

## HAYWOOD COUNTY COMMISSIONERS

### REGULAR MEETING – January 5, 2015

#### **CALL TO ORDER**

Chairman Mark S. Swanger convened the regular meeting of the Haywood County Board of Commissioners at 9:00 a.m. in the Historic Courtroom at the Haywood County Historic Courthouse, Waynesville, North Carolina, with Chairman Mark S. Swanger, Vice-Chairman J.W. “Kirk” Kirkpatrick III, Commissioners Michael T. Sorrells and Bill L. Upton present. Staff members present were County Manager Ira Dove, County Attorney Leon M. “Chip” Killian, III, Finance Director Julie Davis and Public Information Officer David Teague.

Commissioner L. Kevin Ensley was not present.

#### **PLEDGE OF ALLEGIANCE**

Chairman Swanger led the Pledge of Allegiance.

Commissioner Upton offered the invocation.

#### **PUBLIC COMMENT SESSION**

Chairman Swanger opened the public comment session. Comments are generally limited to three minutes per individual, unless the speaker is representing a group for which the comment period may be extended to five minutes.

No one addressed the Board.

#### **CONSTITUENT CONCERNS**

Commissioner Sorrells commented that he hoped everyone had a wonderful holiday and wished everyone a Happy New Year.

Commissioner Upton reminded everyone to be careful during this flu season.

#### **ADMINISTRATIVE/AGENCY REPORTS**

##### **Senior Resource Center Year-end Review presentation**

Chairman Swanger recognized Senior Resource Center manager, John Chicoine. Mr. Chicoine began by thanking the Board for all they do to keep the Senior Resource Center functioning. He stated that it has been a productive year for the Center. He said that they continue to reach out to seniors. Among the services they provided this year:

- over 7000 people came through the door for some type of assistance.
- served over 2800 hours with in home services.
- helped with almost 10,000 congregate meals.
- 56 senior companions assisted in the home.
- foster grandparents served 35,000 hours in the community.
- SHIP program saved approximately \$12,000 in insurance and prescription costs.
- outreach – attended community centers meetings to reach out to seniors.
- senior trips – received a van from Mountain Projects which has enabled them to travel more to out of town excursions.
- delivered 260 Christmas boxes to seniors.

Chairman Swanger remarked that as the Board appointed commissioner to Community Connections, he sees first-hand how valuable the Senior Resource Center is to the county.

Commissioner Sorrells thanked the volunteers for the countless hours they spend to help make this service available to the community.

#### **DISCUSSION / ADJUSTMENT TO AGENDA**

There were no adjustments to the agenda.

#### **CONSENT AGENDA**

Commissioner Sorrells made a motion to approve the consent agenda as presented.

Commissioner Upton seconded, the motion carried unanimously.

2. Budget Amendments – Julie Davis, Finance Director

a. Library - \$4,189 – federal funding for Bi-Lingual Literacy Station for children.

Ms. Davis explained that this is a library grant that requires no match. It is for a bi-lingual literacy program for early childhood.

HAYWOOD COUNTY  
BUDGET ORDINANCE AMENDMENT  
FISCAL YEAR 2014-2015

PER: \_\_\_\_\_  
JNL: \_\_\_\_\_

BE IT ORDAINED by the Board of Commissioners of Haywood County that the following amendment be made to the budget ordinance for the fiscal year ending June 30, 2015.

Section 1. To amend the General Fund, the expenditures are to be charged as follows:

Department	Account Number	Current Budget	Increase (Decrease)	Amended Budget
Library				
Special Programs Materials	11 8110 523100 15EZE	-	744	744
C/O Data Proc Equipment	11 8110 552000 15EZE	-	3,445	3,445

which will result in a net increase of \$ 4,189 in the expenditures of the General Fund.

To provide the additional revenue for the above, the following revenues will be increased as the money has been received:

Revenue	Acct. No.	Current Budget	Increase (Decrease)	Amended Budget
Restricted Intergovernmental				
Intergov'l Revenue-Federal	11 0050 461280 15EZE	-	4,189	4,189

Section 2. Copies of this budget amendment shall be delivered to the Budget Officer and the Finance Officer for their direction.

