

**Minutes of the 13 November 2018**  
**Regular Meeting of the Yancey County Board of Commissioners**  
**Held at 6:00 o'clock p.m. in the Yancey County Courtroom**  
**Yancey County Courthouse, Burnsville, North Carolina**

Present at the 8 October 2018 meeting of the Yancey County Board of Commissioners were: Chairman Johnny Riddle, Commissioner Jill Austin, Commissioner John Stallings, Commissioner Mark Ledford, Commissioner Jeff Whitson, County Manager Nathan Bennett, Clerk to the Board Jason Robinson, Planning and Economic Development Director Jamie McMahan, County Attorney Donny Laws, members of the media, and members of the general public.

**Call to Order and Approval of Agenda**

Chairman Riddle called the meeting to order and asked Commissioner Stallings to deliver the invocation. After the invocation, Chairman Riddle led the Pledge of Allegiance. Chairman Riddle then asked for a motion to approve the agenda. Commissioner Whitson made a motion to approve the agenda. The motion was seconded by Commissioner Stallings. The vote to approve was unanimous (Attachment A).

**Public Comment**

Tom Robinson offered comment concerning illegal immigration, the Jesuit Oath, and courthouse security.

**Consent Agenda**

The Board next moved to the consent agenda portion of the agenda. On the consent agenda for November were minutes from the July 9<sup>th</sup> regular meeting, the August 13<sup>th</sup> regular meeting, the September 10<sup>th</sup> regular meeting, the October 8<sup>th</sup> regular meeting, the August 13<sup>th</sup> special meeting, the September 10<sup>th</sup> special meeting, the October 4<sup>th</sup> special meeting, and the 2018-19 budget work sessions. Also on the consent agenda for November were releases and refunds from the tax office (Attachment B). Finally on the consent agenda was the October tax collection report (Attachment C) which is for informational purposes only. Upon hearing the consent agenda items, Commissioner Stallings made a motion to approve the consent agenda. The motion was seconded by Commissioner Austin and the vote to approve was unanimous.

**Mayland Community College**

The Board next heard from Dr. John Boyd, President of Mayland Community College. Dr. Boyd offered an update on projects that are going on at Mayland. Dr. Boyd also informed the Board that he was appearing before the Board to bring the budget for the college. Dr. Boyd stated that the State always wanted to have the budgets presented to the counties even though the County has already approved the county portion of the budget. Upon hearing from Dr. Boyd, Commissioner Austin made a motion to authorize the chair to sign the budget document for Mayland Community College. The motion was seconded by Commissioner Whitson and the vote to approve was unanimous (Attachment D).

**County Manager Report**

The Board next heard from County Manager Nathan Bennett. Mr. Bennett stated that he the first thing he had to bring before the Board was the Soil and Water Memorandum of Understanding (MOU). Every five years the County needs to renew the memorandum with the Yancey County Soil and Water. According to Mr. Bennett this memorandum was the same as the one from five years ago and has been

reviewed by the county attorney. Upon hearing from Mr. Bennett, Commissioner Ledford made a motion to approve the MOU with Yancey Soil and Water. The motion was seconded by Commissioner Stallings and the vote to approve was unanimous (Attachment E). Mr. Bennett also updated the Board on the opioid lawsuit that the county entered into several months ago. Mr. Bennett also informed the Board that he had met with FEMA about recovery work at Cane River Park. Mr. Bennett also informed the Board that he had learned that the County is eligible for Emergency Watershed Protection Program (EWP) for both public and private landowners. Mr. Bennett stated that this program had been used in 2005 when flooding from Hurricanes Ivan and Francis occurred in the County. Mr. Bennett stated that he would like authorization from the Board to send a letter to the National Resource Conservation Service that the County wants to participate in the EWP program. Upon hearing from Mr. Bennett, Commissioner Ledford made a motion to authorize the county manager to send a letter to the National Resource Conservation Service indicating that the County wants to participate in the EWP program. The motion was seconded by Commissioner Whitson and the vote to approve was unanimous. Mr. Bennett also updated the Board on Mission's sale to Hospital Corporation of America (HCA) as it relates to EMS.

**County Attorney Business**

County Attorney Donny Laws stated that he had nothing for the Board this month.

**Commissioner Business**

Commissioner Stallings stated the he was very proud of the work that was accomplished in the last two years. He also stated that it had been a privilege to serve with everyone. He also encouraged everyone to be good to one another as Jesus instructed us to do and as Abraham Lincoln stated having "malice toward none."

**Adjournment**

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

Approved and authenticated on this the \_\_\_\_\_ 10<sup>th</sup> \_\_\_\_\_ day of December 2018.

*Jeff Whitson*

Jeff Whitson, Chairman

*Mark Ledford*

Mark Ledford, Vice-Chairman

*Jill Austin*

Jill Austin, Commissioner

*David Grindstaff*

David Grindstaff, Commissioner

*Johnny Riddle*

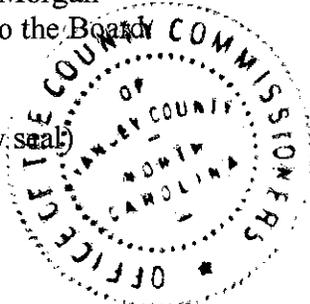
Johnny Riddle, Commissioner

Attest:

*Sonya Morgan*

Sonya Morgan  
Clerk to the Board

(county seal)





Attachment A

**AGENDA**  
**YANCEY COUNTY BOARD OF COMMISSIONERS**  
**REGULAR BUSINESS MEETING**  
**November 13, 2018**  
**6:00 P.M.**

- I. Call to Order – Chairman Johnny Riddle
- II. Invocation and Pledge of Allegiance to the Flag
- III. Approval of the Agenda
- IV. Public Comment
- V. Consent Agenda
  - a. Approval of July 9<sup>th</sup>, August 13<sup>th</sup>, September 10<sup>th</sup>, and October 8<sup>th</sup> regular meeting minutes, August 13<sup>th</sup> special meeting, September 10<sup>th</sup> special meeting, October 4<sup>th</sup> special meeting, 2018-2019 Budget work sessions
  - b. Tax Office Releases and Refund
  - c. October Tax Collection Report – Informational
- VI. Mayland Community College – Budget Presentation – Dr. John Boyd, President
- VII. County Manager Report – Nathan Bennett, County Manager
  - a. Soil and Water Memorandum of Understanding
  - b. General Update
- VIII. County Attorney Report – Donny Laws, County Attorney
- IX. County Commissioners Report
- X. Adjourn



Attachment B

**YANCEY COUNTY TAX OFFICE**

110 Town Square, Room 2 \* Burnsville, North Carolina 28714

Phone: (828) 682-2198 \* Fax (828) 682-4817

Email: [danny.mcintosh@yanceycountync.gov](mailto:danny.mcintosh@yanceycountync.gov)

Regular Meeting of the Board of Commissioners November 12 2018

Refund request:

WESTBROOK, MAXINE 271 HORTON HILL RD GREEN MOUNTAIN NC 28740

PIN: 082400507475000 Request for refund is made by letter from taxpayer. Investigation revealed that land size was entered incorrectly by tax office staff.

Assessor's opinion: Refund is indicated and recommended for approval in the amount of 129.60.

