

**MINUTES & GENERAL ACCOUNT  
TRANSYLVANIA COUNTY BOARD OF COMMISSIONERS  
October 28, 2016 – SPECIAL MEETING**

The Board of Commissioners of Transylvania County met in special session on Friday, October 28, 2016 at 4:00 p.m. in the Arthur C. Wilson, Jr. Conference Room in the County Administration Building, located at 101 S. Broad Street, Brevard, NC. The meeting was called for the purposes of allowing Commissioners to discuss a personnel matter in closed session as allowed per North Carolina General Statute.

Commissioners present were Jason Chappell, Chairman Mike Hawkins and Page Lemel. Vice-Chairman Larry Chapman was out of town on business and Commissioner Kelvin Phillips was absent due to illness. Also present were County Manager Jaime Laughter, Human Resources Director Sheila Cozart, Angela Owen of TBL Leaders consulting firm, and representatives from the various assessment groups.

There were no media or any other members of the public present.

Chairman Hawkins presiding declared a quorum was present and called the meeting to order at 4:00 p.m.

**Chairman Hawkins moved to enter into closed session per NCGS 143-318.11 (a) (6) to consider the qualifications, competence, performance, condition of employment of a public officer or employee or prospective public officer or employee, seconded by Commissioner Lemel and unanimously carried.**

Commissioners received input from the assessment center representatives on the performance of the Tax Administrator candidates.

**Chairman Hawkins moved to leave closed session, seconded by Commissioner Lemel and unanimously carried.**

**OPEN SESSION**

**Chairman Hawkins moved to seal the minutes of the closed session until such time that opening the minutes does not frustrate the purpose of the closed session, seconded by Commissioner Chappell and unanimously approved.**

**RECESS**

**Chairman Hawkins moved to recess the meeting until Tuesday, November 1, 2016. The recessed meeting will convene immediately following the Capital Planning Workshop which begins at 9:00 a.m. in Commissioners Chambers. The motion was seconded by Commissioner Lemel and unanimously approved.**

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Mike Hawkins, Chair  
Transylvania County Board of Commissioners

ATTEST:

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Trisha M. Hogan, Clerk to the Board

10/28/2016