

Surry County Board of Commissioners
Meeting of October 16, 2017

The Surry County Board of Commissioners met on October 16, 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 Vice-Chairman Van Tucker, Commissioner R.F. "Buck" Golding, Commissioner Larry Johnson and Commissioner Larry Phillips.

Chairman Eddie Harris was unable to attend due to being out of town on business.

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

Vice-Chairman Tucker called the meeting to order.

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

Vice-Chairman Tucker requested the Board review and approve the agenda.

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

Vice-Chairman Tucker requested the Board consider the minutes of the October 2, 2017 meeting.

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

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

Requests by the County Manager:

- Approve the proposal submitted by EMG in the amount of \$8,750 to assess the facilities at the Mount Airy-Surry County Airport, with funds coming from Fund 81, the Airport Enterprise Fund.
- Approve the Facilities Director to contract with Brite Engineering for additional services for the Historic Courthouse and Dobson Plaza.
- Approve up to \$14,000 for the purchase of a bariatric lift for an ambulance currently undergoing refurbishing and a chassis replacement, contingent on EMS funding availability within their FY 17-18 departmental budget.

- Approve the following resolution regarding advancing the time for general appraisal of real property from four years to five years:

**RESOLUTION REGARDING ADVANCING THE TIME FOR GENERAL APPRAISAL OF
REAL PROPERTY FROM FOUR YEARS TO FIVE YEARS**

**BOARD OF COMMISSIONERS
COUNTY OF SURRY, NORTH CAROLINA**

WHEREAS, under the Quintuple Plan, the County of Surry will be required to reappraise all real property as of January 1, 2020, in accordance with the provisions of North Carolina General Statutes 105-283 and 105-317; and

WHEREAS, pursuant to North Carolina General Statutes 105-286(a) (2), the County may advance the time for a general reappraisal of real property by the adoption of the Board of Commissioners of a resolution so providing; and

WHEREAS, the Tax Administrator has requested that the Board of Commissioners advance the time of the next general reappraisal of real property to January 1, 2021; and

WHEREAS, pursuant to North Carolina General Statutes 105-286(a) (2), the Board of Commissioners may advance the time for a general reappraisal of real property by the adoption of a resolution.

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF THE COUNTY OF SURRY DO TH RESOLVE AS FOLLOW:

1. That the next general reappraisal of real property within the County of Surry, North Carolina shall be advanced to January 1, 2021 under the provision of the North Carolina General Statutes 105-286(a) (2).
2. That the Tax Administrator shall promptly forward a copy of this Resolution to the North Carolina Department of Revenue.
3. That the Tax Administrator shall promptly forward a copy of this Resolution to each of the taxing units located within the County.

- Approve the following from the Tax Office:

Total releases for the month ending 9/30/2017 in the amount of \$18,516.44.

Total refunds for the month ending 9/30/2017 in the amount of \$7,184.95.

Total NCVTS Tag and Tax refunds for the month ending 9/30/17 in the amount of \$1,733.50.

Total real and personal property discoveries for the month ending 9/30/2017 in the amount of \$1,587,402.47.

Total Motor Vehicle Discoveries for the month ending 9/30/17 in the amount of \$620.26.

Total EMS and EMD additions as of 9/30/2017 in the amount of \$44,563.42.

Total EMS and EMD refunds as of 9/30/2017 in the amount of \$65.98.

Total EMS and EMD releases as of 9/30/2017 in the amount of \$13,537.98.

Total EMS and EMD collections as of 9/30/2017 in the amount of \$21,972.85.

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

- Reclassify position #515805 from an OSSOG IV to an OSSOG V, contingent upon final approval from State Personnel.
- Adopt the following resolution to add NC Public Employee Deferred Compensation plan to the Employee Benefit package:

**BOARD RESOLUTION
TO ADD NORTH CAROLINA PUBLIC EMPLOYEE
DEFERRED COMPENSATION PLAN**

WHEREAS, the Surry County Board of Commissioners wishes to provide a qualified defined contribution plan to the employees of Surry County.

AND WHEREAS, the State of North Carolina has established the North Carolina Public Employee Deferred Compensation Plan, a qualified governmental Deferred Compensation Plan under Internal Revenue Code 457(b) for public employees of North Carolina.

THEREFORE, BE IT RESOLVED that the County of Surry has adopted the North Carolina Public Employee Deferred Compensation Plan also known as "NC Deferred Comp" under the terms of the Plan Document and the Third-Party Administrator Agreement. All employees shall become eligible to defer compensation immediately.

