

# DRAFT

## MINUTES

STATE OF NORTH CAROLINA  
COUNTY OF HENDERSON

BOARD OF COMMISSIONERS  
WEDNESDAY, SEPTEMBER 20, 2017

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 Mike Edney, Vice-Chairman Grady Hawkins, Commissioner Tommy Thompson, Commissioner Charlie Messer, 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: Engineer Marcus Jones, Director of Business and Community Development John Mitchell, Tax Administrator Darlene Burgess, Internal Auditor Samantha Reynolds, Captain Bengy Bryant, Planning Director Autumn Radcliff, Fire Marshal Kevin Waldrup, EMS Director Mike Barnett, Management Assistant Megan Powell, Finance Director J. Carey McLelland, Construction Manager David Berry, Assistant Engineer Natalie Berry, Environmental Programs Coordinator and PIO Kathryn Finotti – videotaping, Deputy Ken McCraw as security.

### CALL TO ORDER/WELCOME

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

### INVOCATION

The invocation was provided by County Manager Steve Wyatt.

### PLEDGE OF ALLEGIANCE

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

### INFORMAL PUBLIC COMMENTS

1. Sissy Owens spoke in regard to the shooting range. She does not feel that BRCC campus should even be considered for the range, and other locations are available. She also does not believe there is a need to spend \$20m for this type of facility.
2. Cindy Ward spoke in regard to the Kanuga Road Project. She is concerned about the state widening the road. Recent accidents were not due to the width of the road. She feels this will decrease her property value and trees will be removed that are now used as buffers on her property.
3. Jerry David is concerned about development on steep slope property of 20% or more and mudslides. He asked the Board to have this on a future agenda.
4. Fred Pittillo spoke in regard to the sewer system going to the Edneyville School, and possibly the Justice Academy. He has a great deal of farm land in that area and gravity is the best way to go for our future.
5. Chris Walters is concerned about the new monuments being installed in front of the courthouse. He feels they should be smaller or closer to the flagpole.
6. Pete Davis is concerned about the road widening project on Kanuga Road. There have been 4 fatalities in the last 4 months but he feels the problem is DUI's and not the width of the road. Federal and State authorities need to implement harsher punishment.
7. Gary Griffin spoke in regard to the Edneyville sewer line. He asked the Board to make sure they make the right decision.

### DISCUSSION/ADJUSTMENT OF CONSENT AGENDA

*Commissioner Hawkins made the motion to approve the Consent Agenda with the addition of setting a public hearing for economic development incentives for Microtech Knives, Inc. All voted in favor and the motion carried.*

DATE APPROVED:

CONSENT AGENDA consisted of the following:

**Minutes**

Draft minutes were presented for board review and approval of the following meeting(s):  
September 5, 2017 - Regularly Scheduled Meeting

*Motion:*

*I move the Board approve the minutes of September 5, 2017 as presented.*

**Tax Collector's Report**

Deputy Tax Collector Luke Small had presented the Tax Collector's Report to the commissioners dated September 7, 2017 for information only. No action was required.

**2018 Holiday Schedule**

The proposed 2018 Holiday Schedule for Henderson County Local Government agencies was provided for review and approval.

<b>HOLIDAY</b>	<b>DATE(S)</b>	<b>WEEKDAY(S)</b>
New Year's Day	January 1, 2018	Monday
ML King, Jr.'s Birthday	January 15, 2018	Monday
Good Friday	March 30, 2018	Friday
Memorial Day	May 28, 2018	Monday
Independence Day	July 4, 2018	Wednesday
Labor Day	September 3, 2018	Monday
Veteran's Day	November 12, 2018	Monday
Thanksgiving	November 22 & 23, 2018	Thursday & Friday
Christmas	December 24, 25 & 26, 2018	Monday, Tuesday & Wednesday

*Motion:*

*I move that the Board approve the 2018 Holiday Schedule as presented.*

**2018 Solid Waste Closing Schedule**

The proposed 2018 Solid Waste Closing Schedule is presented for Board approval:

<b>HOLIDAY</b>	<b>DATE(S)</b>	<b>WEEKDAY(S)</b>
New Year's Day	January 1, 2018	Monday
ML King's Birthday	January 15, 2018'	Monday
Good Friday	March 30, 2018	Friday
Memorial Day	May 28, 2018	Monday
Independence Day	July 4, 2018	Wednesday
Labor Day	September 3, 2018	Monday
Veteran's Day	November 12, 2018	Monday
Thanksgiving Day	November 22, 2018	Thursday
Christmas	December 24 & 25, 2018	Monday & Tuesday

*Motion:*

*I move the Board approves the 2018 Solid Waste Closing Schedule as proposed by staff.*

**2018 Animal Services Center (Shelter) Closing Schedule**

The proposed 2018 Animal Services Center (Shelter) Closing Schedule is presented for Board approval.

<b>HOLIDAY</b>	<b>DATE(s)</b>	<b>WEEKDAY(s)</b>
New Year's Day	January 1, 2018	Monday
ML King Jr's Birthday	January 15, 2018	Monday
Good Friday	March 30 & 31, 2018	Friday & Saturday
Memorial Day	May 28, 2018	Monday
Independence Day	July 4, 2018	Wednesday
Labor Day	September 3, 2018	Monday
Veteran's Day	November 12, 2018	Monday
Thanksgiving	November 22, 23 & 24, 2018	Thursday, Friday & Saturday
Christmas	December 24, 25 & 26, 2018	Monday, Tuesday & Wednesday

Note: The shelter is open six days a week. The above schedule is for shelter hours of operation; Animal Services staff will receive the same number of approved paid Holidays as other County employees.

Motion:

*I move the Board approves the 2018 Animal Services Center (Shelter) Closing Schedule as proposed by staff.*

**2018 Library Schedule**

The proposed 2018 Library Schedule is presented for Board approval:

<b>PROPOSED LIBRARY SCHEDULE 2018</b>		
<b>Holiday</b>	<b>Date(s)</b>	
New Year	Monday, January 1, 2018	Closed
ML King, Jr.'s Birthday	Monday, January 15, 2018	Closed
Good Friday	Thursday, March 29, 2018	All Branches close @ 5:00 PM
	Friday, March 30, 2018	Closed
Memorial Day	Monday, May 28, 2018	Closed
Independence Day	Wednesday July 4, 2018	Closed
Labor Day	Monday, September 3, 2018	Closed
Veterans Day	Monday November 12, 2018	Closed
Thanksgiving	Wednesday, November 21, 2018	All Branches close @ 5:00 PM
	Thursday, November 22, 2018	Closed
	Friday, November 23, 2018	Closed
Christmas	Monday, December 24, 2018	Closed
	Tuesday, December 25, 2018	Closed
	Wednesday, December 26, 2018	Closed

Motion:

*I move the Board approve the 2018 Library Schedule as proposed by staff.*

**Budget Amendment – Department of Public Health – NC DHHS Community Health Medical Access Program Grant**

The Henderson County Board of Health was informed of the Community Health Program Grant opportunity at their August 8, 2017 meeting. The board subsequently approved the Department of Public Health to move forward with an application for funding to support and sustain medical care capacity for uninsured populations. The Department of Public Health has received an award notification in the amount of \$20,000 and requests that the Board of Commissioners consider acceptance of these one-time grant funds for the stated purpose.

*Motion:*

*I move that the Board of Commissioners approves the budget amendment to accept the Community Health Medical Access Program Grant funds in the amount of \$20,000 to support medical care for uninsured patients.*

**Set public hearing for economic development incentives for Microtech Knives, Inc. – Add on**

The Board is requested to set a public hearing.

The requested date and time for the public hearing is October 2, 2017, at 5:30 o'clock p.m.

