

Regular Meeting – August 2, 2016

The Graham County Board of Commissioners met Tuesday, August 2, 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 stated the board needed to amend the agenda to include 6A – Closed Session under G.S. 143-318.11(a) (1) (5) for privileged or confidential information and contracts; 7A – Misty Hembree – 911 Call Center; 8A – Sophia Paulos and under the Manager’s Report change the House Bill number to 438. Chairman Nelms asks for approval of the agenda with the changes. Commissioner Orr made the motion to approve the agenda as stated. Commissioner Cody seconded this motion. Vote unanimous.
5. Chairman Nelms asks for approval of the Workshop and Regular Minutes for July 19th. Commissioner Eller made the motion to approve the minutes as stated. Commissioner Orr seconded this motion. Vote unanimous.
6. Chairman Nelms asks Darlene Lovingood to speak. Ms. Lovingood thanked the board for their previous donation of \$5,000.00 to Yuletide Helpers and stated that they served 225 kids last year. Ms. Lovingood stated that Yuletide Helpers is opening a thrift store at the old Milltown Grocery Store which will help raise the needed funds for Yuletide Helpers. Ms. Lovingood stated that the rent for the building is \$200.00 per month and they are asking the county if they could double their donation this year. Ms. Lovingood stated that all the work is volunteer and asks that everyone get the word out about the thrift store. The board thanked Ms. Lovingood for her work with Yuletide Helpers.
7. Chairman Nelms stated that the board would now go into closed session under G.S. 143-318.11(a) (1) (5) for privileged or confidential information and contracts and asks for motion. Commissioner Cody made the motion to go into closed session. Commissioner Eller seconded this motion. Vote unanimous.
8. Commissioner Orr made the motion to go back into open session. Commissioner Cody seconded this motion. Vote unanimous.
9. Chairman Nelms asks Juanita Colvard and Claudine Gibson to speak. Ms. Colvard stated that Nancy Lane had called her about the contracts that would need to be prepared for the Urgent Care Center and stated that Doug Cox was willing to assist in the preparation of the contract by providing two college students in the medical field to come and do 10 weeks of research which would require a stipend of \$200.00 per week and a place to stay. Ms. Colvard stated that she informed Mr. Cox that she could not give the permission to proceed without prior approval from the Board and further stated that we have two choices, we could hire someone ourselves or get the help from Mr. Cox. Commissioner Orr asks where the help would be coming from. Ms. Colvard stated either Western Carolina or the University of Tennessee. Ms. Colvard stated that the study will allow the commissioners to make better decisions on the contract with the provider by providing in-depth data. Claudine Gibson stated that this would be \$2,000.00 well spent in her opinion because we need a solid contract that will provide the best service for the county. Ms. Gibson stated that if we proceed with this study it should be completed around the same time as the renovations. Ms. Colvard stated that if the Urgent Care Center comes to fruition we need the research and expertise to have the contracts prepared with our county attorney’s approval. Commissioner Orr stated that if we hired someone other than the students it would cost more than \$2,000.00. Ms. Gibson stated that we did not want to miss anything when preparing the contract for the Urgent Care Center and this study will help us make sure that our bases are covered and further stated that Nancy Lane had recommended this study. Manager Edwards stated that this will be a quick turnaround once the provider is in place and the framework does take time and it is critical that the county have a complete understanding of the contract. Commissioner Orr stated that she welcomed it. Ms. Gibson stated that the study will help the county with the internal parts and will be pretty in-depth with other services. Ms. Colvard stated that she can give the students a place to work in her conference room and she will have a computer available for their use. Commissioner Orr stated that our local motel’s may work with us on a reduced rate which would help and further stated that this will be good experience for the WCU students coming here to assist us. Commissioner Williams made the

motion to find out the total cost for the students and pursue the study. Commissioner Orr seconded this motion. Vote unanimous.

