

# 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, June 23, 2025**  
**1014 MAIN STREET**  
**DANBURY, NC 27016**  
**2:00 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. Budget Amendments**
- b. NCCMT Account Consolidation**
- c. Budget Ordinance FY 2025 / 26**
- d. Tax Office Agenda**
- e. FY 25-26 Pay and Benefits Policy**

**VI. Information Agenda**

- a. Recognition of Retirement**

**VII. Discussion Agenda**

- a. Donation of Surplus Property**
- b. Revised SCOPE Program Budget and Resolution Amendment**
- c. Proposed Updated Contract for Fire Services**
- d. DSS Board Appointment**
- e. Proposed Stokes County Attorney Contract**

**f. NC Dot Request for Addition of Nauvoo Ridge Drive**

**VIII. Action Agenda**

- a. ACAB Applications**
- b. Revised SCOPE Program Budget and Resolution Amendment**
- c. Proposed Stokes County Attorney Contract**
- d. NC Dot Request for Addition of Nauvoo Ridge Drive**

**IX. 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**  
**June 23, 2025**  
**2:00 PM**

**Item number: V.a.**

**Budget Amendments**

Contact: Tammy Keaton, Finance Director

Summary:

**Budget Amendments #79 - #83:**

Budget Amendment #79 - To record fiscal year end entry for Subscriptions

Budget Amendment #80 - To record fiscal year end entry for Leases

Budget Amendment #81 - To appropriate ARPA grant project interest proceeds to salaries and benefits

Budget Amendment #82 - Correction to Budget Amendment #39

Budget Amendment #83 - Reconciliation for fiscal year end 2024-2025.

**ATTACHMENTS:**

Description	Upload Date	Type
Budget Amendments #79 - #83	6/20/2025	Budget Amendment

BE IT ORDAINED by the Stokes County Board of Commissioners that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

**Section 1. To amend, the General Fund, the expenditures are to be changed as follows:**

Date	G/L Account #	G/L Account Name	Debits	Credits	Subscription/Component Name
06/30/2025	110.5105.5000180	Cash/Subscription Clearing-Expense		4,712.76	Public Health Software Service
06/30/2025	110.5101.5000180	Cash/Subscription Clearing-Expense		14,138.16	Public Health Software Service
06/30/2025	110.5102.5000180	Cash/Subscription Clearing-Expense		14,138.16	Public Health Software Service
06/30/2025	110.5103.5000180	Cash/Subscription Clearing-Expense		14,138.16	Public Health Software Service
06/30/2025	100-9100-5000809	Expenditure: Subscription Financing Principal	44,421.71		Public Health Software Service
06/30/2025	100-9100-5000838	Expenditure: Interest	2,705.53		Public Health Software Service
06/30/2025	100-9100-5000809	Expenditure: Subscription Financing Principal	42,380.58		LOGAN Renewal 7/2023
06/30/2025	100-9100-5000838	Expenditure: Interest	1,064.82		LOGAN Renewal 7/2023
06/30/2025	100.4180.5000430	Cash/Subscription Clearing-Expense		43,445.40	LOGAN Renewal 7/2023
06/30/2025	100.4130.5000440	Cash/Subscription Clearing-Expense		19,200.00	Debt Reporting Software Renewal
06/30/2025	100-9100-5000809	Expenditure: Subscription Financing Principal	18,132.76		Debt Reporting Software Renewal
06/30/2025	100-9100-5000838	Expenditure: Interest	1,067.24		Debt Reporting Software Renewal
06/30/2025	100.4210.5000350	Cash/Subscription Clearing-Expense		3,804.00	DRaas Gold - Disaster Recovery/Cloud Backup Renew
06/30/2025	100-4210-5000781	Expenditure: Subscription	3,804.00		DRaas Gold - Disaster Recovery/Cloud Backup Renew
06/30/2025	100-3920-3920921	Other Financing Source: Subscription Financing		3,804.00	DRaas Gold - Disaster Recovery/Cloud Backup Renew
06/30/2025	100-9100-5000809	Expenditure: Subscription Financing Principal	3,804.00		DRaas Gold - Disaster Recovery/Cloud Backup Renew
06/30/2025	100.5310.5000180	Cash/Subscription Clearing-Expense		6,806.23	Apex Backup Software
06/30/2025	100.4141.5000440	Cash/Subscription Clearing-Expense		6,806.23	Apex Backup Software
06/30/2025	100.4210.5000350	Cash/Subscription Clearing-Expense		7,012.48	Apex Backup Software
06/30/2025	100-4210-5000781	Expenditure: Subscription	41,023.67		Apex Backup Software
06/30/2025	100-3920-3920921	Other Financing Source: Subscription Financing		41,023.67	Apex Backup Software
06/30/2025	100-9100-5000809	Expenditure: Subscription Financing Principal	20,624.94		Apex Backup Software
06/30/2025	100.4130.5000510	Cash/Subscription Clearing-Expense		95,943.00	Finance-Harris City Suite
06/30/2025	100-4130-5000780	Initial Implementation Stage Outlay		135,915.67	Finance-Harris City Suite
06/30/2025	100-4130-5000781	Expenditure: Subscription	500,309.41		Finance-Harris City Suite
06/30/2025	100-3920-3920921	Other Financing Source: Subscription Financing		364,393.74	Finance-Harris City Suite
06/30/2025	100-9100-5000809	Expenditure: Subscription Financing Principal	92,480.43		Finance-Harris City Suite
06/30/2025	100-9100-5000838	Expenditure: Interest	3,462.57		Finance-Harris City Suite
06/30/2025	100.4210.5000350	Cash/Subscription Clearing-Expense		20,496.00	Barracuda-SHI
06/30/2025	100-9100-5000781	Expenditure: Subscription	20,450.72		Barracuda-SHI
06/30/2025	100-3920-3920921	Other Financing Source: Subscription Financing		20,450.72	Barracuda-SHI
06/30/2025	100-9100-5000809	Expenditure: Subscription Financing Principal	20,450.72		Barracuda-SHI
06/30/2025	100-9100-5000838	Expenditure: Interest	45.28		Barracuda-SHI
06/30/2025	100-9100-5000809	Expenditure: Subscription Financing Principal	5,473.06		Motorola Solutions-E911
06/30/2025	100-9100-5000838	Expenditure: Interest	397.74		Motorola Solutions-E911
06/30/2025	200.4325.5000350	Cash/Subscription Clearing-Expense		5,870.80	Motorola Solutions-E911
06/30/2025	100-4130-5000780	Initial Implementation Stage Outlay	63,334.37		Harris-City Suite
06/30/2025	100-4130-5000510	Cash / Project Clearing		65,368.05	Harris-City Suite
06/30/2025	100-4130-5000780	Expenditure: Operational and Additional Implementation	2,033.68		Harris-City Suite
			887,467.23	887,467.23	

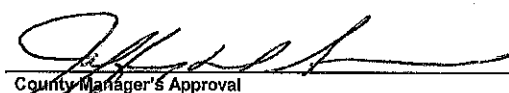
To record 2025 year-end entry for all Stokes County subscriptions.

SECTION 2. Copies of this budget transfer shall be furnished to the Clerk of the Board of Commissioners, Budget Officer and to the Finance Director.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_

Verified by the Clerk of the Board \_\_\_\_\_

Department Head's Approval



County Manager's Approval



Finance Director's Approval

## STOKES COUNTY-BUDGET AMENDMENT

AMENDMENT NO: 80

BE IT ORDAINED by the Stokes County Board of Commissioners that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2025.

Section 1. To amend, the General Fund, the expenditures are to be changed as follows:

Date	G/L Account #	G/L Account Name	Debits	Credits	Lease Component Name
06/30/2025	100-9100-5000837	Expenditure: Interest	0.59		Unit# 234XDG
06/30/2025	100.5310.5000770	Cash/Lease Clearing-Expense Acct		646.38	Unit# 234XDG
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	645.79		Unit# 234XDG
06/30/2025	100-9100-5000837	Expenditure: Interest	0.94		Unit# 234XGM
06/30/2025	100.4340.5000770	Cash/Lease Clearing-Expense Acct		1,039.18	Unit# 234XGM
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	1,038.24		Unit# 234XGM
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	867.85		Unit# 234XCK
06/30/2025	100-9100-5000837	Expenditure: Interest	0.79		Unit# 234XCK
06/30/2025	100.4380.5000770	Cash/Lease Clearing-Expense Acct		868.64	Unit# 234XCK
06/30/2025	100.4380.5000770	Cash/Lease Clearing-Expense Acct		942.08	Unit# 234XCH
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	941.22		Unit# 234XCH
06/30/2025	100-9100-5000837	Expenditure: Interest	0.86		Unit# 234XCH
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	884.15		Unit# 234XKW
06/30/2025	100.4190.5000770	Cash/Lease Clearing-Expense Acct		884.96	Unit# 234XKW
06/30/2025	100-9100-5000837	Expenditure: Interest	0.81		Unit# 234XKW
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	909.37		Unit# 234XMW
06/30/2025	100-9100-5000837	Expenditure: Interest	0.83		Unit# 234XMW
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		910.20	Unit# 234XMW
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		1,200.56	Unit # 234XP4
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	1,199.47		Unit # 234XP4
06/30/2025	100-9100-5000837	Expenditure: Interest	1.09		Unit # 234XP4
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		883.02	Unit# 234XP9
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	882.22		Unit# 234XP9
06/30/2025	100-9100-5000837	Expenditure: Interest	0.80		Unit# 234XP9
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		646.88	Unit# 234WWD
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	646.29		Unit# 234WWD
06/30/2025	100-9100-5000837	Expenditure: Interest	0.59		Unit# 234WWD
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	988.84		Unit# 234WXX
06/30/2025	100-9100-5000837	Expenditure: Interest	0.90		Unit# 234WXX
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		989.74	Unit# 234WXX
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	649.33		Unit# 234XJR
06/30/2025	100.4140.5000770	Cash/Lease Clearing-Expense Acct		649.92	Unit# 234XJR
06/30/2025	100-9100-5000837	Expenditure: Interest	0.59		Unit# 234XJR
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	617.18		Unit# 234XJV
06/30/2025	100.4140.5000770	Cash/Lease Clearing-Expense Acct		617.74	Unit# 234XJV
06/30/2025	100-9100-5000837	Expenditure: Interest	0.56		Unit# 234XJV
06/30/2025	100.4250.5000770	Cash/Lease Clearing-Expense Acct		841.64	Unit# 234XK4
06/30/2025	100-9100-5000837	Expenditure: Interest	0.76		Unit# 234XK4
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	840.88		Unit# 234XK4
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	646.29		Unit# 234XDQ
06/30/2025	100.5310.5000770	Cash/Lease Clearing-Expense Acct		646.88	Unit# 234XDQ
06/30/2025	100-9100-5000837	Expenditure: Interest	0.59		Unit# 234XDQ
06/30/2025	100.5310.5000770	Cash/Lease Clearing-Expense Acct		833.42	Unit# 234XKG
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	832.67		Unit# 234XKG
06/30/2025	100-9100-5000837	Expenditure: Interest	0.75		Unit# 234XKG
06/30/2025	100.4190.5000770	Cash/Lease Clearing-Expense Acct		884.96	Unit# 234XL8
06/30/2025	100-9100-5000837	Expenditure: Interest	0.81		Unit# 234XL8
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	884.15		Unit# 234XL8
06/30/2025	100.4190.5000770	Cash/Lease Clearing-Expense Acct		852.86	Unit# 234XLL
06/30/2025	100-9100-5000837	Expenditure: Interest	0.78		Unit# 234XLL
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	852.08		Unit# 234XLL
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	852.08		Unit# 234XLP
06/30/2025	100.4190.5000770	Cash/Lease Clearing-Expense Acct		852.86	Unit# 234XLP
06/30/2025	100-9100-5000837	Expenditure: Interest	0.78		Unit# 234XLP
06/30/2025	100.4190.5000770	Cash/Lease Clearing-Expense Acct		884.96	Unit# 234XLZ
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	884.15		Unit# 234XLZ
06/30/2025	100-9100-5000837	Expenditure: Interest	0.81		Unit# 234XLZ
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	1,111.51		Unit# 235RPX
06/30/2025	100-9100-5000837	Expenditure: Interest	1.01		Unit# 235RPX
06/30/2025	100.4960.5000770	Cash/Lease Clearing-Expense Acct		1,112.52	Unit# 235RPX
06/30/2025	100.4321.5000770	Cash/Lease Clearing-Expense Acct		998.76	Unit# 238WRB
06/30/2025	100-9100-5000837	Expenditure: Interest	0.90		Unit# 238WRB
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	997.86		Unit# 238WRB

## STOKES COUNTY-BUDGET AMENDMENT

AMENDMENT NO: 80

06/30/2025	100-9100-5000837	Expenditure: Interest	0.94	Unit# 234XKJ
06/30/2025	100.4340.5000770	Cash/Lease Clearing-Expense Acct		1,039.18 Unit# 234XKJ
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	1,038.24	Unit# 234XKJ
06/30/2025	100-9100-5000837	Expenditure: Interest	17.01	Unit# 2359HS
06/30/2025	100.4190.5000770	Cash/Lease Clearing-Expense Acct		5,724.32 Unit# 2359HS
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	5,707.31	Unit# 2359HS
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,502.72 Unit# 234XPN
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	5,484.36	Unit# 234XPN
06/30/2025	100-9100-5000837	Expenditure: Interest	18.36	Unit# 234XPN
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,502.72 Unit# 234XPS
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	5,484.36	Unit# 234XPS
06/30/2025	100-9100-5000837	Expenditure: Interest	18.36	Unit# 234XPS
06/30/2025	100-9100-5000837	Expenditure: Interest	33.66	Unit# 234WVQ
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	7,532.58	Unit# 234WVQ
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		7,566.24 Unit# 234WVQ
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		1,915.76 Unit# 23L7ZX
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	1,902.98	Unit# 23L7ZX
06/30/2025	100-9100-5000837	Expenditure: Interest	12.78	Unit# 23L7ZX
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	5,333.71	Unit# 23JSXC
06/30/2025	100.5192.5000770	Cash/Lease Clearing-Expense Acct		5,363.52 Unit# 23JSXC
06/30/2025	100-9100-5000837	Expenditure: Interest	29.81	Unit# 23JSXC
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	1,566.86	Unit# 234XD8
06/30/2025	100.4321.5000770	Cash/Lease Clearing-Expense Acct		1,568.76 Unit# 234XD8
06/30/2025	100-9100-5000837	Expenditure: Interest	1.90	Unit# 234XD8
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	6,294.75	Unit# 23JSXG
06/30/2025	100.4950.5000770	Cash/Lease Clearing-Expense Acct		6,339.36 Unit# 23JSXG
06/30/2025	100-9100-5000837	Expenditure: Interest	44.61	Unit# 23JSXG
06/30/2025	100-9100-5000837	Expenditure: Interest	2.49	Unit# 2389RR
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	1,362.11	Unit# 2389RR
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		1,364.60 Unit# 2389RR
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	2,232.54	Unit # 235B3F
06/30/2025	100.4370.5000770	Cash/Lease Clearing-Expense Acct		2,235.92 Unit # 235B3F
06/30/2025	100-9100-5000837	Expenditure: Interest	3.38	Unit # 235B3F
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	5,258.31	Unit# 23JSXD
06/30/2025	100.5192.5000770	Cash/Lease Clearing-Expense Acct		5,291.64 Unit# 23JSXD
06/30/2025	100-9100-5000837	Expenditure: Interest	33.33	Unit# 23JSXD
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	5,656.40	Unit# 238L7Z
06/30/2025	100-9100-5000837	Expenditure: Interest	21.07	Unit# 238L7Z
06/30/2025	100.4370.5000770	Cash/Lease Clearing-Expense Acct		5,677.47 Unit# 238L7Z
06/30/2025	100.4960.5000770	Cash/Lease Clearing-Expense Acct		5,677.47 Unit# 238L85
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	5,656.40	Unit# 238L85
06/30/2025	100-9100-5000837	Expenditure: Interest	21.07	Unit# 238L85
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		8,058.96 Unit# 23MQ6B
06/30/2025	100-9100-5000837	Expenditure: Interest	88.33	Unit# 23MQ6B
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	7,970.63	Unit# 23MQ6B
06/30/2025	100-9100-5000837	Expenditure: Interest	88.33	Unit# 23MQ6R
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		8,058.96 Unit# 23MQ6R
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	7,970.63	Unit# 23MQ6R
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	7,970.63	Unit# 23MQ6X
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		8,058.96 Unit# 23MQ6X
06/30/2025	100-9100-5000837	Expenditure: Interest	88.33	Unit# 23MQ6X
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		8,101.56 Unit# 23MQ74
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	8,012.74	Unit# 23MQ74
06/30/2025	100-9100-5000837	Expenditure: Interest	88.82	Unit# 23MQ74
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		8,101.56 Unit# 23MQ78
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	8,012.74	Unit# 23MQ78
06/30/2025	100-9100-5000837	Expenditure: Interest	88.82	Unit# 23MQ78
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		8,054.76 Unit# 23MQ5Z
06/30/2025	100-9100-5000837	Expenditure: Interest	95.31	Unit# 23MQ5Z
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	7,959.45	Unit# 23MQ5Z
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		8,054.76 Unit# 23MQ65
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	7,959.45	Unit# 23MQ65
06/30/2025	100-9100-5000837	Expenditure: Interest	95.31	Unit# 23MQ65
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		8,054.76 Unit# 23MQ67
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	7,959.45	Unit# 23MQ67
06/30/2025	100-9100-5000837	Expenditure: Interest	95.31	Unit# 23MQ67
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	7,959.45	Unit# 23MQ6J
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		8,054.76 Unit# 23MQ6J
06/30/2025	100-9100-5000837	Expenditure: Interest	95.31	Unit# 23MQ6J

## STOKES COUNTY-BUDGET AMENDMENT

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06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	7,959.45		Unit# 23MQ6P
06/30/2025	100-9100-5000837	Expenditure: Interest	95.31		Unit# 23MQ6P
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		8,054.76	Unit# 23MQ6P
06/30/2025	100-9100-5000837	Expenditure: Interest	18.36		Unit# 234XPW
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	5,484.36		Unit# 234XPW
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,502.72	Unit# 234XPW
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,502.72	Unit# 234XQ3
06/30/2025	100-9100-5000837	Expenditure: Interest	18.36		Unit# 234XQ3
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	5,484.36		Unit# 234XQ3
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	5,481.96		Unit# 234XQ6
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,500.32	Unit# 234XQ6
06/30/2025	100-9100-5000837	Expenditure: Interest	18.36		Unit# 234XQ6
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,502.72	Unit# 234XQ9
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	5,484.36		Unit# 234XQ9
06/30/2025	100-9100-5000837	Expenditure: Interest	18.36		Unit# 234XQ9
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	5,484.36		Unit# 234XQF
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,502.72	Unit# 234XQF
06/30/2025	100-9100-5000837	Expenditure: Interest	18.36		Unit# 234XQF
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	5,484.36		Unit# 234XQM
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,502.72	Unit# 234XQM
06/30/2025	100-9100-5000837	Expenditure: Interest	18.36		Unit# 234XQM
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,502.72	Unit# 234WVM
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	5,484.36		Unit# 234WVM
06/30/2025	100-9100-5000837	Expenditure: Interest	18.36		Unit# 234WVM
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	5,484.36		Unit# 234WVS
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,502.72	Unit# 234WVS
06/30/2025	100-9100-5000837	Expenditure: Interest	18.36		Unit# 234WVS
06/30/2025	100.4120.5000770	Cash/Lease Clearing-Expense Acct		486.20	Unit# 234XCW
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	485.91		Unit# 234XCW
06/30/2025	100-9100-5000837	Expenditure: Interest	0.29		Unit# 234XCW
06/30/2025	100.5192.5000770	Cash/Lease Clearing-Expense Acct		453.21	Unit# 234XGC
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	452.94		Unit# 234XGC
06/30/2025	100-9100-5000837	Expenditure: Interest	0.27		Unit# 234XGC
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	502.51		Unit# 234XK5
06/30/2025	100.4190.5000770	Cash/Lease Clearing-Expense Acct		502.81	Unit# 234XK5
06/30/2025	100-9100-5000837	Expenditure: Interest	0.30		Unit# 234XK5
06/30/2025	100.4131.5000770	Cash/Lease Clearing-Expense Acct		415.11	Unit# 234XD6
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	414.86		Unit# 234XD6
06/30/2025	100-9100-5000837	Expenditure: Interest	0.25		Unit# 234XD6
06/30/2025	100-9100-5000837	Expenditure: Interest	0.29		Unit# 234XFZ
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	485.91		Unit# 234XFZ
06/30/2025	100.5192.5000770	Cash/Lease Clearing-Expense Acct		486.20	Unit# 234XFZ
06/30/2025	100-9100-5000837	Expenditure: Interest	0.20		Unit# 234XGP
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	322.00		Unit# 234XGP
06/30/2025	100.5100.5000770	Cash/Lease Clearing-Expense Acct		322.20	Unit# 234XGP
06/30/2025	100.5100.5000770	Cash/Lease Clearing-Expense Acct		486.20	Unit# 234XGV
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	485.91		Unit# 234XGV
06/30/2025	100-9100-5000837	Expenditure: Interest	0.29		Unit# 234XGV
06/30/2025	100-9100-5000837	Expenditure: Interest	0.27		Unit# 234XH3
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	452.94		Unit# 234XH3
06/30/2025	100.4910.5000770	Cash/Lease Clearing-Expense Acct		453.21	Unit# 234XH3
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	491.90		Unit# 234XCQ
06/30/2025	100-9100-5000837	Expenditure: Interest	0.30		Unit# 234XCQ
06/30/2025	100.4950.5000770	Cash/Lease Clearing-Expense Acct		492.20	Unit# 234XCQ
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		476.77	Unit# 234XN8
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	476.48		Unit# 234XN8
06/30/2025	100-9100-5000837	Expenditure: Interest	0.29		Unit# 234XN8
06/30/2025	100-9100-5000837	Expenditure: Interest	0.29		Unit# 234XNC
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		476.77	Unit# 234XNC
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	476.48		Unit# 234XNC
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	322.00		Unit# 234XPH
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		322.20	Unit# 234XPH
06/30/2025	100-9100-5000837	Expenditure: Interest	0.20		Unit# 234XPH
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	550.24		Unit# 234VWV
06/30/2025	100-9100-5000837	Expenditure: Interest	0.33		Unit# 234VWV
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		550.57	Unit# 234VWV
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	486.54		Unit# 234WWN
06/30/2025	100-9100-5000837	Expenditure: Interest	0.29		Unit# 234WWN
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		486.83	Unit# 234WWN

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06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	486.54		Unit# 234WWZ
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		486.83	Unit# 234WWZ
06/30/2025	100-9100-5000837	Expenditure: Interest	0.29		Unit# 234WWZ
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		492.98	Unit# 234WXC
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	492.68		Unit# 234WXC
06/30/2025	100-9100-5000837	Expenditure: Interest	0.30		Unit# 234WXC
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	486.54		Unit# 234WXH
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		486.83	Unit# 234WXH
06/30/2025	100-9100-5000837	Expenditure: Interest	0.29		Unit# 234WXH
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		486.83	Unit# 234WXQ
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	486.54		Unit# 234WXQ
06/30/2025	100-9100-5000837	Expenditure: Interest	0.29		Unit# 234WXQ
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		492.98	Unit# 234X4C
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	492.68		Unit# 234X4C
06/30/2025	100-9100-5000837	Expenditure: Interest	0.30		Unit# 234X4C
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		474.91	Unit# 234X4K
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	474.62		Unit# 234X4K
06/30/2025	100-9100-5000837	Expenditure: Interest	0.29		Unit# 234X4K
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	468.90		Unit# 234X4W
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		469.18	Unit# 234X4W
06/30/2025	100-9100-5000837	Expenditure: Interest	0.28		Unit# 234X4W
06/30/2025	100-9100-5000837	Expenditure: Interest	0.29		Unit# 234X55
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	486.54		Unit# 234X55
06/30/2025	100.4920.5000770	Cash/Lease Clearing-Expense Acct		486.83	Unit# 234X55
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	415.24		Unit# 234XJW
06/30/2025	100.4140.5000770	Cash/Lease Clearing-Expense Acct		415.49	Unit# 234XJW
06/30/2025	100-9100-5000837	Expenditure: Interest	0.25		Unit# 234XJW
06/30/2025	100.4910.5000770	Cash/Lease Clearing-Expense Acct		453.21	Unit# 234XKT
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	452.94		Unit# 234XKT
06/30/2025	100-9100-5000837	Expenditure: Interest	0.27		Unit# 234XKT
06/30/2025	100.4910.5000770	Cash/Lease Clearing-Expense Acct		453.21	Unit# 234XKP
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	452.94		Unit# 234XKP
06/30/2025	100-9100-5000837	Expenditure: Interest	0.27		Unit# 234XKP
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	452.94		Unit# 234XKL
06/30/2025	100.4910.5000770	Cash/Lease Clearing-Expense Acct		453.21	Unit# 234XKL
06/30/2025	100-9100-5000837	Expenditure: Interest	0.27		Unit# 234XKL
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	424.34		Unit# 234XLH
06/30/2025	100.4190.5000770	Cash/Lease Clearing-Expense Acct		424.60	Unit# 234XLH
06/30/2025	100-9100-5000837	Expenditure: Interest	0.26		Unit# 234XLH
06/30/2025	100.5860.5000770	Cash/Lease Clearing-Expense Acct		322.20	Unit# 234XM9
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	322.00		Unit# 234XM9
06/30/2025	100-9100-5000837	Expenditure: Interest	0.20		Unit# 234XM9
06/30/2025	100-9100-5000837	Expenditure: Interest	0.20		Unit# 234XMM
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	322.00		Unit# 234XMM
06/30/2025	100.5860.5000770	Cash/Lease Clearing-Expense Acct		322.20	Unit# 234XMM
06/30/2025	100-9100-5000837	Expenditure: Interest	37.33		Sharp Copler - 1010 North Main
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	2,400.59		Sharp Copler - 1010 North Main
06/30/2025	100.5310.5000430	Cash/Lease Clearing-Expense Acct		2,437.92	Sharp Copler - 1010 North Main
06/30/2025	100.4920.5000430	Cash/Lease Clearing-Expense Acct		1,657.08	Sharp Copler - 1014 North
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	1,634.59		Sharp Copler - 1014 North
06/30/2025	100-9100-5000837	Expenditure: Interest	22.49		Sharp Copler - 1014 North
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	621.45		Sharp Copler - 1012 North Main Street Danbury
06/30/2025	100-9100-5000837	Expenditure: Interest	2.55		Sharp Copler - 1012 North Main Street Danbury
06/30/2025	100.4320.5000430	Cash/Lease Clearing-Expense Acct		624.00	Sharp Copler - 1012 North Main Street Danbury
06/30/2025	100.1210.1210005	Lease Receivable	1,839.78		Sheep Rock Road Hwy 8 & 89
06/30/2025	100.1210.1210005	Lease Receivable - Short-Term		1,839.78	Sheep Rock Road Hwy 8 & 89
06/30/2025	100-3920-3920920	Lease Revenue		1,816.74	Sheep Rock Road Hwy 8 & 89
06/30/2025	100-3831-3831459	Interest Income		8.22	Sheep Rock Road Hwy 8 & 89
06/30/2025	100.3834.3834001	Cash/Lease Clearing-Expense Acct	1,848.00		Sheep Rock Road Hwy 8 & 89
06/30/2025	100-1210-1210005	Lease Receivable		1,839.78	Sheep Rock Road Hwy 8 & 89
06/30/2025	100-2620-2620005	Deferred Inflow of Resources	1,816.74		Sheep Rock Road Hwy 8 & 89
06/30/2025	100-3920-3920920	Lease Revenue		1,462.36	Building - Hwy 772 & Hwy 311, Pine Hall
06/30/2025	100-1210-1210005	Lease Receivable - Short-Term	15.67		Building - Hwy 772 & Hwy 311, Pine Hall
06/30/2025	100-1210-1210005	Lease Receivable		1,490.12	Building - Hwy 772 & Hwy 311, Pine Hall
06/30/2025	100-2620-2620005	Deferred Inflow of Resources	1,462.36		Building - Hwy 772 & Hwy 311, Pine Hall
06/30/2025	100.3834.3834001	Interest Income		25.55	Building - Hwy 772 & Hwy 311, Pine Hall
06/30/2025	100.3834.3834005	Cash/Lease Clearing-Expense Acct	1,500.00		Building - Hwy 772 & Hwy 311, Pine Hall
06/30/2025	100-9100-5000837	Expenditure: Interest	138.33		Pitney Bowes - SendPro P Series
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	6,209.67		Pitney Bowes - SendPro P Series

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06/30/2025	100.4130.5000440	Cash/Lease Clearing-Expense Acct		6,348.00	Pltney Bowes - SendPro P Series
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	1,628.99		Equipment - Diswashing Machine
06/30/2025	100.4320.5000430	Cash/Lease Clearing-Expense Acct		1,636.25	Equipment - Diswashing Machine
06/30/2025	100-9100-5000837	Expenditure: Interest	7.26		Equipment - Diswashing Machine
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	1,722.24		Unit# 235P8Z
06/30/2025	100.4190.5000770	Cash/Lease Clearing-Expense Acct		1,724.84	Unit# 235P8Z
06/30/2025	100-9100-5000837	Expenditure: Interest	2.60		Unit# 235P8Z
06/30/2025	100.4190.5000770	Cash/Lease Clearing-Expense Acct		1,724.84	Unit# 235P8W
06/30/2025	100-9100-5000837	Expenditure: Interest	2.60		Unit# 235P8W
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	1,722.24		Unit# 235P8W
06/30/2025	100.4325.5000430	Cash/Lease Clearing-Expense Acct		697.80	Sharp Copier - Master, Multi Depts
06/30/2025	100.4950.5000430	Cash/Lease Clearing-Expense Acct		1,716.72	Sharp Copier - Master, Multi Depts
06/30/2025	100.4320.5000430	Cash/Lease Clearing-Expense Acct		1,776.24	Sharp Copier - Master, Multi Depts
06/30/2025	100.4210.5000430	Cash/Lease Clearing-Expense Acct		1,716.72	Sharp Copier - Master, Multi Depts
06/30/2025	100.4180.5000430	Cash/Lease Clearing-Expense Acct		1,007.04	Sharp Copier - Master, Multi Depts
06/30/2025	100.4190.5000430	Cash/Lease Clearing-Expense Acct		697.80	Sharp Copier - Master, Multi Depts
06/30/2025	110.5104.5000430	Cash/Lease Clearing-Expense Acct		5,697.36	Sharp Copier - Master, Multi Depts
06/30/2025	100.4370.5000430	Cash/Lease Clearing-Expense Acct		1,007.04	Sharp Copier - Master, Multi Depts
06/30/2025	100.4120.5000430	Cash/Lease Clearing-Expense Acct		527.28	Sharp Copier - Master, Multi Depts
06/30/2025	100.4141.5000430	Cash/Lease Clearing-Expense Acct		1,716.72	Sharp Copier - Master, Multi Depts
06/30/2025	100.4910.5000430	Cash/Lease Clearing-Expense Acct		1,716.72	Sharp Copier - Master, Multi Depts
06/30/2025	100.4340.5000430	Cash/Lease Clearing-Expense Acct		697.80	Sharp Copier - Master, Multi Depts
06/30/2025	100.4130.5000430	Cash/Lease Clearing-Expense Acct		527.28	Sharp Copier - Master, Multi Depts
06/30/2025	100.1251.1251004	Cash/Lease Clearing-Expense Acct		1,225.08	Sharp Copier - Master, Multi Depts
06/30/2025	100.4310.5000430	Cash/Lease Clearing-Expense Acct		2,902.20	Sharp Copier - Master, Multi Depts
06/30/2025	100.4131.5000430	Cash/Lease Clearing-Expense Acct		527.28	Sharp Copier - Master, Multi Depts
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	36,578.01		Sharp Copier - Master, Multi Depts
06/30/2025	100-9100-5000837	Expenditure: Interest	3,069.39		Sharp Copier - Master, Multi Depts
06/30/2025	100.4720.5000430	Cash/Lease Clearing-Expense Acct		697.80	Sharp Copier - Master, Multi Depts
06/30/2025	100.5310.5000430	Cash/Lease Clearing-Expense Acct		9,757.32	Sharp Copier - Master, Multi Depts
06/30/2025	100.5860.5000430	Cash/Lease Clearing-Expense Acct		1,007.04	Sharp Copier - Master, Multi Depts
06/30/2025	100.4140.5000430	Cash/Lease Clearing-Expense Acct		2,014.08	Sharp Copier - Master, Multi Depts
06/30/2025	100.4960.5000430	Cash/Lease Clearing-Expense Acct		1,007.04	Sharp Copier - Master, Multi Depts
06/30/2025	100.4170.5000430	Cash/Lease Clearing-Expense Acct		1,007.04	Sharp Copier - Master, Multi Depts
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	1,925.29		Equipment-Phone System for AC
06/30/2025	100-9100-5000837	Expenditure: Interest	108.71		Equipment-Phone System for AC
06/30/2025	100.4380.5000320	Cash/Lease Clearing-Expense Acct		2,034.00	Equipment-Phone System for AC
06/30/2025	100.4310.5000430	Cash/Lease Clearing-Expense Acct		788.04	Sharp Copier - 1012 N Main St - Detectives Office
06/30/2025	100-9100-5000837	Expenditure: Interest	57.87		Sharp Copier - 1012 N Main St - Detectives Office
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	730.17		Sharp Copier - 1012 N Main St - Detectives Office
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	727.74		Sharp Copier - 1014 N. Main St - Environmental Health
06/30/2025	100-9100-5000837	Expenditure: Interest	42.90		Sharp Copier - 1014 N. Main St - Environmental Health
06/30/2025	100.5192.5000430	Cash/Lease Clearing-Expense Acct		770.64	Sharp Copier - 1014 N. Main St - Environmental Health
06/30/2025	100-9100-5000837	Expenditure: Interest	171.48		Sharp Copier - Multi-4 Depts
06/30/2025	100.4190.5000430	Cash/Lease Clearing-Expense Acct		540.00	Sharp Copier - Multi-4 Depts
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	1,988.52		Sharp Copier - Multi-4 Depts
06/30/2025	100.5820.5000430	Cash/Lease Clearing-Expense Acct		540.00	Sharp Copier - Multi-4 Depts
06/30/2025	110.5104.5000430	Cash/Lease Clearing-Expense Acct		540.00	Sharp Copier - Multi-4 Depts
06/30/2025	100.4120.5000430	Cash/Lease Clearing-Expense Acct		540.00	Sharp Copier - Multi-4 Depts
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		8,175.84	Unit # 26NQRK
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	7,542.93		Unit # 26NQRK
06/30/2025	100-9100-5000837	Expenditure: Interest	632.91		Unit # 26NQRK
06/30/2025	100.4380.5000430	Cash/Lease Clearing-Expense Acct		996.00	Sharp Copier- Multi_DRC/HR/AC/Narc
06/30/2025	100-9100-5000837	Expenditure: Interest	425.60		Sharp Copier- Multi_DRC/HR/AC/Narc
06/30/2025	100.4310.5000430	Cash/Lease Clearing-Expense Acct		996.00	Sharp Copier- Multi_DRC/HR/AC/Narc
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	3,558.40		Sharp Copier- Multi_DRC/HR/AC/Narc
06/30/2025	100.4121.5000430	Cash/Lease Clearing-Expense Acct		996.00	Sharp Copier- Multi_DRC/HR/AC/Narc
06/30/2025	100.4321.5000430	Cash/Lease Clearing-Expense Acct		996.00	Sharp Copier- Multi_DRC/HR/AC/Narc
06/30/2025	100.5310.5000430	Cash/Lease Clearing-Expense Acct		3,600.00	Sharp Copier- Multi_DSS-Director Office & 106 Old Ch Rd
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	3,266.59		Sharp Copier- Multi_DSS-Director Office & 106 Old Ch Rd
06/30/2025	100-9100-5000837	Expenditure: Interest	333.41		Sharp Copier- Multi_DSS-Director Office & 106 Old Ch Rd
06/30/2025	100-2620-2620005	Deferred Inflow of Resources		65,622.26	Verizon Tower Land Lease
06/30/2025	100-3920-3920920	Lease Revenue		12,030.75	Verizon Tower Land Lease
06/30/2025	100-2620-2620005	Deferred Inflow of Resources	12,030.75		Verizon Tower Land Lease
06/30/2025	100-1210-1210005	Lease Receivable - Short-Term	12,718.58		Verizon Tower Land Lease
06/30/2025	100.3834.3834006	Cash/Lease Clearing-Expense Acct	12,826.00		Verizon Tower Land Lease
06/30/2025	100-1210-1210005	Lease Receivable		24,230.55	Verizon Tower Land Lease
06/30/2025	100-1210-1210005	Lease Receivable	65,622.26		Verizon Tower Land Lease
06/30/2025	100-3831-3831459	Interest Income		1,314.03	Verizon Tower Land Lease

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06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		17,889.46	Equipment E911-Harold Day Renewal 1
06/30/2025	100-4325-5000780	Expenditure: Lease	17,889.46		Equipment E911-Harold Day Renewal 1
06/30/2025	100.4325.5000430	Cash/Lease Clearing-Expense Acct		6,200.00	Equipment E911-Harold Day Renewal 1
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	5,879.77		Equipment E911-Harold Day Renewal 1
06/30/2025	100-9100-5000837	Expenditure: Interest	320.23		Equipment E911-Harold Day Renewal 1
06/30/2025	100.4920.5000430	Cash/Lease Clearing-Expense Acct		2,228.04	Pitney Bowes - Finance Folding Machine
06/30/2025	100-9100-5000837	Expenditure: Interest	186.31		Pitney Bowes - Finance Folding Machine
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	2,041.73		Pitney Bowes - Finance Folding Machine
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		10,473.81	Pitney Bowes - Finance Folding Machine
06/30/2025	100-4920-5000780	Expenditure: Lease	10,473.81		Pitney Bowes - Finance Folding Machine
06/30/2025	100-4960-5000780	Expenditure: Lease	3,427.35		Sharp Copier - Soil & Water
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		3,427.35	Sharp Copier - Soil & Water
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	605.80		Sharp Copier - Soil & Water
06/30/2025	100-9100-5000837	Expenditure: Interest	76.20		Sharp Copier - Soil & Water
06/30/2025	100.4960.5000430	Cash/Lease Clearing-Expense Acct		682.00	Sharp Copier - Soil & Water
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	332.61		Sharp Copier - Superior Crt-ARC Coord
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		3,448.78	Sharp Copier - Superior Crt-ARC Coord
06/30/2025	100.4160.5000430	Cash/Lease Clearing-Expense Acct		372.00	Sharp Copier - Superior Crt-ARC Coord
06/30/2025	100-4160-5000780	Expenditure: Lease	3,448.78		Sharp Copier - Superior Crt-ARC Coord
06/30/2025	100-9100-5000837	Expenditure: Interest	39.39		Sharp Copier - Superior Crt-ARC Coord
06/30/2025	100.4340.5000770	Cash/Lease Clearing-Expense Acct		14,862.48	Unit # 27BQMJ
06/30/2025	100-9100-5000837	Expenditure: Interest	1,462.55		Unit # 27BQMJ
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	13,399.93		Unit # 27BQMJ
06/30/2025	100-4310-5000780	Expenditure: Lease	28,826.76		Unit # 27RM5C
06/30/2025	100-9100-5000837	Expenditure: Interest	640.84		Unit # 27RM5C
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,736.17	Unit # 27RM5C
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	5,095.33		Unit # 27RM5C
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		28,826.76	Unit # 27RM5C
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,214.70	Unit # 27RM5L
06/30/2025	100-4310-5000780	Expenditure: Lease	28,538.07		Unit # 27RM5L
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		28,538.07	Unit # 27RM5L
06/30/2025	100-9100-5000837	Expenditure: Interest	673.42		Unit # 27RM5L
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	4,541.28		Unit # 27RM5L
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		28,538.07	Unit # 27RM5N
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,214.70	Unit # 27RM5N
06/30/2025	100-4310-5000780	Expenditure: Lease	28,538.07		Unit # 27RM5N
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	4,541.28		Unit # 27RM5N
06/30/2025	100-9100-5000837	Expenditure: Interest	673.42		Unit # 27RM5N
06/30/2025	100-9100-5000837	Expenditure: Interest	673.42		Unit # 27RM5V
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	4,541.28		Unit # 27RM5V
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,214.70	Unit # 27RM5V
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		28,538.07	Unit # 27RM5V
06/30/2025	100-4310-5000780	Expenditure: Lease	28,538.07		Unit # 27RM5V
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,214.70	Unit # 27RM5R
06/30/2025	100-4310-5000780	Expenditure: Lease	28,538.07		Unit # 27RM5R
06/30/2025	100-9100-5000837	Expenditure: Interest	673.42		Unit # 27RM5R
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	4,541.28		Unit # 27RM5R
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		28,538.07	Unit # 27RM5R
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	4,541.28		Unit # 27RM63
06/30/2025	100-9100-5000837	Expenditure: Interest	673.42		Unit # 27RM63
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,214.70	Unit # 27RM63
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		28,538.07	Unit # 27RM63
06/30/2025	100-4310-5000780	Expenditure: Lease	28,538.07		Unit # 27RM63
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		29,582.25	Unit # 27RM7H
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,405.50	Unit # 27RM7H
06/30/2025	100-4310-5000780	Expenditure: Lease	29,582.25		Unit # 27RM7H
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	4,707.44		Unit # 27RM7H
06/30/2025	100-9100-5000837	Expenditure: Interest	698.06		Unit # 27RM7H
06/30/2025	100-9100-5000837	Expenditure: Interest	709.99		Unit # 27RM7H
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	4,695.51		Unit # 27RM7L
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		30,046.46	Unit # 27RM7L
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,405.50	Unit # 27RM7L
06/30/2025	100-4310-5000780	Expenditure: Lease	30,046.46		Unit # 27RM7L
06/30/2025	100-9100-5000837	Expenditure: Interest	709.99		Unit # 27RM7M
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	4,695.51		Unit # 27RM7M
06/30/2025	100-4310-5000780	Expenditure: Lease	30,046.46		Unit # 27RM7M
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,405.50	Unit # 27RM7M
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		30,046.46	Unit # 27RM7M
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	4,707.44		Unit # 27RM7W

