

AGENDA



Andy Nickelston, Chairman
Ronnie Mendenhall, Vice Chairman
Rick Morris, Commissioner
Jimmy Walker, Commissioner
Jamie Yontz, Commissioner

REGULAR MEETING OF THE BOARD OF COUNTY COMMISSIONERS

Monday, March 9, 2020

1014 MAIN STREET

DANBURY, NC 27016

6:00 PM

Call to Order

Invocation

Pledge of Allegiance

I. Approval of the Agenda

II. Comments - Managers/Commissioners

III. Public Comments

IV. Consent Agenda

a. Minutes

b. Budget Amendments

V. Information Agenda

VI. Discussion Agenda

a. Tax Administration Monthly Report

b. Generator Replacement

c. YVEDDI Appointment Request

d. Stokes County Aging Planning Committee Appointment Request

VII. Action Agenda

a. Charters of Freedom

b. Policy for Fire Service District and Fire Commission and Use of Service District Funds

c. Proposal for MOE Funds 2020-2021

d. Social Work Month Proclamation

e. Creek Week Resolution

VIII. Closed Session

a. Closed Session

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
March 9, 2020
6:00 PM**

Item number: IV.a.

Minutes

Contact: Shannon Shaver

Summary:
Consent for Approval:

Regular Meeting Minutes from February 24, 2020

ATTACHMENTS:

Description	Upload Date	Type
Regular Meeting Minutes - February 24, 2020	3/3/2020	Cover Memo

**STATE OF NORTH
CAROLINA

COUNTY OF STOKES**

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**OFFICE OF THE
COMMISSIONERS
STOKES COUNTY
GOVERNMENT
DANBURY, NORTH
CAROLINA
MONDAY FEBRUARY 24, 2020**

The Board of Commissioners of the County of Stokes, State of North Carolina, met for a Regular Session in the Stokes County Administration Building in the Commissioners Chamber located in Danbury, North Carolina on Monday February 24, 2020 at 6:00 pm with the following members present:

Board of Commissioners Present: Chairman Andy Nickelston, Vice Chairman Ronnie Mendenhall, Commissioner Rick Morris, Commissioner Jimmy Walker, and Commissioner Jamie Yontz

County Administration Present: County Manager Jake Oakley, Assistant County Manager/Clerk to the Board Shannon Shaver, and Finance Director Julia Edwards

CALL TO ORDER

Chairman Nickelston called the Regular Meeting of the Board of Commissioners to order.

INVOCATION

Vice Chairman Mendenhall delivered the Invocation.

PLEDGE OF ALLEGIANCE

Chairman Nickelston lead the Board in the Pledge of Allegiance and invited those in attendance to join.

APPROVAL OF AGENDA

Chairman Nickelston requested that the agenda be amended to move Item C. on the Discussion Agenda to Item A. due to Fire Marshal Scott Aaron has a prior engagement and needs to leave the meeting. The Board had no issue with this request. Commissioner Yontz moved to to approve the agenda as presented with the amendment.

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

COMMENTS - Managers/Commissioners

Commissioner Morris welcomed those in attendance and made the following comments:

- I will be making comments on two subjects this evening.
- The first being that I attended a meeting today from 4:30-5:30 with some folks from Texas A&M University who were here to award our local hospital a grant.
- They work with about 30 hospitals and are offering their services through this grant to assist our hospital in all facets of the operations.

- They have been doing this for 2 years now and none of the 30 hospitals they are working with have closed.
- They were here to gather information from the public and get feedback as part of the process.
- It was very useful and they will be a major help to the new hospital operations committee.
- We may be seeing some positive changes in the hospital based on the assistance we are receiving.

Commissioner Morris read a prepared statement regarding RiverStreet:

- I guess the Primary Election has again brought out the regular group of RiverStreet ankle biters who are often late arrivals on the scene and feel a need to Monday morning quarterback the previous Board of County Commissioners decision to form a public private type partnership with RiverStreet to provide Internet services to the county.
- Some of those Commissioners are here tonight; Jimmy Walker and James Booth.
- Public Private partnerships like the one with RiverStreet have been used for years by all levels of government including us with our hospital.
- I'm kind of tired of the previous commissioner board being second guessed so I have decided to compile a detailed dossier to set the record straight on the RiverStreet decision.
- It will show why the previous board made the right decision.
- At the time they made the decision to go with RiverStreet we had been beating our heads against the wall.
- We could not even get a meeting with the prime carriers.
- Other options for Internet expansion were nonexistent and the commissioners at that time made bold decisions to save the project for county residents.
- Most of the social media whining seems to revolve around the 20% funding match that was provided through a grant offered by the County to sustain the project that would have not been needed had the School Board been given credible information.

Let me provide just a few of the other relevant facts about RiverStreet that the whiners on social media like to conveniently leave out of their posts.

1. RiverStreet has invested the lion's share of \$8 Million dollars of their own money in Stokes County with a commitment of up to approximately \$10 Million if demand for services is there. That gets left out of the discussion by the complainers about the county's \$1.8 Million, 20% investment. For the record, I'll support a 20% match to any company who is willing to bring a viable Internet expansion project to our students and other residents in this county. I would welcome an unsolicited proposal from any company that is willing to step up with a credible project to help our unserved and underserved citizens with high speed Internet.
 2. RiverStreet's presence reduced the annual price of the school system's wide area network (Internet) services by over half from \$400k to under \$200K through simple competition.
 3. RiverStreet reinvests the money they receive from Stokes County customers back into Stokes County Internet expansion.
 4. RiverStreet built a half million-dollar customer service center and network hub in Danbury which helped the town's budget and provided customers local access to customer service representatives.
 5. As promised RiverStreet hired local people to staff their customer service and sales positions at their office in Danbury.
- With RiverStreet's presence here, Stokes County finds itself in a uniquely favorable position over all other rural counties in N.C. except for Wilkes County.
 - We have two co-ops (RiverStreet and Surry Communications) who blanket our entire county with a network of state-of-the-art fiber optic cable.

- RiverStreet's network covers most of the county because it connects the three municipalities and goes out to the public schools and Surry Communications has expanded their investment and coverage in the geographic area of the county that they are responsible to cover.
- The presence of these two co-ops will have Stokes County uniquely positioned when President Trump implements his infrastructure improvement plan.
- He has stated that his plan will include Internet expansion for rural communities like ours.
- In case you haven't notice, President Trump tends to keep his promises.
- I'm convinced that because of the investments made by RiverStreet and Surry Communications in our county we can now demonstrate that we have shovel ready projects available for further Internet expansion.
- This should give us a strong case for grabbing an early share of any infrastructure funding from President Trump or any other source of funds that come available for this purpose.
- My bottom line is that we should be open to all opportunities and technological advances to expand Internet but more importantly we should strongly support and not nit-pick our two co-ops who have given us a leg up over other rural counties for Internet expansion through their significant financial investments in our county.
- It's unfortunate that large scale Internet expansion does not happen overnight and provide instant gratification, but the cost alone dictates that these types of projects take time.

That being said, it's my opinion that we should continue to pursue every opportunity for Internet and approach it by adding one customer at a time until we get this entire county connected to every customer who wants the service.

Commissioner Walker welcomed those in attendance and made the following comments:

- I remember when the Board approved to partner with Riverstreet and that all members of the Board were in favor of this.
- The School Board could have been an asset in helping to accomplish the goal of getting internet throughout the whole county.
- I am not sure why but we seem to have an issue working together in our county sometimes.
- The offer was to run fiber-optic cable to all the schools and when the time came they could provide service to the schools and they weren't allowed to do that.
- This seems to have corrected itself now and RiverStreet is the current service provider to the schools.
- On the subject of the hospital was a feasibility study ever completed to see what kind of services are needed?
- If not maybe the folks from Texas A&M could look at doing this.
- Very interested and encouraged that this type of work is being done.
- 30 for 30 is pretty impressive.
- Lastly, if anyone wonders why I don't get caught up in facebook or social media, it is by personal choice as I don't care to be involved in that way.
- The safest thing I have found is to stay out of it and I tell you this so that you know if anyone wants to talk to me they can email or call me.
- I like to talk to people.

Commissioner Yontz welcomed those in attendance and made the following comments:

- I was labeled an idiot when I was on the School Board and it looks like I am not going to remove that tag from myself on this whole RiverStreet thing.
- I want to clear one thing up.
- When I was on the School Board and Riverstreet put in their bid it was a substantial amount of difference from the other bid.
- We actually put it out for re-bid which is against all things you are supposed to do as a Board and we did not receive a bid the second time around from RiverStreet.
- This time fortunately they re-bid it and hopefully we are going to move our county forward.
- That was the reason behind it then.
- I don't know why we have to dig up old bones but that is where we are at and it is unfortunate.

Vice Chairman Mendenhall welcomed those in attendance and commented:

- Thank you for being a part of the governmental process.
- We had a forum yesterday in Francisco and I thought it went really well.
- Thanks to all who came out to that.
- I hope that you all will continue to be part of our process and stay up to date on what is going on in Stokes County.

Chairman Nickelston welcomed those in attendance and made the following comments:

- I want to touch on what Commissioner Morris stated about RiverStreet.
- I am not sure what he is hearing or seeing on Facebook.
- The main thing that I am hearing and seeing is that people just want an update of what is going on.
- They know the \$1.8 million went to RiverStreet.
- I for one cannot tell them what is going on because we have been trying to get a representative here for about 6 months to give an update and have not been able to.
- I think that is the biggest thing people are wanting.
- I don't think anyone on the Board can provide how many customers they have right now or anything else.
- We want it here and we need it.
- We just want an update of what is going on.
- I am not really seeing a lot of negative comments on it.

County Manager Oakley welcomed those in attendance and made the following comments:

- I would like to give our teachers a big hand of applause.
- Last Monday I attended a School Board meeting and they recognized teachers all across our county for the recognition of higher education and achieving the national certificate from their Board.
- Thanks to all the hard work of our teachers.
- I also attended the Duke Power public meeting in Walnut Cove last week and have information for the Board on how this closure of the coal ash site is being taken care of.

PUBLIC COMMENTS

Chairman Nickelston opened the floor for Public Comments at 6:25 pm

The following spoke during Public Comments:

James D. Booth
1045 Moore's Knob View Drive
Westfield, NC 27052

RE: Farmers Appreciation Resolution

- I appreciate having the opportunity to speak to you tonight and would like to invite everyone to the Farmers Appreciation Day being held at North Stokes this year and noted that he would like to read the resolution that would be before the Board tonight for approval:

Whereas, the County of Stokes, the Stokes Soil & Water Conservation District, the Cooperative Extension, Farm Service Agency, the Natural Resources Conservation Service and the NC Forest Service desire to host the Farmer Appreciation Day to recognize the contributions of our farmers to Stokes County; and

Whereas, the Board of Commissioners recognizes that the county's farmers contribute greatly to Stokes County's economic base; and

Whereas, the Board believes that all county citizens benefit from farming activities in some manner; and

Whereas, the Board agrees that a Farmer Appreciation Day would show our county's support for the existing farming community and honor past activities that have contributed so much to the culture and heritage of Stokes County; and

Whereas, the Board recognizes and appreciates the local businesses within the County that provides funding for a BBQ and Chicken Dinner with live entertainment to be held at North Stokes High School with all Stokes County citizens invited.

NOW THEREFORE BE IT RESOLVED, THAT

The Stokes County Board of Commissioners hereby proclaims Thursday, March 26, 2020 as Farmer Appreciation Day in Stokes County and extends its appreciation and gratitude to the county's farmers for their many contributions to Stokes County.

- Thank you for having this on the agenda tonight.
- I want to be sure that all the citizens know they are invited to attend.
- This is a great event and this will be the 22nd event.
- We have about 30 businesses in Stokes County that sponsor this event including your Chairman's business who has sponsored this event for many years.

Glenn Bozworth
1150 Simmons Road
Westfield, NC 27053

RE: Solar Farm Moratorium

- It came to my attention a few days ago that you were considering a moratorium on solar farms.
- I appreciate the opportunity to state my opinion on this.
- My belief is that solar energy is very important in the future of energy.
- It is a good source of revenue for the county.
- In a rural county it can be a big help.
- I respect the need for regulations but I think a three year moratorium is excessive.
- I know that you have someone here to speak about this tonight.
- I am interested to see what they have to say.
- I have read it online.
- I wanted to say that I am against a moratorium.
- I appreciate your time.

E.A. Buddy Timm
PO Box 573
Walnut Cove, NC 27052

RE: Solar Farms

- My concern is over the effect of what a lot of solar panels could have on the environment of our county.
- I have been down to Pinehurst lately and have seen large solar panel farms as I drove by, I could not help noticing the large area of dead browned grass and vegetation under the solar panels.
- It cannot be good for that large an area of ground to be sprayed with chemicals to kill the grass and weeds.
- Does anybody think it would be safe to grow their own tomatoes or other garden vegetables nearby?
- What does it do to the ground water and the water that the field animals drink from?
- I think the county should look into the effects of what a lot of solar panel farms could have on the county.
- If a lot of solar panel farm panels are safe then fine.
- If they could pollute our streams and farm land we should pay a lot of attention to that.

Robert Knight
1220 Hubbie Moore Road
Lawsonville, NC 27022

RE: Solar Farms

- I am actually here to speak on the questions raised by Commissioner Morris on solar farms.
- I have read over the answers given by Lick Creek Solar to the questions that Commissioner Morris asked during the meeting.
- One that stands out to me is the answer the question number 19.
- The question asked was about herbicide application and whether or not serious issues would arise.
- The answer to the question was that licensed applicators would apply the herbicide.
- I question whether the licensed applicator would work for Lick Creek or another LLC.
- They also stated there would be limited use and only in certain areas.

- The more they limit the use creates more weeds and makes them harder to kill requiring a stronger solution to get rid of them.
- The photo in The Stokes News in October of 2019 of the solar power plant we have in the county is an example of the massive overgrowth.
- They also state the total herbicide is less than used in agricultural operations.
- There is no way this is true.
- It would be a stretch even if you only considered the grass space between the rows of panels in the acre.
- I use 15 gallons of water with 2 pints per acre of round up only two times a year.
- That is 64 ounces on 43,560 square foot per year.
- The label for round up states 4 ounces per gallon of water.
- The gallons of water per acre depends on the applicator.
- The label rate for coverage is 300 to 1,000 per gallon of solution.
- Using the medium concentration this comes to 175 to 580 ounces per 43,560 square foot in one application.
- If it is only sprayed four times per year that is 2,320 ounces per acre.
- That is 36 times more than I apply in a much more controlled environment.
- I am aware that the state is currently putting together a Board of individuals from across the state with all different backgrounds to come up with some sort of standards.
- I think the issue here is with the moratorium and it would be reasonable to at least put a moratorium on these to put a pause on the growth until some standards can be established.
- It is difficult to gather information on this as it is new.
- My concern is more with the large scale farms, not what people are putting in their yards.
- I worry about the local economic impact.
- I as a farmer don't want to have to compete with less farm land to farm.

Ramona Timm
PO Box 573
Walnut Cove, NC 27052

RE: Solar Farms

- First of all I do support a moratorium.
- I support a longer than three year moratorium.
- The Enviromental Management Commisison is being required to come up with rules for decommissioning by January 1, 2022.
- This is not enough time to come to any kind of results.
- The piece of land in the county is very large.
- I am concerned about the runoff from the chemicals that will be used.
- We were not told honestly that they would be using chemicals.
- The questions asked by Commissioner Morris uncovered the fact that they will be using chemicals.
- This really upsets me and I would support a six year moratorium.
- Three years is not enough time to come to any kind of conclusion.
- The other aspect of this is how we decommission these things.
- They can fill our landfills and that to me is bad.
- They take up prime farm land.
- We really need to keep an eye on the commission and put a halt to these.

John Hartman

1065 Ernest Nelson Road
Danbury, NC 27016

RE: Solar Farms

- I have lived just outside of Danbury for about 32 years.
- On the roof of my well house are 6 PV solar panels.
- Comprising an area of about 10x11 feet they provide enough electricity to power my household lights, pump water for my home, livestock, and garden, and run household appliances including a microwave oven.
- I can operate handheld and stationary power tools even on overcast days.
- The leftover solar electricity warms our water in a conventional hot water heater.
- Batteries store electricity to get us through the night.
- After a few years of being plugged into the sun with a few glitches along the way, I remain amazed at how well this system works.
- It is a relatively clean, completely renewable form of energy.
- All technology comes at a cost.
- There is no such thing as free energy.
- Plugging into the sun nearly eliminates emissions and pollutions caused by other forms of energy.
- Unlike coal, oil, and gas; our planet will never run out of sunlight.
- Sunlight does not have to be mined, drilled, or fracked from the earth which are also destructing and polluting enterprises.
- The jobs lost by losing these would be more than replaced by the manufacturing and installation of solar equipment.
- Decommissioning and recycling these components will also provide employment.
- Energy independence is a popular political theme these days.
- What does this really mean?
- There is criticism that this is an unreliable form of energy.
- What is more reliable than the sun?
- To those that say the sun does not shine at night and there are cloudy days; I say that is what batteries are for.
- As with solar components battery technology is improving all the time.
- The promises of solar electricity does not stop with homes, factories, and businesses.
- The automotive industry is turning out more electric vehicles every year.
- This is significant given the current environmental impact of transportation.
- Whether the next generation of cars and trucks will run cleaner with electric will depend on how we make our electricity.
- If we are still burning coal, oil, and gas to do it; there won't be much if any benefit.
- For too long our economy, society, and politics have been held hostage by the power of the fossil fuels industry.
- For government at any level to continue the pattern to the short term financial interests of a few corporations is unconscionable.
- Government exists not to prop up obsolete technology but to promote a brighter future for all citizens.
- Please don't block the light.

Kay Ritchie
1065 Ernest Nelson Road
Danbury, NC 27016

RE: Solar Energy

- We live in a 19th century log cabin.
- For the past three years our power has been provided by a solar PV system with battery storage for night time and a generator for back up.
- Our house also has a sunroom that uses passive solar to heat and cool the house.
- My experience is that solar works.
- I recognize that use of a solar system takes careful planning and consideration.
- We installed our system with extra safeguards for high wind situations
- We have batteries placed in protective cases and we replace and recycle those as needed.
- I understand that counties have to look carefully at these.
- I also understand that North Carolina is requiring EPA to create policies on these by 2022 which is well within the 3 year moratorium which I think is excessive.
- I do appreciate that our County Commissioners are concerned about the environmental and public health impacts.
- We are all aware of the impacts that creating energy can have on the environment as we clean up the coal ash residue from Duke Power.
- I appreciate County Manager Oakley being at the meeting in Walnut Cove last week and bringing that information back.
- I will say that is the first time I have seen anyone from the county at any of those meetings.
- I also recognize the need to be concerned about herbicide application but those guidelines do exist.
- Our farmers go by those applications and a licensed applicator would also need to.
- I don't see how saying the license is not good enough for someone for a solar farm and saying it is good enough for agriculture.
- There are also other methods for dealing with over growth that doesn't have to be herbicides.
- While I support the idea of communities using caution with the expansion of solar farms I feel since policies are being designed for solar farms that these can be continued to be considered on a case by case basis.
- I do not see the need for a moratorium and rather think the county should be proactive and help to seek the best places for possible solar farms.
- I think rather than get caught up in ideologic motivated positions we can look at what is truly best for our county and for its citizens.

Steven Pulliam
790 Stone Mountain Road
Stoneville, NC

RE: Solar

- I received several calls from folks from Stokes County concerned about the possibility of GenX chemicals in the river.
- I am known for saying it like it is and if there were an issue with something that was going to go into the water I would not have an issue speaking up about it.
- GenX is not really a chemical; it is more of a process.
- There has been a lot of misinformation shared about what is in the panels of solar panels.
- I agree with a lot of the speakers here tonight.
- There have been some very well informed speakers.
- You don't want someone coming in spreading dangerous chemicals around that could end up in your waterways.
- You don't want someone who is going to come in and mow down all the grass.

- Case by case is better than a moratorium.
- If done correctly it is actually very replinishable and sustainable.
- Having a solar installation on your farm done correctly certainly does not rule out having any kinds of vegetables, cattle, or other livestock.
- A lot of folks that I represent in other counties have goats to keep the vegetation down.
- They don't mow or spray at all.
- There is no need to clean solar panels for the most part.
- The rain will take care of that.
- They are still very efficient even if they are dirty.
- You have a lot of kids that have inherited land once used for farming that are no longer interested in using it for that purpose.
- This allows them to use the land for economic stability.
- There is a big economic opportunity to provide solar for areas that are wanting to go solar.
- They are highly recyclable and they don't get dumped into landfills.
- I appreciate the opportunity to speak.
- You have a speaker here and that is better than a lot of counties have done.
- I want to mention Creek Week.
- We don't have a Creek Week in this part of the state.
- April 11th -18th will be Creek Week that our organization is putting together and I will send you some information on this.
- I would ask that you consider adopting a resolution on this at your next meeting.

There being no other individuals signed up to speak Chairman Nickelston closed the floor for Public Comments at 6:53 pm.

CONSENT AGENDA

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

Minutes

Budget Amendments

Tax Administration Monthly Report

Commissioner Morris requested clarification from Finance Director Julia Edwards on the Budget Amendment for the part time truck drive to haul dirt.

Finance Director Julia Edwards provided clarification on the budget amendment in question.

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

Commissioner Morris seconded the motion. The motion Passed.

INFORMATION AGENDA

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

Friends of Stokes Shelter- Update

Leslie Staples with the Friends of Stokes Shelter provided an update to the Board on the status of the Friends of Stokes Shelter.

DISCUSSION AGENDA

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

Policy for Fire Service District and Fire Commission and Use of Service District Funds

Fire Marshal Scott Aaron requested that the Board approve the Fire Service District and Fire Commission and Use of Service District Funds Policy as presented.

Chairman Nickelston opened the floor for any discussion/questions/comments.

After favorable discussion and full consensus of the Board, this item was moved to the Action Agenda for the next meeting.

Proposal for MOE Funds 2020-2021

DSS Director Stacey Elmes presented the Board with the proposal for MOE Funds for 2020-2021.

Chairman Nickelston opened the floor for any discussion/questions/comments.

After favorable discussion and full consensus of the Board, this item was moved to the Action Agenda for the next meeting.

