

**Minutes of the December 5, 2022
Special Meeting of the Yancey County Board of Commissioners
Held at 5:15 p.m. in the Commissioners Meeting Room
Yancey County Courthouse, Burnsville North Carolina**

Present at the special meeting held December 5, 2022 were Chairman Jeff Whitson, Commissioner David Grindstaff, Commissioner Stacey McEntyre Greene, Commissioner Mark Ledford, Commissioner Sandi Norton, County Manager Lynn Austin, County Finance Officer Brandi Burleson, County Attorney Donny Laws, and Clerk to the Board Sonya Morgan.

Call to Order

Chairman Whitson called the meeting to order and welcomed those in attendance.

Approval of the Agenda

Chairman Whitson asked for a motion to approve the agenda. Commissioner Ledford made the motion to approve the agenda. Commissioner Grindstaff seconded the motion. By unanimous vote the agenda was approved. (Attachment A)

Nomination and Election of Chairperson and Vice Chairperson of the Board of Commissioners

Pursuant to N.C. Gen. Stat. §153A-39 Chairman Whitson opened the floor for the purpose of receiving nominations for Board Chairman and Vice Chairman. Commissioner Ledford nominated Chairman Whitson as Board Chairman. No other nominations were made. By unanimous vote Chairman Whitson was re-elected Chairman of the Board of Commissioners for the ensuing year.

Chairman Whitson then entertained motions for Board Vice Chairman. Commissioner Ledford nominated Commissioner Grindstaff as Board Vice Chairman. No other nominations were made. By unanimous vote, Commissioner Grindstaff was re-elected Vice Chairman of the Board of Commissioners for the ensuing year.

County Attorney Laws discussed the bonding of county officials and requirements to review and approve those bonds at the organizational meeting. On the motion duly made by Commissioner Grindstaff and seconded by Commissioner Greene, the Board voted unanimously to approve the RESOLUTION TO APPROVE THE BONDING OF COUNTY OFFICIALS. (Attachment B)

Yancey County Health Department Clinic Positions

County Manager Austin and Commissioner Ledford, both who serve on the Yancey County Board of Health, discussed the need for and recommended the hiring of a nurse practitioner, certified medical assistant, and medical director. County Finance Officer Burleson presented estimated costs of those positions which would be covered by the current fiscal year budget. (Attachment C) County Manager Austin indicated the decision to hire the positions would require financial commitment for the future and would allow the health department to tailor hours and services to meet the needs of the community. On the motion duly made by Commissioner Ledford and seconded by Commissioner Grindstaff, the Board voted unanimously to approve the hiring of the aforementioned health department clinical positions of medical director, nurse practitioner, certified medical assistant.

Adjournment

Having no further business, Commissioner Ledford made the motion to adjourn with Commissioner Grindstaff seconding the motion. The Board of Commissioners voted unanimously to adjourn.

Approved and authenticated this the 9th day of January 2023.



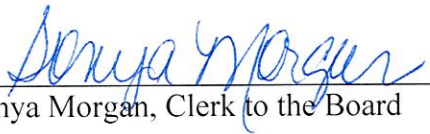
Jeff Whitson, Chairman



David Grindstaff, Vice Chairman



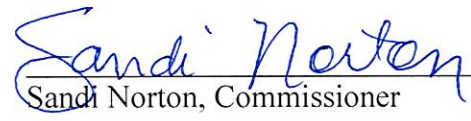
Stacey McEntyre Greene, Commissioner



Sonya Morgan, Clerk to the Board



Mark Ledford, Commissioner



Sandi Norton, Commissioner



Attachment A



**AGENDA
YANCEY COUNTY BOARD OF COMMISSIONERS
SPECIAL MEETING
DECEMBER 5, 2022
5:15 PM**

- I. Call to Order – Chairman Jeff Whitson**
- II. Approval of the Agenda**
- III. Election of Chairman & Vice Chairman**
- IV. Yancey County Health Department Clinic Positions**
- V. Adjourn**

RESOLUTION TO APPROVE THE BONDING OF COUNTY OFFICIALS

WHEREAS, North Carolina General Statutes 105-349(c) requires a tax collector to provide a performance bond in such amount as the governing body may prescribe; and

WHEREAS, NCGS 159-29(a) requires the finance officer to provide a performance bond with sufficient sureties in an amount to be fixed by the governing board, not less than \$50,000; and