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06/30/2025	100-9100-5000837	Expenditure: Interest	698.06		Unit # 27RM7W
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,405.50	Unit # 27RM7W
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		29,582.25	Unit # 27RM7W
06/30/2025	100-4310-5000780	Expenditure: Lease	29,582.25		Unit # 27RM7W
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		29,582.25	Unit # 27RM7Q
06/30/2025	100-4310-5000780	Expenditure: Lease	29,582.25		Unit # 27RM7Q
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,405.50	Unit # 27RM7Q
06/30/2025	100-9100-5000837	Expenditure: Interest	698.06		Unit # 27RM7Q
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	4,707.44		Unit # 27RM7Q
06/30/2025	100-4310-5000780	Expenditure: Lease	29,582.25		Unit # 27RM7T
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		29,582.25	Unit # 27RM7T
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		5,405.50	Unit # 27RM7T
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	4,707.44		Unit # 27RM7T
06/30/2025	100-9100-5000837	Expenditure: Interest	698.06		Unit # 27RM7T
06/30/2025	100-4310-5000780	Expenditure: Lease	37,191.19		Unit # 27RM2F
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		4,011.60	Unit # 27RM2F
06/30/2025	100-9100-5000837	Expenditure: Interest	425.01		Unit # 27RM2F
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	3,586.59		Unit # 27RM2F
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		37,191.19	Unit # 27RM2F
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	3,586.59		Unit # 27RM2G
06/30/2025	100-9100-5000837	Expenditure: Interest	425.01		Unit # 27RM2G
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		4,011.60	Unit # 27RM2G
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		37,191.19	Unit # 27RM2G
06/30/2025	100-4310-5000780	Expenditure: Lease	37,191.19		Unit # 27RM2G
06/30/2025	100-9100-5000837	Expenditure: Interest	771.03		Unit # 27WT9K
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	6,191.61		Unit # 27WT9K
06/30/2025	100.4325.5000770	Cash/Lease Clearing-Expense Acct		6,962.64	Unit # 27WT9K
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	393,748.51		Equipment-EMS-Flex/Stryker Heart Monitor
06/30/2025	100-4370-5000780	Expenditure: Lease	3,456,507.54		Equipment-EMS-Flex/Stryker Heart Monitor
06/30/2025	100.4370.5000430	Cash/Lease Clearing-Expense Acct		394,334.77	Equipment-EMS-Flex/Stryker Heart Monitor
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		3,456,507.54	Equipment-EMS-Flex/Stryker Heart Monitor
06/30/2025	100-9100-5000837	Expenditure: Interest	586.26		Equipment-EMS-Flex/Stryker Heart Monitor
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,492.67		Unit #268H7H
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #268H7H
06/30/2025	100-9100-5000837	Expenditure: Interest	988.25		Unit #268H7H
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #268H9B
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,492.67		Unit #268H9B
06/30/2025	100-9100-5000837	Expenditure: Interest	988.25		Unit #268H9B
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,492.67		Unit #268HC6
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #268HC6
06/30/2025	100-9100-5000837	Expenditure: Interest	988.25		Unit #268HC6
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,471.08		Unit #268H7J
06/30/2025	100-9100-5000837	Expenditure: Interest	1,009.84		Unit #268H7J
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #268H7J
06/30/2025	100-9100-5000837	Expenditure: Interest	1,009.84		Unit #268H7F
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,471.08		Unit #268H7F
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #268H7F
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #268H7L
06/30/2025	100-9100-5000837	Expenditure: Interest	1,009.84		Unit #268H7L
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,471.08		Unit #268H7L
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #268H7S
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,471.08		Unit #268H7S
06/30/2025	100-9100-5000837	Expenditure: Interest	1,009.84		Unit #268H7S
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,471.08		Unit #268H7W
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #268H7W
06/30/2025	100-9100-5000837	Expenditure: Interest	1,009.84		Unit #268H7W
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,471.08		Unit #268H83
06/30/2025	100-9100-5000837	Expenditure: Interest	1,009.84		Unit #268H83
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #268H83
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,471.08		Unit #268H8G
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #268H8G
06/30/2025	100-9100-5000837	Expenditure: Interest	1,009.84		Unit #268H8G
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,471.08		Unit #268H8R
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #268H8R
06/30/2025	100-9100-5000837	Expenditure: Interest	1,009.84		Unit #268H8R
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,471.08		Unit #268H8Z
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #268H8Z
06/30/2025	100-9100-5000837	Expenditure: Interest	1,009.84		Unit #268H8Z
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #268H93

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06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,471.08		Unit #268H93
06/30/2025	100-9100-5000837	Expenditure: Interest	1,009.84		Unit #268H93
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,471.08		Unit #268HCC
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #268HCC
06/30/2025	100-9100-5000837	Expenditure: Interest	1,009.84		Unit #268HCC
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,471.08		Unit #26VTBD
06/30/2025	100-9100-5000837	Expenditure: Interest	1,009.84		Unit #26VTBD
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #26VTBD
06/30/2025	100-9100-5000837	Expenditure: Interest	933.94		Unit #268H7N
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,546.98		Unit #268H7N
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #268H7N
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #268H8M
06/30/2025	100-9100-5000837	Expenditure: Interest	933.94		Unit #268H8M
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,546.98		Unit #268H8M
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #268HCH
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,546.98		Unit #268HCH
06/30/2025	100-9100-5000837	Expenditure: Interest	933.94		Unit #268HCH
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,546.98		Unit #268HCJ
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #268HCJ
06/30/2025	100-9100-5000837	Expenditure: Interest	933.94		Unit #268HCJ
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	9,546.98		Unit #268HCL
06/30/2025	100-9100-5000837	Expenditure: Interest	933.94		Unit #268HCL
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		10,480.92	Unit #268HCL
06/30/2025	100.4380.5000770	Cash/Lease Clearing-Expense Acct		8,317.08	Unit #27FFJP
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	7,239.75		Unit #27FFJP
06/30/2025	100-9100-5000837	Expenditure: Interest	1,077.33		Unit #27FFJP
06/30/2025	100-9100-5000837	Expenditure: Interest	1,077.33		Unit #27FFRC
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	7,239.75		Unit #27FFRC
06/30/2025	100.4380.5000770	Cash/Lease Clearing-Expense Acct		8,317.08	Unit #27FFRC
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	12,889.80		Unit #27DJP4
06/30/2025	100.4720.5000770	Cash/Lease Clearing-Expense Acct		14,807.88	Unit #27DJP4
06/30/2025	100-9100-5000837	Expenditure: Interest	1,918.08		Unit #27DJP4
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	7,225.96		Unit #27DDJ3
06/30/2025	100-9100-5000837	Expenditure: Interest	1,051.04		Unit #27DDJ3
06/30/2025	100.4190.5000770	Cash/Lease Clearing-Expense Acct		8,277.00	Unit #27DDJ3
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		3,504.85	Sharp Copler - Jail/Sheriff-Bailiff
06/30/2025	100-9100-5000837	Expenditure: Interest	16.80		Sharp Copler - Jail/Sheriff-Bailiff
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	110.82		Sharp Copler - Jail/Sheriff-Bailiff
06/30/2025	100-4320-5000780	Expenditure: Lease	3,504.85		Sharp Copler - Jail/Sheriff-Bailiff
06/30/2025	100.4320.5000430	Cash/Lease Clearing-Expense Acct		127.62	Sharp Copler - Jail/Sheriff-Bailiff
06/30/2025	100-4910-5000780	Expenditure: Lease	26,846.92		Unit #28L7SJ
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		26,846.92	Unit #28L7SJ
06/30/2025	100-4920-5000780	Expenditure: Lease	31,645.84		Unit #28NXW3
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		31,645.84	Unit #28NXW3
06/30/2025	100-9100-5000837	Expenditure: Interest	110.55		Unit #28L8CS
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	722.57		Unit #28L8CS
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		45,760.27	Unit #28L8CS
06/30/2025	100-4380-5000780	Expenditure: Lease	45,760.27		Unit #28L8CS
06/30/2025	100.4380.5000770	Cash/Lease Clearing-Expense Acct		833.12	Unit #28L8CS
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		31,602.45	Unit #28L8FP
06/30/2025	100-4380-5000780	Expenditure: Lease	31,602.45		Unit #28L8FP
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		31,602.45	Unit #28L8FX
06/30/2025	100-4380-5000780	Expenditure: Lease	31,602.45		Unit #28L8FX
06/30/2025	100-9100-5000837	Expenditure: Interest	116.10		Unit #28CTHM
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	758.85		Unit #28CTHM
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		48,057.84	Unit #28CTHM
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		874.95	Unit #28CTHM
06/30/2025	100-4310-5000780	Expenditure: Lease	48,057.84		Unit #28CTHM
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	758.85		Unit #28CTHH
06/30/2025	100-9100-5000837	Expenditure: Interest	116.10		Unit #28CTHH
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		874.95	Unit #28CTHH
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		48,057.84	Unit #28CTHH
06/30/2025	100-4310-5000780	Expenditure: Lease	48,057.84		Unit #28CTHH
06/30/2025	100-9100-5000837	Expenditure: Interest	116.10		Unit #28CTHK
06/30/2025	100-9100-5000808	Expenditure: Lease Financing Principal	758.85		Unit #28CTHK
06/30/2025	100-3920-3920920	Other Financing Source: Lease Financing		48,057.84	Unit #28CTHK
06/30/2025	100-4310-5000780	Expenditure: Lease	48,057.84		Unit #28CTHK
06/30/2025	100.4310.5000770	Cash/Lease Clearing-Expense Acct		874.95	Unit #28CTHK
06/30/2025	100-9100-5000837	Expenditure: Interest	116.10		Unit #28CTHW

## AMENDMENT NO: 80

Adopted this \_\_\_\_\_ day of \_\_\_\_\_.

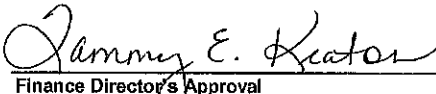
Verified by the Clerk of the Board \_\_\_\_\_

\_\_\_\_\_  
Department Head's Approval

\_\_\_\_\_  
Date

  
\_\_\_\_\_  
County Manager's Approval

6/20/25  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Finance Director's Approval

6/20/25  
\_\_\_\_\_  
Date

## STOKES COUNTY-BUDGET AMENDMENT

BE IT ORDAINED by the Stokes County Board of Commissioners that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2025.

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
<b>General Fund</b>				
<b>Human Resources</b>				
100-4121-5000100	Retirement	\$ 16,956.00	\$ 6,616.47	\$ 23,572.47
<b>Purchasing</b>				
100-4131-5000000	Salaries	\$ 91,679.00	\$ 4,523.03	\$ 96,202.03
100-4131-5000100	Retirement	\$ 11,727.00	\$ 1,392.22	\$ 13,119.22
100-4131-5000110	Group Insurance	\$ 12,098.00	\$ 2,415.47	\$ 14,513.47
<b>Revaluation</b>				
100-4142-5000000	Salaries	\$ 162,896.00	\$ 8,711.33	\$ 171,607.33
100-4142-5000035	Salaries & Wages Contract	\$ 19,240.00	\$ 905.21	\$ 20,145.21
100-4142-5000100	Retirement	\$ 21,031.00	\$ 2,396.48	\$ 23,427.48
<b>District Resource Center</b>				
100-4321-5000100	Retirement	\$ 15,387.00	\$ 3,071.64	\$ 18,458.64
<b>Emergency Communications</b>				
100-4325-5000100	Retirement	\$ 84,277.00	\$ 36,080.06	\$ 120,357.06
<b>Fire Marshal</b>				
100-4340-5000100	Retirement	\$ 25,718.00	\$ 4,722.86	\$ 30,440.86
100-4340-5000101	401K	\$ 2,120.00	\$ 62.70	\$ 2,182.70
100-4340-5000111	Dental	\$ 1,792.00	\$ 5.00	\$ 1,797.00
100-4340-5000130	Unemployment	\$ 1,180.00	\$ 152.28	\$ 1,332.28
<b>Emergency Medical Services</b>				
100-4370-5000100	Retirement	\$ 210,527.00	\$ 153,629.85	\$ 364,156.85
<b>Social Services</b>				
100-5310-5000090	Social Security	\$ 224,707.00	\$ 25,759.82	\$ 250,466.82
100-5310-5000100	Retirement	\$ 422,243.00	\$ 54,810.33	\$ 477,053.33
100-5310-5000110	Group Insurance	\$ 735,604.00	\$ 40,709.16	\$ 776,313.16
<b>Veterans</b>				
100-5820-5000000	Salaries	\$ 39,882.00	\$ 8,000.00	\$ 47,882.00
<b>Senior Services</b>				
100-5860-5000000	Salaries	\$ 165,498.00	\$ 2,746.20	\$ 168,244.20
<b>TOTALS</b>		<b>\$ 2,264,562.00</b>	<b>\$ 356,710.11</b>	<b>\$ 2,621,272.11</b>

This budget amendment is justified as follows:

To appropriate ARP/CSLFRF grant project interest proceeds to salaries and benefits

This will result in a net increase of \$356,710.11 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal year.

## STOKES COUNTY-BUDGET AMENDMENT

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
203-3831-3831450	Interest Bank		\$ 356,710.11	\$ 356,710.11
				\$ -
				\$ -
				\$ -
				\$ -
	TOTALS	\$ -	\$ 356,710.11	\$ 356,710.11

SECTION 2. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, Budget Officer and to the Finance Director.

Adopted this 23rd day of June, 2024

Verified by the Clerk of the Board \_\_\_\_\_

Department Head's Approval \_\_\_\_\_

Date

County Manager's Approval \_\_\_\_\_

Date

Finance Director's Approval \_\_\_\_\_

Date

## STOKES COUNTY-BUDGET AMENDMENT

BE IT ORDAINED by the Stokes County Board of Commissioners that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2025.

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
	Grant Fund			
203-5840-5003270	South Stokes VFD NC OSBM	\$ 50,241.20	\$ (241.20)	\$ 50,000.00
	Total	<u>\$ 50,241.20</u>	<u>\$ (241.20)</u>	<u>\$ 50,000.00</u>

This budget amendment is justified as follows:

This will result in a net increase of \$0.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal year.

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
	Grant Fund			
203-3301-3301004	NC OSBM Public Purpose Grant	\$ 1,300,241.20	\$ (241.20)	\$ 1,300,000.00
	TOTALS	<u>\$ 1,300,241.20</u>	<u>\$ (241.20)</u>	<u>\$ 1,300,000.00</u>

SECTION 2. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, Budget Officer and to the Finance Director.

Adopted this 23rd day of June, 2025

Verified by the Clerk of the Board

Department Head's Approval

Date

County Manager's Approval

Date

Finance Director's Approval

Date

Report: ADJ DIT

Generated: 18DEC20 13:10

Run: WEDNESDAY NOV2724

13:48

Page: 1

OPERATOR TRACY AARON

STOKES COUNTY  
BUDGET ADJUSTMENTS EDIT  
UPDATE

ACCOUNT #	ACCOUNT NAME	TYPE	DESCRIPTION	AMOUNT	DATE	TRANS #
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203.4910.270  
203.3301.004

SOUTH STOKES VFD NC OSEM  
NC OSEM PUBLIC PURPOSE GRANT

BA BA#39  
BA BA#39

241.20 11/25/24 25000024023  
241.20-11/25/24 25000024024

TOTAL DEBITS :

241.20

TOTAL CREDITS:

241.20-

NET ADJUSTMENTS:

0.00

Do a Bud. Amendment

For Monday's Meeting

## STOKES COUNTY-BUDGET AMENDMENT

BE IT ORDAINED by the Stokes County Board of Commissioners that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2025.

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
	Grant Fund			
203.4910.270	South Stokes VFD NC OSBM	\$ -	\$ 241.20	\$ 241.20
	TOTAL	\$ -	\$ 241.20	\$ 241.20

This budget amendment is justified as follows: See Memo

This will result in a net increase of \$241.20 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal year.

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
	Grant Fund			
203.3301.004	NC OSBM Public Purpose Grant	\$ 345,066.00	\$ 241.20	\$ 345,307.20
	TOTAL	\$ 345,066.00	\$ 241.20	\$ 345,307.20

SECTION 2. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, Budget Officer and to the Finance Director.

Adopted this 25th day of November, 2024

Verified by the Clerk of the Board



Department Head's Approval

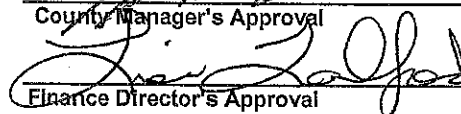
Date



11/25/24

County Manager's Approval

Date



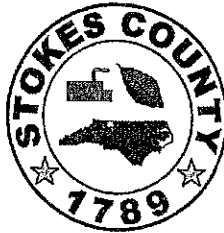
11/22/24

Finance Director's Approval

Date

# COUNTY OF STOKES

**Jeff Sanborn**  
County Manager  
[jsanborn@co.stokes.nc.us](mailto:jsanborn@co.stokes.nc.us)  
Office: (336) 593-2407  
Fax: (336) 593-2346



**Amber Brown**  
Assistant County Manager  
Clerk to the Board  
[anbrown@co.stokes.nc.us](mailto:anbrown@co.stokes.nc.us)  
(336) 593-2448

## ADMINISTRATION

Post Office Box 20 • 1014 Main Street • Danbury, NC 27016 • [www.co.stokes.nc.us](http://www.co.stokes.nc.us)

November 22, 2024

To: The Stokes County Board of Commissioners  
Re: Budget Amendment #39

In 2023, the County received OSBM Grant funding that the State directed to many subrecipients. One of the subrecipients of this grant was the South Stokes Volunteer Fire Department.

When Finance and Administration were working on the budget for Fiscal Year 24/25, South Stokes VFD had expended all of their grant funding. When it came time to rollover grant funds that had not been spent, no funds for the subrecipient remained in the account to transfer and was not budgeted for the current fiscal year. During this time, we were notified that grant funds could not be spent on sales tax. The South Stokes VFD owed \$241.20 of sales tax paid out that would go directly back into their grant account for spending on their grant scope of work. After the budget for this fiscal year had been completed, a check was received for \$241.20 for the above stated sales tax.

The \$241.20 has been received but needs to be budgeted so that we can reimburse South Stokes VFD for a project to finish up their portion of the grant.

Please let us know if you have any questions.

Sincerely,

Amber N. Brown  
Stokes County Assistant County Manager  
Clerk to the Board

# Stokes County

## Budget To Actuals Statement Report

Report Option: Income Statement

From Date: 07/01/202

To Account: 203

Run Date: 06/16/2025

User: taaron@co.stokes.nc.us

Report By: Fund

Segments	Account Number	Account Name	Original Budget	Revised Budget	Actuals Date Range	Current YTD Actuals	Current YTD Enc	Total Committed	Budget Variance	Percent Remaining
<b>203 : Grant Fund</b>										
203 : Grant Fund	203-3301-3301004	NC OSBM PUBLIC PUR	345,066.00	1,300,241.20	1,005,821.78	1,005,821.78	0.00	1,005,821.78	294,419.42	23.00%
	203-3331-3331450	INTEREST BANK	0.00	0.00	98,923.71	98,923.71	0.00	98,923.71	-98,923.71	0.00%
<b>SubTotal : 203 : Grant Fund</b>			<b>345,066.00</b>	<b>1,300,241.20</b>	<b>1,104,745.49</b>	<b>1,104,745.49</b>	<b>0.00</b>	<b>1,104,745.49</b>	<b>195,495.71</b>	<b>15.00%</b>
<b>Total Revenues</b>			<b>345,066.00</b>	<b>1,300,241.20</b>	<b>1,104,745.49</b>	<b>1,104,745.49</b>	<b>0.00</b>	<b>1,104,745.49</b>	<b>195,495.71</b>	<b>15.00%</b>
<b>203 : Grant Fund</b>										
203 : Grant Fund	203-5840-5003264	STOKES COUNTY SHER	3,751.00	100,000.00	100,000.00	100,000.00	0.00	100,000.00	0.00	0.00%
	203-5840-5003265	STOKES CO SCHOOLS	0.00	100,000.00	100,000.00	100,000.00	0.00	100,000.00	0.00	0.00%
203 : Grant Fund	203-5840-5003266	HOPE PREGNANCY CEI	0.00	50,000.00	50,000.00	50,000.00	0.00	50,000.00	0.00	0.00%
	203-5840-5003267	DANBURY VFD NC OSE	0.00	50,000.00	50,000.00	50,000.00	0.00	50,000.00	0.00	0.00%
203 : Grant Fund	203-5840-5003268	LAWSONVILLE VFD NC	8,343.00	50,000.00	48,850.61	48,850.61	0.00	48,850.61	1,149.39	2.00%
	203-5840-5003269	FRANCISCO VFD NC OX	15,174.00	50,000.00	47,705.26	47,705.26	0.00	47,705.26	2,294.74	5.00%
203 : Grant Fund	203-5840-5003270	SOUTH STOKES VFD NC	0.00	50,000.00	50,000.00	50,000.00	0.00	50,000.00	0.00	0.00%
	203-5840-5003271	DOUBLE CREEK VFD NC	3,316.00	50,000.00	46,684.25	46,684.25	0.00	46,684.25	3,815.75	7.00%
203 : Grant Fund	203-5840-5003272	SAURATOWN VFD NC	604.00	50,000.00	49,396.50	49,396.50	0.00	49,396.50	603.50	1.00%
	203-5840-5003273	STOKES ROCKINGHAM	9,279.00	50,000.00	46,721.34	46,721.34	0.00	46,721.34	3,278.66	7.00%
203 : Grant Fund	203-5840-5003274	NORTHEAST STOKES V	10,780.00	50,000.00	47,390.00	47,390.00	0.00	47,390.00	2,610.00	5.00%
	203-5840-5003275	PINNACLE VFD NC OSE	7,254.00	50,000.00	50,000.00	50,000.00	0.00	50,000.00	0.00	0.00%
203 : Grant Fund	203-5840-5003276	CITY OF KING NC OSE	43,498.00	200,000.00	200,000.00	200,000.00	0.00	200,000.00	0.00	0.00%
	203-5840-5003277	TOWN OF WALNUT CC	200,000.00	200,000.00	11,775.00	11,775.00	0.00	11,775.00	188,225.00	94.00%
203 : Grant Fund	203-5840-5003278	TOWN OF DANBURY N	49,117.00	200,000.00	195,749.37	195,749.37	0.00	195,749.37	4,250.63	2.00%
	203-5820-5009100	TRANSFER TO GENERA	0.00	356,710.11	0.00	0.00	0.00	0.00	356,710.11	100.00%
<b>SubTotal : 203 : Grant Fund</b>			<b>345,066.00</b>	<b>1,656,951.31</b>	<b>1,094,272.33</b>	<b>1,094,272.33</b>	<b>0.00</b>	<b>1,094,272.33</b>	<b>562,678.98</b>	<b>34.00%</b>
<b>Total Expenditures</b>			<b>345,066.00</b>	<b>1,656,951.31</b>	<b>1,094,272.33</b>	<b>1,094,272.33</b>	<b>0.00</b>	<b>1,094,272.33</b>	<b>562,678.98</b>	<b>34.00%</b>
<b>Revenues Less Expenditures</b>										
			<b>0.00</b>	<b>-356,710.11</b>	<b>10,473.16</b>	<b>10,473.16</b>	<b>0.00</b>	<b>10,473.16</b>	<b>-367,183.27</b>	<b>-103.00%</b>

203-5840-5003270 241.20

241.20

BE IT ORDAINED by the Stokes County Board of Commissioners that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2025.

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
	General Fund			
See Below	Total	\$ 40,562,574.52	\$ 110,000.00	\$ 40,672,574.52
		<u>\$ 40,562,574.52</u>	<u>\$ 110,000.00</u>	<u>\$ 40,672,574.52</u>
	Oploid Fund			
See Below	Total	\$ 62,728.48	\$ -	\$ 62,728.48
		<u>\$ 62,728.48</u>	<u>\$ -</u>	<u>\$ 62,728.48</u>
	Health Title XIX Fund			
See Below	Total	\$ 1,253,721.00	\$ 2,550.00	\$ 1,256,271.00
		<u>\$ 1,253,721.00</u>	<u>\$ 2,550.00</u>	<u>\$ 1,256,271.00</u>
	Regional Sewer Fund			
See Below	Total	\$ 76,153.00	\$ -	\$ 76,153.00
		<u>\$ 76,153.00</u>	<u>\$ -</u>	<u>\$ 76,153.00</u>
	Danbury Water Fund			
See Below	Total	\$ 76,749.00	\$ -	\$ 76,749.00
		<u>\$ 76,749.00</u>	<u>\$ -</u>	<u>\$ 76,749.00</u>
	Stokes County Service District Fund			
See Below	Total	\$ 292,470.00	\$ (292,470.00)	\$ -
		<u>\$ 292,470.00</u>	<u>\$ (292,470.00)</u>	<u>\$ -</u>

This budget amendment is justified as follows:

To transfer and appropriate funds for the remainder of the fiscal year 2024-25.

This will result in a net increase of \$0.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal year.

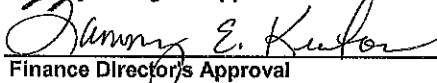
Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
	Stokes 4-H Fund			
602-3839-3839001	Program Fees	\$ -	\$ 700.00	\$ 700.00
	Total Stokes 4-H Fund	<u>\$ -</u>	<u>\$ 700.00</u>	<u>\$ 700.00</u>
	Stokes County Service District Fund			
209-3991-3991000	Fund Balance Appropriation	\$ 775,076.15	\$ (292,470.00)	\$ 482,606.15
	Health Title XIX Fund			
110-3519-3519406	Prenatal Title XIX	\$ 10,000.00	\$ 2,550.00	\$ 12,550.00
	Total Health Title XIX Fund	<u>\$ 10,000.00</u>	<u>\$ 2,550.00</u>	<u>\$ 12,550.00</u>
	General Fund			
100-3100-3100114	Occupancy Tax	\$ -	\$ 110,000.00	\$ 110,000.00

SECTION 2. Copies of this amendment shall be furnished to the Clerk of the Board of Commissioners, Budget Officer and to the Finance Director.

Adopted this 24th day of June, 2025

Verified by the Clerk of the Board

  
County Manager's Approval

  
Finance Director's Approval

  
Date

6/20/25  
Date

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
Governing Body				
100-4110-5000090	SOCIAL SECURITY TAX	\$ 2,288.00	\$ 2,350.00	\$ 4,638.00
100-4110-5000091	MEDICARE TAX	\$ 537.00	\$ 560.00	\$ 1,097.00
100-4110-5000130	UNEMPLOYMENT INSURANCE	\$ -	\$ 760.00	\$ 760.00
100-4110-5000180	PROFESSIONAL SERVICES	\$ 97,000.00	\$ (3,670.00)	\$ 93,330.00
	Total	\$ 99,825.00	\$ -	\$ 99,825.00
Administration				
100-4120-5000000	Salaries & Wages	\$ 315,400.00	\$ (2,645.00)	\$ 312,755.00
100-4120-5000090	Social Security	\$ 16,555.00	\$ 425.00	\$ 16,980.00
100-4120-5000091	Medicare	\$ 3,881.00	\$ 95.00	\$ 3,976.00
100-4120-5000110	Group Insurance	\$ 9,758.00	\$ 1,550.00	\$ 11,308.00
100-4120-5000111	Dental	\$ 456.00	\$ 75.00	\$ 531.00
100-4120-5000130	Unemployment Insurance	\$ 600.00	\$ 500.00	\$ 1,100.00
	Total	\$ 346,650.00	\$ -	\$ 346,650.00
Human Resources				
100-4121-5000000	Salaries	\$ 176,477.00	\$ (3,000.00)	\$ 173,477.00
100-4121-5000110	Group Insurance	\$ 19,358.00	\$ 7,300.00	\$ 26,658.00
100-4121-5000111	Dental Insurance	\$ 896.00	\$ 350.00	\$ 1,246.00
100-4121-5000130	Unemployment	\$ 600.00	\$ 470.00	\$ 1,070.00
100-4121-5000260	Departmental Supplies	\$ 2,500.00	\$ (600.00)	\$ 1,900.00
100-4121-8000171	Term Life	\$ 84.00	\$ 75.00	\$ 159.00
100-4121-5000180	Professional Services	\$ 13,500.00	\$ (600.00)	\$ 12,900.00
100-4121-5000311	Training	\$ 3,000.00	\$ (2,000.00)	\$ 1,000.00
100-4121-5000310	Travel	\$ 300.00	\$ (300.00)	\$ -
100-4121-5000511	Dues & Subscriptions	\$ 2,100.00	\$ (1,000.00)	\$ 1,100.00
100-4121-5000430	Rental of Equipment	\$ 2,000.00	\$ (500.00)	\$ 1,500.00
100-4121-5000370	Advertising	\$ 250.00	\$ (195.00)	\$ 55.00
	Total	\$ 221,065.00	\$ -	\$ 221,065.00
Finance				
100-4130-5000100	Retirement	\$ 41,440.00	\$ 920.00	\$ 42,360.00
100-4130-5000130	Unemployment	\$ 1,633.00	\$ 160.00	\$ 1,793.00
100-4130-5000311	Training	\$ 2,920.00	\$ 260.00	\$ 3,180.00
100-4130-5000340	Printing	\$ 1,100.00	\$ (600.00)	\$ 500.00
100-4130-5000440	Misc Contractual Services	\$ 141,198.00	\$ (740.00)	\$ 140,458.00
	Total	\$ 188,291.00	\$ -	\$ 188,291.00
Purchasing				
100-4131-5000000	Salaries	\$ 91,679.00	\$ 150.00	\$ 91,829.00
100-4131-5000100	Retirement	\$ 11,727.00	\$ 75.00	\$ 11,802.00
100-4131-5000101	401K County Match	\$ 912.00	\$ 60.00	\$ 972.00
100-4131-5000110	Health Insurance	\$ 12,098.00	\$ 50.00	\$ 12,148.00
100-4131-5000111	Dental Insurance	\$ 561.00	\$ 120.00	\$ 681.00
100-4131-5000130	Unemployment	\$ 400.00	\$ 140.00	\$ 540.00
100-4131-5000171	Term Life	\$ 64.00	\$ 25.00	\$ 89.00
100-4131-5000320	Telephone	\$ 1,200.00	\$ 50.00	\$ 1,250.00
100-4131-5000250	Auto Supplies	\$ 500.00	\$ (200.00)	\$ 300.00
100-4131-5000370	Advertising	\$ 3,500.00	\$ (470.00)	\$ 3,030.00
	Total	\$ 122,641.00	\$ -	\$ 122,641.00
Tax Administration				
100-4140-5000000	Salaries	\$ 483,043.00	\$ (6,000.00)	\$ 477,043.00
100-4140-5000100	Retirement	\$ 61,469.00	\$ 2,800.00	\$ 64,269.00
100-4140-5000110	Group Insurance	\$ 89,530.00	\$ 1,500.00	\$ 91,030.00
100-4140-5000111	Dental	\$ 4,144.00	\$ 100.00	\$ 4,244.00
100-4140-5000130	Unemployment Insurance	\$ 2,838.00	\$ 760.00	\$ 3,598.00
100-4140-5000171	Term Life	\$ 472.00	\$ 75.00	\$ 547.00
100-4140-5000321	Postage	\$ 37,500.00	\$ 1,000.00	\$ 38,500.00
100-4140-5000260	Departmental Supplies	\$ 7,000.00	\$ (235.00)	\$ 6,765.00
	Total	\$ 685,996.00	\$ -	\$ 685,996.00
Mapping/GIS				
100-4141-5000100	Retirement	\$ 21,405.00	\$ 1,650.00	\$ 23,055.00
100-4141-5000111	Dental	\$ 1,344.00	\$ 5.00	\$ 1,349.00
100-4141-5000171	Term Life	\$ 153.00	\$ 18.00	\$ 171.00
100-4141-5000440	Misc Contractual Services	\$ 53,485.00	\$ (1,673.00)	\$ 51,812.00
	Total	\$ 76,387.00	\$ -	\$ 76,387.00

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
Revaluation				
100-4142-5000090	Social Security	\$ 11,053.00	\$ 800.00	\$ 11,853.00
100-4142-5000091	Medicare Tax	\$ 2,597.00	\$ 180.00	\$ 2,777.00
100-4142-5000101	401K Match	\$ 1,703.00	\$ 20.00	\$ 1,723.00
100-4142-5000130	Unemployment	\$ 1,247.00	\$ 340.00	\$ 1,587.00
100-4142-5000171	Term Life	\$ 191.00	\$ 5.00	\$ 196.00
100-4142-5000321	Postage	\$ 20,000.00	\$ (1,345.00)	\$ 18,655.00
	Total	\$ 36,791.00	\$ -	\$ 36,791.00
Superior Court				
100-4160-5000000	Salaries and Wages	\$ 20,248.00	\$ 3,300.00	\$ 23,548.00
100-4160-5000100	Retirement	\$ 5,115.00	\$ 225.00	\$ 5,340.00
100-4160-5000130	Unemployment	\$ 4,275.00	\$ 300.00	\$ 4,575.00
100-4160-5000110	Group Insurance	\$ 7,256.61	\$ (2,200.00)	\$ 5,056.61
100-4160-5000351	M&R Auto	\$ 300.00	\$ (200.00)	\$ 100.00
100-4160-5000340	Printing	\$ 400.00	\$ (400.00)	\$ -
100-4160-5000260	Departmental Supplies	\$ 2,900.00	\$ (475.00)	\$ 2,425.00
100-4160-5000261	Emergency Response Supplies	\$ 100.00	\$ (100.00)	\$ -
100-4160-5000250	Auto Supplies	\$ 1,050.00	\$ (450.00)	\$ 600.00
	Total	\$ 41,644.61	\$ -	\$ 41,644.61
Elections				
100-4170-5000100	Retirement	\$ 15,181.00	\$ 1,000.00	\$ 16,181.00
100-4170-5000111	Dental	\$ 896.00	\$ 5.00	\$ 901.00
100-4170-5000171	Term Life	\$ 102.00	\$ 12.00	\$ 114.00
100-4170-5000191	Board Reimbursement	\$ 4,500.00	\$ 280.00	\$ 4,780.00
100-4170-5000195	Precinct Officials	\$ 52,600.00	\$ 60.00	\$ 52,660.00
100-4170-5000321	Postage	\$ 6,300.00	\$ 250.00	\$ 6,550.00
100-4170-5000580	Buildings	\$ 70,087.80	\$ (1,607.00)	\$ 68,480.80
	Total	\$ 149,666.80	\$ -	\$ 149,666.80
Register of Deeds				
100-4180-5000000	Salaries	\$ 196,853.00	\$ 5,660.00	\$ 202,513.00
100-4180-5000110	Group Insurance	\$ 38,716.00	\$ 850.00	\$ 39,566.00
100-4180-5000130	Unemployment	\$ 945.00	\$ 380.00	\$ 1,325.00
100-4180-5000171	Term Life	\$ 208.00	\$ 20.00	\$ 228.00
100-4180-5000100	Retirement	\$ 34,335.00	\$ (6,910.00)	\$ 27,425.00
	Total	\$ 271,057.00	\$ -	\$ 271,057.00
Public Buildings				
100-4190-5000010	Salaries - Overtime	\$ -	\$ 70.00	\$ 70.00
100-4190-5000100	Retirement	\$ 54,911.00	\$ 3,000.00	\$ 57,911.00
100-4190-5000130	Unemployment	\$ 3,406.00	\$ 130.00	\$ 3,536.00
100-4190-5000171	Term Life	\$ 521.00	\$ 45.00	\$ 566.00
100-4190-5000020	Salaries - Part Time	\$ 5,000.00	\$ (3,245.00)	\$ 1,755.00
	Total	\$ 63,838.00	\$ -	\$ 63,838.00
Information Systems				
100-4210-5000100	Retirement	\$ 31,045.00	\$ 750.00	\$ 31,795.00
100-4210-5000130	Unemployment	\$ 785.00	\$ 120.00	\$ 905.00
100-4210-5000171	Term Life	\$ 153.00	\$ 15.00	\$ 168.00
100-4210-5000430	Rental of Equipment	\$ 1,500.00	\$ 220.00	\$ 1,720.00
100-4210-5000260	Departmental Supplies	\$ 5,000.00	\$ (1,105.00)	\$ 3,895.00
	Total	\$ 38,483.00	\$ -	\$ 38,483.00
Vehicle Maintenance				
100-4250-5000090	Social Security	\$ 5,681.00	\$ 220.00	\$ 5,901.00
100-4250-5000091	Medicare	\$ 1,329.00	\$ 75.00	\$ 1,404.00
100-4250-5000100	Retirement	\$ 12,858.00	\$ 300.00	\$ 13,158.00
100-4250-5000130	Unemployment	\$ 592.00	\$ 100.00	\$ 692.00
100-4250-5000110	Health Insurance	\$ 21,777.00	\$ (695.00)	\$ 21,082.00
	Total	\$ 42,237.00	\$ -	\$ 42,237.00

