

**MINUTES**  
**PTRC Board of Delegates**  
**April 20, 2016**

**Present**

Marikay Abuzuaiter, City of Greensboro  
Dwight Atkins, Town of Pilot Mountain  
Kevin Austin, Yadkin County  
Jimmy Blake, Town of Biscoe  
Buddy Boggs, Town of Haw River  
Alan Branson, Guilford County  
Mark Brown, Town of Summerfield  
Frank Bruno, Town of Stokesdale  
Renee Bryant, City of Randleman  
Jeff Bullins, Town of Mayodan  
Sharon Conaway, Town of Walnut Cove  
Alvin Foster, Town of Yanceyville  
Darrell Frye, Randolph County  
Archie Hicks, Town of East Bend  
Ernest Lankford, Stokes County  
Peggy Leight, Town of Walkertown  
Michelle Leonard, Town of Bethania  
Walter Marshall, Forsyth County  
Rick McCraw, City of King  
John McDermon, Town of Rural Hall  
Joyce McGee, Town of Tobaccoville  
Wayne Moore, Town of Jonesville  
Jackie Morris, Montgomery County  
Damon Prince, Town of Troy  
Mark Richardson, Rockingham County  
Chris Sapp, Town of Bethania  
Naydine Sharpe, Village of Alamance  
Tobin Shepherd, City of Lexington  
Mike Stone, Town of Oak Ridge  
Don Truell, Davidson County  
Keith Volz, Town of Jamestown  
Brent Ward, Town of Mocksville  
Larry Ward, Town of Denton  
Steve Yokeley, City of Mount Airy  
Filmore York, Town of Liberty

**Absent**

Latimer Alexander, City of High Point  
Lori Armstrong, Town of Stoneville  
Wayne Atkins, Town of Dobson  
William Baity, Town of Boonville  
Layton Booker, Town of Candor  
Jim Butler, City of Burlington  
John Byrum, Town of Midway  
Mary Cameron, Village of Clemmons  
Darryl Carter, City of Eden  
Perry Conner, Town of Franklinville  
John Ferguson, Davie County  
James Festerman, City of Reidsville  
Carissa Graves, Town of Green Level  
Nathaniel Hall, Caswell County  
Jesse Hill, City of Trinity  
Ed Hooks, City of Mebane  
Lestine Hutchens, Town of Elkin  
Molly Leight, City of Winston-Salem  
Linda Massey, Alamance County  
Dennis Paschal, Town of Wentworth  
John Peterson, Town of Elon  
Larry Phillips, Surry County  
Brenda Platt, Town of Madison  
Kenneth Rethmeier, Town of Bermuda Run  
Danny Shaw, Town of Ramseur  
David Smith, City of Asheboro  
Ed Smith, Town of Lewisville  
Bert Lance Stone, City of Archdale  
Ron Surgeon, Town of Pleasant Garden  
Chris Thompson, Town of Kernersville  
Chip Turner, City of Graham  
Branson Webb, Town of Mount Gilead  
Janet Whitt, Town of Danbury  
Lenny Williams, Town of Gibsonville  
Steve Yokeley, Town of Wallburg  
Raleigh York, City of Thomasville

**Vice Chairman Yokeley welcomed the PTRC Board of Delegates and called the meeting to order. He requested a moment of silence and then led the Board in the Pledge of Allegiance.**

