

HAYWOOD COUNTY COMMISSIONERS**REGULAR MEETING – December 7, 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 L. Kevin Ensley, Michael T. Sorrells and Bill L. Upton present. Staff members present were County Manager Ira Dove, HCHHSA Director/Asst. County Manager Stoney Blevins, County Attorney Leon M. “Chip” Killian, III, Finance Director Julie Davis, and Executive Assistant/Deputy Clerk Candace Way.

PLEDGE OF ALLEGIANCE

Chairman Swanger led the Pledge of Allegiance.

INVOCATION

Commissioner Sorrells offered the invocation.

CALL TO PUBLIC HEARING

Chairman Swanger recognized Finance Director, Julie Davis. Ms. Davis explained that this request for a public hearing comes as the County is getting closer to the installment financing for the EMS base. The resolution for approval is on the agenda. She stated that the resolution will:

Authorize the County to proceed to pay the capital costs of the construction of an Emergency Services Base pursuant to an installment financing contract in a principal amount not to exceed \$2,100,000 under which the County will make certain installment payments, in order to make the Project available to the County.

Authorize the County to proceed to provide, in connection with the Contract, as grantor, a deed of trust and security agreement on all or a portion of the real property on which the Project is located which Mortgaged Property will be mortgaged by the County to create a lien thereon for the benefit of the entity, or its assigns, providing the funds to the County under the Contract. The real property is located at 141 Hemlock Street, Waynesville.

State that notice is hereby given, pursuant to Sections 160A-20 of the General Statutes of North Carolina that on December 21, 2015 at 5:30 p.m. in the historic Courtroom of the Haywood County Historic Courthouse, Waynesville, North Carolina, a public hearing will be conducted concerning the approval of the execution and delivery of the Contract and the County’s construction of the Project. All interested parties are invited to present comments at the public hearing regarding the execution and delivery of the Contract and the Project to be financed thereby.

Chairman Swanger stated that with no objection, the Public Hearing is set for December 21, 2015 at 5:30 p.m. in the historic courtroom.

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 Upton remarked on the cars and traffic in Asheville, noting that hopefully this is a sign that the economy is thriving.

Chairman Swanger joined Board members and staff in wishing Vice-Chairman Kirkpatrick a Happy Birthday.

ADMINISTRATIVE/AGENCY REPORTS

Mountain Projects and Senior Resource Center Updates

Chairman Swanger recognized Patsy Dowling, Mountain Projects Director and John Chicoine, Senior Services Manager.

Ms. Dowling stated that the Board had received the annual report. She said that this past year ending June 30, Mountain Projects has successfully administered over \$12,000,000 in federal, state and local grants. They manage 52 areas of funding, and staff 145 employees in eight counties. They have provided 193,000 meals, and almost 40,000 transportation trips. She commented on how Mountain Projects has been assisting people to acquire their first home, stating that they target people that are overqualified for Habitat, but still cannot obtain a mortgage. This coming year, the focus will be on affordable housing, and helping people get into rental homes within their means. She noted that they are proud to be celebrating 50 years.

Chairman Swanger remarked that as the Board member serving on the Mountain Projects Board, he can attest personally of the positive impact that Mountain Projects has on the people of Haywood County.

Mr. Chicoine spoke of the many services and activities of the Senior Resource Center. He said there are activities and classes that the center provides and they are continuously looking for new things to offer. They have partnered with the Parks and Recreation to go on trips with the seniors. They are holding classes to train seniors on the services that the Center has so they may spread this information throughout the county. He spoke of health classes and the elder abuse awareness program. The SHIP program is an insurance information program that has assisted 475 people with Medicare and saved them over \$386,170 in prescription costs. They provide assistance with open enrollment in health insurance. They have a foster grandparent program in which 60 people volunteer in seven counties. Senior companions go into the home of seniors to make sure they have help. There is an in home program, and congregate sites that have served 10,000 meals for the year. The Christmas box program hopes to do 300 boxes again this year.

Commissioner Ensley spoke of the wood program that provides firewood to seniors, and how hard working the gentleman is that works this program.

DISCUSSION / ADJUSTMENT TO AGENDA

There were no discussions/adjustments to the agenda

CONSENT AGENDA

Commissioner Upton made a motion to approve the consent agenda as presented. Vice-Chairman Kirkpatrick seconded, the motion carried unanimously.

