

## MINUTES

STATE OF NORTH CAROLINA  
COUNTY OF HENDERSON

BOARD OF COMMISSIONERS  
MONDAY, JUNE 5, 2017

The Henderson County Board of Commissioners met for a regularly scheduled meeting at 5:30 p.m. in the Commissioners' Meeting Room of the Historic Courthouse on Main Street, Hendersonville.

Those present were: Chairman Mike Edney, Vice-Chairman Grady Hawkins, Commissioner Tommy Thompson, Commissioner Charlie Messer, Commissioner William Lapsley, County Manager Steve Wyatt, Assistant County Manager Amy Brantley, Attorney Russ Burrell and Clerk to the Board Teresa Wilson.

Also present were: Senior Planner Autumn Radcliff, Engineer Marcus Jones, Management Assistant Megan Powell, HR Director Jan Prichard, Director of Business and County Development John Mitchell, Tax Administrator Darlene Burgess, Finance Director Carey McLelland, Soil & Water Conservation District Director Jonathan Wallin, IT Director Becky Snyder, Recreation Director Tim Hopkin, Building Services Director Tom Stauffer, Environmental Health Supervisor Seth Swift, Registrar of Deeds Lee King, Library Director Trina Rushing, Lieutenant Bengy Bryant, Captain Jim Player, Chief Deputy Jason Brown, Sheriff Charlie McDonald, Chief Deputy Frank Stout, Real Property Administrator Mike Sutton, EMS Director Mike Barnett, Central Services and Construction Manager David Berry, DSS Director Jerrie McFalls, Facility Services Manager Jerry Tucker, Elections Director Beverly Cunningham, Internal Auditor Samantha Reynolds, Public Health Director Steve Smith, Emergency Management/Rescue Coordinator Jimmie Brissie, Cooperative Extension Director Dr. Terry Kelly, Environmental Programs Coordinator Rachel Kipar and PIO Kathryn Finotti – videotaping, Deputy Kandice Carland & Corporal Jonathon Tankersley as security.

### CALL TO ORDER/WELCOME

Chairman Edney called the meeting to order and welcomed all in attendance.

### INVOCATION

The invocation was provided by County Manager Steve Wyatt.

### PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the American Flag was led by Lauren Maybin. Dr. Terry Kelly introduced Lauren and stated she was chosen as the NCACC as their representative for the Youth Summit in August, but she will not be able to attend since she recently learned she has been accepted to Governor's School.

### RECOGNITION – EAGLE SCOUT WILLIAM WIKE GRAHAM, BSA TROOP 603

Chairman Edney introduced Eagle Scout William Wike Graham of the Boy Scouts of America Troop 603 and congratulated him on his completion of his Eagle Scout project this past fall. His project was constructing bat houses for the county that were placed at Dodd Meadows and Blue Ridge Community College. Mr. Graham's parents Kimberly and Robert Graham were in attendance.

The Board presented Mr. Graham with a Certificate of Recognition.

### RESOLUTION – HONORING MASTER DEPUTY ROBERT GRINDSTAFF

Chairman Edney stated Master Deputy Robert Grindstaff joined the Henderson County Sheriff's Office as a benefit-eligible Tele-communicator on October 3, 1988, and held the ranks of Tele-communicator, Deputy, Senior Deputy, and Master Deputy. He has served in law enforcement for Henderson County for over 28 years. Sheriff Charles McDonald requests to transfer to Master Deputy Grindstaff the badge worn by him during his service with the Henderson County Sheriff's Office, and his service sidearm at no cost to the officer. Chairman Edney read the resolution aloud.

DATE APPROVED: July 19, 2017

Sheriff McDonald shared a history of Master Deputy Grindstaff's service.

*Commissioner Messer made the motion to approve the Resolution as presented. All voted in favor and the motion carried.*

### **BLUE RIDGE COMMUNITY COLLEGE INCOMING PRESIDENT**

Dr. Molly Parkhill introduced Dr. Laura Leatherwood, the incoming president for Blue Ridge Community College effective July 1, 2017.

Dr. Laura Leatherwood spoke briefly and stated she is looking forward to working with Henderson County.

### **PUBLIC HEARING**

#### **FY2017-2018 Budget Public Hearing**

This item is to hear from the public on the proposed budget.

*Commissioner Hawkins made the motion to go into budget hearing regarding the FY2017-2018 Budget. All voted in favor and the motion carried.*

#### **Public Input**

- 1) Mr. Kim Bertram feels there is no need for the \$20m law enforcement range at BRCC.
- 2) Mr. Chris Walters does not feel the law enforcement range is appropriate for BRCC, the BLET program is not justified, and it does not bring in economic development.
- 3) Ms. Dawn Kucera asked the Board to do more planning for the shooting range. There is a need for training but the scope of the project should be reviewed first.
- 4) Ms. Jennifer Shelton is with the HC Youth Softball Association. She asked for funding for Etowah Park to move the batting cages between fields 3 and 4. The current location of the batting cages makes them unusable.
- 5) Mr. Stephen Cefalu asked for funding for improvement of the soccer fields at Jackson Park.
- 6) Dr. Alison Reid asked for funding for improvement of the soccer fields at Jackson Park. The fields need to be completely regraded as the current condition causes injuries.
- 7) Mr. Ken Fitch realizes there is money in the budget this year to add 2 additional school nurses. He feels there should be a nurse in every school every day with so many students in need of medical attention.
- 8) Mr. Tom Savage is an Early College Science teacher at BRCC. He is concerned about the proposed law enforcement range at BRCC. This is not in the best interest of the students.
- 9) Mr. Tom Hill suggested moving the law enforcement range to Pinnacle Mountain.
- 10) Mr. Dennis Justice feels the county will need a 5<sup>th</sup> high school and middle school soon, and it should be in the Fletcher area. He felt the HHS artificial turf should be delayed until next year, and all artificial fields need shock pads. The soccer fields at Jackson Park need work and artificial turf should be considered there also.
- 11) Ms. Summer Stipe is the Executive Director of the HC Education Foundation. The non-profit requested \$4,500 and was denied. She asked the Board to consider adding it to the budget.
- 12) Ms. Pat McAfee is the Chair of the Arts Council which provides the Artists in Schools program to schools that do not have art. She asked the Board to reconsider and not reduce their request by 25%.

*Commissioner Hawkins made the motion to go out of public hearing. All voted in favor and the motion carried.*

### **INFORMAL PUBLIC COMMENTS**

- 1) Mr. Chris Walters remains confused about Debt Service within the budget.
- 2) Ms. Lucy Butler thanked the Board and Sheriff for listening to the public's concerns in regard to the law enforcement range.

- 3) Mr. William Vine asked why there was consideration of the law enforcement range with so much opposition. He asked the Board to consider any additional capital projects carefully over the next couple of years with \$160m in current projects.

**Discussion/Adjustment of Consent Agenda**

*Commissioner Hawkins made the motion to approve Consent Agenda as presented. All voted in favor and the motion carried.*

CONSENT AGENDA consisted of the following:

**Minutes**

Draft minutes were presented for board review and approval of the following meeting(s):

May 17, 2017 - Regularly Scheduled Meeting – Budget Work Session

**Tax Collector’s Report**

Deputy Tax Collector Luke Small had presented the Tax Collector’s Report to the Commissioners dated May 25, 2017 for information only. No action was required.

Commissioner Thompson praised the Tax Collector’s Office for the incredible job they are doing. The budget today is being done at a 97% collection rate. The Tax Office has already collected 98.57% as of May 25, 2017.

**Pending Releases and Refunds**

A list of pending releases and refunds have been reviewed by the Assessor. As a result of that review, it is the opinion of the Assessor that these findings are in order. Supporting documentation is on file in the County Assessor’s Office.

These pending release and refund requests are submitted for the approval by the Henderson County Board of Commissioners.

<u>Type</u>	<u>Amount</u>
Total Taxes Released from the Charge	\$140.78
Total Refunds as a Result of the Above Releases	\$ 58.42

Motion:

*I move the Board approves the Combined Release/Refund Report as presented.*

**County Financial Report/Cash Balance Report – April 2017**

The April 2017 County Financial Report and Cash Balance Report were provided for the Board’s review and approval.

The following are explanations for departments/programs with higher budget to actual percentages for the month of April:

- Information Technology - contracted services payments for existing computer technology
- Rescue Squad – vehicle repair costs incurred to be reimbursed by the Squad to the County
- Agri-Business – excess operating expenditures over \$120,000 that will be covered by Agri-Business membership dues
- Mental Health – 4<sup>th</sup> quarter Maintenance of Effort (MOE) funding payment to Vaya Health

The YTD deficit in the 911 Emergency Communications Fund is due to a timing delay in receipt of the monthly NC 911 PSAP Surcharge revenue for April. These funds will be received in May.

The YTD deficit in the Emergency Services Headquarters, the Law Enforcement Training Center (LETC), the Hendersonville High School and the Edneyville Elementary School Projects is due to the payment of

architect fees for these projects from appropriated fund balance in the Capital Projects Funds that will be reimbursed from future financings.

The YTD deficits in the Recreation Parks Improvements Project is being paid from appropriated fund balance in the Capital Projects Fund from proceeds received from the sale of the Bent Creek property as approved in the FY2017 budget.

The YTD deficit in the Westfeldt Park Project from project expenditures to date will be reimbursed from grant funds appropriated in the budget for FY2017. The remaining project reimbursement due is expected to be received prior to the end of the current fiscal year.

The YTD deficit in the Cane Creek Water & Sewer District Fund is due to capital outlay expenditures incurred on the Mill Pond Creek Sewer Project that is being paid from appropriated retained earnings in the Fund.

Motion:

*I move that the Board of Commissioners approves the April 2017 County Financial Report and Cash Balance Report as presented.*

#### **Public Schools Financial Reports – April 2017**

The Henderson County Public Schools April 2017 Local Current Expense Fund / Other Restricted Funds and Capital Outlay Reports were provided for the Board's information.

Motion:

*I move that the Board of Commissioners approves the Henderson County Public Schools April 2017 Financial Reports as presented.*

#### **FY2018 Consolidated Agreement Amendment 1/NC Department of Health & Human Services**

The Henderson County Department of Public Health is presenting an amendment to the master Consolidated Agreement with the NC Department of Health & Human Services for FY 2018. The Board of Commissioners previously approved the original version on April 19, 2017. The email correspondence included in the agenda packet from the NC Division of Public Health stipulates that the amendment "...corrects the citations of NCGS and NCAC and replaces the references to the OMB Circulars A87 and A-133 with references to 2 CFR Part 200". Public health staff have reviewed the corrections and no substantive changes to our initial obligations were identified. The Henderson County Board of Health will not review the amendment until their June 13, 2017 meeting, but the information has been shared with its Executive Committee.

The document has also been shared with County Finance Director.

Motion:

*I move the Board approve the FY 2018 Consolidated Agreement Amendment 1 between the NC Department of Health & Human Services and the Henderson County Department of Public Health.*

#### **Vaya Health – Quarterly Fiscal Monitoring Report (FMR) for the quarter ended March 31, 2017**

N.C.G.S. 122C-117(c) requires the staff of the local area mental health authority to provide the County Finance Officer with the quarterly Fiscal Monitoring Report (FMR) within 30 days of the end of the quarter. The County Finance Officer is then required to provide the FMR to the Board of Commissioners at the next regularly scheduled meeting of the board. The FMR for Vaya Health was received by the County Finance Director on May 1, 2017.

Motion:

*I move that the Board of Commissioners approves the Vaya Health Fiscal Monitoring Report for the quarter ended March 31, 2017.*

**Use of Courtroom – Henderson County Bar Association**

A request has been submitted on behalf of the Henderson County Bar Association for use of the Courtroom on Monday, September 18, 2017 from 8:30 a.m. until 5:00 p.m. for “NC Bill of Rights” speakers presented by the HC Bar Association and HC Public Schools.

Motion:

*I move that the Board approves use of the Commissioners' Meeting Room (Courtroom) as requested on Monday, September 18, 2017 from 8:30 a.m. until 5:00 p.m.*

**Designation of Plat Review Officers**

Gen. Stat. §47-30.2 requires that all persons appointed as plat review officers be so appointed by a resolution recorded in the Register of Deeds office. “Plat review officers” insure that all plats to be recorded comply with the plat requirements set out in the General Statutes.

On September 17, 1997 this Board first adopted a plat review officer resolution and it has been revised several times since its adoption. This resolution also sets out certain other procedures that all plat review officers must follow.

The Board needs to update the list of those persons appointed as plat review officers. A proposed resolution was provided for the Board’s consideration in order to accomplish this update. This proposed resolution restates all other persons currently appointed as plat review officers, removes former county employees and appoints new employees from the Planning Department and Land Records Division.

Motion:

*I move that the Board adopt the resolution appointing a new list of plat review officers for Henderson County.*

**Memorandum of Understanding – Etowah Park**

At the April 19, 2017 meeting, Ken Wise, President of the Etowah Lions Club, updated the Board on the recently constructed concession stand at the park. He also noted that the Lion’s Club had questions about their responsibilities at the Park, as well as the County’s responsibilities.

Staff recommends that the Board task the Recreation Advisory Committee with working in conjunction with the Lions Club to develop a Memorandum of Understanding for the Board’s consideration that will clarify the obligations of both the County, as well as the Etowah Lions Club, with regards to the Etowah Park.

Motion:

*I move the Board request the Recreation Advisory Committee work with the Etowah Lions Club to develop a Memorandum of Understanding clarifying the obligations of both Henderson County and the Etowah Lions Club with regards to the Etowah Park, and present a recommendation for the Board’s consideration by October, 2017.*

**Public Records Disposal Request**

Tax Administrator Darlene Burgess requests approval from the Board of Commissioners to destroy the records listed on the Public Disposal Requests and Destruction Logs – 8 (eight) total pages included in accordance with the County’s Record Retention Policy and the provisions of the North Carolina Department of Natural and Cultural Resources Records Retention and Disposition Schedule, as the period of these records have expired.

