

MINUTES
TRANSYLVANIA COUNTY BOARD OF COMMISSIONERS
August 22, 2016 – REGULAR MEETING

The Board of Commissioners of Transylvania County met in regular session on Monday, August 22, 2016 at 7:00 p.m. in Commissioners Chambers at the County Administration Building, located at 101 S. Broad Street, Brevard, NC.

Commissioners present were Vice-Chairman Larry Chapman, Jason Chappell, Chairman Mike Hawkins, and Kelvin Phillips. Commissioner Page Lemel was not in attendance due to a preplanned family vacation. Also present were County Manager Jaime Laughter, County Attorney Tony Dalton and Clerk to the Board Trisha Hogan.

Media: *The Transylvania Times* – Derrick McKissock contacted the Clerk to the Board earlier in the day to report he was sick and would be unable to attend the meeting. Per his request, the Clerk will send him a copy of the audio recording of the meeting so he can appropriately report to the public the actions taken by the Board.

There were approximately 45 people in the audience.

CALL TO ORDER

Chairman Mike Hawkins presiding declared a quorum was present and called the meeting to order at 7:04 p.m.

WELCOME

Chairman Hawkins welcomed everyone to the meeting and thanked the members of the audience for participating in their County government. He introduced Commissioners and staff in attendance. He also welcomed back County Manager Jaime Laughter. She is facilitating her first County Commission meeting since being out on maternity leave.

PUBLIC COMMENT

Mary Arnaudin: Ms. Arnaudin serves as Cooperative Extension Agent and 4-H Youth Development coordinator. She reported briefly on the Youth Summit that was held during the NCACC Annual Conference in Winston-Salem. She announced that Crista Cali served as Transylvania County's youth delegate this year. Crista met with Commissioner Lemel prior to attending the Youth Summit and intends to report on her experience at the conference. Ms. Arnaudin reported that the goal of the program is to increase youth involvement in local government and aims to overcome the mindset that most youth are disengaged and lack a trust in government.

Crista Cali: Ms. Cali acknowledged and thanked the Transylvania County 4-H program for sponsoring her trip to the NCACC Annual Conference. She especially thanked Commissioners Hawkins and Chapman for making her feel welcome. She spoke about her experience and noted that the activity that had the greatest impact on her was her participation in a mock county commission meeting. As board members, youth delegates had to define the values that were most important to them and use those values as guiding influences during scenarios to force them to choose between cutting programs/services or increasing taxes. This experience brought to light for her how rewarding, yet challenging, it is to make crucial decisions that affect so many. She closed by thanking Commissioner Lemel who she interviewed as part of the requirements for serving as a Youth Delegate. Because of the knowledge she gained by

meeting with Commissioner Lemel and her experience at the Youth Summit, she now has a newfound respect and understanding for the work of our County Commissioners to make Transylvania County the best place to live.

Commissioner Chapman commented that it was amazing to see the youth delegates work together and learn about local government. He thanked Crista for participating in the Youth Summit and commented that he thinks she has a bright future ahead of her.

Chairman Hawkins said Crista is a remarkable young lady and her parents should be proud of her. He expressed appreciation for her participation in the Youth Summit.

C.A.R.E. Coalition: Members of the C.A.R.E. Coalition updated the Board on their work.

First was Joe Cohen who serves as the Chairman of the Executive Board and is an Emergency Department physician at Transylvania Regional Hospital. He is a founding member of the C.A.R.E. Coalition as a grassroots response to the growing opioid overdose epidemic in the community. His initial role was to develop an Emergency Department policy, but also to collaborate with other community leaders to solve this problem. The group has since seen overdose rates start to fall, but he noted we are still at almost twice the State average per capita for overdose deaths. The C.A.R.E. Coalition identified evidence-based programs and the need for dedicated staff to carry out those programs which was achieved through a five-year grant obtained through Drug Free Communities. Mr. Cohen reported that their work is ongoing. He invited Commissioners and the public to attend Overdose Awareness Day on Tuesday, August 30 at Blue Ridge Community College. He introduced others in attendance.

Next was Karen Gorman, who serves as the Project Director for the C.A.R.E. Coalition. She emphasized that the purpose for coming here tonight was to raise awareness of Overdose Awareness Day. She brought along with her flyers and agendas, as well as copies of the C.A.R.E. Coalition's annual report to show what they have accomplished over the past two years. They are working to ensure a safer community for our youth because they are essentially the future of this County. Ms. Gorman asked for the County's support in their efforts to strengthen families, reduce messages that use of drugs and alcohol are necessary for stress relief, promote health activities and leadership opportunities for our youth and break down cultural barriers for equal opportunities for all youth. The C.A.R.E. Coalition holds a monthly meeting that is open to the public. The real work of the Coalition is done in six work groups. She encouraged the Board and public to participate in their area of interest. She also introduced the T.A.F.F.Y. (Teens Advocating for Future Youth) members in attendance.