Proposed Solar Farm Resolution and Presentation

Isaac Panzarella with the Department of Renewable Energy with NC State presented the Board with information on solar energy.

Chairman Nickelston opened the floor for any discussion/questions/comments.

After some discussion among the Board it was decided that they would hold off on a moratorium at this time and look into creating a policy and handling the solar farm requests on a case by case

basis moving forward.

Feasibility Study for Wellness Center

County Manager Jake Oakley presented the Board with information related to a citizen survey to decide what type of feasibility study is needed for the Wellness Center.

Chairman Nickelston opened the floor for any discussion/questions/comments.

After much discussion by the Board it was decided that this item would be discussed at the March 5, 2020 Budget Goals Session being held at 6:00 pm in the Commissioners Chambers.

ACTION AGENDA

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

Farmers Appreciation Resolution

Chairman Nickelston entertained a motion on the item presented. Vice-Chairman Mendenhall moved to to approve the Farmers Appreciation Resolution.

Commissioner Walker seconded the motion. The motion Passed.

Cardinal Community Advisory Council Appointment Request

Chairman Nickelston entertained a motion on the item presented.

Chairman Nickelston opened the floor for any further nominations.

There were no further nominations.

With there being no further nominations, Chairman Nickelston entertained a motion to close the floor for nominations.

Commissioner Yontz moved to close the floor for nominations.

Vice Chairman Mendenhall seconded.

Chairman Nickelston opened the floor for any discussion/questions/comments.

Chairman Nickelston polled the Board:

Commissioner Morris- list as presented

Commissioner Walker- list as presented

Commissioner Yontz- list as presented

Vice Chairman Mendenhall- list as presented

Chairman Nickelston- list as presented

The following were unanimously approved by the Board for appointment to the Cardinal Community Advisory Council:

Cassandra Blair, Kim Clayton, Tiffany Cone, Stacey Elmes, Kelley Grimes, Melissa Kirkland,

Tammy Martin, Maria Angelina Melvin, Cameron Rogatsios, Patti Snyder, and Cindy Tuttle

Cardinal Regional Health Council Appointment Request

Chairman Nickelston entertained a motion on the item presented.

Chairman Nickelston opened the floor for any further nominations.

There were no further nominations.

With there being no further nominations, Chairman Nickelston entertained a motion to close the floor for nominations.

Commissioner Yontz moved to close the floor for nominations.

Vice Chairman Mendenhall seconded.

Chairman Nickelston opened the floor for any discussion/questions/comments.

Chairman Nickelston polled the Board:

Commissioner Morris- Morris

Commissioner Walker-Morris

Commissioner Yontz- Morris

Vice Chairman Mendenhall- Morris

Chairman Nickelston- Morris

Commissioner Morris was unanimously approved by the Board for appointment to the Cardinal Regional Health Council.

Adjournment

Vice-Chairman Mendenhall moved to to adjourn the meeting at 8:30pm with no further business to come before the Board.

Commissioner Morris seconded the motion. The motion Passed.

Shannon Shaver
Clerk to the Board

Andy Nickelston
Chairman



Board of County Commissioners
March 9, 2020
6:00 PM

Item number: IV.b.

Budget Amendments

Contact: Julia E. Edwards

Summary:
Consent for Approval:

Budget Amendment #'s 80-83

ATTACHMENTS:

Description	Upload Date	Type
Budget Amendments 80-83	3/3/2020	Cover Memo

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, 2019.

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
	Information Systems			
100.4210.000	Salaries & Wages	\$ 173,449.00	\$ 444.00	\$ 173,893.00
	Social Services			
100.5310.000	Salaries & Wages	\$ 2,657,587.00	\$ 1,574.00	\$ 2,659,161.00
	Contingency			
100.9910.100	Leave Contingency	\$ 22,870.00	\$ (2,018.00)	\$ 20,852.00
	Total	\$ 2,853,906.00	\$ -	\$ 2,853,906.00

This budget amendment is justified as follows:

To transfer funds from leave payoff contingency for retired, resigned, terminated and comp time over limit payoff as of 02/29/20.

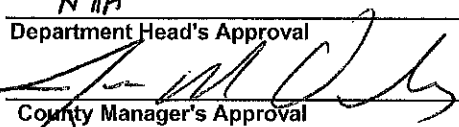
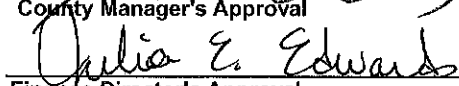
This will result in a net increase of \$0.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal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

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
	General Fund			
				\$ -
				\$ -
	TOTALS	\$ -	\$ -	\$ -

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 9th day of March, 2020.

Verified by the Clerk of the Board

N/A	
Department Head's Approval	Date
	2-27-2020
County Manager's Approval	Date
	2/27/20
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, 2020.

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
				\$ -
	Total	\$ -	\$ -	\$ -

This budget amendment is justified as follows:

To correct Budget Amendment #72 approved 02/10/20. The Health Title XIX Fund did not balance on the budget amendment due to the fund balance appropriated should have been increased \$81,230.

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
	Health Title XIX Fund			
110.3991.000	Fund Balance	\$ 100,000.00	\$ 81,230.00	\$ 181,230.00
	Total	\$ 100,000.00	\$ 81,230.00	\$ 181,230.00

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 9th day of March, 2020

Verified by the Clerk of the Board

N/A
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, 2020.

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
	Sheriff's Office			
100.4310.351	Maint. & Repairs Auto	\$ 108,516.00	\$ 4,687.00	\$ 113,203.00
		\$ 108,516.00	\$ 4,687.00	\$ -
		\$ 108,516.00	\$ 4,687.00	\$ 113,203.00

This budget amendment is justified as follows:

To appropriate insurance funds to repair vehicles.

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
	GENERAL FUND			
100.3839.850	Insurance Claims	\$ 48,633.00	\$ 4,687.00	\$ 53,320.00
		\$ 48,633.00	\$ 4,687.00	\$ -
	TOTALS	\$ 48,633.00	\$ 4,687.00	\$ 53,320.00

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 9th day of March, 2020.

Verified by the Clerk of the Board

N/A
Department Head's Approval

Date

County Manager's Approval

Date

Finance Director's Approval

Date

2-27-2020

2/27/20

STOKES CNTY-BUDGET AMENDMENT

Amendment No: 83

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, 2020.

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
	Mental Health MOE Fund			
111.5200.002	SOC Transportation	\$10,000.00	(\$10,000.00)	\$0.00
111.5200.013	Transportation to MH/SA Appointments	\$10,000.00	\$10,000.00	\$20,000
TOTALS		<u>\$ 20,000.00</u>	<u>\$ -</u>	<u>\$ 20,000.00</u>

This budget amendment is justified as follows:

To transfer funds to provide additional transportation to folks without Medicaid to MH/SA treatment.

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
TOTALS		<u>-</u>	<u>-</u>	<u>-</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 9th day of March, 2020.

Verified by the Clerk of the Board

<u>Stacey S. Elmer</u>	<u>2/25/2020</u>
Department Head's Approval	Date
<u>[Signature]</u>	<u>2-27-2020</u>
County Manager's Approval	Date
<u>Julie S. Edwards</u>	<u>2/27/20</u>
Finance Director's Approval	Date



Board of County Commissioners

March 9, 2020

6:00 PM

Item number: VI.a.

Tax Administration Monthly Report

Contact: Richard Brim, Tax Administrator

Summary:

Discussion:

1. Monthly Reports for the month of February 2020.
 - a. Tax Collections Status Report FY 2019-2020.
 - b. Real and Personal Releases less than \$100.00 per N.C.G.S. 105-381(b).
2. Real and Personal Releases more than \$100.00.
3. Real and Personal Refunds more than \$100.00.
4. Present-Use Value Late Applications.

Items for Approval on March 23, 2020.

1. Real and Personal Releases more than \$100.00.
2. Real and Personal Refunds more than \$100.00.
3. Present-Use Value Late Applications.

ATTACHMENTS:

Description	Upload Date	Type
Tax Office	3/4/2020	Cover Memo

TAX COLLECTION STATUS REPORT

TOTAL AMOUNT COLLECTED BY MONTH FY 2019-2020

CURRENT 2019 TAX	COUNTY REG & MV	SCHOOL OPERATING EXP	USE VALUE TAX BILLS	INTEREST PEN & FEES	DOGS	KING (FIRE)	RURAL HALL (FIRE)	WALNUT COVE (FIRE)	SERVICE (FIRE)	CITY OF KING	TOWN OF WALNUT COVE	DANBURY	EDU DEBT BLDG FUND
JULY	282,215.69	325,652.79	1,530.57	279.41	1,386.05	12,334.01	1,895.81	8,413.77	39,265.03	80,279.63	7,484.45	346.96	39,343.75
AUGUST	5,178,996.08	5,971,424.56	7,933.01	1,607.82	10,186.12	212,846.56	39,283.66	131,170.32	738,352.98	1,391,764.90	270,990.78	15,659.86	720,015.09
SEPTEMBER	334,544.02	385,921.65	1,855.25	560.93	1,882.59	10,844.07	2,264.40	6,682.74	47,207.92	124,151.48	13,312.93	828.75	46,622.62
OCTOBER	177,581.08	207,425.87	7,704.24	1,716.90	1,142.23	7,266.59	1,709.04	4,855.28	28,680.91	30,854.91	11,418.55	1,553.33	25,467.92
NOVEMBER	224,463.92	259,381.61	4,916.83	1,135.38	974.12	8,476.26	1,238.78	6,898.97	34,037.32	54,090.98	10,698.70	1,463.01	31,585.67
DECEMBER	1,059,627.21	1,220,775.21	5,423.55	1,489.31	3,535.19	34,892.84	8,322.01	37,692.35	161,709.46	198,225.04	73,392.01	6,083.22	147,558.32
JANUARY	2,448,085.67	2,823,769.51	5,202.82	8,011.08	2,596.96	31,137.92	6,820.45	24,347.47	575,412.80	173,027.45	52,216.85	2,851.81	340,923.62
FEBRUARY	103,860.18	119,965.01	970.38	8,131.76	389.73	3,561.98	397.24	3,124.67	20,203.72	8,356.90	984.47	424.94	14,960.08
MARCH	-	-	-	-	-	-	-	-	-	-	-	-	-
APRIL	-	-	-	-	-	-	-	-	-	-	-	-	-
MAY	-	-	-	-	-	-	-	-	-	-	-	-	-
JUNE	-	-	-	-	-	-	-	-	-	-	-	-	-
SUB TOTAL	\$ 9,809,373.85	\$ 11,314,316.21	CONT'D	CONT'D	\$ 22,092.99	\$ 321,360.23	\$ 61,931.39	\$ 223,185.57	\$ 1,644,870.14	\$ 2,060,751.29	\$ 440,498.74	\$ 29,211.88	CONT'D
BUDGET AMT	\$ 10,048,919.00	\$ 11,584,170.00	CONT'D	CONT'D	\$ 30,000.00	\$ 331,879.00	\$ 64,745.00	\$ 235,082.00	\$ 1,668,185.00				CONT'D
BALANCE	\$ 239,545.15	\$ 269,853.79			\$ 7,907.01	\$ 10,518.77	\$ 2,813.61	\$ 11,896.43	\$ 23,314.86				
PERCENTAGE	97.62%	97.67%			73.64%	96.83%	95.65%	94.94%	98.60%				
PRIOR	COUNTY REG & MV	SCHOOL OPERATING EXP	USE VALUE TAX BILLS	INTEREST PEN & FEES	DOGS	KING (FIRE)	RURAL HALL (FIRE)	WALNUT COVE (FIRE)	SERVICE (FIRE)	CITY OF KING	TOWN OF WALNUT COVE	TOWN OF DANBURY	EDU DEBT BLDG FUND
JULY	60,343.17	30,668.90	-	15,141.58	50.95	1,181.15	109.03	878.80	7,486.00	8,164.23	1,351.27	166.91	6,554.82
AUGUST	35,896.66	18,139.79	-	11,518.68	202.09	619.12	175.34	578.84	4,021.48	7,315.81	1,076.03	-	3,970.14
SEPTEMBER	34,171.84	13,349.57	-	13,543.68	106.62	298.32	112.38	365.63	4,158.57	6,067.60	160.37	-	3,610.99
OCTOBER	61,435.14	18,691.98	-	19,918.75	156.00	568.07	474.85	801.02	7,708.24	2,424.51	461.02	-	6,054.12
NOVEMBER	30,134.59	12,754.46	-	11,376.63	38.60	570.64	64.84	340.13	3,970.62	1,960.55	636.75	546.64	3,120.03
DECEMBER	38,166.70	15,220.64	-	14,245.37	139.08	494.87	639.25	451.69	4,333.91	4,413.21	87.12	-	4,104.75
JANUARY	31,892.34	13,674.90	-	10,601.50	12.45	428.26	210.46	901.38	3,070.09	7,373.70	568.80	-	3,367.20
FEBRUARY	47,696.65	16,116.23	-	20,629.26	24.00	114.06	167.95	1,051.08	5,963.09	1,487.95	3,710.95	18.71	5,133.10
MARCH	-	-	-	-	-	-	-	-	-	-	-	-	-
APRIL	-	-	-	-	-	-	-	-	-	-	-	-	-
MAY	-	-	-	-	-	-	-	-	-	-	-	-	-
JUNE	-	-	-	-	-	-	-	-	-	-	-	-	-
SUB TOTAL	\$ 339,737.09	\$ 138,616.47	\$ 35,536.65	\$ 139,908.04	\$ 729.79	\$ 4,274.49	\$ 1,954.10	\$ 5,368.57	\$ 40,712.00	\$ 39,207.56	\$ 8,052.31	\$ 732.26	\$ 1,402,392.22
BUDGET AMT	\$ 400,000.00	\$ 200,000.00	\$ 40,000.00	\$ 198,490.00	\$ 1,000.00	\$ 5,000.00	\$ 600.00	\$ 6,000.00	\$ 42,000.00				\$ 1,395,683.00
BALANCE	\$ 60,262.91	\$ 61,383.53	\$ 4,463.35	\$ 58,581.96		\$ 725.51	\$ (1,354.10)	\$ 631.43	\$ 1,288.00				\$ (6,709.22)
PERCENTAGE	84.93%	69.31%	88.84%	70.49%	72.98%	85.49%	325.68%	89.48%	96.93%				100.48%

STOKES COUNTY TAX ADMINISTRATION RELEASE REPORT FOR FEBRUARY, 2020

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>
HAZELWOOD, EVA T HAZELWOOD, CHARLES	1260 HOWARD BULLINS RD MADISON, NC 27025	284776-2019-2019	\$24.42
HAZELWOOD, EVA T HAZELWOOD, CHARLES	1260 HOWARD BULLINS RD MADISON, NC 27025	284776-2018-2018	\$24.42
HAZELWOOD, EVA T HAZELWOOD, CHARLES	1260 HOWARD BULLINS RD MADISON, NC 27025	284776-2017-2017	\$24.42
HAZELWOOD, EVA T HAZELWOOD, CHARLES	1260 HOWARD BULLINS RD MADISON, NC 27025	284776-2016-2016	\$24.26

TOTAL AMOUNT \$97.52

Richard T. Brim
RICHARD T. BRIM
TAX ADMINISTRATOR

3/4/20
DATE

STOKES COUNTY TAX ADMINISTRATION RELEASE REPORT FOR FEBRUARY, 2020

REAL AND PERSONAL PROPERTY RELEASES MORE THAN \$100

<u>NAME</u>	<u>ADDRESS</u>	<u>BILL NO.</u>	<u>AMOUNT</u>	<u>REASON</u>
LANE, COSEYETTA B DBA LOGIN CABIN CRAFTS	1329 MOUNTAIN VIEW CHURCH RD KING, NC 27021	321199-2019-2019	\$167.24	BILLED IN ERROR DUE TO SOFTWARE ISSUE
TOLIVER, DEBORAH H	1203 CHESTNUT GROVE RD KING, NC 27021	300625-2019-2019	\$407.74	ADJUSTED ASSESSED VALUE DUE TO CONDITION
TOLIVER, DEBORAH H	1203 CHESTNUT GROVE RD KING, NC 27021	300625-2018-2018	\$407.74	ADJUSTED ASSESSED VALUE DUE TO CONDITION
TOLIVER, DEBORAH H	1203 CHESTNUT GROVE RD KING, NC 27021	300625-2017-2017	\$407.74	ADJUSTED ASSESSED VALUE DUE TO CONDITION
TOLIVER, DEBORAH H	1203 CHESTNUT GROVE RD KING, NC 27021	300625-2016-2016	\$382.20	ADJUSTED ASSESSED VALUE DUE TO CONDITION
TOLIVER, DEBORAH H	1203 CHESTNUT GROVE RD KING, NC 27021	300625-2015-2015	\$379.60	ADJUSTED ASSESSED VALUE DUE TO CONDITION
MCKNIGHT, JAMES ALLEN	106 SUN DR KING, NC 27021	8324-2019-2019	\$460.11	TAXABLE IN DAVIDSON CO
LILLEY, WILLIAM JESSE	136 MAPLE HOLLOW LN GERMANTON, NC 27019	859474-2019-2019	\$329.70	TAXABLE IN FORSYTH CO
GRAVELY, MISTY ANN GRAVELY, PHILLIP JUSTIN	8240 GAULDIN RD WALNUT COVE, NC 27052	862098-2020-2019	\$151.95	TAXABLE IN FORSYTH CO
TOTAL AMOUNT			\$3,094.02	

Richard T. Brim 3/4/20
RICHARD T. BRIM DATE
TAX ADMINISTRATOR

ANDY NICKELSTON DATE
CHAIRMAN-STOKES COUNTY
BOARD OF COMMISSIONERS

STOKES COUNTY TAX ADMINISTRATION REFUND REPORT FOR FEBRUARY, 2020 (1 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>
ESTES, LEONARD GREG ESTES, TANYA LYNN	4753 ARARAT HWY ARARAT, VA 24053	42930073	100.3100.113	\$138.13	VEHICLE REGISTERED IN VIRGINIA
			209.3100.112	\$17.83	
			211.3100.001	\$8.91	
ESTES, LEONARD GREG ESTES, TANYA LYNN	4753 ARARAT HWY ARARAT, VA 24053	44160230	100.3100.113	\$134.82	VEHICLE REGISTERED IN VIRGINIA
			209.3100.112	\$37.45	
			211.3100.001	\$18.73	
			112.3100.001	\$155.42	
FORSYTH COUNTY TAX	PO BOX 757 WINSTON-SALEM, NC 27102	48603246	100.3100.113	\$167.40	VEHICLE REGISTERED IN WRONG COUNTY
			209.3100.112	\$21.60	
			211.3100.001	\$10.80	
FORSYTH COUNTY TAX	PO BOX 757 WINSTON-SALEM, NC 27102	51060972	100.3100.113	\$50.69	VEHICLE REGISTERED IN WRONG COUNTY
			209.3100.112	\$14.08	
			211.3100.001	\$7.04	
			112.3100.001	\$58.43	
JOHN BAKER PLUMBING AND UTILITIES INC	PO BOX 9 PINNACLE, NC 27043	50643905	100.3100.113	\$47.58	VEHICLE ASSESSED IN ERROR
			209.3100.112	\$13.22	
			211.3100.001	\$6.61	
			112.3100.001	\$54.85	

(CONTINUED)

STOKES COUNTY TAX ADMINISTRATION REFUND REPORT FOR FEBRUARY, 2020 (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>
MILLER, RANDY WRIGHT	703 SUMMIT ST	6852177	100.3100.113	\$27.22	VEHICLE
MILLER, REBECCA PARKER	WALNUT COVE, NC 27052		100.2130.069	\$37.80	TOTAL LOSS
			211.3100.001	\$3.78	
			112.3100.001	\$31.37	
WASHBURN, JOHNNY DEAN JR	1852 NC 772 HWY	45187653	100.3100.113	\$116.17	VEHICLE SOLD
	PINE HALL, NC 27042		209.3100.112	\$14.99	
			211.3100.001	\$7.50	

TOTAL AMOUNT

\$1,202.42

Richard T. Brim
RICHARD T. BRIM
TAX ADMINISTRATOR

3/4/20
DATE

ANDY NICKELSTON
CHAIRMAN-STOKES COUNTY
BOARD OF COMMISSIONERS

DATE

COUNTY OF STOKES

Richard T. Brim
Tax Administrator



Phone (336) 593-2811 **TAX ADMINISTRATION** **Fax** (336) 593-4019
Post Office Box 294 • 1014 Main Street • Government Center • Danbury, NC 27016

March 4, 2020

To: Stokes County Commissioners
From: Richard T. Brim, Tax Administrator
Subject: Present-Use Value Late Application

Per NCGS 105-277.4(a1), "Late Application.....an application may be approved by the board of equalization and review or, if that board is not in session, by the board of county commissioners."

We have (1) Present-Use Value late application for Year 2020 on which the Tax Office is recommending approval:

<u>Taxpayer</u>	<u>Parcel</u>	<u>Acreage</u>	<u>Reason</u>
Leonard Terry Greene Heirs	6963-02-88-5960	52.52	Late Delivery of Farm Use Value Application
APPROVAL _____ DENIAL _____			

Date 3/4/20

Date _____

Richard T. Brim

Richard T. Brim
Tax Administrator

Andy Nickelston, Chairman
Stokes County Board of Commissioners



Board of County Commissioners

March 9, 2020

6:00 PM

Item number: VI.b.

Generator Replacement

Contact: Glenda Pruitt, Support Service Supervisor

Summary:

Replacement proposal for standby generator located at Sauratown Mountain for E911 UHF Paging system and addendum to current lease agreement with Mr. Harold Day. The addendum was drafted by County Attorney Browder. Budget Amendment # 84 is included. I am requesting that this item be moved to the Action Agenda at this meeting.

ATTACHMENTS:

Description	Upload Date	Type
Generator Request Information	3/4/2020	Cover Memo



Stokes County

Purchasing Department

Memorandum

To: Board of Commissioners

From: Glenda Pruitt, Support Services Supervisor

Date: March 3, 2020

Re: Replacement of Kohler Generator located at 2231 Sauratown Mountain Road

The standby Kohler generator located at 2231 Sauratown Mountain Road for the UHF paging system for E911 has to be replaced. Carolina Generators, LLC determined that the Kohler generator has a bad control board and would be an expensive cost to repair. Repairs for the generator will be over \$2,500.00. The control board may not be the only problem due to the generator will not run more than 5 seconds. After evaluating the of cost of repairs, it is determined that a new Generac generator would be the best option. The cost of a 10 KW standby generator is \$5,648.15. In discussing the needs of a new generator installation with Mr. Harold Day, Licensor of the property he has offered to pay for half of the generator cost which will be \$2,824.00 and pay up to \$500.00 annually for propane. I have contacted county attorney Ty Browder and he has made an addendum to our current agreement which I have attached for your review.

