

DRAFT

MINUTES

STATE OF NORTH CAROLINA
COUNTY OF HENDERSON

BOARD OF COMMISSIONERS
WEDNESDAY, SEPTEMBER 16, 2015

The Henderson County Board of Commissioners met for a regularly scheduled meeting at 9:00 a.m. in the Commissioners' Meeting Room of the Historic Courthouse on Main Street, Hendersonville.

Those present were: Chairman Tommy Thompson, Vice-Chairman Charlie Messer, Commissioner Grady Hawkins, Commissioner Mike Edney, Commissioner William Lapsley, County Manager Steve Wyatt, Assistant County Manager Amy Brantley, Attorney Russ Burrell and Clerk to the Board Teresa Wilson.

Also present were: Management Assistant Megan Powell, Director of Business and County Development John Mitchell, Finance Director Carey McLelland, Library Director Trina Rushing, Assistant Library Director Sara McGough, EMS Director Mike Barnett, Central Services Manager Jerry Tucker, Senior Planner Autumn Radcliff, Capital Projects Manager David Berry, Captain Steve Carter, Deputy Fire Marshal Wally Hollis, Engineer Marcus Jones, Deputy Rick Stone and Deputy Brent Cantrell as security, Assistant Engineer Natalie Berry & PIO Kathy Finotti – videotaping.

CALL TO ORDER/WELCOME

Chairman Thompson called the meeting to order and welcomed all in attendance.

INVOCATION

County Manager Steve Wyatt provided the invocation.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the American Flag was led by Commissioner Hawkins.

INFORMAL PUBLIC COMMENTS

1. Cheryl Staton – feels the library staff is doing a great job with the materials evaluation project.
2. Bill Ramsey – feels the library staff is doing a great job with the materials evaluation project.
3. Rand Bishop – is concerned with books being discarded that should be retained for heritage. He feels the library is only looking for more meeting space.
4. Ken Fitch – is concerned with books being discarded that are important (i.e. Pulitzer Prize winning books, biographies of local citizens).
5. Karen Heggen – was not aware of any signage at the library informing the public of the removal of books. She feels some books are read within the library and not counted as “checked out”.
6. Judy Hansen – is the President of the Board of the Blue Ridge Literacy Council. She supports more study rooms, and feels students need space to learn. The library has opened its doors to a need.
7. Candice Greedy – is a former library board member, reference librarian, and currently a librarian at Hendersonville Elementary. She feels the library staff and board are doing a great job with the materials evaluation project.
8. Herb Humphries – feels the library staff and board are doing a great job with the materials evaluation project.
9. Matt Toner – is concerned about the increase in his tax bill for Fire District taxes. He asked the Board if they had scrutinized the 31% increase.
10. Bob Spitzten – realizes that space is needed but feels if the choice comes down to space or books he would prefer to see books retained.
11. Brenda Hillyer – is concerned with books being discarded that are important.
12. Melinda Lowrance – is concerned about Afro-American books being discarded and was curious about the percentage.
13. Candler Willis – feels the library staff is doing a great job with the materials evaluation project.

DATE APPROVED:

DISCUSSION/ADJUSTMENT OF CONSENT AGENDA

Chairman Thompson made the motion to adopt the Consent Agenda minus item E – “Valley Hill Fire and Rescue Insurance District” pulled for discussion. All voted in favor and the motion carried.

CONSENT AGENDA consisted of the following:

Minutes

Draft minutes were presented for board review and approval of the following meeting(s):
September 8, 2015 - regularly scheduled meeting

Tax Collector’s Report

Collections Specialist Luke Small had presented the Tax Collector’s Report to the Commissioners dated September 3, 2015 for information only. No action was required.

Energy Management Update

A report was provided with information to the Board about the County’s energy management use across all County facilities in the areas of electricity, natural gas, fuel and water. It compares the first FY quarter with previous years to show historical trends in commodity consumption. Supplementary cost analyses represent the monthly cost profile comparing 2014 and 2015 YTD for the highest-cost commodity at each facility.

Schedule a Public Hearing for the FY 2016 Rural Operating Assistance Program (ROAP) Application to the North Carolina Department of Transportation

Staff requests that the Board of Commissioners schedule a public hearing regarding a proposed grant application for the FY 2016 North Carolina Department of Transportation (NCDOT) Rural Operating Assistance Program (ROAP). Staff anticipates an FY 2016 ROAP allocation to Henderson County totaling \$171,429 (decreased by \$24,666 from FY 2015). A draft application is being developed through a required community input process. Staff anticipates the availability of the application for public review beginning September 21, 2015 at the Henderson County Planning Department through the date of the public hearing.