Oct. 5, 2018  
5265 Virginia Hill Ct.  
Jackson, SC 29831

RECEIVED  
10/8/2018

Dear Mr. McIntosh,  
In reading my Deed, registered in Book 180, pg 165,  
with Parcel Identification # 082400507475000, 6.30 acres,  
located at 271 Horton Hill Ad., Green Mountain, NC, it was  
discovered that an error was made in the tax office  
from 1980. In view of that fact that tax has been  
paid on .72 acres that is not in my possession,  
I am asking for a refund in the amount that  
I have been overcharged.  
Thank you for your cooperation and consideration.

Sincerely,  
Marilyn Westbrock

## YANCEY COUNTY TAX ADMINISTRATION

End of Month Breakout  
View Posted Payments in Date Range 10/01/2018 to 10/31/2018 for Vehicle

Description	Amount
Vehicle Payments	
County Vehicle Tax Payments 2018	\$536.13
County Vehicle Tax Payments 2017	\$1,084.18
County Vehicle Tax Payments 2016	
County Vehicle Tax Payments 2015	
County Vehicle Tax Payments 2014	
County Vehicle Tax Payments 2013	
County Vehicle Tax Payments 2012	
County Vehicle Tax Payments 2011	
County Vehicle Tax Payments 2010	
County Vehicle Tax Payments 2009	
County Vehicle Tax Payments 2008	
County Vehicle Interest	\$66.49
County Vehicle Total Payments	\$1,686.80
Burnsville VFD Vehicle Tax	\$6.30
South Toe VFD Vehicle Tax	\$20.11
Newdale VFD Vehicle Tax	\$9.22
West Yancey VFD Vehicle Tax	\$70.86
Egypt/Ramseytown VFD Vehicle Tax	\$7.20
Clearmont VFD Vehicle Tax	\$0.58
Double Island VFD Vehicle Tax	\$0.72
Pensacola VFD Vehicle Tax	\$5.44
VFD Vehicle Interest	\$4.55
VFD Vehicle Total Payments	\$124.98
Town of Burnsville Vehicle Tax	\$72.44
Town of Burnsville Vehicle Interest	
Town of Burnsville Vehicle Total Payment	\$72.44
State Vehicle Interest	\$30.86
Vehicle Total Payments	\$1,915.08

11/01/2018



PRICES CREEK FIRE DISTRICT Vehicle Tax	\$17.43	\$68.34	\$175.71	\$261.48
County Vehicle Interest				\$1,524.61
	\$6.57	\$528.58	\$989.46	
TOWN OF BURNSVILLE Vehicle Interest				\$7.29
	\$0.63	\$6.66		
BURNSVILLE FIRE DISTRICT Vehicle Interes				\$43.27
	\$0.22	\$30.28	\$12.77	
CANE RIVER FIRE DISTRICT Vehicle Interes				\$2.27
	\$0.11	\$0.75	\$1.41	
EGYPT FIRE DISTIRCT Vehicle Interest				\$0.03
	\$0.02	\$0.01		
RAMSEYTOWN FIRE DISTRICT Vehicle Interes				\$0.49
	\$0.03	\$0.46		
GREEN MOUNTAIN FIRE DISTRICT Vehicle Int				\$1.93
	\$0.08	\$0.37	\$1.48	
JACKS CREEK FIRE DISTRICT Vehicle Intere				\$14.88
	\$5.86	\$9.02		
CRABTREE FIRE DISTRICT Vehicle Interest				\$11.14
	\$4.20	\$6.94		
SOUTH TOE FIRE DISTRICT Vehicle Interest				\$8.35
	\$0.03	\$2.65	\$5.67	
PENSACOLA FIRE DISTRICT Vehicle Interest				\$17.32
	\$4.57	\$12.75		
PRICES CREEK FIRE DISTRICT Vehicle Inter				\$36.42
	\$0.12	\$4.74	\$31.56	
DMV Vehicle Interest				\$461.43
	\$7.80	\$267.50	\$186.13	
Totals				\$35,282.97
	\$6,030.75	\$21,786.69	\$7,465.53	

Billed to Date % Collected

County Vehicle Tax 2018

\$6,630.18

19.45%

11/01/2018

# Posting Report

10-01-2018 to 10-31-2018

11-01-2018  
10:36 AM

## I. Tax Collections + Releases

Year	General Fund	Burnsville	West Yancey	Egypt/Ramseytown	Clearmont	Double Island	Newdale	South Toe	Pensacola	TOTAL
2011	\$40.50	\$0.00	\$3.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$44.10
2012	\$36.86	\$0.00	\$3.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40.14
2015	\$138.69	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$138.69
2016	\$941.35	\$0.00	\$13.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15.61	\$0.00	\$969.96
2017	\$5,924.67	\$116.63	\$16.68	\$0.00	\$0.00	\$0.00	\$93.05	\$55.16	\$0.00	\$6,206.19
2018	\$335,713.96	\$3,971.20	\$4,424.95	\$3,091.55	\$2,920.81	\$1,170.41	\$4,355.36	\$7,451.36	\$3,366.94	\$366,466.54
<b>TOTAL</b>	\$342,796.03	\$4,087.83	\$4,461.51	\$3,091.55	\$2,920.81	\$1,170.41	\$4,448.41	\$7,522.13	\$3,366.94	\$373,865.62

## II. Releases

	Current Year	Prior Year	TOTAL
General Fund	\$320.22	\$0.00	\$320.22
Burnsville	\$0.97	\$0.00	\$0.97
West Yancey	\$4.84	\$0.00	\$4.84
Egypt/Ramseytown	\$0.00	\$0.00	\$0.00
Clearmont	\$0.00	\$0.00	\$0.00
Double Island	\$0.00	\$0.00	\$0.00
Newdale	\$3.41	\$0.00	\$3.41
South Toe	\$0.00	\$0.00	\$0.00
Pensacola	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	\$329.44	\$0.00	\$329.44

### III. Net Tax Collections

Year	General Fund	Burnsville	West Yancey	Egypt/Ramseytown	Clearmont	Double Island	Newdale	South Toe	Pensacola	TOTAL
	\$342,475.81	\$4,086.86	\$4,456.67	\$3,091.55	\$2,920.81	\$1,170.41	\$4,445.00	\$7,522.13	\$3,366.94	\$373,536.18

# Transaction Type Report

10-01-2018 to 10-31-2018

Year	General	Fire	Penalty	Waste	Additional Fees	Principal	Interest	Advertising Cost	Legal Cost	Total
2011	\$40.50	\$3.60	\$0.00	\$0.00	\$0.00	\$44.10	\$27.61	\$0.00	\$0.00	\$71.71
2012	\$36.86	\$3.28	\$4.02	\$0.00	\$0.00	\$44.16	\$23.65	\$0.00	\$0.00	\$67.81
2015	\$138.69	\$0.00	\$0.00	\$0.00	\$0.00	\$138.69	\$19.76	\$0.00	\$0.00	\$158.45
2016	\$941.35	\$28.61	\$4.59	\$0.00	\$0.00	\$974.55	\$107.29	\$8.00	\$0.00	\$1,089.84
2017	\$5,924.67	\$281.52	\$4.70	\$0.00	\$0.00	\$6,210.89	\$318.06	\$24.00	\$0.00	\$6,552.95
2018	\$334,122.47	\$30,646.98	\$286.71	\$0.00	\$0.00	\$365,056.16	\$13.44	\$0.00	\$0.00	\$365,069.60
<b>TOTAL</b>	\$341,204.54	\$30,963.99	\$300.02	\$0.00	\$0.00	\$372,468.55	\$509.81	\$32.00	\$0.00	\$373,010.36

