

Ashe County

*150 Government Circle
Jefferson, NC 28640*



Meeting Minutes - Final

Tuesday, January 22, 2019

9:00 AM

Commission Meeting Room

County Commission

Chairperson Todd McNeill

Vice Chair William Sands

Commissioner Larry Rhodes

Commissioner Paula Perry

Commissioner Larry Dix

BUSINESS SESSION**I. 9:00 AM - Meeting Called to Order at the Ashe County Courthouse**

Chairman McNeill called the Regular Meeting of the Ashe County Board of Commissioners to order at 9:00 a.m. at the Ashe County Courthouse.

Present: 5 - Commissioner Todd McNeill, Commissioner William Sands, Commissioner Larry Rhodes, Commissioner Paula Perry and Commissioner Larry Dix

II. Pledge of Allegiance/Opening Prayer

Commissioner Rhodes led the Pledge of Allegiance and Vice Chairman Sands offered the opening prayer.

III. Approval of Minutes**IV. Adoption of Agenda**

Commissioner Rhodes made a motion to add DSS Director Tracie Downer to the agenda to provide an update to the Board. Vice Chairman Sands seconded the motion. The motion passed with unanimous approval.

Adopted

For: 5 - Commissioner McNeill, Commissioner Sands, Commissioner Rhodes, Commissioner Perry and Commissioner Dix

V. Public Comment

Chairman McNeill opened the floor for comments from the public. No comment was offered.

VI. Presentations

[PRES 19-18](#) 9:00 AM - DSS Director Tracie Downer - Update Regarding Effect of Government Shutdown on DSS Services

Department of Social Services Director Tracie Downer provided an update regarding the effect that the government shutdown is having on Food and Nutrition services provided by DSS.

[PRES 19-6](#) 9:05 AM - Stacey Howell, CSBG Program Assistant - Blue Ridge Opportunity Commission (BROC) Annual Report

Attachments: [01-22-19 BROC Annual Report](#)

Stacey Howell, CSBG Program Assistant with Blue Ridge Opportunity Commission (BROC), presented information regarding BROC's annual report for FY2019-20. Grant funding is provided for the Emergency Assistance Program (EAP) and the Family Self-Sufficiency Program (FSSP). Ms. Howell explained that there has been a steady increase in requests for EAP funds. She provided information regarding program needs. Next, Ms. Howell provided information regarding the FSSP explaining the budget and services offered through the program. Commissioner Rhodes made a motion to approve the FY2019-20 Community Services Block Grant Application as submitted to the Board of Commissioners. Commissioner Perry seconded the motion. The motion passed with

unanimous approval.

Approved

For: 5 - Commissioner McNeill, Commissioner Sands, Commissioner Rhodes,
Commissioner Perry and Commissioner Dix

PRES 19-7 9:20 AM - Becky Goss, Director - Mount Jefferson Child Development Center (MJCDC) Six-month Update

Attachments: [01-22-19 MJCDC Six-month Update](#)

Don Church, chair of the Mount Jefferson Child Development Center Board, and Center Director Becky Goss, provided a six-month update on Mount Jefferson Child Development Center (MJCDC) since its move to Family Central. Mr. Church told the Board that a site for the new childcare center has been purchased at the old Colvard Manor property in West Jefferson. A conditional use permit has been obtained and an architect has been hired for the project. The facility will contain 12,000 square feet of space, 12,500 square feet of playground space, and 70 parking spaces at a cost of \$1,250,000. Bids will be let the end of February with a projected completion date in approximately one year. One-hundred fifty children will be served in the new facility. Mr. Church reviewed the financial report passed out to the Board as requested during their last presentation to the commissioners. He explained variances in the report due to payments from the government for 70% of the children enrolled that receive child care subsidy. Director Becky Goss told the Board that there has not been an issue so far from the government shutdown.

PRES 19-8 9:35 AM - Volunteer Coordinator Terri Hopkins - Request for Approval of Volunteer Awards Ceremony, Timeline and Letters

Attachments: [01-22-19 Volunteer Awards Ceremony Approval Request](#)

Volunteer Coordinator Terri Hopkins made a request for approval of the 34th annual Volunteer Awards Ceremony which will be held on April 4, 2019 at the Ashe County High School with registration beginning at 6:15 p.m. and the ceremony at 7:00 p.m. Commissioner Rhodes made a motion to approve the Volunteer Awards Ceremony as presented. Commissioner Dix seconded the motion. The motion passed with unanimous approval.

