

Regular Meeting Minutes – November 6, 2018

The Graham County Board of Commissioners met Tuesday, November 6, 2018 at 5:30 p.m. for their regular monthly meeting in the Graham County Community Building located at 196 Knight Street Robbinsville, NC. 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 Orr to lead the Pledge of Allegiance.
4. Chairman Eller asks for changes or approval of the agenda. Manager Garland stated that we needed to add Ann Bass, NC Rural Center to #7A; James Smith, Tax Appeal to #7B; Kayla Adams, Horse Arena to #7C and under discussion items we need to add Fleet Management Vehicles – Senior Center. Commissioner Williams made the motion to approve the agenda with the stated changes. Commissioner Nelms seconded this motion. Vote unanimous.
5. Chairman Eller asks for approval of the minutes for Workshop and Regular Meeting October 16th and Continued Meeting's October 18th and 22nd. Commissioner Orr made the motion to approve the minutes as stated. Commissioner Williams seconded this motion. Vote unanimous.
6. Chairman Eller asks Alan Garver to speak. Mr. Garver was not present.
7. Chairman Eller asks Tim Sullivan to speak on the Network Storage / UPS. Mr. Sullivan stated that the county is running out of storage and the county is doubling its storage every two years. Mr. Sullivan stated that there are (3) locations in the world that keep the storage and we will never lose the data. Manager Garland stated that we had a power supply and battery go down and this caused a lot of problems with our network system. Manager Garland stated that if our system goes down we would have no idea of the cost to get our information brought back up if at all. Manager Garland stated that we needed to put something in place quickly. The board all agreed that we needed to purchase storage that will last us for years. Commissioner Williams made the motion to expedite this purchase. Commissioner Orr seconded this motion. Vote unanimous.
8. Chairman Eller asks Ann Bass with NC Commerce and ARC to speak. Ms. Bass thanked the board for their time and she is looking forward to working with local governments on an Outdoor Recreation Economy Strategic Development Plan. Ms. Bass stated that the county would need to pass a resolution asking for NC Department of Commerce, Rural Economic Development Division and Main Street and Rural Planning Center to assist in developing the plan. Ms. Bass stated that her services are provided at no fee to Graham County. Ms. Bass stated that this is their niche and they will do the best job to develop this plan along with volunteer organizations. Sophia Paulos, EDC Director stated that she had presented the board a copy of the resolution at last month's meeting for the board to review. Commissioner Orr made the motion to approve the resolution requesting the services of the NC Main Street and Rural Planning Center for an Outdoor Recreation Economy Strategic Development Plan. Commissioner Nelms seconded this motion. Vote unanimous.
9. Chairman Eller asks James Smith to speak. Mr. Smith stated that he is here to appeal his taxes of his property located on Lake Santeetlah. Mr. Smith stated that he found an error on the actual footage of his lake front property and he is being charged for 226 square feet when he owns only 141 square feet. Mr. Smith stated that this has been this way since 2015. The board asks Tax Assessor Brandy Cook if this was our error. Ms. Cook stated that it was and she can refund the difference for 2018 tax year and correct and release the tax card for 2019 but would need board approval to refund 2015, 2016 and 2017. Ms. Cook stated that she did pull the plats and this is the county's mistake. Commissioner Williams made the motion to refund Mr. Smith the overages for 2015, 2016 and 2017 and make the necessary adjustments for 2018 and 2019. Commissioner Orr seconded this motion. Vote unanimous. Mr. Smith thanked the board and asks that they do an audit on the remaining properties to make sure that the footage is correct. Commissioner Wiggins stated that this is why the Board of Equalization and Review meets every year so all taxpayers have a right to be heard. Manager Garland stated that the office will be doing self-audits and making sure that all our tax cards align with the property lines.
10. Chairman Eller asks Kayla Adams to speak. Clerk Crisp stated that Ms. Adams was not present but she has spoken to Commissioner Williams. Commissioner Williams stated that Ms. Adams would like to reopen the Stanley Horse Arena. Commissioner Williams stated that at one time the arena had fencing and metal and he would ask Rex Wilson if these were still available.

Chairman Eller stated that everything has been taken down and the county would have to make sure that this is not near the Brownfield. Manager Garland stated that she would ask about the property but she would need to know exactly where it is located.

