

Surry County Board of Commissioners
Meeting of June 3, 2019

The Surry County Board of Commissioners met at 6:00 p.m., June 3, 2019. The meeting was held in the Commissioners' Meeting Room, Historic Courthouse, Dobson, N.C.

Board members present for the meeting were Chairman Van Tucker, Vice-Chairman Larry Johnson, Commissioner Bill Goins, Commissioner Eddie Harris, and Commissioner Mark Marion.

Others present for the meeting, at various times, included:
Chris Knopf, County Manager
Sandy Snow, Assistant County Manager
Rhonda Nixon, Budget & Performance Director
Ed Woltz, County Attorney
Tammy Johnson, Assistant to the County Manager
News Media

Chairman Tucker called the meeting to order, welcomed everyone and thanked them for their attendance. Commissioner Goins delivered the invocation and led the Pledge of Allegiance.

Chairman Tucker advised the Board that Gene Rees and Bryan Grote will be removed from the agenda and placed on the June 17, 2019 agenda. Chairman Tucker asked the Board to review and approve the agenda with the exception of Gene Rees and Bryan Grote.

Upon motion of Commissioner Marion, seconded by Commissioner Johnson, the Board voted unanimously to approve the June 3, 2019 amended agenda omitting Gene Rees and Bryan Grote.

Chairman Tucker requested the Board consider the minutes of the May 20, 2019 meeting as presented. Upon motion of Commissioner Goins, seconded by Chairman Tucker, the Board voted unanimously to approve the minutes as written.

Chairman Tucker requested the Board consider the consent agenda. Upon motion of Commissioner Johnson, seconded by Commissioner Goins, the Board voted unanimously to approve the consent agenda.

Requests from the Assistant County Manager:

- Approve for Health and Nutrition to make two emergency purchases with no County dollars to be used: 1) purchase a new otoacoustic emissions (OAE) hearing screener at a cost of \$3,399.00, and 2) purchase two EXPERTtorque Mini LUX dental handpieces at a cost of \$1,981.78.

Requests from the Budget & Performance Director:

- Approve Budget Amendment #21 as follows:

ACCOUNT CODE	DESCRIPTION	PREVIOUS AMOUNT	CHANGE	REVISED AMOUNT
<u>GENERAL FUND</u>				
<u>EXPENDITURES</u>				
<u>Transfers</u>				
1059810	59210	Transfer to CP - County BLDGS	0	589,763
		Increase departmental total	6,879,088	7,468,851

REVENUE

1044000	49900	Unencumbered Balance	6,485,106	589,763	7,074,869
		Increase fund totals.	74,066,145	589,763	74,655,908

COUNTY CAPITAL PROJECTS FUNDEXPENDITURESDobson Plaza BLDG

99154188	51500	Professional Services	6,067	15,189	21,256
99154188	51640	Project Construction	1,854,950	216,281	2,071,231
		Increase departmental total	2,174,208	231,470	2,405,678

REVENUE

99144188	49110	Proceeds from Financing	1,758,641	2,274	1,760,915
99144188	49800	Transfer from General Fund	360,567	229,196	589,763
		Increase fund totals.	4,140,911	231,470	4,372,381

SCHOOLS CAPITAL PROJECTS FUNDEXPENDITURESDobson Elementary Renovation

99255956	51560	Professional Services- Engineering	194,025	104,475	298,500
99255956	51610	Legal/Soil/Test/Survey	0	194,400	194,400
99255956	51640	Project Construction	0	8,495,167	8,495,167
99255956	51660	Demolition	0	124,000	124,000
99255956	55580	Administrative Cost	0	70,000	70,000
99255956	57017	CO SCH-Mobiles	0	115,000	115,000
99255956	57029	CO SCH-UST	0	50,000	50,000
		Increase departmental total	194,025	9,153,042	9,347,067