AGENDA MODIFICATIONS

There were no agenda modifications.

Commissioner Chappell moved to approve the agenda as submitted, seconded by Commissioner Phillips and unanimously approved.

CONSENT AGENDA

Commissioner Chapman moved to approve the Consent Agenda as presented. The motion was seconded by Commissioner Chappell and unanimously approved.

The following items were approved:

MINUTES

The Board of Commissioners met in regular session on July 25, 2016. Commissioners approved the minutes as submitted.

DISCOVERY, RELEASE & MONTHLY SETTLEMENT REPORT

Each month the Tax Administrator prepares a listing of proposed releases for that month. The Board of Commissioners has the responsibility of approving the releases. For the month of July, the total amount of tax dollars released was \$5,012.10 and refunds totaled \$989.37. The Board approved the July 2016 Discovery, Release and Monthly Settlement Report as submitted.

WRITE-OFF OF BAD DEBT IN THE HEALTH DEPARTMENT

The Department of Public Health Bad Debt policy identifies the process for handling aging accounts with no payment activity greater than 180 days. Pursuant to this policy, it is the recommendation of Health Director Elaine Russell to write off bad debts totaling \$1,136.40 for the time period July 1, 2015 to December 31, 2016. Balances greater than \$50, totaling \$423, will be sent to the NC Debt Setoff program. The Board of Health approved the recommendation during their meeting on August 9, 2016. Commissioners approved the write-off amount of \$1,136.40 as submitted.

CLINICAL FEE UPDATE FOR HEALTH DEPARTMENT

Upon comparing the current vaccine fee schedule against the acquisition cost of vaccines offered, ten vaccines were identified for adjustment. The new proposed fee will cover the acquisition cost. In addition, two new products were added to the fee schedule. It is the recommendation of Health Director Elaine Russell to adopt the proposed fee schedule as submitted. The Board of Health approved the new fee schedule at its meeting on August 9, 2016. Commissioners approved the adjustments to the clinical fee schedule as submitted.

FEE FOR ENGINEERED OPTION PAYMENT IN THE HEALTH DEPARTMENT

The engineered option permit (EOP) rule became effective July 1, 2016. The ruling allows engineering firms to provide the wastewater system design and installation oversight previously only provided by a local Health Department's Environmental Health section. The new State statute allows Health Departments to charge up to 30% of the cumulative total of the fees the department would have charged for providing the same service. The agency does not anticipate this impacting revenue in any significant manner. The impact will occur with the staff time consumed by the mandated review process. The Board of Health has already approved the measure. Commissioners approved the Engineered Option Permit fee at the 30% threshold.

SMOKY MOUNTAIN CENTER FISCAL MONITORING REPORT

NCGS 122C-117 (c), the quarterly Fiscal Monitoring Reports for the local management entities must be presented to the Board of Commissioners in person and read into the minutes of the meeting at which it presented at twice a year. The Smoky Mountain Center Fiscal Monitoring Report for the period ending June 30, 2016 was accepted by Commissioners. It was noted that the report does not reflect the audited figures for FY 2016 and amounts are subject to change.

PRESENTATIONS/RECOGNITIONSRESOLUTION IN RECOGNITION OF JOHN E. "JOHNNY" NICHOLSON

Johnny Nicholson retired from the Transylvania County Sheriff's Office effective August 1, 2016. He has been employed with the Sheriff's Office since July of 1987. Chairman Hawkins read aloud Resolution 25-2016 In Recognition of John E. "Johnny" Nicholson.

Commissioner Phillips moved to approve Resolution 25-2016 In Recognition of John E. “Johnny” Nicholson. The motion was seconded by Commissioner Chappell. Although Mr. Nicholson was unable to attend the meeting, Sheriff David Mahoney and Commissioners thanked Mr. Nicholson for his years of service and dedication to the County and wished him well upon his retirement. Commissioners also publicly thanked all law enforcement for what they do on a daily basis to keep us safe. Chairman Hawkins noted that this brings to light a recruitment issue with so many retirements on the horizon and he invited the Sheriff for further discussion in the near future. **The motion was approved unanimously.**

(Resolution 25-2016 In Recognition of John E. “Johnny” Nicholson is hereby incorporated by reference and made a part of these minutes.)

RESOLUTION ALLOWING RETIRING OFFICER TO PURCHASE HIS SERVICE HANDGUN

Johnny Nicholson retired effective August 1, 2016. NCGS 20-187.2 allows the governing board to award to a retiring member the service handgun of the retiring member. Sheriff Mahoney requested Commissioners approve a resolution allowing for Officer Johnny Nicholson to purchase his service handgun for the price of \$1.00.