I am asking the Board to move this proposal to action tonight for approval due to a portable generator has been placed at the location until a new standby generator is approved and installed. With the portable generator when E911 is notified of a power outage public works staff will have go to the location and start generator and keep fueled until power is restored.

Carolina Generators, LLC
489 North Wilson Road
Lowgap, NC 27024
Phone:336-352-3999
Mobile:336-374-8357
Web Site: www.carolinageneratorsllc.com

Standby Generator Set Proposal

KW Rating: 10 Voltages: 120/240 Phase: 1
Engine RPM: 3600 Fuel: LP

Generator Set Manufacturer & Model: Generac, 007172
1-Cyl Propane fueled engine
Electronic Governor
Air Cleaner
Flex fuel line
Safety shutdowns including: oil, hi-temp, overspeed, overcrank, rpm sensor loss
Trickle Charger
Weather Protective Enclosure
Mainline Circuit Breaker
Battery Racks & Cables
5 yr warranty
Operator and Maintenance Manuals
100 amp Transfer Switch
Nema 3R Enclosure

Net Price Each: \$5,648.15

Pricing good until 3/20/2020

Notes: Retainage of any amount is NOT acceptable

Start-up inspection, wiring, battery freight & delivery, fuel hook up NC Sales Tax included in price

Orders are subject to payment terms as decided by Carolina Generators, LLC

Accepted by: _____ For: _____ Date: _____

Date Received by Finance	COUNTY OF STOKES CONTRACT ROUTING FORM TO BE COMPLETED BY DEPARTMENT Please attach copy of contract	Contract Tracking No. 001545
--------------------------	---	--

Department/Agency		Brief Contract Description	
Stokes County Emergency Communications		Tower and Tower Building rental	
Vendor Information			
Name		Vendor Number	
Harold E Day			
Address			
751 Walkertown-Guthrie Rd			
City	State	Zip	Phone Number
Winston Salem	NC	27101	336-345-1423

Source of Funding		Budget Account Number	100.4325.430
<input checked="" type="checkbox"/> County Funds	<input type="checkbox"/> State Funds	Contract Term	3 years
<input type="checkbox"/> Federal Funds	<input type="checkbox"/> Other		

Amount Not to Exceed : \$1,350.00 *quarterly payment*
 (Please designate amount of funds to be expended in this budget year and in succeeding budget years)

Proposed contract service(s) can not be initiated or received prior to proper completion of contract routing procedure.

Department Head Signature *[Signature]*
 Remarks:

Date 7/5/18

Reviewed by County Attorney *[Signature]*
 Remarks:

Date 7-9-2018

Reviewed by County Manager *[Signature]*
 Remarks:

Date 7-11-18

Pre-Audited by Finance Director *[Signature]*
 Remarks:

Date 7/5/18

This instrument has been preaudited in the manner as required by the Local Government Budget and Fiscal Control Act

To Be Completed by Finance	
Purchase Order #	Insurance Certification Expiration
Copy sent to Department	Copy sent to Vendor

LICENSE AGREEMENT TERMS & CONDITIONS
2231 Sauratown Mountain Rd, Westfield, NC

This agreement made the first day of July, 2018 between Harold E. Day, Owner, hereinafter known as LICENSOR, and Stokes County, NC, hereinafter known as LICENSEE.

WITNESSETH

WHEREAS, Licensee wishes to install certain communications related equipment on property belonging to the Licensor (The Premises) and Licensor agrees that the premises may be used for such purposes.

NOW, THEREFORE, the parties hereto agree as follows:

1. Licensee may install, operate, and maintain, at Licensee's expense and risk the following equipment: one antenna and one dish, on the tower located at 2231 Sauratown Mountain Road, (36-22-65 and 80-21-84) (Elevation 2200 feet). Installation of equipment may begin in June 2013.

Licensee and its authorized agents shall have the right to enter or leave the premises where the equipment is located at all times, following Licensor's reasonable access and safety procedures. Keys are not to be duplicated without consent of Licensor. Licensee is responsible for all federal, state, and local licenses, permits, or fees required for the installation and operation of Licensee's equipment.

This is a three year lease agreement with an option for a negotiated renewal; however, the same may be canceled by either party upon 90 days written notice to the other party, or upon notice of unfitness of premises due to act of God or government regulations. Such notice shall be by Certified Mail.

2. On the first day of this license and on every first day of each quarter of this license thereafter, Licensee shall pay \$1350.00 as the quarterly rental in advance, beginning July 1, 2018, to the Licensor, **Harold E. Day, 751 Walkertown-Guthrie Road, Winston-Salem, NC 27101**. In the event the license is terminated for any reason, Licensee will be immediately refunded a pro rata share of the quarterly fee not earned.

3. Said quarterly rental will include the furnishing of AC power to Licensee's equipment. Backup generator, is provided by the Licensee, will be required to have a secondary containment system in case of fuel spills. Licensor can add one additional radio to the backup generator as long as the additional radio does not overload the generator capacity. Any telephone installation and cost of usage is the responsibility of the Licensee. All work, installations, mounts, equipment, etc. shall be according to industry standards.

Licensor covenants that it has the right to grant this license and the premises may be used for the herein listed use. Licensor agrees, in any transfer of title to the premises, of such transfer of this license and to notify Licensee within 10 days of same. This lease can be terminated or assigned by Licensor if property is sold as a part of real estate holdings with 90 days notice.

Licensee shall not be responsible for repairs to the premises except for repairs required because of Licensee negligence or cause.

If Licensee defaults in payment of rent or under any provision of this agreement, and such default is not cured within 10 days after receipt of written notice of such default, Licensor may terminate this agreement.

Licensee shall indemnify Licensor against any liability for loss or damage to property of Licensor, or injury to any agent or employee of Licensor, Licensee, or a third party,

from the installation, operation, maintenance or removal of Licensee's equipment. Licensee shall indemnify Licensor against any loss or damage of property due to acts of God or vandalism.

Licensee shall at its own cost, procure liability insurance acceptable to Licensor. This policy will be in the sum of \$1,000,000.00 for bodily injury, including death, and \$500,000.00 for damage to property caused by Licensee's installation, operation, maintenance or removal of the radio equipment on Licensor's premises.

Licensee agrees that its operation under this agreement will not interfere with the operation of the Licensor or any of his Licensees sharing the use of this location. Should such interference occur, the Licensee shall, as soon as reasonably possible under the circumstances, remedy same, or this license may be canceled by the Licensor forthwith, and Licensor shall reimburse Licensee for any unused portion of the consideration already paid to Licensor hereunder. Licensor or its employees shall not interfere with Licensee's antenna or equipment. Should such interference occur, Licensee will give written notice thereof to Licensor, and Licensor will diligently remedy the same.

Do not block the driveway. No alcohol, drugs, or smoking allowed while on the premises. Do not leave trash on the premises. Persons shall be on the premises for business reasons only.

Any notice or demand required or permitted to be given hereunder shall be by CERTIFIED MAIL, in the case of the Licensor, to Harold E. Day, 751 Walkertown-Guthrie Road, Winston-Salem, NC 27101, and in the case of the Licensee, to Stokes County, NC, P. O. Box 20, Danbury, NC 27016, Attn. Del Hall.

This agreement cancels and supersedes any previous agreements between the parties.

This agreement contains the entire agreement of the parties and may not be modified, except by instrument, in writing, signed by both parties.

IN WITNESS THEREOF, the parties hereto have hereunto set their hands as of July 1, 2018.

LICENSOR

By: Harold E. Day

Address: 751 Walkertown-Guthrie Road

Address: Winston-Salem, NC 27101

Phone: 336-725-2082

Cell Phone: 336-345-1423

LICENSEE

By: Del Hall

Title: Director

Company: Stokes County Emergency Communications

Address: P.O. Box 20

Address: Danbury NC 27016

Phone: (336) 593-2494

This instrument has been preaudited in the manner as required by the Local Government Budget and Fiscal Control Act

Julia E. Edwards 7/5/18

**ADDENDUM TO LICENSE AGREEMENT FOR 2231 SAURATOWN
MOUNTAIN RD., WESTFIELD, NC BETWEEN HAROLD E. DAY,
OWNER AND STOKES COUNTY, NC DATED JULY 1, 2018**

Paragraph 3 of the above referenced Agreement is amended as follows with respect to the backup generator which has to be replaced:

Stokes County shall purchase and furnish a new backup generator at a total cost of \$5,648.15, which generator shall be the property of Stokes County. Harold E. Day shall reimburse Stokes County for one-half the cost of the generator in the amount of \$2,824.07. Harold E. Day will pay up to \$500.00 annually for propane for the generator. The propane shall be purchased from Carolane Propane and billed directly to Harold E. Day. Stokes County shall reimburse Harold E. Day for all propane costs in excess of \$500.00 annually.

Except as amended herein, the above referenced license agreement shall remain in full force and effect.

LICENSOR:

LICENSEE:

Harold E. Day Date

Stokes County, NC

By: _____

Title: _____

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, 2020.

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
100.4190.330	Utilities	\$ 430,000.00	\$ 500.00	\$ 430,500.00
100.4325.510	Equipment	\$ 381,548.00	\$ 5,650.00	\$ 387,198.00
100.9910.000	Contingency	\$ 194,810.00	\$ (2,825.00)	\$ 191,985.00
		<u>\$ 1,006,358.00</u>	<u>\$ 3,325.00</u>	<u>\$ 1,009,683.00</u>

This budget amendment is justified as follows:

To appropriate funds to replace a generator on Sauratown Mountain. Mr. Day that we rent the space on the tower a has agreed to pay half of the generator \$2,825 and up to \$500 on fuel.

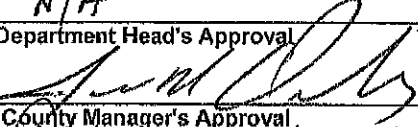
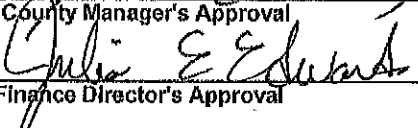
This will result in a net increase of \$3,325.00 in the expenditures and other financial use to the County's annual budget. To provide the additional revenue for the above, the following revenues will increase. These revenues have already been received or are verified they will be received in this fiscal year.

Account Number	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	INCREASE (DECREASE)	AS AMENDED
100.3839.000	Miscellaneous Revenue	\$ 77,069.00	\$ 3,325.00	\$ 80,394.00
	TOTALS	<u>\$ 77,069.00</u>	<u>\$ 3,325.00</u>	<u>\$ 80,394.00</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 9th day of March, 2020.

Verified by the Clerk of the Board

N/A	
Department Head's Approval	Date
	3-2-2020
County Manager's Approval	Date
	3/2/20
Finance Director's Approval	Date



Board of County Commissioners
March 9, 2020
6:00 PM

Item number: VI.c.

YVEDDI Appointment Request

Contact: Jake Oakley

Summary:

Appointment request with a request to move to the Action Agenda at the next meeting.

ATTACHMENTS:

Description	Upload Date	Type
YVEDDI Appointment Request	2/21/2020	Cover Memo



Mickey Cartner, Board Chair



Community Services (CSBG)

Domestic Violence Program
▪ Sexual Assault
▪ Family Violence Prevention

Public Transportation

Family Resource Center

Senior Services
▪ Meals on Wheels
▪ Congregate Nutrition Sites
▪ Legal Services
▪ Retired & Senior Volunteer Program

Senior Centers
▪ East Bend
▪ Yadkin County
▪ Yadkin Valley
▪ Surry County
▪ Pilot Mountain

Weatherization



February 24, 2020

Jake Oakley
Stokes County Manager
PO Box 20
Danbury, NC 27018

Re: **YVEDDI Board of Directors Representatives**

Dear Mr. Oakley,

Jamie Yontz's term on the YVEDDI Board of Directors will expire April 23, 2020 at our Annual Meeting. This letter is to request his official reappointment by the Stokes County Commissioners.

Jamie has been a great contributor to our mission and we would be delighted if he would be willing to continue for another three-year term.

The overarching purposes for having public officials or their designees serve on tripartite boards are to facilitate awareness of and action on issues facing low-income people in the community by local and state governments, and to foster close coordination and partnership between local and state governments and Community Action in addressing those issues. Our Board of Directors meet every other month and each member will be assigned to one Committee.

We request written notification of your formal appointment by April 1, 2020 and thank you very much for your support!

Kind regards,

Kathy Payne
Executive Director

cc: Mickey Cartner
Marion Welborn
Marlana Riley



**Board of County Commissioners
March 9, 2020
6:00 PM**

Item number: VI.d.

Stokes County Aging Planning Committee Appointment Request

Contact: Jake Oakley

Summary:

There are current vacancies on the Stokes Aging Planning Committee.

Mr. Dean Gordon is requesting a seat on the Aging Committee.

The request for approval was received from Senior Services Director Vicky East. The request is to move this item to the Action Agenda at the next meeting.

ATTACHMENTS:

Description	Upload Date	Type
Aging Planning Committee Appointment Request	3/3/2020	Cover Memo

STOKES COUNTY

APPOINTMENT APPLICATION

NAME: Dean Russell Gorder

ADDRESS: 1101 Coon Rd

CITY/NC/ZIP Pinnacle NC 27043

gordond-retired@yahoo.com

(336)648-2054

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

Stokes County Aging Planning Committee

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

I am a life long resident of Stokes County for 67 years. I have utilized the Senior Service Dept. for my parents in the past. As a Senior of Stokes County, I feel it is important to assist in any way possible. Thank you in advance for your consideration.

Sharon Shaver

Fax/Mail/Email appointment application to Darlene Bullins, Clerk to the Board, PO Box 20, Danbury, NC 27016 – 336-593-2448; Fax: 336-593-2346; Email:

dbullins@co.stokes.nc.us

S Shaver



Board of County Commissioners

March 9, 2020

6:00 PM

Item number: VII.a.

Charters of Freedom

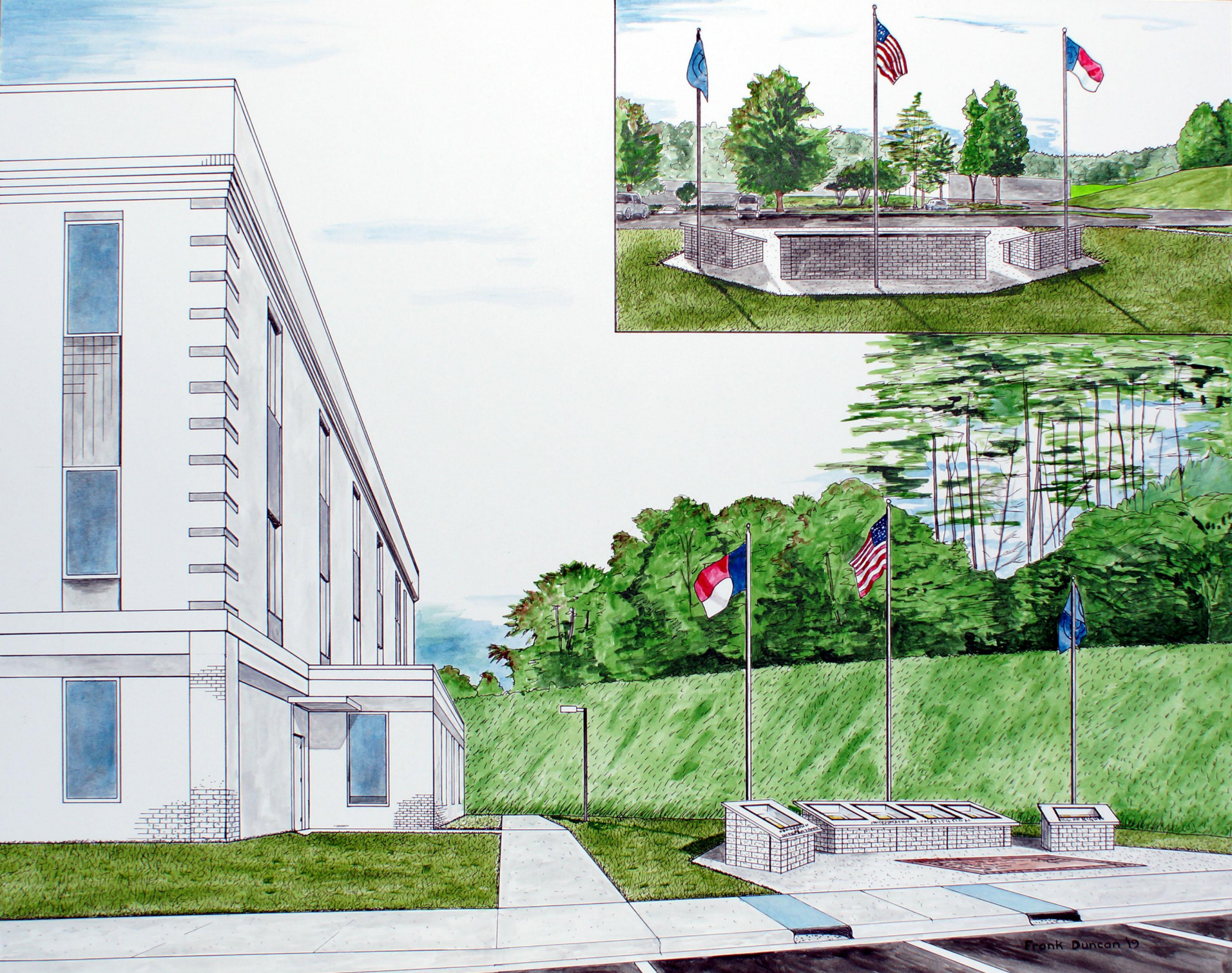
Contact: Jake Oakley

Summary:

The Charters of Freedom project is ready to begin construction. This project was approved by the previous Board of Commissioners at no cost to the county. The original site chosen was at the entrance of the Government Center Complex beside the library. Some time back Ron Lewis with Foundation Forward presented information to this Board on possibly needing to move this site due to ADA requirements. The site where the monument is located must be accessible to all citizens and the area originally chosen will not meet that requirement. They would like to place the monument beside the Administration Building. Attached you will see the design and placement for the monument. Weather permitting they are planning to begin construction on March 16th. We would like final approval from the Board at this meeting before this work begins.

ATTACHMENTS:

Description	Upload Date	Type
Charters of Freedom	3/3/2020	Cover Memo



"Charters of Freedom" Stokes County, NC



Board of County Commissioners

March 9, 2020

6:00 PM

Item number: VII.b.

Policy for Fire Service District and Fire Commission and Use of Service District Funds

Contact: Fire Marshal Scott Aaron

Summary:

For the past two years the Board has given approval for the Fire Service District and Fire Commission to use a different budget process than the one outlined in the policy. After two years of working with this system, the policy has been updated to reflect these changes. County Attorney Browder has reviewed the policy and the Memorandum of Approval is attached with the revised document.

The original document from last year's meeting is included for review.

This was presented at the meeting on February 24, 2020 and moved to the Action Agenda.

ATTACHMENTS:

Description	Upload Date	Type
Policy for Fire Service District	2/19/2020	Cover Memo
Documentation from last years meeting	2/19/2020	Cover Memo



BROWDER, OVERBY, HALL & MICHAUD
— ATTORNEYS AT LAW —

NICHOLAS J. OVERBY
nickoverby@browder-overby.com

ADAM L. HALL
adamhall@browder-overby.com

JENNIFER OAKLEY MICHAUD
jennifer@browder-overby.com

Of Counsel:

J. TYRONE BROWDER
tybrowder@browder-overby.com

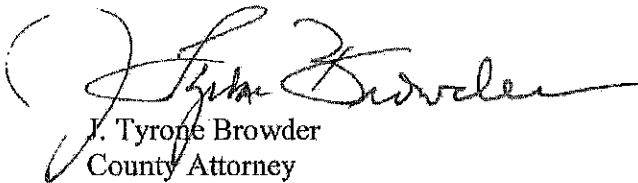
TO: Shannon Shaver

FROM: County Attorney J. Tyrone Browder

DATE: February 18, 2020

RE: Policy for Fire Service District and Fire Commission
and Use of Service district Funds

This memorandum serves as documentation that the above referenced
Policy has been approved as to form and legal sufficiency by the undersigned.


J. Tyrone Browder
County Attorney

County of Stokes

**Policy for
Fire Service District and Fire Commission
and Use of Service District Funds**

I. Purpose and Objectives of Fire Commission

The Stokes County Fire Commission is established for the oversight of revenue generated within the Stokes County Fire Service District and serves as an advisory group for the Stokes County Board of Commissioners on matters pertaining to the fire service district. All decisions made by the Fire Commission shall require final approval by the Stokes County Board of Commissioners. The following shall be the objectives and duties of the Fire Commission:

1. During the annual budget process, the Fire Commission shall review each submitted budget from each service district agency and make recommendation to the County Manager for the Board of Commissioners as to the final approved amount of each submitted agency budget.
2. During the annual budget process, after meeting with representatives from each service district agency, the Fire Commission shall recommend to the County Manager for the Board of Commissioners any additions or cuts to budget based on the needs of the specific agencies and the priority of needs. The Fire Commission shall ensure that the total recommended budget does not exceed available service district revenues and that the recommended service district tax rate does not exceed fifteen cents (\$0.15) per \$100 property valuation as specified by North Carolina statute. The Fire Commission shall always be aware of the tax burden that their budget recommendations could place on the taxpayers of the Stokes County Fire Service District and therefore be fiscally responsible in making their budget recommendations. The Board of Commissioners shall evaluate the recommendations from the Fire Commission and make a final decision on the service district budget and tax rate.
3. The Fire Commission shall hear and make recommendations on any emergency requests by a service district agency for funds from the service district fund balance during the budget year. Before approving such emergency requests, the Fire Commission shall consult with the Stokes County Fire and Rescue Association and give due consideration to any recommendation received from that organization. After approval from the Fire Commission, the request will be forwarded without delay to the Board of Commissioners for a final decision.
4. Individual Fire Commissioners shall establish communications with each service district agency and work with the agency representatives to maintain a "needs assessment" for the specific agency.