Henderson County submits the application on behalf of the operator, Western Carolina Community Action (WCCA), in order to supplement demand response transit and special needs projects for rural areas of the County.

These grant funds provide for countywide senior and disabled transportation programs, transportation for a WorkFirst educational program, and continuation of public transit services to Edneyville. None of the programs require matching funds from Henderson County.

A public hearing is required as part of the ROAP application process.

Motion:

I move the Board schedules a public hearing regarding the FY 2015 Rural Operating Assistance Program grant application for Monday, October 5, 2015 at 5:30 P.M.

Valley Hill Fire and Rescue Insurance District – pulled for discussion (see end of meeting)

DISCUSSION/ADJUSTMENT OF DISCUSSION AGENDA

Chairman Thompson made the motion to approve discussion agenda minus discussion item B “Pardee Hospital Budget Presentation and moving of consent item “Valley Hill Fire and Rescue Insurance District” to final discussion. All voted in favor and the motion carried.

Nominations

Chairman Thompson noted the vacancies and opened the floor for nominations.

Notification of Vacancies

1. EMS Peer Review Committee – 1 vac.

Nominations

1. Child Protection and Fatality Prevention Team – 1 vac.

There were no nominations at this time and this item was rolled to the next meeting.

2. EMS Peer Review Committee – 1 vac.

There were no nominations at this time and this item was rolled to the next meeting.

3. Equalization and Review, Henderson County Board of – 1 vac.

There were no nominations at this time and this item was rolled to the next meeting.

4. Historic Resources Commission – 1 vac.

There were no nominations at this time and this item was rolled to the next meeting.

5. Juvenile Crime Prevention Council – 7 vac.

There were no nominations at this time and this item was rolled to the next meeting.

6. Land-of-Sky Regional Council – 1 vac.

There were no nominations at this time and this item was rolled to the next meeting.

7. Mountain Valleys Resource Conservation and Development Program – 1 vac.

There were no nominations at this time and this item was rolled to the next meeting.

8. Nursing/Adult Care Home Community Advisory Committee – 8 vac.

Commissioner Hawkins nominated Amy Grimm for position #4.

Chairman Thompson made the motion to accept the appointment of Amy Grimm to position #4 by acclamation. All voted in favor and the motion carried.

9. Senior Volunteer Services Advisory Council – 3 vac.

There were no nominations at this time and this item was rolled to the next meeting.

10. Walk of Fame Steering Committee – 2 vac.

Commissioner Hawkins nominated Commissioner Mike Edney for position #2.

Chairman Thompson made the motion to accept the appointment of Commissioner Edney to position #2 by acclamation. All voted in favor and the motion carried.

UNITED STATES NATIONAL MOTTO

Assistant County Manager Amy Brantley updated the Board with examples of displays of the US Motto on county facilities, and asked for suggestions and guidance on the positioning and placement.

5" ½" thick acrylic letter - Need to know the size of center rectangle



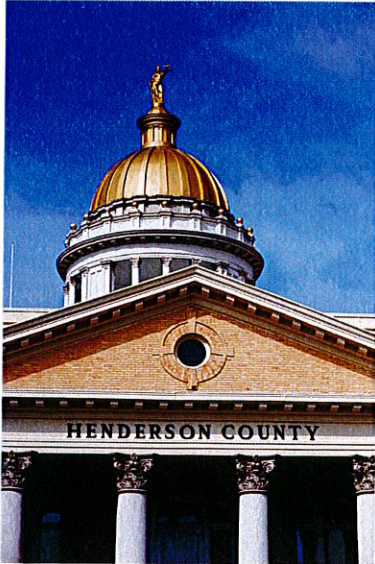
6" letters Black Minnesota Plastic



It was noted that with the projector screen up, the display at the front of the room at shown above could not be seen.

Commissioner Edney suggested using the state seal on one side of the room and the federal seal on the other side with "In God We Trust" on both sides.

The Board would like the motto displayed in front and back of the courtroom if possible and asked staff to look at other alternatives for display and bring it back to the Board in a future meeting.



10" letters Cast Aluminum Anodized Black

Commissioner Hawkins made the motion that the Board authorizes staff to work with the US Motto Action Committee and request display on the Historic Courthouse as shown above and submitted. All voted in favor and the motion carried.



