary's Printed or Typed Name)

State of North Carolina - County of Stokes

I, _____, the undersigned Notary Public of the County and State aforesaid, certify that BRAD CHANDLER, Director, personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this ____ day of _____, 20____.

My Commission Expires: _____

(Affix Seal)

_____, Notary Public
(Notary's Printed or Typed Name)

State of North Carolina - County of Stokes

I, _____, the undersigned Notary Public of the County and State aforesaid, certify that KEITH WOOD, Director, personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this ____ day of _____, 20____.

My Commission Expires: _____

(Affix Seal)

_____, Notary Public
(Notary's Printed or Typed Name)

State of North Carolina - County of Stokes

I, _____, the undersigned Notary Public of the County and State aforesaid, certify that SONYA COX, Director, personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this ____ day of _____, 20____.

My Commission Expires: _____

(Affix Seal)

_____, Notary Public
(Notary's Printed or Typed Name)

State of North Carolina - County of Stokes

I, _____, the undersigned Notary Public of the County and State aforesaid, certify that WAYNE BARNEYCASTLE, Director, personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this ____ day of _____, 20____.

My Commission Expires: _____

(Affix Seal)

_____, Notary Public
(Notary's Printed or Typed Name)

EXHIBIT A
(Property Description)

Property Address: 3853 US 311 Hwy N, Pine Hall, NC 27042
PIN: 6994-01-06-8312

Description:

Tract One:

BEGINNING at an iron stake in the western right of way margin of US Highway No. 311 at its point of intersection with the centerline of SR No. 2086, a corner with Don Lester (see DB 366, PG 2256), and running thence along the centerline of said SR 2086, North 58 degrees 22 minutes 25 seconds West 375.08 feet to an iron stake in the centerline of said SR 2086; thence North 33 degrees 22 minutes 25 seconds West 197.86 feet to an existing iron stake in the Harrison Hooker line; thence along Hooker's line North 75 degrees 00 minute 21 seconds East 321.74 feet to a rod, a corner with Hooker (see DB 357, PG 2022); thence along Harrison Hooker's and Mary Hanes Kerley's east lines North 6 degrees 39 minutes 35 seconds East 613.58 feet to an existing iron stake in Mary Hanes Kerley's east line (see DB 349, PG 1724); thence continuing along Kerley's east line North 6 degrees 33 minutes 07 seconds East 200.00 feet to an iron stake, marking Mrs. Walter Petree's southwest corner (see DB 200, PG 497); thence along Petree's line South 83 degrees 25 minutes 39 seconds East 206.13 feet to an existing iron stake in a cedar stump; thence continuing along Petree's line South 46 degrees 09 minutes 07 seconds East 271.56 feet to an existing iron stake in Petree's line; thence continuing along Petree's line South 62 degrees 59 minutes 53 seconds East 507.22 feet to an existing iron stake in the western right of way margin of US Highway No. 311; thence along the western right of way margin of said US Highway No. 311 South 45 degrees 37 minutes 19 seconds West 1,160.00 feet to the point and place of first BEGINNING, containing 16.123 acres, more or less, as shown on survey entitled "Plat of Survey for Kathleen A. Blackwell", dated February 17, 1995, and revised on January 22, 1996 and on December 1, 2004 by C. F. Robertson and Associates, which plat is made a part of the description of the herein conveyed property.

Tract Two:

BEGINNING at an iron stake, being William A. Hanes' northeast corner and Mrs. Sally D. Blackwell's estate's northwest corner and runs thence South 87 degrees 04 minutes East 294.0 feet to an iron stake; thence South 87 degrees 24 minutes East 83.55 feet to an iron stake; thence South 77 degrees 43 minutes East 171.85 feet to an iron stake; thence South 80 degrees 08 minutes East 217.40 feet to an iron stake; thence North 82 degrees 59 minutes East 143.83 feet to an iron stake; thence North 41 degrees 35 minutes East 252.95 feet to an iron stake; thence North 55 degrees 11 minutes East 165.90 feet to an iron stake; thence South 05 degrees 25 minutes West 225.30 feet to an iron stake; thence South 06 degrees 48 minutes West 563.50 feet to an iron stake; thence south 06 degrees 26 minutes West 77.35 feet to centerline of US Highway 311; thence with centerline of said Highway 311 South 46 degrees 43 minutes West 372.37 feet to a nail in centerline of said highway; thence North 61 degrees 58 minutes West 563.16 feet to an iron stake; thence North 45 degrees 08 minutes West 217.65 feet to an iron stake; thence North 82 degrees 31 minutes West 206.56 feet to an iron stake in Hanes and Blackwell line; thence North 07 degrees 29 minutes East 427.26 feet to the point of BEGINNING, containing 20.42 acres, more or less.

Being Parcel #2 in the partition of the lands of the estate of Sally D. Blackwell, according to a survey by Paul D. Ashby, made in July, 1971.

Tract Three:

BEGINNING at an iron stake in the center of the New Bethesda Road at intersection of the old Madison road, Hanes' and Tuttle's corner, thence with the center of the old Madison Road and Hanes' line the following courses and distances: South 88 degrees 104 feet; thence North 60 degrees East 250 feet; thence North 76 degrees East 260 feet; thence North 89 degrees East 230 feet; thence South 88 degrees East 320 feet; thence South 79 degrees East 390 feet; thence North 77 degrees East 83 feet to an iron stake in the center of the old Road, W. G. Hairston's corner; thence North 6 degrees 46 feet West with W. G. Hairston's line 435 feet to an iron stake, Sadie Penn's corner; thence with Sadie Penn's line West 1630 feet to an iron stake in center of New Bethesda Road, Sadie Penn's corner; thence with the center of the New Bethesda Road Southwardly 570 feet to the BEGINNING, containing 15.00 acres, more or less.

SAVE AND EXCEPT a .08 acre tract recorded in DB 122, PG 453 and a .7 acre tract recorded in DB 110, PG 98, Stokes County Register of Deeds Office.

The above described three tracts are subject to the following restrictions:

1. The land and facilities thereon shall only be used for human services which are defined as medical or other services that positively impact the physical and mental health of the facility's users. All facilities constructed on this land are to be used for the prescribed human service purposes for a period of 100 years from the year 2014, at which time all restrictions expire.
2. The land and facilities shall be open to the general public, without regard to race, religion or political preference.
3. No religious organization shall use the facilities for their regular meetings.
4. No hydraulic fracturing for fossil fuels to take place on the land; no future county landfill is to occupy any part of the land; no trash drop off facility is to be constructed on the land; and, no animal shelter facility is to be located on the land.
5. The landscape is to remain in as natural a state as possible with no clear cutting of timber except in the area where any building or septic field is to be constructed or where necessary to control kudzu expansion.
6. Prior to the year 2114, the Grantee can neither sell, barter or give away the property, nor lease the land or facilities for any purpose other than human services as defined above.

The Trustee of the Walter Ronald Petree Charitable Trust is a Board of Directors which has the same members as the Board of Commissioners of Stokes County, as such board changes from time to time.



Board of County Commissioners
August 11, 2025
6:00 PM

Item number: V.c.

Budget Amendments

Contact: Tammy Keaton, Finance Director

Summary:

Budget Amendments #4 - #7

Budget Amendment #4 - Planning Dept. - Appropriate Fund Balance for Misc. Contractual Services for Encroachment

Budget Amendment #5 - Governing Body - Appropriate Fund Balance for Professional Services for Pending Litigation

Budget Amendment #6 - Fire Service District - Appropriate Service District Contingency Funds to Francisco VFD for Apparatus Repairs and Pinnacle VFD for Volunteer Stipend

Budget Amendment #7 - Solid Waste - Appropriate Fund Balance for Lawn Trailer Drop Gate

ATTACHMENTS:

Description	Upload Date	Type
Budget Amendments #4 - #7	8/7/2025	Budget Amendment

**STOKES COUNTY, NORTH CAROLINA
GENERAL FUND**BOARD MEETING DATE: August 11, 2025

WHEREAS, the Budget Officer recommends, and the Board now desires to amend the FY2025-2026 **General Fund** as outlined below in "**Exhibit A**" to the budget,

NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Stokes as follows:

1. That the FY2025-2026 amendment(s) listed in "**Exhibit A**" below be hereby adopted.
2. That this ordinance shall be effective upon adoption.
3. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, Budget Officer, and to the Finance Director.

ADOPTED this 11th day of August, 2025

Requesting Department: Planning – Eric Nance

Budget Amendment Item: 100-3991-3991000; 100-4910-5000440

Description and Justification:

Appropriate fund balance to correct error made by a previous building inspector pertaining to min accessory building setback from 2019, permit #19-637 at address (1238 Mountainview Rd, King, NC 27021). 12' x 32' accessory building was investigated per a complaint from neighboring property owner and found to be permitted with encroachment into the minimum accessory building setback.

Funding Source: Fund Balance Appropriated

Exhibit A: Account Description	Increase (Decrease)	
	Revenues	Expenditures
100-3991-3991000 - Fund Balance Appropriated	\$ 3,000.00	\$ -
100-4910-5000440 - Misc Contractual Services (Encroachment)	\$ -	\$ 3,000.00
	\$ -	\$ -
	\$ -	\$ -
TOTAL	\$ 3,000.00	\$ 3,000.00

Verified by the Clerk to the Board:

Olivia Long
Clerk to the Board

Eric B. Nance 8-6-25
Department Manager Date

[Signature] 8/6/25
County Manager Date

Jimmy E. Lister 8-6-25
Finance Director Date

**STOKES COUNTY, NORTH CAROLINA
GENERAL FUND****BOARD MEETING DATE: 8/11/2025**

WHEREAS, the Budget Officer recommends, and the Board now desires to amend the FY2025-2026 General Fund as outlined below in "**Exhibit A**" to the budget,

NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Stokes as follows:

1. That the FY2025-2026 amendment(s) listed in "**Exhibit A**" below be hereby adopted.
2. That this ordinance shall be effective upon adoption.
3. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, Budget Officer, and to the Finance Director.

ADOPTED this 11th day of August, 2025

Requesting Department: Governing Body - Amber Brown
Budget Amendment Item: 100-4110-5000180 - Professional Services

Description and Justification:

A \$50,000 appropriation to the Governing Body Budget is being requested for Professional Services. This request is being made due to unforeseen expenses associated with pending litigation.

Funding Source: Fund Balance Appropriated

Exhibit A: Account Description	Increase (Decrease)	
	Revenues	Expenditures
100-3991-3991000 - Fund Balance Appropriated	\$ 50,000.00	\$ -
100-4110-5000180 - Professional Services	\$ -	\$ 50,000.00
	\$ -	\$ -
	\$ -	\$ -
TOTAL	\$ 50,000.00	\$ 50,000.00

Verified by the Clerk to the Board:

Olivia Long
Clerk to the Board

Amber Brown 8/5/2025
Department Manager Date

[Signature] 8/6/25
County Manager Date

Sammy E. Keator 8/6/2025
Finance Director Date

**STOKES COUNTY, NORTH CAROLINA
GENERAL FUND**BOARD MEETING DATE: August 11, 2025

WHEREAS, the Budget Officer recommends, and the Board now desires to amend the FY2025-2026 General Fund as outlined below in "**Exhibit A**" to the budget,

NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Stokes as follows:

1. That the FY2025-2026 amendment(s) listed in "**Exhibit A**" below be hereby adopted.
2. That this ordinance shall be effective upon adoption.
3. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, Budget Officer, and to the Finance Director.

ADOPTED this 11th day of August, 2025

Requesting Department: Service District - Fire Commission

Budget Amendment Item: 209-4345-5005009; 209-4345-5005011; 209-9110-5000521

Description and Justification:

Transfer \$24,844.38 from Service District Contingency Fund Balance (209-9110-5000521) to Francisco VFD (209-4345-5005009) for reimbursement of recent, unforeseen critical breakdowns of apparatus. Also, transfer \$10,000 to Pinnacle VFD (209-4345-5005011) for Volunteer Stipend not provided in the original budget process.

Funding Source: Fire Service Contingency Fund

Exhibit A: Account Description	Increase (Decrease)	
	Revenues	Expenditures
209-4345-5005009 - Francisco Volunteer Fire Dept	\$ -	\$ 24,844.38
209-4345-5005011 - Pinnacle Volunteer Fire Dept	\$ -	\$ 10,000.00
209-9910-5000521 - Fire Service Contingency	\$ -	\$ (34,844.38)
	\$ -	\$ -
TOTAL	\$ -	\$ 0.00

Verified by the Clerk to the Board:

Christa Long
Clerk to the Board

Department Manager

Date

[Signature]
County Manager

8/16/25
Date

Jimmy E. Keaton
Finance Director

8/16/25
Date

**STOKES COUNTY, NORTH CAROLINA
GENERAL FUND**BOARD MEETING DATE: August 11, 2025

WHEREAS, the Budget Officer recommends, and the Board now desires to amend the FY2025-2026 General Fund as outlined below in "**Exhibit A**" to the budget,

NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Stokes as follows:

1. That the FY2025-2026 amendment(s) listed in "**Exhibit A**" below be hereby adopted.
2. That this ordinance shall be effective upon adoption.
3. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, Budget Officer, and to the Finance Director.

ADOPTED this 11th day of August, 2025

Requesting Department: Solid Waste

Budget Amendment Item: 100-4720-5000510 - Equipment Capitalized

Description and Justification:

Appropriate \$3,000 from Appropriated Fund Balance to Solid Waste - Equipment Capitalized for a 6.5 x 14 lawn trailer with drop gate as requested and approved in the budget sessions.

Funding Source: Appropriated Fund Balance

Exhibit A: Account Description	Increase (Decrease)	
	Revenues	Expenditures
100-4720-5000510 - Equipment Capitalized	\$ -	\$ 3,000.00
100-3991-3991000 - Fund Balance Appropriated	\$ 3,000.00	\$ -
	\$ -	\$ -
	\$ -	\$ -
TOTAL	\$ 3,000.00	\$ 3,000.00

Verified by the Clerk to the Board:

Olivia Long
Clerk to the Board

Department Manager Date

[Signature] 8/6/25
County Manager Date

Sammy E. Kufon 8/5/25
Finance Director Date



**Board of County Commissioners
August 11, 2025
6:00 PM**

Item number: VI.a.

North Carolina Forest Service Stokes County Annual Report

Contact: Jonathan Young, Stokes County Ranger

Summary:

Jonathan Young from the North Carolina Forest Service will be presenting the NCFS Stokes County Report Fiscal Year 2025. Attached is the report.

ATTACHMENTS:

Description	Upload Date	Type
NCFS Stokes County Report FY25	8/6/2025	Cover Memo

North Carolina Forest Service

Stokes County Report Fiscal Year 2025 (July 2024 – June 2025)



Goinstown Road Wildfire

Photo Credit: NE Stokes VFD

*Stokes County Ranger
Jonathan Young
(336) 978-6545*

*Stokes Assistant County Ranger
Lily Knepp
(336) 970-1305*

*Stokes County Smokechaser
Elizabeth "Liz" Riggins
(336) 239-6834*

The mission of the North Carolina Forest Service is to protect, manage, and promote forest resources for the citizens of North Carolina.



PO BOX 72, DANBURY, NC 27016 • PHONE (336) 593-8154

email: stokes.ncfs@ncagr.gov • website: www.ncforestservice.gov



Forest Protection Fire Control



The North Carolina Forest Service has the responsibility of protecting state and privately owned forest land from wildfires. Our Fire Control program is managed on a cooperative basis with all 100 counties. The program consists of fire prevention efforts and programs, preparedness training with local VFD's and our pre-arranged fire crews, an aggressive suppression effort on all wildfires, and law enforcement follow-up on every fire.

Stokes County FY 2025 Wildfires

Wildfires	109 fires
Acres Burned	362 acres
Homes Protected (\$)	125 (\$15,978,100)
Other Structures Protected (\$)	169 (\$14,924,000)
Homes Lost (\$)	0 (\$0)
Other Structures Lost (\$)	8 (\$26,500)
Homes Damaged (\$)	2 (\$6,000)
Other Structures Damaged (\$)	1 (\$200)
Vehicles Damaged (\$)	4 (\$500)
<u>Law Enforcement</u>	
Warnings Issued	49
Waivers Issued	7
Citations Issued	4
Warrants Issued	1
Juvenile	5
Suppression Costs	<u>\$120,290.11</u>

Causes of FY 2025 Wildfires

Debris Burning.....	51
Powerline.....	26
Miscellaneous.....	14
Machine Use.....	8
Children.....	0
Incendiary.....	3
Camping.....	3
Undetermined.....	0
Lightning.....	3
Smoking.....	1
Railroad.....	0

NC Forest Service initial attacked 28% of wildfires this FY.

Reported Wildfires that NCFS responded to that turned out to be:

False Alarms = 27

Illegal Burns = 24

Non-escaped Legal Burns = 62

Other Incidents that NCFS responded to in order to assist local VFDs

Other Incidents = 15

1 Vehicle Fires

9 Trees in the Roadway

4 Vehicle Accidents

1 Structure Fire



NCFS responded to a total of 237 incidents in Stokes County during FY 2025

Goinstown Road Fire



The Goinstown Road wildfire was reported during the early afternoon of March 22nd in the northeast corner of Stokes County along the Rockingham County line. Upon initial attack the NC Forest Service determined the fire was already 5 to 10 acres in size and was being pushed by 30mph winds toward structures in Rockingham County. Plans were quickly made to establish structure protection at all structures ahead of the fire. Two attempts to conduct burn out operations along natural breaks failed due to the high winds. With assistance from VFDs from Stokes, Rockingham, Forsyth, Guilford, Patrick and Henry Counties the VFD's were able to set up along Goinstown Road and prevent it from crossing that road during burn out operations by the NC Forest Service. NC Forest Service deployed two bulldozers, a scout plane, our Stokes Fire Crew along with a handful of other NCFS employees to contain the fire around 10pm that night at 276 acres. No damage was reported during the fire, and no one was injured. This was the 4th largest fire ever recorded in Stokes County to date.



Photo Credit: NE Stokes VFD

Stokes County FY Wildfires and Causes (2006-2025))

Summary Of Fires By Cause (Fiscal Year)														
FYear	UNK	Camping	Children	Debris Burning	Incendary	Lightning	Machine Use	Misc.	Railroad	Smoking	Undetermined	Total	Acres Burned	Average
2006	0	0	3	11	2	2	3	6	0	3	0	30	122.5000	4.0833
2007	0	4	4	17	1	0	4	18	0	2	0	50	49.6000	0.9920
2008	0	3	6	14	5	2	3	20	0	2	0	55	397.9000	7.2346
2009	0	0	2	20	5	0	1	8	0	1	0	37	26.7000	0.7216
2010	0	0	1	19	2	0	2	3	0	0	0	27	23.1000	0.8556
2011	0	1	3	28	3	0	3	26	0	2	0	66	46.7000	0.7076
2012	0	0	6	23	9	5	0	15	0	0	0	58	44.7000	0.7707
2013	0	1	0	20	14	1	8	19	0	1	0	64	32.8000	0.5125
2014	0	0	6	51	19	1	19	25	0	0	0	121	115.3000	0.9529
2015	0	1	3	25	8	4	26	27	0	2	0	96	60.2000	0.6271
2016	0	0	2	14	3	2	20	8	0	0	3	52	6.7300	0.1294
2017	0	1	4	42	6	1	18	27	0	4	4	107	49.3300	0.4610
2018	0	2	1	25	0	0	1	25	0	1	2	57	17.9100	0.3142
2019	0	1	0	7	1	0	7	8	0	0	0	24	7.4300	0.3096
2020	0	1	2	21	1	0	5	7	0	0	0	37	16.1700	0.4370
2021	0	3	1	27	1	0	9	15	0	2	1	59	33.7100	0.5714
2022	0	1	3	41	2	1	10	26	0	0	1	85	76.0095	0.8942
2023	0	0	1	18	1	1	4	12	0	0	2	39	20.4288	0.5238
2024	0	2	4	41	2	0	21	41	0	2	1	114	904.8487	7.9373
2025	0	3	0	51	3	3	8	40	0	1	0	109	362.2481	3.3234
Total	0	24	52	515	88	23	172	376	0	23	14	1,287	2,414.3151	
AVG	0	1	3	26	4	1	9	19	0	1	1	64		

Forest Protection Water Quality



Forest Practice Guidelines Related to Water Quality

In North Carolina, Forest Practice Guidelines (FPG's) are mandatory, statewide requirements defined by N.C. Administrative Code 15A NCAC 01I .0100 - .0209. All forestry-related, site-disturbing activities must comply with the FPGs if that activity is to remain exempt from permitting and other requirements specified in the North Carolina Sedimentation Pollution Control Act (SPCA) of 1973.

The N.C. Forest Service inspects logging sites each year to assess compliance with FPG's related to the following standards: Streamside Management Zones, Prohibition of Debris Entering Streams and Water bodies, Access Road and Skid Trail Stream Crossings, Access Road Entrances, Prohibition of Waste Entering Streams, Water bodies, and Groundwater, Pesticide Application, Fertilizer Application, Stream Temperature, and Rehabilitation of Project Site. We also inspect our own prescribed burn fire lines installed with our dozers.

FPG INSPECTIONS COMPLETED BY NCFS

Logging Inspections and Re-inspections.....127 inspections
Number of Logging Sites.....28 sites
Number of Prescribed Burn Dozer line sites.....13 sites
Number of Acres Inspected.....1136 acres

Timber Harvest Sites/Acres in Stokes County:

- **Clear Cut Sites.....31 Sites**
- **Clear Cut Acres.....558 acres**
- **Selective Cut / Thinning Cut Sites.....8 Sites**
- **Selective Cut / Thinning Cut Acres..... 118 acres**



Our office located
0 FPG violations this past
year.

In the case of a violation,
our office provides
corrective
recommendations and
conducts follow up
inspections to ensure
measures are taken to
protect water quality of
the streams affected.

Forest Protection Insect & Disease Control



NC Forest Service Rangers are tasked with helping to maintain healthy forests in North Carolina. One of the ways we assist the citizens of North Carolina in maintaining healthy forests is through Insect and Disease monitoring and control. The NCFS has a Forest Health branch that provides technical assistance to local rangers and landowners. They assist with guidance on identification and control measures needed for threats that affect our forests. Local Rangers conduct monthly insect and disease surveys each year in their counties in order to monitor for any possible outbreaks or threats. Local Rangers, upon request, also meet with homeowners and do examinations of shade trees to try to diagnose any insect or disease problems that may be present on concerned trees. The NCFS also conducts aerial flights of each county every year to inspect for any visible signs of Southern Pine Beetle (SPB) or other insect/disease problems.

Insect and Disease Examinations in Stokes County last fiscal year

Shade Tree Assists to Homeowners.....	5
Telephone Assists related to Insect and Disease.....	1
Aerial Survey's for Southern Pine Beetle.....	1



Spotted Lanternfly



Asian Longhorned Beetle



Spongy Moth

Be
on
the
Lookout
for



Elm Zigzag Sawfly

Forest Management



Forest Management Plans

One of the many functions of the NC Forest Service is to develop sound forest management plans for the forest landowners of North Carolina. These plans are designed to help landowners meet specific objectives they have for their property including timber production, soil and water protection, improving wildlife habitat, recreation, and aesthetics.



NCFS prepared
81 plans on 3161 acres
for Stokes County landowners
this fiscal year.

- * 26 Forest Management Plans
- * 16 Forest Management Assists
- * 1 Forest Stewardship Plan
- * 30 Forest Practice Plans
- * 8 Forest Regeneration Plans

Forest Management



Forest Establishment

The NC Forest Service provides guidance to landowners of North Carolina concerning establishing healthy trees in order to produce forest products for our future generations. Forest establishment can be in the form of replanting trees on harvested timberland, planting trees on open fields no longer being used for agriculture or allowing for natural regeneration of trees on harvested sites.

Forest Establishment in Stokes County this fiscal year.

Trees Planted.....**7 Sites..... 133 acres**
Natural Regeneration**11 Sites.....250 acres**
Total Forest Establishment.....**383 acres**

Cost Share Assistance

The Forest Development Program (FDP) is a reforestation, afforestation and forest stand improvement cost-sharing program run by the North Carolina Forest Service.

FDP Practices Implemented and Acres

Tree Planting.....**3 sites - 116 acres**
Chemical Site Prep.....**1 site – 26 acres**



\$7,576 of cost share money was paid by NCFS to Stokes County landowners this fiscal year for Forest Development.

Forest Management



Prescribed Burning

Land managers now recognize that fire used in controlled situations can promote healthy natural ecosystems. A series of low intensity fires can thin crowded forests, resulting in less severe disease and pest outbreaks. Fire promotes native grasses and wildflowers and helps to regenerate oaks, which in turn increases wildlife populations. Controlled burns also reduce leaf litter and woody fuels that increase wildfire intensity. Fire, in the right place at the right time, is the most economic land management tool that can offer numerous benefits for wildlife.

Prescribed fire is especially important in North Carolina due to the large amount of land lying in the Wildland/Urban Interface (WUI). NC has more WUI acres than any state in the country.



17 Prescribed Burns
were completed in Stokes County
this fiscal year on **556 acres**

Prescribed Burning Cost Share Program

This past fiscal year we assisted
13 landowners with obtaining **\$6,965** for
prescribed burning on **398 acres**.



Forest Management



Tree Seedlings and Nurseries

The NC Forest Service operates two state nurseries to grow tree seedlings that are available to the citizens of North Carolina. Combined, the two state nurseries grow 40 to 50 different species of trees and annually produce around 16 million trees. Tree seedlings are available for purchase by landowners starting in July of each year, with deliveries made by local rangers in January, February, and March.

The NC Forest Service nurseries grow excellent tree seedlings that are available to be purchased by anyone in North Carolina. The nurseries rely on NCFS rangers to collect the quality seed needed to grow these seedlings each year. Each year NCFS rangers and nursery staff collect on average 55,000 pounds of seed to support the nursery operation.



Last Fiscal Year, NCFS Stokes collected **4,271** pounds of seed of 8 different tree species in Stokes County for the NCFS nurseries.

NCFS Stokes also made **4 deliveries** of **1836 tree seedlings** to **4 Stokes County landowners** who had ordered trees from our NCFS nursery.



Fire Prevention Information And Education



Each year the NC Forest Service participates in and conducts educational programs for the citizens and schools of Stokes County. These programs are conducted in order to promote forest fire prevention and to educate participants in the value of our forests and forest products in North Carolina.

44 Educational Programs conducted this fiscal year

Community Outreach Programs.....	9
Community Festivals & Stokes Co Fair.....	3
School Programs.....	7
News Articles/TV Interviews.....	9
Emergency Service Meetings.....	8
Cooperator Meetings.....	5
Fire Department Trainings.....	2
Parades.....	1



Stokes Stomp Parade



Environmental Awareness Days at Hanging Rock



Career Day at London Elementary

Our office also assisted one full day with the NC Forest Service booth at the NC State Fair in Raleigh.

VFD Training



Fire Training

The North Carolina Forest Service provides several training opportunities to our rural Volunteer Fire Departments as well as other emergency service organizations. These trainings include national firefighter training and fire behavior, Incident Command System, Wildland Fire Suppression for VFD's, Class A Foam use, and Chainsaw Safety for VFD's. These trainings allow fire department personnel to be able to assist the NC Forest service in safely, efficiently, and effectively suppressing wildland fires while protecting citizen's property and our forest resources.



This past fiscal year NCFS conducted 2 training opportunities for Stokes County VFD's.



Pre-Arranged Fire Crew



NCFS Stokes County Fire Crew

The NC Forest Service offers a program to employ local and out of county trained firefighters to assist the NCFS on wildland fires during our fall and spring fire seasons. This program is offered in the more mountainous and rural counties to assist in areas with difficult terrain as well as assisting our local Volunteer Fire Departments. This program is a huge asset to the NC Forest Service as well as to our local communities. Currently we have **27 trained firefighters** in Stokes County to choose from when needed. This crew is a tremendous asset to have in rough terrain as we have in areas of Stokes County. Having this crew in place to help on wildfires allows the NCFS to free up our VFD's so they can respond to other emergencies. During the past fiscal year, we were able to use and pay **18 firefighters** to assist us on **52 wildfires and 13 prescribed burns** during fire season at a cost of **\$20,366.03**.



Stokes County Smokechaser



NCFS Stokes County Smoke Chaser

In July of 2014, it was approved to hire a temporary Smoke Chaser position in Stokes County with 100% funding provided by Stokes County. It was agreed upon with the County Manager that this position's duties would primarily be to aid on wildfires in the county, the large amount of prescribed burning, and other NC Forest Service duties including logging inspections, VFD training, and educational programs. This position was also agreed upon to help all VFD's in the county during daytime hours on multi-incident response to provide needed manpower on scene. This position has been a tremendous asset to the NC Forest Service and has provided a valuable service to the citizens of Stokes County.



Stokes County Smoke Chaser
Elizabeth "Liz" Riggins
with Smokey Bear.

***Thanks for your continued
support and for funding the
Smoke Chaser Position in
Stokes County***

Accomplishments for fiscal year 2025 Stokes County Smoke Chaser

*These services plus more have been provided to
citizens of Stokes County for total cost of*
\$18,000

- Assisted on 61 of 237 incidents that NC Forest Service responded to.
 - 30 Wildfires
 - 8 Non-escaped Legal Burns
 - 10 Non-escaped Illegal Burns
 - 2 False Alarm
 - 11 Other type incidents
 - 7 Trees in Roadways
 - 3 Automobile Accident
 - 1 Vehicle Fire
- Assisted with 10 prescribed burns on 318 acres
- Assisted on 22 Logging Inspections.
- Assisted with 11 Educational Events and festivals in Stokes County that NC Forest Service participated in. Also volunteered one day for the NC State Fair.
- Attended 4 NCFS trainings



**Board of County Commissioners
August 11, 2025
6:00 PM**

Item number: VI.b.

Resident Survey Results 2025

Contact: Jeff Sanborn, County Manager

Summary:

This year, we did our first annual resident survey. During the January 2025 planning retreat, the Board of County Commissioners implemented an annual survey methodology in order to support better resource prioritization in Stokes County's annual budgeting and planning processes.

The County contracted with ETC Institute of Olathe, KS to perform the survey. ETC mailed surveys to a random sample of residents that they selected to ensure proper geographic dispersion in early June. By mid-July, ETC had received a greater number of survey responses than required to meet our desired margin of error of no more than 5 percent (+/-).

Attached is the presentation summary of this year's survey.

