

**TENTATIVE AGENDA & MEETING NOTICE
BOARD OF COUNTY COMMISSIONERS**

**TUESDAY, JULY 21, 2015
5:30 P.M.**

**WATAUGA COUNTY ADMINISTRATION BUILDING
COMMISSIONERS' BOARD ROOM**

TIME	#	TOPIC	PRESENTER	PAGE
5:30	1	CALL REGULAR MEETING TO ORDER		
	2	APPROVAL OF MINUTES: July 7, 2015, Regular Meeting July 7, 2015, Closed Session		1
	3	APPROVAL OF THE JULY 21, 2015, AGENDA		13
5:35	4	BID AWARD REQUEST FOR HAZARDOUS WASTE STORAGE BUILDING	MS. HEATHER BOWEN	15
5:40	5	PROPOSED AMENDMENTS TO CONTRACT FOR PARKS AND RECREATION WEEKEND JANITORIAL SERVICES WITH ESTATE MAINTENANCE	MR. ROBERT MARSH	25
5:45	6	PUBLIC HEARING TO ALLOW CITIZEN COMMENT ON A PROPOSED MORATORIUM FOR CATEGORY 1 AND 2 OF THE ORDINANCE TO REGULATE HIGH IMPACT LAND USES (HILU)	MR. JOE FURMAN	31
5:50	7	PROPOSED CHANGE ORDER FOR GREENWAY PROJECT	MR. JOE FURMAN	35
5:55	8	MISCELLANEOUS ADMINISTRATIVE MATTERS	MR. DERON GEOUQUE	
		A. Request for Funds for Register of Deeds Preservation Project		37
		B. Appointment of the North Carolina Association of County Commissioners' (NCACC) Annual Conference Voting Delegate		51
		C. Boards and Commissions		59
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6:00	9	PUBLIC COMMENT		66
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7:05	11	CLOSED SESSION Attorney/Client Matters – G. S. 143-318.11(a)(3)		66
7:25	12	POSSIBLE ACTION AFTER CLOSED SESSION		67
7:30	13	ADJOURN		

AGENDA ITEM 2:

APPROVAL OF MINUTES:

July 7, 2015, Regular Meeting

July 7, 2015, Closed Session

MINUTES
WATAUGA COUNTY BOARD OF COMMISSIONERS
TUESDAY, JULY 7, 2015

The Watauga County Board of Commissioners held a regular meeting, as scheduled, on Tuesday, July 7, 2015, at 8:30 A.M. in the Commissioners' Board Room of the Watauga County Administration Building, Boone, North Carolina.

PRESENT: Jimmy Hodges, Chairman
David Blust, Vice-Chairman
Billy Kennedy, Commissioner
John Welch, Commissioner
Perry Yates, Commissioner
Stacy C. "Four" Eggers, County Attorney
Deron Geouque, County Manager
Anita J. Fogle, Clerk to the Board

Chairman Hodges called the meeting to order at 8:30 A.M.

Vice-Chairman Blust opened the meeting with a prayer and Commissioner Kennedy led the Pledge of Allegiance.

APPROVAL OF MINUTES

Chairman Hodges called for additions and/or corrections to the June 16, 2015, regular meeting and closed session minutes as well as the June 22, 2015, special meeting and closed session minutes.

Commissioner Kennedy, seconded by Commissioner Yates, moved to approve the June 16, 2015, regular meeting minutes as presented.

VOTE: Aye-5
Nay-0

Commissioner Kennedy, seconded by Commissioner Yates, moved to approve the June 16, 2015, closed session minutes as presented.

VOTE: Aye-5
Nay-0

Commissioner Kennedy, seconded by Commissioner Yates, moved to approve the June 22, 2015, special meeting minutes as presented.

VOTE: Aye-5
Nay-0

Commissioner Kennedy, seconded by Commissioner Yates, moved to approve the June 22, 2015, special meeting closed session minutes as presented.

VOTE: Aye-5
Nay-0

APPROVAL OF AGENDA

Chairman Hodges called for additions and/or corrections to the July 7, 2015, agenda.

Vice-Chairman Blust, seconded by Commissioner Welch, moved to approve the July 7, 2015, agenda as presented.

VOTE: Aye-5
Nay-0

Chairman Hodges presented Ms. Jane Ann Hodges with a proclamation honoring her years of service with Watauga County and recent retirement.

MIDDLE FORK GREENWAY REQUEST TO SUBMIT A PRE-APPLICATION TO THE NORTH CAROLINA DIVISION OF PARKS AND RECREATION

Ms. Ann Browning, Middle Fork Greenway Executive Director, requested authorization to submit a pre-application to the North Carolina Division of Parks and Recreation for Section 1 of the Middle Fork Greenway project. On June 30, 2015, a new application round was announced, with pre-applications due on July 14, 2015. The maximum grant award is \$100,000. Middle Fork Greenway is requesting the County apply for \$100,000 for construction funds for the greenway. The cost estimate for completion of Section 1 is \$990,000, which will be provided through a combination of grants, private donations and Tourism and Development Authority commitments. The Watauga County TDA has committed a total of \$225,000 over the next three years.

Middle Fork Greenway will provide assistance on the grant application. If awarded, County staff will administer the grant. In the not too distant future, Middle Fork Greenway will be requesting the County to assume the easement for this project and be included in the Memorandum of Understanding (MOU) with the Park Service.

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to authorize the submittal of the pre-application grant to the North Carolina Recreational Trails Program in the amount of \$100,000 with Middle Fork Greenway to be responsible for the twenty-five percent (25%) match and all construction costs associated with the greenway.

VOTE: Aye-5
Nay-0

COMMUNICATIONS AND EMERGENCY SERVICES MATTERS

A. Proposed Wireless Communications 911 Services/Maintenance Agreement

Mr. Jeff Virginia, Emergency Services Director, presented an annual maintenance agreement renewal with Wireless Communications for the 24/7 monitoring of the 911 call processor and software. The total amount of the contract is \$52,635.36 which is one hundred percent (100%) reimbursable from 911 funds. Staff has been satisfied with the service provided and would recommend approval. 911 funds are available to pay the contracted expense. County Attorney Eggers stated that he has reviewed the agreement which is a renewal of an existing contract.

Commissioner Yates, seconded by Commissioner Welch, moved to approve the contract with Wireless Communications for monitoring of the 911 call processor and software in the amount of \$52,635.36.

VOTE: Aye-5
Nay-0

B. Proposed Vesta 911 Hardware/Software Refresh

Mr. Jeff Virginia, Emergency Services Director, requested authorization for the purchase with Wireless Communications of Vesta 911 hardware and software to refresh the 911 call processor. Due to the importance of this equipment, the replacement schedule is every three (3) years. The current fiscal year will be the fourth year of service for the existing equipment. This replacement will allow all of the systems and hardware to be on the same replacement schedule and reduce the possibility of end of life issues in which the equipment and software is no longer supported. 911 funds are available to pay the contracted expense.

Vice-Chairman Blust, seconded by Commissioner Yates, moved to approve the contract with Wireless Communications for Vesta 911 hardware and software to refresh the 911 call processor in the amount of \$214,329.63.

VOTE: Aye-5
Nay-0

TAX MATTERS

A. Monthly Collections Report

Tax Administrator Larry Warren presented the Tax Collections Report for the month of June 2015. This report was presented for information only and, therefore, no action was required.

B. Refunds and Releases

Mr. Warren presented the Refunds and Releases Report for June 2015 for Board approval:

TO BE TYPED IN MINUTE BOOK

Commissioner Kennedy, seconded by Commissioner Welch, moved to approve the Refunds and Releases Report for June 2015, as presented.

VOTE: Aye-5
Nay-0

PUBLIC HEARING TO ALLOW CITIZEN COMMENT ON PROPOSED AMENDMENTS TO THE ORDINANCE TO REGULATE HIGH IMPACT LAND USES (WHICH WILL INCLUDE REGULATIONS FOR JUNKYARDS AND, THEREFORE, CALL FOR THE REPEAL OF THE ORDINANCE TO REGULATE JUNKYARDS AND AUTOMOBILE GRAVEYARDS)

A public hearing has been scheduled to allow citizen comment on proposed amendments to the Watauga County Ordinance to Regulate High Impact Land Uses (HILU) and incorporates regulations for junkyards. The Planning Board approved sending the proposed changes to the Board of Commissioners for adoption. Mr. Joe Furman, Planning and Inspections Director, presented maps illustrating the various buffers.

Commissioner Yates, seconded by Vice-Chairman Blust, moved to call the public hearing to order at 8:49 A.M.

VOTE: Aye-5
Nay-0

Chairman Hodges stated that 20 minutes would be given to both Maymead and High Country W.A.T.C.H. for presentations prior to public comment. Tom Terrell and Mary Katherine Harmon spoke for Maymead. Susie Winters, Josh Teague, Anne Ward, and Carolyn Henion spoke for High Country W.A.T.C.H.

The following also shared comments during the public hearing:

Shelton Wilder
Genevieve Mentel
Johnny Hampton
Pierre Canu
Jessica Stetter

Lindsey Williams
Nora Williams
Chip Williams
Lee Stroupe
Anita Stroupe

Will Canu
Jonathan Priest
David Stetter
Randy Marsh

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to close the public hearing at 10:12 A.M.

VOTE: Aye-5
Nay-0

[Clerk's Note: Action was taken after closed session.]

Chairman Hodges recessed the meeting for a short break and reconvened at 10:26 A.M.

PLANNING AND INSPECTIONS MATTERS

A. Consideration of Proposed Amendments to the Watauga County Ordinance to Regulate Loud Disturbing Noise and Activities

Mr. Joe Furman, Planning and Inspections Director, stated that a public hearing was conducted on June 16, 2015, to allow citizen comment on proposed amendments to the Watauga County Ordinance to Regulate Loud Disturbing Noise and Activities. The Noise Ordinance was a complete re-write as the last modification was 1986. The Planning Board approved sending the proposed changes to the Board of Commissioners for adoption.

By consensus, the Board scheduled a joint work session with the Watauga County Planning Board to be held on Monday, July 20, 2015, at 6:00 P.M.

B. Solicitation of New Transportation Projects for the 2017-2027 State Transportation Improvement Program (STIP)

Mr. Furman stated that Watauga County is allotted submission of two additional transportation projects for the 2017-2027 State Transportation Improvement Program (STIP). The projects need to be new and not included on the Funded Draft 2015-2025 STIP or “Carry over Projects.” Mr. Furman condensed the information provided by the High Country Council of Governments into the following lists:

Funded Projects

- Hwy 105 improvements in Boone
- King Street improvements
- Hwy 105/Hwy 321 intersection (Wendy’s) improvements
- Bamboo Road/Wilson Ridge Road improvements
- Replace Watauga River bridge on Hwy 105

Projects carried-over for rating

- Hwy 321/421, Bypass to Vilas multi-laning
- Hwy 194, King Street to Howard’s Creek Road multi-laning
- Hwy 105, Bypass to Clark’s Creek Road multi-laning
- Hwy 421, Vilas to Tennessee line multi-laning
- Hwy 105, Clark’s Creek Road to Hwy 221 in Avery County multi-laning
- AppalCART, service expansion, new bus

Projects removed from ratings due to low/no points

- Beech Mountain Parkway/walkway
- Hwy 321, Vilas to Tennessee line multi-laning
- Boone Bypass (“Daniel Boone Parkway”)
- Hwy 194, Howard’s Creek Road to Jack Hayes Road 3-laning
- Existing Bypass (NCSR 1107) multi-laning
- ASU Campus Access Road, Bodenheimer Drive/Poplar Grove Road

Mr. Furman stated that Blowing Rock had requested the County submit the following:

- Sidewalk to Bass Lake

This project is a sidewalk connection from downtown Blowing Rock to the entrance to Moses Cone Memorial Park and Bass Lake along the north side of Hwy 221. The project is approximately 3000 feet long and would be a five-foot wide sidewalk with 30” curb and gutter. All of the project would be with existing NCDOT right-of-way and will require an encroachment agreement. The estimated construction costs are \$1.2 million.

- Section 1 of the Middle Fork Greenway

This project is the terminus of the Middle Fork Greenway at Tanger Shoppes on the Parkway in Blowing Rock and extends 1.3 miles to the north side of the Appalachian Regional Healthcare System Chestnut Ridge Post-Acute Care Facility property. This project will be a 10-foot paved trail with two (2) streamside underpasses, a bridge underpass, one (1) new bridge steam crossing, and one (1) pedestrian crosswalk at Hwy 321 and Possum Hollow Road. Section 1 of the Middle Fork Greenway is part of an overall pedestrian/bike trail to connect Blowing Rock to Boone.

The project will require an NCDOT encroachment agreement along Hwy 321, an easement from the Town of Blowing Rock, an easement from ARHS (in process as part of the approved conditional use permit for the post-acute care facility), and a Memorandum of Understanding from the Blue Ridge Parkway (Superintendent Mark Woods is in support of this project and encourages a partnership with the Middle Fork Greenway).

The estimated construction cost is \$2,060,688. To be eligible for any federal grant funds, this project must be included in the NCDOT STIP.

Mr. Furman stated that staff would recommend the Board consider submitting Section 1 of the Middle Fork Greenway (Tanger Outlets to Chestnut Ridge ARHS project), re-submitting the 105 Bypass four-laning project, and the sidewalk from downtown Blowing Rock to Bass Lake. High Country Pathways will secure the right-of-way and match for the greenway section. The Boone Bypass/Daniel Boone Parkway is on the removed list and thus the 105 Bypass four-laning project would be a logical replacement. The Town of Blowing Rock would provide assistance acquiring the encroachment agreement and any financial matches required. The Board would only be able to select up to two of the projects referenced. The Board could also decide not to submit any projects.

