

The Alleghany County Board of Commissioners met in regular session on Monday, December 16, 2013, at 10:00am in the Board Meeting Room of the County Administration Building, 348 South Main Street, Sparta, North Carolina.

Present: Chairman Larry Cox, Vice-Chair Tom Smith, Commissioner Larry Davis, Commissioner John Goudreau, Commissioner Karen Leys, County Attorney Donna Shumate, County Manager Don Adams and Clerk to the Board Karen Evans.

Chair Cox called the meeting to order, led the Pledge of Allegiance and a silent prayer.

Chair Cox stated that Smoky Mountain Center needs to be deleted and Recreation Annual Report needs to be moved before Joy Hines on the agenda.

Commissioner Davis made a motion to approve the amended agenda for this December 16, 2013, meeting. Commissioner Leys seconded the motion. Vote 5:0.

AGENDA  
Monday, December 16, 2013  
10:00 AM

- 10:00 Meeting Called To Order, Pledge of Allegiance and Silent Prayer  
Motion on Agenda for December 16, 2013, Meeting  
Motion on Minutes for December 2, 2013, Meeting
- 10:05 A. Rita Miller - Tax Administrator
1. November Releases and Refunds - Standard release and refund of both automobile and real property taxes due to reasons listed on report. Actions Requested – Vote on releases and refunds.
  2. November Collections Report - Monthly 2013 collection rates through November as compared to 2012 monthly collection rates. No action requested.
  3. Enforced Collections Report – Summarizes enforced collections for the month of November 2013. No action requested
  4. Payment Agreement Report - List of people with payment agreements who did not make payments. No action requested.
  5. Two motor vehicle value appeals. Action Requested – Vote on the appeals.
- 10:15 B. Joy Hines – Finance Officer
1. Martin Starnes and Associates Audit Presentation
  2. Finance Office Annual Report
- 10:40 C. David Bare - Alleghany County Jail Captain  
RE: Jail Pack from Southern Software. Captain Bare will be presenting information on the required hardware to operate the software program designed to assist in the operation of the jail. Reporting is currently performed using multiple systems and is inefficient.  
Action Requested — Vote on the purchase the software and associated hardware.
- 10:55 D. Dr. Jeff Cox – Superintendent of Schools  
RE: Glade Creek Elementary School construction project. The final construction costs have been settled. The project fund anticipated receiving \$22,565 in revenues earned from interest on the escrow account. Only \$7,984 was earned leaving the fund \$14,581 short. It is proposed that reimbursements on sales taxes associated with this project be utilized to offset these shortfalls. Dr. Cox is also requesting that the sales tax reimbursements by used to increase the overall budget by \$31,797. Total requested sales tax reimbursements to be used for this project is \$46,378. Action Requested – Vote on the requests.
- 11:05 E. Smoky Mountain Center Annual Report (deleted)
- 11:15 F. Public Works Annual Report (moved to after A.)
- 11:25 G. Recreation Annual Report
- 11:35 H. Arts Council Annual Report
- 11:45 I. General Business
1. Community Development Block Grant Monthly Performance Status Report. Required status report on housing program. No action requested.
  2. Library Annex Lease  
Alleghany County currently leases property located at 136 North Main Street, Sparta, NC to Southern Belle’s Nside & Out at a rate of \$600 per month. This property was purchased with funds raised by Library

supporters. Revenues received from this lease are used to maintain the property and to go into savings for use by the Library Board. The Library Board is recommending that the monthly lease be reduced to \$300 per month for the months of December, January, February and March.

Action Requested – Vote on proposed lease reduction.

3. Sheriff's Department Personnel Requests

Request to fill open deputy positions, grade 62, \$25,622.61.

Action Requested – Vote on the request.

J. Commissioner Comments

K. Public Comments—30 minutes

L. Adjourn

Commissioner Leys made a motion to approve the minutes from the December 2, 2013, meeting. Commissioner Goudreau seconded the motion. Vote 5:0.

