

Surry County Board of Commissioners  
Meeting of January 3, 2017

The Surry County Board of Commissioners met on January 3, 2017. 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 for Human Resources and Operations  
Sarah Bowen, Finance Officer  
John Shelton, Emergency Services Director  
Dennis Bledsoe, Public Works Director  
Michael Hartgrove, Tax Administrator  
Kim Bates, Planning Director  
News Media

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Chairman Harris called the meeting to order.

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

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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.

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Chairman Harris requested the Board consider the minutes of the December 5, 2016 meeting.

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

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

Requests by the County Manager:

- Approve the Management Information Services Office to purchase Knowbe4 in the amount of \$9,510.23 for a three-year subscription.
- Approve a contract with SouthData for electronic filing of business personal listings and approve the following resolution providing for electronic filing in the Tax Office:

RESOLUTION PROVIDING FOR ELECTROINC LISTING AND EXTENDING THE TIME FOR FILING ELECTRONIC LISTINGS OF PERSONAL PROPERTY FOR PROPERTY TAX PURPOSES.

WHEREAS, North Carolina General Statute 105-310.1 authorizes Counties to permit electronic listing of personal property, and

WHEREAS, North Carolina General Statute 105-307 permits the Board of County Commissioners to extend the deadline for filing electronic listings of personal property under G.S. 105-304 to June 1, and

WHEREAS, North Carolina General Statute 105-311(b) authorizes electronic signature of personal property listings which are submitted electronically,

NOW THEREFORE BE IT RESOLVED as follows:

Section 1. The Surry County Board of Commissioners hereby authorizes personal property listings to be submitted and signed electronically.

Sec. 2. The following procedures will apply to electronic tax filings. Electronic listings must be submitted online. Facsimiles will not be accepted as electronic listings. In order to file electronically, the taxpayer must use an electronic listing application approved by the County. To request an extension to electronically file personal property listings after January 31, the taxpayer must file an online request for extension of time during the month of January and must provide an Account ID provided by the County and associated with the location for which the extension is requested. Once an extension of time has been granted by the Administrator the electronic filing must be received by the Surry County Administrator no later than April 15 in order to avoid late list penalties.

Sec. 3. This resolution shall be recorded in the minutes of the Surry County Board of Commissioners and notice of the procedure and extension of time for electronic filing of personal property listings shall be published as required by G.S. 105-296(c).

Sec. 4. This resolution is effective for all tax years after its adoption and at such time as the Administrator has the ability to implement a system for electronic listing.

Requests from the Assistant County Manager for Human Resources and Operations:

- Approve McNeary's recommendation for the retiree insurance program for 2017.
- Approve Human Resources to work with the Association of County Commissioners in evaluating the County's Workers' Compensation for 2017-2018.

Requests from the Finance Officer:

- Approve Emergency Services to purchase phone systems switches for Communications to complete the upgrade.

- Approve budget amendment no. 13 as follows:

The Board of County Commissioners approved an amendment to the FY 2016-2017 Budget Ordinance at their meeting on January 3, 2017.

<u>ACCOUNT CODE</u>		<u>DESCRIPTION</u>	<u>PREVIOUS AMOUNT</u>	<u>CHANGE</u>	<u>REVISED AMOUNT</u>
<u>GENERAL FUND</u>					
<u>EXPENDITURES</u>					
<u>BUILDINGS AND GROUNDS - COUNTY</u>					
1054190	53020	Equipment Maintenance	3,500	10,000	13,500
		Increase departmental			
		total.	508,424	10,000	518,424
1054199	59510	General Fund Contingency	160,385	(10,000)	150,385
		Increase departmental			
		total.	784,530	(10,000)	774,530
<u>SHERIFF'S SPECIAL EVENTS</u>					
<u>EXPENDITURES</u>					
<u>SHERIFF'S SPECIAL EVENTS</u>					
2454324	55657	Miscellaneous	70,000	16,000	86,000
		Increase departmental			
		total.	70,000	16,000	86,000
<u>REVENUES</u>					
2444324	49900	Unencumbered Balance	0	16,000	16,000
		Increase Fund Totals	70,000	16,000	86,000
<u>EMERGENCY TELEPHONE FUND</u>					
<u>EXPENDITURES</u>					
<u>EMERGENCY TELEPHONE FUND</u>					
3554329	56010	Equipment	0	10,297	10,297
		Increase departmental			
		total.	553,241	10,297	563,538
<u>REVENUES</u>					
3544329	49900	Unencumbered Balance	114,046	10,297	124,343
		Increase Fund Totals	553,241	10,297	563,538

- Approve allocating \$3,075 to the Franklin Youth Foundation for grading cost and loads of dirt and budget amendment no. 14.