*Motion:*

*I move that the Board sets a public hearing on October 2, 2017, at 5:30 o'clock p.m. regarding economic development incentives for Microtech Knives, Inc.*

**DISCUSSION/ADJUSTMENT OF DISCUSSION AGENDA**

*Commissioner Messer made the motion to adopt the discussion agenda with the addition of discussion regarding Lake Osceola. All voted in favor and the motion carried.*

**NOMINATIONS**

**Notification of Vacancies**

Chairman Edney noted the vacancies which appear on the next agenda under "Nominations".

1. EMS Peer Review Committee – 1 vac.
2. Environmental Advisory Committee – 1 vac.
3. Senior Volunteer Services Advisory Committee – 1 vac.

**Nominations**

Chairman Edney opened the floor for nominations.

1. Asheville Regional Housing Consortium – 1 vac.

Commissioner Messer nominated Allen McNeill for position #3. *Chairman Edney made the motion to accept the appointment of Allen McNeil to position #3 by acclamation. All voted in favor and the motion carried.*

2. Cemetery Advisory Committee - 2 vac.

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

3. Hendersonville City Zoning Board of Adjustment - 1 vac.

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

4. Home and Community Care Block Grant Advisory Committee – 2 vac.

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

5. Juvenile Crime Prevention Council – 4 vac.

Commissioner Hawkins nominated Kevin Marino for position #7. *Chairman Edney made the motion to accept the appointment of Kevin Marino to position #7 by acclamation. All voted in favor and the motion carried.*

6. Nursing/Adult Care Home Community Advisory Committee – 7 vac.

Commissioner Thompson nominated Shelly Maupin for position #8. *Chairman Edney made the motion to accept the appointment of Shelly Maupin to position #8 by acclamation. All voted in favor and the motion carried.*

7. Senior Volunteer Services Advisory Council – 1 vac.

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

### **EMERGENCY MANAGEMENT UPDATE**

Emergency Medical Services Director Mike Barnett and Henderson County Fire Marshal Kevin Waldrup, provided the Board with an update on emergency management efforts related to recent hurricanes.

Kevin Waldrup stated a local team of 18 went to Texas on August 31, 2017 responding to Hurricane Harvey. This was our 4<sup>th</sup> out of state deployment. North Carolina had the largest team totaling 88 people from fire departments, the Rescue Squad, etc. The only cash outlay from the County would be payroll for EMS, Fire Marshal or EM Staff. Also, any fuel for County owned vehicles.

This trip is reimbursable from NC Emergency Management. Henderson County will file for reimbursement and forward each partner agency their portion of the actual reimbursement from the State. The state will be reimbursing the cost to us, and Texas will be reimbursing North Carolina.

For Hurricane Harvey, the initial estimates for 18 people for the trip were (for 9 days) (subject to change based on actual hours worked and overtime calculations):

• Labor & Benefits	\$41,469.75
• Equipment & Vehicles	\$15,229.20
• Meals, Lodging & Supplies	\$6,550.00
<b>Total</b>	<b>\$63,248.95</b>

Since the department shoulders most of the financial burden it can place some hardships upon them while they await reimbursement from the State. For example, the Rescue Squad and Fire Departments have approximately \$82,000 cash tied up in the Hurricane Matthew reimbursement process. (The Matthew paperwork was delayed due to the Party Rock Fire). Department are aware of the delays in reimbursements but is a consideration when they look at how many personnel to send on trips.

Mike Barnett stated that Irma was not as much impact as suspected. A State of Emergency was initiated by the County Manager on September 8, 2017. An evacuation shelter was opened at East Henderson High School. The CAMMET trailer was utilized. One death was noted in the County from carbon monoxide poisoning. No reimbursement is expected for Hurricane Irma.

Henderson County experienced 65 downed trees, 25 downed powerlines, 5 trees on houses, and 2 flooded roads. Eight evacuees and 3 animals used the evacuation shelter.