Rita Miller, Tax Administrator, presented the November auto releases.

Commissioner Leys and Rita Miller talked about collection efforts for debts older than 10 years.

Commissioner Goudreau made a motion to approve the November auto releases. Commissioner Smith seconded the motion. Vote 5:0.

Rita Miller presented the November auto refunds.

Commissioner Smith made a motion to approve the November auto refunds. Commissioner Davis seconded the motion. Vote 5:0.

Rita Miller presented the November real property releases.

Commissioner Leys made a motion to approve the November real property releases. Commissioner Goudreau seconded the motion. Vote 5:0.

Rita Miller presented the November real property refunds.

Commissioner Smith made a motion to approve the November real property refunds. Commissioner Leys seconded the motion. Vote 5:0.

Rita Miller presented the November auto refunds under the vehicle tax system (VTS).

Commissioner Leys made a motion to approve the VTS November auto refunds. Commissioner Smith seconded the motion. Vote 5:0.

Rita Miller presented the November 2013 collections' report, the enforced collection report and the payment agreement report.

Rita Miller presented a motor-vehicle appeal for a new trailer with \$12,770 assessed value, purchase price of \$2,500, appraisal of \$2,000, and her recommendation is \$2,000 and for a refund to be issued.

Commissioner Smith made a motion to approve the Tax Administrator's recommendation. Commissioner Leys seconded the motion. Vote 5:0.

Rita Miller presented a motor-vehicle appeal for a 2005 Ford Focus that DMV valued at \$6,020, purchase price was \$2,800, appraised value of \$2,000, and her recommendation is \$2,000.

Commissioner Davis made a motion to approve the Tax Administrator's recommendation. Commissioner Smith seconded the motion.

Chair Cox and Rita Miller talked about how these values are obtained.

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

Jim Brown, Recreation Director, presented the annual report for the Recreation Department. He talked about youth sports including the number of participants, Duncan Recreation Center's activities and attendances, Sam Brown Park/Lions Club Pavilion/Sam Brown Trails/Ropes Course's activities, Davis Field's activities, regular maintenance that occurs during May through September, facilities maintained by the part-time group during the summer with mowing and general grounds upkeep. He reviewed the Fairgrounds event calendar.

Commissioner Smith and Jim Brown discussed events are already being booked for 2014.

Jim Brown explained the Fairgrounds events and activities associated with the Fairgrounds, activities at the Veterans Memorial Park and currently working on the Allegheny County Parks and the Recreation Master Plan.

Commissioner Leys and Jim Brown talked about Recreation still maintains trash collection at Farmers Fish Camp.

Joy Hines, Finance Officer, introduced Marcie Spivey with Martin Starnes and Associates for the FY 2012/13 audit presentation.

Marcie Spivey presented a PowerPoint presentation regarding the 2012/13 audit. The presentation included information about financial statement overview, independent auditors' report, management's discussion and analysis, exhibits A and B—statement of net assets/statement of activities, fund financial statements, notes to the financial statements, supplementary information, compliance reports, audit highlights, fund balance, fund balance general fund, fund balance position—general fund, available fund balance as a percent of expenditures and transfers to other funds—general fund, ad valorem taxes, restricted intergovernmental revenues, other taxes and licenses, general government expenditures, public safety expenditures, education expenditures, debt service, other governmental funds, and enterprise fund.

During the PowerPoint presentation, the County Manager discussed the prior year tax collection rate, sales tax was flat rather than declining, debt service difference was the refinancing of the USDA loans which was over \$800,000, enterprise fund had two major unplanned expenses and after removing those expenses it still is losing monies and the best case scenario is having to look at rates in one or two more years or reduce expenses. He talked about the fund balance slide and he doesn't know the amount for the non-spendable and stabilization until the audit is complete. He reminded everyone how the fund balance was presented to the Board and the actual fund balance is \$383,000 more than what the Board had during budget conversations. He recommended the Board to review the audit and starting on page 60 it shows the budget the way the Commissioners are used to seeing. He talked about he is proud of the departments, and they do a good job.