11. Chairman Eller asks for the Finance and Manager's Report. Manager Garland stated that the 911 Call Center began on site training with systems this week and they go live next week.
12. Manager Garland stated that she is scheduling a meeting with the architect regarding several outstanding issues at the P&J project. Manager Garland stated that we are having electrical problems and we still needed to address the cell phone booster.
13. Manager Garland stated that the jail was inspected on October 16th and there were no deficiencies found in the inspection.
14. Manager Garland stated that the Hometown Strong follow-up meeting for our healthcare model to include discussion about the impacts of Medicaid Transformation on Graham County, our mammogram CON and para-medicine program is scheduled for Friday, November 9th at the conference room in the DHHS building at 9:00 a.m.
15. Manager Garland stated that she received an email from Michael Becketts, Assistant Secretary for Human Services at DHHS to remind the public of the open enrollment period from November 1st to December 15th for the Health Insurance Marketplace. Manager Garland stated that she is posting flyers in all county buildings.
16. Manager Garland stated that she received a letter from DHHS (DSS) that the State had failed to download the appropriate second quarter funding allotment for the 1571 on a timely basis for capped allotments, not including Medicaid and FNS allotments, which are not capped and we will need to send a request for an advanced allotment by Friday. Manager Garland stated that Melissa Blevins is working with the State to determine our status on capped funds so that we can make the appropriate determination of the amount to request so that our funding levels remain stable. The State has assured that this will be corrected by next month.
17. Manager Garland stated that the fieldwork for the financial portion of the audit went well. Manager Garland stated that there were no significant findings or deficiencies in that portion. Manager Garland stated that she is still waiting to hear about the Single Audit and the Agreed upon Procedures work at DSS.
18. Manager Garland stated that we had a surprise OSHA Inspection and we were cited for items related to the Sanitation and Recreation Departments, mainly about signage, improper cutoff switch at the fuel pump at sanitation, documentation of training and personal protective equipment (PPE) assessments and SDS sheets on chemicals. The total assessed penalty was \$3450.00 and she has an informal conference scheduled for November 14th to work toward getting the fines abated. Manager Garland stated that we have met all requirements in the citations and in addition Juanita Colvard has stepped up to guide and lead us in getting the county more compliant. Manager Garland stated that we have created SDS books for all departments and all departments are in the process of doing their PPE assessments. Manager Garland stated that last Thursday, the safety committee did a county wide assessment and she will report this to the board once the list has been compiled. Manager Garland stated that she is implementing a "safety first" program of training and information at all department head and departmental staff meetings where safety will be the first topic of each agenda. Manager Garland attached a draft policy to add to our existing safety policy that outlines the basic chain of command and responsibility for implementing and monitoring our safety program. It also includes protocols to assist departments in the monitoring of safety. Manager Garland stated that she is also working on additional policy that includes language for disciplinary action for failures or refusal to follow appropriate safety measures on the job and will have further information as soon as possible.
19. Manager Garland stated that the NCACC Legislative Goals Conference will be held January 10th and 11th at the Crabtree Valley Raleigh Marriott and needs to know which commissioners would like to attend and the board needed to appoint a NCACC Voting Delegate. Commissioner Wiggins made the motion to appoint Commissioner Orr as the NCACC Voting Delegate. Commissioner Williams seconded this motion. Vote unanimous. Commissioner Orr will be attending the conference.
20. Commissioner Orr stated that she had a request by the Smoky Mountain Amateur Radio Club to place an antennae on the current VFW building. Manager Garland stated that they are wanting to place equipment on the building in the event of an emergency or special event and need permission from the county commissioners to do so. Chairman Eller stated that this is what Alan Garver was wanting. Commissioner Williams made the motion to allow the antennae be placed

on the building pending Harold Phillips agreement. Commissioner Orr seconded this motion. Vote unanimous.

