



The Alleghany County Board of Commissioners met in regular session on Monday, November 20<sup>th</sup>, 2017, at 10 am in the Board Meeting Room of the County Administration Building, 348 South Main Street, Sparta, North Carolina.

Present: Chair Mark Evans, Commissioner Bobby Irwin, Commissioner Tom Smith, Commissioner John Irwin, Commissioner Larry Prince, County Manager, Mike James, County Attorney Donna Shumate and Clerk to the Board Lauren Linker.

Chair Mark Evans called the meeting to order, led the pledge of allegiance and gave the invocation.

Commissioner John Irwin made a motion to approve the agenda, Commissioner Larry Prince seconded. Vote 5:0

#### AGENDA

Monday, November 20<sup>th</sup>, 2017

10:00 am

- 10:00 Meeting Called To Order, Pledge of Allegiance and Invocation  
Motion on Agenda for November 20<sup>th</sup>, 2017 Meeting
- A. 10:05 **Spotlight Business, Law Office of Heather R. Klein**
- B. 10:15 **Public Agenda Comments**
- C. 10:30 **Rita Miller, Tax Administrator – (Page1-14)**
1. Auto Refunds - VTS System - **Action Requested**
  2. Auto Releases - Old & Gap System **Action Requested**
  3. Auto Refunds - Old & Gap **Action Requested**
  4. Real Releases - **Action Requested**
  5. Real Refunds - **Action Requested**
  6. Tax Collection Report
  7. Enforced Collection Report
  8. Payment Agreement Report
  9. Job Description Approvals **Action Requested**
- D. 10:45 **Travis Dalton, County Planner– (Page15-21)**  
Re: Request for a variance to the Alleghany County Subdivision Ordinance - **Action Requested**
- E. 11:00 **Amy Lucas, Extension Director**  
Re: Extension Personnel Update
- F. 11:15 **Sherry Dawson, Elections Director**  
Re: Election Update
- G. 11:30 **Jennifer Dowell, DSS**  
Re: Crisis Fuel
- H. 11:45 **Tiffany Boyer, Transportation Director – (Page22-23)**
1. 5311 Administrative Grant – Public Hearing, **Action Requested**
  2. 5311 Capital Grant- Public Hearing, **Action Requested**
  3. 5310 Operating Grant- Public Hearing, **Action Requested**
- I. 11:55 **Cassie Wilson, Martin Starnes and Associates**  
Re: Audit Review
- J. **General Business**
1. Consent Agenda Approval
  2. Brunch Bill Discussion (Page24)
- K. **Public Comments – 30 minutes**

L. County Manager Comments

M. Commissioners Comments

N. Closed Session Potential Acquisition or Disposition or Real Estate NCGS143-318.11 (a)(5)

O. Adjourn

Heather Klein gave a brief background of herself and the type of law she practices.

Chair Mark Evans opened the floor for public agenda comments. Seeing no movement, he then closed that section.

Tax Administrator, Rita Miller went over auto the auto refunds

Commissioner Larry Prince made a motion to approve the auto refunds. Commissioner John Irwin seconded. Vote 5:0

Rita Miller went over the auto releases and real property refunds.

Commissioner John Irwin made a motion to approve the auto releases and real property refunds. Commissioner Tom Smith seconded. Vote 5:0

Rita Miller then went over the Tax collection report, Enforced Collection Report and Payment Agreement Report. She then went over the job description of Appraiser I and II.

Commissioner Larry Prince made a motion to approve the job descriptions. Commissioner John Irwin seconded. Vote 5:0

County Planner, Travis Dalton went over a request for a variance to the Alleghany County subdivision ordinance. He explained there is a land owner that wants to divide his property, but the ordinance stated the road leading in to the property had to meet county standards and the road was not in compliance in parts.

The Board asked Mr. Dalton to provide a bit more information on the road and they would take the issue up again at the next meeting.

Extension Director, Amy Lucas explained their office had lost a long-term employee and are rearranging personnel to look at hiring the position back. She noted it would be no extra money because all positions were accounted for in the budget. It is just a matter of filling the vacant position.

Sherry Dawson went over the municipal election. She noted it was a record turn out for a municipal election. She also said the new voting machines worked wonderfully and all went smoothly.

Jennifer Dowell, DSS went over the Crisis program and LIAP program that help cover the heating and energy issues citizens may be having.

Tiffany Boyer, Transportation Director went over three different grants for the transportation department. She explained it was a slight decrease from the previous year,

Chair Mark Evans opened the public hearing regarding the Transportation Grants. Seeing no movement, he then closed the public hearing.

Commissioner John Irwin made a motion to approve. Commissioner Tom Smith seconded. Vote 5:0

Chair Mark Evans called for a recess at 11 a.m. He then called the meeting back to order at 11:05 a.m. and noted Ms. Wilson had not arrived yet, so the Board would move on and would come back when she arrived.

The Board discussed making a consent agenda the official agenda for each meeting.

Commissioner Larry Prince made a motion to approve moving towards the consent agenda. Commissioner John Irwin seconded. Vote 5:0

The Board discussed the Brunch Bill and decided to bring it back in front of the Board for a public hearing and approval at the first of the year.

County Manager Mike James suggested to move the January meetings to Jan 8 and Jan 22. He then reminded the Board of a discussion about live streaming the Board meetings. He then noted the School Board Joint meeting will be December 4<sup>th</sup>, 2017 at 5:30 p.m.

Commissioner Bobby Irwin asked about keeping the transfer station open on Sunday's during tree season next year. The Board discussed the expenses to do so. All agreed it was too late for this season and agreed to revisit the idea next year.

Cassie Wilson, Martin Starnes and Associates went through the audit presentation. She explained county revenues, expenditure and went over some new changes for the next audit year.

Commissioner Bobby Irwin said he had attended a health department meeting where they voted Jennifer Green in as the Health Department Director.

Commissioner Larry Prince thanked County Manager Mike James for taking care of the traffic light that was impeding traffic during the holiday season.

Chair Mark Evans wished everyone safe travels and a Happy Thanksgiving.

Commissioner Bobby Irwin made a motion to enter closed session. Commissioner John Irwin seconded. Vote 5:0 11:52 a.m.

Chair Mark Evans called the meeting back to regular session and announced that no decisions were made during closed session.

Commissioner John Irwin made a motion to adjourn. Commissioner Bobby Irwin seconded. Vote 5:0

Respectfully Submitted,

Attest:

Lauren Linker  
Clerk to the Board

Mark Evans  
Chair of the Board