

**Minutes of the 23 January 2017
Special Meeting of the Yancey County Board of Commissioners
Held at 9:00 o'clock a.m. in the Commissioners Meeting Room
Yancey County Courthouse, Burnsville, North Carolina**

Present at the 23 January 2017 meeting of the Yancey County Board of Commissioners were Chairman Johnny Riddle, Commissioner Jill Austin, Commissioner Mark Ledford, Commissioner John Stallings, Commissioner Jeff Whitson, County Manager Nathan Bennett, Clerk to the Board Jason Robinson, County Attorney Donny Laws, County Planner Jamie McMahan, Finance Director Lynne Hensley, and Finance Officer Brandi Burleson.

Call to Order and Approval of the Agenda

Chairman Riddle called the meeting to order and welcomed everyone to the meeting. He then asked for a motion to approve the agenda. Commissioner Stallings made a motion to approve the agenda and it was seconded by Commissioner Austin. The vote to approve was unanimous (Attachment A).

Finance and Budget Update

The Board next heard from Finance Director Lynne Hensley and Finance Officer Brandi Burleson about Finance for local government. Mrs. Hensley reviewed with the Board the statutes that explain local government finance. Mrs. Hensley also reviewed the duties of a finance officer, finance director, the need for a pre-audit before purchases, and the threshold and procedures for items to be brought before the Board for a budget amendment. She also explained fund balance and how it is calculated. Mrs. Burleson next reviewed the budget process and stated that the process would soon begin again with each department head being asked to submit their budgets. Mrs. Burleson also brought the Board up to date on the year to date budget and discussed the budget calendar. Mrs. Burleson then explained the three budget amendments that she needed to be approved by the Board. Upon hearing from Mrs. Burleson, Commissioner Whitson made a motion to approve budget amendments #1-3. The motion was seconded by Commissioner Austin and the vote to approve was unanimous (Attachment B). The Board was also brought up to date concerning tax appeals by County Attorney Donny Laws.

Parkway Playhouse

The Board next heard from Steve Elderbrock, President of the Board of Directors for Parkway Playhouse and Kristen Livengood, Managing Director. Mr. Elderbrock and Ms. Livengood stated that they wanted to introduce themselves and to thank the Board for their previous support.

TRACTOR

The Board next heard from Adam McCurry with the North Carolina Cooperative Extension Service. Mr. McCurry first updated the Board on the inmate project. According to Mr. McCurry, 23 inmates worked on the project which netted \$5300 and 144 bushels of beans, 48 boxes of cucumbers, and 57 boxes of squash. Mr. McCurry also spoke to the Board concerning TRACTOR, the regional aggregation hub. According to Mr. McCurry there are businesses that are now contacting TRACTOR and there is a lot of demand for Yancey County products. Discussion followed about projects that are ongoing with TRACTOR and how the County could support the efforts of TRACTOR.

Joint Meeting with the Yancey County Board of Education

The Board next met with the Yancey County Board of Education. Present for the Board of Education was Chairman Angie Weatherman, Vice-Chair Jeanne Tyner, Member Norb McKinney, Member Mike Orr, and Member Edwin Fortner as well as Superintendent Dr. Tony Tipton and Finance Officer Robbie Renfro. After calling the meeting to order and getting approval for the agenda, Chairman Weatherman turned the meeting over to Dr. Tipton. Dr. Tipton stated that Yancey County Schools (YCS) was interested in bringing a replica of the Vietnam Memorial wall to Yancey County. The cost is \$7500 and asked the Board if they would be interested in sponsoring the visit to Yancey County. The Board indicated that they might be interested in sponsoring this event. The discussion then turned to the new school construction. YCS Finance Officer Robbie Renfro explained how the financing of a new school works. County Planner Jamie McMahan then informed both Boards the three options that are open to finance a school. The first option is conventional financing, the second option is public bond financing, and the third option is financing through USDA. According to Mr. McMahan, representatives with the County and YCS are scheduled to talk with folks from USDA.