Motion:

*I move approval of the Public Records Disposal Request and Destruction Log as submitted.*

**Beaver Management Assistance Program**

Henderson County has participated in the Beaver Management Assistance Program in previous years. This program is a cost share program, and is managed through the North Carolina Wildlife Resources Commission. Citizens who elect to participate in the program are able to take advantage of a much lower cost for dealing with beaver management. Henderson County’s share of the program is \$4,000. The program year begins October 1, 2017 and runs through September 30, 2018.

Motion:

*I move the Planning Department Staff sign the Beaver Management Assistance form, electing to participate in the program for the 2017-2018 year.*

**Proclamation – 2017 Pollinator Month**

The Henderson County Board of Commissioners are requested to proclaim the month of June 2017 as Pollinator Month and encourage all Henderson County officials, employees, schools and residents to participate in local activities.

A variety of educational and interactive events for all ages are scheduled to take place throughout Henderson County during the month of June 2017 hosted by certified City of Hendersonville Bee City USA® with partners from local non-profits, businesses, camps, and conservation organizations.

Motion:

*I move that the Board adopts the Proclamation designating the month of June 2017 as Pollinator Month.*

**Juvenile Justice and Delinquency Prevention Grants / Juvenile Crime Prevention Council County Plan FY 2017-2018**

The Henderson County Juvenile Crime Prevention Council (JCPC) has approved funding for local juvenile crime prevention programs. These funds for Fiscal Year 2016-2017 to Fiscal Year 2019-2020 in the amount of \$199,188 are available for this purpose through the State of North Carolina. Each Program is required to provide a 30% match.

The programs approved by the J.C.P.C. are as follows:

1. J.C. P.C. Administrative Expenses	\$5,000
2. Project Challenge	\$75,188
3. Temp Shelter	\$4,000
4. Kids at work/Aspire Structured Day	\$41,000
5. Youth Mediation	\$42,000
6. Psych Services	\$2,000
7. Hendersonville Boys & Girls Club	\$30,000
Total	\$199,188

These Grant applications have been recommended for approval to the Board of Commissioners by Henderson County J.C. P.C.

The Henderson County Juvenile Crime Prevention Council (J.C.P.C.) has approved the 2017-2018 County Plan for Henderson County. This County Plan has been recommended for approval to the Board of Commissioners by the J.C.P.C.

Motion:

*I move that the Board approves the JCPC recommendations for both the FY 16-20 Annual Plan, and the distribution of the FY 2018 Juvenile Crime Prevention Program funds.*

**Governor’s Crime Commissioner Grant – Project Position**

The Sheriff’s Office is requesting that the Board approve a project position within the Sheriff’s Department

that will serve as a Victim Assistance Coordinator. This position is funded by a Governor's Crime Commission grant through September, 2018 which was awarded to Safelight for Victim Assistance Services in conjunction with the Sheriff's Office. Should the Board approve the position, a budget amendment to appropriate both the expenditure and associated revenue, will be brought back for approval at the July, 2017 meeting.

The Victim Assistance Coordinator will support deputies in ensuring that victims of crimes and witnesses to crimes are assisted through the process of criminal investigation, prosecution, and thereafter. They will serve as a liaison between victims/witnesses, the charging deputies, the jail, and the District Attorney's Office, the Court, and any applicable victim advocacy agencies for all matters pertaining to cases involving such victims/witnesses.

Motion:

*I move the Board of Commissioners approves this project position within the Sheriff's Office.*

#### **Exercise of option to purchase real estate**

This Board approved the execution of an Offer to Purchase and Option Agreement between the County and Hunting Creek Associates LLC, for the County to purchase real estate located at 1008 Fleming Street, in Hendersonville, for use in connection with the Hendersonville High School renovation project. The option was finally approved by this Board on You may recall that the property was listed for sale at a price of \$800,000, and the option allows for the purchase of the property by the County for \$500,000 in cash paid, plus a gift to the County of the property's remaining value by the owners.

The option, approved by the Board on February 6, 2017, gives the county six months to exercise the option.

Motion:

*I move that the Board exercise its February 6 2017, option with Hunting Creek Associates LLC to purchase the real property located at 1008 Fleming Street.*

#### **Grant Access to NC Department of Environmental Quality (DEQ) / Stoney Mountain Solid Waste Facility**

DEQ has requested permission to access the Stoney Mountain Solid Waste Facility to perform cleanup work to the Pre-Regulatory Landfill. The details surrounding the request can be found on the letter provided in the presentation.

#### Presentation Overview

1. History of Pre-Regulatory Landfill (PRL)
2. Location Map of PRL
3. Request from Department of Environmental Quality (DEQ) Waste Management
4. Budget Impact & Recommended Motion

#### History of PRL

1. Before 1983: adjacent property owners filled low areas on their property with waste, see map on following slide
2. 1983: Sub Title D Landfill Regulations began in North Carolina
3. 2008: North Carolina passes Solid Waste Management Act which levies \$2 per ton tax on all NC waste. A portion of the tax revenue funds the Pre-Regulatory Landfill program to inventory, assess, and clean up PRL's.
4. October 2008, County purchased 698 Stoney Mountain Road to increase buffer area. The parcel contains a PRL. The Convenience Center road passes over the PRL.
5. March 2012: DEQ receives permission to access property from County Engineer to investigate the PRL.
6. May 2017: DEQ requests access to "perform cleanup work," by letter.



## Pre-Regulatory Landfill



### Location Map

Solid Waste Property Line - —

Pre-Regulatory Landfill (PRL) - ■

### Exert from DEQ Letter

Thank you for your cooperation in allowing the Pre-Regulatory Landfill Unit, Inactive Hazardous Site Branch access to your property to perform assessment activities on the *Henderson Co. Landfill*. Assessment activities have been completed and the next phase of work that is needed is remedial activities to protect human health and the environment. This letter is being sent to you to solicit your cooperation and permission to access your property to perform cleanup work.

As a qualified pre-1983 landfill, this site is eligible for risk based remedial activities, the State will conduct cleanup work to address public health and environmental hazards posed at this site. As long as monies are available and the owner fully cooperates with the State in its performance of this work, the owner will not have to conduct this work at their expense. These remedial activities may include, but are not limited installation of monitoring points, allowing installation and improvements to the landfill cap, security measures, agreeing to record, implement land-use restrictions and granting permission to access the site.

### Budget Impact and Recommended Motion:

- Budget Impact: none (State Funded)

### Motion:

*I move that the Board authorizes the County Engineer to sign the letter giving DEQ permission to access and perform cleanup work to the Pre-Regulatory Landfill at the Stoney Mountain Solid Waste Facility.*

### Request for approval to place 660 American Flags at Tuxedo Park

Chris Kruse, a citizen of the Green River Community, has requested approval to place 660 American Flags at Tuxedo Park to raise awareness about veteran's needs, as well as Post Traumatic Stress Disorder (PTSD). The request has the support of both the Green River Community Association and the Recreation Advisory Board.

Each and every month 660\* US Veterans take their own lives because they have given up all hope. This display (and others just like this across the US) is to help raise awareness of the plight of US Veterans who cannot get the help they need to address their Post-Traumatic Stress Disorder (PTSD).

The display would remain in place for one month at which time the display will be moved to another location in Henderson County. Mr. Kruse has the American flags on hand, and would see that the display is installed (total of 660 - 36" flags, each on a wooden staff). Mr. Kruse would monitor the flags for the duration of the display.



*\*This figure is based on statistics provided by the Dept. Of Veterans Affairs (VA)*

Motion:

*I move the Board support the placing of 660 flags at Tuxedo Park for one month.*

### **Request to Change the Name of Frady Lake to Rutledge Lake**

The U.S. Board on Geographic Names (BGN) is responsible by law for standardizing geographic names for use by the departments and agencies of the Federal Government. The BGN has received a proposal to change the name of Frady Lake, a reservoir in northern Henderson County in the Town of Fletcher, to Rutledge Lake. Because local opinion is important to the BGN, they have requested both the opinion of the Town of Fletcher, as well as the County, concerning this issue.

According to the proponent, an employee of the Rutledge Lake RV Park, the name Rutledge Lake is in local use and that the origin of the name Frady Lake is unknown. However, many individuals named Frady lived nearby in the 1940s and some continue to do so today.

This proposal is listed on the BGN's current Review List (#427), posted at [http://geonames.usgs.gov/domestic/quarterly\\_list.htm](http://geonames.usgs.gov/domestic/quarterly_list.htm). The relevant pages were provided for review and convenience. Also provided are the original proposal, a map of the reservoir, and a Geographic Name Proposal Recommendation form to facilitate a response from your office. Following receipt of a response from the Board, the BGN will ask the North Carolina Board on Geographic Names for their recommendation.

Motion:

*I move the Board recommend that the Board on Geographic Names approve the proposed name change to Rutledge Lake, and direct staff to communicate with the BGN on that recommendation.*

### **DISCUSSION/ADJUSTMENT OF DISCUSSION AGENDA**

*Commissioner Hawkins made the motion to adopt the discussion agenda with the addition of HHS Turf Fields. All voted in favor and the motion carried.*

### **NOMINATIONS**

#### **Notification of Vacancies**

Chairman Edney noted the vacancies which appear on the next agenda under "Nominations".

1. Blue Ridge Community College Board of Trustees – 2 vac.
2. Environmental Advisory Committee – 5 vac.
3. Fire and Rescue Advisory Committee – 2 vac.
4. Henderson County Board of Health – 4 vac.
5. Henderson County Historic Courthouse Corporation/dba Heritage Museum – 2 vac.
6. Henderson Tourism Development Authority – 1 vac.
7. Historic Resources Commission – 2 vac.
8. Jury Commission – 1 vac.
9. Juvenile Crime Prevention Council – 10 vac.
10. Mountain Area Workforce Development Board – 2 vac

#### **Nominations**

Chairman Edney opened the floor for nominations.

1. Henderson Tourism Development Authority – 1 vac.

Commissioner Edney nominated Deborah Smith for position #1 and Amber McCleerey for position #3. *Chairman Edney made the motion to appoint Deborah Smith to position #1 (effective 7.1.17) and Amber McCleerey to position #3 by acclamation. All voted in favor and the motion carried.*

2. Juvenile Crime Prevention Council – 3 vac.

Commissioner Hawkins nominated Julie Huneycutt for position #9. *Chairman Edney made the motion to accept the appointment of Julie Huneycutt to position #9 by acclamation. All voted in favor and the motion carried.*

3. Nursing/Adult Care Home Community Advisory Committee – 6 vac.

Commissioner Messer nominated Brenda Owens for position #3 and Louise Gee for position #4. *Chairman Edney made the motion to accept the appointment of Brenda Owens to position #3 and Louise Gee to position #4 by acclamation. All voted in favor and the motion carried.*

4. Senior Volunteer Services Advisory Council – 1 vac.

There were no nominations at this time and this item was rolled to the next meeting.

**Recreation Advisory Board – additional members**

Commissioner Messer reminded the Board of discussions regarding adding additional members to the Recreation Advisory Board, and asked when this would be on the agenda.

County Manager Steve Wyatt explained that a letter had been received from the Recreation Advisory Board with a recommendation by motion to add none or no more than two additional members.

*Commissioner Lapsley made the motion to expand the membership of the Recreation Advisory Board by two positions. All voted in favor and the motion carried.*

**Hendersonville Hurricanes Baseball**

Commissioner Messer stated the Hendersonville Hurricanes will be going to the USSSA 11U Global World Series in Omaha, Nebraska. These boys have worked so hard for this achievement. The team is made up of boys that have tackled Henderson County Little League since the age of 4, including Commissioner Messer's grandson.

**FY2018 BUDGET ORDINANCE**

The Board is requested to continue discussions with regard to the FY2017-2018 Budget. Should the Board wish to adopt the budget following the discussion, Staff will be prepared to present the FY 2018 Budget Ordinance.

County Manager Steve Wyatt stated the Board has conducted its public hearing and consideration of the budget for adoption is now at the discretion of the Board. A draft Budget Ordinance has been provided for review that represents the culmination of the budget work session.

Commissioner Lapsley stated the proposed ordinance does not include the additional staffing and necessary vehicles (\$250,000) for the Sheriff for transport.

*Commissioner Lapsley made the motion to add four (4) additional staff and necessary vehicles for the Sheriff's Department to be utilized for transport to the FY2017-FY2018 budget. All voted in favor and the motion carried.*

Commissioner Hawkins stated the Board received several scenarios for consideration. Looking at debt service increases in 2018-2019, and a \$7.3m increase in over 3 years, he recommends putting \$2m more into the Debt Service Fund.

*Commissioner Hawkins made the motion to adopt scenario #2 and move an additional \$2m into the Debt Service Fund. All voted in favor and the motion carried.*

Commissioner Messer would like to see the bullpens funded for Henderson County Youth Baseball and Henderson County Youth Softball.

*Commissioner Messer made the motion to add bullpens for HCYB and HCYS to the FY2017-FY2018 Budget*



*in the amount of \$25,000. All voted in favor and the motion carried.*

Chairman Edney would like to change the language in the budget in regard to the Capital Expense – Fleming Street Property, on page 3 of the proposed budget ordinance and complete the purchase of this property in this year's budget. The seller has offered a \$5,000 credit if the transaction is completed by the end of June.

County Manager Steve Wyatt stated a budget amendment will be necessary, and 4B will be removed from the budget ordinance.