David Bare, Jail Captain, presented information about the jail management system including the software and hardware. He talked about the Board has the proposal about the costs. He asked the Board to add \$500-\$1,000 to the proposal for any additional items that may come up in the installation. He said that the hardware has to be put in before the software can be installed. He reminded everyone about the discount that is good during 2013. He asked the Board for approval.

County Manager Don Adams reviewed the items in the Commissioners' packets; summary, software contract, hardware quote. He explained that they received another hardware quote from Southern Software, and the one in the packets is the cheapest quote. He talked about the real timeline issue is the software contract. He reviewed the summary including three-year support agreement for the software.

Commissioner Leys asked about any incentive to pay ahead for a three-year contract. County Manager Don Adams explained his conversations with Southern Software and year three will see a CPI increase.

Commissioner Smith and the County Manager talked about the County does business with Southern Software in other departments at the Law Enforcement Center.

Commissioner Leys asked is there any data conversion. The County Manager answered no. They talked about having an IT person for the Law Enforcement Center with the County Manager explaining Allegheny County does not have one person for IT and it is up to each department to get IT services, and they have used this same firm before. She talked about the

need to have backup and virus software. The County Manager explained he did talk to Grayson Consulting, they did have a conversation with Southern Software but there is one follow-up question since Southern Software had quoted different equipment so the need to check with Grayson Consulting.

Commissioner Leys suggested the three-year contract and the additional \$1,000 in the budget.

The County Manager explained he worked with Southern Software about getting the discount and we can sign the contract then pay after the first of the year. He suggested if the Board wants to move forward, approve contract, and then approve the budget amendment on January 6. He reiterated approving the contract with Southern Software and approve off on the future hardware.

Commissioner Leys made a motion to approve the software with the three-year support. Commissioner Goudreau seconded the motion. Vote 5:0.

Chair Cox declared a brief recess at 11:11am.

Joy Hines, Finance Officer, presented the Finance Office's annual report. She reviewed the number of transactions with the breakdown of those transactions. She explained the highlights of each transaction type. She discussed highlights that occurred during the year; changed medical insurance to Blue Cross/Blue Shield, changed banks to BB&T, Fifth Third bank account will be closed in March, and currently working with BB&T about keeping the fees down. She used examples of bank fees paid and hopes to have those fees reduced.

Commissioner Leys thanked Joy Hines for her work.

Chair Cox said it looks like things are working out with BB&T.

Josh Greene, Public Works Director, presented the annual report for FY 2012-13 for Maintenance, Animal Control, and for the Transfer facility. He reviewed the highlights: number of employees along with their work schedules; statistics for the Transfer Facility for mulch, recycling, scrap tires, white goods, scrap metal, solid waste; constructed new scrap metal trailer out of trash bins and a flat-bed trailer that the County already owned; statistics for Animal Control and activities performed at the Animal Shelter. He continued to review their activities including the number of vehicles serviced and maintained by Maintenance; highlights of work completed at the Dysart building, library annex building, library, swimming pool, veterans park, fairgrounds, BDC. He talked about switching all of the cleaning supplies over to one company in order to save money.

Commissioner Leys thanked Josh Greene.

Chair Cox thanked Josh Greene and his department. He said that they do a good job.

Genia George presented the Arts Council's annual report. She reviewed their mission statement. She explained that they are required to provide matching funds for their State grant. She further explained that they received approximately \$0.70 per citizen, and some of that requires a sub-grant to other entities to provide programs. She talked about there is no overhead since she operates out of her home. She explained other ways they save money. She talked about their purpose is to promote the arts and use local people as much as possible. She thanked the Board for their support. She talked about there are some areas that they can't use the grant money but they are still required to support arts in the county. She explained their activities during the year. She provided handouts to the Board showing their programs for FY 2012/13.

Commissioner Leys asked Genia George how much the Arts Council's budget is. Genia George answered the funds from the County and \$6,700 from the State, and some contributions.