- Approve the bond for Interim Tax Administrator, Penny Harrison, as presented.
- Create a Housekeeper/Custodian position for Health and Nutrition Center, contingent upon final approval from State Personnel.
- Reclassify vacant position #515103 from a Social Worker II to a Public Health Nurse II, contingent upon final approval from State Personnel.
- Approve the revised Family Medical Leave Act policy, effective January 1, 2018.

Requests from the Finance Officer:

- Approve budget amendment no. 8 as follows:

The Board of County Commissioners approved an amendment to the FY2017-2018 Budget Ordinance at their meeting on October 16, 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>GOVERNING BODY</u>					
1054110	52010	Supplies & Materials	0	20	20
		Increase departmental total	543,257	20	543,277
 <u>ADMINISTRATION</u>					
1054120	52010	Supplies & Materials	0	200	200
		Increase departmental total	185,376	200	185,576

<u>HUMAN RESOURCES</u>					
1054122	52010	Supplies & Materials	0	245	245
		Increase departmental total	504,433	245	504,678
<u>FINANCE</u>					
1054130	52010	Supplies & Materials	0	4,560	4,560
		Increase departmental total	606,706	4,560	611,266
<u>TAX SUPERVISOR</u>					
1054140	52010	Supplies & Materials	0	5,000	5,000
		Increase departmental total	1,535,732	5,000	1,540,732
<u>BOARD OF ELECTIONS</u>					
1054170	52010	Supplies & Materials	0	400	400
		Increase departmental total	465,465	400	465,865
<u>REGISTER OF DEEDS</u>					
1054180	52010	Supplies & Materials	0	4,100	4,100
		Increase departmental total	480,400	4,100	484,500
<u>JUDICIAL CENTER BUILDING</u>					
1054185	52010	Supplies & Materials	0	1,000	1,000
		Increase departmental total	342,487	1,000	343,487
<u>PERMIT & HEALTH BLDG</u>					
1054189	52010	Supplies & Materials	0	250	250
		Increase departmental total	606,706	250	606,956
<u>HISTORIC COURTHOUSE</u>					
1054192	52010	Supplies & Materials	0	300	300
		Increase departmental total	96,500	300	96,800
<u>AGRICULTURE BUILDING</u>					
1054194	52010	Supplies & Materials	0	250	250
		Increase departmental total	17,000	250	17,250
<u>HEALTH DEPARTMENT BUILDING</u>					
1054195	52010	Supplies & Materials	0	500	500
		Increase departmental total	93,500	500	94,000
<u>ADMIN/SOCIAL SERVICES BUILDING</u>					
1054196	52010	Supplies & Materials	0	1,500	1,500
		Increase departmental total	269,400	1,500	270,900
<u>HUMAN SERVICES BLDG-MT AIRY</u>					
1054197	52010	Supplies & Materials	0	350	350
		Increase departmental total	200,925	350	201,275
<u>CENTRAL SERVICES</u>					
1054200	52010	Supplies & Materials	761,801	(202,445)	559,356
		Increase departmental total	1,584,580	(202,445)	1,382,135
<u>MANAGEMENT INFORMATION SERVICE</u>					
1054210	52010	Supplies & Materials	0	500	500
		Increase departmental total	682,792	500	683,292
<u>SHERIFF'S</u>					
1054310	52010	Supplies & Materials	0	52,000	52,000
		Increase departmental total	4,714,584	52,000	4,766,584
<u>MIDDLE SCHOOL SRO</u>					
1054314	52010	Supplies & Materials	0	600	600
		Increase departmental total	219,650	600	220,250
<u>SCHOOL RESOURCE OFFICER</u>					
1054316	52010	Supplies & Materials	0	3,300	3,300
		Increase departmental total	179,321	3,300	182,621
<u>COUNTY JAIL</u>					
1054320	52010	Supplies & Materials	0	10,250	10,250
		Increase departmental total	2,589,587	10,250	2,599,837
<u>COMMUNICATIONS CENTER</u>					
1054325	52010	Supplies & Materials	0	200	200
		Increase departmental total	1,191,487	200	1,191,687
<u>EMERGENCY MANAGEMENT</u>					
1054330	52010	Supplies & Materials	0	2,600	2,600
		Increase departmental total	98,440	2,600	101,040

