

Regular Meeting – July 19, 2016

The Graham County Board of Commissioners met Tuesday, July 19, 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. Rebecca Garland served as Clerk for the meeting due to the absence of Clerk Kim Crisp.

1. Chairman Nelms called the meeting to order and read the conflict of interest statement.
2. Chairman Nelms asks Commissioner Williams to give the Invocation.
3. Chairman Nelms asks Commissioner Orr to lead the Pledge of Allegiance.
4. Chairman Nelms stated that the agenda needed to be amended to add Taylor Carringer to closed session under personnel and contracts. Commissioner Williams made the motion to approve the agenda as amended. Commissioner Eller seconded this motion. Vote unanimous.
5. Chairman Nelms asks for approval of the Regular and Workshop Meeting – June 28th and the Regular Meeting – July 5th. Commissioner Eller made the motion to approve the minutes as stated. Commissioner Williams seconded this motion. Vote unanimous.
6. Chairman Nelms asks for the finance report. Ms. Garland stated that the county ended the month with a \$5,431,143.10 cash balance. Ms. Garland stated that current year tax collections is \$39,823.13; prior year collections \$8,668.24 and DMV collection is \$60,005.69. Ms. Garland stated that the tax collection rate is 96.75%. Ms. Garland stated that the revenues were \$765,814.94 and the expenditures was \$1,460,633.42 giving us a deficit of \$694,818.48 for the month. Ms. Garland stated that our sales tax collection was \$134,447.74 which is an increase from this time last year. Ms. Garland stated that sales tax revenues are running slightly ahead of budgeted amounts. Ms. Garland stated that there have been \$534,701.01 back taxes collected since 7/01/2013.
7. Rebecca Garland stated that she had a bill that needed approval from Cott Systems for \$24,168.20. Ms. Garland stated that the Register of Deeds had gotten old records scanned for online use and had requested the work to be funded in the 2016-2017 budget but called the company prior to yearend and had them to come prior to yearend. Ms. Garland was not aware they had come and got the bill and it was not provided for in the 2015-2016 budget or budget amendments and will probably be written up for an over expenditure. Commissioner Orr made the motion to approve the expenditure of \$24,168.20 which will be paid with the AE&P Funds. Commissioner Cody seconded this motion. Vote unanimous.
8. Rebecca Garland stated that she had received a bill from Mission Critical Partners for \$2,851.75 which will be taken from the 911 Grant for the 911 Center. Commissioner Orr made the motion to approve the expenditure. Commissioner Williams seconded this motion. Vote unanimous.
9. Rebecca Garland stated that the DSS Director had requested their hours be changed from a 37.5 hours to a 40 hour workweek. Ms. Garland stated that she supported this request as this will align the hours with those of the health department which will allow her to send only one salary plan to the state instead of two and further stated that DSS will obtain 67% reimbursement from the State for their expenditures.
10. Rebecca Garland requested the board to make an amendment to the cash management policy where in by the tax office will no longer cash checks from employees or the general public which will tighten internal controls. Commissioner Orr made the motion to amend the cash management policy. Commissioner Eller seconded this motion. Vote unanimous. Ms. Garland will present the written policy at the August 2nd board meeting. Commissioner Williams stated that the policy needed to apply to all employees. Ms. Garland agreed.
11. Ms. Garland stated that she did have some matters for closed session.
12. Chairman Nelms asks for public comment. Chairman Nelms asks Doug Cable to speak. Mr. Cable stated that he has some questions. One is he attended a meeting about Urgent Care and remembered that the Health Department got a grant to build the health department and this should not be changed because it is accessible to the elderly in the middle of town. Mr. Cable asks if the county signed a contract yet to staff the Urgent Care and the county spent \$1.5 million dollars and will be moving when Urgent Care is not sustainable. Mr. Cable asks what will the county do when the Urgent Care Center closes. Chairman Nelms stated that Mr. Cable was jumping to assumptions that it will not sustain. Mr. Cable asks if the board had spoken with Mission. Chairman Nelms stated that the board had spoken with Duke and Mission and further stated that he needed to read the feasibility study and then his questions would be answered. Mr. Cable stated that no doctor will change and wanted to know what the county will do with

the building when it closes. Chairman Nelms stated that we have not signed a contract with a provider. Chairman Nelms stated that the county spent \$1.5 million on a building. Commissioner Williams stated that DSS and the Health Department will be housed in the new building. Mr. Cable stated that the county needed an administration building and a jail and the land to build it on. Mr. Cable stated that he has been here for ten years and there is still no plan.

