



The Alleghany County Board of Commissioners met in regular session on Monday, December 20th, 2021 at 10:00 am in the Board Meeting Room of the County Administration Building, 348 South Main Street, Sparta, North Carolina.

Present: Chair Bill Osborne, Commissioner Mechelle Luffman, Commissioner John Irwin, County Attorney, Heather Klein and Clerk to the Board Drew Todd.

Commissioner Mechelle Luffman made a motion to accept the agenda as amended. Commissioner John Irwin seconded. Vote 3:0.

Commissioner John Irwin made a motion to approve minutes with one change on 11/15 minutes. Commissioner Mechelle Luffman seconded. Vote 3:0.

Alleghany County Board of Commissioners

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County Commissioners
Bill Osborne
Bobby Irwin
Mark Evans
Mechelle Luffman
John U. Irwin, Jr.

County Manager
Michael L. Carter

Clerk to the Board
Drew Todd

County Attorney
Heather R. Klein

AGENDA

Monday December 20th, 2021
10:00 am

- 10:00 Meeting called to order
Pledge of Allegiance
Invocation
Approval of agenda
Motion on minutes from 11/1 work session, 11/1, 11/10, 11/15,
12/6 (pages 1-17)
- A. 10:05 **Public Comments:** Citizens are encouraged to comment at this time on any item(s) requiring the attention of the Commissioners. Guidelines for public comment are posted in the meeting room; please use the sign-up sheet provided.
- B. 10:20 **Presentations to the Board**
- i. Alleghany Chamber and County Marketing update – Lisa Bottomley
 - ii. COVID update – Jennifer Greene, AppHealth
 - iii. Audit presentation – Scott Wickham, Corbin Stone Robinson, Farmer, Cox Associates (available for inspection in Alleghany County Finance office or on Alleghany County Finance webpage: alleghanycounty-nc.gov/finance.php)
 - iv. Financial update – April Hamm, Finance Officer
 - v. Facilities update – David Spicer, Public Works Director
 - vi. County departments year-end updates:
 - a. NC Cooperative Extension, Amy Lucas
 - b. Elections, Sherry Dawson
 - c. Emergency Management, Daniel Roten *removed

- d. Emergency Medical Services, Linda Edwards
- e. Finance Office/Human Resources, April Hamm
- f. GIS, Mary Rector
- g. Information Technology, Chris Miller
- h. Planning & Inspection, Travis Dalton
- i. Public Transportation (AIM), Tiffany Boyer
- j. Public Works, David Spicer
- k. Recreation, Cole Edwards
- l. Register of Deeds, Miranda Roupe
- m. Social Services, Lisa Osborne
- n. Soil & Water Conservation Dist., Eric Hamilton
- o. Tax Office, Rita Miller
- p. Veterans Office, Marge Gray

C. 11:00 General Business

- a. Edwin Barquet, Ann Singer (River Country Estates) – Request for release of fire debris from clubhouse fire
- b. Laurel Springs VFD request for contingency funds – Morgan Reed *removed
- c. Rules of Procedures – Drew Todd (pages 18-27)
- d. Lions Club lease – Heather Klein, County Attorney (pages 28-34)
- e. Appoint Budget Committee
- f. RFQ Architectural/Engineering Services – County Manager, Michael Carter (pages 35-39)
- g. Rita Miller, Tax Administrator (pages 40-47)
 - a. Request for release/refund of solid waste fee - Residential – PIN 4010564637
 - b. Request for release/refund of solid waste fee - Campground/RV Park – PIN 4020970455
 - c. Request to approve late application – Arnold Greene

D. 12:00 Consent Agenda (Board action requested) (pages 48-56)

- i. Rita Miller, Tax Administrator
 - a. License Plate Agency month end report
 - b. November auto refunds
 - c. November real and personal property refunds
 - d. Real and personal property releases
 - e. Delinquent taxpayer contracts

E. 12:25 County Manager Comments

F. 12:30 County Commissioner Comments

G. Adjourn

Public comments

No comments.

General Business

River Country Estates request for construction debris relief

Edwin Barquette asked for relief for River Country Estates up to 150 tons of debris.

County Manager, Michael Carter said that would be a forgiveness of \$11,250. He said if the Board considers this at all, to consider 100 tons to set a “cap.”

Edwin Barquette said the tonnage he described would not include beneficial fill or other allowable materials.

Commissioner John Irwin made a motion to waive up to 75 tons of construction debris for River Country Estates. Commissioner Mechelle Luffman seconded. Vote 3:0.

