

HAYWOOD COUNTY COMMISSIONERS

REGULAR MEETING – August 21, 2017

CALL TO ORDER

Chairman J.W. “Kirk” Kirkpatrick, III convened the regular meeting of the Haywood County Board of Commissioners at 5:30 p.m. in the Historic Courtroom at the Haywood County Historic Courthouse, Waynesville, North Carolina, with Chairman J.W. “Kirk” Kirkpatrick, Vice-Chairman Bill L. Upton, Commissioners L. Kevin Ensley, Michael T. Sorrells and Brandon Rogers present. Staff members present were County Manager Ira Dove, Asst. County Manager/HHSA Director Talmadge “Stoney” Blevins, County Attorney Leon M. “Chip” Killian, III, Finance Director Julie Davis and Clerk to the Board Candace Way.

PLEDGE OF ALLEGIANCE

Chairman Kirkpatrick led the Pledge of Allegiance.

INVOCATION

Reverend Wilson Strickhausen offered the invocation.

PUBLIC COMMENT SESSION

Chairman Kirkpatrick opened the public comment session. Comments are generally limited to three minutes per individual, unless the speaker is representing a group for which the comment period may be extended to five minutes.

There were no public comments.

CONSTITUENT CONCERNS

Commissioner Ensley advised that the County Fair will start on Thursday, August 24th, and run through Sunday, with the opening ceremonies at 5:30 p.m.

ADMINISTRATIVE/AGENCY REPORTS**VAYA Health Fiscal monitoring reports**

Chairman Kirkpatrick recognized Finance Director, Julie Davis. Ms. Davis advised the Board that VAYA is required to provide their quarterly report. She stated that through June 30th, 2017, their revenues were \$392,715,333 and their expenditures were \$404,644,238. Their net operating income is \$-11,928,904

DISCUSSION / ADJUSTMENT TO AGENDA

There was no discussion or adjustment to the agenda.

CONSENT AGENDA

Commissioner Ensley made a motion to approve the consent agenda as presented. Vice-Chairman Upton seconded, the motion carried unanimously.

1. Approval of August 7, 2017 regular meeting minutes.
2. Request approval of July 2017 – Refunds, Releases, Amendments and Discoveries – Greg West, Assistant Tax Assessor
Mr. West requested approval of the report for the month of July with nothing unusual to report.
3. Request approval of July 2017 Tax Collections Update – Mike Matthews, Tax Collector
Mr. Matthews reported that delinquents for June were \$1, 964,062.15 and July were \$1,740,016.04.

4. Request approval of budget amendments – Finance Director, Julie Davis
 a. General Fund - \$6,406 – Maple Leaf – United Way grant
 Ms. Davis explained that this is a local grant from United Way for adult day care at Maple Leaf.

HAYWOOD COUNTY
BUDGET ORDINANCE AMENDMENT
FISCAL YEAR 2017-18

PER: _____
JNL: _____

BE IT ORDAINED by the Board of Commissioners of Haywood County that the following amendment be made to the budget ordinance for the fiscal year ending June 30, 2018:

Section 1. To amend the General Fund, the expenditures are to be charged as follows:

Department	Account Number	Current Budget	Increase (Decrease)	Amended Budget
115401 Adult Day Care				
Special Programs for Participants	115401-523100-18/JND	-	2,150	2,150
Non-Expendable Office Supplies	115401-526600-18/JND	-	391	391
Departmental Supplies	115401-526601-18/JND	-	1,875	1,875
C/O Office Equipment	115401-355600-18/JND	-	2,090	2,090

which will result in a net increase of \$ 6,406 in the expenditures of the General Fund.

To provide the additional revenue for the above, the following revenues will be increased as the money has been received:

Revenue	Acct. No.	Current Budget	Increase (Decrease)	Amended Budget
110100 Miscellaneous				
Cash & Overl ADC	110100-454840-18/JND	-	6,406	6,406

Section 2. Copies of this budget amendment shall be delivered to the Budget Officer and the Finance Officer for their direction.

Adopted this the 21 day of August 2017.