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
Sheriff's Office				
100-4310-5000021	Salaries & Wages Extra Duty	\$ 100,000.00	\$ 7,600.00	\$ 107,600.00
100-4310-5000040	Separation Allowance	\$ 100,315.00	\$ 10,650.00	\$ 110,965.00
100-4310-5000081	On Call	\$ -	\$ 190.00	\$ 190.00
100-4310-5000090	Social Security	\$ 179,171.00	\$ 16,200.00	\$ 195,371.00
100-4310-5000091	Medicare	\$ 41,903.00	\$ 3,900.00	\$ 45,803.00
100-4310-5000100	Retirement	\$ 338,385.00	\$ 75,200.00	\$ 413,585.00
100-4310-5000101	401K	\$ 1,726.00	\$ 330.00	\$ 2,056.00
100-4310-5000111	Dental	\$ 23,296.00	\$ 75.00	\$ 23,371.00
100-4310-5000171	Term Life	\$ 2,656.00	\$ 240.00	\$ 2,896.00
100-4310-5000321	Postage	\$ 4,000.00	\$ 100.00	\$ 4,100.00
100-4310-5000000	Salaries & Wages	\$ 2,886,472.83	\$ (100,000.00)	\$ 2,786,472.83
100-4310-5000250	Auto Supplies	\$ 216,000.00	\$ (14,485.00)	\$ 201,515.00
	Total	\$ 3,893,924.83	\$ -	\$ 3,893,924.83
Jail				
100-4320-5000100	Retirement	\$ 162,208.00	\$ 6,750.00	\$ 168,958.00
100-4320-5000130	Unemployment Insurance	\$ 8,500.00	\$ 2,000.00	\$ 10,500.00
100-4320-5000330	Utilities	\$ 103,700.00	\$ 1,000.00	\$ 104,700.00
100-4320-5000090	Social Security	\$ 119,308.00	\$ (9,750.00)	\$ 109,558.00
	Total	\$ 393,716.00	\$ -	\$ 393,716.00
District Resources Center				
100-4321-5000100	Retirement	\$ 15,387.00	\$ 200.00	\$ 15,587.00
100-4321-5000110	Group Insurance	\$ 26,617.00	\$ 2,450.00	\$ 29,067.00
100-4321-5000111	Dental	\$ 1,233.00	\$ 120.00	\$ 1,353.00
100-4321-5000130	Unemployment	\$ 733.00	\$ 350.00	\$ 1,083.00
100-4321-5000171	Term Life	\$ 140.00	\$ 22.00	\$ 162.00
100-4321-5000020	Salaries - Part Time	\$ 12,438.00	\$ (2,542.00)	\$ 9,896.00
100-4321-5000770	Lease Payment	\$ 11,500.00	\$ (600.00)	\$ 10,900.00
	Total	\$ 68,048.00	\$ -	\$ 68,048.00
Emergency Communications				
100-4325-5000000	Salaries	\$ 842,174.00	\$ (42,000.00)	\$ 800,174.00
100-4325-5000010	Salaries-Overtime	\$ 100,000.00	\$ 39,000.00	\$ 139,000.00
100-4325-5000020	Salaries-Part Time	\$ 57,600.00	\$ 3,400.00	\$ 61,000.00
100-4325-5000130	Unemployment Insurance	\$ 6,268.00	\$ 20.00	\$ 6,288.00
100-4325-5000171	Term Life	\$ 714.00	\$ 110.00	\$ 824.00
100-4325-5000101	401K	\$ 8,442.00	\$ (600.00)	\$ 7,842.00
100-4325-5000350	M&R Equipment	\$ 650.00	\$ 70.00	\$ 720.00
	Total	\$ 1,015,848.00	\$ -	\$ 1,015,848.00
Emergency Management				
100-4330-5000000	Salaries & Wages	\$ 80,006.00	\$ 950.00	\$ 80,956.00
100-4330-5000100	Retirement	\$ 9,552.00	\$ 1,510.00	\$ 11,062.00
100-4330-5000101	401K	\$ 800.00	\$ 15.00	\$ 815.00
100-4330-5000130	Unemployment Insurance	\$ 296.00	\$ 105.00	\$ 401.00
100-4330-5000111	Dental	\$ 448.00	\$ 5.00	\$ 453.00
100-4330-5000171	Term Life	\$ 51.00	\$ 10.00	\$ 61.00
100-4330-5000020	Salaries - Part Time	\$ 10,000.00	\$ (2,595.00)	\$ 7,405.00
	Total	\$ 101,153.00	\$ -	\$ 101,153.00
Fire Marshal				
100-4340-5000090	Social Security	\$ 13,784.00	\$ (300.00)	\$ 13,484.00
100-4340-5000100	Retirement	\$ 25,718.00	\$ 300.00	\$ 26,018.00
100-4340-5000101	401K	\$ 2,120.00	\$ 15.00	\$ 2,135.00
100-4340-5000111	Dental	\$ 1,792.00	\$ 500.00	\$ 2,292.00
100-4340-5000130	Unemployment	\$ 1,180.00	\$ 30.00	\$ 1,210.00
100-4340-5000171	Term Life	\$ 204.00	\$ 5.00	\$ 209.00
100-4340-5000430	Rental of Equipment	\$ 610.00	\$ 45.00	\$ 655.00
100-4340-5000250	Auto Supplies	\$ 9,950.00	\$ (300.00)	\$ 9,650.00
100-4340-5000291	Uniforms	\$ 4,000.00	\$ (295.00)	\$ 3,705.00
	Total	\$ 31,624.00	\$ -	\$ 32,519.00

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
Emergency Medical Services				
100-4370-5000000	Salaries	\$ 1,655,772.25	\$ 38,000.00	\$ 1,693,772.25
100-4370-5000010	Salaries-Overtime	\$ 1,000,000.00	\$ (10,850.00)	\$ 989,150.00
100-4370-5000020	Salaries-Part Time	\$ 355,000.00	\$ (7,000.00)	\$ 348,000.00
100-4370-5000021	Salaries-Extra Duty		\$ 6,700.00	\$ 6,700.00
100-4370-5000038	Salaries-Extra Duty		\$ 900.00	\$ 900.00
100-4370-5000091	Medicare Tax	\$ 43,560.00	\$ 1,000.00	\$ 44,560.00
100-4370-5000110	Health Insurance	\$ 399,258.00	\$ (8,600.00)	\$ 390,658.00
100-4370-5000171	Term Life	\$ 2,108.00	\$ 15.00	\$ 2,123.00
100-4370-5000230	Medical Supplies	\$ 200,000.00	\$ (19,000.00)	\$ 181,000.00
100-4370-5000250	Auto Supplies	\$ 140,000.00	\$ (1,165.00)	\$ 138,835.00
	Total	\$ 3,795,698.25	\$ -	\$ 3,795,698.25
Animal Control				
100-4380-5000000	Salaries	\$ 373,266.04	\$ (5,000.00)	\$ 368,266.04
100-4380-5000020	Salaries Part Time	\$ -	\$ 440.00	\$ 440.00
100-4380-5000090	Social Security	\$ 23,042.00	\$ 120.00	\$ 23,162.00
100-4380-5000091	Medicare	\$ 5,389.00	\$ 40.00	\$ 5,429.00
100-4380-5000110	Health Insurance	\$ 48,395.00	\$ 26,300.00	\$ 74,695.00
100-4380-5000111	Dental Insurance	\$ 2,688.00	\$ 1,150.00	\$ 3,838.00
100-4380-5000130	Unemployment Insurance	\$ 2,655.00	\$ 325.00	\$ 2,980.00
100-4380-5000171	Term Life	\$ 306.00	\$ 170.00	\$ 476.00
100-4380-5000320	Telephone	\$ 7,400.00	\$ 400.00	\$ 7,800.00
100-4380-5000440	Misc Contractual Services	\$ 28,739.00	\$ (7,000.00)	\$ 21,739.00
100-4380-5000441	Misc Contractual Services	\$ 15,000.00	\$ (8,000.00)	\$ 7,000.00
100-4380-5000770	Lease Payment	\$ 38,430.00	\$ (8,945.00)	\$ 29,485.00
	Total	\$ 545,310.04	\$ -	\$ 545,310.04
Solid Waste				
100-4720-5000000	Salaries	\$ 328,360.35	\$ (4,150.00)	\$ 324,210.35
100-4720-5000081	On Call	\$ -	\$ 200.00	\$ 200.00
100-4720-5000090	Social Security	\$ 40,040.00	\$ 2,100.00	\$ 42,140.00
100-4720-5000091	Medicare Tax	\$ 9,514.00	\$ 350.00	\$ 9,864.00
100-4720-5000100	Retirement	\$ 40,106.00	\$ 1,500.00	\$ 41,606.00
	Total	\$ 418,020.35	\$ -	\$ 418,020.35
Planning				
100-4910-5000000	Salaries	\$ 352,853.00	\$ (5,000.00)	\$ 347,853.00
100-4910-5000100	Retirement	\$ 36,809.00	\$ 10,500.00	\$ 47,309.00
100-4910-5000130	Unemployment Insurance	\$ 1,987.00	\$ 75.00	\$ 2,062.00
100-4910-5000171	Term Life	\$ 255.00	\$ 70.00	\$ 325.00
100-4910-5000770	Lease Payment	\$ 28,800.00	\$ (5,645.00)	\$ 23,155.00
	Total	\$ 420,704.00	\$ -	\$ 420,704.00
Economic Development				
100-4920-5000100	Retirement	\$ 6,863.00	\$ 750.00	\$ 7,613.00
100-4920-5000111	Dental	\$ 448.00	\$ 5.00	\$ 453.00
100-4920-5000171	Term Life	\$ 51.00	\$ 7.00	\$ 58.00
100-4920-5000180	Professional Services	\$ 77,000.00	\$ (762.00)	\$ 76,238.00
	Total	\$ 84,362.00	\$ -	\$ 84,362.00
TDA				
100-4921-5000200	Pay to TDA	\$ -	\$ 110,000.00	\$ 110,000.00
Natural Resources				
100-4960-5000000	Salaries	\$ 115,153.96	\$ (1,307.00)	\$ 113,846.96
100-4960-5000100	Retirement	\$ 12,859.00	\$ 1,150.00	\$ 14,009.00
100-4960-5000101	401K	\$ 997.00	\$ 27.00	\$ 1,024.00
100-4960-5000130	Unemployment Insurance	\$ 590.00	\$ 130.00	\$ 720.00
	Total	\$ 129,599.96	\$ -	\$ 129,599.96
Health				
100-5100-5000000	Salaries	\$ 766,818.00	\$ (3,520.00)	\$ 763,298.00
100-5100-5000081	On Call Pay	\$ 3,000.00	\$ 925.00	\$ 3,925.00
100-5100-5000100	Retirement	\$ 78,404.00	\$ 1,950.00	\$ 80,354.00
100-5100-5000130	Unemployment Insurance	\$ 3,500.00	\$ 550.00	\$ 4,050.00
100-5100-5000171	Term Life	\$ 545.00	\$ 95.00	\$ 640.00
	Total	\$ 852,267.00	\$ -	\$ 852,267.00

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
<b>Environmental Health</b>				
100-5192-5000000	Salaries	\$ 302,199.00	\$ (2,250.00)	\$ 299,949.00
100-5192-5000100	Retirement	\$ 37,508.00	\$ 1,450.00	\$ 38,958.00
100-5192-5000130	Unemployment Insurance	\$ 1,180.00	\$ 800.00	\$ 1,980.00
	Total	\$ 340,887.00	\$ -	\$ 340,887.00
				\$ -
<b>Social Services</b>				
100-5310-5000000	Salaries	\$ 3,614,203.42	\$ 65,000.00	\$ 3,679,203.42
100-5310-5000020	Salaries Part Time	\$ 58,500.00	\$ (25,000.00)	\$ 33,500.00
100-5310-5000035	Salaries-Contract Pay	\$ 175,300.00	\$ (40,000.00)	\$ 135,300.00
100-5310-5000081	On Call	\$ 90,000.00	\$ (35,000.00)	\$ 55,000.00
100-5310-5000090	Social Security	\$ 224,707.00	\$ 6,700.00	\$ 231,407.00
100-5310-5000091	Medicare Tax	\$ 52,496.00	\$ 7,800.00	\$ 60,296.00
100-5310-5000100	Retirement	\$ 422,243.00	\$ 83,500.00	\$ 505,743.00
100-5310-5000101	401K	\$ 34,048.00	\$ (10,000.00)	\$ 24,048.00
100-5310-5000111	Dental	\$ 34,048.00	\$ 1,700.00	\$ 35,748.00
100-5310-5000130	Unemployment Insurance	\$ 25,548.00	\$ 4,000.00	\$ 29,548.00
100-5310-5000171	Term Life	\$ 3,877.00	\$ 560.00	\$ 4,437.00
100-5310-5000314	Workfirst Travel	\$ 90,000.00	\$ (59,260.00)	\$ 30,740.00
	Total	\$ 4,824,970.42	\$ -	\$ 4,824,970.42
<b>Veteran Services</b>				
100-5820-5000000	Salaries	\$ 39,882.00	\$ 10,500.00	\$ 50,382.00
100-5820-5000020	Salaries-Part Time	\$ 23,000.00	\$ (13,955.00)	\$ 9,045.00
100-5820-5000090	Social Security	\$ 2,567.00	\$ 1,550.00	\$ 4,117.00
100-5820-5000091	Medicare Tax	\$ 557.00	\$ 400.00	\$ 957.00
100-5820-5000100	Retirement	\$ 4,289.00	\$ 1,200.00	\$ 5,489.00
100-5820-5000130	Unemployment Insurance	\$ 327.00	\$ 300.00	\$ 627.00
100-5820-5000171	Term Life	\$ 26.00	\$ 5.00	\$ 31.00
	Total	\$ 70,648.00	\$ -	\$ 70,648.00
<b>Senior Services</b>				
100-5860-5000000	Salaries	\$ 165,498.00	\$ 28,000.00	\$ 193,498.00
100-5860-5000030	Salaries-Permanent PT	\$ 30,000.00	\$ (29,500.00)	\$ 500.00
100-5860-5000100	Retirement	\$ 24,895.00	\$ 1,550.00	\$ 26,445.00
100-5860-5000111	Dental	\$ 1,792.00	\$ 5.00	\$ 1,797.00
100-5860-5000130	Unemployment Insurance	\$ 1,660.00	\$ 360.00	\$ 2,020.00
100-5860-5000171	Term Life	\$ 230.00	\$ 50.00	\$ 280.00
100-5860-5000220	Food & Provisions	\$ 187,000.00	\$ 21,500.00	\$ 208,500.00
100-5860-5000180	Professional Services	\$ 60,000.00	\$ (9,000.00)	\$ 51,000.00
100-5860-5000312	Transportation	\$ 60,000.00	\$ (12,965.00)	\$ 47,035.00
	Total	\$ 531,075.00	\$ -	\$ 531,075.00
<b>Forsyth Tech</b>				
100-5920-5000000	Salaries	\$ 125,196.00	\$ 1,650.00	\$ 126,846.00
100-5920-5000081	On Call	\$ 800.00	\$ (500.00)	\$ 300.00
100-5920-5000100	Retirement	\$ 15,081.00	\$ 2,300.00	\$ 17,381.00
100-5920-5000101	401K	\$ 1,251.00	\$ (600.00)	\$ 651.00
100-5920-5000111	Dental	\$ 1,545.00	\$ 5.00	\$ 1,550.00
100-5920-5000130	Unemployment	\$ 37.00	\$ 1,150.00	\$ 1,187.00
100-5920-5000171	Term Life	\$ 176.00	\$ 5.00	\$ 181.00
100-5920-5000260	Departmental Supplies	\$ 20,000.00	\$ (1,210.00)	\$ 18,790.00
100-5920-5000352	M&R Building	\$ 5,500.00	\$ (700.00)	\$ 4,800.00
100-5920-5000353	M&R Grounds	\$ 3,000.00	\$ (2,100.00)	\$ 900.00
	Total	\$ 172,586.00	\$ -	\$ 172,586.00
<b>Parks</b>				
100-6121-5000000	Salaries	\$ 17,311.00	\$ 300.00	\$ 17,611.00
100-6121-5000010	Salaries - Overtime	\$ -	\$ 24.00	\$ 24.00
100-6121-5000020	Salaries - Part Time	\$ 12,870.00	\$ (947.00)	\$ 11,923.00
100-6121-5000091	Medicare Tax	\$ 441.00	\$ 50.00	\$ 491.00
100-6121-5000100	Retirement	\$ 2,125.00	\$ 360.00	\$ 2,485.00
100-6121-5000101	401K	\$ 178.00	\$ 8.00	\$ 186.00
100-6121-5000130	Unemployment Insurance	\$ 79.00	\$ 200.00	\$ 279.00
100-6121-5000171	Term Life	\$ 26.00	\$ 5.00	\$ 31.00
	Total	\$ 33,030.00	\$ -	\$ 33,030.00

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
<b>Arts Council</b>				
100-6150-5000000	Salaries	\$ 145,850.00	\$ 1,000.00	\$ 146,850.00
100-6150-5000090	Social Security	\$ 11,733.00	\$ (1,770.00)	\$ 9,963.00
100-6150-5000111	Dental	\$ 1,344.00	\$ 5.00	\$ 1,349.00
100-6150-5000130	Unemployment Insurance	\$ 296.00	\$ 750.00	\$ 1,046.00
100-6150-5000171	Term Life	\$ 153.00	\$ 15.00	\$ 168.00
	<b>Total</b>	<b>\$ 159,376.00</b>	<b>\$ -</b>	<b>\$ 159,376.00</b>
<b>Total General Fund</b>				
		<b>\$ 40,562,574.52</b>	<b>\$ 110,000.00</b>	<b>\$ 40,673,469.52</b>
<b>Stokes 4-H Fund</b>				
602-4950-5000264	Programs	\$ 14,824.00	\$ 700.00	\$ 15,524.00
<b>Regional Sewer Fund</b>				
501-7140-5000000	Salaries	\$ 44,855.00	\$ 1,560.00	\$ 46,415.00
501-7140-5000081	On Call	\$ -	\$ 150.00	\$ 150.00
501-7140-5000090	Social Security	\$ 2,580.00	\$ 400.00	\$ 2,980.00
501-7140-5000091	Medicare Tax	\$ 604.00	\$ 150.00	\$ 754.00
501-7140-5000100	Retirement	\$ 5,433.00	\$ 120.00	\$ 5,553.00
501-7140-5000101	401K	\$ 359.00	\$ 75.00	\$ 434.00
501-7140-5000310	Travel	\$ 1,900.00	\$ (1,900.00)	\$ -
501-7140-5000350	M&R Equipment	\$ 20,422.00	\$ (555.00)	\$ 19,867.00
501.7140.440	Misc. Contractual Services			\$ -
	<b>Total Regional Sewer Fund</b>	<b>\$ 76,153.00</b>	<b>\$ -</b>	<b>\$ 76,153.00</b>
<b>Health Title XIX Fun Adult Health Program</b>				
110-5101-5000000	Salaries	\$ 201,959.00	\$ 600.00	\$ 202,559.00
110-5101-5000090	Social Security	\$ 12,020.00	\$ 600.00	\$ 12,620.00
110-5101-5000091	Medicare Tax	\$ 2,812.00	\$ 175.00	\$ 2,987.00
110-5101-5000100	Retirement	\$ 27,322.00	\$ 1,700.00	\$ 29,022.00
110-5101-5000130	Unemployment Insurance	\$ -	\$ 1,300.00	\$ 1,300.00
110-5101-5000171	Term Life	\$ 178.00	\$ 5.00	\$ 183.00
110-5101-5000230	Medical Supplies	\$ 40,000.00	\$ (4,380.00)	\$ 35,620.00
	<b>Total</b>	<b>\$ 284,291.00</b>	<b>\$ -</b>	<b>\$ 284,291.00</b>
<b>Child Health Program</b>				
110-5102-5000000	Salaries	\$ 123,697.00	\$ (4,165.00)	\$ 119,532.00
110-5102-5000090	Social Security	\$ 6,580.00	\$ 600.00	\$ 7,180.00
110-5102-5000091	Medicare Tax	\$ 1,539.00	\$ 200.00	\$ 1,739.00
110-5102-5000100	Retirement	\$ 14,516.00	\$ 1,800.00	\$ 16,316.00
110-5102-5000110	Health Insurance	\$ 21,231.00	\$ 800.00	\$ 22,031.00
110-5102-5000111	Dental	\$ 993.00	\$ 10.00	\$ 1,003.00
110-5102-5000130	Unemployment	\$ -	\$ 750.00	\$ 750.00
110-5102-5000171	Term Life	\$ 106.00	\$ 5.00	\$ 111.00
	<b>Total</b>	<b>\$ 168,662.00</b>	<b>\$ -</b>	<b>\$ 168,662.00</b>
<b>Family Planning Program</b>				
110-5103-5000090	Social Security	\$ 11,305.00	\$ 750.00	\$ 12,055.00
110-5103-5000091	Medicare Tax	\$ 2,645.00	\$ 180.00	\$ 2,825.00
110-5103-5000100	Retirement	\$ 25,251.00	\$ 2,500.00	\$ 27,751.00
110-5103-5000110	Group Insurance	\$ 36,177.00	\$ 250.00	\$ 36,427.00
110-5103-5000130	Unemployment	\$ -	\$ 1,300.00	\$ 1,300.00
110-5103-5000171	Term Life	\$ 176.00	\$ 8.00	\$ 184.00
110-5103-5000180	Professional Services	\$ 32,600.00	\$ (4,988.00)	\$ 27,612.00
	<b>Total</b>	<b>\$ 108,154.00</b>	<b>\$ -</b>	<b>\$ 108,154.00</b>

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
Prenatal Program				
110-5105-5000000	Salaries	\$ 85,950.00	\$ 200.00	\$ 86,150.00
110-5105-5000090	Social Security	\$ 4,965.00	\$ 600.00	\$ 5,565.00
110-5105-5000091	Medicare	\$ 1,163.00	\$ 300.00	\$ 1,463.00
110-5105-5000100	Retirement	\$ 10,575.00	\$ 1,900.00	\$ 12,475.00
110-5105-5000101	401K	\$ 577.00	\$ 60.00	\$ 637.00
110-5105-5000110	Health Insurance	\$ 15,486.00	\$ 1,650.00	\$ 17,136.00
110-5105-5000111	Dental	\$ 711.00	\$ 80.00	\$ 791.00
110-5105-5000130	Unemployment Insurance	\$ -	\$ 650.00	\$ 650.00
110-5105-5000171	Term Life	\$ 80.00	\$ 10.00	\$ 90.00
110-5105-5000180	Professional Svcs	\$ 10,000.00	\$ (2,000.00)	\$ 8,000.00
110-5105-5000230	Medical Supplies	\$ 2,000.00	\$ (900.00)	\$ 1,100.00
Total Health Title XIX Fund		\$ 1,253,721.00	\$ 2,550.00	\$ 1,256,271.00
Stokes County Service District				
209-9910-5000000	Contingency	\$ 292,470.00	\$ (292,470.00)	\$ -
Danbury Water Fund				
502-7140-5000010	Salaries-Overtime	\$ -	\$ 25.00	\$ 25.00
502-7140-5000081	On Call	\$ -	\$ 200.00	\$ 200.00
502-7140-5000090	Social Security	\$ 2,691.00	\$ 100.00	\$ 2,791.00
502-7140-5000091	Medicare	\$ 630.00	\$ 25.00	\$ 655.00
502-7140-5000100	Retirement	\$ 5,621.00	\$ 580.00	\$ 6,201.00
502-7140-5000101	401K	\$ 373.00	\$ 25.00	\$ 398.00
502-7140-5000110	Group Insurance	\$ 8,708.00	\$ 1,600.00	\$ 10,308.00
502-7140-5000111	Dental	\$ 402.00	\$ 75.00	\$ 477.00
502-7140-5000130	Unemployment	\$ 278.00	\$ 45.00	\$ 323.00
502-7140-5000171	Term Life	\$ 46.00	\$ 10.00	\$ 56.00
502-7140-5000350	M&R Equipment	\$ 58,000.00	\$ (2,685.00)	\$ 55,315.00
Total Danbury Water Fund		\$ 76,749.00	\$ -	\$ 76,749.00
Opioid Fund				
204-5861-5000038	Salaries Extra Duty	\$ -	\$ 200.00	\$ 200.00
204-5861-5000180	Professional Services	\$ 62,728.48	\$ (200.00)	\$ 62,528.48
Total Opioid Fund		\$ 62,728.48	\$ -	\$ 62,728.48



**Board of County Commissioners**  
**June 23, 2025**  
**2:00 PM**

**Item number: V.b.**

**NCCMT Account Consolidation**

Contact: Tammy Keaton, Finance Director

Summary:

Please see the attachment for a memo detailing the account consolidation request.

**ATTACHMENTS:**

Description	Upload Date	Type
NCCMT Account Consolidation	6/20/2025	Cover Memo

# COUNTY OF STOKES

**Tammy E. Keaton**

Finance Director  
[tkeaton@co.stokes.nc.us](mailto:tkeaton@co.stokes.nc.us)  
(336) 914-9188



**Tracy J. Aaron**

Assistant Finance Director  
[taaron@co.stokes.nc.us](mailto:taaron@co.stokes.nc.us)  
(336) 593-2443

## FINANCE

Post Office Box 20 • 1014 Main Street • Danbury, NC 27016 • [www.co.stokes.nc.us](http://www.co.stokes.nc.us)

### MEMORANDUM

To: Board of Commissioners

From: Tammy Keaton, Finance Director

Date: June 23, 2025

RE: NCCMT Account Consolidation

We are seeking Board approval to close accounts within Stokes County's North Carolina Cash Management Trust (NCCMT) portfolio and to move the funds into our general fund within the same portfolio. Below are the four (4) separate accounts we are requesting to close and move all funds including current and final interest.

Name	Account #	Market Value (as of 6/16/2025)
Stokes County Capital Outlay	xxxxxxx6286	1,074.27
Stokes County E911	xxxxxxx5327	43,414.14
Stokes County Water & Sewer	xxxxxxx7780	3,219.58
Stokes County Walnut Cove Fire District	xxxxxxx9562	688.27
		48,396.26

Since the request is a transfer from cash account to cash account, there is no need for a budget amendment. We are required to obtain Board approval. We have consulted with our audit team at Martin Starnes & Associates, and they agree with the decision to close the accounts and the movement of funds within the portfolio. The funds were initially set aside to earn interest on the fund balance portion. Other than interest, there has not been any activity within these accounts for several years.



**Board of County Commissioners**  
**June 23, 2025**  
**2:00 PM**

**Item number: V.c.**

**Budget Ordinance FY 2025 / 26**

Contact: Tammy Keaton, Finance Director

**Summary:**

Revised Budget Ordinance FY 2025 / 2026. Please refer to the attachment for the memo and revised ordinance.

**ATTACHMENTS:**

Description	Upload Date	Type
Budget Ordinance FY 2025 / 2026	6/20/2025	Ordinance

# COUNTY OF STOKES

**Tammy E. Keaton**

Finance Director  
[tkeaton@co.stokes.nc.us](mailto:tkeaton@co.stokes.nc.us)  
(336) 914-9188



**Tracy J. Aaron**

Assistant Finance Director  
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## FINANCE

Post Office Box 20 • 1014 Main Street • Danbury, NC 27016 • [www.co.stokes.nc.us](http://www.co.stokes.nc.us)

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### MEMORANDUM

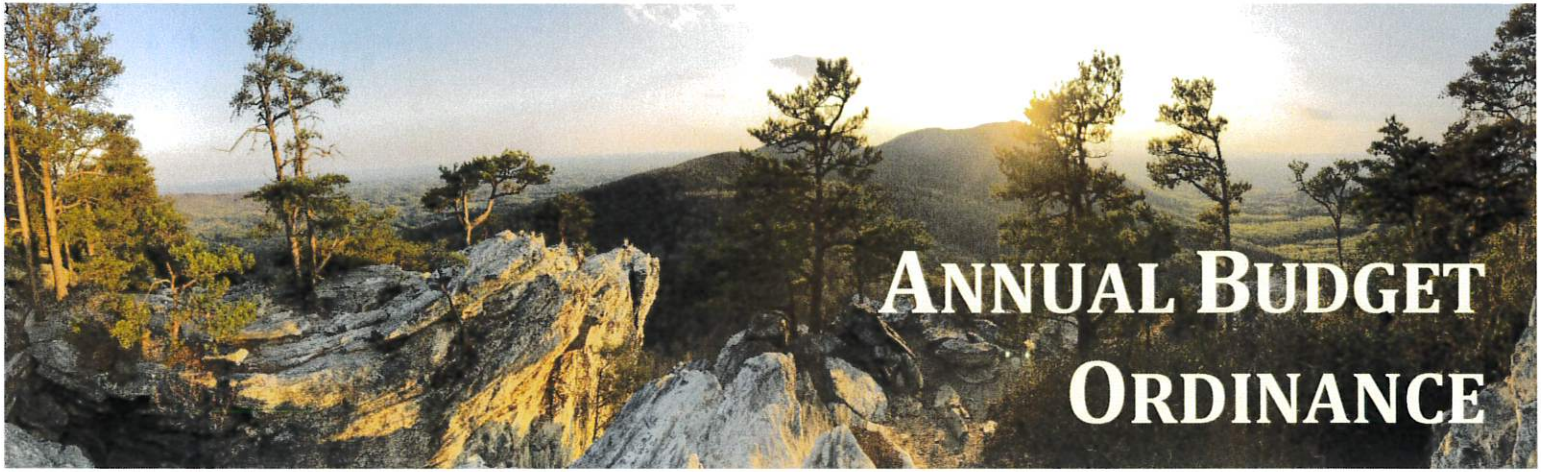
To: Board of Commissioners

From: Tammy Keaton, Finance Director

Date: June 23, 2025

RE: Revised Annual Budget Ordinance

We are seeking Board approval and adoption of a revised Annual Budget Ordinance for Fiscal Year 2026. The revised Annual Budget Ordinance includes, in **Sections 4 and 5**, fund balance appropriation of \$500,000 for School Capital Outlay / Capital Reserve to the Board of Education's Capital Outlay account for the fiscal year beginning July 1, 2025 and ending June 30, 2026.



**COUNTY OF STOKES**  
**Budget Ordinance**  
**Fiscal Year 2026**

**BE IT ORDAINED AND ESTABLISHED** by the Stokes Board of County Commissioner's of Danbury, North Carolina, in the Regular Meeting assembled this 23<sup>rd</sup> day of June 2025 as follows:

**SECTION 1.** The following amounts are hereby appropriated in the General Fund for the operation of Stokes County Government and its activities for the fiscal year beginning July 1, 2025 and ending June 30, 2026, in accordance with the chart of accounts heretofore established for this County:

**EXPENDITURES:**

Administration	\$	583,179
Animal Control	\$	825,776
Arts Council	\$	226,613
Contingency	\$	350,000
Cooperative Extension	\$	339,122
Debt Service	\$	3,038,077
District Resource Center	\$	260,875
Economic Development	\$	288,827
Elections	\$	463,075
Emergency Communications	\$	1,743,414
Emergency Management	\$	159,960
Emergency Medical Services	\$	7,319,469
Environmental Health	\$	670,915
Finance	\$	1,002,835
Fire Marshal	\$	429,256
Forsyth Tech	\$	397,943
GIS/Mapping	\$	339,588

ANNUAL BUDGET ORDINANCE

Governing Body	\$	1,408,091
Health Department	\$	1,172,444
Human Resources	\$	559,346
Information Systems	\$	578,419
Insurance	\$	1,672,240
Jail	\$	3,604,351
Libraries	\$	611,110
Medical Examiner	\$	42,000
Natural Resources	\$	232,870
Parks	\$	88,632
Planning	\$	640,807
Public Buildings	\$	1,978,689
Purchasing	\$	161,590
Recreation	\$	120,595
Register of Deeds	\$	393,321
Revaluation	\$	260,962
Senior Services	\$	928,192
Sheriff's Department	\$	6,786,615
Social Services	\$	12,007,655
Solid Waste	\$	2,100,101
Special Appropriation	\$	684,228
Superior Court	\$	170,801
Tax Administration	\$	1,191,263
Transfer to TDA	\$	100,000
Vehicle Maintenance	\$	263,996
Veteran Services	\$	84,682
Transfer to Dedicated Debt Service	\$	411,820
Transfer to Regional Sewer	\$	59,906
Transfer to Danbury Sewer	\$	28,937
School Budget	\$	16,327,445
Title XIX	\$	1,463,871
Mental Health MOE	\$	398,820
<b>TOTAL EXPENSES</b>	<b>\$</b>	<b>74,972,723</b>

**SECTION 2.** It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026:

Ad Valorem Taxes	\$	38,653,505
Other Taxes & Licenses	\$	10,461,500
Unrestricted Intergovernmental Revenues	\$	1,255,000
Restricted Intergovernmental Revenues	\$	9,483,006
Permits and Fees	\$	598,004
Sales and Services	\$	5,421,651
Investments Income	\$	989,840
Other General Revenues	\$	1,115,419
Transfers	\$	116,158
Fund Balance Appropriated	\$	6,878,640
<b>TOTAL</b>	<b>\$</b>	<b>74,972,723</b>

**SECTION 3.** There is hereby levied a tax at the rate of fifty-eight cents (\$0.585) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2026, for the purpose of raising revenue in the General Fund in Section 2 of this ordinance. This rate is based on a total valuation of property for the purposes of taxation of \$6,633,191,844 and an estimated collection rate of 98.02% for real and personal property and 100.0% for motor vehicles.

**SECTION 4.** The following amounts are hereby appropriated in the School Capital Outlay / Capital Reserve Fund to the Board of Education's Capital Outlay account for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

Schools Capital Outlay	\$	2,728,500
Transfer to Dedicated Debt Service	\$	500,000
<b>TOTAL</b>	<b>\$</b>	<b>3,228,500</b>

**SECTION 5.** The following amounts are hereby appropriated in the School Capital Outlay / Capital Reserve Fund to the Board of Education's Capital Outlay account for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

Fund Balance Appropriated	\$	500,000
BOE 1/2 cent Sales Tax-Article 40	\$	1,300,500
BOE 1/2 cent Sales Tax-Article 42	\$	1,428,000
<b>TOTAL</b>	<b>\$</b>	<b>3,228,500</b>

**SECTION 6.** It is estimated that the following revenues will be available for the Regional Sewer Fund for fiscal year beginning July 1, 2025 and ending June 30, 2026.

Sewer Fees	\$	130,000
Transfer from General Fund	\$	59,906
<b>TOTAL</b>	<b>\$</b>	<b>189,906</b>

**SECTION 7.** The following amounts are hereby appropriated in the Regional Sewer Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

Salaries & Wages	\$	49,958
Social Security	\$	3,147
Medicare Tax	\$	736
Retirement	\$	7,036
401K	\$	508
Group Insurance	\$	9,418
Dental Insurance	\$	443
Unemployment Insurance	\$	508
Term Life Insurance	\$	52
Auto Fuel	\$	2,100
Departmental Supplies	\$	6,500
Telephone	\$	2,500
Utilities	\$	13,000
Maint. & Repairs Equipment	\$	25,000
Maint. & Repairs Auto	\$	500
Miscellaneous Contractual Services	\$	66,000
Miscellaneous Expense	\$	500
Dues & Subscriptions	\$	1,500
Travel	\$	500
<b>TOTAL</b>	<b>\$</b>	<b>189,906</b>

**SECTION 8.** It is estimated that the following revenues will be available for the Dedicated Debt Fund (4¢ Fund) for fiscal year beginning July 1, 2025 and ending June 30, 2026.

Ad Valorem Tax	\$ 2,371,732
State Collected MV Taxes	\$ 233,636
Lottery & IRS Interest Refund (QSCAB / QZAB)	\$ 1,248,000
Transfer from General Fund	\$ 411,820
Transfer from School Capital	\$ 500,000
<b>TOTAL</b>	<b>\$ 4,765,188</b>

**SECTION 9.** The following amounts are hereby appropriated in the Dedicated Debt Fund (4¢ Fund) for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

School Debt and Interest Payment	\$ 3,600,315
Transfer to Current School	\$ 116,158
Future Debt Reserve	\$ 1,048,715
<b>TOTAL</b>	<b>\$ 4,765,188</b>

**SECTION 10.** There is hereby levied a tax at the rate of four cents (\$.04) per one hundred (\$100.00) valuation of property listed for taxes as of January 1, 2026 located within the Dedicated Debt Fund for the purpose of supplementing the revenues of the Dedicated Debt Fund. The rate is based on an estimated valuation of property of \$6,049,103,094 for the purpose of taxation and an estimated collection rate of (98.02%). Motor Vehicle Tax rate is based on estimated valuation of \$584,088,750 and a (100%) collection rate. This fund was established to accumulate funds for debt service payments and operating expenses for Dedicated Debt Fund projects

**SECTION 11.** It is estimated that the following revenues will be available for the Enhanced 911 Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

E-911 Charges	\$ 143,811
Fund Balance Appropriated	\$ 269,189
<b>TOTAL</b>	<b>\$ 413,000</b>

ANNUAL BUDGET ORDINANCE

**SECTION 12.** The following amounts are hereby appropriated in the Enhanced 911 Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

Telephone	\$	60,000
Maint. & Repairs to Equipment	\$	200,000
Training	\$	25,000
Misc. Contractual Services	\$	50,000
Equipment	\$	75,000
Equipment Non Capitalized	\$	3,000
<b>TOTAL</b>	<b>\$</b>	<b>413,000</b>

**SECTION 13.** The following amounts are hereby appropriated in the Danbury Water Fund for the operation and activities of the fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

Salaries & Wages	\$	48,414
On Call Pay	\$	1,200
Social Security	\$	3,077
Medicare Tax	\$	720
Retirement	\$	7,120
401K	\$	497
Group Insurance	\$	10,464
Dental Insurance	\$	492
Unemployment Insurance	\$	497
Term Life Insurance	\$	56
Telephone	\$	2,500
Postage	\$	700
Utilities	\$	17,000
Maint. & Repairs Equipment	\$	58,000
Misc. Contractual Services	\$	6,500
Auto Supplies	\$	2,500
Departmental Supplies	\$	25,000
Miscellaneous	\$	500
Employee Training	\$	1,200
Dues & Subscriptions	\$	2,500
<b>TOTAL</b>	<b>\$</b>	<b>188,937</b>

**SECTION 14.** It is estimated that the following revenues will be available for the Danbury Water Fund in the fiscal year beginning July 1, 2025 and ending June 30, 2026.

Water Fees	\$	160,000
Transfer from General Fund	\$	28,937
<b>TOTAL</b>	<b>\$</b>	<b>188,937</b>

**SECTION 15.** The following amounts are hereby appropriated in the King Fire District for the operation and activities of the District for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

City of King	\$	861,502
<b>TOTAL</b>	<b>\$</b>	<b>861,502</b>

**SECTION 16.** It is estimated that the following revenue will be available in the King Fire District Fund in the fiscal year beginning July 1, 2025 and ending June 30, 2026.

District Fire Tax	\$	662,623
Prior Year Tax	\$	5,600
State Collected MV Taxes	\$	83,629
1 & 1/2 Cent Sales Tax	\$	109,650
<b>TOTAL</b>	<b>\$</b>	<b>861,502</b>

**SECTION 17.** There is hereby levied a tax at the rate of (\$.09) per one hundred (\$100.00) valuation of property listed for taxes as of January 1, 2026 located within the King Fire District for the purpose of supplementing the revenues of the King Fire District. The rate is based on an estimated valuation of property of \$751,120,665 for the purpose of taxation and an estimated collection rate of (98.02%). Motor Vehicle Tax is based on estimated valuation of \$92,921,468 and a (100%) collection rate.

ANNUAL BUDGET ORDINANCE

**SECTION 18.** The following amounts are hereby appropriated in the Rural Hall Fire and Rescue District Fund for the operation and activities of the District for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

Rural Hall Fire Department	\$ 160,353
<b>TOTAL</b>	<b>\$ 160,353</b>

**SECTION 19.** It is estimated that the following revenues will be available for the Rural Hall Fire and Rescue District Fund in the fiscal year beginning July 1, 2025 and ending June 30, 2026.

District Fire Tax	\$ 124,452
Prior Year Tax	\$ 1,000
State Collected MV Taxes	\$ 14,399
1 & 1/2 Cent Sales Tax	\$ 20,502
<b>TOTAL</b>	<b>\$ 160,353</b>

**SECTION 20.** There is hereby levied a tax at the rate of nine cents (\$.09) per one hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2026 located within the Rural Hall Fire and Rescue District for the purpose of supplementing the revenues of the Rural Hall Fire and Rescue District. The rate is based on an estimated valuation of \$141,074,218 of property for the purpose of taxation and an estimated collection rate of (98.02%). Motor Vehicle Tax rate is based on an estimated valuation of \$15,999,139 and a (100%) collection rate.

**SECTION 21.** The following amounts are hereby appropriated in the Walnut Cove Fire District Fund for the operation and activities of the District for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

Walnut Cove Fire & Rescue Department	\$ 579,211
<b>TOTAL</b>	<b>\$ 579,211</b>

**SECTION 22.** It is estimated that the following revenues will be available for the Walnut Cove Fire District Fund in the fiscal year beginning July 1, 2025 and ending June 30, 2026.

District Fire Tax	\$ 443,761
Prior Year Tax	\$ 7,000
State Collected MV Taxes	\$ 50,420
1 & 1/2 Cent Sales Tax	\$ 78,030
<b>TOTAL</b>	<b>\$ 579,211</b>

  
ANNUAL BUDGET ORDINANCE

**SECTION 23.** There is hereby levied a tax at the rate of nine cents (\$.09) per one hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2026 located within the Walnut Cove Fire District for the purpose of supplementing the revenues of the Walnut Cove Fire District. The rate is based on an estimated valuation of \$503,028,115 of property for the purpose of taxation and an estimated collection rate of (98.02%). Motor Vehicle Tax rate is based on an estimated valuation of \$56,023,132 and a (100%) collection rate.

