

**Surry County Board of Commissioners
Meeting of January 2, 2018**

The Surry County Board of Commissioners met on January 2, 2018. The meeting was held in the County Commissioners' Meeting Room, Surry County Government Center, Dobson, North Carolina.

Board members present for the meeting were Chairman Eddie Harris, Vice-Chairman Van Tucker, Commissioner R.F. "Buck" Golding, Commissioner Larry Johnson and Commissioner Larry Phillips.

Others present for the meeting, at various times, were:
Chris Knopf, County Manager
Conchita Atkins, Clerk to the Board
Edwin Woltz, County Attorney
Sandy Snow, Assistant County Manager
Sarah Bowen, Finance Officer
Don Mitchell, Facilities Director
Daniel White, Parks and Recreation Director

Chairman Harris called the meeting to order.

Commissioner Johnson delivered the invocation and led the Pledge of Allegiance.

Chairman Harris requested the Board review and approve the agenda.

Upon motion of Commissioner Golding, seconded by Commissioner Johnson, the Board voted unanimously to approve the agenda.

Chairman Harris requested the Board consider the minutes of the December 4, 2017 meeting.

Upon motion of Commissioner Phillips, seconded by Commissioner Tucker, the Board voted unanimously to approve the minutes.

Chairman Harris requested that the Board consider the consent agenda. Upon motion of Commissioner Tucker, seconded by Commissioner Golding, the Board voted unanimously to approve the following consent agenda items:

Requests by the County Manager:

- Approve the following from the Tax Office:
Total releases for the month ending 11/30/2017 in the amount of \$57,282.35.
Total refunds for the month ending 11/30/2017 in the amount of \$1,849.04.
Total NCVTS Tag and Tax refunds for the month ending 11/30/17 in the amount of \$1,421.86.
Total real and personal property discoveries for the month ending 11/30/2017 in the amount of \$55,445.71.
Total EMS and EMD additions as of 11/30/2017 in the amount of \$582.35.

Total EMS and EMD refunds as of 11/30/2017 in the amount of \$645.77.

Total EMS and EMD releases as of 11/30/2017 in the amount of \$13,546.21.

Total EMS and EMD collections as of 11/30/2017 in the amount of \$32,829.87.

- Approve a refund to Renfro Corporation in the amount of \$44,063.23 and apply the refund to the outstanding current taxes.
- Approve a refund to Pike Electric Company in the amount of \$38,179.86 and apply the refund to the outstanding current taxes.
- Approve the North Carolina Alcoholic Beverage Control Commission permit application resolution.

Request from the Assistant County Manager:

- Reclassify position #516202 from 100% to 50% effective January 2, 2018.

Requests from the Finance Officer:

- Approve budget amendment no. 12 as follows:

The Board of County Commissioners approved an amendment to the FY2017-2018 Budget Ordinance at their meeting on January 2, 2018.

ACCOUNT CODE		DESCRIPTION	PREVIOUS AMOUNT	CHANGE	REVISED AMOUNT
<u>GENERAL FUND</u>					
<u>EXPENDITURES</u>					
<u>BUILDINGS & GROUNDS-COUNTY</u>					
1054190	53010	Buildings & Grounds Maint. Increase departmental totals.	70,000 609,871	18,750 18,750	88,750 628,621
<u>NON-DEPARTMENTAL</u>					
1054199	59510	General Fund Contingency	131,000	(42,631)	88,369
1054199	59545	Departmental Contingency Decrease departmental totals.	47,806 1,104,262	(7,800) (50,431)	40,006 1,053,831
<u>EMERGENCY SERVICES</u>					
1054370	53040	Vehicle Maintenance Increase departmental totals.	136,781 5,928,525	1,132 1,132	137,913 5,929,657
<u>RABIES CONTROL</u>					
1054380	51010	Salaries & wages	291,700	(65,300)	226,400
1054380	53025	Software License Decrease departmental totals.	0 494,400	7,800 (57,500)	7,800 436,900
<u>HEALTH DEPARTMENT-ADMIN</u>					
1055110	51010	Salaries & wages Increase departmental totals.	59,200 168,650	65,300 65,300	124,500 233,950
<u>TRANSFERS</u>					
1059810	59130	Transfer to School Cap. Outlay Increase departmental totals.	0 6,060,121	23,881 23,881	23,881 6,084,002
<u>REVENUES</u>					
1044000	48500	Insurance Refunds	33,481	1,132	34,613