5" letters.25" plate flush Mount

Commissioner Lapsley made the motion that the Board authorizes staff to work with the US Motto Action Committee and request display on the 1995 Courthouse as shown above and submitted. All voted in favor and the motion carried.

PARDEE HOSPITAL BUDGET PRESENTATION

Vice President and Finance CFO Alan House was unable to attend. This item was pulled from the agenda and moved to October 5, 2015

LIBRARY MATERIALS EVALUATION PROJECT

Library Director Trina Rushing stated at the Board's September 8, 2015 meeting, there was brief discussion regarding the removal of titles from the Henderson County Library. Library staff has been in the process of evaluating all titles in the nonfiction collection, including biographies, at the Main Library. The last thorough evaluation of the County's collections occurred approximately 10 years ago. As a result, the shelves are getting tight with titles, some of which contain outdated information and/or are no longer being utilized by our community.

The process entails each title being pulled from the shelves, evaluated by professional staff, and then either returned to the shelves or discarded. When questions arise regarding the removal of specific titles, Library administration consults with members of the Board of Trustees who assist in making the final decision regarding those titles.

The mission of the Henderson County Public Library is to provide informational, educational, cultural, and recreational library services to the residents of Henderson County. Because the citizens of Henderson County represent diverse religious, socio-economic, racial, cultural, and political viewpoints, it is essential that the library consider all these aspects when providing services. The Library staff will provide collections through which an individual may explore diverse points of view and issues of interest. The Library staff will be responsive to public demand for materials of contemporary significance and interest, while balancing this with the need to collect and preserve materials of permanent value.

The Materials Evaluation Project is a systematic evaluation of library materials at the Main Library. Primary targeted collections are nonfiction and Biographies. The timeline for completion is July 1st – October 1st.

The Evaluation is necessary because: the last thorough evaluation was 10 years ago and the shelves are at capacity. Room must be made for new titles.

- Shelves at capacity:
 - 42,564 items currently in Nonfiction & Biography collections
 - Estimate removal of 11-12% of those collections = 4,500-5,000 titles
- Acquire approx. 15,000 new items each year system-wide
 - Approx. 2,500 new nonfiction titles added annually
 - Approx. 200 new biography titles added annually
- Titles may:
 - Contain inaccurate information
 - Be in poor condition
 - No longer be utilized by the community
 - Library migrating to NC Cardinal in Jan. 2016
 - Must conduct catalog clean-up prior to migration
 - Patron surveys indicate a high priority for additional study room space, seating and outlets to accommodate personal technology, and addition technology classes.

Supporting statistics

- Despite titles sitting on packed shelves, print usage has declined by 7.5% in past 2 years
- Digital usage has increased 15% annually for past 2 years

A Material Selection Committee is involved including 6 MLS Degreed Librarians and subjects are assigned according to their area of expertise.

(Examples)

- Librarian #1: BA in History, Master's in Library Science – evaluating history collection
- Librarian #2: BA in American Literature, Master's in Library Science – evaluating literary collection

Steps in the process include:

1. Titles pulled from shelf are evaluated based on criteria set forth in *Material Selection Policy*
 - Physical condition
 - Accuracy of information
 - Item usage
 - Updated edition available
 - Duplicate copy
 - Not necessary for core collection
 - Space limitations
2. Any title that meets criteria for removal goes through second evaluation to determine if it is:
 - Local/regional/state title and/or author - retained
 - Part of 'Public Library Core Collection' database – moves on to step #3
3. Core collection titles searched against NC Cardinal Database
 - Title owned by more than 3 NC Cardinal Libraries – removed
 - Title owned by 3 or fewer NC Cardinal Libraries - retained

Benefits to the community:

1. NC Cardinal Consortium
 - Access to 5.1 million titles in over 22 public libraries
 - Free resource sharing – no \$3 ILL fee if item available from consortium library
2. Materials
 - Only accurate information represented on shelving
 - Room on shelves to browse & remove current materials with ease
 - Room for new, updated titles on shelves
 - Gaps in collections more easily identified & actively filled
3. Study Rooms
 - Meet the educational needs of the community – tutoring, individual study, small & large group projects
 - Meet the cultural & recreational needs of the community – book clubs, crafting groups, art sessions - for adults and youth
 - Space for technology training – one-on-one & small group
4. Space Reorganization
 - Single service area in center of library – patrons will not have to walk as far to have information needs met

The mission of the Henderson County Public Library is to provide informational, educational, cultural, and recreational services to the residents of Henderson County.

