

DRAFT MINUTES

**STATE OF NORTH CAROLINA
COUNTY OF HENDERSON**

**BOARD OF COMMISSIONERS
WEDNESDAY, MARCH 18, 2020**

The Henderson County Board of Commissioners met for a regularly scheduled meeting at 9:30 a.m. in the Commissioners' Meeting Room of the Historic Courthouse on Main Street, Hendersonville, NC.

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

Also present were: Director of Business and Community Development John Mitchell, Engineer Marcus Jones, Emergency Management/Rescue Coordinator Jimmy Brissie, Wellness Clinic Director Jamie Gibbs, HCSO Account Technician Lisa Ward, HR Director Karen Ensley, Risk Manager Ann Marie Calloway, IT Director Mark Seelenbacher, Recreation Director Carleen Dixon, Capital Projects Manager Thad Ninnemann, Construction Manager David Berry, Public Health Director Steve Smith, Budget Manager Megan Powell, Project Engineer Natalie Berry & PIO Kathy Finotti – videotaping, Deputy Mike Marsteller as security.

CALL TO ORDER/WELCOME

Chairman Hawkins called the meeting to order and welcomed all in attendance. He noted the agenda would be condensed for safety due to Covid 19 pandemic and Hendersonville High School would be the only item discussed due to time sensitivity of the project.

INVOCATION

The invocation was provided by County Manager Steve Wyatt.

PLEDGE OF ALLEGIANCE

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

Discussion/Adjustment of Consent Agenda

Commissioner Messer made the motion to approve Consent Agenda with the addition of Ratification and Affirmation of Proclamation of Emergency. 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):

March 2, 2020 - Regularly Scheduled Meeting

Motion:

I move the Board approves the minutes of March 2, 2020.

Tax Collector's Report

Collections Specialist Luke Small had presented the Tax Collector's Report to the Commissioners dated March 5, 2020 for information only. No action was required.

DATE APPROVED:

Henderson County Annual Bills (Real and Personal Property):



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



Henderson County FY20 Budget Analysis:



County Financial Report/Cash Balance Report – January 2020

The January 2020 County Financial and Cash Balance Reports were provided for the Board’s review and approval.

The following are explanations for departments/programs with higher budget to actual percentages for the month of January:

- Dues/Non-Profit Contributions – payment of 3rd quarter Board approved appropriations.
- Emergency Management – includes payments to other agencies for FEMA grant reimbursements
- Emergency Medical Services – payment of Board approved capital purchases
- Rescue Squad – payment of 3rd quarter Board approved appropriations
- Agri-Business – excess operating expenditures to be covered by membership fees
- Mental Health – payment of 3rd quarter Board approved maintenance of effort (MOE)
- Public Education – payment 7 of 10 of annual appropriation made to the public school system

The project to date deficit in the Hendersonville High School Project (2019) is due to the payment of architect fees and other expenditures for the project in the Capital Projects Fund to be reimbursed from a future financing.

Year to Date Net Revenues over expenditures for the Solid Waste Landfill Fund is due to Board approved capital outlay and maintenance and repair of equipment.

Year to Date Net Revenues over expenditures for the Cane Creek Water and Sewer District Fund is due to expenditures related to the Mud Creek Interceptor Project.

Motion:

I move that the Board of Commissioners approves the January 2020 County Financial Report and Cash Balance Report as presented.

Henderson County Public Schools Financial Reports – January 2020

The Henderson County Public Schools January 2020 Local Current Expense Fund / Other Restricted Funds and Capital Outlay reports were provided for the Board’s information.

Motion:

I move that the Board approves the Henderson County Public Schools January 2020 Financial Reports as presented.

2020.28 Resolution Honoring the Observance of “We Are Hope” Week in Henderson County Public Schools’ Middle & High Schools’ from March 30, 2020 through April 3, 2020

The Henderson County Board of Commissioners is requested to adopt a Resolution Honoring the Observance of “We Are Hope” Week in Henderson County Public Schools’ Middle and High Schools, March 30-April 3, 2020.

Motion:

I move that the Board adopts the Resolution Honoring the Observance of “We Are Hope” Week in Henderson County Public Schools’ Middle and High Schools from March 30th through April 3rd, 2020.