10. Chairman Nelms asks Misty Hembree to speak. Ms. Hembree stated that she was here to update the board on the 911 Call Center. Ms. Hembree stated that the RFQ's had been returned and she now needed to know if the board was hiring a CM at Risk or a General Contractor. Ms. Hembree stated that the RFQ's had been scored. Ms. Hembree stated that Ms. Garland had requested some clarification from the 911 Board on the CM at Risk and asks if the board wants to postpone the decision on the RFQ's. Ms. Hembree stated that the board did have the reservation of rights to postpone or throw out any and all bids. Commissioner Cody made the motion to table this issue until clarification is given by the 911 Board and see what is required. Commissioner Williams seconded this motion. Vote unanimous.
11. Chairman Nelms asks for the Finance Report. Rebecca Garland, Finance Officer stated that she had received a bill from Pageant and Freeman on the 911 Grant Project for \$29,700.00 and further stated that they are 47% complete. Commissioner Orr made the motion to pay Pageant and Freeman. Commissioner Cody seconded this motion. Vote unanimous.
12. Ms. Garland presented the board with the final draft of the Graham County Pay Plan. Ms. Garland stated that the pay plan committee has been working on the plan since January and further stated that the pay plan provides predictability for employees and administration. The pay plan is equitable for the job duties across departments within the same grade and will be paid on a level scale and this plan will assist the board in the future with budgeting projections. Ms. Garland stated that they based the grades and pay ranges on the 2014 State Pay Scale and our plan is 85% of that pay scale. Ms. Garland stated that there are benefits of alignment with the state plan which will provide for growth over time for cost of living adjustments as the board deems appropriate and provides a basis for predictable growth in budgeting. The plan provides employees with a map toward their future earnings potential within their job description and keeps the county in alignment with OSHR Guidelines for Human Services. Ms. Garland stated that DSS has gone to 40 hours per week and this will allow her to send in one pay plan to the state instead of two. Ms. Garland asks that the board study the pay plan and adopt at the next meeting.
13. Chairman Nelms asks Sophia Paulos, EDC Director to speak. Ms. Paulos stated that she would like to come in and meet with the Board once a month to give an overview of what is happening in the county. Ms. Paulos stated that in her first month on the job she is meeting our regional partners, Paul Worley, with Tri-County and Josh Carpenter, with the NC Economic Development Partnership and we are collaborating on 8 to 10 new full-time positions paying \$30,000.00 plus benefits. Ms. Paulos stated that they are waiting on corporate for the final decisions and we have local and regional support and there is a very strong chance that the jobs will be located here in our county. Ms. Paulos stated that she met with Senator Davis and Jimmy Lee, with the Carolina's Chinese Chamber of Commerce to bring more income into the county in the form of investments and county dollars. Ms. Paulos stated that SouthWest Commission is leading the charge with our Mountain West Partnership to work as a region and they are advertising for us. Ms. Paulos stated that she did a film interview which will be used on the website for tourism and is working with our local partners to form an email network. Ms. Paulos stated that she had met with Robin Turner, owner of Tapoco Lodge and he is increasing his capacity of the lodge and the restaurant and will be hiring several full-time and part-time positions and he is working with Paul Worley and Josh Carpenter on incentives available for Graham County. Ms. Paulos stated that there is a \$300,000.00 ARC Grant that the county partners are working toward which will allow for road signage that will advertise the entire county to entice people to stay longer in the county. Ms. Paulos stated if tourists are made aware of all the things to do in our county they will stay for a longer period of time and this will increase our sales tax for the county. Commissioner Orr stated that our high school and Tri-County is very active in this initiative.
14. Chairman Nelms asks for public comment. Chairman Nelms asks Juanita Colvard to speak. Ms. Colvard stated that she had a petition for everyone to sign which will help us receive a Certificate of Need for our Dialysis Center. Ms. Colvard stated that if you believe that our county will benefit and needs a dialysis center, she encouraged everyone to sign a petition. Ms. Colvard stated that she has collected 150 to 200 petitions already and she will be sending these off next week to Nancy Lane. Ms. Colvard asks that the county put their petition on county letterhead and further stated that the drop off locations are Transit, Crown, Nan & Pops, Gibson Insurance and the County Manager's office. Ms. Colvard stated that she has sent this to the Graham Star

to be printed in the paper. Ms. Colvard stated that we have a desire for this center. Ms. Colvard stated that Macon County had also applied and received their certificate of need.

