The Alleghany County Board of Commissioners met in regular session on Monday, January 5, 2015, at 6:30pm in the Board Meeting Room of the County Administration Building, 348 South Main Street, Sparta, North Carolina.

Present: Chair Tom Smith, Vice-Chair Karen Leys, Commissioner Larry Davis, Commissioner Mark Evans, Commissioner Bobby Irwin, County Attorney Donna Shumate, County Manager Don Adams, and Clerk to the Board Karen Evans.

Chair Smith called the meeting to order, led the Pledge of Allegiance and offered the Invocation.

Commissioner Davis made a motion to approve the agenda for this January 5, 2015, meeting. Commissioner Leys seconded the motion. Vote 5:0.

AGENDA Monday, January 5, 2015 6:30 PM

6:30 Meeting Called To Order, Pledge of Allegiance and Invocation Motion on Agenda for January 5, 2015 Meeting Motion on Minutes for December 15, 2014, Meeting

6:35 A. <u>Sandy Ashley</u> – Interim Social Services Director

RE: Request for two open positions to be filled; Processing Assistant V, Grade 61, \$24,401.85 and Income Maintenance II, Grade 65, \$29,660.79. Action Requested – Vote on the request to fill the positions.

6:40 B. <u>John Brady</u> -- Arts Guild of Alleghany

RE: Information will be presented about the Arts Guild of Alleghany and their application for grant funds through the North Carolina Arts Council. They will be asking for \$5,625 to use as matching funds. <u>Action Requested</u> – Vote on the request.

6:50 C. <u>Jim Brown</u> – Recreation Director

RE: Recreation Annual Report

7:00 D. General Business

1. Alleghany County Community Advisory Committee for Long-Term Care Board Appointment

Leslie Choate has submitted her re-nomination form to continue serving on the Alleghany County Community Advisory Committee for Long-Term Care Board for an additional three-year term. <u>Action Requested</u> – Vote on Board Appointment

2. Tourism Development Authority Board Appointments

Amy Lucas and John Kilmartin have been nominated for serve an additional three-year term on the Tourism Development Authority. <u>Action Requested</u> – Vote on Board Appointments.

3. Alleghany County Economic Development Plan

Discussions and consideration of approving the Economic Development Plan that was presented at the last meeting. <u>Action Requested</u> – Vote on the Plan.

4. Alleghany County Workforce Safety Program

Discussions and consideration of approving the Workforce Safety Program that was presented at the last meeting. <u>Action Requested</u> – Vote on the Program.

5. NCACC Legislative Goals

Opportunity to provide comments about the proposed legislative goals to the Voting Delegate for the legislative goals conference. No action requested.

6. Morgue Update

No action requested.

7. Building Security Update

No action requested.

- E. <u>Public Comments—30 minutes</u>
- F. <u>Commissioners Comments</u>
- G. <u>Closed Session</u> NCGS 143-318.11 (a) (3)—legal NCGS 143-318.11 (a) (6)—personnel

H. Adjourn

Commissioner Leys made a motion to approve the minutes from the December 15, 2014, meeting. Commissioner Irwin seconded the motion. Vote 5:0.

Sandy Ashley, Interim Social Services Director, asked to fill two open positions; Processing Assistant V at a salary of \$24,401 and Income Maintenance Caseworker II at a salary of \$29,660. She explained the reason these positions are vacant and the monies are in the budget. She further explained if no one if eligible for a level II then they will be hired at a level I.

Commissioner Irwin, Chair Smith and Sandy Ashley talked about the transfer of one employee is creating one of these openings.

Sandy Ashley asked if filling these positions creates another opening then she requests permission to fill that position.

Commissioner Leys talked about the transition for the front-office person.

Commissioner Leys made a motion to fill the two open positions. Commissioner Irwin seconded the motion. Vote 5:0.

John Brady and Elaine Moretz with the Arts Guild of Alleghany came before the Board. John Brady presented the history of the Arts Guild. They explained that the Arts Council did apply for the grassroots grant through the State Arts Council, then withdrew the application. They further explained that the \$6,600 grant monies require matching funds. He explained they are asking for help for matching monies for the grant. He said that they understand that the Commissioners have already provided monies to the Arts Council. He explained the purpose of the grant and the requirement to have the monies obligated by the end of this month and spent by the end of June. He talked about they have created a board that will make the decisions about what projects are funded.

Commissioner Irwin asked have you asked anyone else. Elaine Moretz talked about each group will be asked to step forward to help so there is buy-in. Commissioner Irwin said then you are asking for the total tonight. John Brady agreed that he is asking for \$6,600.

