

**MINUTES**  
**TRANSYLVANIA COUNTY BOARD OF COMMISSIONERS**  
**June 23, 2008 – REGULAR MEETING**

The Board of Commissioners of Transylvania County met in regular session on Monday, June 23, 2008 at 7:00 p.m. in the large courtroom of the Transylvania County Courthouse.

Commissioners present were Lynn Bullock, Chairman Jason Chappell, David Guice, Daryle Hogsed, and Vice-Chairman Kelvin Phillips. Also present were County Manager Artie Wilson, County Attorney Curtis Potter, and Clerk to the Board Trisha McLeod.

Media: *Hendersonville Times News*: Leigh Kelley  
*Transylvania Times*: Mark Todd

There were approximately 30 people in the audience.

**CALL TO ORDER**

Chairman Jason Chappell presiding called the meeting to order at 7:05 p.m.

**WELCOME**

Chairman Chappell welcomed everyone to the meeting and thanked the members of the audience for participating in their County government.

**PUBLIC HEARING**

**SCATTERED SITE HOUSING REHABILITATION PROGRAM**

Planning and Economic Development Director Mark Burrows provided Commissioners with information regarding the Scattered Site Housing Rehabilitation Program. The Scattered Site Housing Rehabilitation Program is made available through a Community Development Block Grant. This will be the third time that Transylvania County will have applied for these funds. In 2000, the State created a system where counties would be eligible for \$400,000 to assist with the rehabilitation of homes for low income individuals. This is the first of two required public hearings. The purpose of this meeting is to make the public aware of the County's intent to apply for the grant. Further, the purpose of this meeting is to inform the public how they can apply for assistance and what the eligibility requirements are. As of this date, the County has received 15 applications for assistance. The deadline to apply is June 26, 2008. The County plans to rehabilitate eight to nine homes.

**Chairman Chappell declared the Public Hearing open at 7:09 p.m.** There were no comments from the public. **Chairman Chappell declared the Public Hearing closed at 7:09 p.m.**

### SMALL BUSINESS AND ENTREPRENEURIAL ASSISTANCE GRANT

This is the second required Public Hearing for the Small Business and Entrepreneurial Assistance Grant. This is a grant made available for businesses that have been in existence for two or more years and employ less than 100 people. Mr. Burrows learned about this grant earlier in the year. He discussed the grant opportunity with the Economic Development Advisory Board to try to figure out a process for accessing the funds. Transylvania County has never been eligible for this grant before. Two local businesses expressed a serious interest in applying for the grant funding. The grant is for \$250,000 and can be used for many different purposes. The grant also consists of a component for all entrepreneurs in the County.

The CDBG Small Business and Entrepreneurial Grant will be used to assist two small manufacturers and entrepreneurs in Transylvania County that have been in existence for more than two years and employ less than 100 workers. Surface Arts is a company that fabricates and installs high end countertops made out of granite, quartz and other engineered products. Surface Arts intends to manufacture a new countertop line made out of recycled glass. McJast, Inc. dba American Carolina Lighting will manufacture High Intensity Discharge lighting ballasts that are highly energy efficient.

Surface Arts is located at 50 Commerce Street, Brevard, North Carolina and will receive \$125,000 of the \$250,000 CDBG request. American Carolina Lighting is located at 6497 Old Hendersonville Highway, Pisgah Forest, North Carolina and will receive \$100,000 of the \$250,000 request. The remaining \$25,000 will be used to cover planning, administration and small business and entrepreneurial activities countywide.

Both Surface Arts and American Carolina Lighting will use the funds to purchase machinery and equipment as well as for working capital to hire and train eligible employees. Surface Arts will use \$75,000 for machinery and equipment and \$50,000 for working capital. American Carolina Lighting will use \$60,000 for machinery and equipment and \$40,000 for working capital. Both companies have agreed to match the grant with their own funds. Surface Arts agreed to contribute \$50,000 over the period of the grant. American Carolina Lighting will contribute \$80,000 to go towards this project. Further, the Transylvania Partnership is willing to contribute \$10,000 as a match to this grant specifically to assist entrepreneurs in general through marketing and hosting business forums for small businesses and entrepreneurs in conjunction with the Chamber of Commerce and Heart of Brevard. The County has already agreed to allocate \$5,000 in its budget to help recognize small businesses and entrepreneurs which can be applied as a match as well. Mr. Burrows and Assistant Trish Hamilton will also make an in-kind contribution devoting approximately 100 hours of their time over the period of the grant totaling approximately \$7,200.

A minimum of ten new jobs will be created. Surface Arts has agreed to hire five new employees and American Carolina Lighting has also agreed to hire five new employees. A total of eight individuals hired will have low to moderate incomes.

