

MINUTES
WILKES COUNTY BOARD OF COMMISSIONERS
September 3, 2019

The Wilkes County Board of Commissioners met on Tuesday, September 3, 2019 at 7:02 P.M. with the following members present: Chairman Gideon Keith Elmore, Vice Chairman Eddie Settle, Commissioner Gary D. Blevins, Commissioner David Gambill, and Commissioner Brian Minton.

Also present for the meeting were Tony Triplett, County Attorney; John Yates, County Manager; and Sarah Call, Clerk to the Board.

Chairman Elmore welcomed everyone and called the meeting to order.

Chairman Elmore stated he would like to have a moment of silence at this time for the people in the Bahama Islands, according to TV it is devastating and hopefully the hurricane has moved past them, but was very slow moving. A moment of silence was observed at this time.

INVOCATION – Commissioner David Gambill led the Invocation.

PLEDGE OF ALLEGIANCE – Chairman Gideon Keith Elmore recognized Austin Shoemaker with Boy Scout Troop 335 who is in the 7th grade at Central Wilkes Middle School. He stated Mr. Shoemaker is working on his Citizenship in the Community Badge and his grandmother, Barbara Anderson, is accompanying him to the meeting tonight. Austin Shoemaker lead the Pledge of Allegiance at this time. Chairman Elmore presented Austin with a County lapel pen and ink pen at this time and the Board thanked him for a great job.

APPROVAL OF MINUTES – Motion was made by Commissioner Gary D. Blevins, seconded by Commissioner Brian Minton and unanimously adopted to approve the Minutes of the Board meeting held on August 20, 2019.

BUDGET AMENDMENTS/TRANSFERS – Motion was made by Vice Chairman Eddie Settle to approve Budget Amendment No. 4 (Sheriff – Budget request of \$5,100 transfer being made in order to purchase a new EOD 9 bomb technician suit. In a recent reaccreditation of the Wilkes County Bomb Squad, conducted by the FBI, it was identified that one of their two certified bomb suits are approaching expiration and needs replaced.); and Budget Amendment No. 5 (Health – Programs – MESH – Health Promotions Wilkes County Health Department received a Federal grant in the amount of \$27,535 to provide additional substance abuse counseling and services thru the MESH unit and provide supplies to Health Promotions. No County funds required); and Budget Amendment No. 6 (EMS – The County received insurance funds of \$117,513 from total loss ambulance on December 31, 2018. These funds went into General Fund on June 30, 2019. EMS is requesting funds to replace the ambulance that was totaled); and Budget Amendment No. 7 (General – Governing Body Transferring funds from Contingency Reserve (\$1,000) to

Governing Body for travel, mileage, meetings and training). The motion was seconded by Commissioner Brian Minton and unanimously approved.

DEPARTMENT OF SOCIAL SERVICES UPDATE – Chairman Elmore welcomed John Blevins, DSS Director. Mr. Blevins said he has a few updates before they go over the reports. The first is they have completed 6 months of the major Medicaid Audit and still have no paybacks. Last month as he mentioned there was one eligibility error with no funds involved and was corrected before it was completed, they have 4 months left to go. He added they are very proud of the work they are doing. Mr. Blevins said this is very hard on the staff, they finish one month and then the next list comes, it is never ending for them.

Next update is Medicaid Managed Care, they were scheduled to go in on November 1st this has now been moved back until February, due to the Budget. Mr. Blevins stated without the budget approval they can't go forward with this. He added some counties are having issues with getting providers to enrolled as well. Mr. Blevins said the enrollment for Wilkes will be extended until December 13th for the 27 counties in the first group that they are included in. Wilkes has someone from the State stationed in their office to answer questions and help with clients that come in. He added some days it is busy and some it is not, but at least they are providing help. Commissioner Blevins asked how many people will this affect. Mr. Blevins replied about 16,000. He added it will also impact their Medicaid transportation. Currently they have two employees doing this and they think it will go to one, which is actually good as that person can then help with eligibility, which they need. Mr. Blevins said he will provide more updates as he gets them.