Chair Smith asked about the timeline. John Brady explained that it has to be committed within the next 2-3 weeks. John Brady talked about the normal process starts in March but they didn't know anything about it until October, and explained the State Arts Council requires a lot of paperwork.

Commissioner Leys and John Brady talked about they are a 501 (c) (3) and have a formal board. She said thank you for stepping up to try to secure the monies for Alleghany. They talked about no administration costs can be funded by the grant, and the decisions will be made by a grassroots board but the monies will be handled by the Arts Guild.

Chair Smith asked have you been in touch with the Arts Council. John Brady answered they have been invited to the meetings but have not attended any.

Commissioner Irwin and John Brady talked about the Town Council will consider the request tomorrow night.

Commissioner Leys and John Brady talked about there are minutes kept along with a meeting schedule for the board.

Commissioner Irwin asked about the deadline for the commitment on the money. Elaine Moretz said within the next two weeks. Commissioner Irwin said we have a meeting on January 20.

Commissioner Leys made a motion to approve half of what they are asking for and come back to the next meeting to provide an update where they are.

Commissioner Irwin said he can support 25%.

Chair Smith stated that there is already a motion on the table.

Commissioner Davis seconded the motion on the table.

Commissioner Leys said she would like the group to promote tourism and provided examples like during Easter. Elaine Moretz explained that they are trying to include and reach as many people in the county as possible.

Chair Smith asked about the library programs. Elaine Moretz explained they have contacted the library and the schools asking them to submit applications.

Commissioner Irwin and John Brady talked about they don't know yet whether this could be tied into the farmers market. Elaine Moretz provided examples.

Commissioner Evans and Elaine Moretz talked about taking applications currently, running a workshop on Thursday explaining the application process. Elaine Moretz said she doesn't know if any applications have been turned in at this point.

John Brady said they will be glad to come back to update the Commissioners about the projects.

The Board voted on the motion on the floor. Vote 3:2 (Mark Evans, Bobby Irwin).

Jim Brown, Recreation Director, presented the Recreation Department's annual report. He reviewed statistics for each of the youth sports in 2013 and 2014, statistics for Duncan Recreation Center for 2014, their activities at Sam Brown/Lions Club/trail system. He talked about activities for Davis Field, no new updates with the tennis courts, regular maintenance for fields and grounds maintenance, other facilities that are maintained by the Recreation Department, Fairgrounds events calendar, major updates at the Fairgrounds, fundraisers for the Fairgrounds, beautification project at the Fairgrounds, Veterans Memorial Park activities, NCDOT will add trees to the Park site at no costs to the county. He explained that he is working on the update to the Parks and Recreation Master Plan. He supplied copies of the survey to the Commissioners for the Master Plan and explained the survey needs to have 500 completed.

County Manager Don Adams explained conversations with Jim Brown about the purpose of the survey and the data they are looking for is what the citizens are wanting now and in the future.

Chair Smith talked about part of the Economic Development plan that discusses completing and updating the Master Recreation Plan. Jim Brown agreed.

County Manager Don Adams explained this is updating the existing plan, not starting over. County Manager Don Adams and Jim Brown talked about meetings with the stakeholders and the purpose of talking to the stakeholders.

Commissioner Leys and Jim Brown talked about he hasn't started marketing the survey yet because he wanted to present it to the County Commissioners first and explained his ideas for marketing.

Commissioner Irwin talked about looking at the program 10 years ago compared to today with the difference being amazing, and the need to continue forward.

Chair Smith asked will we be on the Park by spring. County Manager Don Adams explained that we will be on it by late spring to early summer.

Commissioner Irwin asked about lights. County Manager Don Adams explained that there are no lights in the budget Jim Brown explained all of his programs operate during daylight, maybe in the future figuring out a way with portable lights because nothing can be put there that is permanent because of the floodway. Commissioner Irwin and the County

Manager talked about it gets out of the floodway along the bypass but we won't be able to put lights along the creek side of the track. County Manager Don Adams talked about having a good basic park and partnering with other groups so we will have a great park.

Commissioner Leys asked about any efforts for public fishing at the Veterans Memorial Park. Jim Brown explained he has talked with wildlife, and they have said that the council has shut down adding more sites right now to evaluate the program before adding more sites. Commissioner Leys asked about public access at Farmers Fish Camp. Jim Brown stated there isn't one right now and explained they have tried meeting with the property owner but he hasn't quit pursuing it.

