

Regular Meeting Minutes – March 6, 2018

The Graham County Board of Commissioners met Tuesday, March 6, 2018 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 Eller called the meeting to order.
2. Chairman Eller asks Commissioner Williams to give the Invocation.
3. Chairman Eller asks Commissioner Wiggins to lead the Pledge of Allegiance.
4. Chairman Eller asks for approval of the agenda. Commissioner Nelms made the motion to approve the agenda. Commissioner Wiggins seconded this motion. Vote unanimous.
5. Chairman Eller asks for approval of the February 20th Workshop and Regular Meeting Minutes. Commissioner Wiggins made the motion to approve the minutes as stated. Commissioner Nelms seconded this motion. Vote unanimous.
6. Chairman Eller asks Wanda Hill, Senior Center Director to speak. Director Hill stated that she was here to present the totals for the upcoming HCCBG Grant that requires a county match. Director Hill stated that the amount of the grant is \$123,880.00 with a county match of \$13,765.00 for a total funding of \$137,645.00.
7. Chairman Eller asks Misty Hembree, 911 Director to speak. Director Hembree stated that she was here to present quotes for the new furniture at the new 911 Center and to present Change Order #4 for the new 911 Center. Director Hembree stated that the change order request comes from Western Builders Inc. and it is for: Install Smoke Damper & Connect to Control on unit Haywood Heating & Air Conditioning for \$1,605.00; Change Hardware at openings 109B & 115B for \$1430.45; Add bland trim for exit device at back door for \$117.43 and Carpet Tile Rooms 110, 116 & 117 for \$1375.00 and Overhead & Labor for \$679.12 for a total of \$5,207.00. Manager Garland stated that she did review these changes and approved. Commissioner Wiggins made the motion to accept Change Order #4. Commissioner Williams seconded this motion. Vote unanimous.
8. Director Hembree stated that she had sent out RFQ's for office furniture and these will be purchased with grant money. The first quote is from PBI Commercial Interiors for \$35,590.34 and the second quote is from Miller at Work for \$49,207.63. Chairman Eller asks for Director Hembree's recommendation. Director Hembree would like to go with Miller at Work. Commissioner Williams made the motion to go with Director Hembree's recommendation and accept Miller at Work. Commissioner Nelms seconded this motion. Vote unanimous. Commissioner Wiggins asks when the building would be completed. Director Hembree stated that it should be four to six weeks.
9. Chairman Eller asks Davenport & Company Mitch Brigulio, Senior Vice President to speak. Mr. Brigulio stated that he was here to discuss the county's credit rating overview and peer comparatives; general fund operations and fund balance; tax supported debt profile and proposed county projects. Mr. Brigulio stated that the county was last rated A2 by Moody's and this rating was withdrawn in September 2014 when the County's GO Refunding Bonds, Series 2004 were refunded by a direct bank loan with Carter Bank and Trust. Mr. Brigulio stated that a good rating gives us good access to bank loans and to be able to access the capital market. Mr. Brigulio stated that in 2010 the fund balance was 6% which is under the required 8% that the Local Government Commission says you must keep in fund balance. Mr. Brigulio stated that the county has continued to build up the fund balance since this date and we are now at a comfortable strong level and are in good standing with the LGC. Mr. Brigulio gave the board praise for turning the general fund balance around and stated that the county now sits at a 40% fund balance level and are now higher than the medians. Mr. Brigulio stated that our existing tax supported our debt and as we continue to pay off debt we are in a better financial position for taking on more debt capacity. Mr. Brigulio discussed the debt affordability analysis of existing county debt and stated that our sales tax collections pay for the school bond debt. Mr. Brigulio stated that we now have a positive surplus for new projects. Mr. Brigulio gave an overview of the county projects and possible upcoming projects. Mr. Brigulio stated that the county has been directed by a judge to renovate or replace the historic county courthouse in order to provide adequate facilities to hold court and Davenport has quantified the county's funding capacity for the Courthouse in fiscal year 2020 and also quantified the impact the county's tax rate for incremental cost increases of \$1 million up to \$3 million and in the meantime the

county may be subject to approximately \$396,000 in annual expenses in order to move court services to Cherokee County until the renovated/replaced courthouse is ready to hold court. Mr. Brigulio gave a summary of cases on the capital funding analysis. Mr. Brigulio stated that the county is in very good shape to incur debt up to \$9 million dollars with a 15 year financing plan and a commitment to save a set amount of money each year and can do this without raising taxes. The board thanked Mr. Brigulio for his time and information.

