

The Madison County Board of Commissioners met in regular session on Tuesday, October 12, 2021 at 7:00 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, and Clerk Mandy Bradley.

The meeting was called to order at 7:00 p.m. by Chairman Snelson.

Chairman Snelson opened the floor for public comment sign up.

**Agenda Item 1: Agenda Approval**

Upon motion by Commissioner Wechtel and second by Vice-Chairman Goforth, the Board voted unanimously that the agenda be approved as published.

**Agenda Item 2: Approval of September 14, 2021 (Special) Minutes; September 14, 2021 (Regular) Minutes; September 27, 2021 (Special) Minutes**

Upon motion by Vice-Chairman Goforth and second by Commissioner Garrison, the Board voted unanimously to approve as presented.

**Agenda Item 3: Public Comment**

Ann Zook- Ms. Zook spoke regarding Paint Rock Farm and noise concerns.

Gloria Sundquist- Ms. Sundquist spoke regarding the County's Noise Ordinance and noise complaints regarding Paint Rock Farm. (Attachment 3.1)

**Agenda Item 4: Teresa Stevens, Givens Communities**

Ms. Stevens attended remotely along with Tonya Haddock and Andrew Crosson and presented information to the Board as well as answered questions from Board members regarding Givens Communities and proposal addressing housing needs in Western North Carolina to help seniors age independently. Information discussed included affordable housing, the demographic to be served, the housing gap in Madison County, and potential sites in the County for housing as well as funding sources.

**Agenda Item 5: Public Hearing-2011 Community Development Block Grant Closeout**

Commissioner Gentry opened the public hearing for Scattered Site Program 11-C-2318 and presentation by Erica Anderson from Land of Sky Regional Council.

**a. Scattered Site Program 11-C-2318 Presentation, Erica Anderson-Land of Sky**

Ms. Anderson presented and discussed the close out of the Community Development Block Grant from 2011. Information discussed included the number of clients served and client demographic as well as the amount spent with Ms. Anderson noting that the final step in the program was to close out the project.

**b. Public Comment**

No public comment was available to be heard by the Board.

**c. Discussion**

Discussion was had by the Board and Ms. Anderson regarding the areas and demographics served by the grant.

**d. Approval of Closeout Performance Report**

Commissioner Gentry made a motion to close the public hearing and approve the closeout performance report. Counsel was provided by County Attorney Laws regarding closing the public hearing and the approval of the closeout report, the motion was seconded by Vice-Chairman Goforth, the Board voted unanimously to close the public hearing.

Upon motion by Commissioner Wechtel and second by Vice-Chairman Goforth, the Board voted unanimously to close out the performance report. (Attachment 5.4)

**Item 6: Kary Ledford, Finance Officer**

**a. Budget Amendment #4**

Ms. Ledford presented and discussed Budget Amendment #4 with the Board as well as answered questions from board members.

Upon motion by Vice-Chairman Goforth and second by Commissioner Gentry, the Board voted unanimously to approve Budget Amendment #4. (Attachment 6.1)

**b. Financial Report**

The financial report for the month of September was presented to the Board by Ms. Ledford who answered questions from board members regarding the report. (Attachment 6.2)

**c. Purchasing Policy Amendment Consideration**

An amendment to the County's purchasing policy was presented by Ms. Ledford for consideration of the Board. Ms. Ledford noted that the amendments would allow for compliance with North Carolina Department of Transportation standards regarding bid protests and records retention.

Counsel was provided by County Attorney Laws who noted that an audit of the Transportation Department found the current policy to be deficient and discussion was had by the Board.

Upon motion by Vice-Chairman Goforth and second by Commissioner Gentry, the Board voted unanimously to approve based upon that. (Attachment 6.3)

**Agenda Item 7: Diana Norton, Tax Assessor**

Ms. Norton presented the tax refunds and releases for the month of September to the Board. Discussion was had by Ms. Norton and board members regarding adjustments.

Upon motion by Commissioner Wechtel and second by Commissioner Gentry, the Board voted unanimously to approve as submitted. (Attachment 7.1)

**Agenda Item 8: Norris Gentry, Commissioner/Interim County Manager**

**a. County Manager's Update**

Commissioner Gentry discussed budget proposals of the Senate and the House. Information discussed by Commissioner Gentry and the Board included the last mile broadband installation, grants in rural counties, changes in rural health, workforce housing funding, downtown projects, and water and sewer grants.

The County Noise Ordinance and noise complaint reports from the County's Emergency Management Office were discussed with the Board by Commissioner Gentry who also read portions of the existing Ordinance into the record. Discussion regarding the Ordinance and enforcement was had by the Board with counsel being provided by County Attorney Laws.

Commissioner Gentry discussed the Ivy Watershed and the Town of Weaverville's access as well as consumption with the Board. Discussion was had by the Board.

Recent mitigation to issues of the roof at the jail were presented and discussed with the board by Commissioner Gentry and counsel was provided by County Attorney Laws regarding records for the roof warranty.

**b. County Board Appointments**

Commissioner Gentry discussed the vacancy for the Housing Authority Board. Discussion was had by the Board with no action being taken.

**c. Personnel, d. Property, Agenda Item 9: Donny Laws, County Attorney**

County Attorney Laws requested that the Board enter into closed session to discuss the National Opioid Settlement.

Upon motion by Commissioner Gentry and second by Vice-Chairman Goforth, the Board voted unanimously to enter into closed session for personnel, property, and legal pursuant to N.C.G.S 143-318.11 (a) (6) and N.C.G.S 143-318.11 (a) (3) at 8:15 p.m.

Upon motion by Commissioner Gentry and second by Chairman Snelson, the Board voted unanimously to return to open session at 9:11 p.m.

