

State of North Carolina

Minutes

County of Madison

The Madison County Board of Commissioners met in special session on Tuesday, February 25, 2020 at 4:45 p.m. at the North Carolina Cooperative Extension Madison County Center, 258 Carolina Lane, Marshall, NC.

In attendance were Chairman Craig Goforth; Vice-Chairman Mark Snelson; Commissioners Norris Gentry, Wayne Brigman, and Matt Wechtel; County Attorney Donny Laws; Clerk Mandy Bradley.

The meeting was called to order at 4:45 p.m. by Chairman Goforth.

Item 1: Budget Review and Budget Amendment #8

Commissioner Gentry discussed the budget with the Board. There was no information for Budget Amendment #8 for discussion.

Item 2: Board of Elections Express Vote Ballot Marker Funds Request

Kathy Ray, Board of Elections Director presented and discussed information with the Board regarding the Express Vote Ballot Marker funds of \$49,760 request to purchase the Express Mark System. She requested the approval of the Board to purchase the system so that equipment will be in place for the November 2020 election.

County Attorney Donny Laws discussed with the Board that the equipment was previously approved by the Board, but that the State Board of Elections put a hold on the equipment purchase pending contract reviews by the State Board who made contract modifications on certifications and testing. The state made adjustments to the contract and sent them back to local Boards with the approval for purchase. Auto Mark machines from ES&S were put into use during this time and a contract for purchase of those machines was pursued. Mr. Laws discussed with the Board the need for wording in the contract for the protection of the County and that he will review, but the review will take some time. He also discussed that the cost of \$7,700 for the machines that are currently being used should be credited until the other machines can be purchased.

Discussion was had by the Board. Upon motion by Commissioner Gentry and second by Vice-Chairman Snelson, the Board voted unanimously to authorize the County Attorney and County Manager to prepare the contract to authorize.

Item 3: Employee Pay Discrepancy Complaint

Brooke Smith, Human Resources Director discussed with the Board and answered questions regarding a possible employee pay discrepancy complaint. She noted that she is reviewing the information and will report back to the Board once there is further information.

Item 4: Authorization for Ordinance Review Service

Commissioner Gentry discussed information regarding the authorization for Madison County Land Use Ordinance Review Service. County Attorney Donny Laws discussed information regarding modified Land Use Statutes from the North Carolina General Assembly which has prompted all counties in North Carolina to review and bring their respective land use ordinances into compliance with the new ordinance from the General Assembly. Mr. Laws discussed that Forrest Gilliam would like to provide the consulting service for the County and discussed the need for his service. Chairman Goforth called for a motion to contract with Mr. Gilliam. Upon motion by Vice-Chairman Snelson and second by Commissioner Gentry, the Board voted unanimously. Mr. Laws noted that authorization from the Board to authorize the County Attorney to prepare the contract would be needed.

Item 5: Authorization for Temporary Mapping Service

Brooke Smith, Human Resources Director discussed with the Board and answered questions regarding the need for temporary mapping service for the County. She discussed the availability of former Inspections and Zoning Director, Jeff Hyder to contract to provide the Geographical Information System Mapping Service for the County and requested that the Board authorize the County Attorney and County Manager to execute the contract. Discussion was had among the Board. Commissioner Wechtel requested clarification of the authorization and Ms. Smith discussed that the contract would be on a temporary basis with Mr. Hyder. Vice-Chairman Snelson requested to clarify the number of hours that would be contracted per week and Ms. Smith noted that the information would be negotiated with the County Attorney. Upon motion by Commissioner Gentry and second by Vice-Chairman Snelson, the Board voted unanimously to authorize the County Manager and County Attorney to create the contract for temporary mapping service.

Item 6: Authorization for Temporary Service with Land of Sky in Inspection and Zoning Office

Commissioner Gentry discussed with the Board, a contract with Land of Sky Zoning Administrator Dennis Bass to contract for ten hours weekly to fill the remainder of the Zoning vacancy if needed. He requested authorization for the County Manager and County Attorney to pursue the temporary contract and negotiate with Land of Sky. Discussion was had among the Board. Commissioner Brigman requested information regarding the cost of the contract. Commissioner Gentry noted that Land of Sky will provide if the Board proceeds with the contract. Commissioner Brigman requested clarification that the Board would only be voting to draw up the contract at this time. County Attorney Donny Laws discussed with the Board if Forrest Gilliam had any interest in providing this service and the Board gave Mr. Gilliam who was present at the meeting a chance to speak. He noted that he did not have any interest at this time. Commissioner Wechtel discussed that the Board needs to be mindful of the budget in relation to contracts. Commissioner Brigman discussed information regarding what would happen if the contractor does not fulfill the contract. Upon motion of Chairman Goforth and second by Commissioner Gentry, the Board voted unanimously.

Item 7: Authorization for Temporary Services in Finance Office

Commissioner Gentry discussed with the Board and answered questions regarding the need for a temporary service contract to employ someone while the County searches for a full time finance employee. He requested that the Board authorize a temporary service contract to allow Human Resources Director Brooke Smith and the County Manager to employee temporary help. Commissioner Brigman discussed if the terms would be on a contract basis only and that the County Manager should to have input. Chairman Goforth called for a motion. Upon motion of Vice-Chairman Snelson and second by Commissioner Wechtel, the Board voted unanimously.