### **BLUE RIDGE COMMUNITY COLLEGE – CAREER COACH LOCAL MATCHING FUNDS**

Dr. Laura Leatherwood, BRCC President, stated the General Assembly has appropriated grant funding to the NC Community College System, and Blue Ridge Community College has been approved for two Career Coaches for our service area – one for Henderson County and one for Transylvania County. In order to receive the grant, a local match is required. Dr. Laura Leatherwood, President of Blue Ridge Community College, will present a request for the matching funds specific to the Henderson County campus, and explain the importance of the position for the County.

The Board is requested to hear the presentation, and approve a Budget Amendment moving funds specified for workforce development grant funding in the approved Economic Development budget, to Blue Ridge Community College.

Dr. Leatherwood stated \$25,000 will be used to finish out this year, and the 2<sup>nd</sup> year will be included in their budget next year.

Steve Wyatt explained to the Board that in 2016, the Board set aside \$25,000 to leverage other counties to bring in a workforce development grant. The challenge was not met. This money will be used since it was earmarked for workforce development and not used.

*Commissioner Hawkins made the motion that the Board approves the Budget Amendment as presented. All voted in favor and the motion carried.*

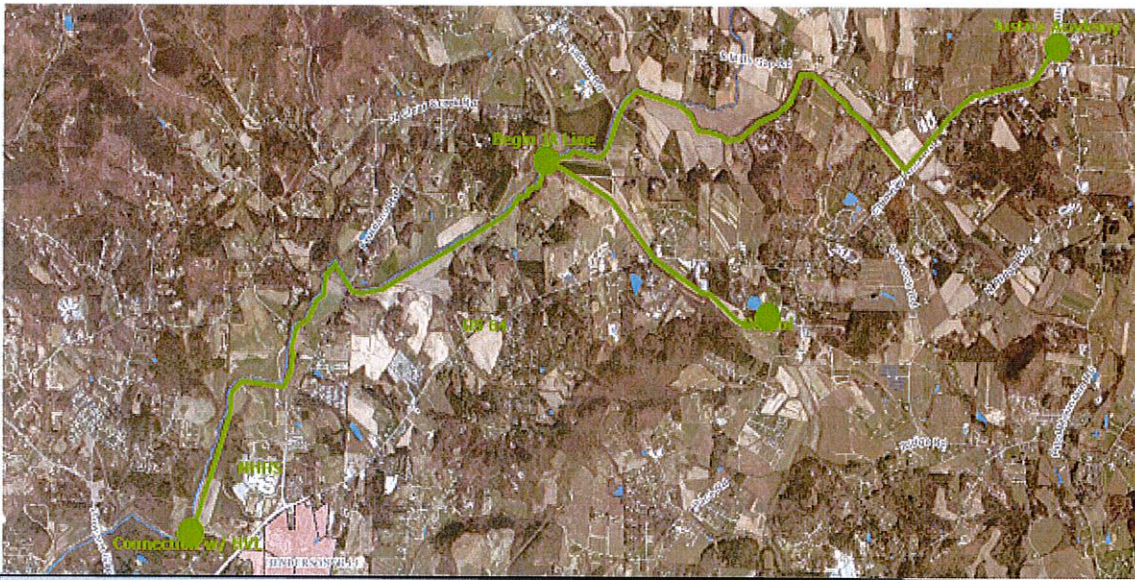
### **EDNEYVILLE ELEMENTARY SEWER UPDATE**

Marcus Jones, PE, stated during the Board's September 5, 2017 meeting, staff presented funding options for a proposed gravity sewer line to the new Edneyville Elementary school. This agenda item is to update the Board on questions raised at the September 5<sup>th</sup> meeting and provide an opportunity for further Board discussion.

Mr. Jones stated these are very preliminary scopes and pictures and are to be used for planning purposes only.

#### **Cost Estimates Requested during September 5 Meeting:**

- Gravity from the Hendersonville system to Edneyville Elementary: **\$4,500,000**
- Gravity from proposed Elementary line to Justice Academy: **\$4,000,000**
- Gravity from Hendersonville system to Justice Academy: **\$8,500,000**
- Pressure System from proposed Elementary line to Justice Academy: **\$650,000**
- Pressure System from Hendersonville system to Justice Academy: **\$2,150,000**
- Gravity from Hendersonville system to Elementary and Pressure to Justice Academy: **\$5,150,000**
- Layouts of above options are on the following slides.