Discussion then followed concerning infrastructure to the school including water and sewer and opportunities for grant funding that could be available to extend sewer to the new school. Discussion also followed about what the future plans might be for the three schools at Bald Creek, Bee Log, and Clearmont. Discussion next turned to future needs of the school system including technology needs and how close the County was to finishing the sewer line to Micaville Elementary.

Organizational Structure

The Board next heard from County Manager Nathan Bennett concerning the organizational structure of the County. Mr. Bennett highlighted not only the departments that make up county government but also to outside agencies that are tied to county government in some way.

Capital Projects

County Manager Nathan Bennett and County Planner Jamie McMahan updated the Board on the progress of the East Yancey Sewer project. They also asked the Board their desire to finish the project. According to Mr. Bennett and Mr. McMahan, the County is still seeking grant funding to try to finish the project but that doesn't seem to be available. At this point the County might have to finish the project with county funds. Mr. Bennett also updated the Board on the upgrade in software at the County's Emergency Operations Center (EOC). This will be the first major upgrades to the software since 2000.

General Discussion


The Board then had a general discussion about personnel as well as the possibility of contracting for mowing services for the coming summer. In addition, the Board discussed with staff whether the current system of operation is the best at Toe River Campground. The Board was assured that the current system is best for the campground to at least break even and not lose money. The Board and county manager also discussed operations at the recycling centers specifically East Yancey Recycling.

Adjournment

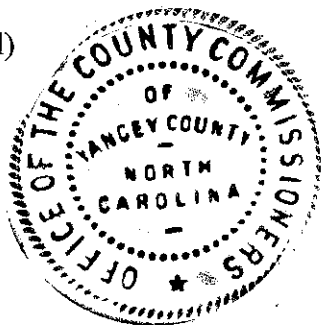
Having no further business Commissioner Ledford made a motion to adjourn and it was seconded by Commissioner Stallings. The vote to adjourn was unanimous.

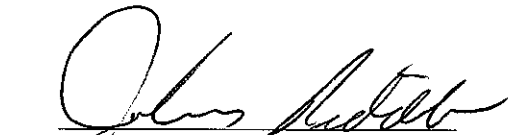
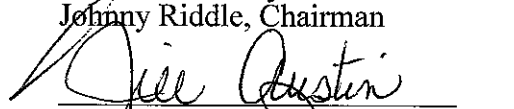

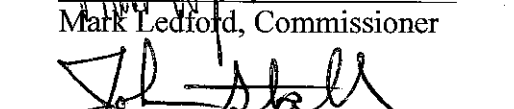
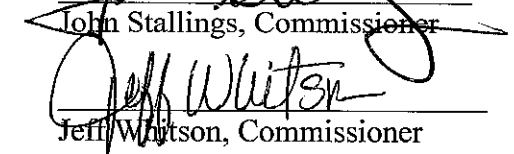
Approved and authenticated on this the 13th day of February 2017.

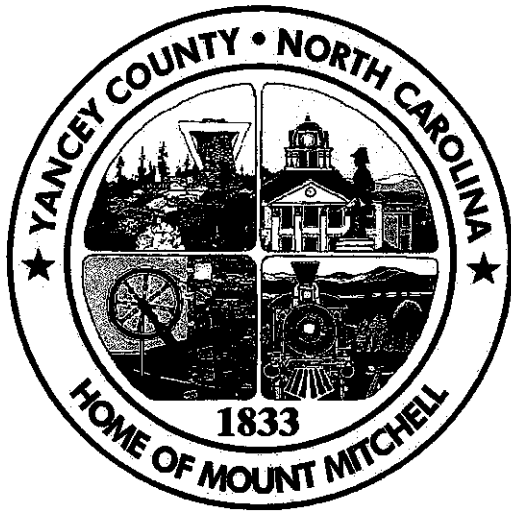
Attest:


J. Jason Robinson
Clerk to the Board

(county seal)




Johnny Riddle, Chairman

Jill Austin, Commissioner

Mark Ledford, Commissioner

John Stallings, Commissioner

Jeff Watson, Commissioner



AGENDA
YANCEY COUNTY COMMISSIONERS
SPECIAL MEETING
January 23, 2017

- I. Call to Order - Chairman Riddle
- II. Approval of Agenda
- III. Finance and Budget Update
 - a. Finance Overview and Discussion
 - b. Organizational Overview
- IV. County Operations/Services
- V. Capital Project Update
- VI. Future Initiatives
- VII. General Discussion
- VIII. Joint Meeting with the Yancey County Board of Education
- IX. Adjourn