Policy for Fire Commission and Use of Service District Funds

II. Size and Selection of Fire Commission

The Stokes County Fire Commission shall consist of eight members with no more than one member affiliated with a single service district agency:

1. **Three appointed Members Affiliated with a Service District Agency:** The Stokes County Board of Commissioners shall appoint three individuals who are affiliated with a service district agency to serve on the Fire Commission. In making these appointments, the Board of Commissioners shall give priority consideration to candidates recommended by the Stokes County Fire and Rescue Association. Each member shall serve a term of two years without a limit on the number of terms to which he/she can be re-appointed provided that he/she continues to meet the qualifications and duties described in Parts III and IV of this document. During the term in which the member is serving, if the member's status changes and he/she no longer meets the qualifications described in Part III, the member shall resign and the Board of Commissioners shall appoint a successor to complete the remainder of his/her term, following the same process used in making the initial appointment. Each member will have one vote on any item of business that comes before the Fire Commission, except as limited in Part VI of this document.
2. **Three appointed Civilian Members Not Affiliated with a Service District Agency:** The Stokes County Board of Commissioners shall appoint three individuals who have no affiliation with a service district agency to serve on the Fire Commission. In making these appointments, the Board of Commissioners shall identify possible candidates by using the same recruitment procedures as with other appointed boards, committees, and commissions, but shall specifically invite recommendations from the Stokes County Fire and Rescue Association. Each member shall serve a term of two years without a limit on the number of terms to which he/she can be re-appointed provided that he/she continues to meet the qualifications and duties described in Parts III and IV of this document. During the term in which the member is serving, if the member's status changes and he/she no longer meets the qualifications described in Part III, the member shall resign and the Board of Commissioners shall appoint a successor to complete the remainder of his/her term, following the same process used in making the initial appointment. Each member will have one vote on any item of business that comes before the Fire Commission, except as limited in Part VI of this document.
3. **Stokes County Fire Marshal:** The Fire Marshal shall serve as ex-officio, non-voting member of the Fire Commission. This member will advise the Commission as an unbiased member on the needs of the service district agencies and on the constantly changing standards and regulations from the state and federal government. This person will also serve as Secretary of the Fire Commission. The Fire Marshal may designate another member of his/her department to attend any meeting in his/her absence.
4. **President of the Stokes County Fire and Rescue Association.** The President of the Stokes County Fire and Rescue Association shall serve as an ex officio member of the Fire Commission. This member shall provide technical advice to the Fire Commission, serve as a liaison to the Association and its member agencies, and facilitate coordination among the various agencies and the Fire Commission to promote fiscally responsible use of available resources. This member shall not vote except to break a tie among the appointed members.

Note 1 — Geographical Representation: Whenever possible, appointed members shall reside in different geographical locations of the fire service district/county in an effort to give fair representation to each region. The Stokes County Fire Marshal shall assist the Board of Commissioners in the appointment process by identifying and reporting the geographical residence of Fire Commission members and prospective members.

Policy for Fire Commission and Use of Service District Funds

Note 2 — Staggered Terms: Two year terms of the six appointed members shall be staggered so that half of the members are appointed every year. Two civilian members and one fire service one year and two fire service members and one civilian member the next year. Terms expire on October 31st of each year.

III. Qualifications of Appointed Fire Commissioners

A. Commissioners Appointed from Service District Agencies

The three appointed members affiliated with a service district agency shall possess the following qualifications:

1. The member shall possess a basic understanding of volunteer fire departments, rescue squads, and rural fire protection within the topography of Stokes County.
2. The member shall be an active member or an active Board member of a fire department and/or rescue squad that serves a response district within the Stokes County Fire Service District.
3. The member shall have a minimum of ten years of fire and/or rescue service experience.
4. The member shall have a basic knowledge of fire/rescue tools and equipment, North Carolina fire protection laws, NFPA Standards, along with other fire/rescue regulations and standards.
5. The member shall be a resident of Stokes County.
6. The member shall not hold any public office while serving as a Fire Commissioner.

B. Commissioners Not Affiliated with Service District Agencies

The three appointed members not affiliated with a service district agency shall possess the following qualifications:

1. The member shall have business management skills and experience.
2. The member shall *not* be an active member or an active Board member of a fire department and/or rescue squad that serves a response district within the Stokes County Fire Service District.
3. The member shall be a resident of Stokes County and reside in a location served by a Fire Service District agency.
4. The member shall not hold any public office while serving as a Fire Commissioner.

IV. Duties of the Members of the Fire Commission

Each member of the Fire Commission shall perform the following duties:

1. The secretary of the Fire Commission shall assign each appointed commissioner a number of specific agencies. A commissioner shall not be assigned to an agency in which the commissioner is an active member. The secretary of the Fire Commission shall have the authority to make any needed changes to the assignments, as he/she thinks necessary.

Policy for Fire Commission and Use of Service District Funds

2. The commissioner shall meet with the representatives of each agency that he/she is assigned at least twice each year, including at least once during the agency's development of its annual budget. The commissioner is responsible for initiating contact with the agency to determine a convenient time for both parties to meet.
3. Each commissioner shall attend the annual service district budget workshop sessions.
4. Each commissioner shall receive a copy of the budget request of each service district agency from the secretary of the Fire Commission prior to the scheduled service district budget workshop sessions.
5. Each commissioner shall attend called emergency sessions of the Fire Commission during the county budget process as needed.
6. After the Fire Commission completes its annual budget duties, the chairperson of the Fire Commission shall present the recommended combined service district budget and recommended service district tax rate to the Board of Commissioners.

Members not performing their duties as described above will be terminated from the Fire Commission by the Stokes County Board of Commissioners. A recommendation for termination may come from a majority vote of a quorum of the Stokes County Fire and Rescue Association or be initiated by the Board of Commissioners following consultation with the Association. Members may be excused from their duties because of a *temporary* incapacitation such as a short-term illness, family problem, or occupational priority. Members not performing their duties because of a *long-term* incapacitation shall submit their resignation. Any member who is terminated or submits his/her resignation will be replaced by another member appointed by the Board of Commissioners, following the same process used in making the initial appointment, to serve the remainder of the term.

V. Meetings of the Fire Commission

Meetings of the Fire Commission shall be conducted as follows:

1. The Fire Commission shall observe all requirements of the North Carolina Open Meetings law. The secretary of the Fire Commission shall be responsible for providing to the Clerk of the Board of Commissioners a schedule of the regular meeting dates of the Commission and any changes or additions to the schedule.
2. The appointed members of the Fire Commission shall elect a chairperson and a vice-chairperson from its membership. The chairperson of the Fire Commission shall be responsible for notifying each commissioner of all regularly scheduled meetings and emergency sessions and shall preside over all meetings of the Commission unless excused under the provisions of Section VI below. The vice-chairperson shall assume the duties of the chairperson in the chairperson's absence from the meeting.
3. The chairperson shall maintain an atmosphere conducive for the free exchange of ideas and an orderly and timely flow of business in all meetings.
4. During the annual service district budget workshop process (including appeal hearings) with agency representatives, the only active participants shall be members of the Fire Commission and the service district agency representative(s) for the budget request being considered. This requirement may be waived if both the Fire Commission and the agency agree to hear from or consult with another party. All budget sessions will be open to the public for observation.
5. During Fire Commission meetings in which the proposed service district budget is revised or finalized, the only active participants in the deliberations shall be members of the Fire Commission. This requirement shall not limit the ability of the Commission to seek information

Policy for Fire Commission and Use of Service District Funds

from other parties as necessary to make informed decisions. These meetings will be open to the public for observation.

6. The process of developing the final proposed budget and proposed tax rate shall follow these general steps.
 - a) The service district agency will receive its budget package from the Fire Commission secretary. The package will contain instructions on how to prepare its budget. The agency's Fire Commissioner will ensure that the agency has the needed resources for budget preparation. Any agency that does not follow the instructions contained in the package will lose its right to appeal any budgetary disagreements with the Fire Commission before it is presented to the County Manager.
 - b) After the agency completes its budget, it will send the budget to the secretary of the Fire Commission. The secretary will distribute copies of each individual agency's budget documents to all members of the Fire Commission for review.
 - c) The Fire Commission will develop a budget for each agency showing the amount approved by the Fire Commission. The secretary will then send each agency its revised budget for review, provided that the agency followed the instructions in the budget package. The secretary will at the same time notify each eligible agency of the time and date that it may appeal its revised budget.
 - d) If an agency is satisfied with the results of the revised budget, no further meeting will be necessary. If an agency wishes to appeal its budget, it will meet with the Fire Commission at the appropriate time to give its reasons. The Fire Commission shall respond either approve or deny the change in the presence of the agency's representatives.
 - e) After considering appeals made by the agencies, the Fire Commission will approve a final recommended budget for each agency, a recommended combined budget for the service district, and a recommended service district tax rate. These recommendations will then be submitted to the County Manager. Each agency that followed the instructions in the budget package shall receive from the secretary of the Fire Commission a copy of the Fire Commission's recommendations to the Board of Commissioners at least one week prior to their submission to the Board.
 - f) As part of the total county budget process, the County Budget Officer shall review the recommendations from the Fire Commission and suggest any modifications to the proposed service district budget and service district tax rate. If the Budget Officer proposes any changes to the Fire Commission's recommendations, then the Board of Commissioners shall schedule a meeting with the Fire Commission or its chairman to discuss their recommendations.
 - g) If the Board of Commissioners approves a service district tax rate different from that recommended by the Fire Commission, then the Fire Commission will develop a revised budget for each agency as described in Part V.6.d of this document. The process will continue with Parts V.6.e and V.6.f until the Board of Commissioners approves a final service district budget package.
 - h) After approval by the Board of Commissioners, the secretary will provide each agency with its approved budget.
 - i) The Fire Commission's review and approval of agency budgets and allocation of funds shall not be construed to restrict the authority of an agency's board of directors to modify, adjust, or amend the agency's budget, including transferring funds among line items, during the fiscal year as necessary to best meet the needs of the agency.

Policy for Fire Commission and Use of Service District Funds

VI. Elimination of Potential Conflicts of Interest

The following step shall be taken to eliminate the possibility of conflicts of interest and to maintain the credibility of the Fire Commission:

- During the meetings in which the service district budget is developed, revised, or finalized, any Fire Commissioner who is an active member or board member of the agency being examined shall be excused from consideration and action on that particular budget. Control of the meeting shall be passed to the vice-chairperson should the chairperson need to be excused for this purpose. This action does not prohibit this person from being physically present during the meetings.

VII. Compensation

Fire Commission members, except the Fire Marshal, shall receive monetary compensation for each regularly scheduled or called meeting of an amount determined by the Board of Commissioners; however, this amount will not be less than \$40 per meeting.

Each Fire Commissioner will receive travel compensation from the county for each meeting that he/she attends with their assigned service district agency. Compensation will be at the "per mile" rate that is paid to Stokes County employees for use of their personal vehicles.

Fire Commissioners who receive monetary compensation shall keep an expense report detailing any Fire Commission meetings along with the date attended and a mileage report along with the date while attending meetings with assigned agencies. The Fire Commissioners shall submit annually their expense reports, on the supplied forms, to the secretary of the Fire Commission to be forwarded to the Stokes County Finance Office. These reports shall be submitted at least 30 days prior to the new budget year. These funds shall be budgeted and paid from the appropriate line item of the Stokes County Governing Body budget.

VIII. Use of Service District Funds

A. Valid Use of Service District Funds

Service district funds are collected from the citizens of Stokes County to provide fire suppression and rescue services by service district agencies that operate within the boundaries of Stokes County. *Service District Agency* is defined as a *volunteer* fire or rescue agency that has been approved to receive service district funds by the Stokes County Board of Commissioners. These funds should be limited to costs directly related to operating expenses incurred by these agencies in their provision of contracted services. Examples of these expenses include — but are not limited to — the following:

1. Purchase of apparatus and equipment as determined by the agency using good business practices to assure that the apparatus and equipment will be usable within the vast majority of its response district.
2. Purchase of supplies, equipment, and services necessary for support of fire/rescue/EMS operations such as fire suppression supplies, EMS and rescue supplies, insurance and bonds, fuel, pension fund payments in accordance with the agency's policies, and other items determined by the agency's representatives necessary to support the services available to taxpayers of the service district.
3. Operation and maintenance of apparatus and equipment needed for fire suppression and rescue operations including installation, maintenance, and upkeep of rural water supply sites.

Policy for Fire Commission and Use of Service District Funds

4. Building and grounds expenses (including construction, maintenance, and utilities) to house apparatus and equipment along with providing space for training, department business, and community activities.
5. Debt service payments for buildings and/or equipment that have been financed, provided such debt incurred after July 1, 2007 received prior consent and approval from the Board of Commissioners, following a review by and recommendation from the Fire Commission, if the agency receives more than 50% of its budget from Stokes County tax revenues; prior consent and approval is not required if the agency receives less than 50% of its budget from Stokes County tax revenues.
6. Limited professional services such as nominal fees to contract the services of time-consuming administrative activities such as secretary and treasurer, and including fees and other expenses for preparation of the agency's annual audit report.
7. Expenses incurred by the Stokes County Fire and Rescue Association, if budgeted in accordance with the Association's constitution and by-laws, that directly support activities of service district agencies, provided that other fire districts within the county contribute **on a pro rata basis if they** benefit from such expenditures. Examples include — but not limited to — training expenses, child-safety trailer expenses, insurance payments, etc.
8. Other equipment that *directly* benefits the service district agencies upon approval of the Stokes County Fire Commission. Examples include — but not limited to — hose testers, air bottles, foam, pump test equipment, spill absorbent products, etc.
9. Equipment purchased and/or personnel employed by the Stokes County Fire Marshal's office that directly support fire suppression activities of service district agencies, provided that other fire districts within the county contribute on a pro rata basis if they benefit from such expenditures.
10. Contingency fund for emergency use by service district agencies to repair or replace equipment that was damaged or destroyed or funds expended through unforeseen circumstances that were not otherwise included in the agency's annual budget.
11. Support of full-time and/or part-time compensated firefighters upon approval from the Stokes County Fire Commission following consultation with the Chiefs Council of the Stokes County Fire and Rescue Association.
12. Expenses of the Fire Commission, including stipends and travel for fire commissioners, and supplies and postage needed by the secretary of the Fire Commission to ensure that the agencies receive their budget packages as described in Part V.6 of this document.

B. Improper Use of Service District Funds

Service district tax funds shall be used only to support the volunteer service district agencies serving the Stokes County Fire Service District. Such funds shall *not* be used for expenses incurred by other Stokes County agencies unless specifically allowed under North Carolina law; these other agencies include, but are not limited to, the following:

1. Emergency Medical Services
2. Communications
3. Law Enforcement
4. Tax Administration

(Note 1: Under the *Local Government Budget and Fiscal Control Act*, costs associated with

Policy for Fire Commission and Use of Service District Funds

levying and collecting the service district tax can legally be charged against revenues collected, but it is the policy of the Board of Commissioners not to use service district funds for this purpose)

5. Mapping Office.
6. Fire Marshal – except as provided in Part VIII.A.9

(Note 2 – County Employee Salaries: Service district tax funds shall not be used to directly pay salaries of employees in any Stokes County government agency except as provided in Part VIII.A.9)

IX. Amending This Document

In accordance with state law, the Stokes County Board of Commissioners may modify or amend this document as it deems necessary to properly provide services for the citizens of Stokes County.

1. The Board of Commissioners shall promptly consider requests for changes to this document that are submitted by the Stokes County Fire and Rescue Association and which have been developed in accordance with the by-laws of the Association.
2. The Board of Commissioners may on its own initiative propose amendments to this document. Before adopting any changes to this document, the Board shall seek input from the Stokes County Fire and Rescue Association and provide a review and comments period of at least 30 days before enacting such changes.
3. This document is an official policy of the Stokes County Board of Commissioners, and the Board retains final authority to enact any changes or amendments thereto.

X. Renewal of This Document

This document, along with any modifications or amendments made in accordance with Part IX, shall be the policy of the Stokes County Board of Commissioners during the term of the Board that adopted it. To remain in effect, this policy must be renewed by each newly constituted Board within 90 days following the seating of new members on the first Monday in December of every even-numbered year.



Post Office Box 20 Danbury, NC 27016
Phone: 336-593-2484 Fax: 336-593-2438

March 5, 2019

Stokes County Board of County Commissioners
PO Box 20
Danbury, NC 27016

Dear Sirs:

It is time for the Policy for Fire Commission and Use of Service District Funds to be renewed or updated by the new Board of County Commissioners.

As some of you will recall, the budget process was changed last year on a one-time basis. (See attached minutes from the April 23, 2018 and May 14, 2018 BOCC meetings.) Over the years the process had become antiquated, and the Fire Commission needed to find a somewhat more appropriate budget process. The policy now gives individual departments more control over their particular needs. It still addresses the existing debt for each separate department and the need for part-time personnel as indicated.

The Stokes County Fire & Rescue Association would like to make the following recommendation to update the County of Stokes Policy for Fire Service District and Fire Commission and Use of Service District Funds. Please find attached the current policy as well as the draft of our recommendation. The updates are consistent with the budget process from last year and the process that has been followed for the 2019-2020 Budget Process.

Sincerely,

Texie Jessup
President
Stokes County Fire & Rescue Association

County of Stokes

**Policy for
Fire Service District and Fire Commission
and Use of Service District Funds**

I. Purpose and Objectives of Fire Commission

The Stokes County Fire Commission is established for the oversight of revenue generated within the Stokes County Fire Service District and serves as an advisory group for the Stokes County Board of Commissioners on matters pertaining to the fire service district. All decisions made by the Fire Commission shall require final approval by the Stokes County Board of Commissioners. The following shall be the objectives and duties of the Fire Commission:

1. During the annual budget process, the Fire Commission shall review each submitted budget item from each service district agency and make recommendations to the Board of Commissioners as to the final approved amount of each submitted agency budget.
2. During the annual budget process, after meeting with representatives from each service district agency, the Fire Commission shall recommend to the Board of Commissioners any additions or cuts to budget items based on the needs of the specific agencies and the priority of needs. The Fire Commission shall ensure that the total recommended budget does not exceed available service district revenues and that the recommended service district tax rate does not exceed fifteen cents (\$0.15) per \$100 property valuation as specified by North Carolina statute. The Fire Commission shall always be aware of the tax burden that their budget recommendations could place on the taxpayers of the Stokes County Fire Service District and therefore be fiscally responsible in making their budget recommendations. The Board of Commissioners shall evaluate the recommendations from the Fire Commission and make a final decision on the service district budget and tax rate.
3. The Fire Commission shall hear and make recommendations on any emergency requests by a service district agency for funds from the service district fund balance during the budget year. Before approving such emergency requests, the Fire Commission shall consult with the Stokes County Fire and Rescue Association and give due consideration to any recommendation received from that organization. After approval from the Fire Commission, the request will be forwarded without delay to the Board of Commissioners for a final decision.
4. Individual Fire Commissioners shall establish communications with each service district agency and work with the agency representatives to maintain a "needs assessment" for the specific agency.

II. Size and Selection of Fire Commission

The Stokes County Fire Commission shall consist of **eight** members with no more than one member affiliated with a single service district agency:

1. ***Three appointed Members Affiliated with a Service District Agency:*** The Stokes County Board of Commissioners shall appoint three individuals who are affiliated with a service district agency to serve on the Fire Commission. In making these appointments, the Board of Commissioners shall give priority consideration to candidates recommended by the Stokes County Fire and Rescue Association. Each member shall serve a term of two years without a limit on the number of terms to which he/she can be re-appointed provided that he/she continues to meet the qualifications and duties described in Parts III and IV of this document. During the term in which the member is serving, if the member's status changes and he/she no longer meets the qualifications described in Part III, the member shall resign and the Board of Commissioners shall appoint a successor to complete the remainder of his/her term, following the same process used in making the initial appointment. Each member will have one vote on any item of business that comes before the Fire Commission, except as limited in Part VI of this document.
2. ***Three appointed Civilian Members Not Affiliated with a Service District Agency:*** The Stokes County Board of Commissioners shall appoint three individuals who have *no* affiliation with a service district agency to serve on the Fire Commission. In making these appointments, the Board of Commissioners shall identify possible candidates by using the same recruitment procedures as with other appointed boards, committees, and commissions, but shall specifically invite recommendations from the Stokes County Fire and Rescue Association. Each member shall serve a term of two years without a limit on the number of terms to which he/she can be re-appointed provided that he/she continues to meet the qualifications and duties described in Parts III and IV of this document. During the term in which the member is serving, if the member's status changes and he/she no longer meets the qualifications described in Part III, the member shall resign and the Board of Commissioners shall appoint a successor to complete the remainder of his/her term, following the same process used in making the initial appointment. Each member will have one vote on any item of business that comes before the Fire Commission, except as limited in Part VI of this document.
3. ***Stokes County Fire Marshal:*** The Fire Marshal shall serve as an ex-officio, non-voting member of the Fire Commission. This member will advise the Commission as an unbiased member on the needs of the service district agencies and on the constantly changing standards and regulations from the state and federal government. This person will also serve as Secretary of the Fire Commission. The Fire Marshal may designate another member of his/her department to attend any meeting in his/her absence.
4. ***President of the Stokes County Fire and Rescue Association.*** The President of the Stokes County Fire and Rescue Association shall serve as an ex officio member of the Fire Commission. This member shall provide technical advice to the Fire Commission, serve as a liaison to the Association and its member agencies, and facilitate coordination among the various agencies and the Fire Commission to promote fiscally responsible use of available resources. This member shall not vote except to break a tie among the appointed members.

Policy for Fire Commission and Use of Service District Funds

Note 1 — Geographical Representation: Whenever possible, appointed members shall reside in different geographical locations of the fire service district/county in an effort to give fair representation to each region. The Stokes County Fire Marshal shall assist the Board of Commissioners in the appointment process by identifying and reporting the geographical residence of Fire Commission members and prospective members.