Mr. Blevins went over the monthly caseload report for July. Next, he went through the Foster Care financial report. Mr. Blevins said they had 7 home studies/assist which is where other counties call them to help with home studies for someone placed in our county. This is a lot of extra work they have to do and requires extra time. He added they also had an adoption committee meeting last week and there were 10 children that they are moving forward with and are very happy about this. Mr. Blevins next went through the Adoption Services financial report, Child Development and Subsidized Child Care financial reports for July.

The Board thanked Mr. Blevins for his update.

MOUNTAIN VIEW EMS STATION – UPDATE Chairman Elmore welcomed and recognized Tim Pennington, EMS Director and Keith Walsh, Building Inspections Director. Mr. Pennington said they would like to give an update on the progress with the Ruritan Club on the Mtn. View site thus far. He stated the site plan has been completed, the floor plan for the building has been completed and included in the packets given to the Board before the meeting. The first proposed septic site had filled dirt so they have obtained a letter of permission from the School Board to take soil samples on the adjoining school property. Mr. Pennington stated Keith Walsh is working on finishing building specs so they can proceed to get bids and will answer any construction questions the Board may have. He said also included in the packet to the Board is photos of three sites from other counties and examples of what they have built. Vice Chairman Settle asked if Burke County has 7 substations. Mr. Pennington replied yes. He added the one

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under construction in the photo was completed last April in Burke County, it is 1,100 sf larger than the purposed station, and the cost was \$425K. Chairman Elmore asked the total square footage. Mr. Penning replied 2,400. He stated the other photo is a large building and the cost of that was \$1.25 million. Chairman Elmore asked if Burke operates on 12-hour shifts. Mr. Pennington replied they are still on 24-hour shift. Chairman Elmore stated their locations have to include sleeping quarters and need to be larger. Vice Chairman Settle stated the floor plan the county is looking at is much smaller and very basic. Mr. Pennington added is it 30X40.

Chairman Elmore asked if it is safe to say that Wilkes County has chosen to put their money in people and ambulances as opposed to buildings. Mr. Pennington replied yes, the Board has always supported EMS very well. He added they have equipment and people that can staff these bases now. The photos that look like garages added to houses are not, these are in Davidson County and they built them. Mr. Pennington stated they have a Public Works Division in Davidson that provided most of the labor and their cost are greatly decreased due to this. Vice Chairman Settle stated Davidson has 8. Mr. Pennington replied yes. Commissioner Gambill asked if it is county run like Wilkes. Mr. Pennington replied yes. Commissioner Gambill asked why two bays are needed. Mr. Pennington replied they hope to be there for 40 to 50 years and they don't know what the future holds. They could place a back up ambulance there or maybe a rescue truck in the future. He added they were looking proactively for the future with the new station specs.

Chairman Elmore stated they were looking at 2,000 sf originally and asked if 1,200 sf would be adequate. Mr. Pennington replied yes. Mr. Walsh added the proposed building will be 32X40. Vice Chairman Settle said Commissioner Gambill mentioned before about getting a better price if they do three or at least more than one at a time. Mr. Pennington replied when they get bids they can bring this up and see if that would be more cost effective. Chairman Elmore stated if they build three they also have to man them. Mr. Pennington said they are looking at two. Chairman Elmore added they may need to put one on hold. Commissioner Gambill said they need to focus the need on more than one part of the county. There are other parts of the county they represent that have this same issue that are also far out.

Mr. Walsh stated they could build a two bay building just slightly more than a one bay. They are talking about a pre-engineered metal building and it would be very little difference from one bay to two in this type construction. Vice Chairman Settle added it will be nice to get a prototype model and get the two they need complete now and use this for the future needs as well. Mr. Walsh said they have spoken with 3 contractors that are willing to give them prices. He asked if the Board is committed enough for them to get contracted prices or do they want budget numbers and them to come back to look at it again. Chairman Elmore said he would like budget numbers and asked the Board their wishes. The Board stated this sounds fine. Mr. Walsh replied it will take about 2 weeks, he will need to redraw the building outline with technical information before they can price it. Mr. Yates added Mr. Walsh has been kind enough to help work on this and draw the specs up so they can compare apples to apples with the contractors. Mr. Yates and the Board thanked Mr. Walsh. Vice Chairman Settle asked if this gives them the storage space they need for everything. Mr. Pennington replied yes, it is functional and gets them what they need.

