

The Alleghany County Board of Commissioners met in regular session on Monday, January 27, 2014, 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.

Commissioner Leys made a motion to approve the agenda for this January 27, 2014, meeting. Commissioner Smith seconded the motion. Vote 5:0.

AGENDA
Monday, January 27, 2014
10:00 AM

- 10:00 Meeting Called To Order, Pledge of Allegiance and Silent Prayer
Motion on Agenda for January 27, 2014, Meeting
Motion on Minutes for January 6, 2014, Meeting
- 10:05 A. Jack Turlington - Mens' Fellowship at Sparta Presbyterian Church
RE: Mr. Turlington is appearing before the Board to make a donation to the DSS-Foster Children Program in the amount of \$486 on behalf of the Men's Fellowship at Sparta Presbyterian Church. Action Requested – Vote on General Fund Budget Amendment #12 in the amount of \$486.
- 10:10 B. Brent Lammers – CEO, Alleghany Memorial Hospital
RE: Introduction. Mr. Lammers will be appearing before the Board to introduce himself to the Commissioners and the public as the new CEO at Alleghany Memorial Hospital. No action requested.
- 10:15 C. Rita Miller - Tax Administrator
1. December 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. December Collections Report - Monthly 2013 collection rates through December as compared to 2012 monthly collection rates. No action requested.
3. Enforced Collections Report – Summarizes enforced collections for the month of December 2013. No action requested
4. Payment Agreement Report - List of people with payment agreements who did not make payments. No action requested.
5. Motor vehicle value appeal. Action Requested – Vote on the appeal.
6. Personnel Request – Request to permanently fill the Deputy Tax Collector Position at Grade 63 - \$26,902.85 and to fill an open Tax Administration Assistant Position at Grade 60 - \$23,240.55. Action Requested – Vote on the requests.
- 10:25 D. Jessica Prevette – Blue Ridge Opportunity Commission
RE: Community Services Block Grant Application for 2014/15. Action Requested – Vote on whether or not to support the application.
- 10:35 E. Health Department Annual Report
- 10:45 F. General Business
1. Medical Director Contract
Proposed new Medical Director Contract enclosed in packets.
Action Requested – Vote on proposed new Medical Director Contract
2. FY 2014/15 Budget Schedule
Proposed schedule for the upcoming 2014/15 budget process.
Action Requested – Vote on setting the budget schedule.
3. Agricultural Advisory Board Nominating Committee
The recently adopted Alleghany County Farmland Preservation Plan calls for the creation of an agricultural advisory board. It is recommended that the Board of Commissioners appoint a nominating committee to create a list of names to be considered for this Board. Action Requested - Vote on the creation of an agricultural advisory board nominating committee.
4. General Fund Budget Amendment and QSCB Project Ordinance Amendment
General Fund Budget Amendment #11 in the amount of \$31,867 to transfer the money into the QSCB Fund. QSCB Project Ordinance Amendment in the

amount of \$31,797 to put previously approved funds in place in the QSCB Fund.

Action Requested – Vote on General Fund Budget Amendment #11 in the amount of \$31,867 and QSCB Project Ordinance Amendment in the amount of \$31,797.

5. Sheriff's Department Personnel Requests

Request to fill 2 open deputy positions, grade 62, \$25,622.61.

Action Requested – Vote on the request.

6. Allegheny County Credit Card Discussions

G. Commissioner Comments

H. Public Comments—30 minutes

I. Closed Session—NCGS 143-318.11 (a) (3)—legal

J. Adjourn

Commissioner Leys made a motion to approve the minutes from the January 6, 2014, meeting. Commissioner Goudreau seconded the motion. Vote 5:0.

Jack Turlington came before the Board representing Sparta Presbyterian Church and the Mens' Fellowship group to make a donation to the Social Services' Foster Children Program in the amount of \$486. He explained the donation.

Commissioner Smith made a motion to accept the donation from Sparta Presbyterian Church and the Mens' Fellowship group and to approve budget amendment General Fund #12 in the amount of \$486. Commissioner Davis seconded the motion. Vote 5:0.

Commissioner Leys stated her appreciation for the donation and talked about the current number of foster children in the program. Jack Turlington presented the checks to Commissioner Leys for the foster children.