Chairman
Haywood County Board of Commissioners

ATTEST: 
Clerk to the Board

Explanation
To recognize the grant awarded by United Way of Haywood County for program materials, supplies, equipment and special settings for participants at Maple Leaf Adult Daycare.

- b. General Fund - \$80,560 – Public Safety – Federal grant
 Ms. Davis explained that this is an annual public safety grant for training for the sexual assault response team. The grant will not be completed until February 2018, and is a carryover from the previous fiscal year.

HAYWOOD COUNTY
BUDGET ORDINANCE AMENDMENT
FISCAL YEAR 2017-2018

PER: _____
JNL: _____

BE IT ORDAINED by the Board of Commissioners of Haywood County that the following amendment be made to the budget ordinance for the fiscal year ending June 30, 2018:

Section 1. To amend the General Fund, the expenditures are to be charged as follows:

Department	Account Number	Current Budget	Increase (Decrease)	Amended Budget
Public Safety Grants				
Professional Services	11 4316 519900 16ARR	79,874		79,874
Office Supplies	11 4318 526000 16ARR	2,686		2,686


which will result in a net increase of \$ 82,560 in the expenditures of the General Fund.


To provide the additional revenue for the above, the following revenues will be increased as the money has been received:

Revenue	Acct. No.	Current Budget	Increase (Decrease)	Amended Budget
Restricted Intergovernmental				
Intergovt Revenue C/F- 16ARR	11 5650 442130 16ARR		80,560	80,560

Section 2. Copies of this budget amendment shall be delivered to the Budget Officer and the Finance Officer for their direction.

Adopted this the 21 day of August 2017.


Chairman
Haywood County Board of Commissioners

ATTEST: 
Clerk to the Board

Explanation
To appropriate budget for FY 2018 from revenue not spent in FY 2017: Sexual Assault Prosecution Unit & Staff Training Team

- c. General Fund - \$169,250 – Facilities & Maintenance – miscellaneous expenses - Ms. Davis explained that this is coming from contingency, and is for emergency repairs and replacements since the budget was approved. Facilities and Maintenance Director, Dale Burris explained that this is for replacement for the fire alarm system at the Detention Center, sidewalk repairs on Asheville Road, security upgrades in various county locations such as cameras and door locks and County fiber relocation.

HAYWOOD COUNTY
BUDGET ORDINANCE AMENDMENT
FISCAL YEAR 2017-2018

PER
JNL _____

BE IT ORDAINED by the Board of Commissioners of Haywood County that the following amendment be made to the budget ordinance for the fiscal year ending June 30, 2018.

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

Department	Account Number	Current Budget	Increase (Decrease)	Amended Budget
Facilities & Maintenance	11100-10000-4100		169,250	169,250
--- O.C. other supplies	11100-10000-4100		7,000	7,000
--- O.C. land improvements	11100-10000-4100		20,000	20,000
--- O.C. other building costs	11100-10000-4100	90,000	117,250	207,250
Subtotal		380,000	(169,250)	210,750

which will result in a net increase (decrease) of \$ _____ in the expenditures of the General Fund.

To provide the additional revenue for the above, the following revenues will be increased as the money has been received:

Revenue	Acct. No.	Current Budget	Increase (Decrease)	Amended Budget

Section 2. Copies of this budget amendment shall be delivered to the Budget Officer and the Finance Officer for their direction.

Adopted this the 21st of August, 2017.

ATTEST:
Edna Smith C. Way
Clerk to the Board


Chairman
Haywood County Board of Commissioners

ES/MS/REGO	To verify the use of the funds for the drug enforcement unit from the fund balance available for the Sheriff's Office drug program, which was approximately \$56,000 at June 30.

- d. General Fund - \$3,500 – Sheriff's Office – drug seizure funds
Ms. Davis explained that there is \$56,000 left in this fund, and the Sheriff would like to use this part for the drug enforcement unit, which will come from the fund balance.

HAYWOOD COUNTY
BUDGET ORDINANCE AMENDMENT
FISCAL YEAR 2017-2018

PER
JNL _____

BE IT ORDAINED by the Board of Commissioners of Haywood County that the following amendment be made to the budget ordinance for the fiscal year ending June 30, 2018.