Adopted this the 5<sup>th</sup> day of January, 2015. Mark Swanson  
Chairman  
Haywood County Board of Commissioners

ATTEST: [Signature]  
Clerk to the Board

Explanation: To appropriate funds from the (LSTA) federal Library Services and Technology Act to purchase an Early Childhood bi-lingual Literacy Station to provide digital engagement while the parents with small children use the adult computers.

- b. Health & Human Services - \$27,700 – state funding from the NC Coalition Initiative program for reducing substance abuse. Ms. Davis explained that this program requires no match and is through Wake Forest University.

HAYWOOD COUNTY  
BUDGET ORDINANCE AMENDMENT  
FISCAL YEAR 2015

PER: \_\_\_\_\_  
JNL: \_\_\_\_\_

BE IT ORDAINED by the Board of Commissioners of Haywood County that the following amendment be made to the budget ordinance for the fiscal year ending June 30, 2015.

Section 1. To amend the General Fund, the expenditures are to be charged as follows:

Department	Account Number	Current Budget	Increase (Decrease)	Amended Budget
Adult Health:				
Prof Services Other	115151-519900-SNCCI	-	15,960	15,960
Office Supplies	115151-526000-SNCCI	-	2,000	2,000
Operation Expense	115151-549500-SNCCI	-	3,366	3,366
Advertising	115151-537000-SNCCI	-	4,000	4,000
C/O Data Process	115151-552000-SNCCI	-	1,675	1,675
General Health				
Salary - General Hlth	115110-512100-SNCCI	1,829,933	679	1,830,612

which will result in a net increase of \$ 27,700 in the expenditures of the General Fund.

To provide the additional revenue for the above, the following revenues will be increased as the money has been received:

Revenue	Acct. No.	Current Budget	Increase (Decrease)	Amended Budget
Restricted Intergovernmental:				
NC Coalition Initiative	110050-451360-SNCCI	-	27,700	27,700

Section 2. Copies of this budget amendment shall be delivered to the Budget Officer and the Finance Officer for their direction.

Adopted this the 5<sup>th</sup> day of January, 2015. Mark Swanson  
Chairman  
Haywood County Board of Commissioners

ATTEST: [Signature]  
Clerk to the Board

Explanation:  
Grant program funded by the NC Department of Health & Human Services, Division of Mental Health, Developmental Disabilities and Substance Abuse Services. This will be administered through Wake Forest University School of Medicine.  
Funds will be used in Haywood County programs to reduce substance abuse.  
This is a NC Coalition Initiative (NCCI) program.

- c. Capital project fund – school building project - \$174,500 – state ADM funding at 75%, County match at 25%.

Ms. Davis explained that this is for Waynesville Middle School roof replacements. The \$146,304 final amount is because there is some county match that had already been used from projects that came in under budget.

There was money left from the Riverbend project and this money is moved into this fund rather than obtaining other funds.

Haywood County Schools Maintenance Director, Tracy Hargrove verified that this is the oldest building there.

HAYWOOD COUNTY  
CAPITAL PROJECT ORDINANCE AMENDMENT  
FISCAL YEAR 2014-2015

PER: \_\_\_\_\_  
JNL: \_\_\_\_\_

BE IT ORDAINED by the Board of Commissioners of Haywood County that the following amendment be made to the capital project ordinance for the fiscal year ending June 30, 2015.

Section 1. To amend the Capital Project Fund, the expenditures are to be charged as follows:

Line Item	Account Number	Current Budget	Increase (Decrease)	Amended Budget	
Waynesville Middle School					
Roof replacement-A Bldg.					
C/O New roof	495913-558002-SADM1	-	160,000	160,000	
Professional Services-design	495913-519917-SADM1	-	14,500	14,500	174,500
Roof replacement-Riverbend	495914-558000-SADM1	54,000	(8,211)	45,789	
Roof replacement-WMS-Bldg C	495913-558002-SADM2	240,000	(19,985)	220,015	
which will result in a net increase of \$		146,304			
Capital Project Fund - -					

which will result in a net increase of \$ 146,304 in the expenditures of the Capital Project Fund - -

To provide the additional revenue for the above, the following revenues will be increased as the money has been received:

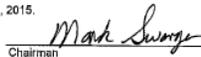
Revenue	Acct. No.	Current Budget	Increase (Decrease)	Amended Budget	
Restricted Intyvl - ADM fund	490050-456380-SADM1	-	131,250	131,250	
Transfer from GF -	490110-498111-SADM1	-	28,196	28,196	
Transfer from GF -	490110-498111-SADM1	-	15,054	15,054	174,500
Transfer from GF -	490110-498111-SADM1	13,500	(8,211)	5,289	
Transfer from GF -	490110-498111-SADM2	60,000	(19,985)	40,015	

The effect on the General Fund is as follows:

Other financing sources(uses):	Acct. No.	Current Budget	Increase (Decrease)	Amended Budget
ADM consolidating fund:				
Transfer to C/P fund 48	139810-696011	-	15,504	15,504
Appropriation of fund balance	130110-499991	-	15,504	15,504

Section 2. Copies of this amendment shall be delivered to the Budget Officer and the Finance Officer for their direction.

Adopted this the 5<sup>th</sup> day of January, 2015.

  
Chairman  
Haywood County Board of Commissioners

ATTEST:   
Clerk to the Board

Explanation:
To appropriate the amount approved by the SOCC, the school board and the Department of Public Instruction to cover the amount for the Waynesville Middle School roof replacement on C building.

3. Request approval of resolution executing Blue Ridge National Heritage Area's Trail Signs grant (E-4975) contract with low bidder, Pannier Graphics – Melinda Massey, Signage Coordinator; Jill Jones, Marketing Director, Blue Ridge National Heritage Area -

Chairman Swanger recognized Melinda Massey. Ms. Massey explained that they are here seeking a resolution of approval as Haywood County is the fiscal agent for this project. She stated that they are pleased the NCDOT has approved the release of the funding to get this project into production. She noted that they have received the first bid of this process which is for the fabrication of the sign panels. The request is for the review and acceptance of the low bidder through a resolution. She explained that once the process with NCDOT is complete, it will give Haywood County authorization to sign. This process began back in 2006 and there have been many years and phases to it, however it will be completed this year. She said that the signs will be across western North Carolina and are signs that will hopefully engage travelers, visitors, and residents in the heritage and history of the region.



**RESOLUTION**  
EXECUTING CONTRACT FOR  
THE BLUE RIDGE HERITAGE TRAIL SIGNS FABRICATION

RESOLUTION AUTHORIZING COUNTY MANAGER, IRA DOVE TO EXECUTE ON BEHALF OF HAYWOOD COUNTY A CONTRACT AND ANY CHANGE ORDERS WITHIN THE BUDGETED AMOUNT WITH PANNIER GRAPHICS FOR THE PROJECT KNOWN AS BLUE RIDGE NATIONAL HERITAGE AREA'S TRAIL SIGNS GRANT (E-4975).

WHEREAS, Pannier Graphics is the low bid for the fabrication of the Heritage sign panels and bases; and

WHEREAS, Haywood County is the fiscal agent for the Blue Ridge National Heritage Area's Trail Signs grant (E-4975) from the Federal Highway Administration.

NOW THEREFORE, BE IT RESOLVED that the Haywood County Board of County Commissioners authorizes County Manager, Ira Dove to execute on behalf of Haywood County the attached contract with Pannier Graphics in the amount of \$38,922 and any change orders within the budgeted amount for the Blue Ridge National Heritage Area's Trail Signs grant (E-4975), pending concurrence with award by the North Carolina Department of Transportation.

Read, approved and adopted this 5th day of January, 2015.

  
Mark S. Swanger, Chairman  
Haywood County Board of County Commissioners

ATTEST:  
  
Ira Dove, County Manager  
Clerk to the Board of County Commissioners

4. Presentation of updated Haywood County organizational chart of departments - Chairman Swanger recognized County Manager, Ira Dove. Mr. Dove explained in keeping in compliance with the personnel manual, the organizational chart needed some updating. He highlighted a few of the changes. The Tax Administrator is appointed by the Board and supervised by the County Manager and the Library Board is appointed by the Board of Commissioners, but library personnel are supervised by the County Manager. He explained that previously the Assistant County Manager had a broken line, but in the County Manager's absence it needed to be clear that the authority of the Assistant County Manager extended over the other departments. He noted that the Public Information Officer had been on previous charts and may come back in the future. He stated that these are fluid documents and are snapshots for any particular point of time noting that changes can happen at any time.