Increase fund totals	71,692,332	1,132	71,693,464
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GENERAL FUND-SCHOOL CAPITAL OUTLAYEXPENDITURESSCHOOL CAPITAL OUTLAY

2755912	57029	County Schools - UST Increase departmental totals.	875,270	23,881	899,151
			2,964,451	23,881	2,988,332

REVENUES

2745912	49800	Transfer from General Fund Increase fund totals.	0	23,881	23,881
			2,964,451	23,881	2,988,332

- Approve the Deputy Finance Officer, Department of Social Services Trust Account, Inmate Trust and Sheriff's Levy Account list.
- Approve the following airport motions:

Upon motion of Authority Member Golding, seconded by Airport Authority Member Dr. Jackson, the Authority voted unanimously to surplus the property on Warthog Lane with the intent to dispose of the property, contingent upon Division of Aviation authorization.

Upon motion of Authority Member Kirkman, seconded by Authority Member Tucker, the Board voted to pay the invoice in the amount of \$14,397.28.

Ayes: Authority Chairman Harris, Authority Member Tucker, Authority Member Phillips, Authority Member Johnson, Authority Member Kirkman and Authority Member Dr. Jackson.

Nay: Authority Member Golding

Upon motion of Authority Member Golding, seconded by Authority Member Kirkman, the Authority voted to renew general liability insurance with Surry Insurance in the amount of \$30,000,000 for a premium of \$4,439.

Upon motion of Authority Member Tucker, seconded by Authority Member Kirkman, the Authority voted unanimously to waive payment for Ra-Tech for the November rent.

Upon motion of Authority Member Dr. Jackson, seconded by Authority Member Tucker, the Authority voted unanimously to extend the Fixed Based Operator agreement with Ra-Tech Aviation until December 31, 2020.

Upon motion of Authority Member Johnson, seconded by Authority Member Tucker, the Authority voted to allocate up to \$5,000 to renovate the property at 282 Holly Avenue.

- Approve Emergency Services to purchase three computers at a cost of \$5,900 with current budget funds.
- Approve Emergency Services charges be removed from a patient's bill due to a shortage of transport trucks.

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

There being no comments, Chairman Harris closed the open forum, and the Board resumed regular business.

Don Mitchell, Facilities Director, and Tony Chilton, Brite Engineering, addressed the Board regarding bids for the Dobson Plaza. Mr. Mitchell stated there were six bidders with the lowest bid from Simcon Company. The bids were certified by Brite Engineering and were lower than anticipated. The project was estimated at approximately \$2.3 million. Mr. Mitchell asked the Board to consider adding an additional \$75,000 of contingency funds for unknown issues that could arise. This would bring the total to \$1,874,950.

Bids for the Dobson Plaza were as follows:

Simcon Company	\$1,799,950
JG Coram Construction	\$1,999,500
Hayco Construction	\$2,023,562
Garanco	\$2,088,200
DCS Commercial Const.	\$2,171,768
HM Kern	\$2,391,400

Commissioner Phillips asked Mr. Chilton to address the additional contingency fund request.

Mr. Chilton stated that on renovation projects there are already some contingency funds set aside for the Dobson Plaza which are conservative. The bidder will not put any funds into the project that is not specified in the plans. The margins are very thin or non-existent. The contingency is held by the County and is at the County's discretion on where the funds will be spent. There will be change orders that will need to be approved, and warrantied, to be completed. Any time you go into a renovation there is a risk of finding something different than what is shown on the plans.