**SECTION 24.** The following amounts are hereby appropriated in the Stokes County Service District Fund for the operation and activities of the District for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

South Stokes	\$	412,209
Danbury	\$	220,080
Sauratown	\$	414,245
Stokes-Rockingham	\$	205,830
Northeast Stokes	\$	412,906
Francisco	\$	481,386
Lawsonville	\$	308,713
Pinnacle	\$	256,026
Westfield	\$	96,500
Pilot Mountain	\$	25,000
Double Creek	\$	215,968
Contingency	\$	658,103
<b>TOTAL</b>	<b>\$</b>	<b>3,706,966</b>

**SECTION 25.** It is estimated that the following revenues will be available for the Service District Fund in the fiscal year beginning July 1, 2025 and ending June 30, 2026.

Service District Fire Tax	\$	3,034,049
Service District Fire Tax-Prior Year	\$	30,000
State Collected MV Taxes	\$	270,617
1 & 1/2 Cent Sales Tax	\$	372,300
<b>TOTAL</b>	<b>\$</b>	<b>3,706,966</b>

**SECTION 26.** There is hereby levied a tax at the rate of nine cents (\$.09) per one hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2026 located within the Stokes County Service District for the purpose of supplementing the revenues of the Stokes County Service District. The rate is based on an estimated valuation of \$3,439,263,322 of property for the purpose of taxation and an estimated collection rate of (98.02%). Motor Vehicle Tax rate is based on an estimated valuation of \$300,686,248 and a (100%) collection rate.

**SECTION 27.** The following amounts are hereby appropriated in the DSS Client Account Fund for the activities of the DSS Client Account Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

Client Expense Accounts	\$	<b>143,053</b>
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**SECTION 28.** It is estimated that the following revenues will be available for the DSS Client Accounts Fund in the fiscal year beginning July 1, 2025 and ending June 30, 2026.

Client Revenue Accounts	\$	<b>143,053</b>
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**SECTION 29.** The following amounts are hereby appropriated in the Tourism Development Authority Fund for the activities of the Tourism Development Authority Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

Professional Services	\$	14,000
Department Supplies	\$	2,000
Training	\$	2,000
Postage	\$	1,000
Printing	\$	20,000
Advertising/Marketing	\$	30,000
Misc. Contractual Services	\$	30,000
Dues & Subscriptions	\$	1,000
<b>TOTAL</b>	<b>\$</b>	<b><u>100,000</u></b>

**SECTION 30.** The It is estimated that the following revenues will be available for the Tourism Development Authority Fund in the fiscal year beginning July 1, 2025 and ending June 30, 2026.

Occupancy Tax/Gross Receipts	\$	<b>100,000</b>
<b>TOTAL</b>	<b>\$</b>	<b><u>100,000</u></b>

**SECTION 31** The following amounts are hereby appropriated in the Opioid Fund for the activities of the Opioid Settlement Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

Salaries & Wages	\$	229,433
Social Security Tax	\$	14,218
Medicare Tax	\$	3,326
Retirement	\$	32,908
401k County Match	\$	2,293
Health Insurance	\$	31,392
Dental Insurance	\$	1,476
Unemployment Insurance	\$	978
Term Life Insurance	\$	166
Professional Services	\$	42,750
Medical Supplies	\$	29,000
Auto Supplies	\$	438
Departmental Supplies	\$	2,700
Miscellaneous Expense	\$	6,000
Training	\$	11,500
Telephone	\$	4,625
Postage	\$	175
Printing	\$	2,000
Advertising	\$	250
Rental of Equipment	\$	3,600
Dues & Subscriptions	\$	625
Equipment - Non Capitalized	\$	14,750
Lease Payment	\$	6,600
<b>TOTAL</b>	<b>\$</b>	<b>441,203</b>

**SECTION 32.** It is estimated that the following revenues will be available in the Opioid Settlement Fund in the fiscal year beginning July 1, 2025 and ending June 30, 2026.

Opioid Settlement Funds	\$	441,203
<b>TOTAL</b>	<b>\$</b>	<b>441,203</b>

## ANNUAL BUDGET ORDINANCE

**SECTION 33.** There is hereby levied a tax at the rate of fifty-eight cents (\$0.585) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2026, for the purpose of raising revenue in the General Fund in Section 2 of this ordinance. This rate is based on a total valuation of property for the purposes of taxation of \$6,633,191,844 and an estimated collection rate of 98.02% for real and personal property and 100.0% for motor vehicles.

**SECTION 34.** The County Manager is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. The County Manager may transfer amounts between line item expenditures within a department without limitation and without a report being required.
- b. The County Manager may transfer amounts between departments, including contingency appropriations, within the same fund to increase an appropriation up to \$25,000 in a single budget amendment. The County Manager must make an official report on such transfers at the next regular meeting of the Board of County Commissioners. In the event a State of Emergency is declared by the Governor or designee, unlimited budget amendment authority within the same fund is granted for expenditures directly related to the emergency. He must make an official report on any such transfers authorized under a State of Emergency at the next regular meeting of the Board of County Commissioners.
- c. The County Manager may not transfer any amounts between funds, except as approved by the Board of County Commissioners in the Budget Ordinance as amended.

**SECTION 35.** The County Manager or his designee is hereby authorized to execute the necessary agreements within funds included in the Budget Ordinance for the following purposes:

- a. Purchase of apparatus, supplies, and materials where formal bids are not required by law;
- b. Leases of normal and routine business equipment;
- c. Construction or repair work where formal bids are not required by law;
- d. Consultant services, professional services, contracted services, or maintenance service agreements up to an anticipated contract amount of \$50,000. In the event a State of Emergency is declared by the Governor or designee, unlimited contracting authority is granted for services directly related to the emergency. The County Manager must report to the Board of County Commissioners any executed contracts exceeding \$50,000 during the State of Emergency declaration;
- e. Agreements for acceptance of State and Federal grant funds; and
- f. Grant agreements with public and non-profit agencies.

**SECTION 36.** The Stokes County Board of Education shall furnish the Stokes County Board of Commissioners a copy of the Board of Education's approved Budget Resolution for Fiscal Year 2025-2026 and any amendments thereto. The Stokes County Board of Education shall furnish the Stokes County Board of Commissioners quarterly financial statements for Fiscal Year 2025-2026. Stokes County Board of Education's annual audit shall include a compliance section for the County funding and requirements.

**SECTION 37.** County of Stokes will adhere to the IRS mileage rate per the County's Travel Policy.

Copies of this Budget Ordinance shall be furnished to the County Clerk, County Manager, and Finance Director for their direction and implementation.

**THIS ORDINANCE** passed and adopted this 23<sup>rd</sup> day of June, 2025.

---

Keith Wood, Chairman

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Olivia Jessup, Clerk to the Board



**Board of County Commissioners**  
**June 23, 2025**  
**2:00 PM**

**Item number: V.d.**

**Tax Office Agenda**

Contact: Richard Brim, Tax Administrator

Summary:

**Consent:**

1. Tax Collections Status Report FY 2024/2025.
2. Real and Personal Releases less than \$100.00.
3. Real and Personal Refunds less than \$100.00.
4. Real and Personal Releases more than \$100.00.
5. Real and Personal Refunds more than 100.00.

**ATTACHMENTS:**

Description	Upload Date	Type
Tax Office Agenda	6/12/2025	Cover Memo

TAX COLLECTION STATUS REPORT
TOTAL AMOUNT COLLECTED BY MONTH FY 2024-2025

CURRENT	COUNTY	SCHOOL	USE VALUE	INTEREST	OCCUPANCY	KING	RURAL HALL	WALNUT COVE	SERVICE	CITY OF	TOWN OF		EDU DEBT
2024 TAX		OPERATING EXP	TAX BILLS	PEN & FEES	TAX	(FIRE)	(FIRE)	(FIRE)	(FIRE)	KING	WALNUT COVE	DANBURY	BLDG FUND
JULY	1,028,852.63	969.40	2,396.11	437.48	8,053.36	19,134.45	2,839.18	13,049.18	76,170.52	163,710.07	29,054.16	640.83	61,695.23
AUGUST	14,842,662.46	1,053.11	3,460.57	493.87	11,048.51	338,315.43	49,512.86	186,727.81	1,097,668.68	2,060,502.08	371,619.50	17,887.62	886,470.93
SEPTEMBER	1,092,635.72	795.51	21,118.77	2,973.35	10,029.22	29,453.83	3,039.88	10,902.46	85,961.29	137,087.36	26,968.22	524.64	66,752.77
OCTOBER	515,030.39	465.92	3,289.10	1,130.06	10,032.22	11,912.39	2,128.10	6,571.99	41,960.28	58,157.50	7,576.66	126.39	31,019.90
NOVEMBER	626,521.34	205.30	696.77	161.96	9,701.58	9,011.14	1,810.73	11,629.26	54,587.61	62,003.38	12,467.96	1,059.18	37,548.29
DECEMBER	2,830,470.36	720.50	6,448.44	957.06	8,689.46	47,062.24	8,178.15	51,089.41	223,168.24	353,442.73	67,427.42	5,414.95	169,504.20
JANUARY	7,523,806.38	761.53	2,207.73	10,059.93	7,072.87	43,604.64	6,972.63	61,337.97	952,409.65	197,049.96	62,119.82	3,952.32	449,913.03
FEBRUARY	290,675.32	367.67	143.59	10,059.50	7,979.24	4,297.92	870.35	3,973.40	27,649.61	26,646.96	3,759.11	29.59	17,888.86
MARCH	629,700.05	1,253.54	25,053.17	30,287.13	8,074.67	14,187.00	2,423.95	10,693.87	59,238.90	41,282.25	8,486.52	1,461.46	40,874.69
APRIL	167,815.64	1,040.69	3,606.27	9,201.03	9,568.69	1,881.96	696.79	3,174.68	16,050.26	16,281.44	1,496.65	401.43	10,769.23
MAY	59,661.21	367.61	2,703.80	5,180.60	12,670.91	992.17	630.31	704.68	5,536.08	3,961.53	2,299.99	-	3,988.96
JUNE	-	-	-	-	-	-	-	-	-	-	-	-	-
SUB TOTAL	\$ 29,607,831.50	\$ 8,000.78	CONT'D	CONT'D	\$102,920.73	\$519,853.17	\$ 79,102.93	\$ 359,854.71	\$ 2,640,401.12	\$3,120,125.26	\$ 593,276.01	\$31,498.41	CONT'D
BUDGET AMT	\$ 29,776,629.00	\$ -	CONT'D	CONT'D		\$517,320.00	\$ 79,562.00	\$ 368,325.00	\$2,646,073.00				CONT'D
BALANCE	\$ 168,797.50	\$ (8,000.78)				\$ (2,533.17)	\$ 459.07	\$ 8,470.29	\$ 5,671.88				
PERCENTAGE	99.43%					100.49%	99.42%	97.70%	99.79%				
PRIOR	COUNTY	SCHOOL	USE VALUE	INTEREST		KING	RURAL HALL	WALNUT COVE	SERVICE	CITY OF	TOWN OF	TOWN OF	EDU DEBT
		OPERATING EXP	TAX BILLS	PEN & FEES	DOGS	(FIRE)	(FIRE)	(FIRE)	(FIRE)	KING	WALNUT COVE	DANBURY	BLDG FUND
JULY	34,571.29	27,868.19	-	14,008.20	6.00	935.49	366.15	1,332.83	4,224.27	4,829.13	2,048.09	63.03	4,626.53
AUGUST	30,901.17	23,781.18	-	15,072.63	6.00	251.31	281.19	1,355.14	4,163.85	5,235.63	618.24	80.20	4,207.46
SEPTEMBER	22,653.64	20,044.95	-	6,896.92	-	716.78	149.02	282.80	3,768.66	2,829.29	750.53	1,155.67	3,040.24
OCTOBER	31,145.99	24,141.67	63.32	12,755.34	6.00	1,495.97	143.79	850.44	4,266.26	1,157.89	695.10	-	4,209.57
NOVEMBER	16,637.57	12,202.64	-	9,996.44	42.00	172.21	32.93	309.98	2,332.52	2,812.44	1,645.35	-	2,082.41
DECEMBER	24,731.84	21,118.41	-	14,310.61	12.00	1,269.82	8.51	441.24	3,739.10	1,717.03	1,129.13	-	3,602.87
JANUARY	15,375.53	12,205.22	276.13	8,952.80	-	232.39	87.03	509.21	2,533.65	675.71	571.54	-	2,227.97
FEBRUARY	15,118.81	11,968.47	-	9,121.65	5.91	146.79	159.47	493.69	2,074.23	1,729.13	1,982.86	-	2,158.33
MARCH	40,048.54	35,711.45	-	21,101.00	23.01	454.11	257.12	1,805.13	6,342.49	2,736.33	2,932.62	3.04	5,839.64
APRIL	20,331.18	17,546.01	-	13,984.59	-	372.21	78.26	411.28	3,368.65	3,101.96	1,286.85	-	3,116.99
MAY	19,433.53	17,416.93	-	8,483.33	5.96	406.65	77.46	364.19	2,448.55	2,297.37	6,919.08	-	2,835.14
JUNE	-	-	-	-	-	-	-	-	-	-	-	-	-
SUB TOTAL	\$ 270,949.09	\$ 224,005.12	\$ 71,463.77	\$205,625.48	\$ 106.88	\$ 6,453.73	\$ 1,640.93	\$ 8,155.93	\$ 39,262.23	\$ 29,121.91	\$ 20,579.39	\$ 1,301.94	\$ 1,814,373.24
BUDGET AMT	\$ 265,000.00	\$ 235,000.00	\$ 40,000.00	\$200,000.00	\$ -	\$ 5,600.00	\$ 1,000.00	\$ 7,000.00	\$ 35,000.00				\$ 1,777,709.00
BALANCE	\$ (5,949.09)	\$ 10,994.88	\$ (31,463.77)	\$ (5,625.48)	\$ (106.88)	\$ (853.73)	\$ (640.93)	\$ (1,155.93)	\$ (4,262.23)				\$ (36,664.24)
PERCENTAGE	102.24%	95.32%	178.66%	102.81%		115.25%	164.09%	116.51%	112.18%				102.06%

# STOKES COUNTY TAX ADMINISTRATION RELEASE REPORT FOR MAY 2025

## REAL AND PERSONAL PROPERTY RELEASES LESS THAN \$100 PER NCGS 105-381(b)

<u>NAME</u>	<u>ADDRESS</u>	<u>BILL NUMBER</u>	<u>AMOUNT</u>
EPPERSON, TIMOTHY W	1005 BIRCH CREEK DR WALNUT COVE, NC 27052	873986-2024-2024	\$66.29

  
RICHARD T. BRIM  
TAX ADMINISTRATOR

6/10/25  
DATE

TOTAL AMOUNT                      \$66.29

# STOKES COUNTY TAX ADMINISTRATION REFUND REPORT FOR MAY 2025

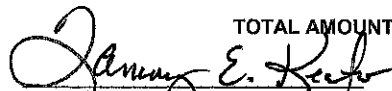
REAL AND PERSONAL PROPERTY REFUNDS LESS THAN \$100 PER NCGS 105-381(b)

<u>NAME</u>	<u>ADDRESS</u>	<u>BILL NUMBER</u>	<u>LEDGER</u>	<u>AMOUNT</u>
WALLACE, BENJAMIN ALLEN	2359 FLAT ROCK RD PINNACLE, NC 27043	868976-2024-2024	100-3100-3100160	\$3.80
			209-3100-3100160	\$0.57
			211-3100-3100160	\$0.23
			100-3839-3839012	\$0.46
			112-3100-3100160	\$0.10
WALLACE, BENJAMIN ALLEN	2359 FLAT ROCK RD PINNACLE, NC 27043	868976-2023-2033	100-4140-5001440	\$2.03
			209-3100-3100160	\$0.50
			211-3100-3100160	\$0.25
			112-3100-3100160	\$2.57
			100-3839-3839012	\$0.27
WALLACE, BENJAMIN ALLEN	2359 FLAT ROCK RD PINNACLE, NC 27043	868976-2022-2022	100-4140-5001440	\$1.87
			209-3100-3100160	\$0.48
			211-3100-3100160	\$0.25
			112-3100-3100160	\$2.06
			100-3839-3839012	\$0.26
WALLACE, BENJAMIN ALLEN	2359 FLAT ROCK RD PINNACLE, NC 27043	868976-2021-2021	100-4140-5001440	\$2.00
			209-3100-3100160	\$0.52
			211-3100-3100160	\$0.26
			112-3100-3100160	\$2.58
			100-3839-3839012	\$0.28
RIFFE, EDDIE DEWAYNE RIFFE, GENEVA OSBORNE	1303 SURRY LINE RD PINNACLE, NC 27043	281200-2020-2020	100-4140-5001440	\$18.52
			209-3100-3100160	\$4.78
			211-3100-3100160	\$2.39
			112-3100-3100160	\$18.52
RIFFE, EDDIE DEWAYNE RIFFE, GENEVA OSBORNE	1303 SURRY LINE RD PINNACLE, NC 27043	281200-2021-2021	100-4140-5001440	\$18.52
			209-3100-3100160	\$4.78
			211-3100-3100160	\$2.39
			112-3100-3100160	\$18.52
RIFFE, EDDIE DEWAYNE RIFFE, GENEVA OSBORNE	1303 SURRY LINE RD PINNACLE, NC 27043	281200-2022-2022	100-4140-5001440	\$18.52
			209-3100-3100160	\$4.78
			211-3100-3100160	\$2.39
			112-3100-3100160	\$18.52
RIFFE, EDDIE DEWAYNE RIFFE, GENEVA OSBORNE	1303 SURRY LINE RD PINNACLE, NC 27043	281200-2023-2023	100-4140-5001440	\$19.51
			209-3100-3100160	\$4.78
			211-3100-3100160	\$2.39
			112-3100-3100160	\$17.53
RIFFE, EDDIE DEWAYNE RIFFE, GENEVA OSBORNE	1303 SURRY LINE RD PINNACLE, NC 27043	281200-2024-2024	100-3100-3100160	\$53.86
			209-3100-3100160	\$8.03
			211-3100-3100160	\$3.21

TOTAL AMOUNT

\$263.28

  
 RICHARD T. BRIM  
 TAX ADMINISTRATOR  
 6/10/25  
 DATE

  
 TAMMY KEATON  
 FINANCE DIRECTOR  
 6/12/25  
 DATE

# STOKES COUNTY TAX ADMINISTRATION RELEASE REPORT FOR MAY 2025

## REAL AND PERSONAL PROPERTY RELEASES MORE THAN \$100 PER NCGS 105-381(b)

<u>NAME</u>	<u>ADDRESS</u>	<u>BILL NO.</u>	<u>AMOUNT</u>	<u>REASON</u>
BANK OF THE WEST-EQUIPMENT LEASING	1625 W FOUNTAINHEAD PKWY AZ-FTN 8B-A TEMPE, AZ 85282-2371	871895-2024-2024	\$763.25	NO LONGER OWNS BUSINESS PERSONAL PROPERTY IN STOKES COUNTY

TOTAL AMOUNT      \$763.25

  
\_\_\_\_\_  
RICHARD T. BRIM  
TAX ADMINISTRATOR

6/10/25  
\_\_\_\_\_  
DATE

\_\_\_\_\_  
KEITH WOOD  
CHAIRMAN-STOKES COUNTY  
BOARD OF COMMISSIONERS

\_\_\_\_\_  
DATE

# STOKES COUNTY TAX ADMINISTRATION REFUND REPORT FOR MAY 2025 (PAGE 1 OF 2)

## REAL AND PERSONAL PROPERTY REFUNDS MORE THAN \$100 PER NCGS 105-381(b)

NAME	ADDRESS	BILL NUMBER	LEDGER	AMOUNT	REASON
BLAIR, KERMIT ROTHEL BLAIR, SHEILA GALYEAN	1065 BEECHWOOD RD KING, NC 27021	71402090	100-3100-3100113	\$164.36	VEHICLE SOLD
			207-3100-3100112	\$19.62	
			211-3100-3100001	\$9.82	
BOELSCHKE, DOUGLAS EDWARD	7569 NC 66 HWY S KING, NC 27021	80504431	100-3100-3100113	\$94.13	VEHICLE SOLD
			207-3100-3100112	\$11.24	
			211-3100-3100001	\$5.62	
BROCKETT, DONNA FAY	1358 GRAVITTE RD PILOT MOUNTAIN, NC 27041	70921975	100-3100-3100113	\$106.97	VEHICLE TOTAL LOSS
			209-3100-3100112	\$15.97	
			211-3100-3100001	\$6.38	
CRAWFORD, JIMMIE WAYNE	3667 NC 89 HWY E WALNUT COVE, NC 27052	77771838	100-3100-3100113	\$106.65	VEHICLE TOTAL LOSS
			208-3100-3100112	\$26.12	
			211-3100-3100001	\$13.06	
			112-3100-3100001	\$95.81	
FERRAGAMO, GUY JR FERRAGAMO, KATHLEEN KILROY	109 PROVENCE CT KING, NC 27021	81067892	100-3100-3100113	\$93.85	VEHICLE OUT-OF-STATE
			601-6200-5001444	\$65.83	
			211-3100-3100001	\$5.60	
HANKE, AMBER MCCRAW HANKE, JEFFREY WILLIAM	1245 N MAIN ST WALNUT COVE, NC 27052	80335396	100-3100-3100113	\$494.15	VEHICLE SOLD
			208-3100-3100113	\$69.25	
			211-3100-3100001	\$27.70	
MITCHELL, ALLEN RAY JR	1079 SOWERS FARM LN PINNACLE, NC 27043	74545064	100-3100-3100113	\$107.78	VEHICLE SOLD
			209-3100-3100112	\$16.09	
			211-3100-3100001	\$6.43	
SHELTON, LUCAS BENJAMIN	181 CANOGA AVE YORK, SC 29745	75999595	100-3100-3100113	\$153.71	VEHICLE OUT-OF-STATE
			209-3100-3100113	\$22.94	
			211-3100-3100001	\$9.18	

(CONTINUED)

# STOKES COUNTY TAX ADMINISTRATION REFUND REPORT FOR MAY 2025 (PAGE 2 OF 2)

REAL AND PERSONAL PROPERTY REFUNDS MORE THAN \$100 PER NCGS 105-381(b)

<u>NAME</u>	<u>ADDRESS</u>	<u>BILL NUMBER</u>	<u>LEDGER</u>	<u>AMOUNT</u>	<u>REASON</u>
SMITH, MATTHEW CHARLES	204 PRO STOCK LN KING, NC 27021	70191341	100-3100-3100113	\$1,063.02	VEHICLE SOLD
			206-3100-3100112	\$158.66	
			211-3100-3100001	\$63.47	
SMITH, TIMOTHY MARK	3220 PINEY MOUNTAIN RD WALNUT COVE, NC 27052	84374678	100-3100-3100113	\$512.55	ADJUSTMENT
			208-3100-3100112	\$76.50	
			211-3100-3100001	\$30.60	
HAWKINS, JULIE L	1145 CAPELLA RIDGE RD KING, NC 27021	888720-2024-2024	100-3100-3100160	\$120.14	MOTOR VEHICLE DOUBLE-BILLED
			209-3100-3100160	\$17.93	
			211-3100-3100160	\$7.17	
			100-3839-3839012	\$14.64	
			112-3100-3100160	\$8.06	

TOTAL AMOUNT

\$3,821.00

  
RICHARD T. BRIM  
TAX ADMINISTRATOR

6/10/25  
DATE

KEITH WOOD  
CHAIRMAN-STOKES COUNTY  
BOARD OF COMMISSIONERS

DATE



**Board of County Commissioners**  
**June 23, 2025**  
**2:00 PM**

**Item number: V.e.**

**FY 25-26 Pay and Benefits Policy**

Contact: Jamie Clark, Human Resources Director

**Summary:**

The FY 25-26 Pay and Benefits Policy is presented to reflect the transition to a bi-weekly payroll schedule, incorporation of the approved 2.9% Cost of Living Adjustment (COLA) across all pay grades, inclusion of three newly approved positions, and updates made to the Personnel Policy Handbook. These changes coincide with the policy previously approved by the Board of Commissioners in the current fiscal year.

**ATTACHMENTS:**

Description	Upload Date	Type
FY 25-26 Pay and Benefits Policy	6/23/2025	Cover Memo



# 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 June 16, 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 31<sup>st</sup>.
- 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 7)

### **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 31<sup>st</sup>.
- 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.

<b>Years of Service</b>	<b>Percent</b>
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	FLSA	GRADE
ACCOUNTING MANAGER	N	G07
ACCOUNTING TECHNICIAN I	N	G02
ACCOUNTABILITY & RECOVERY COURT COORDINATOR	N	G05
ADMINISTRATIVE ASSISTANT I	N	G02
ADMINISTRATIVE ASSISTANT II	N	G03
ADMINISTRATIVE OFFICER I	N	G04
ADMINISTRATIVE OFFICER II	N	G05
ANIMAL CONTROL AGENT	N	G04
ANIMAL CONTROL DIRECTOR	E	G08
ANIMAL CONTROL OFFICE CLERK	N	G02
ANIMAL SHELTER ATTENDANT	N	G01
ARTS PLACE COORDINATOR	N	G02
ASSISTANT ASSESSOR	N	G06
ASSISTANT COUNTY MANAGER	E	G13
ASSISTANT FINANCE DIRECTOR	E	G08
ASSISTANT HEALTH DIRECTOR	E	G07
ASSISTANT HUMAN RESOURCES DIRECTOR	E	G07
ASSISTANT REGISTER OF DEEDS	N	G04
ASSISTANT TAX COLLECTOR	N	G05
ASST FIRE MARSHAL/SUPPRESSION	N	G06
BUILDING MAINTENANCE SUPERVISOR	N	G06
CHIEF CODE ENFORCEMENT OFFICER	N	G07
CODE ENFORCEMENT/ZONING OFFICER	N	G06
COUNTY MANAGER	E	G14
CUSTODIAN	N	G01
CUSTODIAN SUPERVISOR	N	G03
DEPUTY DSS DIRECTOR	E	G10
DEPUTY ELECTION DIRECTOR	N	G04
DEPUTY FIRE MARSHAL	N	G07
DEPUTY REGISTER OF DEEDS	N	G02
DEPUTY TAX COLLECTOR	N	G04
DEPUTY TAX COLLECTOR (EMS)	N	G04
DIRECTOR OF ARTS & CULTURAL SERVICES	E	G09
DISTRICT RESOURCE DIRECTOR	N	G07
DISTRICT SOIL/WATER CONSERVATIONIST	N	G05

POSITION TITLE	FLSA	GRADE
DRC WORK PROGRAM COORDINATOR	N	G02
DSS DIRECTOR	E	G12
ECONOMIC DEVELOPMENT DIRECTOR	E	G10
ELECTIONS DIRECTOR	E	G09
EMERGENCY COMMUNICATIONS DIRECTOR	E	G09
EMERGENCY SERVICES DIRECTOR	E	G10
FINANCE ACCOUNTING TECHNICIAN-ACCOUNTS PAYABLE	N	G04
FINANCE ACCOUNTING TECHNICIAN-FINANCE/PURCHASING	N	G04
FINANCE DIRECTOR	E	G12
FIRE MARSHAL	E	G09
FTCC FACILITIES SUPERVISOR	N	G04
GIS LAND RECORDS SUPERVISOR	N	G06
GIS MAPPING SPECIALIST	N	G04
GIS SPECIALIST	N	G05
HEALTH DIRECTOR	E	G12
HUMAN RESOURCES ANALYST	N	G06
HUMAN RESOURCES DIRECTOR	E	G11
INFORMATION TECHNOLOGY DIRECTOR	E	G11
LEAD PUBLIC SAFETY TELECOMMUNICATOR SUPV/TRAINING	E	G07
MAINTENANCE TECHNICIAN	N	G02
MAINTENANCE TECHNICIAN/PARKS	N	G02
MAINTENANCE TECHNICIAN/SIGNS	N	G02
MECHANIC	N	G03
MOTOR VEHICLE APPRAISER/COLLECTION CLERK	N	G03
NUTRITION SITE MANAGER	N	G01
OPIOID PREVENITON COORDINATOR	N	G07
PAYROLL SPECIALIST	N	G06
PERMITTING OFFICE MANAGER	N	G04
PERMITTING TECHNICIAN	N	G02
PERSONAL PROPERTY APPRAISER	N	G03

POSITION TITLE	FLSA	GRADE
PLANNING AND DEVELOPMENT DIRECTOR	E	G11
PROCESSING ASSISTANT IV	N	G02
PROCESSING ASSISTANT IV (WIC)	N	G02
PROCESSING ASSISTANT V	N	G02
PUBLIC SAFETY TELECOMMUNICATOR	N	G04H
PUBLIC SAFETY TELECOMMUNICATOR SUPERVISOR	N	G05H
PUBLIC WORKS DIRECTOR	E	G11
PURCHASING AND PROJECT MANAGER	E	G08
REAL PROPERTY APPRAISER II	N	G04
RECORDS SPECIALIST	N	G03
REGISTER OF DEEDS	E	G09
SANITATION EQUIPMENT OPERATOR	N	G04
SENIOR PERSONAL PROPERTY APPRAISER	N	G05
SENIOR SERVICES DIRECTOR	E	G08
SHELTER MANAGER	N	G04
SOIL AND WATER CONSERVATION DIRECTOR	E	G08
SOLID WASTE/LANDFILL SUPERVISOR	N	G06
SR. CODE ENFORCEMENT OFFICER	N	G06
SYSTEMS ADMINISTRATOR	N	G07
TAX ADMINISTRATOR	E	G11
TOURISM/MARKETING COORDINATOR	N	G05
VEHICLE MAINTENANCE SUPERVISOR	N	G06
VETERANS SERVICE OFFICER	N	G04
WALNUT COVE SENIOR CENTER COORDINATOR	N	G03
WATER & SEWER MAINTENANCE TECHNICIAN	N	G03

## Section 6-C. Health Salary and Classification Schedule

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

## Section 6-D. Social Services Salary and Classification Schedule

SOCIAL SERVICES					
GRADE	POSITION TITLE	FLSA	MINIMUM	MIDPOINT	MAXIMUM
DSS01	COMMUNITY SOCIAL SERVICE ASSISTANT	N	\$30,870	\$40,100	\$49,400
DSS02	INCOME MAINTENANCE CASEWORKER - I	N	\$33,237	\$43,200	\$53,200
DSS03	INCOME MAINTENANCE CASEWORKER - II	N	\$36,530	\$47,500	\$58,400
DSS03	INCOME MAINTENANCE INVESTIGATOR - I	N	\$36,530	\$47,500	\$58,400
DSS03	SOCIAL WORKER I	N	\$36,530	\$47,500	\$58,400
DSS04	CHILD SUPPORT AGENT - II	N	\$40,234	\$52,300	\$64,400
DSS04	INCOME MAINTENANCE CASEWORKER - III	N	\$40,234	\$52,300	\$64,400
DSS04	SOCIAL WORKER - II	N	\$40,234	\$52,300	\$64,400
DSS05	CHILD SUPPORT SUPERVISOR I	E	\$44,247	\$57,500	\$70,800
DSS05	INCOME MAINTENANCE SUPERVISOR II	E	\$44,247	\$57,500	\$70,800
DSS06	SOCIAL WORKER III	N	\$47,334	\$61,500	\$75,700
DSS07	SOCIAL WORKER III-IA&T (CPS)	N	\$50,738	\$66,000	\$81,200
DSS07	SOCIAL WORKER SUPERVISOR II	E	\$50,936	\$66,200	\$81,500
DSS08	INCOME MAINTENANCE ADMINISTRATOR I	N	\$58,550	\$76,100	\$93,700
DSS08	SOCIAL WORKER SUPERVISOR III	E	\$58,550	\$76,100	\$93,700
DSS09	SOCIAL WORKER PROGRAM MANAGER	E	\$64,433	\$83,800	\$103,100

### Section 6-E. Emergency Services Salary and Classification Schedule

EMS						
GRADE	POSITION TITLE	FLSA	SHIFT	MINIMUM	MIDPOINT	MAXIMUM
E01	EMT BASIC	N		\$14.92	\$19.40	\$24.00
E02	EMT ADVANCED	N		\$16.21	\$21.10	\$26.00
E03	COMMUNITY PARAMEDIC	N		\$18.01	\$23.40	\$29.00
E03	PARAMEDIC	N		\$18.01	\$23.40	\$29.00
E04	PARAMEDIC SHIFT SUPERVISOR	N		\$20.58	\$26.80	\$33.00
E05	EMS TRAINING OFFICER	N		\$58,653	\$73,300	\$88,000
E06	EMS OPERATIONS MANAGER	E		\$62,900	\$78,600	\$94,400

### 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**

**June 23, 2025**

**2:00 PM**

**Item number: VI.a.**

**Recognition of Retirement**

Contact: Olivia Jessup, Clerk to the Board

**Summary:**

Janice Pack, the Soil and Water Conservation Director is retiring after many years of service to Stokes County. The County Manager's Office will recognize her and her accomplishments at the meeting.



**Board of County Commissioners**  
**June 23, 2025**  
**2:00 PM**

**Item number: VII.a.**

**Donation of Surplus Property**

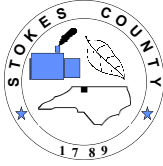
Contact: Glenda Pruitt, Purchasing/Project Manager

**Summary:**

Donation of seven (7) wooden chairs, a set of banisters six (6) in total, and one (1) chair with rollers; from the old courthouse to the Stokes County Historical Society.

**ATTACHMENTS:**

Description	Upload Date	Type
Memo Donation of Surplus Property	6/19/2025	Cover Memo
GS 160A-280	6/19/2025	Backup Material



*Stokes County*  
*Purchasing Department*

Memorandum

To: Stokes County Board of Commissioners

From: Glenda Pruitt, Purchasing/Project Manager

Date: June 19, 2025

Re: Donation to Stokes County Historical Society

The County of Stokes owns seven (7) wooden chairs, a set of banisters six (6) in total, and one (1) chair with rollers; that has become surplus from the old courthouse. Patty Dunlap and I met to discuss whether these items could be used by the Stokes County Historical Society. With the Boards approval, I am requesting these items to be donated to the Stokes County Historical Society. General Statue 160A-280 will be followed a public notice will be posted for the donation. A resolution will be placed on the July 14, 2025, consent agenda for the Boards final approval.

*P.O. Box 20 Danbury*

*North Carolina 27106*  
*Email: [gpruitt@co.stokes.nc.us](mailto:gpruitt@co.stokes.nc.us)*

*Fax: 336-593-2346*

**160A-280. Donations of personal property to other governmental units.**

(a) A city may donate to another governmental unit within the United States, a sister city, or a nonprofit organization incorporated by (i) the United States, (ii) the District of Columbia, or (iii) one of the United States, any personal property, including supplies, materials, and equipment, that the governing board deems to be surplus, obsolete, or unused. The governing board of the city shall post a public notice at least five days prior to the adoption of a resolution approving the donation. The resolution shall be adopted prior to making any donation of surplus, obsolete, or unused personal property. For purposes of this section a sister city is a city in a nation other than the United States that has entered into a formal, written agreement or memorandum of understanding with the donor city for the purposes of establishing a long term partnership to promote communication, understanding, and goodwill between peoples and to develop mutually beneficial activities, programs, and ideas. The agreement or memorandum of understanding establishing the sister city relationship shall be signed by the mayors or chief elective officer of both the donor and recipient cities.

(b) For the purposes of this section, the term "governmental unit" shall have the same meaning as defined by G.S. 160A-274(a) and shall include North Carolina charter schools.

(c) The authority granted to a city under this section is in addition to any authority granted under any other provision of law. (2007-430, s. 1; 2009-141, ss. 1, 2, 3.)



**Board of County Commissioners  
June 23, 2025  
2:00 PM**

**Item number: VII.b.**

**Revised SCOPE Program Budget and Resolution Amendment**

Contact: Tammy Martin, Health Director

**Summary:**

The Stokes County Health Department, with the approval of the Board of Health, is requesting the removal of the Licensed Clinical Social Worker position from the Resolution for Opioid Settlement Funds. In place of this position, they propose adding a second Peer Support Specialist.

They are also requesting the approval for the inclusion of the Community Paramedic and current Peer Support Specialist positions as outlined in the Resolution. This includes an extension of the dates for these positions since the date of expiration ends at the end of the current fiscal year.

Attached is the draft of the revised Resolution, as well as the job descriptions for both the LCSW and the PSS positions.

**ATTACHMENTS:**

Description	Upload Date	Type
Revised SCOPE Documents	6/20/2025	Cover Memo



# Stokes County Health Department



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

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

June 19, 2025

With the approval of the Board of Health (BOH), we are requesting the removal of the Licensed Clinical Social Worker (LCSW) position from the Resolution for Opioid Settlement Funds. In place of this position, we propose adding a second Peer Support Specialist (PSS). This will be a contracted role and will not include fringe benefits.

Attached for your review is a draft of the revised Resolution reflecting these changes, along with the job descriptions for both the LCSW and PSS positions, outlining the proposed adjustments to salary and job responsibilities. I am also requesting approval for the inclusion of the Community Paramedic and the current Peer Support Specialist positions as outlined in the Resolution.

Tammy Martin, Health Director



**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: \$550,000

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. Fourth 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: \$564,000~~

~~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: A Licensed Clinical Social Worker (LCSW) providing recovery support services in Stokes County focused on helping individuals overcome opioid use and mental health challenges. Their duties include conducting assessments, developing personalized medication assisted treatment plans for opioid use disorder, offering individual and group therapy for opioid use recovery, connecting clients to community resources, and providing ongoing emotional and practical support.~~

~~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 **\$2,014,000**.

Adopted this the #th day of June 2025.

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Keith Wood, Chair  
Stokes County Board of Commissioners

ATTEST:

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Stokes County Clerk to the Board



## Peer Support Specialist (Contract)

Job Opportunity Announcement

CERTIFIED PEER SUPPORT SPECIALIST

Open Until Filled

Stokes County is currently accepting applications for the position of Certified Peer Support Specialist. This position works closely with the Opioid Prevention Coordinator and Community Paramedics as an active member of the Opioid Prevention team; connects with overdose survivors within 24-72 hours of the overdose incident, then for a 30, 60, and 90 day follow up (along with members of the Opioid Prevention team); provides harm reduction education, outreach and Naloxone administration training to individuals; promotes wellness management strategies, which includes delivering therapeutic interventions (e.g., Wellness Recovery Action Planning or Illness Management and Recovery) and employment services; coordinates and facilitates harm reduction peer support group meetings on a bimonthly basis; encourage individuals to attend training sessions and support group meetings; maintains a monthly record of individuals connected to support and services; prepares and submits documentation accurately and on time; attends the Substance Abuse and Treatment Committee Monthly Meetings and other identified meetings and trainings; potentially works within the prison and/or local hospital to provide peer support care; assists clients by finding resources, advising the consumer of processes, and encouraging follow through with proposed resolutions, locating social activities, or provide other assistance as needed; and models effective coping and self-help techniques to individuals or groups of consumers. Requires general knowledge of Public Health principles, practices, and procedures; general knowledge and skills in the use of education/training principles; skill in problem solving and decision-making and the ability to work independently; skill in the use of computers and applicable software; ability to comprehend and apply the Federal Health Insurance Portability and Accountability Act (HIPAA) of 1996, and the current Privacy and Security Amendments of this Act; ability to assess, plan, develop, implement, and evaluate using a variety of methodologies; ability to establish and maintain effective working relationships with coworkers, clients, and the general public; ability to communicate effectively both orally and in writing.

Minimum qualifications include a high school diploma and one year of related work experience in a supportive informational role;

Certification as a Peer Support Specialist required.

Valid NC Driver's license required.

Starting pay rate \$20/hour.

Individuals with disabilities may request application accommodations by calling HR at 336-593-2436. The County administers pre-employment drug tests, physical exams, and criminal background checks for all positions. Some positions may require a credit check, and/or a driving history check depending upon the position. Stokes County is an Equal Opportunity Employer.

**STOKES COUNTY OPIOID PREVENTION EFFORT (SCOPE) PROGRAM  
POSITION ANNOUNCEMENT**

September 17, 2024

**POSITION TITLE:** LICENSED CLINICAL SOCIAL WORKER (LCSW)

**LOCATION:** Stokes County, N.C.

**STARTING SALARY:** \$69,200.00 - \$110,700.00

**CLOSING DATE:** Until Filled

**DESCRIPTION:** The Stokes County Opioid Prevention Program is seeking a dedicated and compassionate Licensed Clinical Social Worker (LCSW) to join our team. The LCSW will play a crucial role in providing comprehensive behavioral health services, including assessment, treatment planning, and therapeutic interventions, to individuals affected by opioid use disorder. The LCSW will work collaboratively with a multidisciplinary team to support the overall goal of reducing opioid misuse and its related consequences in Stokes County.