# Adjustment / Release Report

10-01-2018 to 10-31-2018

Year	General	Penalty	Waste	Additional Fees	Principal	Interest	Advertising Cost	Legal Cost	Fire	Amount Due	County Net
2014	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$-1.00	\$0.00	\$-1.00	\$-1.00
2016	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$-500.00	\$0.00	\$-500.00	\$-500.00
2018	\$320.22	\$3.27	\$0.00	\$0.00	\$323.49	\$-0.02	\$0.00	\$0.00	\$9.22	\$332.69	\$323.47
<b>TOTAL</b>	\$320.22	\$3.27	\$0.00	\$0.00	\$323.49	\$-0.02	\$0.00	\$-501.00	\$9.22	\$-168.31	\$-177.53

# Collections Receipts Report

10-01-2018 to 10-31-2018

Total general tax	\$342,475.81
Total fire tax	\$31,060.37
Total penalty	\$300.02
Total Waste Fees	\$0.00
Total Additional Fees	\$0.00
<b>Total principal</b>	<b>\$373,836.20</b>
Total interest	\$509.81
Total cost of advertising	\$32.00
Total legal	\$0.00
Total check overpayments	\$0.00
Total Prepaid Payments	\$2,149.76
Total Prepaid Applied	\$0.00
<b>Total misc</b>	<b>\$2,691.57</b>
<b>Grand total receipts</b>	<b>\$376,527.77</b>

# District Payment Report

10-01-2018 to 10-31-2018

Year	District Code	District Name	Amount
2011	002	CANE RIVER FIRE DISTRICT	\$3.60
2012	002	CANE RIVER FIRE DISTRICT	\$3.28
2016	005	GREEN MOUNTAIN FIRE DISTRICT	\$0.00
2016	008	CRABTREE FIRE DISTRICT	\$0.00
2016	009	SOUTH TOE FIRE DISTRICT	\$15.61
2016	011	PRICES CREEK FIRE DISTRICT	\$13.00
2017	001	BURNSVILLE FIRE DISTRICT	\$116.63
2017	003	EGYPT FIRE DISTRICT	\$0.00
2017	004	RAMSEY TOWN FIRE DISTRICT	\$0.00
2017	005	GREEN MOUNTAIN FIRE DISTRICT	\$0.00
2017	006	JACKS CREEK FIRE DISTRICT	\$0.00
2017	008	CRABTREE FIRE DISTRICT	\$93.05
2017	009	SOUTH TOE FIRE DISTRICT	\$55.16
2017	011	PRICES CREEK FIRE DISTRICT	\$16.68
2018	001	BURNSVILLE FIRE DISTRICT	\$3,970.23
2018	002	CANE RIVER FIRE DISTRICT	\$1,505.15
2018	003	EGYPT FIRE DISTRICT	\$2,044.69
2018	004	RAMSEY TOWN FIRE DISTRICT	\$1,046.86
2018	005	GREEN MOUNTAIN FIRE DISTRICT	\$1,164.70
2018	006	JACKS CREEK FIRE DISTRICT	\$1,756.11
2018	007	BRUSH CREEK FIRE DISTRICT	\$1,170.41
2018	008	CRABTREE FIRE DISTRICT	\$4,351.95
2018	009	SOUTH TOE FIRE DISTRICT	\$7,354.98
2018	010	PENSACOLA FIRE DISTRICT	\$3,366.94
2018	011	PRICES CREEK FIRE DISTRICT	\$2,914.96
<b>TOTAL</b>			<b>\$30,963.99</b>

# Outstanding Balances Report

As of 10-31-2018

Year	Amount	County	District	Interest	Advertising	Penalties	Waste	Additional Fees
2007	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2008	\$13,959.54	\$6,611.56	\$591.24	\$6,553.62	\$56.00	\$147.12	\$0.00	\$0.00
2009	\$12,988.15	\$6,811.32	\$522.29	\$5,582.54	\$72.00	\$0.00	\$0.00	\$0.00
2010	\$17,926.10	\$9,394.42	\$944.62	\$7,475.06	\$112.00	\$0.00	\$0.00	\$0.00
2011	\$23,786.14	\$13,205.61	\$1,332.57	\$9,114.11	\$116.00	\$17.85	\$0.00	\$0.00
2012	\$26,502.65	\$14,938.29	\$1,691.10	\$9,448.19	\$144.00	\$281.07	\$0.00	\$0.00
2013	\$24,874.44	\$15,541.19	\$1,424.64	\$7,650.61	\$258.00	\$0.00	\$0.00	\$0.00
2014	\$40,017.04	\$24,713.38	\$2,153.19	\$9,463.54	\$208.00	\$467.55	\$0.00	\$0.00
2015	\$60,322.75	\$42,941.75	\$3,543.70	\$12,134.87	\$290.66	\$296.97	\$0.00	\$0.00
2016	\$111,786.27	\$75,648.82	\$5,534.90	\$15,264.75	\$632.00	\$424.63	\$4.00	\$0.00
2017	\$173,405.55	\$145,694.79	\$12,119.02	\$13,142.42	\$1,416.00	\$1,033.32	\$0.00	\$0.00
2018	\$4,608,570.48	\$4,232,728.07	\$369,048.47	\$-34.70	\$0.00	\$6,828.64	\$0.00	\$0.00
<b>Total</b>	<b>\$5,114,139.11</b>	<b>\$4,588,229.20</b>	<b>\$398,905.74</b>	<b>\$95,795.01</b>	<b>\$3,304.66</b>	<b>\$9,497.15</b>	<b>\$4.00</b>	<b>\$0.00</b>

**Yancey County Tax Office**  
 County/District Collection Percentage Report  
 As of: 10-31-2018

Run Date: 11-01-2018

2018  
 County

**Net Levy \$**  
 12,652,222.03

**Collections \$**  
 8,420,244.85

**Collections %**  
 66.56

**Districts**

Name	Net Levy \$	Collections \$	Collections %
001 - BURNSVILLE FIRE DISTRICT	193,900.23	125,234.87	64.59
002 - CAME RIVER FIRE DISTRICT	74,156.14	51,569.56	69.55
003 - EGYPT FIRE DISTRICT	78,040.04	53,511.21	68.57
004 - RAMSEYTOWN FIRE DISTRICT	24,452.74	15,201.25	62.17
005 - GREEN MOUNTAIN FIRE DISTRICT	27,759.65	18,751.30	67.55
006 - JACKS CREEK FIRE DISTRICT	66,129.98	46,758.18	70.71
007 - BRUSH CREEK FIRE DISTRICT	39,147.12	28,703.20	73.33
008 - CRABTREE FIRE DISTRICT	174,052.47	110,599.04	63.55
009 - SOUTH TOE FIRE DISTRICT	193,284.31	133,834.90	69.25
010 - PENSACOLA FIRE DISTRICT	95,936.61	61,807.39	64.43
011 - PRICES CREEK FIRE DISTRICT	153,907.73	105,747.65	68.71

**District Totals**

**Net Levy \$**  
 1,120,767.02

**Collections \$**  
 751,718.55

**Collections %**  
 67.07

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM  
 COLLEGE FY 2018-19 BUDGET  
 (EXCLUDING CAPITAL IMPROVEMENT PROJECTS)