Note 2 — Staggered Terms: Terms of the six appointed members shall be staggered so that half of the members are appointed every year. During the transition period following approval of this document by the Board of Commissioners, terms of Fire Commissioners shall be structured as follows:

- The Board of Commissioners shall in a timely manner appoint a third civilian member to the Fire Commission in accordance with Part II.2 above to serve a two year term, expiring October 31, 2010.
- The two incumbent Fire Commissioners appointed for two year terms during 2008 shall serve terms expiring October 31, 2010.
- The two incumbent Fire Commissioners appointed for two year terms during 2007 and the one incumbent Fire Commissioner appointed during 2008 to fill the remaining one year of an unexpired term shall serve terms expiring October 31, 2009.
- Beginning in 2009, the Board of Commissioners shall appoint or reappoint three members as provided in Part II above, representing the same categories as those members whose terms expire October 31, 2009, to serve two year terms, effective November 1, 2009.
- In 2010, the Board of Commissioners shall appoint or reappoint three members as provided in Part II above, representing the same categories as those members whose terms expire October 31, 2010, to serve two year terms, effective November 1, 2010.

III. Qualifications of Appointed Fire Commissioners

A. Commissioners Appointed From Service District Agencies

The three appointed members affiliated with a service district agency shall possess the following qualifications:

1. The member shall possess a basic understanding of volunteer fire departments, rescue squads, and rural fire protection within the topography of Stokes County.
2. The member shall be an active member or an active Board member of a fire department and/or rescue squad that serves a response district within the Stokes County Fire Service District.
3. The member shall have a minimum of ten years of fire and/or rescue service experience.
4. The member shall have a basic knowledge of fire/rescue tools and equipment, North Carolina fire protection laws, NFPA Standards, along with other fire/rescue regulations and standards.

Policy for Fire Commission and Use of Service District Funds

5. The member shall be a resident of Stokes County.
6. The member shall not hold any public office while serving as a Fire Commissioner.

B. Commissioners Not Affiliated with Service District Agencies

The three appointed members not affiliated with a service district agency shall possess the following qualifications:

1. The member shall have business management skills and experience.
2. The member shall *not* be an active member or an active Board member of a fire department and/or rescue squad that serves a response district within the Stokes County Fire Service District.
3. The member shall be a resident of Stokes County and reside in a location served by a Fire Service District agency.
4. The member shall not hold any public office while serving as a Fire Commissioner.

IV. Duties of the Members of the Fire Commission

Each member of the Fire Commission shall perform the following duties:

1. The secretary of the Fire Commission shall assign each appointed commissioner a number of specific agencies. A commissioner shall not be assigned to an agency in which the commissioner is an active member. The secretary of the Fire Commission shall have the authority to make any needed changes to the assignments, as he/she thinks necessary.
2. The commissioner shall meet with the representatives of each agency that he/she is assigned at least twice each year, including at least once during the agency's development of its annual budget. The commissioner is responsible for initiating contact with the agency to determine a convenient time for both parties to meet.
3. Each commissioner shall attend the annual service district budget workshop sessions.
4. Each commissioner shall receive a copy of the budget request of each service district agency from the secretary of the Fire Commission prior to the scheduled service district budget workshop sessions.
5. Each commissioner shall attend called emergency sessions of the Fire Commission during the county budget process as needed.
6. After the Fire Commission completes its annual budget duties, the chairperson of the Fire Commission shall present the recommended combined service district budget and recommended service district tax rate to the Board of Commissioners.

Members not performing their duties as described above will be terminated from the Fire Commission by the Stokes County Board of Commissioners. A recommendation for termination may come from a majority vote of a quorum of the Stokes County Fire and Rescue Association or be initiated by the Board of Commissioners following consultation with the Association. Members may be excused from

Policy for Fire Commission and Use of Service District Funds

their duties because of a *temporary* incapacitation such as a short-term illness, family problem, or occupational priority. Members not performing their duties because of a *long-term* incapacitation shall submit their resignation. Any member who is terminated or submits his/her resignation will be replaced by another member appointed by the Board of Commissioners, following the same process used in making the initial appointment, to serve the remainder of the term.

V. Meetings of the Fire Commission

Meetings of the Fire Commission shall be conducted as follows:

1. The Fire Commission shall observe all requirements of the North Carolina Open Meetings law. The secretary of the Fire Commission shall be responsible for providing to the Clerk of the Board of Commissioners a schedule of the regular meeting dates of the Commission and any changes or additions to the schedule.
2. The appointed members of the Fire Commission shall elect a chairperson and a vice-chairperson from its membership. The chairperson of the Fire Commission shall be responsible for notifying each commissioner of all regularly scheduled meetings and emergency sessions and shall preside over all meetings of the Commission unless excused under the provisions of Section VI below. The vice-chairperson shall assume the duties of the chairperson in the chairperson's absence from the meeting.
3. The chairperson shall maintain an atmosphere conducive for the free exchange of ideas and an orderly and timely flow of business in all meetings.
4. During the annual service district budget workshop process (including appeal hearings) with agency representatives, the only active participants shall be members of the Fire Commission and the service district agency representative(s) for the budget request being considered. This requirement may be waived if both the Fire Commission and the agency agree to hear from or consult with another party. All budget sessions will be open to the public for observation.
5. During Fire Commission meetings in which the proposed service district budget is revised or finalized, the only active participants in the deliberations shall be members of the Fire Commission. This requirement shall not limit the ability of the Commission to seek information from other parties as necessary to make informed decisions. These meetings will be open to the public for observation.
6. The process of developing the final proposed budget and proposed tax rate shall follow these general steps.
 - a) The service district agency will receive its budget package from the Fire Commission secretary. The package will contain instructions on how to prepare its budget. The agency's Fire Commissioner will ensure that the agency has the needed resources for budget preparation. Any agency that does not follow the instructions contained in the package will lose its right to appeal any budgetary disagreements before the Fire Commission and a chance to review their final line-item budget before it is presented to the Board of Commissioners.
 - b) After the agency completes its budget, it will send the budget to the secretary of the Fire Commission. The secretary will distribute copies of each individual agency's budget documents to all members of the Fire Commission.

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- c) After each Fire Commissioner has reviewed each agency's budget, a notice will be sent to each agency containing the date and time in which its representatives are to meet with the Fire Commission for the budget workshop process.
- d) After meeting with all agencies during the budget workshop process, the Fire Commission will develop a revised budget (if necessary) for each agency showing the line-by-line amount approved by the Fire Commission. The secretary will then send each agency its revised budget for review, provided that the agency followed the instructions in the budget package. The secretary will at the same time notify each eligible agency of the time and date that it may appeal its revised budget.
- e) If an agency is satisfied with the results of the revised budget, no further meeting will be necessary. If an agency wishes to appeal its budget, it will meet with the Fire Commission at the appropriate time to give its reasons. The Fire Commission shall respond to each appealed item and will either approve or deny the item in the presence of the agency's representatives.
- f) After considering appeals made by the agencies, the Fire Commission will approve a final recommended budget for each agency, a recommended combined budget for the service district, and a recommended service district tax rate. These recommendations will then be submitted to the Board of Commissioners. Each agency that followed the instructions in the budget package shall receive from the secretary of the Fire Commission a copy of the Fire Commission's recommendations to the Board of Commissioners at least one week prior to their submission to the Board.
- g) As part of the total county budget process, the County Budget Officer shall review the recommendations from the Fire Commission and suggest any modifications to the proposed service district budget and service district tax rate. If the Budget Officer proposes any changes to the Fire Commission's recommendations, then the Board of Commissioners shall schedule a meeting with the Fire Commission or its chairman to discuss their recommendations.
- h) If the Board of Commissioners approves a service district tax rate different from that recommended by the Fire Commission, then the Fire Commission will develop a revised budget for each agency as described in Part V.6.d of this document. The process will continue with Parts V.6.e and V.6.f until the Board of Commissioners approves a final service district budget package.
- i) After approval by the Board of Commissioners, the secretary will provide each agency with its line-by-line approved budget.
- j) The Fire Commission's review and approval of agency budgets and allocation of funds on a line-item basis shall not be construed to restrict the authority of an agency's board of directors to modify, adjust, or amend the agency's budget, including transferring funds among line items, during the fiscal year as necessary to best meet the needs of the agency.

VI. Elimination of Potential Conflicts of Interest

The following step shall be taken to eliminate the possibility of conflicts of interest and to maintain the credibility of the Fire Commission:

Policy for Fire Commission and Use of Service District Funds

- During the meetings in which the service district budget is developed, revised, or finalized, any Fire Commissioner who is an active member or board member of the agency being examined shall be excused from consideration and action on that particular budget. Control of the meeting shall be passed to the vice-chairperson should the chairperson need to be excused for this purpose. This action does not prohibit this person from being physically present during the meetings.

VII. Compensation

Fire Commission members, except the Fire Marshal, shall receive monetary compensation for each regularly scheduled or called meeting of an amount determined by the Board of Commissioners; however, this amount will not be less than \$30 per meeting.

Each Fire Commissioner will receive travel compensation from the county for each meeting that he/she attends with their assigned service district agency. Compensation will be at the "per mile" rate that is paid to Stokes County employees for use of their personal vehicles.

Fire Commissioners who receive monetary compensation shall keep an expense report detailing any Fire Commission meetings along with the date attended and a mileage report along with the date while attending meetings with assigned agencies. The Fire Commissioners shall submit annually their expense reports, on the supplied forms, to the secretary of the Fire Commission to be forwarded to the Stokes County Finance Office. These reports shall be submitted at least 30 days prior to the new budget year. These funds shall be budgeted and paid from the appropriate line item of the Stokes County Governing Body budget.

VIII. Use of Service District Funds

A. Valid Use of Service District Funds

Service district funds are collected from the citizens of Stokes County to provide fire suppression and rescue services by service district agencies that operate within the boundaries of Stokes County. *Service District Agency* is defined as a *volunteer* fire or rescue agency that has been approved to receive service district funds by the Stokes County Board of Commissioners. These funds should be limited to costs directly related to operating expenses incurred by these agencies in their provision of contracted services. Examples of these expenses include — but are not limited to — the following:

1. Purchase of apparatus and equipment as determined by the agency using good business practices to assure that the apparatus and equipment will be usable within the vast majority of its response district.
2. Purchase of supplies, equipment, and services necessary for support of fire/rescue/EMS operations such as fire suppression supplies, EMS and rescue supplies, insurance and bonds, fuel, pension fund payments in accordance with the agency's policies, and other items determined by the agency's representatives necessary to support the services available to taxpayers of the service district.
3. Operation and maintenance of apparatus and equipment needed for fire suppression and rescue operations including installation, maintenance, and upkeep of rural water supply sites.

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4. Building and grounds expenses (including construction, maintenance, and utilities) to house apparatus and equipment along with providing space for training, department business, and community activities.
5. Debt service payments for buildings and/or equipment that have been financed, provided such debt incurred after July 1, 2007 received prior consent and approval from the Board of Commissioners, following a review by and recommendation from the Fire Commission, if the agency receives more than 50% of its budget from Stokes County tax revenues; prior consent and approval is not required if the agency receives less than 50% of its budget from Stokes County tax revenues.
6. Limited professional services such as nominal fees to contract the services of time consuming administrative activities such as secretary and treasurer, and including fees and other expenses for preparation of the agency's annual audit report.
7. Expenses incurred by the Stokes County Fire and Rescue Association, if budgeted in accordance with the Association's constitution and by-laws, that directly support activities of service district agencies, provided that other fire districts within the county contribute **on a pro rata basis if they** benefit from such expenditures. Examples include — but not limited to — training expenses, child-safety trailer expenses, insurance payments, etc.
8. Other equipment that *directly* benefits the service district agencies upon approval of the Stokes County Fire Commission. Examples include — but not limited to — hose testers, air bottles, foam, pump test equipment, spill absorbent products, etc.
9. Equipment purchased and/or personnel employed by the Stokes County Fire Marshal's office that directly support fire suppression activities of service district agencies, provided that other fire districts within the county contribute on a pro rata basis if they benefit from such expenditures.
10. Contingency fund for emergency use by service district agencies to repair or replace equipment that was damaged or destroyed or funds expended through unforeseen circumstances that were not otherwise included in the agency's annual budget.
11. Support of full-time and/or part-time compensated firefighters upon approval from the Stokes County Fire Commission following consultation with the Chiefs Council of the Stokes County Fire and Rescue Association.
12. Expenses of the Fire Commission, including stipends and travel for fire commissioners, and supplies and postage needed by the secretary of the Fire Commission to ensure that the agencies receive their budget packages as described in Part V.6 of this document.

B. Improper Use of Service District Funds

Service district tax funds shall be used only to support the volunteer service district agencies serving the Stokes County Fire Service District. Such funds shall *not* be used for expenses incurred by other Stokes County agencies unless specifically allowed under North Carolina law; these other agencies include, but are not limited to, the following:

1. Emergency Medical Services
2. Communications

Policy for Fire Commission and Use of Service District Funds

3. Law Enforcement
4. Tax Administration
(Note 1: Under the *Local Government Budget and Fiscal Control Act*, costs associated with levying and collecting the service district tax can legally be charged against revenues collected, but it is the policy of the Board of Commissioners not to use service district funds for this purpose)
5. Mapping Office.
6. Fire Marshal – except as provided in Part VIII.A.9

(Note 2 – County Employee Salaries: Service district tax funds shall not be used to directly pay salaries of employees in any Stokes County government agency except as provided in Part VIII.A.9)

IX. Amending This Document

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1. The Board of Commissioners shall promptly consider requests for changes to this document that are submitted by the Stokes County Fire and Rescue Association and which have been developed in accordance with the by-laws of the Association.
2. The Board of Commissioners may on its own initiative propose amendments to this document. Before adopting any changes to this document, the Board shall seek input from the Stokes County Fire and Rescue Association and provide a review and comments period of at least 30 days before enacting such changes.
3. This document is an official policy of the Stokes County Board of Commissioners, and the Board retains final authority to enact any changes or amendments thereto.

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This document, along with any modifications or amendments made in accordance with Part IX, shall be the policy of the Stokes County Board of Commissioners during the term of the Board that adopted it. To remain in effect, this policy must be renewed by each newly constituted Board within 90 days following the seating of new members on the first Monday in December of every even-numbered year.

DRAFT

Commission and Policy for Fire
Use of Service District Funds

County of Stokes

**Policy for
Fire Service District and Fire Commission
and Use of Service District Funds**

I. Purpose and Objectives of Fire Commission

The Stokes County Fire Commission is established for the oversight of revenue generated within the Stokes County Fire Service District and serves as an advisory group for the Stokes County Board of Commissioners on matters pertaining to the fire service district. All decisions made by the Fire Commission shall require final approval by the Stokes County Board of Commissioners. The following shall be the objectives and duties of the Fire Commission:

1. During the annual budget process, the Fire Commission shall review each submitted budget item from each service district agency and make recommendations to ~~to~~ to the County Manager for the Board of Commissioners as to the final approved amount of each submitted agency budget.
2. During the annual budget process, after meeting with representatives from each service district agency, the Fire Commission shall recommend to the ~~Board of Commissioners~~ County Manager for the Board of Commissioners any additions or cuts to budget items based on the needs of the specific agencies and the priority of needs. The Fire Commission shall ensure that the total recommended budget does not exceed available service district revenues and that the recommended service district tax rate does not exceed fifteen cents (\$0.15) per \$100 property valuation as specified by North Carolina statute. The Fire Commission shall always be aware of the tax burden that their budget recommendations could place on the taxpayers of the Stokes County Fire Service District and therefore be fiscally responsible in making their budget recommendations. The Board of Commissioners shall evaluate the recommendations from the Fire Commission and make a final decision on the service district budget and tax rate.
3. The Fire Commission shall hear and make recommendations on any emergency requests by a service district agency for funds from the service district fund balance during the budget year. Before approving such emergency requests, the Fire Commission shall consult with the Stokes County Fire and Rescue Association and give due consideration to any recommendation received from that organization. After approval from the Fire Commission, the request will be forwarded without delay to the Board of Commissioners for a final decision.
4. Individual Fire Commissioners shall establish communications with each service district agency and work with the agency representatives to maintain a "needs assessment" for the specific agency.

II. Size and Selection of Fire Commission

The Stokes County Fire Commission shall consist of **eight** members with no more than one member affiliated with a single service district agency:

1. **Three appointed Members Affiliated with a Service District Agency:** The Stokes County Board of Commissioners shall appoint three individuals who are affiliated with a service district agency to serve on the Fire Commission. In making these appointments, the Board of Commissioners shall give priority consideration to candidates recommended by the Stokes County Fire and Rescue Association. Each member shall serve a term of two years without a limit on the number of terms to which he/she can be re-appointed provided that he/she continues to meet the qualifications and duties described in Parts III and IV of this document. During the term in which the member is serving, if the member's status changes and he/she no longer meets the qualifications described in Part III, the member shall resign and the Board of Commissioners shall appoint a successor to complete the remainder of his/her term, following the same process used in making the initial appointment. Each member will have one vote on any item of business that comes before the Fire Commission, except as limited in Part VI of this document.
2. **Three appointed Civilian Members Not Affiliated with a Service District Agency:** The Stokes County Board of Commissioners shall appoint three individuals who have *no* affiliation with a service district agency to serve on the Fire Commission. In making these appointments, the Board of Commissioners shall identify possible candidates by using the same recruitment procedures as with other appointed boards, committees, and commissions, but shall specifically invite recommendations from the Stokes County Fire and Rescue Association. Each member shall serve a term of two years without a limit on the number of terms to which he/she can be re-appointed provided that he/she continues to meet the qualifications and duties described in Parts III and IV of this document. During the term in which the member is serving, if the member's status changes and he/she no longer meets the qualifications described in Part III, the member shall resign and the Board of Commissioners shall appoint a successor to complete the remainder of his/her term, following the same process used in making the initial appointment. Each member will have one vote on any item of business that comes before the Fire Commission, except as limited in Part VI of this document.
3. **Stokes County Fire Marshal:** The Fire Marshal shall serve as an ex-officio, non-voting member of the Fire Commission. This member will advise the Commission as an unbiased member on the needs of the service district agencies and on the constantly changing standards and regulations from the state and federal government. This person will also serve as Secretary of the Fire Commission. The Fire Marshal may designate another member of his/her department to attend any meeting in his/her absence.
4. **President of the Stokes County Fire and Rescue Association.** The President of the Stokes County Fire and Rescue Association shall serve as an ex officio member of the Fire Commission. This member shall provide technical advice to the Fire Commission, serve as a liaison to the Association and its member agencies, and facilitate coordination among the various agencies and the Fire Commission to promote fiscally responsible use of available resources. This member shall not vote except to break a tie among the appointed members.

**Commission and
Use of Service District Funds**

Policy for Fire

Note 1 — Geographical Representation: Whenever possible, appointed members shall reside in different geographical locations of the fire service district/county in an effort to give fair representation to each region. The Stokes County Fire Marshal shall assist the Board of Commissioners in the appointment process by identifying and reporting the geographical residence of Fire Commission members and prospective members.

Note 2 — Staggered Terms: Terms of the six appointed members shall be staggered so that half of the members are appointed every year. During the transition period following approval of this document by the Board of Commissioners, terms of Fire Commissioners shall be structured as follows:

- The Board of Commissioners shall in a timely manner appoint a third civilian member to the Fire Commission in accordance with Part II.2 above to serve a two year term, expiring October 31, 2010 (should be updated).
- The two incumbent Fire Commissioners appointed for two year terms during 2008 (update) shall serve terms expiring October 31, 2010 (update).
- The two incumbent Fire Commissioners appointed for two year terms during 2007 (update) and the one incumbent Fire Commissioner appointed during 2008 (update) to fill the remaining one year of an unexpired term shall serve terms expiring October 31, 2009 (update).
- Beginning in 2009 (update), the Board of Commissioners shall appoint or reappoint three members as provided in Part II above, representing the same categories as those members whose terms expire October 31, 2009 (update), to serve two year terms, effective November 1, 2009 (update).
- In 2010 (update), the Board of Commissioners shall appoint or reappoint three members as provided in Part II above, representing the same categories as those members whose terms expire October 31, 2010 (update), to serve two year terms, effective November 1, 2010 (update).

III. Qualifications of Appointed Fire Commissioners

A. Commissioners Appointed From Service District Agencies

The three appointed members affiliated with a service district agency shall possess the following qualifications:

1. The member shall possess a basic understanding of volunteer fire departments, rescue squads, and rural fire protection within the topography of Stokes County.
2. The member shall be an active member or an active Board member of a fire department and/or rescue squad that serves a response district within the Stokes County Fire Service District.
3. The member shall have a minimum of ten years of fire and/or rescue service experience.

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Policy for Fire

4. The member shall have a basic knowledge of fire/rescue tools and equipment, North Carolina fire protection laws, NFPA Standards, along with other fire/rescue regulations and standards.
5. The member shall be a resident of Stokes County.
6. The member shall not hold any public office while serving as a Fire Commissioner.

B. Commissioners Not Affiliated with Service District Agencies

The three appointed members not affiliated with a service district agency shall possess the following qualifications:

1. The member shall have business management skills and experience.
2. The member shall *not* be an active member or an active Board member of a fire department and/or rescue squad that serves a response district within the Stokes County Fire Service District.
3. The member shall be a resident of Stokes County and reside in a location served by a Fire Service District agency.
4. The member shall not hold any public office while serving as a Fire Commissioner.

IV. Duties of the Members of the Fire Commission

Each member of the Fire Commission shall perform the following duties:

1. The secretary of the Fire Commission shall assign each appointed commissioner a number of specific agencies. A commissioner shall not be assigned to an agency in which the commissioner is an active member. The secretary of the Fire Commission shall have the authority to make any needed changes to the assignments, as he/she thinks necessary.
2. The commissioner shall meet with the representatives of each agency that he/she is assigned at least twice each year, including at least once during the agency's development of its annual budget. The commissioner is responsible for initiating contact with the agency to determine a convenient time for both parties to meet.
3. Each commissioner shall attend the annual service district budget workshop sessions.
4. Each commissioner shall receive a copy of the budget request of each service district agency from the secretary of the Fire Commission prior to the scheduled service district budget workshop sessions.
5. Each commissioner shall attend called emergency sessions of the Fire Commission during the county budget process as needed.
6. After the Fire Commission completes its annual budget duties, the chairperson of the Fire Commission shall present the recommended combined service district budget and recommended service district tax rate to the Board of Commissioners.