The Board thanked Mr. Walsh and Mr. Pennington for the update.

WILKES COUNTY AIRPORT:

1. APPROVAL OF ADVERTISEMENT FOR LEASE AGREEMENT – TOM GORICH – Chairman Elmore welcomed and recognized County Attorney Tony Triplett. Mr. Triplett said this is the first of two approvals that will be needed, they have done this several times this year already and the procedure is the same. Mr. Tom Gorich has expressed an interest in, an agreed to lease one of the County-owned hangars at the Airport. He added the memo explains the background, the county does not lease it to anyone as a whole, but does allow individuals to keep planes in there for \$250 per month. There are 3 planes there currently. Mr. Triplett said the Airport Board at its last meeting recommended that the Board of Commissioners approve a new lease agreement for Mr. Gorich. This lease is being recommended for the same term of five two years terms, can be terminated by either party 30 days prior to the two year term, and would renew automatically. The lease rental will be set at \$500 per month. Mr. Triplett said the planes there now will be moved to the Community Hanger the County also owns and they will keep the \$750 revenue plus the additional \$500 with this lease. He added Mr. Gorich will purchase fuel at the airport and his plan will be taxes which also increases revenue.

Mr. Triplett said this is just for publication, a notice will have to run in the newspaper for 30-days and then come back for approval. There is a specific motion he will need to read. Vice Chairman Settle asked if Mr. Gorich is new to the airport. Mr. Triplett replied he is a new tenant, but he is returning, he used to be at the Airport and on the Airport Board about 15 years ago. Commissioners Blevins said the Airport Board plans to do a comprehensive rate study so they will have uniform rate schedule moving forward, this is being worked on. He added \$500 rent is very reasonable and comparable to market rate. Vice Chairman Settle asked if they built T-Hangars would they be able to fill those up at the airport. Mr. Triplett replied Airport Manager Robert Goss feels there is sufficient demand and they could fill them up. Vice Chairman Settle stated with the 4-laning of Hwy 268 it will be more accessible and the airport is growing, this may be a good time. Commissioner Blevins said that is in process and they have already been designed. He added they just received a \$1.5 million grant with no match to build infrastructure and a taxiway. At this time WK Dickson is working on the plans and they are coordinating with Samaritan's Purse as well. Commissioner Blevins said the Taxiway will be worked in and they have to see where that goes and then the T-Hangars will be worked in. He added they have another meeting on the terminal building coming up as well.

Commissioner Gary D. Blevins made a Motion to publish notice, pursuant to G.S. 153A-176, 160A-272, and 63-53(3), of the intent of the Board of Commissioners to enter into a Lease Agreement between Wilkes County (as Lessor) and Tom Gorich (as Lessee) for a hangar building, ground space, parking, and taxi-lane access at the Wilkes County Airport, the same being located at 254 Corporate Aviation Drive and consisting of approximately 21,648 square feet of ground space and approximately 4,259 square feet of hangar space, under terms and conditions as set forth in the proposed Lease Agreement presented at tonight's meeting, with the County Attorney to present a Resolution for final approval of the Lease Agreement at the next meeting of the Board of Commissioners following the expiration of thirty (30) days after the date

of publication of the required notice. The motion was seconded by Vice Chairman Eddie Settle and unanimously approved.

2. APPOINTMENTS – REAPPOINTMENTS OF AIRPORT BOARD MEMBERS – County Attorney Tony Triplett said the terms of three of the nine members of the Airport Board will expire September 30, 2019. He said the Airport Board at its regular meeting on August 15, 2019 voted unanimously to recommend to this Board that Mr. Virgie Gottfried and Mr. Isaac G. (Ike) Forrester be reappointed for another 3-year term from October 1, 2019 through September 30, 2022.