13. Chairman Nelms asks for the manager's report. Manager Edwards stated that he will be presenting the fleet plan next month. Manager Edwards stated that he is asking the board to make a recommendation for the make and model of the building inspection vehicle. Manager Edwards stated that we needed uniformity so we can have stock and replacement parts. Chairman Nelms stated that it needed to be a 4WD V6. Commissioner Orr asks what he drives now. Manager Edwards stated that it was a 2006 Escape. Commissioner Eller stated that the motor had been replaced once already in this vehicle. Commissioner Orr asks how many Escapes we have in the county. Commissioner Eller stated that we have four with the red one being 4WD. The board had further discussion and Commissioner Eller mentioned that a Pathfinder would work well. Commissioner Orr asks that we price Escapes. Commissioner Williams stated that the type of work that David does and the problems that he has saved us from and the work that he has helped us with, he makes a motion to get a Pathfinder. Commissioner Eller seconded this motion. Vote unanimous. Commissioner Williams stated that David always does a good job and we need to appreciate the work he does. Commissioner Eller stated that the Nissans give the best deals and Manager Edwards agreed and further stated that Nissan delivered the vehicles. Commissioner Orr asks that we get sealed bids. Commissioner Cody agreed because the total amount will exceed the threshold for audit purposes. Commissioner Eller said that these are the same prices that we obtained for the ones for transit and the health department. Commissioner Cody mentioned that the board needs to treat these as separate motions to keep us in accordance with statutes. The board directed Manager Edwards to seek prices for Pathfinders.
14. Manager Edwards stated that he had met with the Sheriff and the Clerk of Court on Courthouse Security and initially we had one patrol officer in the building and more than one access point to the building. Manager Edwards stated that they proposed to have only one access point to the courthouse and have the officer posted at that point with the metal detector and the entrance would be at the old manager's office side where people can be screened as they come in the building. Manager Edwards stated that all other points will be exit only with lock down and we needed to check the ability to have crash bars on the front doors. Manager Edwards stated that the camera system is wireless and we will need some extra cameras placed in blind spots with monitoring and further stated that the Clerk mentioned that there are monies available to help with the cost. Manager Edwards stated that a laptop would need to be purchased and we may need to check on the cost of a metal detector. Manager Edwards stated that the position is already funded in the budget and this is only in the discussion phase and will report at the next meeting on the cost and where the funds will come from.
15. Manager Edwards stated that he planned to do a PPT on dumpsites and costs comparative but did not have keys for the screen but would have this at the August 2nd meeting. Manager Edwards stated that during May we had numerous dumpster fires to get metal from mattresses which weakens containers and presents a public safety hazards.
16. Manager Edwards stated that EBCI will develop a memorandum of agreement for inspections on tribal lands which will be reviewed by him and Alicia Parham and asks that the board review carefully.
17. Manager Edwards stated that he had asked Chairman Nelms to report and provide input on the Construction Manager for the new 911 Center. Manager Nelms stated that we had a pre-bid meeting and had one contractor show up and he needed a decision on how to proceed. Chairman Nelms stated that we need to decide to have a CM at risk or put the project out for general bid. Commissioner Orr stated that CM at risk sounded more positive and we can use some local contractors. Commissioner Nelms stated that we can be more specific with the contractor we choose. Manager Edwards stated that we know up front the cost and it is set and the CM bears the liability. Manager Edwards stated that the RFQ process does not end until this Thursday and wishes to wait until that time frame lapses.
18. Manager Edwards stated that the meeting with Stecoah Valley Center was fruitful and the county was able to bring forth issues of which the planner will stay abreast. Manager Edwards stated that he had met with Beth Fields the same day as the Burr meeting and there seems to be some concern. Manager Edwards stated that Pam Hysong stated that there was a grant

available to help with the cost of the roof repair but we would need to change the lease agreement into a management agreement to enable them to get the grant. Stecoah Valley Center stated this change in wording would restrict their ability to get other grants. Manager Edwards stated that this is an opportunity for the county to get the grant to make the repairs. Manager Edwards stated that our current agreement stated that Graham County is not obligated to do anything for upkeep to the building and we have given them \$10,000.00 for operations and \$55,000.00 is in contingency but we were hoping to clarify their position and get more information. The board wanted this discussed further.