The Board of County Commissioners approved an amendment to the FY 2016-2017 Budget Ordinance at their meeting on January 3, 2017.

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<u>GENERAL FUND</u>					
<u>EXPENDITURES</u>					
<u>BUILDINGS AND GROUNDS - COUNTY</u>					
1054190	53060	Community Centers	0	3,075	3,075
		Increase departmental			
		total.	0	3,075	3,075

NON-DEPARTMENTAL

1054199	59510	General Fund Contingency	150,385	(3,075)	147,310
		Decrease departmental total.	774,530	(3,075)	771,455

No change in fund totals

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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.

Roy Ferguson requested the Board consider building a gym at the Elkin Middle/High School. Mr. Ferguson stated that middle school students are having to share a gym with high school students. Mr. Ferguson stated most middle and high schools have separate gymnasiums.

Chairman Harris stated that Surry County is facing numerous capital needs from the school systems over the next several years. Chairman Harris also stated there are jail facility needs.

Commissioner Phillips wished County Manager Chris Knopf a happy birthday. Commissioner Phillips stated that it is an honor to have Mr. Knopf work for Surry County.

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

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Reverend Stewart Taylor, Watershed NOW Coordinator, introduced members of the Watershed NOW Committee and stated he had been working with students and landowners to preserve and protect the watersheds that provide us with clean water. Reverend Taylor stated the Committee has established three partnerships, one with the Town of Elkin, the Soil and Water Conservation District and Elkin City Schools.

April Swarey, Elkin High School English Language Arts Instructor, stated that last year the Watershed NOW Committee approached the school about a collaboration on water and environment improvements. Ms. Swarey stated students will be inheriting what we leave behind and need to understand how to protect the environment. Students had completed art projects and writings regarding water and environmental issues. Ms. Swarey showed a short video on the Watershed NOW efforts.

Several students shared their thoughts on the water and environment in Surry County.

Chairman Harris thanked Ms. Swarey and students for attending the meeting.

Commissioner Phillips encouraged the students to read the book "Let There Be Water".

Chairman Harris introduced Dr. Myra Cox, the new Elkin City Schools Superintendent.

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John Mize, Womble Carlyle Sandbridge & Rice, LLC, addressed the Board regarding refunding and reissuing bonds for Northern Hospital of Surry County District which would reduce debt service. Mr. Mize presented a summary of the resolution authorizing and approving the sale and issuance by Northern Hospital District of Surry County of its Healthcare Facilities Revenue Refunding Bonds, Series 2017 in an aggregate principal amount not to exceed \$26,000,000.

Upon motion of Commissioner Phillips, seconded by Commissioner Golding, the Board voted unanimously to recess as the Board of Commissioners and to convene as the Governing Board of Northern Hospital of Surry County.

Upon motion of Northern Hospital Governing Board Member Golding, seconded by Northern Hospital Governing Board Member Phillips, the Board voted unanimously to approve the documents as presented.

Upon motion of Northern Hospital Governing Board Member Phillips, seconded by Northern Hospital Governing Board Member Johnson, the Board voted to adjourn as the Governing Board of Northern Hospital of Surry County and reconvene as the Surry County Board of Commissioners.

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

Matthew Vincent Waddell, Troop 648, for his attainment of Eagle Scout Rank in the Boy Scouts of America.

Stephanie Conner for her completion of the Association of Public Safety Communications Officials Institute Leadership Certificate Program and earning the designation of Registered Public-Safety Leader and being accepted into the Association of Public Communications Officials Institute Registry of Public-Safety Leaders.

The Board recognized the following employees for their years of service to Surry County:

10 Years of Service:

Lisa S. Bingman	Timothy J. Crotts
James Bradley Wood	Jose G. Butron
Colin "Doug" Hall, Jr.	Julie A. Jarvis
Johnny E. Easter	

15 Years of Service:

Tina L. Whitt	Adrienne D. Gardner
Una S. Freeman	Cindy W. Tate

20 Years of Service:

Lynn O. Hemric	Rebecca L. Carson
Kelly K. Bengé	

25 Years of Service:

Lois J. Edwards

The Board took a recess for a reception for employees with service awards.

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The Board resumed regular business.