Commissioner Tucker stated if something happens that is not the fault of the contractor, it will be a County expense, and the County would have to find the funds elsewhere without a prepared plan for a contingency.

Mr. Knopf stated that when you have the funding contracts in hand, you can only borrow what the contract states. If the County does not factor in contingency funds, and there is an unexplained expense, the funds would need to come from the operating budget. The LGC will only approve what is in the contract.

Commissioner Phillips asked if the contingency funds are not utilized, will the funds come back to the taxpayers or will the County find something else to spend it on.

Mr. Knopf stated the funds will only be spent if the Board decides to spend the funds. Ms. Bowen stated the funds would go towards the principal payment.

Mr. Mitchell and Mr. Chilton presented renderings of the new façade for the Dobson Plaza which is included in the bids.

Mr. Knopf stated the purpose of the Dobson Plaza building is to relocate the Tax Department, Board of Elections, Cooperative Extension Service, and the federal agencies occupied by the Cooper Street facility, which is USDA and the Soil and

Water Office. The building will have a meeting room that can accommodate up to 300 individuals sitting at tables or 500 in seats. This does not include the Hugh Chatham Urgent Care which is leasing a portion of the facility from the County. The Tax Department will have a drive through window for the convenience of the citizens.

Upon motion of Commissioner Johnson, seconded by Commissioner Golding, the Board voted unanimously to accept the bid from Simcon at a cost of \$1,799,950 and allocate an additional \$75,000 contingency funds.

Mr. Don Mitchell, Facilities Director, and Tony Chilton, Brite Engineering, addressed the Board regarding bids for the Historic Courthouse. Mr. Mitchell stated that there were four bids with the lowest bid from Hayco. Mr. Mitchell asked the Board to consider adding an additional \$100,000 of contingency funds for unknown issues that could arise. This would bring the total to \$1,807,012. Mr. Mitchell stated the bids came in under what was anticipated. \$2,000,000 was budgeted for the project.

Bids for the Historic Courthouse were as follows:

Hayco	\$1,707,012
JG Coram Construction	\$1,894,000
Garanco	\$2,000,550
DCS Commercial Const.	\$2,104,743.35

Chairman Harris stated the County had reached a point at the Historic Courthouse to renovate it or demolish it. The County decided to renovate the facility. The County must maintain its facilities.

Commissioner Tucker stated the County decided to make the facility architectural sound, and the facility could be there for the next 100-years.

Commissioner Phillips stated he could understand adding contingency funds to the Historic Courthouse, due to the asbestos removal, but unsure about Dobson Plaza. Commissioner Phillips is concerned about sending out bid packets, and they bid on the project under budget, but if the County builds in \$75,000 contingency funds, are we working against ourselves.

Commissioner Tucker stated we must depend on our architect to watch the change order process.

Mr. Knopf stated the purpose of the renovation at the Historic Courthouse is to accommodate the Board of Commissioners Room, Administration, Human Resources, Finance and Facilities Administration. Mr. Knopf explained the moving process for the District Attorney and Magistrate, which are currently located in the Historic Courthouse. The District Attorney will be relocated to the Judicial Center, and the Magistrate will be relocated to a facility adjacent to the Historic Courthouse.

Upon motion of Commissioner Tucker, seconded by Commissioner Golding, the Board voted unanimously to accept the bid from Hayco at a cost of \$1,707,012 and allocate an additional \$100,000 contingency funds.

Chairman Harris informed the audience that it was time for the special recognition portion of the agenda. The Board recognized the following individuals:

Gary Bailey, Lin Bell, Eula Raye Cook, Rick Cornett, Randy Gentry, Lin Hamilton, Jack Moore, Jerry Motsinger, Katherine Plum, Jeffrey Raines, Ismael Ruiz, Mary Jane Russell, John Sturdivant, David Thomas, Judy Absher, Cheryl Bey, John Brame, Patti Brame, Nelson Clark, Don Coe, Chris Coley, Sandie Grant, Robert Keck, Winston Kobe, Jackie Lewis, Robin Lipford, Randy Moore, Julie Rains, Scott Richardson, Rob Sinton, Raymond Ward, Melanie Newsome, Leon Haynes, Deborah Motsinger, and Mark Sanford for representing Yadkin Valley Senior Games at the North Carolina Senior Games State Finals.

