The Alleghany County Board of Commissioners met in regular session on Monday, July 18th, 2022 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 Mark Evans, Commissioner Bobby Irwin, Commissioner Mechelle Luffman, Commissioner John Irwin, County Manager, Michael Carter, County Attorney, Heather Klein, Clerk to the Board, Drew Todd.

Commissioner Mark Evans made a motion to approve the amended agenda. Commissioner Mechelle Luffman seconded. Vote 5:0.

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 July 18th, 2022
10:00 am

10:00 Meeting called to order
Pledge of Allegiance
Invocation
Approval of agenda

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. ASTA funding and statewide trail system update – Lou Morrison
- ii. AppHealth septic permitting – Andy Blethen
- iii. HR report – April Hamm, HR Officer
- iv. Financial update – April Hamm, Finance Officer
- v. Facilities update – David Spicer, Public Works Director

C. 10:40 **General Business**
- a. Job Descriptions – Miranda Roupe, Register of Deeds (pages 1-8)
  - a. Assistant Register of Deeds
  - b. Deputy Register of Deeds
- b. Resolution Declaring Surplus Property – Daniel Roten, Emergency Management Coordinator (page 9)
- c. Regional Hazard Mitigation Plan – Daniel Roten
- d. Commissioner John Irwin meeting reviews:
  - a. Council on Aging

b. Workforce Consortium
c. Virginia Carolina Water Authority
d. Alleghany County Group Home

e. April Hamm, Finance Officer
a. Pay plan effective 7/26/22 (pages 10-12)
b. Fifth Third banking paperwork (pages 13-18)
c. Civil Rights Compliance Policy for ARPA (pages 19-22)
d. End of fiscal year line-item transfers (page 23)
e. Opioid Settlement fund budget amendment #1 (page 24)

f. Commissioner appointments review – Chair Bill Osborne (pages 25-27)

g. Earthquake tipping fees – Assistant County Manager, Drew Todd

D. 11:00 **Consent Agenda (pages 28-64)**

i. Rita Miller, Tax Administrator
a. License Plate Agency month end report
b. June auto refunds
c. June real and personal property refunds
d. Real and personal property releases
e. Collections monthly totals report
f. Delinquent taxpayer contracts
g. 2021 Unpaid real and personal property tax
h. 2011 Insolvents
i. 2021 Settlement of real/personal and VTS tax
j. 2022 Order to Collect
k. Appeal of Motor Vehicle Value – 2002 Ford F150 Truck
l. Request to Approve Late Application – 3978-07-1446

E. 11:15 **County Manager Comments**

a. June building inspection report (page 65)

F. 11:25 **County Commissioner Comments**

G. 11:45 **Adjourn**

Presentations to the Board

AppHealth septic permitting

Andy Blethen gave a presentation about well and septic permitting. He said there is a mechanism to charge for a "wasted visit" but they use it for people who know the process and simply don't follow it. He says there are a lot of wasted site visits because the prep hasn't been completed, specifically property lines. He gave an update on new session law regarding private permitting that should speed up the overall permitting process because AppHealth employees are not performing the site-prep visits. He said as long as setbacks are met, there is no minimum lot size for septic. He said they are seeing more and more people using the private Soil Scientists but currently the charge is the full permit fee.

Jen Greene said legislation amending the requirements for Environmental Health Specialists did not pass the short session. She said they have filled all their Environmental Health Specialist positions. She invited the Board to attend a virtual Environmental Health Stakeholders meeting on July 26th.

HR update

April Hamm, HR Officer recognized Debbie Carico as retiring on August 1st.

Financial update
April Hamm gave the financial update.

Facilities update
David Spicer, Public Works Director said we are continuing our meetings with RND Architects about 90 S Main and the Courthouse. He said Dispatch is still ongoing and site prep for the tower is complete. He said we are waiting on the tower and consoles. He said the generator is getting closer and the control wires are already in place. He said work on the Admin flooring should begin this week. He said we may have the rework the RFP for temporary tipping floor. He said cardboard and comingled recycling have been disposed of. He said the Fiddlers Convention went well. He said the animal shelter is still closed due to vacations and gave an Animal Control update. He said he appreciated the public for working with the animal shelter being closed for repairs. He asked the public to follow proper channels when reporting animal well-checks and running at large.

