

Regular Meeting – October 19, 2021

The Graham County Board of Commissioners met Tuesday, October 19, 2021, at 5:30 p.m. in the Graham County EMS Facility located at 70 West Fort Hill Robbinsville, NC for their regular monthly meeting. Board present Lynn Cody, Jacob Nelms and Dale Wiggins in person and Connie Orr by teleconference. Board absent Keith Eller. Also, present Manager Jason Marino, Finance Director Becky Garland, Attorney JK Coward, EMS Director Phillip Boyle, and Clerk Kim Crisp.

1. Chair Orr requested that Commissioner Wiggins lead the meeting.
2. Commissioner Wiggins called the meeting to order.
3. Commissioner Wiggins asks Commissioner Nelms to give the Invocation.
4. Commissioner Wiggins lead the Pledge of Allegiance.
5. Commissioner Wiggins asks for changes or approval of the agenda. Manager Marino stated that we needed to remove Item #8 and to add approval of the Transit Drug Policy to Item #12 under new or old business. Commissioner Nelms made the motion to approve the changes as stated and approve of the agenda. Commissioner Cody seconded this motion. Vote unanimous.
6. Commissioner Wiggins asks for approval of the September 21st Workshop and Regular Minutes, the October 1st and 4th Continued Meeting Minutes and the October 12th Emergency Meeting. Commissioner Nelms made the motion to approve. Commissioner Cody seconded this motion. Vote unanimous.
7. Commissioner Wiggins asks Manager Marino to give the plaque presentations. Manager Marino presented retired EMS Director Larry Hembree and semi-retired EMS Paramedic Tim Creasman plaques for their years of service. Manager Marino thanked them for their years of service and recognized the work that they have done for our county and stated that it had been great working with them and hoped they enjoyed their retirement/semi-retirement. Manager Marino presented the plaques with a standing ovation from everyone in the meeting.
8. Manager Marino introduced the newly appointed EM/EMS Director Phillip Boyle who moved here from Lexington South Carolina, was originally from Alaska, in a town like our county. Mr. Boyle thanked the board for the opportunity and stated that to him Graham County felt like home. Manager Marino stated that Director Boyle has been boots on the ground and has been responding to calls with staff and looks forward to working with him.
9. Manager Marino gave the managers report. Manager Marino stated that the school board awarded the construction contract to Western Builders in the amount of \$49,473.00 for the Elementary School Gym and the project should be completed within (45) days with the total project standing at 35% complete.
10. Manager Marino stated that Attorney Coward had issued a letter to Shealy Truck Center of our dissatisfaction with the service and repair of the 2021 Sanitation Truck and will report when he receives correspondence from them.
11. Manager Marino stated that the CDBG-NR requests for proposals for legal services and requests for proposals for environmental services was issued and proposals are being evaluated. Manager Marino stated that this may require issuance twice if there are not enough proposals received. Manager Marino stated that Monica Chevalier with Withers Ravenel is soliciting for a CDBG Housing Rehabilitation Specialist, and the release of conditions and funds letter was received October 8, 2021. Manager Marino stated that the CDBG-CV funds will be used to help with the community kitchen renovations, workforce training for paramedics, enhancements to the Senior Center for additional food distribution and expand capacity and provide IT equipment for the schools. Manager Marino stated that the release of conditions and funds letter was received on August 24, 2021, and he is currently working with Alice Briggs with Withers Ravenel on administration and procurement.
12. Manager Marino stated that the funding support for community led vaccine initiative “Take one for the Team” will kick off November 13, 2021, at the high school with a mass vaccination event.
13. Manager Marino stated that the US Army E Co 91st Civil Affairs Battalion is anticipated to deploy to Graham County November 2, 2021, to conduct training on crisis response, humanitarian assistance and interagency networking development.
14. Manager Marino stated that the wide format printer in the mapping office has gone down, and a repair will be more than \$3,000.00. Manager Marino stated that they are currently working to get quotes and looking at best options. Manager Marino stated that the current printer is more

than ten years old, and the replacement cost is around \$11,000.00. Manager Marino stated that he would present the quotes once they are received to the board for approval.

