

MITCHELL COUNTY BOARD OF COMMISSIONERS

MINUTES

REGULAR SESSION

NOVEMBER 4, 2013

NORTH CAROLINA

MITCHELL COUNTY

The Mitchell County Board of Commissioners met in Regular Session on November 4, 2013, at 6:00 p.m. in the Commissioner's Conference Room, Administration Building, Bakersville, NC. Those present for the meeting were: Bill Slagle, Chairman; Keith Holtsclaw, Member; Ken Hollifield, Member; Rickey McKinney, Member; Charles Vines, County Manager and Kathy Young, Clerk to the Board. Commissioner Street was absent from the meeting. Also present were: Mavis Parsley, Finance Officer; Hal Harrison, County Attorney and Andy Mendhenk, Reporter with the Mitchell-News Journal.

1. **CALL TO ORDER** – Chairman Slagle called the meeting to order at 6:00 p.m.
2. **INVOCATION** – Commissioner Hollifield gave the invocation.
3. **PLEDGE OF ALLEGIANCE** – County Manager Vines led the Pledge of Allegiance.
4. **ETHICS AWARENESS AND CONFLICT OF INTEREST REMINDER:**
In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid both conflicts of interest and appearance of conflict. Does any board member have any known conflicts of interest or appearances of conflict with respect to any matters coming before the Board? If so, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved.
5. **ADDITIONS OR CHANGES TO THE AGENDA** – None.
6. **ADOPTION OF AGENDA** – Commissioner Hollifield moved to adopt the Agenda. Commissioner McKinney seconded the motion and it carried unanimously.
7. **APPROVAL OF MINUTES** – Commissioner Holtsclaw moved to approve the Minutes for October 7, 2013. Commissioner Hollifield seconded the motion and it carried unanimously.
8. **PUBLIC HEARING**
 - A. **Mitchell County Community Transportation Program** – Chairman Slagle called the public hearing to order at 6:05 p.m. He stated the purpose of the public hearing

was to receive public comments on the proposed Community Transportation Program (CTP) application.

No oral or written comments were received.

Chairman Slagle closed the public hearing at 6:06 p.m.

9. **PUBLIC/COMMENTS/BOARD COMMENTS** – Chairman Slagle stated he wanted to recognize Mayland Community College for their latest accomplishment. Dr. Boyd stated that Mayland was in the top one percent of colleges in the nation. He thanked the Board for their support.

10. **REPORT/PRESENTATIONS**

- A. **MANNA Food Bank** – Ted McKinney introduced Emily Miller the new Eastern Outreach Coordinator for Manna Food Bank. Ms. Miller introduced Mariah Auman, the Americorps VISTA Pantry Capacity Consultant for the Eastern Region. She stated that she and Mariah also serve Avery, McDowell, Madison and Yancey Counties. Ms. Miller gave the following report:

MANNA's Mission: To involve, educate, and unite people in the work to end hunger in Western North Carolina.

MANNA's Vision: A hunger free Western North Carolina.

History & Funding:

- Founded in 1982
- Private, not-for-profit organization
- All of our funding comes from State and Federal programs, farmers, the food industry, and generous individuals who wish to give:
 - Break down of percentages from the 2011-2012 fiscal year: State funding accounted for 17% of MANNA's funds, government grants accounted for 5%, agency fees accounted for 9%, reclaim accounted for 4%, Co-Op buying accounted for 10% and 1% of funding came from other sources. Donations accounted for 54% of MANNA's funding
 - The largest single source of revenue to MANNA came from individual donors, whose contributions accounted for 68% of the donations received.
- 94 cents of every dollar donated to MANNA goes directly to providing food for our neighbors in need, and for just a dollar, MANNA is able to provide food for 3 meals.

MANNA & Partner Agencies: MANNA is responsible for collecting, storing and distributing food to over 200 partners in 16 counties in this region. In 2012, this amounted to over 11.2 million pounds of food. In turn, these partners are responsible for the direct distribution of food to the neighbors that they identify in their communities in need of food assistance.