Commissioner Chapman moved to approve Resolution 26-2016 Allowing Retiring Officer to Purchase His Service Handgun, seconded by Commissioner Phillips and unanimously approved.

(Resolution 26-2016 Allowing Retiring Officer to Purchase His Service Handgun is hereby incorporated by reference and made a part of these minutes.)

APPOINTMENTS

JUVENILE CRIME PREVENTION COUNCIL

There are six vacancies on the Juvenile Crime Prevention Council: four Commissioner Appointees, one Student, and one Chief of Police or Designee. The Clerk received two applications for the position of Commissioner Appointee and both are eligible to serve.

Commissioner Phillips moved to appoint Toni Casciato and Jeffrey Patterson to fill two Commissioner Appointee positions on the Juvenile Crime Prevention Council. The motion was seconded by Commissioner Chappell. Mr. Patterson was in attendance and at the request of Commissioner Chapman gave a brief background on his qualifications. **The motion was unanimously approved.**

TRANSYLVANIA COUNTY COUNCIL ON AGING

The terms of Kathe Harris, Vera Taylor, Keith McCoy, John Winston, and Sylvia Petit expire at the end of August. All serve in very specific roles on this council. In addition, there are two senior citizen vacancies that resulted in the death of long time member Lee Stewart and the resignation of Paula Paddick. Staff is recruiting to fill these positions.

Commissioner Chapman moved to reappoint Kathe Harris, Vera Taylor, Keith McCoy, John Winston, and Sylvia Petit to the Transylvania County Council on Aging. The motion was seconded by Commissioner Phillips. Chairman Hawkins thanked the Clerk to the Board for her work with the various citizen advisory councils on recruiting efforts. **The motion was unanimously approved.**

NEW BUSINESS

GOLDENLEAF FOUNDATION COMMUNITY GRANTSMAKING INITIATIVE

Prior to the presentation by the Transylvania Economic Alliance (Alliance), Manager Laughter offered a brief background on this agenda item. In late 2015/early 2016, the GoldenLEAF Foundation's Community Grantsmaking Initiative called for projects to be submitted from this region. Planning and Community Development Director Mark Burrows assembled a multi-disciplinary team to consider the possibilities of submitting a project. The team consisted of representatives from Blue Ridge Community College, Transylvania County Schools, Transylvania Economic Alliance and County officials. Together this team created the grant proposal that was submitted which resulted in an award of \$1.1 million. The project will be a two-phased project. Tonight Commissioners will hear primarily about how \$1 million of the award will aid in the construction of a light industrial building. The remaining \$100,000 will be utilized by Transylvania County Schools for the purchase of a STEM kit. These two phases are interconnected in that they ensure an educated workforce and result in additional job creation. The Manager turned the meeting over to Josh Hallingse, Executive Director of Transylvania Economic Alliance, for his presentation.

Mr. Hallingse introduced his board members in attendance.

This is a summary of Mr. Hallingse's presentation which was shared via PowerPoint:

GoldenLEAF Foundation Community Grantsmaking Initiative

Product Development-Recap

- Alliance Strategic Plan adopted – July 2015
- Corridors Assessment Initiative to identify and rank product development priorities – November 2015
- Best Practices Tour-Ferncliff Park (Henderson County), Job Ready Shell Building (Cleveland County), River Walk (Rock Hill, SC) – April 2016
- Completed Corridors Assessment – June 2016
- Transylvania County Board of Commissioners presentation – August 2016

Top Priority Site – Greenfield

As part of the comprehensive corridor assessment, Alliance met with a site selection/economic development consulting firm called Greenfield. The Greenfield assessment evaluated short and long term opportunities. Greenfield recommended as a top priority site a 6.43 acre tract located on Ecusta Road that adjoins another 0.51 acre lot adjacent to the former Ecusta property. The property is owned by the City of Brevard. Greenfield's perspective was that this site offered the best short term opportunity for a shell building location because of its size, availability, access to infrastructure and proximity to other existing/former industrial uses.

Ecusta Road Site

The Alliance was fortunate to have two firms (WGLA Engineering; Platt Architecture) donate time to help better understand this property. The firms developed a preliminary master plan of the site illustrating maximum buildability and estimating development costs. The team was then able to identify and apply for a significant grant opportunity to move this concept forward.