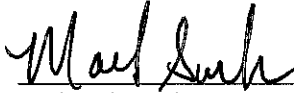
Human Resources Director Brooke Ledford requested authorization to post the advertisement seeking the American Rescue Plan Act Grant Manager position for the County. Upon motion by Commissioner Gentry and second by Commissioner Garrison, the Board voted unanimously to approve.

**Agenda Item 10: Adjournment**

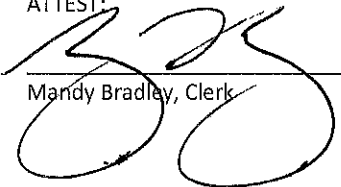
Commissioner Gentry made a motion to adjourn and meet again in two weeks at 4:00 p.m. Discussion was had by the Board noting that the meeting would be at 5:00 p.m. two weeks from today on September 26th. The meeting was adjourned at 9:13 p.m.

This the 12th day of October, 2021.

MADISON COUNTY

  
Mark Snelson, Chairman  
Board of Commissioners

ATTEST:

  
Mandy Bradley, Clerk



# Madison County Commissioners Meeting

## Public Comment

October 12, 2021

7:00pm

North Carolina Cooperative Extension-Madison County Center

3 Minute Time Limit

----- Public Comment Sign-In Sheet -----

	Name	Signature
1.	ANN ZOOK	<i>Ann Zook</i>
2.	GLORIA SUNDRQUIST	<i>Gloria Sundquist</i>
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		

**NORTH CAROLINA DEPARTMENT OF COMMERCE  
DIVISION OF COMMUNITY ASSISTANCE  
SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
CLOSEOUT PERFORMANCE REPORT  
Cover Sheet**

Grantee Name: Madison County Grant Number: 11-C-2318

Grantee Address: PO Box 579, Marshall, NC 28753

1. Citizens' Written Comments. (Attach the following three items unless each item was previously submitted to DCA, in which case they may be incorporated by reference.)

- a. A copy of each written citizen comment, which was received during the reporting period on the grantee's community development performance under this grant;
- b. The grantee's assessment of the comment; and
- c. A description of any action taken or to be taken in response to the comment as required by 4 NCAC 19L .1002.

2. The grantee's authorized official representative must certify the following:

- a. To the best of his/her knowledge and belief, data in this report is true and correct;
- b. The records described in 4 NCAC 19L .0911 are being maintained and will be made available upon request; and
- c.

In accordance with Section 101(c)(9) of the Housing and Community Development Act of 1974, the assistance made available under this CDBG grant is not substantially reducing, below the level of support prior to start-up of the CDBG grant reported here, the amount of local financial support for community development activities.

Commissioner Norris Gentry  
Typed Name of Chief Elected Official/Authorized Representative

  
Signature of Chief Elected Official/Authorized Representative

Commissioner & Interim County Manager

Title

10/12/2021  
Date

**Preparer Information**

Name: Erica Anderson

Address: 339 New Leicester Hwy, Suite 140, Asheville, NC 28806

Telephone Number: 828.251.7442

Email Address: [erica@landofsky.org](mailto:erica@landofsky.org)



## DIVISION OF COMMUNITY ASSISTANCE

### *CDBG Closeout Forms*

<b>Grantee</b>	Madison County
<b>Grantee Address</b>	PO Box 579, Marshall, NC 28753
<b>Grant Number</b>	11-C-2318
<b>Project Name</b>	Madison County 2011 Scattered Site
<b>1st Project Number</b>	
<b>2nd Project Number</b>	
<b>3rd Project Number</b>	
<b>Period</b>	6/22/2012 - 6/30/2021
<b>Authorized Representative</b>	
<b>Name</b>	Commissioner Norris Gentry
<b>Title</b>	Commissioner & Interim County Manager
<b>Preparer of Information</b>	
<b>Name</b>	Erica Anderson
<b>Address</b>	339 New Leicester Hwy, Suite 140, Asheville, NC 28806
<b>Telephone Number</b>	828.251.7442
<b>Email Address</b>	erica@landofsky.org
<b>Property acquired with CDBG funds?</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Grantee	<u>Madison County</u>	Activity Name	<u>Administration</u>
Grant Number	<u>11-C-2318</u>	Project:	<u>Madison County 2011 Scattered Site</u>
Acct Number	<u>1060</u>		<u>C1 x</u>
Activity Code	<u>13</u>		<u>L1</u>
Budgeted	<u>\$33,000.00</u>	Expended	<u>\$33,000.00</u>

	<b>Proposed</b>	<b>Actual</b>
Linear Feet		
Properties		
Units, Dwelling	<u>7</u>	<u>7</u>
<b>Households by percentage of HUD Median Family Income Levels</b>		
Above Moderate Income Households > 80%		
Moderate Income Households 51-80%		
Low Income Households 30-50%	<u>2</u>	
Very Low Income Households <30%	<u>5</u>	<u>7</u>
<b>Total Households</b>	<u>7</u>	<u>7</u>
<b>Persons by percentage of HUD Median Family Income Levels</b>		
Above Moderate Income Households > 80%		
Moderate Income Households 51-80%		
Low Income Households 30-50%		
Very Low Income Households <30%		
<b>Total Persons</b>	<u>0</u>	<u>0</u>
Jobs		
Micro Enterprise		
Female Head of Household	<u>1</u>	<u>6</u>
<b>Hispanic</b>		
American Indian or Alaska Native		
Asian		
Black or African American		
Native Hawaiian or Other Pacific Islander		
White		
American Indian or Alaska Native & White		
Asian & White		
Black or African American & White		
American Indian or Alaska Native & Black or African American		
Other Multi-Racial		
<b>Non-Hispanic</b>		
American Indian or Alaska native		
Asian		
Black or African American		
Native Hawaiian or Other Pacific Islander		
White	<u>7</u>	<u>7</u>
American Indian or Alaska Native & White		
Asian & White		
Black or African American & White		
American Indian or Alaska Native & Black or African American		
Other Multi-Racial		