**1. Presentation: Focus on Members, Michelle Leonard, Mayor Pro Tem, Town of Bethania**

- a. Bethania is home to 327 residents and has a budget of \$225,000. The town government consists of five commissioners with a mayor elected every four years and one mayor pro tem.
- b. It is interesting to note that while Bethania was founded in 1759 they weren't incorporated until 1995. It was established as a self-sufficient farming community and the first Moravian settlement. It was chosen to settle because it had the best soil. It was based on a medieval style plan where families lived in a central village and the Moravian church assigned each family roughly equal strip fields in bottom-lands along Muddy Creek and orchard lots on higher ground.
- c. The Town Plan, and many of the historic Moravian- influenced buildings of Bethania, have been preserved to present day. It is a historic landmark and is the only town in NC that is completely surrounded by a municipality-Winston Salem.
- d. The town hall is the historic Alpha Chapel that dates back to 1895. It was donated to the town and moved to its current location in 2001. The historic Wolff- Moser house was purchased and relocated by the town and serves as the museum and Visitor's Center.
- e. Another interesting town fact is that Bethania high school was the first county school in Forsyth County.
- f. Other town sites include God's acre Cemetery with graves that date back to 1750. Bethania also has over 6 miles of beautiful trails full of native plants and a newly constructed bridge. There are miles of agricultural land.
- g. Small businesses in the town include The Old Mill which is now Muddy Creek Music Hall, a small antique store and Muddy Creek Café.
- h. The Black Walnut Festival is every September and features arts, crafts, food and music.
- i. Ms. Leonard's enthusiasm about her town shined bright and everyone looks forward to visiting the little town with so much history!

**2. Action Items, Request for approval of February 17, 2016 PTRC Board of Delegates Minutes, Steve Yokeley, PTRC Vice Chair**

- a. There being no questions, a motion was made by Mr. Walter Marshall.
- b. The motion was seconded by Ms. Jimmy Blake.
- c. The February 17, 2016 minutes were approved.

**3. Action Item: Request for authorization to send the FASTLANE Grant Application Letter of Support to the NC Department of Transportation, Matthew Dolge, Executive Director**

- a. Mr. Matthew Dolge stated that NCDOT is developing a FASTLANE grant application for a portion of the Winston-Salem Northern Beltway. The grant application is looking for 60% of the \$149M construction costs for the segment between I-40 and Business I-40 (U-2579AB). The purpose of the grant is to fund projects that improve freight mobility. Since the Winston Salem Northern Beltway is part of the future I-73/I-74 corridor, a congressionally designated High Priority Corridor on the National Highway System, and part of our adopted MTP, NCDOT feels that this project could compete for additional federal funds. Due to stringent deadlines, NCDOT requested a letter of support by Friday April, 8, 2016. Mayor Larry Williams, the TAC Chairman, signed and submitted an endorsement letter on behalf of the MPO after a consultation with Mr. Pat Ivey (Division Engineer, NCDOT Highway Division 9). Using that letter we have drafted our own letter of support from the PTRC (*see agenda page 3*)
  - b. This FASTLANE grant will accelerate a portion of the Northern Beltway (U-2579AB) by approximately 3 years. In addition, an approved application would free up funds already assigned to U-2579AB; and those funds could be used to construction another project with our region.
  - c. There being no questions, a motion was made by Mr. Darrell Frye.
  - d. The motion was seconded by Mr. Keith Volz.
  - e. Request for approval of the FASTLANE Grant Application Support Letter to be sent to the NC Department of Transportation was approved
- 4. Action Item: Request for authorization to enter into contract with the Town of Liberty to provide professional planning services for a total of \$3,750, Jesse Day, Regional Planning Director**
- a. Mr. Day explained that this contract will include the following services:
    - i. Demographic and existing conditions analysis: analysis of existing land development guide, gather most current data, map and analyze existing conditions, and produce a final product of an electronic report in Microsoft Word Format and all map images.
    - ii. Workshop maps: collect current and future land use GIS data, update data based on revised plan and produce a final product of 2 wall-sized maps for use in public workshops.
    - iii. Report Maps: assist town staff in setting up report map templates, import plan data into Town's GIS system, train staff to update plan data as needed.
  - b. PTRC staff will perform two, two-hour on-site visits.
  - c. There being no questions, a motion was made by Mr. Filmore York
  - d. The motion was seconded by Mr. Darrell Frye.
  - e. Request for approval to enter into contract with the Town of Liberty to provide professional planning services for a total of \$3,750 was approved.
- 5. Action Item: Request for authorization to submit the State Fiscal Year 2017 Aging Funding Plan and to enter into contracts with the North Carolina Division of Aging and Adult Services and county governments for the grant period July 1, 2016 – June 30, 2017, Blair Barton-Percival, Area Agency on Aging Director**