Overall Layout of Gravity Line: NHHS to Justice Academy



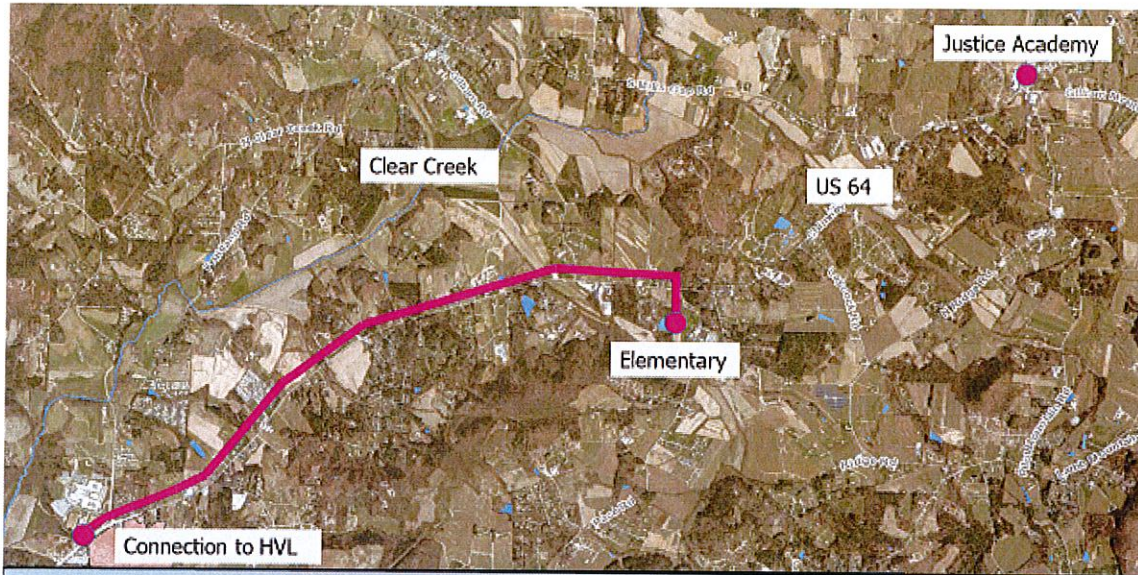


Layout of Gravity Line: NHHS to Elementary

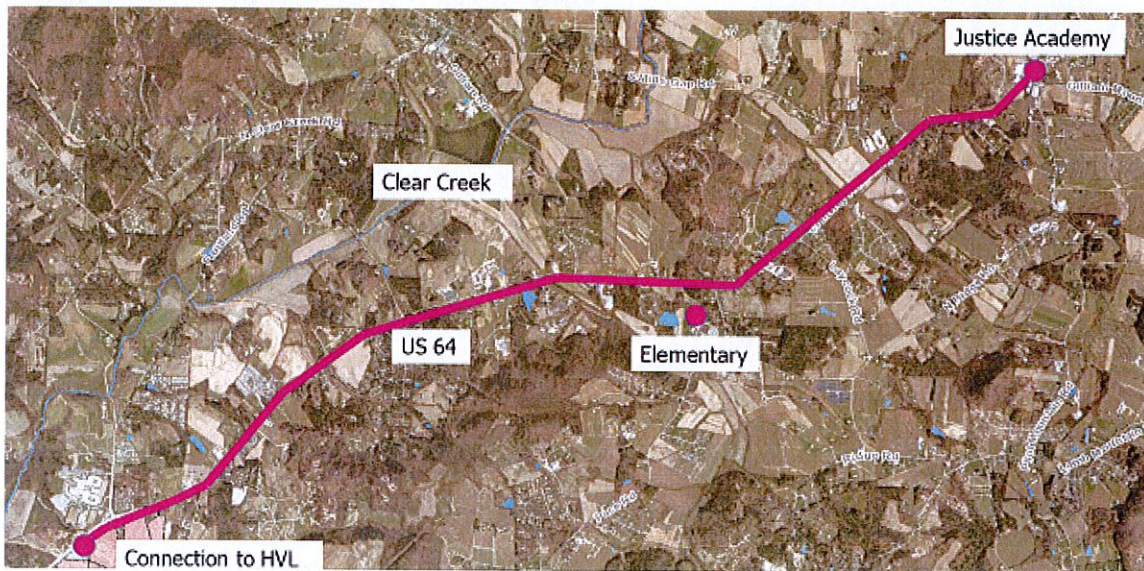


Layout of Gravity Line: Elementary Line to Justice Academy