- Fundamental role to provide access to knowledge & promote literacy
- 21st Century Library extends beyond book lending
- Digital revolution extends information globally
- Library is neutral gathering place for discussion groups & community meetings

The library is evolving to meet the needs of today's plugged-in, civic-minded community so that it will be available for generations to come.

Trina Rushing explained that all books discarded are given to the Friends of the Library with the exception of those that are worn out. The money for the books sold comes back to the Library.

Commissioner Edney noted in 1970 the Library had 20,000 square feet of space and was expanded to 45,000 square feet twenty-three years later. He feels space may be the issue, and wanted to look at the possibility of

expansion during the next budget cycle.

Mrs. Rushing informed the Board that an evaluation is under way looking at the current space and efficiency of use of space. The changes taking place at this time with movement inside the library have been changes recommended with the evaluation.

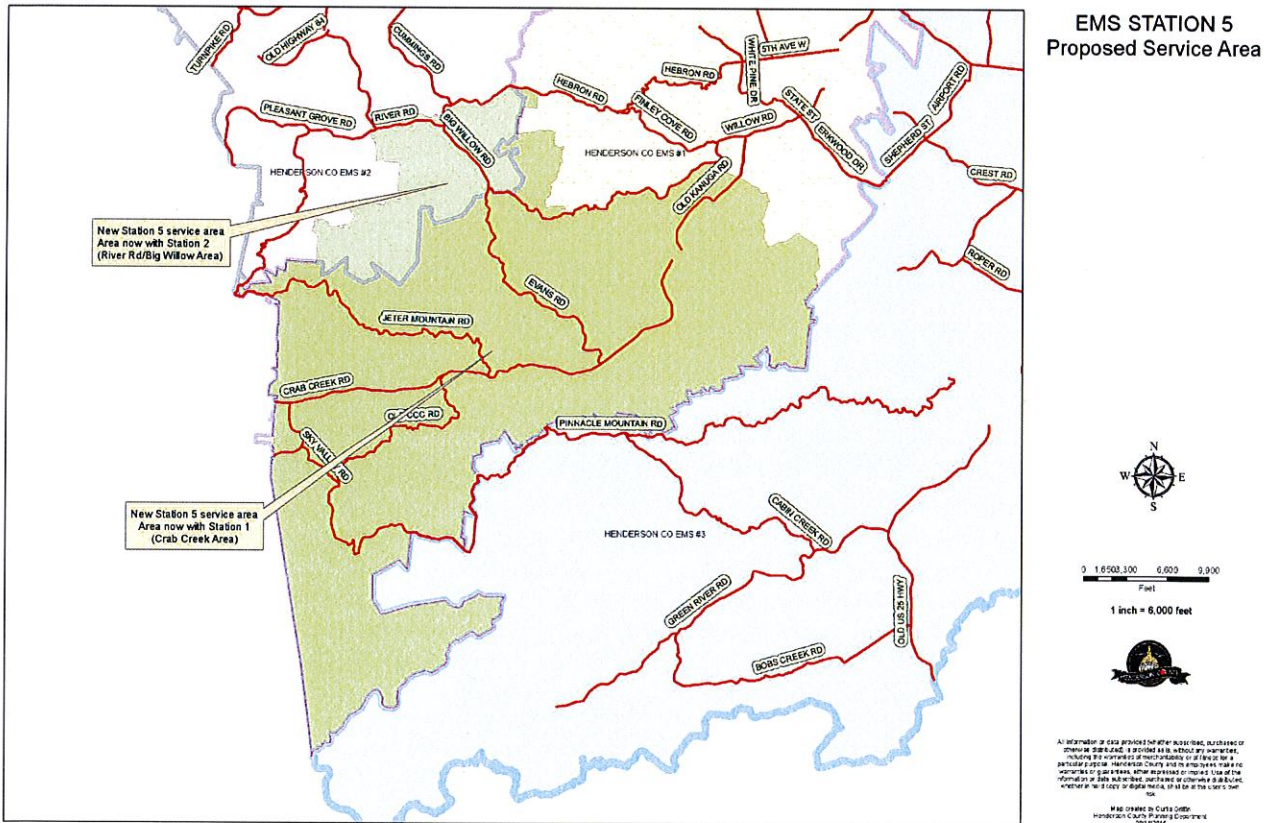
It was the consensus of the Board to allow continuation of the Materials Evaluation Project.