10. Chairman Eller asks for the manager's report. Manager Garland stated that the P&J building is complete for all intents and purposes and we are expediting the move in order to get Urgent Care up and running by April 1st. Manager Garland stated that Balsam West is awaiting permits from Duke Energy on the internet and all easements have been signed and recorded. Manager Garland stated that she may have to use Zito Media for a period of time and has been working with them in the short term due to the expedited move date.
11. Manager Garland stated that we needed to install wireless access points in the P&J building and the cost is \$7,378.00 and she would need board approval. Commissioner Orr made the motion to approve the installation of the wireless access points for \$7,378.00. Commissioner Williams seconded this motion. Vote unanimous.
12. Manager Garland stated that she has received a quote from the assessment of the towers at Wachacha Bald and the costs to fix the antennas for EMS, Sheriff, and Transit is \$7005.00. Commissioner Williams made the motion to approve the repairs for the antennas at the Wachacha Bald. Commissioner Wiggins seconded this motion. Vote unanimous.
13. Manager Garland stated that the board has information on the program by Larry Hembree, EMS Director concerning the EMPG Grant and received notification of a final amount of \$38,641.98 which represented an increase of \$18,016.98 from the base amount of \$20,625.00. Manager Garland commended Director Hembree for taking the necessary training and completing the paperwork in order to receive the funding.
14. Manager Garland stated that the ARC Grants for the additional funds for the mammogram and also the community paramedicine grants were submitted to the ARC last week. GREAT submitted two grants for broadband and wayfinding signage and hopefully we will receive all funding.
15. Manager Garland stated that the GREAT Meeting is March 15th at 11:30 p.m. at the Snowbird Youth Center and Representative Kevin Corbin will be the guest speaker and asks which commissioners would be attending so that she can RSVP. Commissioner Orr stated that she would attend this meeting.
16. Manager Garland stated that the North Carolina County Commissioners have been invited to the White House for a federal briefing on March 14th and NACO will be sponsoring a dinner the night before. Manager Garland asks if any commissioner would like to attend because we must RSVP by this Thursday at 5:00 p.m.
17. Manager Garland stated that she has three budget amendments for the board's approval. The budget amendments are:
 - a. Budget Amendment #7: to amend to recognize the septic receiving station fees to Town of Robbinsville that were never billed timely by the town. The Board overrode the finance officer to allow payment outside the budget years billed.
 - b. Budget Amendment #8: to amend for line item adjustments to the Healthy Communities budget per the health director.
 - c. Budget Amendment #9: to amend to recognize estimated revenues and expenditures for the Urgent Care approved from Golden Leaf and under construction by ARC.Commissioner Orr made the motion to approve the budget amendments as stated. Commissioner Wiggins seconded this motion. Vote unanimous.
18. Manager Garland stated that there is no room at the new facility to accommodate the exercise equipment in the Health Department and the equipment was purchased with grant money about ten years ago. The best scenario is to re-house elsewhere because there are people who use it daily and we have received complaints that there will be nowhere for people to utilize it. Manager Garland reached out to Stecoah Valley Center to see if they could but they cannot. Manager Garland stated that in the event we cannot find a location, will the board surplus this for auction. The board asks that Manager Garland see if the school could use the equipment and the Teddy Phillips building is open to public during the day for the use of their exercise equipment.
19. Manager Garland stated that she spoke with Cindy Hobbs on the Occupancy Tax increase and she stated that we needed to pass a resolution to seek legislation to increase the room

occupancy tax to the maximum 6%. Commissioner Orr made the motion to pass the resolution as stated. Commissioner Williams seconded this motion and stated that this tax is paid by visitors. Vote was unanimous.