**Key Responsibilities:**

**1. Clinical Assessment and Diagnosis:**

- Conduct thorough biopsychosocial assessments to determine clients' needs, strengths, and challenges.
- Diagnose mental health and substance use disorders in accordance with DSM-5 criteria.

**2. Individual and Group Therapy:**

- Provide evidence-based individual and group therapy sessions to clients struggling with opioid use disorder and co-occurring mental health conditions.
- Develop and implement personalized treatment plans to address clients' specific needs and goals.

**3. Case Management:**

- Coordinate care and services with healthcare providers, community resources, and support networks.
- Monitor clients' progress and adjust treatment plans as necessary to ensure optimal outcomes.

**4. Crisis Intervention:**

- Respond to and manage crisis situations, providing immediate support and intervention to clients in distress.
- Develop safety plans and connect clients with emergency services when needed.

**5. Documentation and Reporting:**

- Maintain accurate and confidential client records in compliance with legal and ethical standards.

- Prepare regular reports on client progress, treatment outcomes, and program effectiveness.

#### **6. Professional Development:**

- Participate in ongoing training and professional development to stay current with best practices in substance use treatment and mental health care.
- Attend team meetings, supervision, and case consultations.

#### **7. Team-Based Approach:**

- Participate in periodical meetings with medical director, opioid prevention coordinator, peer support specialist, and health director as needed to debrief, plan and discuss prevention goals, and collaborate.

**MINIMUM QUALIFICATIONS:** Master's Degree in Social Work (MSW) from an accredited institution. Current and valid LCSW License in the state of North Carolina. Minimum of two years of experience working with individuals with substance use disorders, preferably opioid use disorder. Strong knowledge of evidence-based practices in addiction treatment and mental health care. Excellent assessment, diagnostic, and therapeutic skills. Ability to work effectively in a multidisciplinary team and collaborate with community partners. Strong communication, organizational, and time management skills. Commitment to cultural competence and sensitivity in service delivery.

**PREFERRED QUALIFICATIONS:** Experience in community outreach and prevention programs. Bilingual skills (English/Spanish) are highly desirable. Familiarity with local resources and services available in Stokes County.

**SPECIAL CONDITIONS:** A current license to practice as a Licensed Clinical Social Worker in North Carolina and a valid North Carolina Driver's License.

**APPLICATION PROCESS:** A [State Application \(PD 107\)](#) must be submitted to:

Tammy Martin, Health Director  
Stokes County Health Department  
P.O. Box 187  
Danbury, North Carolina 27016  
(336)593-2400

**SELECTION PROCESS:** Applications will be reviewed and only those with outstanding qualifications will be interviewed. Reference checks will be conducted on the top candidates. Selection will be made only on those interviewed.

**Special Notification :** Effective November 9, 2009, Applicants who are requested to interview for a county position shall be required to submit a certified copy of a criminal record check from all counties in which they have lived for the previous five years. Criminal record check shall be submitted two business days prior to the scheduled interview date or before any offer of employment. A criminal record check can be obtained from the County Clerk of Court's Office in each county in which you resided in during the previous five years.



**Board of County Commissioners**  
**June 23, 2025**  
**2:00 PM**

**Item number: VII.c.**

**Proposed Updated Contract for Fire Services**

Contact: Scott Aaron, Fire Marshal

**Summary:**

Staff has been working for several months on an update to the current Fire Service District contract to be used to govern our relationships with the various rural fire departments. Attached is the current draft of that proposed contract. This draft has not yet been reviewed by the Fire Commission or any of the rural departments. Staff's goal is to ensure this document meets the Board of Commissioners general intent before working out any concerns or issues that may arise in negotiation with the departments.

The current contract is set to automatically renew on July 1, 2025. Staff's recommendation is to allow that contract to renew, but to give notice that it will expire on August 1, 2025 and be replaced by a new contract that is currently in draft. Ideally, staff could also share a draft contract with the Fire Commission and departments that will reflect any changes desired by the Board of Commissioners in the coming days.

**ATTACHMENTS:**

Description	Upload Date	Type
Fire Department Services Agreement	6/20/2025	Cover Memo

STATE OF NORTH CAROLINA

STOKES COUNTY

FIRE SERVICES AGREEMENT

THIS AGREEMENT, is made and entered into this 1st day of July, 2024 by and between

STOKES COUNTY, hereinafter referred to as the "County," and \_\_\_\_\_  
VOLUNTEER FIRE DEPARTMENT hereinafter referred to as the

"Department." (collectively, the "Parties" and individually as a "Party").

**WITNESSETH:**

**WHEREAS**, the Department has a recognized history of dedicated service, having provide essential fire protection and other related emergency services to the citizens of Stokes County for all of the years of its existence; and

**WHEREAS**, the County and Department desire to contract with each other for the mutually agreed and mutually recognized goal of attempting to achieve the highest levels of protection to the persons who live, work, or are otherwise present in the County; and

**WHEREAS**, North Carolina General Statutes §69-25.5 states that counties may provide for fire and rescue protection in a designated district by contracting with any incorporated nonprofit volunteer or municipal fire department; and

**WHEREAS**, this Agreement is authorized by North Carolina General Statutes Sections 153A11 and 153A-13 and N.C.G.S. Chapter 153A, Article 11; and

**WHEREAS**, the Department is incorporated pursuant to Chapter 55A of the North Carolina General Statutes and is operating as an independent nonprofit volunteer fire department within Stokes County, North Carolina; and

**WHEREAS**, the fire districts of Stokes County have boundaries defined by descriptions on file in the Stokes County Fire Marshal's Office; and

**WHEREAS**, the Department has acquired and owns equipment, land, and buildings for the operation of the Department; and

**WHEREAS**, the Department may employ trained, experienced and skilled personnel; however, the majority of its workforce is composed of trained, experienced and skilled volunteers; and

**WHEREAS**, the County levies and collects Service District taxes from its citizens to assist in the funding of fire protection services for its citizens living in the service district areas; and,

**WHEREAS**, the County is contracting with the Department to provide service within the area as further defined in Section 1 (12) (the "District").

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**EXHIBIT “E” “STANDARD NORTH CAROLINA LOCAL GOVERNMENT CONTRACTUAL TERMS & CONDITIONS RIDER**

**[REMAINDER OF PAGE INTENDED TO BE LEFT PAGE BLANK]**

**NOW, THEREFORE**, in consideration of the mutual benefits inuring to the parties hereto, and based upon the mutual covenants contained herein and the considerations stated therein, the parties do hereby covenant and agree as follows:

## **SECTION 1 - DEFINITIONS**

A. Agreed-upon Procedure: A procedure in which a CPA is engaged to carry out those procedures of an audit nature to which the auditor and the entity and any appropriate third parties have agreed and to report on factual findings pursuant to that agreed-upon procedure as it is specifically described in Exhibit "A." attached hereto. In no event shall agree-upon procedures vary in any way from GAAP and GAAS.

B. Agreement: This Fire Services Agreement, together with Exhibits "A," "B," "C," "D," "and "E" each of which is incorporated herein by reference as an integral part of this Agreement.

C. Annual Budget: The budget for the operation of the Department prepared by the Department and approved by its Board of Directors.

D. Annual County Allocation: The amount of County funds allocated by the County Commissioners for the support of the Department during the applicable Fiscal Year.

E. Applicable Law: All laws, rules, regulations, ordinances, codes, standards, orders, and actions of any and all governmental bodies, agencies, authorities, and courts that may now or hereafter be applicable to the performance of duties under this Agreement.

F. Approved Merger: A merger to which the Department is a party, and:

1. The other party to the merger is a Fire Department having its principal office and place of business in Stokes County and is a Department which has entered into a Fire Services Agreement with Stokes County containing the same terms and conditions as this Agreement; or

2. The other party to the merger and the Plan of Merger has been approved by the Fire Marshal, Fire Commission, and the Board of County Commissioners.

G. Board of Commissioners: The Stokes County Board of Commissioners.

H. Board or "Board of Directors": The Department's Board of Directors, as defined in N. C. G. S. § 55A-1-40 (2) is: " ... the group of natural persons vested by the corporation with the management of the Department's affairs whether or not the group is designated as directors in the articles of incorporation or bylaws."

I. Capital Expenditure: All expenditures for purchases of buildings, building additions, alterations, repairs or improvements and all expenditures for or purchases of additional or replacement furniture, machinery, vehicles or equipment, hardware or software, where the cost of such expenditure or purchase is twenty-five thousand dollars (\$25,000.00) or more, or where the depreciable life of the applicable item is in excess of three (3) years.

J. Capital Item: The actual property which was purchased or otherwise received by the Department as a Capital Expenditure.

K. CPA: Certified Public Accountant.

L. Response District: The designated response area that the Department contracts to serve, which for purposes of this Agreement is the \_\_\_\_\_ Volunteer Fire Response District, as further shown on the Fire Districts Map.

M. Effective Date: The effective date of this Agreement is the date this contract is signed and executed.

N. SCEMS: Stokes County Emergency Medical Services.

O. EM: Stokes County Emergency Management

P. Existing Debt: Any legally enforceable secured or unsecured obligation to pay money.

Q. Chief: The Chief of a Fire or Rescue Department.

R. Fire Districts Map: The most current version of the Stokes County Fire Insurance Districts Map on file in the office of the Fire Marshal.

S. Fire Marshal: Any representative from the Stokes County Fire Marshal's Office.

T. Fiscal Year: Stokes County Fiscal Year is from July 1st through June 30th. The Department's Fiscal Year is: July 1 -June 30

U. GAAP: Generally accepted accounting principles.

V. GAAS: Generally accepted auditing standards.

W. Failure to Respond: Failure to respond is considered not getting an Apparatus enroute to a scene within twenty minutes or less.

X. IC: Incident Commander

Y. Paid Staff: Any person hired part-time or full-time to provide fire and ems services in a fire department.

Z. Services: Fire protection, heavy/technical rescue, medical responder, and associated emergency-related services (as defined in Section 3), and those activities undertaken by the Department in furtherance of fulfilling the above.

## **SECTION 2 - PURPOSE**

The purpose of this Agreement is to establish the terms and conditions under which the County is contracting with the Department to provide firefighting and fire prevention services and other emergency services (as defined in Section 3) during emergencies and disasters, and to provide for efficient firefighting and emergency services to the persons who live, work and/or are otherwise present in the County.

## **SECTION 3 - SERVICES FURNISHED BY THE DEPARTMENT**

The Department agrees to provide its Services throughout the District and elsewhere in accordance with the standards and other requirements in a manner that complies with all Applicable Law, including by illustration, but not limited to, those applicable rules and regulations of the North Carolina Department of Insurance and the Insurance Services Office, Inc.

The Department agrees to establish safeguards to prevent the appearance of or actual

conflicts of interest or personal gain including, but not limited to the adoption of an ethics policy, and to abide by the ethics policy and to perform its services without the appearance or the actuality of conflicts of interest.

The Department further agrees to provide the Services in accordance with the requirements set forth in this Agreement in a professional, efficient and workmanlike manner to all persons and property in its assigned District.

The Department agrees to provide the following services upon request during times of emergencies:

- A. To furnish and provide continuing fire protection service and other emergency services to all residents of the fire district, to all persons present in the District, and to all real and personal property lying within the boundaries of the District and to other areas of the County as may be agreed to in automatic mutual aid agreements with other fire departments within the County;
- B. The Department shall meet and operate at the minimum level set fourth by the standards of the NC Rescue and EMS Association Medical Responder, the Department shall adhere to the requirements of the NC Rescue and EMS Association, and the EMS system guidelines established for the operation of a Medical Responder program in Stokes County and shall adhere to the Stokes County EMS System Continuing Education Program defined in Appendix D. Any department providing a higher level of rescue service than medical responder shall meet the requirement set fourth by the NC Rescue and EMS Association, and be inspected and approved by the NC Rescue and EMS Association. The department shall submit the application to the Fire Marshal, County Manager, and EMS Director before being approved to operate in Stokes County.

C. The Department shall give the Fire Marshal, Emergency Services Director, and the County Manager a minimum of 120 days' notice of any change in the level of medical services, and any Department who chooses not to participate in the Medical Responder program shall see a reduction in funding.

D. To dispatch upon the call of any person within the District the equipment necessary to answer the call and adequate personnel to operate such equipment in the sole judgment of the Chief or his/her designee; however, if, at the time of the call or dispatch, the Department is actively engaged in providing services to another incident, such that the type of equipment and personnel needed is not available, this Agreement does not require the Department to stop rendering services to the emergency it is still actively engaged in assisting in order to provide services to another location.

E. To provide fire investigation services as provided in N. C. G. S. 58-79-1 and as detailed in Section 22 of this Agreement;

F. To provide technical rescue services, if all the following conditions are met:

a) if the Department holds a certification through the North Carolina Association of Rescue and Emergency Medical Services or has obtained training on a rescue service discipline; and, such services shall be performed inside the scope of practice of the certification(s) or training, to the County and within the District and other locations when called to provide those services by the County or another

fire department (s) or rescue squad(s). A change in the level of technical rescue services shall require a 120-day notice to the Fire Marshal, Emergency Services Director, and County Manager;

b) If the technical rescue services requested shall be inside the scope of practice of the certification(s) or training the Department has received; and,

c) If the County dispatches the Department to help with the technical rescue activity.

G. To provide lifesaving and property protection measures as necessary;

H. To provide search and rescue services assistance as requested by EM;

I. To perform evacuation assistance as requested by EM;

J. To respond to motor vehicle accidents;

K. To clear or assist other agencies to clear public roads and rights of way of storm debris to allow emergency service vehicles to reach their destinations as needed.

L. To respond to emergency calls dispatched by the 911 Communications center.

M. The Department shall provide the County with a list providing the names of all the Board of Directors for the previous year including the Chair, Vice Chair, Secretary, Treasurer, Fire Chief. The Department agrees that no Board Members are related to one another or the Chief in any of the categories listed below:

Father/Mother

Son/Daughter

Brother/Sister

Husband/ Wife

Father-in-Law/Mother-in-Law

Son-in-Law/ Daughter-in-Law

Brother-in-Law/Sister-in-Law

Uncle/Aunt

Nephew/Niece

Grandfather/Grandmother

Grandchild

Others Living in the same household

N. Shall submit the most recent copy of the Department's Bylaws, Articles of Incorporation, and Charter.

O. The Department agrees to refrain from using department assets, buildings, vehicles, etc. for political purposes, partisan or otherwise.

#### **SECTION 4 - SERVICES FURNISHED BY THE COUNTY**

In accordance with this Agreement, and at the County's sole expense outside the scope contractual funding of the Department pursuant to this Agreement, the County agrees to furnish the following services to the Department:

- A. 911 communications and dispatch;
- B. Fire investigation services as provided in N. C. G. S. 58-79-1 and as detailed in Section 22 of this agreement;
- C. Maintenance and repair of the County water system including Pressurized Fire Hydrant replacement and or repair when needed;
- D. Emergency scene assistance services in support of the Department's efforts;
- E. Maintenance of the County radio system;
- F. Assistance to the Department with fire prevention and community awareness programs within the Department's District;
- G. A staffed EMS ambulance and/or medical services rehab unit with certified Advanced Life Support (ALS) personnel at all structure fires or other emergency scenes with extended time periods for the medical monitoring of the firefighters and other emergency workers on the scene, if requested by the IC;
- H. A staffed EMS ambulance and medical services rehab unit as requested on the scene of any live fire training within the District, provided that the Department has given at least thirty (30) days' notice to the SCEMS Operations Manager of such live burn, and when staffing is available; The Community College or Live Burn Instructor mandating a EMS unit to be on scene during the training burn shall be responsible for the cost of the EMS Stand-by at the approved rate by the Board of County Commissioner.
- I. A common incident reporting software, (ESO) as agreed to by all Departments, and when applicable and necessary, software updates and annual software support, provided that personnel information and data entered into such software shall be the sole and exclusive property of the Department, except as may otherwise be required by law or by court order; any and all departments receiving funds from Stokes County shall enter reports into the incident reporting system approved for use and grant access to the County from the parent umbrella account for reporting to the County Officials. All incident reports must be entered into the reporting system by the 5th day of the following month.
- J. Such additional services and support may be needed and mutually agreed between the County and the Department as circumstances may dictate from time to time.
- K. Inspections of all public buildings as set forth in the North Carolina Building Code and the North Carolina General Statutes.

L. Investigations of fires, arsons, fire deaths, and fire injuries when requested by the Chief or Designee of the District in which the fire occurred.

M. Provide National Fire Protection Association resource materials on fire prevention, instructional or fire service standards that shall be made available through the Fire Marshal's office electronically or in print.

N. Evaluate and provide prior approval for all requests for fire alarm testing.

## **SECTION 5 - DEPARTMENT'S NON-PROFIT CORPORATION STATUS**

The Department agrees to maintain its nonprofit corporation status pursuant to Applicable Law, including without limitations the United States Internal Revenue Service (IRS) regulations and Chapter 55A of the North Carolina General Statutes at all times during the term of this Agreement. In the event that the Department loses its non-profit corporation status with the Internal Revenue Service, the Department shall promptly, but in any event no later than five (5) days from the time when the Department receives notice thereof, report the loss of the non-profit corporation status to the County. The Department will establish safeguards to prevent the appearance of or actual conflicts of interest or personal gain including, but not limited to the adoption of an ethics policy.

The Department will comply with all State and Federal laws applicable to the Department as a non-profit corporation.

## **SECTION 6 - INSURANCE SERVICES OFFICE RATING**

The Department agrees to engage in efforts to maintain or improve its rating (as of the Effective Date of this Agreement) with the North Carolina Department of Insurance and the Insurance Services Office, Inc., ("ISO") throughout the term of this Agreement. The Department agrees that its goal will be to have an ISO rating no poorer than a 9S (but its goal will be to strive to achieve a Class 7) rating for the territory within five (5) road miles of the main station or substation(s), and no poorer than a 9E for the territory more than (5) road miles but less than six (6) miles from the main station or substation(s). If any part of the fire district lies further than six (6) road miles from the main station or substation and is classified as a Class 10 rated area, the Department shall endeavor in good faith and with due diligence to eliminate such areas. The Department agrees to endeavor in good faith to make changes to its internal systems to obtain the Class 7 rating or below for all of the structures within its District. The Department shall meet the then-current North Carolina Response Rating Schedule (NCRRS) requirements for fire hydrant testing and maintenance (at least once every five years) to receive full credit under the NCRRS. The Department shall coordinate with Stokes County Public Works Water Department on all hydrant testing and agree upon a schedule for testing and procedure. The Department shall not perform hydrant flushing activities between Memorial Day and Labor Day. The Department shall allow the County to review and copy the Department's hydrant flow, and maintenance records. A copy of all hydrant flow data shall be provided to the utility after completion. Records of fire hydrant tests and water point maintenance conducted by the Department shall be available for review by the Fire Marshal's Office.

The Department shall give Stokes County Public Works forty-eight (48) hours' notice and receive prior approval from Stokes County Public Works prior to flushing, testing or using fire hydrants located within the County, except for use during an actual emergency.

The Department agrees that it will refer all requests from citizens to get water from a hydrant to Stokes County Public Works. At no point should a department use municipal water for any purpose other than an emergency or when approved by Stokes County Public Works. To ensure that the Department receives full credit for having access to a working set of fire hydrants, the County agrees that it will repair any non-working fire hydrants within forty-five (45) days of being notified by the Department that a fire hydrant is not working, pending National Supply availability of equipment and parts.

The Department shall notify the Stokes County Public Works Department a minimum of 48 hours in advance of any scheduled live burn training event if the Department intends to use a Stokes County fire hydrant, and the Department shall provide the address and date of the training event, in order to meet possible water demands for the training event.

In the event that the Department's ISO rating is lost solely due to the Department's inability to meet the required ISO standards, or if the Department is placed on probation by the North Carolina Department of Insurance, the Department agrees immediately to undertake and to implement such reasonable actions as may be deemed advisable by the Department to improve its ISO rating to a level reasonably achievable under the circumstances as they exist at that time.

The Department shall prepare and submit to the County Fire Marshal and County Manager a plan to obtain its previous ISO rating again within a one (1) year period. The plan shall be submitted within 30 days of the time when the Department is notified of having a rating increase. The plan shall include specific steps to be taken to attain the previous ISO rating, including, without limitation, a project timeline and the projected costs associated with taking the corrective action. In the event the Department believes its rating increased due to the action of the County, the Department shall notify the County Manager. For example: If points are deducted from the Department's ISO rating because the County's communication center or the County's water system is not functioning adequately, the County shall endeavor in good faith and with due diligence to work with the Department to quickly improve any of its systems which have caused the ISO rating to increase.

## **SECTION 7 - RESPONSE TIMES AND RESPONDING PERSONNEL**

The Department and the County mutually agree that Department's response times, and the amount of trained personnel on emergency scenes are an essential component of providing an acceptable level of service to the community. The Department agree to monitor response times, on-scene staffing levels and to develop strategies to address any response time, and/or on-scene staffing issues if they arise. Response times will be measured beginning with dispatch time as reported in the Computer Aided Dispatch ("CAD") Event Report and ending with the On-Scene Time as reported in the CAD Event Report. For fire or rescue calls, On-Scene Times will be measured when the first fire apparatus arrives on the scene.

If the Department fails to respond to calls dispatched in their primary district for Ten Percent 5 % or more of the incidents of rescue or fire during any one fiscal year when the Department is dispatched but does not respond, those failures to respond may constitute a breach of contract. If the Department has 5 % five Percent or more such failures, the Fire Commission shall assess the events and the circumstances then existing, and the Department's ability to respond. After its investigation, if the Commission is of the opinion that the Department could have responded to the calls using the existing

resources, the Commission may recommend that the County deem this Agreement to have been breached, or may recommend that the County not deem the Agreement to have been breached.

The Fire Department shall meet the minimum response of one Engine and Four personnel on scene required by NCOSFM and the Mutual Aid agreement for fire related calls.

For Medical Calls the department shall meet the standard of an apparatus with minimum of one responder set by the Stokes County Fire Department/ Medical First Responder Contract. (Exhibit D)

The County shall receive reports from the Stokes County Dispatch Software as well the Fire Incident Reporting Software to show the following Key Performance Indicators:

- 1) Dispatch to the first unit responding
- 2) Dispatch to a fully staffed unit on scene with trained personnel
- 3) Non-Responses (Fire and Medical)
- 4) ISO Rating
- 5) Any other data requested by the Manager or County Commissioners

Department performance against these measurements will influence future County resourcing and policy decisions.

Fire Command on the scene of a call shall report to Stokes Communications when four responders from the initial department are on scene. Stokes Communications will document this time in the Cad.

## **SECTION 8 - DEPARTMENT TRAINING**

The Department agrees to adopt guidelines, no later than ninety (90) days from the Effective Date of this Agreement, which address appropriate initial training and continuing education of firefighters of the Department. These guidelines will ensure that such initial training and continuing education strive in good faith to meet or exceed all requirements of the State of North Carolina, including, without limitation, a minimum standard of thirty-six (36) hours of fire training per Department member annually.

The Department shall also maintain training records for each volunteer or employee on its roster. Training records shall include, but not be limited to, the following: names of courses that have been completed, time spent in training for each course, the course dates, instructors, and the place where the course was held.

Appropriate information shall be entered into an Emergency Reporting Database on all training held by the Department or attended by its volunteers and employees.

## **SECTION 9 - PROCESS FOR FIRE DEPARTMENT FUNDING**

In order to assist the County with establishing the amount of the annual appropriation to the Department for providing the Services, the Department agrees to conform to the County's budget calendar and to participate in the County's budget processes for adoption of the Fiscal Year budget. The Department agrees to submit a budget approved by its Board of Directors to the Fire Marshal's Office as secretary to the Fire Commission based upon the Department's estimate of the costs of providing service for the upcoming fiscal year. The Department agrees to provide its budget submittal request in a form specified by the County. The Department shall provide in its budget request sufficient information

for the County to determine the source(s) and estimated amounts of all revenue anticipated by the Department for the coming Fiscal Year.

To plan for budget allocations for the next fiscal year, and for the future, the Department agrees:

- A. to submit annual budget estimates electronically to the Stokes County Fire Marshal's Office on standard forms used by the Stokes County Fire / Rescue Departments.
- B. to items submit and to the Fire Marshal / Fire Commission a current and complete replacement schedule for Capital items and a listing of capital equipment items that are planned to be purchased within the next fiscal year;
- C. Shall submit a copy of the last IRS Form 990 which the Department filed; the CPA audit for the immediate past fiscal year;
- D. Shall allow the County Fire Marshal's Office, or designee, upon reasonable notice, to visit any of the Department's stations and perform an inventory of all Capital items; and complete a NCOSFM 9S inspection packet Bi-Annually conducted by the Stokes County Fire Marshal's Office
- E. Shall submit any revisions to the Department's bylaws or Articles of Incorporation which it has adopted since the last budget submission.
- F. Shall submit to the Fire Marshal's Office annually a copy of the departments NC Fire Association, and NC Rescue Association Certified Rosters by February 1st of each year.
- G. Shall submit a roster of paid staff personnel along with copies of certifications by February 1<sup>st</sup> of each year to the Fire Marshal's Office. All paid staff personnel shall hold minimum certifications/licenses as North Carolina Firefighter, North Carolina EMR.
- H. Paid Staff Funding is allotted to pay individuals to respond to calls. This shall not be used to pay Administration Staff, Secretary, Treasurer, or reimbursement for anything other than Firefighter services.
- I. After notice to the Department's Board Chairperson, the County Manager may suspend payments for the current financial year by the County to the Department until such time as the Department shall meet the requirements of this Agreement.

#### **SECTION 10 - COLLECTION OF FIRE TAXES-ANNUAL COUNTY ALLOCATION**

It is understood and agreed by the parties that the amount of the Service District Taxes imposed by and through the Board of Commissioners is an estimate of the Taxes required to generate anticipated revenues. The total amount of revenue generated is contingent upon the collection rate in a given Fiscal Year.

Pursuant to the budgetary authority set forth in N.C.G.S § 159-13, the amount appropriated to the Department for Fiscal Year 2024/2025, and for any fiscal year thereafter that this Agreement remains in effect, is ultimately determined and adopted since the last budget submission by the Board of Commissioners as deemed in its discretion.

When determining the Annual County Allocation, the County shall take in to account whether or not the Department provides Medical Responder services, and those Departments which do provide Medical Responder services may be funded at a higher comparative level than Departments which do not provide the service.

## **SECTION 11 - PAYMENT OF FUNDS TO THE FIRE DEPARTMENT**

After the Department and the County have properly executed this Agreement, The County agrees to pay the Department the Annual County Allocation appropriated by the Board of Commissioners for the Fiscal Year. The County will remit payments to the fire departments as service district taxes are collected. The County will withhold the monies appropriated for salaries and will distribute them in monthly. The Fire Department will receive two months of funds for staffing, and at the end of each month the county will then reimburse the department based on funds utilized in the previous month. The remainder of the unused staffing funds will be held to use for debt services or staffing.

The Department shall submit a detailed report of hours worked and salaries paid. This report shall show time of day covered, employee salaries for that month.

Any fire or rescue agency that fails to comply or make satisfactory improvements to comply with the Fire and Rescue Protection Agreement, shall have all future allocated payments suspended or revoked by the County until sustainable improvement has been demonstrated and approved by the Stokes County Fire Commission, subject to the provisions set forth in Section 26 below

## **SECTION 12 - BOOKS AND RECORDS OF THE DEPARTMENT**

As an independent non-profit corporation, the Department agrees to generate and maintain all required records and data and shall maintain such records and data in accordance with Generally Accepted Accounting Principles (GAAP). The Department agrees that the County will have reasonable access to all books, financial records and audit reports. The Department agrees to provide the County adequate documentation of all of its receipts and disbursements, including without limitation, those related to the expenditure of any funds appropriated and disbursed to the Department under this Agreement.

The Department agrees to allow the County, or its authorized agent, at the expense of the service district funds, to perform a full audit, inspect and examine all records described above on a date and at a time mutually agreed between the County and the Department within thirty (30) days of the County's written request for such an inspection. The County, in turn, agrees that any and all records, data, receipts and other documents examined by the County pursuant to this Section are and will remain in the sole possession and ownership of the Department. The Departments shall provide a copy of the IRS Form 990s, the Department's audit, and the auditor's accompanying memorandum. The Department shall provide a copy of other records, data, receipts and other documents to the independent Certified Public Accountant.

## **SECTION 13 - STOKES COUNTY FIRE AND RESCUE ASSOCIATION OR ANY OTHER LIKE KIND ENTITY ADOPTED BY THE CHIEFS**

The Department may and is encouraged to participate, through membership, in the Stokes County Fire and Rescue Association or any other like kind association adopted by the Chiefs, in an effort to meet the following objectives:

A. To coordinate the efforts of the Fire Departments of Stokes County.

1. To promote the exchange of information among all fire departments;
  2. To assist in the training of all firefighters within Stokes County;
  3. To keep all fire departments informed of the quality and quantity of equipment being used among the fire departments in Stokes County; and
  4. To keep all fire departments informed about new or existing equipment, and ways that fire departments are being operated across the United States, North Carolina, and locally.
- B. To maintain a liaison with Stokes County, to assist in promoting excellence in fire protection; and
- C. To keep all fire departments within Stokes County abreast of the benefits (local, state and federal) available to firefighters and their families.

#### **SECTION 14 - INSURANCE REQUIREMENTS**

The Department shall maintain insurance coverage as specified in Exhibit B. The Department may purchase such other coverage as it may deem appropriate for the protection of the Department, its employees, members or personnel. Copies of all certificates of insurance shall be provided to the County.

#### **SECTION 15 - INDEPENDENT CONTRACTOR**

The Department is an independent contractor providing a necessary public service to citizens of Stokes County. No board member, officer, employee, or agent of the Department is or shall be considered an employee of the County. The relationship between the parties shall be limited to the performance of this Agreement in accordance with its terms.

The County and the Department agree that the Department shall operate and act as an independent contractor in accordance with the standards set forth herein, and the County shall not be responsible for any of the Department's acts or omissions. Being a party to this contract and performing it shall not create any liability for the County to provide any benefits, including, without limitations, participation in pension plans, to the Department, its officers, agents, or employees.

The Department understands and agrees that by entering into this agreement and providing fire and rescue protection services, it is acting as an independent contractor, neither the Department nor its employees, members or personnel shall be deemed or construed to be employees of the County. The Department shall at all times carry liability insurance on its employees, members or personnel, and equipment relieving the County from any responsibility for damages or claims arising from the activities of its employees, members and personnel, or from the Operation of its equipment. The County shall be named as an additional insured on all liability policies and the Department shall furnish a Certificate of Insurance to the County annually.

The Department agrees that it will indemnify and save the County harmless from any and all claims, suits, losses, damages, costs or other expenses. It is understood and agreed that the Department is an independent corporation, that the County is not responsible for the Department governance and management, and that the County is not liable for the decisions and actions of the Department. It is

expressly understood and agreed that the County, by entering into this agreement, assumes no responsibility for the Departments debts. It is understood that there will be no reduction of annual funding for debt service to the Department until an item that is already part of the Departments debt prior to the effective date of this contract has been paid by the Department in full. It is further understood and agreed that tax revenues shall not be available to fund any of the Department's debt, incurred after July 1, 2007, that is financed unless such debt has been reviewed by the Stokes County Fire Commissioners and approved by the Stokes County Board of Commissioners.

#### **SECTION 16 - INDEMNIFICATION, AND ADDITIONAL INSURED COVERAGE**

The Department agrees to protect, defend, indemnify and hold the County, its officers, employees and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities of any kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings, or causes of action arising solely and singularly from any act or omission by the Department, its officers, agents, and employees, up to the limits of insurance as detailed herein. The indemnification provided for herein shall not be construed as a waiver of any applicable defense of governmental, sovereign, qualified, public official, statutory, or common law immunity, and shall not prevent the County from asserting any defense of such immunity; provided that if a court of competent jurisdiction determines that no such immunity applies, then the indemnity provided for herein shall apply. The Automobile Liability Policy, General Liability Policy, Umbrella Liability Policy and Management Liability Policy shall name the County of Stokes as an additional insured.

The Department shall furnish the County of Stokes with certificates of insurance showing the type of policy, limits of liability, the name of insurance companies, policy numbers, effective dates and expiration dates of policies each year when submitting the department budget to the Fire Marshal Office.

#### **SECTION 17 - FIRE, RESCUE AND MEDICAL REPORTS**

The Department agrees to complete an incident report immediately following all fires, or as soon thereafter as reasonably practicable. The incident report should be entered timely into the National Incident Reporting Software (NFIRS), according to NFIRS guidelines.

The Department shall maintain fire incident reports and make the reports available to property owners, upon request.

The Fire Department also agrees to make medical reports available to the County's EMS provider. The disclosure of medical reports or other data pertaining to personally identifiable health information shall be made to the EMS provider in accordance with all Applicable Law.

After notice to the Department's Board Chairperson, the County Manager may suspend payments by the County to the Department until such time as the Department shall meet the minimum requirements of this Agreement.

## **SECTION 18 - FINANCIAL AUDIT AND FINANCIAL INFORMATION**

The County will contract with a CPA firm of the County's choosing to perform the Agreed Upon Procedure, and to provide an accompanying management letter. The Agreed Upon Procedure and accompanying management letter shall be prepared in accordance with the definition of the Agreed-Upon Procedure in this Agreement and the Exhibits that are a part of it. The Service District Funds shall be used to pay all fees and expenses charged by the CPA firm that is hired.

The Department understands that Agreed-Upon Procedure and the management letter are agreed to in consideration of not only the funding provided under this Agreement, but also the other consideration provided to the Department by the County, including, without limitation, those services set forth herein.

The Department agrees to provide the CPA firm with access to all records needed to perform the Agreed-Upon Procedure and the accompanying management letter. All required information will be delivered to the CPA firm's office. The Agreed-Upon Procedure will be completed by March 1st of the then-current Fiscal Year, and the County agrees to provide the Department a copy of findings of the CPA firm and the accompanying management letter within thirty (30) days of completion.

The County and the Department mutually recognize, acknowledge and agree that all documents and data owned by the Department and entrusted to the auditors shall remain private and confidential between the auditors and the Department. Under no circumstance shall any documents or data owned by the Department as an independent non-profit corporation and used in any way by the auditors to conduct the Agreed Upon Procedure and memorandum, be made a matter of public record, except the Department's last five (5) years' IRS Form 990s, its audit, and the auditor's accompanying memorandum, and otherwise as by law provided or by order of the Courts.

In the event that the auditor identifies any deficiencies during the course of the Agreed Upon Procedure, the Department shall provide to the County an explanation for any such deficiencies. If the County deems the deficiency to be a breach of this Agreement, the procedure in Section 26 shall be followed.

## **SECTION 19 - PUBLIC MEETINGS, RECORDS, AND INPUT**

The Parties agree that the Department is a non-profit corporation formed pursuant to Chapter 55A of the General Statutes of North Carolina, and that it has been granted Section 501(c) status by the Internal Revenue Service. It is an independent contractor. It is not an agency of the County. Its employees are not county employees. It is not one of the non-profit corporations required by G. S. 55A-3-07 to comply with Article 33C of Chapter 143. It is not an agency over which the County has supervisory responsibilities and control, except as provided in this agreement. It is not a public body within the meaning of Article 33 C, of Chapter 143 of the General Statutes; and its meetings are not public meetings, and its records are not public records as that term is defined in North Carolina General Statutes Chapter 132-1, except to the extent that they may come into the possession of the County pursuant to the terms of this Agreement.

The Department agrees that it will:

- A. Post a schedule of the all the regular meetings of the Board of Directors on its website or Facebook page, if it has either of those, and post notice of the Board meetings on a sign on the Fire Department premises at least 5 days before each regularly scheduled board meeting if there is a sign on the premises to post the noticed of meeting.
- B. Hold regularly scheduled open board meetings and allow the public to attend
- C. Take minutes of all such regular, non-closed meetings that would enable a person not in attendance to have a reasonable understanding of the general topic(s) addressed therein, and if requested
- D. The Department agrees herein that it shall endeavor in good faith to conduct its meetings in an open and public fashion and on a regular basis but shall reserve for itself all of the rights conferred upon it as a non-profit corporation to conduct such other non-public meetings as are required in the best interests of the corporation. Upon request of the County the department shall provide to the County regular non-closed meeting minutes after such meeting minutes have been adopted formally by the Department's Board of Directors.
- E. Additionally, the Department agrees that its bylaws have reasonable provisions enabling citizens of the District to participate in the affairs of the Department, as determined necessary by the Board of Directors.

## **SECTION 20 - NEW FIRE STATIONS AND SUB-STATIONS**

The Department shall coordinate all construction of new facilities with the Fire Commissioners and the Stokes County BOCC. The Department shall retain all control and decision-making authority regarding the bid process and the design and building processes. The Department shall comply with all applicable laws related to the construction process of building a new station or sub-station, except that to save public funds, the Parties agree that the County may waive all fees related to building new stations or sub-stations and may grant variances to the Zoning Ordinance, but is not obligated to do either. The Department shall upon completion of the structure list the County as a lien holder on the property.

## **SECTION 21 - DISASTER PLANNING**

The County and the Department shall cooperate in establishing disaster plans and in conducting exercises pursuant to disaster plans administered by the Stokes County Department of Emergency Management.

## **SECTION 22 - FIRE INVESTIGATIONS**

The Department agrees to ensure that its officer in charge at all fire scenes attempts to determine the origin and cause of every fire (as outlined in NCGS 58-79-1). When the officer in charge cannot determine the origin and cause of a fire, or if the cause is suspected to be incendiary in nature, the officer in charge shall request a representative from the Fire Marshal's Office to conduct an investigation and provide scene security.

The Department shall also request for a response from the Fire Marshal's Office for all situations that include injuries or deaths involving fires, explosions, or burns.

Fire department operations shall not cease for the purpose of protecting the integrity of the scene and subsequent investigation prior to the arrival of the County Fire Marshal's Office. All suspicious or incendiary woods, grass, or brush fires shall be reported immediately to the North Carolina Forest Ranger and the fire scene shall be secured until the Forest Ranger arrives.

The Department agrees to provide whatever reasonable assistance that is needed by the Fire Marshal's Office staff and/or North Carolina Forest Ranger at the fire scene.

The Fire Marshals Office agrees, at the conclusion of the fire origin and cause determination, to complete the investigation module of the incident report in the County's records management system and to provide the Department with a copy of the County's basic NIFRS incident report in a timely manner for the Department's records when requested.

### **SECTION 23 - NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)**

The National Incident Management System (NIMS) is a systematic, proactive approach to guide departments and agencies at all levels of government, nongovernmental organizations, and the private sector to work together seamlessly and manage incidents involving all threats and hazards regardless of cause, size, location, or complexity-in order to reduce loss of life, property and harm to the environment. NIMS guidelines and policies currently in effect are published by the Department of Homeland Security and were originally established by Presidential Directive. The Department shall use NIMS on all incidents.

### **SECTION 24 - FIRE DISTRICT**

The primary District of the Department includes the property lying within the boundaries of the District as described in Exhibit "C."

### **SECTION 25 -MUTUAL AID AGREEMENT**

N.C.G.S. § 58-83-1, authorizes mutual aid assistance between fire departments. Fire departments are allowed to exercise full authority to send firefighters and apparatus beyond the territorial limits of the primary District which they normally serve.

The Department agrees that it will enter Mutual Aid Agreements with other Departments which are independent corporations only for the purposes of assisting with emergency situations and complying with the terms of this Agreement. The Emergency Management Department, the Fire Marshal's Office, or another agency may notify the Department that its automatic or mutual aid is needed. When the Department is notified that an emergency does in fact exist and Department's aid is needed, the Chief or another person delegated that authority by the Chief, shall have the authority to order available apparatus, equipment, and personnel as may be required and available to respond to assist with the emergency. The Chief or other person delegated authority by the Chief shall first determine that the automatic aid or mutual aid request may be honored without impairing the Department's capacity to provide protection within its own jurisdiction. When that determination is made, the Chief or other person delegated authority by the Chief, may take appropriate action with regard to furnishing the requested aid.

The Department aiding shall be responsible for the conduct and actions of its personnel and the costs arising out of the use of its personnel and the use of apparatus, equipment or tools.

The Department waives any claim it may have against the County which claim may be based on the fact that the Department entered into a Mutual Aid Agreement, or that the County requested or required that mutual aid be provided to another Department.

