

The Graham County Board of Commissioners met Tuesday, November 21, 2023, at 5:30 p.m. for their regular monthly meeting in the Graham County Community Building located at 196 Knight Street Robbinsville, NC. Board present Natasha Williams, Lynn Cody, Keith Eller, and Connie Orr. Board present by teleconference Jacob Nelms. Also, present Finance Director Stacy Carpenter and Interim Manager/Clerk to the Board Kim Crisp.

1. Vice-Chairman Williams called the meeting to order.
2. Vice-Chairman Williams asks Commissioner Cody to give the Invocation.
3. Vice-Chairman Williams asks Commissioner Orr to lead the Pledge of Allegiance.
4. Vice-Chairman Williams asks for changes to the agenda. Clerk Crisp asks that we delete Item 6 and Item 7 and change Item 15 to a Continued Meeting instead of an adjournment. Commissioner Orr made the motion to approve the agenda. Commissioner Cody seconded this motion. Vote unanimous.
5. Vice-Chairman Williams asks for approval of the October 17, 2023, Workshop and Regular Meeting Minutes. Commissioner Cody made the motion to approve. Commissioner Orr seconded this motion. Vote unanimous.
6. Vice-Chairman Williams asks Tajuana Ledwell, Tax Collector to speak. Ms. Ledwell thanked the board for their time and presented them with a packet of information to review. Ms. Ledwell stated that she has been Tax Collector since September 2001 and was the first certified and takes her responsibilities very seriously. Ms. Ledwell gave a list of the programs that she has implemented and those are: Houseboat Stickers; Debt Setoff; Beer & Privilege Collection; Bank Attachments; Over the phone bill pay; Collection of Town of Santeetlah Tax; In-Rem Foreclosures; Online WEB payments and collection of Town of Robbinsville Taxes from 2018. Ms. Ledwell gave copies of wage ranges from small counties such as ours and asks that the board raise her pay in accordance with the other counties. Ms. Ledwell asks that the board also give an increase in pay to the Deputy Tax Collector as well. The board thanked Ms. Ledwell for the information and agreed to review and discuss.
7. Vice-Chairman Williams asks Juanita Colvard, Transit Director to speak. Director Colvard stated that she was here to update the Transit Drug and Alcohol Policy and the only change is that they will now allow oral testing. Commissioner Orr made the motion to approve the updated policy as presented. Commissioner Eller seconded the motion. Vote unanimous.
8. Vice-Chairman Williams asks for the finance report. Director Carpenter stated that the county had received an extra \$9,124.48 in Opioid Funds and she would be presenting a budget amendment for this amount later.
9. Director Carpenter stated that she had to extend the audit and they will be doing the final field work in January. Director Carpenter stated that June is closed, and she would need board approval to extend the audit. Commissioner Orr made the motion to amend the contract for the 2023 Audit to reflect the change in the closing date. Commissioner Cody seconded this motion. Vote unanimous.
10. Director Carpenter stated that our two workers from NCACC had begun their intern program which is a pilot program. Director Carpenter stated that this program is of no expense to the county, and they will be assisting in the grants and some projects that need assistance.
11. Director Carpenter stated that she did have budget amendments for the board's review and approval.
 - a. Budget Amendment #1 – to amend the general fund, the estimated revenues are to be changed to reflect \$31,235.00 in various departments.
 - b. Budget Amendment #2 – to amend the general fund, the estimated revenues for LIAWAP of \$6500.65
 - c. Budget Amendment #3 – to amend the general fund, the estimated revenue for Medical Supplies from Adult Health to Family Planning for \$4,000.00
 - d. Budget Amendment #4 – to amend the general fund, the estimated revenues for DSS in the amount of \$5,000.00.Commissioner Cody made the motion to approve the budget amendments as stated. Commissioner Orr seconded this motion. Vote unanimous.
12. Director Carpenter stated that she did an analysis of the compensation for Register of Deeds and the difference in their budget would be \$14,638.94. Director Carpenter stated that the county funds 12% of this budget. The board agreed to review the information.
13. Commissioner Cody stated that he had some questions regarding the LATCF Funds because he found the funds and they received one installment but have not received their installment for this year and he is asking the board to consider given the rest of the funding to the Fire Departments for fire trucks and capital projects. Director Carpenter stated that in December 2022 the first tranch of money was received and given to the Sheriff and Fire Departments and the minutes state that the money is to be used for capital improvements or vehicles, but a Capital Improvement Plan was to be given to the board for review. Commissioner Cody stated that they did ask for money from the State to purchase a new fire truck but were denied. The