Presentations to the Board

Alleghany County Marketing update

Lisa Bottomley clarified some of the structure changes by the Chamber. She explained the Chamber for Economic Development and the Alleghany Economic Development Alliance. She highlighted Chamber events from the past year. She went over the Chamber’s grant awards and advertising expenditures from the past year. She highlighted some boards/committees the Chamber is active in.

There was discussion between Lisa Bottomley and Commissioner John Irwin about specific events including the mudsling, Cycle NC, FiberFest and Demolition Derby. There was discussion about the Chamber budget.

Chair Bill Osborne and Commissioner Mechelle Luffman thanked Lisa Bottomley and the Chamber for their hard work.

COVID update

Jennifer Greene gave a COVID update including some new treatment options.

Audit presentation

Scott Wickham and Corbin Stone gave the 2021 Audit presentation.

Financial update

April Hamm, Finance Officer gave a financial update.

Facilities update

David Spicer, Public Works Director said the water damage estimate for the Courthouse has been negotiated with Caldwell Construction.

Commissioner John Irwin made a motion to approve for David Spicer to proceed with Caldwell Construction as the contractor to repair the water damage at the Courthouse. Commissioner Mechelle Luffman seconded. Vote 3:0.

David Spicer said recycling is up and running and signage/instructions are in place. He said we have a recycling container almost full and a cardboard dumpster full. He said a plan is in place for 90 S Main. He gave an animal control update. He said the biggest problem with recycling is people putting things in the hopper that don’t belong. He said Billings Heating & Air will honor their quote for the BDC equipment room but they haven’t completed that project yet. He said they have cleaned out 2/3 of the BDC basement and cages built for storage. He said on 1/13 the shredders are coming and as shredded stuff is moved out, more can go in.

County departments year-end updates

Amy Lucas gave an NC Cooperative Extension end-of-year update. She highlighted the PPE delivery project for farmers in the County as well as farm safety, National Congress and camps.

Sherry Dawson gave an Elections end-of-year update. She said we had a Wellness Check by the state. She said they shredded their available shred materials. She said they got rid of their physical server and went to a cloud-based server. She said the municipal election went well and candidate filing has been suspended for 2022.

Linda Edwards gave an EMS end-of-year update. She said there have been 1,899 EMS responses this year which is significantly higher than last year. She said the out-of-county transports has stayed the same over the last 4 years at roughly 36%. She said they could possibly request more funds for fuel next year. She said she doesn't foresee much impact from the assisted/independent living facility.

April Hamm gave a Finance/HR end-of-year update. She said the budget is the next big project in the Finance office. She went over some of what the Finance office does. She said we added an IT position and 2 full-time positions have been replaced in the Finance office. She said we are in the process of hiring the shared position between Finance and Tax. She listed the HR responsibilities.

Mary Rector gave a GIS end-of-year update. She listed the accomplishments of her department including addressing, roads, 911.

Chris Miller gave an IT end-of-year update. He said he is working on a new e-mail vendor, phone project, webpage admin, new computers/servers and security.

Travis Dalton gave a Planning & Inspections end-of-year update. He said new home permits are up from last year. He said additions and remodels are up. He said garages are down a little from last year. He said commercial permits are up. He said camper services are down. He said plats are up for the Planning Board. The Planning Board had 3 meetings which is up from last year. He said they are right at \$100,000 in permit fees.

Tiffany Boyer gave an AIM end-of-year update. She listed their hours worked and miles traveled with no accidents. She listed grants received. She said they have successfully transitioned from Medicaid to managed care.

David Spicer gave a Public Works end-of-year update. He said improvements at Veterans Park include the track and Charters of Freedom. He said the Transfer Facility employees have improved the looks and operation of the facility. He said he applied for a scrap tire grant and received 90% of the recycling grant proceeds. He said there has been 1,315,060 pounds of earthquake debris received at the Transfer Station. He said Daymark is occupying their building, COA earthquake damage has been repaired, most earthquake damage at the Admin building has been completed, earthquake damage has been repaired at the Sheriff's Department, 90 S Main is a work in progress. He said the new sign is in at the Fairgrounds. He reported the status of training for Animal Control.

Cole Edwards gave a Recreation end-of-year update. He said the Fairgrounds steering committee was a good addition and the rules and application have been updated. He listed events held at the Fairgrounds this year. He said marketing the Campground is on the radar moving forward.

