

Regular Meeting – January 5, 2016

The Graham County Board of Commissioners met Tuesday, January 5, 2016 at 5:30 p.m. in the Graham County Community Building located at 196 Knight Street Robbinsville NC for their regular monthly meeting. All board was present.

1. Chairman Nelms called the meeting to order.
2. Chairman Nelms asks Commissioner Cody to give the Invocation.
3. Chairman Nelms asks Commissioner Orr to lead the Pledge of Allegiance.
4. Chairman Nelms asks for approval of the agenda. Commissioner Eller made the motion to approve the agenda. Commissioner Orr seconded this motion. Vote unanimous.
5. Chairman Nelms asks for approval of the Workshop & Regular Meeting Minutes December 15th and the Special Meeting December 16th. Commissioner Orr made the motion to approve the minutes as stated. Commissioner Eller seconded this motion. Vote unanimous.
6. Chairman Nelms asks for the finance reporting. Rebecca Garland gave the board an overview of our cash position. Ms. Garland stated that we have \$6.5 million in unrestricted funds and \$1.6 million in restricted funds giving us a combined total of \$8.165 million at the end of November. Ms. Garland asks the board to consider putting the EMS Billing Funds into a certificate deposit. Ms. Garland stated that we are getting .001 % interest on the money through our checking and we would draw .002 % through a CD for a period of six months. Ms. Garland asks that the board give this some consideration.
7. Ms. Garland stated that we have received the last two vehicles for the Sheriff's Department and wanted to know the board's pleasure in refinancing or paying outright. Ms. Garland stated that the board is in a good position at this time to pay outright. Commissioner Orr stated that we should pay out due to the small amount of interest. Commissioner Cody agreed. All board was in favor of paying outright for the vehicles.
8. Ms. Garland stated that the county had received an extension on the CDBG Grant until March 30, 2016 and would be reaching out to Joan Stillwell to make sure that we expend all the money. Ms. Garland stated that the amount of money is around \$15,000.00 and this could be used to repair at least two homes.
9. Ms. Garland stated that she and Manager Edwards had spoken and would begin the budget process on January 13, 2016. Ms. Garland stated that she had received a letter from the 911 Board and they are proposing to drop our funding from \$17,000.00 to \$6,000.00 due to our balance of remaining funds. Ms. Garland stated that she would be writing a letter of reconsideration and explain why the county had been holding the funds. Ms. Garland stated that the 911 Center uses the funds to purchase new equipment which is usually every three years.
10. Ms. Garland stated that she is finishing her Capstone Project for her degree and hopes to use this project to help Graham County on their Comp plan and communications plan. Ms. Garland stated that these plans needed to be implemented into the budget process and the public needed to give us their input. Ms. Garland proposes that we host focus groups or forums throughout the communities of the county and find out what the vision of the county residents are. Ms. Garland stated that we would find out the priorities of the people and work from that point. Ms. Garland stated that she is hopeful to do the forums in March 2016. Manager Edwards stated that we need a leadership team and have a guide or strategy in place. Manager Edwards stated that we need to conduct surveys with our county employees which will provide us good data to work from. Manager Edwards stated that he will also be making corrections to the county pay plan and would need some code changes as well as range changes made to the plan. Manager Edwards stated that our plan needed to be aligned to the state pay plan.
11. Manager Edwards asks Misty Hembree to speak on the E911. Ms. Hembree presented the board with the monthly progress report on the new E911 Center. Ms. Hembree stated that MCP had conducted the kick-off meeting, discussed preliminary facility design and location and developed the RFP for Architectural services. Ms. Hembree stated that the building and associated permitting will be initiated after facility design is completed and the land development permitting will be completed during design process. Ms. Hembree stated that the county commissioners had approved a site location and MCP will review all communications systems and identify modifications as needed. A microwave tower will be required and the preliminary location to be adjacent to new facility and MCP will conduct bi-weekly project status conference calls with the county.