Grantee	Madison County	Activity Name	Planning
Grant Number	11-C-2318	Project:	Madison County 2011 Scattered Site
Acct Number	1058		C1 x
Activity Code	12		L1
Budgeted	\$7,000.00	Expended	\$7,000.00

	Proposed	Actual
Linear Feet		
Properties		
Units, Dwelling	7	7
<b>Households by percentage of HUD Median Family Income Levels</b>		
Above Moderate Income Households > 80%		
Moderate Income Households 51-80%		
Low Income Households 30-50%	2	
Very Low Income Households <30%	5	7
<b>Total Households</b>	<b>7</b>	<b>7</b>
<b>Persons by percentage of HUD Median Family Income Levels</b>		
Above Moderate Income Households > 80%		
Moderate Income Households 51-80%		
Low Income Households 30-50%		
Very Low Income Households <30%		
<b>Total Persons</b>	<b>0</b>	<b>0</b>
Jobs		
Micro Enterprise		
Female Head of Household	1	6
<b>Hispanic</b>		
American Indian or Alaska Native		
Asian		
Black or African American		
Native Hawaiian or Other Pacific Islander		
White		
American Indian or Alaska Native & White		
Asian & White		
Black or African American & White		
American Indian or Alaska Native & Black or African American		
Other Multi-Racial		
<b>Non-Hispanic</b>		
American Indian or Alaska native		
Asian		
Black or African American		
Native Hawaiian or Other Pacific Islander		
White	7 #	7
American Indian or Alaska Native & White		
Asian & White		
Black or African American & White		
American Indian or Alaska Native & Black or African American		
Other Multi-Racial		



Grantee	<u>Madison County</u>	Activity Name	<u>Rehabilitation, Private</u>
Grant Number	<u>11-C-2318</u>	Project:	<u>Madison County 2011 Scattered Site</u>
Acct Number	<u>1042</u>		C1 <u>x</u>
Activity Code	<u>9A</u>		L1 _____
Budgeted	<u>\$343,421.91</u>	Expended	<u>\$339,885.72</u>

	Proposed	Actual
Linear Feet		
Properties		
Units, Dwelling	7	7
<b>Households by percentage of HUD Median Family Income Levels</b>		
Above Moderate Income Households > 80%		
Moderate Income Households 51-80%		
Low Income Households 30-50%	2	
Very Low Income Households <30%	5	7
<b>Total Households</b>	<b>7</b>	<b>7</b>
<b>Persons by percentage of HUD Median Family Income Levels</b>		
Above Moderate Income Households > 80%		
Moderate Income Households 51-80%		
Low Income Households 30-50%		
Very Low Income Households <30%		
<b>Total Persons</b>	<b>0</b>	<b>0</b>
Jobs		
Micro Enterprise		
Female Head of Household	1	6
<b>Hispanic</b>		
American Indian or Alaska Native		
Asian		
Black or African American		
Native Hawaiian or Other Pacific Islander		
White		
American Indian or Alaska Native & White		
Asian & White		
Black or African American & White		
American Indian or Alaska Native & Black or African American		
Other Multi-Racial		
<b>Non-Hispanic</b>		
American Indian or Alaska native		
Asian		
Black or African American		
Native Hawaiian or Other Pacific Islander		
White	7 #	7
American Indian or Alaska Native & White		
Asian & White		
Black or African American & White		
American Indian or Alaska Native & Black or African American		
Other Multi-Racial		

<b>Grantee</b>	<u>Madison County</u>	<b>Activity Name</b>	<u>Rehabilitation, Private</u>
<b>Grant Number</b>	<u>11-C-2318</u>	<b>Project:</b>	<u>Madison County 2011 Scattered Site</u>
<b>Acct Number</b>	<u>1042</u>		<u>C1</u>
<b>Activity Code</b>	<u>9A</u>		<u>L1 x</u>
<b>Budgeted</b>	<u>\$25,000.00</u>	<b>Expended</b>	<u>\$22,713.00</u>

	<b>Proposed</b>	<b>Actual</b>
Linear Feet		
Properties		
Units, Dwelling	7	5
<b>Households by percentage of HUD Median Family Income Levels</b>		
Above Moderate Income Households > 80%		
Moderate Income Households 51-80%		
Low Income Households 30-50%	2	2
Very Low Income Households <30%	5	3
<b>Total Households</b>	<b>7</b>	<b>5</b>
<b>Persons by percentage of HUD Median Family Income Levels</b>		
Above Moderate Income Households > 80%		
Moderate Income Households 51-80%		
Low Income Households 30-50%		
Very Low Income Households <30%		
<b>Total Persons</b>	<b>0</b>	<b>0</b>
<b>Jobs</b>		
Micro Enterprise		
Female Head of Household	3	3
<b>Hispanic</b>		
American Indian or Alaska Native		
Asian		
Black or African American		
Native Hawaiian or Other Pacific Islander		
White		
American Indian or Alaska Native & White		
Asian & White		
Black or African American & White		
American Indian or Alaska Native & Black or African American		
Other Multi-Racial		
<b>Non-Hispanic</b>		
American Indian or Alaska native		
Asian		
Black or African American		
Native Hawaiian or Other Pacific Islander		
White	7	5
American Indian or Alaska Native & White		
Asian & White		
Black or African American & White		
American Indian or Alaska Native & Black or African American		
Other Multi-Racial		