Mountain Park Elementary

99255957	51560	Professional Services- Engineering	248,794	133,966	382,760
99255957	51610	Legal/Soil/Test/Survey	0	215,555	215,555
99255957	51640	Project Construction	0	8,093,161	8,093,161
99255957	51660	Demolition	0	169,000	169,000
99255957	55580	Administrative Cost	0	70,000	70,000
99255957	57029	CO SCH-UST	0	50,000	50,000
		Increase departmental total	248,794	8,731,682	8,980,476

Franklin Elementary Renovation

99255958	51560	Professional Services- Engineering	189,823	102,210	292,033
99255958	51610	Legal/Soil/Test/Survey	0	178,550	178,550
99255958	51640	Project Construction	0	6,405,516	6,405,516
99255958	51660	Demolition	0	144,000	144,000
99255958	55580	Administrative Cost	0	69,750	69,750
99255958	57017	CO SCH-Mobiles	0	115,000	115,000
		Increase departmental total	189,823	7,015,026	7,204,849

Mt Airy Middle HVAC (NEW)

99255961	51560	Professional Services- Engineering	0	43,667	43,667
99255961	51665	Repairs & Renovations	0	727,790	727,790
99255961	59500	Contingency	0	38,573	38,573
		Increase departmental total	0	810,030	810,030

REVENUE

99245956	49100	Proceeds of Sale of Bonds	194,025	8,853,042	9,047,067
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99245956	49810	Transfer from GF-Capital Improvement (NEW)	0	300,000	300,000
99245957	49100	Proceeds of Sale of Bonds	248,794	8,431,682	8,680,476
99245957	49810	Transfer from GF-Capital Improvement (NEW)	0	300,000	300,000
99245958	49100	Proceeds of Sale of Bonds	189,823	6,815,026	7,004,849
99245958	49810	Transfer from GF-Capital Improvement (NEW)	0	200,000	200,000
99245961	49100	Proceeds of Sale of Bonds	0	810,030	810,030
		Increase fund totals.	3,003,379	25,709,780	0

Requests from the Finance Officer:

- Approve the write-off of deceased patient accounts with no estate, in the JefBar system, from 2004-2017.
- Approve the write-off request from EMS MC of deceased patient accounts (no estates), no signatures, and admin errors (timely filing errors).
- Approve the write-off request for Animal Control of accounts that are from 2008.
- Approve the proposal from Gibson and Company, PA, for the agreed upon procedures and compilations for all volunteer fire departments and rescue squads, and cash and disbursements audit for three randomly selected units.

The Board recognized the Elkin High School Boys and Girls Swim Teams.

Chairman Tucker declared the meeting to be an open forum and invited members of the audience to address the Board on any matters of civic concern.

J.T. Henson advised that Rawley King has been admitted into Forsyth Memorial Hospital and asked the Board to remember Mr. King in their prayers.

Sandy Snow, Assistant County Manager, introduced Amber Brown, student at Appalachian State University, that will intern in various County departments during the summer. Ms. Brown commented that she is looking forward to her opportunity to intern with the County.

John Philips, Chairman of the Greater Chamber of Commerce in Mount Airy, with Randy Collins, Chamber President, spoke about the services that the Chamber offers throughout the region, and reminded the Board that they are available to provide resources and work with the County at any time to benefit the local economy.

There being no other comments, Chairman Tucker closed the public forum.

Nancy Dixon, Surry Medical Ministries, thanked the Board for their support and reported on community needs provided during the period of 2015-2018: patient care visits, race and gender patient demographics, value of volunteer medical services, common reasons and average costs for Emergency Room visits, average costs of prescribed medications, average wages of households utilizing services, preventive and chronic care management, financial resources, and filled prescription costs.

The Board thanked Ms. Dixon for the report.

Robin Testerman, The Children's Center of Northwest North Carolina, thanked the Board for their support. Ms. Testerman advised that their mission is to provide prevention and intervention services to children and families in Northwest North Carolina offering programs such as: Group Foster/Residential Care, Respite, Fresh Start, Nurturing Parenting, Strengthening Families, Incredible Years, New Beginnings, Why Try, and Real World.