Item 8: Audit Information

Commissioner Gentry discussed information with the Board regarding the County audit and provided an update that the audit firm is scheduled to begin work.

Item 9: Right of Way Easements

Commissioner Gentry discussed with the Board, various right of way easement requests that the County has received from Duke Power for property in Hot Springs and French Broad Electric for property in Ebbs Chapel.

Discussion was had by the Board and council was given by County Attorney Donny Laws. Upon motion by Commissioner Gentry and second by Commissioner Brigman, the Board voted unanimously that upon Attorney approval, the County Manager be given the authority to grant and execute with French Broad Electric.

Chairman Goforth called for a motion to approve the Duke Energy request. Discussion was had by the Board. Upon motion by Commissioner Wechtel and second by Commissioner Brigman, the Board voted unanimously to approve.

Item 10: County Board Appointments

Board Clerk Mandy Bradley presented and discussed vacancies for various County Boards.

Upon motion by Commissioner Gentry and second by Commissioner Brigman, the Board voted unanimously to reappoint Dr. Robert Adams, Andrew Thomas, and Matt Wechtel to the Board of Health.

Upon motion by Commissioner Snelson and second by Commissioner Wechtel, the Board voted unanimously to reappoint Angie Allison, Edwina Craig, and Chris Maney as well as appoint Sherrye Perry and Helen (Shellie) Wyndham to the Council on Aging.

Discussion was had by the Board regarding potential appointments to the Parks and Recreation Advisory Board. Upon motion by Commissioner Wechtel and second by Commissioner Brigman, the Board voted unanimously to appoint Jonathan Wallin to a three year term on the Parks and Recreation Advisory Board. Additionally, Commissioner Snelson volunteered to fill a three year vacancy on the Parks and Recreation Advisory Board. Upon motion by Commissioner Wechtel and second by Commissioner Gentry, the Board voted unanimously for Mark Snelson to be the Hot Springs representative for the Parks and Recreation Advisory Board.

Upon motion by Commissioner Gentry and second by Commissioner Brigman, the Board voted unanimously to reappoint Angie Allison, Matt Wechtel, Karen Duncan, and Vicki Eastland to the Transportation Advisory Board. Upon motion by Commissioner Goforth and second by Commissioner Brigman, the Board voted unanimously to appoint Claudia Reavis to the Transportation Advisory Board. Upon motion by Commissioner Gentry and second by Commissioner Brigman, the Board voted unanimously to appoint Dale Flynn to the Transportation Advisory Board.

Vice-Chairman Snelson nominated Matt Wechtel for reappointment to the Land of Sky Rural Planning Organization. Commissioner Gentry nominated Matt Wechtel and Mark Snelson for reappointment to the French Broad River Metropolitan Planning Organization. Chairman Goforth nominated Norris Gentry for reappointment to the Vaya Health County Commissioner Advisory Board. Upon motion by Commissioner Wechtel and second by Commissioner Gentry, the Board voted unanimously to approve.

Item 11: Surplus Property

Board Clerk Mandy Bradley presented and discussed with the Board, an offer for County owned surplus property, PIN number: 9862-26-2549 also known as Lot 177 Wolf Laurel Estates. Discussion was had by the Board. Upon motion by Commissioner Brigman and second by Commissioner Snelson, the Board voted unanimously to pursue a counter offer of \$3,500.00 to the bid.

Item 12: County Public Records Request Policy

County Attorney Donny Laws discussed public records requests received by the County, the current system that is in place, and the need for a policy to put into place. Discussion was had by the Board. Commissioner Wechtel discussed that records custodians such as the Health Department are better to release their own records as opposed to the County Manager's Office releasing due to protected information. Mr. Laws discussed the preference of the Board for other departments within the County and noted that each County agency should have a records custodian, but if that custodian has a question regarding the release of records, would the Board like him to be available to the custodian of each department or should all requests be processed through the County Manager's Office. Mr. Laws noted that he and Board Clerk Mandy Bradley would draft a memo to send to County departments.

Item 13: Personnel

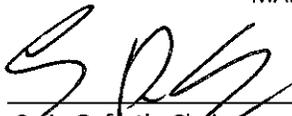
Human Resources Director Brooke Smith noted that there is no personnel to discuss at this time.

Item 14: Adjournment

Upon motion of Vice-Chairman Snelson and second of Chairman Goforth, the Board voted unanimously to adjourn.

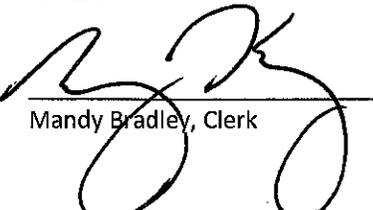
This the 25th day of February, 2020

MADISON COUNTY



Craig Goforth, Chairman
Board of Commissioners

ATTEST:



Mandy Bradley, Clerk