21. Manager Garland stated that Matt Smith is ready to surplus the old cemetery truck for disposal. The board discussed the truck and all agreed that it needed to be surplus. The board discussed other vehicles that needed to be sold as well – 2005 350 Ford Truck; 2006 Ford Escape; 2006 Crown Vic and a 2009 Crown Vic. Commissioner Orr made the motion to surplus the four vehicles for auction as mentioned by Chairman Eller. Commissioner Wiggins seconded this motion. Vote unanimous.
22. Manager Garland stated that we received the quote to resurface the pool and it was \$54,950.00 to do the large pool, this does not include the kiddie pool or racing lanes. Manager Garland stated that she is waiting for a second quote. Commissioner Williams asks that they check prices to redo the pool so that we can have competition's here again. Manager Garland stated that this would need to be addressed in next year's budget.
23. Manager Garland stated that we received \$1000.00 from the NC Bar Association for promotion of the sales tax referendum and we gave out over 500 flyers at the Halloween Trunk or Treat and felt that we made a compelling argument and hopes that it will be successful.
24. Manager Garland stated that at the Hometown Strong meeting they discussed the potential benefits of having a county wide meeting of the governing boards of the county and towns. Benefits include better intergovernmental coordination on shared projects and it would be nice to schedule this over the next couple of months. Manager Garland stated that she would like to start coordinating these meetings if the board agrees. Commissioner Orr stated that these meetings would be very beneficial and made the motion to allow Manager Garland to schedule these meetings. Commissioner Williams seconded this motion. Vote unanimous.
25. Manager Garland stated that Angela Knight, Graham County School Superintendent and she met last week about the school facilities grant we discussed in September and we are forming the committee as the boards directed. Manager Garland stated that we needed to have one commissioner who willing to serve on this board. Commissioner Nelms volunteered to sit on this board.
26. Manager Garland stated that there is a Wood Stove Exchange Program that provides vouchers from \$750.00 to \$10,000.00 to replace pre-1990 woodstoves for low income families and this announcement will be in the Graham Star as a public service announcement.
27. Manager Garland provided the materials about the Medicaid Transformation and privatization and also the annual director's report at the Stecoah Valley Center to the board.
28. Manager Garland also provided dates for the board to remember of various meetings.
29. Chairman Eller asks for the discussion items. Manager Garland stated that we have Discoveries in the amount of \$3,349.80. Commissioner Williams made the motion to approve the discoveries as stated. Commissioner Orr seconded this motion. Vote unanimous.
30. Manager Garland stated that we have two names from the Road Naming Board for consideration. Bud Carpenter Drive and Crowe Ridge. Commissioner Wiggins made the motion to approve the recommendation from the road naming board. Commissioner Nelms seconded this motion. Vote unanimous.
31. Manager Garland stated that there will be a Rural Center Meeting on November 15th and 16th and asks if a commissioner would be going. Commissioner Orr will be attending the meeting.
32. Manager Garland stated that the county offices will be closed for Veterans Day on November 12th.
33. Manager Garland stated that we would need to reschedule the first meeting in January due to the Holiday.
34. Manager Garland presented the quote to the board for a new vehicle to replace the Meals on Wheels vehicle that was wrecked. Commissioner Orr made the motion to purchase the Ford Escape with a color other than grey. Commissioner Williams seconded this motion. Vote unanimous.
35. Chairman Eller asks for new or old business. No new or old business was discussed.
36. Chairman Eller asks for public comment. No one was signed in for public comment.
37. Chairman Eller asks for a motion to go into closed session under G.S. 143-318.11(a) (1) (3) (6) for privileged or confidential information, attorney-client privilege, personnel and contracts. Commissioner Wiggins made the motion to go into closed session as stated. Commissioner Williams seconded this motion. Vote unanimous.
38. Commissioner Orr made the motion to go back into open session. Commissioner Wiggins seconded this motion. Vote unanimous.

39. Commissioner Orr made the motion to grant Madison Crisp leave without pay. Commissioner Wiggins seconded this motion. Vote unanimous.
40. Commissioner Wiggins made the motion to adjourn. Commissioner Orr seconded this motion. Vote unanimous.

Keith Eller, Chairman, Graham County Board of Commissioners

Connie Orr, Vice-Chairman, Graham County Board of Commissioners

Jacob Nelms, Member, Graham County Board of Commissioners

Dale Wiggins, Member, Graham County Board of Commissioners

Raymond Williams, Member, Graham County Board of Commissioners

ATTEST:

Kim Crisp, Clerk to the Board