Ms. Testerman advised that they recently trained counselors in the school systems on how to deescalate a crisis in schools. She has recently met with Senator Deanna Ballard to discuss their three main areas of concern: substance abuse, lack of supervision, and incarceration.

The Board thanked Ms. Testerman for the report.

Chris Knopf, County Manager, presented the FY 2019-2020 recommended budget. Mr. Knopf advised the expenditures and revenues are in balance and a copy of the recommended budget is available in the County Manager's Office for public inspection. Mr. Knopf stated that the recommended budget totals \$80,485,294 and recommends that the property tax rate remain at \$0.582.

Mr. Knopf discussed the process followed in preparing the budget and presented a budget trends analysis. Mr. Knopf advised that department heads were asked to review the needs in public services provided to the County's citizens that are served by their programs and to request conservatively their needs to operate. Mr. Knopf advised that once budgets were received, they were analyzed and condensed as necessary. Mr. Knopf discussed guidelines for making budget recommendations and addressed property tax rate comparisons with surrounding counties. Mr. Knopf discussed budget impacts, expenditure highlights, the Dedicated Capital Improvement Fund, capital needs related to public schools, Enterprise Funds, Special District Funds, personnel recommendations, and the Airport Enterprise Fund.

The Board thanked Mr. Knopf for his efforts in preparing the recommended budget and for retaining the tax rate at \$0.582.

Mr. Knopf advised that another Budget Work Session would need to be scheduled prior to the June 17, 2019 meeting.

It was the consensus of the Board to recess until June 11 at 6:00 p.m. for Budget Work Session #4 in Room 136 of the Historic Courthouse.

Chris Knopf, County Manager, asked the Board to consider approving an inspection fee waiver request for Habitat for Humanity, for their next round of construction projects.

The fees requested to be waived include: site evaluation fee (Surry County Environmental Health), building permit fee, zoning permit fee, plumbing permit fee, mechanical (HVAC) permit fee, electrical permit fee, and saw service inspection fee.

Mr. Knopf advised that the Board has elected to waive the fees in the past. The Board agreed to take the request into consideration.

Chris Knopf, County Manager, advised the Board that registration is open for the 2019 Annual Conference.

Attorney Ed Woltz asked the Board to consider a final draft of the Second Amendment to the Interstates Water & Sewer District Interlocal Agreement, between the City of Mount Airy, and the County of Surry. Attorney Woltz explained that this was for an extension of sewer line of approximately 5,000 feet to serve Bottomley Enterprises Inc., with the costs to be split between Bottomley Enterprises Inc. and the County of Surry. A copy of the drafted agreement was sent to the City of Mount Airy with no comments received to date.

Upon motion of Commissioner Johnson, seconded by Commissioner Goins, the Board unanimously voted to approve the Second Amendment to the Interstates Water & Sewer District Interlocal Agreement between the City of Mount Airy and the County of Surry.

Chris Knopf, County Manager, discussed a letter from Carolyn Comer, Register of Deeds, presented to the Property Committee in April, stating the approval from Melvin T. Jackson to loan the original Surry County Flag, he created in 1976, to remain in the office of the Register of Deeds or to be hung in the Historic Courthouse.

Mr. Knopf asked the Board to consider approving a request from Ms. Comer to relocate the original flag, that currently hangs in the Register of Deeds office, to be moved to the Historic Courthouse.

Upon motion of Chairman Harris, seconded by Commissioner Marion, the Board unanimously voted to approve the relocation of the original Surry County flag, from the Register of Deeds office to the Historic Courthouse, and attach a copy of these minutes to the back of the frame.

Chris Knopf, County Manager, asked the Board to consider amending his agenda to include Budget Amendments #22 and #23.