Layout of Pressure Line: HVL System to Elementary

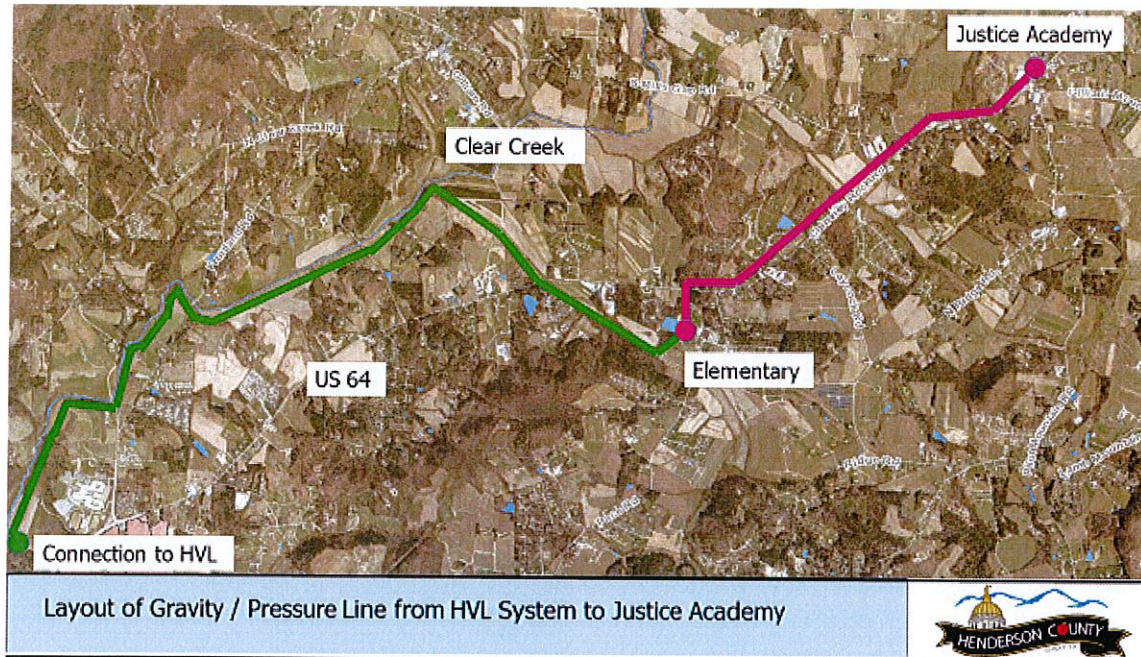


Layout of Pressure Line: HVL System to Justice Academy



A pressure line would require 2 pump stations.