*Chairman Edney made the motion that at close of this year, the Board approves a Budget Amendment authorizing a transfer of funds from the General Fund to close on the Fleming Street Property. All voted in favor and the motion carried.*

Commissioner Lapsley stated "This Board knows my opinion on the annual budget estimating process. I have no objections to the proposed expenditures in this proposed budget for Fy17/18. However, I do again object to the proposed tax rate of 56.5 cents per \$100 assessed valuation. The actual audited numbers for General Fund Revenues/Expenditures have shown that the Fund Balance has increased by over \$7m over the past 5 budget cycles. Based upon the actual revenue & expenditure figures provided to us by the County Finance Director thru April of this current fiscal year, it appears that once again the actual financial experience for this current year will, in my opinion, add another \$3m or more to the Fund Balance bringing it to a total of approximately \$48m. We have been provided with a projected expenditures table by the staff which included several one-time capital projects that, in my opinion, can be funded under the Capital Projects Fund which are non-recurring expenses. This would substantially reduce the amount of recurring operation & maintenance expenses which should rightfully be covered by the tax rate. I believe that the tax rate should be lowered by 2-3 cents per \$100 assessed valuation. I understand and respect the opinion of my fellow commissioners on this matter but will respectfully vote no again this year on the proposed budget resolution."

*Commissioner Hawkins made the motion to adopt the FY2017-FY2018 Budget Ordinance with the changes made in this meeting by motions, and authorizes the Chairman to execute the Budget Ordinance to be effective July 1, 2017. The motion passed 4-1 with Commissioner Lapsley voting nay.*

### **BOY SCOUTS OF AMERICA UPDATE**

Representatives of the Boy Scouts of America provided the Board with an update on scouting in our area.



### **Terrora District**

John Lampley – District Chair  
Wendy Henderson – District Commissioner  
Sarah Barnett – District Executive



Prepared For LIT



### **2016 Highlights – Membership**

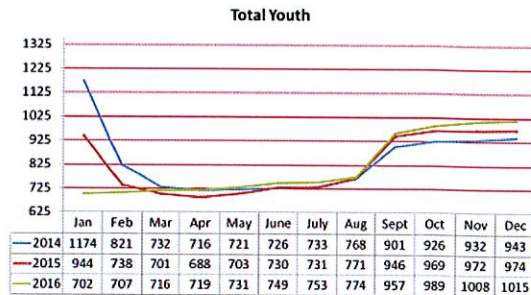
- We are a **GOLD District** thanks to the leadership of John Lampley and Wendy Henderson!!
- Membership:
  - Ended the year with 1,015 youth (in which we have not been over 1,000 since January of 2014). This is a 4.2% membership growth!
  - We had a 74.59% youth retention.
  - With 100% unit retention and were +1 in units for the year with the start up of Pack 702 in Rosman.
  - I believe the above is a direct link to our awesome commissioners for having 87.5% in unit contact!





## 2016 Highlights – Membership

- Terrora District is made up of both Henderson and Transylvania Counties. This represents 1/4<sup>th</sup> of the council in way of membership.
- Henderson County Membership:
  - 870 of the 1,015 youth in the Terrora District are here in Henderson County!
  - With 26 total units in Henderson County
    - Packs: 14
    - Troops: 12



## 2016 Highlights – Finance

- Finance:
  - Ended the year with \$111,042
    - This is the most revenue this district has had!
    - FOS Paid \$55,786
    - Camp Cards \$38,625
    - Popcorn \$16,631
- Henderson County Finance:
  - Ended the year with \$70,529
    - FOS Paid \$24,259
    - Camp Cards \$31,302
    - Popcorn \$14,968



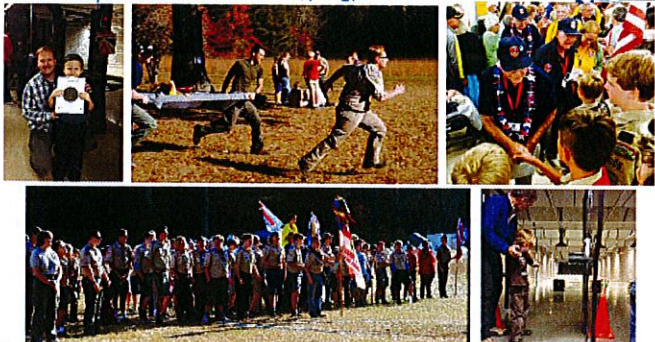
## 2016 Highlights – Eagle Scouts

- We had 21 Scouts earn the rank of Eagle in 2016. Only 4% of Scouts earn this highest award nationally.
- We had 4,130 Service hours in 2016. These hours represent all the hard work the youth have put back into the community.
- The aims of Scouting is emphasized in everything we do. Through these aims the youth learn *citizenship training, character development, and mental/ physical personal fitness.*



## 2016 Highlights – Program

- GOLD District
- Program:
  - We offered several different program options for our units this past year, some of which include:
    - Webelos Expedition
    - Webelos Graduation
    - Honor Air
    - Day Camp
    - Webelos Woods
    - Tiger Fun Day
    - Shooting Sports Day
    - Camporee







**Friends of Scouting**

**• How Friends of Scouting helps the community**

- Friends of Scouting is our annual fundraiser event for the council. This helps fund:
  - Scholarships and financial assistance
  - Books
  - Uniforms
  - Trainings
  - Programs
- Over 90% of the funds raised goes right back to the program, youth, and community.

**• Finance**

- We are conducting 2 Distinguished Citizen Dinners to help raise support this year.
  - May 23<sup>rd</sup> honoring Sheriff David Mahoney- Transylvania County
  - This fall we will host a DCD in Henderson County
- Camp Cards:
  - 30 out of 32 units have been selling Camp Cards this year.



**2017 At a Glance**

**• Membership**

- We are working on building the career Explorer and Venturing program here in Henderson Co. This is an area of great opportunity in the area.
- We are also working on strengthening our current units through more training and volunteer support.

**• Program**

- We have already had three successful district events for 2017
  - Webelos Expedition, District Banquet, and Webelos Graduation



Thank you from Terrora!

**CLOSED SESSION**

The Board is requested to go into closed session pursuant to N.C. Gen. Stat. §143-318.11(a)(6), to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee, or to hear or investigate a complaint, charge or grievance against an individual public officer or employee.

*Commissioner Thompson made the motion that the Board go into closed session pursuant to N.C. Gen. Stat. §143-318.11(a)(6), to discuss personnel. All voted in favor and the motion carried.*

*Commissioner Lapsley made the motion to go out of closed session and return to open session at 7:45 p.m. All voted in favor and the motion carried.*

Commissioner Messer left after closed session at 7:45 p.m.

**TAX DEPARTMENT SOFTWARE UPDATE**

Tax Administrator Darlene Burgess stated at the April 3, 2017 and May 1, 2017 meetings, the Tax Administrator provided the Board with an update on issues with the tax software package, the North Carolina Property Tax System (NCPTS). Farragut is the vendor that provides ongoing implementation and support services to users of the system. Based on the issues brought forward at that meeting, the Board requested an additional update at this meeting.

Staff has been working with Farragut on issues related to that transition, and provided the Board with an update on the current status of the project.

**WHAT TYPES OF ISSUES ARE WE EXPERIENCING?**

**Issues are categorized as Critical, Major or Minor**

- **Critical** issues materially impede the operation of the entire software or major portions of the County’s business operations and a workaround\* is not available
- **Major** issues have a substantial impact on business processes and a workaround\* is available or the function can be completed on a limited basis
- **Minor** issues have a minor impact on business processes or may be enhancement requests

\* A “workaround” is a temporary way to circumvent a software issue until a permanent fix is implemented.

**The root cause of issues are categorized as Data, System Defects or Enhancement Requests**

- **Data** issues indicate that data cleanup is required. The issues are due to data migration, user error, incorrect workflow or system defects. Farragut addresses these issues weekly based on priority.
- **System Defect** issues mean that the system is not functioning the way it was designed. Farragut evaluates system defect issues daily based on severity and resolves them via periodic releases.
- **Enhancement Requests** consist of features not included in Denali. Farragut addresses enhancements using a systematic process that includes an approval process.

**WHAT TYPES OF ISSUES ARE WE EXPERIENCING?**

The following tables depict the number, category and type of issues we’re currently encountering

APRIL 26, 2017		➔	MAY 30, 2017	
CATEGORY	NUMBER OF ISSUES		CATEGORY	NUMBER OF ISSUES
CRITICAL	32		CRITICAL	14
MAJOR	50		MAJOR	48
MINOR	28		MINOR	22
<b>TOTAL</b>	<b>110</b>		<b>TOTAL</b>	<b>84</b>

BREAKDOWN OF MAY 30, 2017 ISSUES				
CATEGORY	DATA ISSUES	SYSTEM DEFECTS	ENHANCEMENT REQUESTS	TOTAL
Critical	0	13	1	14
Major	3	34	11	48
Minor	3	7	12	22
<b>TOTAL</b>	<b>6</b>	<b>54</b>	<b>24</b>	<b>84</b>

Darlene Burgess stated value change notices have been mailed with very few appeals. The tax bills must now go out on time. Testing has gone well. The anticipated mail date for tax bills is July 28, 2017.



### REAPPRAISAL TASKS THAT ARE DEPENDENT ON A CAMA SYSTEM

TASKS DEPENDENT ON A CAMA SYSTEM	SCHEDULED DATE TO BEGIN TASK	MAY 1 2017 PROGRESS	JUNE 5 2017 PROGRESS
2017 Value Change Notices	March, 2017	?	✓
Land Size Adjustments (FUNCTION IS BEING TESTED)	June, 2017	?	✓
Land Pricing (FUNCTION IS BEING TESTED)	June, 2017	?	?
Generation of Annual Tax Bills (FUNCTION IS BEING TESTED)	July, 2017	?	?
Neighborhood Delineation (FUNCTION IS BEING TESTED)	July, 2017	?	?
GIS Market Area Maps	July, 2017	✓	✓
Field Data Entry	Ongoing	✓	✓
Build & Load Commercial Rates and Income Models	August, 2017	?	?
Update Building Rates & Tables	November 2017	?	?
Commercial Review & Valuation	March, 2018	?	?
Review of Ratios & Values by Market Area	Ongoing	?	?
Mass Valuation of Market Areas	Ongoing	?	?
Ability to Query Data to identify Outliers	Ongoing	?	?
Data Validation & Corrections	Ongoing	?	?
Reappraisal Notices Mailed	March 2019	?	?
Appeal Administration	March 2019	✗	✗

### WHAT PROGRESS HAS THE VENDOR MADE SINCE MAY 1, 2017?

At the Board's May 1, 2017 meeting, the Tax Department provided a list of items needed from the Vendor. The table below depicts progress made thus far.

WHAT DO WE NEED FROM THE VENDOR?	PROGRESS SINCE MAY 1, 2017
Adherence to targeted completion dates for Milestones	<ul style="list-style-type: none"> <li>➤ 3,000 Value Change Notices were mailed</li> <li>➤ Several test dates for the billing process are established with IT and Tax Staff</li> <li>➤ Estimated billing date is July 28</li> </ul>
Adequate training and problem resolution for staff	<ul style="list-style-type: none"> <li>➤ Initial training conducted May 24, 2017</li> <li>➤ 2nd training session conducted May 31, 2017</li> <li>➤ Online training guides and webinars are now available</li> <li>➤ One-on-one training conducted as needed</li> </ul>
Ongoing support to complete tasks necessary for the 2019 Reappraisal	<ul style="list-style-type: none"> <li>➤ Project Manager from Farragut is on site 2 to 3 days/week</li> <li>➤ Progress toward updating land size adjustment tables</li> <li>➤ Progress toward updating land pricing tables</li> </ul>
An unwavering commitment to fix all system issues completely and in a timely manner	<ul style="list-style-type: none"> <li>➤ Farragut is using a quality assurance approach in testing system functions</li> <li>➤ Issues have been identified as the various tasks are tested by Farragut staff</li> <li>➤ Issues are fixed by implementing periodic Releases</li> </ul>

**WHAT PROGRESS HAS THE TAX DEPARTMENT MADE SINCE MAY 1, 2017?**

At the Board's May 1, 2017 meeting, a list of steps to be taken by the Tax Department was provided. The table below depicts progress made thus far.

WHAT STEPS HAS THE TAX DEPARTMENT TAKEN?	PROGRESS SINCE MAY 1, 2017
Reallocation of Staff to ensure adequate Reappraisal staffing	<ul style="list-style-type: none"> <li>➤ 2 Appraiser I positions have been advertised</li> <li>➤ Plans to centralize data entry have been established</li> <li>➤ Contingency plans for additional data entry staff have been established</li> </ul>
Mandatory participation in training provided by Farragut	<ul style="list-style-type: none"> <li>➤ Training needs identified by each individual staff member</li> <li>➤ Initial training conducted May 24, 2017</li> <li>➤ 2nd training session conducted May 31, 2017</li> <li>➤ One-on-one training conducted as needed</li> </ul>
Tax Department Administration will present a Reappraisal Plan in the near future	<ul style="list-style-type: none"> <li>➤ Reappraisal Plan is 50% complete</li> <li>➤ When Plan is in final form and has been reviewed by Tax Department staff, County Management and the Department of Revenue, it will be presented to Commissioners</li> </ul>

**WHAT CONCERNS DO WE HAVE AT THIS POINT?**

- Many Reappraisal tasks dependent on an adequate CAMA system have not been tested in Denali. Many tasks tested by Farragut thus far proved to be operating improperly, but were subsequently repaired. Data fixes are time consuming to analyze, test and implement.
- Continued support by Farragut is necessary to accomplish a successful Reappraisal.
- Because the conversion to Denali has taken much longer than originally planned, we are behind schedule with regard to tasks required for a successful Reappraisal.

County Manager Steve Wyatt stated we have come a long way but there are still concerns. July 28<sup>th</sup> is only 2 months away. As far as resources and time from vendors, the County Manager asked if we are getting what we need to make this work for billing, and is a quality appraisal doable.

