

MINUTES
TRANSYLVANIA COUNTY BOARD OF COMMISSIONERS
July 24, 2017 – REGULAR MEETING

The Board of Commissioners of Transylvania County met in regular session on Monday, July 24, 2017 at 7:00 p.m. in Commissioners Chambers at the County Administration Building, located at 101 S. Broad Street, Brevard, NC.

Commissioners present were Chairman Larry Chapman, Mike Hawkins, Vice-Chairwoman Page Lemel and Kelvin Phillips. Commissioner Jason Chappell was out of town and unable to attend. Also present were County Manager Jaime Laughter, County Attorney Misti Bass, and Clerk to the Board Trisha Hogan.

Media: *The Transylvania Times* – Derrick McKissock

There were approximately 15 people in the audience.

CALL TO ORDER

Chairman Larry Chapman presiding declared a quorum was present and called the meeting to order at 7:02 p.m.

WELCOME

Chairman Chapman welcomed everyone to the meeting and thanked the members of the public for participating in their local government. He introduced Commissioners and staff in attendance.

PUBLIC COMMENT

There were no comments from the public.

AGENDA MODIFICATIONS

There were no agenda modifications.

Commissioner Lemel moved to approve the agenda as presented, seconded by Commissioner Hawkins and unanimously approved.

CONSENT AGENDA

Commissioner Lemel moved to approve the Consent Agenda as presented, seconded by Commissioner Phillips and unanimously approved.

The following items were approved:

MINUTES

The Board of Commissioners met in regular session on June 13, 2017. During this meeting, a public hearing on the FY 18 Budget was held. The Board of Commissioners also met in regular session on June 26, 2017 at which the FY 18 Budget was approved. Commissioners approved the June 13, 2017 and June 26, 2017 minutes as submitted.

DISCOVERY, RELEASE AND MONTHLY SETTLEMENT REPORT

Each month the Tax Administrator has a listing of proposed releases for that month. The Board of Commissioners has the responsibility of approving the releases. For the period June 27-30, 2017, total tax dollars released was \$30 and refunds totaled \$211.45. Commissioners approved the Discovery, Release and Monthly Settlement Report for the period June 27-30, 2017.

BUDGET AMENDMENTS

The following budget amendments were submitted for approval:

#3: \$12,413 from unassigned Fund Balance for the remaining allocation for the Summer 2017 Rosman Summer Camp, originally approved by the Board of Commissioners on March 14, 2017

#4: \$99,873 from restricted Fund Balance for the Federal Equitable Sharing Program money to be used solely by the Sheriff's Office for law enforcement purposes

#5: \$61,749 from assigned Fund Balance for projects initiated in FY 17 but not completed until FY 18:

- \$38,520 for the overhaul of existing generators
- \$13,604 for the installation of proximity card access control units in the Community Services Building
- \$9,625 for the continuation of sales of properties foreclosed upon due to delinquent ad valorem taxes

These amendments increase the General Fund budget by \$174,035 bringing it to a total of \$51,418,008. Commissioners approved the requested budget amendments as submitted.

CANCEL AUGUST 28TH BOARD OF COMMISSIONERS MEETING

There is no pressing business for Commissioners to consider on August 28. Staff is working on several projects and those items will be brought to Commissioners over the next several meetings. Typically after the budget process is complete, Commissioners cancel a summer meeting. Staff requested Commissioners cancel the August 28 meeting. Commissioners approved the request to cancel the August 28 Board of Commissioners' meeting as requested. The Clerk will post proper notice to the public.

PRESENTATIONS/RECOGNITIONSRECOGNITION OF CITIZEN ADVISORY COUNCIL MEMBERS

In July 2015, the Board of Commissioners implemented a recognition program for the purposes of expressing their appreciation to citizens who volunteer their time and expertise on the County's many citizen advisory councils. The Board intends to recognize citizens on a semi-annual basis. This period covered January 1, 2017-June 30, 2017. Since the Board of Commissioners added a daytime meeting, citizens were given a choice of attending either of the July meetings. Each person in attendance was presented with a certificate of appreciation and a coffee mug. The Clerk will mail certificates to those citizen volunteers that were unable to attend or have moved out of county.