## **SECTION 26 - BREACH OF CONTRACT- SUSPENSION OF FUNDING PROCEDURE**

In the event the Department fails to comply with the requirements of this Agreement, the payment of County funds may be suspended. The parties understand and agree that fire protection and other emergency services are critical to the health, safety, and welfare of the citizens of Stokes County, and that it is impossible for the Department to provide those services without adequate funding. If the County determines that the Department has failed to comply with the requirements of this Agreement, including the requirements that the Department maintain its non-profit status with the Internal Revenue Service and the requirement that the Department maintain its corporate status by making regular filings and payments to the Secretary of State's office, before the County suspends the quarterly payments, the parties will proceed as follows to prevent the disruption of services.

1. The County shall notify the Chief and Chairperson of the Department's Board of Directors in writing of the deficiencies, specifying all items to be changed, improved, or stopped. Service of notice on the Chief and the Department's Board Chairperson shall be notice to the Department.

2. After it receives notice, the Department shall have thirty (30) days to cure any such deficiencies. At the expiration of the 30-day cure period, the County shall make a second inspection to determine if the deficiencies have been cured, or if appropriate steps have been completed which are likely to cure the deficiencies.

3. If, after the inspection, the County's Fire Marshal's Office determines that the deficiency or deficiencies have not been cured, and that sufficient efforts to cure the deficiency or deficiencies have not been undertaken, the Fire Marshal's Office shall notify the County Manager, the County Fire Commission and Chairman of the Department's Board of Directors in writing. Service of notice on the Department's Board Chairperson shall be notice to the Department.

4. After notice to the Department's Board Chairperson, the County Manager may suspend payments by the County to the Department until such time as the Department shall meet the minimum requirements of this Agreement.

## **SECTION 27 - TERM AND TERMINATION**

A. Term: This Agreement shall commence on the Effective Date and shall remain in full force and effect for an initial period ending on June 30, 2026, at midnight ("Initial Term") unless earlier terminated as provided herein. Upon the expiration of the Initial Term and each subsequent renewal term, this Agreement shall be voted on by the County Commissioners for an additional term of one year thereafter, based on the County's fiscal year period from **July 1st** through **June 30th** of each year; unless modified by mutual Agreement or terminated by either party as provided herein.

B. Termination: This Agreement may be terminated as follows:

1. For Cause: By either party, hereto in the event the other party breaches any of its material obligations if the procedure set forth in Section 26 has been completed, and the breach continues to exist. Certain specific situations are of such consequence that the Agreement may be terminated For Cause without following the procedure set forth in Section 26.

The following specific actions by the Fire Department shall allow the County to terminate the Agreement for Cause upon five (5) days' notice:

a) Bankruptcy or Receivership: If the Fire Department:

1. Is placed in a Receivership pursuant to Article 38 of Chapter 1 of the General Statutes or is placed in any type of bankruptcy pursuant to 11 U.S. Code 101, et. seq.; and

2. If the proceeding is not discharged or vacated within sixty (60) days of being filed; and

3. If termination of the Agreement is approved by the Court administering the bankruptcy or receivership.

b) Insolvency: If the Fire Department is adjudicated insolvent, under state and/or federal regulation, or by a Court having jurisdiction to make that determination.

c) Cessation of Operation: If the Department ceases to do business or otherwise terminates its business operations.

d) Non-Approved Merger: If the Department is a party to a merger other than an Approved Merger as defined in this Agreement.

e) Transfer of Assets: If the Department makes a transfer of assets that does not comply with Section 28.

f) Accounting Deficiencies: If the Department is unable or unwilling to make a satisfactory plan for correcting any deficiencies found to exist by an auditor.

g) Loss of Non-profit Status: If the Department loses its non-profit status with the Internal Revenue Service of the State of North Carolina.

2. Municipal Takeover: The County or Department may terminate this Agreement on one-hundred and eighty days (180) days' prior written notice in the event a municipality or municipalities within Stokes County begin(s) to provide the Services provided by the Department or otherwise contracts independently with the Department for the Services within the municipal limits such that the County loses jurisdiction for providing the Services within all or substantially all of the Department's District.

3. Without Cause upon Notice: Either party hereto, upon notice of one-hundred and eighty days (180), may terminate this contract.

4. The County may terminate the contract during any one-year term.

4. Non-Renewal Notice: The parties hereto may terminate this Agreement at the end of the term upon written notice to the other party no later than one-hundred and eighty days (180) days prior to the expiration of the Agreement.

5. Notices: Notices required in this Section shall be reasonably specific concerning the cause for termination and shall specify the effective date and time of termination.

6. Effect of Termination: Termination of this Agreement for any reason shall not release any party hereto from obligations incurred under this Agreement prior to the date of termination. All services required to be performed under the terms of this Agreement shall be provided through the effective date of termination, and all payments which come due from the County to the Department through the effective date of termination shall be paid. Termination of this Agreement for any reason shall not form the basis of any claim for loss of anticipated profits by either party.

7. In the event this Agreement is terminated, or it expires, and is not renewed, and if, as a result, the Department ceases to conduct business, the provisions of Section 28 shall control any disposition of the Department's net assets.

## **SECTION 28 - ACQUISITION AND DISPOSITION OF DEPARTMENT PROPERTY**

A. County's Interests: The County has an interest in being assured that the Department's assets will be acquired and disposed of in a legal manner and for written consent of the use of the taxpayers of Stokes County because it assists with the funding for ongoing operations of the Department. The County also has an interest in being assured that the net assets purchased with County funds be used to provide a service to its residents. The County of Stokes shall be listed as a lien holder on all current and future apparatus and real properties purchased with service tax dollars.

B. Applicable Law Limitations on the Department's Legal Ability 1Q Disposition of its Assets: The Department is required by this Agreement to follow all Applicable Law in conducting its business. The Department cannot agree to a term of this Agreement which contravenes Applicable Law. Examples (but not an exhaustive listing) of Applicable Laws which may control whether the Department has any net assets to be disposed of are as follows:

1. Merger: In the event of an Approved merger, the Department will comply with the provisions of its Articles of Incorporation, its Bylaws, and the provisions of Article 11 of Chapter 55A of the General Statutes of North Carolina and with its Plan of Merger. Fire Departments regularly merge with other neighboring Fire Departments in order to limit administrative and other costs, to provide better leadership, to provide more uniform and improved types of services, to make more efficient use of resources and for other reasons. Ordinarily, when two non-profit Fire Departments merge, one of them assumes all the debts, obligations and contractual obligations of the other and receives all the assets and contractual rights of the other. Existing Agreements are not terminated, but they continue in effect and are honored by the surviving Department. It is not the intention of either party to prevent the Department from being a party to an Approved Merger as that term is defined in this Agreement. In the event of an Approved Merger, there will be no net assets to be disposed of. If there are remaining assets to be disposed, they will be disposed of as provided in this Section. If the Department is a party to an Approved Merger, it shall arrange that the surviving entity to whom assets may be transferred will complete payment of all its debts and obligations.

2. Transfer of Assets: The Department will only make a transfer of assets in compliance with the provisions of its Articles of Incorporation, its Bylaws, the provisions of Article 12 of Chapter 55A of the General Statutes of North Carolina, the Internal Revenue Code, and with this Section of this Agreement.

3. Dissolution. In the event of dissolution, the Department will comply with the provisions of its Articles of Incorporation, its Bylaws, and the provisions of Article 14 of Chapter 55A of the General Statutes of North Carolina and all other Applicable Law and with this Section of this Agreement.

4. Distribution: The Department will not make a distribution except upon dissolution. If the Fire Department disposes of some of its property during the course of normal business operations, it shall do so as provided in this Section. In the event of distribution upon dissolution, the Department will comply with the provisions of its Articles of incorporation, its Bylaws, and the provisions of Article 13 of Chapter 55A of the General Statutes of North Carolina, all other Applicable Law, and with this Section 28 of this Agreement. Any remaining assets shall be distributed as provided in this Section.

5. Mortgages and Security Agreements: At times, a Department may place a lien upon its property to secure a loan in the course of normal business operations. If there is a lien attached to an item of real or personal property, the lienholder must be paid and satisfied before that property can be transferred to any other entity. Any net assets remaining shall be disposed of as provided in this Agreement. A Department shall not cause a lien to be placed on any property which is owned by the County, including but not limited to any radio equipment purchased by the County and loaned to the Department without consent by the County Manager.

6. Bankruptcy and Receivership: The Department will comply with the terms of the United States Bankruptcy Code if it is placed in bankruptcy, or with the terms of Article 38 of Chapter 1 of the General Statutes of North Carolina if a Receiver is appointed by the North Carolina Courts to control its operations. Any net assets remaining shall be distributed as provided by this Section.

C. Acquisition of Property with Funds from a Federal Agency: If the Department receives any funding from a federal agency, the Department shall adopt a procurement policy that meets federal standards.

D. Disposition of Property Acquired Before the Date of this Agreement During the Normal Course of Business: Within the confines of its Articles of Incorporation, its Bylaws and Chapter 55A of the General Statutes, and other Applicable Law, The Department will obtain a reasonable value for any property it owns having a substantial value of more than \$5,000.00, which property has been purchased in whole or in part with County funding. The County, as well as Fire Departments within the County, shall have the option to purchase the property prior to the property being offered to an outside organization. Any proceeds obtained from the sale of property acquired, in whole or in part, with Fire Tax shall be used in the same manner as Fire Tax.

E. Disposition of Property Purchased After the Effective Date of Agreement. Any equity remaining either as assets or as proceeds from the sale of assets which were purchased with Fire Tax Funds and/or County general funds after the effective date of this Agreement and which remains after the Department complies with all Applicable Law shall be returned to the County within ten days of the time it is determined to be excess, unless otherwise agreed to by the fire or rescue agency and County Manager.

F. Disposition of Assets upon Dissolution. If the Department is dissolved, Chapter 55A and all other Applicable Law requires the Department to liquidate its assets and pay its debts. To the extent that all Applicable Law allows, the Department shall distribute all assets remaining after the payment of debts in the following order of priority:

1. To a non-profit entity or government entity providing fire protection within the District of the Department.

2. If there is not a non-profit entity as described in 1. above which wants the property, then the Department shall transfer its remaining assets to a non-profit entity which provides fire and/or rescue services to Stokes County.

3. If there is not a non-profit entity as described in 2. above which wants the remaining assets, the Department shall transfer its remaining assets to the County.

G. When Section Not Applicable. Paragraph F. of this Section shall not apply if the County terminates this Agreement and begins to provide fire protection and rescue services through a County Agency, notwithstanding the facts (1) that the Department is in compliance with this Agreement, and (2) has not breached the Agreement, and (3) the Department is able and willing to continue to comply with this Agreement. SECTION 29-COMPLIANCE WITH LAWS ABOUT EMPLOYING IMMIGRANTS, IRAN DIVESTMENTS, ISRAEL, AND CONSTITUTIONAL LIMITS ON INDEMNIFICATION At all times when this Agreement is in effect, neither Party to it shall do, or encourage the doing of any act or omission which does or possibly could place the Party in any jeopardy of being accused of violating any of the following State or Federal laws, and each Party shall comply with them fastidiously and to the letter:

A. E-Verify Certification: At all times during the performance of the Agreement, all parties shall fully comply with Article 2 of Chapter 64 of the General Statutes, and shall ensure compliance by any subcontractors utilized. All parties shall execute an affidavit verifying such compliance upon request by County.

B. Iran Divestment Act Certification: All parties executing this Agreement thereby affirm they are not listed on the Final Divestment List created by the State Treasurer pursuant to Article 6A of the Iran Divestment Act, nor shall they utilize any subcontractor in the performance of the Agreement that is identified upon said list.

C. Divestment from Companies that Boycott Israel: All parties hereby certify that they are not on the North Carolina State Treasurer's list, prepared pursuant to NCGS 147-86.80 et. seq., of companies engaged in a boycott of Israel, and that they will not utilize in the representation of the County pursuant to this Agreement any firm on said list.

D. Constitutional Limitation on County Indemnification: The parties acknowledge and understand that an unlimited indemnification by County constitutes a violation of the North Carolina Constitution, and is void and unenforceable by operation of law. Any indemnifications given by County to any party under the Agreement shall be deemed to be given only to the fullest extent allowed by law.

E. Constitutional Limitation on Eminent Domain: All Parties certify and agree that without regard to the provisions of this agreement, neither Party shall deprive the other of property without just compensation, as provided in Amendment V of the United States Constitution. 20

### **SECTION 30 - TERMS & CONDITIONS RIDER**

The Department and the County agree to abide by the North Carolina Local Government Contractual Terms and Conditions Rider that is included as EXHIBIT E to this Agreement.

### **SECTION 31 - SEVERABILITY**

The provisions hereof are severable, and should any provision be determined to be invalid, unlawful or otherwise null and void by any court of competent jurisdiction, the other provisions shall remain in full force and effect and shall not thereby be affected unless such ruling shall make further performance hereunder impossible or impose an unconscionable burden upon one of the parties. The parties shall endeavor in good faith to replace any invalid, illegal, or unenforceable provisions with a valid provision, the rights, and obligations of which come as close as practicable to that of the invalid, illegal, or unenforceable provision.

### **SECTION 32 - DISPUTE RESOLUTION AND FORUM SELECTION**

This Agreement shall be governed by and in accordance with the laws of the State of North Carolina without regard to its conflict of laws rules. All actions relating in any way to this Agreement shall be brought in the General Courts of Justice in Stokes County, North Carolina. Any mediation of any dispute arising under this agreement shall be conducted in Stokes County, North Carolina unless both parties agree on some other location. The County and the Department recognize, acknowledge and agree that either party's resort to formal legal proceedings may involve substantial commitments of time and resources and may cause unnecessary disruption of the service each party provides to the community; therefore, to the extent that either party contends the other has failed to meet the obligations of this Agreement, the parties agree that they will follow the pattern for dispute resolution set forth hereafter:

A. Injunctive Relief. Notwithstanding the provisions of this Section 32, either party may bring an action in a court having jurisdiction in equity for immediate and emergency injunctive relief. Any such action or actions in a court exercising its emergency powers in equity for preliminary or permanent injunctive relief shall be deemed an exception to the requirement that any claim be first submitted to mediation as detailed herein.

B. Mandatory Pre-filing Mediation. Except as provided in Subsection 32 A, before either Party initiates a lawsuit, the parties agree to participate in mediation. Mediation shall be conducted within forty-five (45) days (or such other period as is mutually agreeable to the parties) from the time when one party sends written demand to the other. Unless the parties agree otherwise, the Mediator shall be a mutually agreed upon and Certified North Carolina Superior Court Mediator. The mediation shall be conducted in accordance with the Rules Implementing Statewide Mediated Settlement Conferences in Superior Court Civil Actions and in accordance with the rulings of the N. C. Dispute Resolution Commission. Unless otherwise agreed, each Party will bear its expenses in pursuing mediation, and the parties will share equally in the fees charged by the Mediator. Any statute of limitations will be tolled for the period from the demand for mediation through the conclusion of the mediation.

C. Litigation If Mediation Unsuccessful. In the event that the Parties participate in mediation as provided in Section 32 B, but do not resolve the issues between them in the mediation process, or if a Party

violates this agreement by refusing to participate in mediation, either Party may file a lawsuit in the General Court of Justice in Stokes County.

### **SECTION 33 - NOTICES**

All notices, reports, records, or other communications which are required or permitted to be given to the parties under this Agreement shall be sufficient in all respects if given in writing and delivered in person; by overnight courier; or by registered or certified mail, postage prepaid, return receipt requested, to the receiving party at the following addresses:

IF TO STOKES COUNTY:

County Manager  
P.O. Box 20  
Danbury NC 27016

IF TO FIRE DEPARTMENT-:

### **SECTION 34 - AMENDMENT/ASSIGNMENT**

This Agreement may not be amended except in writing signed by the parties hereto. Except in the case of an Approved Merger as provided in Section 28, this Agreement is not transferable or assignable by either party without the written consent of the other party to this Agreement which shall not be unreasonably withheld.

### **SECTION 35 - NO WAIVER**

Failure of a party to enforce any of the provisions of this Agreement at any time, or to request performance by the other party pursuant to any provision of this Agreement shall in no way be construed as a waiver of any such provision, nor in any way affect the validity of this Agreement, or any part thereof, or the right of the non-enforcing party to enforce each and every provision of this Agreement.

### **SECTION 36 - MUTUALLY-DRAFTED AGREEMENT**

The Department and the County hereby acknowledge that each participated in the negotiation and drafting of this Agreement. Accordingly, the Department and the County agree that any rule of construction of contracts allowing for the interpretation of this Agreement to be construed against the drafting party is inapplicable to this Agreement.

### **SECTION 37 - HEADINGS**

The Section headings used herein are for reference and convenience only and shall not enter into or affect the interpretation and enforcement of this Agreement by either party.

#### **SECTION 38 - ENTIRE AGREEMENT; MERGER**

The terms and provisions herein contained constitute the entire agreement by and between the County and the Department and shall supersede all previous communications, representations, or agreements, either oral or written, between the parties hereto with respect to the subject matter hereof; except, that this Agreement shall not be construed to supersede any existing and applicable Automatic Mutual Aid Agreements.

#### **SECTION 39 - COUNTERPARTS**

This Agreement may be executed in several counterparts, all of which shall constitute one agreement binding on all parties hereto, notwithstanding that all parties have not signed the same counterpart.

#### **SECTION 40 - AUTHORIZATION**

Each party warrants that it has the corporate or other organizational power and authority to execute, deliver and perform this Agreement. Each party further warrants that the execution, delivery, and performance by it of the Agreement has been duly authorized and approved by all requisite action of the party's management and appropriate governing body.

**EXHIBIT "A"**  
**AGREED-UPON PROCEDURE**

The Department agrees to provide the CPA who is selected by the County to perform auditing procedures the following information for each fiscal year:

1. Detailed trial balance or general ledger of all the bank accounts and details of all withdrawals and deposits including dates and amounts of each transaction for the previous fiscal year. Detailed trial balances or general ledgers should list activity for each account (checks/deposits), date and amount of each transaction. In addition, each account within the detailed report should subtotal to a balance.
2. Bank statements and bank reconciliations for all accounts, including CD's and payroll, for the previous fiscal year. credit card statements (July- June) and receipts for all credit cards used by the unit, if applicable.
3. All invoices and supporting documentation for expenditures, including payroll disbursements, throughout the fiscal year.
4. All deposit slips and supporting documentation for revenues received throughout the fiscal year.
5. All monthly and/or annual financial statements prepared by bookkeepers or other qualified persons, including Balance sheets, income statements, trial balances, and any other yearend report. Reports should be on the last day of the previous fiscal year.
6. Check registers for ALL bank accounts from the previous fiscal year.
7. List of checks (date and amount) written from the County to the unit from the previous fiscal year
8. List of Chief and Board Member names for the Department for the previous year, and whether any Board Members are related to one another or the Chief in any of the categories on the following list:

Father/Mother	Brother-in-law/Sister-in-law
Son/Daughter	Uncle/Aunt
Brother/Sister	Nephew/Niece
Husband/Wife	Grandfather/Grandmother
Father-in-law/Mother-in-law	Grandchild
Son-in-law/Daughter-in-law	
Others living in the household	

Relationships may be created by marriage (either current or former), birth, adoption, foster care or in loco parentis (in the place of a parent), and include those living in the same household who share

a relationship comparable to immediate family members as well as the various combinations of half- and step- relationships that can be derived from such degrees of kinship.  
The CPA contracted by the County shall, at a minimum, perform the following analyses with the items collected:

1. Compile a statement of cash receipts and disbursements.
2. Summarize any expenditures that may appear unrelated to fire protection operations.
3. Match the samples to supporting documentation in order to verify the amounts of the disbursements with the bank statement and their account classifications
4. Track County disbursements to the Fire / Rescue Department to see that the check was deposited into the bank within ten (10) business days of issue.
5. Match disbursements to the Chief and board members with supporting documentation and bank statement.
6. Review board members and treasurer relationship to one another and Fire Chief.
7. Make recommendations to the Board of County Commissioners regarding any improvements that should be considered.

## **EXHIBIT "B"**

### **INSURANCE REQUIREMENTS**

The Department shall take out and maintain, during the life of this Agreement, the following Insurance coverage:

1. Comprehensive Automobile Liability Insurance with combined single limits of at least \$1,000,000.00 per occurrence. Coverage shall be provided under a symbol "1". Coverage shall apply, on an excess basis for hired, borrowed and non-owned vehicles. Coverage shall apply, on a primary basis, for commandeered vehicles. Volunteers or employees shall be considered Insured, and volunteers and employees shall have coverage excess of their personal auto liability limits when they are using their vehicles on behalf of their insured department. Fellow members' liability shall be provided. Auto pollution liability shall be included in the coverage.

Automobile collision and comprehensive coverage for emergency vehicles, other than private passenger vehicles, shall be provided on an agreed value basis. Coverage shall apply to owned and/or leased vehicles. The Department should attempt to set the agreed value at an amount that will replace the vehicle with a new vehicle, built to similar specifications and brought up to current NFPA, DOT or other national specifications. Coverage shall apply, on a primary basis, to hired, borrowed and commandeered vehicles. Coverage will be on an actual cash value basis for the hired, borrowed and commandeered vehicles.

2. Comprehensive General Liability Insurance with limits of at least \$1,000,000.00 per occurrence and \$3,000,000.00 aggregate. The aggregate shall apply per named insured and per insured location. The policy shall include the following coverage: Volunteers or Employees as Insured, Medical Malpractice, Good Samaritan Liability Coverage, Intentional Acts Coverage for both Bodily Injury or Property Damage, fellow Member Liability, Nonowned Watercraft, Fire Damage Legal Liability with Limits of \$1,000,000.00, Pollution Liability arising out of Emergency Operations away from the Department's Premises, Training Activities or Equipment Washdowns.

3. Directors and Officers Liability Insurance with Limits of at least \$1,000,000.00 per occurrence with \$3,000,000.00 aggregate. This policy shall include coverage for prior acts. The Insured shall include current volunteers and employees, former volunteers and employees and any persons or organizations providing service to the Department under an automatic aid Agreement and mutual assistance contract or similar Agreement.

4. Umbrella Liability Insurance with Limits of at least \$ 1,000,000.00 per occurrence and \$2,000,000.00 aggregate. The umbrella policy shall provide excess coverage over the Auto Liability Policy, General Liability Policy and the Employer's Liability Section of the Workers Compensation Policy. Volunteers and employees shall be included as Insured.

5. The Department shall maintain Property Insurance protecting against the risk of direct physical loss or damage. The policy covering the building shall be written on a Guaranteed Replacement Cost Basis with coverage included for Building Ordinance, Flood and Earthquake. Coverage shall include the replacement cost of Commandeered Property

including coverage for Loss of Use. Contents coverage shall be provided on a replacement cost basis. Coinsurance penalties shall not apply.

6. Portable Equipment Coverage shall be provided protecting against the risk of direct physical loss or damage, including electrical surges. Coverage shall be provided on a Guaranteed Replacement Cost Basis.

7. The Automobile Liability Policy, General Liability Policy, Umbrella Liability Policy and Management Liability Policy shall name the County of Stokes as an additional insured. The Department shall furnish the County of Stokes with certificates of insurance showing the type of policy, limits of liability, the name of insurance companies, policy numbers, effective dates and expiration dates of policies.

8. The Department shall obtain a **Fidelity Bond** for at least one and one-half times the department's annual budget that covers anyone within the Department that handles the funds of the Department.

9. Worker's Compensation - Coverage for all paid and volunteer emergency workers for statutory limits in compliance with all applicable State and Federal laws.

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## **EXHIBIT "C"**

### **FIRE DISTRICT**

The Department's fire response district is the area delineated as the response district for the Department on the attached Map as adopted by the Stokes County Board of County Commissioners on the 4th day of March, 2024 and approved by the North Carolina Department Of insurance.

INSERT MAP HERE

## **EXHIBIT D**

### **Stokes County Fire Department/ Medical First Responder Contract. 2024**

#### **A. First Responder Medical Program Requirements:**

A. Per 10A NCAC 13P .0201 EMS System Requirements, Stokes County Emergency Medical Services (SCEMS) is an established EMS system. Fire Departments/ Rescue Squads operating as medical responders within the geographical boundaries of Stokes County are part of the Stokes EMS System.

**B. Fire Departments/ Rescue Squads** operating within Stokes County as a primary medical first responder and/ or via mutual aid agreements, but geographically located outside Stokes County, will follow their home county medical protocols and process for training and credentialing.

**C. Regardless of geographical location**, Fire Departments/ Rescue Squads operating as a primary medical first responder in Stokes County are responsible for the following (King Fire Department operates at the ALS level and is not included in this agreement):

1. Must be an approved and an established Fire Department/ Rescue Squad by the EMS Director and EMS Medical Director.
2. New Fire Departments/ Rescue Squads who desire to establish a medical first responder program must notify SCEMS and the EMS Medical Director with a written request, as well as follow all established guidelines set forth by the NC Office of EMS.
3. Fire Department/ Rescue Squads who desire to change the level of medical response or Expanded Scope Tier (defined later) will notify SCEMS and the EMS Medical Director with a written request within 120 days of proposed change date.
4. Fire Department/ Rescue Squads will assign at least 1 member (training officer) to administer the medical first responder program and ensure monthly and annual training, credentialing, and re-credentialing of all EMR and EMT members is completed.
5. Fire Department/ Rescue Squads will maintain and retain all training hours of continuing education and topics for EMR and EMT members for a total of 5-years.
6. A medical first responder is defined as an approved NC credentialed medical personnel, which include the following levels: EMR, EMT, AEMT, and Paramedic.
7. ONLY NC CREDENTIALLED and approved medical first responders will respond to medical calls and provide medical care, including patient assessment and treatment. Exception on following page.
8. Fire Department/ Rescue Squads with transport unit capabilities will make every effort to staff with at least a minimum of one EMT, one Driver and utilize such units when called upon by SCEMS due to EMS unit status in the county.

**\*\*\*Exception:**

In the event Stokes County 911 Communications dispatches or notifies responding units that CPR instructions are begin given, any Fire Department/ Rescue Squad member, who is trained in CPR (AHA, ARC, or SCEMS Team-Focused CPR) may respond to the scene and provide chest compressions.

8. All NC credentialed medical first responders will maintain a current “ACTIVE” status through the NC Office of EMS (NCOEMS) and will maintain up-to-date demographics and contact information in the NCOEMS Continuum platform.

9. NC medical certifications are valid for 4 years and will be honored in the SCEMS medical first responder program if the member remains in good standing and in “ACTIVE” status with the NCOEMS, the department, and the SCEMS system as well as if required continuing education hours are completed and verified.

10. Medical first responders who allow their credential to expire for any reason shall follow the guidelines outlined by the NCOEMS to reactive their credential.

11. Fire Departments/ Rescue Squads will review Continuum at least annually, with updates completed by January 31st and within 30-days of membership changes to maintain an accurate department roster. <https://oems.nc.gov/continuum/>

12. Fire Department/ Rescue Squad will submit an annual up-to-date report to the SCEMS Operations Manager/ Training Officer. The report will outline a roster of medical first responder members, level of NC credential, and the previous year’s total continuing education hours by January 31st.

13. Fire Department/ Rescue Squad will notify the SCEMS Operations Manager/ Training officer of a new medical first responder member and level of NC credential no later than 30-days of start date.

14. Each Fire Department/ Rescue Squad will establish the position of Medical Training Officer (may be combined with another position) to oversee the department’s medical first responder program.

15. Departments which have AEMT and Paramedic members, understand that during medical response, those individuals may only provide medical care at the EMT Expanded Scope Level based on the department’s choice of Expanded Scope Tier described in the SCEMS Expanded Scope Protocols.

16. A department may have a physician, physician assistant, nurse practitioner, or registered nurse (independently licensed), who do not have a NC medical credential as described in part L.(c.)  
Recommendations:

- Encourage member to obtain NCOEMS credential of EMR or EMT.

- If a department has members who respond to medical incidents whom does not have a NC Credential through NCOEMS, the fire department shall conduct a criminal background check annually on that member.

- Obtain written verification that an independently licensed member, who is not a NC credentialed EMR, EMT, AEMT, or Paramedic, is covered under the departments medical malpractice liability policy.

- Verify independently licensed member understands NCCEP Standards Policy: Disposition Policy Section – Physician on Scene.

<https://www.ncmhtd.com/owncloud/index.php/s/nNBsFHwLWbl8G5k%20#pdfviewer>

17. Provide immediate medical first response care to the citizens, visitors, and patrons within Stokes County, including immediate medical assessment and treatment as outlined within SCEMS Protocols and Procedures and SCEMS Expanded Scope Protocols for medical first responders.
18. Provide monthly medical training, evaluation, and review of NC credentialed members.
19. Adherence to these guidelines for training, operations, and other requirements.
20. These guidelines may change without prior notification by SCEMS and will be updated as needed to remain compliant with the SCEMS Systems and Education plan and NC Office of EMS.
21. The SCEMS Operations Manager/ Training Officer shall provide medical first responder oversight, recredentialing, and assist Forsyth Technical College (FTCC) with BLS Continuing Education.
22. A medical first responder Training Committee meeting will be held at least twice annually and at the discretion of the SCEMS Operations Manager/ Training Officer and all communications for any reason will be relayed to the department Training Officer and/or Command Staff via email.
  - i. Department Training Officers will be present for all training committee meetings. Should the department Training Officer be unable to attend the meeting, a department representative may be assigned to attend.
  - ii. The Stokes County Medical Director will be actively involved in the medical first responder program.
  - iii. Should any questions or concerns arise; the first responder should report directly to their Training Officer and/or Command Staff who will report to the SCEMS Operations Manager/ Training Officer. Should further action be needed, the SCEMS Operations Manager/ Training Officer will involve the EMS Director and/or Medical Director as outlined in the Stokes County Performance Improvement Manual.
  - iv. Medical First responders shall follow local medical protocols, procedures, and policies as outlined by SCEMS and the NC Office of EMS.

#### **D. Medical Response Operations:**

1. Medical first responders should wear clothing/ uniform which identifies them by last name and the department (where possible), and they should introduce themselves to patients by name and department, as well as credential level.
2. Medical responders will use “due regard” for personal safety and the safety of the public, as well as all motor vehicle laws and regulations when responding to medical incidents.
3. Medical first responders should provide patient information, assessment, and treatment(s) to the responding SCEMS unit based on the MIST report, as referenced in the SCEMS Expanded Scope Protocols.
4. Medical first responders can transfer care to a credentialed medical provider at the same level, or above, the provider’s NC credential level.

5. Medical first responders will function as a cohesive medical care team with SCEMS and will report any concerns to the senior SCEMS Paramedic, or EMS supervisor, on scene.

6. In the event SCEMS asks a medical first responder to operate a SCEMS ambulance during the transfer of a seriously ill or injured patient to maximize ALS care during transport, the medical first responder will use "due regard" for personal safety and the safety of the public, as well as all motor vehicle laws and regulation.

7. If a fire department has 4 or less active NC Credentialed providers that live in the district, Stokes County EMS will require a dual response to all medical incidents in that district.

8. A fire department that operates a patient transport unit must fulfill 85% of transport request by Stokes County EMS due to them being out of units, transporting to area hospitals locally and to surrounding counties.

#### **E. Equipment:**

1. Fire Department/ Rescue Squads are required to maintain medical equipment for response to medical emergencies as outlined in the SCEMS Expanded Scope Protocols.

2. Medications for expanded scope protocols may be purchased by the Fire Department/ Rescue Squad. The medical director will provide a signed medication/ equipment order form annually upon request of each department.

#### **F. Patient Refusal of Assessment, Care, or Transport:**

1. Medical first responders may obtain a patient refusal of assessment, assessment and treatment, treatment, and/ or transport.

2. Medical first responders will follow the patient refusal protocol as outlined in the SCEMS Expanded Scope Protocols. A capacity assessment will be performed and documented per the SCEMS Universal Patient Protocol UP-1 and the SCEMS Expanded Scope Refusal of Care Protocol.

3. Fire Department/ Rescue Squad refusal documentation form must be completed on the Standard Patient Refusal Report that SCEMS uses and remain on file within the department's record keeping system. SCEMS will furnish departments refusal of care documentation forms as well as aftercare instructions upon request.

4. Refusal of care forms must be signed by the patient, witnessed (preferably by a patient relative or law enforcement officer) and signed by the witness. A full capacity assessment and a medical assessment, to the extent allowed by the patient, should be completed and documented, including vital signs, heart rate, respiratory rate, blood pressure, pulse oximetry (if available), and temperature.

#### **G. Medical First Responder Program Training Requirements:**

1. SCEMS and FTCC will work together to ensure adequate and appropriate BLS continuing medical education annually.

2. Continuing medical education topics and hours must be met within the 4- year recert period to be approved for recredential. An outline may be obtained through the NC Office of EMS website. The following hours are required per the NC Office of EMS: EMR (32 – 8-hours each year) EMT (80 – 20-

hours each year) AEMT (100 - 25-hours each year) Paramedic (120 – 30-hours each year). SCEMS requires minimum annual hours to be completed.

3. At times, a medical education topic may be listed as “Mandatory” and thus will be required for each medical first responder to attend. Scheduling options will be available to assist in maintaining compliance with the directive.

4. Every medical first responder will be required to attend and successfully complete an annual skills evaluation to ensure appropriate knowledge base and skill performance. Scheduling options will be available to assist in maintaining compliance with the directive. SCEMS Operations Manager/ Training officer will coordinate this across all departments.

5. SCEMS has an approved 911 e-Learning Solutions. Fire Department/ Rescue Squads may purchase access to this platform, which provides accredited/ approved continuing education topics. Topics must be approved by SCEMS and the medical director to receive credit for hours obtained.

6. Any medical first responder that does not adhere to the outline training requirements, will be either dismissed from the SCEMS system or placed in “suspended status” until deficiencies are corrected.

7. The medical first responder is ultimately and personally responsible for maintaining a record of their continuing medical education, each Fire Department/ Rescue Squad is responsible for maintaining a record of their medical first responders continuing education hours as well.

#### **H. Performance Improvement:**

1. SCEMS has the right to deny and/ or approve the participation of any medical first responder and/or department within the SCEMS system.

2. The SCEMS Medical Director has the right to suspend, reject, and/or revoke all privileges of participation to any first responder operating within the SCEMS medical first response program.

3. Where a clinical care concern arises involving a medical first responder or Fire Department/ Rescue Squad, a medical investigation will be conducted as outlined in the SCEMS Performance Manual. Due Process strategies are outlined within the document.

4. Where a medical first responder has a credential that is placed “under investigation,” SCEMS reserves the right to suspend all medical care activities until the investigation is completed by the NCOEMS.

#### **I. Patient Care Documentation Requirements:**

1. All incidents where a patient is encountered shall be documented in the department’s documentation program/ platform.

2. Each department will maintain a documentation program that allows an incident to be tracked and reviewed.

3. Documentation reports must be made available to SCEMS, Peer Review/ Compliance Committee, Medical Director, and/or the NC Office of EMS upon request.

4. No incident documentation shall be falsified or altered to state any nonfactual information that did not occur or hide any factual evidence.

5. Any altered or incorrect documentation will be reviewed by the department Training Officer and/or Command staff as well as SCEMS.
6. All rescue squads shall ensure that their form of documentation of patient transports are reported to the NCOEMS
7. SCEMS will assist any department to ensure and improve proper documentation and reporting as needed.
8. All medical first responders, Fire Departments/ Rescue Squads will all adhere to HIPPA guidelines and provide annual HIPPA training for their assigned medical first responders.

**G. Medical Response Medical Malpractice Insurance:**

1. Fire Department/ Rescue Squads should maintain medical malpractice coverage for medical first response operations.
2. Medical first responders will NOT be covered under Stokes County worker's compensation insurance program. Provision of workers' compensation is the responsibility of each independent Fire Department/ Rescue Squad.

## **EXHIBIT E**

### **STANDARD NORTH CAROLINA LOCAL GOVERNMENT CONTRACTUAL TERMS & CONDITIONS RIDER (the "LGR") Effective: August 6, 2018**

This LGR is hereby made and entered into by and between STOKES COUNTY (the "**County**") and any and all parties entering into any contract, memorandum of understanding, or other agreement of any kind, for the provision of goods, services, or other consideration of any kind, to the County referencing its existence or inclusion as a part thereof.

Any such instrument(s) together with any and all exhibits, addenda, riders and/or any other instruments attached to, or incorporated by reference therein, shall be collectively referred to hereinafter as the "**Contract**".

#### **WITNESSETH:**

WHEREAS, County is a body politic of the State of North Carolina, subject by operation of law to certain additional rules, regulations, and laws applicable to public and/or governmental bodies including without limitation certain operational and contractual requirements; and

WHEREAS, the risk of financial default under a contract entered into by such a governmental body is substantially lower than the ordinary risk of financial default attributable to private or commercial entities; and

WHEREAS, County has established this LGR for the non-exclusive purposes of expediting its contract review and approval process, to document notice of its governmental status, and to protect its citizens and the public at large from illegal or unfair obligations otherwise imposed under certain adhesion contracts; and

WHEREAS, County is prohibited by applicable law from executing the Contract without modification by this LGR, or has otherwise determined it is not in the best interests of its citizens and the public at large to do so without the additional terms and conditions of this LGR being made a part thereof.

NOW THEREFORE, in exchange of the mutual covenants made herein, and for other good and valuable consideration exchanged between the parties, the sufficiency of which is hereby acknowledged, including but not limited to the inducement of County to enter into the Contract as modified by this LGR, the parties agree as follows:

#### **PART A: AMENDED CONTRACT TERMS:**

1. Contract Incorporation: The terms and provisions of this LGR shall be deemed fully and

completely incorporated into, agreed to and accepted by, all parties entering into any contract which references their existence in any way; including to the fullest extent permitted by law, incomplete or non-specific references to their existence where any party could with reasonable due diligence has ascertained the existence and content of its terms. Each party entering into any such Contract further agrees that the incorporation of this LGR into the terms and conditions of the Contract shall be deemed to be a material condition precedent to County's acceptance of such Contract, and to the validity and enforceability of said Contract against County by any party thereto. Partial performance by any party under such a Contract without formal execution thereof, shall be considered as agreement to, and acceptance of, these LGR terms and conditions.

2. Contractual Conflict & Precedence: Notwithstanding any statement or provision within the contract to the contrary, and except for any "Additional Terms & Conditions" agreed to between the parties pursuant to the immediately following paragraph, the terms and conditions of this LGR shall supersede, control over, and prevail in the event of any conflict with any differing or contrary terms or conditions of the contract. Except to the extent they are inconsistent with or modified by this LGR, the terms and conditions of the contract shall remain in full force and effect.

3. Additional Terms & Conditions: To the extent the parties require any additional or specific modifications or amendments to the Contract, or to this LGR itself, the same shall be reduced in writing and attached to the Contract labeled as "Additional Terms & Conditions" which shall clearly reference the Contract to which it applies, shall state that it takes precedence over, and shall control in the event of any conflicts with, both the Contract and any Local Government Rider", and shall be separately signed by all parties concurrently with their execution of the Contract instrument(s).

#### **PART B: STANDARD LOCAL GOVERNMENT PROVISIONS:**

1. Public Records & Confidentiality: County is required to comply with certain applicable statutes of the State of North Carolina regarding open meetings and/or open records. Notwithstanding anything to the contrary within the Contract, County shall not be liable to any party for disclosing the Contract, or any documents or communications made or received in relation thereto, to any third party or the public at large, if such disclosure is made by County in a good faith effort within its sole discretion, to comply with any public records request or other applicable laws.

2. Limitation on Contractual Authority: Only the County Board of Commissioners, the County Manager, or another agent specifically designated in writing by either to exercise their respective authority related to the Contract shall be authorized to enter into, modify, or otherwise bind the County to the Contract in any way. Any such action shall be taken only by the signed written consent thereof, and no party shall rely upon any verbal communications, or otherwise upon the authority of any other agent of the County in lieu thereof. This provision shall apply to prevent any inadvertent or passive modifications to the terms of the Contract through communications between the parties as may otherwise be allowed by law, including but not limited to any such provisions of the North Carolina Uniform Commercial Code, if applicable.

3. Limitation Upon Partial/Progress Payments for Goods/Materials to be Delivered: Payment (partial or otherwise) for any physical goods or materials to be provided to the County pursuant to the Contract, shall not be due or owed by the County until after actual delivery

and acceptance of any such physical items.

