

Regular Meeting – August 19, 2025

The Graham County Board of Commissioners met Tuesday, August 19, 2025, at 5:30 p.m. in the Graham County Community Building located at 196 Knight Street Robbinsville, NC for their regular monthly meeting. Board present Meggan Smith, Lynn Cody, Jacob Nelms, Natasha Williams. Board absent Connie Orr. Also, present Manager Brady Cody, Attorney JK Coward, Finance Director Stacy Carpenter, Project Manager Jason Marino and Clerk Kim Crisp.

1. Chair Smith called the meeting to order.
2. Chair Smith asks Commissioner Cody to give the Invocation.
3. Chair Smith led the Pledge of Allegiance.
4. Chair Smith asks for changes to the agenda. Manager Cody asks that we had Item 10k. EMS request to surplus old cardiac monitors. Chair Smith asks for approval of the agenda with the stated change. Commissioner Williams made the motion to approve. Commissioner Cody seconded this motion. Vote unanimous.
5. Chair Smith asks for approval of the minutes for Workshop & Regular Meeting July 15<sup>th</sup>; Emergency Meeting July 18<sup>th</sup>; Special Joint Meeting July 22<sup>nd</sup> and August 5<sup>th</sup> and Special Meeting July 25<sup>th</sup>. Commissioner Williams made the motion to approve the minutes as stated. Commissioner Cody seconded this motion. Vote unanimous.
6. Chair Smith asks for discussion on the Tri-County Appropriation. Director Carpenter stated that she would need approval for Budget Amendment #3 to move \$125,524.00 from Governing Body Contingency Fund to Special Appropriation – Tri-County Community College. Commissioner Cody made the motion to approve Budget Amendment #3 for Tri-County Community College Special Appropriation. Commissioner Williams seconded this motion. Vote unanimous.
7. Chair Smith asks Project Manager (PM) Jason Marino to give the project manager's report. PM Marino stated that the Board of Commissioners and Moseley Architects are currently conducting a cost-benefit analysis and design verification of the Knight Street property for the Justice Center. PM Marino stated that design is paused for review, and they will be meeting with the Clerk of Court for court room sizing. Chair Smith stated that everyone was very receptive to scaling down the size of the facility. Commissioner Williams stated that the building needed to be simple, affordable and nice. PM Marino stated that they would also review the past lists of capacity for the number of beds for the jail and Manager Cody will set up meetings to meet with all interested parties. PM Marino stated that choosing a site was the biggest hold up and now the county will begin moving forward.
8. PM Marino presented a Capital Outlay Project Cost Analysis for the Jail Lead Based Paint Abatement and the only quote received was \$54,900.00. PM Marino stated that he did reach out to two other companies, but they were not interested. PM Marino stated that he will try to descope the project and hopes that we receive quotes. PM Marino stated that the total scope of work is \$89,850.00, the county has \$50,000.00 set aside and will need a remaining \$39,850.00. Chair Smith asks about the inmates relocation. Manager Cody stated that the booking area had been relocated and the inmates with the exception of the work crew have been moved to other counties. Manager Cody stated that the Sheriff wanted two inmates to be kept here for the work crew. Manager Cody stated that the new booking area is working very well, and all the employees are now located outside the jail enclosure. Chair Smith stated that this gives the county a little more time to try and descope the project and find the extra funds and asks that PM Marino and Manager Cody keep the board informed.
9. PM Marino stated that the next quotes are for the Sanitation Department Shed project and the total cost is \$357,000.00. PM Marino stated that the county has \$100,000.00 grant monies to be used for this project and another \$75,000.00 in capital outlay giving a shortfall, but the county can bypass the concrete slab and just do the footers at this time. PM Marino stated that he is obtaining quotes for the footers at this time, and he will have a more accurate cost analysis at the next meeting. PM Marino asks that he be allowed to purchase the building at this time for \$96,000.00 with the use of the grant money. Commissioner Williams made the motion to allow the purchase as stated. Commissioner Cody seconded this motion. Vote unanimous.
10. PM Marino stated that the Dogwood Health Trust Homes are coming along nicely for 243 Orr Branch Road and 66 Atoah Road.
11. PM Marino stated that there are no changes to report for the Moose Branch Subdivision.
12. PM Marino stated that the school will begin construction on permanent bleachers for the Big Oaks Stadium in December and he will be meeting with the design team.
13. PM Marino stated that the EMS Base Asphalt Paving project is on hold, and they are awaiting funds for this project.
14. PM Marino stated that the staff will be restriping the DHHS parking lot and will continue to work on the other county facilities as well.
15. Chair Smith asks for the finance reporting. Director Carpenter stated that there was a small incident last week regarding wiring of funds for the new ambulance. Director Carpenter