Attachment D

College Name: Mayland CC  
 Institution  
 Number: 851

	1	2	3	4
	State Budget	County Budget	Institutional Budget	Total Budget
<b>Revenue Detail (excluding capital improvement projects)</b>				
State	\$ 11,049,229			\$ 11,049,229
*Includes Federal funds that are allocated to colleges by the State Board and are processed through the 112.				
<b>County Funds</b>				
County Appropriations (list each county separately below):				
Mitchell		379,840		379,840
Avery		355,000		355,000
Yancey		373,750		373,750
		-		-
		-		-
		-		-
		-		-
(If necessary, add lines above for add'l counties)				
Misc. County Revenue				
<b>Total County Funds</b>	\$ 1,108,590			\$ 1,108,590

**Institutional Funds**

**Federal Sources:**

Federal Pell and other Federal student aid grants	\$ 1,326,385	\$ 1,326,385		
Federal Direct Loans				
Federal Work-Study Program	\$ 21,065	\$ 21,065		\$ 21,065
Other Federal Grants (list):				
TRIO Grant (SOAR)	\$ 275,000	\$ 275,000		\$ 275,000
Workforce Investment Act	\$ 645,000	\$ 645,000		\$ 645,000
Overhead Receipts	\$ 40,000	\$ 40,000		\$ 40,000

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM  
 COLLEGE FY 2018-19 BUDGET  
 (EXCLUDING CAPITAL IMPROVEMENT PROJECTS)

College Name: Mayland CC  
 Institution  
 Number: 851

	1	2	3	4
	State Budget	County Budget	Institutional Budget	Total Budget
<b>Revenue Detail (excluding capital improvement projects)</b>				
_____				
_____				
_____				
(If necessary, add lines above)				
Total Revenues From Federal	\$ - \$		\$ 2,307,450	\$ 2,307,450
<b>Fees:</b>				
College Access, Parking and Security (CAPS) Fees			\$ 5,800	\$ 5,800
Student Activity Fees			\$ 28,500	\$ 28,500
Course Specific Fees			\$ 17,000	\$ 17,000
Instructional Technology Fees			\$ 13,500	\$ 13,500
Self-Supporting Course Fees			\$ 30,000	\$ 30,000
Other Fees (list, if applicable):				
Administrative (Graduation) Fees			\$ 11,500	\$ 11,500
Transcript Fees			\$ 4,700	\$ 4,700
Placement Test Fees			\$ 150	\$ 150
Photocopy Fees			\$ 5,750	\$ 5,750
_____				
_____				
_____				
_____				
_____				
(If necessary, add lines above)				
Total Revenues from Fees	\$ - \$		\$ 116,900	\$ 116,900

**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM  
COLLEGE FY 2018-19 BUDGET  
(EXCLUDING CAPITAL IMPROVEMENT PROJECTS)**

College Name: Mayland CC  
Institution  
Number: 851

	1	2	3	4
	State Budget	County Budget	Institutional Budget	Total Budget
<b>Revenue Detail (excluding capital improvement projects)</b>				
<i>Proprietary/Other Revenues:</i>				
Bookstore Receipts			\$ 25,000	\$ 25,000
Vending/Food Service Receipts			\$ 8,700	\$ 8,700
Live Projects/Patron Fees			\$ 10,200	\$ 10,200
Internal Service Funds			\$ -	\$ -
Interest Income			\$ 5,000	\$ 5,000
NC Community College Grant Funds			\$ 75,000	\$ 75,000
Education Lottery Scholarship Funds			\$ 48,000	\$ 48,000
Gifts and Donations			\$ 250,000	\$ 250,000
Private (non-Federal) Grants			\$ 200,000	\$ 200,000
Endowment Income			\$ 7,700	\$ 7,700
Other Miscellaneous Sources (list, if applicable):			\$ -	\$ -
Mitchell County Schools			\$ 58,000	\$ 58,000
Multiple Scholarships			\$ 50,000	\$ 50,000
_____			\$ -	\$ -
_____			\$ -	\$ -
_____			\$ -	\$ -
_____			\$ -	\$ -
_____			\$ -	\$ -
_____			\$ -	\$ -
(if necessary, add lines above)			\$ -	\$ -
Total Revenues from Proprietary/Other Sources:	\$ -	\$ -	\$ 737,600	\$ 737,600
<b>Total Institutional Sources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,161,950</b>	<b>\$ 3,161,950</b>
<b>Total Estimated Revenues</b>	<b>\$ 11,049,229</b>	<b>\$ 1,108,590</b>	<b>\$ 3,161,950</b>	<b>\$ 15,319,769</b>
<b>Fund Balance Appropriated</b>			<b>\$ -</b>	<b>\$ -</b>

**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM  
COLLEGE FY 2018-19 BUDGET  
(EXCLUDING CAPITAL IMPROVEMENT PROJECTS)**

College Name: Mayland CC

Institution Number: 851

Expenditure Detail (excluding capital improvement projects)	Institution Number: 851				Total Budget
	1 State Budget	2 County Budget	3 Institutional Budget	4	
<b>100 INSTITUTIONAL SUPPORT</b>					
110 Executive Management	\$ 1,387,206	\$ 32,295			\$ 1,419,501
120 Financial Services	\$ 380,760				\$ 380,760
130 General Administration	\$ 996,229	\$ 104,847			\$ 1,101,076
140 Information Systems - Admin.	\$ 444,581				\$ 444,581
<b>TOTAL INSTITUTIONAL SUPPORT</b>	\$ 3,208,776	\$ 137,142	\$ 24,000		\$ 3,369,918
<b>200 INSTRUCTIONAL - CURRICULUM</b>					
220 Associate Degree	\$ 3,010,240				\$ 3,010,240
<b>TOTAL INSTRUCTIONAL - CURRICULUM</b>	\$ 3,010,240	\$ -	\$ 89,000		\$ 3,099,240
<b>300 CONTINUING EDUCATION</b>					
310 Occupational Education	\$ 922,846				\$ 922,846
311 Occupational Support	\$ 553,418				\$ 553,418
320 Basic Skills Plus	\$ 3,230				\$ 3,230
321 Adult Basic Education/ESL	\$ 570,045				\$ 570,045
322 Adult High School & GED	\$ 55,358				\$ 55,358
323 Compensatory Education	\$ 174,690				\$ 174,690
363 Small Business Center	\$ 104,553				\$ 104,553
364 Customized Trng - Bus & Ind Support (Admin.)	\$ 40,000				\$ 40,000
365 Customized Trng - Bus & Ind Support (Instruct.)	\$ 7,500				\$ 7,500
370 NC Military Business Center (FTCC)					\$ -
371 NC Research Campus - Kannapolis (RCCC)					\$ -
<b>TOTAL CONTINUING EDUCATION</b>	\$ 2,431,640	\$ -	\$ 23,000		\$ 2,454,640

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM  
 COLLEGE FY 2018-19 BUDGET  
 (EXCLUDING CAPITAL IMPROVEMENT PROJECTS)