Mr. Triplett stated the Airport Board also unanimously voted at its meeting on August 15, 2019 to recommend that Mr. David Schmidt of Samaritan's Purse be appointed to a three year term from October 1, 2019 through September 30, 2022. Mr. Schmidt will be taking the place of Mr. Chris Sparks. He added Mr. Sparks lives beside the Airport and has aviation experience, has indicated he is willing to graciously allow Mr. Schmidt to take his place on the Board. He would certainly be willing to serve on the Airport Board in the future when a vacancy arises. Mr. Triplett said he asked him to continue to attend the Airport Board meetings and be involved. Mr. Sparks understands this is an Airport Board initiative to get Ms. Schmidt on the Board and Mr. Sparks had been a good member of the Airport Board. Mr. Triplett said the No Change Forms and Board Application has been received.

Commissioner Gary D. Blevins made a motion to approve the reappointment of Mr. Virgil Gottfried and Mr. Isaac G. (Ike) Forester to serve on the Airport Board for a 3-year term begin on October 1, 2019 through September 30, 2022 and to Appoint Mr. David Schmidt to a 3-year term on the Airport Board beginning October 1, 2019 through September 30, 2022, as presented. The motion was seconded by Vice Chairman Eddie Settle and unanimously approved.

FINANCE – UPDATE – Chairman Elmore recognized Chris Huffman, Finance Director. Mr. Huffman thanked the Board and stated he is here to present a June 30, 2019 Preliminary Report. Mr. Huffman stated Alex Hamilton and his staff have done an excellent job with collections. He gave the Board an updated page 3 and said the Sales Tax for June were received after the packets were sent out, so this now includes the full fiscal year.

The Financial Report is shown below:

WILKES COUNTY
Cash and Investments
June 30, 2019 (Year End)

CENTRAL DEPOSITORY

Checking Account.....	\$	288,498.33
Investments.....		<u>43,815,819.38</u>
TOTAL		<u>\$ 44,104,317.71</u>

CENTRAL DEPSITORY EQUITY BY FUNDS

General Fund.....	\$	35,324,156.69
Emergency Telephone E-911 System.....		213,951.50
Law Enforcement Restricted Fund.....		5,159.72
Airport Enterprise Fund.....		210,947.21
Landfill Enterprise Fund.....		2,594,398.18
Landfill Capital Reserve Fund.....		4,865,687.60
Tax Collections to be distributed to (4) Towns.....		111,022.96
Tax Collections to be distributed to (25) Fire Districts.....		<u>778,993.85</u>
TOTAL		<u>\$ 44,104,317.71</u>

CENTRAL DEPOSITORY EQUITY BY FINANCIAL INSTITUTION

NC Capital Management Trust.....	\$	29,357,413.33
First Citizens Bank.....		4,758,967.46
BB&T.....		2,794,953.57
First National Bank.....		2,013,293.43
Capital Bank/Community One.....		5,179,268.53
US Bank/LOB's.....		<u>421.39</u>
TOTAL		<u>\$ 44,104,317.71</u>