stated that EM Director Brian Stevens email had been hacked and when they wired the money it was sent to a hacker, fortunately UCB Bank caught the transaction prior to submission, and they were able to stop the transaction. Director Carpenter stated that IT has put extra security measures in place, and this scheme was very sophisticated. Director Carpenter stated that the transaction would have been \$97,000.00.

16. Director Carpenter stated that she had been in touch with Colleton for EBCI EMS fees and the county has received \$23,000.00 for EBCI Enrolled Member since 2022 which does not seem like a true number so she will be meeting with them to go over this billing. Director Carpenter stated that it may be time to seek other companies, and she can get with Director Stevens and see what their options would be. The board all agreed.
17. Director Carpenter stated that she received a letter from the National Opioid Settlement, and another pot of funds are available from Perdue, but the county must accept and apply for the funds. Commissioner Williams made the motion to accept and apply for the Opioid Settlement Funds. Commissioner Cody seconded this motion. Vote unanimous.
18. Director Carpenter stated that she received a bill from NCDOT for paving that was done in 2022 for \$7,115.22. Director Carpenter stated that she did verify the work that was done at that time and was unsure why we did not receive the billing. Director Carpenter stated that the board would need to approve the payment with contingency funds. Chair Smith made the motion to pay the \$7,115.22 with contingency funds for the 2022 paving bill from NCDOT. Commissioner Williams seconded this motion. Vote unanimous.
19. Director Carpenter stated that EM Director Brian Stevens would like permission to order a new Ford F 450 Ambulance for \$187,358.75. Director Carpenter stated that they will be keeping the box from the old one for remount and the company has offered to take the chassis for \$5,000.00 off the purchase price. Chair Smith asks if Harold Millsaps needed the truck. Director Carpenter stated that he did not, and Director Stevens stated that the fire department had asked for the chassis. Commissioner Cody stated that the truck would need to be surplus, and they needed the VIN number prior to the request. Director Carpenter asks if the board would approve of the new ambulance at this time. Commissioner Cody made the motion to allow the purchase of a new Ford F 450 Ambulance. Chair Smith seconded this motion. Vote unanimous.
20. Director Carpenter stated that she did have Budget Amendment #2 for the board's review. Director Carpenter stated that this is cleaning up the year end balances and increasing new revenue funds that were received. Chair Smith made the motion to approve Budget Amendment #2. Commissioner Nelms seconded this motion. Vote unanimous.
21. Director Carpenter stated that the Local Government Commission had requested bank reconciliations and the 2024 audit status, and she informed them that the bank reconciliations are current, and the county had received an engagement letter for FY 2023-2024 and would need Chair Smith's signature. Director Carpenter stated that LGC did grant the unit's appeal, and no portion of sales tax distribution will be withheld.
22. Director Carpenter stated that our budget to actual revenues to date in general fund is \$2,447,302.21 and the actual expenditures on general fund to date is \$2,445,550.52.
23. Director Carpenter stated that the July tax collections were \$819,358.29; prior years collections were \$42,147.94 for a total of \$819,358.29 with a balance of \$8,210,318.87 to be collected. Director Carpenter stated that the tax collection rate is 9.07%.
24. Director Carpenter stated that our sales tax collection for June that is paid in August was \$335,954.33; schools allocations is \$58,161.09 and ¼ cent allocations is \$31,212.31. Director Carpenter stated that the ¼ cent collection year to date total is \$1,728,195.21.
25. Director Carpenter stated that the vehicle tax collections for July was \$70,945.32.
26. Chair Smith asks Wanda Hill, Senior Center Director, to speak. Director Hill stated that she was here to ask permission to apply for the Senior Center General Purpose Money in the amount of \$10,971.00 with a 25% required match of \$3,657.00 for total funding of \$14,628.00 for FY 2026-2027. Commissioner Williams made the motion to apply for the General Purpose Money as stated. Commissioner Cody seconded this motion. Vote unanimous.
27. Chair Smith asks for the manager's reporting. Manager Cody asks for approval of the Releases for \$18,810.96 and the Discoveries for \$15,541.18. Commissioner Nelms made the motion to approve the releases and discoveries as stated. Commissioner Williams seconded this motion. Vote unanimous.
28. Manager Cody asks for approval of the poll for the new permitting fee for Commercial Reroofing. Commissioner Cody made the motion to approve. Chair Smith seconded this motion. Vote unanimous.
29. Manager Cody asks for approval of the poll for the Letter of Support to Advent Health for additional beds in their hospital. Chair Smith made the motion to approve the letter of support as stated. Commissioner Williams seconded this motion. Vote unanimous.
30. Manager Cody asks for a motion to appoint Sheila Stiles to the NR Library Board at the request of Franklin Shook. Commissioner Williams made the motion to approve the board appointment as stated. Commissioner Cody seconded this motion. Vote unanimous.