VALLEY HILL/CRAB CREEK EMS STATION UPDATE

In May, 2015, the Board authorized the purchase of the Valley Hill #2 Fire Station, to be utilized as an EMS Base Station in that area of the County. EMS Director Mike Barnett updated the Board on the progress of that project. Move in is expected in October and the Station will be operating 7:00 a.m. until 7:00 p.m., 7 days a week. Response time will be greatly improved.

Chief Tim Garren stated he expected at minimal, a 7-10 minute reduction in response time.

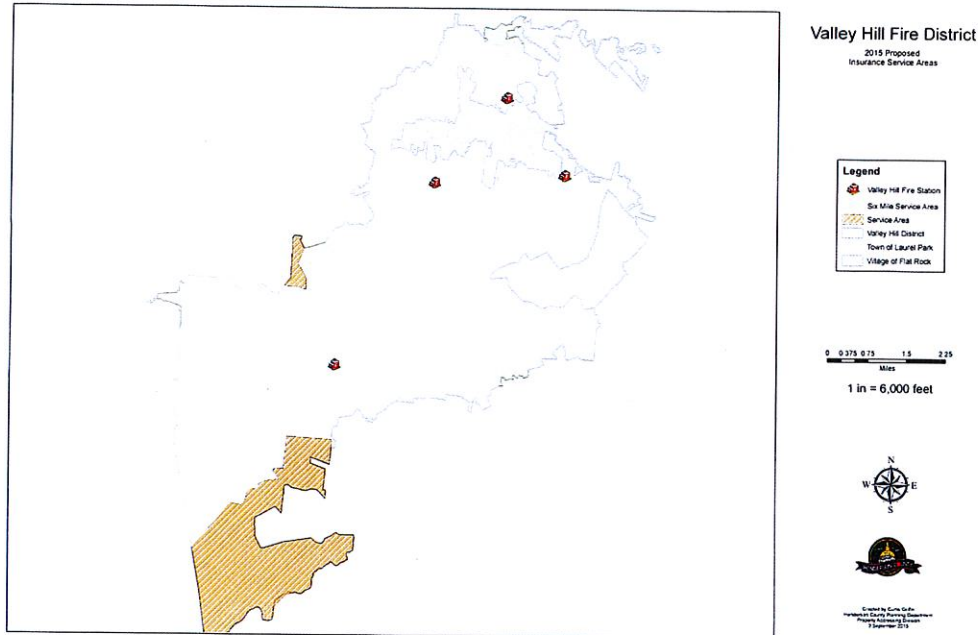
County Manager Steve Wyatt noted this would also free up ambulances at other stations improving time for other calls.



VALLEY HILL FIRE AND RESCUE INSURANCE DISTRICT – pulled from consent agenda

Valley Hill Fire and Rescue is requesting that the Board of Commissioners approve new Insurance Districts created by the re-location of Valley Hill Station 2 per the enclosed map. Relocation of Station 2 has greatly enhanced coverage of the Crab Creek Road area, and improves insurance rates for citizens in that area of Henderson County.

Chairman Thompson requested more information on the map included in the agenda.



Deputy Fire Marshal Wally Hollis explained the map as presented requires approval by the Commissioners, State and Insurance Districting. Homes within 5 miles of proximity to the Fire Station will be class 4, 5-6 miles class 9, and over 6 – 10 miles will be class 10. Moving the fire station 2.3 miles puts many citizens into a lower insurance district, which in return lowers their homeowners insurance.

Chairman Thompson made the motion that the Board adopts the Resolution and Map as presented, thereby approving the boundary lines of the Valley Hill Fire Insurance District in accordance with the map and description enclosed.

COUNTY MANAGER’S REPORT

County Manager Steve Wyatt recognized the big step the Board has made with EMS Station #3. Many citizens will benefit from the extra station.

Commissioner Messer requested that Fire Inspections be placed on a future agenda.

ADJOURN

Commissioner Messer made the motion to adjourn at 10:50 a.m. All voted in favor and the motion carried.