board agreed that each individual fire department submit an email with the request whether it is capital project or for new trucks.

14. Vice-Chairman Williams asks for public comment. No public comment.
15. Vice-Chairman Williams asks for approval of the Releases \$7,817.33 and the Discoveries \$9,756.20. Commissioner Orr made the motion to approve as stated. Commissioner Eller seconded this motion. Vote unanimous.
16. Vice-Chairman Williams asks for the bid on the garage doors. Vice-Chairman Williams stated that Jack Gross bid \$600.00 for all three doors. Commissioner Cody made the motion to accept Jack Gross's bid. Commissioner Orr seconded this motion. Vote unanimous.
17. Vice-Chairman Williams asks for approval of the Resolution Supporting Reform of the Room Occupancy Tax. Commissioner Orr made the motion to approve. Commissioner Cody seconded this motion. Vote unanimous.
18. Vice-Chairman Williams asks for a decision on the clerk of court's flooring. No decision was made at this time.
19. Vice-Chairman Williams asks for a motion to reappoint Sue Lewis, Wanda Brooms, and Janice Stewart to the 2024-2026 Biennium Jury Commission Board. Commissioner Orr made the motion to appoint as stated. Commissioner Eller seconded this motion. Vote unanimous.
20. Vice-Chairman Williams asks discussion on courtroom needs. Manager Crisp stated that she has met with a Judge, and they are formulating a plan to ensure that court can be held in Graham County and had viewed some new equipment that is needed in the courtroom.
21. Vice-Chairman Williams asks if the board had any objections or comments on the Town of Robbinsville – Water System Improvement Project. No comments.
22. Vice-Chairman Williams asks that the board review the Fire Marshall duties and to make comment if changes needed to be made.
23. Vice-Chairman Williams asks for new or old business. Vice-Chairman Williams asks for a motion to accept the bids from WNC Contracting for our two CDBG Homes. Commissioner Cody made the motion to accept the bid. Commissioner Orr seconded this motion. Vote unanimous.
24. Manager Crisp stated that she had a request from one of the custodians to allow her use of one of the Equinox's that has been surplus. The board tabled this discussion.
25. Vice-Chairman Williams asks for a motion to go into closed session under G.S. 143.318.11(a)(1)(3)(5)(6) for privileged or confidential information, attorney client privilege, personnel, and contracts. Commissioner Eller made the motion to go into closed session as stated. Commissioner Orr seconded this motion. Vote unanimous.
26. Vice-Chairman Williams asks for a motion to go back into open session. Commissioner Orr made the motion as stated. Commissioner Cody seconded this motion. Vote unanimous.
27. Vice-Chairman Williams asks for a motion to appoint Hunter Jones as the Recreation Director. Commissioner Orr made the motion as stated. Commissioner Cody seconded this motion. Vote unanimous.
28. Vice-Chairman Williams asks for a motion to hire Andy Blevins as the Assistant Recreation Director. Commissioner Cody made the motion as stated. Commissioner Orr seconded this motion. Vote unanimous.
29. Vice-Chairman Williams asks for a motion to continue this meeting to Wednesday, November 29th at 3:00 p.m. Commissioner Orr made the motion to continue as stated. Commissioner Cody seconded this motion. Vote unanimous.

Jacob Nelms, Chairman

Natasha Williams, Vice-Chair

Lynn Cody, Member

Keith Eller, Member

Connie Orr, Member

ATTEST: _____
Kim Crisp, Clerk to the Board