College Name: Mayland CC

Institution Number: 851

Expenditure Detail (excluding capital improvement projects)	Institution Number: 851				Total Budget
	1	2	3	4	
	State Budget	County Budget	Institutional Budget		
<b>400 ACADEMIC SUPPORT</b>					
410 Library/Learning Center	\$ 173,463				\$ 173,463
421 Curriculum - Admin.	\$ 388,983				\$ 388,983
422 Continuing Education - Admin.	\$ 392,683				\$ 392,683
430 Information Systems - Academic					\$ -
<b>TOTAL ACADEMIC SUPPORT</b>	<b>\$ 955,129</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 955,129</b>
<b>500 STUDENT SUPPORT</b>					
510 Student Services	\$ 935,585				\$ 935,585
530 Child Care	\$ 22,993				\$ 22,993
<b>TOTAL STUDENT SUPPORT</b>	<b>\$ 958,578</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 843,950</b>	<b>\$ 1,802,528</b>
<b>600 OPERATION &amp; MAINTENANCE OF PLANT</b>					
610 Plant Operation	\$ 573,588				\$ 573,588
620 Plant Maintenance	\$ 323,910				\$ 323,910
680 Innovation Quarters (Forsyth Tech CC)	\$ -	\$ -			\$ -
<b>TOTAL OPERATION &amp; MAINTENANCE OF PLANT</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 897,498</b>	<b>\$ -</b>	<b>\$ 897,498</b>
<b>700 PROPRIETARY/OTHER</b>					
			\$ 72,000		\$ 72,000
<b>800 STUDENT AID</b>					
			\$ 2,110,000		\$ 2,110,000
<b>900 CAPITAL OUTLAY (excluding capital improvement projects)</b>					
920 Equipment	\$ 400,271	\$ 73,950			\$ 474,221
923 Basic Skills/Literacy Equipment					\$ -
930 Instructional Resources (Books)	\$ 26,086				\$ 26,086
940 Equipment - State CATEGORICAL Funds	\$ 58,509				\$ 58,509
<b>TOTAL CAPITAL OUTLAY</b>	<b>\$ 484,866</b>	<b>\$ 73,950</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 558,816</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 11,049,229</b>	<b>\$ 1,108,590</b>	<b>\$ 3,161,950</b>	<b>\$ -</b>	<b>\$ 15,319,769</b>

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM  
COLLEGE FY 2018-19 CAPITAL IMPROVEMENTS BUDGET

College Name: Mayland CC

Institution Number: 851

	1 State	2 County	3 Institutional	4 Total
<b>Capital Improvement Revenues</b>				
State Funds (funds reimbursed by System Office)*	\$ 1,536,000			\$ 1,536,000
<b>County Funds</b>				
County Appropriation for CI Projects				\$ -
County GO Bond Funds				\$ -
Other County Revenue/Financing				\$ -
Fund Balance for CI Projects				\$ -
County Subtotal		\$ -		\$ -
<b>Institutional Funds</b>				
Federal Grant				\$ -
Private Gift/Donation				\$ -
Private Grant(s) and Other Sources (list below):				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
(if necessary, add lines above)				\$ -
Institutional Subtotal			\$ -	\$ -
<b>Total Capital Improvement Project Revenues</b>	\$ 1,536,000	\$ -	\$ -	\$ 1,536,000
<b>Capital Improvement Expenditures</b>				
910 Buildings and Grounds				\$ -
Repairs and Renovations/New Construction	\$ 1,536,000			\$ 1,536,000
<b>Total Expenditures</b>	\$ 1,536,000	\$ -	\$ -	\$ 1,536,000
<b>NET (Est. Revenues - Expenditures)</b>	\$ -	\$ -	\$ -	\$ -

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM  
 COLLEGE FY 2018-19 BUDGET  
 (EXCLUDING CAPITAL IMPROVEMENT PROJECTS)

College Name: Mayland CC  
 Institution Number: 851

	1	2	3	4
	State Budget	County Budget	Institutional Budget	Total Budget
<b>Summary of Revenues (excluding capital improvement projects)</b>				
State*	\$ 11,049,229			\$ 11,049,229
County Funds		\$ 1,108,590		\$ 1,108,590
Institutional Funds			\$ 3,161,950	\$ 3,161,950
Operating Revenue Subtotal	\$ 11,049,229	\$ 1,108,590	\$ 3,161,950	\$ 15,319,769
Fund Balance Appropriated	\$ -	\$ -	\$ -	\$ -
<b>Total Funds Available</b>	<b>\$ 11,049,229</b>	<b>\$ 1,108,590</b>	<b>\$ 3,161,950</b>	<b>\$ 15,319,769</b>

	1	2	3	4
	State Budget	County Budget	Institutional Budget	Total Budget
<b>Summary of Expenditures (excluding capital improvement projects)</b>				
1XX Institutional Support	\$ 3,208,776	\$ 137,142	\$ 24,000	\$ 3,369,918
2XX Curriculum Instruction	\$ 3,010,240	\$ -	\$ 89,000	\$ 3,099,240
3XX Continuing Education	\$ 2,431,640	\$ -	\$ 23,000	\$ 2,454,640
4XX Academic Support	\$ 955,129	\$ -	\$ -	\$ 955,129
5XX Student Support	\$ 958,578	\$ -	\$ 843,950	\$ 1,802,528
6XX Plant Operations & Maint.	\$ -	\$ 897,498	\$ -	\$ 897,498
7XX Proprietary/Other	\$ -	\$ -	\$ 72,000	\$ 72,000
8XX Student Aid	\$ -	\$ -	\$ 2,110,000	\$ 2,110,000
9XX Capital Outlay (excluding capital improvements)	\$ 484,866	\$ 73,950	\$ -	\$ 558,816
<b>Total Budgeted Expenditures</b>	<b>\$ 11,049,229</b>	<b>\$ 1,108,590</b>	<b>\$ 3,161,950</b>	<b>\$ 15,319,769</b>

<b>Net (Est. Revenues - Expenditures)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
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\*Includes Federal funds that are allocated to colleges by the State Board and are processed through the 112.

NORTH CAROLINA COMMUNITY COLLEGE SYSTEM  
COLLEGE FY 2018-19 BUDGET

College	CURRENT OPERATING										Subtotal	Capital (ex. Cl)	Plant Fund 9XX	CURRENT CAPITAL TOTAL	
	1XX Institutional Support	2XX Curriculum Instruction	3XX Continuing Education	4XX Academic Support	5XX Student Support	6XX Plant Op & Maint.	7XX Proprietary/Other	8XX Student Aid	9XX	CI Projects					
Mayland CC															
State	\$ 3,208,776	\$ 3,010,240	\$ 2,431,640	\$ 955,129	\$ 958,578	\$ -	\$ -	\$ -	\$ -	\$ 10,564,363	\$ 484,866	\$ 1,536,000	\$ 12,585,229		
County	\$ 137,142	\$ -	\$ -	\$ -	\$ -	\$ 897,498	\$ -	\$ -	\$ -	\$ 1,034,640	\$ 73,950	\$ -	\$ 1,108,590		
Institutional	\$ 24,000	\$ 89,000	\$ 23,000	\$ -	\$ 843,950	\$ -	\$ 72,000	\$ 2,110,000	\$ -	\$ 3,161,950	\$ -	\$ -	\$ 3,161,950		
Total	\$ 3,369,918	\$ 3,099,240	\$ 2,454,640	\$ 955,129	\$ 1,802,528	\$ 897,498	\$ 72,000	\$ 2,110,000	\$ -	\$ 14,760,953	\$ 558,816	\$ 1,536,000	\$ 16,855,769		

**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM  
COLLEGE BUDGET: FY 2018-19**

**REQUIRED BUDGET REQUEST SIGN-OFF**

The attached College Budget has been reviewed and approved on

September 24, 2018 by the Board of Trustees of

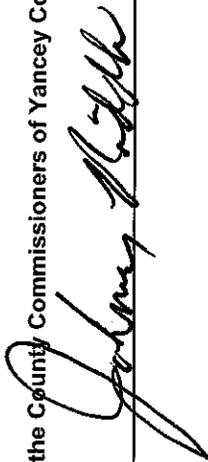
Mayland Community College

\_\_\_\_\_, Vice-Chair.