19. Commissioner Williams stated that the dumpsites still have not been mowed and the crews have gotten three sites done and the Sweetwater Dumpster site has not been touched in three weeks. Manager Edwards stated that he would check on this issue.
20. Chairman Nelms asks for the discussion items. Manager Edwards stated that he has Releases of \$6,851.71 and Discoveries of \$8,210.67 for approval. Commissioner Williams made the motion to approve. Commissioner Eller seconded this motion. Vote unanimous.
21. Manager Edwards stated that the board needed to open the well bids for the Fort Hill property. Two bids are presented in sealed envelopes and they are:
 - a. Miller Well Drilling - \$4728.40 and add \$600.00 to \$800.00 for generator test.
 - b. Hooper Pump Service - \$3677.92 and add well test of \$450.00.Manager Edwards stated that these bids are to test the well and get it ready for use on Fort Hill for the new 911 Call Center. Commissioner Williams made the motion to go with the lowest bid. Commissioner Orr seconded this motion. Vote unanimous. The bid was awarded to Hooper Pump Service.
22. Manager Edwards stated that three bids had been sent in for the three DSS vehicles. Commissioner Williams made the motion to accept the lowest bid on Pathfinders and to surplus two vehicles at DSS and transfer one Equinox to the County Manager. Commissioner Eller seconded this motion. Vote unanimous.
23. Manager Edwards stated that he needed approval for the reappointment of Bobbie Carpenter to the Senior Tarheel Legislation. Commissioner Williams made the motion to reappoint. Commissioner Orr seconded this motion. Vote unanimous.
24. Manager Edwards stated that he needed approval for the reappointment of Billy Ditmore to the Travel and Tourism Board. Commissioner Williams stated that he needs to consult with the attorney in closed session.
25. Manager Edwards asks for approval of the reappointment of Dirk Cody to the TAB Board. Commissioner Orr made the motion to approve the reappointment. Commissioner Eller seconded this motion. Vote unanimous.
26. Manager Edwards stated that we needed to replace Peggy Hyde with Melissa Blevins on the TAB Board. Commissioner Eller made the motion for the replacement. Commissioner Orr seconded this motion. Vote unanimous.
27. Manager Edwards stated that we needed to upgrade the phone lines. Commissioner Williams made the motion to upgrade the Verizon wireless plan. Commissioner Orr seconded this motion. Vote unanimous.
28. Manager Edwards stated that he needed approval for the equipment rental to bush hog at EMS and Transit for \$2,500.00 and we need to do this work along with excavation of the apron for the 911 Call Center and the actual amount could be less than the proposed cost due to Gavin Colvard operating the equipment. Commissioner Williams made the motion to approve this expenditure. Commissioner Orr seconded this motion. Vote unanimous.
29. Chairman Nelms asks for new business.
30. Commissioner Orr had old business and asks if there has been any movement on the shooting range and has anyone spoken with Angela Gee for the property on Tallulah. Some discussion ensued. Chairman Nelms stated that the project will escalate within the next month. Commissioner Orr wanted to visit with Angela Gee to see about a property swap of the Bear Creek property for some on Atoah. Commissioner Williams stated that the property needed some maintenance and stated that many of our kids qualified for state finals for the shooting team and Commissioner Orr agreed that we have an excellent team and that Andy Lynn needed to be contacted.
31. Commissioner Orr stated that the tennis courts looked very nice.
32. Chairman Nelms stated that we would now go into closed session under G.S. 143-318.11(a) (1) (3) (5) (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 Orr seconded this motion. Vote unanimous.
33. Chairman Williams made the motion to go back into open session. Commissioner Eller seconded this motion. Vote unanimous.
34. Commissioner Eller made the motion to advertise for contract of 911 signage installation.
Commissioner Orr seconded this motion. Vote unanimous.
35. The board postponed any action on a sanitation worker.
36. Commissioner Orr made the motion to hire Drew Silvers as a full-time paramedic. Commissioner Williams seconded this motion. Vote unanimous.
37. Commissioner Orr made the motion to hire Joselyn Sharp as a part-time 911 Dispatcher.
Commissioner Cody seconded this motion. Vote unanimous.
38. Commissioner Orr made the motion to approve the licenses and purchase of switches only.
Commissioner Williams seconded this motion. The board tabled the labor decision to check with other vendors for labor. Vote unanimous.
39. Commissioner Cody made the motion to adjust the Sheriff's and Register of Deeds salary and advise the State and the Election Board of the change in pay and change in filing fees.
Commissioner Orr seconded this motion. Vote unanimous.
40. Commissioner Orr made the motion to adjourn. Commissioner Cody 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