List of Citizen Volunteers whose term expired or ended January 1, 2017-June 30, 2017:

Citizen Volunteer	Citizen Advisory Council	Term
Brittany Whitmire	Agricultural Advisory Board	July 2011-April 2017
Gus Constantine	Board of Equalization & Review	August 2010-June 2017
Claudia Hawkins	Board of Equalization & Review	January 2002-January 2017

Rick Lasater	Joint Historic Preservation Commission	October 2015-April 2017
Betty Sherrill	Joint Historic Preservation Commission	February 2011-May 2017
Lauren Wise	Joint Historic Preservation Commission	June 2014-May 2017
Gayla Phillips	Jury Commission	August 1999-June 2017
Kelly Burton	Juvenile Crime Prevention Council	November 2015-June 2017
Betsy Jordan	Library Board of Trustees	June 2011-June 2017
Kristin Armstrong	Nursing & Adult Care Home Advisory Committee	August 2014-June 2017
Susan Cothorn	Nursing & Adult Care Home Advisory Committee	October 2016-June 2017
Madelyn Meyer	Nursing & Adult Care Home Advisory Committee	December 2011-April 2017
Linda Novosel	Nursing & Adult Care Home Advisory Committee	January 2014-April 2017
Todd Branham	Parks and Recreation Commission	June 2014-June 2017
Kathleen Johnson	Parks and Recreation Commission	August 2015-February 2017
Sammy Kicklighter	Parks and Recreation Commission	June 2014-June 2017
Jan Plemmons	Parks and Recreation Commission	May 2016-June 2017
Maureen Copelof	Planning Board	January 2014-February 2017
Kris Hovey	Planning Board	January 2014-February 2017
Craig Burghardt	Transportation Advisory Committee	May 2012-May 2017
Mac Morrow	Transportation Advisory Committee	May 2005-May 2017
Ron Schieve	Western Carolina Community Action	September 2010-May 2017

RECOGNITION OF YOUTHVOICE DELEGATE TO THE NC ASSOCIATION OF COUNTY COMMISSIONERS ANNUAL CONFERENCE

YouthVoice will be returning for an 8th year at the 110th Annual NC Association of County Commissioners Conference, August 10-12 in Durham County. The event brings together Youth Delegates from 4-H Youth Development Clubs and Boys and Girls Clubs of NC. YouthVoice offers sessions that help youth gain a better understanding of what county governments do and the role of commissioners as the governing body for counties, and provides multiple opportunities for youth and county officials to connect.

Cooperative Extension Agent and 4-H Youth Development Coordinator Mary Arnaudin said it is a real highlight for the 4-H Program to be able to recruit and prepare a delegate for the Youth Summit. Part of the preparation includes the delegate meeting with a County Commissioner and attending a Board of Commissioners' meeting. She introduced this year's Transylvania County YouthVoice Delegate, Cjon Conley.

Mr. Conley is a 15 year old Brevard High School student. He has been part of the 4-H Teen Council for the past two years and is continuing to climb the ranks of the organization. He is also a member of the Marine Corps JROTC. He reported he has given two presentations at District Day, placing second both times, and he plans to attend 4-H Congress on Friday in Raleigh and he hopes to bring home first place for his presentation. Mr. Conley said he looks forward to participating in the youth activities at the NCACC Conference, including See the World Through Real Colors (personality inventory), Find Your County's Bottom Line (mock county commission meeting to determine budget), and the conference-wide Youth Involvement breakfast. He is looking forward to representing Transylvania County at the Youth Summit and learning more about local government, while strengthening his leadership skills. He thanked Ms. Arnaudin for choosing him to represent Transylvania County and Commissioners for allowing him the opportunity to speak this evening.

Commissioners relayed to Mr. Conley that he will have a great experience and to enjoy it. Chairman Chapman is attending the NCACC Conference also and looks forward to interacting with Mr. Conley while there.

NEW BUSINESS

2016 TAX SETTLEMENT REPORT

Each year the Tax Collector shall make a sworn report to the governing body of the taxing unit per NCGS 105-373. This report covers the 2016 Tax Year. Tax Administrator Jessica McCall presented the report. This is a summary:

- Total Levy
 - County - \$27,703,300.05
 - All Districts - \$35,276,644.01
- Total Collected
 - County - \$27,661,818.24
 - All Districts - \$35,212,613.24
- Uncollected 2016 Taxes (as of June 30, 2017)
 - County - \$50,841.74; Bankruptcy - \$4,431.18
 - All Districts - \$64,030.77; Bankruptcy - \$6,247.49
- 2016 OVERALL County Collection Rate - 99.82%
- Amount of Delinquent Taxes Collected for 2015 and Prior
 - County - \$31,152.80
- Bank Attachments - \$27,475.97
- Wage Garnishments - \$2,702.27
- Payment Plans – 325
- Collected \$2,502.12 thru Debt Set-Off
- Made over 10,000 phone calls