- 9 partner agencies located in Mitchell County:
 - Bakersville Baptist Church Pantry
 - The Bridge Food Pantry
 - God's Hands Ministry
 - Grassy Creek Baptist Church – Box of Blessings

- Mitchell County Safeplace, Inc.
- Mitchell County Shepard's Staff
- The Salvation Army
- Service Center for Latinos (Centro Latino)
- Tipton Hill United Methodist Church
- In the last fiscal year (07-01-12 – 06-30-13), MANNA distributed over 400,000 pounds of food in Mitchell County through our wonderful partners. This is a 32% increase from the previous year.

MANNA Programs in Mitchell County:

- During the previous school year, MANNA distributed over 7,000 pounds of food through the **MANNA Packs for Kids** program at all schools in Mitchell County. This program helps to ensure that children living in low-income households leave school each Friday with the nutrition that they need to make it through the weekend via a package of food in their backpacks. On an average, this program served 86 children each week here in this county.
- MANNA also facilitated a **Summer Initiative** program in Mitchell County through some grant dollars last summer for children who normally get free and reduced lunches during the school year. These children received bags of food containing a variety of fresh fruits and vegetables.

Why are MANNA's Mitchell County Partnerships Important

- In the last fiscal year, approximately 16% of the total population in this county was food insecure, meaning they did not have consistent access to adequate nutrition and 30% of children were food insecure.
- Even though the economy is improving in the state, it has been slow to reach Western North Carolina. For example, the median household income in MANNA's total service area was \$39,000 last fiscal year, which was lower than the state median income of \$46,000 and the median household income in Mitchell County was lower still at \$36,000.
- The poverty level in MANNA's total service area was slightly higher than the state's poverty level of 16.1% of the population and 17.4% of the population in Mitchell County was below the poverty level.
- We hear stories of diabetic seniors who do not have enough food to eat at the end of the month and yet give themselves the regular dosage of insulin, which can be a life threatening situation, as well as children who, despite our best efforts, still go hungry over the weekends while they are away from school.

Local Support: Local pantries need support from county government, e.g.:

- Spend some time volunteering at these pantries to see the great work that they are doing, as well as their needs.

Looking Forward: MANNA is continuing to work with pantries through quarterly Talking Councils to help them network with one another to share resources and ideas, so that they can come up with creative, compassionate, collaborative ways to stretch resources and to make the most of them to better serve the community.

Chairman Slagle stated that PRC has really stepped up to the plate by donating microwaves to the partners in Mitchell County.

- B. Presentation of FY 2012-2013 Audit** – Sharon Gillespie presented the Audit for FY 2012-2013.

Financial Highlights

- The assets of Mitchell County exceeded its liabilities at the close of the fiscal year by \$17,814,039.
- The government's total net assets decreased by \$3,185,185 primarily due to transfer out of expenditures for the water and sewer project. Due to the terms of the grant agreement, these improvements belong to the Town of Spruce Pine.
- As of the close of the current fiscal year, Mitchell County's governmental funds reported combined ending fund balances of \$8,038,649 a decrease of \$406,709 in comparison with the prior year. Approximately 72 percent of this total amount, or \$5,796,919 is available for spending at the government's discretion. Part of this amount has been reserved to balance the 2013-14 budget.
- At the end of the current fiscal year, unreserved fund balance for the General Fund was \$5,579,919 or 34 percent of total general fund expenditures and transfers to other funds for the fiscal year. In addition, \$1,445,825 of the General Fund Balance has been appropriated for use in the 2013-14 budget year.
- Mitchell County's tax collection rate increased from an overall average of 94.39% in the prior year to 94.25% in the current fiscal year. This increase is due in part to the revaluation of real property within the county.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to Mitchell County's basic financial statements. The County's basic financial statements consist of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The basic financial statements present two different views of the County through the use of government-wide statements and fund financial statements.

Capital Assets. Mitchell County's capital assets for its governmental activities as of June 30, 2013, total \$10,387,795 (net of accumulated depreciation). These assets include buildings, land, machinery and equipment, park facilities and vehicles.

