

County of Madison

The Madison County Board of Commissioners met in special session on Tuesday, March 23, 2021 at 5:00 p.m. at the North Carolina Cooperative Extension-Madison County Center located at 258 Carolina Lane, Marshall, North Carolina.

In attendance were Chairman Mark Snelson, Vice-Chairman Craig Goforth, Commissioner and Interim County Manager Norris Gentry, Commissioner Matt Wechtel, Commissioner Michael Garrison, County Attorney Donny Laws, Clerk Mandy Bradley.

The meeting was called to order at 5:00 p.m. by Chairman Snelson.

Item 1: Office 365 Migration

Jaime Lunsford, IT Director presented and discussed a proposal for the Office 365 migration and answered questions from the Board regarding information pertaining to the proposal to upgrade the County's computer software including email, programs, and cyber security.

Mr. Lunsford discussed steps that have already been taken by IT to make computer software and systems more secure including backup servers and antivirus protection and noted that this migration which is compatible with the County's current email system would allow for heightened security as well as aid in HIPPA compliance and upgrade systems such as Microsoft Word that are already in use. He also discussed information with the Board regarding the service of the platform and costs associated as well as noted that there is no contract, but instead a month to month fee for the service.

Discussion was had by the Board and Mr. Lunsford, counsel was given by County Attorney Donny Laws, and financial input was provided by Kary Ledford, Interim Finance Director.

Upon motion by Commissioner Gentry and second by Vice-Chairman Goforth, the Board voted unanimously to approve the plan submitted by the IT Department.

Item 2: Comprehensive Plan Resolution

Chairman Snelson discussed that the Comprehensive Plan would be presented by Commissioner Garrison who read the proposed Comprehensive Plan Resolution into record.

Upon motion by Commissioner Garrison and second by Chairman Snelson, the Board voted unanimously to accept the Resolution. (Attachment 2.1)

Item 3: County Zip Code Assignment Discussion

Commissioner Wechtel discussed zip code assignments of the County with the Board and presented information regarding how zip codes are assigned and the process used to request a reassignment of a zip code within the County.

He noted that the zip codes assigned to the County are particularly important in regards to online sales and capturing the revenue of those sales. He discussed information regarding how sales tax revenue generated by

online orders is received by each county based on the zip code associated with the address that receives the order and noted that this is particularly important during this time when there has been a significant rise in online sales. He also discussed that there are areas in Madison County which pay County taxes, but are assigned a zip code for another county due to their proximity of the other county and that Madison County is unable to collect the revenue of these sales.

Discussion was had by the Board regarding the number of County residents that this would affect and how this would apply to them as well as the effect on the 911 system and concessions that would need to be made if there were to be a reassignment of a zip code for an address. Commissioner Gentry noted that he would check on the numbers and report back to the Board.

Item 4: Solid Waste Availability Fee

County Attorney Donny Laws discussed the Solid Waste Availability Fee with the Board and presented information regarding how the law allows that the fee be assessed as well as answered questions from Board members. He noted that the fee is separate from County taxes and charged accordingly. Also discussed was information regarding the subsidy program which is currently available for the elderly exemption and the ability of the County to possibly expand that program to others such as nonprofits based on qualifications and how the County would be required to fund the program by subsidizing the Enterprise fund for each allowance given.

Discussion was had by the Board and Attorney Laws regarding nonprofits and allowances to possibly change the law which currently mandates the fee as well as the Solid Waste Ordinance for the County with Attorney Laws noting that he will look at programs and report back to the Board.

Item 5: Fire Commissioners

Chairman Snelson discussed the Fire Commissioners in regard to the fire departments in the County and how those positions are filled as well as if the positions are required and who should oversee them. Information from Marshall, Mars Hill, and Laurel Fire Departments was heard by the Board with members of each respective department advising the Board of how their departments have administered the process.

Discussion was had by the Board with the members of each respective fire department and County Attorney Donny Laws with Attorney Laws providing counsel to the Board and noting the need to review the contracts between each fire department and the County before making a decision regarding the Fire Commissioners. Commissioner Garrison noted that the North Carolina General Statutes should also be reviewed for possible further information.

Item 6: Budget Amendment #10

Interim Finance Officer Kary Ledford presented and discussed Budget Amendment #10 with the Board as well as answered questions from Board members. Discussion was had by the Board.

Upon motion by Vice Chairman Goforth and second by Commissioner Gentry, the Board voted unanimously to approve. (Attachment 6.1)

Item 7: Personnel, Item 8: Property, Item 9: Attorney-Client Privilege, Item 10: Economic Development

Upon motion by Commissioner Gentry and second by Commissioner Garrison, the Board entered into closed session to discuss personnel, property, attorney-client privilege, and economic development pursuant to NCGS 143-318.11(a)(3).