The amount of the funding requested is \$250,000. The total cost of activities is \$402,200 broken down into the following components:

- CDBG \$250,000
- American Carolina Lighting \$ 80,000
- Surface Arts \$ 50,000
- Transylvania County \$ 12,200
- Transylvania Partnership \$ 10,000

The percentage of the project funded by CDBG funds is 62%.

Mr. Burrows noted that a portion of the administration and planning funds will be used to enhance their small business data base. Approximately 1600 unique businesses have been identified in Transylvania County.

**Chairman Chappell declared the Public Hearing open at 7:17 p.m.**

Mr. Jack Hudson spoke on behalf of the Brevard SCORE Chapter. SCORE is a society of retired executives that counsels six people each week. He said he was hoping this grant was going to benefit to their clientele; however their clientele are just starting a business or have the desire to start a business. Mr. Hudson said he hopes the County will find other ways to assist some of these people as well.

There were no other comments from the public.

**Chairman Chappell declared the Public Hearing closed at 7:21 p.m.**

#### PROPOSED FY 2008-2009 BUDGET

The Board of Commissioners has completed their budget workshops. The General Fund Budget for FY 2009 is \$42,469,361. The total FY 2009 Budget including other funds is \$47,606,843. The proposed Budget for Home and Community Care Block Grant for Older Adults is \$278,558.

**Chairman Chappell declared the Public Hearing open at 7:25 p.m.** There were no comments from the public. **Chairman Chappell declared the Public Hearing closed at 7:26 p.m.**

A Special Meeting has been scheduled for Monday, June 30, 2008 at 7:00 p.m. in the large courtroom of the Transylvania County Courthouse to approve the FY 2009 Budget and FY 2008 Budget Amendments.

#### **PUBLIC COMMENT**

There were no comments from the public.

## AGENDA MODIFICATIONS

The Manager reported on the Agenda modifications. He requested to add Item C, Change Order for Rock Wall at Courthouse, and Item D, Change Order for Waterline Vault, under New Business and to move the Manager's Report to Item E under New Business.

**Commissioner Guice moved to approve the revised Agenda, seconded by Commissioner Phillips and unanimously approved.**

## CONSENT AGENDA

**Commissioner Phillips moved to approve the Consent Agenda, seconded by Commissioner Bullock and unanimously approved.**

The following items were approved:

### MINUTES

The Minutes of the May 27, 2008 Regular meeting, the May 29, 2008 Special Joint Meeting with the Brevard City Council and the June 9, 2008 Regular meeting were approved.

### DISCOVERY & RELEASE REPORT

The Discovery and Release Report for June 2008 was approved.

## PRESENTATIONS/RECOGNITIONS

### PROCLAMATION 27-08: ARTS AND CULTURE WEEK JUNE 27, 2008 – JULY 4, 2008

Ms. Lynn Warner with the Heart of Brevard and Transylvania Arts Promotion announced that the City of Brevard has proclaimed the week of June 27, 2008 through July 4, 2008 as Arts and Culture Week in Brevard and Transylvania County. She read the proclamation to Commissioners. She asked the County to consider celebrating its 150<sup>th</sup> Anniversary during Arts and Culture Week in 2011. Commissioners agreed to adopt a similar proclamation.

**Commissioner Bullock moved to approve Proclamation 27-08 Arts and Culture Week June 27, 2008 – July 4, 2008, seconded by Commissioner Hogsed and unanimously approved.**

(Proclamation 27-08 Arts and Culture Week June 27, 2008 – July 4, 2008 incorporated as part of these Minutes.)

## APPOINTMENTS

### NURSING/ADULT CARE HOME ADVISORY COMMITTEE

**Commissioner Guice moved to reappoint Clifford Frady, Cathy Lasater, Margaret Schleining, Delores Stroup and Jane Williams, seconded by Commissioner Phillips and unanimously approved.**

### AREA COUNCIL ON AGING

**Commissioner Phillips moved to reappoint Sara Miller, seconded by Chairman Chappell and unanimously approved.**

## NEW BUSINESS

### RESOLUTION 25-08 SUPPORTING TRANSYLVANIA COUNTY'S APPLICATION FOR THE SMALL BUSINESS AND ENTREPRENEURIAL ASSISTANCE GRANT

A Public Hearing for the CDBG Small Business and Entrepreneurial Assistance Grant was held earlier in the meeting. The deadline for the application process is June 24, 2008.

**Commissioner Bullock moved to approve Resolution 25-08 Supporting Transylvania County's Application for the Small Business and Entrepreneurial Assistance Grant and further to authorize the Chairman to sign the necessary application forms, seconded by Commissioner Hogsed and unanimously approved.**

(Resolution 25-08 Supporting Transylvania County's Application for Small Business and Entrepreneurial Assistance Grant incorporated as part of these Minutes.)