The attached College Budget has been reviewed and approved in

the amount of \$373,750 on \_\_\_\_\_, 20\_\_\_\_

by the County Commissioners of Yancey County.

  
\_\_\_\_\_, Chairman.

Attachment E

## MEMORANDUM OF UNDERSTANDING

Between the  
**UNITED STATES DEPARTMENT OF AGRICULTURE  
NATURAL RESOURCES CONSERVATION SERVICE**  
And the  
**NORTH CAROLINA DEPARTMENT OF AGRICULTURE AND  
CONSUMER SERVICES – DIVISION OF SOIL AND WATER  
CONSERVATION**  
And the  
**YANCEY SOIL AND WATER CONSERVATION DISTRICT**  
And  
**YANCEY COUNTY, NORTH CAROLINA**

For their Cooperation In the  
Conservation of Natural Resources

### BACKGROUND STATEMENT AND PURPOSE

THIS AGREEMENT is between the Natural Resources Conservation Service (NRCS), an agency of the United States Department of Agriculture (USDA), the North Carolina Department of Agriculture and Consumer Services – Division of Soil and Water Conservation (DSWC) an agency of the State of North Carolina, the Yancey Soil and Water Conservation District (SWCD), and Yancey County collectively referred to as the parties, to clearly define the roles and responsibilities of the parties.

The purpose of this agreement is to supplement the Cooperative Working Agreement between the USDA – Natural Resources Conservation Service, North Carolina Department of Agriculture and Consumer Services, North Carolina Soil and Water Conservation Commission, and Yancey Soil and Water Conservation District. This operational agreement documents those areas of common interest of the federal, state, and local partnership in natural resources conservation.

The parties mutually agree to provide leadership in natural resources conservation. The parties pledge to work together by advancing and practicing teamwork, including input in the decision-making process; communicating, coordinating, and cooperating; promoting mutual respect, and sharing leadership, ownership, credit, and responsibility.

### AUTHORITIES, STATUTES, LAWS

NRCS is authorized to cooperate and furnish assistance to the parties in the conservation of natural resources as referenced in the Soil Conservation and Domestic Allotment Act, 16 U.S.C. 590; The Department of Agriculture Reorganization Act of 1994, Public Law 103-354; and Secretary's Memorandum No. 1010-1, Reorganization of the Department of Agriculture, dated October 20, 1994.

DSWC is authorized to enter into this agreement by the North Carolina General Statutes §139-4 and §143B-294 - §143B-297.

The District authority is defined in Soil Conservation Districts Law, General Statutes of North Carolina §139-1 - §139-47.

The County is authorized to enter into this agreement by North Carolina General Statute §153A-11 and §160A-461 - §160A-464.

## **ROLES AND RESPONSIBILITIES:**

### **CONSERVATION PROGRAM IMPLEMENTATION**

The parties recognize the natural resources conservation program as a unique blend of voluntary conservation initiatives and federal, state, and local mandates. Together these address a variety of natural resource, environmental, and educational issues. The parties agree to jointly commit their program authorities and financial and human resources to cooperatively implement a unified natural resource conservation program in areas of mutual concern. The implementation of all programs will be done in accordance with program policy and procedures developed for that specific program – whether federal, state, or local.

Inventories and Data Sharing: The parties agree to identify, define, and coordinate the collection and use of natural resource and other data needed to support the delivery of federal, state, and local conservation program benefits. The parties will cooperate in maintaining data to assure that it supports the mutual needs of the parties for conservation planning, implementation and evaluation. The parties further agree that gathered data will be mutually shared and used in support of conservation delivery framework as needed to facilitate implementation of the programs shown in *Attachment A*. The use and disclosure of information will be consistent with the guidelines provided in the Records, Facilities, and Equipment section of this agreement. Both NRCS and SWCD employees in the office will maintain adequate knowledge of available conservation programs to provide basic customer service including, but not limited to:

1. Interviewing the customer to determine goals and objectives
2. Gathering on farm data to support development of a conservation plan
3. Develop a conservation plan following the NRCS 9-steps of conservation planning process.
4. Districts that are co-located with NRCS shall utilize the latest USDA-NRCS tools for completing conservation planning processes and reporting (i.e., CDSI)
5. Providing basic information about program requirements and sign-up periods
6. Helping a customer complete a program application

Setting Conservation Program Priorities: The parties agree to implement the conservation program based on mutually developed priorities while recognizing individual responsibilities for federal, state, or local mandates. The parties further to agree to annually re-evaluate established priorities and adjust as warranted. SWCD Board has the responsibility to organize local working groups (LWG) to assess resource conditions and establish local priorities. As well, LWG will develop a single SWCD/NRCS partnership plan of work each fiscal year (July 01 – June 30). Each party will prioritize workload as follows, NRCS employees will first address workload associated with federal conservation programs, NRCS priorities, and required NRCS administrative procedures. As time is available, NRCS employees will assist with the North

Carolina State and local programs listed in Attachment A and other District priorities. Likewise, State and District staff will first address workload associated with the State and local programs listed in Attachment A, District priorities, and required District administrative procedures. As time is available, District staff will assist with federal conservation programs and other NRCS priorities.

**Local Working Groups:** Local working groups (LWGs) are subcommittees of the State Technical Committee and provide recommendations to USDA on local and state natural resource priorities and criteria for conservation activities and programs.

LWGs are responsible for:

- (1) Ensure that a conservation needs assessment is developed using community stakeholder input.
- (2) Utilize the conservation needs assessment to help identify program funding needs and conservation practices.
- (3) Identify priority resource concerns and identify, as appropriate, high-priority areas needing assistance.
- (4) Recommend USDA conservation program application and funding criteria, eligible practices (including limits on practice payments or units), and payment rates.
- (5) Participate in multicounty coordination where program funding and priority area proposals cross county boundaries.
- (6) Assist NRCS and the NRCS conservationist with public outreach and information efforts and identify educational and producers' training needs.
- (7) Recommend State and national program policy to the State Technical Committee based on resource data.
- (8) Utilize the conservation needs assessment to identify priority resource concerns that can be addressed by USDA programs.
- (9) Forward recommendations to the NRCS designated conservationist or Farm Service Agency (FSA) County Executive Director, as appropriate.
- (10) Adhere to standard operating procedures identified in Title 440, Conservation Programs Manual (CPM), Part 501, Subpart B, Section 501.14.

LWG membership should be diverse and focus on agricultural interests and natural resource issues existing in the local community. Membership should include agricultural producers representing the variety of crops, livestock, and poultry raised within the local area; owners of nonindustrial private forest land, as appropriate; representatives of agricultural and environmental organizations; and representatives of governmental agencies carrying out agricultural and natural resource conservation programs and activities. Membership of the local working group may include but is not limited to Federal, State, county, Tribal, or local government representatives.

For the LWGs, Conservation Districts shall:

- (i) Develop the conservation needs assessment as outlined in 440-CPM, Part 500, Subpart A.
- (ii) Assemble the local working group.
- (iii) Set the agenda.
- (iv) Conduct the local working group meetings.
- (v) Transmit the local working group's priority area and funding requests to the NRCS designated conservationist or the State Technical Committee, as appropriate.