Recess

Miranda Roupe gave a Register of Deeds end-of-year update. She listed projects her office is working on to make ROD business more efficient.

Lisa Osborne gave a Department of Social Services end-of-year update. She thanked the Board for their support of DSS. She listed the responsibilities of her department. She said the Medicaid unit has passed their audit for 12 months in a row at 100%.

Eric Hamilton gave a Soil and Water Conservation District end-of-year update. He highlighted contracts secured, grants and payouts for 2021.

Rita Miller gave a Tax Office end-of-year update. She said her department met all challenges head-on. She said their education continued this year via Zoom.

Marge Gray gave a Veterans Services Office end-of-year update. She said she has completed her National and State accreditations as well as the Disabled Veterans. She

said she has become a member of the VFW Auxiliary, American Legion, Marine Corp League and the Alleghany County Veterans Advisory Committee. She said she has become a member of Alleghany Lives because of the suicide numbers among veterans.

Commissioner John Irwin said the numbers of veteran suicides have gone up since COVID and said it is not active-duty veterans. He said Marge receives calls weekly from veterans outside the county coming to her because they know she will respond. He thanked Marge for her efforts.

General Business

Rules of Procedures

Commissioner John Irwin made a motion to accept Rules of Procedures as presented. Commissioner Mechelle Luffman seconded. Vote 3:0.

Lions Club lease

County Attorney, Heather Klein explained the requested changes to the Lions Club lease.

Commissioner Mechelle Luffman made a motion to accept the Lions Club lease as presented. Commissioner John Irwin seconded. Vote 3:0.

RFQ for engineering/architectural services

County Manager, Michael Carter explained the RFQ he prepared.

Commissioner Mechelle Luffman made a motion to accept the RFQ as presented. Commissioner John Irwin seconded. Vote 3:0.

Request for release of solid waste fee

Commissioner John Irwin made a motion to approve request for release of solid waste fee for parcel ID: 4010564637. Commissioner Mechelle Luffman seconded. Vote 3:0.

Commissioner John Irwin made a motion to approve request for release of solid waste fee for parcel ID: 4020970455. Commissioner Mechelle Luffman seconded. Vote 3:0.

Request to approve late application

Commissioner John Irwin made a motion to approve request to approve late application Arnold Greene. Commissioner Mechelle Luffman seconded. Vote 3:0.

Consent Agenda

Commissioner John Irwin made a motion to approve the Consent Agenda. Commissioner Mechelle Luffman seconded. Vote 3:0.

Appoint Budget Committee

Chair Bill Osborne said the Budget Committee has traditionally been the Chair and Vice-Chair.

Commissioner John Irwin said he recommends the budget committee be comprised of commissioners who are not seeking re-election.

Commissioner John Irwin made a motion to table the budget committee appointments until the first meeting in January. Commissioner Mechelle Luffman seconded. Vote 3:0.

County Manager comments

County Manager, Michael Carter said County offices will be closed December 23, 24 and 27. He said the Transfer Station will close at 1:00 on 12/24 and be closed 12/25. He said he has received the notice of cancellation of the tax collection agreement. He said we will continue to provide a high level of service to county residents and continue our professionalism. He thanked the department heads who were here and presented today.

County Commissioner comments

Commissioner John Irwin complimented Lisa Osborne on her presentation on the Chamber of Commerce. He said they were told they would be provided metrics for the Chamber for Economic Development and now the entity doesn't exist. He said very good job but he was confused. He said the County provides \$47,500 for the Chamber but questions the budget presented to the TDA where 72.8% is for salaries. He said the financials from the Agricultural Fair were never presented. He said we haven't had a briefing on the Fairgrounds Steering Committee. He said there is a partial list with appointments made by the Board because for some reason in the past, no one kept track of that. He commended the County Manager and his staff for the financial successes presented today. He said he is looking forward to the installation of the new phone system. He said the capabilities will be a revelation to the county workers. He encouraged people to file.

Commissioner Mechelle Luffman said she is proud of the county and thanked Michael Carter for his leadership. She wished everyone a Merry Christmas and Happy New Year.

Chair Bill Osborne said all of our folks are busy working hard for Alleghany County. He wished all County employees a Merry Christmas and a safe holiday. He said the audit report was outstanding. He encouraged everyone to make church a part of their weekend.

Commissioner John Irwin made a motion to adjourn. Commissioner Mechelle Luffman seconded. Vote 3:0.

Respectfully Submitted,

Drew Todd
Clerk to the Board

Bill Osborne
Chairman