Commissioner Kennedy, seconded by Commissioner Yates, moved to recuse Chairman Hodges from action taken on this matter.

VOTE: Aye-5
Nay-0

Commissioner Yates, seconded by Commissioner Welch, moved to request the submission of the following two transportation projects to the 2017-2027 State Transportation Improvement Plan:

- Existing Bypass (NCSR 1107) multi-laning
- Section 1 of the Middle Fork Greenway

VOTE: Aye-5
Nay-0

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Request for Use of Space from PHARMN

County Manager Geouque stated that Mr. Bill Moretz, President of PHARMN, had requested the use of the Agricultural Extension Building conference room for the first and third Saturdays of each month beginning December 5, 2015, and running through April 16, 2015, for an indoor farmers market.

Current policy does not allow for the facility to be regularly scheduled for events. Mr. Moretz is requesting the Board waive the rental fee and the scheduling requirement. Cooperative Extension Director, Jim Hamilton, has endorsed the request and is supportive of the project moving forward.

Commissioner Kennedy, seconded by Commissioner Yates, moved to waive the scheduling requirement so that PHARMN may conduct an indoor farmers market for the first and third Saturdays of each month beginning December 5, 2015, and running through April 16, 2015, for an indoor farmers market contingent upon the County Manager's approval of dates and contingent upon the County retaining the right to cancel use of a scheduled time, if needed.

VOTE: Aye-5
Nay-0

Commissioner Kennedy, seconded by Commissioner Welch, moved to waive the rental fee for PHARMN's use of the Agricultural Extension Building conference room for the indoor farmers market.

VOTE: Aye-5
Nay-0

B. Appointment of the North Carolina Association of County Commissioners' (NCACC) Annual Conference Voting Delegate

County Manager Geouque stated that the North Carolina Association of County Commissioners' (NCACC) Annual Conference is scheduled for August 20-23, 2015, in Pitt County. Each county in attendance is required to select a voting member for representation at the annual business meeting which is conducted as a part of the conference. Submission of the voting delegate is due August 7, 2015.

No action was taken at this time.

C. Discussion of Ethics Training Opportunity

County Manager Geouque stated that each newly elected Commissioner is required to have a minimum of two clock hours of ethics education within twelve months after their initial election. Staff can arrange for a webinar to meet this requirement, if the Board so directed. In the past, the County has paid for the webinar and allowed the elected officials of the municipalities to participate at no charge. The County Manager stated that staff recommended the following dates: Tuesday, September 22, 2015, from 2:00 PM to 4:00 PM or Thursday, September 24, 2015, from 2:00 PM to 4:00 PM.

By consensus, the Board agreed to hold the webinar on Tuesday, September 22, 2015, from 2:00 to 4:00 P.M.

D. Boards and Commissions

Economic Development Commission

County Manager Geouque stated that vacancies resulted as terms expired in June on the Economic Development Commission. Paul Combs has served 2 consecutive 3-year terms and is ineligible to be reappointed at this time. Lauren Waterworth would have done the same, but resigned as a member prior to her term expiring; her seat is currently vacant. Appointments for these two seats will be regular 3-year terms. Scott McKinney is relocating and has resigned as well. His term expires in June, 2016, therefore, an appointment to fill his unexpired term (which expires June 2016) will be needed.

The term for Paul Combs was filled at the June 2, 2015, Board meeting by Mr. Tim Hodges.

A volunteer application was received by Mr. Rick Beasley. This is a first reading and, therefore, no action was required nor taken.

Town of Boone Planning Commission

County Manager Geouque stated that the Boone Town Council has recommended Jon Tate for reappointment to the Town's Planning Commission as an ETJ representative.

Vice-Chairman Blust, seconded by Commissioner Kennedy, moved to appoint Mr. Jon Tate as an ETJ representative on the Town of Boone's Planning Commission.

VOTE: Aye-5
Nay-0

Adult Care Home Community Advisory Committee

County Manager Geouque stated that Ms. Laura Jane Ward, High Country Council of Government's Regional Long-term Care Ombudsman, has submitted Ms. Evelina Idol's name for reappointment to the Watauga County Adult Care Home Community Advisory Committee. Ms. Idol is willing to continue to serve is so appointed.

Vice-Chairman Blust, seconded by Commissioner Welch, moved to reappoint Ms. Evelina Idol to the Watauga County Adult Care Home Community Advisory Committee.

VOTE: Aye-5
Nay-0

Watauga County Farmland Preservation Program Advisory Board

County Manager Geouque stated that the Watauga County Farmland Preservation Program Advisory Board requests that Mr. Kelly Coffey, Mr. Johnny Moretz, and Mr. Joe McNeil, each be reappointed to the Board. Each are willing to continue to serve if so reappointed.

Commissioner Yates, seconded by Vice-Chairman Blust, moved to waive the second reading and appoint Mr. Kelly Coffey, Mr. Johnny Moretz, and Mr. Joe McNeil to the Watauga County Farmland Preservation Program Advisory Board.

VOTE: Aye-5
Nay-0

E. Announcements

County Manager Geouque announced the formal addition and unveiling of Sheriff Edmisten's (in the line of duty) name to the Watauga County Local Law Enforcement Officer's Memorial (LLEOM). The 2015 LLEOM services, will take place at 10:00 a.m., Saturday, July 25, 2015 at the Watauga County Sheriff's Office located at 184 Hodges Gap Road, Boone, North Carolina.

PUBLIC COMMENT

The following citizens spoke during public comment: Gregory Anoufrieu, David Stetter, Rashell Aunchman, Liz McCachren, and Karen Brown

CLOSED SESSION

At 11:15 A.M., Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to enter Closed Session to discuss Attorney/Client Matters, per G. S. 143-318.11(a)(3).

VOTE: Aye-5
Nay-0

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to resume the open meeting at 11:57 A.M.

VOTE: Aye-5
Nay-0

POSSIBLE ACTION AFTER CLOSED SESSION

Mr. Joe Furman, Planning and Inspections Director, reviewed the current and proposed buffers as listed in the Watauga County Ordinance to Regulate High Impact Land Uses (HILU). Mr. Furman also clarified that the ordinance did not contain the language of "polluting industries."

After brief discussion, Vice-Chairman Blust moved to adopt amendments to the Ordinance to Regulate High Impact Land Uses as recommended by the Planning Board with a 750 foot buffer from residential property lines and a 1,500 foot buffer from scenic byways, including the Blue Ridge Parkway, for Category 1 uses and to repeal The Ordinance to Regulate Junkyards and Automobile Graveyards.

After lengthy discussion, Commissioner Yates seconded Vice-Chairman Blust's motion and the following vote was taken:

VOTE: Aye-4(Hodges, Blust, Kennedy, Yates)
Nay-1(Welch)

The current moratorium for the HILU was in effect for Category 1 uses until July 31, 2015; however, due to questions regarding Category 2 and 3 uses, County Attorney Eggers clarified that if a substantial threat was present to the County a moratorium could be established without a public hearing. Otherwise, a public hearing would be necessary to establish a moratorium for the HILU for Category 2 and 3 uses.

CLOSED SESSION

At 12:28 P.M., Vice-Chairman Blust, seconded by Commissioner Yates, moved to re-enter Closed Session to continue discussion regarding Attorney/Client Matters, per G. S. 143-318.11(a)(3).

VOTE: Aye-5
Nay-0

Commissioner Kennedy, seconded by Commissioner Welch, moved to resume the open meeting at 1:02 P.M.

VOTE: Aye-5
Nay-0

POSSIBLE ACTION AFTER CLOSED SESSION

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to accept payment in the amount of \$5,000 for an agreement with Highland Crossings for an easement for a small strip of County-owned property between a private owned parking lot and Temple Drive at the old high school property.

VOTE: Aye-5
Nay-0

Commissioner Kennedy, seconded by Commissioner Welch, moved to schedule a public hearing for July 21, 2015, at 5:30 P.M. to allow citizen comment regarding a proposed moratorium for the Ordinance to Regulate High Impact Land Uses for Category 2 and 3 uses for a maximum of sixty (60) days based on a schedule set by staff.

VOTE: Aye-5
Nay-0

ADJOURN

Commissioner Kennedy, seconded by Chairman Hodges, moved to adjourn the meeting at 1:07 P.M.

VOTE: Aye-5
Nay-0

Jimmy Hodges, Chairman

ATTEST:

Anita J. Fogle, Clerk to the Board

AGENDA ITEM 3:

APPROVAL OF THE JULY 21, 2015, AGENDA

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AGENDA ITEM 4:

BID AWARD REQUEST FOR HAZARDOUS WASTE STORAGE BUILDING

MANAGER'S COMMENTS:

Ms. Heather Bowen, Recycling Coordinator, will request the Board award a contract to US Chemical Storage in the amount of \$26,438 for a hazardous waste materials building. US Chemical Storage was the lowest responsive bidder. The building would allow the County to provide an enhanced service regarding hazardous household materials. Funds have been budgeted in the Sanitation FY 2015-2016 budget to cover the cost of the project.

Board action is required to award the contract to US Chemical Storage in the amount of \$26,438 for a hazardous waste materials building.

Watauga County Sanitation
Recycling Office

Memo

To: Deron Geouque, County Manager
From: Heather Bowen, Recycling Coordinator
cc: JV Potter, Donna Watson
Date: July 10, 2015
Re: Hazardous Waste Storage Building Quotes

The Sanitation/Recycling Dept. has received the following quotes on storage buildings for hazardous waste materials containment (estimates include freight cost). This building is part of the permanent HHW site that was earlier approved by the board. Funding through grant awards will be applied to cover the cost.

1. **U.S. Chemical Storage \$26,438.00**
2. **Safety Storage \$26,529.70**
3. **Environmental Compliance Products \$34,470.00**

There are sufficient funds within the Sanitation Department's budget to cover the cost accrued. I would like to recommend the board accept the bid from U.S. Buildings in the amount of \$26,438.00 and offer the Sanitation Dept. to proceed.



1806 River Street
Wilkesboro, NC 28697
Phone: (800) 233-1480
Phone: (336) 990-0601
Fax: (800) 295-1653

Email: info@uschemicalstorage.com
www.uschemicalstorage.com

3/24/2015

Watauga County Landfill
Mrs. DONNA WATSON
336 LANDFILL ROAD
BOONE, NC 28607

RE: USCS Quote No. 0000419

Dear Mrs. Watson:

Thank you for the opportunity to offer a proposal for your chemical storage needs.

US Chemical Storage has been manufacturing chemical storage structures in Wilkesboro, North Carolina for over 15 years. Our dedicated workforce and strict quality control combine to provide superb value to our customers.

The following proposal is based upon your specifications and is conceived to provide an efficient solution to your storage requirements. After order placement we will provide you with an approval drawing for review detailing your project. Only after you review and sign the drawing will we begin fabrication of your equipment. Our customer service team will guide you through the entire process and is always available to provide information and assistance in working with approval authorities.

We'll contact you in a few days to review this proposal and answer any questions or concerns you may have. Please contact us in the meantime should you require any further information.

Thank you for the opportunity to work with you on this project.

A handwritten signature in black ink that reads "J.H. McCall IV". The signature is written in a cursive, slightly slanted style.

JIM McCALL

Sales Engineer

Direct: (336) 990-0673

Cell: (828) 964-5091

Email: JMcCall@uschemicalstorage.com



1806 River Street
 Wilkesboro, NC 28697
Phone: (800) 233-1480
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Fax: (800) 295-1653

Email: info@uschemicalstorage.com
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QUOTE: 0000419

Date: 3/24/2015

BUILDING QUOTATION PREPARED FOR:

Mrs. DONNA WATSON
 Watauga County Landfill
 336 LANDFILL ROAD
 BOONE, NC 28607

DL2408 NONFR 24X8X8 33DRUM FM

Wind Load: 90 MPH Exp. C

Bldg Weight: 7,464 Lbs

Floor Load: 500 PSF

Snow Load: 40 PSF

Seismic: Category: C

Sump Capacity: 683 Gallons

Drum Capacity: 33

Standard Features

The steel used to fabricate the model quoted here is the highest grade American made steel and is free from rough edges, kinks and sharp bends. Our manufacturing does not reduce the strength of the steel to a value less than intended by the UL design. Our manufacturing is done precisely and in a neat fashion and all bends are made by controlled means to ensure uniformity and strength. Our welding procedures are in accordance with the American Welding Society and meet standards set forth by the ASTM, and all welds are sufficient in size and shape to accommodate UL listed wall designs.

Actual Exterior: 24' x 8' x 8'4" **Actual Interior:** 23'3" x 7'3" x 7'2"

Locker Construction: Non-Combustible weatherproof construction with welded exterior 12-gauge steel panels and 10-gauge sump for maximum durability and strength. Wall studs are 3-1/2" by 2" for superior strength, manufactured from 12 gauge steel and producing a 3-1/2" wall cavity ready to accept standard insulation if required. Continuously welded roof and sump sections provide added rigidity in transit and use.



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Phone: (800) 233-1480

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Email: info@uschemicalstorage.com
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Roof/Ceiling: Noncombustible weatherproof construction same as building walls. Continuously welded 12-gauge steel roof permanently attached to building. Equipped with rain shield over door.

Spill Containment Sump Construction: Built in 7" deep leak tight secondary containment sump surpasses FM spill containment requirements. Heavy-duty construction utilizes 10-gauge steel for superior structural support. Removable galvanized steel floor grating rated 500psf for heavy drum/pallet loads. Structural steel floor supports are easily removed for clean up of spills within the sump.