It is the NRCS designated conservationist's responsibility to participate in the local working group and to—

- (i) Encourage and assist other USDA agencies to participate in the locally led conservation and working group efforts, as feasible.
- (ii) Assist with identifying members for the local working group.
- (iii) Help identify program priorities and resources available.
- (iv) Assist in the development of program priority area proposals.
- (v) Comply with the National Environmental Policy Act, nondiscrimination statement, and other environmental, civil rights, and cultural resource requirements.
- (vi) Support and advise the local working group concerning technical issues, program policies and procedures, and other matters relating to conservation program delivery.
- (vii) Ensure that populations are—
  - Provided the opportunity to comment before decisions are rendered.
  - Allowed to share the benefits of, not excluded from, and not affected in a disproportionately high and adverse manner by Government programs and activities affecting human health or the environment.
- (viii) Analyze performance indicators and reports.
- (ix) Report the conservation programs' impacts on resources.
- (x) Perform the responsibilities of the conservation district where a conservation district is not present or chooses not to fulfill the responsibilities outlined in 440-CPM, Part 501, Subpart A, Section 501.6A.
- (xi) Give strong consideration to the local working group's recommendations on NRCS programs, initiatives, and activities.
- (xii) Ensure that recommendations, when adopted, address natural resource concerns.

Programs to be implemented: The parties agree to use federal, state, and local programs in a complimentary fashion to address local priorities and concerns. *Attachment A* includes an example of programs that will be utilized to address priorities and concerns. Employees from agencies will work across program lines to assure efficient and effective customer service.

Marketing: The parties agree to conduct a common effort to inform public of program opportunities and benefits. This information will be disseminated to the appropriate media, to promote district activities and programs. See *Attachment A* for a marketing profile and a summary of media outlets.

## **TECHNICAL ADEQUACY**

The parties agree to utilize the NRCS Field Office Technical Guide or Soil and Water Conservation Commission adopted standards as the minimum technical standards for conservation program implementation in areas of mutual concern. The parties may utilize more stringent standards when necessary to comply with locally enacted laws or ordinances. The NRCS will be the lead agency in the development, and maintenance of the Field Office Technical Guide. As well, the NRCS will be the lead agency for all processes associated with Job Approval Authority (JAA) for NRCS conservation practice standards and Conservation Planner Designation (CPD). When program contracts are developed, the District and NRCS employees in the office will provide conservation planning assistance that meets the 9-steps of conservation planning process and applicable policies as described in the 180-GM-Part 409, its supplements and the National Planning Procedures Handbook. At a minimum, the conservation plan will address resource concerns within the client area of interest and objectives. The NRCS recognizes

JAA and the conservation planning process are a dependent, integral part of the conservation delivery in North Carolina. Both parties agree that no practices will be planned, designed or "checked out" based only on JAA parameters. The installation of the practices must be supported by a conservation plan signed by at a minimum a certified conservation planner.

The parties agree that their respective employees will provide technical assistance based on assigned conservation practice JAA which is based on acquired experience, knowledge, skills, and demonstrated ability and within applicable laws, regulations, and guidelines. Conservation practice JAA will be determined and documented according to NRCS National Engineering Manual, Part 501, NRCS Ecological Sciences JAA (190-GM, Part 417) and in accordance with the NC NRCS policy and procedures regarding JAA as described in the NC JAA Handbook (180-GM Part 681). JAA for DSWC conservation practices will be supervised, determined and documented by the N.C. Soil and Water Conservation Commission pursuant to NCAC 15A 06F.0105(c)(3). Each technical employee in the office will acquire the necessary skills to qualify for JAA for the routinely used engineering and non-engineering conservation practices prevalent in the county. Both District and NRCS employees will attend available training sessions to maintain their knowledge, skills, and abilities related to conservation planning and practice Inventory & Evaluation, design, layout, checkout, and certification.

## **PERSONNEL AND FISCAL MANAGEMENT**

The parties recognize that natural resources conservation programs are delivered through an intergovernmental system, in which federal, state, and local governments work together.

The parties will provide their own staffing and fiscal resources commensurate with workload, priorities, allocated funding, and expertise necessary to deliver a balanced and diversified conservation delivery framework. There are certain authorities delegated to specific staff as follows:

### Department Head

The parties jointly agree that Scott Thomas, Yancey Soil and Water Conservation District, will serve as the Department Head. The Department Head will represent the District and its employees at county meetings, conferences, and appropriate functions.

### Personnel Management

The management of personnel will be as follows:

- a) Hiring and dismissal of district employees will be in accordance with county personnel policies or district policy.
- b) The management of NRCS personnel is the responsibility of NRCS.
- c) Hiring, supervision, development, evaluation, and dismissal of county employees will be done in accordance with applicable law and county personnel policies.
- d) The management of county employees is the responsibility of the Yancey Soil and Water Conservation District Board of Supervisors. In the interest of facilitating these responsibilities, the Supervisory Soil Conservationist (SSC) is delegated the authority for:

- 1) Technical supervision
  - a. As a condition of assigning CPD or JAA for ecological sciences and engineering practices to District employees, NRCS must periodically review the technical work of these employees to assure adherence to planning and design standards and policy. The SSC is assigned the role of Technical Supervisor. NRCS Area Office personnel will also periodically review the technical work of both NRCS and District employees in the office.
- 2) Delivery of employee technical training and development.
- e) The Department Head will make recommendations to the Yancey Soil and Water Conservation District Board of Supervisors regarding the following in accordance with county government policy:
  - 1) Recruitment and hiring of district employees.
  - 2) Employee performance evaluation, including awards, disciplinary actions, and separation.
  - 3) Leave coordination and approval.
  - 4) Certification of Time and Attendance Reports.
  - 5) Determination and approval of training requiring expenditure of district funds.
  - 6) For counties with technicians cost shared through the state's cost share programs, responsibility for documenting 2080 hours for each funded position spent per year on non-point source pollution control issues by office staff.

In the event that a county employee feels aggrieved, their recourse is according to county government personnel policy.

#### Fiscal Management

The parties will work together to maximize available resources and actively seek funding to accomplish natural resource priorities and programs.

Each party is responsible for its own fiscal resources to include equipment, supplies, and accounts.

The Department Head and District Administrative Assistant will actively assist the district with the following:

- 1) Development of operating budgets.
- 2) Tracking of expenditures for maintaining funding accountability.
- 3) Making recommendations regarding expenditure of funds and purchases.

**TECHNICAL AND ADMINISTRATIVE CONTACTS**

<b>NRCS</b>	<b>Technical</b>
Name:	Mark A. Ferguson
Title:	Assistant State Conservationist-Field Operations
Address:	589 Raccoon Rd., Suite 246, Waynesville, NC 28786
Phone No.	828-558-3240
Fax No.	844-325-6819
E-Mail:	mark.ferguson@nc.usda.gov

<b>NRCS</b>	<b>Administrative</b>
Name:	Jeremy Wood
Title:	Management Analyst
Address:	4407 Bland Rd., Suite 117, Raleigh, NC 27609
Phone No.	919-873-2193
Fax No.	844-325-6833
E-Mail:	jeremy.wood@nc.usda.gov

<b>SWCD</b>	<b>Technical</b>
Name:	Scott Thomas
Title:	District Technician /Department Head
Address:	PO BOX 1807, Burnsville, NC 28714
Phone No.	(828) 682-3410
Fax No.	Click here to enter text.
E-Mail:	Scott.thomas@nc.nacdnet.net

<b>SWCD</b>	<b>Technical</b>
Name:	Click here to enter text.
Title:	Click here to enter text.
Address:	Click here to enter text.
Phone No.	Click here to enter text.
Fax No.	Click here to enter text.
E-Mail:	Click here to enter text.

