

Surry County Board of Commissioners
Meeting of June 5, 2017

The Surry County Board of Commissioners met on June 5, 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 Service Director
News Media

Chairman Harris called the meeting to order.

Commissioner Tucker 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 May 15, 2017 meeting.

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

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

Requests from the County Manager:

- Approve Non-Exclusive Franchise license for Hulk's Waste Disposal and revoke Non-Exclusive license for Mt. Pilot Garbage Service.
- Approve Communications to purchase an Uninterrupted Power Supply with funds coming from the 911 surcharge.

Requests from the Finance Officer:

- Approve budget amendment no. 31 as follows:

The Board of County Commissioners approved an amendment to the FY 2016-2017 Budget Ordinance at their meeting on June 5, 2017.

<u>ACCOUNT</u>			<u>PREVIOUS</u>		<u>REVISED</u>
<u>CODE</u>		<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>CHANGE</u>	<u>AMOUNT</u>
<u>GENERAL FUND</u>					
<u>EXPENDITURES</u>					
<u>BUILDING AND GROUNDS - COUNTY</u>					
1054190	53070	Elkin Center (Workforce)	0	22,333	22,333
1054190	53067	Beulah Community Center	118,833	5,000	123,833
		Increase departmental total	636,332	27,333	663,665
<u>DOBSON PLAZA</u>					
1054188	51500	Professional Services	0	7,500	7,500
1054188	55150	Insurance & Bonding	0	2,274	2,274
1054188	56500	Land acquisition	0	410,000	410,000
1054188	56550	Buildings	0	1,090,000	1,090,000
		Increase departmental total	0	1,509,774	1,509,774
<u>FIRE MARSHAL</u>					
1054340	53040	Vehicle Maintenance	6,000	1,057	7,057
		Increase departmental total			
			285,992	1,057	287,049
<u>MEDICAL EXAMINER</u>					
1054360	51500	Professional Services	40,000	55,000	95,000
		Increase departmental total	40,000	55,000	95,000
<u>ADMINISTRATION/SOCIAL SERVICES BUILDING</u>					
1054196	54300	Utilities	45,000	(5,000)	40,000
		Increase departmental total	300,528	(5,000)	295,528
<u>HEALTH DEPT ADMINISTRATION</u>					
1055110	51010	Salaries & Wages	34,600	(2,000)	32,600
1055110	52010	Supplies & Materials	20,000	(2,000)	18,000
1055110	53020	Equipment Maintenance	4,500	(3,000)	1,500
1055110	55500	Dues & Subscriptions	5,600	(800)	4,800
		Increase departmental total	161,580	(7,800)	153,780
<u>ADULT CARE</u>					
1055148	51010	Salaries & Wages	204,011	15,000	219,011
1055148	51300	Social Security	12,600	4,000	16,600
1055148	51310	Medicare	3,000	1,000	4,000
1055148	51330	Retirement	14,100	2,000	16,100
1055148	51350	Group Insurance	28,200	2,000	30,200
1055148	51530	Prof. Services-Lab	13,500	15,000	28,500
1055148	52010	Supplies & Materials	9,300	3,000	12,300
1055148	54200	Telephone	3,000	1,000	4,000
1055148	55500	Dues & Subscriptions	10,250	7,000	17,250
		Increase departmental total	335,111	50,000	385,111
<u>MATERNAL HEALTH</u>					
1055162	51010	Salaries & Wages	71,711	2,000	73,711
1055162	51720	Contracted Services	5,985	5,800	11,785
		Increase departmental total	114,699	7,800	122,499
<u>TRANSFERS</u>					
1059810	59175	Trans. to Cap.Proj.County Bldg.	1,509,774	(1,509,774)	0
		Increase departmental total	8,231,566	(1,509,774)	6,721,792
<u>REVENUES</u>					
1044000	48500	Insurance Refunds	41,209	1,057	42,266
1044000	49900	Unencumbered Balance	5,893,148	77,333	5,970,481
1045110	43300	State & Fed. Aid to County	95,034	(7,800)	87,234

1045148	43187	Community Health Grant	100,000	50,000	150,000
		State & Fed. Aid to			
1045162	43300	County	0	7,800	7,800
		Increase fund totals	72,529,055	128,390	72,657,445

COUNTY CAPITAL PROJECT FUND

EXPENDITURES

DOBSON PLAZA

99154188	51500	Professional Services	7,500	(7,500)	0
99154188	55150	Insurance & Bonding	2,274	(2,274)	0
99154188	56550	Buildings	1,500,000	(1,500,000)	0
		Increase departmental total	1,509,774	(1,509,774)	0

REVENUES

99144188	49800	Transfer from General Fund	1,509,774	(1,509,774)	0
		Increase fund totals	1,509,774	(1,509,774)	0

- Approve budget amendment no. 32 as follows:

The Board of County Commissioners approved an amendment to the FY 2016-2017 Budget Ordinance at their meeting on June 5, 2017.