Brent Lammers introduced himself to everyone as the new CEO at Allegheny Memorial Hospital. He talked about continuing to work to serve the health care needs of the community. He said he looks forward to living here and working with everyone.

The Board of Commissioners welcomed Brent Lammers to the county.

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

Commissioner Leys made a motion to approve the December auto releases. Commissioner Davis seconded the motion. Vote 5:0.

Rita Miller presented the December auto refunds.

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

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

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

Rita Miller presented the December real property releases.

Commissioner Smith made a motion to approve the December real property releases. Commissioner Davis seconded the motion. Vote 5:0.

Rita Miller presented the December real property refunds.

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

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

Rita Miller presented a motor-vehicle appeal for a new trailer with \$6,870 assessed value, purchase price of \$375, appraisal of \$300, and her recommendation of \$345. She explained how she came up with her recommendation.

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

Rita Miller said she has two personnel requests. She talked about the first request is to move the interim deputy tax collector to a permanent deputy tax collector due to the recent opening.

County Manager Don Adams explained someone in the tax office moved to this position and this is not creating a new position.

Commissioner Smith made a motion to approve the request. Commissioner Goudreau seconded the motion. Vote 5:0.

Chair Cox talked about filling the vacant position since this person moved.

Commissioner Smith and Rita Miller talked about moving as quickly as possible to fill the vacant position.

Commissioner Goudreau made a motion to approve filling the vacant position. Commissioner Davis seconded the motion. Vote 5:0.

Rita Miller stated that they have had several requests to make online tax payments, and they are beginning to work on it with BB&T.

Jessica Pevette, Blue Ridge Opportunity Commission, came before the Board to present their Community Services Block Grant application for 2014/15. She talked about the Emergency Assistance Program, their first priority, including Section I Identification of the Problem, Section II Resource Analysis including the community resources, Section III Goal and Strategy about long-range goal and strategies for achieving long-range goals. She further talked about the one-year work program in the amount of \$145,916, 1,300 expected to be served, implementation schedule and outcome measures.

Commissioner Smith and Jessica Pevette talked about the community resources.

Commissioner Leys talked about the percentage of total population by county below poverty level is scary and the State average/Alleghany average.

Commissioner Smith and Jessica Pevette talked about the proposed budget cuts. Dare Stromer mentioned that the United Way campaign hasn't ended so they don't know how much yet.

Commissioner Smith and Jessica Pevette talked about the BREMCO round-up program and they work with Alleghany Cares on this to share the responsibility, and the round-up monies are included the BREMCO amount.

Chair Cox and Jessica Pevette talked about the cut in those funds because of sharing the responsibility with Alleghany Cares.

Jessica Pevette talked about the Family Self Sufficiency program, including Section I Identification of the Problem, Section II Resource Analysis including the community resources, Section III Goal and Strategy about long-range goal and strategies for achieving long-range goals. She reviewed their long-range goal, selected strategy, project period, program amount is \$146,678, 18 projected new clients with 20 carryover clients, implementation schedule, outcome measures, and agency budget information.

Chair Cox and Jessica Pevette talked about the long-range goal of 18 by June 30, 2016, is feasible. She continued to talk about they give people the necessary tools, people relocate to find jobs, and how they are able to count their income after they relocate.

Commissioner Leys and Jessica Pevette talked about the chances are pretty good for approval of this grant application. Jessica Pevette talked about it has been proposed to receive an additional \$75,000 this year.

Commissioner Leys made a motion to approve the grant application. Commissioner Goudreau seconded the motion. Vote 5:0.

Beth Lovette, Appalachian District Health Department, presented their annual report. She talked about they are one of six multi-county health departments, and the Board of Commissioners appoints one Commissioner to their board, who appoints the remaining members. She reviewed a revenue pie chart and their targeted improvement areas. She talked about their Golden Leaf grant's progress. She further talked about they are working on customer service, and people can go to apphealth.com to give feedback. She further reviewed Allegheny County specific information. She talked about they have a new employee in environmental health, and they are working on improvements for the well/septic permits. She explained that they have an estimate to have all permits scanned and put online, which will enhance customer service. She encouraged everyone to get their flu shots and have their pets vaccinated against rabies.