ATTACHMENTS:

Description	Upload Date	Type
Resident Survey Results Presentation	8/7/2025	Cover Memo



2025 Resident Survey Results

Aug 11, 2025

Topics to Discuss



- Survey Firm – Who We Used
- Survey Methodology
- Summary of Key Results
- Importance – Satisfaction
- National and Regional Benchmarking

Survey Firm

- ETC was founded in 1982, and is headquartered in Olathe, KS
- Mission is to gather statistically valid data to drive meaningful change
- Over the last five years, ETC has administered statistically valid surveys for over 1000 cities and counties across the US
- The significant size of their customer base allows for meaningful benchmarking and comparative analysis

Survey Methodology

Methodology



- ETC mailed surveys to a sample of our residents, ensuring appropriate geographic dispersion
- Survey recipients were given the option of responding by mail or by completing the survey online
- Residential addresses for surveys completed online were checked against original mailing list
- Stokes County receives no identifying information regarding persons who complete the survey – completely anonymous
- Goal was at least 400 completed surveys with appropriate geographic distribution; 460 surveys were completed
- We can have a 95% confidence level of results being within +/- 4.5% of actual resident perceptions

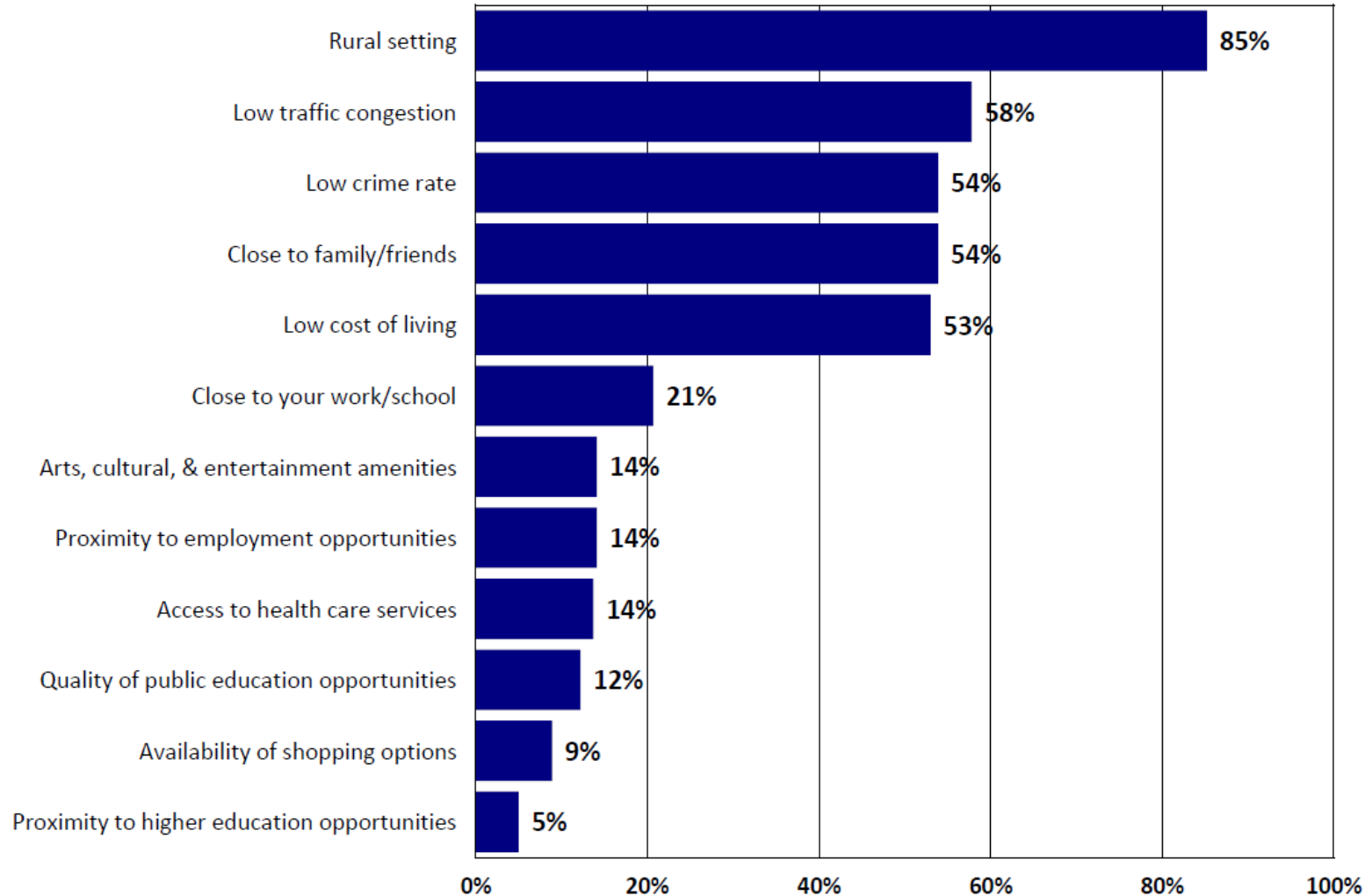
Summary of Key Results

Reasons for Choosing to Live in Stokes County



Q1. Please CHECK ALL of the reasons why you choose to live in Stokes County.

by percentage of respondents (multiple selections could be made)

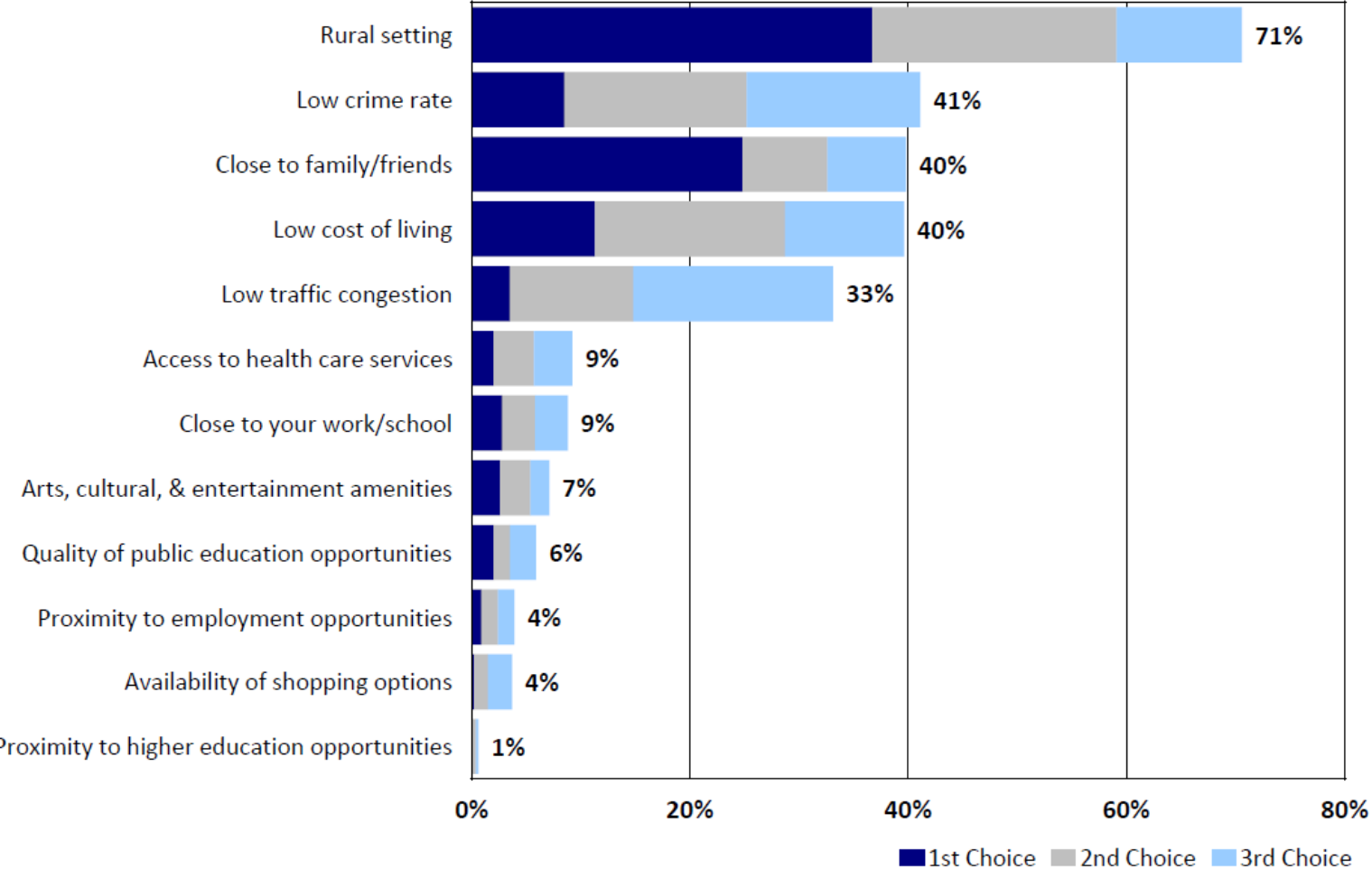


Reasons to Continue to Live in Stokes County



Q2. Which THREE of the items listed in Question 1 will have the BIGGEST IMPACT on your decision to stay in Stokes County over the next five years?

by percentage of respondents who selected the item as one of their top three choices



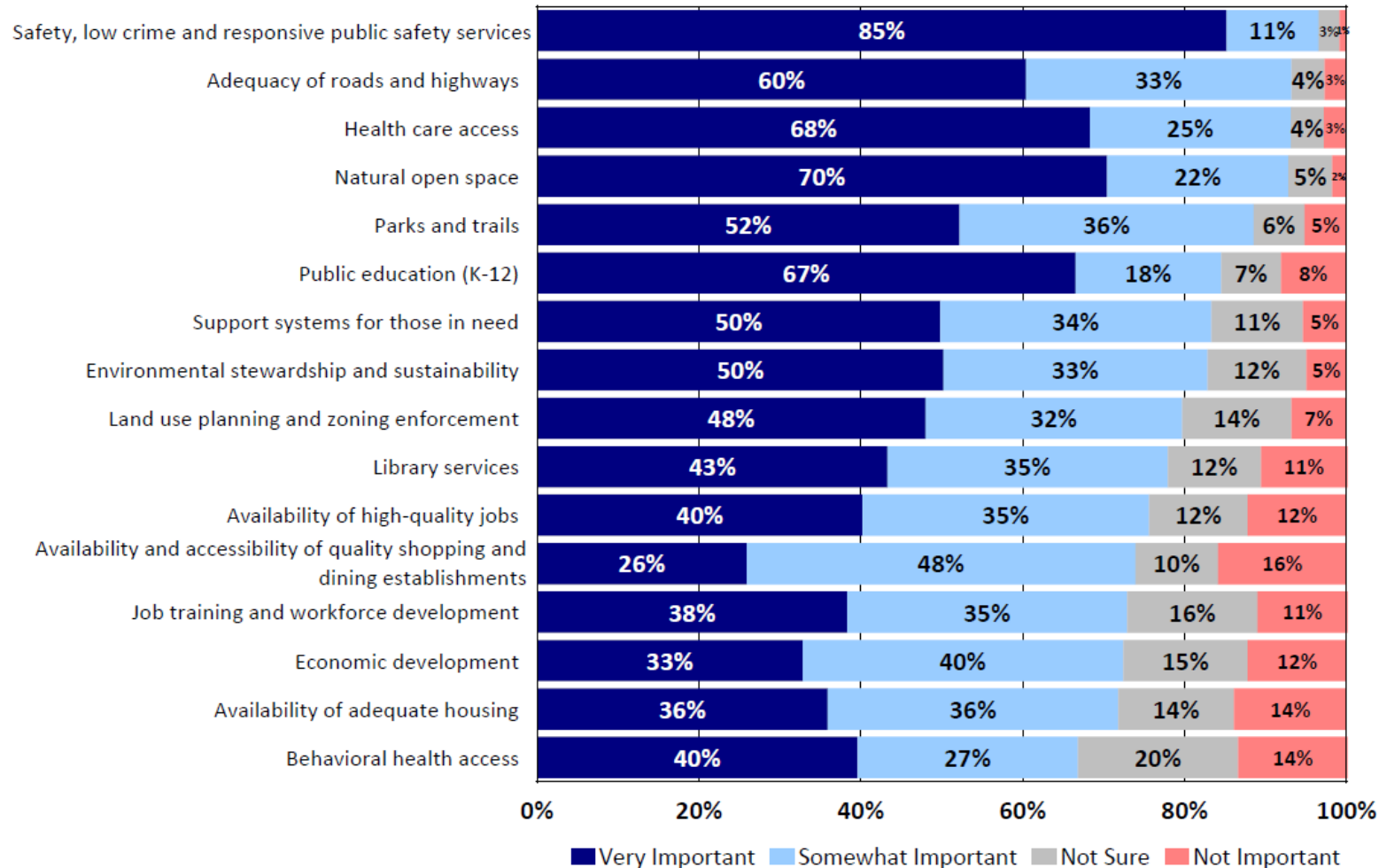
COME	STAY
1	1
3	2
4	3
5	4
2	5
9	6
6	7
7	8
10	9
8	10
11	11
12	12

Factors Most Important to Quality of Life



Q3. Visioning. Please indicate how important you believe each of the following factors are to overall quality of life in Stokes County

by percentage of respondents (excluding "don't know")

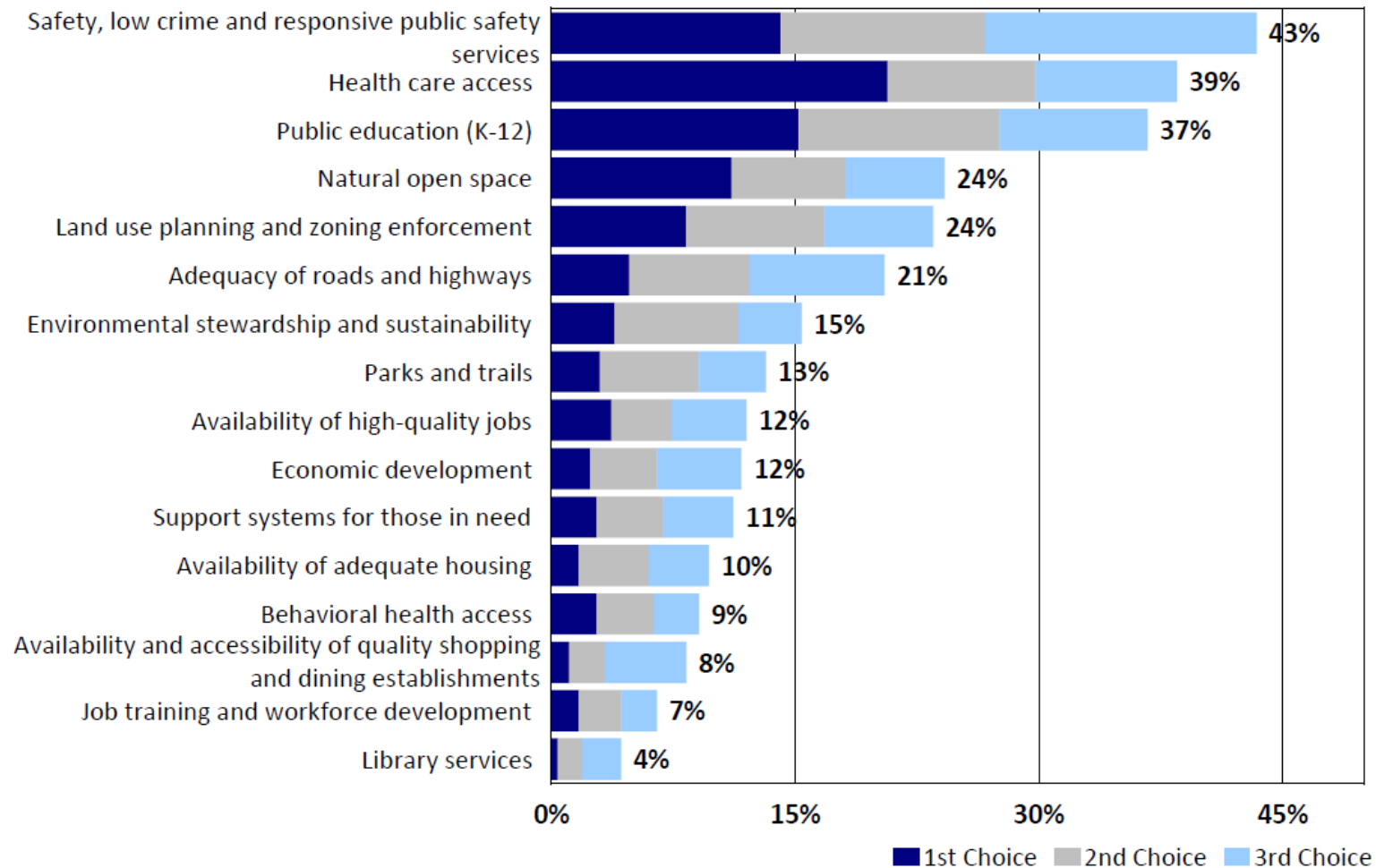


Importance for Improvements in Next 5 Years



Q4. Which **THREE** of the issues listed in Question 3 do you think will be the most important for the County to address over the next 5 years?

by percentage of respondents who selected the item as one of their top three choices

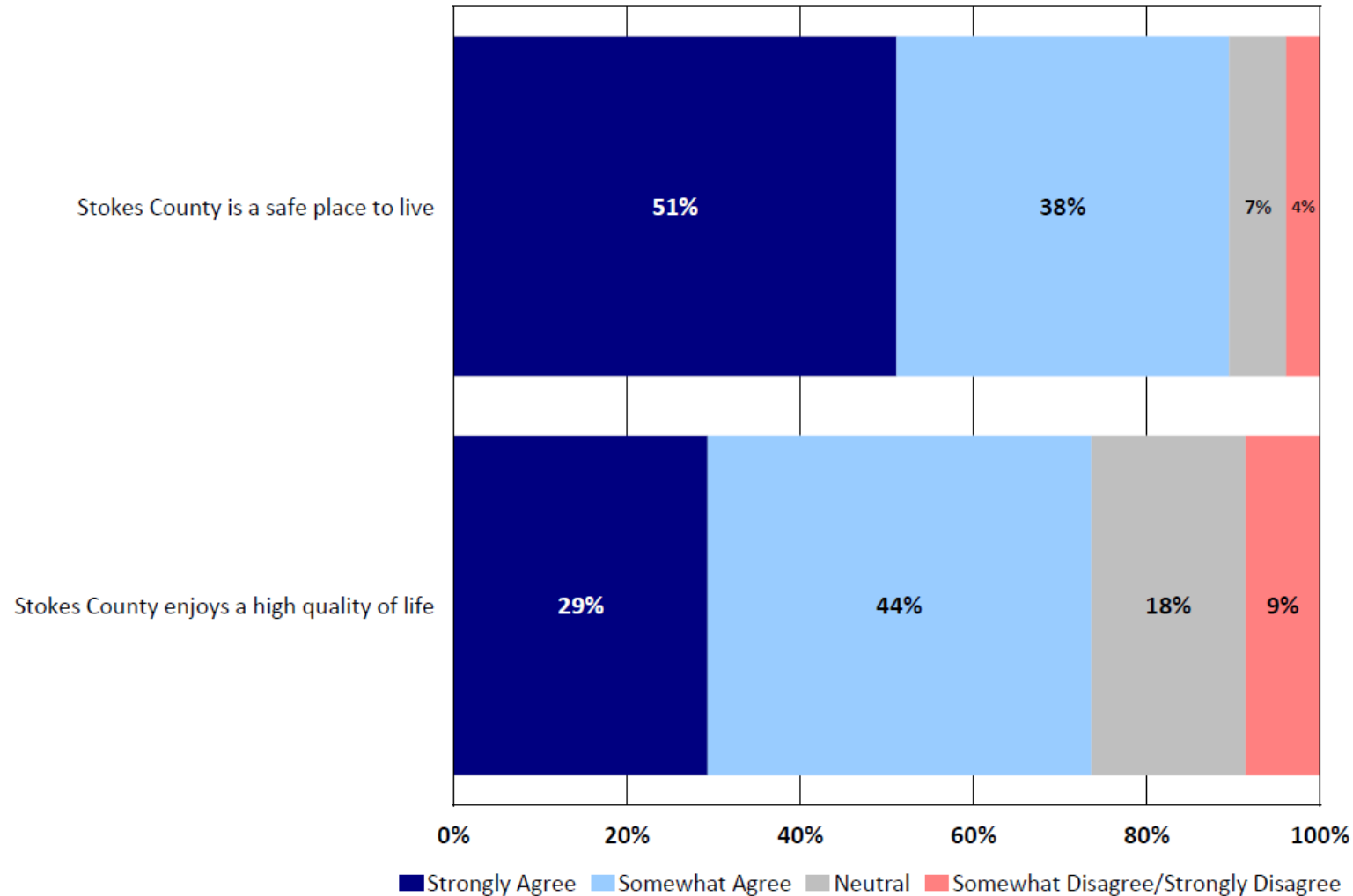


Perceptions: Safety and Quality of Life



Q5. Quality of Life. Please indicate your agreement with the following statements

by percentage of respondents (excluding "don't know")

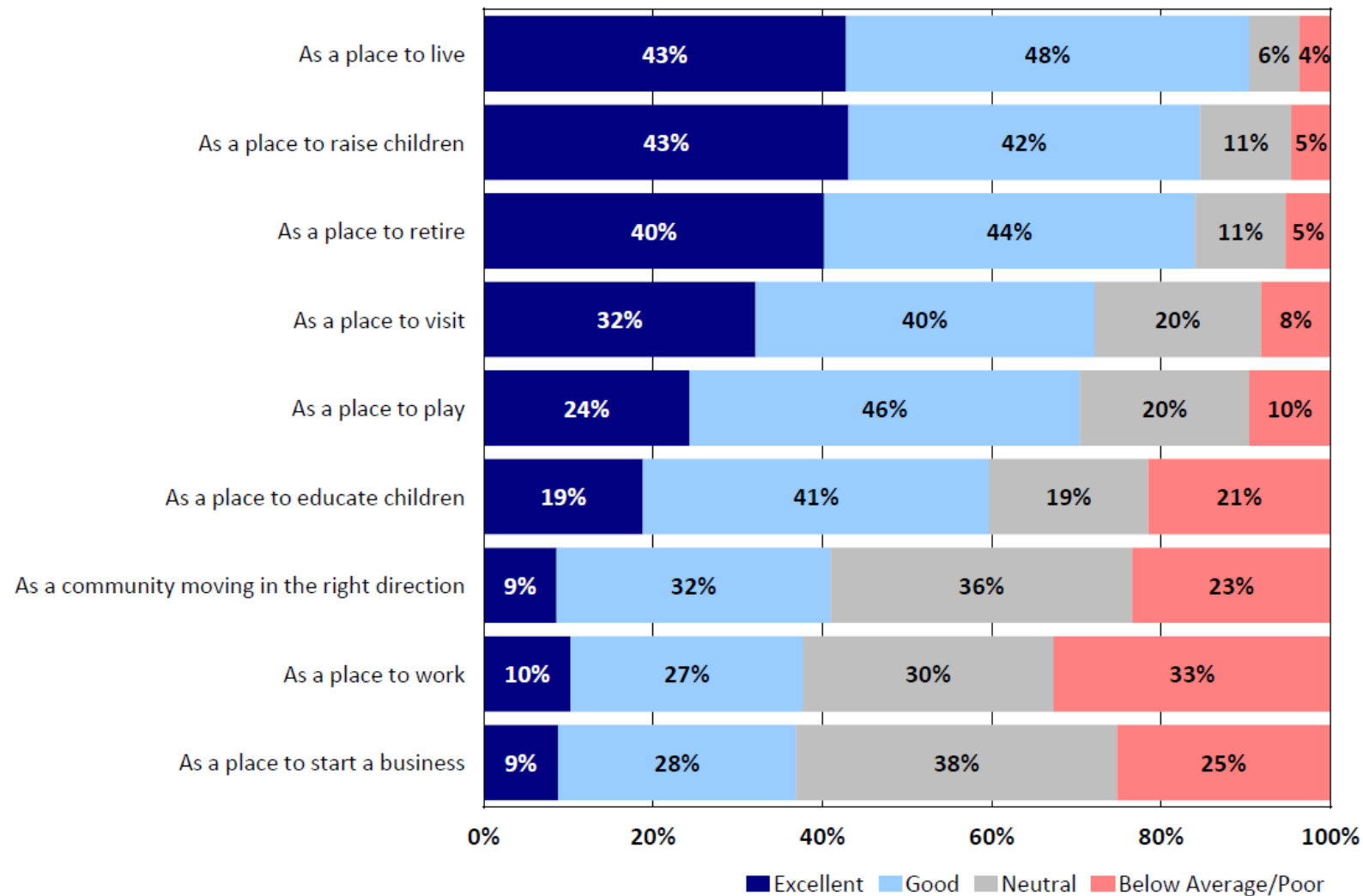


Perceptions of Stokes County



Q6. Overall Ratings of Stokes County.

by percentage of respondents (excluding "don't know")

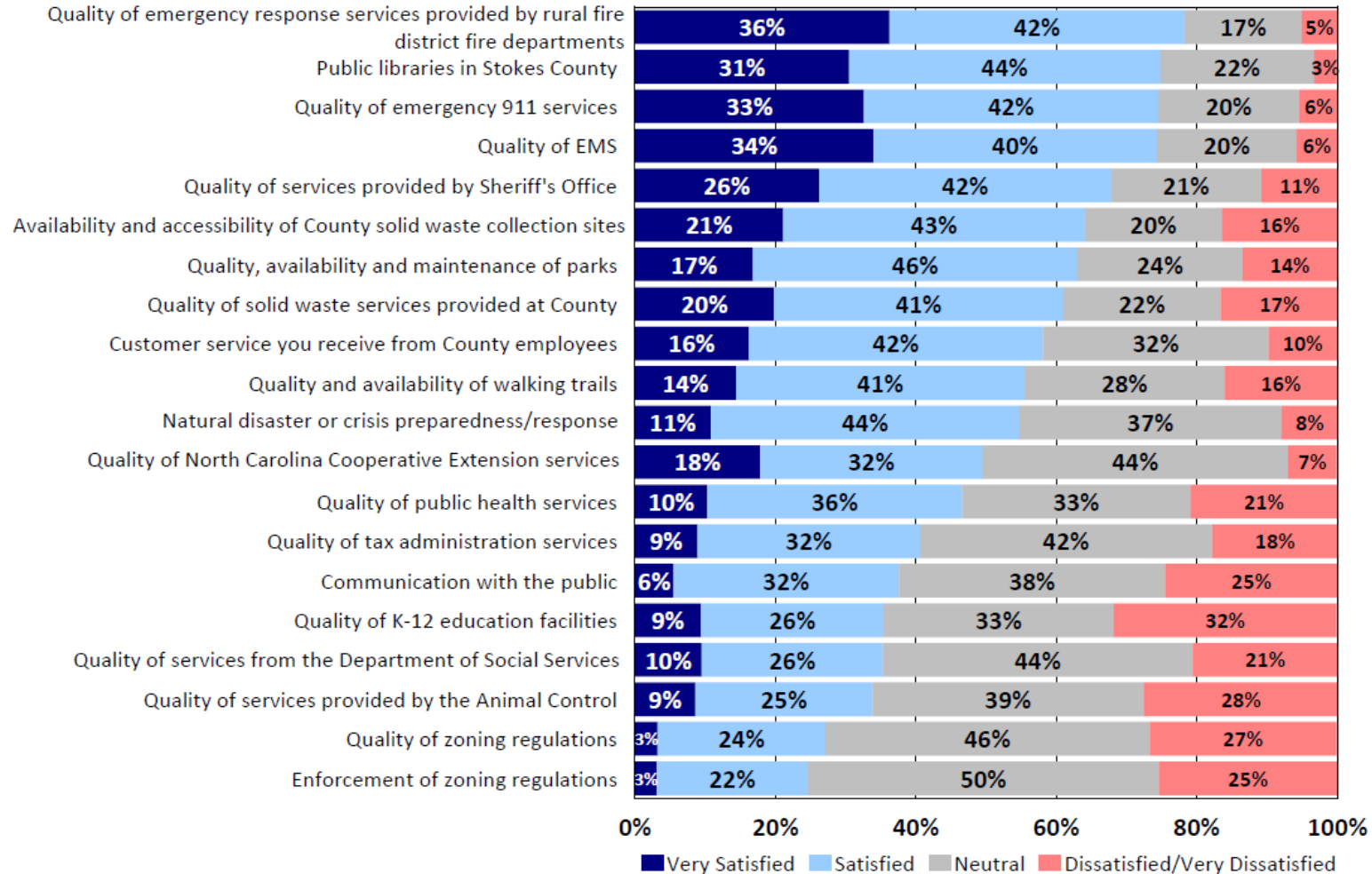


Satisfaction with County Services



Q7. Major Categories of County Services. Please rate your satisfaction with each of the major categories of services provided by Stokes County

by percentage of respondents (excluding "don't know")

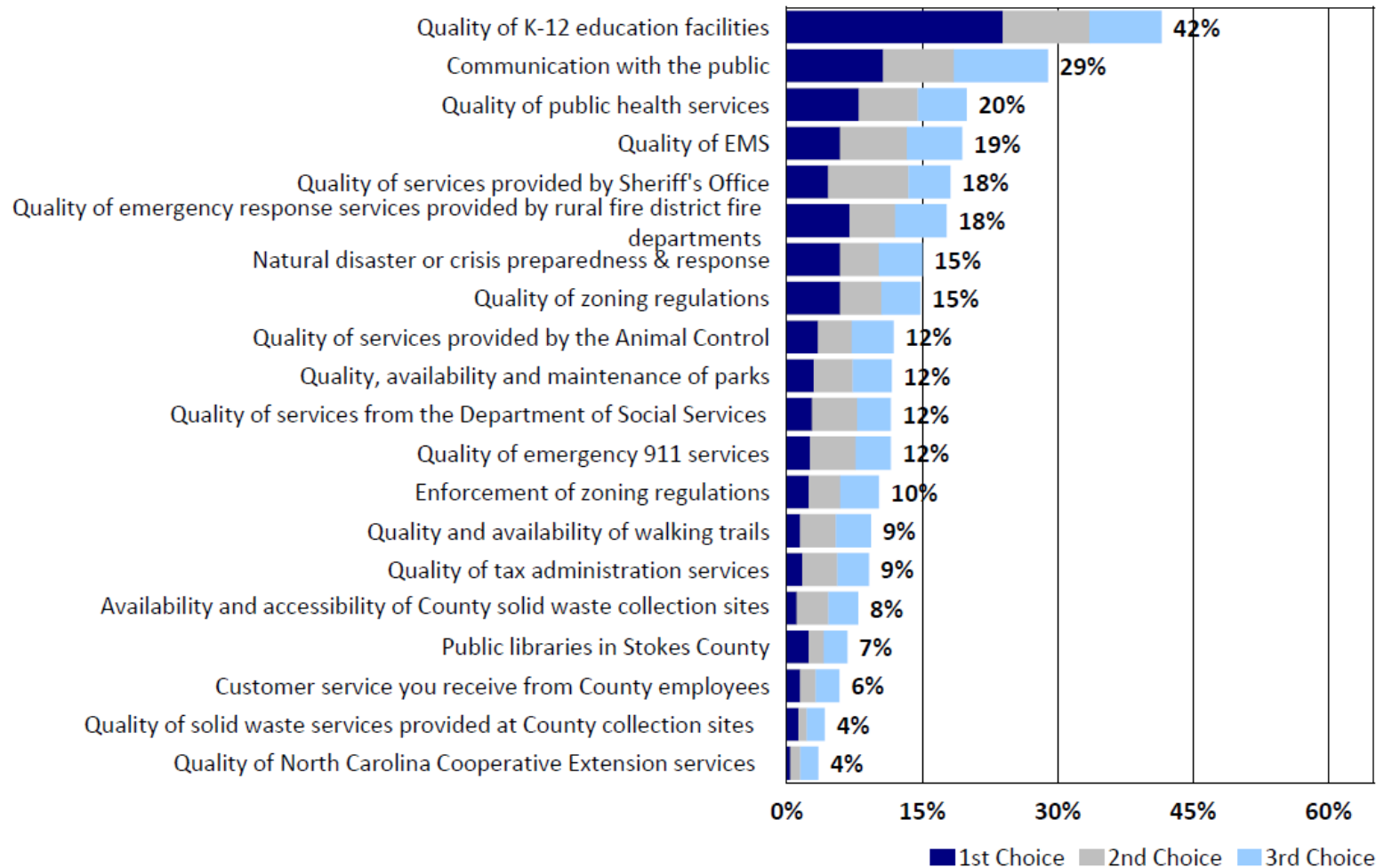


Importance for Service Improvement in Next 5 Years



Q8. Which THREE of the major categories of services do you think should receive the MOST EMPHASIS from the County over the next FIVE years?

by percentage of respondents who selected the item as one of their top three choices