20. Manager Garland presented the results of the sanitation survey and received 137 responses and the results were: the majority of the respondents were between 40-65 years of age and the top three sites where persons dump in order are Transfer Station 46%; Sweetwater 18% and Snowbird 13% and the majority support recycling if it were more accessible. Manager Garland stated that only 32% support sites closing if it saved property taxes and the comments that she has heard is this is the only thing they get for their tax dollars. Manager Garland stated that 63% of the respondents supported manning and gating of sites to support recycling and to keep folks from illegally dumping and diving. Manager Garland stated that based on these preliminary results, she is making these recommendations. 1) We need to hold community forums over the next year in various parts of the county and get in person responses so that your administrative team can explore options with members of the community and listen to needs and opinions.
21. 2) Due to our misunderstanding of the DOT timeline for the Hwy 143 project going toward Snowbird, and due to the fact that Snowbird is the third most visited site in Graham County, as well as the fact that she renewed the Snowbird permit with the USFS, she recommends that we re-open Snowbird at least until we can decide the overall garbage model in Graham County. This recommendation is in the interest of equity and fairness to all residents of the county for the present time. Commissioner Williams made the motion to re-open the Snowbird dumpster site. Commissioner Nelms seconded this motion. Vote unanimous. Manager Garland stated that the administration staff will be committed to doing the forums and getting the people's voice.
22. Manager Garland reminded the board of the Special Workshop Session on Thursday, March 8th at 9:00 a.m. at the Transit Facility. Manager Garland stated that we will be covering the following items: capital projects planning and programming; budget – set priorities for 2018-2019; DSS budget; go over findings with Wage Study / staffing plans; capital outlay priorities and evaluation of manager and set manager priorities for 2018-2019 fiscal year.
23. Commissioner Williams asks that smaller dumpsters be ordered and put at all sites because it is too hard for our elderly to throw their garbage into the tall cans.
24. Chairman Eller asks for discussion items. Manager Garland stated that she had Releases for \$164.80 and Discoveries for \$1096.88. Commissioner Williams made the motion to approve the releases and discoveries. Commissioner Nelms seconded this motion. Vote unanimous.
25. Manager Garland stated that she needed approval of the poll that was done for the P&J Building for a new air return in hallway for \$6200.00 and concrete outside where heat pumps are located to prevent gravel from being thrown in units for \$2000.00. Manager Garland stated that the poll was unanimous. Commissioner Williams made the motion to approve the poll as stated. Commissioner Orr seconded this motion. Vote unanimous.
26. Manager Garland stated that Brenda Deyton had accepted to sit on the SW LTC County Advisory Board and we would need her appointment. Commissioner Williams made the motion to appoint Brenda Deyton to the SW LTC County Advisory Board. Commissioner Nelms seconded this motion. Vote unanimous.
27. Manager Garland stated that Mary Griffin had volunteered to sit on the SW Region A Aging Advisory board; the SW Senior Tar Heel Delegate (alternate) and the Senior Center Advisory Board. Commissioner Orr made the motion to appoint Mary Griffin to the board as stated above. Commissioner Wiggins seconded this motion. Vote unanimous.
28. Manager Garland stated that we needed to re-appoint Sophia Paulos to the RDA Board. Commissioner Wiggins made the motion to re-appoint Sophia Paulos to the RDA Board. Commissioner Nelms seconded this motion. Vote unanimous.
29. Chairman Eller asks for new or old business. No new or old business was discussed.
30. Chairman Eller asks for public comment. Juanita Colvard stated that Urgent Care would be opened April 1st.
31. Chairman Eller stated that the board 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 Orr made the motion to go into closed session as stated. Commissioner Wiggins seconded this motion. Vote unanimous.
32. Commissioner Orr made the motion to go back into open session. Commissioner Williams seconded this motion. Vote unanimous.
33. Commissioner Orr made the motion to allow Jimmie Holder with the Cancer Society the use of the first office located at EMS for ladies with cancer in our county with county personnel moving

their furniture that is currently located at the health department. Commissioner Williams seconded this motion. Vote unanimous.

34. Commissioner Williams stated that the 911 signs had not been installed around the county and he wanted this done.
35. The board gave a directive to Manager Garland to seek out a location for a recreation park at the property located on P&J Road.
36. The board all agreed to close the Health Department for the week of March 26th to accommodate the move to the new facility.
37. Commissioner Wiggins made the motion to adjourn. Commissioner Orr seconded this motion. Vote unanimous.

Keith Eller, Chairman, Graham County Commissioner

Connie Orr, Vice-Chairman, Graham County Commissioner

Jacob Nelms, Member, Graham County Commissioner

Dale E. Wiggins, Member, Graham County Commissioner

Raymond Williams, Member, Graham County Commissioner

ATTEST:

Kim Crisp, Clerk to the Board