Approved

For: 5 - Commissioner McNeill, Commissioner Sands, Commissioner Rhodes,
Commissioner Perry and Commissioner Dix

PRES 19-9 9:45 AM - Ashe Services for Aging Director Patricia Calloway & Finance Officer Mary Owen - Home & Community Care Block Grant (H&CCBG) Budget Revision

Attachments: [01-22-19 ASA H&CCBG Budget Revision Approval](#)

Ashe Services for Aging Director Patricia Calloway provided an explanation of the Home & Community Care Block Grant (H&CCBG) program. Finance Officer Mary Owen explained revisions to the budget that will need to be approved by the Board. Commissioner Rhodes made a motion to approve the H&CCBG budget revision for Ashe Services for Aging. Vice Chairman Sands seconded the motion. The motion passed with unanimous approval.

Approved

For: 5 - Commissioner McNeill, Commissioner Sands, Commissioner Rhodes, Commissioner Perry and Commissioner Dix

[PRES 19-10](#) 9:55 AM - Ashe Services for Aging Director Patricia Calloway - Reappointment of NC Senior Tarheel Legislature Delegates Charles & Louise Caudill

Attachments: [01-22-19 Senior Tarheel Legislature Delegate Reappointments](#)

Ashe Services for Aging Director Patricia Calloway updated the Board on the Senior Tarheel Legislature program. Delegate Charles Caudill explained responsibilities and duties of delegates to the Senior Tarheel Legislature who serve as advocates for senior adults throughout the State. Commissioner Rhodes made a motion to reappoint Charles and Louise Caudill as Senior Tarheel Legislature Delegates to represent Ashe County. Commissioner Perry seconded the motion. The motion passed with unanimous approval.
Approved

For: 5 - Commissioner McNeill, Commissioner Sands, Commissioner Rhodes, Commissioner Perry and Commissioner Dix

[PRES 19-11](#) 10:00 AM - Amanda Gentry, Ashe County Farmer's Market - Request for Funding for New Manager Position

Attachments: [01-22-19 Farmer's Market Manager Position Funding Request](#)

Amanda Gentry, vice president of the Ashe County Farmer's Market Board, told the commissioners that there are 63 members that belong to the Ashe County Farmer's Market. Sixty percent of the membership are farmers and 40% are crafters. The Farmer's Market Board is in the process of hiring a new market manager with a strong skill set and the budget committee is working to increase revenues. Due to turnover in the position, the Farmer's Market Board believes better pay is needed to retain a market manager. Plans are to increase membership fees and to establish a three-year plan for the Farmer's Market. A request is being made for the County to fund \$3000 toward the increase in salary for a new marketing manager this year and to come back at the end of the year with reassessment of the need for an additional funding request in 2020. The Farmer's Market Board believes that by putting these steps in place that in three years the program will be self-sustaining. Chairman McNeill opened the floor for comments and questions from the Board. Vice Chairman Sands made a motion to appropriate \$3000 for the Ashe County Farmer's Market to be used toward the salary of a new marketing manager. Commissioner Dix seconded the motion. Vice Chairman Sands stated that the funds will be appropriated from Occupancy Tax monies. Commissioner Rhodes questioned funding being appropriated from Economic Development funds instead of Occupancy Tax funds. Commissioner Perry agreed with Commissioner Rhodes that the funding should be appropriated from Economic Development monies. Finance Officer Sandra Long told the Board that the monies can be appropriated from either Occupancy Tax funds or Economic Development funds. The Board discussed and agreed to appropriate the \$3000 from Economic Development funds. Vice Chairman Sands amended his motion to state that funding will be appropriated from Economic Development funds. Commissioner Rhodes made a second to the amended motion. The motion passed with unanimous approval.

Approved

For: 5 - Commissioner McNeill, Commissioner Sands, Commissioner Rhodes, Commissioner Perry and Commissioner Dix

PRES 19-12 10:10 AM - Acting County Manager Adam Stumb - 2019 Urgent Repair Housing Program

Attachments: [01-22-19 Urgent Repair Housing Program 2019](#)

Acting County Manager Adam Stumb provided information to the Board regarding an application being submitted by the High Country Council of Governments for Ashe County to receive funding in the amount of \$100,000 for the 2019 Urgent Repair Housing Program. There is a limit of \$10,000 per each household for urgent repairs. The High Country Council of Governments will be responsible for administration of the project and the County will utilize DSS and the Building Inspections Department for site work. Commissioner Dix made a motion to approve the 2019 Urgent Repair Housing Program application. Commissioner Rhodes seconded the motion. The motion passed with unanimous approval.

Approved

For: 5 - Commissioner McNeill, Commissioner Sands, Commissioner Rhodes, Commissioner Perry and Commissioner Dix

PRES 19-13 10:20 AM - Tax Administrator Chris Lambert - Monthly Tax Report for December 2018

Attachments: [01-22-19 Monthly Tax Report](#)

Tax Administrator Chris Lambert presented the December 2018 Monthly Tax Report for approval by the Board. Commissioner Rhodes made a motion to approve the Tax Report as presented. Vice Chairman Sands seconded the motion. The motion passed with unanimous approval.