WHEREAS, NCGS 159-29(b) requires each officer, employee or agent of a local government who handles or has in his custody more than one hundred dollars (\$100) of the unit's funds at any one time to provide a performance bond in an amount to be determined by the governing board; and

WHEREAS, NCGS 159-29 (c) authorizes a local government to adopt a system of blanket faithful performance bonding as an alternative to individual bonds; and

WHEREAS, this Board is of the opinion that it is more efficient and economical and in the best interest of the County to have a system of blanket bonding rather than individual bonds and to include in the blanket bond coverage for risks not protected against by the individual bond for elected officials, finance officers and tax collectors; and

WHEREAS, NCGS 161-4 requires every Register of Deeds to provide a performance bond with sufficient surety to be approved by the Board of County Commissioners, in the sum of not less than \$10,000 nor more than \$50,000; and

WHEREAS, NCGS 162-8 requires the Sheriff to provide a performance bond in an amount determined by the Board of County Commissioners, but shall not exceed \$25,000; and

WHEREAS, NCGS 58-72-55 requires the Clerk to the Board of Commissioners to record in the proceedings the names of those commissioners who are present at the time of the approval of official bonds and who voted for such approval; and

WHEREAS, NCGS 58-72-55 further provides that any Commissioner may cause their written dissent to an official bond to be entered into the records of the board.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners for the County of Yancey as follows:

1. That this Board hereby accepts and approves bonds for public officials as follows:
 - a. Lindsay Smith, Tax Collector/Tax Assessor, \$150,000 with Western Surety Company;
 - b. Brandi Burleson, Finance Officer, \$100,000 with Western Surety Company;
 - c. Susan Jobe, Register of Deeds, \$50,000 with Western Surety Company;
 - d. Shane Hilliard, Sheriff, \$25,000 with RLI Surety Company;
 - e. Board of Commissioners with \$50,000 total bond (\$10,000 each Commissioner) with Western Surety
 - f. All other officers, employees, and agents, (see attached) with Western Surety Company.
2. That pursuant to NCGS 58-72-55, the Clerk is hereby instructed to record the names of all Commissioners present at this meeting and who voted in favor of this Resolution.
3. That pursuant to NCGS 58-72-55, any Commissioner who votes against this Resolution may cause their written dissent to be entered into the record of the Board.

4. All acts and doings of officers, employees, and agents of the County, whether taken prior to, on, or after the date of this Resolution, that are in conformity with and in the furtherance of the purposes and intents of this Resolution as described above shall be, and the same hereby are, in all respects ratified, approved and confirmed.
5. Any prior Resolutions or parts thereof of the Board in conflict with the provisions herein contained are, to the extent of such conflict, hereby superseded and repealed.
6. This Resolution is effective upon adoption.

This the 5th day of December, 2022.

ATTEST:



Clerk, Board of Commissioners

BOARD OF COMMISSIONERS FOR THE

COUNTY OF YANCEY:



Chairman, Board of Commissioners

APPROVED AS TO FORM:



County Attorney



**SCHEDULED BONDS
WITH YANCEY INSURANCE FOR
YANCEY COUNTY GOVERNMENT**

POSITION	EMPLOYEE NAME	AMOUNT OF BOND
TAX COLLECTOR/TAX ASSESSOR	LINDSAY SMITH	\$150,000.00
TAX CLERK	SANDRA ALLISON	\$150,000.00
TAX CLERK	JILL RISLEY-EVANS	\$150,000.00
TAX CLERK	FONDA THOMAS	\$150,000.00
TAX APPRAISER	DEBORAH WILSON	\$10,000.00
ASST TAX APPRAISER	VACANT	\$10,000.00
BOARD OF ELECTIONS DIRECTOR	MARY BETH TIPTON	\$10,000.00
SENIOR CENTER DIRECTOR	JACKIE THOMAS	\$20,000.00
TRANSPORTATION DIRECTOR	MICHAEL HARRIS	\$20,000.00
ADMIN ASST/TRANSPORTATION	SANDRA WILSON	\$10,000.00
COUNTY MANAGER	LYNN AUSTIN	\$100,000.00
FINANCE OFFICER	BRANDI BURLESON	\$100,000.00
ASSISTANT FINANCE OFFICER	LISA MILLER	\$100,000.00
RECREATION DIRECTOR	LOREN DEYTON	\$10,000.00
ASSISTANT RECREATION DIRECTOR	ROBBIE TIPTON	\$10,000.00
BLDG INSPECTOR	JON DAVID ENGLAND	\$10,000.00
PERMIT COORD/BLDG INSPECTOR	AMANDA SHUFORD	\$10,000.00
MAPPER	JEFF BOONE	\$10,000.00
REGISTER OF DEEDS	SUSAN JOBE	\$50,000.00
ASSISTANT REGISTER OF DEEDS	DEIRDRE CAUDILL	\$10,000.00
DEPUTY REGISTER OF DEEDS	JANICE BENNETT	\$10,000.00
DEPUTY REGISTER OF DEEDS	ANDREA ALLEN	\$10,000.00
DEPUTY REGISTER OF DEEDS	WILLOREE JOBE	\$10,000.00
SCALEHOUSE OPERATOR #1/LANDFILL	TERESA SUMMERLIN	\$20,000.00
SCALEHOUSE OPERATOR #2/LANDFILL	SHEILA BRIGGS	\$20,000.00
CAMPGROUND CLERK	JOSH WARREN	\$20,000.00
CAMPGROUND CLERK	KRISTIN SULLINS	\$20,000.00
CAMPGROUND CLERK	NATHAN ROBINSON	\$20,000.00
LICENSE PLATE AGENCY SUPERVISOR	KIMBERLY SMITH	\$20,000.00
LICENSE PLATE AGENCY CLERK	LINDA GRINDSTAFF	\$20,000.00
LICENSE PLATE AGENCY CLERK	DONNA LAWS	\$20,000.00
AGING SERVICES PROGRAM SPECIALIST	ALYSSA STYLES	\$20,000.00
NUTRITION PROGRAM SPECIALIST	TERESA MCPETERS	\$20,000.00
ASSISTANT TO THE COUNTY MANAGER	ANGIE PATTON	\$50,000.00
		\$1,370,000.00

105212	51f	FICA/MEDICARE	0	0	1,027.99	-1,028
105212	518z	GENERAL RETIREMENT	0	0	1,524.43	-1,524
105212	5183	HEALTH INSURANCE	0	0	2,591.44	-2,591
105212	579912	BREASTFEEDING PEER COUNSELOR	0	0	432.25	-432
Total 105212 WIC (WOMEN, INFAN			0	0	18,811.66	-18,812

ORG	OBJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET
105213	5121	SALARIES & WAGES	0	0	11,908.47	-11,908
105213	5181	FICA/MEDICARE	0	0	885.10	-885
105213	5182	GENERAL RETIREMENT	0	0	1,371.43	-1,371
105213	5183	HEALTH INSURANCE	0	0	2,267.51	-2,268
105213	526018	SUPPLIES - CAR SEATS	0	0	357.95	-358
Total 105213 CMHARP/CMARC-CA			0	0	16,790.46	-16,790

CLINICAL STAFF:

(+) CMA (CERTIFIED MEDICAL ASST)	\$40,000.00	TOTAL EXPENSES:	351,602.76
(+) NURSE PRACTITIONER	\$70,000.00	(-) NONRECURRING	-107,561.71
(+) DR. CRAIG	\$70,000.00		244,041.05 /4 MONTHS =
	\$180,000.00		61010.26 PER MONTH x 8 MTHS =

*X.0765 = 13770 FICA
21,000 INS
16,560*

\$488,082.08 (+) \$351,602.76
\$839,684.84

MIDDLE SCHOOL HEALTH CLINICS:

(+) NURSE PRACTITIONER	\$70,000.00		
(+) REGISTERED NURSE	\$60,000.00		
(+) SECRETARY	\$35,000.00		
	\$165,000.00		

*51,330
=231,330*

2022-2023 = \$839,684.84
NEW POSITIONS = \$464,243.00
\$1,303,927.84

GRAND TOTAL:

FICA/MEDICARE	\$26,393.00
RETIREMENT	\$44,850.00
HEALTH INSURANCE	\$48,000.00
	\$464,243.00

REVENUES: (NOT INCL NEW)	\$352,917.36 ESTIMATE
MIDDLE SCHOOL HEALTH	\$81,473.00 ACTUAL
TOTAL:	\$434,390.36

\$1,303,927.84
-\$434,390.36
\$869,537.48 COUNTY PORTION

Attachment C