

The Madison County Board of Commissioners met in special session on Tuesday, September 26, 2017 at 5:30 p.m. at Madison County Public Library, Marshall Branch, Marshall, NC.

In attendance were Chairman Norris Gentry, Commissioner Clayton Rice, Commissioner Matt Wechtel, Commissioner Bill Briggs, County Manager Forrest Gilliam, and Deputy Clerk Brooke Smith.

The meeting was called to order at 5:30 p.m.

### **Item 1: Economic Development**

Forrest Gilliam, Madison County Manager, stated that the public hearing scheduled for tonight's Meeting has been cancelled. The potential buyer of the County property backed out, so there is no need for a public hearing. Manager Gilliam stated that at the October Meeting, there is going to be a public hearing on an incentive package for a local business.

County Manager Gilliam presented on economic development and a draft Incentives Guidelines Policy. The Policy will be presented at the October Meeting for potential adoption by the Board.

County Planner Sara Nichols presented an update on economic development in the County.

### **Item 2: Budget**

Rhea Hollars, Madison County Finance Officer, presented a draft of the updated Purchasing and Payables Manual. The Manual will be presented at the October Meeting for potential adoption by the Board.

Finance Officer Hollars presented an update on the general fund.

County Manager Gilliam presented an update on the voting machines mandated by the State for the Board of Elections.

### **Item 3: Contract for Preparation of Congregate and Home Delivered Meals**

County Manager Gilliam presented a contract for preparation of congregate and home delivered meals. These are the meals prepared and served through the Community Services Department at the meal sites and delivered to the homes of individuals who cannot get to a meal site. Community Services Director, Dee Heinmueller, received bids from local restaurants to take over the preparation of the meals, and after review, Smoky Mountain Diner in Hot Springs, came in as the lowest bidder. The contract presented expires at the end of the current Fiscal Year and has the option of being renewed at the new Fiscal Year. The contract has been reviewed by the County Attorney.

Upon motion from Commissioner Wechtel, seconded by Commissioner Rice, the board voted unanimously to approve the contract for preparation of congregate and home delivered meals between the County and Smoky Mountain Diner.

**Item 4: County Website Presentation/Update**

Information Technology Director Phillip Presnell presented an update on the new County website. The new website will be more user friendly on computers, tablets, and mobile devices.

**Item 5: Discussion of Board Meeting Procedures**

County Manager Gilliam stated the October Meeting will be paperless, due to the Board Members' tablets having arrived. IT Director Presnell will be working with Board Members before the October Meeting to answer any questions they have about the operation of their tablet.

County Manager Gilliam stated that moving forward, he would like for HR Director Brooke Smith to present hires to the Board.

County Manager Gilliam presented the idea of the Board holding Closed Session at 6 pm before the Regular Meeting at 7 pm. This will have to be approved by the Board at a Regular Meeting before it can go into effect.

**Item 6: Closed Session**

Upon motion from Commissioner Rice, seconded by Commissioner Wechtel, the board voted unanimously to enter into closed session pursuant to G.S. 143-318.11: personnel.

Upon motion from Commissioner Rice, seconded by Commissioner Wechtel, the board voted unanimously to return to open session.

**Personnel**

Upon motion from Commissioner Rice, seconded by Commissioner Wechtel, the board voted unanimously to hire Jesse Roberts as the Director of Facilities Maintenance at the Madison County Maintenance Department.

**Item 7: Budget**

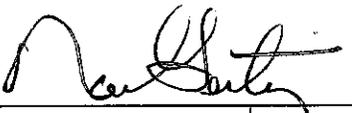
HR Director Brooke Smith presented an update on the employee health insurance plan.

**Item 8: Adjournment**

Upon motion from Commissioner Wechtel, seconded by Commissioner Briggs, the board voted unanimously to adjourn.

This the 26th day of September, 2017.

MADISON COUNTY

By:   
Norris Gentry, Chairman  
Board of Commissioners

ATTEST:

  
Brooke Smith, Deputy Clerk