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Use of Service District Funds

Members not performing their duties as described above will be terminated from the Fire Commission by the Stokes County Board of Commissioners. A recommendation for termination may come from a majority vote of a quorum of the Stokes County Fire and Rescue Association or be initiated by the Board of Commissioners following consultation with the Association. Members may be excused from their duties because of a *temporary* incapacitation such as a short-term illness, family problem, or occupational priority. Members not performing their duties because of a *long-term* incapacitation shall submit their resignation. Any member who is terminated or submits his/her resignation will be replaced by another member appointed by the Board of Commissioners, following the same process used in making the initial appointment, to serve the remainder of the term.

V. Meetings of the Fire Commission

Meetings of the Fire Commission shall be conducted as follows:

1. The Fire Commission shall observe all requirements of the North Carolina Open Meetings law. The secretary of the Fire Commission shall be responsible for providing to the Clerk of the Board of Commissioners a schedule of the regular meeting dates of the Commission and any changes or additions to the schedule.
2. The appointed members of the Fire Commission shall elect a chairperson and a vice-chairperson from its membership. The chairperson of the Fire Commission shall be responsible for notifying each commissioner of all regularly scheduled meetings and emergency sessions and shall preside over all meetings of the Commission unless excused under the provisions of Section VI below. The vice-chairperson shall assume the duties of the chairperson in the chairperson's absence from the meeting.
3. The chairperson shall maintain an atmosphere conducive for the free exchange of ideas and an orderly and timely flow of business in all meetings.
4. During the annual service district budget workshop process (including appeal hearings) with agency representatives, the only active participants shall be members of the Fire Commission and the service district agency representative(s) for the budget request being considered. This requirement may be waived if both the Fire Commission and the agency agree to hear from or consult with another party. All budget sessions will be open to the public for observation.
5. During Fire Commission meetings in which the proposed service district budget is revised or finalized, the only active participants in the deliberations shall be members of the Fire Commission. This requirement shall not limit the ability of the Commission to seek information from other parties as necessary to make informed decisions. These meetings will be open to the public for observation.
6. The process of developing the final proposed budget and proposed tax rate shall follow these general steps.
 - a) The service district agency will receive its budget package from the Fire Commission secretary. The package will contain instructions on how to prepare its budget. The agency's Fire Commissioner will ensure that the agency has the needed resources for budget preparation. Any agency that does not follow the instructions contained in the package will lose its right to appeal any budgetary disagreements with before the Fire Commission and a

Use of Service District Funds

~~chance to review their final line-item budget~~ before it is presented to the Board of Commissioners.

- b) After the agency completes its budget, it will send the budget to the secretary of the Fire Commission. The secretary will distribute copies of each individual agency's budget documents to all members of the Fire Commission ~~for review~~.
- ~~c) After each Fire Commissioner has reviewed each agency's budget, a notice will be sent to each agency containing the date and time in which its representatives are to meet with the Fire Commission for the budget workshop process.~~
- ~~d)c)~~ After meeting with all agencies during the budget workshop process, ~~the~~ the Fire Commission will develop ~~a revised a~~ budget (if necessary) for each agency showing the ~~line-by-line~~ amount approved by the Fire Commission. The secretary will then send each agency its revised budget for review, provided that the agency followed the instructions in the budget package. The secretary will at the same time notify each eligible agency of the time and date that it may appeal its revised budget.
- ~~e)d)~~ If an agency is satisfied with the results of the revised budget, no further meeting will be necessary. If an agency wishes to appeal its budget, it will meet with the Fire Commission at the appropriate time to give its reasons. The Fire Commission shall respond ~~to each appealed item and will~~ either approve or deny the ~~item change~~ in the presence of the agency's representatives.
- ~~f)e)~~ After considering appeals made by the agencies, the Fire Commission will approve a final recommended budget for each agency, a recommended combined budget for the service district, and a recommended service district tax rate. These recommendations will then be submitted to the ~~Board of Commissioners County Manager~~. Each agency that followed the instructions in the budget package shall receive from the secretary of the Fire Commission a copy of the Fire Commission's recommendations to the Board of Commissioners at least one week prior to their submission to the Board.
- ~~g)f)~~ As part of the total county budget process, the County Budget Officer shall review the recommendations from the Fire Commission and suggest any modifications to the proposed service district budget and service district tax rate. If the Budget Officer proposes any changes to the Fire Commission's recommendations, then the Board of Commissioners shall schedule a meeting with the Fire Commission or its chairman to discuss their recommendations.
- ~~h)g)~~ If the Board of Commissioners approves a service district tax rate different from that recommended by the Fire Commission, then the Fire Commission will develop a revised budget for each agency as described in Part V.6.d of this document. The process will continue with Parts V.6.e and V.6.f until the Board of Commissioners approves a final service district budget package.
- ~~i)h)~~ After approval by the Board of Commissioners, the secretary will provide each agency with its ~~line-by-line~~ approved budget.
- ~~j)i)~~ The Fire Commission's review and approval of agency budgets and allocation of funds ~~on a line-item basis~~ shall not be construed to restrict the authority of an agency's board of

**Policy for Fire
Commission and
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directors to modify, adjust, or amend the agency's budget, including transferring funds among line items, during the fiscal year as necessary to best meet the needs of the agency.

VI. Elimination of Potential Conflicts of Interest

The following step shall be taken to eliminate the possibility of conflicts of interest and to maintain the credibility of the Fire Commission:

- During the meetings in which the service district budget is developed, revised, or finalized, any Fire Commissioner who is an active member or board member of the agency being examined shall be excused from consideration and action on that particular budget. Control of the meeting shall be passed to the vice-chairperson should the chairperson need to be excused for this purpose. This action does not prohibit this person from being physically present during the meetings.

VII. Compensation

Fire Commission members, except the Fire Marshal, shall receive monetary compensation for each regularly scheduled or called meeting of an amount determined by the Board of Commissioners; however, this amount will not be less than \$30 per meeting.

Each Fire Commissioner will receive travel compensation from the county for each meeting that he/she attends with their assigned service district agency. Compensation will be at the "per mile" rate that is paid to Stokes County employees for use of their personal vehicles.

Fire Commissioners who receive monetary compensation shall keep an expense report detailing any Fire Commission meetings along with the date attended and a mileage report along with the date while attending meetings with assigned agencies. The Fire Commissioners shall submit annually their expense reports, on the supplied forms, to the secretary of the Fire Commission to be forwarded to the Stokes County Finance Office. These reports shall be submitted at least 30 days prior to the new budget year. These funds shall be budgeted and paid from the appropriate line item of the Stokes County Governing Body budget.

VIII. Use of Service District Funds

A. Valid Use of Service District Funds

Service district funds are collected from the citizens of Stokes County to provide fire suppression and rescue services by service district agencies that operate within the boundaries of Stokes County. *Service District Agency* is defined as a *volunteer* fire or rescue agency that has been approved to receive service district funds by the Stokes County Board of Commissioners. These funds should be limited to costs directly related to operating expenses incurred by these agencies in their provision of contracted services. Examples of these expenses include — but are not limited to — the following:

1. Purchase of apparatus and equipment as determined by the agency using good business practices to assure that the apparatus and equipment will be usable within the vast majority of its response district.
2. Purchase of supplies, equipment, and services necessary for support of fire/rescue/EMS operations such as fire suppression supplies, EMS and rescue supplies, insurance and bonds,

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Approved by BOCC - August 25, 2008

Approved by BOCC - March 23, 2009

Approved by BOCC - February 28, 2011

Approved by BOCC – January 23, 2017

**Commission and Policy for Fire
Use of Service District Funds**

fuel, pension fund payments in accordance with the agency's policies, and other items determined by the agency's representatives necessary to support the services available to taxpayers of the service district.

3. Operation and maintenance of apparatus and equipment needed for fire suppression and rescue operations including installation, maintenance, and upkeep of rural water supply sites.
4. Building and grounds expenses (including construction, maintenance, and utilities) to house apparatus and equipment along with providing space for training, department business, and community activities.
5. Debt service payments for buildings and/or equipment that have been financed, provided such debt incurred after July 1, 2007 received prior consent and approval from the Board of Commissioners, following a review by and recommendation from the Fire Commission, if the agency receives more than 50% of its budget from Stokes County tax revenues; prior consent and approval is not required if the agency receives less than 50% of its budget from Stokes County tax revenues.
6. Limited professional services such as nominal fees to contract the services of time consuming administrative activities such as secretary and treasurer, and including fees and other expenses for preparation of the agency's annual audit report.
7. Expenses incurred by the Stokes County Fire and Rescue Association, if budgeted in accordance with the Association's constitution and by-laws, that directly support activities of service district agencies, provided that other fire districts within the county contribute **on a pro rata basis if they** benefit from such expenditures. Examples include — but not limited to — training expenses, child-safety trailer expenses, insurance payments, etc.
8. Other equipment that *directly* benefits the service district agencies upon approval of the Stokes County Fire Commission. Examples include — but not limited to — hose testers, air bottles, foam, pump test equipment, spill absorbent products, etc.
9. Equipment purchased and/or personnel employed by the Stokes County Fire Marshal's office that directly support fire suppression activities of service district agencies, provided that other fire districts within the county contribute on a pro rata basis if they benefit from such expenditures.
10. Contingency fund for emergency use by service district agencies to repair or replace equipment that was damaged or destroyed or funds expended through unforeseen circumstances that were not otherwise included in the agency's annual budget.
11. Support of full-time and/or part-time compensated firefighters upon approval from the Stokes County Fire Commission following consultation with the Chiefs Council of the Stokes County Fire and Rescue Association.
12. Expenses of the Fire Commission, including stipends and travel for fire commissioners, and supplies and postage needed by the secretary of the Fire Commission to ensure that the agencies receive their budget packages as described in Part V.6 of this document.

B. Improper Use of Service District Funds

Service district tax funds shall be used only to support the volunteer service district agencies serving the Stokes County Fire Service District. Such funds shall *not* be used for expenses incurred by other Stokes County agencies unless specifically allowed under North Carolina law; these other agencies include, but are not limited to, the following:

1. Emergency Medical Services
2. Communications
3. Law Enforcement
4. Tax Administration
(Note 1: Under the *Local Government Budget and Fiscal Control Act*, costs associated with levying and collecting the service district tax can legally be charged against revenues collected, but it is the policy of the Board of Commissioners not to use service district funds for this purpose)
5. Mapping Office.
6. Fire Marshal – except as provided in Part VIII.A.9

(Note 2 – County Employee Salaries: Service district tax funds shall not be used to directly pay salaries of employees in any Stokes County government agency except as provided in Part VIII.A.9)

IX. Amending This Document

In accordance with state law, the Stokes County Board of Commissioners may modify or amend this document as it deems necessary to properly provide services for the citizens of Stokes County.

1. The Board of Commissioners shall promptly consider requests for changes to this document that are submitted by the Stokes County Fire and Rescue Association and which have been developed in accordance with the by-laws of the Association.
2. The Board of Commissioners may on its own initiative propose amendments to this document. Before adopting any changes to this document, the Board shall seek input from the Stokes County Fire and Rescue Association and provide a review and comments period of at least 30 days before enacting such changes.
3. This document is an official policy of the Stokes County Board of Commissioners, and the Board retains final authority to enact any changes or amendments thereto.

X. Renewal of This Document

This document, along with any modifications or amendments made in accordance with Part IX, shall be the policy of the Stokes County Board of Commissioners during the term of the Board that adopted it. To remain in effect, this policy must be renewed by each newly constituted Board within 90 days following the seating of new members on the first Monday in December of every even-numbered year.

| **DRAFT** —

Commission and
Policy for Fire
Use of Service District Funds

STATE OF NORTH CAROLINA)
)
COUNTY OF STOKES)
)

OFFICE OF THE COMMISSIONERS
STOKES COUNTY GOVERNMENT
DANBURY, NORTH CAROLINA
MONDAY APRIL 23, 2018

The Board of Commissioners of the County of Stokes, State of North Carolina, met for a regular session in the Commissioners' Chambers of the Ronald Wilson Reagan Memorial Building (Administration Building) located in Danbury, North Carolina on Monday, April 23, 2018 at 6:00 pm with the following members present:

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

County Personnel in Attendance:
County Manager Jake M. Oakley
Clerk to the Board Shannon Shaver
Finance Director Julia Edwards
County Attorney Ty Browder
Fire Marshal Scott Aaron

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

INVOCATION

Commissioner Lankford delivered the invocation.

GENERAL GOVERNMENT-GOVERNING BODY-PLEDGE OF ALLEGIANCE

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

GENERAL GOVERNMENT – GOVERNING BODY – APPROVAL OF AGENDA

Chairman Mendenhall entertained a motion to approve or amend the April 23rd Agenda.

Chairman Mendenhall noted a request from County Manager Oakley to add DSS proclamations for National Foster Care Month and Older Americans Month to the Discussion Agenda.

Commissioner Jones moved to approve the April 23rd Agenda with the addition of DSS proclamations for National Foster Care Month and Older Americans Month to the Discussion Agenda.

Commissioner Lankford seconded the motion.

Chairman Mendenhall opened the floor for discussion.

With no further discussion the motion carried unanimously.

COMMENTS - Manager/Commissioners

Commissioner Jones commented:

- Opening day of the Farmers Market was Saturday the 21st.
- We had about 13 vendors.
- This is an initiative I started 7 years ago.
- It has grown so much over the years.
- It is held every Saturday from 11-2 at the Hanging Rock State Park visitor's center beginning on Earth Day through Veterans Day.
- Attended the DARE program at Lawsonville Elementary on Wednesday with Jake, Shannon and several others.
- Always good to see those little kids.
- Attended the Resilience film screening today at The Arts Place.
- It was a wonderful event.

Vice Chairman Walker commented:

- Nice to be honored with a proclamation for older Americans along with many others.

Commissioner Booth commented:

- Welcome everybody.
- Thank you for being here today.
- Thank the Lord for the rain and all his love and mercy he shows me every day.
- Thankful for all of his many blessings.

- This is the discount that allows internet to be available in our system.
- We provide courier service that goes to all the libraries 5 days a week.
- Members of NC Cardinal, which is a wonderful consortium of libraries across the state.
- About 40% of NC libraries are included.
- With a library card in any of these counties, you may borrow from any library at no cost.
- It is being paid by federal and state dollars.
- Hoping to expand this in the fall by providing student access only having to use their student ID number.
- Coordinate NC Live databases.
- This is available to all citizens.
- Subscribe to Ancestry.com which is used by many.

Christine Boles, Walnut Cove Public Library Librarian provided the following information to the Board:

- As of today from the beginning of our Fiscal Year which began July1, we have had 28,000 visitors to the Walnut Cove Library.
- This includes all of our visitors including summer reading which is fast approaching.
- Our library is not just a library, we think of it as a community center.
- It is a place to gather as Walnut Cove does not really have a community center.
- We are so proud to be able to offer this to the wide variety of citizens that we serve.
- We could not do this without your support for which we are grateful.
- It truly is a community effort.
- We have provided 3,600 programs in the past year.
- Our meeting rooms are always in use.
- Being from Stokes County it makes me proud to be able to give back to the library I grew up using.

Ann Nichols, King Public Library Librarian provided the following information to the Board:

- Giving a tour to a 1st grade class recently and they were shocked to learn all the things the library had to offer.
- As I explained to them that it is their library as well as all the people of Stokes County and North Carolina.
- Summer reading program is coming up.
- We offer many adult programs as well.
- One of our most popular is our Book Bingo.
- Our Job Lab is a unique service to the King Library.
- We are partnering with Forsyth Tech, Work Force, and NC Works Centers.
- Lynn Owens is the instructor provided.
- She is helpful, caring, and compassionate and knows how to get people jobs.
- When is out there are substitutes available to help those coming in to the Job Lab.
- They help with applications, mostly online, resumes and job skills.
- Help to register with NC Works and unemployment.
- Provide help with continuing education.

- The lab schedule is Monday, Wednesday, and Friday from 1-5pm.
- In addition on Mondays all day we offer a representative with NC Works.
- They provide an array of services.
- People can receive a voucher for Goodwill to obtain interview clothing.
- Gas cards are available for those who need it to be able to get to their interview.
- Training for work keys test.
- Anyone can use these services.
- We provide all the supplies needed.
- Recently helped a gentleman with a 13 page application to get a job at Lowes.
- Free tax assistance is provided.
- We are the go to place for all kinds of services.
- I am proud to be a public servant.
- We are able to do this with your support.
- We have 3 wonderful libraries and this is not something that all counties have.
- We are so appreciative.

Lisa Lawless, Danbury Public Library Librarian was unable to attend the meeting.

Chairman Mendenhall commented:

- We appreciate all the hard work you put in at the libraries.
- Thank you for being here and for all of the information you provided.

Chairman Mendenhall noted that there were no other items on the Information Agenda at tonight's meeting.

GENERAL GOVERNMENT – GOVERNING BODY – DISCUSSION AGENDA



Fire Service District – Budget Process Request

Chairman Mendenhall turned the floor over to Stokes County Fire Protection Service District Commissioners Clifford Hall, and Robert Knight, and to Stokes County Fire Marshal Scott Aaron.

Stokes County Fire Protection Service District Commissioners Clifford Hall, and Robert Knight, and to Stokes County Fire Marshal Scott Aaron presented the following information to the Board:

Clifford Hall commented:

- The old process that has been used for years does not seem fair to all the departments.
- Seems we always are cutting and trying to make the allocated funds work as best as possible.

- New Fire Commissioner Robert Knight has been working on a plan to distribute the money more fairly between the departments in the Fire Service District.
- It does work.
- It needs critiquing.
- Although we did not follow the exact budget process guidelines.
- I am before you tonight requesting permission to do the budget this way this year.

Robert Knight commented:

- This is a formula to distribute the money.
- It is important to go into this knowing that we went to the Fire Association and each department agrees to do the budget process this way this year.
- Each person has their own idea of what fair is.
- I understand that some departments need more money.
- If you run more calls you need more money.
- We have used a 5 year average on call volume.
- This is not something that drastically changes.
- Looking into the future we will have to address new debt.
- If we take the time we were spending on cutting \$100 here and there to make the old process work, we will have more time to address other issues.
- This is certainly not a hands off approach.
- If you look at the formula before you, you will see we took the Surry County Budget right off the top.
- Next we took all the existing notes, fuel reimbursement, and the part time program.
- When you take all this off the top you are pretty much left with operating expenses.
- Some would say divide that number by the nine departments.
- That will not necessarily work since some need more money than others.
- Even though one department may run a third of the calls of another department, it doesn't mean they need less money either.
- It costs for things to sit there.
- That being said 2/3 of what was left will be distributed evenly and the remaining 1/3 will be based off of call volume.
- There is an example showing how those numbers work.
- Each department will have a different number under call volume but all will have the exact same amount for general operating funds.
- We believe this will work for years to come.
- The individual departments will still complete a budget.
- They are their own entity anyway and are going to spend the way they see benefits them.
- They know what they need.

Fire Department	PT Paid & Fuel Reimb	5 Yr Avg Calls	5 Yr Avg Calls %	Existing Notes
Station 31 Pinnacle	\$36,120.00	459	12.7	\$94,657.00
Station 32 Lawsonville	\$36,120.00	269	7.4	\$22,869.00
Station 34 Francisco	\$36,120.00	246	6.8	\$54,130.00
Station 36 NE Stokes	\$11,500.00	408	11.3	\$117,910.00
Station 37 Stokes Rockingham	\$36,120.00	461	12.8	\$68,500.00
Station 38 Sauratown	\$36,120.00	628	17.4	\$99,270.00
Station 39 Danbury	\$25,000.00	382	10.6	\$54,455.00
Station 40 South Stokes	\$36,120.00	485	13.4	\$92,856.00
Station 41 Double Creek	\$10,000.00	268	7.4	\$63,560.00
Totals	\$263,220.00			\$668,207.00

Total Revenue		\$2,153,889.00
Surry County Recommended Budgets		-\$112,722.00
Existing Notes for Stokes Departments		\$668,207.00
Personnel for Stokes (Fuel Reimb & PT Paid)		\$263,220.00
Total Department Operating Funds		\$1,109,740.00
Operating Funds divided by 9 Stokes Depts		\$123,304.44
Each Dept Receives 2/3 of \$123,304.44		\$82,244.06
1/3 of Total Dept Operating Funds		\$369,543.42
Sauratown (Station 38) Budget Example		
Existing Notes		\$99,270.00
Personnel		\$36,120.00
Operating Funds		\$82,244.06
1/3 Operating Funds disbursed by 5 yr avg call volume (17.4%)		\$64,300.55
Total Recommended Budget		\$281,934.61

Stokes County Fire & Rescue Association Meeting Minutes

Stokes County EOC

Date 3-27-18

Meeting called to order by Texie Jessup President and opened in prayer by Phil Sutphin.

Roll Call Present: 23-0,30-0,31-0,32-1,34-1,35-0,36-5,37-1,38-1,39-4,40-4,41-2,73-2,76-1,86-0
FMO-1,Forestry-0,EMS-0 Communications: 1

Minutes from the January 30, 2018 meeting were presented and reviewed by members. Motion to approve was made by Gary Wilkins and 2nd by Keith Taylor, all approved. Treasure report was reviewed by all members, motion to approve was presented by Keith Taylor 2nd by Gary Wilkins and approved by all.

Guest Speakers: Jennifer Utley from Turn Out Stitching did a presentation of assorted bags she makes for various fire department storage & organizational needs.

Randy Clubb from Legal Shield did a presentation on pre-paid attorney program in anticipation of needing a attorney, they also provide will preparation at no additional cost and are available 24/7.

Announcements:

April, 3rd or 5th and April 7th training classes for live burn

April 14th Sauratown Fire & Rescue will be having a live burn

Committee Reports:

- **E911 Committee** – No report
- **Stokes County Communications**- No report
- **EMS:** No report
- **North Carolina Forestry:** No report
- **Technical Rescue Team:** No report
- **Fire Marshal Office:** No report
- **Old Business:** Issue with stand-by calls at station being paged numerous times has been resolved. Dispatch will only page standby at station calls once.
- **New Business:** Budget discussion perused about the 9 page document being used for the distribution of funds to the Fire Departments. This year the Fire Commissioners used a new protocol for the distribution of funds based on a formula presented by Fire Commissioner, Robert Knight. This new process will eliminate the need for departments to submit a line by line budget for allocation of funds from the Fire Commissioners. The formula was based on submission of existing debt, operating cost and personnel cost. After an extensive overview and explanation by Robert. Jean Gann made a motion that the new formal presented for the allocation of funds be approved for this year with the ability for each department to come to the commissioners with the ability to appeal for more funding. 2nd by Joe James. All approved. Motion passed.