1. Approval of November 16, 2015 regular meeting minutes.

2. Budget Amendments – Julie Davis, Finance Director
 - a. General Fund – Interdepartmental – ESC - \$16,957
 Ms. Davis explained that the County does not pay the unemployment insurance, but pays the actual amounts. The Employment Security Commission subtracts out the difference according to what the County has to pay. This budget amendment spreads the charges for unemployment claims across departments that are affected.



- b. General Fund – IT - \$32,232
Ms. Davis explained that this is for technology communications invoices that should be pulled from the IT department. This budget amendment moves the budgeted amounts out of the departments into IT, therefore will not have to come out of contingency.

HAYWOOD COUNTY
BUDGET ORDINANCE AMENDMENT
FISCAL YEAR 2018-2019

PER
#/:

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, 2019:

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

| Department Line Item | Account Number | Current Budget | Increase (Decrease) | Amended Budget |
|---------------------------------------|----------------|-------------------|------------------------|-------------------|
| Information & Communications - server | 114300-430000 | 16,829 | 16,132 | 48,232 |
| Health Office - Information Systems | 114300-500000 | 61,192 | (17,470) | 79,111 |
| Collection - communications | 114300-500000 | 8,830 | (1,602) | 7,988 |
| JR-PA - Health Communications | 114300-500000 | 35,468 | (1,420) | 36,781 |
| JR-PA - Other communications | 114300-500000 | 24,853 | (18,141) | 14,600 |
| | | 147,172 | (1,900) | 149,072 |

which will result in a net increase (decrease) of \$ _____ 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 |
|---------|-----------|-------------------|------------------------|-------------------|
| | | | | |
| | | | | |
| | | | | |

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

Adopted this 7th day of December 2018.

ATTEST: *[Signature]*
Clerk to the Board

[Signature]
Haywood County Board of Commissioners

DISCLAIMER:
This document is a draft and is subject to change. It is not intended to be used for legal purposes. It is not intended to be used for legal purposes. It is not intended to be used for legal purposes.

- c. Capital Project Fund – \$22,085 – County Facilities Purchases/Repairs
Ms. Davis explained that this is to transfer the balance in the capital project fund in order to close the Pigeon Community Center project. This will also allow a \$5,000 transfer to cover the balance of closing costs for the Animal Services building.

HAYWOOD COUNTY
CAPITAL PROJECT ORDINANCE AMENDMENT
FISCAL YEAR 2018-2019

PER
#/:

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, 2019:

Section 1. To amend the Capital Project Fund - County building/repairs/construction projects, the expenditures are to be changed as follows:

| Line Item | Account Number | Current Budget | Increase (Decrease) | Amended Budget |
|-----------------------------------|--------------------|-------------------|------------------------|-------------------|
| County Facilities | | | | |
| Capital Project Fund | | | | |
| Facilities - miscellaneous | 402001-110000-5000 | 4,718 | 17,600 | 22,318 |
| Professional Services - Architect | 402001-110000-5000 | 20,000 | 17,000 | 37,000 |
| IT - Software | 402001-110000-5000 | 80,000 | (17,300) | 62,700 |
| IT - Other Software | 402001-110000-5000 | 80,000 | (17,300) | 62,700 |
| Animal Services - Animal Services | 402001-110000-5000 | 200,000 | 5,000 | 205,000 |

which will result in a net increase of \$ _____ 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 |
|----------------------------|-------------------|-------------------|------------------------|-------------------|
| Other Financial Income | | | | |
| Transfer from General Fund | 40210-4000-402100 | | 5,000 | 5,000 |
| Other Financial Income | | | | |
| Transfer from General Fund | 40210-4000-402100 | 100,000 | (17,300) | 82,700 |

The effect on the General Fund is as follows:

| Department | Account Number | Current Budget | Increase (Decrease) | Amended Budget |
|------------------------------------|----------------|-------------------|------------------------|-------------------|
| Contingency | 114300-500000 | 98,000 | (17,400) | 80,600 |
| Other Financial Income | | | | |
| Transfer from Capital Project Fund | 114300-500000 | | 17,400 | 17,400 |

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

Adopted this 7th day of December 2018.