Upon motion of Commissioner Johnson, seconded by Commissioner Goins, the Board unanimously voted to approve the County Manager's request to amend his agenda to include the additional item.

Chris Knopf, County Manager, asked the Board to consider Budget Amendments #22 and #23, submitted by Rhonda Nixon, Budget & Performance Director.

Upon motion of Commissioner Marion, seconded by Chairman Tucker, the Board unanimously voted to approve Budget Amendments #22 and #23 as follows:

#22			PREVIOUS		REVISED
ACCOUNT			AMOUNT	CHANGE	AMOUNT
<u>CODE</u>		<u>DESCRIPTION</u>			
<u>GENERAL FUND</u>					
<u>EXPENDITURES</u>					
<u>Governing Body</u>					
1054110	56500	Land Acquisition	0	182,331	182,331
		Increase departmental total	541,605	182,331	723,936
<u>Dobson Plaza Building</u>					
		Building & Grounds			
1054188	53010	Maintenance	22,900	12,895	35,795
		Increase departmental total	147,365	12,895	160,260
<u>Central Services</u>					
1054200	56010	Equipment	127,967	(12,895)	115,072
		Decrease departmental total	353,267	(12,895)	340,372

Sheriff's

1054310	51010	Salaries & Wages	3,064,306	(15,000)	3,049,306
1054310	52010	Supplies & Materials	118,306	2,500	120,806
		Decrease departmental total	5,661,273	(15,000)	5,646,273

School Resource Officer

1054316	51010	Salaries & Wages	138,096	15,000	153,096
		Increase departmental total	195,191	15,000	210,191

Emergency Management

1054330	51030	Salaries & Wages Part Time	5,500	22,324	27,824
		Increase departmental total	194,024	22,324	216,348

Health Department Administration

1055110	51010	Salaries & Wages	52,600	(30,000)	22,600
1055110	51350	Group Insurance	17,600	(3,600)	14,000
1055110	52010	Supplies & Materials	27,391	(6,524)	20,867
1055110	53020	Equipment Maintenance	2,500	(1,500)	1,000
1055110	54010	Travel/Training	6,500	(1,500)	5,000
1055110	55020	Rent-Buildings & Equipment	6,000	(1,000)	5,000
1055110	55500	Dues & Subscriptions	5,000	(1,000)	4,000
		Decrease departmental total	203,291	(45,124)	158,167

Communicable Disease/STD

1055121	54200	Telephone	4,000	(1,000)	3,000
		Decrease departmental total	319,650	(1,000)	318,650

School Health

1055126	51010	Salaries & Wages	77,008	(16,000)	61,008
1055126	51300	Social Security	5,000	(1,000)	4,000
1055126	51330	Retirement	6,300	(1,500)	4,800
		Decrease departmental total	104,965	(18,500)	86,465

Adult Primary Care

1055148	51010	Salaries & Wages	237,300	(34,000)	203,300
1055148	51350	Group Insurance	40,400	(5,000)	35,400
1055148	53020	Equipment Maintenance	1,800	(1,500)	300
		Decrease departmental total	410,910	(40,500)	370,410

Cancer Control Program

1055158	51030	Salaries & Wages Part Time	20,400	(10,000)	10,400
		Decrease departmental total	285,944	(10,000)	275,944

Pregnancy Care Management

1055161	51010	Salaries & Wages	117,134	6,500	123,634
1055161	51300	Social Security	8,955	12,000	20,955
1055161	51310	Medicare	2,100	5,500	7,600
1055161	51330	Retirement	9,277	16,000	25,277
1055161	51350	Group Insurance	21,100	10,000	31,100
		Increase departmental total	221,644	50,000	271,644