With no further business to discuss, motion to adjourn made by Jean Gann, 2nd Gary Wilkins and approved by all. Meeting adjourned at 9:16 pm.
Next meeting will be March 29th at 7:00 pm at the EOC.
Respectfully Submitted,
Debbie Wenzel, Secretary

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

Commissioner Lankford commented:

- Do the five year average calls include fire and rescue?
- The debt is being handled separately?

Robert Knight responded:

- Yes it includes fire and rescue and the debt is coming off the top before the money is distributed.
- The debt will continue to be looked at separately.

Commissioner Lankford continued:

- If this can be implemented as you are recommending then the Board would just need to change the contract and add this as a formula of the way the budget is completed.

Clifford Hall responded:

- We would just need to amend the existing 9 page document to allow us to do this.
- We were having to cut \$400,000.00 out of the budget and had to find a way to do that fairly.
- We had been through them several times and still were not even close until we used this formula.
- We might have to adjust in the future.
- This a good starting point.
- Everybody is about to get to the same point with personnel.
- Another issue is departments that have sub stations.

Robert Knight responded:

- We kept the appeal process.
- Each station has the opportunity to appeal.
- As for now we are planning to give this set number.
- We realize that there will be times when things come up and we will have to evaluate as we go into the future with this.
- Amending the contract to not require the departments to go through the old budget process is all we need for now so that we may do this and over time see what else may need to change.

Commissioner Lankford continued:

- Have you discussed this with each fire department and are they on board with this?

Clifford Hall responded:

- At the last meeting we had a vote and all departments agreed.
- We are putting a committee together to pull together all of the specifics of this change and what would need to be changed for the future budget process.
- We would then present that back to the Board of Commissioners.
- We just need approval to do the budget this way for this year.
- We as Fire Commissioners will be looking to make sure we stay up to speed.

Commissioner Lankford continued:

- This seems fair to me.
- I am very impressed.
- I have been in your situation with trying to figure out where to cut.

Chairman Mendenhall commented:

- A lot of time and effort has gone into this.
- I like that you have received consensus of the fire association.
- That was very important to me.
- The individual circumstances and the 5 years call average are very important.
- Thank you for working towards this.
- I know this took a lot of work.

Commissioner Booth commented:

- Thank you for working on this.
- I am also glad that all the departments are in agreement.
- The formula will make the Commissions and the department's job easier.
- It is a good formula.

Vice Chairman Walker commented:

- This is interesting.
- I am encouraged by what you are saying regarding the various stations.

Clifford Hall responded:

- The personnel money has really caused the budget to grow.
- The ones hired to stay at the stations have to have taxes paid on them.
- With all departments being their own entity this really makes that tough.

Robert Knight responded:

- The existing notes are going to differ.
- If one building was built in the 90's and the other a few years back of course the cost is more.
- There are two built in things with this formula.
- It may give departments incentive to save money on their allotted operating expenses.
- They may decide to buy a mower and mow their own grass instead of paying someone.
- They may be more interested in applying and seeking out grant opportunities.
- It forces the Fire Commission to look at new debt.

- As we take on new debt all departments will share in that.
- That will always come off the top.

Clifford Hall responded:

- We will be setting limits on what can be financed.

Vice Chairman Walker continued:

- How would it be handled if one department needs equipment and another does not?

Clifford Hall responded:

- If it is small things like turn out gear that will come out of their operating expenses.
- If it is large things we will look at as they come up.

Vice Chairman Walker continued:

- I feel confident in your process.
- You have put a lot of work into this.
- I'm sure there will things that come up and will be worked out along the way.
- I was thinking there was a portion of King that would be included in this?

Fire Marshal Scott Aaron responded:

- The City of King as well as Walnut Cove completes their own budget.

Commissioner Jones commented:

- I studied this and read over all of it.
- It is very insightful.
- You have already thought of changes that may have to take place in the future.
- This is a very pragmatic solution.
- I am on board.
- I think it is great and have to reason to belabor that.

Commissioner Booth commented:

- When the existing debt is paid off do you have a plan to put this in a fund?
- Such as with the buildings we have are some of the best around and when those are paid off it could go in a fund for future debt.

Clifford Hall responded:

- We are trying to keep the debt load between 35-42%.
- As soon as one thing is paid off you can bet that something else will be there to take the place of them.
- We have so many things to keep in compliance with all of the unfunded mandates set by the state.

Commissioner Lankford made a motion to place this item on the next meetings Action Agenda upon review by County Attorney Browder. Commissioner Booth seconded.

With no further discussion Chairman Mendenhall with full consensus of the Board directed the Clerk to place this item on the Action Agenda at the May 14th meeting.

Animal Control Board – Appointments Request

Chairman Mendenhall turned the floor over to County Manager Oakley.

County Manager Oakley presented the following information to the Board:

- A request was received from Dr. Cowan regarding two vacancies on the Animal Control Advisory Board.
- Dr. Cowan is requesting that Diana Kiser be appointed to replace Leonard Hicks as a citizen at large due to Mr. Hick's health issues.
- She is also requesting that Natalie Johnson be appointed to the other vacancy.

Chairman Mendenhall opened the floor to nominations.

Commissioner Booth made a motion to nominate Diana Kiser and Natalie Johnson to the Animal Control Advisory Board. Commissioner Jones made a motion to close nominations. Commissioner Booth seconded.

Chairman Mendenhall opened the floor for any discussion/comments/questions:

Vice Chairman Walker commented:

- Question for our Clerk on advertising these?

Clerk Shaver responded:

- They are posted to our Boards and Appointments vacancies on the County website after Board approval.

With no further discussion, Chairman Mendenhall directed the Clerk to place this item on the next meetings Action Agenda.

YVEDDI – Demolition Project – Danbury Head start

Chairman Mendenhall turned the floor over to County Manager Oakley.

County Manager Oakley presented the following information to the Board:

- As agreed with YVEDDI the process of demo work on the brick building located at Hospice Drive calls for testing of asbestos prior to demolition.
- The original agreement is included in the attachments for your review.
- In the previous request I stated the possibility of additional costs that may come, and to be addressed at a later date.

- The cost of removing asbestos by Abatemaster is \$11,318.00 based on the County's request for services, prior to YVEDDI involvement.
- I have since received a quote from YVEDDI from the company they are using in the amount of \$9,365.00.
- I am requesting the Board's approval of this.
- I am requesting that if the Board approves of this, that it be placed on the Action Agenda tonight so that YVEDDI may move forward with the demolition.

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

Commissioner Jones commented:

- I have read and reviewed this.
- We knew this was something that would be coming down the pipe.
- I am delighted that it is about \$2,000.00 less than we thought it would be.
- I am good with Action Agenda for tonight.

Vice Chairman Walker commented:

- What is the total cost for this including the portion that YVEDDI is covering?
- The original estimate of \$10,000.00 was less than any quote we had to start with.
- This is a win win it sounds like.
- We are also saving time.

County Manager Oakley responded:

- The total is \$19,665.00.
- They are only asking us to cover the portion agreed upon for removal of asbestos which is \$9,365.00.

Commissioner Booth commented:

- I believe our original price for doing it all was close to \$25,000.00.
- This is a huge savings.
- I am good with moving it to Action tonight.

Chairman Mendenhall commented:

- I am glad to see us saving money on this.
- I am certainly good with Action tonight.

Commissioner Lankford commented:

- I am really proud that this has worked out.
- We have always been very happy to have Head Start in Danbury and am glad to see it will continue.
- I agree with putting this on Action Agenda for tonight so they may get started.

Commissioner Lankford made a motion to place this item on the Action Agenda at tonight's meeting. Commissioner Jones seconded.

STATE OF NORTH CAROLINA)
)
COUNTY OF STOKES)
)

OFFICE OF THE COMMISSIONERS
STOKES COUNTY GOVERNMENT
DANBURY, NORTH CAROLINA
MONDAY MAY 14, 2018

The Board of Commissioners of the County of Stokes, State of North Carolina, met for a regular session in the Commissioners' Chambers of the Ronald Wilson Reagan Memorial Building (Administration Building) located in Danbury, North Carolina on Monday, May 14, 2018 at 1:30 pm with the following members present:

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

County Personnel in Attendance:
County Manager Jake M. Oakley
Clerk to the Board Shannon Shaver
Finance Director Julia Edwards
County Attorney Ty Browder
DSS Director Stacey Elmes
Health Director Emily Naylor
EMS Director Brian Booe
Public Works Director Mark Delehant
Support Services Supervisor Danny Stovall
Economic Development Director Will Carter

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

INVOCATION

Commissioner Lankford delivered the invocation.

GENERAL GOVERNMENT-GOVERNING BODY-PLEDGE OF ALLEGIANCE

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

- This recommendation came from Sheriff Mike Marshall.
- This has been verified with the PTRC.

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

Commissioner Lankford motioned to close nominations.
Commissioner Booth seconded.

With no further discussion and full consensus of the Board the Chairman instructed the Clerk to place this item on the next meetings Action Agenda.

GENERAL GOVERNMENT – GOVERNING BODY – ACTION AGENDA

Fire Service District – Budget Process Request

Chairman Mendenhall entertained a motion regarding the Fire Service District Budget Process Request.

Commissioner Jones moved to approve the Fire Service District Budget Process Request.
Commissioner Lankford seconded the motion.

Chairman Mendenhall opened the floor for any further discussion.

With no further discussion the motion carried unanimously.

Fire Department	PT Paid & Fuel Reimb	5 Yr Avg Calls	5 Yr Avg Calls %	Existing Notes
Station 31 Pinnacle	\$36,120.00	459	12.7	\$94,657.00
Station 32 Lawsonville	\$36,120.00	269	7.4	\$22,869.00
Station 34 Francisco	\$36,120.00	246	6.8	\$54,130.00
Station 36 NE Stokes	\$11,500.00	408	11.3	\$117,910.00
Station 37 Stokes Rockingham	\$36,120.00	461	12.8	\$68,500.00
Station 38 Sauratown	\$36,120.00	628	17.4	\$99,270.00
Station 39 Danbury	\$25,000.00	382	10.6	\$54,455.00
Station 40 South Stokes	\$36,120.00	485	13.4	\$92,856.00
Station 41 Double Creek	\$10,000.00	268	7.4	\$63,560.00
Totals	\$263,220.00			\$668,207.00

Total Revenue		\$2,153,889.00
Surry County Recommended Budgets		-\$112,722.00
Existing Notes for Stokes Departments		\$668,207.00
Personnel for Stokes (Fuel Reimb & P.T. Paid)		\$263,220.00
Total Department Operating Funds		\$1,109,740.00
Operating Funds divided by 9 Stokes Depts		\$123,304.44
Each Dept. Receives 2/3 of \$123,304.44		\$82,244.06
1/3 of Total Dept Operating Funds		\$369,543.42
Sauratown (Station 38) Budget Example		
Existing Notes		\$99,270.00
Personnel		\$36,120.00
Operating Funds		\$82,244.06
1/3 Operating Funds disbursed by 5 yr avg call volume (17.4%)		\$64,300.55
Total Recommended Budget		\$281,934.61

Stokes County Fire & Rescue Association Meeting Minutes

Stokes County EOC

Date 3-27-18

Meeting called to order by Texie Jessup President and opened in prayer by Phil Sutphin.

Roll Call Present: 23-0,30-0,31-0,32-1,34-1,35-0,36-5,37-1,38-1,39-4,40-4,41-2,73-2,76-1,86-0
FMO-1, Forestry-0, EMS-0 Communications: 1

Minutes from the January 30, 2018 meeting were presented and reviewed by members. Motion to approve was made by Gary Wilkins and 2nd by Keith Taylor, all approved. Treasure report was reviewed by all members, motion to approve was presented by Keith Taylor 2nd by Gary Wilkins and approved by all.

Guest Speakers: Jennifer Utley from Turn Out Stitching did a presentation of assorted bags she makes for various fire department storage & organizational needs. Randy Clubb from Legal Shield did a presentation on pre-paid attorney program in anticipation of needing a attorney, they also provide will preparation at no additional cost and are available 24/7.

Announcements:

April, 3rd or 5th and April 7th training classes for live burn
April 14th Sauratown Fire & Rescue will be having a live burn

Committee Reports:

- **E911 Committee** – No report
- **Stokes County Communications**- No report
- **EMS**: No report
- **North Carolina Forestry**: No report
- **Technical Rescue Team**: No report
- **Fire Marshal Office**: No report
- **Old Business**: Issue with stand-by calls at station being paged numerous times has been resolved. Dispatch will only page standby at station calls once.
- **New Business**: Budget discussion perused about the 9 page document being used for the distribution of funds to the Fire Departments. This year the Fire Commissioners used a new protocol for the distribution of funds based on a formula presented by Fire Commissioner, Robert Knight. This new process will eliminate the need for departments to submit a line by line budget for allocation of funds from the Fire Commissioners. The formula was based on submission of existing debt, operating cost and personnel cost. After an extensive overview and explanation by Robert. Jean Gann made a motion that the new formal presented for the allocation of funds be approved for this year with the ability for each department to come to the commissioners with the ability to appeal for more funding. 2nd by Joe James. All approved. Motion passed.

Animal Control Board – Appointment Request

Chairman Mendenhall entertained a motion regarding Animal Control Board appointment request received at the last meeting.

Commissioner Booth motioned to close nominations for the Animal Control Board.
Commissioner Jones seconded the motion.

Chairman Mendenhall polled the Board:

Commissioner Jones: Diana Kiser and Natalie Johnson
Vice Chairman Walker: Diana Kiser and Natalie Johnson
Commissioner Booth: Diana Kiser and Natalie Johnson



**Board of County Commissioners
March 9, 2020
6:00 PM**

Item number: VII.c.

Proposal for MOE Funds 2020-2021

Contact: DSS Director Stacey Elmes

Summary:

This item was presented at the meeting on February 24, 2020 and moved to the Action Agenda.

ATTACHMENTS:

Description	Upload Date	Type
Proposal for MOE Funds 2020-2021	2/19/2020	Cover Memo

PROPOSAL FOR MOE FUNDS
2020-2021

MAINTENANCE OF EFFORT FUNDING 2020-2021

Account #	Original Budget ('20-'21)	Revised or New Budget Amounts	'20-'21 Final Budget Amounts	'20-'21 Monies Spent Through 9/30/20	'20-'21 Monies Spent Through 12/31/20	Projected to Spend By 6/30/21
100.5200.000 Monarch	\$120,000					
111.5200.003 Insight Human Services	\$61,000					
111.5200.006 Narcen Kits	\$12,000					
Stokes County Health Department	\$7,500					
111.5200.010 Media/Education	\$8,320					
111.5200.011 CIT Training	\$5,000					
111.5200.012 Med Lock Boxes	\$2,000					
111.5200.013 Transportation to SA/MH Appointments	\$15,000					
111.5200.016 Comm. Paramedic Program	\$100,000					

Account #	Original Budget ('20-'21)	Revised or New Budget Amounts	'20-'21 Final Budget Amounts	'20-'21 Monies Spent Through 9/30/20	'20-'21 Monies Spent Through 12/31/20	Projected to Spend By 6/30/21
111.5200.017 Med Assist Event	\$7,500					
111.5200.002 SOC Transportation	\$5,000					
Stokes Co. Sheriff's Dept.	\$12,000					
Youth Haven Services	\$7,500					
The Parenting Path	\$7,500					
Stokes Friends of Youth	\$7,500					
Stokes Partnership for Children	\$18,000					
111.5200.001 ABC Bottle Tax	\$3,000					

TOTALS: \$398,820

**TRANSPORTATION TO
SUBSTANCE ABUSE/MENTAL HEALTH TREATMENT**

Amount: \$15,000

Use: Monies will be used to provide transportation assistance to residents in Stokes County who do not have Medicaid and cannot access Medicaid transportation assistance. Monies will assist Stokes County residents get to appropriate substance abuse and mental health treatment. Assistance will be provided by gas voucher (if the individual has a vehicle or has someone who can provide the transportation). Gas vouchers are issued after the confirmation of appointment has been received and are issued based on the amount of mileage from the individual's home to the treatment provider and back to the home at 27 cents per mile. If the individual does not have access to a vehicle, the option for using one of our contracted transportation providers exists.

MED ASSIST EVENT

Amount: \$7,500

Use: \$7,500 of these dollars will be used to fund a Med Assist event in Stokes County in the Spring. These dollars will be paid directly to the Med Assist company to provide the medications, etc. during the event.

NARCAN KITS

Amount: \$12,000

Use: These dollars are to be used to purchase Narcan kits for local law enforcement agencies and local EMS agencies in the county (including volunteer agencies).

CIT TRAINING

Amount: \$5,000

Use: Monies would be used to fund employees (law enforcement or EMS professionals) to receive Critical Incident Training and would also provide funding for the agencies to have coverage of other personnel while regular personnel was in training.

EMS – COMMUNITY PARAMEDIC PROGRAM

Amount: \$100,000

Use: These funds provide two community paramedic positions with the county's Emergency Services Department. These positions have become paramount in the community in working with people who are constant callers of EMS or folks who have been released from the hospital with needs that need to be checked on once home.

INSIGHT HUMAN SERVICES

Amount: \$61,000

Use: \$56,000 of the funds will be used to continue substance use and prevention services for adolescents in Stokes County. \$5,000 of these funds will be used to host a youth summit on opioid and alcohol use/abuse. This will be the third year that such a summit has taken place.

MONARCH

Amount: \$120,000

Use: Monarch provides services to Stokes County in many areas. These funds are used to help fund the Stokes Opportunity Center, the Walnut Cove supervised Apartments, Pilot View Intermediate Care Facility, and the Behavioral Health Office. (See attachment.)

MEDIA/EDUCATION

Amount: \$8,320

Use: Monies available to get needed information out to the public on finding help, accessing information and other resources concerning substance use/mental health.

MEDICATION LOCK BOXES

Amount: \$2,000

Use: Provides security and safety of medications.

SOC TRANSPORTATION

Amount: \$5,000

Use: Transportation for members to Stokes Opportunity Center (YVEDDI).

SHERIFF'S DEPARTMENT

Amount: \$12,000

Use: Monies used to provide drug training and assistance along with jail diversion programming to residents of the jail.

STOKES COUNTY HEALTH DEPARTMENT

Amount: \$7,500

Use: Monies will be used to provide Hepatitis C testing/education for Stokes County citizens. \$7,500 would provide assistance to approximately 17 individuals.

STOKES FRIENDS OF YOUTH

Amount: \$7,500

Use: Monies will help operate the following programs in Stokes County---Best Friends Program, Family & Mixed Counseling, Anger Management Groups, Parenting Skills Classes, Special Friends, Restitution/Community Service Program, Mediation/Conflict Resolution. (See attached letter.)

PARENTING PATH

Amount: \$7,500

Use: Monies will be used to support the Parent Support Program. This program supports Stokes County families involved in abuse and neglect through weekly home visitation, client advocacy, resource referrals and parent education. The program measures improvement in problem solving skills, increased level of

safety for children in-home, enhanced parenting skills and a strengthened support network. These families either are substance affected or have mental health issues. (See attachment.)

YOUTH HAVEN

Amount: \$7,500

Use: Due to serving about 10% of clientele pro-bono, these funds will be used to offset these losses and open up access to services for more un-insured clients. These funds will also be used to provide transportation to some of their programming. (See attached letter.)

STOKES PARTNERSHIP FOR CHILDREN

Amount: \$18,000

Use: Monies will help fund the Behavior Inclusion Specialist that is housed at the Partnership but serves in the community at child day care facilities helping children with behavioral issues and helps their parents and teachers in dealing with the issues. (Attached is a newsletter that this position puts out monthly.)

Monarch, Inc.
Stokes County Funding Request FY2021

Monarch, Inc. ("Monarch") is a Non-Profit Corporation based in Albemarle, NC which is a provider of Long Term Supports & Services and Behavioral Health Services. Monarch operates in 53 counties in North Carolina with a vision of leading the state in creatively supporting people with disabilities in growing toward their potential, reaching their dreams, and making their own informed choices about where they live, learn, work, play and worship.

Monarch provides its services and its vision to Stokes County through the following locations:

- **Stokes Opportunity Center** -Vocational day program serves individuals and their families by offering computer, art, ceramics, sewing, gardening, exercise, jewelry making, singing/variety and cooking education to individuals. An on-site snack bar is operated and utilized by the individuals that attend the program. Without this service and our transportation, some families would be forced to give up their own employment. Some examples of community engagement and participation include:
 - **Volunteer Sites:** The Art Place Gallery, Life Brite Hospital, East Stokes Outreach Ministries, London Elementary School, Walnut Ridge Assisted Living
 - **Clubs/Groups:** Special Olympics
 - **Community Events:** Stokes Stomp, Arts Place Gallery exhibits featuring Stokes Opportunity Center, Just Plain Country Festival, Life Brite Volunteer Appreciation Day, East Stokes Volunteer Appreciation Day, Joy Prom, performances at Friendship Baptist Church, performances at New Horizon Vocational Program, various performances in the community
 - **Partnerships:** The Arts Place Gallery, Oma's Coffee Shop, Just Plain Country Store, Willow Oak Baptist Church, Cardinal Wellness Center, Stokes Library, Stokes County School Transition
 - **Services provided at the day program:** ADVP, Day supports individual, day support group, and transportation to and from the program.

The program is constantly working to enhance its program offerings and is currently striving to:

- Increase the supplies, instruction and exhibits in which art and music programs are presented to promote arts and disabilities to the greater community.
- More consideration for the spiritual wellbeing of the individuals that we serve and offer a variety of faith-based opportunities.

