

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

**MONDAY, DECEMBER 3, 2018  
8:30 A.M.**

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

TIME	#	TOPIC	PRESENTER	PAGE
8:30	1	CALL REGULAR MEETING TO ORDER		
	2	APPROVAL OF MINUTES: November 20, 2018, Regular Meeting November 20, 2018, Closed Session		1
8:35	3	RECESS MEETING FOR SWEARING IN OF NEW COMMISSIONERS		9
8:40	4	RECONVENE MEETING  BOARD ORGANIZATIONAL MATTERS		
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8:45	5	APPROVAL OF THE DECEMBER 3, 2018, AGENDA		23
8:50	6	SHERIFF'S OFFICE REQUESTED AWARD TO RETIRING OFFICER	SHERIFF HAGAMAN	25
8:55	7	BUDGET AMENDMENTS	MS. MISTY WATSON	27
9:00	8	MISCELLANEOUS ADMINISTRATIVE MATTERS	MR. DERON GEOUQUE	
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10:30	12	ADJOURN		

**AGENDA ITEM 2:**

**APPROVAL OF MINUTES:**

November 20, 2018, Regular Meeting

November 20, 2018, Closed Session

**DRAFT****MINUTES****WATAUGA COUNTY BOARD OF COMMISSIONERS  
TUESDAY, NOVEMBER 20, 2018**

The Watauga County Board of Commissioners held a regular meeting, as scheduled, on Tuesday, November 20, 2018, at 5:30 P.M. in the Commissioners' Board Room of the Watauga County Administration Building, Boone, North Carolina.

PRESENT: John Welch, Chairman  
 Billy Kennedy, Vice-Chairman  
 Jimmy Hodges, Commissioner  
 Larry Turnbow, Commissioner  
 Perry Yates, Commissioner  
 Chelsea Garrett, County Attorney  
 Deron Geouque, County Manager  
 Anita J. Fogle, Clerk to the Board

Chairman Welch called the meeting to order at 5:32 P.M.

Commissioner Hodges opened with a prayer and Commissioner Turnbow led the Pledge of Allegiance.

**APPROVAL OF MINUTES**

Chairman Welch called for additions and/or corrections to the October 16, 2018, regular meeting and closed session minutes.

Vice-Chairman Kennedy, seconded by Commissioner Yates, moved to approve the October 16, 2018, regular meeting minutes as presented.

VOTE: Aye-5  
 Nay-0

Vice-Chairman Kennedy, seconded by Commissioner Yates, moved to approve the October 16, 2018, closed session minutes as presented.

VOTE: Aye-5  
 Nay-0

**APPROVAL OF AGENDA**

Chairman Welch called for additions and/or corrections to the November 20, 2018, agenda.

Vice-Chairman Kennedy, seconded by Commissioner Turnbow, moved to approve the November 20, 2018, agenda as presented.

VOTE: Aye-5  
 Nay-0

**PROPOSED PROCLAMATION HONORING MELIA HAURY**

Chairman Welch read a proposed proclamation honoring Miss. Melia Haury and acknowledging her courageous battle against heart disease.

Commissioner Yates, seconded by Commissioner Turnbow, moved to adopt the proclamation as presented.

VOTE: Aye-5  
Nay-0

The Board presented Mr. Haury, Melia's father, with the framed proclamation.

**PROPOSED AGREEMENT BETWEEN THE WATAUGA COUNTY SHERIFF'S OFFICE AND THE WATAUGA COUNTY BOARD OF EDUCATION**

Sheriff Len Hagaman presented a proposed agreement between the Board of Education and the Sheriff's Office for the School Resource Officer Program. As part of the agreement the Sheriff's Office will hire two (2) Deputies to serve as School Resource Officers (SROs). The Board allocated funds in the current year budget for one SRO in conjunction with the Board of Education receiving grant funding for one SRO. The Sheriff stated that the County Attorney has reviewed the agreement as presented and that adequate funds are available to cover the expenditure.

Vice-Chairman Kennedy, seconded by Commissioner Yates, moved to approve the agreement as presented.

VOTE: Aye-5  
Nay-0

**PROPOSED SOIL AND WATER MEMORANDUM OF UNDERSTANDING (MOU)**

Mr. Denny Norris, Watauga County Soil and Water Chairman, presented a proposed Memorandum of Understanding (MOU) between the United States Department of Agriculture Natural Resources Conservation Service, the North Carolina Department of Agriculture and Consumer Services – Division of Soil and Water Conservation, the Watauga Soil and Water Conservation District and Watauga County. Mr. Norris stated that the MOU between the agencies is approved every five years.