Tax Administrator Darlene Burgess stated two months ago she was worried. She is still worried however Farragut has stepped up and she feels much better. There will still be reservations and hurdles.

Steve Wyatt asked if additional resources were needed from the county.

Darlene Burgess responded the two new appraisers will go a long way in helping out. At some point, they may request side vendors for input for a quality control measure.

**North Carolina Association of County Commissioners - NCPTS**

NCACC Executive Director Kevin Leonard was present to speak with the Board. Mr. Leonard shared that the Association is reinvesting themselves into the NCPTS program. The software was given to the Association in the 90s and has changed quite a bit. It is much more sophisticated now. The levels of commitment have changed. There have been many conversations held with Farragut, Amy Brantley and Steve Wyatt.

In December 2015 the Association decided to stay involved and governance must be looked into. NCACC realizes that they are liable. NCACC plans to hire an associate for NCPTS for the counties. Farragut has been the program manager which is too much for them. A staff advocate is needed who understands Re-evaluation and the individual counties. David Baker will be the advocate effective September 2017. He is currently the head of property tax evaluations across the state. NCACC is in final agreement status with Farragut. The new Governance Model will be effective August 2017 and the Board will be reduced from 30

members to a 9 member Board appointed by the NCACC. Mr. Leonard realizes that Henderson County must do what is right for Henderson County.

**HHS – TURF FIELD – ADD ON**

Chairman Edney would like to see HHS get their turf field this year.

County Manager Steve Wyatt questioned what is doable. There are issues with utilities. There are many differences between the four high schools. Engineer Will Buie was present to help explain.

Will Buie stated there are no known utilities under the fields at East, West, or North Henderson. There are storm drains, waterlines, etc. under the football field at Hendersonville High School. The plans for HHS will be complete in December. Utilities must be approved which is a many month process. After the process, turf fields can be installed. There are concerns that problems will arise after the turf field has been installed, tearing up the turf. Turf fields can be installed tomorrow but they cannot promise that problems will not arise. The sewer line will have to be relocated. The architect recommends waiting on the HHS turf field until construction is finished. Every effort will be made to save the current field for use this year.

David Berry explained that anything is possible. There will be ramifications with the construction. A crane will probably be located near the goal post. It would also handicap the process of construction.

Commissioner Lapsley does not believe the turf field project can be done in the expedited timeframe. Football season is only 60 days out.

**COUNTY MANAGER'S REPORT**

County Manager Steve Wyatt congratulated the Board on completion of the budget. The public does not see a lot of the consultation and feed back.

The video presentation at the beginning of the meeting is in remembrance of the 73<sup>rd</sup> Anniversary of D-Day.

There will be a July 4<sup>th</sup> hoedown and shindig on the front lawn of the Courthouse with watermelon, snowcones, and fireworks.

**IMPORTANT DATES**

**Cancel June 21, 2017 Regularly Scheduled Meeting**

*Commissioner Thompson made the motion to cancel the June 21, 2017 regularly scheduled meeting. All voted in favor and the motion carried.*

**CANE CREEK WATER AND SEWER DISTRICT**

*Commissioner Thompson made the motion for the Board to convene as Cane Creek Water & Sewer District Board. All voted in favor and the motion carried.*

Please see separate minutes for Cane Creek Water and Sewer District.

*Commissioner Edney made the motion to adjourn as the Cane Creek Water & Sewer District Board and reconvene as the Board of Commissioners. All voted in favor and the motion carried.*

**ADJOURN**

*Commissioner Hawkins made the motion to adjourn at 9:10 p.m. All voted in favor and the motion carried.*

Attest:

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Teresa L. Wilson, Clerk to the Board

---

J. Michael Edney, Chairman



# Certificate of Recognition

by the  
Henderson County Board of Commissioners



This certificate is awarded to

**William Wike Graham**

In recognition of achieving the rank of Eagle Scout



*J. Michael Edney*  
J. Michael Edney, Chairman

5 JUNE 2017  
Date

*Grady H. Hawkins*  
Grady H. Hawkins, Vice-Chairman

6 Jun 2017  
Date





## Resolution Honoring Master Deputy Robert Grindstaff



### For 28 Years of Law Enforcement Service and Awarding Him His Badge and Sidearm

**WHEREAS**, Master Deputy Robert Grindstaff joined the Henderson County Sheriff's Office as a benefit-eligible Telecommunicator on October 3, 1988 and held the ranks of Telecommunicator, Deputy, Senior Deputy, and Master Deputy; and

**WHEREAS**, Master Deputy Grindstaff's service and dedication to the Henderson County Sheriff's Office and service, dedication and accomplishments in the field of law enforcement during his over 28 years of service are hereby recognized and commended; and

**WHEREAS**, N.C.G.S. 20-187.2 provides that retiring officers of the Henderson County Sheriff's Office may receive, at the time of their retirement, the badge worn or carried by them during their service with Henderson County; and

**WHEREAS**, N.C.G.S. 20-187.2 further provides that the Henderson County Board of Commissioners may, in its discretion, award to a retiring officer the service sidearm of such retiring officer at a price determined by the Board of Commissioners, upon securing a permit as required by N.C.G.S. 14-402 et seq; and

**WHEREAS**, Master Deputy Grindstaff has served as a member of the Henderson County Sheriff's Office for a period of more than 28 years and retired from the Henderson County Sheriff's Office on May 31, 2017; and

**NOW, THEREFORE, BE IT RESOLVED** by the Henderson County Board of Commissioners as follows:

1. Sheriff Charles McDonald is hereby authorized in accordance with the provisions of N.C.G.S. 20-187.2 to transfer to Master Deputy Grindstaff the badge worn by him during his service with the Henderson County Sheriff's Office; and
2. Sheriff McDonald is hereby authorized in accordance with the provisions of N.C.G.S. 20-187.2 to transfer to Master Deputy Grindstaff his service sidearm at no cost to the officer and upon his securing a permit required by N.C.G.S. 14-402.

**BE IT FURTHER RESOLVED**, that the Henderson County Board of Commissioners recognizes and thanks Master Deputy Grindstaff for his dedicated service to Henderson County and its citizens.

Adopted this the 5th day of June, 2017.

  
CHAIRMAN  
HENDERSON COUNTY BOARD OF COMMISSIONERS

ATTEST:

  
CLERK TO THE BOARD

# Office of the Henderson County Tax Collector

200 NORTH GROVE STREET, SUITE 66

HENDERSONVILLE, NC 28792

PHONE: (828) 697-5595 | FAX: (828) 698-6153

Henderson County Board of Commissioners

1 Historic Courthouse Square, Suite 1

Hendersonville, NC 28792

Thursday, May 25, 2017

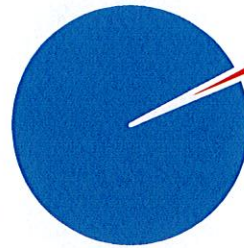
Re: Tax Collector's Report to Commissioners - Meeting Date June 5, 2017

Please find outlined below collections information through May 24, 2017 for the 2016 real and personal property bills mailed on August 8, 2016. Vehicles taxes are billed monthly by NC DMV.

## Henderson County Annual Bills (Real and Personal Property):

<b>2016 Beginning Charge:</b>	<b>\$69,947,157.68</b>
Discoveries & Imm. Irreg.:	\$785,201.93
Releases & Refunds:	<b>(\$655,550.61)</b>
<u>Net Charge:</u>	<u>\$70,076,809.00</u>
Unpaid Taxes:	\$999,514.27
<b>Amount Collected:</b>	<b>\$69,077,294.73</b>

**Paid**  
**98.57%**



**Unpaid**  
**1.43%**

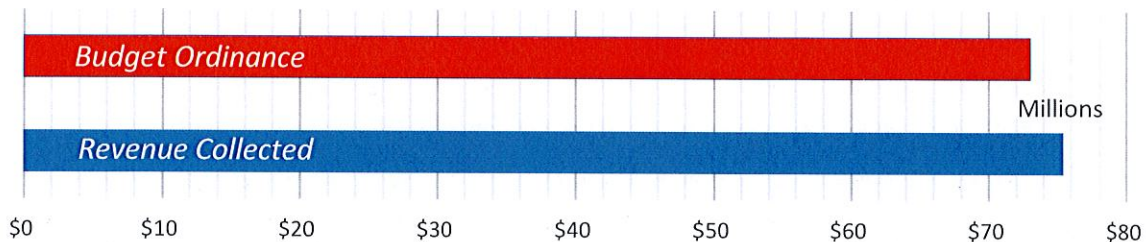
## Henderson County Registered Motor Vehicles (As Collected by NC DMV):

Net Charge:	\$5,174,023.91
Unpaid Taxes:	\$19,739.39
<b>Amount Collected:</b>	<b>\$5,154,284.52</b>

**99.62%**

## Henderson County FY17 Budget Analysis:

	<u>Budget Ordinance</u>	<u>Revenue Collected</u>
Ad Valorem:	\$71,500,676.00	Ad Valorem: \$74,231,579.25
Prior Years:	\$1,575,000.00	Prior Years: \$1,232,583.73
<b>Budget Total:</b>	<b>\$73,075,676.00</b>	<b>YTD Revenue: \$75,464,162.98</b>



Respectfully Submitted,

Luke Small  
Deputy Tax Collector

Darlene Burgess  
Tax Administrator



# HENDERSON COUNTY BOARD OF COMMISSIONERS

1 Historic Courthouse Square, Suite 1  
Hendersonville, North Carolina 28792  
Phone: 828-697-4808 • Fax: 828-692-9855  
www.hendersoncountync.org

J. MICHAEL EDNEY  
Chairman  
GRADY H. HAWKINS  
Vice-Chairman

CHARLIE D. MESSER  
THOMAS H. THOMPSON  
WILLIAM G. LAPSLEY


June 5, 2017

Darlene Burgess, Assessor  
HENDERSON COUNTY ASSESSOR'S OFFICE  
200 N. Grove Street, Suite 102  
Hendersonville, N. C. 28792

Dear Mrs. Burgess:

Attached please find tax release requests in the amount of \$140.78, and tax refund requests in the amount of \$58.42, reviewed at the Henderson County Board of Commissioners' Meeting on Monday, June 5, 2017. All releases and refunds were approved.

Sincerely,



**J. Michael Edney, Chairman**  
Henderson County Board of Commissioners

JME/tlw

enclosures

# REQUEST FOR BOARD ACTION

## HENDERSON COUNTY BOARD OF COMMISSIONERS

**MEETING DATE:** June 5, 2017  
**SUBJECT:** Pending Releases & Refunds  
**PRESENTER:** Assessor  
**ATTACHMENT:** Pending Release/Refund Combined Report

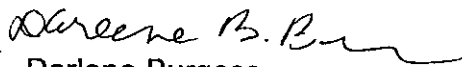
### SUMMARY OF REQUEST:

The attached pending releases and refunds have been reviewed by the Assessor. As a result of that review, it is the opinion of the Assessor that these findings are in order. Supporting documentation is on file in the County Assessor's Office.

These pending release and refund requests are submitted for the approval by the Henderson County Board of Commissioners.

Type:	Amount:
Total Taxes Released from the Charge	\$ 140.78
Total Refunds as a Result of the Above Releases	\$ 58.42

