

Regular Meeting – July 19, 2022

The Graham County Board of Commissioners met Tuesday, July 19, 2022, at 5:30 p.m. for their regular monthly meeting. Board present Connie Orr, Keith Eller, Lynn Cody, and Dale Wiggins. Board member Jacob Nelms joined by teleconference for the closed session. Also, present Manager Jason Marino, Finance Director Becky Garland, Attorney JK Coward and Clerk Kim Crisp.

1. Chair Orr called the meeting to order.
2. Chair Orr asks Commissioner Cody to give the Invocation.
3. Chair Orr lead the Pledge of Allegiance.
4. Chair Orr asks for approval of the agenda. Commissioner Eller made the motion to approve. Commissioner Wiggins seconded this motion. Vote unanimous.
5. Chair Orr asks for approval of the Continued Meeting minutes of June 3rd, 10th, 14th 21st; Workshop and Regular Meeting minutes of June 21st. Commissioner Eller made the motion to approve as stated. Commissioner Cody seconded this motion. Vote unanimous.
6. Chair Orr asks EM Director Brian Stevens to speak. Director Stevens stated that he was here for a couple of items of which are above his spending limit. Director Stevens stated that they have done some preventative measures on equipment in the past, but the overall concept was not to fix it until it is broken, and he would like to change this concept. Director Stevens stated that he has found a preventative maintenance contract for the cardiac monitors for one year and the cost is \$8,316.00. Chair Orr asks for discussion. No discussion. Chair Orr asks for a motion to approve the maintenance contract for the cardiac monitors. Commissioner Eller made the motion to approve. Commissioner Cody seconded this motion. Vote unanimous.
7. Director Stevens stated the next preventative maintenance contract is for our stretchers, power load systems, stair chairs, CPR Devices, new software updates and maintenance of two per year for \$11,382.00. Commissioner Eller stated that this needed to be done for the legal side as well. Commissioner Eller made the motion to approve the maintenance agreement as stated. Commissioner Wiggins seconded this motion. Vote unanimous.
8. Director Stevens presented the bid package for two new ambulances and stated that they were unable to purchase one last year. Director Stevens stated that if the board agrees we should be able to lock in the pricing even though the ambulances may not come in until after this year. Director Stevens stated that he is seeking permission to go ahead and obtain bids. Commissioner Eller made the motion to proceed. Commissioner Wiggins seconded this motion. Vote unanimous.
9. Chair Orr asks Manager Marino for the managers and project managers reporting. Manager Marino stated that he received Notice of the USFS Objection Resolution Meeting scheduled for August 2nd and 3rd, and we are scheduled at different times beginning at 8:30 a.m. Manager Marino stated that a meeting is planned with Commissioner Wiggins, Hayden Rogers, Forrest Gilliam, and he on Thursday July 21, 2022, and invites the remaining board members to attend.
10. Manager Marino stated that the CDBG-NR is currently in procurement, and we did receive proposals from the second solicitation for Surveying, Environmental and Legal Services and they are currently working on procuring hazard materials abatement. Manager Marino stated that bidding is a challenge due to lack of interest.
11. Manager Marino stated that the CDBG-CV:
 - a. For schools' procurement is complete on the school portion of the project and all computers and hotspots have been purchased and paid. Manager Marino stated that the remainder of the school portion is a \$3,000.00 per month fee on the hotspots for (12) months to be paid entirely from this funding.
 - b. For the Imagination Hub - internet service and resources for persons looking for work administered by the United Methodist Church. Manager Marino stated that all procurement is complete, and payment has been issued to vendors.
 - c. For the Senior Center has advertised for bids on equipment and is working on RFPs for the changes in the kitchen to upgrade freezers and provide more storage.
 - d. For Grace Place has been trying to procure contractors for their expansion and has had to advertise twice and due to federal procurement constraints, a third round of bids is underway.
 - e. For EMS Training a grant administrator had meeting with EMS Staff to begin process of procurement of equipment needed to enhance training of new EMS Staff.Manager Marino stated that procurement has been tough, but these projects are moving along as well as can be expected in the environment we are currently working.
12. Manager Marino stated that Advent Health is holding a public comment listening session in the Graham County Community Room on Monday, July 25, 2022, from six to eight about their

applications for a Certificate of Need to build a new 67-bed acute hospital in the Enka/Candler area of Buncombe County and Representative Karl Gillespie will be in attendance.