Commissioner Turnbow, seconded by Vice-Chairman Kennedy, moved to approve the Memorandum of Understanding (MOU) between the United States Department of Agriculture Natural Resources Conservation Service, the North Carolina Department of Agriculture and Consumer Services – Division of Soil and Water Conservation, the Watauga Soil and Water Conservation District and Watauga County as presented.

VOTE: Aye-5  
Nay-0

## **SOCIAL SERVICES REPORT**

Mr. Tom Hughes, Department of Social Services (DSS) Director, stated that he, Child Protective Services (CPS) Supervisor, Mr. Chad Slagle, and DSS Board Chairperson, Ms. Sharon Brientein shared information justifying a request for additional staff members. Mr. Hughes stated that they had just enough staff right now but needed additional staff with the proposed Memorandum of Understanding (MOU) with the State of North Carolina pressing.

Mr. Chad Slagle stated that policy changes are coming with the MOU and NC FAST will begin in January 2019 for child welfare. Minimum standards are currently being met; however, Mr. Slagle shared concerns that standards could not be met under the MOU as currently proposed. There are currently sixty-six children in custody and workers have been shifted as needed. Mr. Slagle stated that two positions could be filled with investigations alone as there should be ten per employee and there are currently two with twenty-five plus. New policies will be more stringent as well.

Ms. Sharon Brientein stated that, to maintain standards, Social Services needed two additional staff members, an Investigator and a Social Worker III. Ms. Brientein shared that current staff has a total of six hundred and six hours of overtime. Ms. Brientein stated that if additional staff was not acquired the following consequences were possible: current employees will leave, serious mistakes will happen, and/or the State will sanction the County for not meeting standards. Ms. Brientein encouraged the Board to be proactive problem solvers and hire the two positions needed.

After discussion, Chairman Welch stated that the Board would continue discussions with the County Manager.

## **BID AWARD REQUEST FOR TRANSFER STATION TIPPING FLOOR REPAIR**

Mr. Rex Buck, Operations Services Director, requested approval of a contract with Tri-County Paving, in the amount of \$98,635.70. The cost covers the repair of two twenty-five by twenty-five foot sections of the County's Transfer Station floor. Adequate funds are available to cover the expenditure.

Commissioner Turnbow, seconded by Commissioner Yates, moved to approve the contract with Tri-County Paving, Inc. in the amount of \$98,635.70 to repair two twenty-five by twenty-five foot sections of the Transfer Station Tipping Floor as presented by Mr. Buck.

VOTE: Aye-5  
Nay-0

## **PLANNING AND INSPECTIONS MATTERS**

### ***A. Grant Acceptance Request for Recreational Trail Program (RTP) Funds***

Mr. Joe Furman stated that the County has been awarded \$100,000 as result of an application submitted to the North Carolina Recreational Trails Program. The funds are for the Middle Fork Greenway, Section 4. A contract will be forthcoming.

Vice-Chairman Kennedy, seconded by Commissioner Yates, moved to accept the \$100,000 grant from the North Carolina Recreational Trails Program and authorize the execution of the grant contract.

VOTE: Aye-5  
Nay-0

### ***B. Proposed Land Donation by Blue Ridge Conservancy for Section 4 Grant Acceptance Request for Recreational Trail Program (RTP) Funds***

Mr. Furman announced that the Blue Ridge Conservancy requests to donate a twelve (12) acre tract to the County for Section 4 of the Middle Fork Greenway.

Commissioner Yates, seconded by Commissioner Turnbow, moved to accept the twelve (12) acre tract donation from the Blue Ridge Conservancy.

VOTE: Aye-5  
Nay-0

## **TAX MATTERS**

### ***A. Monthly Collections Report***

Tax Administrator, Mr. Larry Warren, presented the Tax Collections Report for the month of October 2018. The 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 October 2018 for Board approval:

TO BE TYPED IN MINUTE BOOK

Vice-Chairman Kennedy, seconded by Commissioner Turnbow, moved to approve the Refunds and Releases Report for October 2018 as presented.

VOTE: Aye-5  
Nay-0

## **FINANCE MATTERS**

### ***A. Budget Amendments***

Ms. Misty Watson, Finance Director, reviewed the following budget amendments:

<b>Account #</b>	<b>Description</b>	<b>Debit</b>	<b>Credit</b>
103980-398121	Transfer from Capital Projects Fund		\$25,000
104920-463000	General appropriation	\$25,000	
219930-449210	Economic Development Commission		\$25,000
219800-498010	Transfer to General Fund	\$25,000	

The amendment allocates funds from CIP set aside funds for projects as requested by the Economic Development Commission to be utilized by the High Country Food Hub.