2016 Collection Rates All Districts
Thru June 30, 2017

<u>District</u>	<u>Collection Rate</u>
County	99.82%
City of Brevard	99.87%
Town of Rosman	99.65%
Heart of Brevard	100%
Brevard Fire	99.81%
Rosman Fire	99.75%
Little River Fire	99.79%
Connestee Fire	99.86%
Cedar Mountain Fire	99.88%
Lake Toxaway Fire	99.82%
Balsam Grove Fire	99.67%
North Transylvania Fire	99.41%

Commissioner Hawkins commented on the remarkable work performed by Tax Office staff. The high tax collection rate is attributable to the taxpayers of this County; however, the 99.82% collection rate is achieved by the hard work of staff. Their work actually saves taxpayers' dollars.

In response from Chairman Chapman, Ms. McCall noted that she believes one county ended the year with a slightly higher collection rate. She believes Transylvania County will probably fall in the top three.

Commissioner Phillips expressed that he is very pleased with the tax collection rate.

Commissioner Lemel moved to approve the 2016 Tax Settlement Report, seconded by Commissioner Hawkins and unanimously approved.

2017 ORDER TO COLLECT REAL AND PERSONAL PROPERTY TAXES

The Tax Collector must be charged with the 2017 Tax Bills which gives full and sufficient authority to collect taxes with forced collection remedies if necessary, per NCGS 105-321. The order states:

To the Tax Collector of the County of Transylvania:

You are hereby authorized, empowered and commanded to collect the taxes set forth in the tax records filed in the office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be first lien upon all real property of the respective taxpayers in the County of Transylvania, and this order shall be full and sufficient authority to direct, require and enable you to levy on and sell any real or personal property of such taxpayers, for and on account thereof, in accordance with law.

Commissioner Lemel moved to approve the 2017 Order to Collect Property Taxes, seconded by Commissioner Phillips and unanimously approved.

MANAGER'S REPORT

The Manager reported the following:

- Tax bills go out Tuesday
 - Includes charts showing budgeted revenues and expenditures
 - Press release will be issued on Tuesday to help explain to citizens how to understand the charts
- Calvert Convenience Site in Solid Waste department-new operating hours
 - Effective August 1
 - Tuesday, Thursday and Saturday 8am- 4 pm
- Manhunt continues in Pisgah Forest; thanks to citizens and businesses who have donated water and food to our responders; intention to formally thank all participating agencies, which will hopefully be soon
- First meeting has taken place for the Transylvania Economic Alliance contract renewal; contract approval to be on the Board's agenda at the first meeting in September
- Total Solar Eclipse coordination continues; possible closing of landfill to prevent people from trying to view from this location because it is unsafe; will close offices temporarily so employees can view the eclipse; no transportation services, but will ensure meals are delivered ahead of time to meal sites; van drivers will be available for emergency purposes
- Kudos to part time Parks and Recreation staff (Kyle, Elvis, Jeff and Carrie) for service during a recent rental from Kathryn, mother of the bride.
- Kudos to Library Director Anna Yount for her webinar presentation in conjunction with ICMA; received rave reviews and participants all gave satisfactory remarks

PUBLIC COMMENT

There were no comments from the public.

COMMISSIONERS' COMMENTS

Commissioner Lemel reported that the Stepping Up Initiative, a program designed to prevent recidivism in jails due to mental health issues and divert mental health patients to appropriate services, continues to meet. The group will be asking Commissioners to approve a resolution of support at an upcoming meeting. Meridian Mental Health Services is leading this effort. In addition, the Domestic Violence-Sexual Assault Task Force is working to create a list of stakeholders and community partners to work on developing a community support center that will be a colocation of the Sheriff's Office, SAFE, Inc., Pisgah Legal Services, and other support services for the victims of domestic violence.

Commissioner Hawkins gave kudos to the Manager for her participation in the webinar presentation with Ms. Yount, the Library Director. She did an excellent job as well.

Chairman Hawkins reported that local leaders toured the PARI facility last Friday. He encouraged citizens to visit their facility. PARI is an education destination and they are doing amazing work. Commissioner Hawkins thanked Chairman Chapman for organizing the trip.

ADJOURNMENT

There being no further business to come before the Board, **Commissioner Lemel moved to adjourn the meeting at 7:30 p.m., seconded by Commissioner Hawkins and unanimously carried.**

Larry L. Chapman, Chairman
Transylvania County Board of Commissioners

ATTEST:

Trisha M. Hogan, Clerk to the Board