Building Base: Open channel construction for under-sump inspection. Steel C-channels and hold down brackets provided for ease of offloading and securing to site. Attains seismic and wind load anchoring.

Static Grounding System: Three (3) Interior grounding lugs, one (1) exterior static grounding connection and one (1) galvanized steel grounding rod for prevention of explosive sparking hazards.

Ventilation: Gravity Air Flow Vents in both high and low positions, with weatherproof galvanized steel frame and louvers to provide adequate air flow and natural draft. Interior screened openings prevent pest entry.

Signage: Permanent D.O.T. metal flip placard with rust proof aluminum holder and stainless steel clips. One (1) pressure sensitive NFPA 704 Hazard Rating sign on door.

Certifications: Factory Mutual (FM) Approval label affixed.

Building Finish: After an extensive cleaning process the interior and exterior surfaces are protected with a high solids alkyd universal metal primer (primer) and a high solid acrylic alkyd enamel top coat providing proven interior chemical resistance as

Accessories (may increase exterior dimensions)

Color - Qty 1

COLOR - BLEACHED BONE

Electrical Panel - Qty 1

UL LISTED, SINGLE PHASE, 3 WIRE, 120/240V 100 AMP 8 SPACE LOAD CENTER (NEMA 3R). RAINPROOF AND SLEET- (ICE) RESISTANT- OUTDOOR ENCLOSURES ARE INTENDED FOR USE OUTDOORS TO PROTECT THE ENCLOSED EQUIPMENT AGAINST RAIN AND MEET THE REQUIREMENTS OF UNDERWRITERS' LABORATORIES, INC., PUBLICATION NO. UL 508, APPLYING TO "RAINPROOF ENCLOSURES." OTHER ELECTRICAL CONFIGURATIONS AVAILABLE, ADDITIONAL COSTS MAY APPLY.



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Fax: (800) 295-1653

Email: info@uschemicalstorage.com
www.uschemicalstorage.com

Fire Suppression - Qty 1

UL, ULC LISTED AND FM APPROVED PRE-ENGINEERED DRY CHEMICAL FIRE SUPPRESSION SYSTEM FOR CLASS A,B AND C FIRES. EQUIPPED WITH MEANS FOR REMOTE ANNUNCIATION. SYSTEM INCLUDES FUSIBLE LINK DETECTION FOR AUTOMATIC ACTUATION, MANUAL PULL STATION, MULTIPLE NOZZLES FOR TOTAL FLOODING APPLICATION. AGENT STORAGE LOCATED ON BUILDING EXTERIOR IN WEATHERPROOF ENCLOSURE. KIDDE 45LB TANK. AUDIBLE ALARM INCLUDED WITH SYSTEM. SYSTEM IS DELIVERED UNARMED AND MUST BE ARMED AND CERTIFIED BY A LICENSED REP.

Air Inlet - Qty 4

AIR INLET VENT TO PROVIDE NATURAL VENTILATION. VENT IS EQUIPPED WITH AN EXTERIOR LOUVER AND AN INTERIOR SCREEN TO PREVENT PEST ENTRY.

Interior Light - Qty 3

UL LISTED CLASS 1, DIV 1 & 2, GROUPS C,D. CLASS 2, DIV 1 & 2, GROUPS E,F,G. CLASS 3 DIV 1 & 2. USE WHERE MOISTURE, DIRT, DUST, CORROSION AND VIBRATION MAY BE PRESENT.

Exhaust Fan - Qty 1

EXPLOSION PROOF ELECTROMECHANICAL EXHAUST VENTILATION SYSTEM CONSISTING OF ONE (1) UL LISTED, CLASS I, DIVISION 1, GROUP C AND D TOTALLY ENCLOSED MOTOR (115VAC, 4.5A, 60HZ, 1-PHASE) WITH NON-STATIC TWELVE-INCH (12) DIAMETER CAST ALUMINUM FAN BLADE. EXTERNAL HOUSING CONSTRUCTED OF 18 GA STEEL, EPOXY-COATED OUTSIDE. EXHAUST INTAKE VENTS LOCATED WITHIN TWELVE INCHES (12) OF THE FLOOR. SYSTEM ACTIVATED BY AN EXTERIOR UL LISTED FAN SWITCH. EXTERIOR EXHAUST FAN PORT OPENING EQUIPPED WITH SHUTTER ASSEMBLY AND SCREEN. MECHANICAL VENT IS SIZED TO ALLOW FOR A MINIMUM OF 6 AIR CHANGES PER HOUR.

Shelving - Qty 18

STAINLESS STEEL SUMP SHELVING: ADJUSTABLE 16" LEAKPROOF STAINLESS STEEL SHELVING FORMED AND WELDED FROM HEAVY GAUGE STEEL WITH A 2" LIP AROUND THE ENTIRE SHELF. SHELVING LENGTHS ARE APPROXIAMTE AND MAY VARY DUE TO SPACE LIMITATIONS. PRICE IS PER LINEAR FOOT.

Partition Wall - Qty 2

STEEL INTERIOR CHEMICAL SEPARATION WALL, FROM SUMP FLOOR TO CEILING.

Door - Qty 3

60"X80" DOUBLE LEAF DOOR SYSTEM NON-FIRE RATED UL CLASSIFIED AND LABELED, NON-FIRE RATED 60"X80" DOUBLE LEAF STEEL DOOR. LOCATED ON FRONT OF THE BUILDING. EQUIPPED WITH A UL LISTED SELF DOOR CLOSER, STEEL LATCH GUARD, SURFACE SLIDE BOLT, POSITIVE PRESSURE THRESHOLD, AND AN EXTERIOR UL LISTED KEYED LOCK.

Shelving Placement - Qty 1 (1 Tier Backwall)

UNLESS OTHERWISE NOTED BY CUSTOMER ON SIGNED APPROVAL DRAWINGS.



1806 River Street
Wilkesboro, NC 28697

Phone: (800) 233-1480

Phone: (336) 990-0601

Fax: (800) 295-1653

Email: info@uschemicalstorage.com
www.uschemicalstorage.com

Qty. of Units: 1

Estimated Lead Time: 8-10 WEEKS

*Actual Lead time may vary based
upon factory load at time of order.*

Subtotal: \$26,088.00

Freight Estimate* \$350.00

Total Price: \$26,438.00

All prices here in are quoted in US Dollars

Expiration: This Quotation Expires 30 DAYS from date of issue.

Payment Terms: One third at release for fabrication, One third before shipment, One third net 30 days. A 1% discount will be allowed for final payments within 15 days and a 1% penalty per month will be applied to balances past 30 days.

Signature _____ PO # _____

(Customer is responsible to check with appropriate agencies to determine if any third party or local approvals are necessary. This order does not include tax, offloading anchoring, arming of dry chemical fire suppression, electrical/water connections or permits. This order is subject to US Chemical Storage LLC's terms and conditions which are located in your building manual which can be downloaded from <http://www.uschemicalstorage.com/company/terms-and-conditions.html>. Projected lead time may vary and will be updated at time of order. Customer is responsible for offloading and positioning of their building on site.)

**Freight is an estimate only, we will attempt to honor a freight quote but can not guarantee rates. Accurate freight prices will be available prior to actual delivery. At any time customer may arrange for their own freight.*

Optional Components (Additional to Subtotal and Total Price Listed Above)

BUILDINGS ARE DESIGNED FOR THE STORAGE OF CORROSIVE, FLAMMABLE AND COMBUSTIBLE LIQUIDS. WELDED STEEL CONSTRUCTION WITH SECONDARY CONTAINMENT, GRATED FLOOR, SCREENED VENTS, STATIC GROUND, DRAIN, FORKLIFT POCKETS, BUILDINGS ARE FACTORY MUTUAL APPROVED.

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1 EACH	MODEL #S2408 HAZ MAT STORAGE BUILDING 24'6" X 8' X 8'6" (W-D-H) SINGLE SKIN SINGLE WALLED 12 GAUGE WELDED STEEL CONSTRUCTION SUMP BUILT OF 10 GAUGE WELDED STEEL 802 GALLON SPILL CONTAINMENT SUMP CAPACITY 3 - DOORS 56" X 80" (W-H) WITH 3 POINT LOCKS WEIGHT: 9,800 LBS	\$ 15,600.00	\$ 15,600.00
OPTIONS:			
1 EACH	2 HOUR FIRE RATING, DOUBLE WALLED, 12 & 14 GAUGE WELDED STEEL CONSTRUCTION	\$ 4,000.00	\$ 4,000.00
2 EACH	2 HOUR SEPARATION WALLS WITH SEGREGATED SUMP DIVIDING THE BUILDING INTO 3 EQUAL COMPARTMENTS	\$ 1,500.00	\$ 3,000.00
3 EACH	EXPLOSION PROOF LIGHTS (CLASS I, DIV I) WITH SWITCH	\$ 800.00	\$ 2,400.00
1 EACH	UL & FM APPROVED ABC DRY CHEMICAL FIRE SUPPRESSION SYSTEM WITH STEEL ENCLOSURE AND AUDIBLE ALARM	\$ 3,850.00	\$ 3,850.00
9 EACH	SECONDARY CONTAINMENT STEEL SHELVES (3 ROWS ALONG BACK WALL)	\$ 80.00	\$ 720.00
2 EACH	FIBERGRATE FLOORING FOR ACIDS & CORROSIVES (IN 2 SECTIONS)	\$ 500.00	\$ 1,000.00
SALES TAX: OUT OF STATE			\$ N / A
FREIGHT: FOB: BOONE, NC 28607			\$ 3,900.00
TOTAL DELIVERED PRICE (OFF-LOADING NOT INCLUDED)			\$ 34,470.00
DELIVERY: 90 - 100 DAYS ARO			
TERMS: NET 30 DAYS			



Safety Storage, Inc.
 855 N. 5th Street
 Charleston, IL 61920
 Phone: (888) 345-4470
 Fax: (217) 345-4428
<http://www.safetystorage.com>

Watauga County

Quote Date: 6/2/2015
 Quote Name: Watauga County Sanitation
 Quote Number: Q421574419

Kirk Sherrill

Sales Rep: CIC, Inc.

Dear Ms. Watson :

Safety Storage, Inc., on behalf of its representative, is pleased to submit the following quotation for the manufacture of Storage Building(s) equipped with the items you requested. The specifications for this building are attached for your review. The following quotation will be honored for a period of sixty (60) days from the date of this quote.

Quote Items

Item Ref.	Quantity	Item Description	Price
2408S	1.00	24L x 8W x 9H "S" Series Storage Building Nominal Ext. Dimensions 24'L X 8'W X 9'H (Optional items not included) Includes 1 Door(s) 60 In. W X 80 In. H Approx. Lbs. with Options: 14245	13,244.88
MVL	1.00	Exhaust Ventilation, Exterior Low Mount (Explosion Proof) (Class I, Division 1 Groups C&D) with Snap-Type Switch (Non Explosion-Proof)	1,607.76
DR60	2.00	Door, Double, 60"W x 80"H, 3HR Fire-Rated	3,145.92
PWS2	2.00	Partition Wall, Steel (With Sump Separator), 8'W Building	2,165.72
AR	4.00	Register, Adjustable, Fire Rated Buildings Only	60.32
IL3	1.00	Interior Lighting (135W Lamp) (Explosion-Proof) (Class I, Division 1 Groups C&D) 3 Fixtures, 1 Switch	1,869.34
DC4	1.00	Dry Chemical Fire Suppression System (Rated for Class A, B and C fires)	1,766.10
SH16	18.00	Shelving, Stainless Steel (Adjustable, 16"D) (Per Linear Ft.)	709.92
LC1	1.00	Load Center, Single Phase (Nema 3R)	378.74

Total: \$24,948.70
 Est. Frt. \$1,581.00

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AGENDA ITEM 5:**PROPOSED AMENDMENTS TO CONTRACT FOR PARKS AND RECREATION
WEEKEND JANITORIAL SERVICES WITH ESTATE MAINTENANCE****MANAGER'S COMMENTS:**

Mr. Marsh, Maintenance Director, will request the Board approve an addendum to the contract for parks and recreation weekend janitorial services to Estate Maintenance in the amount of \$22,365. Estate Maintenance was the only contractor to submit a proposal and currently provides most of the services requested. The current contract was adopted on May 7, 2014 and in September of 2014 the Rocky Knob restroom facilities came online. In addition, the County no longer uses the restroom facilities at Mountaineer Ruritan Field which will create a credit of \$280 for FY 2014-2015 and a \$315 annual credit going forward for the remainder of the contract term. The yearly addition of the \$2,205 and the \$315 credit need to be reflected in the contract. The new annual contract amount for weekend janitorial services is \$24,255. Adequate funds are available in the Fiscal Year 2014-2015 and 2015-2016 budgets.

Board action is requested to approve the addendum and the new contract amount of \$24,255 for parks and recreation weekend janitorial services to be effective September 1, 2014.



WATAUGA COUNTY MAINTENANCE DEPARTMENT

969 West King St., Boone, NC 28607 - Phone (828) 264-1430
Fax (828) 264-1473

TO: Deron Geouque, County Manager

FROM: Robert Marsh, Maintenance Director

SUBJECT: Custodial Cleaning Contract Addendum

DATE: July 15, 2015

Estate Maintenance provides weekend janitorial services to the Watauga County Parks and Recreation facilities. Their contract was renewed and approved by the Board of County Commissioners on May 7, 2014. Subsequent to the contract renewal, the County constructed a restroom building at the Rocky Knob Park in Boone and requested that Estate Maintenance provide additional services to clean it. This addendum is to add this service to the contract at \$2,205 per year.