15. Chairman Nelms stated that we would now go to the manager's report. Manager Edwards stated that he has completed the fleet plan and gave the board a copy for them to review. Manager Edwards thanked Commissioner Eller for his help on the plan. Manager Edwards stated that this plan will give us more predictability on when vehicles need to be replaced. Manager Edwards stated that Juanita Colvard, Transit Director assisted on the mileage and years of age.
16. Manager Edwards presented the board with paperwork concerning sanitation and asks that he be allowed to speak during one of the workshop sessions concerning sanitation and his recommendations.
17. Manager Edwards presented House Bill 438 to the board which will consolidate the two Human Service Agencies. Manager Edwards stated that the board of commissioners choose which option they feel would work better for our county. Manager Edwards stated that we needed to look at other counties that have consolidated and see what options they chose.
18. Manager Edwards stated that he received quotes for the concrete work at EMS and would bring this to the board during discussion items.
19. Manager Edwards stated that we have an opportunity on an USDA Grant that will help with the roofing replacement at Stecoah Valley Center. Manager Edwards stated that Stecoah Valley Center was budgeted \$65,000.00 in the budget with \$10,000.00 going toward operations and \$55,000.00 being set aside for the roof in contingency. Manager Edwards stated that some language needed to be changed in the lease agreement and once changed the board is eligible for a USDA Grant. Manager Edwards stated that he had spoken with Beth Fields and she did not agree to the language change and further asks if the county would give a 50 year lease. Manager Edwards did not recommend going with a longer lease due to ownership technicalities.
20. Manager Edwards stated that the Wilderness movement is going forward and he and Chairman Nelms requested a meeting with Angela Gee, US Forest Ranger for Graham County. Manager Edwards stated the meeting has turned into several people wanting to attend which is rather confusing. Manager Edwards stated that he needed some specifics on the original story when the county faced wilderness in the past. Manager Edwards stated that Senator Tillis has gotten a bill inside of the Bureau of Land Management which stated that the forest service cannot treat our lands designated in a wilderness study as if it has already been designated as wilderness by congress. Manager Edwards stated that he has questions of why our county land use is different here than in other counties with the same forest. Commissioner Orr stated that our permitting requirements were also different in our county.
21. Manager Edwards stated that the three pathfinders had been delivered to DSS. Manager Edwards stated that he has a listing of vehicles that need to be surplus and those vehicles are:
 - a. 2006 Crown Victoria
 - b. 2002 Ford Taurus
 - c. 1999 Chevy Tracker
 - d. 1999 Taurus
 - e. 2000 Chevy Blazer
 - f. 2009 Dodge Caravan
 - g. 2001 Ford ExplorerCommissioner Williams made the motion to surplus the listed vehicles as is. Commissioner Orr seconded this motion. Vote unanimous.
22. Manager Edwards stated that the Camper Dump Station prices at Sanitation needed to be adjusted. Manager Edwards stated that when people hear the charge they turn around and leave without dumping and this will end up off a bank somewhere. Manager Edwards proposes a \$10.00 flat fee for all campers using the dump station. Commissioner Eller made the motion to approve the \$10.00 flat fee. Commissioner Orr seconded this motion. Vote unanimous.
23. Manager Edwards stated that he received quotes on the concrete work at the EMS base and those were: Noah Williams for \$16,760.00 and Betterbuilt Contracting for \$8365.00. Manager Edwards stated that we had budgeted \$7,000.00 for this project. Commissioner Williams made the motion to add \$1,365.00 from contingency to the \$7,000.00 and go with the lowest bid. Commissioner Eller seconded this motion. Vote unanimous.
24. Manager Edwards stated that he had conversation with our county attorney on the P&J Building and he recommended that the county get title insurance and the cost for this is \$2,008.00. Commissioner Orr made the motion to purchase the title insurance. Commissioner Williams seconded this motion. Vote unanimous.
25. Manager Edward stated that we would now go to the discussion items. Manager Edwards asks for approval of the Releases \$546.87 and the Discoveries \$146.25. Commissioner Williams made the motion to approve the releases and discoveries. Commissioner Orr seconded this motion. Vote unanimous.

26. Manager Edwards stated that the board had received a sample resolution concerning Syrian Refugees in their packet and asks that they review the resolution. Commissioner Orr stated that she also received a resolution from Cherokee County concerning the Wilderness and stated that our Congressman needed a more detailed resolution with specific items from this county. Commissioner Williams made a motion to table the resolutions. Commissioner Eller seconded this motion. Vote unanimous.
27. Manager Edwards asks that Chairman Nelms open the vehicle quotes for the building inspector. Those quotes were: Scott Clark Nissan - \$29,155.90; Hunter Nissan - \$27,250.00; East Charlotte Nissan - \$29,924.59 and Capital Nissan - \$25,454.55. Commissioner Williams made the motion to go with the lowest quote. Commissioner Eller seconded this motion. Vote unanimous.
28. Manager Edwards stated that the Safety Committee needed a member to replace Alicia Parham and the recommendation was Raymond Williams and we needed to replace Jason Sawyer with Ronnie Williams. Commissioner Orr made the motion to approve the members as stated. Commissioner Cody seconded this motion. Vote unanimous.
29. Manager Edwards stated that Misty Hembree had requested that Joscelyn Sharp be moved from part-time to full-time. Commissioner Eller made the motion to approve the move. Commissioner Orr seconded this motion. Commissioner Williams asks to speak in closed concerning this matter. Commissioner Eller and Orr withdrew their motions.
30. The board gave a directive to the County Manager to apply for the ARC Grant that will fund grant writing services.
31. Jerry Williams a local contractor asks if he could see the scores on the RFQ's. The board stated that the scores are pending direction from the 911 Board and we should have all the information by next week.
32. Commissioner Williams thanked Revonda Williams for being a great asset to the Travel and Tourism Board.
33. Commissioner Eller made the motion to go into closed session under G.S. 143-318.11(a) (1) (5) (6) for privileged or confidential information, personnel and contracts. Commissioner Orr seconded this motion. Vote unanimous.
34. Commissioner Orr made the motion to go back into open session. Commissioner Williams seconded this motion. Vote unanimous.
35. Commissioner Eller made the motion to hire Joscelyn Sharp as a full-time dispatcher. Commissioner Orr seconded this motion. Vote unanimous.
36. Commissioner Orr made the motion to move Amy Johnson from Dispatch to the Assistant Tax Collector position as an in-house transfer. Commissioner Eller seconded this motion. Vote unanimous.
37. Commissioner Orr stated that she was on the Smoky Mountain LME board and felt that it was not prosperous for us to attend but stated that if the board wanted her to keep attending the meetings she would. No comment was given.
38. The board wanted clarification from Attorney Jay Coward concerning the language change on the lease for Stecoah Valley Center.
39. Commissioner Orr made the motion to continue the meeting until Tuesday, August 9, 2016 at 5:30 p.m. 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