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Sarah Bowen, Finance Officer, addressed the Board regarding draft financial, purchasing and procurement card policies. Ms. Bowen stated that the financial policy was recommended by DEC Associates, Surry County's Financial Advisors. The policy helps lending agencies determine the County's policies on an array of topics without having to spend time asking questions. The purchasing policy is a way to streamline the purchasing process. The policy will help insure that applicable General Statutes and local procedures are followed. The procurement card policy will replace the current procedures of the procurement card program.

It was the consensus of the Board for Ms. Bowen to bring the policies to the next Board meeting.

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Chris Knopf, County Manager, addressed the Board regarding an amendment to the Interlocal Agreement between the City of Mount Airy, Interstates Water and Sewer District and the County of Surry for extension of sewer services into the Interstates Water and Sewer District and to confirm operational responsibilities.

Attorney Edwin Woltz stated that the City of Mount Airy has approved the agreement. The amended agreement documents the expansion of the original agreement.

Upon motion of Commissioner Johnson, seconded by Commissioner Phillips, the Board voted unanimously to approve the amended agreement as follows:

FIRST AMENDMENT TO INTERLOCAL AGREEMENT BETWEEN:  
CITY OF MOUNT AIRY, INTERSTATES WATER & SEWER DISTRICT AND  
COUNTY OF SURRY FOR EXTENSION OF SEWER SERVICES  
INTO THE INTERSTATES WATER & SEWER DISTRICT  
AND TO CONFIRM OPERATIONAL RESPONSIBILITIES

This First Amendment is made and entered into this the \_\_\_\_\_ day of \_\_\_\_\_, 2016, by and between Interstates Water & Sewer District, entity established pursuant to NCGS 162A-86 et seq. (the "District"), the City of Mount Airy, a municipal corporation situated in Surry County, North Carolina, (the "City") and County of Surry, North Carolina, a body politic and corporate and a subdivision of the State of North Carolina (the "County");

WITNESSETH:

WHEREAS, the parties to this First Amendment were parties to an Interlocal Agreement dated on or about January 5, 2015; and

WHEREAS, the parties wish to amend the original Interlocal Agreement in order to expand the scope of the project, allocate costs for the expansion, identify operational responsibilities and confirm that the fee schedule associated with the extension is identical to that elsewhere in the District:

1. Article I, Scope of Project, is amended to include the addition of 2895 linear feet of 12 inch or smaller gravity sewer lines and related improvements. The extended project will serve 5 additional tax parcels and extend from the original terminus westward as depicted on Exhibit "A" which is a drawing prepared by The Lane Group, the Project Engineer.
2. Costs of the project extension will be borne by County and District and the estimated project cost set forth in Article 1 is amended and increased by the estimated cost of the extension which is \$294,000.
3. Any additional pump stations that may be required within the project extension shall be privately maintained and City, as Operation's Agent, will have no responsibility for maintenance or upkeep of those pump stations.
4. The final design and engineering plan for the sewer line extension shall be agreed upon by all parties and the City reserves the right for its engineer to approve the proposed design which must be compatible with design and materials currently in use by the City Water & Sewer Department.
5. City, as Operation's Agent, shall operate the extended sewer line in the same manner as it operates the rest of the Interstates Water & Sewer District sewer line.
6. City shall have no liability for capital expenses relating to the sewer line extension.
7. District will own the extended sewer line until all obligations are paid in full relating to the entire Interstates Water & Sewer District sewer system. At that time, District shall assign its right, title and interest in the extended lines, including all easements or other interests in real property related to the extended system, to City, upon approval of the Local Government Commission.
8. District shall be solely responsible for insuring the extended sewer lines during the period of construction. City shall be responsible for costs of insuring the extended lines upon completion with the District, County and County's lender named as Additional Insureds, as their interests may appear.
9. Neither the District, County nor City shall assume ownership or maintenance responsibility for any portion of the extended sewer line located on private property, not subject to right-of-way or easement.

Except as specifically provided above, the balance of the Interlocal Agreement between City, County and District dated January 5, 2015 is ratified and shall remain in full force and effect. In the event of any discrepancy between the Interlocal Agreement dated January 5, 2015 and this First Amendment, the Amendment shall control.

Commissioner Golding asked the County Attorney if Mayor Rowe has a conflict signing the agreement since he owns the company doing the work in the district.

Attorney Woltz stated it is not a conflict. He is signing as Mayor.