Additionally, the single restrooms at the Mountaineer Ruritan Field in Sugar Grove have been removed from service. Estate Maintenance will issue a credit to the County for \$280 for FY 14-15. The remaining Contract would then be reduced by \$315 per year. Estate Maintenance will continue to provide trash pickup, emptying trash cans and cleaning the tables and pavilion at the Mountaineer Ruritan Field.

ADDENDUM ONE
CONTRACT FOR CUSTODIAL SERVICE

This is an Addendum to the Contract for Custodial Service between Watauga County and Estate Maintenance Company which began July 1, 2014 and continues until June 30, 2019.

The parties hereby agree to the following:

- 1) ADD - Clean the bathroom building at the Rocky Knob Park in Boone for the sum of \$2,205 per year.
- 2) DEDUCT - Remove servicing the restrooms at the Mountaineer Ruritan Park in Sugar Grove from the scope of the contract and reduce the contract by \$315 per year. Other services provided at the Mountaineer Ruritan Park will continue.
- 3) SCHEDULE A - To clarify service rendered at each property.

This addendum is effective September 1, 2014 and is subject to all the terms of the Contract for Custodial Service.

Owner/Watauga County

By: _____
 Deron Geouque
 County Manager
 Watauga County Administration
 814 West King Street
 Boone, NC 28607

Date

Contractor:

 Darren Wallace
 Estate Maintenance Company, Inc.
 PO Box 1418
 Blowing Rock, NC 28605

Date

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

 Margaret Pierce
 Watauga County Finance Director

SCHEDULE A – Contract for Custodial Service – Addendum One

PROPERTY	LOCK/UNLOCK GATE	SPORTS FIELDS	BLEACHERS	PLAYGROUND	GENERAL GROUNDS	PARKING LOTS	BASKETBALL/ TENNIS COURTS	PAVILIONS	PORTAJONS	RESTROOMS
Howard's Knob Park	X				X	X		X	X	
Ted Mackorell Soccer Complex					X	X				X
Brookshire Park		X			X	X		X		X
Rocky Knob Park				X	X	X		X		X
Optimist Park (Excludes Optimist Clubhouse interior)		X	X		X	X				X
Industrial Fields		X	X		X	X		X		X
Complex		X	X		X	X	X	X		X
Tot Lot Playground				X	X	X		X		
Old Cove Creek School (Excludes gymnasium)		X	X	X	X	X	X	X		X
Mountaineer Ruritan		X	X		X			X	X	
321 Canoe Access					X	X		X		

CONTRACT FOR CUSTODIAL SERVICE

This agreement is made and entered into by and between Watauga County, a North Carolina body politic, (hereinafter "the County"), and Estate Maintenance Company, Inc. (hereinafter "Contractor");

In consideration of the following mutual benefits to the parties, it is agreed:

SCOPE OF CONTRACT

Properties to be serviced each Saturday and Sunday from April 1st until October 31st. Properties will also be serviced on holidays observed by the County including Memorial Day, Independence Day and Labor Day.

Howard's Knob Park (Open at 8:30 a.m. and close at 7:30 p.m. May 1 through October 20)
 Ted Mackorell Soccer Complex
 Brookshire Park
 Rocky Knob Park
 Optimist Park
 Industrial Fields
 Complex (includes tennis courts)
 Tot Lot Playground
 Old Cove Creek Gym
 Mountaineer Ruritan
 321 Canoe Access

Clean restrooms – Sanitize fixtures, spot clean mirrors, restock paper supplies, sweep floors, empty trash receptacles and reline containers.

Grounds – Pick up trash on grounds and empty trash barrels, reline containers. Spot clean table tops and sweep pavilions if needed.

Contractor shall provide all cleaning supplies, equipment and vehicles. The County shall provide all paper products, can liners and hand soap. The County will also provide use of dumpsters for trash disposal.

CONTRACT TERMS AND PAYMENTS

This agreement shall begin July 1, 2014 and continue until June 30, 2019. Work will be performed for the sum of \$355.00 per day for 63 days (\$22,365.00 per year). Work will be completed to the reasonable satisfaction of the County's Maintenance Director. Contractor shall perform all services with his own labor force. No portion of the work shall be subcontracted. The Contractor shall submit for payment by the tenth of the month for services provided during the prior month. Payment by the County shall be disbursed within 14 business days of receipt of undisputed invoice.

LIABILITY AND INSURANCE

The contractor shall bear all risks and liabilities for any damage to property that may be caused during the performance of this contract. Contractor shall indemnify and hold harmless the County from any claims, suits, damages, court costs and attorney fees incurred or resulting from any action or assertion against the County as may result from any allegation of negligence or liability arising from acts or omissions of Contractor or Contractor's agents or employees. Contractor shall maintain a policy of general liability insurance with coverages and limits acceptable to the County. All equipment and personnel to be used by Contractor shall be the responsibility of the Contractor and such personnel shall not be deemed to be employees of the County. Contractor shall maintain any and all workers' compensation coverage for Contractor's employees that the law requires.

VERIFICATION OF COVERAGE

The Contractor shall furnish the County with certificates of insurance and with original endorsements. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and/or endorsements are to be provided to the County on standard form.

TERMINATION

The Owner may terminate this contract at any time if the County, in its sole discretion, deems the Contractor's performance unsatisfactory. Additionally, the contract may be terminated if funding becomes unavailable.

Owner/Watauga County

By: *Deron Geouque*
Deron Geouque
County Manager
Watauga County Courthouse
842 West King Street, Suite 1
Boone, NC 28607

6-2-2014
Date

Contractor

Darren Wallace
Darren Wallace
Estate Maintenance Company, Inc.
PO Box 1418
Blowing Rock, NC 28605

7-7-14
Date

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Margaret M. Pierce 6-3-14
Margaret Pierce
Watauga County Finance Director

AGENDA ITEM 6:

PUBLIC HEARING TO ALLOW CITIZEN COMMENT ON A PROPOSED MORATORIUM FOR CATEGORY 1 AND 2 OF THE ORDINANCE TO REGULATE HIGH IMPACT LAND USES (HILU)

MANAGER'S COMMENTS:

Per Commissioner request, a public hearing has been scheduled to allow public comment on the proposed moratorium for Category 1 and 2 of the High Impact Land Use Ordinance. Upon completion of the hearing, the Board may adopt the moratorium as presented or with changes, table action for a future meeting, or schedule a work session.

Staff seeks direction from the Board.

PUBLIC SERVICE ANNOUNCEMENT

THE WATAUGA COUNTY BOARD OF COMMISSIONERS WILL HOLD A PUBLIC HEARING AT 5:30 P.M. ON TUESDAY, JULY 21, 2015, IN THE COMMISSIONERS' BOARD ROOM IN THE WATAUGA COUNTY ADMINISTRATION BUILDING LOCATED AT 814 WEST KING STREET, BOONE, NORTH CAROLINA. THE PURPOSE OF THE HEARING SHALL BE TO ALLOW CITIZEN COMMENT REGARDING A PROPOSED MORATORIUM ON CERTAIN HIGH IMPACT LAND USES IN ORDER TO CONSIDER CATEGORY 2 AND 3 HIGH IMPACT LAND USE SPACING-FROM-RESIDENCES REQUIREMENTS. THE MORATORIUM WILL LAST FOR A MAXIMUM OF 60 DAYS. INTERESTED PARTIES ARE ENCOURAGED TO ATTEND. FOR INFORMATION OR QUESTIONS REGARDING THE PROPOSED MORATORIUM, PLEASE CALL (828) 265-8043.

JIMMY HODGES, CHAIRMAN
WATAUGA COUNTY BOARD OF COMMISSIONERS

DRAFT

Ordinance Establishing a Development Moratorium on Certain High Impact Land Uses

Article 1. Need for Moratorium.

A. On May 5, 2015, the Watauga County Planning Board submitted to the Watauga County Board of Commissioners proposed amendments to the High Impact Land Use Ordinance that would strengthen the spacing requirements for the siting of Category 1 and Category 2 uses as defined by the ordinance. (Asphalt plants, cement mixing facilities, quarries/stone crushers, automobile graveyards, propane or gasoline bulk storage facilities, chemical manufacturing, chemical storage facilities, chip mills, electricity generating facilities, explosives manufacturing, and junk/scrap yards).

B. In response, the Board of Commissioners held public hearings on June 16 and July 7, 2015 to allow citizens an opportunity to express their comments and/or concerns regarding the proposal. Over 300 citizens attended the hearings; approximately 50 spoke, most expressing the belief that the proposed amendments were inadequate and requesting that more restrictive spacing requirements be considered for all uses regulated by the ordinance (Categories 1, 2 & 3).

C. On July 7, 2015, the Board of Commissioners adopted amendments to the ordinance strengthening the spacing requirements for Category 1 & 2 uses only, and expressed the desire to study the need for more stringent requirements for Category 2 & 3 uses, specifically spacing from residences.

D. The Board of Commissioners has considered the following options: 1. Take no further action. 2. Amend the High Impact Land Use Ordinance to incorporate more restrictive spacing requirements for Category 2 & 3 uses. 3. Refer the ordinance to the Planning Board for further consideration and recommendation. 4. Adopt a temporary moratorium to allow additional time for more thorough consideration of all available options.

E. NC General Statute 153A-340 (h) sets forth standards for the adoption of temporary development moratoria.

Article 2. Resolution.

A. BE IT RESOLVED that the Watauga County Board of Commissioners believes it is important to adopt a moratorium on development approvals required for those land uses listed in the proposed amendments to the High Impact Land Use Ordinance as Category 2 & 3 uses to further consider the level of protection afforded to county residents' health, safety, and welfare.

B. BE IT FURTHER RESOLVED that the Watauga County Board of Commissioners believes the moratorium is necessary.

Article 3. Development Approvals Affected.

Development approvals subject to the moratorium are automobile graveyards, propane/gasoline bulk storage facilities, chemical manufacturing, chemical storage facilities, chip mills, electricity generating facilities (excluding wind power farms), explosives manufacturing, junk/scrap yards, fuel oil bulk storage facilities, electric substations, commercial/industrial development with aggregate building footprint 50,000 square feet or greater, recycling facilities, and solar power farms, including any active applications or permits for which a vested right has not been established. The moratorium will allow needed further consideration of the adequacy of that ordinance, particularly as it applies to the permitted locations of the specified uses.

Article 4. Effective date and Duration.

The moratorium shall take effect July 21, 2015 and shall expire September 20, 2015 unless terminated earlier by the Board.

Article 5. Actions During Moratorium.

The Board of Commissioners will meet jointly with the Planning Board prior to enactment of the moratorium to discuss the issues involved and to assign the Planning Board to report back with recommendations as soon as possible. The Planning Board will meet as often as necessary during the moratorium to formulate the recommendations.

Article 6. Affected Areas.

The moratorium shall affect only the land areas of the County outside of the jurisdictions of the four (4) municipalities.

Article 7. Authority and Enactment.

Adopted by the Watauga County Board of Commissioners this the 21st day of July, 2015 and pursuant to the authority and requirements of NC General Statute 153A-340(h).

Jimmy Hodges, Chairman
Watauga County Board of Commissioners

ATTEST:

(SEAL)
Anita Fogle, Clerk to the Board of Commissioners

AGENDA ITEM 7:**PROPOSED CHANGE ORDER FOR GREENWAY PROJECT****MANAGER'S COMMENTS:**

At the March 17, 2015 Board meeting, Mr. Joe Furman, Planning and Inspections Director, requested approval to negotiate a contract with Vaughn & Melton Associates to perform construction administration for the South Fork New River greenway extension project. Vaughn & Melton provided the construction administration for the Middle Fork greenway project. The County was satisfied with the services provided by Vaughn & Melton.

Board authorization was granted to negotiate a contract with Vaughn & Melton for construction administration for the South Fork New River greenway extension project. Mr. Furman completed negotiations on the contract and recommended Vaughn and Melton for the greenway construction administration in the amount of \$61,363.

In addition, the County received three bids for construction of the South Fork New River Greenway Extension with Greene construction being the lowest bidder. The Board awarded contracts to Vaughn & Melton for construction administration in the amount of \$61,363 and Greene Construction in amount of \$519,298 for the greenway construction with the \$324 overage to come from the County's contingency fund if required.

Further, one of the three retaining walls that were pre-approved by NCDOT for the greenway project required further review. After supplementary analysis, NCDOT is requiring a change order in the amount of \$28,003.50 to make the necessary modifications to the retaining wall. Mr. Furman has contacted NCDOT to request additional funding to pay for some or all of the change order. The schedule for this project has always been tight due to when NCDOT released the funding; any delay in considering the change order has the potential to jeopardize funding and the project. Substantial completion is October 15, 2015 with December 15, 2015 as the scheduled completion date. All state and federal money must be drawn down by the end of December, 2015. Mr. Furman is hoping to have a decision by NCDOT before the July 21, 2015 meeting. If NCDOT does not provide the additional funding the County would be responsible for the change order.

Board action is requested to approve the change order from Greene Construction in the amount of \$28,003.50 with funds to be appropriated from the administrative contingency.



Watauga County Brookshire Greenway

331 Queen Street, Suite A Boone, NC 28607

CHANGE ORDER PROPOSAL #1REVISED

DATE: 7/15/2015

DESCRIPTION: Addition to Soil Nail Wall per NCDOT Req.