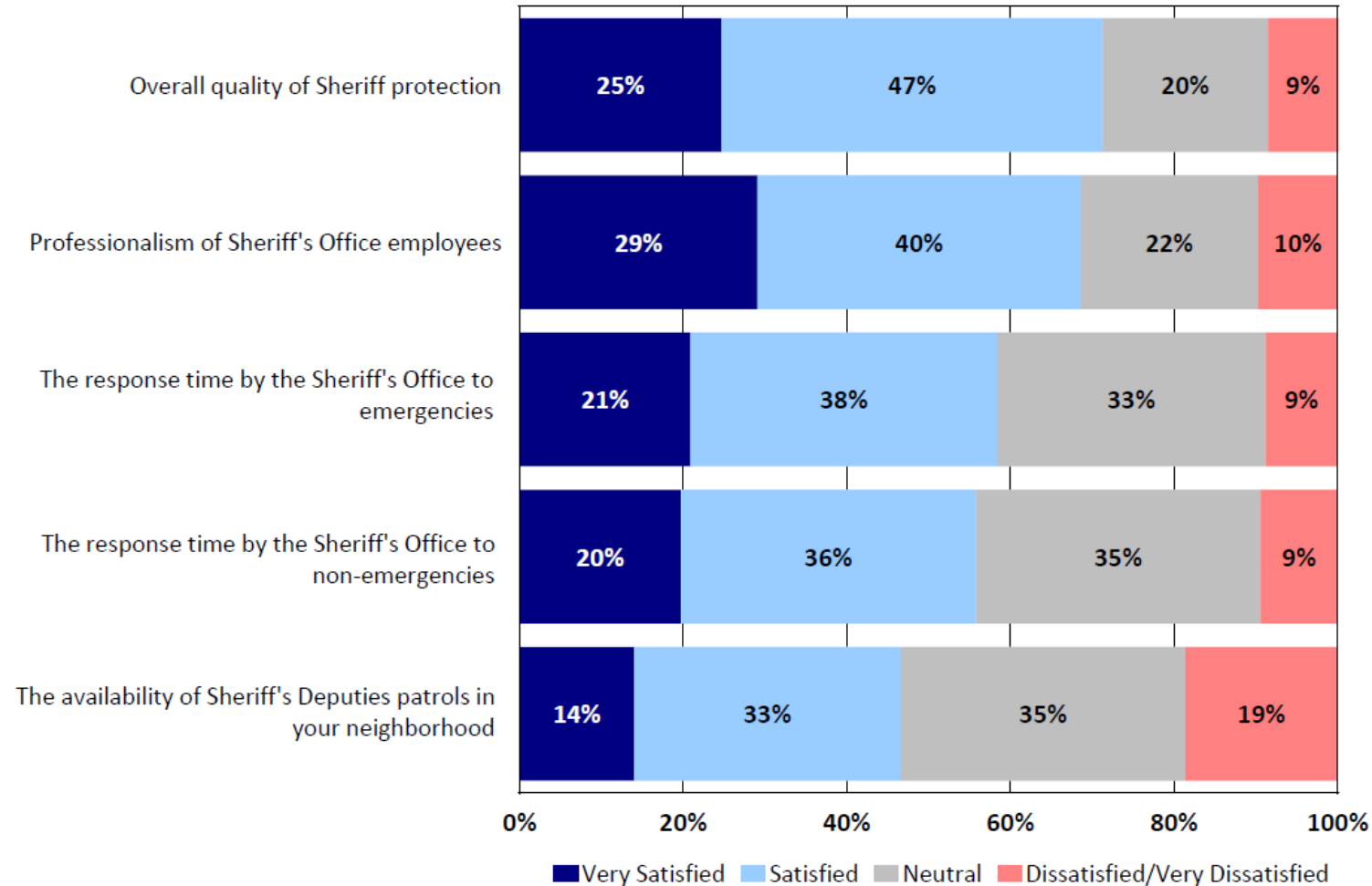


Public Safety Perceptions: Sheriff's Office



Q14. Stokes County Sheriff's Office. Please rate your satisfaction with each of the services provided by the Stokes County Sheriff's office.

by percentage of respondents (excluding "don't know")

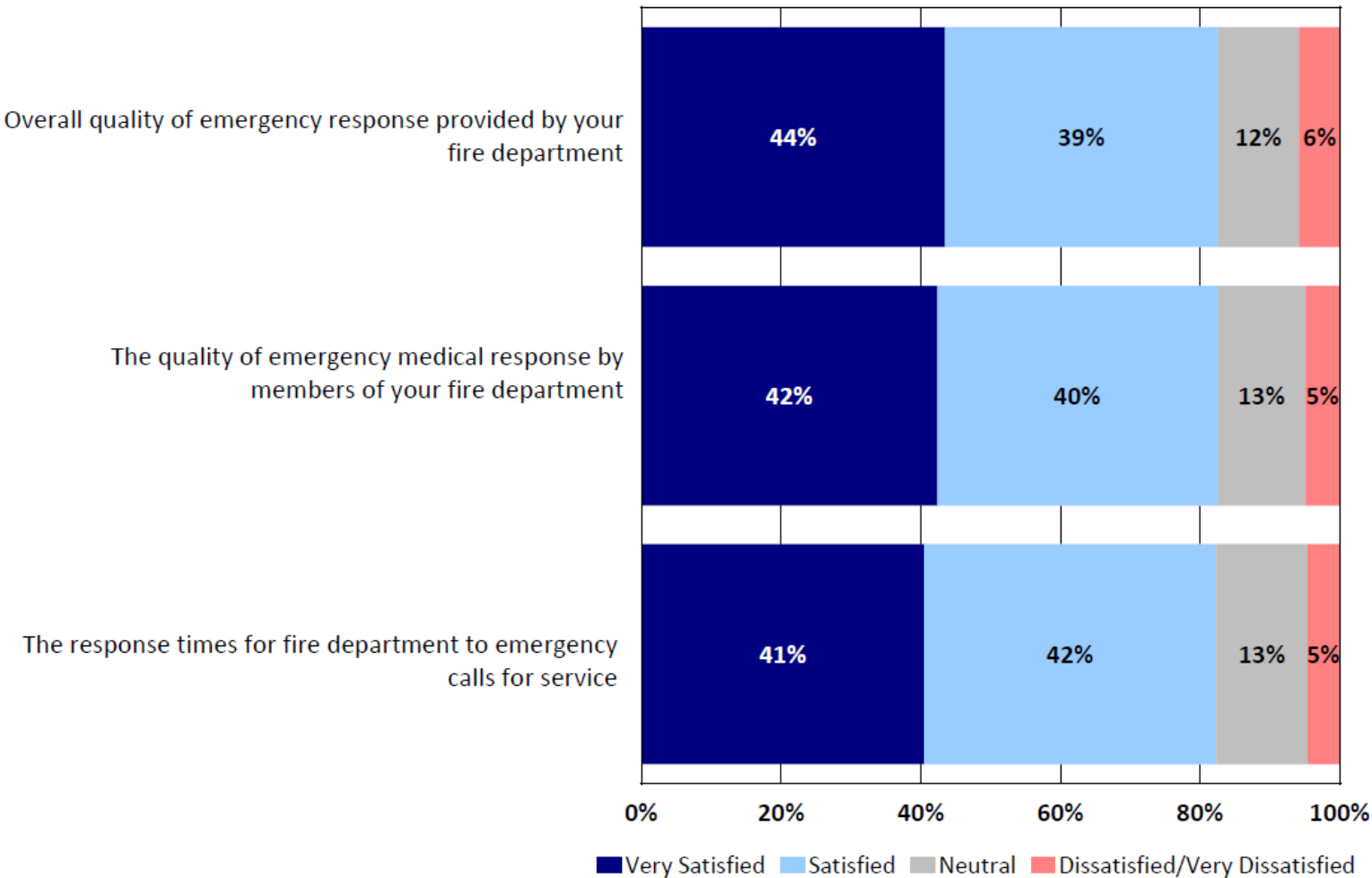


Public Safety Perceptions: Rural Fire Response



Q15. If you live outside the municipal limits of King and Walnut Cove, please rate your satisfaction with the following items.

by percentage of respondents (excluding “don't know”)

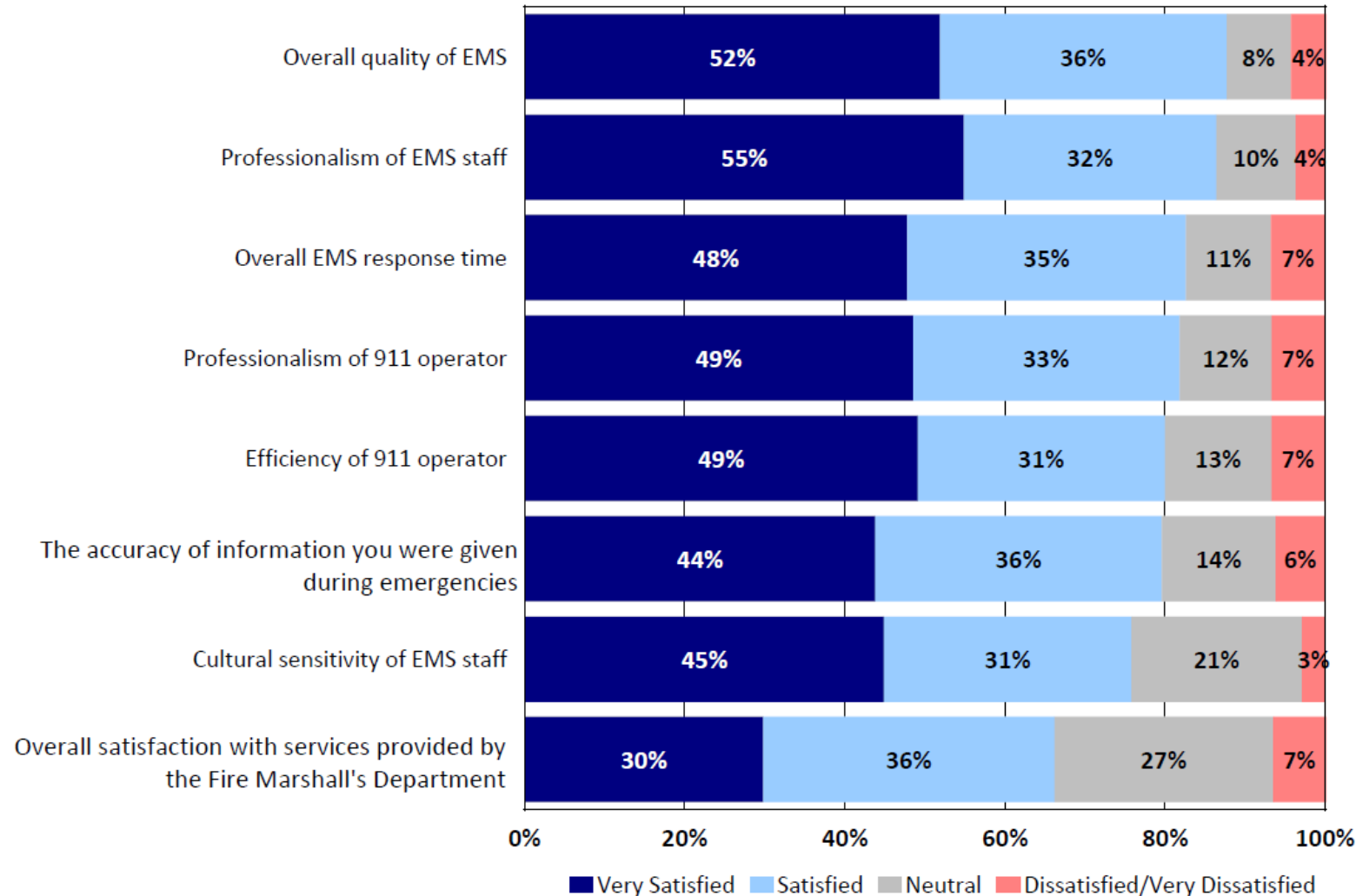


Public Safety Perception: EMS, Fire Marshal, Emergency Communications



Q16a. Please rate your satisfaction with each service provided by Stokes County.

by percentage of respondents who indicate they have used the service in the last year (excluding "don't know")



Importance - Satisfaction

Importance – Satisfaction: Explained



- For key services, ETC asked residents two questions:
 - How satisfied are you with the service?
 - How important is it that Stokes County make improvements to this service over the next five years?
- Services that have relatively lower satisfaction while also having relatively higher perceived importance may be good candidates for priorities in five-year plan development

Importance – Satisfaction Hierarchy



2025 Importance-Satisfaction Rating Stokes County, NC Major Categories of County Services

Category of Service	Most Important %	Most Important Rank	Satisfaction %	Satisfaction Rank	Importance-Satisfaction Rating	I-S Rating Rank
Very High Priority (IS >.20)						
Quality of K-12 education facilities	42%	1	35%	16	0.2681	1
High Priority (IS .10-.20)						
Communication with the public	29%	2	38%	15	0.1803	2
Quality of zoning regulations	15%	8	27%	19	0.1079	3
Quality of public health services	20%	3	47%	13	0.1063	4
Medium Priority (IS <.10)						
Quality of services provided by the Animal Control Dept.	12%	9	34%	18	0.0781	5
Enforcement of zoning regulations	10%	13	25%	20	0.0769	6
Quality of services from the Department of Social Services	12%	11	35%	17	0.0744	7
Natural disaster or crisis preparedness and response	15%	7	55%	11	0.0680	8
Quality of services provided by the Sheriff's Office	18%	5	68%	5	0.0583	9
Quality of tax administration services	9%	15	41%	14	0.0541	10
Quality of emergency medical services (paramedics/ambulances)	19%	4	74%	4	0.0499	11
Quality, availability and maintenance of County parks	12%	10	63%	7	0.0429	12
Quality and availability of walking trails in the county	9%	14	56%	10	0.0414	13
Quality of emergency response services provided by rural fire district fire departments	18%	6	78%	1	0.0384	14
Quality of emergency 911 services	12%	12	75%	3	0.0293	15
Availability and accessibility of County solid waste collection sites	8%	16	64%	6	0.0284	16
Customer service you receive from County employees	6%	18	58%	9	0.0243	17
Quality of North Carolina Cooperative Extension services	4%	20	50%	12	0.0177	18
Public libraries in Stokes County	7%	17	75%	2	0.0169	19
Quality of solid waste services provided at County collection sites	4%	19	61%	8	0.0164	20

National/Regional Benchmarking

Overall Perceptions about Stokes County

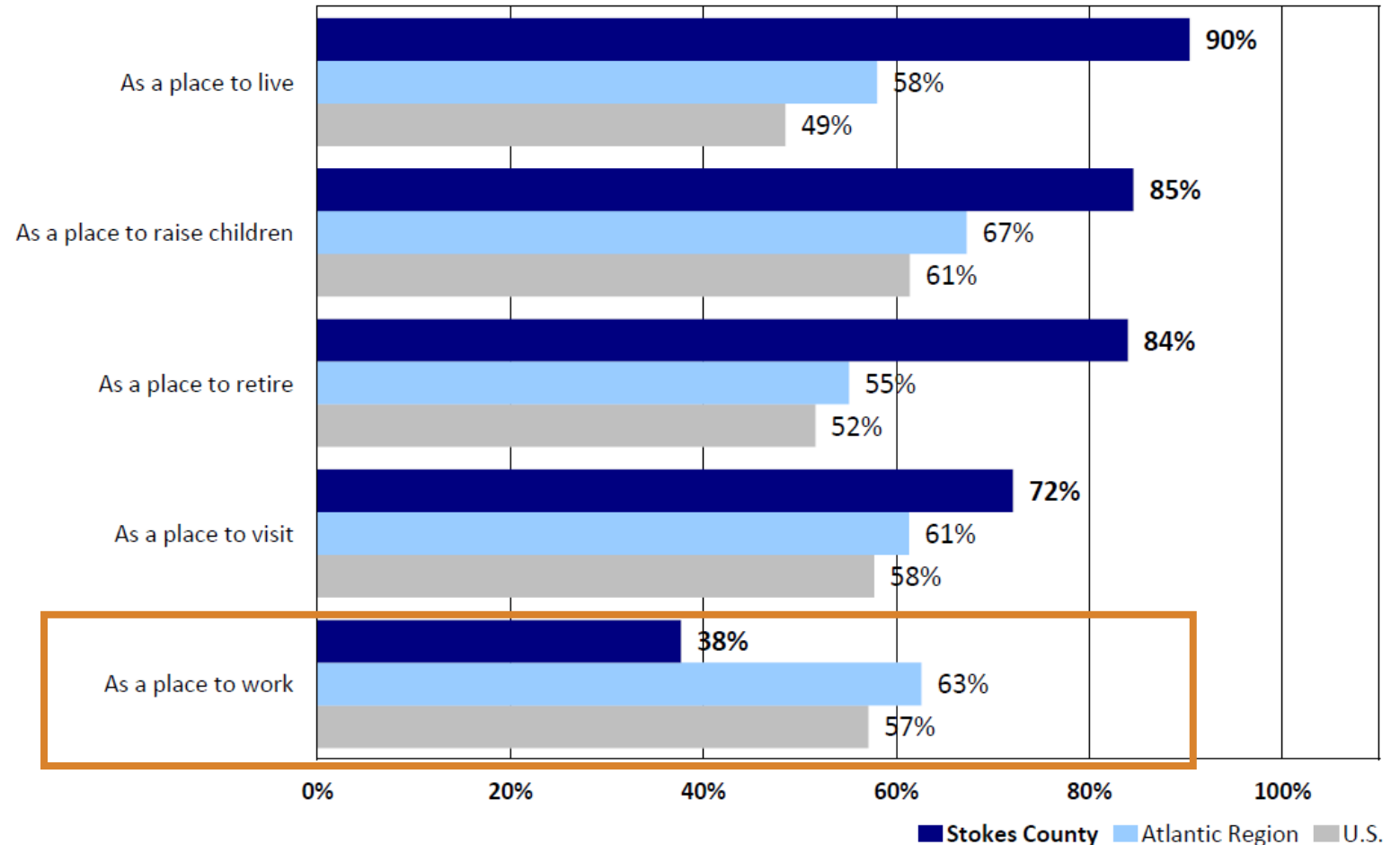


4/5 Above US Average

4/5 Above Regional
Average

Overall Ratings of Community Stokes County vs. Atlantic Region vs. U.S. Average

by percentage of respondents who rated the item 4 or 5 on a 5-point scale
where 5 was "excellent" and 1 was "poor" (excluding don't knows)



Major Categories of Services

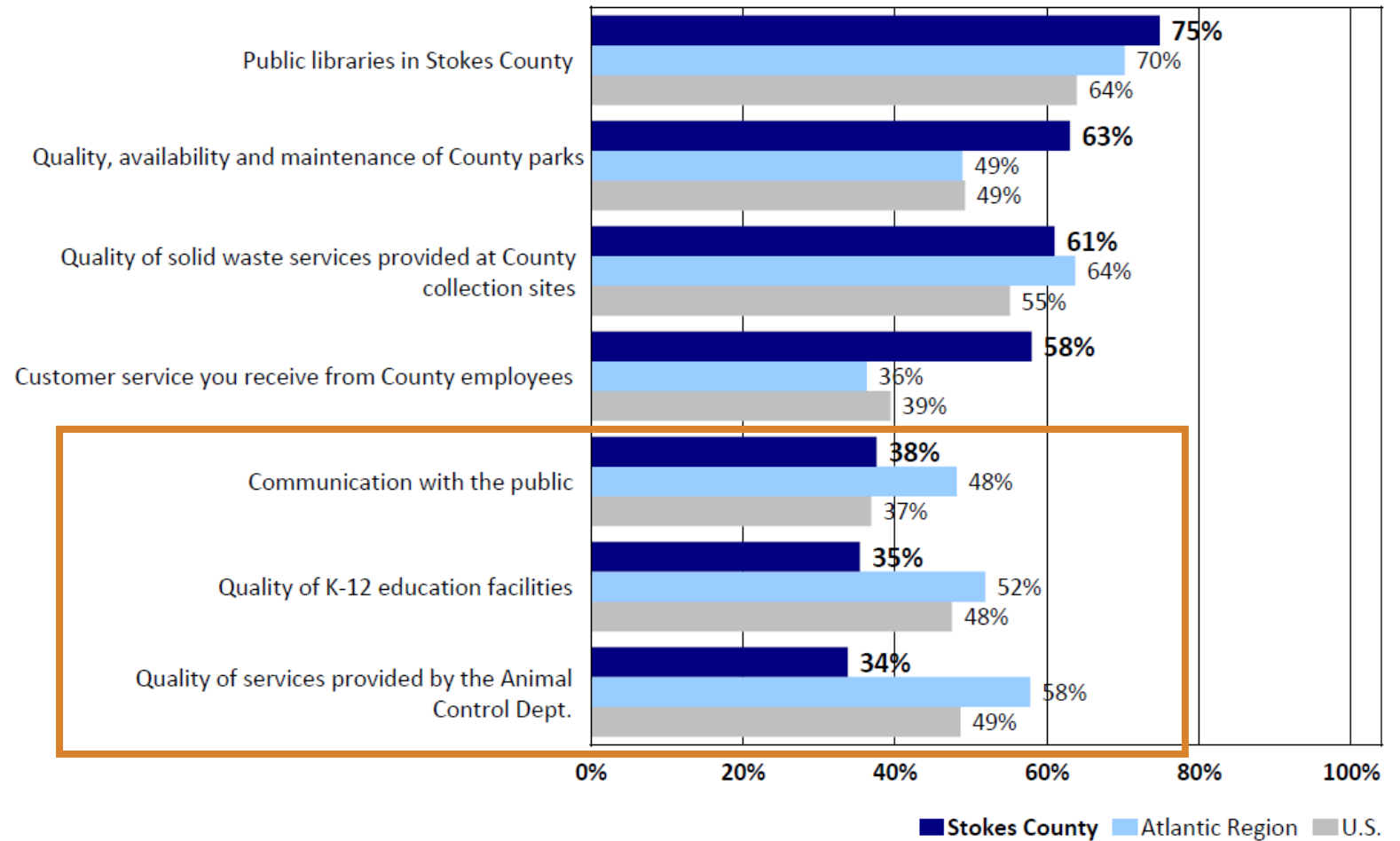


5/7 Above US Average

3/7 Above Regional
Average

Major Categories of Services Stokes County vs. Atlantic Region vs. U.S. Average

by percentage of respondents who rated the item 4 or 5 on a 5-point scale
where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding don't knows)



Value Received & Public Engagement

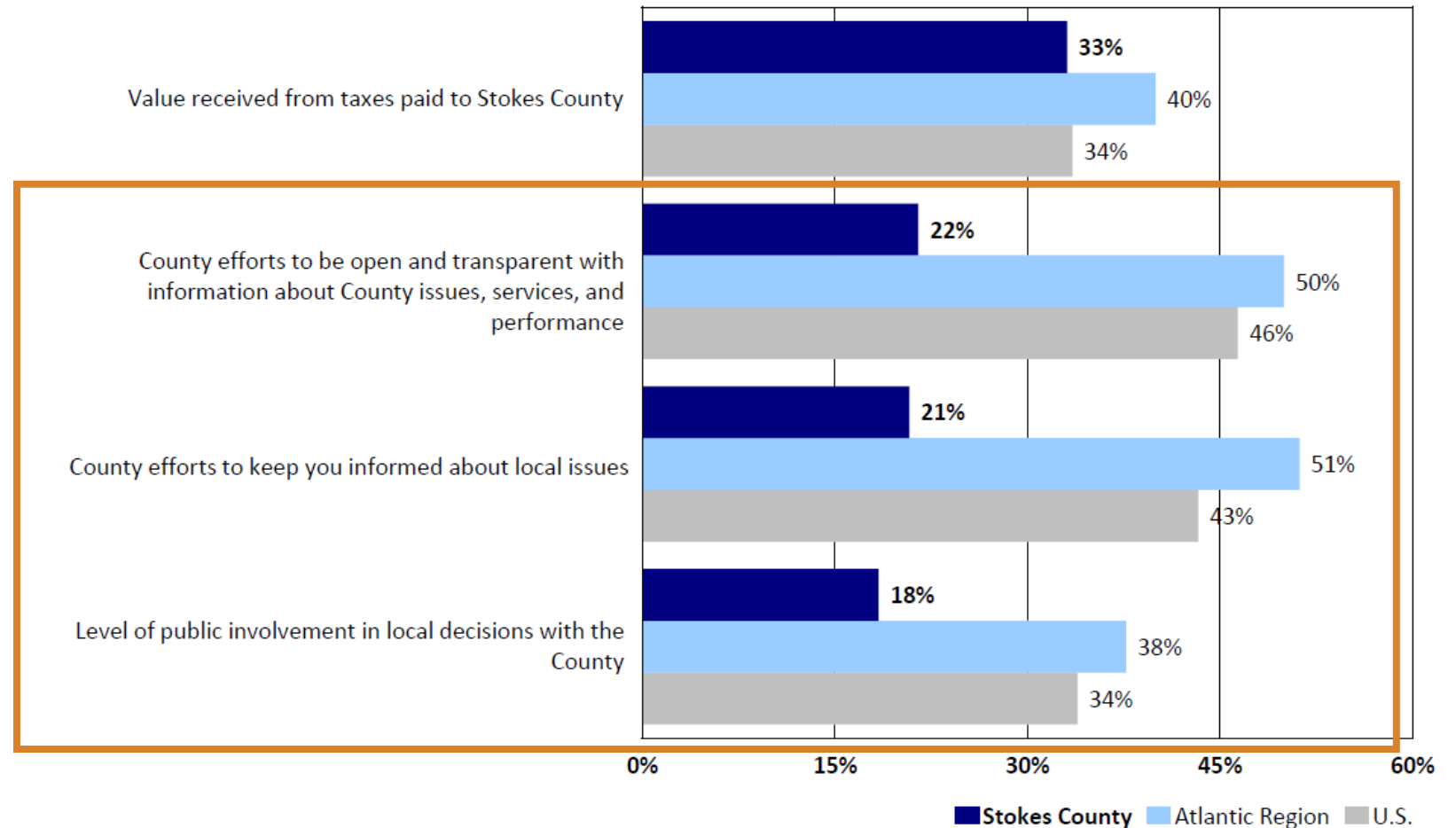


0/4 Above US Average

0/4 Above Regional
Average

Communication and Overall Value Stokes County vs. Atlantic Region vs. U.S. Average

by percentage of respondents who rated the item 4 or 5 on a 5-point scale
where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding don't knows)



Emergency Response

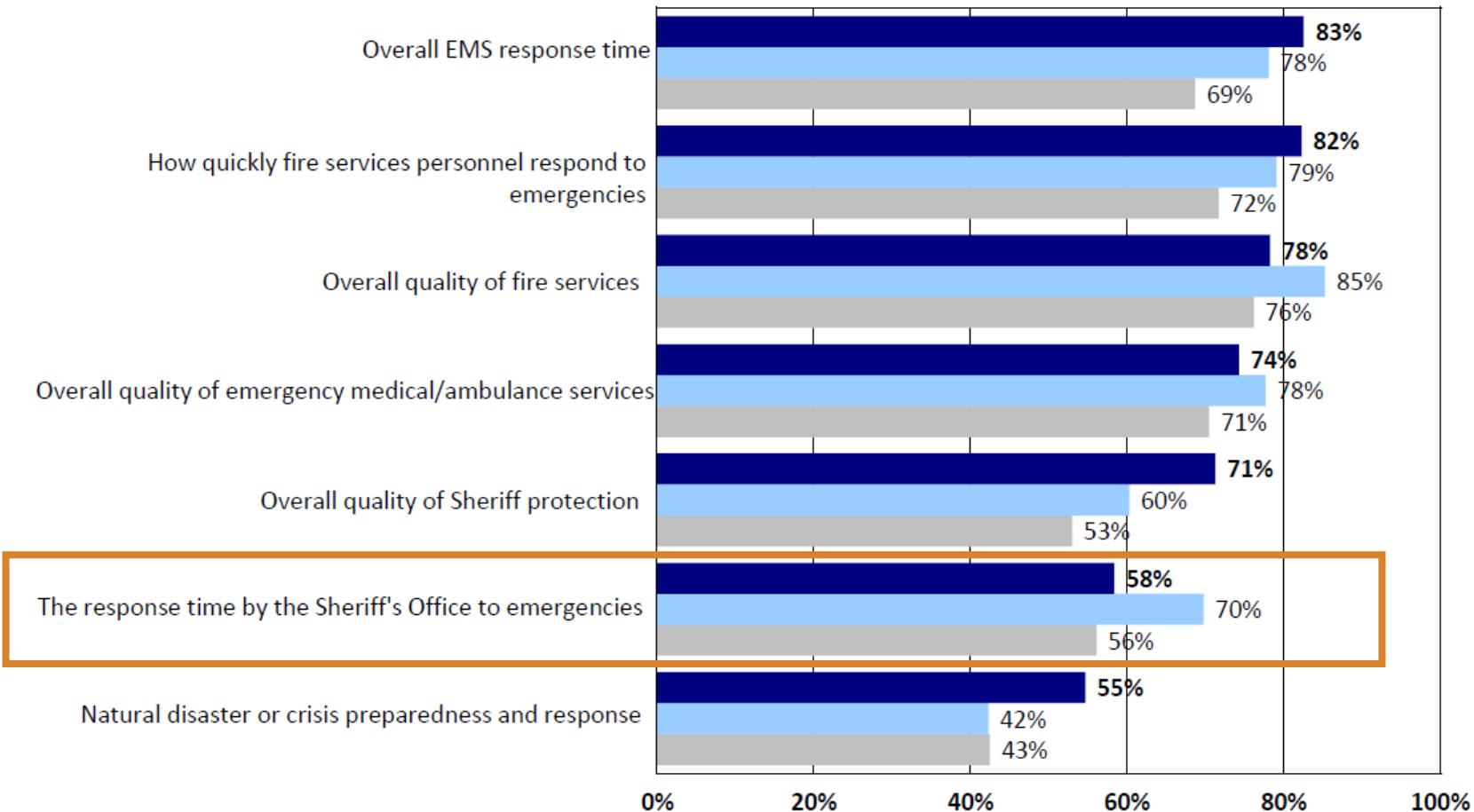


7/7 Above US Average

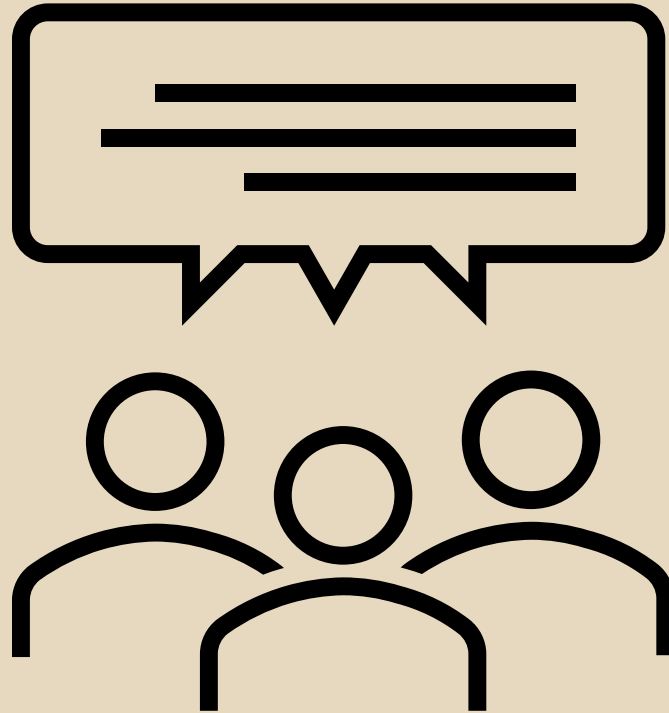
4/7 Above Regional Average

Emergency and Public Safety Response Ratings Stokes County vs. Atlantic Region vs. U.S. Average

by percentage of respondents who rated the item 4 or 5 on a 5-point scale
where 5 was "very satisfied" and 1 was "very dissatisfied" (excluding don't knows)



Questions/Comments





**Board of County Commissioners
August 11, 2025
6:00 PM**

Item number: VI.c.

Stokes County Health Dept. SOTCH Report and Strategic Plan

Contact: Tammy Martin, Health Director

Summary:

Tammy Martin from the Stokes County Health Department will be presenting the 2024 SOTCH Report and the 2025 Strategic Plan.

Attached are both reports for viewing.

ATTACHMENTS:

Description	Upload Date	Type
2024 SOTCH Report	8/6/2025	Cover Memo
Health Dept. Strategic Plan 2025	8/6/2025	Cover Memo

Progress on CHIPs



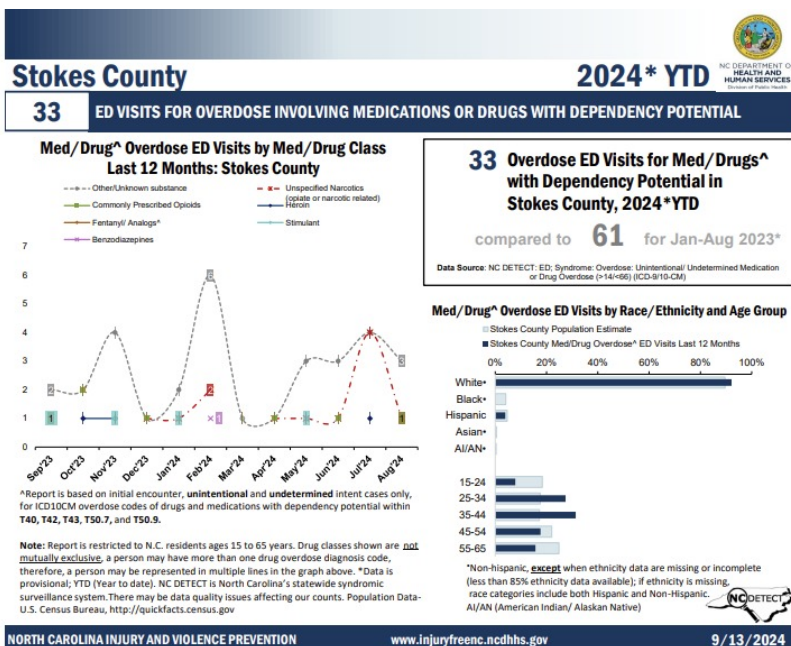
The 2024 State of the County Health (SOTCH) Report offers an update on the current health status of Stokes County residents. This report provides essential health information that is designed to complement the 2026 Community Health Assessment (CHA). The CHA is conducted every four years and involves a thorough analysis of the overall health status of the county. The primary priorities identified in the 2021 Community Health Assessment are as follows:

1. Substance Use / Mental Health
2. Chronic Illness
3. Healthy Eating / Exercise

Substance Use/Mental Health

- **Stokes County Health Department** partnered with **SCOPE program** (Stokes County Opioid Prevention Effort program) and Community Paramedics to collaborate together on enhancing awareness of Substance use and prevention by distributing/educating and training citizens on Naloxone administration. Emergency Department Overdose visits decline 33 YTD, compared to 61 Jan-Aug 2023.
- Stokes County Community Paramedic Program has been serving Stokes County since 2019. We pride ourselves in serving the community in an always evolving higher capacity by connecting resources and educating the public, while working alongside as a support to Emergency Medical Services personnel. Our program has 3 full-time Community Paramedic positions that offer community coverage 24/7.