12. Ms. Hembree stated that we had received two RFQ's for the architectural work of the building and the board opened the RFQ's: 1) PFA Architects and 2) Stewart-Cooper-Newell Architects. Commissioner Orr made the motion to refer the scoring to the E911 Building Committee and Mission Critical Partners and then present their recommendation to the board. Commissioner Eller seconded this motion. Vote unanimous.
13. Clerk Crisp stated that the board needed to approve an E911 Grants Administrator. Commissioner Orr made the motion to appoint Rebecca Garland as the E911 Grants Administrator. Commissioner Williams seconded this motion. Vote unanimous.
14. Commissioner Cody presented a Resolution for Approval of Insurance District Boundaries for the Stecoah Fire Insurance District. Commissioner Cody stated that the boundary lines are within six (6) miles from the Stecoah Fire Insurance District base located at 220 School House Drive. Commissioner Eller made the motion to approve the resolution as stated. Commissioner Orr seconded this motion. Vote unanimous.
15. Chairman Nelms asks for public comment. Manager Edwards stated that Lisa Russo had signed in for public comment. Ms. Russo stated that she would not be filming any more commissioners meetings. Ms. Russo stated that she needed to focus on other things but further stated that she would still attend the meetings as a concerned citizen. Ms. Russo thanked the board for allowing her the freedom to film the meetings and never giving her a hard time over it. Ms. Russo thanked Clerk Kim Crisp for always sending responses to her emails and for keeping everything above board and public. Ms. Russo stated that she homeschooled her children and was hoping that her son would show interest in the website in the future. Ms. Russo urges the commissioners to step up and improve the county's internet presence and further encouraged the use of Facebook as a way to get the news out to the county citizens. Ms. Russo again thanked the board. Commissioner Orr thanked Lisa for her interest and appreciated her filming the meetings so that it was available to the public. All the board thanked Ms. Russo.
16. Chairman Nelms stated that we would now go into the discussion items and asks Manager Edwards to proceed.
17. Manager Edwards stated that he needed approval on the Releases in the amount of \$1,878.54. Commissioner Williams made the motion to approve. Commissioner Orr seconded this motion. Vote unanimous.
18. Manager Edwards stated that a contract had been bid in 2013 to finish the Curb and Sidewalks at DSS and the contractor who had received the award was Quality Masonry. Manager Edwards stated that the original bid was \$4,906.00 and the price would most likely need to be adjusted. The board directed Manager Edwards to talk to the contractor and call the Board of Commissioners with the price change if any. The board would address this issue at the next regular meeting.
19. Manager Edwards stated that our Recreation Director Jason Sawyer had reached out to the contractor who would resurface the tennis courts and the contractor wanted the fencing installed prior to the resurfacing. Commissioner Williams made the motion to proceed with the fencing at the tennis courts. Commissioner Orr seconded this motion. Vote unanimous.
20. Manager Edwards stated that he had received the yearly application for Four Square and asks if the board had any questions or comments. The board all agreed that Four Square was a great program.
21. Manager Edwards discussed the fencing repair proposals for the dumpster sites. Manager Edwards stated that the total price is \$26,118.29 for all dumpster sites. The board had discussion and all agreed that the truck drivers are to be told they are to be extra cautious around the fences and if one of the fences is damaged they need to report it immediately. The board asks if this was budgeted and Rebecca Garland stated that the county did not budget for this repair so the money would have to come out of contingency. Commissioner Williams made the motion to fix the fences at the dumpster sites. Commissioner Cody seconded this motion. Vote unanimous.
22. Manager Edwards stated that the state is holding a Bond Referendum in the March Primary for Connect NC. Manager Edwards stated that a meeting to discuss the referendum will be held on January 11th in Bryson City and the board has an invitation to attend. All board was in agreement to Manager Edwards attending this meeting.
23. Manager Edwards stated that there was a change order for the Library repairs which resulted in no cost. Commissioner Orr made the motion to accept the change order with no cost to the county. Commissioner Eller seconded this motion. Vote unanimous.

24. Manager Edwards asks that the Personnel Policy Amendment concerning Annual Leave be tabled for further review. The board all agreed to table until further review.
25. Manager Edwards stated that we had received a call from Betty Daughtry and she is opposed to the proposed shooting range at Bear Creek.
26. Manager Edwards stated that he did have new business. Manager Edwards asks permission for he and EDC Director Andy Cable to attend the TVA meeting in Chattanooga, TN on January 27th and 28th. Manager Edwards stated that he had received a call from Burt Robinson who encouraged our attendance. Commissioner Orr stated that this is the same group that she attended and further stated that TVA is a generous partner and she recommended that they be allowed to attend. The board gave a directive for Manager Edwards and Andy Cable to attend this meeting.
27. Manager Edwards stated that Commissioner Orr is our NACO Representative and sits on the Land Use Committee and needs to travel to Washington. Manager Edwards stated that this meeting is very instrumental on our PILT. Commissioner Eller stated that Graham County needed to have people sitting at these places. Commissioner Eller made the motion for Commissioner Orr to attend the NACO meeting. Commissioner Williams seconded this motion. Vote unanimous.
28. Manager Edwards stated that is all the business that he had.
29. Chairman Nelms asks for a motion to go into closed session under G.S.143-318.11(a) (1) (3) (6) for privileged or confidential information, attorney-client privilege, personnel and contracts. Commissioner Eller made the motion to go into closed session as stated. Commissioner Williams seconded this motion. Vote unanimous.
30. Commissioner Williams made the motion to go back into open session. Commissioner Orr seconded this motion. Vote unanimous.
31. Commissioner Eller stated that the Estate of David Jenkins is selling a backhoe and he would like to recommend that the county try and buy this item. Commissioner Eller stated that we have to rent a backhoe now and felt that we could buy one and save money. The board all agreed for Commissioner Eller to check on the backhoe.
32. Commissioner Williams made the motion to approve the Graham County Travel and Tourism Authority Rules and Procedures with the Amendment as stated. Commissioner Eller seconded this motion. Vote unanimous.
33. Commissioner Orr made the motion to adjourn. Commissioner Williams seconded this motion. Vote unanimous.

Jacob Nelms, Chairman, Graham County Commissioner

Keith Eller, Vice-Chairman, Graham County Commissioner

Lynn Cody, Member, Graham County Commissioner

Connie Orr, Member, Graham County Commissioner

Raymond Williams, Member, Graham County Commissioner

ATTEST:

Kim Crisp, Clerk to the Board