Maternal Health

1055162	51010	Salaries & Wages	0	5,000	5,000
1055162	51500	Professional Services	0	100	100
1055162	51720	Contracted Services	0	39,587	39,587
1055162	52010	Supplies & Materials	0	50	50
1055162	54010	Travel/Training	0	50	50
1055162	54200	Telephone	0	500	500
1055162	54250	Postage	0	50	50
1055162	55020	Rent-Buildings & Equipment	0	250	250
1055162	55500	Dues & Subscriptions	0	100	100
		Increase departmental total	0	45,687	45,687

Child Health Program

1055163	51010	Salaries & Wages	657,700	50,000	707,700
1055163	51330	Retirement	51,900	5,000	56,900
1055163	51350	Group Insurance	93,000	15,000	108,000
		Increase departmental total	1,256,280	70,000	1,326,280

Supplemental Food Program

1055167	51010	Salaries & Wages	433,400	30,000	463,400
		Increase departmental total	696,475	30,000	726,475
<u>Immunization Action Plan</u>					
1055170	51010	Salaries & Wages	86,800	30,000	116,800
		Increase departmental total	293,246	30,000	323,246
<u>Behavioral Health</u>					
1055175	51720	Contracted Services	112,600	10,000	122,600
		Increase departmental total	127,000	10,000	137,000
<u>Child Service</u>					
1055178	54010	Travel/Training	6,000	(563)	5,437
		Decrease departmental total	217,778	(563)	217,215
<u>Environmental Health</u>					
1055181	51010	Salaries & Wages	473,600	10,000	483,600
		Increase departmental total	750,147	10,000	760,147
<u>Services' Programs</u>					
1055313	57850	Crisis Intervention	285,395	68,999	354,394
1055313	57853	Energy/LIEAP	285,395	114,605	400,000
		Increase departmental total	3,281,500	183,604	3,465,104
<u>Child Support-Title IV-D</u>					
1055373	51010	Salaries & Wages	351,552	6,171	357,723
1055373	51350	Group Insurance	66,196	2,628	68,824
		Increase departmental total	546,112	8,799	554,911
<u>Public Assistance Administration</u>					
1055380	51010	Salaries & Wages	1,866,169	13,300	1,879,469
1055380	51030	Salaries & Wages Part Time	6,250	6,250	12,500
		Increase departmental total	2,566,582	19,550	2,586,132
<u>REVENUE</u>					
1044000	49900	Unencumbered Balance	7,074,869	182,331	7,257,200
1044310	44595	Donations	0	2,500	2,500
1044330	44114	HazMat Fees	5,000	22,324	27,324
1045161	42324	NCCN Carryforward	45,000	50,000	95,000
1045163	44154	Cost Settlement	240,318	70,000	310,318
1045175	44157	Patient Fees-Medical	12,000	8,000	20,000
1045313	42388	Energy/LIEAP	285,395	114,605	400,000
1045313	42397	CIP Payments	285,395	68,999	354,394
1045373	42411	CS Incentive Recovery	30,773	8,799	39,572
1045380	42399	FS Incentive Retention	0	13,000	13,000
1045380	43387	Epics-Program Integrity	0	6,550	6,550
		Increase fund totals.	74,655,908	547,108	75,203,016
<u>LANDFILL/RECYCLING FUND</u>					
<u>EXPENDITURES</u>					
<u>Landfill Debt Service</u>					
6759130	58210	Lease/Purchase Interest	-	50,844	50,844
		Increase departmental total	-	50,844	50,844
<u>REVENUE</u>					
6747420	45101	Landfill Fees-Residential	1,475,000	50,844	1,525,844
		Increase fund totals.	3,232,230	50,844	3,283,074
<u>AIRPORT FUND</u>					
<u>EXPENDITURES</u>					
<u>Airport Operations</u>					
8154985	51500	Professional Services	90,000	15,400	105,400
		Increase departmental total	468,360	15,400	483,760
<u>REVENUE</u>					
8144985	48250	Gain on sale of Fixed Assets	0	15,400	15,400