The **Stokes County Community Paramedic Program** bridges the gap with substance use and mental health to include assistance into Detox and Rehabilitation centers, inpatient and outpatient treatment centers as well as Medication Assisted Treatment (MAT). We can offer treatment plans to assist through withdrawal symptoms if requirements are met until further assistance is available. We can connect with longer term recovery options.



The **Stokes County Health Department** collaborated with Dr. Richard Zenn, Chief Medical Officer for **Vaya Health**, to host a provider and staff education meeting. This session focused on enhancing understanding of the patient experience, providing a foundational overview of Medication-Assisted Treatment (MAT), and offering guidance on effective communication strategies for patient interactions.

Chronic Disease



- QuitlineNC
- Catch My Breath**-Catch My Breath is an evidence-based youth vaping prevention program. CATCH My Breath employs a peer-led teaching approach that empowers students with the knowledge and skills necessary to make informed decisions regarding e-cigarettes and to resist social pressure to vape. Developed in collaboration with tobacco prevention researchers, practitioners, and a youth advisory board, it is the only school-based vaping prevention program demonstrated to effectively reduce the likelihood of vaping among youth.
 - Insight Human Services has partnered with Stokes County Schools to initiate the CATCH My Breath Program for children aged _____.

Healthy Eating and Exercise

- Air Fryer class**-Stokes County Cooperative Extension partnered with King Senior Center to offer a three hour hands-on class to educate seniors on how to cook healthy recipes using the air fryer. A total of twelve people from King attended the class on March 24, 2024 another 12 attended the class on May 13, 2024. A total of nine people attended the event at the Sandy Ridge Fire Department Community Center on June18, 2024.
- NC State University Snap-Ed 2nd Grade Steps to Health program**-Stokes County Schools do not teach in-depth healthy lifestyle lessons, so that is where Stokes County Cooperative Extension and Stokes County 4-H come in to help. For spring of 2024, Stokes County 4-H have offered the program to all elementary schools to gauge interest. Savannah Meyers, Family and Consumer Science Agent and Taylor Harman, 4-H Agent partnered with 10 teachers to provide the NCSU Snap-Ed 2nd Grade Steps to Health program at five elementary schools. The program consist of nine 45-minute lessons where you are learning about the five food groups, staying hydrated, being active, and eating healthy foods. Stokes County Cooperative Extension and 4-H has seen an increase of participation with this particular program from two schools to now five schools, and anywhere from 45 youth to 180 youth. Youth are learning concepts such as healthy lifestyles by understanding the difference between healthy and unhealthy foods, being active, and staying hydrated.
- The **Stokes Extension Master Gardener Volunteers**- Supported several gardens over the years, and are currently focusing efforts on the Danbury Garden. The Agricultural Building in Danbury has always featured a demonstration garden. In 2018, they renovated garden beds, and subsequently added deer fencing in 2019, as well as additional new beds in 2019 and 2023. In 2022 and 2023, they implemented landscape cloth and irrigation sytems with North Stokes High School Agriculture groups assistance. The produce harvested from the garden is utilized by the Extension for cooking classes aimed at both youth and adults, with any surplus being donated to local food banks. Over 115 pounds of food was donated in 2024 to local food banks.

Morbidity and Mortality Changes Since Last CHA

Awaiting for new data.

Leading Causes of Death in North Carolina 2019			
Rank	Cause	Number	%
1	Diseases of heart	125	22.7
2	Cancer	107	19.5
3	Chronic lower respiratory diseases	40	7.3
4	All other unintentional injuries	33	6.0
5	Cerebrovascular diseases	25	4.5
6	Alzheimer's disease	19	3.5
7	Diabetes mellitus	16	2.9

8	Nephritis, nephrotic syndrome and nephrosis	13	2.4
9	Influenza and pneumonia	11	2.0
10	Chronic liver disease and cirrhosis	10	1.8
	Motor vehicle injuries	10	1.8
	All other causes (Residual)	141	25.6
Total Deaths -- All Causes		550	100.0

Source: State Center for Health Statistics, North Carolina

Emerging Issues Since Last CHA

Vaping in Youth

Increase in Vaping, involving school aged population continues.

Respiratory TRIO Illness

Increase in respiratory illnesses COVID-19, RSV, Influenza.

Homelessness

Homelessness numbers continue to rise.

New/Paused/Discontinued Initiatives Since Last CHA

New community initiatives for 2024 as follows:



Breastfeeding Peer Counselor- WIC actively promotes breastfeeding as the preferred method of infant nutrition, except in cases where medical contraindications exist. All WIC staff are trained to advocate for breastfeeding and provide crucial support to facilitate successful outcomes. Our team is present at the Stokes County Health Department to offer encouragement, assistance, and comprehensive information about breastfeeding to both expectant and nursing mothers.

Women, Infant and Children (WIC)- The food benefit packages have been increased, and the farmers market has been discontinued due to underutilization of the benefits. As a result, the funds have been reallocated to other areas. Additionally, WIC has launched the MYNCWIC <https://myncwic.ncdhhs.gov/portal> Portal to enhance the efficiency of documentation, provide answers to health-related questions, facilitate appointment requests, and improve communication with WIC clinics.



Court system added ARC- Accountability and Recovery Court Coordinator: This role entails intensive case management for individuals involved in a specialized court program that focuses on addressing substance abuse issues. The Coordinator will work closely with treatment providers, law enforcement, the court system, and various stakeholders to monitor participant progress, offer support, and ensure adherence to treatment plans and court orders. Additionally, this position serves as a liaison between the court and the recovery

community, promoting successful rehabilitation and reducing recidivism rate.



SCOPE (Stokes County Opioid Prevention Effort) **Program**, initiated in July 2024, has employed a peer support specialist to enhance our outreach initiatives. We are committed to offering harm reduction resources and services to residents, businesses, and local blessing boxes in Stokes County. Our efforts have resulted in improved availability and access to Naloxone for individuals at risk of opioid overdose. Additionally, we provide Naloxone and CPR training to community members. To further engage individuals who use substances and to reduce stigma, SCOPE is planning to introduce a series of community events.

Scope Program and Peer Support Specialist partnered with Shepherd's House in Mt. Airy to distribute shelter bags for the homeless

and collect data.



Child passenger safety: The Stokes County Health Department has collaborated with the Safe Kids Northwest Piedmont Coalition and BuckleUpNC.org to establish a new permanent checking station aimed at enhancing child passenger safety and ensuring proper car seat usage.

Underserved Children/Families Program: The Stokes County Health Department organized a health and wellness fair for underserved children of school age. The event featured partnerships with local organizations, offering complimentary haircuts, a hotdog meal, Kona Ice, and backpacks filled with school supplies.



NCDOT: Stokes County Health Department partnered with the North Carolina Department of Transportation and was approved for the 2024 NCDOT Bicycle Helmet Initiative. Stokes County Health Department was granted 100 helmets. Stokes County Health Department educated and empowered our community on helmet safety, engaging with local law enforcement to teach traffic rules and road regulations. The local Sheriff's Department participated by providing the D.A.R.E. vehicle and examples of street drugs. Additionally, community paramedics delivered essential education on Narcan. We are pleased to report that local agencies have expressed interest in collaborating with the Stokes County Health Department to organize additional bike rodeos in the upcoming year.





Vaccination Initiative: To address influenza, the clinical staff of the Stokes County Health Department conducted multiple flu clinics in rural areas and townships, in addition to providing vaccinations for homebound individuals. These efforts also included evening clinics, with the overall goal of ensuring that all residents of Stokes County had access to flu vaccinations. The flu vaccination program commenced in October 2024.



Operation Medicine Drop: Operation Medicine Drop is a safe way to get rid of unwanted medications, which in turn helps prevent accidental poisonings and drug abuse and protects water quality. Flushing medications down the toilet or throwing them away creates safety and health hazards.



Crisis Intervention Team

This is a training program developed to help first responders react appropriately to situations involving mental illness or developmental disability.

Master Chaplain - [Rick Hughes](#)



Aging and adult services

The Stokes County Health Department has established a partnership with the Diaper Bank of North Carolina to provide essential products to underserved communities. While diapers may not occupy much of our thoughts, they can become a significant source of stress, guilt, and desperation for parents, grandparents, or caregivers who do not have an adequate supply. Public assistance programs such as the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) and the Supplemental Nutrition Assistance Program (SNAP), previously known as food stamps, do not cover the purchase of diapers. This often forces families to make challenging choices between buying diapers and other essential items due to their limited resources.

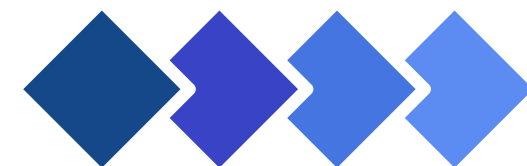
For families in need, access to diapers can make a meaningful difference.



STRATEGIC PLAN 2025



STOKES COUNTY HEALTH
DEPARTMENT



MISSION:

TO PROMOTE HEALTHY AND SAFE LIVING, PREVENT DISEASE, CARE FOR THE SICK, PROTECT THE ENVIRONMENT, AND PROVIDE ESSENTIAL SERVICES TO MEET COMMUNITY NEEDS.



VISION:

PARTNERING WITH OTHER HEALTH CARE PROVIDERS, COMMUNITY AGENCIES AND THE CITIZENS OF STOKES COUNTY TO ACHIEVE A HEALTHIER COMMUNITY.

Values

- Excellence: Commitment to the highest quality health services through education, competence, and doing the right thing at the right time for the client.
- Credibility: Action based on honesty and fairness.
- Integrity: Commitment to the highest ethical and professional standards.
- Dependability: Commitment to meet deadlines and standards.
- Communication: Exchange of information and ideas to create mutual understanding among our partners, staff, and citizens.



Public Health
Prevent. Promote. Protect.

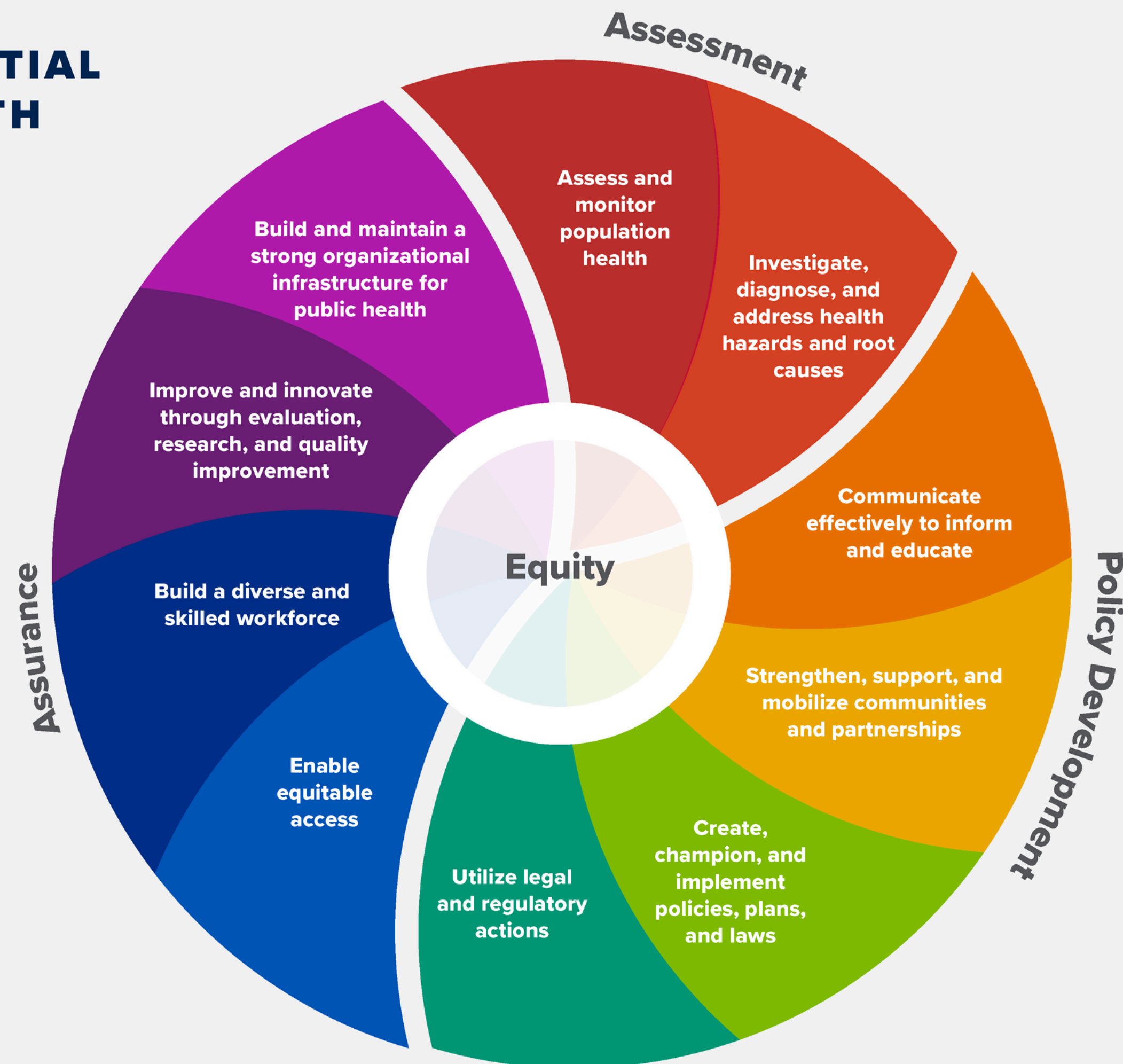
Public Health Core Functions

The Stokes Health Department/Family Health Center works to ensure that the core functions of the 10 Essential Public Health Services are carried out to fulfill the mission of public health within Stokes County. The 10 Essential Public Health Services are:

THE 10 ESSENTIAL PUBLIC HEALTH SERVICES

To protect and promote the health of all people in all communities

The 10 Essential Public Health Services provide a framework for public health to protect and promote the health of all people in all communities. To achieve optimal health for all, the Essential Public Health Services actively promote policies, systems, and services that enable good health and seek to remove obstacles and systemic and structural barriers, such as poverty, racism, gender discrimination, and other forms of oppression, that have resulted in health inequities. Everyone should have a fair and just opportunity to achieve good health and well-being.



Created 2020

Strategic Plan Development

Summary:

Ongoing assessment of the health status of the population is a core function of local health departments, and improving the availability of high-quality health information and services remains a major priority for the Stokes County Health Department (SCHD). The SCHD Health Education/Promotion Section is charged with carrying out this assessment function by collecting, assessing and disseminating population-based health information to plan, evaluate, and develop policies, programs and services by collaborating with individuals and agency partners within the county. The SCHD is the primary gatherer of information about access to health care, health care utilization, health behaviors, health status, and knowledge and perceptions of health-related issues among the Stokes County population.

The Community Health Assessment Committee members from various constituents and agencies identified, analyzed and prioritized community health problems using the primary and secondary data that were both qualitative and quantitative. The following were just a few issues that were considered when choosing top health priorities: 1) the county's growing need for mental health services 2) continued increase in substance abuse within the county, 3) the growing number of chronic health conditions related to obesity or lack of physical activity 4) the access of care to individuals within very rural parts of Stokes County.

The most important issue that Stokes County is facing with is the lack of mental health resources. The individuals with mental health issues presently cycle through the various county resources such as the hospital emergency departments and social services. Even if there is access to care, there are cultural stigmas attached to mental illness that are particularly acute in rural areas and may keep people from seeking care. In a small community where everyone knows everyone, residents may not want their car seen in the parking lot of a behavioral health specialist. Despite all of the obstacles, a movement toward changing the balance of access and care in rural regions is showing signs of life.

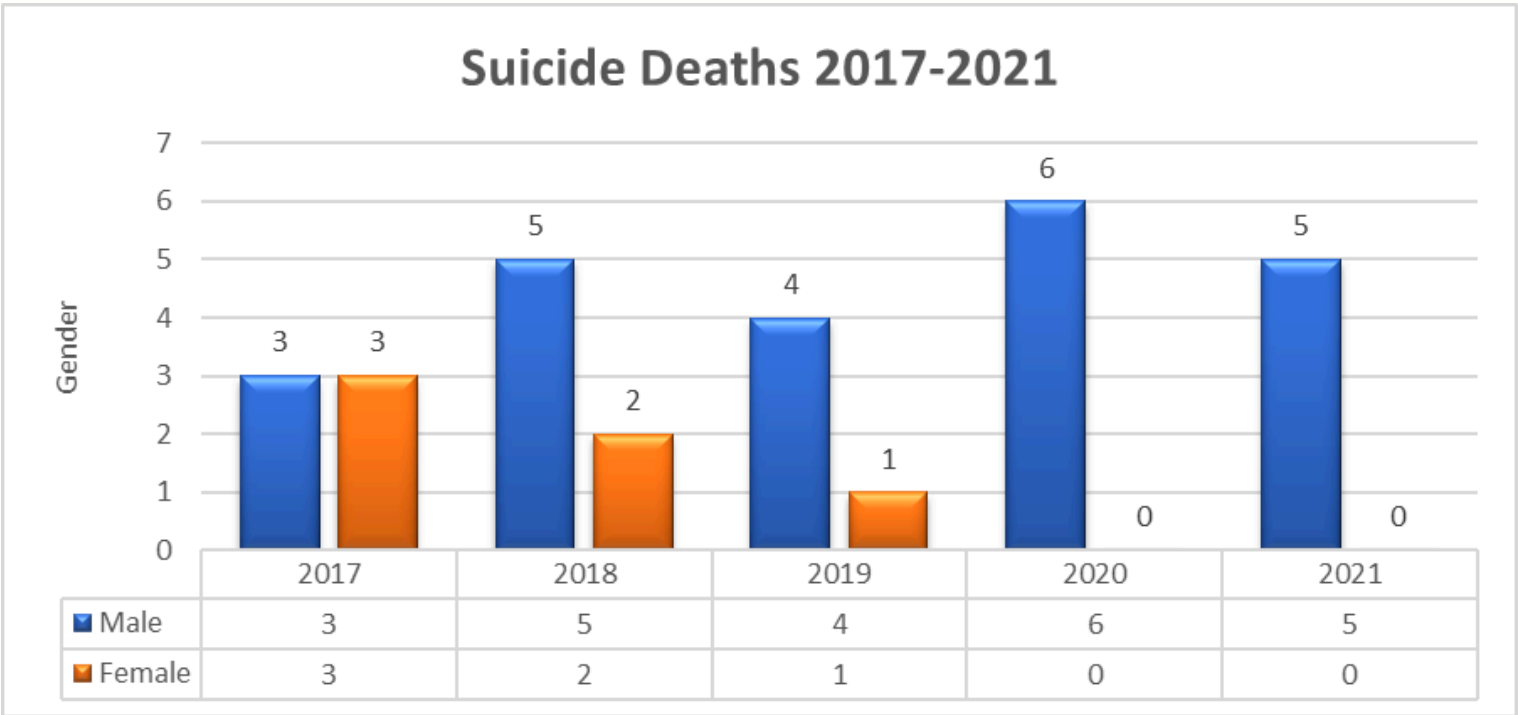
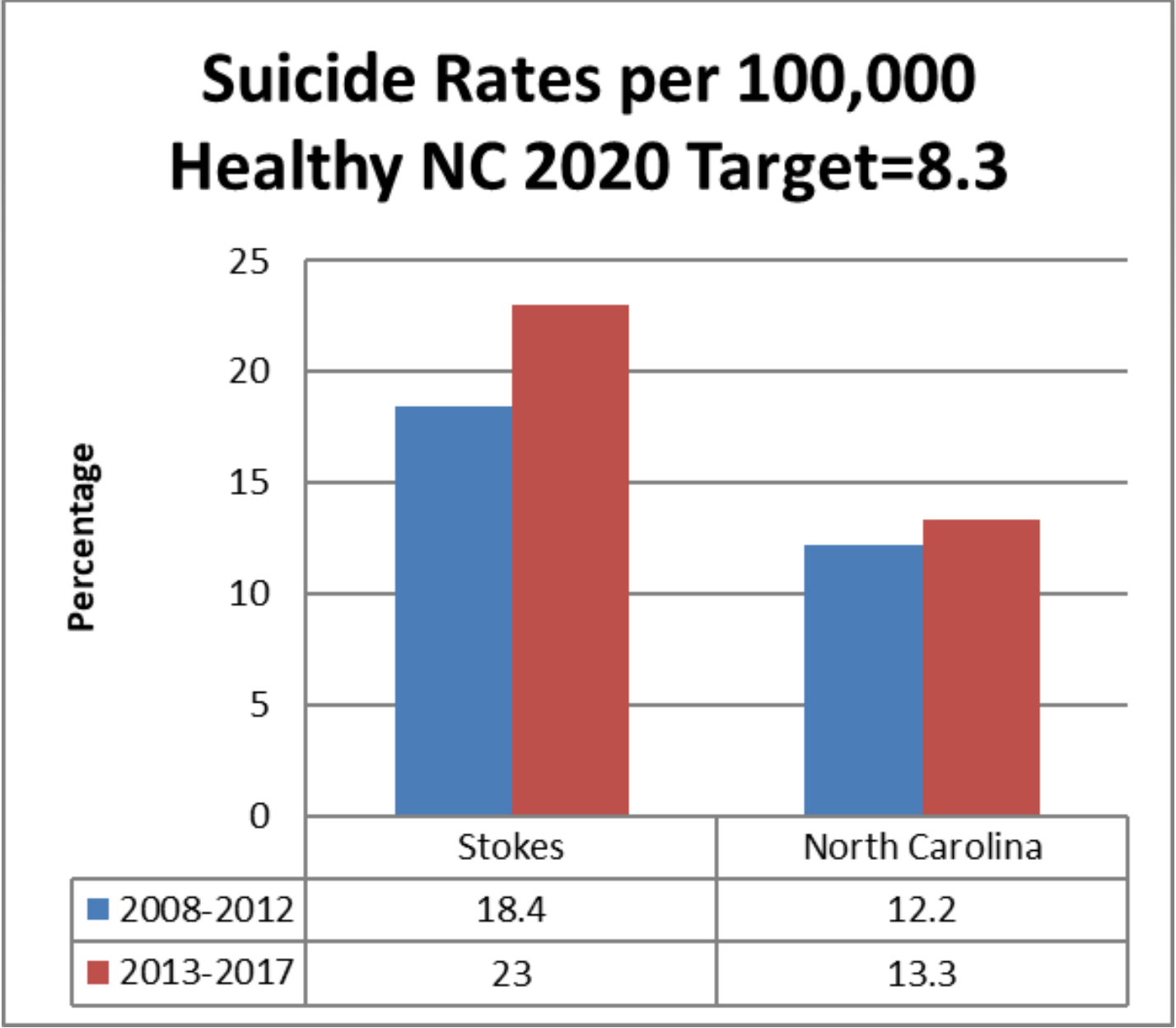
We have found that those individuals with mental health problems who do not seek help or treatment will often become involved in the aforementioned substance abuse problem in our county. These individuals may turn to prescription drugs or illegal drugs to help the mental conditions that they have (self-medicate) instead of seeking help with a professional.

There is an ongoing lack of medical providers for this county along with a mental health provider being very important. The northern portion of Stokes County is considered medically underserved. Access to care for primary care physicians and dentists are still very low compared to the state averages. In 2021, there were 19 primary care physicians (MD), 21 nurse practitioners, and 5 general dentists in Stokes County.

According to the Vital Records for Stokes County between 2017-2021 there have been a total of 29 deaths that were ruled as suicide. The lack of knowledge regarding access to mental health treatment is rampant in Stokes County, proving that mental health disparities are often a leading factor to high suicide rates. The most suicides were found in the 60-69 age group with 9 people.

Mental Health and suicide rates have been a problem in Stokes County for more than ten years and are increasing ever year now. Some causes are associated with drug use or misuse of prescription drugs. The fact that we are a rural county with little to no mental health resources continues to harm our citizens. There are individuals that need professional mental health resources desperately in this county and can't or don't know how get it. This is when some turn to substance abuse and even worse suicide.

With the data that was compiled for our 2021 Community Health Assessment the following goal was selected as the main focus that the Stokes County Health Department need to work to improve services for our residents. There is a great need for mental health services in this county and as public health we are tasked with leading our community navigate through this issue providing both educational programs and resources.





The most pressing requirement for the SCHD department at this time is the addition of an Environmental Health Specialist and a part-time Processing Assistant. Due to staff turnover and increasing responsibilities being placed on the Environmental Health Supervisor, there is a clear need for additional personnel. We are currently fully staffed on the Food and Lodging side of Environmental Health however, the Onsite is behind despite contracting with another Environmental Health Specialist. This portion of environmental health is responsible for inspecting and approving well and septic, which is growing in Stokes County.

An ongoing problem that public health is faced with is funding from the state and federal government. Although, we are awarded money for a portion of the programs that the health department offers we still require county funding as well. A large portion of the funds received are used to cover employee salaries and supplies. SCHD would like to in the future apply for more grant funds to help with areas that our county needs services for from public health. Mental health is currently one the programs that SCHD doesn't receive state or federal funding As the health department grows, we want to secure additional funding through grants to help us build these programs and help our community.



GOAL #1 ENHANCE THE COUNTY’S MENTAL HEALTH SERVICES						
OUTCOME	DATA (Current)	ACTIONS NEEDED	RESPONSIBLE PARTY/ PARTIES	DATA (After)	EXPECTED COMPLETION DATE	DATE COMPLETED
1) Determined current community and professional mental health services for Stokes County citizens.	1a) 20 community resources in 2022. (Appendix A)	1) Assess value of each current mental health service for Stokes County citizens. Attendance, Accessibility, Cost, etc.	Health Director, Community Health Worker, Opioid Prevention Coordinator		December 2025	
2) Collaborated with Stokes County School Officials as to mental health needs in the county schools.	1b) Resources at the Stokes County Health Department (SCHD).					
2) Collaborated with Stokes County School Officials as to mental health needs in the county schools.	2) There are currently no mental health services in the county schools provided by SCHD.	2) Meet with Stokes County School Administration to discuss plan to assess, plan, implement and evaluate the need for mental health services in the Stokes County School system.	Health Director, Community Health Worker, Opioid Prevention Coordinator			
3)Increased awareness of SCHD and community resources for Mental Health services.	3) Describe the current advertisement methods for Mental Health services.	3a) Review present advertisement methods.	Health Director, Community Health Worker, Opioid Prevention Coordinator		January 2026	
		3b) Confer with similar-size counties to determine what type of media has increased their mental health services’ attendance.				
		3c) Meet with media specialist to initiate plan to enhance our advertisement methods.				
4) Expanded professional counseling services in the Stokes County Health Department.	4) Give data as to present counseling services at SCHD.	4a) Determine need for more counseling services at the Health Department.	Health Director, Community Health Worker, Opioid Prevention Coordinator		February 2026	
		4b) Request counseling personnel in the next budget cycle				

GOAL # 2: CONTINUE TO STRENGTHEN SUBSTANCE ABUSE SERVICES FOR STOKES COUNTY CITIZENS.						
OUTCOME	DATA (Current)	ACTIONS NEEDED	RESPONSIBLE PARTY/ PARTIES	DATA (After)	EXPECTED COMPLETION DATE	DATE COMPLETED
1) Increased numbers in MAT program in jail and SCHD.	1) Number of participants in these programs. (Appendix D)	1) Assess current program to determine needs to increase participation.	Health Director, Community Health Worker, Opioid Prevention Coordinator		December 2025	
2) Increased services by Peer Support personnel.	2) Statistics describing current activities of the Peer Support personnel. (Appendix B)	2a) Gain approval of Stokes County Commissioners to add additional personnel. 2b) Recruit second peer support personnel once approved.	Health Director, Community Health Worker, Opioid Prevention Coordinator, Peer Support Specialist		February 2026	
3) Decreased number of substance abuse overdoses.	3) Number of overdoses over the past 3 years. (Appendix E)	3a) Assess number and locations of naloxone stations for Stokes County citizens. 3b) Add naloxone stations based upon assessment.	Health Director, Community Health Worker, Opioid Prevention Coordinator, Peer Support Specialist		December 2025	
4) Establish additional educational programs for substance abuse issues.	4) Give number & type of current substance abuse educational programs	4a) Identify current substance abuse educational programs, including those in the Stokes County school system. 4b) Assess the need for additional substance abuse educational programs, including the Stokes County School system. 4c) Meet with Stokes County School Administrators to determine the need for substance abuse educational programs. 4d) Meet with Stokes County Substance Abuse Committee to determine the type of substance abuse educational programs needed.	Health Director, Community Health Worker, Opioid Prevention Coordinator, Peer Support Specialist		March 2026	

GOAL# 3 IMPROVE SERVICES TO STOKES COUNTY CITIZENS REGARDING CHRONIC HEALTH CONDITIONS RELATED TO OBESITY/LACK OF PHYSICAL ACTIVITY.						
OUTCOME	DATA (Current)	ACTIONS NEEDED	RESPONSIBLE PARTY/ PARTIES	DATA (After)	EXPECTED COMPLETION DATE	DATE COMPLETED
1) Establish educational programs for Stokes County citizens regarding health conditions related to obesity, including the Stokes County School system.	1) Give number and types of current educational programs related to obesity.	1a) Evaluate the current educational programs for Stokes County citizens related to chronic health conditions related to obesity. 1b) Determine the populations not presently being served by these educational programs. 1c) Identify issues that hamper Stokes County citizens from attending these educational programs. 1d) Collaborate with Stokes County. School Administrators to determine opportunities for educational programs for students in the schools related to obesity.	Health Director, Community Health Worker, School Health Advisory Committee (SHAC)		December 2025	
2) Ensure locations for physical activity open to Stokes County citizens, including Stokes County students.	2) Give number and types of current locations that Stokes County citizens may utilize for physical activity.	2a) Evaluate the current physical activity locations for Stokes County citizens, including accessibility, costs, etc. 2b) Determine the populations not presently being served by these locations for physical activity. 2c) Identify issues that hamper Stokes County citizens from participating in these physical activity locations. 2d) Collaborate with Stokes County School Administrators to determine opportunities for physical activities for students in the schools.	Health Director, Community Health Worker		April 2026	

GOAL # 4: IMPROVE ACCESS OF CARE TO STOKES COUNTY CITIZENS LIVING IN VERY RURAL PARTS OF THE COUNTY.						
OUTCOME	DATA (Current)	ACTIONS NEEDED	RESPONSIBLE PARTY/ PARTIES	DATA (After)	EXPECTED COMPLETION DATE	DATE COMPLETED
1) Identification of all professional healthcare providers in Stokes County.	1) Give numbers & types of professional care providers in Stokes County. (See 2021 CHA) https://cms9files.revize.com/stokescountync/Health/Documents/21cha.pdf (Appendix F)	1a) Identify areas within Stokes County where professional care providers are not accessible for the rural citizens. 1b) Identify all available modes of transportation for Stokes County citizens living in rural areas of the county. 1c) Research actions taken by other rural counties to meet healthcare needs of their rural citizens.	Health Director, Community Health Worker, Nursing Supervisor		March 2026	
2) Obtain grants to support professional healthcare providers to rural Stokes County Citizens.	2) Give any information related to this that is currently in use.	2a) Identify and apply for grants to provide healthcare to the rural citizens of Stokes County.	Health Director, Community Health Worker, Nursing Supervisor		Ongoing	

GOAL # 5: EXPEDITE ENVIRONMENTAL SERVICES INSPECTIONS FOR STOKES COUNTY CITIZENS.						
OUTCOME	DATA (Current)	ACTIONS NEEDED	RESPONSIBLE PARTY/ PARTIES	DATA (After)	EXPECTED COMPLETION DATE	DATE COMPLETED
1) Decreased waiting times for Environmental Services Inspections.	1) Give present data of waiting times for the various inspections they do. (Appendix C)	1a) Review current process for required county inspections. 1b) Confer with other rural counties to compare processes. 1c) Determine if present inspections are required by state/county laws. 1d) Discuss various methods to reduce the inspection times. 1e) If necessary, request another position for the EV Services in the next budget cycle.	Health Director, Environmental Health Supervisor		June 2026	

Stokes County Health Department (SCHD) Strategic Planning SWOT Analysis 2024

STRENGTHS	WEAKNESSES
<ul style="list-style-type: none"> • Communication • Organization • Experienced staff • Outreach in community • Willingness to change • Growth • Funding • Collaboration between departments • Accessibility of employees • State guidance • Dedication to public health • Evidence of need • Potential for positive impact on the community • Teamwork • WIC caseload has increased • WIC now has laptops for remote working when needed • Diaper bank for children/adults • Educated health director invested in the community • Caring Staff with experience, knowledge of programs and services • Support from the Board of Health • Customer service • Cohesive departments within the health department 	<ul style="list-style-type: none"> • EMR issues occasionally • Additional trainings needed • Community stigma for patient population • Accessibility to substance misuse community • Lack of understanding by the general public towards what the health department offers • Specific guidelines for spending of State funds • Technology • Lack of funding for all programs • Lack of support • Lack of physical space for growth and expansion • Unable to keep up with workload in Environmental Health (EH) • EH unable to take full lunches due to staffing • Struggle to have office coverage in EH when one or more employees are off • Unexperienced/new staff (EH) • Educational reimbursement

OPPORTUNITIES	THREATS
<ul style="list-style-type: none">• Grant funding• Continued education for staff• Mental health/substance misuse clinic and treatment available• Enhance data monitoring for Opioid program• More individuals applying for WIC due to inflation• More referrals from the community to WIC program• Potential regulatory changes• Able to identify need of community and make changes in our practice and services• Building partnership with local jail, court system, probation, schools, faith-based community as well as other local health departments• Expanding mental health services for residents• Addition of qualified staff to serve more residents (provider, LCSW, community health worker, nurses)• Updated GPS system for soil evaluations in EH• Additional funding for Environmental Health	<ul style="list-style-type: none">• Frequent changes to health plans pose issues with revenue• Constant changes with state reporting requirements often hinder production and takes a lot of time for staff to complete• State and County funding isn't always adequate• Public misinformation about health department• Public mistrust of government entities• Losing employees to other counties due to salary or benefits• Closing the EH office due to short staffing• BOCC intervention if EH gets behind due to staffing issues

Appendix

Updated 11-15-2024 by Crystal Hutchens (Rev. Dr. Evelyn Lemons with information provided by members of Stop Overdose Stokes)

INFORMATION FOR STOKES COUNTY NC 2024

Stokes County Community Paramedics 24 hour shifts, call 336-593-5409

They respond and offer support to help people get into treatment if that person is ready to ask for help. Community paramedics offer MAT services as well. Tori Rigsbee, Joey Moser, Crystal Wilfong. These are the folks who follow up after an event to help a person wanting resources to make a life change.