GoldenLEAF Foundation

Community Based Grantsmaking Initiative

- Opportunity to compete for \$1.5 million – CBGI Western Region
- Not all communities funded

- Funding targeted toward assisting communities to establish necessary building blocks relating to economic development, workforce development, education and infrastructure

Transylvania County Proposal

- \$1.5 million total funding request
- \$400,000 proposed for enhanced student curriculum at Transylvania County Schools
- \$1 million proposed for the construction of a light industrial building

GoldenLEAF Foundation Awarded Funds

- \$100,000 to support enhanced student curriculum at Transylvania County Schools
- \$1 million awarded to implement the construction of a light industrial building

Project Development Assumptions

Development Assumptions

- 50,000 sq. ft. leasable building
- 30,000 sq. ft. immediately leased to SylvanSport
 - SylvanSport is a private sector employer that has identified a need for additional square footage in its market
 - Current location has limited expansion capacity
 - Needs additional square footage for projected job creation over the next five years

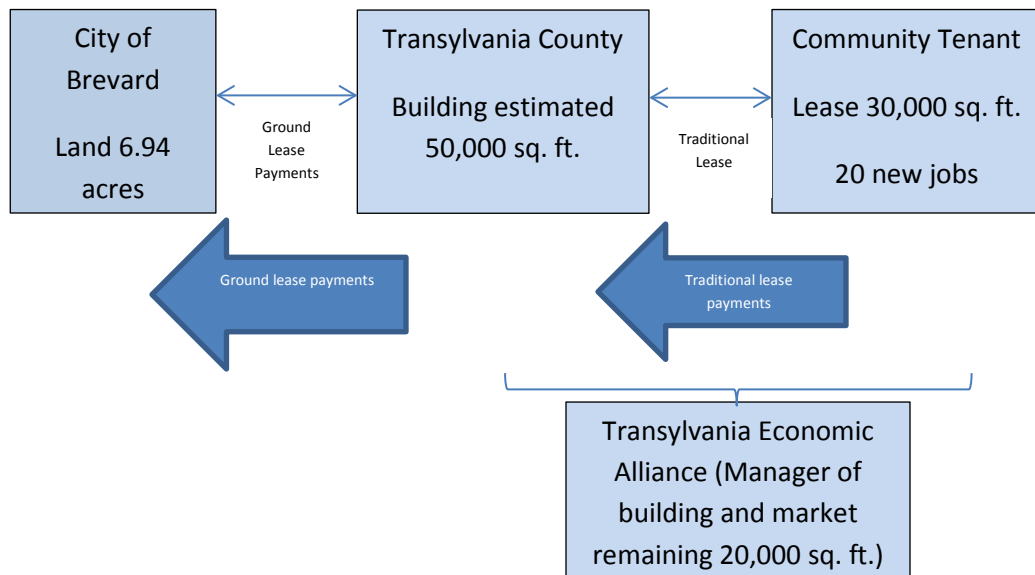
Building & Site

- Warm Shell Building concept
 - 30' ceiling, poured concrete floor
 - 10% office, loading dock, gate access
- Site development cost: \$900,000 - \$1 million
 - Includes site work on adjacent property
 - Demo, storm water, surface parking, landscaping
 - Excludes environmental remediation

Economic Development Allies, UNC-SOG and Best Practices

- Regional market analysis performed (UNC-SOG)
- Spectrum of development scenarios (UNC-SOG)
- Private sector assistance (WGLA Engineering & Platt Architecture)

Structure of City-County Participation



Financing Structure

Project Costs		Funding Source		
City Land	\$1.1 million	Golden LEAF Grant	\$1 million	20%
Hard costs	\$3.7 million	City	\$1.1 million	20%
Soft costs	\$320,000	County	\$2 million	40%
		County (grant match)	\$1 million	20%
TOTAL	\$5.1 million	TOTAL	\$5.1 million	

Note: Specific financing structure figures are based on development cost assumptions which may change as the project evolves.

The County's contribution will not be viewed as a gift, but rather as a return on investment in product development.

Revenue Projections & Analysis

Estimated Annual Revenue & Expenses		
	Fully occupied	60% occupied
Lease revenue	\$220,000*	\$150,000*
Operating expenses	\$10,000-30,000	\$10,000-30,000
Net cash flow	\$190,000	\$120,000

- Lease revenue projection assumes 10% average vacancy of building*
- Assumes lease rate: \$4.75/sq. ft. *modified* triple net (NNN)
 - Operating expenses: billed proportional to % of leased sq. ft.
 - Operating expenses: maintenance fund, landscaping, exterior lighting, etc.
- Assumes no debt issued for project

City-County Revenue Sharing

Estimated Annual Revenue & Expenses		
	Fully occupied	60% occupied
Lease revenue	\$220,000	\$150,000
Operating expenses	(\$10,000-30,000)	(\$10,000-\$30,000)
Net cash flow	\$190,000	\$120,000
Estimated Revenue Sharing		
City of Brevard	\$40,000	\$25,000
Transylvania County	\$150,000	\$95,000
Product Development Reinvestment Fund		
City of Brevard	Reserve % of revenue to product development reinvestment fund. Percentage of contribution based on final breakdown of project.	
Transylvania County		
GoldenLEAF Foundation		

Note: Lease revenue based on current rental rate assumption of \$4.75/sq. ft. with 10% average vacancy. Specific financing structure figures are based on development cost assumptions which may change during the building design and construction phases.