## **NEW BUSINESS**

### **Introduction of the new Haywood Regional Medical Center CEO, Phillip Wright**

Chairman Swanger recognized Interim CEO, Richard Grogan. Mr. Grogan introduced Mr. Phillip Wright and stated that they are excited to have him here. He thanked everyone for the kindness that has been extended to him during his time in the County.

Mr. Wright commented that he had worked in many states, and was very excited to be here. He said that he is excited to be with Duke Lifepoint. He stated that he believes that health care is local and that he is ready to reach out in the community.

Chairman Swanger thanked Mr. Grogan for his service and remarked that the hospital has long been a fabric of our community and was the first public county hospital.

Mr. Killian noted that his former partner, Bill Millar was the first child born in the hospital and was the long time hospital attorney.

Commissioner Upton thanked Mr. Grogan for his work that he has done in the short time that he has been here.

Vice-Chairman Kirkpatrick agreed, stating that this may be a good time for them to tell what all the improvements are that they have already made.

Mr. Grogan advised the Board that they had made some improvements in the pool in the Fitness Center, and had replaced outdated equipment. He noted that they had bought advanced pulmonary equipment that helps diagnosis lung cancer. He stated that they had gone through the infrastructure and had made improvements to the HVAC and plumbing.

Vice-Chairman Kirkpatrick commented that none of this could have been completed without the transaction with Duke Lifepoint.

Commissioner Sorrells thanked Mr. Grogan for all that he had done and welcomed Mr. Wright.

**Request approval of the one year maintenance agreement with Century Link for 911 Telephone System - \$18,607.54**

Chairman Swanger recognized Chief Jeff Haynes. Chief Haynes explained that is for the 911 telephone system hardware and vendor support for the 911 system. This agreement is for one year and provides maintenance of all of the hardware equipment. The software protection provides remote and technical support. This is an ongoing agreement.

Vice-Chairman Kirkpatrick made a motion to approve the maintenance agreement with Century Link for the 911 Telephone System in the amount of \$18,607.54 as presented and was seconded by Commissioner Sorrells. The motion passed unanimously.

**Request approval of Resolution to declare service side arm surplus for Member (Larry Golden) of Retiring County Law Enforcement Agency**

Chairman Swanger recognized Chief Haynes, who is here for Sheriff Christopher. Chief Haynes explained that Deputy Sheriff Larry Golden retired in December. He verified that this is permissible through NCGS 20-187.2.

Commissioner Upton made a motion to approve the Resolution declaring service side arm surplus for Larry Golden, retired County Law Enforcement with Haywood County and Vice-Chairman Kirkpatrick seconded. The motion passed unanimously.



**RESOLUTION FOR DECLARATION OF SERVICE SIDE ARM FOR MEMBER OF RETIRING COUNTY LAW ENFORCEMENT AGENCY**

WHEREAS, G. S. 20-187.2 authorizes the Board to award current service side arm to Larry Golden, retiring Haywood County Sheriff's Office Deputy, at a predetermined price, upon securing permit as required by G.S. 14-402.

WHEREAS, Haywood County has in its possession:  
1-Side Arm Glock, 22 pistol .40 caliber, serial #SZK699, which has previously been used in service by Larry Golden, Deputy.

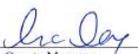
THEREFORE, the Haywood County Board of County Commissioners meeting in general session on Monday, January 5, 2015, does the following:

**BE IT RESOLVED** by the Haywood County Board of County Commissioners that:  
1- Side Arm Glock 22 pistol .40 caliber, serial #SZK699 be declared surplus in order to be purchased by the retiring Sheriff's Office Deputy, Larry Golden.

ADOPTED this 5th day of January, 2015.

  
Mark S. Swanger, Chairman  
Haywood County Board of County Commissioners

ATTEST:

  
Ira L. Dove, County Manager  
Clerk to the Board



before going to the HHS Board, is that they meet on the same day as the BOCC this month, January 20<sup>th</sup> due to the MLK Holiday, and they need have this employee in place as soon as possible.

Mr. Dove stated that he supported this and the HHS Board has been made aware of the need. He stated that it is a good solution to a time sensitive issue.

Chairman Swanger asked that HHS Board Chair, Paul Turner be made aware of this Board's decision today.