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

Department	Account Number	Current Budget	Increase (Decrease)	Amended Budget
Public Safety - Sheriff's Office				
Non-expendable departmental supplies	11010-02001	10,000	3,500	13,500

which will result in a net increase (decrease) of \$ _____ in the expenditures of the General Fund.

To provide the additional revenue for the above, the following revenues will be increased as the money has been received:

Revenue	Acct. No.	Current Budget	Increase (Decrease)	Amended Budget
Other financing sources (fees)				
Appropriation of fund balance	11010-02001		3,500	3,500

Section 2. Copies of this budget amendment shall be delivered to the Budget Officer and the Finance Officer for their direction.

Adopted this the 21 of August, 2017.

ATTEST:
Edna Smith C. Way
Clerk to the Board


Chairman
Haywood County Board of Commissioners

ES/MS/REGO	To verify the use of the funds for the drug enforcement unit from the fund balance available for the Sheriff's Office drug program, which was approximately \$56,000 at June 30.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

Request approval of the Order of Collections for 2017

Chairman Kirkpatrick recognized Tax Collector, Mike Matthews. Mr. Matthews requested the approval for the Order of Collections for 2017. He noted that tax bills should be received by the citizens by the first of September.

Commissioner Sorrells motioned to approve the Order of Collections for 2017 as presented. Commissioner Rogers seconded and the motion passed unanimously.

BOARD OF COMMISSIONERS
 J. W. "Kirk" KIRKPATRICK, III, CHAIRMAN
 BILL L. UPTON, VICE CHAIRMAN
 L. KEVIN ENSLEY
 MICHAEL T. SORRELLS
 BRANDON C. ROGERS



COUNTY MANAGER
 IRA DOVE
 COUNTY ATTORNEY
 LEON M. KILLIAN, III

STATE OF NORTH CAROLINA
 COUNTY OF HAYWOOD

To the Tax Collector of the County of Haywood:

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Haywood County Tax Assessor and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon real property of the respective taxpayers in the County of Haywood, and this order shall be a full and sufficient authority to direct, require, and enable you to file tax judgments, levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with law.

Witness my hand and official seal, this 21st day of August 2017.

 (Seal)
 Chairman, Board of Commissioners of Haywood County

Attest:


 Clerk of Board of Commissioners of Haywood County

215 NORTH MAIN STREET • WAYNESVILLE, NORTH CAROLINA, 28786
 PHONE: 828.452.6625 • FAX: 828.452.6715

Request approval of a contract with Bunnell-Lammons Engineering, Inc. (BLE) for Francis Farm Landfill

Chairman Kirkpatrick recognized Planning Director, Kris Boyd. He explained that this has been done for the past ten years at the facility. This contract for \$5,000 is for the reporting that BLE sends to the Department of Environmental Quality on the monitoring of the wells and groundwater data. Post closure can be as long as 30 years or longer, depending on corrective measures and what the County chooses to do. It is anticipated that the ground water quality will continue to improve. This reporting is done twice a year.

Vice-Chairman Upton motioned to approve the contract with Bunnell-Lammons Engineering, Inc. as presented. Commissioner Ensley seconded and the motion passed unanimously.

Discussion of Downtown Revitalization grant

Chairman Kirkpatrick recognized County Manager, Ira. Dove. Mr. Dove explained that Representative Clampitt has worked with other representatives to obtain development funding. The grant is \$30,000 and the County will have to apply to the North Carolina Department of Commerce Rural Development. The deadline is September 15th if the decision is to submit a project. Two possible projects could be one based on working with the strategic plan for the library to increase digital infrastructure for workforce development, or the second could be to develop an existing County facility to create a small business incubator. The project needs to be completed by July 2018.

The Board discussed both possible projects, and also discussed that there may be other possibilities throughout the county that meet the qualifications. It was agreed that other options would also be explored, Mr. Dove will contact town managers to solicit their ideas, and it will be brought back before the Board at the next meeting to decide on the plan that the County would like to submit.