<u>ACCOUNT CODE</u>	<u>DESCRIPTION</u>	<u>PREVIOUS AMOUNT</u>	<u>CHANGE</u>	<u>REVISED AMOUNT</u>
<u>AIRPORT FUND (NEW)</u>				
<u>EXPENDITURES</u>				
<u>Airport Operations</u>				
8154985	51720	Contracted Services	0	70,036
8154985	52010	Supplies & Materials	0	18,500
8154985	52350	Automotive Supplies	0	2,000
8154985	53010	Buildings & Grounds Maintenance	0	25,000
8154985	53020	Equipment Maintenance	0	15,000
8154985	54200	Telephone	0	2,000
8154985	54250	Postage	0	50
8154985	54300	Utilities	0	2,500
8154985	55020	Rent-Buildings & Equipment	0	500
8154985	55150	Insurance & Bonding	0	1,000
8154985	55500	Dues & Subscriptions	0	500
8154985	55650	Miscellaneous	0	1,000
		Increase departmental totals.	0	138,086
<u>REVENUE</u>				
8144985	44572	Fuel Flowage Fee	0	300
8144985	48615	Rent - Hangars	0	10,000
8144985	48620	Rent - Property	0	4,000
8144985	49950	Retained Earnings	0	123,786
		Increase fund totals.	0	138,086

- Approve the following Capital Project Ordinance and budget amendment no. 33 regarding the Airport Authority as follows:

MOUNT AIRY SURRY COUNTY AIRPORT AUTHORITY
CAPITAL PROJECT ORDINANCE
RUNWAY EXTENSION PROJECT

BE IT ORDAINED by the Board of Commissioners of the County of Surry that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, this capital project ordinance is hereby adopted.

Section 1: The project authorized by this ordinance is the extension, strengthening, and repaving of the runway at the Mount Airy Surry County Airport.

Section 2: The officers of this governmental unit are hereby directed to proceed with this capital project within the guidelines set by the budget contained herein.

Section 3: The following revenues are anticipated to be available to complete this project and are hereby appropriated or referenced by prior appropriation.

Transfer from General Fund \$1,184,597

Total Revenues \$1,184,597

Section 4: The following amounts are available for expenditures for the project:

Professional Services -	
Engineering	\$ 310,000
Project Construction	850,000
Contingency	<u>\$ 24,597</u>
Total Appropriation	\$1,184,597

Section 5: The Finance Officer is directed to report quarterly to the Mount Airy Surry County Airport Authority on the financial status of this project.

Section 6: The Budget Officer is directed to include an analysis of past and future costs and revenues for this capital project in each annual budget submitted to the Mount Airy Surry County Airport Authority for as long as this ordinance shall remain in effect.

Section 7: Any unexpended funds appropriated shall be reserved by the Grantor and the Board of Commissioners for use as provided by applicable law or regulation.

Section 8: Copies of this grant project ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

Change 33

The Board of County Commissioners approved an amendment to the FY 2016-2017 Budget Ordinance at their meeting on June 5, 2017.

<u>ACCOUNT</u>			<u>PREVIOUS</u>		<u>REVISED</u>
<u>CODE</u>		<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>CHANGE</u>	<u>AMOUNT</u>
<u>GENERAL FUND</u>					
<u>EXPENDITURES</u>					
<u>Special Appropriations</u>					
1054198	57131	MA Airport Expansion	544,279	(414,597)	129,682
		Decrease Department Total	1,163,523	(414,597)	748,926
<u>Non-Departmental</u>					
1054199	51350	Group Insurance	81,285	(35,000)	46,285
1054199	59520	Salary Contingency	397,245	(300,000)	97,245
1054199	59530	Insurance Contingency	80,000	(70,000)	10,000
		Decrease Department Total	575,195	(405,000)	170,195
<u>Transfers</u>					
1059810	59228	Transfer to CP- Airport	0	1,184,597	1,184,597

1059810	59270	Transfer to Building Reserve	365,000	(365,000)	0
		Increase Department Total	8,231,566	819,597	9,051,163
		No change to fund totals.			

AIRPORT CAPITAL PROJECT FUND (NEW)EXPENDITURESRunway Expansion

99754987	51560	Professional Services- Engineering	0	310,000	310,000
99754987	51640	Project Construction (NEW)	0	850,000	850,000
99754987	59500	Contingency	0	24,597	24,597
		Increase departmental total.	0	1,184,597	1,184,597

REVENUE

99744987	49800	Transfer from General Fund	0	1,184,597	1,184,597
		Increase fund totals.	0	1,184,597	1,184,597

- Approve the following Deputy Finance Officer list:

Deputy Finance Officers

Chris Knopf	Ben Pratt
Jean-Pierre DeCelle	Sandra Harris
Sandra Snow	

Department of Social Services Trust Account Only

Kristina Preston	Karen Smith
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Inmate Trust Account Only

Lieutenant Randall Shelton	Sergeant Toby Boyd
Sergeant Tony Holyfield	Sergeant Tim Ward
Sergeant Charles Watson	Senior Officer Brandon Gentry
	Senior Officer Randy
Senior Officer Mike Hale	Jenkins
Senior Officer Justin Jones	Senior Officer Keith Watson

Sheriff's Levy Account Only

Lieutenant Mike Creed	Deputy Jeffery Byrd
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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.