## CERTIFICATE OF COMPLETION

1. Grantee: Madison County

2. Grant Number: 11-C-2318

3. Project Name: Madison County 2011 Scattered Site

4. Project Number: 0

5. Final Statement of Costs				
Program Activity Categories (a)	To Be Completed by Recipient		Total Costs (Col. b + c) (d)	To Be Completed by DOC
	Paid Costs (b)	Unpaid Costs (c)		Approved Total Costs (e)
	a. Acquisition	\$0.00		
b. Disposition	\$0.00		\$0.00	
c. Public facilities and improvements				
(1) Senior and handicapped centers	\$0.00		\$0.00	
(2) Parks, playgrounds and recreation facilities	\$0.00		\$0.00	
(3) Neighborhood facilities	\$0.00		\$0.00	
(4) Solid waste disposal facilities	\$0.00		\$0.00	
(5) Fire protection facilities and equipment	\$0.00		\$0.00	
(6) Parking facilities	\$0.00		\$0.00	
(7) Street improvements	\$0.00		\$0.00	
(8) Flood and drainage improvements	\$0.00		\$0.00	
(9) Pedestrian improvements	\$0.00		\$0.00	
(10) Other public facilities	\$0.00		\$0.00	
(11) Sewer improvements	\$0.00		\$0.00	
(12) Water improvements	\$0.00		\$0.00	
d. Clearance activities	\$0.00		\$0.00	
e. Public services	\$0.00		\$0.00	
f. Relocation assistance	\$0.00		\$0.00	
g. Construction, rehab. and preservation activities				
(1) Construction or rehab. of com. & indust. bldgs.	\$0.00		\$0.00	
(2) Rehabilitation of privately owned buildings	\$362,598.72		\$362,598.72	
(3) Rehabilitation of publicly owned buildings	\$0.00		\$0.00	
(4) Code enforcement	\$0.00		\$0.00	
(5) Historic preservation	\$0.00		\$0.00	
h. Development financing				
(1) Working capital	\$0.00		\$0.00	
(2) Machinery and equipment	\$0.00		\$0.00	
i. Removal of architectural barriers	\$0.00		\$0.00	
j. Other activities	\$0.00		\$0.00	
<b>k. Subtotal</b>	<b>\$362,598.72</b>		<b>\$362,598.72</b>	
l. Planning	\$7,000.00		\$7,000.00	
m. Administration	\$33,000.00		\$33,000.00	
<b>n. Total</b>	<b>\$402,598.72</b>		<b>\$402,598.72</b>	
o. Less: Program Income Applied to Program Costs			\$0.00	
<b>p. Equal: Grant Amount Applied to Program Costs</b>	<b>\$402,598.72</b>		<b>\$402,598.72</b>	

6. Computation of Grant Balance		
Description (a)	To Be Completed By Recipient	To Be Completed By DOC
	Amount (b)	Approved Amount (c)
(1) Grant Amount Applied To Program Costs (From Line p)	\$402,598.72	
(2) Estimated Amount For Unsettled Third - Party Claims		
(3) Subtotal	\$402,598.72	
(4) Grant Amount Per Grant Agreement	\$ 408,421.91	
(5) Unutilized Grant To Be Canceled (Line 4 Minus Line 3)	\$ 5,823.19	
(6) Grant Funds Received	\$ 402,598.72	
(7) Balance of Grant Payable (Line 3 Minus Line 6)*		

\* If Line 6 exceeds Line 3, enter the amount of the excess on Line 7 as a negative amount. This amount shall be repaid to DOC by check, unless DOC has previously approved use of these funds.

7. Program Income	
a) Amount of existing program income:	\$0.00
b) Amount of anticipated program income:	\$0.00
c) If program income exists or is anticipated, describe the proposed application(s):	

8. Unpaid Costs and Unsettled Third Party Claims	
Are there any unpaid costs or unsettled third party claims against the recipient's grant? Type "yes" or "no."	No
If yes, in the box below describe the circumstances and amounts involved.	

9. Remarks (For DOC Use Only)	
<input type="checkbox"/>	<b>Please note that all financial records, supporting documents and other records pertinent to the community development program must be retained for a minimum of five (5) years from the date of this letter.</b>
<input type="checkbox"/>	<b>This grant is closed pending receipt and approval of your final audit by Division of Community Assistance (CA).</b>
<input type="checkbox"/>	<b>Town</b>
<input type="checkbox"/>	<b>City</b>
<input type="checkbox"/>	<b>County</b>

**10. Certification of Recipient**

It is hereby certified that all activities undertaken by the Recipient with funds provided under the grant agreement identified on page 1 hereof, have, to the best of my knowledge, been carried out in accordance with the grant agreement; that proper provisions have been made by the Recipient for the payment of all unpaid costs and unsettled third party claims identified on page 1 hereof; that the State of North Carolina is under no obligation to make any further payment to the Recipient under the grant agreement in excess of the amount identified on Line 7 hereof; and that every other statement and amount set forth in this instrument is, to the best of my knowledge, true and correct as of this date.

Date	Typed Name and Title of Recipient's Authorized Representative	Signature of Recipient's Authorized Representative
9/ /2021	Commissioner Norris Gentry <small>(Name)</small> Commissioner & Interim County Manager <small>(Title)</small>	

11. DOC Approval		
This Certification of Completion is hereby approved. Therefore, I authorize cancellation of the unutilized contract commitment and related funds reservation and obligation of \$ _____, less \$ _____ previously authorized for cancellation (from Section 6, line 6, page 1).		
Date	<b>Typed Name and Title of DOC Authorized Representative</b> Richard B. Self Director	<b>Signature of DOC's Authorized Representative</b> ✓ _____