REFERENCE: N/A

(A) Labor

- 1. Site Supervision \$280.00
- 2. PM time resolving issue & preparing change order \$360.00

Sub Total A \$640.00

(B) Materials

- 1. N/A \$0.00

Sub Total \$0.00

Sales Tax 6.75% \$0.00

Sub Total B \$0.00

(C) Subcontract Work (quote attached)

- 1. Uretek \$23,091.78

Sub Total C \$23,091.78

(D) Rental of Equipment (list separately)

- 1. N/A \$0.00

Sub Total D \$0.00

(E) Contractor's Overhead and Profit

- 12% overhead & 6% profit \$4,271.72

Sub Total E \$4,271.72

(F) Performance & Payment Bonds

- \$0.00 per \$1,000 \$0.00

Sub Total F \$0.00

TOTAL \$28,003.50

Note: Time Extension Requested per this change = 7 calendar days

All cost proposals for change orders shall be based on costs of materials and estimates for labor which are those normal to established by estimating guides generally applicable for the locality of the project.

AGENDA ITEM 8:

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Request for Funds for Register of Deeds Preservation Project

MANAGER'S COMMENTS:

Ms. Amy Shook, Register of Deeds, is requesting the Board approve a contract with Kofile Preservation, Inc., in the amount of \$63,712. The purpose of the contract is the preservation of twenty-five (25) deed books from 1872. Funds for the project will come from the Automation, Preservation and Enhancement Fund which requires no County dollars to be spent.

Board action is required to approve the contract with Kofile Preservation, Inc. in the amount of \$63,712 with all funds to be paid from the Automation, Preservation and Enhancement Fund.

Amy J. Shook - Register of Deeds Watauga County, NC



MEMO

TO: Deron Geouque, Watauga County Manager
CC: Watauga County Board of Commissioners
FROM: Amy J. Shook, Watauga County Register of Deeds *ajs*
RE: Board Approval Needed – Funds for Register of Deeds Preservation Project
DATE: July 8, 2015

I am requesting approval of a contract with Kofile Preservation, Inc. in the amount of \$63,712 for the Preservation of 25 old Deed Books dating back to 1872. The preservation process includes treatment, deacidification & conservation of the records, encapsulation and new binding. After research and obtaining quotes, I believe this company will offer the best service and quality for the price.

Funds for the preservation services provided by Kofile Preservation, Inc. are included in the current year's budget. 100% of the funds for this project will come from the Register of Deeds Automation, Preservation and Enhancement Fund for needs associated with the preservation and storage of public records.

NC General Statute 161-10 requires counties to have this Automation, Preservation and Enhancement Fund, which is 10% of the fees collected and retained by the county for services provided by the Register of Deeds.

NO County dollars will be used for this project.

Watauga County Courthouse 842 West King Street, Suite 9 Boone, NC 28607
828-265-8052 828-265-7632 (Fax) www.wataugacounty.org amy.shook@watgov.org

KOFILE PRESERVATION



June 29, 2015

Honorable Amy J. Shook
Watauga County Register of Deeds
842 W. King Street, Suite 9
Boone, NC 28607

Dear Hon. Amy Shook,

Please find our quote for the preservation of Watauga County record books detailed following. This project addresses twenty-five (25) volumes. Quoted preservation services include conservation treatments and rehousing. Archival rehousing includes encapsulation and loose leaf binding into Heritage Recorder Binders. The preservation of these books will take approximately four (4) months.

Note that prices are good for 90 days from the date of this quote. This quote is presented by Kofile Preservation, Inc. (Kofile) in conjunction with its acquisition of RecordSave.

WHY KOFILE?

Kofile is the nation's oldest and most experienced firm specializing in the preservation of legal and historical public records in the U.S. For four decades, projects have ranged from one document to thousands of volumes. Kofile has built a legacy supporting and promoting records preservation at the state and local level.

PROJECT UNDERSTANDING

At Kofile, each project is unique and deserves special attention. Our team provides realistic solutions, professional analysis, and innovative archival products to equip records stewards with the information and resources needed to preserve collections.

Kofile performs all services in accordance with the Code of Ethics & Guidelines for Practice of the American Institute for Conservation (AIC). We are also an Awardee of a Library of Congress FEDLINK Preservation Services for Library & Archival Collections contract.

Preservation minimizes the chemical and physical deterioration of the page. Its goal is to prolong the existence and useful life of the original format. Oftentimes this includes preserving and removing the original from public access and creating a security copy. Preservation can incorporate any combination of conservation, treatment, stabilization, preventative care, or digitization - or any maintenance or repair of the existing resource.



A historical volume from Titus County, Texas, before and after service.

RECORDS PRESERVATION & MANAGEMENT SOLUTIONS

TX: 214.351.4800 VT: 800.639.3027 NY: 855.767.8697 NC: 800.444.7534

WWW.KOFILE.US INFO@KOFILE.US

STATEMENT OF CONDITION

These volumes are:

- ▶ Record of Deeds Volumes A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, R, S, T, U, V, W, X, Y, and Z

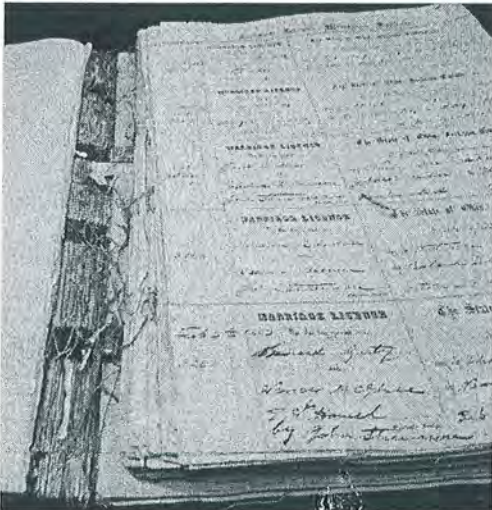
AREAS OF CONCERN

Highlighted areas of concern are discussed below. Sound preservation ensures accessibility to these irreplaceable and permanent documents forever.



Acidic Paper

Past papermaking utilized bleach to obtain white sheets. As a result, this paper becomes increasingly acidic as evidenced by embrittlement and yellowish-brown discoloring. Paper also brittles when relative humidity drops or fluctuates.



Acidic Ink

Acidic inks can "eat" or "burn" through a sheet. Unmonitored temperature and relative humidity (RH) accelerate this process. Inks can also fade with exposure to UV light. Historically, iron gall inks were the standard. These inks contain sulfuric acid - which fades with time. With proper treatments, chemical breakdowns (such as acid hydrolysis) are remedied.

Mechanical Damage

(Use & Abuse)

Everyday use greatly affects collections. Sheets bear signs of grime and the natural oils of hands. Exposed sheets are susceptible to damage and loss. Dirt and other pollutants can serve as ignition sources and weaken exposed paper. Exposed fragments

become abused even with careful use.

Binding Margin

The binding margins of many volumes are compromised due to guillotining. In order to rebind and protect these sheets, encapsulation is the only solution. If a volume were rebound as is, without encapsulation, vital information would be lost in the binding margin.

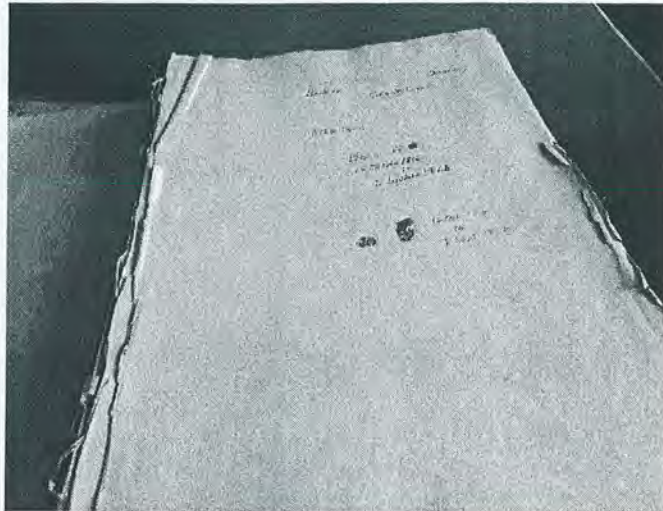
Always question vendors if they recommend power cutters (guillotining) to dismantle sewn books. Kofile never attempts any procedure that could result in a loss of text or weaken the integrity of the paper. A sheet's binding margin should never be compromised.

Broken Book Block

Once a binding fails, damage escalates. Sheets are free to drift from the protection of the book block. With exposure, fragments become abused and susceptible to loss.

Failing Index Stacks

Index Books sustain the most use. Thus, they suffer greater risks of text loss and sheet deterioration. Paper strength is completely depleted from continuous use. Eventually, tabs and sheet fragments are lost. Immediate attention is required.

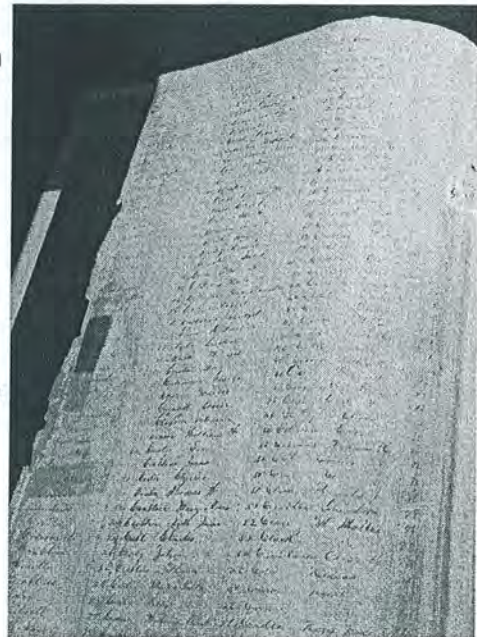


Tape & Non-Archival Adhesives

The Library of Congress warns about the culprits of "pressure sensitive tapes—such as scotch, masking, 'invisible,' quick-release, cellophane, and even so-called 'archival' tapes"—all are **unstable**. These tapes and adhesives "will stain the paper and may cause inks and colors to 'bleed.'" Many lose their adhesive properties and fall off with age, leaving behind a residue that is unsightly, damaging to the item and difficult to remove."¹

Adhesive stains lead to issues during imaging. Awarding a low-bid imaging and microfilm project may result in illegible images. To enhance image quality, conservation is essential. A conservator can remove water-based, synthetic, and pressure sensitive adhesives.

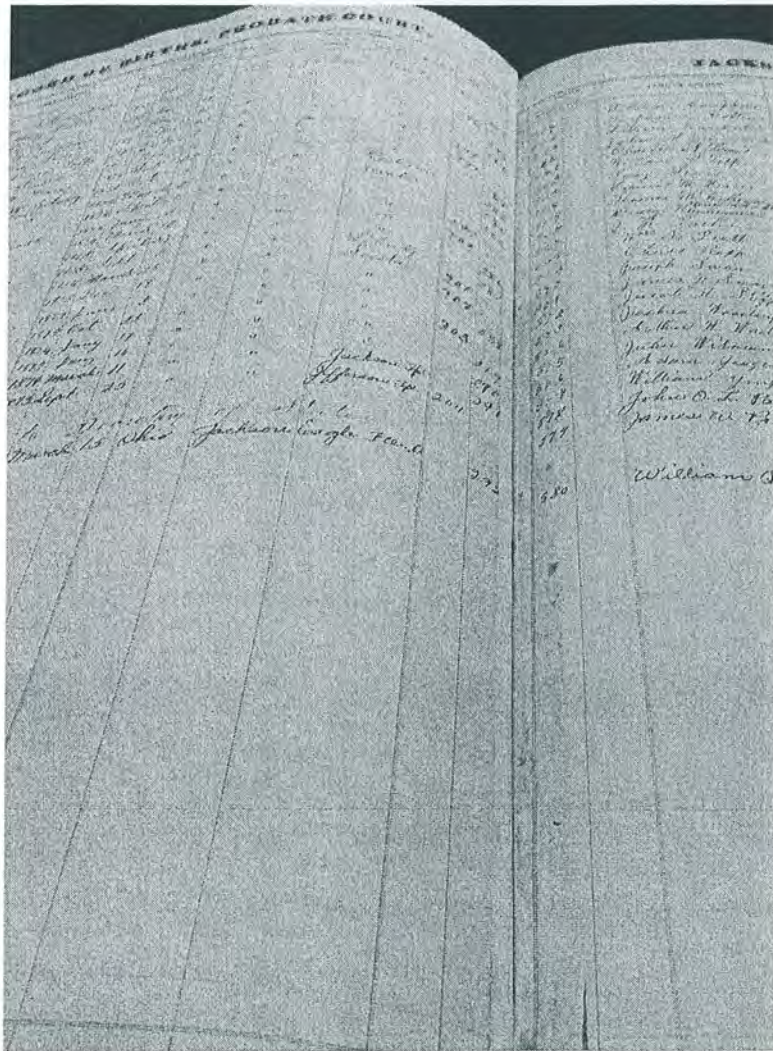
Page extenders are an inappropriate "quick fix" to a prevailing problem. To save this collection, the underlying issues causing the deterioration of the sheets' margins need correcting. The acid content of the sheet extenders only adds to the chemical breakdown of the paper's fibers.



¹The Library of Congress. "Preservation FAQs." <www.loc.gov/preservation/>.

Non-Archival Quality Materials

The off gasses of deteriorating metals contribute to the chemical breakdown of paper. Major culprits include the metal content of book spines, the surrounding physical environment, and non-archival fasteners (such as binder clips, paper clips, and staples). These off gasses eventually destroy the fabric of the volume. Another symptom of metal oxidation is foxing, or foxlike (reddish and brown color) stains or blotches on paper.



Temperature & Humidity Monitoring

While temperature and limited air circulation are crucial to a document's longevity, humidity and water are the most destructive threats.