Faithfully Submitted,

  
Darlene Burgess  
Tax Administrator

**BOARD ACTION REQUEST:** Consent Approval Requested

**Suggested Motion:** "I move the Board approve the Combined Release/Refund Report as presented."

# NCPTS Pending Release/Refund Report. Wednesday, May 24, 2017

OWNER	ABSTRACT	NOTE	VALUE CHANGE	ADI NUMBER	USER ID	SITUS ADDRESS	TAX DISTRICT	LEWY TYPE	BILLED	PAID	RELEASE	REFUND
CORPENING, JEFFERY CURTIS	0002992047-2016-2016-0000	2016 DIAC TRAILER TAGGED AND BILLED BY THE DMV JULY 2016. DOCUMENTATION ON FILE.	(\$8,233)	4253	HSALTER	253 ANDREWS RD ZIRCONIA NC 28790	COUNTY	TAX	\$46.52	\$46.52	\$46.52	\$46.52
								LATE LIST FEE	\$4.65	\$4.65	\$4.65	
								TOTAL:	\$51.17	\$51.17	\$51.17	
								TAX	\$6.59	\$6.59	\$6.59	
							GREEN RIVER FIRE	LATE LIST FEE	\$0.66	\$0.66	\$0.66	
								TOTAL:	\$7.25	\$7.25	\$7.25	
								ABSTRACT TOTAL:	\$58.42	\$58.42	\$58.42	
LUDWIG, PETER JOHN	0003086267-2016-2016-0000	1983 STARCRAFT BOAT, OWNERSHIP TRANSFER 5/18/2015, 2016 BILL VOIDED. DOCUMENTATION ON FILE	(\$8,233)	4254	HSALTER	127 QUAIL LN HENDERSONVILLE NC 28792	COUNTY	TAX	\$4.89	\$0.00	\$4.89	\$4.89
								LATE LIST FEE	\$0.49	\$0.00	\$0.49	
								TOTAL:	\$5.38	\$0.00	\$5.38	
								TAX	\$1.12	\$0.00	\$1.12	
							DANA FIRE	LATE LIST FEE	\$0.11	\$0.11	\$0.11	
								TOTAL:	\$1.23	\$1.23	\$1.23	
								ABSTRACT TOTAL:	\$6.61	\$6.61	\$6.61	
SINYARD, JAMES H	0000280300-2011-2011-0000	COLLECTION RESEARCH. RELEASE BILLS FOR PERSONAL PROPERTY MANUFACTURED HOME FOR YEARS 2011-2016. LOCATION UNKNOWN. OWNER UNKNOWN. JAMES H SINYARD PASSED AWAY 9-11-2006.	(\$2,000)	4267	CLOWBARDO	HENDERSON COUNTY NC	COUNTY	TAX	\$10.27	\$0.00	\$10.27	\$10.27
								LATE LIST FEE	\$1.03	\$0.00	\$1.03	
								TOTAL:	\$11.30	\$0.00	\$11.30	
								TAX	\$1.30	\$0.00	\$1.30	
							GREEN RIVER FIRE	LATE LIST FEE	\$0.13	\$0.13	\$0.13	
								TOTAL:	\$1.43	\$1.43	\$1.43	
								ABSTRACT TOTAL:	\$12.73	\$12.73	\$12.73	
SINYARD, JAMES H	0000280300-2012-2012-0000	COLLECTION RESEARCH. RELEASE BILLS FOR PERSONAL PROPERTY MANUFACTURED HOME FOR YEARS 2011-2016. LOCATION UNKNOWN. OWNER UNKNOWN. JAMES H SINYARD PASSED AWAY 9-11-2006.	(\$2,000)	4268	CLOWBARDO	HENDERSON COUNTY NC	COUNTY	TAX	\$10.27	\$0.00	\$10.27	\$10.27
								LATE LIST FEE	\$1.03	\$0.00	\$1.03	
								TOTAL:	\$11.30	\$0.00	\$11.30	
								TAX	\$1.30	\$0.00	\$1.30	
							GREEN RIVER FIRE	LATE LIST FEE	\$0.13	\$0.13	\$0.13	
								TOTAL:	\$1.43	\$1.43	\$1.43	
								ABSTRACT TOTAL:	\$12.73	\$12.73	\$12.73	
SINYARD, JAMES H	0000280300-2013-2013-0000	COLLECTION RESEARCH. RELEASE BILLS FOR PERSONAL PROPERTY MANUFACTURED HOME FOR YEARS 2011-2016. LOCATION UNKNOWN. OWNER UNKNOWN. JAMES H SINYARD PASSED AWAY 9-11-2006.	(\$1,900)	4269	CLOWBARDO	HENDERSON COUNTY NC	COUNTY	TAX	\$9.76	\$0.00	\$9.76	\$9.76
								LATE LIST FEE	\$0.98	\$0.00	\$0.98	
								TOTAL:	\$10.74	\$0.00	\$10.74	
								TAX	\$1.33	\$0.00	\$1.33	
							GREEN RIVER FIRE	LATE LIST FEE	\$0.13	\$0.13	\$0.13	
								TOTAL:	\$1.46	\$1.46	\$1.46	
								ABSTRACT TOTAL:	\$12.20	\$12.20	\$12.20	



# NCPTS Pending Release/Refund Report. Wednesday, May 24, 2017

OWNER	ABSTRACT	NOTE	VALUE CHANGE	ADJ. NUMBER	USER ID	SITUS ADDRESS	TAX DISTRICT	LEVY TYPE	BILLED	PAID	RELEASE	REFUND
	0000280300-2014-2014-0000	COLLECTION RESEARCH. RELEASE BILLS FOR PERSONAL PROPERTY MANUFACTURED HOME FOR YEARS 2011-2016. LOCATION UNKNOWN. OWNER UNKNOWN. JAMES H SINYARD PASSED AWAY 9-11-2006.	(\$1,900)	4270	CLOMBARDO	HENDERSON COUNTY NC	COUNTY	TAX	\$9.76	\$0.00	\$9.76	\$0.00
								LATE LIST FEE	\$0.98	\$0.00	\$0.98	\$0.00
								TOTAL:	\$10.74	\$0.00	\$10.74	\$0.00
							GREEN RIVER FIRE	TAX	\$1.33	\$0.00	\$1.33	\$0.00
								LATE LIST FEE	\$0.13	\$0.00	\$0.13	\$0.00
								TOTAL:	\$0.13	\$0.00	\$0.13	\$0.00
								ABSTRACT TOTAL:	\$12.20	\$0.00	\$12.20	\$0.00
	0000280300-2015-2015-0000	COLLECTION RESEARCH. RELEASE BILLS FOR PERSONAL PROPERTY MANUFACTURED HOME FOR YEARS 2011-2016. LOCATION UNKNOWN. OWNER UNKNOWN. JAMES H SINYARD PASSED AWAY 9-11-2006.	(\$1,900)	4271	CLOMBARDO	HENDERSON COUNTY NC	COUNTY	TAX	\$9.76	\$0.00	\$9.76	\$0.00
								LATE LIST FEE	\$0.98	\$0.00	\$0.98	\$0.00
								TOTAL:	\$10.74	\$0.00	\$10.74	\$0.00
							GREEN RIVER FIRE	TAX	\$1.52	\$0.00	\$1.52	\$0.00
								LATE LIST FEE	\$0.15	\$0.00	\$0.15	\$0.00
								TOTAL:	\$0.15	\$0.00	\$0.15	\$0.00
								ABSTRACT TOTAL:	\$12.41	\$0.00	\$12.41	\$0.00
	0000280300-2016-2016-0000	COLLECTION RESEARCH. RELEASE BILLS FOR PERSONAL PROPERTY MANUFACTURED HOME FOR YEARS 2011-2016. LOCATION UNKNOWN. OWNER UNKNOWN. JAMES H SINYARD PASSED AWAY 9-11-2006.	(\$1,900)	4272	CLOMBARDO	HENDERSON COUNTY NC	COUNTY	TAX	\$10.74	\$0.00	\$10.74	\$0.00
								LATE LIST FEE	\$1.07	\$0.00	\$1.07	\$0.00
								TOTAL:	\$11.81	\$0.00	\$11.81	\$0.00
							GREEN RIVER FIRE	TAX	\$1.52	\$0.00	\$1.52	\$0.00
								LATE LIST FEE	\$0.15	\$0.00	\$0.15	\$0.00
								TOTAL:	\$0.15	\$0.00	\$0.15	\$0.00
								ABSTRACT TOTAL:	\$13.48	\$0.00	\$13.48	\$0.00
<b>GRAND TOTALS:</b>	<b>OWNER TOTAL:</b>		<b>(\$11,600)</b>								<b>\$75.75</b>	<b>\$0.00</b>
			<b>(\$20,698)</b>								<b>\$140.78</b>	<b>\$58.42</b>

## **Amendment 1 to the FY 2018 Consolidated Agreement**

This Agreement amends the Consolidated Agreement in force for the period July 1, 2017 to June 30, 2018, that is between the North Carolina Department of Health and Human Services, Division of Public Health ("State") and Henderson County Department of Public Health ("Department"). This Amendment is hereby effective on July 1, 2017.

As provided for under the terms of this Agreement, the State and the Department agree to amend the following agreement provisions:

*Delete Paragraph 5 of Section B. Funding Stipulations in its entirety and replace it with the following:*

5. The Department shall comply with Standards for Mandated Public Health Services, 10A NCAC 46, Section .0200.

*Delete Paragraph 6 of Section B. Funding Stipulations in its entirety and replace it with the following:*

6. The Department shall maintain authenticated employee time records to document the actual work activity of each employee on a daily basis. The percentage of time each employee spends in each activity shall be converted to dollars based upon the employee's salary and benefits at least on a monthly basis. The computation shall support the charges for salaries and benefits to all federal and State grants (as required in 2 CFR 200) as well as provide the documentation of detailed labor cost per activity for preparation of Medicaid Cost Report.

*Delete Paragraph 9.a.1. of Section B. Funding Stipulations in its entirety and replace it with the following:*

- 1) Equipment must be accounted for in accordance with the *Policy Manual for Local Government, Chapter 20, Capital Assets*.

*Delete Paragraph 2.a. Audits/Monitoring of Section C. Fiscal Control in its entirety and replace it with the following:*

- a. The Department shall have an annual audit performed in accordance with the Single Audit Act of 1984 (with amendment in 1996) and 2 CFR 200. The audit report shall be submitted to the Local Government Commission (LGC) by the County Administration (if single county health department) or the District Health Department or Public Health Authority (if so organized) within six months following the close of the Agreement. Audit findings referred to the DHHS Internal Audit Office by LGC will be investigated and findings verified by the DHHS Controller's Office staff with assistance of DPH Program Staff.

*Delete Paragraph 4.d. of Section C. Fiscal Control in its entirety and replace it with the following:*

- d. Use of program income generated by the expenditure of federal categorical funds will be governed by applicable federal regulations, including, but not limited to, 2 CFR 200.
  - 1) Local Budgets for DHHS Reporting: After preparing Local Budgets, the Department must use the Allocation/County Line in the Aid-to-Counties Database to show the approved local funding.
    - (a) Line item 101 in the Aid-to-Counties Database must be used to budget local appropriations for each program Activity, if applicable.
    - (b) Line item 102 in the Aid-to-Counties Database must be used to budget Title XIX Medicaid earned revenues for each program Activity, if applicable.
    - (c) Line item 103 in the Aid-to-Counties Database must be used to budget other earned revenues (e.g., Home Health fees, patient fees (cash), other insurance payments, and other grants and donations) for each program Activity, if applicable.

- (d) Line item 104 in the Aid-to-Counties Database must be used to budget Local funding associated with Teen Pregnancy Activities, if applicable.
- (e) Line item 106 in the Aid-to-Counties Database must be used to budget Local funding for bioterrorism Activities, if applicable.
- (f) Line item 107 in the Aid-to-Counties Database must be used to budget Temporary Food Establishment (TFE) fees collected, if applicable.
- (g) Line item 107 in the Aid-to-Counties Database must be used to budget Limited Food Services Establishment (LFSE) fees collected, if applicable.

Note: The Department shall report Local expenditures in the appropriate category (e.g., 101, 102, 103, 104, or 106) in the ZZZZ line item in the Aid-to-Counties Database and TFE fees collected in Category 107 in the ZZZZ line item in the Aid-to-Counties Database.

*Delete Paragraph 5.g. of Section C. Fiscal Control in its entirety and replace it with the following:*

- g. The Department shall submit requests for reimbursement for training per Section B. Funding Stipulations, Paragraph 8, to the Public Health Nursing and Professional Development Unit. Form 3300 – Public Health Nursing Training Funds must be used as the invoice for payment the course *Principles and Practices of Public Health Nursing* and Form 3301 Management and Supervision Training Funds Reimbursement Form must be used for invoice payment for the course *Management and Supervision*.

*Delete Paragraph 2 of Section D. Personnel Policies in its entirety and replace it with the following:*

- 2. Environmental Health Specialists employed by the Department shall be delegated authority by the State to administer and enforce State environmental health rules and laws as directed by the State pursuant to G.S. 130A-4. This delegation shall be done according to 15A NCAC 010 .0101.
  - a. The Department is responsible for sending their newly employed environmental health specialists (interns) to centralized intern training within 180 days from date of employment.
  - b. Arrangements for centralized intern training for newly-employed environmental health specialists will be handled by the DPH Education and Training Staff.
  - c. The Department, when contracting with an environmental health specialist (EHS) employed by another entity, shall be responsible for ensuring that all original documents/public records (e.g., permits, inspection reports, correspondence) generated by the contracted EHS be maintained by the Department. All contracts covering this work shall stipulate that the contracted EHS shall be available for consultation with the public concerning work performed under the contract.

*Delete Paragraph 3 of Section D. Personnel Policies in its entirety and replace it with the following:*

- 3. The Department shall comply with Minimum Standard Health Department Staffing 10A NCAC Section 46 .0301, and shall ensure that all nursing staff who provide public health services funded by this Agreement comply with this rule.

*Delete Paragraph 18.e. of Section G. Responsibilities of the State in its entirety and replace it with the following:*

- e. Collect interest (per N.C.G.S. 147-86.23 and 105-241.1) and a 10% late fee as appropriate; and





**RESOLUTION APPOINTING PLAT REVIEW OFFICERS**

**WHEREAS**, pursuant to N.C. Gen. Stat. §47-30.2 the Henderson County Board of Commissioners has from time to time since September 17, 1997, adopted resolutions appointing one or more named persons experienced in mapping or land records management as Review Officers, with the same being recorded in the Office of the Register of Deeds for Henderson County;

**WHEREAS**, the Henderson County board of Commissioners desires to update, revise and restate the persons named as Review Officers;

**WHEREAS**, pursuant to NCGS 47-30.2, said revision must be made by resolutions of the Board of Commissioners with said resolution being recorded in the Office of the Register of Deeds for Henderson County;

**NOW THEREFORE, BE IT RESOLVED** by the Henderson County Board of Commissioners as follows:

1. That the following persons are experienced in mapping and/or land records management, and pursuant to NCGS 47-30.2, have been and are hereby appointed as Review Officers in Henderson County:

Tina Ball	Sharon McCall
Brian Burgess	Allen McNeil
Pamela Carver	Autumn Radcliff
Jacob Hansen	Stedman Smith

2. That the above named persons, as Review Officers, shall comply with all statutory requirements and shall follow all procedures, statutorily prescribed and as prescribed N.C. Gen. Stat. §47-30.2 and that Resolution adopted September 17, 1997;
3. That the above list of Review Officers is a complete and inclusive list of Review Officers for Henderson County. This list replaces previous lists of review officers in the Resolutions made in September 1997, May 2007, June 2007, April 20, 2011, September 19, 2012, February 3, 2014, July 16, 2014 and October 21, 2015. Former Review Officers not listed above are no longer permitted to be Review Officers in Henderson County.
4. That the Resolution adopted September 17, 1997 will continue in effect except as modified by this Resolution;
5. That this Resolution shall be recorded in the Office of the Register of Deeds for Henderson County as soon as practicable after its adoption.


THIS the 5<sup>th</sup> day of June 2017.