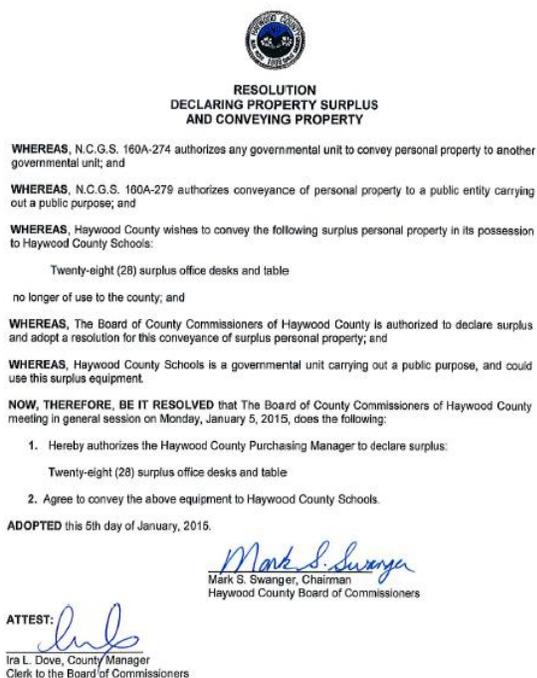
Commissioner Upton made a motion to authorize HHS to hire a time limited (one year) full time employee for the purposes discussed and there will be no additional funding requested. The motion was seconded by Vice-Chairman Kirkpatrick and passed unanimously.

### **Request approval of resolution to surplus items for conveyance to Haywood County Schools**

Chairman Swanger recognized Maintenance Director of Haywood County Schools, Tracy Hargrove. Mr. Hargrove explained that the request is for desks that are at the old DSS building. He stated that there is a need in the school system for this equipment and that the school can take care of the logistics.

Mr. Dove noted that the desks have been sitting for a couple of years, and the County has no need for them.

Commissioner Sorrells made a motion to approve the resolution to surplus the described items for conveyance to Haywood County Schools. Vice-Chairman Kirkpatrick seconded the motion and it passed unanimously.



### **Request Commissioners' decision regarding whether they wish to perform the duties of the Board of Equalization and Review**

Chairman Swanger recognized Interim Tax Administrator, David Francis. Mr. Francis reviewed the duties of the Board of Equalization and Review (BOER) and explained that the Board must decide annually if they would perform the duties of the BOER or appoint others to do so. He stated that the Board that has just served is willing to serve another year.

Chairman Swanger commented that although not prohibited, it has been recommended by the State that the Board of Commissioners not perform these duties.

It was the consensus that the Board did not wish to perform the duties of the BOER. Mr. Francis noted that the BOER increased from five to seven members and it worked very well.

After discussion, the Board agreed to approve a second term for the BOER members who just completed this past year. Mr. Francis will bring the required resolution to the Board.

**Request approval of annual donation \$1,000 donation to Commission for a Clean County**

Chairman Swanger recognized County Manager, Ira Dove. Mr. Dove stated that this request is for a donation for Commission for a Clean County's funding. He explained that every year in the commissioner's budget, money is allocated for requests such as this. This organization does hands-on clean-ups of county streets, educational programs in the elementary schools, and other programs to promote a clean county.

Commissioner Upton stated that he feels the best thing this group does is the education of children in elementary schools to instill this into them while they are young.

Commissioner Upton made a motion to approve the \$1,000 donation to the Commission for a Clean County. The motion was seconded by Vice-Chairman Kirkpatrick and passed unanimously.

**Request re-appointment of one (1) member to the Adult Care Home Community Advisory Committee**

Chairman Swanger recognized County Manager, Ira Dove. Mr. Dove reviewed the request from Southwestern Commission asking for the re-appointment of Alan Sheinfeld to the committee for a three year term.

Commissioner Sorrells made a motion to approve the re-appointment of Alan Sheinfeld to the Adult Care Home Community Advisory Committee for a three year term. The motion was seconded by Vice-Chairman Kirkpatrick and it passed unanimously.

**ADJOURNMENT**

Chairman Swanger asked if there was any further business.

Commissioner Upton commented on the upcoming meetings and conferences this month and Ms. Way will provide an updated calendar to the Board.

Commissioner Upton made a motion to adjourn the regular Board meeting. Vice-Chairman Kirkpatrick seconded; the motion carried unanimously.

The time of adjournment was 9:53 a.m. The DVD is attached by reference to the minutes.

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CLERK

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CHAIRMAN

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