Daniel White, Parks and Recreation Director, addressed the Board regarding Running the Vines 5K/10K race. Mr. White stated the Board adopted a resolution in April, 2016 to close Twin Oaks, Snowhill Church Road and Bob Wilmoth Road for two hours due to the race. Mr. White stated the race will be May 19, 2018.

Upon motion of Commissioner Johnson, seconded by Commissioner Golding, the Board voted unanimously to honor the resolution adopted in April 2016, and allow Mr. White to close Twin Oaks, Snowhill Church Road and Bob Wilmoth Road for two hours due to the race.

Daniel White, Parks and Recreation Director, addressed the Board regarding fees and gun ordinance waivers. Mr. White asked the Cub Scout Day Camp Program and National Wild Turkey Federation Jakes Event reservation fees be waived.

Mr. White also asked for fees to be waived for Surry County Schools that utilize Fisher River Park.

Mr. White discussed Surry County Parks and Recreation assisting other agencies with gift certificates for free shelter reservations at Fisher River Park. Parks and Recreation would administer up to and not exceed ten one-day shelter reservations annually. The gift certificate would be for organizations who assist Parks and Recreation throughout the year with Special Olympics, Senior Games and other events.

Commissioner Phillips stated he has no problem waiving fees, but Parks and Recreation still has a responsibility as a department to rein in their budget. Commissioner Phillips asked Mr. White to consider his budget when he is waiving fees.

Commissioner Johnson asked Mr. White if Surry County Schools includes Mount Airy City Schools, Elkin City Schools, Millennium Charter and private schools. Mr. White stated that historically, it has only been the Surry County Schools, but Parks and Recreation is willing to include other schools, public and private.

Upon motion of Commissioner Johnson, seconded by Commissioner Phillips, the Board voted to allow Parks and Recreation to waive fees and the gun ordinance for the Federation Jakes Event reservation, waive fees for all public and private schools to utilize Fisher River Park and assisting other agencies with gift certificates for free shelter

reservations not to exceed ten one-day shelter reservations annually.

Ayes: Chairman Harris, Commissioner Johnson, Commissioner Phillips

Nays: Commissioner Golding, Commissioner Tucker

Commissioner Golding stated he voted nay because of the gift certificates for free shelter reservations.

Sarah Bowen, Finance Officer, presented a preliminary financing schedule calendar and discussed the debt issuance. Ms. Bowen stated all numbers from the school systems should be finalized and will be presented to the Board at their January 16, 2018 Board meeting. The Board can approve or deny the contracts at that time. Ms. Bowen stated she needs permission to advertise and hold a public hearing at the January 16, 2018 Board meeting to adopt a preliminary financing resolution for the upcoming proposed limited obligation bond.

Upon motion of Commissioner Phillips, seconded by Commissioner Golding, the Board voted unanimously for the Finance Officer to advertise for a public hearing on January 16, 2018.

Sarah Bowen, Finance Officer, addressed the Board regarding an engagement letter with Womble, Bond Dickinson (Paul Billow) for Bond Counsel engagement for limited obligation bonds, series 2018.

Upon motion of Commissioner Tucker, seconded by Commissioner Golding, the Board voted unanimously for the Chairman to sign the Bond Counsel engagement letter.

Chris Knopf, County Manager, addressed the Board regarding a lease agreement on the White Property. Mr. Knopf stated the Board terminated the lease agreement with Mr. Sexton at the November 20, 2017 meeting per Mr. Sexton's request due to health issues. The property is located east of the Judicial Center. The property consists of 9.62 acres. Mr. Sexton recommends leasing the property to Joey White with W4 Farms. Mr. White is currently leasing the adjoining parcel for agricultural purposes.