### RESOLUTION 26-08 "HIGHWAY 64 AND HIGHWAY 280 CORRIDOR PROTECTION STUDY COMMITTEE"

On May 29, 2008 the Brevard City Council and Board of Commissioners held a joint meeting to discuss the City's proposal to extend its extraterritorial jurisdiction. After discussion, the City Council and County Commissioners agreed to form a committee consisting of 13 members to investigate and study appropriate measures to protect the Highway 64 East and Highway 280 Corridors. The task is to be completed by the end of September with a joint meeting of the Brevard City Council and Board of Commissioners to be held in early October.

Commissioners received a proposed resolution to formalize the committee and its task. Brevard City Council approved a similar resolution at its meeting on June 16, 2008.

**Commissioner Hogsed moved to approve Resolution 26-08 Highway 64 and Highway 280 Corridor Protection Study Committee, seconded by Commissioner Bullock and unanimously approved.**

The Committee's first meeting is Thursday, July 10, 2008 at 7:00 p.m. in the Rogow Room at the Transylvania County Library.

(Resolution 26-08 Highway 64 and Highway 280 Corridor Protection Study Committee incorporated as part of these Minutes.)

#### CHANGE ORDER FOR ROCK WALL AT COURTHOUSE

Included in the bid for H&M Constructors was an addendum for the replacement of the front steps of the Courthouse. The project has progressed very smoothly and staff would like to proceed with the replacement of the front steps and the sidewalk leading up to the front of the Courthouse. The total cost of the two projects is \$10,190 (\$4,500 for the steps and \$5,690 for the sidewalk). The County received a \$9,200 credit for shoring, thus leaving an additional \$990 to complete the project if approved. The County would still remain within the budget established for the project.

Commissioners agreed that the replacement of the sidewalk is badly needed.

**Commissioner Guice moved to approve the two change order amounting to \$10,190, seconded by Commissioner Bullock and unanimously approved.**

#### CHANGE ORDER FOR WATERLINE VAULT

On June 20, 2008 staff met with the City and representatives from DENR to review the progress of the water line. City and State representatives recommended moving the waterline vault out of the roadway. The cost of moving the vault is \$4,903.

**Commissioner Phillips moved to approve the change orders to remove the vault out of the roadway, seconded by Commissioner Hogsed and unanimously approved.**

#### MANAGER'S REPORT

The Manager reported the following:

- The State has approved the Certificate of Need for the Brevard Dialysis Center. The project should begin in approximately one month.
- Commissioners have scheduled a special meeting for Monday, June 30, 2008 at 7:00 p.m. to approve the FY 2008-2009 Budget and FY 2008 Budget Amendments.

Chairman Chappell suggested that he send a letter to Steve Smith on behalf of the Board of Commissioners thanking him for his work on getting a dialysis center in Brevard. Commissioner Guice agreed and also suggested sending a letter to the Board of Health acknowledging the work Steve Smith does for the County.

#### **PUBLIC COMMENT**

Mr. Dick Thompson complained to Commissioners that it is difficult to hear them during the meeting. Commissioners apologized to Mr. Thompson and promised to make an effort to speak into the microphones.

Mr. Mark Burrows followed up on the presentation from the Transylvania Arts Promotion. Mr. Burrows is the County's appointed representative to the Arts Council.

He noted that one of the key reasons Ron Shemesh with Excelsior Packaging moved his business to Transylvania County was the emphasis and value put on art in this County. Mr. Burrows said it is important that the County support this type of investment with good will and financial supports.

### COMMISSIONERS' COMMENTS

Commissioner Guice acknowledged the staff and other groups that do a tremendous amount of work to help small businesses in the community.

Commissioner Phillips thanked Mr. Dick Thompson for his earlier comments. He asked that if citizens can not hear Commissioners speak during the meeting to please bring it to their attention immediately.

Chairman Chappell responded to comments earlier made by Mr. Jack Hudson. He noted the wonderful resources that will be available in the community through the Small Business Incubator at Blue Ridge Community College. Chairman Chappell also congratulated Superintendent of Transylvania County Schools Dr. Sonna Lyda who was recently selected as the Western Region Superintendent of the Year.

Commissioner Hogsed thanked Mark Burrows and his staff as well as the Transylvania Partnership for their work on obtaining grant funding for small businesses and entrepreneurs in the County. Commissioners Hogsed asked everyone to remember the family of Steve Cochran who passed away yesterday.

### ADJOURNMENT

There being no further business to come before the Board, **Commissioner Phillips moved to adjourn the meeting, seconded by Commissioner Bullock and unanimously carried.**

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Jason R. Chappell, Chairman  
Board of County Commissioners

ATTEST:

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Trisha D. McLeod  
Clerk to the Board