- **Walnut Cove Apartments** –A 10 bed apartment complex for adults with intellectual and developmental disabilities. Monarch staff provide periodic services to the individuals as well as on-call availability for nights and weekends. The support is primarily focused on assistance in areas such as cooking and cleaning, assisting with budget needs and general maintenance of independent living. The staff may connect them to their community, e.g. taking them to the grocery store, medical appointments or finding employment.
- **Pilot View Intermediate Care Facility** – Home with 5 beds for adults with intellectual and developmental disabilities with a 365/24/7 awake staff supervision. This program includes habilitative support at the home and meaningful day activities. The staff offer a variety of opportunities to the individuals throughout the day that are community focused and include volunteering, social engagement and opportunities to enhance their life skills.
- **Behavioral Health Office** – Forsyth County - For individuals that reside in Stokes County, Monarch has Behavioral Services just a short drive away, conveniently located on a bus line. From our location at 4140 N. Cherry Street office in Winston-Salem, individuals can receive a variety of services. The services are: comprehensive clinical assessment, psychiatric evaluation, individual/group therapy, medication management, Peer Support services, Assertive Community Treatment Team, Intensive In-Home Services (for those under 18), lab services (provided by Mako Medical) and assistance with employment services. In addition to those services, a Genoa pharmacy is located within the facility, creating an easy way to have medication prescriptions filled without the need to travel to another location. The total budget for this location is \$1.4 Million.

Funding Request and use of funds

To support services at the Stokes Opportunity Center and Walnut Cove Apartments, Monarch requests \$120,000 from Stokes County for the 2020-2021 fiscal year. This request would assist in providing funding to assist in covering the cost of staff, program offerings and physical operating costs to support the program offerings noted above. Without this partnership with Stokes County, it would be difficult for Monarch to offer the services it does to residents of Stokes County. A combined total program budget for Stokes Opportunity Center and Walnut Cove Apartments is as follows:

Impact to Stokes County

The following is data related to Stokes Opportunity Center and Walnut Cove Apartments in Monarch's FY 2018 and YTD FY2019:

Monarch

Walnut Cove Apartments & Stokes County Opportunity Center Budget Forecast

Revenue

Medicaid and State Services	\$ 257,892
Stokes County Funding	\$ 120,000
Transportation Fees	\$ 7,465
Other Revenue	\$ 4,419
Total Revenue	\$ 389,776

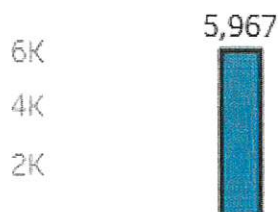
Expense

Total Personnel Expense	\$ 251,921
Supplies & Material	\$ 2,873
Travel & Training	\$ 16,344
Current Obligations & Operating Cost	\$ 41,337
Fixed Charges & Other Expense	\$ 38,380
Regional & Central Admin. Cost	\$ 54,308
Total Expense	\$ 405,163

Net Income	\$ (15,387)
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Total Services/Activities (July 2018 – January 2019 – YTD):

Total Visits/Activities



Outpatient and Psychiatry

The following is a detail of Outpatient and Psychiatry services provided to Stokes County Residents in Monarch's FY2018 and YTD FY2019:

Total Services/Activities (July 2018 – January 2019 – YTD):

Total Visits/Activities



Total Unique Clients



Closing Remarks

We are thankful for our relationship with Stokes County and are proud of the services we can provide to residents of Stokes County. These services would be impossible without the support and the relationship between Monarch and Stokes County. We would be happy to present additional information and data to the County Commissioners and Leadership.



Surry/Stokes Friends of Youth

1151 West Lebanon Street, Suite 200 • Mount Airy, NC 27030

Telephone (336) 789-9064 • Fax (336) 789-5433

January 28, 2020

Stokes County Board of Commissioners
1014 Main Street
Danbury, NC 27016

Dear Stokes County Commissioners:

Stokes Friends of Youth would like to request \$7,500 to assist with programming for the upcoming fiscal year. These monies will help us to operate the following programs for the 2020-2021 fiscal year:

- ☐ Best Friends Program (volunteer mentor program for at-risk youth)
- ☐ Family and Mixed Counseling
- ☐ Anger Management Groups
- ☐ Parenting Skills Classes
- ☐ Special Friends (peer relations group for mentally disabled and handicapped)
- ☐ Restitution/Community Service Program
- ☐ Mediation/ Conflict Resolution

Stokes Friends of Youth has been in continuous service for the youth and their families in Stokes County since 1986. This agency has been instrumental in developing new programs to meet the needs of youth as identified by the Juvenile Crime Prevention Council. Our agency has added additional programming to serve Stokes County this year, to include Mediation/ Conflict Resolution, Anger Management Classes, and Best Friends/ Special Friends Mentorship program.

Stokes Friends of Youth served clients in all programs during the past year in Stokes County, and will continue to serve the local citizens of Stokes County with this and other funding.

Your continued support of Stokes Friends of Youth will guarantee the sustainability of these much needed services to the youth of Stokes County and their families. Stokes Friends of Youth provides services to the entire county. The programs of Stokes Friends of Youth save the county money by preventing further court involvement through diversions before court.

Thank you for your consideration.

Sincerely,

Tamara Veit
Executive Director



The Parenting PATH works to prevent and treat child abuse and neglect by strengthening families, enhancing parent/child relationships and creating safer more stable communities.

The Parenting PATH is requesting support from Stokes County for our Parent Support Program. Participants will be Stokes County families at risk of abuse or neglect and families found to be involved in abuse and neglect. The key program strategies of reducing risk of future abuse/neglect will be accomplished through weekly home visitation, client advocacy, resource referrals and parent education. The program will measure improvement in problem solving skills, increased level of safety for children in-home, enhanced parenting skills and a strengthened support network.

42.4% of all initial Stokes County intakes to The Parenting PATH cite mental health of the parent as the reason for their referral. Mental health referrals include depression, anxiety, bipolar disorders and substance use. Once cases were opening and Client History was recorded, 97.5% of cases involve substance use, depression, anxiety, bipolar disorders or PTSD. Many of these families are not currently linked to community resources to treat these issues, and a major feature of Parent Support is assist parents in seeking and utilizing treatment resources.

There is significant research that demonstrates that early adversity, including child abuse, domestic violence and neglect, is associated with diminished health for the individual experiencing the adversity, and across future generations. These early adversities have been named Adverse Childhood Experiences (ACEs). ACEs have been shown to have major impacts on health, but in addition, ACEs impact socio-economic outcomes for individuals. Individuals with higher ACE scores are more likely to report dropping out of high school, being unemployed, and living in a household below the federal poverty level. Child abuse has been show to negatively affect adult employment status, lead to an increase in poverty and Medicaid enrollment. Adolescents who are exposed to violence are at risk of lower educational attainment and reduced adult income. **Adults with 4 or more ACEs are 11 times more likely to be intravenous drug users, are 4.5 times more likely to develop depression and are 14 times more likely to attempt suicide. The average number of ACEs for a parent served in Parent Support is 9.**

The primary strategy to reduce the impact of ACEs is to build Resilience in families and children. Resilience is the ability rebound from adversity and may be increased by ensuring that families have protective factors in place in their families. The Parent Support Program uses evidence based Triple P (Positive Parenting Program) to build resilience in families. Evidence based home visiting has favorable impacts on school readiness, helps children build critical pre-literacy skills and improve achievement test scores, reduces child maltreatment, cuts instances of child abuse and neglect almost in half, and promoting parenting practices by increasing feelings of competence and confidence as parents (Thrive by Five, 2014).

500 West Northwest Boulevard | Winston-Salem, NC 27105

336.748.9028 phone | 336.748.9030 fax | www.parentingpath.org

The Parenting PATH is an Exchange Club Sponsored Child Abuse Prevention Center





YOUTH HAVEN SERVICES

229 Turner Drive
Reidsville, NC 27320
(336)-349-2233

526 N. Elam Ave. Suite 103
Greensboro, NC 27403
(336)-285-7079

131 Plant Street, Suite
Walnut Cove, NC 27052
(336) 536-1024

January 31, 2020

Stacey S. Elmes, Director
Stokes County Dept. of Social Services
PO Box 30/1010 Main Street
Danbury, NC 27016

Dear Ms. Elmes:

Youth Haven Services, LLC is appreciative of the opportunity to receive \$7,500 to use for the benefit of Stokes County residents in need of mental health treatment. We currently have 3 full-time Licensed Clinicians who offer therapy in all schools in Stokes County. We are currently serving approximately 10% of all caseloads pro-bono, due to being un-insured and unfunded. These funds would be used to offset these losses and open up access to services for more un-insured clients.

In addition, we currently have 2 Day Treatment Centers in Stokes County and we have recognized the need for individualized transportation in many cases. We recently identified this as a barrier to treatment because there have been clients in need of Day treatment and were not able to come. Their parents would not allow them to ride the school bus which transports to the alternative school (where our middle/high Day Treatment is housed). With these funds, we would be able to transport these clients individually and allow them to receive the much needed treatment without this barrier.

Thank you so much for your consideration.

Sincerely,

Dawn Johnson, LCSW
CEO, Youth Haven Services

Volume 1 Issue 6

February 2020



BEHAVIOR AND INCLUSION SUPPORT SPECIALIST

Kirkland's Korner

Melissa Kirkland

HELPING CHILDREN MANAGE FEELINGS OF JEALOUSY

<https://www.scholastic.com/teachers/articles/teaching-content/helping-children-manage-feelings-jealousy/>

The first step in helping a child manage troubling feelings is to put yourself in the child's place. In his all-time classic child-rearing manual, *Baby and Child Care*, Dr. Spock demonstrated the merits of such an exercise. Paraphrasing him, I, too, would recommend that you imagine being in the following situation: Your husband comes home one day and says to you, "I love you so much and love being married, so I have decided to bring home a second wife. I will love you both equally. I have enough love to go around. It is because you have been such a joy that I want to do this again."

The momentary feelings of jealousy and helplessness that come over most wives while reading this vignette is what most older children feel when a new baby arrives. That doesn't mean parents should feel guilty for bringing a new baby home. Nevertheless, it is a shock. And it's not easy to share parents' love and attention. As long as we understand that, it should be easier to make the adjustment to the birth of a sibling less problematic.

When it seems appropriate, adults can point out how much better it is to be a big boy who can ride a bike than it is to be a baby who just eats, sleeps, and cries all day long. Teachers and parents should try to spend more time being play partners with the sibling of a new baby. Allow the child to take the lead, and don't be alarmed if he plays out some of his aggressive feelings. Accept what is expressed, and raise gentle questions about possible resolutions as you play.

4 Books about Jealousy

I don't like Gloria by Kaye Umansky

Jealous: Helping Children Cope with Jealousy by Esther Adler

When I Feel Jealous by Cornelia Maude Spelman

Just Like You Did by Marjorie Newman



Did you Know?

It is not a good idea to try to talk to a child in the heat of an emotional reaction. They are not able to listen and respond effectively. Wait until they are calm and in a positive emotional state before teaching and having the child practice new strategies.



DO PRESCHOOL CHILDREN SHOW THEIR JEALOUSY?

Written by Stacey Chaloux, September 26, 2017

During the preschool years, children begin to experience complex emotions, including jealousy. It is common for young children to struggle with feelings of jealousy when a friend has a special toy, when a new baby is born in the family or when they feel their parents are giving attention to other children. Without the ability to express exactly how he is feeling, your preschooler may show his jealousy with aggression, tantrums or other behaviors to try to gain your attention.



Reasons for Jealousy

Preschoolers are only capable of simple types of thought, and they have difficulty seeing others' points of view, according to Dr. Stacie Bunning, writing for GreatSchools.org. When your child's friend is playing with the truck that he really likes, your preschooler doesn't understand that his friend also likes to play with it. Instead, he feels that he should be the only one to use it. If you are visiting a friend who has a new baby, your preschooler may be jealous of you holding another child, because in his view, your only role is being his parent. You are the one who provides him love, comfort and attention, and he may believe that giving attention to another child means he will not get that from you anymore.

Sibling Rivalry

Though it is frustrating for parents who want their homes to be peaceful, it is very common for siblings to be jealous of one another at some point. Most of the time, this occurs because children are competing for your attention and love, according to HealthyChildren.org, the official website of the American Academy of Pediatrics. No matter how much you try to be consistent and treat your children fairly, preschoolers often believe that you are showing preference for a sibling, and they will get jealous of the attention their brother or sister might receive. This is especially true when the sibling is a new baby, who requires a lot of time and attention, and your preschooler is jealous because he now has to share the most important people in his life.

Jealousy Behaviors

Without fully developed verbal skills to express his emotions, your preschooler will often show his jealousy through aggressive behaviors or tantrums. Even though preschoolers are more able to control their emotions and are less impulsive than toddlers, their feelings can still overwhelm them. When this happens, you are likely to see your preschooler push his little sibling who he feels is getting attention or he may grab a favorite toy that his friend is using. It is also common for children to show some regression, especially when a new baby is born into the family. A jealous preschooler who was once doing many things for himself may want you to help him more often or he may mimic some baby behaviors in an effort to gain your attention back.

How to Deal With Jealousy

Since many of the behaviors a jealous preschooler shows are an attempt to gain your attention, it is wise to give your little one the most attention for positive behaviors. For example, when he is sharing his toys or treating the new baby nicely, praise him and tell him how proud you are of him. When he throws a tantrum or acts aggressively toward another child, remove him from the situation or tell him that the behavior is not acceptable. But, avoid giving him a lot of attention for the negative behaviors. Try to find ways to give him one-on-one attention during your day, especially if you are busy with a new baby at home. Talk with your preschooler about his feelings and label his emotions so he can connect with what he's feeling inside. As your preschooler gets older, he will be more able to cope with these feelings of jealousy.

HELPFUL IDEAS FOR DEALING WITH ATTENTION SEEKING AND JEALOUSY IN THE CLASSROOM

By Melissa Kirkland

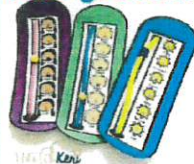
Sometimes for a child seeking attention, negative attention is better than no attention at all. Noticing and commenting on the appropriate behavior can be helpful—give a challenging child easy to accomplish tasks or jobs and comment on the positive behavior. Notice when they are being kind and helpful, to adults or their peers but the attention should not be at the level that the child is singled out, as that can cause behavior problems by other children and/or reinforce the negative behavior in the identified child.

Having a journal that goes home with each child at the end of their day and comes back the following morning can be a benefit to both teachers and parents. Parents can get a good picture of their child's behavior while in the classroom and teachers can receive information from the parents about issues at home the child may be dealing with.



SOCIAL/EMOTIONAL ACTIVITIES FOR PRESCHOOLERS

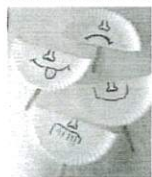
Feelings Scales



Create these simple emotion gauges to help students identify how they are feeling. Cut them out and paste them to colored construction paper. Then punch a hole at the top and bottom. Thread a pipe cleaner with a bead attached through the holes and bend over to attach on the back side. Students can slide the bead to the picture that matches their emotion.



paper plate
EMOTION MASKS



These masks are a great tool for talking about feelings. To prepare for this project, cut a stack of paper plates in half. Have tape, large craft sticks, and markers available. To begin, give each student four sticks and four half plates. Put a roll of tape on each table. Have students tape a stick to the back of each plate.

This activity will focus on four emotions: happy, mad, sad, and silly. For each emotion (and each mask) make a face and ask the class to identify the emotion it represents. Once they correctly identify it, have them use the marker to draw that face on one of the plates.

You can use these masks during read aloud (hold up the mask that shows how the main character is feeling) and during class conversations to reinforce their understanding of what different feelings look like.

STOKES
Partnership
for Children

 a partner in the
Smart Start network

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We're on the web!
www.stokespfc.com



"Tell me, I forget. Show me, I remember. Involve me, I understand."
Chinese Proverb

UPCOMING TRAININGS AT SPC

- 02/06/2020 They're Sad, Not Bad: Understanding How Trauma Affects Early Brain Development
At SPC: 6:30—8:30pm
- 02/11/2020 Resilience: The Biology of Stress and the Science of Hope - At SPC: 6:30—8:30pm
- 02/13/2020 Make it, Take it "Greefing Apron" - At SPC: 6:30—8:30pm
- 02/25/2020 Language Development and Communication in Infants and Toddlers: What Are
They Talking About? At SPC: - 6:30—8:30pm. *Inf/Tod Recognition
eligible
- 02/29/2020 Conscious Discipline Modules 6-10 Part 2 - At SPC: 8am—1:00pm
Saturday

Contact Stokes Partnership for Children for further details: <https://www.stokespfc.com/calendar>

I am now working directly with teachers AND parents, who have a child struggling with behavior challenges and/or Social/Emotional issues. SPC is now utilizing the Devereux Early Childhood Assessment, along with Conscious Discipline strategies, to assist in the classroom as well as at home. Call me for details!

SIGN UP FOR THE EMOTIONS READING PROGRAM! I WILL COME TO YOUR CLASSROOM ONCE A MONTH AND READ A SHORT BOOK PERTAINING TO A PARTICULAR EMOTION, ALONG WITH A SHORT ACTIVITY FOR HELPFUL COPING STRATEGIES.





Board of County Commissioners
March 9, 2020
6:00 PM

Item number: VII.d.

Social Work Month Proclamation

Contact: Shannon Shaver

Summary:

ATTACHMENTS:

Description	Upload Date	Type
Social Work Proclamation	2/28/2020	Cover Memo



SOCIAL WORK MONTH 2020 PROCLAMATION

WHEREAS, the Social Work profession for generations has worked to strengthen the well-being and meet the basic needs of all people, especially people who are vulnerable, oppressed and living in poverty;

WHEREAS, this year's Social Work month theme, ***"Social Workers: Generations Strong"*** embodies the heroic work of social workers who for more than a century have worked to make our society a better place to live;

WHEREAS, the Social Work profession is a diverse profession that allows people of various generations, ethnicities, sexual identities and religious backgrounds to make an immediate positive impact on our nation and world;

WHEREAS, the Social Work profession is one of the fastest growing professions in the United States, with more than 777,000 people expected to be employed as social workers by 2028;

WHEREAS, Social Workers work in all parts of our society to meet people where they are and empower them to live to their fullest potential;

WHEREAS, the Social Work profession, more than many other profession, has expansive boundaries that allow social workers to work in a variety of settings, including schools, centers for veterans, the military, hospitals and mental health centers, corporations and local, state and federal government;

WHEREAS, the Social Work profession has been in the forefront of pushing for changes that have made our society a better place to live, including a minimum wage, improved workplace safety, and social safety net programs that help ameliorate poverty and hunger;

WHEREAS, Social Workers have been and continue to stand ready to help our nation in times of crisis, including war and natural disasters such as floods, earthquakes and hurricanes;

NOW THEREFORE, in recognition of the numerous contributions made by the Social Workers in Stokes County, North Carolina, we, the Stokes County Board of County Commissioners proclaim the month of March 2020 as Social Work Month and call upon all Stokes County citizens to join Stokes County in celebration and support of the Social Work Profession.

Dated this 9th day of March 2020

Chairman Andy Nickelston

Vice-Chairman Ronnie Mendenhall

Commissioner Rick Morris

Commissioner Jimmy Walker

Commissioner Jamie Yontz

Clerk to the Board Shannon Shaver



Board of County Commissioners

March 9, 2020

6:00 PM

Item number: VII.e.

Creek Week Resolution

Contact: Shannon Shaver

Summary:

A request was received from Steven Pulliam regarding the Board adopting a Resolution he mentioned during the Public Comments portion of the February 24th Commissioners Meeting. Creek Week (April 11-18th) is simply a week-long celebration of our water resources: a time for residents to get outside and hike, bike, walk and swim in all the bounty our watershed has to offer. He is planning to host an event at Moratock Park on Saturday, April 18th to conclude the week with students from South Stokes High.

Creek Week is not an owned or trademarked name, it is an open sourced title that he would like to see everyone in the Dan River watershed adopt and make their own. The table is open for Stokes County and the municipalities to create their own event or simply encourage residents and civic, school or church groups to organize their own. He can provide in-house support through graphic design, advertisement and event planning.

The main goal in adopting Creek Week is to create positive community engagement that provides 'sweat-equity' for residents so they not only enjoy our areas, but are encouraged to keep them clean year round.

ATTACHMENTS:

Description	Upload Date	Type
Creek Week Resolution	3/3/2020	Cover Memo

**A RESOLUTION OF THE BOARD OF COMMISSIONERS
OF STOKES COUNTY
DECLARING APRIL 11-18 2020 AS
STOKES COUNTY NORTH CAROLINA CREEK WEEK 2020**

WHEREAS, water is a basic and essential need for all life, and;

WHEREAS, Stokes County is rich in natural resources and beauty, and;

WHEREAS, clean water and landscapes contribute to the growth of tourism and economic development in Stokes County, and;

WHEREAS, trash fouls our waterways as well as our landscapes, and;

WHEREAS, every citizen should contribute to keeping our environment clean and healthy by working together to preserve clean water and the natural beauty of our surroundings, and;

WHEREAS, the Board of Commissioners of the County of Stokes supports the right to clean, swimmable and fishable waters for our residents and the generations to come, and;

WHEREAS, the Board of Commissioners of the County of Stokes and the Dan Riverkeeper value the quality of our water resources, geography, their history and significance, and;

WHEREAS, **CREEK WEEK** is a nationwide community effort to enjoy our bountiful recreational opportunities and retrieve litter from North Carolina's waterways and landscapes.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the County of Stokes, do hereby declare **April 11-18 2020** as **STOKES COUNTY CREEK WEEK 2020**, and does further hereby urge every citizen to do his or her part to restore the beauty and function of our streams by volunteering to participate in the **CREEK WEEK 2020** event and/or engaging your civic, school and church groups to organize activities to contribute therein.

Adopted this 9th day of **March 2020** by the **Stokes County Board of Commissioners**.

Andy Nickelston- Chairman

Ronnie Mendenhall – Vice Chairman

Rick Morris- Commissioner

Jimmy Walker – Commissioner

Attest:

Jamie Yontz- Commissioner

Shannon Shaver – Clerk to the Board



Board of County Commissioners

March 9, 2020

6:00 PM

Item number: VIII.a.

Closed Session

Contact:

Summary:

Rationale to enter Closed Session:

- To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged pursuant to GS 143-318.11(a)(3)
- To consider and take action with respect to the position to be taken by the county in negotiating the price or other material terms of an agreement for the acquisition or lease of real property pursuant to G.S. 143-318.11(a)(5)
- To consider the initial employment or appointment of an individual to any office or position, other than a vacancy in the Board of County Commissioners or any other public body, or to consider the qualifications, competence, performance, character, and fitness of any public officer or employee, other than a member of the Board of Commissioners or of some other public body pursuant to G.S. 143-318.11(a)(6)