Relative Humidity (RH) refers to the amount of water vapor present in the air. Maintaining a set point of 40-45% RH is optimal, but costly. The maximum acceptable total RH variation, or operating range, is 5% on either side of this set point. RH should never exceed 55% or drop below 30%.

Temperatures above 75° F and RH higher than 60% encourage mold and other bacteria growth within 48—72 hours.

Even slight changes in temperature can double the natural aging rate of paper. In reality, temperature and RH are not consistent in a local courthouse (especially on weekends).

After exposure to water, pages adhere to one another when in a compressed environment. Separation without loss of text and water soluble inks (such as signatures) is vital. These records are extremely fragile.

Red inks smear first, then blue inks, and lastly, black inks.

The mitigation of mold or micro-organics (which can result with the introduction of water or humidity fluctuations), should only be attempted by a trained professional. Water damage can also lead to other issues such as binding failure. The necessary treatments are time consuming and require a highly skilled conservator.

Click to Solve for:
 Temperature % RH Dew Point

60 40 36

Temperature Scale: °F °C

Type of Decay	Environment Rating	Preservation Metric
Natural Aging	GOOD	PI 96
Mechanical Damage	OK	% EMC 7.8
Mold Risk	GOOD	Days to Mold No Risk
Metal Corrosion	OK	% EMC 7.8

Record and Compare Values

T	RH	DP	PI	Days to Mold	EMC

Save Clear Export

Visit the Image Permanence Institute (IPI) at www.dpicalc.org to explore the correlation of temperature and RH on natural aging, mechanical damage, mold risk, and metal corrosion (as exemplified above). The image above is property of IPI.

TREATMENT SPECIFICATIONS

Kofile regularly addresses historical and permanent documents, including manuscripts, typescripts, negative Photostats, tri-folds, blueprints, re-creations, plats, and maps. No treatment, repair, or maintenance is used that is not 100% reversible.

Dismantle

If a volume is going to be re-bound, it is carefully dismantled. Original binding materials, such as threads and adhesive residues, are carefully removed. If trimming is necessary, it is done with handheld scissors or Jacques Board shears (specifically designed for trimming fragile paper). Guillotine cutters are never employed. Board shears allow Kofile to trim paper with greater precision. Only one page is cut at a time to ensure no text is lost.

Surface Dry Cleaning

Surface cleaning is a generic term for the removal of materials deposited on pages. This includes dust, soot, airborne particulates, sedimentation from water damage, mold/mildew residue, active micro-organic growth, insect detritus, or even biological or mineral contaminants. All have serious consequences during long-term storage. To improve appearance, superficial grime is removed with a soft dusting brush, microspatula, latex sponge, powdered vinyl eraser, or soft block eraser.

Removal of Fasteners

Kofile will remove fasteners, page markers, and other metal mechanisms. Fasteners such as binder clips, staples, paper clips, string ties, rubber bands, brads, straight pins, etc. cause damage in short periods. This includes physical damage (decreased paper strength due to punctures or distortion) and chemical damage (rust).

Removal of Tape, Adhesives, Varnish, or Old Repairs

Varnish, pressure sensitive tape, and adhesive residue are reduced as much as possible without further degrading the original document. When possible, peelers and tape are removed with two primary techniques: Mechanical Heat Removal and Mechanical Peeling. The former is used when adhesive is loose, old, or brittle; the latter, when removal by heat is unnecessary.

A *microspatula* (sometimes heated) coaxes tape threads, pressure sensitive tape, and glue from the paper. A Hot Tools tape remover can soften adhesives for removal. Dial-Temp controls the transfer of heat and guards against scorching. Remaining adhesive is treated with a gum compound eraser. Solvents are only used by a conservator as a last resort, and only after testing.



Kofile carefully coaxes adhesives and tape with mechanical application of heat and pressure.

If mechanical removal is unsuccessful, the next alternative is chemical. This is either a local or spot treatment or immersion in a solvent bath. Kofile ensures that its laboratories are equipped to process chemical treatments correctly and safely. An alternative is the local application of solvent. Previous repairs that cannot be removed safely will remain.

Flattening and Humidification

When stored improperly, papers become inflexible and retain a memory of the storage position. Tools to 'flatten' documents include tacking irons. With flattening, the possibility of unnecessary fractures or breaks is eliminated. The tacking irons have adjustable temperature controls to alleviate damage to the documents.

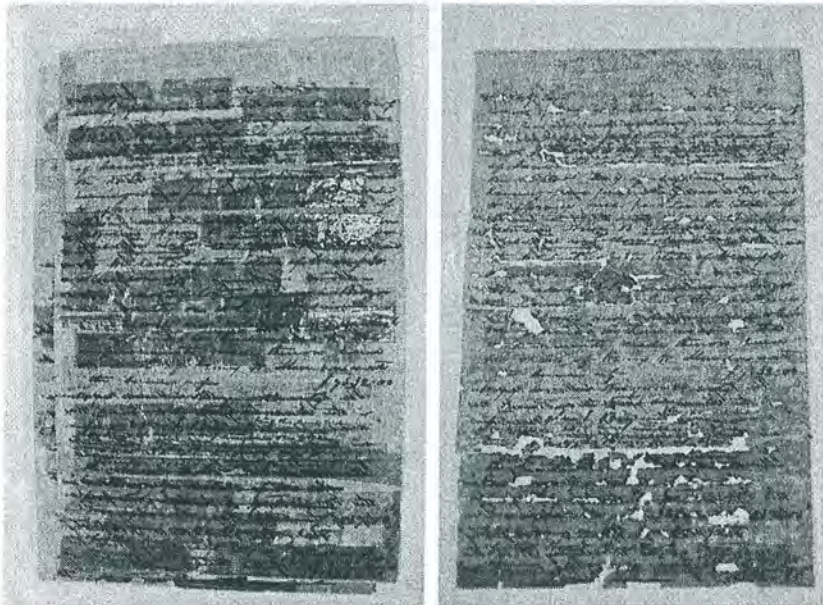
One flattening method uses moderate pressure drying between acid-free blotters. Careful monitoring eliminates bleeding ink and mold or fungus growth. Items are humidified after testing the solubility of the image.



Repair and Restore Paper

Mending torn paper is an art form. It is accomplished with a variety of materials depending on the paper's color, tone, condition, and weight. The length of the tears and the degree of embrittlement or fragmentation are also concerns. Kofile generally mends tears greater than 1/2" if the page is going to be encapsulated.

All of the materials utilized for mending are acid-free and reversible. Japanese paper and ethyl cellulose paste or Crompton tissue are used most often. Kozo paper, in natural and white finish, is commonly used because of its strength and transparent nature after application.



An 1848 Probate Record before and after treatment. The image to the right shows the page after deacidification, tape removal, and mending with archival Japanese tissue. The image above shows a Kofile conservator piecing the document together after the adhesive was reduced.

Filmoplast® may also be used for reinforcement of damaged sheets. Filmoplast® is a low-temperature, acrylic adhesive that bonds to Japanese Kozo paper. Kofile also constructs our own version of this material with acid-free tissue paper and Rhoplex liquid acrylic adhesive.

Mending strips are water cut so the edge of the Japanese paper visually integrates with the page without clashing aesthetically or historically with the original. Fragmented edges, folds, tears, cracks, voids, and losses are all mended in this fashion.

Deacidification

Deacidification is only performed after careful pH and compatibility testing. Kofile is equipped with multiple custom-built spray exhaust booths. All are routed through a HVAC system for optimum performance.

A commercially-prepared buffer solution is applied to both sides of the sheet with compressed air sprayer equipment (see right picture). The solution is non-flammable and non-toxic. The active ingredient, magnesium oxide, neutralizes acid and provides an alkaline reserve. This chemical is inert, safe, and does not degrade the sheet.

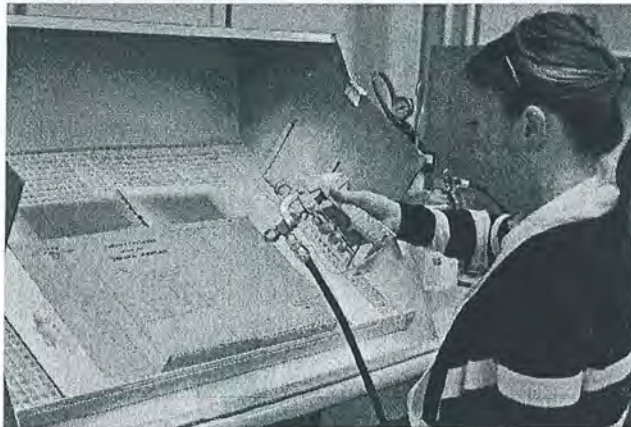
Once the buffer is applied, the paper's pH alters slowly. After de-acidification, random testing ensures an 8 pH with a deviation of no more than 2-4%.

Encapsulation

In archival encapsulation, the document is free floating. It is not adhered or heat set. The inherent static cling of polyester provides physical support and protection from use.

Kofile uses SKC SH725 PET polyester. Polyester or Polyethylene Terephthalate (PET) is the most inert, rigid, dimensionally stable (*dimstab*), and strongest plastic film, otherwise known as Mylar® Type D or Melinex® 516. It is crystal clear, smooth, and has no odor. It will not distort or melt in case of fire.

Each sheet is encapsulated in a 2 or 3 mil patented polyester pocket: *Lay Flat Archival Polyester Pocket™*, US Patent #7,943,220 B1, 5/17/2011. This pocket welded closed on 3 sides and the binding process seals the fourth side with a static seal. Pocket dimensions match the 'book block' dimensions with a 1½" or 1¼" binding margin.



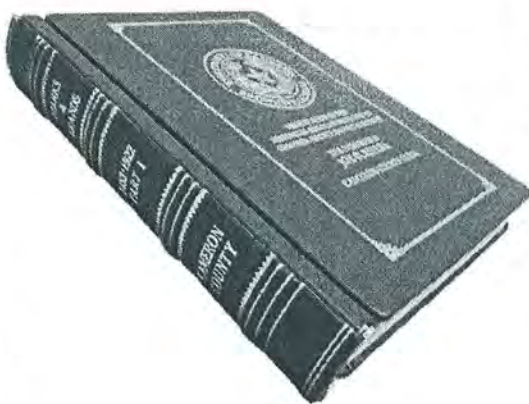
Available in custom sizes, a Reemay® strip or spunbond polyester is welded at the binding edge to offset the document's thickness and seal out atmospheric pollutants but still allow off-gassing. This allows for a flat book block and reinforces the binding for added strength and service. Also, to access the original sheet, the Pocket would not need to be cut.

Heritage Recorder Binder

Pockets are punched and volumes are hand-cased in books of 250 sheets or less. This may include *splitting books with large capacities into two volumes*. Kofile manufactures binder components on a per-book basis, sized to 1/4" incremental capacities. We punch sheets to any hole specifications and will repair/replace index tabs as necessary.

A post binding secures this volume, but the binding can also be sewn bound to meet client specifications. This binder cover is available in various colors in genuine leather, imitation leather, or canvas. Kofile can match existing books by manufacturing custom sizes, shapes, spines, colors, and lettering. Each binder features durable cover boards and a spine to support the pages' weight. All materials, including the cover boards and adhesives, are acid free.

Kofile manufactures binders solely utilizing lab-tested archival materials. All adhesives used in the construction of Kofile binders are acid-free and reversible. These adhesives are based on internally plasticized copolymers of vinyl acetate with ethylene, deputy male ate, or other suitable monomers, with a vinyl acetate monomer content of no more than 1%, and a minimum 6 pH .The metal mechanism and book block apron are constructed of stable corrosion-proof 316 stainless steel, which does not emit harmful gaseous pollutants like cold roll steel.



Title stamping is reviewed and approved in advance. It will follow the same format/style of the volumes pictured right. Tooling is performed with 23-karat gold foil. If errors are noted, Watauga County is notified to determine appropriate correction. Any changes are approved by the County.

SCOPE OF SERVICES

(PRV) Preservation

- **Log.** Create permanent log (noting condition, page order, characteristics, and treatments).
- **Clean.** Surface clean sheets to remove deposits. This includes dust, soot, airborne particulate, sedimentation, insect detritus, or even biological/mineral contaminants.
- **Conserve.** Remove repairs and fasteners, such as residual glues. Reduce adhesives to *the furthest extent possible without causing damage to paper and inks.*
- **Mend.** Mend tears with Japanese tissue. All materials are acid free and reversible. Sheets are also mended with either Japanese tissue and methyl cellulose adhesive, or archival acrylic based acid free and reversible heat set tissue such as Filmoplast®.
- **Stabilize.** Deacidify sheets after careful testing. Magnesium oxide deacidifies (or neutralizes) acid inks and paper by providing an alkalize reserve. Random testing ensures an 8.5 pH with a deviation of no more than $\pm .5$.
- **Protect.** Encapsulate each sheet in a *Lay Flat Archival Polyester Pocket™* composed of SKC Films, Skyroll SH72S® Mylar.
- **Bind.** Rebind in custom Heritage Recorder Binders with four hubs, gold-tooled spine, and roller shelf-compatible. They are available with options for customized imprinting and a County seal. Index tabs are repaired/replaced as necessary.
- **Document.** A dedication and treatment report is included in the binders.
- **Quality Control.** Final quality check with reference to original log.

PROJECT PRICE QUOTE

Please note that all pricing is valid for 90 days. The preservation of these books will take approximately four (4) months.