Choose life. We have many people here in Stokes ready to help you start on a new path. This resource sheet is for community resources and faith based resources to help you get started on your new path today.

Agency	Services Offered	Contact Name	Contact Number	Availability	Address
Vaya Health	Mental health and substance use and developmental disabilities		1800-849-6127	24 hours 7 days a week 365 days a year	
Department of Social Services	Mental health and substance use	Wanda Pearman	336-593-2861 ext. 1155	Mon-Fri 9:00am-5:00pm	1010 Main Street, Danbury NC, 27016
NC 211	Non emergency services	Provides information and resources for Stokes	2-1-1 (landline) *211 (cellular)	24 hours 7 days a week 365 days a year	https://nc211.org/
Insight Human Services	Substance use treatment and substance use prevention	Terri Fowler Derrick Vickers	336-413-4237 336-287-2411	Mon-Fri 9:00am-5:00pm	3169 Highway 8 South, Walnut Cove, NC 27052
Daymark Behavioral Health Urgent Care	Mental health and substance use	Assessment and referral for crisis situation	336-607-8523	24 hours 7 days a week 365 days a year	650 North Highland Avenue Winston-Salem, NC 27101
Daymark Mobile Crisis Team and Mobile Engagement Team	Mental health and substance use		1-866-275-9552	24 hours 7 days a week 365 days a year	Will come to your location (upon screening by clinician)
Stokes Daymark	Mental Health and substance use; takes walk ins 8 AM-3 PM	www.daymarkrecovery.org	336-983-0941 Fax 336-983-0958	Mon-Fri 8:00am-5:00pm	New location: 932 Meadowbrook Dr King, NC 27021
Youth Haven Services-Children and adolescents Youth Haven Services-Children and adolescents	Mental Health Medication Management Outpatient Therapy Continued from page 1	Cassandra Blair 336-536-1024 Cell: 336-769-6398 Kimberly Prado 336-536-1024	Intake Coordinator Sabrina Hooker 336-536-1024 336-349-2233	Mon- Fri 8:00am- 5:00pm Fax: 336-536-1040	131 Plant Street, Walnut Cove NC 27052
Better Help Online Therapy	Depression, Stress, Anxiety, Mental Health	Online weekly plans that have text, phone or video therapy	Sign up Online and apply for financial assistance	24 hours 7 days a week 365 days a year	www.betterhelp.com
CareNet Counseling Piedmont Triad Region	Mental Health	To schedule first appointment	336-716-0855	In Office Tuesday and Wednesday Remote Monday, Thursday, Friday	https://carenetnc.org
Stokes County Health Department (SCOPE Program)	MAT, Peer Support, Resources	Savannah Hayes 336-354-2822	336-593-2400 For Appointments 336-972-2106 For Peer Support	Mon-Fri 8-5	1009 N Main St Danbury, NC 27016

Domestic Violence: 336-593-9323 During work week
Domestic Violence National Hotline 24/7 is 1-800-799-7233
Poison Control: 1-800-222-2222
Suicide prevention Hotline is now 988
Peer Warmline 1-855-733-7762

Detox Facilities: High Point Regional Medical Center, 601 N Elm St. High Point, NC 27262
Advancing Forward Drug Addiction and Detox Care, Winston-Salem, NC
336-999-3228; does suboxone and Subutex therapy

Harm Reduction: Resource in Stokes and Surry County, Wendy Odum with Birches Foundation, gives out Narcan and clean supplies. 336-401-6349. Her email is: wodum2014@gmail.com

Medication Assisted Treatment available: MAT An approach that focuses on direct outreach to people using drugs to help reduce certain health and safety issues linked to drug use by preventing overdoses and infectious disease transmission, and helping to connect people with treatment. The use of certain medications combined with counseling and behavioral therapies to help treat opioid use disorders (OUD). Helping with MAT in Stokes County:

October Road Incorporated, 522 N. Main St
Walnut Cove, NC 27052. Office number 336-753-2655 EX.7504
Contact person: Hope Hedgepeth, Peer Support Specialist
khedgepeth@octoberroadinc.net more info at www.Octoberroadinc.net 1-888-618-3520

Drug & Alcohol Addiction Treatment Center Serving North Carolina
October Road is a behavioral health and substance use treatment services provider. They have peer support specialists! Services at the October Road Stokes County location will include:

Behavioral Health Services, Intensive Outpatient Therapy, Medication-Assisted Treatment (MAT)
<https://www.octoberroadinc.net/locations/stokes-county/>

Stokes Health department. Call the main number: (336) 593-2400 and let them know you need to make an appointment for MAT. Doctor is onsite on certain days so call first.

MAT: Access to a physician online to obtain Medication Assisted Treatment through your smart phone: Contact Bob Martin at bob.martin@startbupe.com (704) 246-4644 or contact Eddie Hammett at eddie.hammett@startbupe.com Admission assessment can be completed online by the person 24 hours a day. StartBupe will review and can virtually examine and assess the person the next business day. No waiting list. Monday-Friday 9 AM-4 PM. Physical Address for this online service is: 3581 Randolph Road Suite 303 Charlotte, NC 28211

Recovery Resources

- **Hope Center Ministries Mt Airy, 877-313-5459, 1-833-697-1947 John Rigney. Year long faith based recovery program. They have 52 campuses in the United States. They have placement for men and women all over the country. They have sponsors, and scholarships are available. If you don't have money, they will work with you. No MAT Patients.**
- **Mercy and Grace Recovery from Place of Prayer in King, 1st, 3rd Friday nights, open at 4pm. Open for showers, hot meal, and laundry. Gaynelle Martin 336-326-6493, Can reach out to Gaynelle for needs for homeless as well. Address: Meadowbrook Dr in King, The Old Country Coral Building**
- **The Shepherd's House: (Serve women and children in recovery and transitional-homelessness) Jana Elliot 336-786-1420**
- **Domestic Violence Resource Center in East Bend, Annie's Hope Center 336-403-4224. (No longer a shelter)**
- **Next Step Ministries: Kernersville, NC Shelter, court advocacy, 50B or 50C assistance, housing assistance, case management 336-413-5858**
- **Derrick Vickers, Project Manager, Insight Human Services
7830 Northpoint Blvd
Suite 200
Winston-Salem, NC 27106
dvickers@insightnc.org
(336) 287-2411 Mobile
(336) 397-0153 Fax**
- **I am Outreach (for men needing recovery) 910-409-6007
9 Month long program in Knightdale, NC 27545 85% success rate at 5 years, No MAT patients. Psych Meds ok.**
- **Pierced Ministries in High Point (serve both women and men needing recovery)
6-12 months 336-307-3899**
- **Bethel Colony of Mercy (serve both women and men needing recovery) 6-12 months 828-754-3781**
- **Solus Christus (serve women needing recovery) East Bend, NC
Transitional Housing for Women 336-813-3007
They also help find a path for Rehab for women.**
- **Genesis Ministry (serve women needing recovery) Eden, NC
12 months 336-344-2525 No MAT Patients. Online Application.**
- **Bondage Breakers (serve men and women needing recovery) Winston-Salem, NC
1 yr long program Gena 336-468-5924; Erica Cannot be on probation, No MAT Patients. Provides in-housework and income. Bonus incentives upon graduation. Offer full time employment within ministry upon graduation.**

Faith- Based Recovery Resources in Stokes County

- **Exodus Ministries:** Located 417 East King Street King, NC Exodus Ministries is a Christian mentoring program focusing on breaking destructive generational patterns of addiction, poverty, and abuse through the liberating power of God's Truths. They offer group and personal ministry sessions to those in need. Recover All 12-Step Faith Based Recovery Program. Meets every Thursday at 7pm. 108 East King Street. They also have a Inner Healing Class meets every Friday night at 7pm. 108 East King Street in King, NC They offer assistance with entry into rehabs through their Hope Dealer scholarships program. Transitional Housing for women- Contact: Tamra Lilly 336-529-8993 or Exodusrestore@gmail.com
- **Calvary Baptist:** Located in King, Friday at 7 pm night, Recovery Program for substance abuse and mental health; recovery program designed to rescue, recover and restore those in addictive behaviors Offers childcare while in recovery program. Jim Segle 336-406-0896
- **Trinity UMC:** Located in King, downstairs classroom next to the steps, parking in the back parking lot. AA meets Monday at 7pm and Thursday at 7pm. NA meets on Friday at 8pm.
- **Christ Episcopal Church:** Located at 412 Summit Street in Walnut Cove, offers AA Tuesdays at 7pm and Fridays at 12pm. Al-Anon meets Tuesdays at 7pm at white house next to church. For questions contact 336- 406-1596.
- **Faith Baptist Church:** Located on Flat Shoals Road, offers a jail ministry in Stokes. Working on adding an addiction ministry. Pastor Kenny Heath is also a chaplain for Stokes County Sheriff and can be contacted at 336-994-2400.
- **Brown Mountain Baptist:** Located in Westfield, Pastor Eddie Carter contact phone 336-593-9597. They are the location for a clothing ministry, that Morgan runs. Call 336-756-7006 to set up a time with Morgan to come to the clothes closet.
- **Rick Hughes, Stokes County Sheriff Chaplain,** support for first responders 336-406-6589. He is the lead Chaplain and can reach Chaplain Kenny Heath, and Chaplain Evelyn Lemons.

Faith- Based Recovery Resources in Stokes County


- **Dwayne Young, Pastor, New Birth Baptist Church, Walnut Cove. Church location: 6970 Dennis Rd, Phone: 336-409-7001. Dwayne is a volunteer with Stop Overdose Stokes, is retired from EMS Guilford County.**
- **Sid Lee Memorial Mental Health Association of Stokes County: Located at 530 N. Main St. Walnut Cove NC 27052. Contact person: Mary Lee at 252-542-9333. Mailing address PO 963 Walnut Cove, NC 27052. They currently have a counselor on staff that can meet with people in recovery!**
- **Tabitha Ministries: Located in Summerfield. Christian ministry for women seeking to change their lives after prison, recovery from addiction or abusive situations, breaking free from prostitution, or working to overcome a history of abuse or trauma. For more information www.tabithaministry.com Phone number: 336-441-8003 Address PO Box 514 Summerfield, NC 27358**
- **Randy Cook, Pastor, Shining Light Baptist 4593 Flat Shoals Road, Germanton, 27019
Also, Pastor of True Light Baptist 5033 NC 704 East, Sandy Ridge, NC 27046
Phone: 336-407-3295 and email: shininglightbc@gmail.com. In construction of a Rescue Mission for men in Sandy Ridge. SLAP Class meets on Tuesday nights to help those in recovery. Brother Jamie Doss leads the Tuesday class, meeting at Shining Light.**
- **Piedmont Health Services and Sickle Cell Agency. Services Offered: Free Hep-C, HIV and other STI Education and Testing, including In-Home. Contact Name: SavalasR. Squire Sr., Phone: 336-430-1165 (mobile), 336-274-1507 ext 124 (office). Availability: On-Call based on Client Availability. Address: 1102 E. Market St, Greensboro NC. Savalas Squire with Piedmont health service: Srsquire@piedmonthealthservices.org, he is also a pastor. Savalas has moved into a supervisory role in this job and Wendy Odum now works for this agency.**
- **The Rock Church, 416 W King St, King NC 27021, office number 336-983-0550, provides a Food Pantry Third Thursday monthly, and free community meal, 1st Sunday monthly, 5pm. Pastor John Blackburn.**
- **The National Alliance on Mental Illness (NAMI) NC Support Groups & Interactive Educational Classes. For family members with loved ones with a mental illness and for people living with mental illness. Designed to connect, encourage, and support participants. Meetings led by trained Support Group Facilitators. Free, registration is required. MANY groups, see full list for more information: <https://naminc.org/programs/virtual-programs/> . Many chapters around the state, including local and there's even a group for Spanish speakers.**

- **Jail Ministry in Stokes County:** If your church has an interest in this ministry area, contact Stokes County Sheriff's office, contact person Chief Deputy Eric Cone. More information to come soon on new jail ministries. Brother Kenny Heath is the pastor that oversees the jail ministry for Stokes County.
- **Magnolia House Ministries:** offers transitional housing for women and their children with programs to help with life skills and get mom's back on their feet to have the ability to live independently and provide for their family. - 913-704-9857
- **Food Ministry in Sandy Ridge:** for folks 60 and over, you can pick up some free food at the location where the bank used to be, third Thursdays of the month.

Stop Overdose Stokes (S.O.S.) is a team of professionals, pastors and volunteers that formed in January of 2019 to engage churches to help reduce overdoses in Stokes County. Our work is to save lives and save souls. If you have an interest in helping people, get help in recovery or help with mental health in Stokes County, come join us. We meet on the second Wednesday of the month at 1:30pm in the fellowship hall The Rock Church in King. Tamra Lilly chairs this group. We are a faith-based subcommittee of the Stokes Citizens for Safe and Healthy Communities coalition that was founded in 2008. They can be found on Facebook at <https://www.facebook.com/StokesCitizens> Derrick Vickers is the co-chair of the coalition and can be reached by phone at 336-287-2411 or dvickers@insightnc.org. If your church has a ministry of prevention or recovery not listed here, please email: evelyn.lemons@gmail.com and she will add you to our list of resources for our county. We want to build a bridge from those who have a need to the resources and resource people to help them. Rev. Dr. Evelyn Lemons is a Chaplain for the Stokes County Sheriff and Pastor of Delta Methodist Church in Sandy Ridge.

Appendix B

Procedure	38	3	2	7	36	0.94736842
Select Visit Type	0	0	0	1	0	0
Report Name:	Patient Appointment by Appointment Type Report					
Report Generated Date:	3/31/2025 20:25					
Row Count:	16					
Date Filters:	From 10/18/2024 to 03/31/2025		164 days			
Other Filters:						
Type Of Visit	Appointments Scheduled	Appointments Rescheduled	No-Shows	Cancelled	Appointments Kept	Show Rate
BLOCKED	0	0	0	1	0	0
Covid Vaccine Homebound	1	0	0	0	0	0
Covid Vaccine Monovalent- Moderna	14	1	0	0	14	1
Employee Wellness	76	2	6	5	70	0.92105263
Est. Prenatal	31	2	3	2	28	0.90322581
Follow-up	672	127	116	113	531	0.79017857
Labs	106	5	16	12	89	0.83962264
Mammogram Visits	54	6	3	9	51	0.94444444
MAT	239	20	57	31	179	0.74895397
New Patient	53	6	9	7	43	0.81132075
New Prenatal	7	1	1	1	6	0.85714286
Nursing	240	16	27	19	208	0.86666667
Peer Support Appt.	131	11	24	17	87	0.66412214
Physical	203	43	63	14	137	0.67487685
Post-Partum	1	0	0	0	1	1
Procedure	12	1	1	3	11	0.91666667



Stokes County Health Department

Tammy Martin, MS MPH, Health Director
Brandon Joyce, RS, Environmental Health Supervisor



PO Box 187
1009 N Main Street
Danbury, NC 27016
(336) 593-2403

5/16/2025

Environmental Health Backlog Report

We’re currently operating the department with a small team: one Processing Assistant IV, one Environmental Health REHS (authorized in Child Lead, Food & Lodging, Wells, Tattoo, Pools, and Childcare), two Environmental Health Specialist Interns (one authorized in Food & Lodging, Childcare, and Child Lead; the other is still working toward authorizations), one contract REHS focused solely on Onsite Wastewater (1 day per week and more if REHS schedule allows), and one Environmental Health Supervisor.

When it comes to workload, repair evaluations should take priority over new lot evaluations. Sewage on the ground is a clear public health concern and a violation. Right now, our turnaround time for a repair evaluation is about 2–5 weeks, and we currently have 17 repair applications. These evaluations are time-consuming and can sometimes lead to legal issues. In addition, we’re required to perform O&M (Operation & Maintenance) inspections on any system with a pump. The frequency of these inspections depends on the system type, but most are on a five-year cycle. We currently do not get to the O&M inspections.

Backhoe pit evaluations are currently running about 8 weeks out, with an additional 1–2 weeks needed to complete the drawings. We schedule one backhoe pit per day, Tuesday through Thursday—unless there are multiple lots in close proximity. Mondays and Fridays are kept open for rescheduling due to rain or to handle other pressing tasks.

At the moment, we’re scheduled out through August for backhoe pits, with 30 applications in line.

Task Timeframe Oldest (by date) Number of Applications

Septic Repair 2-5 Weeks March 19 17

CA 2-6 Weeks April 11 6

IP Backhoe 8 Weeks March 19 30

IP Auger 8-9 Weeks March 10 10

Existing System Check 1-7 Weeks April 17 4

Well 2-5 Weeks April 15 9

Water Samples 1-2 Weeks May 14 6

O & M - - 55

Complaints - - 4

Well Head Depends on contractor - 15

FLI – Inspection Update

The FLI program is on track to achieve over 95% inspection completion for fiscal year 2024–2025. With the addition of the newest REHSI, who received their FLI authorization in October 2024, we are working diligently to ensure all inspections are completed. However, there were a total of 9 missed inspections in Q1 and Q2, which included mobile food units, concession stands, and one nursing home facility.

Plan Review/Permitting Update

Most initial FLI plan reviews are completed within 2–3 weeks. However, permitting may extend to 4–8 weeks due to applicants submitting additional or corrected information when needed. We recently conducted our first pool plan review in many years; it took 4 weeks to complete. We are currently awaiting updated or corrected documents from the applicant. There have been 31 permits issued for the fiscal year 2024 – 2025 that include: TFE, LFS, MFU, tattoo permits, food establishment permits and pool permits.

Miscellaneous Workload Update

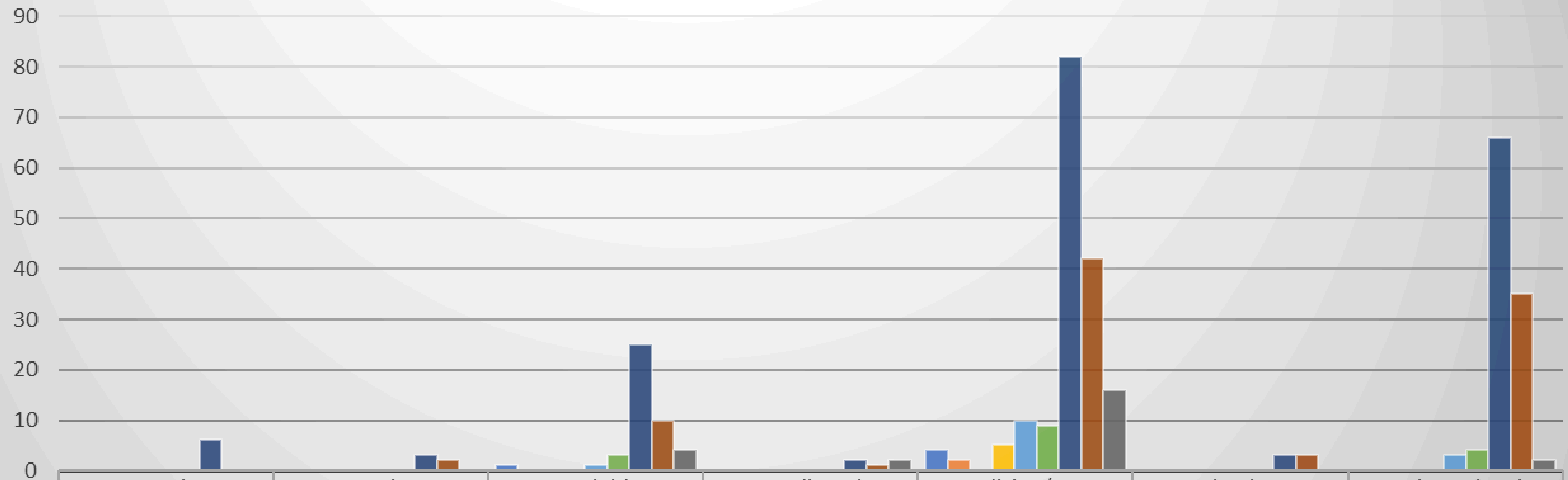
The department has received 5 lead investigations during fiscal year 2024–2025. These cases can span months to years depending on the individual’s willingness to cooperate, and some may result in litigation. We have also handled 9 FLI complaints and 1 childcare complaint this fiscal year, all of which are currently closed. Cooperative Extension and Environmental Health co-teach the Safe Plates (Food Manager) course twice a year—once in the spring and once in the fall. We are proud to report a 100% pass rate for all courses taught collaboratively. Additionally, we host an annual educational event in partnership with the Stokes County Schools Nutrition Program.

Program	Timeframe	Total Inspections	Remaining for the Year
Food, Lodging and Institutions	June 30 Deadline	70	
Childcare Centers	June 30 Deadline	6	
School Buildings	June 30 Deadline	6	
Camps	June 30 Deadline	2 to Permit	1 to inspect
Child Lead Investigations		- 1 Open	
LFS	June 30 Deadline	8	
Pools (To be permitted)		- 7	
Pools (To be inspected)	June 30 Deadline	2	
FLI Plan Review	2-3 Weeks	5	
Pool Plan Review	4 Weeks	1	
TFE		- 1 Open	

Appendix D

Report Name:	Patient Appointment by Appointment Type Report					
Report Generated Date:	7/7/2025 19:08					
Row Count:	21					
Date Filters:	From 07/01/2023 to 07/07/2025					
Other Filters:						
Type Of Visit	Appointments Scheduled	Appointments Rescheduled	No-Shows	Cancelled	Appointments Kept	Show Rate
BLOCKED	1	0	0	1	0	0
Covid Testing	11	0	0	1	11	1
Covid Vaccine Bivalent - Moderna	9	0	3	5	6	0.66666667
Covid Vaccine Homebound	1	0	0	0	0	0
Covid Vaccine Monovalent- Moderna	119	4	7	26	112	0.94117647
Employee Wellness	165	4	13	15	152	0.92121212
Est. Prenatal	231	13	30	11	201	0.87012987
Followup	3265	448	598	417	2651	0.81194487
Labs	478	36	65	39	406	0.84937238
Mammogram Visits	224	17	20	38	204	0.91071429
MAT	577	51	133	67	444	0.7694974
Mental Health	44	3	12	4	32	0.72727273
MNT	2	0	0	0	2	1
New Patient	246	21	49	26	197	0.80081301
New Prenatal	41	2	9	5	32	0.7804878
NO MORE PATIENTS HERE	1	0	0	0	0	0
Nursing	1386	56	147	106	1230	0.88744589
Peer Support Appt.	225	20	36	23	157	0.69777778
Physical	1030	168	242	114	783	0.76019417
Post Partum	25	4	8	3	17	0.68
Procedure	57	5	5	10	52	0.9122807

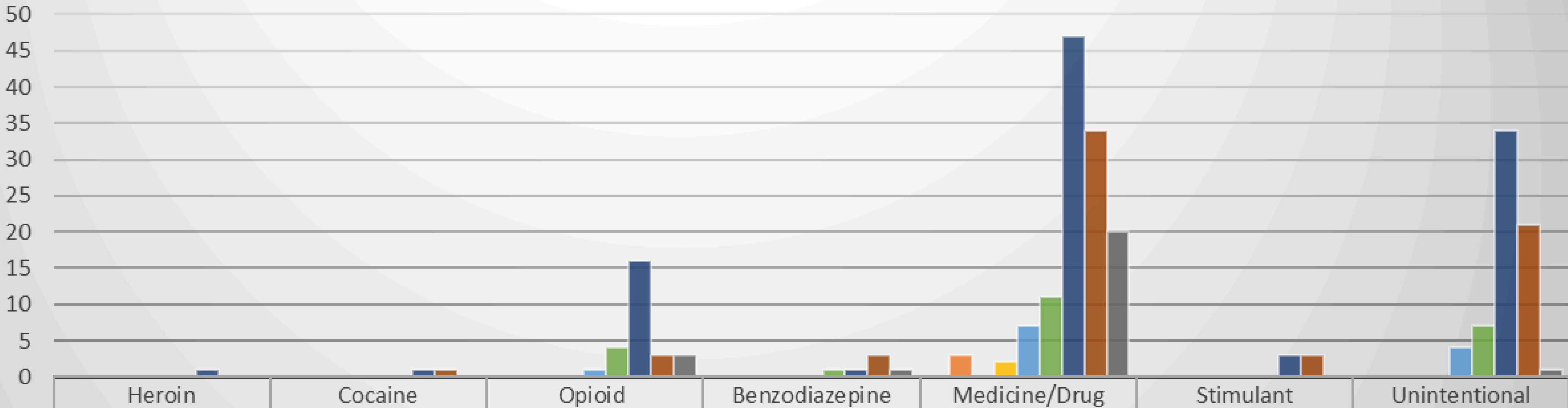
2023 Overdose by Age Group



	Heroin	Cocaine	Opioid	Benzodiazepine	Medicine/Drug	Stimulant	Unintentional
0-1 Infant			1		4		
2-4 Preschool					2		
5-9 Elem. School							
10-14 Middle School					5		
15-18 High School			1		10		3
19-24 College			3		9		4
25-44 Young Adult2	6	3	25	2	82	3	66
45-64 Middle Aged2		2	10	1	42	3	35
65+ Senior			4	2	16		2

0-1 Infant 2-4 Preschool 5-9 Elem. School 10-14 Middle School 15-18 High School 19-24 College 25-44 Young Adult2 45-64 Middle Aged2 65+ Senior

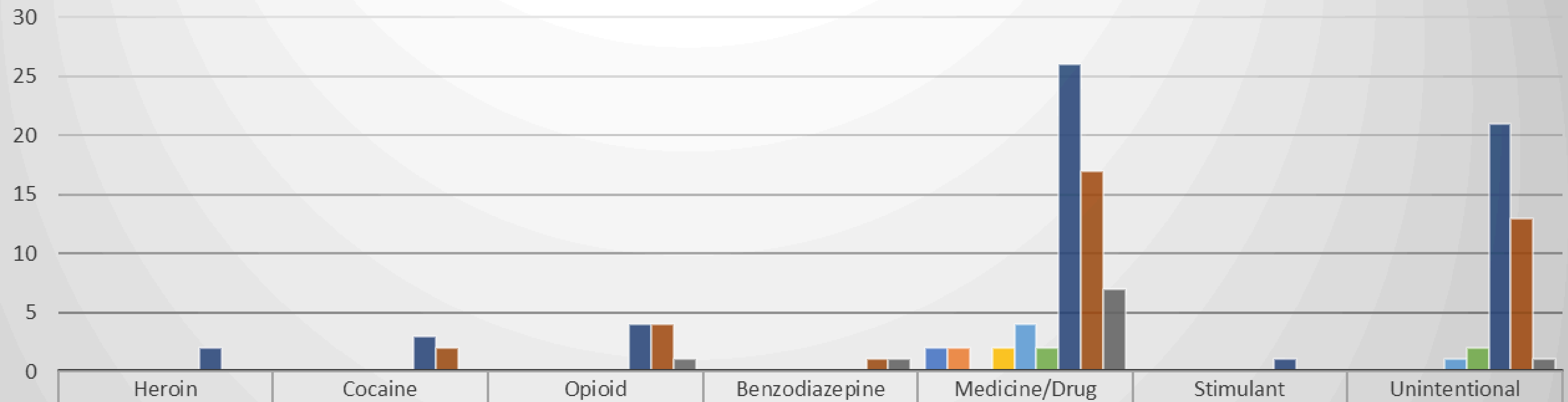
2024 Overdose by Age Group



0-1 Infant							
2-4 Preschool					3		
5-9 Elem. School							
10-14 Middle School					2		
15-18 High School			1		7		4
19-24 College			4	1	11		7
25-44 Young Adult	1	1	16	1	47	3	34
45-64 Middle Aged		1	3	3	34	3	21
65+ Senior			3	1	20		1

0-1 Infant 2-4 Preschool 5-9 Elem. School 10-14 Middle School 15-18 High School
19-24 College 25-44 Young Adult 45-64 Middle Aged 65+ Senior