Increase fund totals. 468,360 15,400 483,760

#23

ACCOUNT			PREVIOUS		REVISED
CODE		DESCRIPTION	AMOUNT	CHANGE	AMOUNT
<u>GENERAL FUND</u>					
<u>EXPENDITURES</u>					
<u>Governing Body</u>					
1054110	51200	Board Member Fees	40,716	800	41,516
1054110	51350	Group Insurance	20,473	400	20,873
		Increase departmental total	723,936	1,200	725,136
<u>Budget & Performance</u>					
1054124	51010	Salaries & Wages	57,800	12,100	69,900
1054124	51350	Group Insurance	6,100	125	6,225
		Increase departmental total	77,904	12,225	90,129
<u>Judicial Center Building</u>					
1054185	51010	Salaries & Wages	26,352	500	26,852
1054185	51350	Group Insurance	6,074	200	6,274
		Increase departmental total	541,973	700	542,673
<u>Buildings & Grounds-County</u>					
1054190	51010	Salaries & Wages	262,683	7,600	270,283
1054190	51350	Group Insurance	37,959	900	38,859
		Increase departmental total	982,941	8,500	991,441
<u>Admin/Social services BLDG</u>					
1054196	51010	Salaries & Wages	98,735	3,300	102,035
1054196	51350	Group Insurance	24,300	100	24,400
		Increase departmental total	271,155	3,400	274,555
<u>Non-Departmental</u>					
1054199	59520	Salary Contingency	355,739	(52,300)	303,439
1054199	59530	Insurance Contingency	100,000	(8,775)	91,225
		Decrease departmental total	490,571	(61,075)	429,496
<u>Fire Marshal</u>					
1054340	51010	Salaries & Wages	161,300	1,800	163,100
1054340	51350	Group Insurance	18,430	300	18,730
		Increase departmental total	307,682	2,100	309,782
<u>Developmental Services</u>					
1054349	51010	Salaries & Wages	353,470	4,800	358,270
1054349	51350	Group Insurance	45,816	200	46,016
		Increase departmental total	575,685	5,000	580,685
<u>Inspections</u>					
1054350	51010	Salaries & Wages	247,245	5,000	252,245
		Increase departmental total	386,603	5,000	391,603
<u>Agric Cost Share Program</u>					
1054962	51010	Salaries & Wages	55,310	750	56,060
1054962	51350	Group Insurance	6,620	100	6,720
		Increase departmental total	75,899	850	76,749
<u>Home Health Grant Programs</u>					
1055155	51010	Salaries & Wages	67,200	15,650	82,850
1055155	51350	Group Insurance	7,300	6,450	13,750
		Increase departmental total	441,758	22,100	463,858

No change in fund totals

Chairman Tucker advised that he wanted to consider the request from Habitat for Humanity, as presented earlier in the meeting, to waive inspection fees for their next round of construction projects and asked the Board for their consideration.

Upon motion of Commissioner Harris, seconded by Commissioner Marion, the Board voted unanimously approve to waive inspection fees as requested by Habitat for Humanity, for a period of twelve months.

Upon motion of Commissioner Harris, seconded by Commissioner Johnson, the Board voted unanimously to go into closed session for legal matters pursuant to G.S. 143-318.11 (a)(3), economic development matters pursuant to G.S.143-318.11(a)(4) and personnel matters pursuant to G.S. 143-318.11 (a)(6).

The Board came out of closed session and resumed regular business.

Following discussion of a no-till drill donated to the County several years ago from Quail Unlimited, it was the consensus of the Board to place a value on the piece of equipment for \$1.00 and surplus for donation.

Upon motion of Commissioner Johnson, seconded by Commissioner Marion, the Board voted unanimously to approve but not release the closed session minutes from May 20, 2019.

Upon motion of Commissioner Goins, seconded by Commissioner Harris, the Board voted to recess the meeting to resume on June 11, 2019 in Room 136. The meeting recessed at 8:40 p.m.

Tammy Johnson
Clerk to the Board

Sandy Snow
Deputy Clerk to the Board