15. Manager Marino stated that the IT Department Network Technician interviews will be conducted Thursday, October 21st and he, HR Director Crisp, IT Administrator Tim Sullivan, and Director Garland will conduct the interviews.
16. Manager Marino stated that he would now go to the project managers report. Manager Marino stated that the RDA Moose Branch Subdivision Project contracts have been signed and a groundbreaking is scheduled for October 26th at 11:00 a.m.
17. Manager Marino stated that the new cemetery building is 9% complete and the new recreation building is 18% complete with construction underway November 2021. Manager Marino stated that the county is on track even with the new delivery date on supplies.
18. Manager Marino stated that the Board of Elections total project is at 32% and the project has been awarded to WNC Contracting along with the bathroom remodel which is at 92% complete.
19. Manager Marino stated that the Middle School 6th Grade Addition and Renovation was awarded to Western Builders, and they are 31% complete with construction underway.
20. Manager Marino stated that the Little Snowbird Creek Bank remediation, clear and snap project is 98% design complete and both projects will be bid together in 2022 due to an approved extension request.
21. Commissioner Wiggins asks Director Becky Garland for the finance reporting. Director Garland stated that the county ended the month with a \$7,738,078.19 cash balance which is below this time last year with a negative variance of \$414,333.42 but this is very explainable. Director Garland stated that the capital projects expenditures are Election Board \$41,971.97; Recreation building \$6,997.86; Cemetery building \$500.00 and the county match for the Middle School is \$328,520.23.
22. Director Garland stated that we have \$2,483,559.88 in our Capital Projects NCCMT Account; \$114,174.98 in the School Capital Project and \$266,596.10 in the American Rescue Plan Act Account. Director Garland stated that Graham County has been making progress on all capital projects.
23. Director Garland stated that the collections for current year taxes is \$295,797.02; prior year \$11,005.39 and DMV was \$55,021.41. Director Garland stated that our year-to-date tax collection is Real \$1,726,968.58 and DMV \$176,083.34 and the tax collection rate is 23.50%.
24. Director Garland stated that the revenues for the month were \$1,194,167.25 and the expenditures was \$1,403,974.67 for a negative variance of \$209,807.42. Director Garland stated that the revenue to date is \$3,660,872.48 and the expenditures was \$4,252,989.75 for a year-to-date surplus of \$592,117.27.
25. Director Garland stated that the sales tax collection was \$259,448.14 which is ahead from last years collection of \$209,449.16. Director Garland commended our taxpayers for shopping local.
26. Director Garland stated that the collections for the Quarter Cent Sales Tax is \$573,8637.28.
27. Director Garland stated that the past due collections since 2013 is \$634,295.25 and commended the tax office for their diligence in collections.
28. Director Garland stated that the county paid \$553,469.44 for premium pay to EMS and Health Department Nurses, and this was paid with the American Rescue Plan Act funding and not county dollars.
29. Director Garland stated that the ideal remaining budget should be 75% and we are holding at 76%.
30. Director Garland stated that she did have two budget amendments for approval.
 - a. Budget Amendment #6 – to amend to recognize additional Food Stamp Support Funding for \$10,865.00
 - b. Budget Amendment #7 – to amend to bring in EMPG grant funds held over from previous years for \$30,000.00.

Commissioner Nelms made the motion to approve the amendments as stated. Commissioner Cody seconded this motion. Vote unanimous.

31. Director Garland stated that she received more good news from Health Director Beth Booth that the Health Department was approved for a grant of \$242,818.00 which will be used to support our peer specialist positions for an additional three years.
32. Commissioner Wiggins asks for public comment. No public comment.
33. Commissioner Wiggins asks for a motion to approve the Releases for \$6,424.38 and the Discoveries for \$1,688.38. Commissioner Nelms made the motion to approve the releases and discoveries as stated. Commissioner Cody seconded this motion. Vote unanimous.

34. Commissioner Wiggins asks for a reappointment of Beth Booth and David Maennle to the Transportation Advisory Board. Commissioner Cody made the motion to approve. Commissioner Nelms seconded this motion. Vote unanimous.
35. Commissioner Wiggins asks for a motion to reappoint Billy Brown to the Travel and Tourism Board for a one-year term. Commissioner Nelms made the motion to approve. Commissioner Cody seconded this motion.
36. Commissioner Wiggins asks for approval of the Transit Zero Tolerance Drug Policy with updates from the Federal Transportation Authority. Commissioner Nelms made the motion to approve. Commissioner Cody seconded this motion. Vote unanimous.
37. Commissioner Wiggins asks for a motion to 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 Nelms made the motion to go into closed session as stated. Commissioner Cody seconded this motion. Vote unanimous.
38. Commissioner Wiggins asks for a motion to go back into open session. Commissioner Cody made the motion. Commissioner Nelms seconded this motion. Vote unanimous.
39. Commissioner Wiggins stated that there were no decisions from closed session.
40. Commissioner Wiggins asks for a motion to adjourn. Commissioner Nelms made the motion to adjourn. Commissioner Cody seconded this motion. Vote unanimous.

Connie Orr, Chair

Keith Eller, Vice-Chairman

Lynn Cody, Member

Jacob Nelms, Member

Dale Wiggins, Member

ATTEST:

Kim Crisp, Clerk to the Board