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Chris Knopf, County Manager, addressed the Board regarding the Millennium Education Foundation not extending an agreement for use and maintenance of athletic facilities at the Millennium Charter Academy due to expansion plans.

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Don Mitchell, Facilities Director, addressed the Board regarding quotes for the abatement of the asbestos found in the old classroom building at the Beulah Community Center and demolition of the building. The following bids were received:

D.H. Griffin Wrecking Company	\$82,875
CCI Environmental Services (Remove asbestos only)	\$46,650
EME Industrial Services	\$59,833

Mr. Mitchell stated that EME Industrial Services will reduce their price to \$49,833 if the County will waive the landfill tipping fees for disposal of debris.

The Board discussed the condition of the building and the placement of an outpost for Emergency Services on the site once the facility is demolished. The Board also discussed a timeframe for the work to be completed.

Commissioner Tucker made a motion to accept the quote from EME Industrial Services to abate the asbestos and demolition of the classroom building with EME Industrial Services paying the landfill tipping fees. Funds for the project will come from General Fund Contingency. Commissioner Golding seconded the motion.

The Board continued to discuss the timeframe for completion of work.

Chairman Harris called the question.

Commissioner Tucker amended his motion to allow EME to perform the project, contingent upon the work by EME Industrial Services be completed by May 1, 2017. Commissioner Phillips seconded the amended motion.

The Chairman called for a vote on the amendment to the motion. The vote was unanimous.

The Chairman called for a vote on the original motion. The vote was unanimous.

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Chris Knopf, County Manager, addressed the Board regarding a request from the Mount Airy/Surry County Airport for a surplus vehicle to be used as a crew car.

The Board discussed the airport using a rental service car, liability and insurance.



Upon motion of Commissioner Johnson, seconded by Commissioner Harris, the Board voted to surplus a vehicle from Surry County to the Mount Airy/Surry County Airport. The vote was as follows:

Ayes: Chairman Harris, Commissioner Johnson, Commissioner Phillips.

Nays: Commissioner Golding, Commissioner Tucker.

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Chris Knopf, County Manager, addressed the Board regarding a lease agreement at 303 North White Street, Dobson. The lease property is for the exclusive use of the Sheriff's Office.

Upon motion of Commissioner Phillips, seconded by Commissioner Golding, the Board voted unanimously to approve the lease agreement.

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Upon motion of Commissioner Golding, seconded by Commissioner Johnson, the Board voted unanimously to appoint Dr. Druery DeVore, Northern Hospital Chief of Staff, to the Northern Hospital Board of Trustees for a one-year term.

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Upon motion of Commissioner Golding, seconded by Commissioner Johnson, the Board voted unanimously to reappoint Debbie Cave to the Surry County Board of Health.

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Upon motion of Commissioner Johnson, seconded by Commissioner Phillips, the Board voted unanimously to reappoint Debbie Wilmoth to the Dobson Community Library Board.

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Upon motion of Commissioner Johnson, seconded by Commissioner Phillips, the Board voted unanimously to reappoint Tim Gentry to the Elkin Planning-ETJ.

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Upon motion of Commissioner Johnson, seconded by Commissioner Phillips, the Board voted unanimously to reappoint Debbie Garris, Bill Blackley, Dennis Atkins, Chad Chilton, Dr. Steve Wells and Roger DeHart to the Natural Resources Committee.

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Upon motion of Commissioner Johnson, seconded by Commissioner Phillips, the Board voted unanimously to reappoint Joe Mickey to the Recreation Advisory Committee.

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Upon motion of Commissioner Johnson, seconded by Commissioner Phillips, the Board voted unanimously to approve to move Eddie Jordan from the Optometrist role to the Public Member position on the Board of Health.

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

318.11(a)(4) and legal matters pursuant to G.S. 143-318.11(a)(3).

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

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Upon motion of Commissioner Phillips, seconded by Commissioner Tucker, the Board voted unanimously to approve a three step salary increase for employee #0273 and maintain position #437004 as Assistant Emergency Services Director at pay grade 73 on the Position Classification Plan. Remove Assistant EMS Director of Training and Administration from Grade 72, effective January 1, 2017, contingent upon the Assistant County Manager of Human Resources and Operations contacting the retirement system.

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There was no further business to come before the Board.

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Upon motion of Commissioner Tucker, seconded by Commissioner Johnson, the Board voted unanimously to adjourn. The meeting ended at 9:44 p.m.

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Conchita Atkins  
Clerk to the Board