13. Manager Marino stated that the Special Use Permit from the USDA-Forest Service was received as well as the NCDEQ Well Construction Permit and we are cleared to move forward with scheduling well drilling. Manager Marino stated that Phase 1 cost is \$26,500.00 but if we combine the phases the cost would be \$61,800.00 with a 15% contingency instead of \$77,300.00 which would include only one survey, reporting and mobilization cost to be done. Manager Marino stated that the savings would be \$15,500.00 and asks that the board lock in pricing for both phases. Commissioner Wiggin made the motion to do all phases at once. Commissioner Eller seconded this motion. Vote unanimous.
14. Manager Marino stated that the requested meeting with the Board of Commissioners, School Superintendent and NC State Legislators has not been set at this time but will continue to work on possible dates.
15. Manager Marino stated that the Manager's Office and Department of Public Health volunteered to host at the Graham County Schools Summer Night Event on Tuesday, July 12th from six to eleven and it included games, door prizes, food, and drinks. Manager Marino expressed his deepest appreciation to Health Director Beth Booth and Hope Anderson who made it all possible. Chair Orr stated that she would like to participate if we host another event.
16. Manager Marino presented the capital projects:
 - a. RDA Moose Branch Subdivision Project is 95% complete and we are still waiting on the guardrails.
 - b. Cemetery and Recreation Buildings are at 65% complete and will need board permission to approve the cost to complete the interior which is estimated at \$90,800.00. Commissioner Cody made the motion to approve. Commissioner Eller seconded this motion. Vote unanimous.
 - c. Board of Elections Renovation is 99.8% complete and asks that the board tour the facility.
 - d. Admin bathroom remodel is now complete, and the public restrooms are now being upgraded.
 - e. New Justice Center Project RFQ's to solicit for A&E firm qualifications have been completed and we will convene the selection committee to review and made recommendations to the board of commissioners.
 - f. Middle School 6th Grade Addition and Renovation is 79% complete and encourages the board to tour this new facility.
 - g. Little Snowbird Creek Band Remediation and Clear and Snag has come to a stall due to the bids coming in much higher than anticipated and he has made a call to the State for help but will continue to push forward.
17. Manager Marino stated that the monument bricks had been delivered and are awaiting completion of the site at 21 S Main Street.
18. Chair Orr asks for the finance reporting. Finance Director Becky Garland stated that we ended the month with a \$8,209,829.53 cash balance. Director Garland stated that we had a deficit of \$409,061.96 from this time last year due to our capital projects but she would be back financing.
19. Director Garland stated that the totals in our special accounts are:
 - a. Capital Projects – NCCMT \$2,908,854.30
 - b. School Capital Project – NCCMT \$114,355.35
 - c. American Rescue Act - \$902,477.03
 - d. SCIF Grant – Courthouse - \$5,007,426.90
20. Director Garland stated that our June tax collections was \$26,527.03 for current, \$3,671.39 for prior and our DMV is \$55,925.54. Director Garland stated that our year-to-date tax collection is \$7,156,153.58 for real and \$634,644.65 for DMV, and we have a tax collection rate of 97.76%.
21. Director Garland stated that the revenues for the month was \$1,589,728.56 and the expenditures was \$2,082,608.51 for a deficit of \$489,677.81. Director Garland stated that the year-to-date revenues was \$18,792,392.59 and the expenditures was \$19,371,775.07 for a year-to-date deficit of \$579,382.48. Director Garland stated that the board has done a lot of good things this year including pay plan changes, stadium lights and more.
22. Director Garland stated that our sales tax collection was \$256,130.44 and we have collected \$248,000.00 more this year than last year which equals a 9% sales tax growth.
23. Director Garland stated that the tax collector's office continues to pursue the back taxes and the total collected since 2013 is \$650,875.57. Director Garland stated that our 2016-2022 taxes due is \$473,697.92.
24. Director Garland stated that our capital projects expenditures report to date is:
 - a. Election Board / Bathroom renovation \$189,630.00.
 - b. Recreation Building \$88,540.00

- c. Cemetery Building \$80,110.00
- d. Middle School – County Match \$815,658.00

Director Garland stated that the total to date is \$1,173,938.00 and our Middle School Expenditures to date is \$3,091,118.00.

- 25. Chair Orr stated that we would now go to the discussion items and asks Manager Marino to proceed. Manager Marino stated that we have Releases of \$28,374.92 and Discoveries of \$4,910.95 for board approval. Commissioner Eller made the motion to approve. Commissioner Wiggins seconded this motion. Vote unanimous.
- 26. Manager Marino stated that we had three polls for approval:
 - a. New Sans Device for IT \$53,576.10
 - b. Table and Chairs for Election Board
 - c. Increase to Chris Ferris budget of \$7,469.00 for RevalChair Orr asks for approval of the polls as presented. Commissioner Cody made the motion to approve. Commissioner Wiggins seconded this motion. Vote unanimous.
- 27. Manager Marino stated that it was time to submit the Legislative Goals. The board agreed to the NCACC proposed goals with addition of No Unfunded Mandates as number one. Chair Orr asks for approval of the goals. Commissioner Wiggins made the motion to approve. Commissioner Cody seconded this motion. Vote unanimous.
- 28. Manager Marino reminded the board of the Advent Health Meeting Monday, July 25th at 6:00 p.m.
- 29. Manager Marino reminded the board of the Southwestern Commission Annual Dinner Monday, July 25th at 6:00 p.m. in Sylva. Attorney Coward asks Clerk Crisp to RSVP for him which she will.
- 30. Chair Orr asks for new or old business. No new or old business.
- 31. Chair Orr 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 Wiggins made the motion as stated. Commissioner Cody seconded this motion. Vote unanimous.
- 32. Chair Orr asks for a motion to go back into open session. Commissioner Wiggins made the motion as stated. Commissioner Eller seconded this motion. Vote unanimous.
- 33. Chair Orr asks for a motion to adjourn. Commissioner Cody made the motion to adjourn. Chair Orr seconded this motion. Vote unanimous.

Connie Orr, Chair

Keith Eller, Vice-Chairman

Lynn Cody, Member

Jacob Nelms, Member

Dale Wiggins, Member

ATTEST:

Kim Crisp, Clerk to the Board