



The Alleghany County Board of Commissioners met in regular session on Monday, August 15th, 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 Bobby Irwin made a motion to approve the agenda. Commissioner Mechelle Luffman seconded. Vote 5:0.

Commissioner John Irwin made a motion to approve the minutes with one date correction. Commissioner Bobby Irwin seconded. Vote 5:0.

### Alleghany County Board of Commissioners

348 South Main Street  
Post Office Box 366  
Sparta, NC 28675  
Tel: (336) 372-4179  
Fax: (888) 369-2621

#### *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 August 15, 2022

10:00 am

- 10:00 Meeting called to order  
Pledge of Allegiance  
Invocation  
Approval of agenda  
Motion on minutes from 8/1, 8/9 work session (pages 1-5)
- 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. Recreation Rental Procedure update – Randy Murphy, Recreation Director
  - ii. TDA Q4 Annual Report – Steve Mason
  - iii. HR Update – April Hamm, HR Officer
  - iv. Finance Update – April Hamm, Finance Officer
  - v. Facilities Update – David Spicer, Public Works Director
- C. 10:40 **General Business**
- a. ROD budget amendment #3 (page 6)
  - b. Earthquake Fund budget amendment #1 (page 7)
  - c. End of Fiscal Year line-item transfer request (pages 8-9)
  - d. EMS Schedule and Staffing changes

**D. 11:00 Consent Agenda (pages 10-29)**

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

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

- a. July building inspection report (page 30)
- b. Alleghany County VFDs OSFM inspections report (pages 31-32)

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

**Request for Closed Session Pursuant to G.S. 143-318.11.(a)-(3) To consult with an attorney**

**G. 11:45 Adjourn**

**Public Comments**

Marge Gray recognized Eric Murphy for his participation in the USA Special Olympics in Florida.

**Presentations to the Board**

Recreation rental procedure update

Randy Murphy explained the changes to the Recreational Rental Procedure.

TDA Q4 report

Steve Mason gave the TDA Q4 annual report.

HR update

April Hamm, HR Officer gave the HR update and recognized two employees who are retiring at the end of this month; Teresa Hurley and Margaret Williams.

Financial update

April Hamm, Finance Officer gave the Finance update including a snapshot of how the county has improved over the past three years.

Facilities update

David Spicer, Public Works Director gave the Facilities update. He said the carpet is down in the Administration building, waiting on cove base then he will begin the flooring project upstairs. He said the consoles are in Dispatch but they aren't finished yet and the racks are in the server room. He said the tipping floor RFP should be finalized soon. He requested a day of closure for the Transfer Station on September 20<sup>th</sup> to allow for some repairs that cannot be done during normal operation. He gave an update on recycling. He said the pressure reducing valve will be replaced at the show barn this week. He said the Animal Shelter is up and running but full. He gave an Animal Control update. He said we are still working with RND Architects on 90 S Main. He said the brick has been delivered at Veterans Park for the Charters of Freedom but the brick had been delayed. He said the man who was going to install the brick had to move to another job since the brick was delayed but all the materials are there and he is ready to get started weather permitting.

**General Business**

ROD Budget amendment

Commissioner Mark Evans made a motion to approve ROD budget amendment #3. Commissioner Bobby Irwin seconded. Vote 5:0.

#### Earthquake Fund budget amendment

Commissioner Mark Evans made a motion to approve Earthquake Fund budget amendment #1. Commissioner Bobby Irwin seconded. Vote 5:0.

#### End of year line item transfers

Commissioner Mechelle Luffman made a motion to accept End of Year line-item transfers. Commissioner Bobby Irwin seconded. Vote 5:0.

#### EMS Schedule and staffing changes

County Manager, Michael Carter gave a staffing update at EMS. He said there have been times when EMS was down three employees and there were times when we operated one truck because of lack of staff. He said the decision to adjust the schedule and pay structure at EMS was to benefit our current employees. He said the way to achieve more time off for employees and adding the second truck back at night is to implement a "Modified 24/28" schedule and add two more employees. He said we are at full (12) staff as of last week. He said one candidate has been vetted and is waiting to start work, another candidate has been interviewed and staff is checking references. He said there is also the possibility to utilize part-time staff to fill these shifts until full-time positions employees are hired. He said these changes have made our positions more desirable to potential employees. He said the successful implementation of the ¼ cent sales tax allows us to add these additional employees. He suggested leaving the budget as-is today then coming back in Q3 to amend the budget after some ¼ cent sales tax revenue is recognized. He said the implementation date for the new schedule is September 1.

April Hamm said we have accomplished being competitive and attractive to recruit and retain staff.

Michael Carter thanked the current EMS staff and the Board of Commissioners for the challenges during this transition.

Commissioner Mark Evans made a motion to approve adding two positions to EMS, implementing a Modified 24/48 schedule and allow for the financial component to be discussed at a later date. Commissioner Mechelle Luffman seconded. Vote 5:0.

#### **Consent Agenda**

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

#### **County Manager comments**

County Manager, Michael Carter encouraged the Board to look over the July Building Inspections report. He said all departments have passed their OSFM inspections. He pointed out that August has the opportunity for a joint meeting with the Town of Sparta and said if there are topics to please be thinking about them and submit them by the end of the week. He emphasized the importance of the growing fund balance. He reminded the Board he will not be at the next meeting.

#### **County Commissioner comments**

Commissioner Mark Evans thanked the folks who spoke about the concerns at EMS. He said he did not realize the standby impact on the Rescue Squad but he is very thankful for them helping us get through this short season. He said the financials are very impressive and is due to a lot of hard work.

Commissioner Bobby Irwin said the success of the EMS situation goes to the people of the county who voted for the ¼ cent sales tax. He recognized Melissa Vestal who is representing the Alleghany County Educational Foundation.

Commissioner John Irwin thanked Michael Carter, EMS and county staff for the efforts made. He said we are truly blessed to have Michael in this county.

Commissioner Mechelle thanked Michael Carter and staff. She said she would like to see second round ARPA funds go towards alleviating the impact of inflation in the

community such as school lunches. She said we need to celebrate the agricultural community and expose our kids to the outstanding Ag Fair.

Chair Bill Osborne said he is glad to see the EMS solution come forth. He said he solutes EMS and Rescue Squad for their service. He said the Ag Fair starts on August 25<sup>th</sup>. He thanked Michael Carter for his hard work on the fund balance and never backing down from a problem.

**Closed Session**

Commissioner Bobby Irwin made a motion to go in to closed session. Mark Evans seconded. Vote 5:0.

Chair Bill Osborne said the Board only went into closed session for the reason identified.

Commissioner Mark Evans made a motion to approve the settlement agreement in the amount of \$19,000 to a previous vendor for agreed upon expenses. Commissioner Bobby Irwin seconded. Vote 5:0.

**Adjourn**

Commissioner Mark Evans made a motion to adjourn. Commissioner Bobby Irwin seconded. Vote 5:0.

Respectfully Submitted,

Drew Todd  
Clerk to the Board

Bill Osborne  
Chairman