County Manager Don Adams talked about updating the existing Plan and then the Plan will come back before the board to vote on it.

Commissioner Evans mentioned the website link for the survey.

County Manager Don Adams presented a letter from Laura Ward from High Country Area Agency on Aging regarding Leslie Choate has indicated her willingness to serve another term on the Alleghany County Community Advisory Committee for Long Term Care. He explained that this is the board that provides oversight and inspections to facilities for long-term care.

Commissioner Davis made a motion to approve the reappointment of Leslie Choate. Commissioner Evans seconded the motion. Vote 5:0.

Commissioner Leys said thank you to Leslie Choate.

County Manager Don Adams discussed an email regarding the Tourism Development Authority (TDA) with Amy Lucas and John Kilmartin terms expiring and both have agreed to serve another term. He named the members of the TDA. He reiterated that the action before the Board is regarding Amy Lucas and John Kilmartin terms.

Commissioner Leys made a motion to approve the reappointment of Amy Lucas and John Kilmartin. Commissioner Irwin seconded the motion.

Commissioner Leys stated her appreciation to them for their efforts.

The Board voted on the motion on the floor. Vote 5:0.

County Manager Don Adams introduced Phil Trew who is here to answer any questions that the Board may have regarding the Alleghany County Economic Development Plan.

Chair Smith said that everyone has had time to look at the document. He asked if there are any questions.

Commissioner Irwin talked about when an industry comes into the county, they visualize what they see when they get here, and some of the places are a disgrace. He asked how we fix that.

Phil Trew talked about updating the Land Development Plan.

Commissioner Irwin asked do we have any control over these things. County Manager Don Adams answered no. The County Manager explained the Property Rights Protection Ordinance and that group avoided dealing with junk or trash because they didn't think it would be viewed in a favorable way. The County Manager further explained that the Board can do something like what the Town of Sparta has, have the ability and authority to do so. The County Manager said our ordinance regulates junkyards but not trash. Commissioner Irwin asked does the Health Department get involved. The County Manager answered to get the Health Department involved it has to be a public health threat. Commissioner Irwin talked about the impact of these areas to the county.

Commissioner Leys said it could be but we would have to put monies behind it.

Phil Trew talked about having an updated Land Development Plan is the first step before doing anything with the ordinances.

Commissioner Irwin, Phil Trew and the County Manager talked about sales figures came from the NC Department of Commerce. Commissioner Leys and Commissioner Irwin talked about the information. Commissioner Irwin talked about the tourism industry is growing.

Commissioner Leys and Commissioner Evans talked about 2.5% annual growth for tourism. Commissioner Davis and Phil Trew talked about the data is for 1 year.

Commissioner Irwin talked about the lack of natural gas attracting industries, and asked how big a deal is that. County Manager Don Adams said it depends on what the company is looking for. The County Manager explained that some leads wants natural gas and provided an example; there was a company several years ago with a large project that was lost because of not having natural gas.

Commissioner Irwin mentioned that natural gas' impact is high and costs is low in the Plan. Phil Trew explained that the costs is lobbying for it, not the actual construction. Commissioner Irwin said this is something we need to look at it. The County Manager explained the history of bringing natural gas into the community. The Board talked about the closest natural gas area to Alleghany County. Commissioner Irwin said he would like to see us get started.

Chair Smith talked about a lot of work has been put into this, if the Board choses to adopt the plan and then could start the process of appointing the committees. He said he doesn't want to see this plan set aside.

County Manager Don Adams reviewed the implementation schedule. He talked about there was some initial work done on forming the committees, and explained how to get started.

Commissioner Irwin made a motion to adopt the Alleghany County Economic Development Plan. Commissioner Leys seconded the motion. Vote 5:0.

County Manager Don Adams talked about the original committee worked on forming the action committees and provided examples. He explained that this group can come back quickly with recommendations. He talked about Commissioner Leys and former Commissioner Larry Cox served on this committee.

Commissioner Leys said she would like to stay on the committee.

Commissioner Irwin said he will be happy to serve on it.

Chair Smith made a motion for Commissioner Leys and Commissioner Irwin to serve on the committee. Commissioner Evans seconded the motion. Vote 5:0.

Phil Trew talked about leading the steering committees through the implementation process and the Commissioners can count on the High Country Council of Government and NC Department of Commerce to provide guidance through the process.

County Manager Don Adams mentioned the Alleghany County Workforce Safety Program that Daniel Roten presented at the last meeting.

Commissioner Leys and County Manager Don Adams talked about there haven't been any changes made.

Chair Smith asked for changes/comments/concerns.