YANCEY COUNTY FINANCE OFFICE



110 TOWN SQUARE, ROOM 11, BURNSVILLE, NC 28714

PHONE (828)682-3819 • FAX (828)682-4301

FINANCE DIRECTOR, LYNNE E. HENSLEY • lhensley@yanceycountync.gov

FINANCE OFFICER, BRANDI BURLESON • bburleson@yanceycountync.gov

ASST. FINANCE OFFICER, LISA MILLER • lmiller@yanceycountync.gov

NOTES TO BUDGET AMENDMENT # 1

The purpose of this budget amendment is to adjust various line items that have changed or have happened since the budget was adopted in June. Line 1 and 25 is to include a grant that was received by Emergency Management in the amount of \$15,000, line 3 and 6 include the newly adopted policy to include Commissioner's and County Attorney on the County's health insurance plan, lines 3 thru 5 are to move funds around to cover travel in the tax office for various required trainings, lines 7 thru 9 are to adjust the maintenance budget to cover the costs of removing vines from the Technology Center and other maintenance issues at other county owned properties, lines 10 & 11 are to adjust the premium for the Worker's Compensation for the County and this is being covered by the reduction of the unemployment insurance line item (we have this account built up and didn't have many claims last year), lines 13 thru 16 and line 26 are to cover the unexpected cost of housing females in another county to make room for the extra male population for a substantial amount of time and the repairs to another van to be able to haul the inmate work crew to various work sites. Lines 18 thru 24 are various items that have been ongoing and should complete these projects, replacing old light poles at CRMS and finishing up the concession stand at th Recreation Park. This amendment increases the overall 2016-2017 Fiscal Year Budget from \$21,982,506 to \$ 22,017,506.

NOTES TO BUDGET AMENDMENT # 2

This amendment adjusts the capital projects fund to cover the cost of the concession stand. \$50,000 was carried forward from the 15-16 Budget and we are adding an additional \$15,000 to finish the project.

NOTES TO BUDGET AMENDMENT # 3

This amendment allows the 911 Dispatch to add a full moducom position for call taking and software for servers. These expenses are allowable and were approved by Marsha Tapler of the NC 911 Board.

If you have any questions on amendment # 1 or 2, please feel free to call me on my cell phone at 208-3354, Brandi.

YANCEY COUNTY COMMISSIONERS

BUDGET AMENDMENT # 2

FUND: CAPITAL PROJECTS

As entered in the minutes of the Yancey County Board of Commissioners at a meeting on
as entered into the minutes on January 23, 2017

	EXPEND. CODE	ACCOUNT	INCREASE	DECREASE
1	406121-566014	RECREATION GROUNDS-CONCES	65,000.00	
2				
3				
4				
5				
6				
		TOTALS	65,000.00	0.00

	EXPEND. CODE	ACCOUNT	INCREASE	DECREASE
7	404000-4001	CONT FROM GENERAL FUND	15,000.00	
8	404000-400102	CONT FROM CAP PROJ FB	50,000.00	
9				
10				
11				
12				
13				
14				
		TOTALS	65,000.00	0.00

YANCEY COUNTY COMMISSIONERS

BUDGET AMENDMENT # 3

FUND: 911 FUND

As entered in the minutes of the Yancey County Board of Commissioners at a meeting on
as entered into the minutes on January 23, 2017

	EXPEND. CODE	ACCOUNT	INCREASE	DECREASE
1	234390-5550	EQUIPMENT	40,000.00	
2				
3				
4				
5				
6				
TOTALS			40,000.00	0.00

	EXPEND. CODE	ACCOUNT	INCREASE	DECREASE
7	234000-400102	CONT FROM 911 FUND BALANCE	40,000.00	
8				
9				
10				
11				
12				
13				
14				
TOTALS			40,000.00	0.00