4. E-Verify Certification: At all times during performance of the Contract, all parties shall fully comply with Article 2 of Chapter 64 of the General Statutes, and shall ensure compliance by any subcontractors utilized. All parties shall execute an affidavit verifying such compliance upon request by County.

5. Iran Divestment Act Certification: All parties executing this Contract thereby affirm they are not listed on the Final Divestment List created by the State Treasurer pursuant to Article 6A of the Iran Divestment Act, nor shall they utilize any subcontractor in the performance of the Contract that is identified upon said list.

6. Divestment from Companies that Boycott Israel: All parties hereby certify that they are not on the North Carolina State Treasurer's list, prepared pursuant to NCGS 147-86.80 et. seq., of companies engaged in a boycott of Israel, and that they will not utilize in the representation of the County pursuant to this Contract any firm on said list.

7. Constitutional Limitation on County Indemnification: The parties acknowledge and understand that an unlimited indemnification by County constitutes a violation of the North Carolina Constitution, and is void and unenforceable by operation of law. Any indemnifications given by County to any party under the Contract shall be deemed to be given only to the fullest extent allowed by law.

8. Contingent Funding/Non-Appropriations Clause: Notwithstanding anything to the contrary within the Contract or this LGR, all financial obligations of the County under the Contract are dependent upon, and subject to, the continuing allocation of funds by the County Board of Commissioners for such purpose. The Contract shall automatically terminate if such funds cease to be allocated or available for any reason.

**[REMAINDER OF PAGE INTENDED TO BE LEFT PAGE BLANK]**

## **PART C: OTHER GENERAL PROVISIONS**

Notwithstanding anything within the Contract to the contrary:

1. Choice of Law, Forum, & Pre-Litigation Mediation: This Contract is made and entered into in Stokes County, North Carolina and shall be governed by and construed in accordance with North Carolina law. Any claim for breach or enforcement of this Contract shall be filed in the appropriate court located in the jurisdiction of Stokes County, North Carolina. The parties agree in good faith to first submit any disputes to that formal process known as mediation being that process which is described by North Carolina in its Alternative Dispute Resolution Program through the Dispute Resolution Commission. The parties agree that they will attempt to agree on a North Carolina Certified Superior Court Mediator with the understanding that this list is maintained by the North Carolina Dispute Resolution Commission. Should the parties be unable to agree, then that mediator who is next to be assigned on a case by Court Administration in Stokes County will be used as the mediator. The parties shall share the costs of mediation equally and the parties agree to mediate in good faith.

2. Construction & Headings: No rule of construction shall apply against any party as the drafter of the Contract which is the result of an arms-length negotiation between the parties. The titles/captions/headings of any and all portions of the Contract are intended for reference purposes only, and shall not be deemed to affect the meaning or interpretation of the Contract terms and conditions.

3. Merger: The Contract is the entire agreement between the parties with respect to the foregoing matter and there are no other verbal or written agreements with respect thereto between the parties which have not been reduced to writing and specifically incorporated into the Contract.

4. Modification: No modifications of the Contract shall be valid unless reduced to writing signed by all parties hereto.

5. Severability: The provisions of this Contract are intended to be severable. Any and all provisions of this Contract that are prohibited, unenforceable, or otherwise not authorized in any jurisdiction shall, as to such portion and/or jurisdiction only, be deemed ineffective to the extent of such prohibition, unenforceability, or non-authorization, without invalidating the remaining provision(s) hereof in such jurisdiction, or affecting the continuing validity, enforceability, or legality hereof in any other jurisdiction.

6. Signature Warranty: Any party executing the Contract as a corporate or other legal entity represents to the other parties hereto that such entity is duly organized, validly existing, and in good standing under the laws of the State of North Carolina or otherwise under the laws of the State of its formation, and is qualified to transact the business contemplated herein within the State of North Carolina, and further that any such party executing the Contract on behalf thereof, has the full power and authority to do so without any further authorization being required from any party, and thereby legally binds said entity to the terms and conditions of this Contract.

7. Additional Limitation of Scope of County Indemnification: If applicable, any indemnification given by County shall be deemed and further limited to indemnify against claims or actions arising from the action or inaction of County's own officers, officials, employees or agents only;

and shall not be deemed to indemnify any party against claims or actions arising from any action or inaction of any other parties.

8. Waiver of Consequential/Punitive Damages: Under no circumstances whatsoever, shall any party be entitled to recover, and all parties hereby waive their right to seek, any indirect, punitive, special or consequential damages of any kind whatsoever, incurred in connection with any breach of the Contract. Notwithstanding the foregoing, the reasonable costs incurred in connection with successfully enforcing the Contract against another party, including court costs, fees, and reasonable attorneys' fees associated therewith shall be recoverable by such a prevailing party.

9. Savings Provision: County shall not be held in default of the Contract or otherwise deemed in breach thereof, unless it has first failed to cure any condition causing such default within thirty days (30) days written notice thereof by the party alleging such default. If County cures any default within that period, no breach of the Contract shall be deemed to have occurred.

10. Electronic and/or Duplicate Execution & Order of Execution: The Contract may be executed in multiple counterparts, in which event each executed copy shall be deemed an original document as between the parties. An electronic signature and/or copy of the Contract shall have the same force and affect as the original. Due to the need to comply with statutory auditing requirements, all parties contracting with County shall execute the Contract first and deliver a fully signed copy thereof (preferably via electronic form) to the County for its counter-execution and delivery of a fully signed copy to all parties.

**IN WITNESS WHEREOF** the Department, pursuant to a resolution duly adopted by its Board of Directors, has caused this instrument to be duly executed in its name by the Chairperson/President of its Board of Directors and attested by its Secretary and Chief, and the County has caused this instrument to be duly executed in its name by the County Manager, pursuant to a resolution duly adopted by the County Board of Commissioners, and attested by its Clerk.

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

\_\_\_\_\_  
Fire Department Name

Attest: \_\_\_\_\_  
Secretary of the Fire Department

By: \_\_\_\_\_  
Chairman- Board of Directors

\_\_\_\_\_  
Fire Chief

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

COUNTY OF STOKES

Attest: \_\_\_\_\_  
Clerk to the Board

By: \_\_\_\_\_  
Chairman - Board of County Commissioners

Provisions for the payment of this Agreement have been made by appropriation duly made as required By the "Local Government Budget and Fiscal Control Act".

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

\_\_\_\_\_  
Stokes County Finance Director

Approved as to Form and Legal Sufficiency.

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

\_\_\_\_\_  
County Attorney Tyrone Browder



**Board of County Commissioners**  
**June 23, 2025**  
**2:00 PM**

**Item number: VII.d.**

**DSS Board Appointment**

Contact: Olivia Jessup, Clerk to the Board

**Summary:**

The Stokes County Board of Social Services has a vacancy. The vacancy was posted on the County Website Appointments page on June 6th and stayed open until June 20th.

The follow applications were received:

- Kathy Young

**ATTACHMENTS:**

Description	Upload Date	Type
DSS_Application_Young	6/17/2025	Cover Memo



**CONGRATULATIONS ON YOUR NOMINATION FOR APPOINTMENT TO THE  
STOKES COUNTY BOARD OF SOCIAL SERVICES**

**This is one of the most important volunteer appointments to a board the county has to offer and your service will be subject to the following conditions and requirements:**

- **YOU MUST BE WILLING** to serve as an advocate for the interest of the County Department of Social Services, employees of the County Department of Social Services and the clients of the County Department of Social Services;
- **YOU MUST BE WILLING** to work to increase public understanding, acceptance and support of social services programs by being a liaison between the County Department of Social Services, public officials and the public at large;
- **YOU MUST BE WILLING** to promote closer working relationships between the Social Services Board and the County Commissioners;
- **YOU SHALL BE EXPECTED** to be prepared for all Board of Social Services meetings by reading advance materials prior to the board meeting;
- **YOU SHALL BE EXPECTED** to attend educational training related to board member duties and responsibilities and to attain a working knowledge of the many services offered by the County Department of Social Services;
- **YOU SHALL BE EXPECTED** to devote the time, attention and effort needed to fulfill board member duties and participate actively and constructively in the business of the Social Services Board;
- **YOU SHALL BE EXPECTED** to attend the Social Services Board meetings and other public meetings as necessary in support of the Social Services Board and the County Department of Social Services;
- **YOU SHALL BE EXPECTED** to be informed concerning facts related to social and economic needs of the community;
- **YOU SHALL BE EXPECTED** to obtain and read a copy of the booklet "Serving on the County Board of Social Services" before you are appointed to the board. Copies of the Nomination Form and the booklet can be downloaded at the following website:  
<https://www2.ncdhhs.gov/dss/sscommission/nomination.htm>. Copies can also be obtained at the Chamber of Commerce, County Commissioner's Office and County Department of Social Services.

**I UNDERSTAND THE ABOVE CONDITIONS AND AGREE TO ADHERE TO THE CONDITIONS AND REQUIREMENTS IF APPOINTED TO SERVE:**

**SIGNATURE OF NOMINEE:** *Kathy Young - 6-17-25*

**NOMINEE APPLICATION FOR APPOINTMENT BY  
THE STOKES COUNTY BOARD OF COUNTY COMMISSIONERS  
TO THE STOKES COUNTY BOARD OF SOCIAL SERVICES**

ANSWER ALL QUESTIONS TO BE CONSIDERED FOR APPOINTMENT - DO NOT SEND RESUME, EXCEPT AS ATTACHMENT ONLY

Last Name: <b>Young</b>	First Name: <b>Katherine (Kathy)</b>	Middle Name: <b>S.</b>
Street Address: <b>1114 Nina Woods Rd</b>		
City: <b>Danbury</b>	State: <b>NC</b>	ZIP Code: <b>27016</b>
County: <b>Stokes</b>		
Email Address: <b>young92155@yahoo.com</b>		
Home Phone Number: <b>336-416-7398</b>	Mobile Phone Number: <b>336-416-7398</b>	Work Phone Number: <b>N/A</b>
Ethnic Background: <input type="checkbox"/> Black <input checked="" type="checkbox"/> White <input type="checkbox"/> Hispanic <input type="checkbox"/> Native American <input type="checkbox"/> Other (Specify):		
Sex: <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
Age: <b>69</b> (AGE OF NOMINEE MUST BE INCLUDED ON APPLICATION)		
Educational Background: <input checked="" type="checkbox"/> High School <input type="checkbox"/> College <input type="checkbox"/> Graduate School		
Please list all degrees:		
Have you ever been convicted of an offense against the law other than a minor traffic violation? The offense and how recently you were convicted will be evaluated. (If yes, explain fully on an additional sheet.) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
Occupation or Former Occupation, if retired: <b>Register of Deeds</b>		
Related Experience (Boards, Volunteer Services Past 5 Year History): <b>See below</b>		
Boards and Volunteer Services (Currently Serving): <b>Danbury Library Bd; Stokes Co. Aging</b>		
Current Community Interests and Activities (List awards or recognitions):		
Is the nominee a currently County Social Services Board Member? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
If yes, give dates and county:		
If no, has the nominee served previously on a County Social Services Board? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
If yes, give dates and county:		
Is the nominee currently a County Commissioner? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
If no, do you plan on running for office in the near future?		
Is the nominee a former employee of the DSS? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO		
If yes, when? <b>Approx 8-1991 - 6-1993</b>		
Does the nominee have an immediate family member working for the County Department of Social Services in the same county? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		
"Immediate family member" for the purpose of the appointment is defined as a spouse, parent, sibling, child, grandparent, grandchild, stepparent, stepchild, mother-in-law, father-in-law, daughter-in-law, brother-in-law, sister-in-law, aunt, uncle, niece or nephew."		
Briefly explain why you wish to serve on this Board and how you will assist the work on the Board: <b>I have knowledge from working in DSS, along with my knowledge working in county government for 34 years. I am familiar with the budget process and being on the aging comm which DSS is a part of with their programs</b>		

Services  
Planning  
Comm.

**RESTRICTIONS**  
**COUNTY SOCIAL SERVICES BOARD MEMBERSHIP**

**G.S. 108A-3 Residential Qualifications**

Each member of the county social services board ".... shall be bona fide residents of the county from which they are appointed to serve."

**G.S. 108 A-4 Terms of Appointment**

"Each member of a county board of social services shall serve for a term of three years. No member may serve more than two consecutive terms. Notwithstanding the previous sentence, the limitation on consecutive terms does not apply if the member of the social services board was a member of the board of county commissioners at any time during the first two consecutive terms, and is a member of the board of county commissioners at the time of reappointment."

**G.S. 108A-6 Member Filling an Unexpired Term**

All appointments made to fill vacancies "... shall be for the remainder of the former member's term of office and shall not constitute a term for the purposes of G.S. 108A-4."

**G.S. 108A-47 State/County Special Assistance for Adults - Limitations on Payments**

"No payment for assistance... shall be made for the care of any person in an adult care home that is owned or operated in whole or in part by ... a member of any county board of social services."

**G.S. 108A-55 Medical Assistance Program - Payments**

"No payments shall be made for the care of any person in a nursing home or intermediate care home which is owned or operated in whole or in part by a member of any county board of social services."

**G.S. 128-1.1 Dual-Office Holding Allowed**

Any person who holds an elective or appointive office in State or local government is authorized by the General Assembly, pursuant to Article VI, Sec. 9 of the North Carolina Constitution to hold concurrently one other appointive office, place of trust or profit, in either State or local government.

**10A NCAC 68.0301 Employment of Relatives of County Board Members**

"No person shall be considered for employment in a county department of social services during the time a member of his immediate family is serving on the county board of social services or the board of county commissioners in the same county. **This regulation in no way effects the status of a person who is already an employee of a county department of social services and of whose immediate family member becomes a candidate for, or is appointed or elected to the county board of social services or the board of commissioners of the same county.** (emphasis added) 'Immediate family member' is for purposes of this Regulation defined as a spouse, parent, sibling, child, grandparent, grandchild, stepparent, mother-in-law, father-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, aunt, uncle, niece, or nephew."

<b>Do you or your business receive funds from the DSS?</b>	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
<b>Do you have a current contract for services with DSS?</b>	<input type="checkbox"/> YES	<input checked="" type="checkbox"/> NO
If yes, explain:		
I HAVE READ THE ABOVE RESTRICTIONS ON SERVING ON A COUNTY BOARD OF SOCIAL SERVICES AND UNDERSTAND THE RESTRICTIONS AND DO NOT BELIEVE MY APPOINTMENT WILL VIOLATE ANY OF THE STATUTES OR RULES LISTED ABOVE.		
SIGNATURE OF NOMINEE: <u>Kathy Young</u>		DATE: <u>6-17-25</u>
RECOMMENDED BY: First Name: <u>Darlene</u> Last Name: <u>Bullins</u>		
Organization/Position: <u>Current DSS Bd member</u>		Phone: <u>336-337-4219</u>
Address: <u>1863 Jewel Rd. Danbury NC 27016</u>		
IF SUBMITTED BY SOMEONE OTHER THAN NOMINEE, SUBMITTED BY:		
PLEASE MAIL APPLICATION TO: Olivia Jessup Clerk to the Board & Assistant to the County Manager's Office PO Box 20 Danbury, 27016		Form Received:
Note: Please verify that Nominee's Signature is affixed to pages 1 and 3 of this application. At time of submission, applications are considered incomplete if signatures or pages of application are missing.		



## **Board of County Commissioners**

**June 23, 2025**

**2:00 PM**

**Item number: VII.e.**

### **Proposed Stokes County Attorney Contract**

Contact: Jeff Sanborn, County Manager

#### **Summary:**

County Attorney Ty Browder is retiring and will be stepping back from his role as county attorney for Stokes County. He has served Stokes on and off for 30 years or more. Jennifer Michaud currently serves as the Assistant County Attorney and has for several years. For the Board's consideration, is a proposed contract for legal services to continue using the Browder, Overby, and Michaud, P.A. Law Firm but contract with Jennifer instead of Ty due to his retirement. There are no changes in the new proposed contract except for the substitution of names. Mr. Browder would remain available as "of counsel" with their office to consult with Jennifer (or Nick Overby) on any county-related issues in order to make the transition as smooth as possible.

The County will recognize Mr. Browder's retirement and service to the County at a meeting in the near future.

#### **ATTACHMENTS:**

Description	Upload Date	Type
Proposed Stokes County Attorney Contract	6/19/2025	Cover Memo

NORTH CAROLINA

STOKES COUNTY

LEGAL SERVICES CONTRACT

This Contract for Legal Services is made and entered effective as of the 1<sup>st</sup> day of July, 2025, by and between Stokes County, North Carolina, a body politic existing under the laws of the State of North Carolina (hereinafter referred to as “County”); and Browder, Overby & Michaud, P.A., (hereinafter referred to as “Law Firm”), represented by Jennifer Oakley Michaud, Attorney at Law (hereinafter referred to as “County Attorney”);

WITNESSETH:

For and in consideration of the mutual covenants, promises and conditions hereinafter set forth, the parties agree as follows:

1. **Legal Services:** In consideration of payment of the Retainer as set forth herein, Law Firm shall provide to County the following legal services:

- (a) Attendance at all meetings of the Board of Commissioners.
- (b) Consultations with the Board of Commissioners, individual Commissioners, County Manager, Clerk to the Board of Commissioners, and Department heads upon their request.
- (c) Drafting of ordinances and resolutions for Board of Commissioners.
- (d) Preparation of contracts and other legal documents other than deeds and real estate contracts.
- (e) Such other legal services that may be requested by the Board of Commissioners, County Manager, Clerk to the Board, and Department Heads (subject to approval of the County Manager); except services that are specifically not covered by the Retainer as set forth herein.

The legal services provided by Law Firm shall include services provided by other attorneys in Law Firm, who shall be available to serve as Assistant County Attorney, upon request of the designated County Attorney.

2. **Non-Retainer Legal Services:** The Retainer does not cover the following legal services:

- (a) Services rendered in connection with, or in anticipation of, litigation and hearings in the trial and appellate courts of this state, and local, state and federal administrative agencies;
- (b) Services rendered in connection with all personnel matters;
- (c) Preparation of deeds and other real estate contracts and documents in connection with the lease, sale or purchase of real estate by the County;
- (d) Real estate closings in connection with the lease, sale or purchase of real estate by the County;
- (e) All services rendered in connection with Tax Foreclosures, County Bond issues and financing of County projects.

All legal services rendered in connection with the above-listed legal services shall be billed at the rate of \$250.00 per hour on a monthly basis.

3. **Retainer:** As compensation for the legal services set forth in paragraph 1 above, County shall pay to Law Firm the annual sum of \$84,000.00 payable in monthly installments of \$7,000.00, in advance, on the first day of each month during the term of this contract.
4. **Reimbursement of Expenses:** County shall reimburse Law Firm for all out-of-pocket expenses incurred in connection with the legal services provided herein on a monthly basis. Out of pocket expenses shall include expenses paid by Law Firm for long distance fax and telephone calls, overnight mail service, out of county travel, registration fees for attendance at appropriate conferences such as the North Carolina Association of County Attorneys Conference, and such other expenses incurred by Law Firm in connection with legal services rendered for County.
5. **Office Space:** County shall provide to Law Firm office space and storage space for County files at the Administrative office building in Danbury, which space may be used by Law Firm as an additional office while in Danbury.
6. **Non-exclusivity:** The representation of County by Law Firm and County Attorney shall be non-exclusive. Law Firm and County Attorney shall be free to represent other clients as long as such representation does not pose an actual or potential conflict with the interests of the County, without the express written consent of the Board of Commissioners.
7. **Independent Contractor:** Law Firm and County Attorney are independent contractors of the County. County shall have no liability to provide any employee benefits to Law Firm or County Attorney.
8. **Term:** Law Firm and County Attorney serve at the pleasure of the Board of Commissioners. This contract may be terminated by either party upon 30 days written notice to the other party.

**IN WITNESS WHEREOF the parties have executed this contract on the dates hereinafter set forth.**

**Stokes County:**

By: \_\_\_\_\_  
Keith Wood  
Chairman of the Board of Commissioners

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

**Browder, Overby & Michaud, P.A.**

By: \_\_\_\_\_  
Jennifer Oakley Michaud, Attorney

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

Provision for the payment of this contract has been made by an appropriation duly authorized pursuant to the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
Tammy Keaton, Stokes County Finance Director

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

Approved as to form and legal sufficiency:

\_\_\_\_\_  
Kim Grabs, Stokes DSS Attorney

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



## **Board of County Commissioners**

**June 23, 2025**

**2:00 PM**

**Item number: VII.f.**

### **NC Dot Request for Addition of Nauvoo Ridge Drive**

Contact: Amber Brown, Assistant County Manager

#### **Summary:**

The North Carolina Department of Transportation (NC DOT) is requesting the addition of Nauvoo Ridge Drive to the state-maintained system. The Board of Commissioners must approve the request via a resolution since the road is located within the boundaries of Stokes County. Once a resolution is approved, NCDOT will proceed with next steps in the process including taking it to the DOT Board. Attached is the "add package" from the NCDOT along with a resolution for Board approval of the request.

#### **ATTACHMENTS:**

Description	Upload Date	Type
Request for Addition	6/23/2025	Cover Memo
CC Letter Add Package	6/23/2025	Cover Memo

**RESOLUTION APPROVING PETITION REQUEST  
FOR ADDITION TO THE NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION STATE  
MAINTAINED SECONDARY ROAD SYSTEM WITHIN  
STOKES COUNTY**

Road Description               Nauvoo Ridge Drive          

**WHEREAS**, the attached petition has been filed with the Board of County Commissioners of the County of Stokes requesting that the above described road, the location of which has been indicated in red on the attached map, be added to the Secondary Road System, and

**WHEREAS**, the Board of County Commissioners is of the opinion that the above described road should be added to the Secondary Road System, if the road meets minimum standards and criteria established by the Division of Highways of the Department of Transportation for the addition of roads to the System.

**NOW, THEREFORE**, be it resolved by the Board of County Commissioners of the County of Stokes that the Division of Highways is hereby requested to review the above described road, and to take over the road for maintenance if it meets established standards and criteria.

**CERTIFICATE**

The foregoing resolution was duly adopted by the Board of Commissioners of the County of Stokes at a meeting on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Keith Wood  
Chairman, Stokes County  
Board of Commissioners

Attest:

**OFFICIAL SEAL**

\_\_\_\_\_  
Olivia Jessup  
Clerk to the Board



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

JOSH STEIN  
GOVERNOR

J.R. "JOEY" HOPKINS  
SECRETARY

April 25, 2025

Stokes County

Subject: County Resolution for Road Addition

Stokes County Board of Commissioners  
Post Office Box 20  
Danbury, North Carolina 27016

To Whom It May Concern:

I am attaching a location map and petition requesting that Nauvoo Ridge Drive, in Stokes County, be added to the State Secondary Road System for maintenance.

One of NCDOT's requirements for addition to the State System is the Board of Commissioners approval. NCDOT has investigated this request and found that this road meets requirements for addition. If the Board of Commissioners will act on this request and forward the approved resolution, NCDOT can proceed with the road addition package.

Please let me know if you have any further questions. Thank you in advance for your assistance in this matter.

Sincerely,

Signed by:  
  
707888B5D87F4AC...

Scott Jones, PE, PLS  
District Engineer

SAJ/aml

Date Petition Received by NCDOT: 10/24/24

**North Carolina Department of Transportation  
Division of Highways  
Petition for Road Addition**

**ROADWAY INFORMATION:** (Please Print/Type)

County: STOKES Road Name: NAUVOO RIDGE DRIVE  
(Please list additional street names and lengths on the back of this form.)

Subdivision Name: NAUVOO RIDGE Length (miles): 3000 FEET

Number of occupied homes having street frontage: 11 Located (miles): 0

miles N ☐ S ☒ E ☐ W ☐ of the intersection of Route 1102 and Route 52

(Check one)

(SR, NC, US)

(SR, NC, US)

We, the undersigned, being property owners and/or developers of NAUVOO RIDGE in  
STOKES County, do hereby request the Division of Highways to add the above described road.

**CONTACT PERSON:** Name and Address of First Petitioner. (Please Print/Type)

Name and Signature: NAUVOO RIDGE LLC/HARRIS GUPTON DEVELOPER Phone Number: 336 705 0633

Street Address: 1080 BOUNTIFUL LN TOBACCOVILLE, NC 27050

Mailing Address: PO BOX 306 TOBACCOVILLE, NC 27050

**PROPERTY OWNERS**

Printed Name and Signature

Mailing Address

Telephone

HARRIS B GUPTON PO BOX 306 TOBACCOVILLE, NC 27050 336 705 0633

**INSTRUCTIONS FOR COMPLETING PETITION:**

1. Complete Information Section
2. Identify Contact Person (This person serves as spokesperson for petitioner(s)).
3. Attach two (2) copies of recorded subdivision plat or property deeds, which refer to candidate road.
4. Adjoining property owners and/or the developer may submit a petition. Subdivision roads with prior NCDOT review and approval only require the developer's signature.
5. If submitted by the developer, encroachment agreements from all utilities located within the right of way shall be submitted with the petition for Road addition. However, construction plans may not be required at this time.
6. Submit to District Engineer's Office.

**FOR NCDOT USE ONLY:**

Date Petition Received by NCDOT: \_\_\_\_\_

Please check the appropriate block:

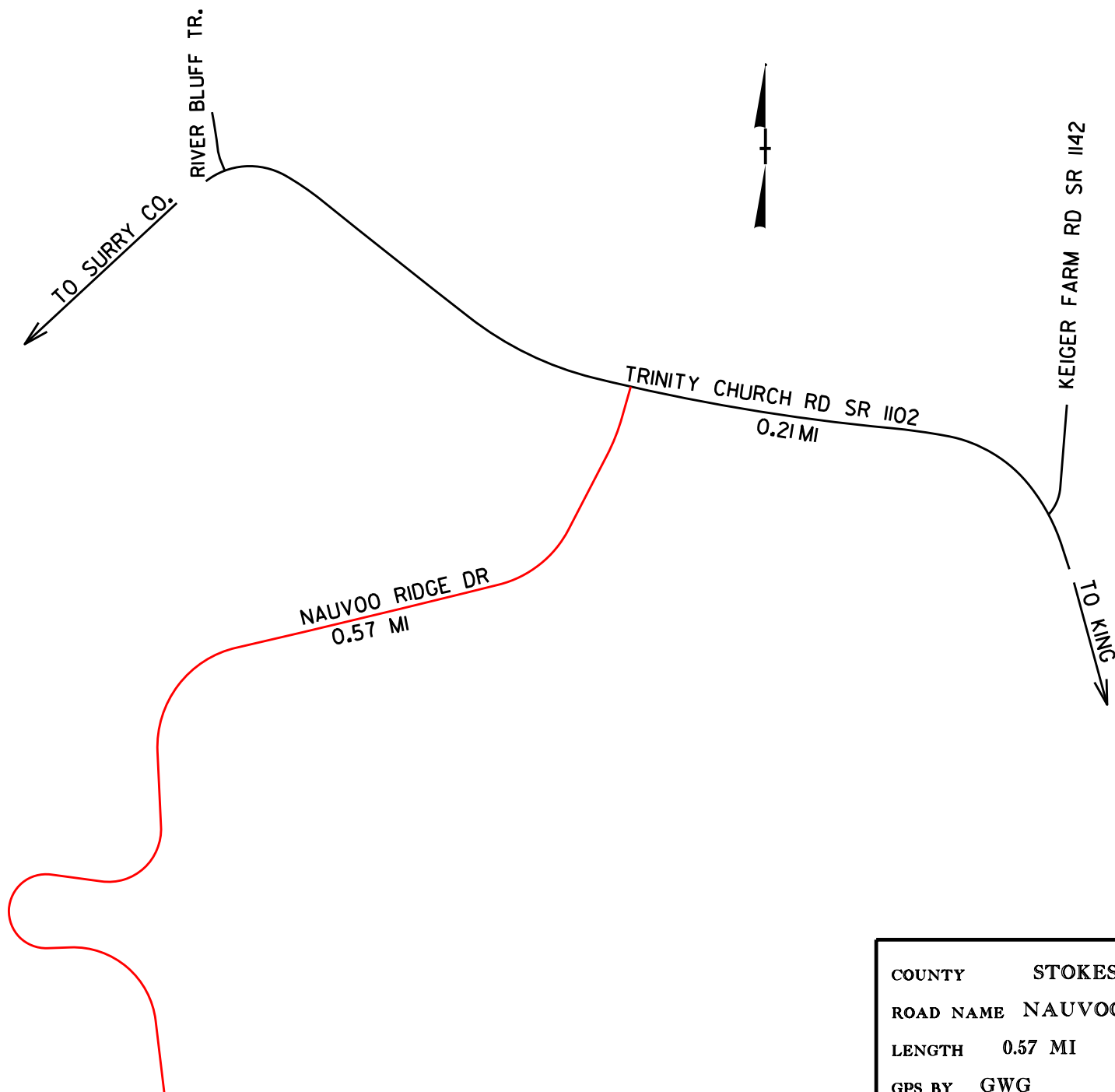
☐ Rural Road    ☐ Subdivision platted prior to October 1, 1975    ☐ Subdivision platted after September 30, 1975

**REQUIREMENTS FOR ADDITION**

If this road meets the requirements necessary for addition, we agree to grant the Department of Transportation a right-of-way of the necessary width to construct the road to the minimum construction standards of the NCDOT. The right-of-way will extend the entire length of the road that is requested to be added to the state maintained system and will include the necessary areas outside of the right-of-way for cut and fill slopes and drainage. Also, we agree to dedicate additional right-of-way at intersections for sight distance and design purposes and execute said right-of-way agreement forms that will be submitted to us by representatives of the NCDOT. The right-of-way shall be cleared at no expense to the NCDOT, which includes the removal of utilities, fences, other obstructions, etc.

General Statute 136-102.6 states that any subdivision recorded on or after October 1, 1975, must be built in accordance with NCDOT standards in order to be eligible for addition to the State Road System.

<u>ROAD NAME</u>	<u>HOMES</u>	<u>LENGTH</u>	<u>ROAD NAME</u>	<u>HOMES</u>	<u>LENGTH</u>



COUNTY	STOKES		
ROAD NAME	NAUVOO RIDGE DRIVE		
LENGTH	0.57 MI	DATE	10-29-24
GPS BY	GWG	SCALE	1" = NTS

FILED FOR REGISTRATION AT 4:16 P. M.  
MAY 7 2004 AND RECORDED  
IN PLAT BOOK PAGE 457  
Kathy Young, REGISTER OF DEEDS  
FLUING FEE \$ PAID  
BY *Jim Overstreet*  
DEPUTY - ASSISTANT -

LOCATION MAP  
NOT TO SCALE

DESIGNED BY:	DATE: 1/28/01	11403-
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g: \SDSKPROJ\11403\PLAT-3 Wed Apr 28 09: 44: 12 2004 DMG



**Board of County Commissioners**  
**June 23, 2025**  
**2:00 PM**

**Item number: VIII.a.**

**ACAB Applications**

Contact: Olivia Jessup, Clerk to the Board

**Summary:**

At the last Board Meeting, all the received ACAB applications were nominated. Applications remained open through June 20th, 2025. Only one additional application was received:

- Kate Waterman

Attached are all of the applications received.

**ATTACHMENTS:**

Description	Upload Date	Type
Bennett Application	6/3/2025	Cover Memo
Condon Application	6/3/2025	Cover Memo
Conrad Application	6/6/2025	Cover Memo
Knox Application	6/3/2025	Cover Memo
Mabe Application	6/3/2025	Cover Memo
Miller Application	6/3/2025	Cover Memo
Pendleton Application	6/4/2025	Cover Memo
Peric Application	6/6/2025	Cover Memo
Sevier Application	6/6/2025	Cover Memo
Shaver Application	6/3/2025	Cover Memo
Smith Application	6/5/2025	Cover Memo
Waterman Application	6/20/2025	Cover Memo
Waterman Resume	6/20/2025	Cover Memo



# STOKES COUNTY

## APPOINTMENT

## APPLICATION

NAME: Edith "Edge" Bennett AGE: 52

ADDRESS: 1280 King Rd

CITY: Westfield STATE: NC ZIP: 27053

E-MAIL: edgebe27@gmail.com PHONE: 336 970-3744

PLEASE INDICATE THE COMMITTEE OR BOARD YOU ARE INTERESTED IN SERVING ON:

Animal Advisory Board

Comments: Please note why you are interested in serving on this committee.

I have lived in Stokes County all my life.  
I grew up on a tobacco farm where we had  
plenty of farm animals. My family raised pigs and  
used horses to help with farming. I have always  
been a huge animal lover. We have adopted from  
F055 and the animal shelter. My family has 4 dogs  
and one cat that are just like family. I would love to

Conflicts of Interest: Please list any conflicts that would limit your ability to serve this committee or board.

No Conflicts

help with  
the future  
of the  
animals in  
Stokes  
County.

\*\*IT IS PREFERRED TO ATTACH OR INCLUDE REFERENCES OR A RESUME IF AVAILABLE.

Fax/Mail/Email appointment application to Amber Brown, Clerk to the Board,  
PO Box 20, Danbury, NC 27016 | Phone: 336-593-2448 | Fax: 336-593-2346

Email: [anbrown@co.stokes.nc.us](mailto:anbrown@co.stokes.nc.us)



# STOKES COUNTY

## APPOINTMENT

## APPLICATION

NAME:  AGE:

ADDRESS:

CITY:  STATE:  ZIP:

E-MAIL:  PHONE:

PLEASE INDICATE THE COMMITTEE OR BOARD YOU ARE INTERESTED IN SERVING ON:

Comments: Please note why you are interested in serving on this committee.

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Conflicts of Interest: Please list any conflicts that would limit your ability to serve this committee or board.

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PO Box 20, Danbury, NC 27016 | Phone: 336-593-2448 | Fax: 336-593-2346

Email: [anbrown@co.stokes.nc.us](mailto:anbrown@co.stokes.nc.us)

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# KAREN CONDON

336-202-9935 ♦ kc2100@live.com

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## PROPERTY DEVELOPMENT AND CONSTRUCTION MANAGER

Skilled negotiator, able to obtain favorable terms for leases, purchases, and services to meet business requirements for acquisition, upgrades, and operations. Experienced Lease and contracts administrator for over 300 properties. Properties and Construction Management professional experienced in planning and coordinating construction projects. Proven ability to work with elected and appointed public officials, government agency representatives, and airport management to gain variances, negotiate large-scale changes, and obtain permitting and final occupancy approvals. Guide construction projects throughout the project life cycle, from the scope development, estimating, and bidding of the work through implementation, acceptance, and occupancy.

### CORE COMPETENCIES

- |                                |                                  |                                  |
|--------------------------------|----------------------------------|----------------------------------|
| • Facilities Planning          | • Operations Management          | • Construction Management        |
| • Capital Planning/Budgeting   | • Customer Service               | • Bidding/Procurement/Estimating |
| • Construction Document Review | • Quality Assurance              | • Lease Administration           |
| • Safety Program Management    | • Invoicing/Financial Management | • Contract Negotiations          |

### KEY QUALIFICATIONS

- 25 + years of experience completing thousands of projects ranging from \$25,000 to \$25 Million
- Tenacious negotiator in obtaining favorable property purchase and lease terms, as well as renewals.
- Expertise in resolving obstacles to construction projects with innovation solutions and work-arounds

## CONSTRUCTION PROJECT MANAGER

### Lowe's Home Improvement

2021-Present

- Nationwide Construction Management of new builds, remodels, and additions for new and existing stores, as well as supply chain distribution sites.
- Annual planning for selection of projects and budgeting.
- Oversee competitive bidding and award for capital and expense projects.
- Ensure schedule and budget compliance for an average of 30 projects annually.

## REGIONAL PROPERTY DEVELOPMENT MANAGER

2007 - 2020

### Enterprise Holdings, Inc. / Enterprise / Alamo / National Rent A Car – Western NC

- Manage a diversified range of projects successfully completing up-fits, remodels and ground up construction at more than 120 locations, including the new Charlotte Airport Consolidated Rental Car Center.
- Identify properties, negotiate leases and purchases, perform due diligence, develop project scopes and budgets, and select Architect, Engineers and General Contractors by issuing requests for proposal.
- Serve as Owner's Representative during project life cycle, review and approve payment applications from contractors and consultants, conduct walkthroughs to gauge project progress and quality of work.
- Coordinate punch lists at project completion, receive occupancy permits, and coordinate moves.
- Implement retrofits to achieve energy conservation and supervise large scale water, lighting, and HVAC projects.
- Ensure OSHA safety and environmental/HAZMAT compliance.
- Work with State and County officials to obtain zoning and building permitting.

### Highlights:

- Inherited 10 properties that were inadequate to meet business requirements. Worked with brokers and landowners to find new locations to build new, enhanced stores.

- > Negotiated leases and purchases for highest priority locations as well as renewals.
- > Managed each construction project successfully achieving on time, on budget, high quality properties.
- > Oversaw planning, design, build out and contract negotiations for Enterprise Alamo National at the new CLT Consolidated Rental Car facility.
- Moved corporate headquarters to Class A office space with improved conference, training and administrative spaces.
  - > Conducted large scale property search and identified contenders for relocation.
  - > Negotiated costs and construction budgets.
  - > Obtained \$280,000 tenant improvement allowance and six months of free rent to incentivize the deal.

**KAREN CONDON – Page 2**

**336-202-9935 ♦ kc2100@live.com**

**GROUP PROPERTY DEVELOPMENT AND FACILITIES MANAGER – SOUTH FLORIDA**

2003 - 2007

**Enterprise Rent-A-Car – South FL**

- Managed the Properties and Construction team of eight FT employees; overseeing negotiated purchases, leasing, construction contracts and successful completion of projects.
- Acquired property for new business locations.
- Oversaw lease administration for 300+ locations
- Wrote and issued Requests for Proposal for contracting and consulting services, building relationships with suppliers and vendors to ensure adequacy of resources for ongoing projects.
- Successfully engaged with government entities to obtain approval for new locations.
- Ensured ADA compliance and other regulatory requirements during construction and in facility operations.

**Highlights:**

- Spearheaded fueling consortium for new Fort Lauderdale airport Car Rental Center as rental car company representative, successfully gaining stakeholder consensus for a shared fuel farm that saved \$200,000 in equipment, grading, maintenance, and management fee in one year.
- Successfully built a tilt up constructed new 35,000 square foot South Florida Corporate Headquarters that housed training, fleet management, Regional Management and Group Management for South Florida Operations.
- Obtained property for new Commercial Truck Rental locations and successfully built and opened six new locations in 2 years that were profitable within six months.
- Ensured ADA compliance of all South Florida locations, coordinated audit of all locations and engaged contractors to implement required modifications to achieve compliance, saving \$25,000 in potential fines per location.

**REGIONAL PROPERTY DEVELOPMENT AND FACILITIES MANAGER**

2001 - 2003

**Enterprise Rent-A-Car – Broward County, FL**

- Negotiated leases and purchases for rental branch operations and supervised facility maintenance and upkeep.
- Managed construction projects by creating Requests for Proposals, developing budgets, negotiating contracts, and supervising construction to ensure compliance with construction contract documents.
- Ensured that new facilities were consistent with branding and corporate image.
- Trained branch employees in corporate initiatives and processes.

**Highlights:**

- Managed project to address water management and environmental impact compliance issues for multiple car wash facilities, providing a cost-effective solution for installation at each site.
- Oversaw planning, design, and build out of Enterprise at Fort Lauderdale Airport Consolidated Rental Car facility.

**EDUCATION**

**Master of Public Administration – Management Specialization**

Nova Southeastern University – Ft. Lauderdale, FL

*Pi Alpha Alpha Public Administration Honor Society*

**Bachelor of Arts**

Queens College, City University of New York

**CERTIFICATIONS**

- OSHA Construction Safety – 10 Hour Certification
- HazMat Training Certificate NCDENR
- 10 Hour EPLAN Certification

**COMMUNITY SERVICE**

- Board Member and Former Chair – United Way of Greater Greensboro Women's United
- Volunteer Trainer – Family Success Center of Guilford County – GED and Career Coaching
- Humane Society of Guilford County-Spay and Neuter Appointment Line

**References:**

Terry Elliott-Construction Program Director- Lowes Home Improvement  
(704) 881-3772  
[terry.l.elliott@lowes.com](mailto:terry.l.elliott@lowes.com)

Jeff Kusz-Group Property Development Manager-Enterprise Mobility (Enterprise Rent A Car)  
(317) 331-2586  
[Jeffrey.d.kusz@ehi.com](mailto:Jeffrey.d.kusz@ehi.com)



# STOKES COUNTY

## APPOINTMENT

## APPLICATION

NAME:  AGE:

ADDRESS:

CITY:  STATE:  ZIP:

E-MAIL:  PHONE:

PLEASE INDICATE THE COMMITTEE OR BOARD YOU ARE INTERESTED IN SERVING ON:

Comments: Please note why you are interested in serving on this committee.