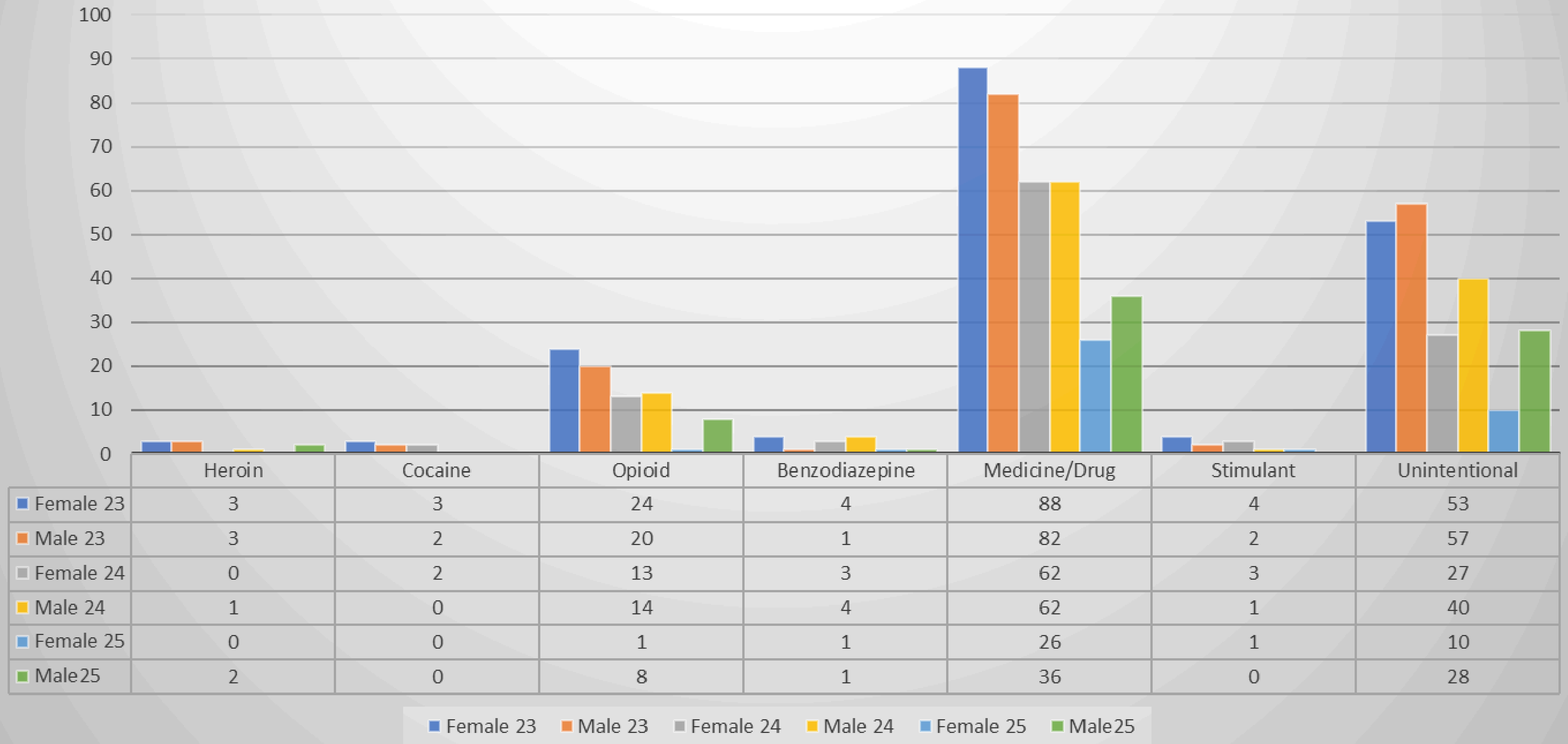
2025 Overdose by Age Group



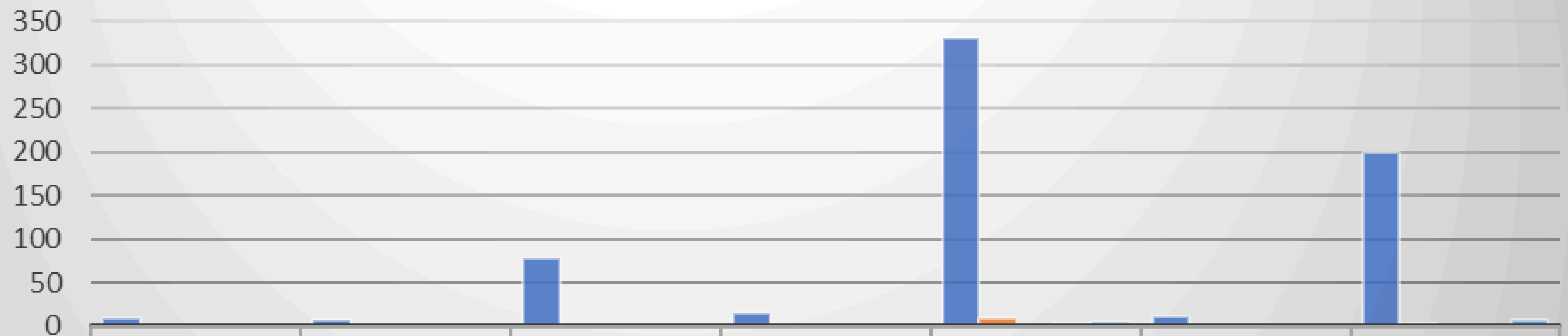
0-1 Infant					2		
2-4 Preschool					2		
5-9 Elem. School							
10-14 Middle School					2		
15-18 High School					4		1
19-24 College					2		2
25-44 Young Adult	2	3	4		26	1	21
45-64 Middle Aged		2	4	1	17		13
Column1			1	1	7		1

0-1 Infant 2-4 Preschool 5-9 Elem. School 10-14 Middle School 15-18 High School 19-24 College 25-44 Young Adult 45-64 Middle Aged Column1

Overdose by Gender 2023-2025



Overdose by Race 2023-2025



	Heroin	Cocaine	Opioid	Benzodiazepine	Medicine/Drug	Stimulant	Unintentional
White	9	7	78	14	332	11	200
Black	0	0	0	0	10	0	3
American Indian	0	0	1	0	2	0	1
Unknown/Missing	0	0	1	0	3	0	2
Other	0	0	0	0	5	0	8

■ White
 ■ Black
 ■ American Indian
 ■ Unknown/Missing
 ■ Other

2020 Active Healthcare Professionals

Physicians

Non-Federal Physicians 24

Primary Care Physicians 17

Family Practice 4

General Practice 0

Internal Medicine 0

Obstetrics/Gynecology 0

Pediatrics 3

Federal Physicians 0

Physicians per 10,000 Population 5.17

Primary Care Physicians per 10,000 Population 3.66

Nurses

Registered Nurses 192

Nurse Practitioners 21

Certified Nurse Midwives 0

Licensed Practical Nurses 90

Other Health Professionals

Chiropractors 3

Occupational Therapists 11

Occupational Therapy Assistants 6

Optometrists 8

Pharmacists 32

Physical Therapists 17

Physical Therapist Assistants 13

Podiatrists 11

Practicing Psychologists 0

Psychological Associates 1

Respiratory Therapists 6

Dentists and Dental Hygienists

Dentists 5

Dental Hygienists 24



Board of County Commissioners
August 11, 2025
6:00 PM

Item number: VII.a.

SCOPE Funding Request

Contact: Tammy Martin, Health Director

Summary:

The Health Department is requesting to increase opioid professional services budget in order to cover the current peer support specialist contract at \$30.00 per hour, as well as the recently approved peer support specialist contract.

The budgeted amount for this line item is \$42,750.00. The current peer support specialist's contracted hourly rate was set at \$30.00 in FY 24-25 due to work experience. In order to maintain that hourly rate at 37.50 hours per week, the budgeted amount for the existing position should total \$58,500.00.

In addition, the recently approved peer support specialist contract would be posted at \$20.00 an hour and set at a maximum of 20 hours per week. The position is expected to be filled no sooner than November. With the requested hourly rate and schedule, the position would require \$13,000.00 for the current fiscal year.

As a result, the overall budget for these two positions would increase to \$71,500.00.

ATTACHMENTS:

Description	Upload Date	Type
SCOPE Budget Amendment	8/7/2025	Cover Memo
SCOPE Resolution	8/7/2025	Cover Memo



BUDGET ORDINANCE AMENDMENT #

8**STOKES COUNTY, NORTH CAROLINA
GENERAL FUND**BOARD MEETING DATE: August 11, 2025

WHEREAS, the Budget Officer recommends, and the Board now desires to amend the FY2025-2026 General Fund as outlined below in "**Exhibit A**" to the budget,

NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Stokes as follows:

1. That the FY2025-2026 amendment(s) listed in "**Exhibit A**" below be hereby adopted.
2. That this ordinance shall be effective upon adoption.
3. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, Budget Officer, and to the Finance Director.

ADOPTED this 11th day of August, 2025

Requesting Department: Health Department – Tammy Martin

Budget Amendment Item: 204-5861-5000180 Professional Services

Description and Justification: The Health Department is requesting to increase opioid professional service funds in order to cover the existing peer support specialist contract as well as the approved secondary peer support contract.

Funding Source: Opioid Settlement Funding 204-3301-3301000

Exhibit A: Account Description	Increase (Decrease)	
	Revenues	Expenditures
204-3301-3301000 - Opioid Settlement Funding	\$ 28,750.00	
204-5861-5000180 - Professional Services		\$ 28,750.00
TOTAL	\$ 28,750.00	\$ 28,750.00

Verified by the Clerk to the Board:

Christina Jennings
Clerk to the Board

Tammy Martin 8-7-25
Department Manager Date

[Signature] 8/7/25
County Manager Date

Tammy E. Kifer 8/7/25
Finance Director Date



Stokes County Health Department



PO Box 187
1009 N Main Street
Danbury, NC 27016
(336) 593-2400

Tammy Martin, MS MPH, Health Director
Lisa Cassidy-Vu, MD, Medical Director

To: Stokes County Board of County Commissioners
Jeff Sanborn, County Manager

The Health Department is requesting to increase opioid professional services budget in order to cover the current peer support specialist contract at \$30.00 per hour, as well as the recently approved peer support specialist contract.

The budgeted amount for this line item is \$42,750.00. The current peer support specialist's contracted hourly rate was set at \$30.00 in FY 24-25 due to work experience. In order to maintain that hourly rate at 37.50 hours per week, the budgeted amount for the existing position should total \$58,500.00.

In addition, the recently approved peer support specialist contract would be posted at \$20.00/hour and set at a maximum of 20 hours per week. This position is expected to be filled no sooner than November. With the requested hourly rate and schedule, this position would require \$13,000.00 for the current fiscal year.

As a result, the overall budget for these two positions would increase to \$71,500.00.

Thank you for your consideration.

Sincerely,

Tammy Martin, Health Director
Stokes County Health Department



**A RESOLUTION BY THE COUNTY OF STOKES
TO DIRECT THE EXPENDITURE OF OPIOID SETTLEMENT FUNDS**

WHEREAS Stokes County has joined national settlement agreements with companies engaged in the manufacturing, distribution, and dispensing of opioids, including settlements with drug distributors Cardinal, McKesson, and AmerisourceBergen; drug makers Johnson & Johnson and its subsidiary Janssen Pharmaceuticals, and Purdue Pharma, Mallinckrodt, Insys, Allergan, Endo, and Teva; and pharmacies CVS, Rite Aid, Walgreens, and Walmart;

WHEREAS the allocation, use, and reporting of funds stemming from these national settlement agreements and bankruptcy resolutions ("Opioid Settlement Funds") are governed by the Memorandum of Agreement Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation ("MOA") and the Supplemental Agreement for Additional Funds from Additional Settlements of Opioid Litigation ("SAAF");

WHEREAS Stokes County has received Opioid Settlement Funds pursuant to these national settlement agreements and deposited the Opioid Settlement Funds in a separate special revenue fund as required by section D of the MOA;

WHEREAS section E.6 of the MOA states that, before spending opioid settlement funds, the local government's governing body must adopt a separate resolution that:

- (i) indicates that it is an authorization for expenditure of opioid settlement funds; and,
- (ii) states the specific strategy or strategies the county or municipality intends to fund pursuant to Option A or Option B, using the item letter and/or number in Exhibit A or Exhibit B to identify each funded strategy; and,
- (iii) states the amount dedicated to each strategy for a specific period of time.

NOW, THEREFORE BE IT RESOLVED, in alignment with the NC MOA and SAAF, Stokes County authorizes the expenditure of opioid settlement funds as follows:

1. First strategy authorized

- a. Name of strategy: Collaborative Strategic Planning
- b. Strategy is included in Exhibit A
- c. Item letter and/or number in Exhibit A or Exhibit B to the MOA: Strategy 1
- d. Amount authorized for this strategy: \$472,000
- e. Period of time during which expenditure may take place:
Start date November 1, 2023 through End date June 30, 2028
- f. Description of the program, project, or activity: Funding this strategy will be used to hire an Opioid Settlement Coordinator that will act as project manager in overseeing programs and funding for opioid settlement monies. This funding will cover

personnel costs (salary and benefits), equipment, supplies, travel, and other expenses needed for this position to carry out its functions.

g. Provider: Stokes County

2. Second authorized strategy

- a. Name of strategy: Post-Overdose Response Team
- b. Strategy is included in Exhibit A
- c. Item letter and/or number in Exhibit A or Exhibit B to the MOA: Strategy 8
- d. Amount authorized for this strategy: \$840,000
- e. Period of time during which expenditure may take place:
Start date November 1, 2023 through End date June 30, 2030
- f. Description of the program, project, or activity: Funding this strategy will be used to hire a full-time community paramedic position that will work under EMS to assist in developing the Medication Assisted Treatment Bridge Program (MAT-bridge). This position will primarily be responsible for initial induction of medications and daily re-evaluation and redosing of medications until the patient is placed into long-term substance use disorder treatment. They will also continue providing point-of-care to the community in addition to naloxone care and overdose care. This funding will cover personnel costs (salary and benefits), equipment, supplies, transportation costs, and medication costs associated with the MAT-bridge program.
- g. Provider: Stokes County EMS

3. Third authorized strategy

- a. Name of strategy: Recovery Support Services
- b. Strategy is included in Exhibit A
- c. Item letter and/or number in Exhibit A or Exhibit B to the MOA: Strategy 3
- d. Amount authorized for this strategy: \$580,000
- e. Period of time during which expenditure may take place:
Start date November 1, 2023 through End date June 30, 2030
- f. Description of the program, project, or activity: Funding this strategy will be used to hire peer support specialists that will be advocates and provide support for those struggling with substance use and opioid addiction. This funding will cover personnel costs (salary and benefits), equipment, supplies, and other costs associated with carrying out the duties of these positions.
- g. Provider: Stokes County

4. Fifth authorized strategy

- a. Name of strategy: Recovery Support Services
- b. Strategy is included in Exhibit A
- c. Item letter and/or number in Exhibit A or Exhibit B to the MOA: Strategy 3
- d. Amount authorized for this strategy: \$152,000
- e. Period of time during which expenditure may take place:
Start date September 1, 2024 through End date September 1, 2029
- f. Description of the program, project, or activity: Fifty percent of the salary of an Accountability and Recovery Court Coordinator providing the day-to-day management and coordination of the court's accountability and recovery programs. This individual plays a key role in overseeing opioid user's case management, working with participants in opioid use recovery, and ensuring compliance with court-ordered opioid use treatment plans. The coordinator serves as the liaison between the court, opioid treatment providers, law enforcement, and community partners to support the successful rehabilitation and

- reintegration of participants into society.
g. Provider: Stokes County

The total dollar amount of Opioid Settlement Funds appropriated across the above named and authorized strategies is \$2,044,000.

Adopted this 11th day of August 2025.

Stokes County Board of Commissioners

ATTEST:

Stokes County Clerk to the Board





Board of County Commissioners

August 11, 2025

6:00 PM

Item number: VII.b.

Salary Study Results

Contact: Jamie Clark, Human Resources Director

Summary:

Jamie Clark will be presenting the results of the FY 2026 Internal Salary Study, which has been conducted to evaluate the compensation structure for all Stokes County government positions.

The primary purpose of the study was to assess how our employee salaries compare to similar positions in neighboring counties, counties with similar population, or number of employees. Counties included in the study were Yadkin, Lee, Davie, Surry, Rockingham, Chatham, and Wilkes Counties. The study involved a comprehensive review of each department's pay scale, with particular attention given to areas where salary disparities were noted.

ATTACHMENTS:

Description	Upload Date	Type
Salary Study Memo	8/8/2025	Cover Memo
Methodology for Salary Study	8/8/2025	Backup Material
Draft Pay and Benefits Policy	8/11/2025	Cover Memo



**Stokes County
Human Resources**

Date: 8/7/2025

Dear Members of the Board of County Commissioners,

I am writing to present the findings of the FY 2026 Internal Salary Study, which has been conducted to evaluate the compensation structure for all Stokes County government positions. This aligns with our ongoing commitment to adjust the salaries of one-third of the County's workforce annually, as outlined in the Stokes County Pay Plan. The primary purpose of this study was to assess how our employee salaries compare to similar positions in neighboring counties, counties with similar population, or number of employees. Counties included in the study were Yadkin, Lee, Davie, Surry, Rockingham, Chatham, and Wilkes Counties.

The study involved a comprehensive review of each department's pay scale, with particular attention given to areas where salary disparities were noted. Based on this analysis, it was determined that the EMS and DSS (Social Services) departments should be prioritized for adjustments in this fiscal year. Detailed methodologies and suggested pay grades for these departments are attached for your review.

The study identified specific considerations related to EMS compensation. All EMS positions were included in the analysis; however, the only positions directly impacted by the current salary adjustments are the EMS Director and the EMS Training Officer. Should the County transition from a 24/48 shift schedule to a 24/72 schedule for hourly EMS employees, their hourly rates will need to be adjusted accordingly to reflect the change in scheduling.

The projected cost of these necessary salary adjustments is \$146,883.20 annually. After accounting for the state funding that helps offset a portion of these costs, the recurring annual cost for Stokes County would be approximately \$48,348.67. I wanted to note that \$150,000.00 was budgeted for this project, so the current proposal comes in well below the budgeted amount. However, if the EMS department transitions to the proposed 24/72 shift schedule, this amount would increase significantly—by approximately \$75,000 annually—due to the need to include all hourly EMS employees in the salary adjustments.

I believe these adjustments are essential for maintaining competitive compensation and ensuring that we retain qualified, dedicated employees in critical departments such as EMS and DSS. I respectfully request the Commissioners' consideration and approval of the attached recommendations.

Thank you.

Jamie Clark
Human Resources Director

P.O. Box 20 • Danbury, North Carolina 27016 • Telephone (336) 593-2436



Methodology for Salary Study

1. Purpose and Scope

This study aims to align Stokes County Government salaries with the County's Pay and Benefits Policy, ensuring competitive compensation that fosters excellence, aligns with strategic goals, and supports workforce retention. The study examines all Stokes County government positions and compares salaries with similar positions in Yadkin, Lee, Davie, Surry, Rockingham, Chatham, and Wilkes Counties.

2. Data Collection Methods

Primary Data Sources:

- Salary Surveys: Utilization of annual salary surveys and pay practice discussions facilitated by the North Carolina Association of County Commissioners (NCACC) and the North Carolina League of Municipalities (NCLM)
- County Compensation Reports: Official salary records from the seven comparative counties.

Secondary Data Sources:

- Publicly Available Salary Reports (government websites, HR departments, and industry wage studies).
- Previous Year's Consumer Price Index (CPI): Used to adjust salary ranges based on December 31 data.

3. Comparative Analysis Approach

Selection Criteria:

- Government positions in Stokes County were matched with same or similar roles in the seven comparative counties.
- Consideration of factors such as job responsibilities, experience requirements, and classification.

Data Standardization:

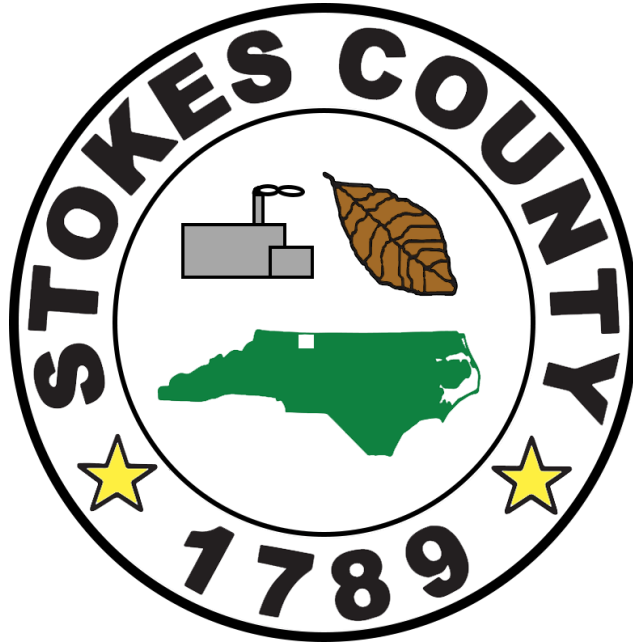
- Normalization of salaries based on the latest available update from each county:
 - Yadkin County (updated 07/01/2024) – 349 EE's
 - Lee County (updated 03/03/2025) – 542 EE's
 - Davie County (updated 07/05/2024) – 445 EE's
 - Surry County (updated 10/27/2024) - 767 EE's
 - Rockingham County (updated 01/11/2025) – 716 EE's
 - Chatham County (updated FY 24-25) – 650 EE's
 - Wilkes County (updated FY 24-25) – 581 EE's

4. Data Analysis Approach

- Descriptive Statistics: Comparison of average, median, and percentile salaries.
- Trend Analysis: Identifying patterns in salary growth and adjustments.
- Benchmarking: Evaluating how Stokes County salaries compare with regional averages.
- Adjustment Recommendations: Proposed updates to salary ranges based on CPI and market trends.

5. Ethical Considerations

- Data Integrity and Confidentiality: Ensuring accurate and responsible handling of salary information.
- Bias Mitigation: Using standardized comparisons and objective methodologies to avoid inequitable assessments.



Stokes County Government

Pay and Benefits Policy

"Protect, promote and enhance quality of life for Stokes County residents and visitors."

Department of Human Resources
Jamie F. Clark – Human Resources Director

Revised August 7, 2025

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Section 7. Effective Date	16

Section 1. Pay and Benefits Policy

It is the policy of Stokes County to compensate employees at a level sufficient to encourage excellence of performance that contributes to the County's overall mission and strategic goals, and to maintain the labor market competitiveness necessary to recruit, motivate, develop and retain a competent and diverse work force. This policy is met by:

- Participating in annual salary surveys and pay practice discussions with various labor markets. The county will utilize the assistance of the North Carolina Association of County Commissioners (NCACC) and the North Carolina League of Municipalities (NCLM).
- Ensure the county pay plan remains current by adjusting salary ranges annually using relevant methodologies and the previous years Consumer Price Index (CPI) as of December 31st.
- Allocate funding annually to represent an average 2% merit increase for all employees. All employees will be eligible for 0% - 3% merit increase based on performance.

This Pay Plan is subject to an annual review and funded through the annual county budget, as approved by the Board of County Commissioners, and is effective July 1 each year.

Section 1-A Salary & Position Classification Schedule

The county shall maintain a position classification plan that ensures the accuracy of position duties and responsibilities and consolidates similar job functions into defined classifications. The county manager shall determine the duties of each position and shall promulgate procedures to establish, revise and maintain the classification plan to ensure it reflects the duties performed by each employee in the classification system. Each position contains a detailed list of job requirements and is assigned a salary grade with a minimum, midpoint, and maximum salary for the responsibilities, education, and experience of that position. (Position Classification on page 9)

Section 1-B Initial Salary Determinations

Each employee hired or assigned to a permanent position shall serve a probationary period of six (6) months. Upon new hire, promotion, grade change, reclassification, and voluntary transfer, each employee will be compensated at the minimum salary for the position assigned. Department Heads may hire at the minimum of the pay grade. Approval to hire above the minimum will be made by the County Manager. In rare instances an employee may be involuntarily transferred to a lower grade position. Should that happen, the employee will be frozen at their current salary and placed on the lower grade until the employee's salary catches up with the salary on that grade.

In the Department of Social Services, if an employee is hired for a position and does not qualify per the North Carolina State Office of Human Resources, the employee can participate in the Work Against Program.

Section 1-C Fair Labor Standards Act (FLSA)

It is the policy of Stokes County to fully comply with the FLSA. All positions in the County are designated exempt or nonexempt under FLSA depending on whether they meet the requirements of the Act. These designations have nothing to do with the importance of a position to the County. Employees who are non-exempt must be paid overtime or granted compensatory time for hours over 40 worked each workweek. There are specific exceptions under the FLSA for law enforcement and firefighting.

Section 1-D Overtime Authorization

From time to time, it becomes necessary for employees to work additional hours beyond the normal work period amount. Compensatory time will be given in lieu of overtime pay, except for personnel working in EMS and Communications and temporary employees. Compensatory Time must be approved by an employee's direct supervisor. If circumstances arise and the employee is not able to obtain approval such as having to work after the end of the workday/shift due to an emergency, the employee should notify their direct supervisor as soon as possible.

Section 1-E Employee Status

Non-Exempt Employees

This class of employees shall receive one hour of compensatory time for each hour worked over their standard work schedule up to forty (40) hours in a seven-day workweek. Compensatory Time will be awarded at a rate of 1.5 hours for each hour physically worked in excess of forty (40) hours in a seven-day workweek. For example, if an employee's standard work schedule is 37.5 hours per week, and he/she works 42 hours in a week. He/she will receive 5.5 hours of compensatory time and pay for 37.5 hours.

Law enforcement personnel who are classified as 207 (K) non-exempt shall receive compensatory hours at a rate of 1.5 hours for each hour physically worked in excess of 85 hours in each 14-day work period.

All overtime worked must be properly documented and must receive the approval of the supervisor before it is worked. Compensatory time shall be awarded at the end of each pay period as outlined above but may be used as paid time off any time after it is earned, with the approval of the supervisor. Each supervisor has discretion in allowing or directing an employee to use compensatory time. No compensatory time shall be allowed for work during an employee's lunch hour unless such work is of an emergency nature. In the event of a voluntary or involuntary termination of a non-exempt employee, compensatory time shall be eligible for monetary reimbursement.

Each non-exempt employee hired by the County, except EMS and Communications personnel and temporary personnel, shall be required to sign the Compensatory Time Agreement stating compensatory time in lieu of overtime pay is acceptable. Agreeing with the compensatory time method of payment is not a condition of employment, however, if an employee disagrees with this

form of payment the employee shall be disallowed from working overtime or may be directed to taking time off during the week overtime is worked.

Non-exempt employees will be required to use compensatory time as soon as possible after accumulation at the direction of the Department Head and will be required to use compensatory time before the use of any other leave. Sheriff Office and Jail employees who accrue both holiday time and compensatory time will be required to use holiday time first.

Exempt Employees

Employees in this class are deemed to be exempt from the Fair Labor Standards Act minimum wage and overtime standards. Employees in this class fall into three categories: Executive, Administrative, and Professional. The County shall follow either the short test or the long test as set forth in the Fair Labor Standards Act, whichever is applicable, to determine the “exempt” status employees.

Employees classified as exempt will not maintain a timesheet unless they are reporting the use of sick/personal, annual, or holiday leave (floating holiday) in increments of full days/shifts.

Exempt employees in this category will use recorded comp-time utilizing the same request and approval process established for annual / sick / holiday leave until the balance is exhausted and such recorded comp-time will be utilized before use of annual or sick leave.

In the event of voluntary or involuntary termination as an employee of Stokes County, exempt personnel shall not be eligible for monetary reimbursement for recorded or un-recorded comp-time.

Upon appointment, each employee shall be notified of his/her exempt/non-exempt status.

Section 2. Longevity Pay

The Board of Commissioners and the County Manager demonstrate appreciation for full-time employees who have completed landmark years of continued service by presenting them with a longevity pay plan. Full-time employees who have been credited with five (5) or more years of compensated service with Stokes County and who are on the payroll as of November 1st may receive an annual longevity payment. Longevity pay shall be made annually when all eligibility requirements are met if funding is available upon approval by the Board of County Commissioners.

- Longevity payment shall be made in a lump sum each year on or before December 31st.
- Eligibility for payment shall be based on full years of service as of November 1 of each year.
- Payment shall be made to otherwise eligible employees who are on military leave, worker's compensation and approved medical leave of absence without pay.
- All appropriate federal, state, retirement, etc., deductions will be applied to this payment.
- Payment shall be made to the nearest cent rather than the nearest dollar.
- The annual salary of the employee will be determined by taking the individual's base rate of pay and multiplying it by the standard hours worked for that position.
- Longevity pay is not considered a part of annual base pay for classification and pay purposes, nor is it to be recorded in personnel records as a part of annual pay.

Annual longevity pay amounts are based on the length of consecutive years of service with the County of Stokes and vary based on the employee's most recent hire date.

Years of Service	Percent
5 years < 10	1.00%
10 years <15	1.50%
15 years < 20	2.00%
20 years <25	2.50%
25 plus years	3.00%

Section 3. Pay Periods

The County's pay period shall be based on a fourteen (14) day cycle. There shall be twenty-six (26) pay periods within a year. Paychecks shall be issued seven (7) calendar days following the last day of the pay period. The pay date will be on Fridays.

Payroll Deductions

Normal deductions shall be made from each employee's paycheck each pay period for:

- Federal Income Tax
- State Income Tax
- FICA (Social Security and Medicare)
- Retirement (Permanent employees)
- Garnishments/Wage Withholdings

Employees may request to have the additional deductions each pay period:

- Insurance
- Credit Union
- 401K Supplemental Retirement Income
- Deferred Compensation Plans
- Stokes County Property Tax Deductions
- Flex Spending Benefits
- Firefighter and Rescue Squad Pension Fund

Section 4. Direct Deposit

The County utilizes direct deposit as the primary method for issuing payroll to employees. Employees are required to provide accurate banking information to ensure timely and secure deposits.

Section 5. Employee Benefits

In an effort to improve productivity and engagement, the county offers a variety of benefits to all full-time employees. Below are many of the offered programs:

- Twelve paid holidays per year
- Annual/Vacation Leave (based on work schedule and length of service)
- Sick/Personal Leave (based on work schedule and length of service)
- County Paid Health Insurance
- County Paid Dental Insurance
- County Paid Term Life Insurance (\$25,000 policy)
- Voluntary Vision
- Supplemental voluntary insurance (accident, cancer, critical illness, short-term disability, long-term disability and term life)
- Flexible spending accounts
- Dependent Day care accounts
- Voluntary 401(k) participation (Stokes County contributes 1% of salary to all employees who are contributing)
- Voluntary 457(b) plan
- NC State Retirement System Contributions
- Tuition Reimbursement (up to \$500 per fiscal year)
- Employee Assistance Program
- Ability to join CIVIC Federal Credit Union
- Parental Leave
- Bereavement Leave
- Family Medical Leave
- Jury Duty Leave
- Military Leave

Section 5-A. Cell Phone Allowance

Employees who require cell phones to perform their work may be offered a county owned cell phone and must follow all rules and regulations pertaining to cell phone usage and county owned property in the Stokes County Personnel Policy Handbook.

In lieu of a county provided cell phone, the county manager may approve a cell phone stipend on a case-by-case basis.

Section 5-B. Employee Travel and Reimbursement

The County provides vehicles for use by the employees to conduct County business. All take-home vehicles will be approved by the County Manager. (Please refer to the Stokes County Vehicle Use Policy.) Employees using a personal vehicle for County business will be reimbursed for mileage pursuant to the Travel Policy. Per IRS Publication 5137: “A standard mileage rate is considered to cover all expenses of operating a vehicle, including insurance, maintenance, tires, oil and so on.” Operators using a personal vehicle for County business should carry adequate personal vehicle liability insurance as required by law. All County officials and employees using a personal vehicle for County-related business are expected to consult with their insurance provider to ensure they are appropriately covered for business use.

Employees using a personal vehicle for County business must ensure that the vehicle is inspected annually, and that the vehicle is in safe operating condition with no pre-existing damage. The County assumes no responsibility for accidents and damages to privately owned vehicles.

Section 5-C. Tuition Reimbursement

The provisions of this section do not apply to temporary employees. Stokes County shall provide up to a maximum of \$500.00 per employee per fiscal year for the reimbursement of tuition cost for courses of study taken on the employee's own time at accredited learning institutions. The following stipulations may apply:

- 1.Reimbursement shall be made only for course work completed at the accredited public, business, trade school, community college, college or university. Only semester or quarter-length courses are eligible. No workshops, seminars or conferences are eligible.
- 2.Applications for reimbursement shall be approved by the department head only for course work related to the employee's job area, or for course work allowing an employee to take on some greater tasks within his/her agency.
- 3.Upon application for reimbursement, the employee shall pledge a minimum of six (6) months service to the County after completion of the course or graduation from the chosen curriculum.

All applications for tuition reimbursement will be approved by the County Manager.

Section 5-D. Education & Certification Incentive Pay

The purpose of this policy is to outline pay incentives which may be earned by employees pursuing a degree in higher education or attaining certifications to their current position with the County. Not all degrees or certifications received by employees will be eligible for this policy. Only those determined in advance to be related to the employee's current position and/or future advancement opportunities with the County will be eligible.