31. Manager Cody asks for approval of the poll for Elliott Brothers HVAC at DHHS \$8,804.00. Commissioner Williams made the motion to approve. Commissioner Cody seconded this motion. Vote unanimous.
32. Manager Cody asks for approval of the poll to allow Senior Center to apply for \$150,000.00 grant with a zero-county match. Chair Smith made the motion to allow. Commissioner Williams seconded this motion. Vote unanimous.
33. Manager Cody asks for approval of a Resolution Amendment to the Graham County Pay Plan. Manager Cody stated that the State requires certain parameters between grades, and they needed to change a couple of job classifications. Chair Smith asks for a motion to adopt the Resolution Amendment to the Graham County Pay Plan as stated. Commissioner Cody seconded this motion. Vote unanimous.
34. Manager Cody asks for permission to have Elliott Brothers repair the HVAC in the Administration Building for \$5400.00. Commissioner Cody made the motion to approve. Commissioner Williams seconded this motion. Vote unanimous.
35. Manager Cody asks for permission to have awning installed at the Building Inspections Office for \$1550.00. Chair Smith made the motion to approve the expenditure. Commissioner Cody seconded this motion. Vote unanimous.
36. Manager Cody asks for approval of the poll for the payment of the rental bleachers for \$35,675.00. Commissioner Williams made the motion to approve the poll as stated. Chair Smith seconded this motion. Vote unanimous.
37. Manager Cody stated that EM Director Brian Stevens has requested permission to surplus (4) Zoll E Series cardiac monitors for disposal only. Commissioner Williams made the motion to surplus and dispose of the monitors as stated. Commissioner Cody seconded this motion. Vote unanimous.
38. Chair Smith asks for public comment. Clerk Crisp stated that no one had signed in for public comment. Commissioner Cody stated that the cemetery committee would like to donate one of their mowers to Grounds. The board all agreed.
39. Chair Smith asks for 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 Williams made the motion to go into closed session as stated. Commissioner Cody seconded this motion. Vote unanimous.
40. Chair Smith asks for a motion to go back into open session. Commissioner Williams made the motion. Commissioner Cody seconded this motion. Vote unanimous.
41. Chair Smith made the motion to grant leave without pay to T. Carringer. Commissioner Williams seconded this motion. Vote unanimous.
42. Chair Smtih made the motion to adjust the pay rate of R. Colvin due to his job change. Commissioner Cody seconded this motion. Vote unanimous.
43. Chair Smith asks for a motion to approve the closed session minutes for July 15<sup>th</sup> and July 18<sup>th</sup>. Commissioner Williams made the motion to approve the closed session minutes as stated. Commissioner Cody seconded this motion. Vote unanimous.
44. Chair Smith asks for a motion to adjourn. Commissioner Nelms made the motion to adjourn. Commissioner Williams seconded this motion. Vote unanimous.

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Meggan Smith, Chair, Graham County Commissioner

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Lynn Cody, Vice-Chairman, Graham County Commissioner

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Jacob Nelms, Member, Graham County Commissioner

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Connie Orr, Member, Graham County Commissioner

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Natasha Williams, Member, Graham County Commissioner

ATTEST:

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Kim Crisp, Clerk to the Board