Investment/Equity Breakdown

Based on projections for total project cost and recoup from investment, the County should expect a 20-year payback period for the initial investment. Ultimately the County should have a goal of building equity in the project over the course of several years.

Why This Project?

Realizes a Strategic Goal

- Leverages \$1.1 million in GoldenLEAF Foundation funding
- Transylvania Economic Alliance-Strategic Plan (July 2015)
- Greenfield Economic Development Consulting (June 2016)

Business Retention and Attraction

- Retains and expands an existing business
 - SylvanSport currently employees 12 full time employees
 - Expansion plans for minimum of 20 new employees over five years
 - Identified target sector (Outdoor Gear Manufacturing)
- Transylvania County does not have any existing building or site capable of accommodating this company's long term site and/or building needs

Other

- GoldenLEAF Foundation support requires public or not-for-profit control of building until reporting goals have been satisfied
- Allows the community additional square footage to market to other existing businesses or companies with job creation projects

Next Steps

- Transylvania County - Execute GoldenLEAF contract
- City of Brevard - request to utilize property for project/rezoning
- Alliance to move forward with geotechnical, civil engineering and architectural design services
- Formalize agreement between County and City stakeholders (land lease for City's asset)
- Bid construction project
- Formalize lease agreement (Transylvania County and SylvanSport)
- Initiate site work and construction

This concluded the presentation.

The Manager noted that included in the Board's agenda packet was a grant acknowledgement agreement with GoldenLEAF. The County would be considered the recipient of the grant funds and therefore the Board of Commissioners would be responsible for approving the agreement with GoldenLEAF and moving forward in collaboration with the partner agencies in order to make these projects happen. There are four different special terms and conditions that are applicable to the grant and required by GoldenLEAF. They are:

- Grant has a term of 36 months
- Prior to the release of grant funds, the County must prove it has secured the additional funds that are required to complete construction of the project.
- Prior to the release of grant funds, the County must provide a lease structure for GoldenLEAF's review and approval. The lease payments, unless received from a registered nonprofit or governmental entity, must be assessed at a fair market rate.
- The County has to provide evidence that the building is either owned by a governmental entity or registered nonprofit. Any rent that is paid for occupancy of the space constructed with GoldenLEAF funds has to either go to pay off debt service or go toward reinvestment in the community.

The Manager believes the most critical component of this project is that it allows the County to reinvest in itself and therefore invest in future projects. GoldenLEAF supports this vision and one of the reasons it is a requirement of the grant agreement. The Manager recommended Commissioners approve execution of

the agreement with GoldenLEAF. The approval of the funds will be forthcoming as part of the agreement with the City of Brevard and Alliance.

Chairman Hawkins opened the floor for discussion and questions from Commissioners. This is a summary: (Q=Question; A=Answer; C=Comment)

- Q. When will the building become available for occupancy?
 A. It is estimated to be December 2017.
- Q. What is the timeframe of the agreement?
 A. The County has three years to execute the agreement and to complete the terms of both the shell building project and Schools' project. The County must provide performance reporting to GoldenLEAF for the entire project.
- C. Performance reporting can be lengthy and cumbersome. Ensure staff time is committed to ensure the County is in compliance.
- Q. What is driving the square footage projections? Should there be expansion capabilities included?
 A. The square footage is based on a few factors. First, SylvanSport has expressed an immediate need for 30,000 sq. ft. which the County can not readily offer. The additional space 20,000 sq. ft. allows for multi-tenant space and is typical of the size businesses are seeking when relocating or expanding.
- Q. Is the lease price competitive with surrounding counties?
 A. Simply having square footage in our market is not enough. It must be marketed at a price point that can be achieved by our private sector allies. This is a project that will generate positive cash flow for the community.
- Q. Prior to GoldenLEAF releasing the grant funds, must the County show documentation indicating from where the County's contribution is coming (loan, fund balance, etc.)?
 A. Yes.
- C. One of the key reasons the Board chose to raise taxes was to invest in specific economic development projects. This project is in line with the long term goals set by the Board.
- Q. What is the marketing timeframe for the additional 20,000 sq. ft.?
 A. Filling the space within a two year timeframe would be a reasonable expectation. Marketing for the space will begin while it is under construction. Currently there are several smaller industrial buildings on the market, but there is no product that matches and mirrors what we are seeing from a marketing activity level. This new product inventory should attract business to the community.
- Q. These are two different parcels assembled together in order to make this project happen?
 A. Yes. The Alliance has developed a relationship with owner of the half acre lot adjoining the City's property on Ecusta Road. The owner is interested in seeing this project move forward.
- Q. It is correct that the Alliance is footing the soft costs for this project?
 A. The Alliance has funding available in its budget, inherited from the previous organization, designated for product development. The Alliance Board has line itemed some of those specifically for this project.