Employees eligible for education pay incentives shall receive, upon approval of the County Manager, a salary increase in the amount shown below for each eligible degree and certification attainment.

Associate Degree - 2%
Bachelor's Degree – 3%
Master's Degree – 4%
Doctoral Degree - 5%
Certification Up to 3%

Section 6. Salary Schedules

The salary minimums, midpoints, and maximums are hereby established for the following employee classification groups: General, Health, Social Services Emergency Medical Services and Sheriff effective July 1, 2025. Salary Schedules are included in Sections 6-A through 6-H with the respective Position Classifications.

Position Classifications

Position Titles for full-time or part-time regular jobs have been assigned a salary grade within one of the Seven Salary Schedules. Each class includes a Fair Labor Standards Act (FLSA) designation to indicate if the position is Non-exempt (N) or Exempt (E) with respect to compensation for time and a half overtime. Exempt means an employee is exempt from being paid overtime for hours worked in excess of 40 hours per week.

Section 6-A. General Class Salary Schedules

GENERAL CLASS				
GRADE	FLSA	MINIMUM	MIDPOINT	MAXIMUM
G01	N	\$30,870	\$40,100	\$49,400
G02	N	\$33,237	\$43,200	\$53,200
G03	N	\$36,530	\$47,500	\$58,400
G04	N	\$40,234	\$52,300	\$64,400
G04H	N	\$19.34	\$25.10	\$31.00
G05	N	\$44,247	\$57,500	\$70,800
G05H	N	\$21.27	\$27.70	\$34.00
G06	N	\$48,672	\$63,300	\$77,900
G07	N/E	\$53,508	\$69,600	\$85,600
G08	N/E	\$58,859	\$76,500	\$94,200
G09	E	\$64,724	\$84,100	\$103,600
G10	E	\$71,207	\$92,600	\$113,900
G11	E	\$78,307	\$101,800	\$125,300
G12	E	\$86,127	\$112,000	\$137,800
G13	E	\$103,312	\$134,300	\$165,300
G14	E	\$144,060	\$187,300	\$230,500

Section 6-B. General Class Position Classifications (in alphabetical order)

POSITION TITLE	GRADE
ACCOUNTING MANAGER	G07
ACCOUNTABILITY AND RECOVERY COURT COORDINATOR	G05
ADMINISTRATIVE ASSISTANT I	G02
ADMINISTRATIVE ASSISTANT II	G03
ADMINISTRATIVE OFFICER I	G04
ADMINISTRATIVE OFFICER II	G05
ANIMAL CONTROL AGENT	G04
ANIMAL CONTROL DIRECTOR	G08

ANIMAL CONTROL OFFICE CLERK	G02
ANIMAL SHELTER ATTENDANT	G01
ARTS PLACE COORDINATOR	G02
ASSISTANT ASSESSOR	G06
ASSISTANT COUNTY MANAGER	G13
ASSISTANT FINANCE DIRECTOR	G08
ASSISTANT FIRE MARSHAL/SUPPRESSION	G06
ASSISTANT HEALTH DIRECTOR	G07
ASSISTANT HUMAN RESOURCES DIRECTOR	G07
ASSISTANT REGISTER OF DEEDS	G04
ASSISTANT TAX COLLECTOR	G05

BUILDING MAINTENANCE SUPERVISOR	G06
CHIEF CODE ENFORCEMENT OFFICER	G07
CODE ENFORCEMENT/ZONING OFFICER	G06
CONSERVATIONIST	G05
COUNTY MANAGER	G14
CUSTODIAN	G01
CUSTODIAN SUPERVISOR	G04
DEPUTY DSS DIRECTOR	G10 G11
DEPUTY ELECTION DIRECTOR	G04
DEPUTY FIRE MARSHAL	G07
DEPUTY REGISTER OF DEEDS	G02
DEPUTY TAX COLLECTOR	G04
DEPUTY TAX COLLECTOR (EMS)	G04
DIRECTOR OF ARTS & CULTURAL SERVICES	G09
DISTRICT RESOURCE DIRECTOR	G07
DRC WORK PROGRAM COORDINATOR	G02
DSS DIRECTOR	G12
ECONOMIC DEVELOPMENT DIRECTOR	G10
ELECTIONS DIRECTOR	G09
EMERGENCY COMMUNICATIONS DIRECTOR	G09
EMERGENCY SERVICES DIRECTOR	G10 G11
FINANCE ACCOUNTING TECHNICIAN-ACCOUNTS PAYABLE	G04
FINANCE ACCOUNTING TECHNICIAN-FINANCE/PURCHASING	G04
FINANCE DIRECTOR	G12

FIRE MARSHAL	G09
FTCC FACILITIES SUPERVISOR	G04
GIS LAND RECORDS SUPERVISOR	G06
GIS MAPPING SPECIALIST	G04
GIS SPECIALIST	G05
HEALTH DIRECTOR	G12
HUMAN RESOURCES ANALYST	G06
HUMAN RESOURCES DIRECTOR	G11
INFORMATION TECHNOLOGY DIRECTOR	G11
LEAD PUBLIC SAFETY TELECOMMUNICATOR SUPV/TRAINING	G07
MAINTENANCE TECHNICIAN	G02
MAINTENANCE TECHNICIAN/PARKS	G02
MAINTENANCE TECHNICIAN/SIGNS	G02
MECHANIC	G03
MOTOR VEHICLE APPRAISER/COLLECTION CLERK	G03
NUTRITION SITE MANAGER	G01
OPIOID PREVENTION COORDINATOR	G07
PAYROLL SPECIALIST	G06
PERMITTING OFFICE MANAGER	G04
PERMITTING TECHNICIAN	G02
PERSONAL PROPERTY APPRAISER	G03
PLANNING AND DEVELOPMENT DIRECTOR	G11
PROCESSING ASSISTANT IV	G02
PROCESSING ASSISTANT IV (WIC)	G02
PROCESSING ASSISTANT V	G02
PUBLIC SAFETY TELECOMMUNICATOR	G04H
PUBLIC SAFETY TELECOMMUNICATOR SUPERVISOR	G05H
PUBLIC WORKS DIRECTOR	G11
PURCHASING AND PROJECT MANAGER	G08
REAL PROPERTY APPRAISER II	G04
RECORDS SPECIALIST	G04
REGISTER OF DEEDS	G09

SANITATION EQUIPMENT OPERATOR	G04
SENIOR PERSONAL PROPERTY APPRAISER	G05
SENIOR SERVICES DIRECTOR	G08
SHELTER MANAGER	G04
SOIL AND WATER CONSERVATION DIRECTOR	G08
SOLID WASTE/LANDFILL SUPERVISOR	G06
SR. CODE ENFORCEMENT OFFICER	G06
SYSTEMS ADMINISTRATOR	G07
TAX ADMINISTRATOR	G11
TAX/EMS COLLECTIONS CLERK	G03
TOURISM/MARKETING COORDINATOR	G05
VEHICLE MAINTENANCE SUPERVISOR	G06
VETERANS SERVICE OFFICER	G04
WALNUT COVE SENIOR CENTER COORDINATOR	G03
WATER & SEWER MAINTENANCE TECHNICIAN	G03

Section 6-C. Health Salary and Classification Schedule

GRADE	POSITION TITLE	MINIMUM	MIDPOINT	MAXIMUM
H01		\$30,870	\$40,100	\$49,400
H02	NUTRITIONIST II	\$36,015	\$46,800	\$57,600
H03	COMMUNITY HEALTH WORKER	\$39,617	\$51,500	\$63,400
H03	NUTRITIONIST - III	\$39,617	\$51,500	\$63,400
H04	LICENSED PRACTICAL NURSE II	\$43,630	\$56,700	\$69,800
H05	ENVIRONMENTAL HEALTH SPECIALIST- TRAINEE	\$47,951	\$62,300	\$76,700
H06	ENVIRONMENTAL HEALTH SPECIALIST	\$52,788	\$68,600	\$84,500
H07	PUBLIC HEALTH NURSE II	\$58,036	\$75,400	\$92,900
H08		\$60,938	\$79,200	\$97,500
H09	ENVIRONMENTAL HEALTH SUPERVISOR I	\$63,798	\$82,900	\$102,100
H10	PUBLIC HEALTH NURSE SUPERVISOR	\$70,178	\$91,200	\$112,300
H11	PHYSICIAN EXTENDER	\$84,172	\$109,400	\$134,700

Section 6-D. Social Services Salary and Classification Schedule

GRADE	POSITION TITLE	MINIMUM	MIDPOINT	MAXIMUM
DSS01	COMMUNITY SOCIAL SERVICE ASSISTANT	\$30,870 \$31,796	\$40,100 \$41,300	\$49,400 \$50,900
G02 DSS02	ACCOUNTING TECHNICIAN I	\$33,237 \$34,200	\$43,200 \$44,500	\$53,200 \$54,700
DSS02	INCOME MAINTENANCE CASEWORKER - I	\$33,237 \$34,200	\$43,200 \$44,500	\$53,200 \$54,700
DSS03		\$35,674	\$46,400	\$57,100
DSS03 DSS04	SOCIAL WORKER I	\$36,530 \$38,527	\$47,500 \$50,100	\$58,400 \$61,600
DSS03 DSS04	INCOME MAINTENANCE CASEWORKER - II	\$36,530 \$38,527	\$47,500 \$50,100	\$58,400 \$61,600
DSS03 DSS04	INCOME MAINTENANCE INVESTIGATOR - I	\$36,530 \$38,527	\$47,500 \$50,100	\$58,400 \$61,600
DSS05		\$39,298	\$51,100	\$62,900
DSS04 DSS06	CHILD SUPPORT AGENT - II	\$40,234 \$41,263	\$52,300 \$53,600	\$64,400 \$66,000
DSS04 DSS06	INCOME MAINTENANCE CASEWORKER - III	\$40,234 \$41,263	\$52,300 \$53,600	\$64,400 \$66,000
G05 DSS06	ACCOUNTING TECHNICIAN IV	\$44,247 \$41,263	\$57,500 \$53,600	\$70,800 \$66,000
DSS07		\$42,088	\$54,700	\$67,300
DSS04 DSS08	SOCIAL WORKER - II	\$40,234 \$45,200	\$52,300 \$58,800	\$64,400 \$72,300
DSS05 DSS8	CHILD SUPPORT SUPERVISOR I	\$44,247 \$45,200	\$57,500 \$58,800	\$70,800 \$72,300
DSS05 DSS08	INCOME MAINTENANCE SUPERVISOR II	\$44,247 \$45,200	\$57,500 \$58,800	\$70,800 \$72,300
G05 DSS09	BUSINESS OFFICER I (Previously Administrative Officer II)	\$44,247 \$46,364	\$57,500 \$60,300	\$70,800 \$74,200
DSS06 DSS10	SOCIAL WORKER III	\$47,344 \$48,200	\$61,500 \$62,700	\$75,700 \$77,100
DSS07 DSS11	SOCIAL WORKER III-IA&T (CPS)	\$50,738 \$52,300	\$66,000 \$68,000	\$81,200 \$83,700
DSS07 DSS11	SOCIAL WORK SUPERVISOR II	\$50,932 \$52,300	\$66,200 \$68,000	\$81,500 \$83,700
DSS12		\$54,153	\$70,400	\$86,600
DSS08 DSS13	INCOME MAINTENANCE ADMINISTRATOR I	\$58,550 \$59,000	\$76,100 \$76,700	\$93,700 \$94,400
DSS08 DSS14	SOCIAL WORKER SUPERVISOR III	\$58,550 \$60,770	\$76,100 \$79,000	\$93,700 \$97,200
DSS09 DSS15	SOCIAL WORK PROGRAM MANAGER	\$64,443 \$64,600	\$83,800 \$84,000	\$103,100 \$103,400

Section 6-E. Emergency Services Salary and Classification Schedule

GRADE	POSITION TITLE	SHIFT	MINIMUM	MIDPOINT	MAXIMUM
E01	EMT BASIC	24/48	\$14.92	\$19.40	\$24.00
E02	EMT ADVANCED	24/48	\$16.21	\$21.10	\$26.00
E03	COMMUNITY PARAMEDIC	24/48	\$18.01	\$23.40	\$29.00
E03	PARAMEDIC	24/48	\$18.01	\$23.40	\$29.00
E04	PARAMEDIC SHIFT SUPERVISOR	24/48	\$20.58	\$26.80	\$33.00
E05	EMS TRAINING OFFICER	REG	\$58,653 \$61,000	\$73,300 \$79,300.00	\$88,000 97,600.00
E06	EMS OPERATIONS MANAGER	REG	\$64,800	\$81,000	\$97,200

Section 6-F. Sheriff – Law Enforcement Salary and Classification Schedule

SHERIFF'S OFFICE					
GRADE	POSITION TITLE	FLSA	MINIMUM	MIDPOINT	MAXIMUM
S01	DEPUTY SHERIFF	N	\$44,247	\$55,300	\$66,400
S02	CORPORAL	N	\$47,540	\$59,400	\$71,300
S03	DETECTIVE	N	\$48,775	\$61,000	\$73,200
S04	SERGEANT	N	\$51,141	\$63,900	\$76,700
S05	DETECTIVE SERGEANT	N	\$53,714	\$67,100	\$80,600
S06	LIEUTENANT	E	\$58,859	\$73,600	\$88,300
S07	CAPTAIN	E	\$67,708	\$84,600	\$101,600
S08	CHIEF DEPUTY	E	\$81,291	\$101,600	\$121,900
S09	SHERIFF	E	\$111,132	\$138,900	\$166,700

Section 6-G. Sheriff – Detention Salary and Classification Schedule

JAIL					
GRADE	POSITION TITLE	FLSA	MINIMUM	MIDPOINT	MAXIMUM
D01	BAILIFF/TRANSPORT OFFICER	N	\$44,247	\$55,300	\$66,400
D01	DETENTION OFFICER	N	\$44,247	\$55,300	\$66,400
D02	CORPORAL-JAIL	N	\$47,540	\$59,400	\$71,300
D03	SERGEANT-JAIL	N	\$51,141	\$63,900	\$76,700
D04	LIEUTENANT-JAIL	E	\$58,859	\$73,600	\$88,300
D05	CAPTAIN-JAIL	E	\$67,708	\$84,600	\$101,600

Section 6-H. Part-time Temporary Classifications and Pay Rates

The County's job classifications include part-time temporary employees that are paid an hourly rate not included in the regular salary range. Those jobs are listed below, and rates of pay are hourly unless otherwise noted.

POSITION TITLE	HOURLY RATE
Elections Assistant	\$15.44
Deputy Sheriff	\$20.26
Deputy Sheriff - SRO	\$20.26
Records Clerk	\$15.44
Detention Officer	\$20.26
DRC Work Program Coordinator	\$17.04
Telecommunicator	\$19.35
Green Box Site Attendant	\$12.35
Veteran's Service Officer	\$20.63
Office Assistant – Senior Services	\$17.04
Nutrition Site Manager	\$15.83
SHIPP Coordinator	\$17.04
Park Attendant (Seasonal)	\$12.35

Section 7. Effective Date

This Stokes County Pay and Benefits Policy was revised on _____ and was duly passed by _____ vote of the Stokes County Board of Commissioners on the _____ day of _____ 2025.

Chair

Human Resources Director



Board of County Commissioners
August 11, 2025
6:00 PM

Item number: VII.c.

ACAB Bylaws Amendments

Contact: Tommy Reeves, Animal Control Director

Summary:

The following is a request to amend the Animal Control Advisory Board bylaws. This is due to Heath Director Tammy Martin stepping down from the appointed position on the ACAB.

See attached document for amendments.

ATTACHMENTS:

Description	Upload Date	Type
ACAB Bylaws Amendments	8/8/2025	Cover Memo

Stokes County Animal Control Advisory Board By-Laws

Article 1: Name and Purpose

The Stokes County Board of County Commissioners desire to establish a body to be called the Stokes County Animal Control Advisory Board. The purpose of which will be to provide review and evaluation of animal related issues and to hear appeals of potentially dangerous dog notices.

Article 2: Duties

The Advisory Board shall have the following specific duties and responsibilities as have been directed by the Stokes County Board of County Commissioners:

- a. To hear appeals on dangerous and/or potentially dangerous dog determinations.
- b. To review and evaluate, on an ongoing basis, animal-related issues, needs and services in Stokes County.
- c. To report to the Stokes County Board of Commissioners upon request, on animal services issues within Stokes County.

The Advisory Board shall not be responsible for and shall have no authority over the day-to-day operations of Stokes County Animal Control.

Article 3: Membership

The Advisory Board shall consist of five (5) members who shall be appointed by the Stokes County Board of County Commissioners in accordance with the approved county appointment procedure. Appointments shall attempt to fulfill, but are not limited to, the following affiliations and categories:

- a. One of the following members shall be appointed by the Stokes County Commissioners as chairman of the board. ~~the Stokes County Health Director or Designee appointed by the Stokes County Health Director.~~
- b. One member shall be a member of an Animal Advocacy Organization
- ~~b.c.~~ One member shall be a member of a Hunting Club Organization that utilizes dogs to hunt with.
- ~~e.d.~~ Three members at large, who are Stokes County residents living in separate geographic areas of Stokes County.

a. Terms of Appointment

In forming the Advisory Board, the Stokes County Board of County Commissioners shall appoint two of the ~~non-county employee~~ members to a term of one year and the remaining two ~~non-county employee~~ members to a two-year term. Thereafter, ~~all non-county employee~~ those members shall be appointed for two-year terms. The Chairman who the commissioners appoints shall serve a four-year term and be appointed to a four year term thereafter.

b. Vacancies

If a vacancy occurs, the Stokes County Board of County Commissioners shall appoint someone to fill the unexpired term in accordance with the position designation and approved county appointment procedure.

A vacancy may be declared by the chair of the Advisory Board when any member misses two (2) consecutive regular meetings without notifying the Animal Control Director or the chair of the Advisory Board; or when a member resigns from said appointment.

c. Officers

The commissioners' appointed chairman shall assign one member to keep the minutes of the meeting. ~~Health Director or the Health Director's designee shall be the chair of the advisory board. The chair shall assign one appointed member to keep the minutes of the meeting and all resolutions and recommendations.~~

d. Meetings

1. The Advisory Board will meet semiannually. The dates to be voted on by the board.
2. The board can be called to hear appeals on dangerous and/or potentially dangerous dog determinations when an appeal has been made.
3. The Board can be called for an ~~emergency~~ meeting upon request at the request of the County Commissioners, County Manager, or Director of Animal Control. The date and time of meeting to be set by the one who called the meeting.-

4. All meetings of the Advisory Board shall be open to the public and the Advisory Board will give public notice of these meetings consistent with the provisions of the open meetings law.
5. A majority of the voting board members serving shall constitute a quorum.
6. The Advisory Board shall keep a written record of meetings, resolutions, recommendations, findings, etc... which shall be a public record.
7. In the absence of the chair, an acting chair shall be appointed by the board members present.

ARTICLE 4: Appeals

The Advisory Board shall hear any appeals regarding the determination of a dangerous or potentially dangerous dog by Stokes County Animal Control in accordance with N.C.G.S. 67-4.1.5(c), subject to the following provisions:

- a. The owner of a dog that has been declared dangerous or potentially dangerous pursuant to Article V, Section 3 of the Stokes County Animal Control Ordinance has the right to appeal the determination by filing a written objection, stating the grounds for appeal, with the Stokes County Animal Control Director within three business days of the receipt of the dangerous or potentially dangerous dog determination letter.
- b. Within ten business days of a duly filed written objection, the Advisory Board shall hold an appeal hearing. The appeal hearing shall be open to the public, and the person requesting the appeal may be represented by an attorney.
- c. The person requesting the appeal will be notified in writing of the decision of the Advisory Board within ten business days after the conclusion of the appeal hearing.
- d. Any appeal from the final decision of the Advisory Board shall be to Superior Court by filing a notice of appeal and petition for review within ten business days after the receipt of the final decision of the appellate board. This written notice must be served on the Animal Control Director as well as the Clerk of Superior Court.

Adopted by the Stokes County Board of Commissioners -



Board of County Commissioners
August 11, 2025
6:00 PM

Item number: VIII.a.

SCOPE Funding Request

Contact: Tammy Martin, Health Director

Summary:

The Health Department is requesting to increase opioid professional services budget in order to cover the current peer support specialist contract at \$30.00 per hour, as well as the recently approved peer support specialist contract.

The budgeted amount for this line item is \$42,750.00. The current peer support specialist's contracted hourly rate was set at \$30.00 in FY 24-25 due to work experience. In order to maintain that hourly rate at 37.50 hours per week, the budgeted amount for the existing position should total \$58,500.00.

In addition, the recently approved peer support specialist contract would be posted at \$20.00 an hour and set at a maximum of 20 hours per week. The position is expected to be filled no sooner than November. With the requested hourly rate and schedule, the position would require \$13,000.00 for the current fiscal year.

As a result, the overall budget for these two positions would increase to \$71,500.00.

ATTACHMENTS:

Description	Upload Date	Type
SCOPE Budget Amendment	8/7/2025	Cover Memo
SCOPE Resolution	8/7/2025	Cover Memo



BUDGET ORDINANCE AMENDMENT #

8**STOKES COUNTY, NORTH CAROLINA
GENERAL FUND**BOARD MEETING DATE: August 11, 2025

WHEREAS, the Budget Officer recommends, and the Board now desires to amend the FY2025-2026 General Fund as outlined below in "**Exhibit A**" to the budget,

NOW THEREFORE,

BE IT ORDAINED by the Board of Commissioners for the County of Stokes as follows:

1. That the FY2025-2026 amendment(s) listed in "**Exhibit A**" below be hereby adopted.
2. That this ordinance shall be effective upon adoption.
3. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, Budget Officer, and to the Finance Director.

ADOPTED this 11th day of August, 2025

Requesting Department: Health Department – Tammy Martin

Budget Amendment Item: 204-5861-5000180 Professional Services

Description and Justification: The Health Department is requesting to increase opioid professional service funds in order to cover the existing peer support specialist contract as well as the approved secondary peer support contract.

Funding Source: Opioid Settlement Funding 204-3301-3301000

Exhibit A: Account Description	Increase (Decrease)	
	Revenues	Expenditures
204-3301-3301000 - Opioid Settlement Funding	\$ 28,750.00	
204-5861-5000180 - Professional Services		\$ 28,750.00
TOTAL	\$ 28,750.00	\$ 28,750.00

Verified by the Clerk to the Board:

Christina Jennings
Clerk to the Board

Tammy Martin 8-7-25
Department Manager Date

[Signature] 8/7/25
County Manager Date

Tammy E. Kifer 8/7/25
Finance Director Date



Stokes County Health Department



PO Box 187
1009 N Main Street
Danbury, NC 27016
(336) 593-2400

Tammy Martin, MS MPH, Health Director
Lisa Cassidy-Vu, MD, Medical Director

To: Stokes County Board of County Commissioners
Jeff Sanborn, County Manager

The Health Department is requesting to increase opioid professional services budget in order to cover the current peer support specialist contract at \$30.00 per hour, as well as the recently approved peer support specialist contract.

The budgeted amount for this line item is \$42,750.00. The current peer support specialist's contracted hourly rate was set at \$30.00 in FY 24-25 due to work experience. In order to maintain that hourly rate at 37.50 hours per week, the budgeted amount for the existing position should total \$58,500.00.

In addition, the recently approved peer support specialist contract would be posted at \$20.00/hour and set at a maximum of 20 hours per week. This position is expected to be filled no sooner than November. With the requested hourly rate and schedule, this position would require \$13,000.00 for the current fiscal year.

As a result, the overall budget for these two positions would increase to \$71,500.00.

Thank you for your consideration.

Sincerely,

Tammy Martin, Health Director
Stokes County Health Department



**A RESOLUTION BY THE COUNTY OF STOKES
TO DIRECT THE EXPENDITURE OF OPIOID SETTLEMENT FUNDS**

WHEREAS Stokes County has joined national settlement agreements with companies engaged in the manufacturing, distribution, and dispensing of opioids, including settlements with drug distributors Cardinal, McKesson, and AmerisourceBergen; drug makers Johnson & Johnson and its subsidiary Janssen Pharmaceuticals, and Purdue Pharma, Mallinckrodt, Insys, Allergan, Endo, and Teva; and pharmacies CVS, Rite Aid, Walgreens, and Walmart;

WHEREAS the allocation, use, and reporting of funds stemming from these national settlement agreements and bankruptcy resolutions ("Opioid Settlement Funds") are governed by the Memorandum of Agreement Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation ("MOA") and the Supplemental Agreement for Additional Funds from Additional Settlements of Opioid Litigation ("SAAF");

WHEREAS Stokes County has received Opioid Settlement Funds pursuant to these national settlement agreements and deposited the Opioid Settlement Funds in a separate special revenue fund as required by section D of the MOA;

WHEREAS section E.6 of the MOA states that, before spending opioid settlement funds, the local government's governing body must adopt a separate resolution that:

- (i) indicates that it is an authorization for expenditure of opioid settlement funds; and,
- (ii) states the specific strategy or strategies the county or municipality intends to fund pursuant to Option A or Option B, using the item letter and/or number in Exhibit A or Exhibit B to identify each funded strategy; and,
- (iii) states the amount dedicated to each strategy for a specific period of time.

NOW, THEREFORE BE IT RESOLVED, in alignment with the NC MOA and SAAF, Stokes County authorizes the expenditure of opioid settlement funds as follows:

1. First strategy authorized

- a. Name of strategy: Collaborative Strategic Planning
- b. Strategy is included in Exhibit A
- c. Item letter and/or number in Exhibit A or Exhibit B to the MOA: Strategy 1
- d. Amount authorized for this strategy: \$472,000
- e. Period of time during which expenditure may take place:
Start date November 1, 2023 through End date June 30, 2028
- f. Description of the program, project, or activity: Funding this strategy will be used to hire an Opioid Settlement Coordinator that will act as project manager in overseeing programs and funding for opioid settlement monies. This funding will cover

personnel costs (salary and benefits), equipment, supplies, travel, and other expenses needed for this position to carry out its functions.

g. Provider: Stokes County

2. Second authorized strategy

- a. Name of strategy: Post-Overdose Response Team
- b. Strategy is included in Exhibit A
- c. Item letter and/or number in Exhibit A or Exhibit B to the MOA: Strategy 8
- d. Amount authorized for this strategy: \$840,000
- e. Period of time during which expenditure may take place:
Start date November 1, 2023 through End date June 30, 2030
- f. Description of the program, project, or activity: Funding this strategy will be used to hire a full-time community paramedic position that will work under EMS to assist in developing the Medication Assisted Treatment Bridge Program (MAT-bridge). This position will primarily be responsible for initial induction of medications and daily re-evaluation and redosing of medications until the patient is placed into long-term substance use disorder treatment. They will also continue providing point-of-care to the community in addition to naloxone care and overdose care. This funding will cover personnel costs (salary and benefits), equipment, supplies, transportation costs, and medication costs associated with the MAT-bridge program.
- g. Provider: Stokes County EMS

3. Third authorized strategy

- a. Name of strategy: Recovery Support Services
- b. Strategy is included in Exhibit A
- c. Item letter and/or number in Exhibit A or Exhibit B to the MOA: Strategy 3
- d. Amount authorized for this strategy: \$580,000
- e. Period of time during which expenditure may take place:
Start date November 1, 2023 through End date June 30, 2030
- f. Description of the program, project, or activity: Funding this strategy will be used to hire peer support specialists that will be advocates and provide support for those struggling with substance use and opioid addiction. This funding will cover personnel costs (salary and benefits), equipment, supplies, and other costs associated with carrying out the duties of these positions.
- g. Provider: Stokes County

4. Fifth authorized strategy

- a. Name of strategy: Recovery Support Services
- b. Strategy is included in Exhibit A
- c. Item letter and/or number in Exhibit A or Exhibit B to the MOA: Strategy 3
- d. Amount authorized for this strategy: \$152,000
- e. Period of time during which expenditure may take place:
Start date September 1, 2024 through End date September 1, 2029
- f. Description of the program, project, or activity: Fifty percent of the salary of an Accountability and Recovery Court Coordinator providing the day-to-day management and coordination of the court's accountability and recovery programs. This individual plays a key role in overseeing opioid user's case management, working with participants in opioid use recovery, and ensuring compliance with court-ordered opioid use treatment plans. The coordinator serves as the liaison between the court, opioid treatment providers, law enforcement, and community partners to support the successful rehabilitation and

- reintegration of participants into society.
g. Provider: Stokes County

The total dollar amount of Opioid Settlement Funds appropriated across the above named and authorized strategies is \$2,044,000.

Adopted this 11th day of August 2025.

Stokes County Board of Commissioners

ATTEST:

Stokes County Clerk to the Board





Board of County Commissioners
August 11, 2025
6:00 PM

Item number: VIII.b.

Salary Study Results

Contact: Jamie Clark, Human Resources Director

Summary:

Jamie Clark will be presenting the results of the FY 2026 Internal Salary Study, which has been conducted to evaluate the compensation structure for all Stokes County government positions.

The primary purpose of the study was to assess how our employee salaries compare to similar positions in neighboring counties, counties with similar population, or number of employees. Counties included in the study were Yadkin, Lee, Davie, Surry, Rockingham, Chatham, and Wilkes Counties. The study involved a comprehensive review of each department's pay scale, with particular attention given to areas where salary disparities were noted.

ATTACHMENTS:

Description	Upload Date	Type
Salary Study Memo	8/8/2025	Cover Memo
Methodology for Salary Study	8/8/2025	Backup Material
Draft Pay and Benefits Policy	8/11/2025	Cover Memo



**Stokes County
Human Resources**

Date: 8/7/2025

Dear Members of the Board of County Commissioners,

I am writing to present the findings of the FY 2026 Internal Salary Study, which has been conducted to evaluate the compensation structure for all Stokes County government positions. This aligns with our ongoing commitment to adjust the salaries of one-third of the County's workforce annually, as outlined in the Stokes County Pay Plan. The primary purpose of this study was to assess how our employee salaries compare to similar positions in neighboring counties, counties with similar population, or number of employees. Counties included in the study were Yadkin, Lee, Davie, Surry, Rockingham, Chatham, and Wilkes Counties.

The study involved a comprehensive review of each department's pay scale, with particular attention given to areas where salary disparities were noted. Based on this analysis, it was determined that the EMS and DSS (Social Services) departments should be prioritized for adjustments in this fiscal year. Detailed methodologies and suggested pay grades for these departments are attached for your review.

The study identified specific considerations related to EMS compensation. All EMS positions were included in the analysis; however, the only positions directly impacted by the current salary adjustments are the EMS Director and the EMS Training Officer. Should the County transition from a 24/48 shift schedule to a 24/72 schedule for hourly EMS employees, their hourly rates will need to be adjusted accordingly to reflect the change in scheduling.

The projected cost of these necessary salary adjustments is \$146,883.20 annually. After accounting for the state funding that helps offset a portion of these costs, the recurring annual cost for Stokes County would be approximately \$48,348.67. I wanted to note that \$150,000.00 was budgeted for this project, so the current proposal comes in well below the budgeted amount. However, if the EMS department transitions to the proposed 24/72 shift schedule, this amount would increase significantly—by approximately \$75,000 annually—due to the need to include all hourly EMS employees in the salary adjustments.

I believe these adjustments are essential for maintaining competitive compensation and ensuring that we retain qualified, dedicated employees in critical departments such as EMS and DSS. I respectfully request the Commissioners' consideration and approval of the attached recommendations.

Thank you.

Jamie Clark
Human Resources Director

P.O. Box 20 • Danbury, North Carolina 27016 • Telephone (336) 593-2436



Methodology for Salary Study

1. Purpose and Scope

This study aims to align Stokes County Government salaries with the County's Pay and Benefits Policy, ensuring competitive compensation that fosters excellence, aligns with strategic goals, and supports workforce retention. The study examines all Stokes County government positions and compares salaries with similar positions in Yadkin, Lee, Davie, Surry, Rockingham, Chatham, and Wilkes Counties.

2. Data Collection Methods

Primary Data Sources:

- Salary Surveys: Utilization of annual salary surveys and pay practice discussions facilitated by the North Carolina Association of County Commissioners (NCACC) and the North Carolina League of Municipalities (NCLM)
- County Compensation Reports: Official salary records from the seven comparative counties.

Secondary Data Sources:

- Publicly Available Salary Reports (government websites, HR departments, and industry wage studies).
- Previous Year's Consumer Price Index (CPI): Used to adjust salary ranges based on December 31 data.