Upon motion of Commissioner Tucker, seconded by Commissioner Golding, the Board voted unanimously for the Facilities Director to contact Mr. White regarding a lease agreement.

Chris Knopf, County Manager, presented the Board with a 2018 Local Elected Officials Conference meeting schedule. Mr. Knopf stated the four municipalities were contacted regarding meeting dates, and the majority of the municipalities stated they preferred to have a meeting twice a year.

Chris Knopf, County Manager, addressed the Board regarding the Weyerhaeuser/Yadkin Valley Sewer Authority allocation

increase. Weyerhaeuser has provided an acceptable pre-treatment process to the Yadkin Valley Sewer Authority. Construction on the force main sewer project is ready to begin. Mr. Knopf stated that due to the delay in the pre-treatment evaluation process, the project estimates are outdated. Surry County needs to increase its allocation by \$29,374 to allow sufficient funding for construction to be approved by the Yadkin Valley Sewer Authority in January. The funds need to be allocated from General Fund Contingency.

Upon motion of Chairman Harris, seconded by Commissioner Johnson, the Board voted unanimously to allocate \$29,374 toward the project with funds coming from the General Fund Contingency.

Upon motion of Commissioner Golding, seconded by Commissioner Tucker, the Board voted unanimously to approve and not release the December 4, 2017 closed session minutes.

Upon motion of Commissioner Phillips, seconded by Commissioner Golding, the Board voted unanimously to release the following closed session minutes:

April 20, 2015 Item #1	June 1, 2015 Item #1
July 20, 2015 Item #3	November 16, 2015 Item #1
November 16, 2015 Item #2	November 16, 2015 Item #3
November 16, 2015 Item #4	August 25, 2016 Item #3
November 21, 2016 Item #2	November 21, 2016 Item #3
January 17, 2017 Item #1	February 24, 2017 Item #2
March 6, 2017 Item #3	March 20, 2017 Item #1
March 20, 2017 Item #2	April 3, 2017 Item #5
April 6, 2017 Item #1	April 17, 2017 Item #1
April 17, 2017 Item #2	May 1, 2017 Item #1
May 1, 2017 Item #2	May 15, 2017 Item #1
May 15, 2017 Item #2	May 15, 2017 Item #3
May 15, 2017 Item #5	May 15, 2017 Item #6
June 5, 2017 Item #2	June 13, 2017 Item #1
June 13, 2017 Item #2	June 13, 2017 Item #3
June 13, 2017 Item #4	June 13, 2017 Item #5
June 19, 2017 Item #2	June 19, 2017 Item #3
August 21, 2017 Item #1	September 5, 2017 Item #1
September 18, 2017 Item #1	September 18, 2017 Item #2
September 18, 2017 Item #3	November 20, 2017 Item #3
November 20, 2017 Item #4	

Upon motion of Commissioner Johnson, seconded by Commissioner Tucker, the Board voted unanimously to reappoint Mike Branch, Rusty York, Eddie Wilmoth, Scott Reynolds and Donna Collins to the Recreation Advisory Council.

Upon motion of Commissioner Golding, seconded by Commissioner Johnson, the Board voted to appoint Dennis Thompson to the Northern Hospital Board of Trustees to replace Daron Atkins.

Upon motion of Commissioner Golding, seconded by Commissioner Tucker, the Board voted unanimously to reappoint Jonathan Bledsoe to the Dobson Community Library Board.

Upon motion of Commissioner Golding, seconded by Commissioner Tucker, the Board voted unanimously to reappoint Jeanette Hamlin to the Dobson Community Library Board.

Upon motion of Commissioner Tucker, seconded by Commissioner Golding, the Board voted unanimously to reappoint Les Bennett to the Board of Equalization and Review.

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

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

There was no further business to come before the Board.

Upon motion of Commissioner Golding, seconded by Commissioner Tucker, the Board voted unanimously to adjourn. The meeting ended at 8:15 p.m.

Conchita Atkins
Clerk to the Board