### Benchmark's Scope of Work & Cost Proposal

#### Scope of Work Summary

Benchmark will prepare a development study of the Edneyville community along US Highway 64, northeast of I-26 in an area adjacent to the planned elementary school. The purpose of the study would be to examine the potential development scenarios and costs associated with the extension of wastewater infrastructure into the area primarily intended at this time to serve the new elementary school. The study will specifically consider a development scenario associated with the installation of a gravity sewer line extension to serve the school and surrounding area. The study will consider the residential land supply, development capacity, transportation concerns, public safety, and revenue generation potential in the study area. This would be used to demonstrate the capacity of the planning area to accommodate potential growth and determine the net residential development density necessary to achieve a positive revenue generation outcome for the county (for both general and enterprise funds). The results of the study would then serve as one portion of the base of information used by the county to inform its decision-making process for providing infrastructure to the new school.

#### Development Study

- Prepare Study
  - Residential land supply
  - Development capacity
  - Impact of proposed sewer line extension options (gravity vs. forces main)
  - Identify transportation concerns
  - Public safety issues
  - Revenue generation potential
- Meetings with key county staff and technical experts
  - Up to 3 project team/staff meetings
- Final Presentation
  - Staff presentation and/or presentation to the County Commissioners
  - Deliver final GIS files and the final report in digital format

Cost - \$20,000

*It was the consensus of the Board that staff look at venues for a community educational meeting in the Edneyville area, determine a time and place, and bring it back to the Board at their October 2, 2017 meeting to set the date.*

*Commissioner Thompson made the motion that the County contract with Benchmark for the impact study in the amount of \$20,000 and approve a budget amendment as needed. The motion passed 4-1 with Commissioner Lapsley voting nay.*

**OSCEOLA LAKE – ADD ON**

Commissioner Messer requested this item be discussed in order to notify the citizens of a decision.

*Commissioner Hawkins made the motion that the Board directs the Chairman to correspond to Mr. Todd Leoni that the Board is not in favor of purchasing Oselola Lake. All voted in favor and the motion carried.*

**COUNTY MANAGER’S REPORT**

County Manager Steve Wyatt reported the Board had received a letter from the Metropolitan Sewerage District of Buncombe County which stated they are open and interested in a merger. He suggested negotiations begin as soon as possible and that the Board choose their volunteers.

*It was the consensus of the Board to designate William Lapsley and Charlie Messer as representatives for Henderson County.*

Mr. Wyatt reminded the Board of ribbon cutting for the Tuxedo Park playground on Friday, September 22, 2017 at 11:00 a.m. The Community is forming a get together at the park for Saturday.

**ADJOURN**

*Commissioner Messer made the motion to adjourn at 10:45 a.m. All voted in favor and the motion carried.*

Attest:

\_\_\_\_\_  
Teresa L. Wilson, Clerk to the Board

\_\_\_\_\_  
J. Michael Edney, Chairman

# Office of the Henderson County Tax Collector

200 NORTH GROVE STREET, SUITE 66

HENDERSONVILLE, NC 28792

PHONE: (828) 697-5595 | FAX: (828) 698-6153

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

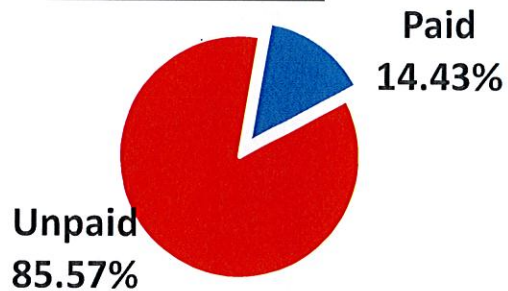
Thursday, September 07, 2017

Re: Tax Collector's Report to Commissioners - Meeting Date September 20, 2017

Please find outlined below collections information through August, 2 2017 for the 2017 real and personal property bills mailed on August 4, 2017. Vehicles taxes are billed monthly by NC DMV.