David Nicholson, North Carolina Association of County Commissioners, addressed the Board regarding a County Leadership Forum on Opioid Abuse. The Association has taken a leadership role in addressing the fundamental causes of the Opioid problem and to initiate local steps to intervene in the cause. Mr. Nicholson stated that each County across the State is asked to convene a leadership forum with all local elected officials for an informed discussion, to provide an opportunity for all local elected leaders to jointly learn about the effect of Opioids. Mr. Nicholson presented a packet of information to assist Surry County in hosting a forum.

Commissioner Phillips recognized Jeff Eads, Partners Behavioral Healthcare. Partners Behavioral Healthcare is working on a plan for the Opioid Abuse issue.

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

Dr. Challie Minton addressed the Board regarding a letter of support for a Lowgap Medical Center at Highway 89 and Flippen Road. Dr. Minton stated that he is pursuing a USDA loan and one of the requirements is a letter of support from a local governing board.

Upon motion of Commissioner Golding, seconded by Commissioner Johnson, the Board voted unanimously to write a letter of support.

John Shelton, Emergency Services Director, addressed the Board regarding a blood storage unit for a supervisor vehicle. Mr. Shelton stated he is working with Wake Forest Laboratory on a vendor that will custom build the unit with a double battery back-up when the power is off. The unit will be ready during July 2017. The unit cost is \$5,400. Mr. Shelton requested to purchase the blood storage unit in the FY 17-18 budget.

It was the consensus of the Board to review at the June 13, 2017 budget work session.

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

Chris Southard and Travis Chrisawn for receiving the 2016 Best Overall Division Wildflower Program in the State of North Carolina and receiving second place for the Best Western Region Wildflower Bed Award.

Chris Knopf, County Manager, addressed the Board regarding the Phillip Parks Lease Agreement. The lessee pays to lease a portion of the Strickland property in Elkin for an annual payment of \$400. The lessee farms the property.

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

Chris Knopf, County Manager, presented the FY 2017-2018 recommended budget. Mr. Knopf stated the expenditures and revenues are in balance. A copy of the recommended budget is in the Clerk to the Board's Office for public review.

Mr. Knopf discussed steps used in preparing the budget and presented a budget trends analysis. Mr. Knopf stated the Department Heads were instructed to review the public service needs of the County's citizens served by their programs and to request only what they absolutely needed to operate. Mr. Knopf discussed departments submitting their budgets under the new financial and purchasing policies. Mr. Knopf stated that once budgets were submitted, they were reviewed and reduced, if necessary. Mr. Knopf stated this year the process for reducing departmental budgets was adjusted since we no longer utilize the capacity generated annually from retiring debt service. The

capacity is now transferred to the Dedicated Capital Improvement Fund. Mr. Knopf discussed guidelines for making budget recommendations. Mr. Knopf discussed budget trends from 2007-2018. Mr. Knopf addressed County tax rate comparisons. Surry County is the lowest among surrounding counties. Mr. Knopf presented budget impacts and expenditure highlights. Mr. Knopf also discussed the Dedicated Capital Improvement Fund, Enterprise Funds, Special District Funds and User Fees. Mr. Knopf stated the budget included a 2% cost-of-living adjustment for County employees on the grade/step plan.

It was the consensus of the Board to hold a budget work session on June 13, 2017 at 6:00 p.m. in the Surry County Government Center, Room 335.

Upon motion of Commissioner Golding, seconded by Commissioner Phillips, the Board voted unanimously to approve and not release the May 15, 2017 closed session minutes.

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

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|---------------------------|----------------------------|
| August 25, 2016 Item #1 | November 21, 2016 Item #4 |
| January 3, 2017 Item #1 | January 3, 2017 Items #2 |
| January 3, 2017 Item #4 | January 17, 2017 Item #2 |
| February 6, 2017 Item #1 | February 20, 2017 Items #1 |
| February 24, 2017 Item #1 | March 6, 2017 Item #1 |
| March 6, 2017 Item #2 | March 20, 2017 Item #3 |
| April 3, 2017 Item #1 | April 3, 2017 Item #2 |
| April 3, 2017 Item #3 | April 3, 2017 Item #4 |
| April 6, 2017 Item #2 | April 17, 2017 Item #3 |
| April 17, 2017 Item #4 | |

Upon motion of Commissioner Phillips, seconded by Commissioner Tucker, the Board voted unanimously to appoint Sean Heath to the Planning Board to fulfill the term of Dustin Rogers who was unable to serve.

The Board took a ten-minutes recess.

The Board resumed regular business.

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) and economic development pursuant to G.S. 143-318.11 (a) (4).

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 Tucker, seconded by
Commissioner Phillips, the Board voted unanimously to adjourn.
The meeting ended at 9:00 a.m.

Conchita Atkins
Clerk to the Board