Attest:

Teresa L. Wilson, Clerk to the Board

Thomas H. Thompson, Chairman

Office of the Henderson County Tax Collector

200 North Grove Street, Suite 66 • Hendersonville, NC 28792-5027

Phone: (828)697-5595 | Fax: (828)698-6153 | www.hendersoncountync.org/ca

Henderson County Board of Commissioners
1 Historic Courthouse Square
Hendersonville, NC 28792

03 September 2015

RE: Tax Collector's Report to Commissioners: 16 September 2015 Meeting

Please find outlined below collections information though 02 September 2015 for the 2015 real and personal property bills mailed out on 31 July 2015. As a point of reference, we also have included collections information as of the same date last year. Registered Motor Vehicles reported as billed and collected by the Department of Motor Vehicles through 28 August 2015.

Henderson County Annual Bills G01 Only:

2015 Beginning Charge: \$61,483,434.39	2014 Beginning Charge: \$58,566,094.98
Discoveries & Imm. Irreg.: \$92,443.05	Discoveries & Imm. Irreg.: \$59,117.98
Releases & Refunds: (\$45,911.74)	Releases & Refunds: (\$17,753.32)
Net Charge: \$61,529,965.70	Net Charge: \$58,607,459.64
Unpaid Taxes: \$52,177,671.55	Unpaid Taxes: \$58,245,505.24
Amount Collected: \$9,352,294.15	Amount Collected: \$361,954.40
Percentage Collected: 15.20%	Percentage Collected: 0.62%
Through: 2-Sep-2015	Through: 2-Sep-2014

Henderson County Only Registered Motor Vehicles

Regstr. Month	# Veh. Regstrd.	Gross Value Upon Reg.	Regstr. Month	# Veh. Regstrd.	Gross Value	Gross Levy	Net Levy Collection	Percent Collected
July '14	9888	\$ 86,255,648	July '15	10352	\$ 88,716,937	\$ 457,199.72	\$ 455,383.93	99.60%
Aug '14	9784	\$ 82,397,348	Aug '15	8480	\$ 76,347,404	\$ 519,360.28	\$ 517,989.52	99.74%
Sept '14	9559	\$ 81,357,984	Sept '15					
Oct '14	9312	\$ 77,527,270	Oct '15					
Nov '14	7855	\$ 68,074,597	Nov '15					
Dec '14	8169	\$ 71,274,565	Dec '15					
Jan '15	7843	\$ 71,771,241	Jan '16					
Feb '15	7118	\$ 61,857,243	Feb '16					
Mar '15	10852	\$ 89,862,021	Mar '16					
Apr '15	10182	\$ 84,564,218	Apr '16					
May '15	10377	\$ 85,526,118	May '16					
June '15	9599	\$ 81,998,908	June '16					
TOTALS:	110538	\$ 942,467,161	TOTALS:			\$ 976,560.00	\$ 973,373.45	99.67%

Note: Final results for the 2015-16FY will not be confirmed until mid-July 2016.

Note: Projections rendered for budgetary purposes prior to adoption of the 2015-16FY Budget.

Fire Districts' Annual Bills Only:

2015 Beginning Charge: \$7,864,009.94	2014 Beginning Charge: \$6,497,585.13
Discoveries & Imm. Irreg.: \$7,740.17	Discoveries & Imm. Irreg.: \$3,898.53
Releases & Refunds: (\$3,811.40)	Releases & Refunds: (\$1,254.23)
Net Charge: \$7,867,938.71	Net Charge: \$6,500,229.43
Unpaid Taxes: \$6,768,281.63	Unpaid Taxes: \$6,452,486.37
Amount Collected: \$1,099,657.08	Amount Collected: \$47,743.06
Percentage Collected: 13.98%	Percentage Collected: 0.73%
Through: 2-Sep-2015	Through: 2-Sep-2014

Respectfully Submitted,



Luke Small
Collections Specialist

Stan C. Duncan
Tax Collector

RESOLUTION

For Approval of Insurance District Boundaries

NORTH CAROLINA

Henderson COUNTY

Upon motion by Commissioner, Chairman THOMAS THOMPSON, seconded by
Commissioner N/A, RESOLVED that the Board of Commissioners of
the County of Henderson approve the boundary lines of the Valley Hill Fire
Insurance District in accordance with the maps and description filed this date with the Board of County
Commissioners and recorded in the minutes of the meeting. Said Valley Hill Fire
Insurance District being described as follows:

See enclosed map.