Major capital asset transactions during the year include:

- Completion of project for sewer line extension to Mitchell High School
- Purchase of vehicles for transportation and public safety.

These major capital asset purchases were funded by proceeds from various restricted grant monies received by the County during the fiscal year as well as from local monies.

A copy of the Audit is hereby attached and becomes a part of the minutes.

11. ITEMS FOR DISCUSSION

- A. Mitchell County Community Transportation Program Application** – MTCA Director Blalock reviewed the Community Transportation Program Application. Commissioner Holtsclaw moved to approve the Mitchell County Community Transportation Program Application (a copy is hereby attached and becomes a part of the minutes). Commissioner McKinney seconded the motion and it carried unanimously.
- B. Tax Management Associates, Inc. Contract Addendum** – Tax Assessor Hyder reviewed the changes to the TMA Contract. Commissioner Hollifield moved to

approve the Tax Management Associates, Inc. Contract Addendum (a copy is hereby attached and becomes a part of the minutes). Commissioner Holtsclaw seconded the motion and it carried unanimously.

C. **Managed Care Organization Resolution** – County Manager Vines reviewed the Managed Care Organization Resolution. Commissioner Hollifield moved to adopt the Manager Care Organization Resolution (a copy is hereby attached and becomes a part of the minutes). Commissioner McKinney seconded the motion and it carried unanimously.

D. **Bakersville Fire Department Insurance District Map** – Commissioner McKinney moved to approve the Bakersville Fire Department Insurance District Map (a copy is hereby attached and becomes a part of the minutes). Commissioner Hollifield seconded the motion and it carried unanimously.

E. **Request for Late Application for Elderly, Disabled Exclusion** – Commissioner Hollifield moved to approve the late Application for Elderly, Disabled Exclusion for Betty McClure. Commissioner McKinney seconded the motion and it carried unanimously.

12. **CONSENT AGENDA**

A. **Tax Administration Records Retention Schedule Amendment**

B. **GIS Fee Schedule**

C. **NC DOT and Mitchell County Transportation Authority Agreement**

D. **Western Highland Area Authority Fiscal Monitoring Report for the 2013 Fiscal Year 4th Quarter ending June 30, 2013.**

E. **Approval of Proposed Board Members for Smoky Mountain Center**

F. **Releases/Refunds/Discoveries for October 2013**

Commissioner Holtsclaw moved to approve the Consent Agenda (a copy of the Consent Agenda Items are hereby attached and become a part of the minutes). Commissioner Hollifield seconded the motion and it carried unanimously.

13. **COUNTY MANAGER'S REPORT** – County Manager Vines suggested the Board consider hiring a consultant to evaluate Mitchell County's buildings and provide the Board with adequate space requirements for its offices. He stated Mavis does a great job and keeps the budget in line.

14. **BOARD COMMENTS** – Commissioner Hollifield thanked Mavis and Kathy for the job they do.

Commissioner McKinney stated that Kathy and Mavis do a great job.

Commissioner Holtsclaw recognized Chairman Slagle for his work on the Economic Development Forum held on November 1st.

Chairman Slagle discussed the issues employers are having hiring new employees. He stated that one hundred and forty-five (145) people attended the Economic Development Forum and he would be holding a debriefing on the Economic Forum on Wednesday. Chairman Slagle reminded the Board of their special meeting to be held on November 06, 2013 at 9:00 a.m.

15. **ADJOURNMENT** – Commissioner Holtsclaw moved to adjourn the meeting. Commissioner Hollifield seconded the motion and it carried unanimously.

The meeting adjourned at 7:10 p.m.

MITCHELL COUNTY BOARD OF COMMISSIONERS

Bill Slagle, Chairman

Joe Street, Vice-Chairman

Ken Hollifield, Member

Keith Holtsclaw, Member

Rickey McKinney, Member

ATTEST:

Kathy Young, NCCCC Clerk to the Board