WATAGUA COUNTY, NC PRESERVATION OF RECORD OF DEEDS			
RECORDS SERIES TITLE	VOL UME	LEVEL OF SERVICE	PRICE QUOTE
Record of Deeds	A	PRV	\$2,496.00
Record of Deeds	B	PRV	\$2,544.00
Record of Deeds	C	PRV	\$2,144.00
Record of Deeds	D	PRV	\$2,840.00
Record of Deeds	E	PRV	\$2,576.00
Record of Deeds	F	PRV	\$2,408.00
Record of Deeds	G	PRV	\$2,304.00
Record of Deeds	H	PRV	\$2,336.00
Record of Deeds	I	PRV	\$2,440.00
Record of Deeds	J	PRV	\$2,600.00
Record of Deeds	K	PRV	\$2,544.00
Record of Deeds	L	PRV	\$2,824.00
Record of Deeds	M	PRV	\$2,560.00
Record of Deeds	N	PRV	\$2,544.00
Record of Deeds	O	PRV	\$2,544.00
Record of Deeds	P	PRV	\$2,552.00
Record of Deeds	R	PRV	\$2,600.00
Record of Deeds	S	PRV	\$2,608.00
Record of Deeds	T	PRV	\$2,608.00
Record of Deeds	U	PRV	\$2,608.00
Record of Deeds	V	PRV	\$2,600.00
Record of Deeds	W	PRV	\$2,608.00
Record of Deeds	X	PRV	\$2,608.00
Record of Deeds	Y	PRV	\$2,608.00
Record of Deeds	Z	PRV	\$2,608.00
		Total	\$63,712.00

KOFILE PRESERVATION

COUNTY ACCEPTANCE

BY: _____
(Signature of Authorized Official/Title)

DATE: _____

Please let me know if you have any questions. We look forward to serving Watauga County, and to working together for the preservation and access of its public and historical assets.

Sincerely,

Brian Spearman

Brian Spearman
Kofile/RecordSave Division
Brian.Spearman@kofile.us

rmh

AGENDA ITEM 8:

MISCELLANEOUS ADMINISTRATIVE MATTERS

B. Appointment of the North Carolina Association of County Commissioners' (NCACC) Annual Conference Voting Delegate

MANAGER'S COMMENTS:

The North Carolina Association of County Commissioners' (NCACC) Annual Conference is scheduled for August 20-23, 2015, in Pitt County. Each county in attendance is required to select a voting member for representation at the annual business meeting which is conducted as a part of the conference. Submission of the voting delegate is due August 7, 2015.

Board direction is requested.



Designation of Voting Delegate to NCACC Annual Conference

I, _____, hereby certify that I am the duly designated voting delegate for _____ County at the 108th Annual Conference of the North Carolina Association of County Commissioners to be held in Pitt County, N.C., on August 20-23, 2015.

Signed: _____

Title: _____

Article VI, Section 2 of our Constitution provides:

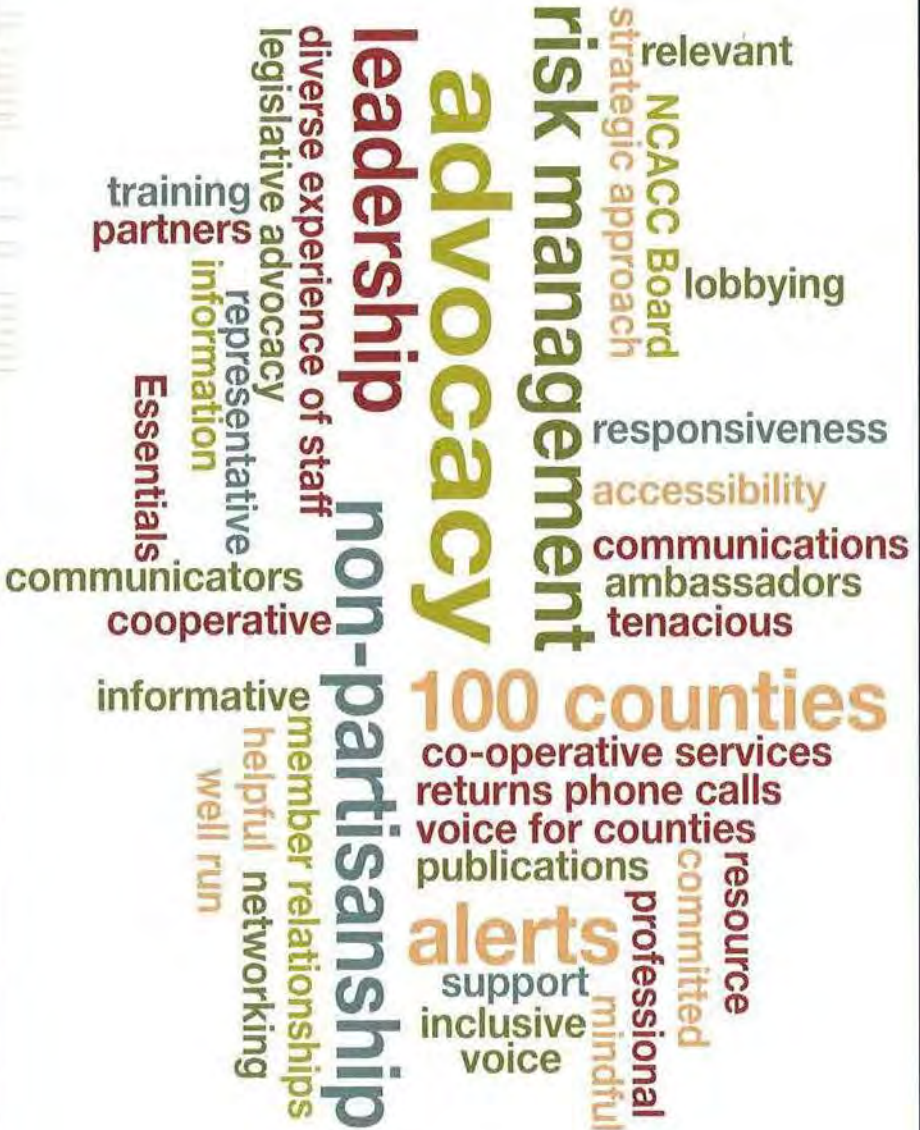
“On all questions, including the election of officers, each county represented shall be entitled to one vote, which shall be the majority expression of the delegates of that county. The vote of any county in good standing may be cast by any one of its county commissioners who is present at the time the vote is taken; provided, if no commissioner be present, such vote may be cast by another county official, elected or appointed, who holds elective office or an appointed position in the county whose vote is being cast and who is formally designated by the board of county commissioners. These provisions shall likewise govern district meetings of the Association. A county in good standing is defined as one which has paid the current year's dues.”

Please return this form to Sheila Sammons by: **Friday, August 7, 2015:**

NCACC
215 N. Dawson St.
Raleigh, NC 27603
Fax: (919) 719-1172
sheila.sammons@ncacc.org
(p) (919) 715-4365

NORTH CAROLINA ASSOCIATION OF COUNTY COMMISSIONERS

BRINGING COUNTIES TOGETHER



108TH ANNUAL CONFERENCE

August 20-23, 2015 | Pitt County



Keynote Speaker – David Mead

Opening General Session, Friday, Aug. 21, 8:30 - 10 a.m.



David Mead

Do you wake up each day inspired to go to work and come home at the end of the day fulfilled by what you've accomplished? Keynote speaker David Mead's mission is to help leaders create an environment where people show up to work because they want to, not because they have to; an environment in which people are inspired to contribute to something bigger than themselves. Come listen to internationally-renowned speaker David Mead share how you can look at your career and organization from an alternative

perspective – and consider “Why”, then think, act and communicate in a way that brings that Why to life.

Plenary Speaker – Jim Blackburn

Second General Session, Saturday, Aug. 22, 8:45 - 9:45 a.m.



Jim Blackburn

There is no more powerful way to communicate a point than to share one's personal experience. Plenary speaker Jim Blackburn once ran a successful law career until it came to an abrupt halt in 1993 when he resigned from his law firm due to several ethical violations. In this address, Blackburn will shine a bright light in a very personal and dark corner to bring people hope – the real medicine he needed to make his life whole again.

“Real Colors” Facilitator – Dan Clark

Thurs., Aug. 20, 10 a.m. - 3 p.m., or Fri., Aug. 21, 4:30 - 9:30 p.m.



Dan Clark

At one time or another everyone reaches a point where they wonder, “Why do people do the things they do?” In this “Real Colors” session, attendees will learn how to quickly identify their own “color” and personal strengths, as well as those of others – appreciating the strengths and viewpoints of others is the first step in becoming a better communicator and relationship builder! Dan Clark, Director of Montana State University's Local Government Center, will facilitate this session. An avid hiker, cross-country skier, rock and ice climber, and mountaineer, Dan Clark is a former Montana State Extension faculty member and Mayor of the City of Choteau, Montana.

Also...

- **Closing Session with Storyteller Tim Lowry** on Sunday, Aug. 23
- **Ethics Training** on Thursday, Aug. 20, from 4 - 6 p.m.
- **Mental health-focused workshops and programs**, featuring discussion on best practices in regional collaboration, crisis intervention and prevention, and coordination of care for children and youth

Not to Miss!

072115 BCC Meeting

First Night "Horn O' Plenty" Celebration hosted by NC Cooperative Extension

Thursday, Aug. 20, 6:30 - 9 p.m. (Exhibit Hall)



The First Night "Horn O' Plenty" Celebration hosted by NC Cooperative Extension, highlights the fruits of labor of farms across the state. As the state's top economic engine, agriculture has well-established roots in North Carolina soil, and that tradition is celebrated at this event. Funds donated by North Carolina farms, businesses and organizations make this event possible.

Menu to be prepared by Vivian Howard, James Beard Award Winner and three time Nominee, and her sister, Leraine Toltston, both of **A Chef's Life** series, by Emmy winning producer Cynthia Hill.

President's Reception and Banquet

Saturday, Aug. 22, 6 - 8:30 p.m.

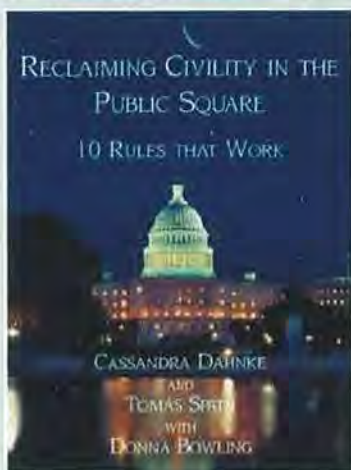
Join conference attendees as Pitt County Chairman of the Board Glen Webb is sworn in as the Association's 99th President. The 2015-16 President Elect, First Vice President, Second Vice President and Past President will also be seated. Outgoing President Ronnie Beale of Macon County will present the M.H. "Jack" Brock Outstanding County Commissioner Award, announce the latest class of inductees to the NCACC Hall of Fame, and honor commissioners who have reached at least 20 years of service with Long-Time County Service Awards.



Join conference attendees as Pitt County Chairman of the Board Glen Webb is sworn in as the Association's 99th President. The 2015-16 President Elect, First Vice President, Second Vice President and Past President will also be seated. Outgoing President Ronnie Beale of Macon County will present the M.H. "Jack" Brock Outstanding County Commissioner Award, announce the latest class of inductees to the NCACC Hall of Fame, and honor commissioners who have reached at least 20 years of service with Long-Time County Service Awards.

Workshop Highlight – Reclaiming Civility in the Public Square

Friday, Aug. 21, 10:30 a.m. - 4:45 p.m.



Friday's workshop on "Reclaiming Civility in the Public Square" is not to be missed! Participants will learn what civility makes possible, and what incivility prevents. This highly participatory and interactive seminar also explores the influence of belief systems, and includes exercises in listening and communication skills and team work.

Presenters Cassandra Dahnke and Tomas Spath are co-founders of the Institute for Civility in Government and authors, along with Donna Bowling, of the book, *Reclaiming Civility in the Public Square – 10 Rules That Work*. Both are Presbyterian pastors (in Houston and Crockett, Texas respectively) who have led legislative conferences to Washington, DC since 1991. For more information, visit www.instituteforcivility.org.

Invitation to Register

072115 BCC Meeting

For complete conference details and to register
www.ncacc.org/annualconference

EARLY REGISTRATION ENDS JULY 16TH!

Early Registration for County Officials: \$275
One-Day Registration County Officials: \$200
Corporate Registration: \$500

Opening Reception, First Night Celebration, Friday Night Dinner with Youth and NCACC Awards luncheon are included in the conference registration fee.

Guests may attend the Opening Reception free of charge. Guest tickets are required for First Night Celebration (\$35/\$20), Friday Night Dinner with Youth (\$35/\$20), NCACC Awards Luncheon, NCABCO Awards Dinner (\$35) and President's Banquet (\$40).

Accommodations

All room blocks are located in the Greenville Convention Center campus:

To reserve rooms in the NCACC room blocks at each hotel, please call to make reservations and mention that you would like to be in the N.C. Association of County Commissioners Annual Conference room block.

- Hilton Greenville (\$124 / cutoff is July 20): 252-355-5000
- Hampton Inn (\$119 / cutoff is July 15): 252-355-7400
- City Hotel (\$99.99 cutoff is July 20): 252-756-3553



Please note that the City Hotel is renovating and transitioning to a Holiday Inn prior to Annual Conference.

Sixth Annual YouthVoice

Friday, Aug. 21-Saturday, Aug. 22

Calling North Carolina's future leaders! The YouthVoice is designed to give students ages 14-18 an opportunity to talk with local county officials and learn about the functions of county government.