<u>FIRE MARSHAL</u>						
1054340	52010	Supplies & Materials	0	4,600	4,600	
		Increase departmental total	258,976	4,600	263,576	
<u>CENTRAL PERMITTING</u>						
1054348	52010	Supplies & Materials	0	300	300	
		Increase departmental total	330,460	300	330,760	
<u>INSPECTIONS</u>						
1054350	52010	Supplies & Materials	0	50	50	
		Increase departmental total	393,289	50	393,339	
<u>EMERGENCY MEDICAL SERVICES</u>						
1054370	52010	Supplies & Materials	0	55,000	55,000	
1054370	52040	Perishable Supplies	0	220	220	
		Increase departmental total	5,866,024	55,220	5,921,244	
<u>RABIES CONTROL</u>						
1054380	52010	Supplies & Materials	0	3,000	3,000	
		Increase departmental total	491,400	3,000	494,400	
<u>PLANNING AND DEVELOPMENT</u>						
1054910	52010	Supplies & Materials	0	800	800	
		Increase departmental total	222,267	800	223,067	
<u>ROAD SIGNS PROJECT</u>						
1054912	52010	Supplies & Materials	0	100	100	
		Increase departmental total	4,212	100	4,312	
<u>COOPERATIVE EXTENSION</u>						
1054950	52010	Supplies & Materials	0	100	100	
		Increase departmental total	281,237	100	281,337	
<u>SOIL & WATER CONSERVATION</u>						
1054960	52010	Supplies & Materials	0	200	200	
		Increase departmental total	111,158	200	111,358	
<u>HEALTH DEPARTMENT ADMINISTRATION</u>						
1055110	52010	Supplies & Materials	0	25,000	25,000	
		Increase departmental total	143,650	25,000	168,650	
<u>COMMUNICABLE/STD</u>						
1055121	52010	Supplies & Materials	0	500	500	
		Increase departmental total	295,950	500	296,450	
<u>SCHOOL HEALTH</u>						
1055126	52010	Supplies & Materials	0	150	150	
		Increase departmental total	83,350	150	83,500	
<u>ADULT PRIMARY CARE</u>						
1055148	52010	Supplies & Materials	0	600	600	
		Increase departmental total	337,650	600	338,250	
<u>YADKIN - PREGNANCY CARE MGMT</u>						
1055150	52010	Supplies & Materials	0	50	50	
		Increase departmental total	102,050	50	102,100	
<u>YADKIN - CARE COORD 4 CHILDREN</u>						
1055151	52010	Supplies & Materials	0	600	600	
		Increase departmental total	98,400	600	99,000	
<u>COMMUNITY ALTERNATIVES PROGRAM</u>						
1055154	52010	Supplies & Materials	0	500	500	
		Increase departmental total	492,244	500	492,744	
<u>CANCER CONTROL PROGRAM</u>						
1055158	52010	Supplies & Materials	0	550	550	
		Increase departmental total	255,600	550	256,150	
<u>PREGNANCY CARE MANAGEMENT</u>						
1055161	52010	Supplies & Materials	0	50	50	
		Increase departmental total	167,150	50	167,200	
<u>MATERNAL HEALTH PROGRAM</u>						
1055162	52010	Supplies & Materials	0	200	200	
		Increase departmental total	104,885	200	105,085	
<u>CHILD HEALTH PROGRAM</u>						
1055163	52010	Supplies & Materials	0	2,500	2,500	
		Increase departmental total	1,109,550	2,500	1,112,050	
<u>FAMILY PLANNING PROGRAM</u>						
1055164	52010	Supplies & Materials	0	600	600	
		Increase departmental total	345,400	600	346,000	
<u>SUPPLEMENTAL FOOD PROGRAM</u>						
1055167	52010	Supplies & Materials	0	600	600	

		Increase departmental total	644,350	600	644,950
<u>IMMUNIZATION ACTION PLAN</u>					
1055170	52010	Supplies & Materials	0	400	400
		Increase departmental total	280,150	400	280,550
<u>CHILD SERVICES</u>					
1055178	52010	Supplies & Materials	0	1,200	1,200
		Increase departmental total	152,800	1,200	154,000
<u>ENVIRONMENTAL HEALTH</u>					
1055181	52010	Supplies & Materials	0	2,000	2,000
		Increase departmental total	653,650	2,000	655,650
<u>HEALTH PROMOTIONS</u>					
1055191	52010	Supplies & Materials	0	200	200
		Increase departmental total	111,200	200	111,400
<u>DENTAL CLINIC</u>					
1055192	52010	Supplies & Materials	0	7,000	7,000
		Increase departmental total	1,182,350	7,000	1,189,350
<u>SERVICES PROGRAMS</u>					
1055313	52010	Supplies & Materials	0	5,000	5,000
		Increase departmental total	6,504,935	5,000	6,509,935
<u>RECREATION</u>					
1056120	52010	Supplies & Materials	0	1,250	1,250
		Increase departmental total	342,273	1,250	343,523
<u>FISHER RIVER PARK</u>					
1056125	52010	Supplies & Materials	0	1,000	1,000
		Increase departmental total	244,042	1,000	245,042

- Approve the following Mount Airy-Surry County Airport Authority motions:

Upon motion of Authority Member Golding, seconded by Authority Member Kirkman, the Board voted unanimously to approve staff to work on getting the roof replaced at 340 Holly Avenue.