ATTEST: *[Signature]*
Clerk to the Board

[Signature]
Haywood County Board of Commissioners

DISCLAIMER:
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3. Approval of Resolution of the Board of Commissioners of the County of Haywood, North Carolina, authorizing the negotiation of an installment financing obligation, directing the publication of notice with respect thereto and providing for certain other matters related thereto.

Ms. Davis explained the resolution to the Board. She highlighted the following from the resolution:

Whereas, the Board of Commissioners of the County (the "Board of Commissioners") determines that it is in the best interest of the County to enter into an installment financing contract (the "Contract") with a financial institution to be determined (the "Bank") to (a) provide for the construction of an Emergency Medical Services Base (the "Project") on property located in the County and (b) create a security interest in all or a portion of the real property on which the Project is or will be located.

Whereas, the County hereby determines that the estimated cost of the Project is an amount not to exceed \$2,100,000 and that such cost of the construction of the Project exceeds the amount that can be prudently raised from currently available appropriations, unappropriated fund balances and non-voted bonds that could be issued by the County in the current fiscal year pursuant to Article V, Section 4 of the Constitution of the State. She noted that the amount does include some architect fees and closing costs for the loan.

Whereas, the County does not anticipate a property tax increase to pay installment payments falling due under the Contract.

Whereas, a public hearing on the Contract after publication of a notice with respect to such public hearing must be held and approval of the Local Government Commission (LGC) with respect to entering the Contract must be received. She noted that the County intends to apply to the LGC at their February meeting.

Now, therefore, be it resolved by the Board of Commissioners that the County Manager and the Finance Officer, with advice from the County Attorney, are hereby authorized and directed to negotiate on behalf of the County for the financing of the Project for a principal amount not to exceed \$2,100,000 under the Contract entered into in accordance with the provisions of the Act.

The Finance Officer is hereby directed to file with the LGC an application for its approval of the Contract.

The County Attorney is approved as its Counsel.

A notice of public hearing will be going out.

4. Approval of Public Health fee changes –
 - a. Prevnar immunizations – Interim Public Health Services Division Director, Patrick Johnson explained that this fee increase from \$156 to \$219.50 is based solely on the increase of cost of the vaccine to the department.
 - b. resin-based partial dentures – Mr. Johnson explained that Medicaid no longer pays for metal based dentures. Patients are waiting for this product which Medicaid pays \$412. The full fee is \$840 which is offered on a sliding scale for those who qualify.

Both fees have been approved by the Health and Human Services Board.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

Request approval of Memorandum of Understanding with Haywood Animal Welfare Association, Inc.

Chairman Swanger recognized Animal Services Director, Doyle Teague.

Mr. Teague stated that this is in response to legislative changes in the Spay/Neuter program. Essentially it has changed the income level of people that can participate. It also requires the County to notify veterinarians of the opportunity to participate in the program. This will replace the current MOU.

Mr. Dove noted that the other animal welfare organizations are also in favor of this.

Commissioner Ensley made a motion to approve the Memorandum of Understanding with Haywood Animal Welfare Association, Inc. of Haywood County and Commissioner Sorrells seconded. The motion passed unanimously.



Request approval to mirror the State compensation package for two NC Cooperative Extension Service employees - \$1125

Chairman Swanger recognized County Manager, Ira Dove.

Mr. Dove explained that the General Assembly had awarded additional compensation for all state employees. Under the Memorandum of Understanding, the State will fund the share for the employees that are partially or fully paid by the N.C. State Extension Service. There are two employees that the County is fully responsible for, and the compensation is not paid by the State. This request is for \$750 for the full time employee and \$375 for the half time employee for a total of \$1125.

Commissioner Ensley made a motion to approve the compensation package for two NC Cooperative Extension Service Employees that are 100% County funded for a total of \$1125 and Vice-Chairman Kirkpatrick seconded. The motion passed unanimously.

County Extension Director, Bill Skelton addressed the Board, expressing his appreciation for the support the County and the Board provides to him and his staff.

Budget amendment - \$1125 – Cooperative Extension Service

Chairman Swanger recognized Finance Director, Julie Davis.

Ms. Davis explained that this budget amendment reflects the amount that was just approved.

Vice-Chairman Kirkpatrick made a motion to approve the budget amendment as presented. Commissioner Upton seconded and the motion passed unanimously.