Request approval for three EMS ambulance remounts and resolution

Chairman Kirkpatrick recognized County Manager, Ira Dove. Mr. Dove explained that after competitive bidding, a request has been submitted to approve the trade in of two old Dodge chassis towards three ambulance remounts. They have high mileage and various mechanical issues. Safety lifts will be installed on all three vehicles. The total cost is \$455,563.92. This is all in the current budget.

Commissioner Sorrells motioned to approve the resolution to declare three ambulance chassis surplus and authorize the trade of two surplus ambulance chassis and receive three ambulance remounts. Vice-Chairman Upton seconded and the motion passed unanimously.



Request approval of reappointment of Patrick McDowell to the Town of Waynesville Planning Board as an ETJ representative

Chairman Kirkpatrick recognized County Manager, Ira Dove. Mr. Dove explained that the Town of Waynesville has submitted a request to reappoint Patrick McDowell to the Waynesville Planning Board for a three year term.

Commissioner Ensley motioned to approve the reappointment of Patrick McDowell to the Town of Waynesville Planning Board as an ETJ representative. Commissioner Rogers seconded and the motion passed unanimously.

Request approval of reappointment of Mandy Williamson to the Clyde Planning Board

Chairman Kirkpatrick recognized County Manager, Ira Dove. Mr. Dove stated that he has received a request from the Town of Clyde to reappoint Mandy Williamson to their Planning Board, noting that although she has served more than two terms, the Town of Clyde is requesting that she be permitted to serve again. She is the secretary to that board, and there is already another vacancy on the board.

Commissioner Rogers motioned to approve the reappointment of Mandy Williamson to the Clyde Planning Board. Vice-Chairman Upton seconded and the motion passed unanimously.

CLOSED SESSION

Commissioner Ensley made a motion to enter into Closed Session for:

Closed Session Minutes - G.S. §143-318.11(a)(1)

Personnel – G.S. §143-318.11(a)(6)

Attorney/Client Privilege – G.S. §143-318.11(a)(3)

Vice-Chairman Upton seconded and the Board went into Closed Session. The Board returned from Closed Session.

Chairman Kirkpatrick stated that there is a couple of business matters that need to be voted on.

Commissioner Sorrells made a motion to create and allow a classification of Team Leader II for the Emergency Operations Center and authorization for the County Manager to negotiate salaries in regards to that. Vice-Chairman Upton seconded and the motion passed unanimously.

He stated that the following closed session minutes need to be approved and released.

Closed Session Minutes - §143-318.11(a)(1) – April 3, 2017

Commissioner Ensley made a motion to approve and release the closed session minutes. Commissioner Sorrells seconded and the motion passed unanimously.

Chairman Kirkpatrick stated that the following minutes need to be approved but not yet release subject to review at a later date.

Attorney/Client Privilege §143-318.11(a)(3) – August 7, 2017

Commissioner Ensley made a motion to approve but not yet release closed session minutes subject to review at a later date. Commissioner Rogers seconded and the motion passed unanimously.

Chairman Kirkpatrick stated that the following minutes need approval but not release.

- Personnel §143-318.11(a)(6) – April 3, 2017
- May 1, 2017
- May 1, 2017
- May 1, 2017
- May 1, 2017
- May 1, 2017
- June 5, 2017
- June 5, 2017
- June 5, 2017
- July 17, 2017
- August 7, 2017
- August 7, 2017
- August 7, 2017
- August 7, 2017

Attorney/Client Privilege §143-318.11(a)(3) – May 1, 2017

Vice-Chairman Upton made a motion to approve but not release closed session minutes. Commissioner Ensley seconded and the motion passed unanimously.

ADJOURNMENT

Chairman Kirkpatrick asked if there was any further business.

He announced that there will be a Council of Governments meeting on August 28th, 2017 beginning at 6:00 p.m. at the Health & Human Services Agency training room.

With no further business, Vice-Chairman Upton made a motion to adjourn the regular Board meeting. Commissioner Rogers seconded; the motion carried unanimously.

The time of adjournment was 10:18 p.m. The DVD is attached by reference to the minutes.

CLERK

CHAIRMAN

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