**HENDERSON COUNTY BOARD OF COMMISSIONERS**

BY: 

**MICHAEL EDNEY, Chairman**

ATTEST:

  
Teresa L. Wilson, Clerk to the Board

[COUNTY SEAL]

\*\*\*\*\*

STATE OF NORTH CAROLINA  
COUNTY OF HENDERSON COUNTY

I, JoAnne Martin Hinson, a Notary Public for said County and State, do hereby certify that Teresa L. Wilson personally appeared before me this day and acknowledged that she is the Clerk for the Board of Commissioners.

Witness my hand and official seal, this the 6th of June, 2017.

(Official Seal)

JoAnne Martin Hinson  
Notary Public

My Commission Expires May 23, 2018

\*\*\*\*\*

JOANNE MARTIN HINSON  
Notary Public, North Carolina  
Henderson County  
My Commission Expires  
May 23, 2018



**HENDERSON COUNTY  
RECORDS RETENTION AND DISPOSITION PROCEDURE**

**PUBLIC RECORDS DISPOSAL REQUEST AND DESTRUCTION LOG**  
(Revised March 13, 2002)

DEPARTMENT: Collections

RECORD TITLE & DESCRIPTION, INCLUSIVE DATES, & QUANTITY	RECORDS WILL BE		RECORDS RETENTION SECTION	IF APPROVED, DATE DESTROYED
	DESTROYED	*DUPLICATED		
<i>Please see attached</i>				

\*If duplication is required, indicate method.

Approval is requested for the records listed above to be destroyed in accordance with the provisions of G.S. 121 and 132. The period for retention of these records, as prescribed by the North Carolina Department of Cultural Resources, has expired; **OR** where the period for retention has not expired, the original records have been duplicated on microfilm, microfiche, data processing or word processing equipment, with the understanding that said duplication shall be maintained for the specified period of retention. **NONE** of the original records listed above have been scheduled for permanent preservation by the North Carolina Department of Cultural Resources.

*Darlene*  
Department Head

5/25/17  
Date

Submitted to the Henderson County Board of Commissioners. The Board:

APPROVED   
DISAPPROVED

the destruction/duplication of the above records and such approval/disapproval has been entered into the official minutes of the Board of Commissioners meeting held on the 5<sup>th</sup> day of June, 2017.

*Ceresa L. Wilson*  
Clerk to the Board

## Collections - Records for Disposal

RECORD TITLE & DESCRIPTION, INCLUSIVE DATES & QUANTITY	RECORDS WILL BE DESTROYED	RECORDS RETENTION SECTION	IF APPROVED, DATE DESTROYED
Daily Cash Reports > 1 year, 1 box	X	Standard 2, Item 20	
Attachment & Garnishment Records, >3 years old, 11 boxes	X	Standard 9, Item 1	
Bankruptcy Records, > 3 years after settlement, 7 boxes	X	Standard 9, Item 2	
Debt Setoff Program Records, > 3 years after final settlement, 3 boxes	X	Standard 9, Item 3	
Delinquent Taxpayer Records, Real or Personal Property, > 10 years old, 7 boxes	X	Standard 9, Item 4	
Partial Payment Plans, > 3 years after final settlement, 18 boxes	X	Standard 9, Item 9	
Skiptracing Records, no administrative value, 14 boxes	X	Standard 9, Item 11	
Tax Collector Annual Settlements, > 3 years from submission date, 1 box	X	Standard 9, Item 12	
Tax Collector Monthly Reports: DMV reports prior to 2013, 1 box; Reports to Board FY 2000 and FY 2001, 2 binders	X	Standard 9, Item 13	
Tax Receipts (Bills) File: Real or Personal, > 3 years, 2 boxes	X	Standard 9, Item 15	

## Collections - Records for Disposal

RECORD TITLE & DESCRIPTION, INCLUSIVE DATES & QUANTITY	RECORDS WILL BE DESTROYED	RECORDS RETENTION SECTION	IF APPROVED, DATE DESTROYED
Tax Scrolls and Books: All Other, 2003 Current Levy Register, 2007 scroll, > 10 years or 1 year after release by governing board, 5 boxes	X	Standard 9, Item 18	



ITEM #	STANDARD-2: BUDGET, FISCAL AND PAYROLL RECORDS		
	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
18.	<b>CREDIT CARD AND DEBIT SLIPS</b> Records of payments received from customers in the transaction of agency business.	Destroy in office after 3 years.*	
19.	<b>CREDIT CARD USE FILE</b> Records of assignment of agency credit cards and purchasing cards.	Destroy in office after 1 year.*	
20.	<b>DAILY CASH REPORTS</b> Daily status of cash. Reports include receipts, disbursements, cash, and invested balances.	Destroy in office after 1 year.*	
21.	<b>DAILY DETAIL REPORTS</b>	Destroy in office after 1 year.*	
22.	<b>DEPOSITS</b>	a) Destroy in office official/audit copies after 3 years.* b) Destroy in office remaining records after 1 year.	G.S. § 159-32
23.	<b>DETAIL REPORT FILE (FINANCIAL RECORDS FOR GENERAL FUND OR GENERAL LEDGER)</b>	a) Destroy in office annual reports after 3 years.* b) Destroy in office all other reports after 1 year.	
24.	<b>DIRECT DEPOSIT APPLICATIONS/AUTHORIZATIONS</b> Includes related records such as bank account numbers and routing numbers.	Destroy in office when superseded or obsolete.	Comply with applicable confidentiality provisions of G.S. §132-1.10(b)(5) regarding personal identifying information.
25.	<b>DISTRICT INVESTMENT RECORDS</b>	Destroy in office after 3 years.*	

\*See **AUDITS, LITIGATION, AND OTHER OFFICIAL ACTION**, page vi.

† See signature page. The agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction "destroy when administrative value ends." Please use the space provided.

**STANDARD-9. PROGRAM OPERATIONAL RECORDS: TAX COLLECTION RECORDS.** Records received and created by county tax offices in order to meet all statutory requirements. Comply with applicable provisions of G.S. §153A-148.1 regarding confidentiality of local tax records that contain information about a taxpayer's income or receipts.

ITEM #	STANDARD-9. PROGRAM RECORDS: PROPERTY TAX COLLECTION RECORDS		
	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
1.	<b>ATTACHMENT AND GARNISHMENT RECORDS</b> Records regarding attachments or garnishments for the payment of taxes.	Destroy in office 3 years after final settlement.*	G.S. §105-368
2.	<b>BANKRUPTCY RECORDS</b> Records documenting the collection of taxes on property involved in bankruptcy cases.	Destroy in office 3 years after final settlement.*	G.S. §105-369
3.	<b>DEBT SETOFF PROGRAM RECORDS</b> Includes participation forms, information tracking sheets and correspondence, including email, between debtor and tax office.	Destroy in office 3 years after final settlement.*	G.S. §105A
4.	<b>DELINQUENT TAXPAYER RECORDS: REAL OR PERSONAL PROPERTY</b> Records documenting taxpayers who have not paid real or personal property taxes due, including unpaid notices.	Destroy in office after 10 years.*	
5.	<b>DELINQUENT TAXPAYER RECORDS: ADVERTISEMENT OF TAX LIENS AGAINST REAL PROPERTY</b> Records documenting the county taxation officer's publication of delinquent taxpayer and tax sales notices in the newspaper.	Destroy in office after 10 years.*	G.S. §105-369

\*See **AUDITS, LITIGATION, AND OTHER OFFICIAL ACTION**, page vi.

† See signature page. The agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction "destroy when administrative value ends." Please use the space provided.

STANDARD-9. PROGRAM RECORDS: PROPERTY TAX COLLECTION RECORDS			
ITEM #	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
6.	IN REM FORECLOSURE PROCEEDING RECORDS	Destroy in office 3 years after final settlement.*  <i>Retention Note: Agencies may wish to retain records of proceedings resulting in foreclosure and sale of property permanently.</i>	G.S. §105-375
7.	MOBILE HOME RELOCATION TAX PERMITS Assurances that taxes are being paid on mobile homes being moved.	Destroy in office after 5 years.*	G.S. §105-316.1-8
8.	MORTGAGE STYLE FORECLOSURE PROCEEDING RECORDS Amount of taxes owed, description of property, certified mail, and correspondence, including email, with taxpayer and attorney.	Destroy in office 3 years after final settlement.*	G.S. §105-374
9.	PARTIAL PAYMENT PLANS Installment and partial payment agreements, extensions, taxpayer information sheets, and related records.	Destroy in office 3 years after final settlement.*	G.S. §105-358
10.	RELEASE AND REFUND RECORDS: REAL OR PERSONAL PROPERTY Includes requests for release and refund submitted by taxpayer; correspondence, including email, to and from taxpayer; decisions of governing board; release and refund monthly reports; and supporting records.	a) Destroy in office release and refund monthly reports 1 year from date of submission.  b) Destroy in office all remaining records 3 years after final settlement.*	G.S. §105-381

\*See AUDITS, LITIGATION, AND OTHER OFFICIAL ACTION, page vi.

† See signature page. The agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction "destroy when administrative value ends." Please use the space provided.



STANDARD-9. PROGRAM RECORDS: PROPERTY TAX COLLECTION RECORDS			
ITEM #	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
11.	<b>SKIPTRACKING RECORDS</b> Records gathered when attempting to locate taxpayers. May include lien holder information, copies of death certificates, and credit bureau records.  See also <b>DELINQUENT TAXPAYER RECORDS</b> item 4, page 58.	Destroy in office when administrative value ends.† Agency Policy: Destroy in office after _____	
12.	<b>TAX COLLECTOR ANNUAL SETTLEMENTS</b> List of taxes collected by tax collector yearly, percentage of taxes collected, total releases, total balance due by tax year, and total county taxes collected. Sent to county commissioners and finance officer.	Destroy in office 3 years from date of submission.	G.S. §105-373
13.	<b>TAX COLLECTOR MONTHLY REPORTS</b> List of taxes collected by tax collector showing percentage of taxes collected, total releases, total balance due by tax year, and total county taxes collected. Sent to county commissioners and finance officer on a monthly and bi-monthly basis.	Destroy in office 1 year from date of submission.	G.S. §105-350

\*See **AUDITS, LITIGATION, AND OTHER OFFICIAL ACTION**, page vi.

† See signature page. The agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction "destroy when administrative value ends." Please use the space provided.

STANDARD-9. PROGRAM RECORDS: PROPERTY TAX COLLECTION RECORDS			
ITEM #	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
14.	<b>TAX LEVY/SEIZURE RECORDS</b> Inventory of property taken from property owner by the county tax collector to pay back taxes.	a) Retain in office for 3 years execution forms if levy and sale of personal property is made. If levy and sale are conducted by Sheriff's Department, execution forms to be retained by the Sheriff's Department.  b) If levy, seizure, and sale are not made, destroy forms in office when administrative value ends.† Agency Policy: Destroy in office after _____	G.S. §105-366 G.S. §105-367
15.	<b>TAX RECEIPTS (BILLS) FILE: REAL OR PERSONAL PROPERTY</b> Copies of receipts and bills issued for the payment of taxes.	Destroy in office after 3 years.	G.S. §105-381 G.S. §153A-148.1
16.	<b>TAX SCROLLS AND BOOKS: PRIOR TO 1900</b> Includes property valuation (real and personal) and amount of taxes due. These records may be prepared separately or combined.	Transfer to the State Archives.  <i>Retention Note: Tax scrolls may be transferred to the State Archives of North Carolina electronically. Contact your local records analyst for more information.</i>	G.S. §105-319
17.	<b>TAX SCROLLS AND BOOKS: FOR YEARS ENDING IN 0 AFTER 1900</b> Includes property valuation (real and personal) and amount of taxes due. These records may be prepared separately or combined.	Transfer to the State Archives.  <i>Retention Note: Tax scrolls may be transferred to the State Archives of North Carolina electronically. Contact your local records analyst for more information.</i>	G.S. §105-319
18.	<b>TAX SCROLLS AND BOOKS: ALL OTHER</b> Includes real and personal property, discovery, delinquent, and any other supplemental scroll, book, summaries, or recapitulations.	Destroy in office after 10 years or 1 year after released by the governing board, whichever occurs first.	G.S. §105-319

\*See **AUDITS, LITIGATION, AND OTHER OFFICIAL ACTION**, page vi.

† See signature page. The agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction "destroy when administrative value ends." Please use the space provided.

# HENDERSON COUNTY BOARD OF COMMISSIONERS

1 Historic Courthouse Square, Suite #1  
Hendersonville, NC 28792  
Phone (828) 697-4808 • Fax (828) 692-9855  
[www.hendersoncountync.org](http://www.hendersoncountync.org)

J. MICHAEL EDNEY  
Chairman  
GRADY HAWKINS  
Vice-Chairman

THOMAS THOMPSON  
CHARLIE MESSER  
WILLIAM LAPSLEY

## PROCLAMATION

### *Pollinator Month, June 2017*

**WHEREAS**, Pollination Celebrations are celebrated annually during the month of June by communities across the United States to bring awareness to the importance of supporting pollinator species of all types through community-based activities and events to learn about the integral part pollinators play in our daily lives; and,

**WHEREAS**, pollinators, such as thousands of species of bees, are essential partners in producing much of our food supply; and,

**WHEREAS**, pollinator species provide significant environmental benefits that are necessary for maintaining healthy, biodiverse urban and suburban ecosystems; and,


**WHEREAS**, pollination plays a vital role for the trees and plants of our community, enhancing our quality of life, and creating recreational and economic development opportunities; and

**WHEREAS**, Henderson County manages urban landscapes and public lands that include many municipal parks and greenways, as well as wildlife habitats; and

**WHEREAS**, Henderson County provides conservation assistance to promote wise conservation stewardship, including the protection and maintenance of pollinators and their habitats;

**NOW, THEREFORE, BE IT PROCLAIMED**, that we, the Henderson County Board of Commissioners, do hereby designate the month of June 2017 as Pollinator Month in Henderson County and encourage all Henderson County officials, employees, schools and residents to participate in local Pollinator Month activities.