- C. This project represents collaboration in its best sense. The Manager and Mr. Hallingse should be commended for their work. Special thanks to Planning and Community Development Director Mark Burrows for the important role he played in this process. He has the knowledge and expertise to navigate through the complex grant system and he has developed relationships over the years that will be beneficial to the County. Many people have worked hard on this project and it has taken a lot of different skill sets to get us to this point.
- C. This project cannot be looked at as a real estate deal because from a standalone basis many such products do not allow for a return. The reason for economic development projects is to create jobs and future opportunities. The County is fortunate though that this project does both.

Chairman Hawkins moved to execute the agreement with GoldenLEAF. The motion was seconded by Commissioner Chapman. Commissioner Chapman explained how GoldenLEAF was formed. The downturn of the tobacco industry was one of the reasons for the closing of the Ecusta plant. This fund allows us to recuperate some of what was lost when the Ecusta plant shut down many years ago. **The motion was approved unanimously.**

Mr. Hallingse pointed out this process is not over by any means. He also thanked the City of Brevard for their leadership and involvement in this project.

FY 16-17 RURAL OPERATING ASSISTANCE PROGRAM GRANT APPLICATION

Support Services Administrator Keith McCoy presented this item to Commissioners. The County applies for Rural Operating Assistance Program funds annually. Funds cover the following programs/services: 1) Elderly & Disabled Transportation Assistance Program (EDTAP), 2) Employment Transportation Assistance Program (EMPL), and 3) Rural General Public Program (RGP). There is no public hearing required this year in order to make application for these funds.

The County will apply for the following amounts: EDTAP-\$62,984; EMPL-\$9,256, and RGP-\$67,018. There is no County match required for the first two programs; however, a 10% County match is required with the RGP which is obtained through client fares. The total grant amount is for \$139,258, a net increase of \$14,221 from last year. The increase resulted in lobbying efforts to the NC Legislature.

Commissioner Chappell asked Mr. McCoy to provide Commissioners with the figures on how many citizens were able to utilize these services over the last year.

Commissioner Phillips moved to approve the Rural Operating Assistance Program grant application in the amount of \$139,258. The motion was seconded by Commissioner Chapman. Commissioner Chappell thanked Mr. McCoy for the services this department provides to our citizens. Chairman Hawkins expressed appreciation to the State Legislature for understanding the need to increase funding. **The motion was unanimously approved.**

DONATION OF SURPLUS VAN TO TVS

Support Services Administrator Keith McCoy presented this item to Commissioners. The North Carolina Department of Transportation recommends transportation vans be replaced when they reach 115,000 miles traveled. County Van #31 2006 Ford, VIN #1FTSS34LX6HB371 60 Conversion Van has been removed from service with a total of 165,003 miles traveled. In order for the van to continue to serve the citizens of Transylvania County, the Transportation Director is requesting the donation of the van to Transylvania Vocational Services (TVS). NCGS 160A-280 allows the county to donate any surplus personal property to a nonprofit organization incorporated in the United States. The County Manager has declared the van as surplus. Prior to the donation the County must post a public notice of its intent to donate the property and then adopt a resolution donating the property at another meeting.

Commissioner Chappell moved to authorize the posting of a notice of the Board of Commissioners intent to donate the surplus van to TVS, seconded by Commissioner Phillips and unanimously approved.

NCACC LEGISLATIVE GOALS

Before each biennial session of the General Assembly, counties submit their legislative proposals to the NCACC. The commissioners from across the State review and approve a comprehensive goals package and then the NCACC sets off to work on legislation that may impact counties.

Included in the Board's packet is a handbook that explains the rules, procedures and guidelines for the legislative goals adoption process. The goals submission deadline date to the NCACC is September 23. This item is on the agenda for the Board's discussion and to provide staff with direction and guidance to draft language for the proposed goals. Staff intends to ask Commissioners to finalize their goals and approve them at the next meeting on September 12.

The Manager reported that Library Director Anna Yount requested Commissioners consider submitting a goal requesting legislation to reinstate State Aid to Public Library funds to the pre-2011 level and eliminate special provisions that distribute aid outside the equitable formula developed by the State Library Commission.

Commissioner Chappell asked to include fully funding lottery proceeds as promised.

Commissioner Chapman spoke highly of the process the NCACC follows in order to successfully lobby for counties' needs. The lottery proceeds goal has been a goal for years. Legislation states 40% of lottery proceeds are to be returned to counties for school capital needs; however, at this time only 17% of proceeds are being returned.

Chairman Hawkins noted that if lottery funds were being distributed per statute, the difference in dollars is an additional \$2.1 billion annually. This impacts Transylvania County greatly as well.