- a. Mr. Barton-Percival explained that each year the Piedmont Triad Regional Council Area Agency on Aging (PTRC AAA) receives federal and state funds to support county programming for adults 60+ and their caregivers. Below are funding allocations for the following programs:
- i. Home and Community Care Block Grant (HCCBG)
  - ii. Legal Services
- b. Mr. Barton- Percival stated that the Home and Community Care Block Grant funds are administered by the PTRC AAA and are allocated to our 12 counties based on the North Carolina Intrastate Funding Formula (IFF). The formula, which is shown below, is weighted based on population with each county receiving a base of \$60,000. Partners for HCCBG funds are recommended by County Planning Committees and contracts are with PTRC AAA and each county. These HCCBG funds are distributed to adult day cares, senior centers, transportation, congregate nutrition meals, and mobile meals. Distribution is decided county by county with direction from their planning committees.

Weight	Variable
<b>50%</b>	60+ population
<b>30%</b>	60+ poverty
<b>10%</b>	60+ rural
<b>10%</b>	60+ minority

- c. Other funds administered by the PTRC AAA include: Legal Services  
See the below chart which indicates Legal Service funds for State Fiscal Year (SFY) 2017. Legal Services are required and mandated by the Older Americans Act and distributed as indicated in the following chart:

HOME AND COMMUNITY CARE BLOCK GRANT  
STATE FISCAL YEAR 2017  
FEDERAL/STATE ALLOCATION

(Nutrition Services Incentive Program (NSIP) entitlement funds provide 75 cents per meal and will be included in the PTRC budget)

County	SFY 2016 Allocation (FINAL)	SFY 2017 Allocation	Change
<b>Alamance</b>	821,573	832,433	10,860
<b>Caswell</b>	257,439	260,118	2,679
<b>Davidson</b>	943,698	955,377	11,679
<b>Davie</b>	293,349	296,574	3,225
<b>Forsyth</b>	1,648,030	1,669,297	21,267

<b>Guilford</b>	2,390,386	2,420,974	30,588
<b>Montgomery</b>	273,363	276,238	2,875
<b>Randolph</b>	794,941	805,353	10,412
<b>Rockingham</b>	635,544	643,762	8,217
<b>Stokes</b>	343,621	347,880	4,259
<b>Surry</b>	570,261	577,110	6,849
<b>Yadkin</b>	304,084	307,511	3,427
<b>TOTAL HCCBG</b>	<b>9,276,290</b>	<b>9,392,627</b>	<b>116,337</b>

LEGAL SERVICES – STATE FISCAL YEAR 2017

<b>Agency</b>	<b>SFY 2016 Allocation</b>	<b>SFY 2017 Allocation</b>	<b>Change</b>
<b>Legal Aide of NC</b>	\$ 60,689	60,689	0
<b>Davie County (Senior Services Dept.)</b>	3,386	3,386	0
<b>YVEDDI, Inc.</b>	8,719	8,719	0
<b>TOTAL LEGAL</b>	<b>\$72,794</b>	<b>72,794</b>	<b>0</b>