3. Comparative Analysis Approach

Selection Criteria:

- Government positions in Stokes County were matched with same or similar roles in the seven comparative counties.
- Consideration of factors such as job responsibilities, experience requirements, and classification.

Data Standardization:

- Normalization of salaries based on the latest available update from each county:
 - Yadkin County (updated 07/01/2024) – 349 EE's
 - Lee County (updated 03/03/2025) – 542 EE's
 - Davie County (updated 07/05/2024) – 445 EE's
 - Surry County (updated 10/27/2024) - 767 EE's
 - Rockingham County (updated 01/11/2025) – 716 EE's
 - Chatham County (updated FY 24-25) – 650 EE's
 - Wilkes County (updated FY 24-25) – 581 EE's

4. Data Analysis Approach

- Descriptive Statistics: Comparison of average, median, and percentile salaries.
- Trend Analysis: Identifying patterns in salary growth and adjustments.
- Benchmarking: Evaluating how Stokes County salaries compare with regional averages.
- Adjustment Recommendations: Proposed updates to salary ranges based on CPI and market trends.

5. Ethical Considerations

- Data Integrity and Confidentiality: Ensuring accurate and responsible handling of salary information.
- Bias Mitigation: Using standardized comparisons and objective methodologies to avoid inequitable assessments.



Stokes County Government

Pay and Benefits Policy

"Protect, promote and enhance quality of life for Stokes County residents and visitors."

Department of Human Resources
Jamie F. Clark – Human Resources Director

Revised August 7, 2025

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Section 1. Pay and Benefits Policy

It is the policy of Stokes County to compensate employees at a level sufficient to encourage excellence of performance that contributes to the County's overall mission and strategic goals, and to maintain the labor market competitiveness necessary to recruit, motivate, develop and retain a competent and diverse work force. This policy is met by:

- Participating in annual salary surveys and pay practice discussions with various labor markets. The county will utilize the assistance of the North Carolina Association of County Commissioners (NCACC) and the North Carolina League of Municipalities (NCLM).
- Ensure the county pay plan remains current by adjusting salary ranges annually using relevant methodologies and the previous years Consumer Price Index (CPI) as of December 31st.
- Allocate funding annually to represent an average 2% merit increase for all employees. All employees will be eligible for 0% - 3% merit increase based on performance.

This Pay Plan is subject to an annual review and funded through the annual county budget, as approved by the Board of County Commissioners, and is effective July 1 each year.

Section 1-A Salary & Position Classification Schedule

The county shall maintain a position classification plan that ensures the accuracy of position duties and responsibilities and consolidates similar job functions into defined classifications. The county manager shall determine the duties of each position and shall promulgate procedures to establish, revise and maintain the classification plan to ensure it reflects the duties performed by each employee in the classification system. Each position contains a detailed list of job requirements and is assigned a salary grade with a minimum, midpoint, and maximum salary for the responsibilities, education, and experience of that position. (Position Classification on page 9)

Section 1-B Initial Salary Determinations

Each employee hired or assigned to a permanent position shall serve a probationary period of six (6) months. Upon new hire, promotion, grade change, reclassification, and voluntary transfer, each employee will be compensated at the minimum salary for the position assigned. Department Heads may hire at the minimum of the pay grade. Approval to hire above the minimum will be made by the County Manager. In rare instances an employee may be involuntarily transferred to a lower grade position. Should that happen, the employee will be frozen at their current salary and placed on the lower grade until the employee's salary catches up with the salary on that grade.

In the Department of Social Services, if an employee is hired for a position and does not qualify per the North Carolina State Office of Human Resources, the employee can participate in the Work Against Program.

Section 1-C Fair Labor Standards Act (FLSA)

It is the policy of Stokes County to fully comply with the FLSA. All positions in the County are designated exempt or nonexempt under FLSA depending on whether they meet the requirements of the Act. These designations have nothing to do with the importance of a position to the County. Employees who are non-exempt must be paid overtime or granted compensatory time for hours over 40 worked each workweek. There are specific exceptions under the FLSA for law enforcement and firefighting.

Section 1-D Overtime Authorization

From time to time, it becomes necessary for employees to work additional hours beyond the normal work period amount. Compensatory time will be given in lieu of overtime pay, except for personnel working in EMS and Communications and temporary employees. Compensatory Time must be approved by an employee's direct supervisor. If circumstances arise and the employee is not able to obtain approval such as having to work after the end of the workday/shift due to an emergency, the employee should notify their direct supervisor as soon as possible.

Section 1-E Employee Status

Non-Exempt Employees

This class of employees shall receive one hour of compensatory time for each hour worked over their standard work schedule up to forty (40) hours in a seven-day workweek. Compensatory Time will be awarded at a rate of 1.5 hours for each hour physically worked in excess of forty (40) hours in a seven-day workweek. For example, if an employee's standard work schedule is 37.5 hours per week, and he/she works 42 hours in a week. He/she will receive 5.5 hours of compensatory time and pay for 37.5 hours.

Law enforcement personnel who are classified as 207 (K) non-exempt shall receive compensatory hours at a rate of 1.5 hours for each hour physically worked in excess of 85 hours in each 14-day work period.

All overtime worked must be properly documented and must receive the approval of the supervisor before it is worked. Compensatory time shall be awarded at the end of each pay period as outlined above but may be used as paid time off any time after it is earned, with the approval of the supervisor. Each supervisor has discretion in allowing or directing an employee to use compensatory time. No compensatory time shall be allowed for work during an employee's lunch hour unless such work is of an emergency nature. In the event of a voluntary or involuntary termination of a non-exempt employee, compensatory time shall be eligible for monetary reimbursement.

Each non-exempt employee hired by the County, except EMS and Communications personnel and temporary personnel, shall be required to sign the Compensatory Time Agreement stating compensatory time in lieu of overtime pay is acceptable. Agreeing with the compensatory time method of payment is not a condition of employment, however, if an employee disagrees with this

form of payment the employee shall be disallowed from working overtime or may be directed to taking time off during the week overtime is worked.

Non-exempt employees will be required to use compensatory time as soon as possible after accumulation at the direction of the Department Head and will be required to use compensatory time before the use of any other leave. Sheriff Office and Jail employees who accrue both holiday time and compensatory time will be required to use holiday time first.

Exempt Employees

Employees in this class are deemed to be exempt from the Fair Labor Standards Act minimum wage and overtime standards. Employees in this class fall into three categories: Executive, Administrative, and Professional. The County shall follow either the short test or the long test as set forth in the Fair Labor Standards Act, whichever is applicable, to determine the “exempt” status employees.

Employees classified as exempt will not maintain a timesheet unless they are reporting the use of sick/personal, annual, or holiday leave (floating holiday) in increments of full days/shifts.

Exempt employees in this category will use recorded comp-time utilizing the same request and approval process established for annual / sick / holiday leave until the balance is exhausted and such recorded comp-time will be utilized before use of annual or sick leave.

In the event of voluntary or involuntary termination as an employee of Stokes County, exempt personnel shall not be eligible for monetary reimbursement for recorded or un-recorded comp-time.

Upon appointment, each employee shall be notified of his/her exempt/non-exempt status.

Section 2. Longevity Pay

The Board of Commissioners and the County Manager demonstrate appreciation for full-time employees who have completed landmark years of continued service by presenting them with a longevity pay plan. Full-time employees who have been credited with five (5) or more years of compensated service with Stokes County and who are on the payroll as of November 1st may receive an annual longevity payment. Longevity pay shall be made annually when all eligibility requirements are met if funding is available upon approval by the Board of County Commissioners.

- Longevity payment shall be made in a lump sum each year on or before December 31st.
- Eligibility for payment shall be based on full years of service as of November 1 of each year.
- Payment shall be made to otherwise eligible employees who are on military leave, worker's compensation and approved medical leave of absence without pay.
- All appropriate federal, state, retirement, etc., deductions will be applied to this payment.
- Payment shall be made to the nearest cent rather than the nearest dollar.
- The annual salary of the employee will be determined by taking the individual's base rate of pay and multiplying it by the standard hours worked for that position.
- Longevity pay is not considered a part of annual base pay for classification and pay purposes, nor is it to be recorded in personnel records as a part of annual pay.

Annual longevity pay amounts are based on the length of consecutive years of service with the County of Stokes and vary based on the employee's most recent hire date.

Years of Service	Percent
5 years < 10	1.00%
10 years <15	1.50%
15 years < 20	2.00%
20 years <25	2.50%
25 plus years	3.00%

Section 3. Pay Periods

The County's pay period shall be based on a fourteen (14) day cycle. There shall be twenty-six (26) pay periods within a year. Paychecks shall be issued seven (7) calendar days following the last day of the pay period. The pay date will be on Fridays.

Payroll Deductions

Normal deductions shall be made from each employee's paycheck each pay period for:

- Federal Income Tax
- State Income Tax
- FICA (Social Security and Medicare)
- Retirement (Permanent employees)
- Garnishments/Wage Withholdings

Employees may request to have the additional deductions each pay period:

- Insurance
- Credit Union
- 401K Supplemental Retirement Income
- Deferred Compensation Plans
- Stokes County Property Tax Deductions
- Flex Spending Benefits
- Firefighter and Rescue Squad Pension Fund

Section 4. Direct Deposit

The County utilizes direct deposit as the primary method for issuing payroll to employees. Employees are required to provide accurate banking information to ensure timely and secure deposits.

Section 5. Employee Benefits

In an effort to improve productivity and engagement, the county offers a variety of benefits to all full-time employees. Below are many of the offered programs:

- Twelve paid holidays per year
- Annual/Vacation Leave (based on work schedule and length of service)
- Sick/Personal Leave (based on work schedule and length of service)
- County Paid Health Insurance
- County Paid Dental Insurance
- County Paid Term Life Insurance (\$25,000 policy)
- Voluntary Vision
- Supplemental voluntary insurance (accident, cancer, critical illness, short-term disability, long-term disability and term life)
- Flexible spending accounts
- Dependent Day care accounts
- Voluntary 401(k) participation (Stokes County contributes 1% of salary to all employees who are contributing)
- Voluntary 457(b) plan
- NC State Retirement System Contributions
- Tuition Reimbursement (up to \$500 per fiscal year)
- Employee Assistance Program
- Ability to join CIVIC Federal Credit Union
- Parental Leave
- Bereavement Leave
- Family Medical Leave
- Jury Duty Leave
- Military Leave

Section 5-A. Cell Phone Allowance

Employees who require cell phones to perform their work may be offered a county owned cell phone and must follow all rules and regulations pertaining to cell phone usage and county owned property in the Stokes County Personnel Policy Handbook.

In lieu of a county provided cell phone, the county manager may approve a cell phone stipend on a case-by-case basis.

Section 5-B. Employee Travel and Reimbursement

The County provides vehicles for use by the employees to conduct County business. All take-home vehicles will be approved by the County Manager. (Please refer to the Stokes County Vehicle Use Policy.) Employees using a personal vehicle for County business will be reimbursed for mileage pursuant to the Travel Policy. Per IRS Publication 5137: “A standard mileage rate is considered to cover all expenses of operating a vehicle, including insurance, maintenance, tires, oil and so on.” Operators using a personal vehicle for County business should carry adequate personal vehicle liability insurance as required by law. All County officials and employees using a personal vehicle for County-related business are expected to consult with their insurance provider to ensure they are appropriately covered for business use.

Employees using a personal vehicle for County business must ensure that the vehicle is inspected annually, and that the vehicle is in safe operating condition with no pre-existing damage. The County assumes no responsibility for accidents and damages to privately owned vehicles.

Section 5-C. Tuition Reimbursement

The provisions of this section do not apply to temporary employees. Stokes County shall provide up to a maximum of \$500.00 per employee per fiscal year for the reimbursement of tuition cost for courses of study taken on the employee's own time at accredited learning institutions. The following stipulations may apply:

- 1.Reimbursement shall be made only for course work completed at the accredited public, business, trade school, community college, college or university. Only semester or quarter-length courses are eligible. No workshops, seminars or conferences are eligible.
- 2.Applications for reimbursement shall be approved by the department head only for course work related to the employee's job area, or for course work allowing an employee to take on some greater tasks within his/her agency.
- 3.Upon application for reimbursement, the employee shall pledge a minimum of six (6) months service to the County after completion of the course or graduation from the chosen curriculum.

All applications for tuition reimbursement will be approved by the County Manager.

Section 5-D. Education & Certification Incentive Pay

The purpose of this policy is to outline pay incentives which may be earned by employees pursuing a degree in higher education or attaining certifications to their current position with the County. Not all degrees or certifications received by employees will be eligible for this policy. Only those determined in advance to be related to the employee's current position and/or future advancement opportunities with the County will be eligible.

Employees eligible for education pay incentives shall receive, upon approval of the County Manager, a salary increase in the amount shown below for each eligible degree and certification attainment.

Associate Degree - 2%
Bachelor's Degree – 3%
Master's Degree – 4%
Doctoral Degree - 5%
Certification Up to 3%

Section 6. Salary Schedules

The salary minimums, midpoints, and maximums are hereby established for the following employee classification groups: General, Health, Social Services Emergency Medical Services and Sheriff effective July 1, 2025. Salary Schedules are included in Sections 6-A through 6-H with the respective Position Classifications.

Position Classifications

Position Titles for full-time or part-time regular jobs have been assigned a salary grade within one of the Seven Salary Schedules. Each class includes a Fair Labor Standards Act (FLSA) designation to indicate if the position is Non-exempt (N) or Exempt (E) with respect to compensation for time and a half overtime. Exempt means an employee is exempt from being paid overtime for hours worked in excess of 40 hours per week.

Section 6-A. General Class Salary Schedules

GENERAL CLASS				
GRADE	FLSA	MINIMUM	MIDPOINT	MAXIMUM
G01	N	\$30,870	\$40,100	\$49,400
G02	N	\$33,237	\$43,200	\$53,200
G03	N	\$36,530	\$47,500	\$58,400
G04	N	\$40,234	\$52,300	\$64,400
G04H	N	\$19.34	\$25.10	\$31.00
G05	N	\$44,247	\$57,500	\$70,800
G05H	N	\$21.27	\$27.70	\$34.00
G06	N	\$48,672	\$63,300	\$77,900
G07	N/E	\$53,508	\$69,600	\$85,600
G08	N/E	\$58,859	\$76,500	\$94,200
G09	E	\$64,724	\$84,100	\$103,600
G10	E	\$71,207	\$92,600	\$113,900
G11	E	\$78,307	\$101,800	\$125,300
G12	E	\$86,127	\$112,000	\$137,800
G13	E	\$103,312	\$134,300	\$165,300
G14	E	\$144,060	\$187,300	\$230,500

Section 6-B. General Class Position Classifications (in alphabetical order)

POSITION TITLE	GRADE
ACCOUNTING MANAGER	G07
ACCOUNTABILITY AND RECOVERY COURT COORDINATOR	G05
ADMINISTRATIVE ASSISTANT I	G02
ADMINISTRATIVE ASSISTANT II	G03
ADMINISTRATIVE OFFICER I	G04
ADMINISTRATIVE OFFICER II	G05
ANIMAL CONTROL AGENT	G04
ANIMAL CONTROL DIRECTOR	G08

ANIMAL CONTROL OFFICE CLERK	G02
ANIMAL SHELTER ATTENDANT	G01
ARTS PLACE COORDINATOR	G02
ASSISTANT ASSESSOR	G06
ASSISTANT COUNTY MANAGER	G13
ASSISTANT FINANCE DIRECTOR	G08
ASSISTANT FIRE MARSHAL/SUPPRESSION	G06
ASSISTANT HEALTH DIRECTOR	G07
ASSISTANT HUMAN RESOURCES DIRECTOR	G07
ASSISTANT REGISTER OF DEEDS	G04
ASSISTANT TAX COLLECTOR	G05

BUILDING MAINTENANCE SUPERVISOR	G06
CHIEF CODE ENFORCEMENT OFFICER	G07
CODE ENFORCEMENT/ZONING OFFICER	G06
CONSERVATIONIST	G05
COUNTY MANAGER	G14
CUSTODIAN	G01
CUSTODIAN SUPERVISOR	G04
DEPUTY DSS DIRECTOR	G10 G11
DEPUTY ELECTION DIRECTOR	G04
DEPUTY FIRE MARSHAL	G07
DEPUTY REGISTER OF DEEDS	G02
DEPUTY TAX COLLECTOR	G04
DEPUTY TAX COLLECTOR (EMS)	G04
DIRECTOR OF ARTS & CULTURAL SERVICES	G09
DISTRICT RESOURCE DIRECTOR	G07
DRC WORK PROGRAM COORDINATOR	G02
DSS DIRECTOR	G12
ECONOMIC DEVELOPMENT DIRECTOR	G10
ELECTIONS DIRECTOR	G09
EMERGENCY COMMUNICATIONS DIRECTOR	G09
EMERGENCY SERVICES DIRECTOR	G10 G11
FINANCE ACCOUNTING TECHNICIAN-ACCOUNTS PAYABLE	G04
FINANCE ACCOUNTING TECHNICIAN-FINANCE/PURCHASING	G04
FINANCE DIRECTOR	G12

FIRE MARSHAL	G09
FTCC FACILITIES SUPERVISOR	G04
GIS LAND RECORDS SUPERVISOR	G06
GIS MAPPING SPECIALIST	G04
GIS SPECIALIST	G05
HEALTH DIRECTOR	G12
HUMAN RESOURCES ANALYST	G06
HUMAN RESOURCES DIRECTOR	G11
INFORMATION TECHNOLOGY DIRECTOR	G11
LEAD PUBLIC SAFETY TELECOMMUNICATOR SUPV/TRAINING	G07
MAINTENANCE TECHNICIAN	G02
MAINTENANCE TECHNICIAN/PARKS	G02
MAINTENANCE TECHNICIAN/SIGNS	G02
MECHANIC	G03
MOTOR VEHICLE APPRAISER/COLLECTION CLERK	G03
NUTRITION SITE MANAGER	G01
OPIOID PREVENTION COORDINATOR	G07
PAYROLL SPECIALIST	G06
PERMITTING OFFICE MANAGER	G04
PERMITTING TECHNICIAN	G02
PERSONAL PROPERTY APPRAISER	G03
PLANNING AND DEVELOPMENT DIRECTOR	G11
PROCESSING ASSISTANT IV	G02
PROCESSING ASSISTANT IV (WIC)	G02
PROCESSING ASSISTANT V	G02
PUBLIC SAFETY TELECOMMUNICATOR	G04H
PUBLIC SAFETY TELECOMMUNICATOR SUPERVISOR	G05H
PUBLIC WORKS DIRECTOR	G11
PURCHASING AND PROJECT MANAGER	G08
REAL PROPERTY APPRAISER II	G04
RECORDS SPECIALIST	G04
REGISTER OF DEEDS	G09

SANITATION EQUIPMENT OPERATOR	G04
SENIOR PERSONAL PROPERTY APPRAISER	G05
SENIOR SERVICES DIRECTOR	G08
SHELTER MANAGER	G04
SOIL AND WATER CONSERVATION DIRECTOR	G08
SOLID WASTE/LANDFILL SUPERVISOR	G06
SR. CODE ENFORCEMENT OFFICER	G06
SYSTEMS ADMINISTRATOR	G07
TAX ADMINISTRATOR	G11
TAX/EMS COLLECTIONS CLERK	G03
TOURISM/MARKETING COORDINATOR	G05
VEHICLE MAINTENANCE SUPERVISOR	G06
VETERANS SERVICE OFFICER	G04
WALNUT COVE SENIOR CENTER COORDINATOR	G03
WATER & SEWER MAINTENANCE TECHNICIAN	G03

Section 6-C. Health Salary and Classification Schedule

GRADE	POSITION TITLE	MINIMUM	MIDPOINT	MAXIMUM
H01		\$30,870	\$40,100	\$49,400
H02	NUTRITIONIST II	\$36,015	\$46,800	\$57,600
H03	COMMUNITY HEALTH WORKER	\$39,617	\$51,500	\$63,400
H03	NUTRITIONIST - III	\$39,617	\$51,500	\$63,400
H04	LICENSED PRACTICAL NURSE II	\$43,630	\$56,700	\$69,800
H05	ENVIRONMENTAL HEALTH SPECIALIST- TRAINEE	\$47,951	\$62,300	\$76,700
H06	ENVIRONMENTAL HEALTH SPECIALIST	\$52,788	\$68,600	\$84,500
H07	PUBLIC HEALTH NURSE II	\$58,036	\$75,400	\$92,900
H08		\$60,938	\$79,200	\$97,500
H09	ENVIRONMENTAL HEALTH SUPERVISOR I	\$63,798	\$82,900	\$102,100
H10	PUBLIC HEALTH NURSE SUPERVISOR	\$70,178	\$91,200	\$112,300
H11	PHYSICIAN EXTENDER	\$84,172	\$109,400	\$134,700

Section 6-D. Social Services Salary and Classification Schedule

GRADE	POSITION TITLE	MINIMUM	MIDPOINT	MAXIMUM
DSS01	COMMUNITY SOCIAL SERVICE ASSISTANT	\$30,870 \$31,796	\$40,100 \$41,300	\$49,400 \$50,900
G02 DSS02	ACCOUNTING TECHNICIAN I	\$33,237 \$34,200	\$43,200 \$44,500	\$53,200 \$54,700
DSS02	INCOME MAINTENANCE CASEWORKER - I	\$33,237 \$34,200	\$43,200 \$44,500	\$53,200 \$54,700
DSS03		\$35,674	\$46,400	\$57,100
DSS03 DSS04	SOCIAL WORKER I	\$36,530 \$38,527	\$47,500 \$50,100	\$58,400 \$61,600
DSS03 DSS04	INCOME MAINTENANCE CASEWORKER - II	\$36,530 \$38,527	\$47,500 \$50,100	\$58,400 \$61,600
DSS03 DSS04	INCOME MAINTENANCE INVESTIGATOR - I	\$36,530 \$38,527	\$47,500 \$50,100	\$58,400 \$61,600
DSS05		\$39,298	\$51,100	\$62,900
DSS04 DSS06	CHILD SUPPORT AGENT - II	\$40,234 \$41,263	\$52,300 \$53,600	\$64,400 \$66,000
DSS04 DSS06	INCOME MAINTENANCE CASEWORKER - III	\$40,234 \$41,263	\$52,300 \$53,600	\$64,400 \$66,000
G05 DSS06	ACCOUNTING TECHNICIAN IV	\$44,247 \$41,263	\$57,500 \$53,600	\$70,800 \$66,000
DSS07		\$42,088	\$54,700	\$67,300
DSS04 DSS08	SOCIAL WORKER - II	\$40,234 \$45,200	\$52,300 \$58,800	\$64,400 \$72,300
DSS05 DSS8	CHILD SUPPORT SUPERVISOR I	\$44,247 \$45,200	\$57,500 \$58,800	\$70,800 \$72,300
DSS05 DSS08	INCOME MAINTENANCE SUPERVISOR II	\$44,247 \$45,200	\$57,500 \$58,800	\$70,800 \$72,300
G05 DSS09	BUSINESS OFFICER I (Previously Administrative Officer II)	\$44,247 \$46,364	\$57,500 \$60,300	\$70,800 \$74,200
DSS06 DSS10	SOCIAL WORKER III	\$47,344 \$48,200	\$61,500 \$62,700	\$75,700 \$77,100
DSS07 DSS11	SOCIAL WORKER III-IA&T (CPS)	\$50,738 \$52,300	\$66,000 \$68,000	\$81,200 \$83,700
DSS07 DSS11	SOCIAL WORK SUPERVISOR II	\$50,932 \$52,300	\$66,200 \$68,000	\$81,500 \$83,700
DSS12		\$54,153	\$70,400	\$86,600
DSS08 DSS13	INCOME MAINTENANCE ADMINISTRATOR I	\$58,550 \$59,000	\$76,100 \$76,700	\$93,700 \$94,400
DSS08 DSS14	SOCIAL WORKER SUPERVISOR III	\$58,550 \$60,770	\$76,100 \$79,000	\$93,700 \$97,200
DSS09 DSS15	SOCIAL WORK PROGRAM MANAGER	\$64,443 \$64,600	\$83,800 \$84,000	\$103,100 \$103,400

Section 6-E. Emergency Services Salary and Classification Schedule

GRADE	POSITION TITLE	SHIFT	MINIMUM	MIDPOINT	MAXIMUM
E01	EMT BASIC	24/48	\$14.92	\$19.40	\$24.00
E02	EMT ADVANCED	24/48	\$16.21	\$21.10	\$26.00
E03	COMMUNITY PARAMEDIC	24/48	\$18.01	\$23.40	\$29.00
E03	PARAMEDIC	24/48	\$18.01	\$23.40	\$29.00
E04	PARAMEDIC SHIFT SUPERVISOR	24/48	\$20.58	\$26.80	\$33.00
E05	EMS TRAINING OFFICER	REG	\$58,653 \$61,000	\$73,300 \$79,300.00	\$88,000 97,600.00
E06	EMS OPERATIONS MANAGER	REG	\$64,800	\$81,000	\$97,200

Section 6-F. Sheriff – Law Enforcement Salary and Classification Schedule

SHERIFF'S OFFICE					
GRADE	POSITION TITLE	FLSA	MINIMUM	MIDPOINT	MAXIMUM
S01	DEPUTY SHERIFF	N	\$44,247	\$55,300	\$66,400
S02	CORPORAL	N	\$47,540	\$59,400	\$71,300
S03	DETECTIVE	N	\$48,775	\$61,000	\$73,200
S04	SERGEANT	N	\$51,141	\$63,900	\$76,700
S05	DETECTIVE SERGEANT	N	\$53,714	\$67,100	\$80,600
S06	LIEUTENANT	E	\$58,859	\$73,600	\$88,300
S07	CAPTAIN	E	\$67,708	\$84,600	\$101,600
S08	CHIEF DEPUTY	E	\$81,291	\$101,600	\$121,900
S09	SHERIFF	E	\$111,132	\$138,900	\$166,700

Section 6-G. Sheriff – Detention Salary and Classification Schedule

JAIL					
GRADE	POSITION TITLE	FLSA	MINIMUM	MIDPOINT	MAXIMUM
D01	BAILIFF/TRANSPORT OFFICER	N	\$44,247	\$55,300	\$66,400
D01	DETENTION OFFICER	N	\$44,247	\$55,300	\$66,400
D02	CORPORAL-JAIL	N	\$47,540	\$59,400	\$71,300
D03	SERGEANT-JAIL	N	\$51,141	\$63,900	\$76,700
D04	LIEUTENANT-JAIL	E	\$58,859	\$73,600	\$88,300
D05	CAPTAIN-JAIL	E	\$67,708	\$84,600	\$101,600

Section 6-H. Part-time Temporary Classifications and Pay Rates

The County's job classifications include part-time temporary employees that are paid an hourly rate not included in the regular salary range. Those jobs are listed below, and rates of pay are hourly unless otherwise noted.

POSITION TITLE	HOURLY RATE
Elections Assistant	\$15.44
Deputy Sheriff	\$20.26
Deputy Sheriff - SRO	\$20.26
Records Clerk	\$15.44
Detention Officer	\$20.26
DRC Work Program Coordinator	\$17.04
Telecommunicator	\$19.35
Green Box Site Attendant	\$12.35
Veteran's Service Officer	\$20.63
Office Assistant – Senior Services	\$17.04
Nutrition Site Manager	\$15.83
SHIPP Coordinator	\$17.04
Park Attendant (Seasonal)	\$12.35

Section 7. Effective Date

This Stokes County Pay and Benefits Policy was revised on _____ and was duly passed by _____ vote of the Stokes County Board of Commissioners on the _____ day of _____ 2025.

Chair

Human Resources Director



**Board of County Commissioners
August 11, 2025
6:00 PM**

Item number: VIII.c.

ACAB Bylaws Amendments

Contact: Tommy Reeves, Animal Control Director

Summary:

The following is a request to amend the Animal Control Advisory Board bylaws. This is due to Heath Director Tammy Martin stepping down from the appointed position on the ACAB.

See attached document for amendments.

ATTACHMENTS:

Description	Upload Date	Type
ACAB Bylaws Amendments	8/8/2025	Cover Memo

Stokes County Animal Control Advisory Board By-Laws

Article 1: Name and Purpose

The Stokes County Board of County Commissioners desire to establish a body to be called the Stokes County Animal Control Advisory Board. The purpose of which will be to provide review and evaluation of animal related issues and to hear appeals of potentially dangerous dog notices.

Article 2: Duties

The Advisory Board shall have the following specific duties and responsibilities as have been directed by the Stokes County Board of County Commissioners:

- a. To hear appeals on dangerous and/or potentially dangerous dog determinations.
- b. To review and evaluate, on an ongoing basis, animal-related issues, needs and services in Stokes County.
- c. To report to the Stokes County Board of Commissioners upon request, on animal services issues within Stokes County.

The Advisory Board shall not be responsible for and shall have no authority over the day-to-day operations of Stokes County Animal Control.

Article 3: Membership

The Advisory Board shall consist of five (5) members who shall be appointed by the Stokes County Board of County Commissioners in accordance with the approved county appointment procedure. Appointments shall attempt to fulfill, but are not limited to, the following affiliations and categories:

- a. One of the following members shall be appointed by the Stokes County Commissioners as chairman of the board. ~~the Stokes County Health Director or Designee appointed by the Stokes County Health Director.~~
- b. One member shall be a member of an Animal Advocacy Organization
- ~~b.c.~~ One member shall be a member of a Hunting Club Organization that utilizes dogs to hunt with.
- ~~e.d.~~ Three members at large, who are Stokes County residents living in separate geographic areas of Stokes County.

a. Terms of Appointment

In forming the Advisory Board, the Stokes County Board of County Commissioners shall appoint two of the ~~non-county employee~~ members to a term of one year and the remaining two ~~non-county employee~~ members to a two-year term. Thereafter, ~~all non-county employee~~ those members shall be appointed for two-year terms. The Chairman who the commissioners appoints shall serve a four-year term and be appointed to a four year term thereafter.

b. Vacancies

If a vacancy occurs, the Stokes County Board of County Commissioners shall appoint someone to fill the unexpired term in accordance with the position designation and approved county appointment procedure.

A vacancy may be declared by the chair of the Advisory Board when any member misses two (2) consecutive regular meetings without notifying the Animal Control Director or the chair of the Advisory Board; or when a member resigns from said appointment.

c. Officers

The commissioners' appointed chairman shall assign one member to keep the minutes of the meeting. ~~Health Director or the Health Director's designee shall be the chair of the advisory board. The chair shall assign one appointed member to keep the minutes of the meeting and all resolutions and recommendations.~~

d. Meetings

1. The Advisory Board will meet semiannually. The dates to be voted on by the board.
2. The board can be called to hear appeals on dangerous and/or potentially dangerous dog determinations when an appeal has been made.
3. The Board can be called for an ~~emergency~~ meeting upon request at the request of the County Commissioners, County Manager, or Director of Animal Control. The date and time of meeting to be set by the one who called the meeting.-

4. All meetings of the Advisory Board shall be open to the public and the Advisory Board will give public notice of these meetings consistent with the provisions of the open meetings law.
5. A majority of the voting board members serving shall constitute a quorum.
6. The Advisory Board shall keep a written record of meetings, resolutions, recommendations, findings, etc... which shall be a public record.
7. In the absence of the chair, an acting chair shall be appointed by the board members present.

ARTICLE 4: Appeals

The Advisory Board shall hear any appeals regarding the determination of a dangerous or potentially dangerous dog by Stokes County Animal Control in accordance with N.C.G.S. 67-4.1.5(c), subject to the following provisions:

- a. The owner of a dog that has been declared dangerous or potentially dangerous pursuant to Article V, Section 3 of the Stokes County Animal Control Ordinance has the right to appeal the determination by filing a written objection, stating the grounds for appeal, with the Stokes County Animal Control Director within three business days of the receipt of the dangerous or potentially dangerous dog determination letter.
- b. Within ten business days of a duly filed written objection, the Advisory Board shall hold an appeal hearing. The appeal hearing shall be open to the public, and the person requesting the appeal may be represented by an attorney.
- c. The person requesting the appeal will be notified in writing of the decision of the Advisory Board within ten business days after the conclusion of the appeal hearing.
- d. Any appeal from the final decision of the Advisory Board shall be to Superior Court by filing a notice of appeal and petition for review within ten business days after the receipt of the final decision of the appellate board. This written notice must be served on the Animal Control Director as well as the Clerk of Superior Court.

Adopted by the Stokes County Board of Commissioners -