Amendment renewing lease with American Red Cross

A proposed Amendment was provided in the agenda packet extending the lease of the American Red Cross at 211 First Avenue East, Hendersonville (First Avenue entrance of the King Street building).

Motion:

I move the Board approves the Amendment of the Lease with the American Red Cross.

2020.29 95 Courthouse Skylight Contract

At the February 19, 2020 meeting, the 95 Courthouse skylights project was discussed during the Capital Projects Update. Staff noted that a vendor, JP Ross, had been identified that would replace the existing clear glass system at a price that was competitive with the previously approved Kalwall system. The Board directed Staff to move forward with the new replacement glass system with JP Ross, with the final contract to be brought back to the Board for approval.

Motion:

I move the Board approves the contract with JP Ross as presented. I further move the Board approves a Budget Amendment appropriating fund balance from the Capital Project Fund.

Revisions to the Animal Services Advisory Committee’ Bylaws

On January 30, 2020, the Animal Services Advisory Committee voted on revisions to their bylaws.

Motion:

I move that the Board approves the proposed changes to the Animal Services Advisory Committee’s bylaws.

Parks and Recreation – Position Request

The Board is requested to approve the addition of one (1) new permanent full-time position in the Parks and Recreation Department, effective March 28, 2020. The position to be added will replace an existing auxiliary maintenance assistant, currently in the FY20 budget. No additional funds are requested within the fiscal year, as the minimal budgetary impact will be offset with existing lapsed salary dollars.

Motion:

I move the Board approves one (1) new permanent full -time position within the Parks and Recreation Department, effective March 28, 2020.

Park Property Ordinance Exemption

The County has received a request from the Blue Ridge Amateur Radio Club to hold their summer “Field Day” at Jackson Park June 27th – 28th, 2020. Field Day is described as an activity that “combines public service, emergency preparedness, community outreach and technical skills all in a single event. Field Day has been an annual event since 1933 and remains the most popular event in ham radio.” This event simulates an emergency (hurricane, power grid down, etc.) and operates portable communications equipment using solar, battery and/or generator over an extended period of time.

Conducting the event from June 27th – 28th would involve use of park property overnight. To allow for this event, the Board is requested to grant a one-time exemption to Article 1, Chapter 19-4 of the Henderson County Code which prohibits camping or sleeping overnight in any area of the park or setting up tents for temporary shelter. This exemption, if granted, would cover the date and time specified on the application, and outlined above.

Motion:

I move that the Board grants an exemption to Article 1, Chapter 19-4 of the Henderson County Code, allowing for the use of Jackson Park overnight by the Blue Ridge Amateur Radio Club June 27th – 28th, 2020.

US DOJ 2020 Law Enforcement Mental Health and Wellness Act (LEMHWA) Program Grant

The Henderson County Wellness Clinic, Behavior Wellness Program is requesting permission to apply for the United States Department of Justice (US DOJ) 2020 Law Enforcement Mental Health and Wellness Act (LEMHWA) Program Grant. The grant funds will be designated to improve the delivery of and access to mental health and wellness for law enforcement through training and technical assistance, demonstration projects and implementation of promising practices related to peer support programs.

In Henderson County, the Behavioral Wellness Team and EMS Personnel have devised and implemented a robust peer support model that has made a positive impact on county employees. The Behavioral Wellness Team members are diligently working to develop the same type of program in collaboration with the Henderson County Sheriff’s Office Peer Support Team. Due to the complex nature of professional role diversity at the Sheriff’s Office, the process for designing and implementing a strong, evidenced-based peer support program requires extensive consideration for each specific role. This development process is more time intensive than the process to develop a program for a single professional role.

The LEMHWA grant will provide funding to support the Peer Support Program Henderson County Sheriff’s Office and the Henderson County Behavioral Wellness Program are already working to accomplish. Available grant funding applicable to Henderson County includes:

- I.) Implementation and enhancement of peer support programs for law enforcement agencies. These peer-led programs will support officer resilience and wellness in a structured and strategic manner.
- II.) Development of peer activities designed to improve the mental wellness of law enforcement officers. These activities help law enforcement officers manage their mental wellbeing from a holistic approach to caring for themselves and peers.

The Community Oriented Policing Service (COPS) Office grant will provide technical assistance services to measure success of the projects and disseminate promising practices within law enforcement.