Chairman Hawkins asked staff to extend an invitation to department heads to submit goals for the Commissioners to consider as well. The two items, State Aid to Public Library funds and Fully Funding Lottery Proceeds will be brought forth for discussion and final approval along with any other goals submitted by Commissioners and department heads at the next meeting.

MANAGER'S REPORT

- Thanks to the efforts of the Town of Rosman, Champion Pool is open. The pool will be open seven days a week through September.
- This year Camp Keystone celebrated a milestone 100 years in operation as a family-owned business. Congratulations to Commissioner Lemel! There was a very nice article about the camp in the August 4th edition of *The Transylvania Times*.
- TC Arts Council Executive Director Tammy Hopkins, who also serves as the Film Liaison for FilmBrevard.com, provided a report to Commissioners on the various films being shot here and in the region. The report is included in the Board's agenda packet.
- Transylvania County was notified that we have won the NCACC Workers Compensation Pool's 2016 Safety Award for having the lowest number of claims per \$1 million in payroll for a mid-size county class. The NCACC intends to present the County with the framed Safety Award Certificate at the October 10th Board of Commissioners' meeting.

- Chairman Hawkins and Vice-Chairman Chapman attended the NCACC Annual Conference in Winston-Salem from August 11-14. They should have much to report during Commissioners' comments.
- The Clerk to the Board traveled to Winston-Salem to attend the NC Clerks Association Executive Committee and Business meetings. She is finalizing plans for the Western Regional Clerks Workshop that will be held here on Friday, September 23 in conjunction with the UNC School of Government.
- Public safety surveys completed and being compiled.
- Kudos!
 - The Manager received an email from The Family Place Executive Director Erin Drew complimenting Planning and Community Development Director Mark Burrows and County Planner Joy Fields on their experience and professionalism exhibited at a recent meeting of the Planning Board. The full email is included in the Board's agenda packet.
 - Elections Director Tracie Fisher and Deputy Director Jeff Storey were designated as certified elections/registration administrators (CERA), the highest level of professional achievement within this field. They were recognized in ceremonies on August 19 conducted at The Hilton Hotel at Penn Landing in Philadelphia, PA. CERA designation is achieved only through multi-year course of study conducted by The Election Center's Professional Education Program and completion of 12 core courses taught by the Master's in Public Administration faculty of Auburn University. The program's intent is to professionalize the management of voter registration and election administration in promoting and preserving public trust in the democratic process. Congratulations to Tracie and Jeff on achieving this accomplishment!
 - The Manager received an email from a gentleman complimenting Environmental Health staff on their timely response to his questions regarding septic permitting. The email is included in the Board's agenda packet.
 - Thanks to the Clerk to the Board and department heads, specifically Elaine Russell, Anna Yount and David McNeill, for filling in for the Manager during maternity leave. Thanks also to Commissioners for allowing her time to spend with her new baby.

PUBLIC COMMENT

Edwin Jones: Mr. Jones reported on economic development activity just across the state line in Oconee County. He wondered what will happen to the building where SylvanSport is current located once they vacate. He was also curious about the status of the vacant Kmart building. Mr. Jones said it seems like the goal submissions to the NCACC would be an immense number and he wanted to know the final number of goals that are presented and how they are prioritized.

COMMISSIONERS' COMMENTS

Commissioner Chappell thanked all the individuals that have made it possible for County Commission meetings to be streamed. There is a lot of work that goes on behind the scenes to make this happen and to ensure members of the public can have access to the Board's meeting.

Commissioner Chappell reminded the public that Congressman Meadows is hosting a Town Hall meeting at the Flat Rock campus of Blue Ridge Community College on Tuesday. A Forest Service Plan listening tour will be held on August 30 at 3:00 p.m. at the Macon County Courthouse and on August 31 at the McDowell County Senior Center. Lastly, Commissioner Chappell announced that the WNC Military History Museum will present armed services displays in the Aetholwold Hotel lobby from October 22 – November 11 from 10:00 a.m. to 5:00 p.m. This is a free event and a wonderful opportunity for the public.

Commissioner Chapman reported that there is a joint effort by the Brevard High School Band and Marine Corps JROTC to purchase a 30' x 60' flag to unfurl during pregame football ceremonies. They are asking the community to make donations to help cover the cost of the flag.

In response to Mr. Jones regarding his inquiry about the number of goals submitted to the NCACC, Commissioner Chapman stated there are 200 to 300 goals submitted normally; however, most counties are dealing with the same issues across the State. A committee will review and eliminate duplication. He would estimate an average of 10 goals are approved and subsequently lobbied for to the State Legislature.