WILKES COUNTY
TAX COLLECTIONS SUMMARY REPORT
GENERAL FUND

<u>MONTH</u>	<u>FISCAL YEAR</u> <u>2016-2017</u>	<u>FISCAL YEAR</u> <u>2017-2018</u>	<u>CURRENT</u> <u>FISCAL YEAR</u> <u>2018-2019</u>	<u>MORE/LESS</u> <u>THAN</u> <u>PRIOR YEAR</u>
JULY	\$ 206,731.62	\$ 320,961.60	\$ 231,929.79 *	\$ (89,031.81)
AUGUST	15,498,159.40	16,059,796.90	14,901,260.79	(1,158,536.11)
SEPTEMBER	2,868,918.45	2,648,405.02	4,095,994.32	1,447,589.30
OCTOBER	1,561,547.06	1,329,931.11	1,630,270.08	300,338.97
NOVEMBER	1,503,742.91	1,507,199.99	1,784,048.39	276,848.40
DECEMBER	5,411,604.54	5,514,513.13	4,384,854.06	(1,129,659.07)
JANUARY	4,472,693.50	4,346,804.50	5,768,408.25	1,421,603.75
FEBRUARY	1,012,268.06	1,172,598.74	1,191,160.25	18,561.51
MARCH	1,087,518.35	1,370,875.32	1,534,383.25	163,507.93
APRIL	734,051.03	821,317.16	810,941.57	(10,375.59)
MAY	643,146.43	680,483.31	768,974.05	88,490.74
JUNE	<u>1,541,317.80</u>	<u>1,040,764.59</u>	<u>595,579.27</u>	<u>(445,185.32)</u>
TOTAL	<u>36,541,699.15</u>	<u>36,813,651.37</u>	<u>37,697,804.07</u>	<u>884,152.70</u>
BUDGET	<u>36,147,096.00</u>	<u>36,815,717.00</u>	<u>37,572,491.00</u>	
OVER/UNDER	394,603.15	(2,065.63)	125,313.07	

* July Vehicle Taxes not collected from the State until August

The above figures represent the following monies collected by
Tax Collections (General Fund Only). Does not include Fire Districts and Towns.

- A. Current Year Tax Collections (Real, Personal and Vehicles)
- B. Prior Years (1st through 10th)
- C. Penalties, Interest and Advertising Costs on Past Due Taxes
- D. Less 1.5% Tax Discounts for Early Payments

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WILKES COUNTY SALES TAX DISTRIBUTION CURRENT FISCAL YEAR COMPARISON TO LAST FISCAL YEAR

ACTUAL: MONTH STATE COLLECTED*	COUNTY RECEIVED (15 TH of Month)	FY: 2017-2018	FY: 2018-2019	Fiscal Year Comparison Difference +/- % More/Less		Article 46 Additional ¼ cent Effective 10/1/2010
July	September	1,317,835.52	1,732,479.59	414,644.07	31.46%	176,244.01
August	October	1,205,563.56	1,437,051.95	231,488.39	19.20%	139,452.70
September	November	1,217,125.44	1,372,990.70	155,865.26	12.81%	128,279.05
October	December	1,364,071.04	1,369,000.62	4,929.58	0.36%	123,384.37
November	January	1,213,166.90	1,446,620.76	233,453.86	19.24%	141,034.80
December	February	1,455,848.44	1,532,677.25	76,828.81	5.28%	149,932.72
January	March	1,609,919.39	1,769,823.45	159,904.06	9.93%	179,325.49
February	April	1,227,581.14	1,294,579.36	66,998.22	5.46%	126,099.95
March	May	1,285,116.70	1,371,727.72	86,611.02	6.74%	132,247.33
April	June	1,519,046.02	1,746,189.67	227,143.65	14.95%	173,675.41
May	July	1,418,830.72	1,406,250.59	(12,580.13)	-0.89%	128,389.04
June	August	<u>1,575,014.58</u>	<u>1,443,839.35</u>	(131,175.23)	<u>-8.33%</u>	131,821.30
Total Collected:		16,409,119.45	17,923,231.01	1,514,111.56	9.23%	1,729,886.17
BUDGET:						
Total Budgeted:		<u>15,559,227.00</u>	<u>16,026,002.00</u>	466,775.00	3.00%	
			<u>÷12</u>			
Monthly Budget			1,335,500.17			
			<u>X 12 month</u>			
			16,026,002.00			
Over/Short of Budget		849,892.45	1,897,229.01	11.84% Collections to Date More (Less) than Budget		

NOTE:

*The month listed is when the NCDOR collects the revenue for sales generated the prior month. Therefore, July collections are for sales in the month of June, etc. and the funds are forwarded to us 2 months following their collections. We receive July collections in September, etc.