**Madison County  
Board of Commissioners**

**Budget Amendment #4  
October 12, 2021**

<b>Description</b>	<b>Line Item</b>	<b>Debit</b>	<b>Credit</b>
<b>Library</b>			
Professional Services	10.6110.1990	\$4,636.00	
Flood insurance on Hot Springs Library building			
<b>DSS</b>			
Links	10.5310.6900	\$46,624.00	
Administration	10.3531.3300		\$ 46,624.00
Administration	10.3531.3300	\$7,390.24	
IHA Salaries	10.5500.1210		\$ 4,495.95
IHA FICA	10.5500.1810		\$ 343.94
IHA Retirement	10.5500.1820		\$ 514.33
IHA Health Insurance	10.5500.1830		\$ 1,937.90
IHA Life Insurance	10.5500.1890		\$ 6.90
DSS Salaries	10.5310.1210		\$ 21,894.40
DSS FICA	10.5310.1810		\$ 1,674.92
DSS Retirement	10.5310.1820		\$ 2,504.70
DSS Health Insurance	10.5310.1830		\$ 5,426.12
DSS Life Insurance	10.5310.1890		\$ 19.32
Nutrition Salaries	10.5551.1210	\$26,390.35	
Nutrition FICA	10.5551.1810	\$2,018.86	
Nutrition Retirement	10.5551.1820	\$3,019.03	
Additional Links funds received. Moving salaries for fund 3 new positions.			
<b>Land Records</b>			
Travel	10.4142.3110	\$ 100.00	
Insurance and Liability	10.4142.4510	\$ 96.00	
Increase amounts requested			
<b>Health Department</b>			
WNC Health Grant Network	10.5110.7000	\$ 5,000.00	
WNC Health Grant Network	10.3513.7000		\$ 5,000.00
ORH Map Grant	10.5110.7032	\$ 21,983.83	
ORH Map Grant	10.3513.7032		\$ 21,983.38
Salaries	10.5110.1210	\$ 49,500.00	
FICA	10.5110.1810	\$ 3,786.75	
Retirement	10.5110.1820	\$ 5,491.20	
Unemployment	10.5110.1850	\$ 495.00	
Health Department received 2 new grants. Increase salary lines for retention bonus.			

**Finance**

Misc. Income	10.3836.1100		\$ 10,000.00
Payment for parking from film production.			

**Transportation**

Salaries	10.4522.1210	\$ 5,459.80	
Health Insurance	10.4522.1830	\$ 4,702.25	
Salaries Temp.	10.4522.1260		\$ 10,162.05

**Sales Tax**

1/4 cent sales tax	10.3232.3115		\$49,224.06
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**Education/Schools**

1/4 cent sales tax	10.5911.7200	\$49,224.06	
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**Contingency**

	10.7000.0000	\$ -	\$ 54,105.40
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We are at 25.02 of the FY22 budget.

Bank balances at September 30, 2021 are as follows:

	Unrestricted	Restricted	
General Fund	\$1,567,461.84		
Debt Service Fund	\$48,527.97		
Capital Outlay Fund	\$326,131.82		
Capital Management	\$9,860,918.88		
Occupancy Tax Fund		\$230,992.09	
Revaluation Fund		\$74,412.87	
Tourism Development		\$939,351.42	
Automation Fund		\$150,975.05	
Drug Seizure Fund		\$6,679.80	
Inmate Trust Fund		\$42,729.76	
Soil & Water Conservation		\$56,192.62	
<b>Total of All Accounts:</b>	<b>\$11,803,040.51</b>	<b>\$1,501,333.61</b>	
New Jail Loan	\$ (607,008.00)	(Due In February)	
School Debt Service	\$ (429,667.00)	(Due In February)	
40-42 Set Aside for Schools	\$ (1,476,421.01)		
Unspent Grant/Restricted Proceeds	\$ (767,625.28)		
Adoption Promotion Fund	\$ (147,138.70)		
Encumbered Amounts	(\$6,524,099.57)		
Total assigned and restricted Bal	\$ (9,951,959.56)		
	General	Landfill	911
Unassigned and Unrestricted tot	\$615,977.75	\$317,154.09	\$0.00

## ADDENDUM TO THE MADISON COUNTY PURCHASING POLICY:

When using federal funds, the County must follow NC Statutes as well as OMB Guidance provided in the Code of Federal Regulations, Subpart D - Post Federal Award Requirements. The thresholds for micro-purchases, small purchases, and when sealed bids are required are set by OMB Guidance provided in the Code of Federal Regulations Title 2 Vol. 1 § 200.67 and § 200.88. This guidance includes but is not limited to the following requirements:

- i. Micro-purchases (\$0 - \$9,999) When practical, distribute micro-purchases among qualified suppliers.
- ii. Small Purchases (\$10,000 – \$249,999) a. Price rate quotations must be obtained from an adequate number of qualified sources. b. Written procurement procedures to define number and methods for obtaining quotes.
- iii. Sealed Bid Procedures Required (\$250,000 and higher) a. Price rate quotations must be obtained from an adequate number of qualified sources; b. Publicly advertised; c. Competitive proposals; d. Non-competitive proposals require written approval and justification (e.g. only one source/vendor available, inadequate competition, emergency).
- iv. Documentation required (All amounts) a. Evidence the awarded supplier is not excluded from doing business with the Federal Government. b. When quotes are required, documentation that an attempt was made to contact at least three suppliers to obtain quotes.

When Federal Funds have been used, the County must maintain records detailing history of each procurement action for a period of seven years after the submission of final expenditure reports. These records will include but not limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price. See 2 CFR 200.318 and FTA Circular 4220



I. **Purpose:** The purpose of this document is to provide procedures for filing protests or complaints about any procurement of services, materials or supplies, by Madison County Government funded in whole or part with Federal funds.

II. **II. Procedure Statement:** These procedures provide for the filing of a protest or complaint in three circumstances:

1. By a party who did not submit a bid or proposal.
2. By a party who has responded to an invitation for bid (IFB), a request for proposals (RFP) or a request for quotes (RFQ).
3. By a prospective contractor or bidder who is aggrieved in connection with the solicitation or award of a contract.