Adopted this the 5<sup>th</sup> day of June, 2017.



---

J. MICHAEL EDNEY, CHAIRMAN  
HENDERSON COUNTY BOARD OF COMMISSIONERS

ATTEST:



---

TERESA L. WILSON, CLERK TO THE BOARD



U.S. BOARD ON GEOGRAPHIC NAMES

GEOGRAPHIC NAME PROPOSAL RECOMMENDATION

Proposed Geographic Name Rutledge Lake

This is to notify the U.S. Board on Geographic Names that the:

Henderson County Board of Commissioners  
(Name of government entity, organization, or individual)

recommends that the U. S. Board on Geographic Names:

- Approve the Proposed Name**
- Reject the Proposed Name**
- Take Action as Specified Below**
- Render a Decision Without Our Recommendation**

**Comments** (the following factors contributed to this recommendation; attach supporting documentation if appropriate):

Steve Wyatt  
(Name)

County Manager  
(Title)

1 Historic Courthouse Sq. Ste 2  
(Address)

828-697-4809  
(Telephone)

Hendersonville, NC 28792  
(City, State, ZIP Code)

swyatt@hendersoncountync.org  
(E-mail)

[Signature]  
(Signature)

6/6/17  
(Date)

**Return to:** U.S. Board on Geographic Names  
U.S. Geological Survey  
523 National Center  
Reston VA 20192-0523  
Telephone: (703) 648-4552  
Fax: (703) 648-4549  
E-mail: BGNEXEC@usgs.gov



**DOMESTIC GEOGRAPHIC NAME PROPOSAL SUMMARY****REGION - Propose New or Change Name****Name Proposal ID:**

9103

**Date Created:**

23-JAN-17

**Date Submitted:**

23-JAN-17

**Proposed Name:**

Rutledge Lake

**Action Requested:**

Change an existing name

**Existing Name:**

Frady Lake

**Unnamed Evidence:**

-

**Locally Used:**

Yes

**Locally Used Years:**

47

**Local Conflict:**

No

**Local Conflict Detail:**

-

**Additional Details:**

Frady Lake is an artificially impounded body water and a feature of an RV Park at 170 Rutledge Road in Fletcher. The RV park is named "Rutledge Lake RV Park". We are requesting Frady Lake's name be change so the RV park and the lake with in the RV park, have the same name. In addition, doing a web search will enhance to results if the lake and the RV park have the same name.

**REGION - Feature Information****GNIS Feature ID:**

1011366

**Feature class:**

RESERVOIR

**Descriptive information:**

The lake is at latitude and longitude coordinates 35.4406634, -82.5223134 and the approximate elevation is 2149 feet. The lake is oblong in shape, roughly 300 feet wide (east-west) by 400 feet (north-south). It is fed by an unnamed stream that flows in from the north and exits the lake at the southern end. The stream eventually flows into Kimsey Creek.

**Meaning or significance:**

The historical meaning of Frady Lake is unknown. The lake is primarily used by the patrons of the RV park.

**Commemorative:**

No

**Biographical information:**

-

**Supporting materials:**

No

**REGION - Supporting Materials**

No information entered.

**REGION - States and Counties**

State Name	County Name
North Carolina	Henderson

**REGION - Geographic Coordinates**

Obtained From	Describe Other	Lat Deg	Min	Sec	Long Deg	Min	Sec	Decimal Lat	Decimal Long	Details
Geographic Information System	-	-	-	-	-	-	-	35.4406634	-82.5223134	Coordinates obtained from the USGS Frady Lake feature detail report.

**REGION - Administrative Areas**

Administrative Area Type	Administrative Area Name	Details
OTHER (describe in Details field)	The lake is on private property and is administered by the Rutledge Lake RV Park owners.	Rutledge Lake RV Park

**REGION - Maps and Documents with Name**

Source Type	Details	Source Date
Other	Rutledge Lake RV Park website, <a href="http://rutledgelakewnc.com">http://rutledgelakewnc.com</a> , and all Rutledge Lake RV Park maps and documents.	2017

**REGION - Other (Variant) Names and Their Source**

No information entered.

**REGION - Authorities**

Last Name	First Name	Phone	Email Address	Physical Address	City	State	Zip	Occupation	Years
Cogdill	Gathai	8282151088	rutledgelake@gmail.com	170 Rutledge Lake Road	Fletcher	North Carolina	28732	Owner of Rutledge Lake RV Park	8

**REGION - Submitters and/or Preparers**

Role	Last Name	First Name	Phone	Email Address	Physical Address	City	State	Zip	Company	Title
PREPARER	Jackson	James	5302056233	jalanjackson@att.net	110 E Center Street PMB 663	Madison	SD	57042	Rutledge Lake RV Park	Mr

DGNP Guest

## NORTH CAROLINA

**Change Frady Lake to Rutledge Lake:** reservoir; 3.4 acres; in the Town of Fletcher, on an unnamed stream, 0.7 mi. WSW of Midway; the name is derived from that of a nearby road; Henderson County, North Carolina; 35°26'26"N, 82°31'20"W; USGS map - Skyland 1:24,000; Not: Frady Lake.

[https://geonames.usgs.gov/apex/gazvector.getesrimap?p\\_lat=35.4406634&p\\_longi=-82.5223134&fid=1011366](https://geonames.usgs.gov/apex/gazvector.getesrimap?p_lat=35.4406634&p_longi=-82.5223134&fid=1011366)

Proposal: change name to recognize local preference

Map: USGS Skyland, 1:24,000

Proponent: James Jackson; Madison, SD

Administrative area: None

Previous BGN Action: None

Names associated with feature:

GNIS: Frady Lake (FID 1011366)

Local Usage: Rutledge Lake (Rutledge Lake RV Park website, 2017)

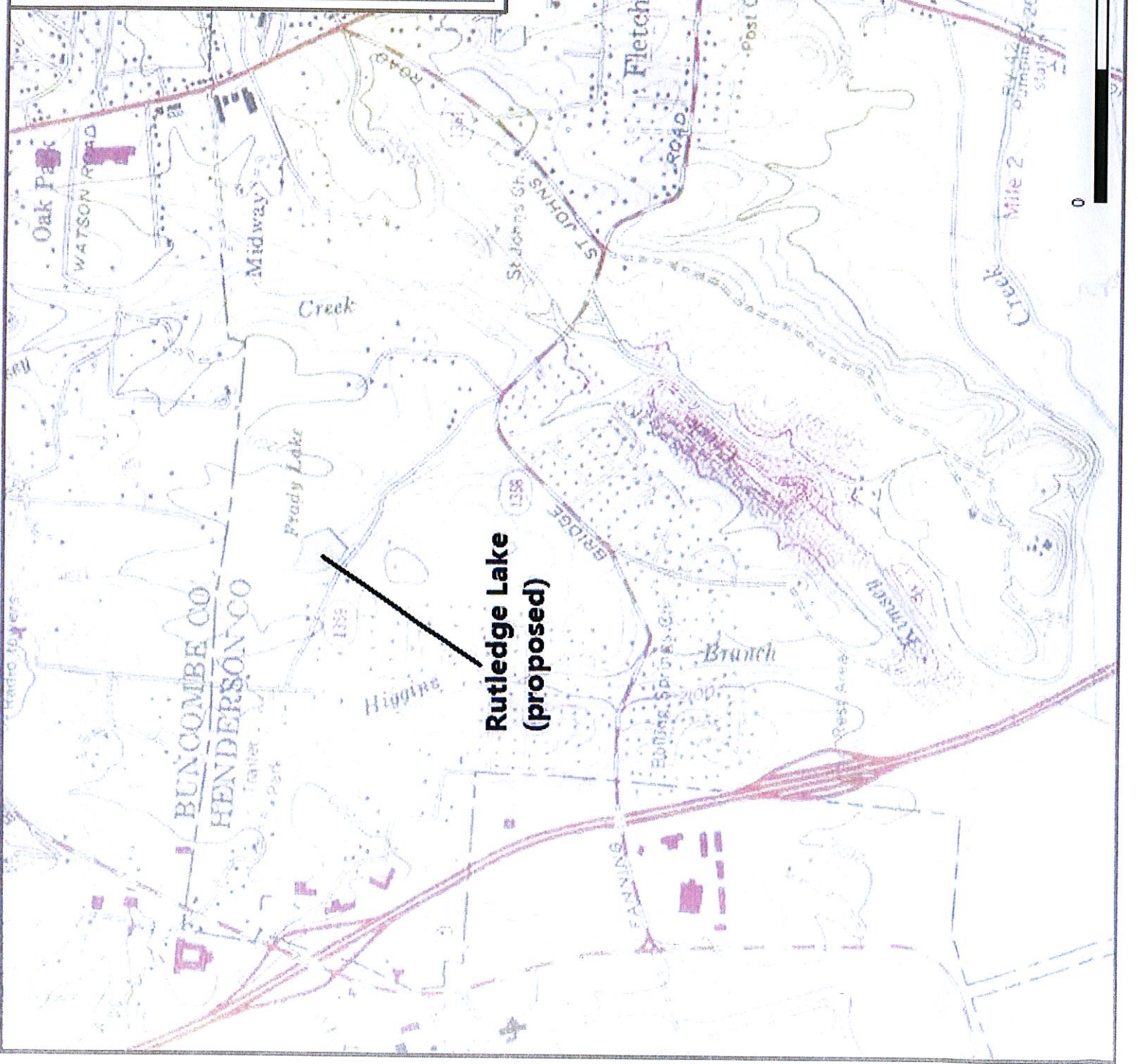
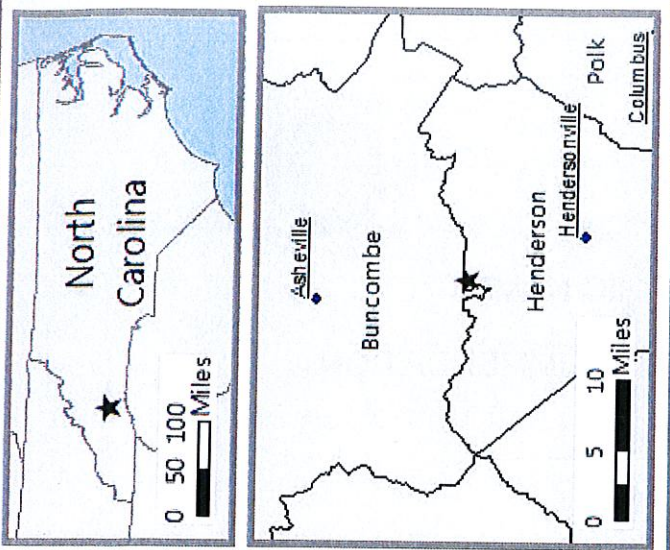
Published: Frady Lake (USGS 1965, 2011, 2013, 2016; Rutledge Lake RV Park map, 2014)

Case Summary: This proposal is to change the name of Frady Lake, a 3.4-acre reservoir in the Town of Fletcher in Henderson County, to Rutledge Lake. The reservoir is part of the Rutledge Lake RV Park, and according to the proponent, is used primarily by the patrons of the RV park. Rutledge Road passes by the reservoir and the RV park. The proponent requests that "the RV park and the lake within the RV park have the same name" and states that the two sharing a name would enhance online search results.

The proponent states that the origin of the name Frady Lake is unknown, but online genealogy records show many individuals named Frady in the immediate vicinity during the 1940s. Individuals with the surname Frady continue to live in the area.

A search of GNIS shows one nearby feature with a name that includes the word "Rutledge," a mountain 11.3 miles to the southeast.









**HENDERSON COUNTY, NORTH CAROLINA  
BUDGET ORDINANCE  
FISCAL YEAR JULY 1, 2017 – JUNE 30, 2018**

**Preamble**

The County Manager's proposed budget for the Fiscal Year beginning July 1, 2017, and ending June 30, 2018 ("FY2018") was presented to the Henderson County Board of Commissioners on May 17, 2017, pursuant to the North Carolina Local Government Fiscal Control and Budget Act, Article 3 of Chapter 159 of the General Statutes. The Board of Commissioners considered the proposal, deliberated concerning it, and then held a public hearing on the budget pursuant to N.C. Gen. Stat. §159-12 on June 5, 2017.

The following Ordinance was offered by Commissioner Hawkins, on June 5, 2017, who moved its adoption. The vote on this motion was as is shown below.

**BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF HENDERSON  
COUNTY, NORTH CAROLINA, THIS 5<sup>th</sup> DAY OF JUNE, 2017:**

**Section 1 – General Fund**

**A. General Fund Appropriations**

The following General Fund amounts are hereby appropriated to the County Manager for the operation of the Henderson County Government and its departments and agencies for FY2018. Other fund amounts as set forth in this Ordinance are also appropriated as presented in this section. Appropriations for land and new buildings included in this Ordinance may be expended only after release by the Board of Commissioners.