Commissioner Chapman announced that he and Chairman Hawkins attended several sessions while at the NCACC Conference in Winston-Salem. One that stood out was a session about future trends that change North Carolina's urban and rural counties. Technology is critical and our schools are keeping up with 21st Century jobs. Commissioner Chapman also spoke with one of the vendors there from Charters of Freedom, an organization that raises money to erect monuments of our founding documents. Representatives may make a presentation to the Board in the future. Commissioner Chapman shared information contained in a booklet compiled by the NCACC that contains various statistics about all 100 counties in the State and how we compare to each other. He encouraged citizens to view it on the NCACC website. He was proud to announce that Transylvania County compares well to others. Lastly, Commissioner Chapman reported that Chuck Edwards has been appointed to fill the vacant NC Senate seat vacated by Tom Apodaca until the election. The Governor should make the appointment official tomorrow.

Commissioner Phillips echoed Commissioner Chappell's comments thanking staff for ensuring meetings are streamed for the benefit of the public.

Commissioner Phillips noted that many kids across the County benefited from the summer meal program. He doesn't think the public realizes just how many kids were served by this program. He has requested those figures and hopes to report on them soon. Commissioner Chappell noted this is part of the Backpack Buddies Program and he will gladly request those figures.

Commissioner Phillips requested the Town of Rosman make a presentation to the Board about the work they did on Champion Pool to ensure it was open for the public. They have done a tremendous job and the daily attendance is near 100.

Chairman Hawkins echoed Commissioner Chapman's comments about the NCACC Conference presentation on future trends. He noted that presentation was made by Ted Abernathy. The presentation was extremely interesting about the State's changing demographics and what that means from a public policy standpoint. He also attended a session on mobile integrative healthcare. Any county has "super-users" of EMS services; those citizens that continuously call EMS for service. Counties are trying to address this issue. Transylvania County implemented a process two years ago while others are just now trying to address the matter. Chairman Hawkins was proud that we have staff who are innovative and forward-thinking. Also at the NCACC conference, Chairman Hawkins spoke with a Duke Energy representative and learned they have funding to perform energy audits on government buildings. He intends to talk with the Manager about this further because he thinks it will be useful to us. He announced that Commissioner Chapman will be reelected to the Board of Directors of the NCACC. He will be elected to this third term which is a first for Transylvania County. He commended him for his willingness to serve and for his hard work on the Board of Directors.

Lastly, Chairman Hawkins announced the voting schedule has been revised as a result of a court case striking down the Voter ID Law. He commended the Board of Elections and Elections staff on their professionalism on addressing this issue and their impressive response.

Chairman Hawkins moved to enter into closed session per NCGS 143-318.11 (a) (3) to consult with our attorney to protect attorney-client privilege, (a) (4) to discuss matters relating to the location or expansion of business in the area served by this body, and (a) (5) to establish or instruct the staff or agent concerning the negotiation of the price and/or terms of a contract concerning the acquisition of real property, after a 5 minute recess. (Chairman Hawkins announced who is to be in attendance during each closed session.) The motion was seconded by Commissioner Chappell and unanimously carried.

CLOSED SESSION

Closed session was entered into at 9:10 p.m.

Closed Session #1

Per NCGS 143-318.11 (a) (3) to consult with our attorney to protect attorney-client privilege. Present were Chairman Hawkins, Commissioners Chapman, Chappell and Phillips, Social Services Director Tracy Jones, Social Services Board Member Judith West, Attorney Jackson Price via Skype, County Manager Jaime Laughter, County Attorney Tony Dalton and Clerk to the Board Trisha Hogan.

Commissioners received an update on a pending lawsuit against the County and directed the attorney on how to proceed.

Closed Session #2

Per NCGS 143-318.11 (a) (4) to discuss matters relating to the location or expansion of business in the area served by this body. Present were Chairman Hawkins, Commissioners Chapman, Chappell and Phillips, Transylvania Economic Alliance Executive Director Josh Hallingse, County Manager Jaime Laughter, County Attorney Tony Dalton and Clerk to the Board Trisha Hogan.

Commissioners were updated on potential economic development projects. Commissioners discussed and provided direction on to proceed.

Closed Session #3

Per NCGS 143-318.11 (a) (5) to establish or instruct the staff or agent concerning the negotiation of the price and/or terms of a contract concerning the acquisition of real property. Present were Chairman Hawkins, Commissioners Chapman, Chappell, and Phillips, County Manager Jaime Laughter, County Attorney Tony Dalton and Clerk to the Board Trisha Hogan.

Commissioners were approached about an offer to purchase property. Commissioners discussed the potential acquisition and directed staff on how to proceed.

Chairman Hawkins moved to leave closed session at 10:07 p.m., seconded by Commissioner Chappell and unanimously carried.

OPEN SESSION

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

ADJOURNMENT

There being no further business to come before the Board, **Commissioner Chappell moved to adjourn the meeting at 10:08 p.m., seconded by Chairman Hawkins and unanimously carried.**

Mike Hawkins, Chair
Transylvania County Board of Commissioners

ATTEST:

Trisha M. Hogan, Clerk to the Board