- If the protesting party does not submit a bid or proposal (category #1 above), the protest must be submitted prior to the date of the bid opening for the bid or prior to the date on which the proposal or quote is due to be received by Madison County.

- Any protests received after those dates will not be reviewed or considered and will be dismissed as untimely.

- For those protestors who fall into categories #2 and #3, their protests must be filed within twenty (20) calendar days of the date of award approval. Untimely protests will be dismissed.

- The date the protest is filed will be considered the received date in the Finance Department. A protest must be submitted in writing and sent to:

Madison County Finance Department  
PO Box 579  
Marshall, NC 28753

- Each protest must specify the reasons the protesting party believes that the solicitation or award was improper. Issues not raised in the written protest are deemed waived and may not be raised on appeal. The protesting party may submit with the protest any documents or information deemed relevant.

- A copy of the protest will be forwarded to the Finance Director, the County Attorney and the Madison County department that is responsible for the procurement. The Finance Director and/or County Attorney shall review the protest and submit any response or reply. They may also request to review any additional documents or information deemed necessary to render a decision.

- After the review process has been completed, one or more of the following decisions will be rendered:

- Dismiss the protest for reason or Continue with the recommended award

- Cancel the award and re-bid the project, or

- Any combination of the above.

- If the decision is made after the execution of the contract and the contractor did not act fraudulently, the following action(s) may be taken:
  - The contract may be ratified and affirmed provided it is determine that to do so is in the best interest of the county.
  - The contract may be cancelled and the contractor compensated for the actual expenses reasonably incurred under the contract prior to termination where such compensation shall not include loss of anticipated profit, loss of use of money or administrative or overhead costs, including but not limited to attorneys' fees and legal expenses.
- If it determined that the contractor has acted improperly, the contract may be:
  - Declared void, modified to comply with the law, with the consent of all parties, or
  - Ratified and affirmed, provided it is determined that action is in the best interests of the county and without prejudice to the county's right to damages, as may be appropriate.
- A copy of the decision will be sent to the protesting party and any other person determined to be affected by the decision.

**III. Definitions:**

**IV. Applicability:** These procedures apply to projects funded in whole or part with Federal funds.

**V. Procedure Responsibility and Management:** This section outlines:

- **Enforcement** – This procedure has been approved by the County Manager and the Madison County Board of Commissioners. The Finance Director has the delegated authority for the enforcement and management of this procedure.
- **Review** – The Finance Department will review this procedure annually. If warranted, the procedure will be updated and submitted through the review and approval process in force at the time.
- **Communication** – The Finance Department has the responsibility for disseminating, reviewing, modifying, updating and interpreting this procedure. Within the department, the responsibility is delegated to the Finance Director.

TR-304 Bill Release Report NCPTS V4

File run: 10/04/2021 2:35:45 PM  
 as of: 10/03/2021 7:10:33 PM

Report Parameters:

Release Date Start: 9/1/2021 Release Date End: 9/30/2021  
 Tax District: ALL

Default Sort-By: Bill #, Taxpayer Name, Release Date, Billing Date, Operator ID, Release Amount  
 Grouping: No Grouping

#	Taxpayer Name	Bill Date	Release Reason	Operator ID (Name)	Release Date	Orig Bill Amount (\$)	Release Amount (\$)	Bill Amount after
0000725-2021-2021-0000-00-REG	LEDFORD, CHRISTOPHER A	9/15/2021	Landuse change	DIANA	9/27/2021	2,349.64	607.37	1,742.28
0000758-2021-2021-0000-00-REG	RANDALL, FRAN LEWIS	9/15/2021	Landfill error	DIANA	9/24/2021	224.80	180.00	44.80
0001078-2021-2021-0000-00-REG	PEGG, JOSEPH LISTON	9/15/2021	Landfill error	DIANA	9/24/2021	1,969.06	180.00	1,789.06
0001672-2021-2021-0000-00-REG	CUTTSHALL, LAWRENCE P.	9/15/2021	Landfill error	DIANA	9/24/2021	496.51	180.00	316.51
0002203-2021-2021-0000-00-REG	SHELTON, ROBBIE	9/15/2021	Landfill error	DIANA	9/23/2021	883.57	180.00	703.57
0002556-2021-2021-0000-00-REG	COATES, BULAH (LIFE EST)/C/O	9/15/2021	Elderly Exclusion	APRIL	9/22/2021	4,244.70	996.27	3,248.43
0003107-2021-2021-0000-00-	POWELL, EDDIE DEAN	9/15/2021	Elderly Exclusion	APRIL	9/23/2021	1,122.87	265.50	857.37
0003327-2021-2021-0000-00-REG	MACBETH, PAMELA A.	9/15/2021	Elderly Exclusion	APRIL	9/23/2021	1,566.32	693.15	873.17
0003659-2021-2021-0000-00-REG	BOONE, JEAN C.	9/15/2021	Landfill error	DIANA	9/24/2021	854.47	180.00	674.47
0003782-2021-2021-0000-00-REG	CRAIN, LOIS	9/15/2021	Over Assessment	DIANA	9/24/2021	29.50	23.60	5.90
0004669-2021-2021-0000-00-REG	BULLMAN, ARNOLD	9/15/2021	Landfill error	DIANA	9/24/2021	1,151.26	180.00	971.26
0004864-2021-2021-0000-00-REG	KAVAYA, KAROL JOYCE	9/15/2021	Elderly Exclusion	APRIL	9/24/2021	1,040.13	140.00	900.13
0005296-2021-2021-0000-00-REG	COOK, DAVID	9/15/2021	Bldg correction	DIANA	9/24/2021	1,423.58	170.01	1,253.57
0005518-2021-2021-0000-00-REG	PLEMMONS, VIOLET ELIZABETH	9/15/2021	Elderly Exclusion	APRIL	9/23/2021	1,536.18	75.56	1,460.62
0005883-2021-2021-0000-00-REG	CARVER, EMMA LOU	9/15/2021	Elderly Exclusion	APRIL	9/23/2021	869.83	291.30	578.53
0006202-2021-2021-0000-00-REG	RICE, HARLIE	9/15/2021	Elderly Exclusion	APRIL	9/23/2021	1,695.00	174.27	1,520.73
0007237-2021-2021-0000-00-REG	REESE, JOYCE W.	9/15/2021	Landfill error	DIANA	9/24/2021	1,589.71	360.00	1,229.71
0007473-2021-2021-0001-00-REG	THORNTON, CHRIS DOUGLAS	9/23/2021	Penalty In Err	DIANA	9/23/2021	551.83	33.80	518.03
0007822-2021-2021-0000-00-REG	BRIDGE, STUART R.	9/15/2021	Bldg correction	APRIL	9/24/2021	1,154.38	381.23	773.15
0008039-2021-2021-0000-00-REG	WYATT, LARRY DEAN	9/15/2021	Landfill error	DIANA	9/24/2021	1,087.98	180.00	907.98
0008976-2021-2021-0000-00-REG	RANDALL, FRAN LEWIS	9/15/2021	Landfill error	DIANA	9/24/2021	945.77	180.00	765.77
0011303-2021-2021-0000-00-REG	EDWARDS, CAROLYN	9/15/2021	Landfill error	DIANA	9/23/2021	451.07	180.00	271.07