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Conflicts of Interest: Please list any conflicts that would limit your ability to serve this committee or board.

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**\*\*IT IS PREFERRED TO ATTACH OR INCLUDE REFERENCES OR A RESUME IF AVAILABLE.**

Fax/Mail/Email appointment application to **Amber Brown, Clerk to the Board**,  
PO Box 20, Danbury, NC 27016 | Phone: 336-593-2448 | Fax: 336-593-2346

Email: [anbrown@co.stokes.nc.us](mailto:anbrown@co.stokes.nc.us)

## **References – Gerald Conrad**

Calvin Covington – Stokes County Farm Bureau Board Member

(352)-266-7576

Brad Newsome – Stokes County Farm Bureau Board Member, Beef Producer

(336)-306-0553

Lawana Manning, *Buffalo Creek Dairy*

(336)-816-4805



# STOKES COUNTY

## APPOINTMENT

## APPLICATION

NAME:  AGE:

ADDRESS:

CITY:  STATE:  ZIP:

E-MAIL:  PHONE:

PLEASE INDICATE THE COMMITTEE OR BOARD YOU ARE INTERESTED IN SERVING ON:

Comments: Please note why you are interested in serving on this committee.

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Conflicts of Interest: Please list any conflicts that would limit your ability to serve this committee or board.

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Email: [anbrown@co.stokes.nc.us](mailto:anbrown@co.stokes.nc.us)



# APPOINTMENT APPLICATION

NAME: Linda HARTGROVE MABE AGE: 72

ADDRESS: 1454 CHARLIE HARTGROVE Rd

CITY: King STATE: N.C ZIP: 27021

E-MAIL: lucernbj@aol.com PHONE: 336-972-4542

PLEASE INDICATE THE COMMITTEE OR BOARD YOU ARE INTERESTED IN SERVING ON:

Animal Control Advisory Board (ACAB)

Comments: Please note why you are interested in serving on this committee.

SEE ATTACHED COPY

Conflicts of Interest: Please list any conflicts that would limit your ability to serve this committee or board.

N/A

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PO Box 20, Danbury, NC 27016 | Phone: 336-593-2448 | Fax: 336-593-2346

EMAIL: [BOARD@STOKESCOUNTY.NC.US](mailto:BOARD@STOKESCOUNTY.NC.US)

Animal Advocacy  
Organization

May 30 2025

Comments

1. For the betterment of all animals. I serviced on FOSS Board  
2013 thru 2020 rotated off. We raised \$450,000.00 (I was event Coordinator)  
attach copy.
- 2 On the advisory committee to approve plans for Stokes New Animal Shelter.
3. Raised \$17,700.00 Auction was held (Our Place in Walnut Cove) for the cat room  
for our New Shelter (Honor of Shirley Bullins).

I think I could be a benefit to the ACAB with suggestion for much needed guidelines.

E BEGINING AND THE END...

<https://mail.aol.com/webmail-std/en-us/PrintMessag>

**From:** duncanbj@aol.com,

**To:** ahwalhuteovepa@embarqmail.com, arsc2004@gmail.com, lesliestaples54@gmail.com, torymabe@me.com, jnjspeirer@yahoo.com,

**Subject:** THE BEGINING AND THE END...

**Date:** Tue, Dec 15, 2020 9:03 pm

**Dec 16 2020**

**Dear Original Team**

With no regrets we as a team accomplished our Goal To build a much needed NO KILL SHELTER (FOSS)..For Stokes County. When I was called upon 5 yrs ago to join this team For fund raising we had appox \$60,000.00...We as a Great Team raised that to over \$450,000.00..Wow beyond my expectations.

We fought hard and sometimes with each other..But we as a team made it happen ..I am proud as I know each one of you All are...I leave you in good hands.

I wish you all continued success..if I can contribute to help you again please don't hesitate to call .

**Linda Hartgrove - Mabe**

**PS..As you know Anthony has had Covid 19**

**I will be unavailable for the meeting tomorrow night DEC 16**

**We will not have Internet .**

**When Leslie sends the agenda if allowed**

**I will vote on Board Members  
and Chairman**



# STOKES COUNTY

## APPOINTMENT

## APPLICATION

NAME:  AGE:

ADDRESS:

CITY:  STATE:  ZIP:

E-MAIL:  PHONE:

PLEASE INDICATE THE COMMITTEE OR BOARD YOU ARE INTERESTED IN SERVING ON:

Comments: Please note why you are interested in serving on this committee.

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Conflicts of Interest: Please list any conflicts that would limit your ability to serve this committee or board.

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Email: [anbrown@co.stokes.nc.us](mailto:anbrown@co.stokes.nc.us)



# STOKES COUNTY APPOINTMENT APPLICATION

NAME: R. Mark Pendleton AGE: 76

ADDRESS: P.O. Box 36 / 2675 Morse Rd

CITY: Lansenville STATE: N.C ZIP: 27022

E-MAIL: mark.pendleton@perbarnfeed.com PHONE: 336-416-2305

PLEASE INDICATE THE COMMITTEE OR BOARD YOU ARE INTERESTED IN SERVING ON:

Animal control Advisory Board

Comments: Please note why you are interested in serving on this committee. ?

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Conflicts of Interest: Please list any conflicts that would limit your ability to serve this committee or board.

My Son & I own 4,000 hd. of cattle. most are  
in Kansas and Nebraska.

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Email: [anbrown@co.stokes.nc.us](mailto:anbrown@co.stokes.nc.us)



# STOKES COUNTY

## APPOINTMENT

## APPLICATION

NAME:  AGE:

ADDRESS:

CITY:  STATE:  ZIP:

E-MAIL:  PHONE:

PLEASE INDICATE THE COMMITTEE OR BOARD YOU ARE INTERESTED IN SERVING ON:

Comments: Please note why you are interested in serving on this committee.

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Conflicts of Interest: Please list any conflicts that would limit your ability to serve this committee or board.

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Email: [anbrown@co.stokes.nc.us](mailto:anbrown@co.stokes.nc.us)

# Ellen Peric

[ellen@carolinafarms.com](mailto:ellen@carolinafarms.com) • 1095 Wheeler Smith Road, Lawsonville • 336-456-5256

Born on a tobacco farm in Guilford County, (outside of Summerfield) I was the youngest of 6 girls. We raised tobacco, corn, hay and had huge gardens to provide most of our food as well as two dairy cows that had to be milked. I couldn't wait to get off the farm. After graduating high school, I became the first person to attend college in our extended family. Working at a local Kmart part-time, I was able to pay all my school fees. Attending UNCG and living at home, I got my Dad to supplement my earnings with a loan so I could attend a two and half month study in Europe during my last semester.

After college, Kmart offered me a management training position and since I had to pay Dad back – I accepted. My early career took me to Greensboro, Winston-Salem, Mount Airy and Tom's River NJ. Promoted to District Manager, I managed 10 stores in Rocky Mount (Softlines Division). From there I was promoted to Headquarters in Royal Oak, Michigan and moved through the positions of Planner, Assistant Buyer, Buyer. This involved traveling to Asia to place orders in many countries (at that time we had over 3000 stores).

In 1993 I was promoted to Softlines Director- Europe Division (Kmart had purchased 13 stores in the Czech and Slovak Republics). I moved to Prague with my beagle. In 1995 I married another ex-pat – Igor Peric.

Kmart sold the Europe Division in 1996 and I decided not to stay with the English hyper-market. Instead I took a position setting up a local buying office in Puerto Rico for Kmart. We lived there for two years.

Returning to Kmart Headquarters in 1998 I became a buyer for a larger department. I resigned from Kmart in 1999 after 21 years and moved to NJ to work in NY for a manufacturer. Kmart was on a downward spiral.

In 2001, I returned to Greensboro to care for my Dad (Mom had passed from Alzheimers). He died suddenly just two months later. As Executrix, I sold the farm and managed an owner finance situation for three years. We bought a 45 acre farm in northeast Stokes County – giving a home to Donkey, 6 potbelly pigs, chickens, dogs, cats and honeybees.

Joined Carolina Farms & Homes as a Broker in 2002. In 2004, I became a partner in the business and the Broker-in-Charge of the Pilot Mountain office. After buying out two partners in 2009, I became the principal broker of the company. My business partner is Leon Inman.

I am licensed in North Carolina and Virginia. Am a member of the REALTOR Land Institute and have earned my designation as an Accredited Land Consultant and also the GREEN designation.

Helping my local association, I served as president of the Surry Regional Association of REALTORS and State Director in 2009 and 2013. Selected "REALTOR of the YEAR 2012" by my peers.

Almost immediately after moving to Stokes County, I joined the Stokes County Arts Council. I could see that in a small county, this organization could do so much to enhance the lives of the residents. I became Board President and served for 12 years. I continue to serve on the board and volunteer too many hours to count.

In 2015 I began making soap and it quickly grew to more than a hobby. My products are carried at Hanging Rock State Park Visitor Center, Priddy's General Store, The Daily Basket and The Arts Place.

Advocating for animals was natural. All my pets over the years were rescues.... Many were rescued while out and about on real estate appointments. When I was young, we were not allowed to have pets – every animal was there for a purpose – not for fun. Watching hogs killed in the fall and rabbits skinned on the side of the shed – animals were an important part of our existence. It is important to me that even if animals are raised for food that they be cared for and treated humanely. I have volunteered for pet transport, helped with every rabies clinic prior to the shelter taking that over, donated items and money to both the Shelter and to FOSS.

My particular talents are: Strategic planning, Leadership, Communication, and Collaboration.

I love to garden, read, volunteer, fiber arts and love being involved in causes that affect my county, my country and my earth.

#### References:

Eddy McGee

Tory Mabe

Leon Inman



# STOKES COUNTY

## APPOINTMENT

## APPLICATION

NAME:  AGE:

ADDRESS:

CITY:  STATE:  ZIP:

E-MAIL:  PHONE:

PLEASE INDICATE THE COMMITTEE OR BOARD YOU ARE INTERESTED IN SERVING ON:

Comments: Please note why you are interested in serving on this committee.

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Conflicts of Interest: Please list any conflicts that would limit your ability to serve this committee or board.

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PO Box 20, Danbury, NC 27016 | Phone: 336-593-2448 | Fax: 336-593-2346

Email: [anbrown@co.stokes.nc.us](mailto:anbrown@co.stokes.nc.us)

Ken Sevier  
2693 Flat Shoals Rd.  
Germanton, NC 27019  
[kesevier@gmail.com](mailto:kesevier@gmail.com)  
336-830-1296

**References for Position on Animal Control Advisory Board**

Don Bowles  
1184 Payne Road  
Rural Hall, NC 27045  
336-414-6441

Eddie Yates  
1499 Bradley Road  
Pinnacle, NC 27043  
336-793-6008

Dwayne Livengood  
178 Livengood Lane  
Pinnacle, NC 27043  
336-608-2357



# STOKES COUNTY APPOINTMENT APPLICATION

NAME: Shannon Shaver AGE: 49

ADDRESS: 1120 Brookview Lane

CITY: Germanton STATE: NC ZIP: 27019

E-MAIL: shannonsshaver76@gmail.com PHONE: 336-408-6720

PLEASE INDICATE THE COMMITTEE OR BOARD YOU ARE INTERESTED IN SERVING ON:

Animal Control Advisory Board

Comments: Please note why you are interested in serving on this committee.

I am interested in serving on the Stokes County Animal Control Advisory Board as I have a passion for animal welfare and improving the lives of animals in Stokes County, as well as promoting responsible pet ownership. I would like the opportunity to work with a Board that can share ideas in a productive meeting environment. I have served on the current Board as the secretary and attended all meetings held except for two to which I gave prior notice of not being able to attend. I am committed to dedicating my time and effort to the Animal Control Advisory Board. I have volunteered with shelters, and rescues for numerous years in many capacities and believe I can be an asset.

Conflicts of Interest: Please list any conflicts that would limit your ability to serve this committee or board.

N/A

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PO Box 20, Danbury, NC 27016 | Phone: 336-593-2448 | Fax: 336-593-2346  
Email: [anbrown@co.stokes.nc.us](mailto:anbrown@co.stokes.nc.us)

Shannon Shaver  
1120 Brookview Lane  
Germanton, NC 27019  
336-408-6720  
[Shannonshaver76@gmail.com](mailto:Shannonshaver76@gmail.com)

### **References**

Mike Marshall  
1055 Watt Stevens Road  
Danbury, NC 27016  
336-341-2461

Stormie Speaks  
1271 Carson Watts Road  
King, NC 27021  
336-972-4436

Wade White  
4062 Flat Shoals Road  
Germanton, NC 27019  
336-407-3734



# STOKES COUNTY

## APPOINTMENT

## APPLICATION

NAME: SHERY ANNETTE SMITH AGE: 61

ADDRESS: 1409 EASLEY ROAD

CITY: WALNUT COVE STATE: NC ZIP: 27052

E-MAIL: surfchick63@yahoo.com PHONE: 336-314-2315

PLEASE INDICATE THE COMMITTEE OR BOARD YOU ARE INTERESTED IN SERVING ON:

ANIMAL SHELTER ADVISORY BOARD - ANIMAL ADVOCACY POSITION

Comments: Please note why you are interested in serving on this committee.

I FEEL THAT I HAVE A LOT TO OFFER THE COUNTY IN THIS CAPACITY.  
MY LAW ENFORCEMENT EXPERIENCE COMBINED WITH MY EXPERIENCE  
WITH ANIMALS WOULD BE BENEFICIAL IN THIS POSITION.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Conflicts of Interest: Please list any conflicts that would limit your ability to serve this committee or board.

N/A  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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PO Box 20, Danbury, NC 27016 | Phone: 336-593-2448 | Fax: 336-593-2346  
Email: [anbrown@co.stokes.nc.us](mailto:anbrown@co.stokes.nc.us)

Sherry A. Smith  
1409 Easley Road  
Walnut Cove, NC 27052  
336-314-2315

#### References

Dr Deborah Cowan, DVM  
Animal Hospital of Walnut Cove  
336-416-7093  
Length of time known-32 years

Chris Bunce  
Retired Accountant  
336-972-2688  
Length of time known-47 years

Bill Petree  
Tuttle Hardware-Owner  
336-403-1747 / 336-591-4217  
Length of time known-45 years

#### Work History

Retired Winston Salem Police Officer

Retired from the Animal Hospital of Walnut Cove  
Surgical Technician and Hospital Manager

I am a sixth generation Stokes County resident. I have inherited my family farm in Walnut Cove. What I bring to this group is an understanding of Stokes County and its citizens. I understand the law and I understand animals.



# STOKES COUNTY

## APPOINTMENT

## APPLICATION

NAME:  AGE:

ADDRESS:

CITY:  STATE:  ZIP:

E-MAIL:  PHONE:

PLEASE INDICATE THE COMMITTEE OR BOARD YOU ARE INTERESTED IN SERVING ON:

Comments: Please note why you are interested in serving on this committee.

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Conflicts of Interest: Please list any conflicts that would limit your ability to serve this committee or board.

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**\*\*IT IS PREFERRED TO ATTACH OR INCLUDE REFERENCES OR A RESUME IF AVAILABLE.**

Fax/Mail/Email appointment application to **Amber Brown, Clerk to the Board**,  
PO Box 20, Danbury, NC 27016 | Phone: 336-593-2448 | Fax: 336-593-2346

Email: [anbrown@co.stokes.nc.us](mailto:anbrown@co.stokes.nc.us)

Kate Waterman

### Work/Volunteer History

The following are positions I have held for work or volunteer that have prepared me to hold a position on the Animal Control Advisory Board of Stokes County.

1989- present - Classroom teacher- This position requires me to deal with the public with professionalism and respect. It also requires me to problem solve and help others.

2008-2010- PTA President for Glenn High School- This position required me to lead a PTA board to better the students and staff. It also required problem solving and dealing with the public professionally.

2009- Volunteer at Guilford County Animal Shelter- In this position, I acquired experience in walking the animals and cleaning their living environment.

2012-2013- School Improvement Team Chair for Eastover Central Elementary School- In this position, I lead the School Improvement Team to improve the school from safety to academics. It required me to problem solve, lead and initiate discussions to implement procedures for student improvement and academic success.

2013-2017- PTA board member for Eastover Central Elementary School- In this position, I was the staff representative for the PTA. This position provided me with experience to coordinate/implement ideas that would benefit students and staff. Problem solving and professionalism are two qualities needed for this position.

2019-present- PTA board member for Old Richmond Elementary School- In this position, I was the staff representative for the PTA. This position provided me with experience to coordinate/implement ideas that would benefit students and staff. Problem solving and professionalism are two qualities needed for this position.

2020- Present- Friends of the Stokes Shelter board member- In this position, I have vast experience implementing procedures that are for animal welfare. I have served as a board member, Marketing Chair and currently the fundraising chair. These positions have enabled me to immerse myself in Stokes County. I have initiated or been a part of raising money for FOSS, reaching out in our community as well as other counties to improve conditions for Stokes County animals. I have also educated children on the importance of proper animal care.

Although I have only lived in Stokes County for 6 years, I chose to move to Stokes County for a more fulfilling lifestyle. I am eager and willing to use my knowledge and experience to be a part of the betterment of animal welfare in Stokes County.



**Board of County Commissioners  
June 23, 2025  
2:00 PM**

**Item number: VIII.b.**

**Revised SCOPE Program Budget and Resolution Amendment**

Contact: Tammy Martin, Health Director

**Summary:**

The Stokes County Health Department, with the approval of the Board of Health, is requesting the removal of the Licensed Clinical Social Worker position from the Resolution for Opioid Settlement Funds. In place of this position, they propose adding a second Peer Support Specialist.

They are also requesting the approval for the inclusion of the Community Paramedic and current Peer Support Specialist positions as outlined in the Resolution. This includes an extension of the dates for these positions since the date of expiration ends at the end of the current fiscal year.

Attached is the draft of the revised Resolution, as well as the job descriptions for both the LCSW and the PSS positions.

**ATTACHMENTS:**

Description	Upload Date	Type
Revised SCOPE Documents	6/20/2025	Cover Memo



# Stokes County Health Department



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

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

June 19, 2025

With the approval of the Board of Health (BOH), we are requesting the removal of the Licensed Clinical Social Worker (LCSW) position from the Resolution for Opioid Settlement Funds. In place of this position, we propose adding a second Peer Support Specialist (PSS). This will be a contracted role and will not include fringe benefits.

Attached for your review is a draft of the revised Resolution reflecting these changes, along with the job descriptions for both the LCSW and PSS positions, outlining the proposed adjustments to salary and job responsibilities. I am also requesting approval for the inclusion of the Community Paramedic and the current Peer Support Specialist positions as outlined in the Resolution.

Tammy Martin, Health Director



**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: \$550,000

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. Fourth 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: \$564,000~~

~~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: A Licensed Clinical Social Worker (LCSW) providing recovery support services in Stokes County focused on helping individuals overcome opioid use and mental health challenges. Their duties include conducting assessments, developing personalized medication assisted treatment plans for opioid use disorder, offering individual and group therapy for opioid use recovery, connecting clients to community resources, and providing ongoing emotional and practical support.~~

~~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 **\$2,014,000**.

Adopted this the #th day of June 2025.

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Keith Wood, Chair  
Stokes County Board of Commissioners

ATTEST:

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Stokes County Clerk to the Board



## Peer Support Specialist (Contract)

Job Opportunity Announcement

CERTIFIED PEER SUPPORT SPECIALIST

Open Until Filled

Stokes County is currently accepting applications for the position of Certified Peer Support Specialist. This position works closely with the Opioid Prevention Coordinator and Community Paramedics as an active member of the Opioid Prevention team; connects with overdose survivors within 24-72 hours of the overdose incident, then for a 30, 60, and 90 day follow up (along with members of the Opioid Prevention team); provides harm reduction education, outreach and Naloxone administration training to individuals; promotes wellness management strategies, which includes delivering therapeutic interventions (e.g., Wellness Recovery Action Planning or Illness Management and Recovery) and employment services; coordinates and facilitates harm reduction peer support group meetings on a bimonthly basis; encourage individuals to attend training sessions and support group meetings; maintains a monthly record of individuals connected to support and services; prepares and submits documentation accurately and on time; attends the Substance Abuse and Treatment Committee Monthly Meetings and other identified meetings and trainings; potentially works within the prison and/or local hospital to provide peer support care; assists clients by finding resources, advising the consumer of processes, and encouraging follow through with proposed resolutions, locating social activities, or provide other assistance as needed; and models effective coping and self-help techniques to individuals or groups of consumers. Requires general knowledge of Public Health principles, practices, and procedures; general knowledge and skills in the use of education/training principles; skill in problem solving and decision-making and the ability to work independently; skill in the use of computers and applicable software; ability to comprehend and apply the Federal Health Insurance Portability and Accountability Act (HIPAA) of 1996, and the current Privacy and Security Amendments of this Act; ability to assess, plan, develop, implement, and evaluate using a variety of methodologies; ability to establish and maintain effective working relationships with coworkers, clients, and the general public; ability to communicate effectively both orally and in writing.

Minimum qualifications include a high school diploma and one year of related work experience in a supportive informational role;

Certification as a Peer Support Specialist required.

Valid NC Driver's license required.

Starting pay rate \$20/hour.

Individuals with disabilities may request application accommodations by calling HR at 336-593-2436. The County administers pre-employment drug tests, physical exams, and criminal background checks for all positions. Some positions may require a credit check, and/or a driving history check depending upon the position. Stokes County is an Equal Opportunity Employer.

**STOKES COUNTY OPIOID PREVENTION EFFORT (SCOPE) PROGRAM  
POSITION ANNOUNCEMENT**

September 17, 2024

**POSITION TITLE:**           **LICENSED CLINICAL SOCIAL WORKER (LCSW)**

**LOCATION:**                   Stokes County, N.C.

**STARTING SALARY:**       \$69,200.00 - \$110,700.00

**CLOSING DATE:**           Until Filled

**DESCRIPTION:** The Stokes County Opioid Prevention Program is seeking a dedicated and compassionate Licensed Clinical Social Worker (LCSW) to join our team. The LCSW will play a crucial role in providing comprehensive behavioral health services, including assessment, treatment planning, and therapeutic interventions, to individuals affected by opioid use disorder. The LCSW will work collaboratively with a multidisciplinary team to support the overall goal of reducing opioid misuse and its related consequences in Stokes County.

**Key Responsibilities:**

**1. Clinical Assessment and Diagnosis:**

- Conduct thorough biopsychosocial assessments to determine clients' needs, strengths, and challenges.
- Diagnose mental health and substance use disorders in accordance with DSM-5 criteria.

**2. Individual and Group Therapy:**

- Provide evidence-based individual and group therapy sessions to clients struggling with opioid use disorder and co-occurring mental health conditions.
- Develop and implement personalized treatment plans to address clients' specific needs and goals.

**3. Case Management:**

- Coordinate care and services with healthcare providers, community resources, and support networks.
- Monitor clients' progress and adjust treatment plans as necessary to ensure optimal outcomes.

**4. Crisis Intervention:**

- Respond to and manage crisis situations, providing immediate support and intervention to clients in distress.
- Develop safety plans and connect clients with emergency services when needed.

**5. Documentation and Reporting:**

- Maintain accurate and confidential client records in compliance with legal and ethical standards.

- Prepare regular reports on client progress, treatment outcomes, and program effectiveness.

#### **6. Professional Development:**

- Participate in ongoing training and professional development to stay current with best practices in substance use treatment and mental health care.
- Attend team meetings, supervision, and case consultations.

#### **7. Team-Based Approach:**

- Participate in periodical meetings with medical director, opioid prevention coordinator, peer support specialist, and health director as needed to debrief, plan and discuss prevention goals, and collaborate.

**MINIMUM QUALIFICATIONS:** Master's Degree in Social Work (MSW) from an accredited institution. Current and valid LCSW License in the state of North Carolina. Minimum of two years of experience working with individuals with substance use disorders, preferably opioid use disorder. Strong knowledge of evidence-based practices in addiction treatment and mental health care. Excellent assessment, diagnostic, and therapeutic skills. Ability to work effectively in a multidisciplinary team and collaborate with community partners. Strong communication, organizational, and time management skills. Commitment to cultural competence and sensitivity in service delivery.

**PREFERRED QUALIFICATIONS:** Experience in community outreach and prevention programs. Bilingual skills (English/Spanish) are highly desirable. Familiarity with local resources and services available in Stokes County.

**SPECIAL CONDITIONS:** A current license to practice as a Licensed Clinical Social Worker in North Carolina and a valid North Carolina Driver's License.

**APPLICATION PROCESS:** A [State Application \(PD 107\)](#) must be submitted to:

Tammy Martin, Health Director  
Stokes County Health Department  
P.O. Box 187  
Danbury, North Carolina 27016  
(336)593-2400

**SELECTION PROCESS:** Applications will be reviewed and only those with outstanding qualifications will be interviewed. Reference checks will be conducted on the top candidates. Selection will be made only on those interviewed.

**Special Notification :** Effective November 9, 2009, Applicants who are requested to interview for a county position shall be required to submit a certified copy of a criminal record check from all counties in which they have lived for the previous five years. Criminal record check shall be submitted two business days prior to the scheduled interview date or before any offer of employment. A criminal record check can be obtained from the County Clerk of Court's Office in each county in which you resided in during the previous five years.



## **Board of County Commissioners**

**June 23, 2025**

**2:00 PM**

**Item number: VIII.c.**

### **Proposed Stokes County Attorney Contract**

Contact: Jeff Sanborn, County Manager

#### **Summary:**

County Attorney Ty Browder is retiring and will be stepping back from his role as county attorney for Stokes County. He has served Stokes on and off for 30 years or more. Jennifer Michaud currently serves as the Assistant County Attorney and has for several years. For the Board's consideration, is a proposed contract for legal services to continue using the Browder, Overby, and Michaud, P.A. Law Firm but contract with Jennifer instead of Ty due to his retirement. There are no changes in the new proposed contract except for the substitution of names. Mr. Browder would remain available as "of counsel" with their office to consult with Jennifer (or Nick Overby) on any county-related issues in order to make the transition as smooth as possible.

The County will recognize Mr. Browder's retirement and service to the County at a meeting in the near future.

#### **ATTACHMENTS:**

Description	Upload Date	Type
Proposed Stokes County Attorney Contract	6/19/2025	Cover Memo

NORTH CAROLINA

STOKES COUNTY

LEGAL SERVICES CONTRACT

This Contract for Legal Services is made and entered effective as of the 1<sup>st</sup> day of July, 2025, by and between Stokes County, North Carolina, a body politic existing under the laws of the State of North Carolina (hereinafter referred to as “County”); and Browder, Overby & Michaud, P.A., (hereinafter referred to as “Law Firm”), represented by Jennifer Oakley Michaud, Attorney at Law (hereinafter referred to as “County Attorney”);

WITNESSETH:

For and in consideration of the mutual covenants, promises and conditions hereinafter set forth, the parties agree as follows:

1. **Legal Services:** In consideration of payment of the Retainer as set forth herein, Law Firm shall provide to County the following legal services:

- (a) Attendance at all meetings of the Board of Commissioners.
- (b) Consultations with the Board of Commissioners, individual Commissioners, County Manager, Clerk to the Board of Commissioners, and Department heads upon their request.
- (c) Drafting of ordinances and resolutions for Board of Commissioners.
- (d) Preparation of contracts and other legal documents other than deeds and real estate contracts.
- (e) Such other legal services that may be requested by the Board of Commissioners, County Manager, Clerk to the Board, and Department Heads (subject to approval of the County Manager); except services that are specifically not covered by the Retainer as set forth herein.

The legal services provided by Law Firm shall include services provided by other attorneys in Law Firm, who shall be available to serve as Assistant County Attorney, upon request of the designated County Attorney.

2. **Non-Retainer Legal Services:** The Retainer does not cover the following legal services:

- (a) Services rendered in connection with, or in anticipation of, litigation and hearings in the trial and appellate courts of this state, and local, state and federal administrative agencies;
- (b) Services rendered in connection with all personnel matters;
- (c) Preparation of deeds and other real estate contracts and documents in connection with the lease, sale or purchase of real estate by the County;
- (d) Real estate closings in connection with the lease, sale or purchase of real estate by the County;
- (e) All services rendered in connection with Tax Foreclosures, County Bond issues and financing of County projects.

All legal services rendered in connection with the above-listed legal services shall be billed at the rate of \$250.00 per hour on a monthly basis.

3. **Retainer:** As compensation for the legal services set forth in paragraph 1 above, County shall pay to Law Firm the annual sum of \$84,000.00 payable in monthly installments of \$7,000.00, in advance, on the first day of each month during the term of this contract.
4. **Reimbursement of Expenses:** County shall reimburse Law Firm for all out-of-pocket expenses incurred in connection with the legal services provided herein on a monthly basis. Out of pocket expenses shall include expenses paid by Law Firm for long distance fax and telephone calls, overnight mail service, out of county travel, registration fees for attendance at appropriate conferences such as the North Carolina Association of County Attorneys Conference, and such other expenses incurred by Law Firm in connection with legal services rendered for County.
5. **Office Space:** County shall provide to Law Firm office space and storage space for County files at the Administrative office building in Danbury, which space may be used by Law Firm as an additional office while in Danbury.
6. **Non-exclusivity:** The representation of County by Law Firm and County Attorney shall be non-exclusive. Law Firm and County Attorney shall be free to represent other clients as long as such representation does not pose an actual or potential conflict with the interests of the County, without the express written consent of the Board of Commissioners.
7. **Independent Contractor:** Law Firm and County Attorney are independent contractors of the County. County shall have no liability to provide any employee benefits to Law Firm or County Attorney.
8. **Term:** Law Firm and County Attorney serve at the pleasure of the Board of Commissioners. This contract may be terminated by either party upon 30 days written notice to the other party.

**IN WITNESS WHEREOF the parties have executed this contract on the dates hereinafter set forth.**

**Stokes County:**

By: \_\_\_\_\_  
Keith Wood  
Chairman of the Board of Commissioners

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

**Browder, Overby & Michaud, P.A.**

By: \_\_\_\_\_  
Jennifer Oakley Michaud, Attorney

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

Provision for the payment of this contract has been made by an appropriation duly authorized pursuant to the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
Tammy Keaton, Stokes County Finance Director

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

Approved as to form and legal sufficiency:

\_\_\_\_\_  
Kim Grabs, Stokes DSS Attorney

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



**Board of County Commissioners**  
**June 23, 2025**  
**2:00 PM**

**Item number: VIII.d.**

**NC Dot Request for Addition of Nauvoo Ridge Drive**

Contact: Amber Brown, Assistant County Manager

**Summary:**

The North Carolina Department of Transportation (NC DOT) is requesting the addition of Nauvoo Ridge Drive to the state-maintained system. The Board of Commissioners must approve the request via a resolution since the road is located within the boundaries of Stokes County. Once a resolution is approved, NCDOT will proceed with next steps in the process including taking it to the DOT Board. Attached is the "add package" from the NCDOT along with a resolution for Board approval of the request.

**ATTACHMENTS:**

Description	Upload Date	Type
Request for Addition	6/23/2025	Cover Memo
CC Letter Add Package	6/23/2025	Cover Memo

**RESOLUTION APPROVING PETITION REQUEST  
FOR ADDITION TO THE NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION STATE  
MAINTAINED SECONDARY ROAD SYSTEM WITHIN  
STOKES COUNTY**

Road Description               Nauvoo Ridge Drive          

**WHEREAS**, the attached petition has been filed with the Board of County Commissioners of the County of Stokes requesting that the above described road, the location of which has been indicated in red on the attached map, be added to the Secondary Road System, and

**WHEREAS**, the Board of County Commissioners is of the opinion that the above described road should be added to the Secondary Road System, if the road meets minimum standards and criteria established by the Division of Highways of the Department of Transportation for the addition of roads to the System.

**NOW, THEREFORE**, be it resolved by the Board of County Commissioners of the County of Stokes that the Division of Highways is hereby requested to review the above described road, and to take over the road for maintenance if it meets established standards and criteria.

**CERTIFICATE**

The foregoing resolution was duly adopted by the Board of Commissioners of the County of Stokes at a meeting on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Keith Wood  
Chairman, Stokes County  
Board of Commissioners

Attest:

**OFFICIAL SEAL**

\_\_\_\_\_  
Olivia Jessup  
Clerk to the Board



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

JOSH STEIN  
GOVERNOR

J.R. "JOEY" HOPKINS  
SECRETARY

April 25, 2025

Stokes County

Subject: County Resolution for Road Addition

Stokes County Board of Commissioners  
Post Office Box 20  
Danbury, North Carolina 27016

To Whom It May Concern:

I am attaching a location map and petition requesting that Nauvoo Ridge Drive, in Stokes County, be added to the State Secondary Road System for maintenance.

One of NCDOT's requirements for addition to the State System is the Board of Commissioners approval. NCDOT has investigated this request and found that this road meets requirements for addition. If the Board of Commissioners will act on this request and forward the approved resolution, NCDOT can proceed with the road addition package.

Please let me know if you have any further questions. Thank you in advance for your assistance in this matter.

Sincerely,

Signed by:  
  
707888B5D87F4AC...

Scott Jones, PE, PLS  
District Engineer

SAJ/aml

Date Petition Received by NCDOT: 10/24/24

**North Carolina Department of Transportation  
Division of Highways  
Petition for Road Addition**

**ROADWAY INFORMATION:** (Please Print/Type)

County: STOKES Road Name: NAUVOO RIDGE DRIVE  
(Please list additional street names and lengths on the back of this form.)

Subdivision Name: NAUVOO RIDGE Length (miles): 3000 FEET

Number of occupied homes having street frontage: 11 Located (miles): 0

miles N ☐ S ☒ E ☐ W ☐ of the intersection of Route 1102 and Route 52

(Check one)

(SR, NC, US)

(SR, NC, US)

We, the undersigned, being property owners and/or developers of NAUVOO RIDGE in  
STOKES County, do hereby request the Division of Highways to add the above described road.

**CONTACT PERSON:** Name and Address of First Petitioner. (Please Print/Type)

Name and Signature: NAUVOO RIDGE LLC/HARRIS GUPTON DEVELOPER Phone Number: 336 705 0633

Street Address: 1080 BOUNTIFUL LN TOBACCOVILLE, NC 27050

Mailing Address: PO BOX 306 TOBACCOVILLE, NC 27050

**PROPERTY OWNERS**

Printed Name and Signature

Mailing Address

Telephone

HARRIS B GUPTON PO BOX 306 TOBACCOVILLE, NC 27050 336 705 0633

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**INSTRUCTIONS FOR COMPLETING PETITION:**

1. Complete Information Section
2. Identify Contact Person (This person serves as spokesperson for petitioner(s)).
3. Attach two (2) copies of recorded subdivision plat or property deeds, which refer to candidate road.
4. Adjoining property owners and/or the developer may submit a petition. Subdivision roads with prior NCDOT review and approval only require the developer's signature.
5. If submitted by the developer, encroachment agreements from all utilities located within the right of way shall be submitted with the petition for Road addition. However, construction plans may not be required at this time.
6. Submit to District Engineer's Office.

**FOR NCDOT USE ONLY:**

Date Petition Received by NCDOT: \_\_\_\_\_

Please check the appropriate block:

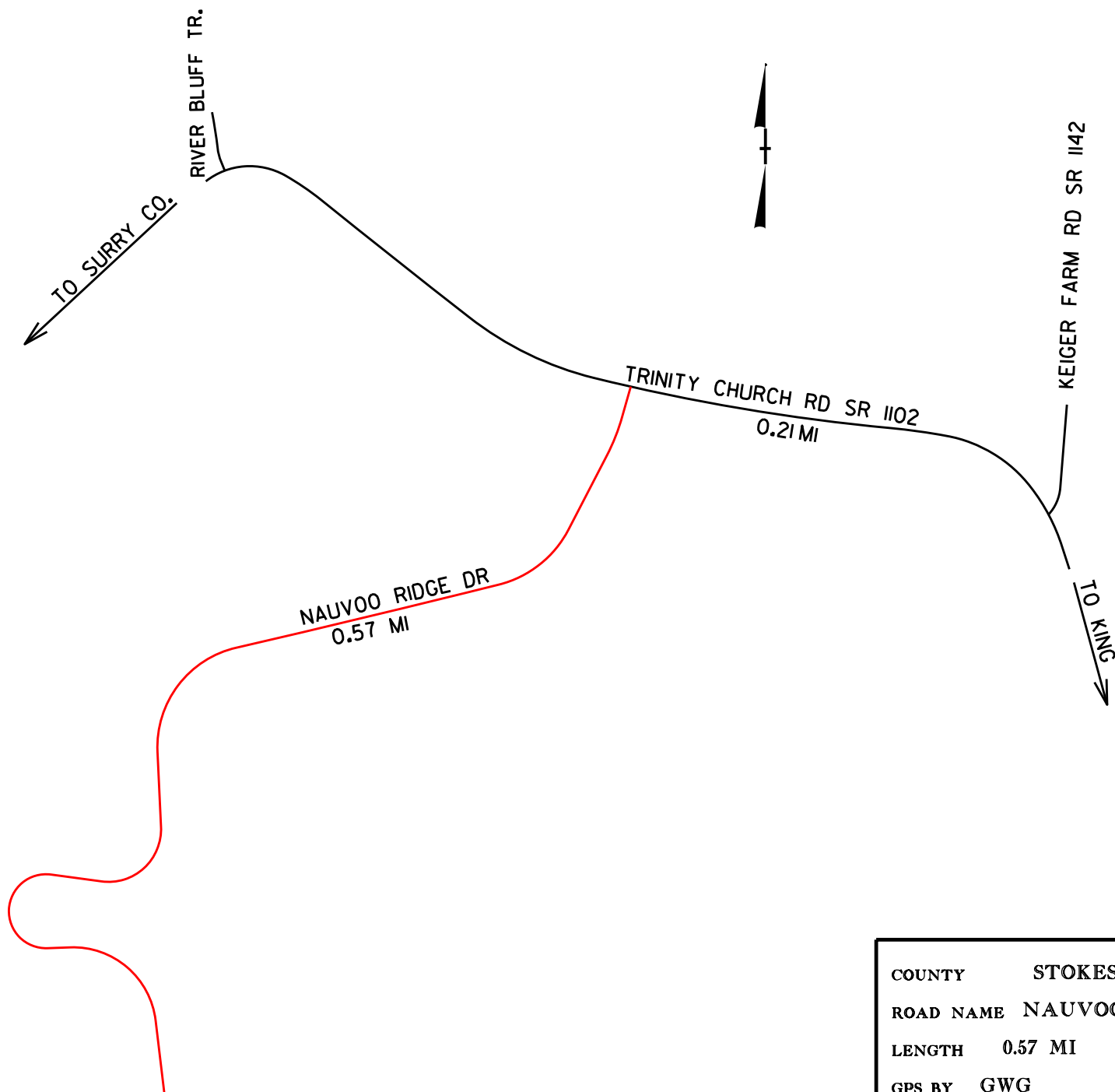
☐ Rural Road    ☐ Subdivision platted prior to October 1, 1975    ☐ Subdivision platted after September 30, 1975

**REQUIREMENTS FOR ADDITION**

If this road meets the requirements necessary for addition, we agree to grant the Department of Transportation a right-of-way of the necessary width to construct the road to the minimum construction standards of the NCDOT. The right-of-way will extend the entire length of the road that is requested to be added to the state maintained system and will include the necessary areas outside of the right-of-way for cut and fill slopes and drainage. Also, we agree to dedicate additional right-of-way at intersections for sight distance and design purposes and execute said right-of-way agreement forms that will be submitted to us by representatives of the NCDOT. The right-of-way shall be cleared at no expense to the NCDOT, which includes the removal of utilities, fences, other obstructions, etc.

General Statute 136-102.6 states that any subdivision recorded on or after October 1, 1975, must be built in accordance with NCDOT standards in order to be eligible for addition to the State Road System.

<u>ROAD NAME</u>	<u>HOMES</u>	<u>LENGTH</u>	<u>ROAD NAME</u>	<u>HOMES</u>	<u>LENGTH</u>



COUNTY	STOKES		
ROAD NAME	NAUVOO RIDGE DRIVE		
LENGTH	0.57 MI	DATE	10-29-24
GPS BY	GWG	SCALE	1" = NTS