Tax Administrator Chris Lambert also provided a brief update on the 2019 property revaluation.

Approved

For: 5 - Commissioner McNeill, Commissioner Sands, Commissioner Rhodes, Commissioner Perry and Commissioner Dix

PRES 19-14 10:25 AM - Tax Administrator Chris Lambert - Suggested 2019 Board of Equalization & Review Schedule

Attachments: [01-22-19 Board of E&R Suggested Meeting Schedule 2019](#)

Tax Administrator Chris Lambert presented the Board with a list of possible dates to hold the 2019 Board of Equalization and Review meetings. Board members will submit a list of dates that they are available to attend the meetings.

PRES 19-15 10:30 AM - Tax Administrator Chris Lambert - Request for Approval of Job Description Changes for Vehicle Registration Clerk

Attachments: [01-22-19 Vehicle Registration Clerk I Job Description](#)

Tax Administrator Chris Lambert made a request for approval of changes to the job description for the Vehicle Registration Clerk. He explained to the Board that there are three employees in the DMV department. A request was made to allow one employee to move between DMV and Tax Administration to assist with workload. Commissioner Rhodes made a motion to allow one employee in the DMV office to also work in the Tax Administration office as needed. Vice Chairman Sands seconded the motion. The

motion passed with unanimous approval.

Approved

For: 5 - Commissioner McNeill, Commissioner Sands, Commissioner Rhodes, Commissioner Perry and Commissioner Dix

PRES 19-16 10:35 AM - Tax Administrator Chris Lambert - Request for Approval of Salary Reclassification for Vehicle Registration Clerk II

Attachments: [01-22-19 Vehicle Registration Clerk II Salary Reclassification Request](#)

Tax Administrator Chris Lambert made a request for approval of a salary reclassification for the Vehicle Registration Clerk II position. He explained that there are no funds needed for his request to increase the position from Grade/Step 62/5 to Grade/Step 63/5. The funds are already in the budget. Commissioner Rhodes made a motion to approve the salary reclassification for the position of Vehicle Registration Clerk II from Grade/Step 62/5 to Grade/Step 63/5. Vice Chairman Sands seconded the motion. The motion passed with unanimous approval.

Approved

For: 5 - Commissioner McNeill, Commissioner Sands, Commissioner Rhodes, Commissioner Perry and Commissioner Dix

GENERAL SESSION

Appointments

APP 19-3 Planning Board Appointment & Reappointment

Attachments: [01-22-19 Planning Board Appointment Application - David McMillan](#)
[01-22-19 Planning Board Reappointment Application - Priscilla Cox](#)

Acting County Manager Adam Stumb updated the Board regarding additional applications received for the Planning Board after an article was in the newspaper about the need for citizens to serve on the Planning Board. There was one application in the agenda packet for the empty seat and one application for reappointment. Commissioner Perry made a motion to table a vote on filling the empty seat on the Planning Board until the next meeting so that all of the applicants can be considered. Commissioner Rhodes stated that in fairness to the one applicant that submitted his application in time to be in the agenda packet that this needs to be voted on now. Chairman McNeill stated that the other applications did not come in late by neglect. Commissioner Dix has talked with some folks and the newspaper article brought out the interest for others to apply. With no further discussion, Commissioner Dix made a second to the motion on the floor. The motion passed 3 - 2, with Commissioners Rhodes and Sands voting in opposition.

Tabled

For: 3 - Commissioner McNeill, Commissioner Perry and Commissioner Dix

Against: 2 - Commissioner Sands and Commissioner Rhodes

VII. Commissioner Comments

VIII. Announcements

IX. Executive Session[ES 19-2](#)

G.S. 143-318.11 (a) (4) - Economic Development Issues & G.S. 143-318.11 (a) (5) - Acquisition of Real Property

Commissioner Rhodes made a motion for the Board to enter into Executive Session to discuss Economic Development issues as provided for under G.S. 143-318.11 (a) (4) and acquisition of real property as provided for under G.S. 143-318.11 (a) (5). Chairman McNeill declared the Board into Executive Session at 10:30 a.m. and out of Executive Session at 11:52 a.m., with no action taken.

Approved

For: 5 - Commissioner McNeill, Commissioner Sands, Commissioner Rhodes, Commissioner Perry and Commissioner Dix

X. Adjournment

Commissioner Dix made a motion to adjourn the meeting at 11:53 a.m. Commissioner Perry made a second to the motion. The motion passed with unanimous approval.

Approved

For: 5 - Commissioner McNeill, Commissioner Sands, Commissioner Rhodes, Commissioner Perry and Commissioner Dix

Citizens with disabilities requiring special needs to access the services or public meetings of Ashe County Government should contact the County Manager's Office three days prior to the meeting by calling (336) 846-5501.