Upon motion by Commissioner Gentry and second by Vice-Chairman Goforth, the Board voted unanimously to return to open session.

Upon motion by Commissioner Gentry and second by Chairman Snelson, the Board voted unanimously to hire Bailey Merrill as a seasonal worker in the Maintenance Department upon the recommendation of Human Resources Director Brooke Ledford and the Maintenance Department.


Upon motion by Vice-Chairman Goforth and second by Commissioner Wechtel, the Board voted unanimously to hire Natalie Ray as a substitute driver in the Transportation and Operations Department upon the recommendation of Human Resources Director Brooke Ledford and the Transportation and Operations Department.

Item 11: Adjournment

Upon motion by Commissioner Gentry and second by Commissioner Wechtel, the Board voted unanimously to adjourn the meeting at 7:45 p.m.

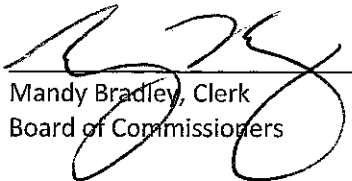
This the 23rd day of March, 2021.

MADISON COUNTY



Mark Snelson, Chairman
Board of Commissioners

ATTEST:



Mandy Bradley, Clerk
Board of Commissioners

**RESOLUTION TO FORMALLY INITIATE
A LONG TERM COMPREHENSIVE PLAN AND
CAPITAL OUTLAY AND IMPROVEMENT PLAN**


WHEREAS, the Madison County Board of Commissioners recognizes the need to formally develop a Long Term Comprehensive Plan and Capital Outlay and Improvement Plan for Madison County Government for capital improvement; and

WHEREAS, it is the intent of the Board of Commissioners that there will be sufficient funds allocated to this effort in the budget year 2021-2022 to employ required additional professional staff to assist in the development of and preparation for the implementation of the plan; and,

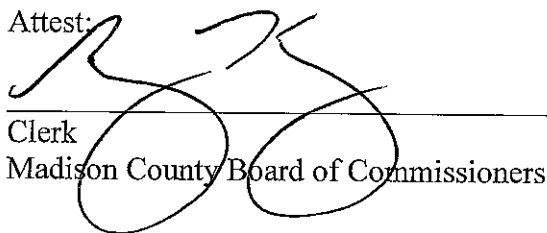
WHEREAS, the Board of Commissioners hereby makes it a matter of record to begin the process formally and to solicit and encourage input from staff and the community; and

NOW, THEREFORE BE IT RESOLVED that the Madison County Board of Commissioners hereby establishes the creation of this process.

Resolved this the 23rd day of March, 2021. Signed this the ___ day of March, 2021.



Chairman
Madison County Board of Commissioners

Attest:


Clerk
Madison County Board of Commissioners

**Madison County
Board of Commissioners**

Attachment 6.1

**Budget Amendment #10
March 23, 2021**

Description	Line Item	Debit	Credit
Ad Valorem			
2021 Taxes	10.3100.2021		\$5,115.00
Register of Deeds			
Fees	10.3418.4100		\$36,968.00
Conveyance Tax	10.4180.6140	\$ 26,426.00	
Adjust to actual			
Nutrition			
CARES Act Grant	10.3550.4000		\$ 12,552.20
CARES Act Grant	10.5551.5550	\$ 12,552.20	
Additional funding from Land of Sky for Coronavirus Aid			
Governing Body			
Solid Waste Availability Fee	10.4110.5000	\$ 1,257.54	
Elderly Exemption Subsidy	10.5211.8110		\$ 1,257.54
Professional Services:Legal	10.4110.1920	\$ 5,930.00	
Drivers License Office Rent	10.3834.8604	\$ 6,400.00	
Maintenance			
Building Maintenance	10.4261.3510	\$ 1,730.00	
Cost of repair at admin offices for Covid compliance measures			
Parks and Recreation			
Professional Services: Mowing	10.6130.1990	\$ 8,476.00	
Not included in original budget. This amount will finish out this fiscal year.			
Dept. of Social Services			
Duke Progress Energy	10.5481.6796	\$ 14,664.17	
Duke Progress Energy	10.3548.3500		\$ 14,664.17
Adjust to actual. Additional revenue than what was in original budget			
Medicaid Hold Harmless			
Medicaid Hold Harmless	10.3520.3300		\$ 253,061.94
Tax distribution not budgeted			
Sales Tax			
1/4 cent sales tax	10.3232.3115		\$ 44,803.93