There are a number of opportunities for commissioners to participate in the

YouthVoice, including volunteering to serve as a resource during the program's final workshop block, "Bottom Line!," a county budget simulation game. If commissioners wish to volunteer for this exercise, please contact Associate Director of Education, Jason King, at (919) 715-0045 or jason.king@ncacc.org.

The YouthVoice will culminate when a select number of Youth Delegates share their experiences with the membership during Saturday afternoon's Business Session.

Visit www.ncacc.org/youthvoice for more details.

LOCAL ELECTED LEADERS

Receive 9 Association credits for attending the conference and 6 workshop credits for attending "Real Colors" training

Academy

108TH ANNUAL CONFERENCE

BRINGING COUNTIES TOGETHER

072115 BCC Meeting



August 20-23, 2015 / Pitt County
www.ncacc.org/annualconference



Cover Art

Word Cloud: A bunch or “cloud” of words that graphically represents the number of times a word was mentioned in association with a topic.

During the recent strategic planning input sessions, county officials were asked what one word they would use to describe the NCACC. The word cloud on the front cover represents the words they used – I guess you could say it’s all about Bringing Counties Together!

Be sure to join us for the unveiling of the NCACC’s Strategic Plan as it’s first shared with the membership at the 108th Annual Conference.

New for 2015!

- **Opening Reception Moves to Noon on Thursday:** Our Exhibit Show features expanded hours on Thursday, starting with an Opening Reception at noon.
- **Introducing the First Night Celebration:** The traditional “Horn O’ Plenty” event, hosted by N.C. Cooperative Extension, is moving to a new night with a new name. The event will be held Thursday evening on-site in the Exhibit Hall.
- **Complimentary Access to Thursday LELA Session:** The LELA Pre-Conference Seminar has been rolled into general conference programming and is now included at no additional charge.
- **More Opportunities to Connect with Youth Delegates:** In addition to the optional “Real Colors” training, county officials are invited to a picnic-style dinner on Friday evening with Youth Delegates.
- **Awards Luncheon on Saturday:** This luncheon will honor winners of LGFCU County Innovations Awards; County Clerk of the Year and County Attorney of the Year; new Practitioners, Masters and Mentors in the LELA Recognition Program; and NC Cooperative Extension County Partnership Awards.
- **Full Conference Registration includes Two Meals/Day:**
 - **Thursday:** Opening Reception at noon and First Night Celebration at 6:30 pm
 - **Friday:** Lunch in the Exhibit Hall at noon and picnic-style dinner with youth at 6:30 pm
 - **Saturday:** Conference-Wide Breakfast with Youth at 7:30 am and NCACC Awards Luncheon at 11:30 am

NCACC Thanks Our Valued Sponsors!*

Platinum



Gold

NCACC Risk Management Pools

Silver

Cranfill Sumner & Hartzog LLP
 ElectriCities of North Carolina, Inc.
 Greenville-Pitt Convention Center
 Pierce Group Benefits
 Taft Family Offices
 Vidant Medical Center

Sponsorship information available by visiting
www.ncacc.org/AnnualConference

*Sponsors at time of printing

Bronze

Greenville Utilities Commission
 Pitt County Development Commission
 Prudential North Carolina Total Retirement Plans: 401(k) 457

Robinson Law Firm P.A.
 Springsted Incorporated
 T.A. Loving Company
 The East Group
 The Wooten Company

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AGENDA ITEM 8:**MISCELLANEOUS ADMINISTRATIVE MATTERS***C. Boards and Commissions***MANAGER'S COMMENTS:***Economic Development Commission*

Three vacancies will result as terms expire in June on the Economic Development Commission. Paul Combs has served 2 consecutive 3-year terms and is ineligible to be reappointed at this time. Lauren Waterworth would have done the same, but resigned as a member prior to her term expiring; her seat is currently vacant. Appointments for these two seats will be regular 3-year terms. Scott McKinney is relocating and has resigned as well. His term expires in June, 2016, therefore, an appointment to fill his unexpired term (which expires June 2016) will be needed. The term for Paul Combs was filled at the June 2, 2015, Board meeting by Mr. Tim Hodges.

A volunteer application was received from Mr. Rick Beasley. This is a second reading. A volunteer application was also received from Ms. Anne Ward. This is a first reading.

Appalachian Regional Library Board

The Watauga County Library Board recommends Ms. Susan Poorman be appointed to the Appalachian Regional Library Board with a term that begins in August. This is a first reading.

Volunteer Application
Watauga County Boards And Commissions

072115 BCC Meeting

If you are a Watauga County resident, at least 18 years old, and willing to volunteer your time and expertise to your community, please complete the application below and click on Print Form.
Please sign and mail or fax to:

Watauga County Commissioners' Office
814 West King Street, Suite 205
Boone, NC 28607
Phone: (828) 265-8000
Fax: (828) 264-3230

Name: Rick Beasley
Home Address: 105 Woodburn Lane
City: Boone, NC Zip: 28607
Telephone: (H) 828-266-2163 (W) 828-262-3108 (Fax) _____
Email: beasley@beasleylb2appstate.edu
Place of Employment: Appalachian State University
Job Title: Deputy Athletics Director

In Order To Assure County wide Representation Please Indicate Your Township Of Residence:

- | | | |
|-------------------------------------|------------------------------------|------------------------------------|
| <input type="radio"/> Bald Mountain | <input type="radio"/> Stony Fork | <input type="radio"/> Watauga |
| <input type="radio"/> New River | <input type="radio"/> Brushy Fork | <input type="radio"/> Cove Creek |
| <input type="radio"/> Beaver Dam | <input type="radio"/> Meat Camp | <input type="radio"/> Shawneehaw |
| <input type="radio"/> Blue Ridge | <input type="radio"/> Blowing Rock | <input type="radio"/> Laurel Creek |
| <input type="radio"/> Elk | <input type="radio"/> North Fork | <input type="radio"/> Boone |

In addition, Please Indicate If You Live In One Of The Following Areas:

- | | |
|------------------------------------------------------|------------------------------------------------------|
| <input type="radio"/> Foscoe-Grandfather Community | <input type="radio"/> Valle Crucis Historic District |
| <input type="radio"/> Howards Creek Watershed | <input type="radio"/> Winklers Creek Watershed |
| <input type="radio"/> South Fork New River Watershed | <input type="radio"/> Extraterritorial Area |

We Ask Your Help In Assuring Diversity Of Membership By Age, Gender, And Race. By Answering The Following Questions

- | | | |
|---------------------------------------|--------------------------------------------|--------------------------------|
| Gender | Ethnic Background | |
| <input checked="" type="radio"/> Male | <input type="radio"/> African American | <input type="radio"/> Hispanic |
| <input type="radio"/> Female | <input checked="" type="radio"/> Caucasian | <input type="radio"/> Other |
| | <input type="radio"/> Native American | |

Please List (In Order Of Preference) The Boards/Commissions On Which You Would Be Willing To Serve.

1. EDC
2. _____
3. _____

Volunteer Application
Watauga County Boards And Commissions
(Continued)

072115 BCC Meeting

Please list any work, volunteer, and/or other experience you would like to have considered in the review of your application.

Work
Experience:

Deputy Athletics Director Appalachian State University
City Manager - City of Conover, NC
Town Manager - Scotland Neck, NC
~~Assistant~~ Assistant City Manager - Lenoir, NC

Volunteer
Experience:

Hickory Conover Tourism Development Authority
Bi-state Catawba River Task Force
Catawba Valley YWCA
Catawba County ~~PA~~ United Way
App State Alumni Council
Yacht Club Board
Newton Conover Rotary

Other
Experience:

Other
Comments:

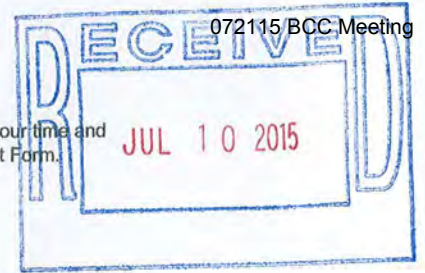
Signature: _____

Paul Deady

Date: _____

6/23/15

Volunteer Application
Watauga County Boards And Commissions



If you are a Watauga County resident, at least 18 years old, and willing to volunteer your time and expertise to your community, please complete the application below and click on Print Form. Please sign and mail or fax to:

Watauga County Commissioners' Office
814 West King Street, Suite 205
Boone, NC 28607
Phone: (828) 265-8000
Fax: (828) 264-3230

Name: Anne C. Ward
Home Address: 710 Chestnut Knob Rd.
City: Boone Zip: 28607
Telephone: (H) 773-972-0360 (cell) (W) _____ (Fax) _____
Email: anne@ward-williams.com
Place of Employment: freelance communication consultant/contingent faculty at App State
Job Title: writer/strategist & contingent faculty in Communication Department

In Order To Assure County wide Representation Please Indicate Your Township Of Residence:

- | | | |
|-------------------------------------|------------------------------------|------------------------------------------|
| <input type="radio"/> Bald Mountain | <input type="radio"/> Stony Fork | <input checked="" type="radio"/> Watauga |
| <input type="radio"/> New River | <input type="radio"/> Brushy Fork | <input type="radio"/> Cove Creek |
| <input type="radio"/> Beaver Dam | <input type="radio"/> Meat Camp | <input type="radio"/> Shawneehaw |
| <input type="radio"/> Blue Ridge | <input type="radio"/> Blowing Rock | <input type="radio"/> Laurel Creek |
| <input type="radio"/> Elk | <input type="radio"/> North Fork | <input type="radio"/> Boone |

In addition, Please Indicate If You Live In One Of The Following Areas:

- | | |
|------------------------------------------------------|------------------------------------------------------|
| <input type="radio"/> Foscoe-Grandfather Community | <input type="radio"/> Valle Crucis Historic District |
| <input type="radio"/> Howards Creek Watershed | <input type="radio"/> Winklers Creek Watershed |
| <input type="radio"/> South Fork New River Watershed | <input type="radio"/> Extraterritorial Area |

We Ask Your Help In Assuring Diversity Of Membership By Age, Gender, And Race, By Answering The Following Questions

- | | | |
|-----------------------------------------|--------------------------------------------|--------------------------------|
| Gender | Ethnic Background | |
| <input type="radio"/> Male | <input type="radio"/> African American | <input type="radio"/> Hispanic |
| <input checked="" type="radio"/> Female | <input checked="" type="radio"/> Caucasian | <input type="radio"/> Other |
| | <input type="radio"/> Native American | |

Please List (In Order Of Preference) The Boards/Commissions On Which You Would Be Willing To Serve.

- Economic Development Commission
-
-

Volunteer Application
Watauga County Boards And Commissions
(Continued)

Please list any work, volunteer, and/or other experience you would like to have considered in the review of your application.

Work
Experience:

Writer/Strategist focused on developing strategic communications for clients in a broad range of industries (healthcare, law, technology, food, consumer products.) Creative services include conceptualizing, story development, writing and video production. Client list includes: Abbott, Motorola, Caterpillar, Covidien, AllRecipes.com, Kraft, Baxter, TAP Pharmaceuticals, V-Tech Toys and many others.

Also currently serve as contingent faculty within the Department of Communication at Appalachian State University.

Volunteer
Experience:

Volunteer experienced to date focused on serving in my children's schools - and includes co-chair of Carnival Committee and member of playground committee for Adler Family Association at Adler Park School in Libertyville, IL. In the last four years, I volunteer whenever time allows at Hardin Park School.

Currently a member of High Country Watch, focused on responsible economic development within the county.

Other
Experience:

Served for the last four years as contingent faculty with the Department of Communication at Appalachian State University. Areas of emphasis include: narrative development, documentary production, visual storytelling, message design and delivery, writing across all media platforms, public speaking and presentation skills. Looking forward to my fifth year as lecturer within the Communication department.

Other
Comments:

Economic development within Watauga County is a complex issue, with many different aspects to consider. I am interested in using my strategic skills and experience to explore this issue as part of the Economic Development Commission.

Signature:



Date: 7/10/15



July 10, 2015

Mr. Jimmy Hodges, Chair
Watauga County Board of Commissioners
Administrative Building, Suite 205
814 West King Street
Boone, NC 28607

Dear Mr. Hodges:

At the regular meeting of the Watauga County Library Board on July 9, 2015, board members voted unanimously to recommend to Watauga County Commissioners that Susan Poorman be appointed to the Appalachian Regional Library Board to begin a new term to replace Tish Rokoske, whose regional term will expire in August.

Please approve the recommendation of the library board, and notify Ms. Poorman and me of her appointment. Thanks to you and all of the commissioners for your continued support of our library.

Susan Poorman resides at 814 Pinnacle Dr., Boone, NC 28607.

Sincerely,

Monica Caruso
Watauga County Librarian

Cc: Kathy Idol
Watauga County Library Board Chair

Cc: Jane Blackburn
Director of Appalachian Regional Libraries

AGENDA ITEM 8:

MISCELLANEOUS ADMINISTRATIVE MATTERS

D. Announcements

MANAGER'S COMMENTS:

The formal addition and unveiling of Sheriff Edmisten's (in the line of duty) name to the Watauga County Local Law Enforcement Officer's Memorial (LLEOM) will take place during the 2015 LLEOM services scheduled for 10:00 a.m., Saturday, July 25, 2015 at the Watauga County Sheriff's Office located at 184 Hodges Gap Road, Boone, North Carolina.

AGENDA ITEM 9:

PUBLIC COMMENT

AGENDA ITEM 10:

BREAK

AGENDA ITEM 11:

CLOSED SESSION

Attorney/Client Matters – G. S. 143-318.11(a)(3)

AGENDA ITEM 12:

POSSIBLE ACTION AFTER CLOSED SESSION