Mr. Huffman said article 46 shown on the far right accounts for a large percentage of the increase in sales tax. Commissioner Blevins asked if this includes internet sales tax and is it increasing. Mr. Huffman replied yes some of it would be, but the state does not break it out. Commissioner Blevins ask if the laws are changing so that the internet sales tax comes back to the county of the purchaser. Mr. Huffman replied in the fall of last year, internet sales was to collect sales tax for each transaction. Chairman Elmore stated it is now required and is law. Mr. Huffman replies yes for certain industries it is required, for example Amazon is required to collect, but others such as eBay do not. Commissioner Blevins added smaller companies are not required to do this.

**Wilkes County General Fund
 Other Miscellaneous
 June 30, 2019**

To be on target with Budget the % used or collected should be: 100%

Summary of other Revenue & Expense

<u>Revenue</u>	<u>Revised Budget</u>	<u>Year to Date Actual</u>	<u>%</u>
Deed Stamp Excise Tax	160,000	179,313	112.1%
Reg of Deeds Recording Fees	190,415	184,029	96.6%
Building Inspection Fees	180,000	150,257	83.5%
Planning Permits & Fees	40,000	30,035	75.1%
Environmental Health Fees	125,000	112,475	90.0%
EMS Collections	3,200,000	2,796,744	87.4%
<u>Expense</u>	<u>Original</u>	<u>(Used) or Added</u>	<u>Available</u>
Contingency Reserve	\$ 20,000	\$	\$ 20,000
	<u>2018-2019 Revised Budget</u>	<u>2018-2019 Actual</u>	
General Fund			
Total General Fund Revenues	\$ 81,390,681	\$ 72,261,437	88.8%
Total General Fund Expenses	\$ 81,390,681	<u>73,922,603</u>	90.8%
		Revenues Over (1,661,166)	
		(Under) Expense	

Mr. Huffman said this is a preliminary report, but the sales tax and tax collection numbers will not change. The rest of the County's budget could. He added they are in the process of wrapping up the fiscal year and making end of year adjustments. Mr. Huffman said the auditors will be here the week of September 23rd and the budget is due to the LCG on October 31st. Hopefully they will make that deadline and they are preparing for this currently. Commissioner Blevins said in May and June sales tax decline, he is not sure if this is an indication of the economy, but they went down and they need to be cautious. Mr. Huffman stated in May and June they received less than they did the prior year for those same months. Chairman Elmore stated there are many things going on with trade wars and no budget being passed that could also affect these numbers. Vice Chairman Settle stated this is a good report.

The Board thanked Mr. Huffman.

N.C DEPARTMENT OF TRANSPORTATION – ROADWAY ABANDONMENT REQUEST – APPROVAL – County Manager John Yates stated the County has received a letter from North Carolina Department of Transportation that stated: *This office has received a petition (Form SR-3) requesting the consideration of the abandonment of the last 0.15 mi of (Pardue Farm Road) to the State Maintenance System. If is required that the County Commissioner demonstrate approval of this process. After the approval is send back to our District Office, property information research, along with road investigation will follow.*

Mr. Yates said he went out and looked at the road, it is located on the right side as you go down Hwy 421. Mr. Chad Mathis has requested this, he purchase the property on both sides of the road where the turnaround for Pardue Farm Road is located. Mr. Yates said this is not a through road, it is at the end. He spoke with DOT and they said they do not see an issue with closing this. Chairman Elmore asked if there is any opposition that they know of. Commissioner Blevins asked if a Hearing is required. Mr. Triplett replied no only that the Board grant approval then it goes back to DOT.

Commissioner Gary D. Blevins made a motion to approve the Roadway Abandonment request for the last 0.15 mile of Pardue Farm Road as requested. The motion was seconded by Commissioner Brian Minton and unanimously approved.

ADJOURN - Motion was made by Commissioner Gary D. Blevins, seconded by Commissioner Brian Minton by unanimous vote adopted to adjourn the meeting of the Wilkes County Board of Commissioners at 7:54 P.M.

Sarah D. Call, Clerk

Gideon Keith Elmore, Chairman

WILKES COUNTY BOARD OF COMMISSIONERS

Approved: September 17, 2019