## Henderson County Annual Bills (Real and Personal Property):

<b>2017 Beginning Charge:</b>	<b>\$71,396,712.08</b>
Discoveries & Imm. Irreg.:	\$463,429.66
Releases & Refunds:	<b>(\$403,260.91)</b>
<u>Net Charge:</u>	<u>\$71,456,880.83</u>
Unpaid Taxes:	\$61,144,847.00
<b>Amount Collected:</b>	<b>\$10,312,033.83</b>



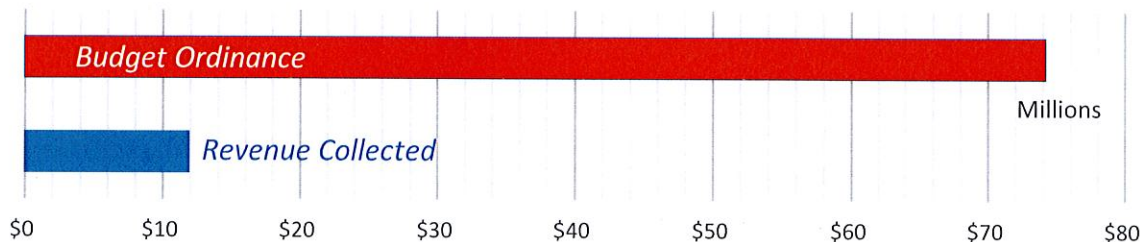
## Henderson County Registered Motor Vehicles (As Collected by NC DMV):

Net Charge:	\$1,160,711.00
Unpaid Taxes:	\$3,655.08
<b>Amount Collected:</b>	<b>\$1,157,055.92</b>

**99.69%**

## Henderson County FY18 Budget Analysis:

	<u>Budget Ordinance</u>	<u>Revenue Collected</u>
Ad Valorem:	\$72,826,301.00	\$11,469,089.75
Prior Years:	\$1,405,000.00	\$507,659.08
<b>Budget Total:</b>	<b>\$74,231,301.00</b>	<b>YTD Revenue: \$11,976,748.83</b>



Respectfully Submitted,

Luke Small  
Deputy Tax Collector

Darlene Burgess  
Tax Administrator

**LINE-ITEM TRANSFER REQUEST  
HENDERSON COUNTY**



Department: Health

Please make the following line-item transfers:

What expense line-item is to be increased?

Account	Line-Item Description	Amount
<u>115510 523900</u>	<u>MEDICAL SUPPLIES AND EQUIPMENT</u>	<u>\$ 1,283</u>
<u>114510 452013</u>	<u>CH STATE</u>	<u>\$ 18,717</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

What expense line-item is to be decreased? Or what additional revenue is now expected?

Account	Line-Item Description	Amount
<u>114510 452012</u>	<u>MH STATE</u>	<u>\$ 20,000</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**Justification:** Please provide a brief justification for this line-item transfer request.

Community Health Medical Access grant for \$20,000 will offset the reduction of \$18,717 experienced in the Maternal & Child Health Block grant funds dedicated to Child Health.

Authorized by Department Head \_\_\_\_\_ Date \_\_\_\_\_

Authorized by Budget Office \_\_\_\_\_ Date \_\_\_\_\_

Authorized by County Manager \_\_\_\_\_ Date \_\_\_\_\_

*For Budget Use Only*

Batch # \_\_\_\_\_

BA # \_\_\_\_\_

Batch Date \_\_\_\_\_

**LINE-ITEM TRANSFER REQUEST  
HENDERSON COUNTY**



Department: Economic Development / Blue Ridge Community College

Please make the following line-item transfers:

What expense line-item is to be increased?

Account	Line-Item Description	Amount
<u>115498 - 569901</u>	<u>Upskill WNC</u>	<u>\$ 25,000</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

What expense line-item is to be decreased? Or what additional revenue is now expected?

Account	Line-Item Description	Amount
<u>115692 - 521000</u>	<u>Operational Expenses</u>	<u>\$ 25,000</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Justification: *Please provide a brief justification for this line-item transfer request.*  
Funding for BRCC Career Coach Matching Funds

<u>Budget</u>	<u>9/20/17</u>
Authorized by Department Head	Date
_____	_____
Authorized by Budget Office	Date
_____	_____
Authorized by County Manager	Date
_____	_____

<b>For Budget Use Only</b>	
Batch #	_____
BA #	_____
Batch Date	_____