<b>SWCD</b>	<b>Administrative</b>
Name:	Heather Dale
Title:	Finance Officer
Address:	PO BOX 1807, Burnsville, NC 28714
Phone No.	(828) 682-3410
Fax No.	Click here to enter text.
E-Mail:	yanceyswcd@yahoo.com

**RECORDS**

The parties will agree on the maintenance, update, and disposition of relevant records. Access to records will be governed by the Section 1619 of the Food, Conservation, and Energy Act of 2008, the Federal Freedom of Information Act (FOIA) and/or the North Carolina Public Records Law depending on whether the record is a federal record or a state/local record. Each party accepts responsibility for any security breach caused by their employee(s). District personnel with access to federal records, either electronic or hard copies, will complete the required annual security training, conducted through NRCS.

All parties agree to protect personally identifiable and/or confidential information from customers and employees by securing this information in locked file cabinets. When the information is being used and not in a locked cabinet, the employees will keep it with them personally (folder, memory storage device) to avoid improper disclosure of information or loss of data. Personally identifiable and/or confidential information will only be used for authorized purposes.

### **FEE FOR SERVICES**

From time to time, the **Yancey** Soil and Water Conservation District may:

- Sell material (i.e. native species plants)
- Solicit sponsorship for special events, or community/educational workshops
- Perform general fundraising

### **ACCOUNTABILITY**

The parties agree to cooperatively develop and utilize natural resource databases to measure effectiveness in program delivery and customer satisfaction. The District will provide a copy of its Annual Report by September 1 and Plan of Operations by July 31 to other signatories of this agreement. The District will also provide a copy of their Long Range Plan which, at no time, will be in excess of five years old.

### **SCOPE OF AGREEMENT**

This agreement covers the basic operating understanding between all parties. Authority to carry out specific projects or activities, transfer of funds, or acquisition of services or property, will be established under separate agreement. The parties agree that contracts, memorandums of understanding, and/or additional agreements may be entered into, as needed, to facilitate the implementation of natural resources conservation programs within the conservation districts.

### **TORT LIABILITY**

The parties will each assume responsibility for the actions of their officials or employees acting within the scope of their employment to the extent provided by federal and state laws and local ordinances.

**CIVIL RIGHTS**

The parties recognize the benefit and importance of delivering conservation programs equitably to all customers, having a diverse staff to assist this customer base, and having diversity within the district board. The parties agree to work cooperatively to achieve diversity in all aspects of the conservation program through effective outreach and marketing.

The parties will be in compliance with the nondiscrimination provisions contained in Titles VI and VII of the Civil Rights Act of 1964, as amended, the Civil Rights Restoration Act of 1987 (Public Law 100-259) and other nondiscrimination statutes, namely, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, Americans With Disabilities Act of 1990, and in accordance with the regulations of the USDA Secretary of Agriculture (7CFR-15, Subparts A & B) which provide that no person in the United States shall, on the grounds of race, color, national origin, age, sex, religion, marital status, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance from the Department of Agriculture or any agency thereof.

**REVIEW/ MODIFICATION/TERMINATION**

This agreement will be reviewed annually and, unless amended, shall be in effect for a period not to exceed five (5) years from the date of final signature. The agreement can be modified or terminated at any time by mutual consent of all parties or can be terminated by any party giving 60 days written notice to the other parties.

UNITED STATES DEPARTMENT OF  
AGRICULTURE  
NATURAL RESOURCES  
CONSERVATION SERVICE

NCDA&CS – DIVISION OF SOIL AND  
WATER CONSERVATION

By: \_\_\_\_\_  
State Conservationist

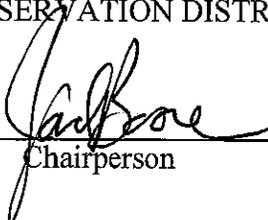
By: \_\_\_\_\_  
Director

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**YANCEY** SOIL AND WATER  
CONSERVATION DISTRICT

**YANCEY** COUNTY

By:  \_\_\_\_\_  
Chairperson

By:  \_\_\_\_\_  
County Manager

Date: 11-6-18

Date: 11-13-2018

## Attachment A

*The following is a detailed list of Resource Inventories, Programs, and Marketing Media used to address local conservation priorities and concerns. The parties agree to utilize these in a complimentary manner, thus maximizing the delivery of conservation benefits to the customers and clients. This list is subject to informal changes or updates.*

### RESOURCE INVENTORY & DATA SHARING

Natural Resource Inventory (FSA, NCACSP, 0.200)  
 River Basin Study Reports  
 Natural Heritage Inventory of Onslow County  
 Yancey County GIS  
 Yancey SWCD Long Range Plane  
 Soil Survey of Yancey County  
 County Inventory and Flood Insurance Rate  
 Historical Aerial Photos

NC Agriculture Cost Share Program (NCACSP)  
 Environmental Quality Incentives Program (EQIP)  
 Forest Land Enhancement Program (FLEP)  
 Wildlife Habitat Incentives Program (WHIP)  
 NRCS Toolkit  
 Maps (USGS Topographical, National Wetland Maps)  
 Grassland Reserve Program (GRP)

### PROGRAMS

#### Federally Initiated Programs

Conservation Technical Assistance (CTA)  
 National Cooperative Soil Survey (NCSS)  
 Small Watershed Program (PL-566)  
 River basin Surveys & Investigations (RB-09)  
 Resource Conservation & Development (RC&D)  
 Emergency Watershed Program (EWP)  
 Environmental Quality Incentives Program (EQIP)  
 Agricultural Conservation Easement Program  
 Conservation Stewardship Program (CSP)  
 Agricultural Conservation Easement Program (ACEP)  
 Other Farm Bill authorized conservation programs

Forest Land Enhancement Program (FLEP)  
 Wetland Reserve Program (WRP)  
 Wildlife Habitat Incentives Program (WHIP)  
 Conservation Reserve Program (CRP/CREP)  
 Emergency Conservation Program (ECP)  
 NC Partners for Wildlife  
 Farmland Protection  
 319 Funds  
 Grassland Reserve Program (GRP)

#### North Carolina Initiated State Programs

NC Agriculture Cost Share Program (NCACSP) - DSWC  
 Erosion and Sedimentation Control – Urban Areas  
 Site Plan Reviews – Non-Ag. Developments  
 Confined Animal Permits – NCDENR  
 Farmland Protection  
 NC – Wetland Restoration Program (NC-WRP)  
 NC Agriculture Water Resource Assistance Program (AgWRAP) – DSWC

Comm. Conservation Assistance Program (CCAP)  
 Clean Water Management Trust Fund (CWMTF)  
 Wildlife Biology Technical Assistance – NCWRC  
 Wildlife Restoration Committee  
 State non-discharge rules (0.100, 0.2H200 & 0.2T)  
 Forest Development Plan – (FDP) – NCFS  
 North Carolina Environmental Education Plan  
 North Carolina Big Sweep

#### Locally Initiated Programs

Farmland Preservation  
 Site Plan Reviews – Non-Ag. Developments  
 Awards and Recognition Program

Open Spaces Institute Advisory Board  
 Erosion & Sedimentation Control – Urban Areas  
 Environmental Education

### MARKETING MEDIA

- Newsletters (SWCD, FSA, CES, County Web.)
- Private & Public Schools
- Church Newsletters
- Local Broadcasting (TV, Radio, Cable)
- Regional Chamber of Commerce
- Community College
- 4-H Groups
- Social Media (Facebook)