HAYWOOD COUNTY
BUDGET AMENDMENT
FISCAL YEAR 2015-2016

FOR: _____
DATE: _____

BE IT ORDAINED by the Board of Commissioners of Haywood County that the following amendment be made to the budget columns for the fiscal year ending June 30, 2016:

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

| Department Item No. | Account Number | Current Budget | Increase (Decrease) | Amended Budget |
|------------------------------|----------------|-------------------|------------------------|-------------------|
| Finance Office | | | | |
| Financial Services Agreement | 11800-0000 | 202,231 | 1,220 | 203,451 |
| | | | | |
| Contingency | 11801-0000 | 400,000 | 0,000 | 400,000 |

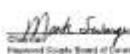
which will result in a net increase (decrease) of \$ _____ in the expenditures of the General Fund.

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

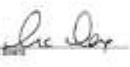
| Revenue | Acct. No. | Current Budget | Increase (Decrease) | Amended Budget |
|---------|-----------|-------------------|------------------------|-------------------|
| | | | | |
| | | | | |

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

Adopted this 7th day of December 2015.


 Mark Swanger
 Haywood County Board of Commissioners

ATTEST:


 Clerk of the Board

Request approval of resolution in support of EPA Brownfields Grant

Chairman Swanger recognized Tax Administrator/Solid Waste Administrator, David Francis. Mr. Francis explained that each year, the EPA awards grants for assessment, cleanup and a revolving loan fund. There will be 223 awarded next year for a total of \$54,500,000. The application of up to \$600,000 we are making on behalf of Haywood County and the four towns (Maggie Valley, Canton, Clyde and Waynesville) is for an assessment grant. This will allow the County to assess areas for potential brownfield environmental concerns. We are seeking participants on a purely voluntary basis. This will not be the kind where the County will go out and assess on their own. The County is looking at the old hospital as a possibility and the towns have projects to submit. Currently, the towns are working with their entities to get MOU's. In the past, Haywood County has had very large success in these grants. Dayco was considered as a Brownfield. The property on the Belk side just sold. The application will be submitted mid-December, and hope to hear something during the first quarter of 2016,

Chairman Swanger remarked that there have been several newspaper articles about this and other towns and their entities are discussing it as well.

Mr. Francis noted that this was discussed during the Council on Government meeting.

Vice-Chairman Kirkpatrick made a motion to approve the resolution in support of the EPA Brownfield Grant for County-wide assessment and Commissioner Upton seconded. The motion passed unanimously.



Board of Commissioners
 James B. Brinson, Chairman
 A. B. "Abe" Williams, III, Vice-Chairman
 C. Mark Eason
 Bill L. Upton
 Michael P. Williams

Robert M. Swanger, II
 County Executive
 Robert Williams
 County Treasurer

A RESOLUTION AUTHORIZING STAFF TO SUBMIT FOR CONSIDERATION A GRANT REQUEST FOR FUNDING TO THE US ENVIRONMENTAL PROTECTION AGENCY FOR FUNDING A COUNTY-WIDE BROWNFIELD EVALUATION ASSESSMENT GRANT TO IDENTIFY AND ADDRESS POTENTIAL BROWNFIELD SITES AND AUTHORIZING THE COUNTY COMMISSIONER CHAIRMAN TO EXECUTE ANY NECESSARY AGREEMENTS THEREUNDER PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Haywood County has experienced several years of commercial and industrial development and has been impacted, like many communities, with a combination of high tax rates and higher, long-term energy and material costs from a wide variety of industrial, commercial and transportation-related sources; and

WHEREAS, the identification of some of these impacted locations of interest are key to the County and should be identified in order to provide the environmental site assessments, remediation and the existing and/or future, residential and economic growth; and

WHEREAS, providing for an effective brownfield redevelopment strategy will encourage new private sector investment for creating targeted projects to create additional jobs, and to the creation of new to the County jobs and revitalize the tax base of the community specifically to areas of economically distressed sites development; and

WHEREAS, the U.S. EPA is providing technical support and training to communities across the U.S. through its new funding to identify and address potential brownfield assessment, cleanup and remediation; and

WHEREAS, the Towns of Clyde, Maggie Valley and Waynesville have indicated an interest in joining with Haywood County Government to seek funding to identify and address potential brownfield sites and remediate opportunities; and

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF HAYWOOD COUNTY, NORTH CAROLINA, that (1) The body authorized County staff to prepare and to submit an application to the U.S. Environmental Protection Agency's "Brownfield Cleanup Assessment Grant" program and solicit funding to support the assessment, remediation and to authorize the County Chairman to sign or procure any or all necessary documents required;

PASSED AND ONLY ADOPTED by the Board of County Commissioners of Haywood County, North Carolina, this 7th day of December 2015.