The County Manager or the Manager's designee is hereby authorized to execute all necessary agreements within funds included in the Budget Ordinance in departments subject to his control for the following purposes, and on the following terms and conditions:

- A) Grant agreements with public and non-profit agencies;
- B) Leases of normal and routine business equipment;
- C) Consultant, professional, or maintenance service agreements with a up to an anticipated contract amount of \$50,000;
- D) Purchase of supplies and materials when formal bids are not required by law, pursuant to the Manager's purchasing policy;
- E) Agreements for acceptance of State and Federal grant funds;
- F) Construction or repair work where formal bids are not required by law; and
- G) County departments shall not enter into contracts requiring formal bid procedures without having met with and received written approval from the County Manager.
- H) The Finance Director is hereby directed to release board-approved non-profit grants in quarterly installments upon the execution of and compliance with the funding agreement required by the County.
- I) The Finance Director may advance funds with the permission of the County Manager to the Sheriff's Department for their use in drug enforcement activities, for ultimate return by the Sheriff's Department.
- J) The County Manager may authorize pilot programs for the County's departments, and evaluate such programs for effectiveness and efficiency.
- K) In addition to the foregoing, the Sheriff may execute contracts that require no expenditure and have no negative fiscal impact on the county government budget (for example, a contract requiring no county match in personnel or funding). Contracts or agreements that require any type of County match outside of the Sheriff's approved budget

must be approved by the Board of Commissioners. Further, in the absence of express authority from Federal or State Court, all seizure transactions shall comply with N.C. Gen. Stat. §15-11.1

- L) For purposes of the County Personnel Policies, Employee and Retiree Benefits, years of service to Henderson County shall include all prior years of service, whether consecutive or not.

The County Manager or the Manager's designee is hereby authorized to execute necessary agreements with regard to ongoing construction projects undertaken by the County, without the requirement of consultation with the Board of Commissioners, in the following circumstances:

- A) The Manager may approve any and all non-emergency change orders which do not increase the construction budget for the project by more than 25% of the then-unallocated budgeted amount for "contingencies" in the particular project budget.
- B) Any change order approved by the County Manager involving a change of more than \$10,000.00 to the construction budget shall be reported to the Board of Commissioners, as an information-only item within the County Manager's monthly report.
- C) In emergencies, change orders greater than those authorized above may be approved by the County Manager after consultation with and with the approval of the Chairman of the Board of Commissioners. In any such case, a report of the same shall be made to the Board of Commissioners at their next regularly-scheduled meeting.

The County Manager is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

- A) The Manager may transfer amounts between objects of expenditure within a department without limitation and without a report being required.
- B) The Manager may transfer amounts up to \$50,000 between departments within the same fund with an official report on such transfers provided to the Board of Commissioners.
- C) The Manager may transfer amounts up to \$50,000 from any appropriation within the general fund to a separate fund with an official report on such transfers provided to the Board of Commissioners.
- D) The Manager may modify the budget for pass-through monies, additional funding, or any Federal or State program prior approved by the Board, without a report being required.
- E) The total of all amounts encumbered for outstanding purchase orders and contracts at June 30, 2017 shall be carried forward in fund balance as the amount Reserved for Encumbrances and the corresponding appropriations for these encumbrances shall not lapse in order to properly account for the payment in the fiscal year paid.

The County's authorized general fund appropriations are as shown on Appendix A hereto, which is incorporated herein by reference.

## **B. Revenues**

For the operation of the Henderson County's government and its subdivisions for FY2018, it is estimated that the revenues and fund balances of the General Fund will be available to meet the appropriations as set forth herein. All fees, commissions, and sums paid to or collected in any fund by any County official, officer, or agent for any service performed for such official, officer, or agent in his official capacity shall accrue solely to the benefit of the County and become County funds.

The County's estimated general fund revenues are as shown on Appendix A hereto, which is incorporated herein by reference.

### **1. Ad Valorem Tax Levy**

That there is hereby levied for FY2018 an *ad valorem* property tax at the rate shown in Appendix A hereto, which is incorporated herein by reference, for the purpose of raising the revenue for current year's taxes as set forth in the foregoing estimates of revenues, and in order to finance the foregoing appropriations, pursuant to and in accordance with the North Carolina Machinery Act (codified within Chapter 105 of the North Carolina General Statutes) and other applicable laws. This rate is based on an estimated total valuation of **\$13,498,441,364** of taxable property and a collection rate of ninety-seven percent (97%). The Budget Ordinance also names ad valorem property taxes as the specific revenue source to fund the Tax Revaluation Reserve Fund, budgeted in FY2018 at \$1,151,906, as shown in Appendix C hereto, which is incorporated herein by reference.

**2. Fees, Licenses and Other Taxes**

There is hereby levied all County Privilege License Taxes as authorized by North Carolina General Statutes, and such other taxes and fees, as provided in the ordinances, resolutions, and fee schedules duly adopted by the Board of Commissioners. Fee schedules used in the development of this budget and adopted by the Board of Commissioners are set forth and a copy of such is maintained in the Office of the County Manager.

**C. Based on the Annual Budget**

The appropriations, schedules of expected revenues, and taxes levied, as stated herein, are based on the annual Budget as hereby approved, a summary of which Budget is attached as Schedule No. 1 to Appendix A, and the terms of which Budget are hereby specifically incorporated by reference.

**Section 2 – Fire Districts Fund**

There are hereby appropriations and revenues estimated to be available in the Fire Districts Fund for FY2018 for payment to the appropriate corporation providing fire protection within each district as shown on Appendix B hereto, which is incorporated by reference.

**Section 3 – Other Funds**

There are hereby appropriations and revenues estimated to be available in special County budget funds as shown in Appendix C hereto, which is incorporated herein by reference.

**Section 4 – Public Schools**

The Henderson County Finance Director is hereby directed to remit the appropriation to the Henderson County Public Schools for local current expense in monthly installments equivalent to one-tenth (1/10) of the total county appropriation. The County Finance Director shall remit payment in the months of July through April, and by not later than the thirtieth (30th) of each month.

**Section 4(a) – Public Schools Capital Expense – Hendersonville High School**

Capital Outlay for the Public Schools shall be reimbursed by the County in accordance with this ordinance, based on paid invoices received by the County Finance Director.

**Section 5 – Elected Officials**

Henderson County elected officials shall be compensated as shown on Appendix D, which is incorporated herein by reference.

**Section 6 – Use of Budget**

This Ordinance and the budget shall be the basis for the financial plan for the County of Henderson, North Carolina, during FY2018. The County Manager shall administer the budget and insure that operation officials are provided guidance and information in sufficient detail to implement their portions of the budget.

The Finance Director shall establish records, which are in consonance with the budget, this Ordinance and regulating statutes of the State of North Carolina.

Notwithstanding other Ordinances, Resolutions or other adoptions of this Board, all County citizens shall have the right to use Henderson County's parks and other recreation facilities free of any admission charge, subject to regularly adopted and customary scheduling, participation fees, and other regulations.

## Section 7 – Effective Date

This Ordinance shall be effective by its terms for FY2018 upon adoption.

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### VOTING:

AYES: Edney, Hawkins, Thompson, Messer

NAYS: Lapsley

Adopted this the 5<sup>th</sup> day of June, 2017.

HENDERSON COUNTY BOARD OF COMMISSIONERS

By: 

J. MICHAEL EDNEY, Chairman

Attest:

  
TERESA L. WILSON, Clerk to the Board



## APPENDIX A

### GENERAL FUND APPROPRIATIONS

Governing Body	\$377,403
Dues & Non-Profit Contributions	492,870
County Manager	505,101
Administrative Services	468,281
Human Resources	694,485
Elections	900,221
Finance	905,986
Assessor	1,820,861
Tax Collections	481,896
Legal	783,062
Register of Deeds	761,449
Facility Services – Facility Services Division	3,571,399
Facility Services – Garage Division	425,440
Court Facilities	190,000
Information Technology	3,080,814
Sheriff	15,299,202
Detention Facility	4,768,000
Emergency Services – Emergency Management Division	421,725
Emergency Services – Fire Marshal Division	628,176
Building Services	1,037,447
Wellness Clinic	586,810
Emergency Services – Emergency Medical Services Division	6,436,692
Animal Services	656,446
Rescue Squad	281,360
Forestry Services	75,446
Soil & Water Conservation District	335,756
Planning	616,279
Code Enforcement	287,546
Heritage Museum	100,000
Cooperative Extension	398,153
Project Management	248,802
Economic Development	1,647,120
AgriBusiness Henderson County	146,211
Public Health	7,092,229
Public Health – Environmental Health Division	1,235,642
Home & Community Care Block Grant (H&CCBG)	733,648
Medical Services - Autopsies	60,000
Mental Health -- Maintenance of Effort Funding	528,612
Rural Operating Assistance Program (ROAP)	196,095
Social Services	14,401,734
Social Services – Federal & State Programs	5,827,192
Social Services – General Assistance Division	100,000
Juvenile Justice Grant	218,745

Veterans Services	44,987
Public Library	2,991,223
Recreation	1,800,458
Public School System	
<i>Current Expense</i>	27,113,000
<i>Capital Expense</i>	1,000,000
Blue Ridge Community College	3,731,273
Public Schools Debt Service	7,277,261
Community College Debt Service	1,988,672
General Debt Service	7,367,802
Non-Departmental	260,000
Transfers to Other Funds	3,090,188
<b>TOTAL GENERAL FUND APPROPRIATIONS:</b>	<b>\$136,489,200</b>

GENERAL FUND REVENUES

Ad Valorem Taxes	\$74,231,301
<i>Current year general levy</i>	\$72,826,301
<i>Prior year taxes, interest and penalties</i>	\$1,405,000
County share of (local option only) sales taxes	\$21,891,061
Other taxes and licenses	\$1,164,700
Unrestricted intergovernmental revenue	\$38,000
Restricted intergovernmental revenue	\$17,294,596
Permits and fees	\$1,523,400
Sales and services	\$6,883,835
Investment earnings	\$500,000
Other revenues	\$1,034,987
Transfers from other funds	\$0
Fund balance appropriated	\$11,927,320
<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$136,489,200</b>

RATE OF AD VALOREM PROPERTY TAX LEVY

The *ad valorem* property tax is levied at the rate of **fifty-six and one half cents (\$ 0.565)** on each one hundred dollars (\$100) of assessed valuation of taxable property, based on a listing date of January 1, 2017.

# APPENDIX B

## FIRE DISTRICTS FUND

Revenues	
Appropriations	\$ 8,871,955
	\$ 8,871,955

Fire District Tax Rate for these special tax districts listed are as follows (at cents per \$100 value):

District	Rate
Bat Cave	
Blue Ridge	.120
Dana	.120
Edneyville	.130
Etowah-Horse Shoe	.105
Fletcher	.105
Gerton	.115
Green River	.125
Mills River	.080
Mountain Home	.090
Raven Rock	.120
Valley Hill	.100
Valley Hill II	.095
	.095

## APPENDIX C

### SPECIAL FUNDS, APPROPRIATIONS AND REVENUES

#### A. Capital Reserve Fund (Fund 21)

The following is hereby appropriated and revenues estimated to be available in the Capital Reserve Fund for FY 2018:

Revenues	\$ 75,000
Appropriations	\$ 75,000
<b>Capital Reserve Fund:</b>	
Permits & Inspections Software	\$ 75,000

#### B. Revaluation Reserve Fund (Fund 25)

The following is hereby appropriated and revenues estimated to be available in the Revaluation Reserve Fund for FY 2018:

Revenues	\$ 1,151,906
Appropriations	\$ 1,151,906

#### C. Emergency Telephone System Fund (Fund 28)

The following is hereby appropriated and revenues estimated to be available in the Emergency Telephone System ("E-911") Fund for FY 2018 the following (revenues for this fund are based on a \$0.70 surcharge per phone line):

Revenues	\$ 773,849
Appropriations	\$ 773,849

#### D. Public Transit Fund (Fund 33)

The following is hereby appropriated and revenues estimated to be available in the Public Transit Program Fund for FY 2018:

Revenues	\$ 977,553
Appropriations	\$ 977,553

#### E. Capital Projects Fund (Fund 40)

The following is hereby appropriated and revenues estimated to be available in the Capital Projects Fund for FY 2018:

Revenues	\$230,000
Appropriations	\$230,000
Capital Projects:	
IT Depreciation Fund	\$200,000
Economic Development Site Acquisition	\$30,000



**F. Debt Service Fund (Fund 50)**

The following is hereby appropriated and revenues estimated to be available in the Debt Service Fund for FY 2018:

Revenues	
Appropriations	\$2,509,649
	\$2,509,649

**G. Solid Waste Enterprise Fund (Fund 60)**

The following is hereby appropriated and revenues estimated to be available in the Solid Waste Enterprise Fund for FY 2018:

Revenues	
Appropriations	\$ 6,164,481
	\$ 6,164,481

**H. Cane Creek Sewer Enterprise Fund (Fund 61)**

The following is hereby appropriated and revenues estimated to be available in the Cane Creek Sewer Enterprise Fund for FY 2018:

Revenues	
Appropriations	\$ 2,195,462
	\$ 2,195,462

**I. Justice Academy Sewer Fund (Fund 63)**

The following is hereby appropriated and revenues estimated to be available in the Justice Academy Sewer Fund for FY 2018:

Revenues	
Appropriations	\$ 41,348
	\$ 41,348

## APPENDIX D

### PUBLIC OFFICIALS COMPENSATION

#### **A. Henderson County Board of Public Education**

The Chairman of the Board shall be compensated at an annual rate of \$4,500. Members of the Board, other than the Chair, shall be compensated at \$3,600 annually.

#### **B. Henderson County Board of Commissioners**

##### **(1) Salary**

The Chairman of the Board of Commissioners shall be compensated at an annual rate of \$19,770 paid on the same basis as other county employees. Members of the Board, other than the Chair, shall be compensated at an annual rate of \$12,275 paid on the same basis as other county employees.

##### **(2) Expenses and Special Meetings**

The Chairman and Members shall also receive an additional \$75 per special-called meeting and \$3,650 annually for in-county travel expenses.

#### **C. Sheriff**

The Sheriff shall be compensated at an annual rate of \$ 109,737. Notwithstanding, the Board reserves the right to adjust this salary pursuant to North Carolina law.

#### **D. Register of Deeds**

The Register of Deeds shall be compensated at an annual rate of \$ 75,509. Notwithstanding, the Board reserves the right to adjust this salary pursuant to North Carolina law.