00011669-2021-2021-0001-00-REG	HERGESHEIMER, SHIRLEY L.	9/23/2021	Landfill error	DIANA	9/23/2021	906.10	360.00	546.10
00012190-2021-2021-0000-00-REG	SCHAUPP, SCOTT	9/15/2021	Bldg correction	DIANA	9/23/2021	2,167.48	873.29	1,294.19
00013473-2018-2018-0000-00-REG	PIERCE, DAVID WAYNE	8/15/2018	Not in County	APRIL	9/22/2021	3.03	3.03	0.00
00013473-2019-2019-0000-00-REG	PIERCE, DAVID WAYNE	8/28/2019	Not in County	APRIL	9/22/2021	3.20	3.20	0.00
00013473-2020-2020-0000-00-REG	PIERCE, DAVID WAYNE	9/21/2020	Not in County	APRIL	9/22/2021	2.97	2.97	0.00
00013473-2021-2021-0000-00-REG	PIERCE, DAVID WAYNE	9/15/2021	Not in County	APRIL	9/22/2021	2.97	2.97	0.00
00014509-2021-2021-0000-00-REG	SUBWAY INC	9/15/2021	Business closed	COLTON KENT	9/27/2021	339.44	339.44	0.00
00014557-2021-2021-0000-00-REG	4-K'S ELECTRIC	9/15/2021	Business closed	COLTON KENT	9/22/2021	42.97	42.97	0.00
00014803-2021-2021-0000-00-REG	FAUNCE, JOHN D.	9/15/2021	Landfill error	DIANA	9/23/2021	1,237.40	180.00	1,057.40
00015298-2021-2021-0000-00-REG	JUDY FUTCH CONSULTING, INC.	9/15/2021	Business closed	COLTON KENT	9/27/2021	6.08	6.08	0.00
00015696-2021-2021-0000-00-REG	SMITH, H. GRATIN	9/15/2021	Bldg correction	DIANA	9/23/2021	1,032.55	566.61	465.94
00016028-2021-2021-0000-00-REG	TEN TWENTY-TWO PROPERTIES, LLC	9/15/2021	Business closed	COLTON KENT	9/28/2021	1.94	1.94	0.00
00016212-2021-2021-0000-00-REG	BLACKWOOD, LINDA A.	9/15/2021	Elderly Exclusion	APRIL	9/24/2021	1,354.57	587.28	767.29
00016896-2021-2021-0000-00-REG	REED, RANDY SHERDON	9/15/2021	Assessed In Err	APRIL	9/29/2021	21.09	18.24	2.85
00017400-2021-2021-0000-00-REG	FABOLOUS FINDS & COLLECTABLES	9/15/2021	Business closed	COLTON KENT	9/23/2021	6.70	6.70	0.00
00019717-2021-2021-0000-00-REG	EDWARDS, DEBORAH L.	9/15/2021	Elderly Exclusion	APRIL	9/24/2021	1,564.74	685.82	878.92
00020141-2021-2021-0000-00-REG	GROUPS, DEBRA LYNN	9/15/2021	Elderly Exclusion	APRIL	9/24/2021	1,203.48	511.74	691.74
00020678-2021-2021-0000-00-REG	WILSON, RUSSELL	9/15/2021	Elderly Exclusion	APRIL	9/23/2021	725.26	272.63	452.63
00398973-2013-2013-0000-00-REG	PIERCE, DAVID WAYNE	8/15/2013	Not in County	APRIL	9/22/2021	2.97	2.97	0.00
00398974-2016-2016-0000-00-REG	PIERCE, DAVID WAYNE	8/15/2016	Not in County	APRIL	9/22/2021	2.97	2.97	0.00
00398976-2012-2012-0000-00-REG	PIERCE, DAVID WAYNE	8/15/2012	Not in County	APRIL	9/22/2021	2.97	2.97	0.00
00398978-2017-2017-0000-00-REG	PIERCE, DAVID WAYNE	8/15/2017	Not in County	APRIL	9/22/2021	2.97	2.97	0.00
00398979-2015-2015-0000-00-REG	PIERCE, DAVID WAYNE	8/15/2015	Not in County	APRIL	9/22/2021	2.97	2.97	0.00
00398985-2014-2014-0000-00-REG	PIERCE, DAVID WAYNE	8/15/2014	Not in County	APRIL	9/22/2021	2.97	2.97	0.00
00567862-2021-2021-0000-00-REG	RAY, STANLEY C.	9/15/2021	Elderly Exclusion	APRIL	9/23/2021	743.92	186.59	557.33
00569322-2021-2021-0000-00-REG	TIAA COMMERCIAL FINANCE INC.	9/15/2021	Assessed In Err	COLTON KENT	9/24/2021	38.50	3.50	35.00
00569323-2021-2021-0000-00-REG	TIAA COMMERCIAL FINANCE INC.	9/15/2021	Assessed In Err	COLTON KENT	9/24/2021	74.84	6.80	68.04
00569524-2021-2021-0000-00-REG	FAIRVIEW WATER ASSOCIATION, INC.	9/15/2021	Exempt Property	APRIL	9/22/2021	67.04	67.04	0.00
00569833-2021-2021-0000-00-REG	WALLIN, JACK DONALD JR.	9/15/2021	Landfill error	DIANA	9/24/2021	529.36	180.00	349.36
00570629-2021-2021-0000-00-REG	BRANAM, ROY DONALD	9/15/2021	Assessed In Err	COLTON KENT	9/23/2021	65.97	48.05	17.92
00570769-2021-2021-0000-00-REG	COOPER, DENNIS B.	9/15/2021	Assessed In Err	COLTON KENT	9/29/2021	37.12	6.40	30.72
00571343-2021-2021-0000-00-REG	PEGG, JOSEPH LISTON	9/15/2021	Adjustment	DIANA	9/23/2021	16.24	4.64	11.60
00571537-2021-2021-0000-00-REG	BOWER, JULIE ANN	9/15/2021	Assessed In Err	COLTON KENT	9/27/2021	7.66	4.47	3.19
00571730-2021-2021-0000-00-REG	AYLWARD, ALASTAIR E	9/15/2021	Assessed In Err	COLTON KENT	9/29/2021	5.00	5.00	0.00
00571804-2021-2021-0000-00-REG	56 FINNEY LN (RENTAL)	9/15/2021	Business closed	COLTON KENT	9/24/2021	102.58	102.58	0.00