The Behavioral Wellness Team members have been working with county law enforcement officers to

enhance the established peer support program and have provided education, support services and resources to prevent trauma-related mental health issues and to maintain mental health wellness. The \$250,000 total grant funds will allow the Behavioral Wellness Team and the Henderson County Sheriff's Office Peer Support Team to refine and extend most effective services for officers.

This program does not require additional funding from the county.

Motion:

I move the Board approves the request to apply for the United States Department of Justice 2020 Law Enforcement Mental Health and Wellness Act (LEMHWA) Program Grant.

Detention Center Needs Assessment - Firm Selection

At the Board's January 15, 2020 meeting, the Board directed Staff to request proposals from qualified firms to conduct assessments of the 95 Courthouse and the Detention Center focusing on capacity issues. Staff subsequently developed and released separate Request for Qualifications for the facilities. The Request for Qualifications for the Detention Center Needs Assessment was posted on Wednesday, February 5, 2020. Proposals were due on Wednesday, February 19, 2020 by 5:00pm.

Two proposals were submitted for consideration. Those proposals were reviewed by representatives from the Sheriff's Department, Detention Facility, Project Management, and the County Manager's Office on Monday, February 24th. Following that review, the firm of Solutions for Local Government was unanimously selected as the most qualified firm to conduct the assessment.

Motion(s):

I move the Board selects Solutions for Local Government to conduct the Detention Needs Assessment and approves the Letter of Agreement and Work Plan Outline.

2020.30 Ratification and Affirmation of Proclamation of Emergency – Add on

On March 16, 2020, County Manager, on behalf of the Board and the Chairman, proclaimed an emergency pursuant to Article II of Chapter 76 of the County Code, and the North Carolina Emergency Management Act. This Resolution is to ratify and affirm the same.

Motion:

I move that the Board adopts the proposed proclamation.

DISCUSSION/ADJUSTMENT OF DISCUSSION AGENDA

Chairman Hawkins made the motion to adopt the discussion agenda minus Nominations, 2020 Solid Waste Master Plan, Construction Projects Update, and the Keep America Beautiful Update. All voted in favor and the motion carried.

HENDERSONVILLE HIGH SCHOOL GMP #3

John Mitchell stated at the February 4, 2019 meeting of the Board of Commissioners, the Board approved a contract for PFA and LS3P to design and proceed with renovating Hendersonville High School. Vannoy Construction (Vannoy) is acting as the Construction Manager at Risk (CMR) for the project. Part of the CMR process is to provide a Guaranteed Maximum Price (GMP).

The approved schedule is for the school to be completed in time for the fall term of 2023. To meet the schedule, the architects have broken the project into three separate bid packages: GMP-1, GMP-2 and GMP-3, which together will form the final Guaranteed Maximum Price (GMP).

GMP-1 and GMP-2 have already been approved by the Board and GMP-3 is the contract for the remainder

of the work on the High School project. Requests for proposals were properly advertised according to the North Carolina General Statutes, and bids were opened on February 12th and 18th. The total cost of the work is \$33,828,544. The final cumulative GMP total is \$50,970,717. This number is within the total approved budget.

Commissioner Edney asked if the press box was included in the scope of the project. The architects responded it was included as an alternate.

Commissioner Edney questioned use of modular units. The architects and Dr. John Bryant stated modular units will only be used for storage, and not for classrooms.

Commissioner Edney inquired if the School Board was 100% satisfied with the scope of the project. Dr. John Bryant answered yes.

It was consensus of the Board that the storm drain under the football field be investigated and addressed at a later date, with information brought back before the Board before a final decision is made.

Commissioner Lapsley made the motion to accept the Guaranteed Maximum Price #3 for the Hendersonville High School project. All voted in favor and the motion carried.

ADJOURN

Chairman Hawkins stated the Board of Commissioners and citizens of Henderson County appreciate the medical staff of Pardee Hospital and Advert Health, along with Jimmy Brissie, the County Manager, the Board of Education and organizations coming together during this pandemic. Thanks to everyone.

Chairman Hawkins made the motion to adjourn at 10:00 a.m. All voted in favor and the motion carried.

Attest:

Teresa L. Wilson, Clerk to the Board

Grady H. Hawkins, Chairman