Commissioner Leys asked her to discuss the availability of appointments at the Sparta location. Beth Lovette explained they are taking new patients at all locations and named services that are available.

Commissioner Leys talked about being very fortunate to have Beth Lovette over the Health Department and stated her appreciation. Beth Lovette said thank you, and talked about she has a very active board. She talked about how the County Manager participates also. Commissioner Leys talked about Beth Lovette understands the value of tax dollars and uses them very wisely.

Beth Lovette said thank you for the opportunity to serve the citizens of Allegheny County.

County Manager Don Adams presented a proposed medical director contract. He stated that the County is currently under contract with Dr. Ray. He explained that the State requires a physician, medical director, to provide oversight for EMS to operate and that EMS operates under that physician's license. He further explained that Dr. Ray has served in this capacity since 2002 and has done a good for Allegheny County. He stated that Dr. Ray does not practice medicine locally and does not have a direct relationship with the local hospital. He talked about there have been discussions to see if there is a local physician interested, and there is one interested. He reviewed the proposed contract with Dr. Denise Bryant, who does have a local practice and works with the Hospital in the emergency room. He explained that Dr. Bryant has agreed to get the required certifications. He further explained that he knows she has scheduled the certification training for mid-February, if the Board goes forward. He stated that this is nothing against Dr. Ray but thinks it would be more beneficial to have a local practicing physician. He reviewed the terms of the contract being \$10,000 a year to be paid out on a quarterly basis, current contract is \$8,000 a year and both contracts have a 30-day termination clause. He explained the two actions requested are to terminate the existing contract by providing the 30-day notice and adopt the new contract.

Commissioner Smith and County Manager Don Adams talked about the malpractice insurance is the same in both contracts.

Commissioner Leys asked if the County Attorney has reviewed this contract. County Attorney Donna Shumate answered yes she has.

Chair Cox and the County Manager talked about the pre-audit stamp in the contract and going to try to move monies so he won't have to come back for a budget amendment.

Commissioner Leys talked about it is a good value for us to have a local person.

Commissioner Leys made a motion allowing the County Manager to give the 30-day notice. Commissioner Goudreau seconded the motion. Vote 5:0.

Commissioner Leys made a motion to approve the medical director's contract with Dr. Bryant. Commissioner Smith seconded the motion. Vote 5:0.

County Manager Don Adams clarified that this contract is with a local practicing physician that practices in Allegheny County.

County Manager Don Adams presented the 2014/15 budget schedule. He explained that this is just starting the conversation about the budget. He read the proposed schedule.

Commissioner Smith and County Manager Don Adams talked about voting on the schedule and can add dates to it, if needed.

Chair Cox talked about the Board has to decide how many dates after the budget is presented to the Board.

Commissioner Smith made a motion to adopt the schedule. Commissioner Leys seconded the motion. Vote 5:0.

County Manager Don Adams said that the recently adopted Alleghany County Farmland Preservation Plan calls for the creation of an agricultural advisory board. He stated that after talking to Bob Edwards, Linda Hash and Aaron Ray Tompkins about the advisory board, he decided to come back to this Board to ask for creating an agricultural advisory nominating committee. He talked about the committee would consist of staff being Linda Hash, Aaron Ray Tompkins, Bob Edwards, along with a couple of Commissioners. He reminded everyone that the advisory board has been recommended to be 12-15 members, geographically represented for the entire county, and representative of all fields of agriculture. He talked about the importance to do this in a way to work with all groups of people and not be disrespectful.

Chair Cox talked about this is just a nominating committee and Bob Edwards, Linda Hash and Aaron Ray Tompkins serving on the committee. The County Manager explained that these people have already been involved with the Plan.

Commissioner Smith asked has Bob Edwards agreed that he would do this. County Manager Don Adams explained that he won't be doing any additional work. They talked about the work of the nominating committee and Bob Edwards has already submitted a list of names.

Commissioner Leys made a motion to nominate Chair Cox and Commissioner Smith to serve on this nominating committee along with Bob Edwards, Linda Hash and Aaron Ray Tompkins. Commissioner Davis seconded the motion.