NORTH CAROLINA

Henderson COUNTY

This is to certify that the foregoing is a true and accurate copy of excerpt from the Minutes of the
Board of County Commissioners of Henderson County, adopted this the 16 day of

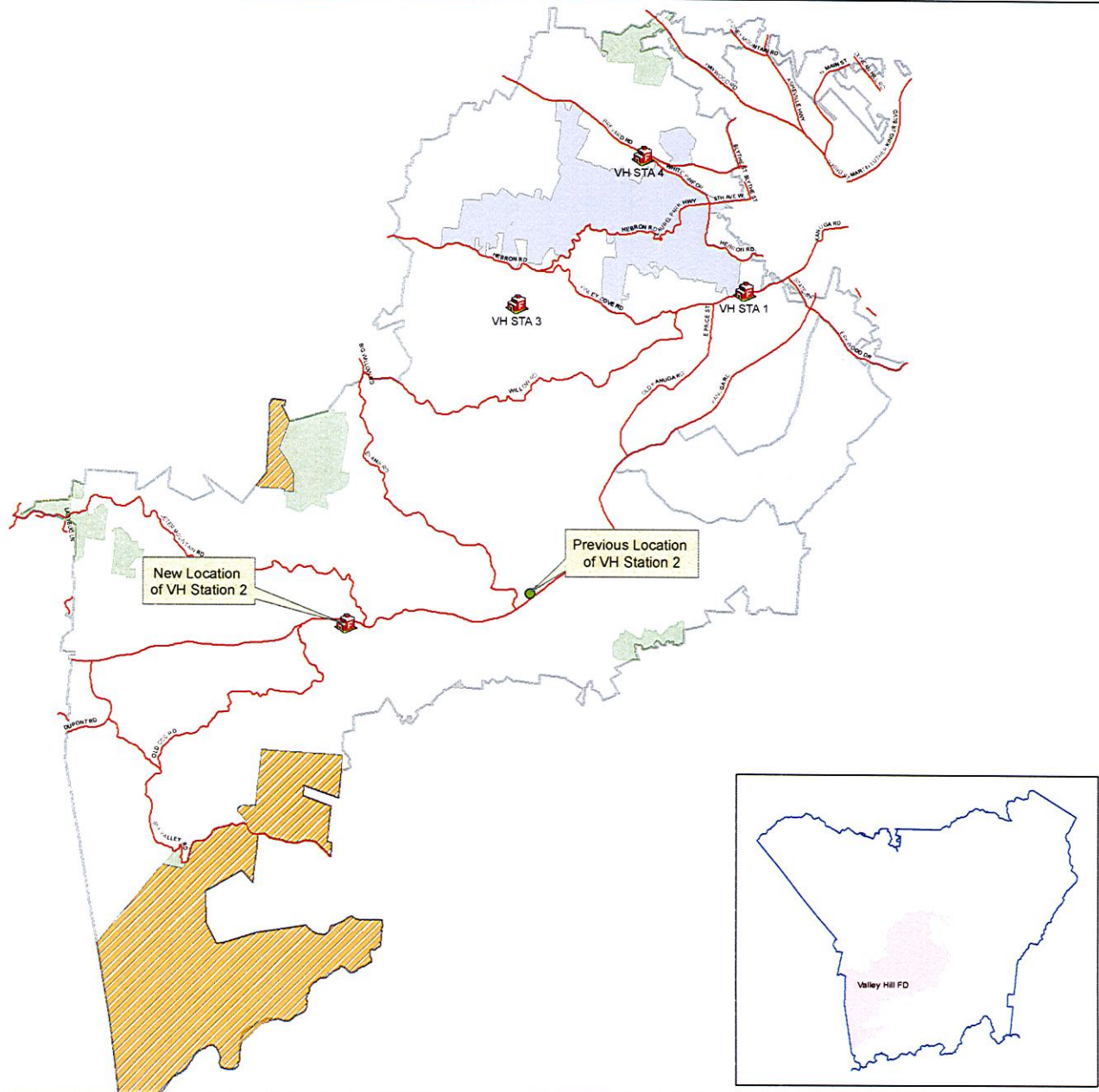
Sept., 2015

(SEAL)

Lorena L. Wilson
Clerk to the Board

Valley Hill Fire District

2015 Proposed
Insurance Service Areas



Legend

- Six Mile Service Area
- Service Area
- Valley Hill District
- Town of Laurel Park
- Village of Flat Rock
- Valley Hill Fire Station



1 in = 6,000 feet



Created by Curtis Griffin
Henderson County Planning Department
Property Addressing Division
3 September 2015