- d. There being no questions a motion was made by Mr. Keith Volz.
  - e. The motion was seconded by Ms. Marikay Abuzaiter.
  - f. Request for authorization to submit the State Fiscal Year 2017 Aging Funding Plan and to enter into contracts with the North Carolina Division of Aging and Adult Services and county governments for the grant period July 1, 2016 – June 30, 2017 was approved.
  - g. Mr. Barton-Percival also passed out the AAA Local Leaders in Aging and Community Living publication that was a product of our very own AAA staff. The booklet features an overview of the latest data gathered from AAAs nationwide to provide a snapshot of the evolving role these vital agencies play in aging communities across the country.
  - h. Mr. Matthew Dolge informed the Board that the DAAS has been asked to revisit the intrastate formula because three regions, including ours, are receiving over half the funds. Mr. Dolge stated that 60% of the aging population are in these three regions and PTRC AAA will be working to keep allocations the same because we don't want to see any cuts to our area.
- 6. Action Item: Request for approval of the Indirect and Fringe Benefits Rates for 206-2017 and the 2016-2017 Budget, Robin Shelton, Finance Director**
- a. Please see attached budget package for more information

- b. Ms. Shelton stated that the biggest budget expense is personnel. The upcoming budget reflects a net increase of 2.5% with fringe benefits up 4% and healthcare costs up 10%. The Indirect rates show a .5% increase.
- c. Mr. Darrell Frye asked if these increases affect contract amounts. Mr. Dolge responded that all contracts include indirect with the exception of EPA which doesn't pay indirect.
- d. Ms. Shelton also pointed out that the budget is requesting a new pay classification plan with eight years as the midpoint.
- e. Mr. Darrell Frye asked if employees receive step and merit increases. Mr. Dolge responded that employees only receive merit, no cost of living increases
- f. Mr. Buddy Boggs asked if there were complaints in regard to the ten year midpoint. Mr. Dolge stated that having an eight year midpoint allows a local government a competitive edge as far as attracting employees.
- g. Ms. Shelton advised that we saw cuts in the budget due to a reduction in the Workforce Development state wide budget by 10%. In addition some contracts were not renewed within the Criminal Justice program. However the Housing Program budget increased by one million.
- h. Mr. Dolge emphasized that this is all preliminary and the budget will be presented to the entire board at the upcoming meeting.
- i. There being no questions, a motion was made by Michelle Leonard.
- j. The motion was seconded by Keith Volz.
- k. Request for approval of the Indirect and Fringe Benefits Rates for 206-2017 and the 2016-2017 Budget was approved.

**7. Action Item: Request to schedule a public hearing for the Fiscal Year 2016-2017 PTRC Budget, Robin Shelton, Finance Director**

- a. Ms. Shelton and the Finance Department requests approval to schedule a Public Hearing for the 2016-2017 budget. This meeting would be help at the June Board Meeting on June 15, 2016.
- b. There being no questions a motion was made by Mr. Darrell Frye.
- c. The motion was seconded by Mr. Buddy Boggs.
- d. Request to schedule a public hearing for the Fiscal Year 2016-2017 PTRC Budget was approved.

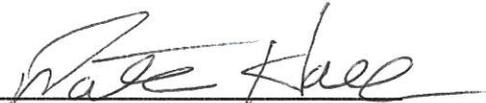
**8. Executive Director's Report, Matthew Dolge, Executive Director**

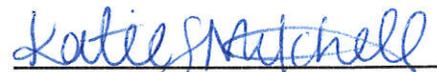
- a. Mr. Dolge reported that the 2016 NC Summit went very well. He appreciated the participation of our elected officials and managers and encouraged participation for next year. He asked for other members to share their experience at the Summit and Jimmy Blake reported he found it very informative. Alvin Foster said the Summit provides information that encourages change and growth for the future. Sarah Harris appreciated the way they broke sessions up between urban and rural so you were only hearing information pertinent to your area.

**9. Chairman's Announcements, Steve Yokeley, Vice Chairman**

- a. Mr. Steve Yokeley echoed the sentiments of Mr. Dolge and others' who attended the Summit. He encouraged everyone to attend next year.

**There being no other business, the Board of Delegates regular meeting was adjourned.**

  
Nathaniel Hall, PTRC Chair

  
Katie Mitchell, Acting Clerk