Chair Cox and Commissioner Smith agreed to serve on this committee.

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

County Manager Don Adams presented budget amendment General Fund #11 in the amount of \$31,867 and QSCB Fund project ordinance amendment in the amount of \$31,797. He explained the two documents including the additional \$70 not received in interest is the difference in the monies between the two documents. He further explained there are two choices; \$70 transfer or reduce the budget by \$70.

Commissioner Leys made a motion to approve budget amendment General Fund #11 in the amount of \$31,867 and the QSCB Fund project ordinance amendment in the amount of \$31,797. Commissioner Smith seconded the motion. Vote 4:1 (John Goudreau).

County Manager Don Adams presented a letter from Sheriff Edwards requesting permission to fill two open deputy positions.

Commissioner Goudreau made a motion to honor the request. Commissioner Smith seconded the motion. Vote 5:0.

County Manager Don Adams said he was requested to meet with Judge Gregory, Judge Doughton and the Sheriff on Friday. He explained that Judge Gregory is going to write a letter to the Sheriff and the Commissioners regarding courthouse security. He talked about the Sheriff needs to come talk to this Board about what is needed for courthouse security. He further talked about the next step after receiving the letter is waiting until the Sheriff comes to talk to the Board about what is needed.

County Manager Don Adams explained that this next topic is for discussions only today. He said that Alleghany County does not have a credit card and everyone has worked to not one. He provided examples of things that credit cards are the only way to pay and employees have to use their personal credit cards then get reimbursed. He explained that it is difficult to operate today without a credit card. He stated that he still does not support a county credit card that goes out of the building. He presented a draft credit card use policy. He explained that this is the only secure way to do this; limit who can use it because it will not leave the Finance Office, still follows the

current purchasing procedures then purchases will be paid with the credit card only in the event that there are no other ways the transaction can be paid. He provided examples. He reiterated that he is not looking for approval at this meeting.

Commissioner Smith asked if this is approved, if someone wanted to use the credit card they have to go to the Finance Office. County Manager Don Adams agreed and said then the Finance Office would make the purchase. The County Manager talked about going to try to limit it for what type of purchases that can be made with the credit card and continued providing examples.

Commissioner Leys recommended calling the school board to get their policy. She talked about their policy.

County Manager Don Adams talked about registering for classes/hotels with the credit card, and still work out a way to pay for meals without using the credit card.

Commissioner Davis explained when he was an employee and the problems he ran into when ordering parts because the first thing they asked for was a credit card. He said as long as it stays in the Finance Office, it's a good thing.

Commissioner Goudreau talked about there are times that it is needed and with this policy as long as it stays in there. He said one other thing would be to provide a monthly summary to the Commissioners showing the expenditures so five more people are watching it.

Commissioner Leys and County Manager Don Adams talked about how meal advancements work including the requirements that receipts are required.

Commissioner Smith talked about the Division of Aging and Adult Services selected Karon Edwards, Director of Council on Aging, to represent Alleghany County and western North Carolina on a statewide committee as an in-home aid service provider. He said that she will represent everyone well.

Commissioner Leys asked about the transfer of the 1998 van.

County Manager Don Adams explained that he wasn't sure if this requires Board action. He further explained that assets are transferred between departments a lot. He said he will put this on the next agenda.

Commissioner Leys said that she attended Ernest Edwards' funeral last week. She talked about he was a WWII veteran, and reviewed some of his accomplishments including he was the Register of Deeds for 32 years.

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.

Commissioner Davis made a motion to enter into closed session under NCGS 143-318.11 (a) (3)—legal at 11:35am. Commissioner Goudreau seconded the motion. Vote 5:0.

Commissioner Smith made a motion to adjourn closed session at 11:55am and reconvened the regular meeting. Commissioner Davis seconded the motion. Vote 5:0.

Commissioner Leys made a motion to contract with Ed Woltz to study a permitting situation. Commissioner Davis seconded the motion. Vote 5:0.

Being no further business, Commissioner Goudreau made a motion to adjourn at 11:58am. Commissioner Davis seconded the motion. Vote 5:0.

Respectfully submitted,

Attest:

Karen Evans
Clerk to the Board

Larry Cox
Chairman