 Mark P. Swanger, Chairman
 Haywood County Board of Commissioners

ATTEST:


 Clerk of the Board

Request approval of 2016 Meeting and Holiday Schedule

Chairman Swanger recognized County Manger Ira Dove.

Mr. Dove explained that the schedule lists the meeting dates for the Board meetings, with the first Monday of the month at 9:30 a.m. and the third Monday of the month at 5:30 p.m. He noted that the meeting dates that fall on a County holiday will be on Tuesday rather than Monday. He also noted that the meeting that is usually scheduled for the July 4th week will not be held.

Chairman Swanger stated that this is the schedule for regular meetings, and the County can call special or additional meetings if the need arises.

Commissioner Sorrells made a motion to approve the 2016 Meeting and Holiday Schedule, and Commissioner Ensley seconded. The motion passed unanimously.

Calendar Year 2016

| Meeting Date & Time | Holidays |
|---------------------|--|
| 1/6/16 9:00 AM | New Year's Day, 1/1 |
| ★ 1/19/16 5:30 PM | Martin Luther King, Jr. Day, Monday, 1/18 |
| 2/1/16 9:00 AM | |
| 2/15/16 5:30 PM | |
| 3/7/16 9:00 AM | |
| 3/21/16 5:30 PM | Good Friday, 3/25 |
| 4/4/16 9:00 AM | |
| 4/18/16 5:30 PM | |
| 5/2/16 9:00 AM | |
| 5/16/16 5:30 PM | Memorial Day, Monday, 5/30 |
| 6/6/16 9:00 AM | |
| 6/20/16 5:30 PM | |
| 7/18/16 5:30 PM | Independence Day, Monday, 7/4 |
| 8/1/16 9:00 AM | |
| 8/15/16 5:30 PM | |
| ★ 8/30/16 9:00 AM | Labor Day, Monday, 9/5 |
| 9/19/16 5:30 PM | |
| 10/7/16 9:00 AM | |
| 10/21/16 5:30 PM | |
| 11/7/16 9:00 AM | Veterans Day, Friday, 11/11 |
| 11/21/16 5:30 PM | Thanksgiving, Thursday & Friday, 11/24 & 25 |
| 12/6/16 9:00 AM | Christmas, Friday, Monday, & Tuesday, 12/23, 26 & 27 |
| 12/19/16 5:30 PM | |

★ Monday Holiday / Meeting will be on Tuesday

Regular meetings for the Board of Commissioners will be held on the first Monday of the month at 9:00 a.m. and the third Monday of the month at 5:30 p.m. unless otherwise stated

Request appointment of one member to the Recreation Advisory Board

Chairman Swanger recognized County Manager, Ira Dove.

Mr. Dove reviewed the application of Kevin Fitzgerald. He stated that the Recreation Advisory Board had received two applications and this is their recommendation.

Vice-Chairman Kirkpatrick clarified that Mr. Fitzgerald’s application was the only timely applicant, and is who was recommended by the Recreation Board.

Vice-Chairman Kirkpatrick made a motion to appoint Kevin Fitzgerald to the Recreation Advisory Board, and Commissioner Ensley seconded. The motion passed unanimously.

CLOSED SESSION

Vice-Chairman Kirkpatrick made a motion to enter into Closed Session for:

- Attorney/Client Privilege G.S. §143-318.11(a)(3)
- Economic Development G.S. §143-318.11(a)(4)

Commissioner Upton seconded and the motion carried unanimously.

The Board returned from Closed Session.

ADJOURNMENT

Chairman Swanger asked if there was any further business.

With no further business, Vice-Chairman Kirkpatrick made a motion to adjourn the regular Board meeting. Commissioner Upton seconded; the motion carried unanimously.

The time of adjournment was 11:21 a.m. The DVD is attached by reference to the minutes.

CLERK

CHAIRMAN