Upon motion of Authority Member Chairman Harris, seconded by Authority Member Phillips, the Board voted to refund the tenants the security deposit and pet deposit.

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

Nays: Authority Member Tucker and Authority Member Golding

Upon motion of Authority Member Chairman Harris, seconded by Authority Member Tucker, the Board voted unanimously that the return of the security deposit, that was previously approved, be contingent upon the FBO reviewing the condition of the interior of the house, and upon approval of the FBO seeing that the house is in the same condition as when the renters occupied the house before the security deposit is returned.

Upon motion by Authority Member Kirkman, seconded by Authority Member Tucker, the Board voted unanimously to allocate up to \$1,500 for long arm mowing to be completed by Richard Lowe.

Upon motion of Authority Member Chairman Harris, seconded by Authority Member Kirkman, the Board voted to allow Surry County Parks and Recreation staff to investigate the possibility of herbicide treatment at the airport,

with safety training from the FBO regarding being on airport property.

- Approve the Finance Office to purchase vehicles from the State Contract list regardless of the vehicle make and model, but within the confines of the approved capital request dollar amount.

Vice-Chairman Tucker 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, Vice-Chairman Tucker closed the open forum, and the Board resumed regular business.

Vice-Chairman Tucker stated that Chairman Harris is out of town on business and sends his regards.

Chris Knopf, County Manager, addressed the Board regarding appointing Ken Gulaian to the Tourism Development Authority. Mr. Knopf stated that Burke Robertson's appointment expired on July 30, 2017, and he is no longer eligible to serve.

Upon motion of Commissioner Golding, seconded by Commissioner Johnson, the Board voted unanimously to appoint Ken Gulaian to a three-year term on the Surry County Tourism Development Authority as a tax collecting entity representative, expiring on July 30, 2020.

Chris Knopf, County Manager, addressed the Board regarding a short-term lease between Surry County and the Mount Airy City School Board for 351 Riverside Drive which is a FY 2017-2018 debt issuance project. The Mount Airy City Schools are going to renovate the space and replace the roof. The lease will expire on March 3, 2018 when the County's bond issue is complete. Once the bond issue is completed, a more detailed lease agreement will be executed.

Upon motion of Commissioner Phillips, seconded by Commissioner Johnson, the Board voted unanimously to approve short-term lease agreement for tax parcel no. 5020-12-86-7328, 351 Riverside Drive in Mount Airy.

Chris Knopf, County Manager, addressed the Board regarding a License Agreement for Real Property Use for 335 Beach Road, Elkin, adjacent to the former Elkin Landfill.

Attorney Edwin Woltz discussed a license agreement for real property use for Christine Day and her three sons. They will use the property for recreation on the northern edge of Beach Road. The license agreement is a 30-year agreement. Attorney Woltz discussed the area designated for the recreation use. Attorney Woltz stated if the County needs to utilize the property, then the License Agreement becomes void.

Upon motion of Commissioner Golding, seconded by Commissioner Phillips, the Board voted unanimously to approve the license agreement for real property use at 335 Beach Road, Elkin, NC for a 30-year term.

Chris Knopf, County Manager, addressed the Board regarding the appointment of Dr. Drew W. Nowlin to the Health Board and reappoint Emma Jean Tucker to the Health Board.

Upon motion of Commissioner Golding, seconded by Commissioner Phillips, the Board voted unanimously to appoint Dr. Drew W. Nowlin to the Health Board and reappoint Emma Jean Tucker to the Health Board.

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

Sarah Bowen, Finance Officer, and Ben Pratt, Assistant Finance Officer, for their successful completion of the North Carolina Finance Officer Certification.

Commissioner Phillips congratulated County Manager Chris Knopf for a hole-in-one on a recent golf outing.

Upon motion of Commissioner Phillips, seconded by Commissioner Johnson, the Board voted unanimously to go into closed session to discuss legal matters pursuant to G. S. 143-318.11(a) (3) and G.S. 143-318.11 (a) (9).

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 Phillips, seconded by Commissioner Johnson, the Board voted unanimously to adjourn. The meeting ended at 8:20 p.m.

Conchita Atkins
Clerk to the Board