General Business
ROD Job Descriptions
Miranda Roupe, Register of Deeds explained the need for Deputy Register of Deeds.

Commissioner Mark Evans made a motion to approve the job descriptions as presented. Commissioner John Irwin seconded. Vote 5:0.

Resolution Declaring Surplus Property
Daniel Roten, Emergency Management Coordinator explained NCOSBM's interested in transferring two campers to Haywood County to aid in a disaster event there.

Commissioner John Irwin made a motion to approve the Resolution Declaring Surplus Property. Commissioner Mechelle Luffman seconded. Vote 5:0.

Regional Hazard Mitigation Plan
Daniel Roten recapped the Regional Hazard Mitigation Plan.

Commissioner John Irwin made a motion to approve the Regional Hazard Mitigation Plan. Commissioner Mark Evans seconded. Vote 5:0.

Committee updates
Commissioner John Irwin gave an update on meals delivered by the Council on Aging. He said there is a shortage of volunteers and CNAs.

Commissioner John Irwin said the other counties in the Workforce Consortium are having the same problem with filling appointments.

Commissioner John Irwin said the Virginia Carolina Water Authority hasn't had a quorum for a year.

Commissioner John Irwin said the Alleghany County Group Home received the van from AIM and they are happy. He said the Group Home developmentally challenged workers cannot work if the temperature is above 82 degrees. He said they requested an A/C unit from ARPA funds.

FY22/23 pay plan
Commissioner John Irwin made a motion to approve the FY22/23 pay plan. Commissioner Mechelle Luffman seconded. Vote 5:0.

Fifth Third banking paperwork
Commissioner John Irwin made a motion to approve the Fifth Third banking paperwork. Commissioner Mark Evans seconded. Vote 5:0.

Civil Rights Compliance Policy for ARPA

Commissioner John Irwin made a motion to approve the Civil Rights Compliance Policy for ARPA. Commissioner Mechelle Luffman seconded. Vote 5:0.

End of year line-item transfers

Commissioner John Irwin made a motion to approve end of year line-item transfers. Commissioner Mark Evans seconded. Vote 5:0.

Opioid settlement fund budget amendment #1

Commissioner Mark Evans made a motion to approve the Opioid Settlement fund budget amendment #1. Commissioner John Irwin seconded. Vote 5:0.

Boards/Committees review

Chair Bill Osborne explained the violations to the Code of Ethics by Commissioner John Irwin and the action the Board intends to take by removing Commissioner John Irwin from his committee appointments.

Commissioner Mark Evans made a motion to remove Commissioner John Irwin from the stated committees he currently sits on. Commissioner Bobby Irwin seconded. Vote 5:0.

Chair Bill Osborne consulted with Commissioner Mark Evans, Commissioner Bobby Irwin and Commissioner Mechelle Luffman to redistribute the boards and committees Commissioner John Irwin was just removed from.

Earthquake debris tipping fees

Assistant County Manager, Drew Todd explained the process for contractors to be reimbursed for earthquake debris tipping fees if the Board decided to let the waiver run out as of 6/30/22.

Commissioner Mechelle Luffman made a motion to let the earthquake debris tipping fee waiver end as of June 30, 2022. Commissioner Bobby Irwin seconded. Vote 5:0.

Consent Agenda

Commissioner Mark Evans made a motion to accept the Consent Agenda as presented. Commissioner Bobby Irwin seconded. Vote 5:0.

Rita Miller, Tax Administrator said the LPA will be closed the week of August 8-12.

County Manager comments

Drew Todd encouraged the Board to look at the building inspections report and thanked Debbie Carico for her dedicated service

County Commissioner comments

Commissioner Bobby Irwin said the Fiddler's Convention had a great weekend and there was a memorial service/celebration at Veterans Park.

Commissioner John Irwin said he would like a copy of the statement read by the Chair and wanted to let the public know he was completely blindsided and he will have more to say after consultation with an attorney.

Commissioner Mechelle Luffman gave kudos to Lisa Bottomley and the Chamber. She said she regrets that Lisa was publicly embarrassed by comments made on Facebook.

Chair Bill Osborne said the Fiddler's Convention was a huge success and thanked people for their support.

Adjourn

Commissioner Mark Evans made a motion to adjourn. Commissioner Mechelle Luffman seconded. Vote 5:0.

Respectfully Submitted,

Drew Todd Clerk to the Board	Bill Osborne Chairman