0571810-2021-2021-0000-00-REG	BRUCE FISHER RENTAL	9/15/2021	Business closed	COLTON KENT	9/24/2021	100.70	100.70	0.00
0571832-2021-2021-0000-00-REG	DAVID & GLORIA YOUNG RENTAL	9/15/2021	Business closed	DIANA	9/24/2021	75.51	75.51	0.00
0571845-2021-2021-0000-00-REG	WILMA'S PLACE	9/15/2021	Business closed	COLTON KENT	9/23/2021	29.11	29.11	0.00
0571898-2021-2021-0000-00-REG	BLESSED VIEW	9/15/2021	Business closed	COLTON KENT	9/28/2021	66.92	66.92	0.00
0571917-2021-2021-0000-00-REG	MOUNTAIN TIME	9/15/2021	Assessed In Err	COLTON KENT	9/24/2021	74.45	6.77	67.68
0571963-2021-2021-0000-00-REG	AMMONS, ROSCOE	9/15/2021	Elderly Exclusion	APRIL	9/23/2021	29.50	29.50	0.00
0571990-2021-2021-0000-00-REG	BUEHLER, CHRISTOPHER D.	9/15/2021	Adjustment	APRIL	9/24/2021	15.00	12.00	3.00
0571991-2021-2021-0000-00-REG	BROWN, DAVID	9/15/2021	Elderly Exclusion	APRIL	9/22/2021	32.00	32.00	0.00
0572167-2021-2021-0000-00-REG	MCLEAN, JAMES A.	9/15/2021	Assessed In Err	COLTON KENT	9/23/2021	2.70	2.70	0.00
0572182-2021-2021-0000-00	MURRAY, STUART WILSON	9/15/2021	Assessed In Err	COLTON KENT	9/30/2021	19.20	5.54	13.66
0572288-2021-2021-0000-00-REG	SAWYER, DARRELL LUTHER	9/15/2021	Assessed In Err	COLTON KENT	9/27/2021	17.70	8.99	8.71
0572501-2021-2021-0000-00-REG	ERROR	9/15/2021	Assessed In Err	COLTON KENT	9/22/2021	57.53	57.53	0.00
0572646-2021-2021-0000-00-REG	STEWART, DEBORAH M.	9/15/2021	Assessed In Err	APRIL	9/28/2021	772.41	772.41	0.00
0572647-2021-2021-0000-00-REG	JOSEPH BRYAN LYLES LIVING TRUST.	9/15/2021	Wrong Bill	APRIL	9/28/2021	322.69	322.69	0.00
<b>total</b>							<b>12,452.23</b>	
<b>total</b>							<b>12,452.23</b>	

Date run: 10/4/2021 11:21:33 AM

TR-305A Release & Refund Approval Report

NCPTS V4

Report Parameters:

Release Start Date: 9/1/2021 Release End Date: 9/30/2021 Refund Limit Min: Refund Limit Max: Show Excluded Refunds: N

Date Sent to Finance Start: End: Tax District: JURS16, JURS07, JURS05, JURS03, JURS14, JURS08, JURS11, JURS17, JURS01, JURS12, JURS04, JURS13, JURS09, JURS02, JURS10, JURS06, JURS15

Refund Status: AUTHORIZED, ONHOLD, REAPPLY, VOIDED

Default Sort-By: Refund Name, Refund Address, Bill Number

Grouping: No Grouping

Adjustment Reason: Acreage change, Address change, Adjustment, Asse

No records were found matching your criteria. Please modify your parameters and try again.

No records were found matching your criteria. Please modify your parameters and try again.

NO REFUNDS FOR THE MONTH OF SEPTEMBER 2021.