Commissioner Evans talked about areas that may be covered other places; horse playing, smoking, asbestos, blood-borne pathogens, a signed document from the employee when they received it and stating that they comprehend it. The County Manager addressed each of the areas mentioned by Commissioner Evans; horse playing could be addressed in

here, taking breaks is already addressed in the Personnel Policy. They talked about not having designated smoking places. The County Manager explained the designated areas are outside the doors. Commissioner Evans talked about being exposed to second-hand smoke. The County Manager talked about there is no written document that you can't smoke in the vehicles nor in the buildings. Commissioner Evans said he is just thinking about liability issues. Chair Smith said he hasn't witnessed any smoking in the buildings. County Manager Don Adams explained how no smoking turned in to no smoking without a full written policy. The County Manager asked how the Board wants to proceed on this. Commissioner Evans asked the County Attorney her opinion on it. County Attorney Donna Shumate said she wasn't aware there wasn't a policy because of all of the signs and everything saying no smoking. The County Manager recommended the County Attorney to research the legal statutes that reference public buildings and what are the Commissioners' abilities. The County Manager explained we have a blood-borne pathogen policy and we can have employees to sign a document about the new policy. Commissioner Evans, Commissioner Leys and The County Manager talked about asbestos policy and the need to report it, if seen.

Commissioner Leys asked about page 14, carrying things up and down a ladder or clarify what is meant by that.

Chair Smith suggested waiting to pass this until some of these areas are cleared up.

Commissioner Irwin and the County Manager talked about there isn't a particular timeframe for adoption. The County Manager explained the complete purpose of the plan and how it impacts our insurance. The County Manager reviewed all of the noted changes and will give them to Daniel Roten to make recommendations.

County Manager Don Adams talked about the upcoming NCACC legislative goals conference and this is one more opportunity for the Commissioners to express their opinion on the voting on the goals.

Chair Smith talked about the steering committees. He asked if anyone has any comments. No one spoke.

Chair Smith declared a brief recess at 8:03pm.

County Manager Don Adams provided a brief update on the morgue including the history. He shared a short video showing the morgue located at Alleghany Memorial Hospital. He explained that the morgue has been installed and is being used. He described scenarios concerning unclaimed bodies and medical examiner cases where this situation is a lot better than previous arrangements.

Commissioner Leys said thank you to the Hospital staff to allow this to happen and to Don Adams for his work on this. She talked about Social Services has to deal with this including unclaimed bodies are Social Services' responsibility.

County Manager Don Adams provided a brief update on the building security by showing the Commissioners the live feed of the security cameras at the 90 South Main Street location. He explained that it is motion activated and is recorded for a month but can be downloaded to keep, if needed. He described the other locations that security will be installed; Administration Building, Social Services, Duncan Recreation Center, Transfer Facility. He said that Dr. Mattox has asked about the tennis courts area. He talked about the additional costs will be cameras and having a 12-month phone line. He talked about Davis Field and Lions Club locations. He explained recent vandalism at the Lions Club. He said he will be discussing this with the Lions Club to see if they want to partner with the County to have security.

Chair Smith and the County Manager discussed how many panic buttons will be at each location. They further discussed that the panic buttons aren't directly linked to the Law Enforcement Center but goes through Skyline.

Chair Smith opened the floor for public comments. None were received. He closed that portion of the meeting.

Commissioner Evans talked about the County Manager mentioned getting the morgue and finally being in the 21st century. He encouraged the Board members to get in the 21st century in regards to electronics. He provided an example of a School of Government class going completely electronic.

Commissioner Leys stated her appreciation to the Sparta Revitalization Committee for their work on the beautiful Christmas decorations along with the County and Town paying for the decorations. She said it was a beautiful Christmas scene.

Chair Smith talked about the exciting work being done at the Fairgrounds.

Commissioner Evans mentioned that he visited the Park with the County Manager, and it looks good.

Commissioner Leys made a motion to enter into closed session under NCGS 143-318.11 (a) (3)—legal and (a) (6) —personnel at 8:32pm. Commissioner Irwin seconded the motion. Vote 5:0.

Commissioner Leys made a motion to adjourn closed session at 9:34pm and reconvened the regular meeting. Commissioner Evans seconded the motion. Vote 5:0.

Chair Smith stated no action was taken during closed session.

Being no further business, Commissioner Irwin made a motion to adjourn at 9:35pm. Commissioner Leys seconded the motion. Vote 5:0.

Respectfully submitted, Attest:

Karen Evans Tom Smith Clerk to the Board Chair