Genia George reviewed all of their programs and urged the Commissioners to attend. She talked about upcoming programs in January and February.

County Manager Don Adams presented the November 2013 Monthly Performance Status Report for the Scattered Site Program. He stated that the final closeout meeting is on Wednesday.

County Manager Don Adams presented a letter from Pat Polley regarding reducing the lease to Southern Belle's Nside & Out. He reminded the Board that the business started leasing

the Library Annex in August and started paying rent in September. He explained that Bryan Crouse approached the Library Board about some relief due to high heating costs; \$300 per month for four months.

Commissioner Smith stated that the Library Board didn't solicit this but it is supported by the Library Board.

Commissioner Smith made a motion to approve the lease modification for the Library Annex. Commissioner Davis seconded the motion. Vote 4:1 (John Goudreau).

County Manager Don Adams presented a letter from the Sheriff asking to fill open positions. The County Manager explained that there are two current deputy positions open. He explained he is asking for permission to fill two open positions. He provided examples of using existing employees which could create other open positions.

Chair Cox talked about these are not additional positions; only people who have left. He restated the Sheriff's request.

Commissioner Goudreau made a motion to fill the two open positions in accordance with the Allegheny County Personnel Policy. Commissioner Davis seconded the motion. Vote 5:0.

The County Manager wished everyone a Merry Christmas.

Commissioner Davis wished everyone a Merry Christmas and a Happy New Year.

Commissioner Goudreau wished everyone a Merry Christmas, and a safe and enjoyable holiday.

Chair Cox Holiday wished everyone a safe and happy Christmas and new year. He asked the County Manager about the status of the Piney Creek project.

County Manager Don Adams explained they are currently working on last pay app and the project is completed. He talked about working on finalizing the paperwork for the project.

Commissioner Smith wished everyone a joyous and blessed Christmas season.

Commissioner Leys updated the Board about the meeting with Jean Davis regarding international trade, several in attendance, and thinks we will see positive things come from this. She talked about Johnny Simmons picked up the proclamation and was presented Saturday to Suzanne Irwin. She further talked about she was honored to attend a reception for the Blue Ridge Parkway Superintendent on December 5. She stated that Commissioner Smith, Commissioner Davis and herself attended the Rescue Squad dinner last night and her appreciation for them. She wished everyone a Merry Christmas and a safe holiday season.

Chair Cox asked about Dr. Cox.

County Manager Don Adams said the Commissioners have his letter. He explained that this is the QSCB fund, didn't receive the amount of interest budgeted, and the County received sales tax monies spent on the project. He explained that \$14,581 is needed for the original budget to make the fund not overspent. He further explained that Dr. Cox is asking for additional funds needed; \$29,241 for Pinnacle Architect and \$41,000 for Hickory Construction. He reminded everyone that \$38,444.12 out of the \$41,000 has already been budgeted. He stated that Dr. Cox is asking for \$31,796 over the budget then add the \$14,581 for a total of \$46,378. He said he is asking for the \$14,581 and then anything over that needs to be a discussion with the Commissioners and Board of Education.

Commissioner Davis talked about giving them part of it. Chair Cox asked how much; the \$14,581. Commissioner Davis said yes.

Commissioner Goudreau talked about giving them \$14,581.

Commissioner Smith talked about taking action today.

Commissioner Leys said she would like to hear from Dr. Cox but is willing to act on the \$14,581 today.

Commissioner Davis made a motion to approve \$14,581. Commissioner Goudreau seconded the motion. Vote 5:0.

County Manager Don Adams said this will release the partial payment of \$38,000.

Chair Cox opened the public comments' portion of the meeting and asked for public comments. None were received. He closed the public comments' portion of the meeting.

Being no further business, Commissioner Goudreau made a motion to adjourn at 12:05pm. Commissioner Leys seconded the motion. Vote 5:0.

Respectfully submitted,

Attest:

Karen Evans  
Clerk to the Board

Larry Cox  
Chairman