Vice-Chairman Kennedy, seconded by Commissioner Turnbow, moved to approve the budget amendments as presented by Ms. Watson.

VOTE: Aye-5  
Nay-0

### ***B. Proposed Inmate Catastrophic Insurance Contract***

Ms. Misty Watson, Finance Director, presented a proposed renewal contract with Insurance Management Consultants, Inc., for catastrophic insurance for inmates housed in the County Jail. The insurance shields the County from large medical claims that occur while inmates are being housed in the Watauga County Jail. The premium for the insurance coverage is in the amount of \$42,390 with a \$10,000 deductible. Ms. Watson stated that the \$11,750 increase in the premium is due to the inmate population which increased from 63 to 83 over the past twelve months. Adequate funds are available to cover the contracted cost.

Vice-Chairman Kennedy, seconded by Commissioner Turnbow, moved to renew the contract with Insurance Management Consultants, Inc., in the amount of \$42,390 as presented by Ms. Watson.

VOTE: Aye-5  
Nay-0

## **MISCELLANEOUS ADMINISTRATIVE MATTERS**

### ***A. Boards and Commissions***

County Manager Geouque shared the following Boards and Commissions appointments

#### ***Board of Adjustment***

A Board of Adjustment term expires in November. The current member resides in the South Fork New River Watershed. If he is to be replaced, it is recommended that another resident of that area be appointed "if practicable". A map of the area was presented showing where three watershed areas adjoin, creating essentially one single residency district.

The County Manager presented a volunteer application from Mr. Lonnie Webster who has expressed interest in serving on the Board of Adjustment and does reside in the South Fork New River Watershed. This is a first reading and, therefore, no action is required.

Valle Crucis Historic Preservation Commission

Ms. Erin Thompson's three year term on the Valle Crucis Historic Preservation Commission expired in September. Ms. Thompson is willing to be reappointed.

Vice-Chairman Kennedy, seconded by Commissioner Turnbow, moved to reappoint Ms. Erin Thompson to the Valle Crucis Historic Preservation Commission.

VOTE: Aye-5

Nay-0

Watauga Medical Center Board of Trustees

The Watauga Medical Center Board of Trustees has recommended Ms. Kim Miller, Mr. Kent Tarbutton, and Ms. Jan Winkler for re-appointment as Board Trustees. Each of their terms would be effective January 1, 2019, through December 31, 2021. These are first readings and, therefore, no action is required at this time.

***B. Announcements***

County Manager Geouque announced the following:

- The first Board of Commissioners meeting in December has been moved to Monday, December 3, 2018. The meeting will recess to allow for the swearing in ceremony of the Commissioners-Elect.
- The High Country Council of Governments will hold a Legislative Breakfast on Wednesday, December 5, 2018, from 9:30 A.M. until 12:00 P.M. in the Blue Ridge Electric Community Room at 2491 Old US 421 S, Boone, NC. If you wish to attend, Anita will be glad to RSVP on your behalf.
- The Annual County Christmas Luncheon, scheduled on Thursday, December 13, 2018, will be held at Dan'l Boone Inn from 11:45 A.M. to 2:00 P.M.

**PUBLIC COMMENT**

The following shared concerns regarding asphalt plants in Watauga County including the proposed plant on Rainbow Trail and the related court ruling: Andrew Mason, Susie Winters, David Sensel, Terry Covell, and Alice Harmon.

**CLOSED SESSION**

At 6:44 P.M., Commissioner Turnbow, seconded by Commissioner Hodges, moved to enter Closed Session to discuss Attorney/Client Matters, per G. S. 143-318.11(a)(3), Land Acquisition, per G. S. 143-318.11(a)(5)(i), and Personnel Matters, per G. S. 143-318.11(a)(6).

VOTE: Aye-5

Nay-0



Commissioner Turnbow, seconded by Commissioner Yates, moved to resume the open meeting at 7:43 P.M.

VOTE: Aye-5  
Nay-0

**ADJOURN**

Commissioner Turnbow, seconded by Vice-Chairman Kennedy, moved to adjourn the meeting at 7:43 P.M.

VOTE: Aye-5  
Nay-0

John Welch, Chairman

ATTEST:  
Anita J. Fogle, Clerk to the Board

**AGENDA ITEM 3:**

**RECESS MEETING FOR SWEARING IN OF NEW COMMISSIONERS**

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**AGENDA ITEM 4:****BOARD ORGANIZATIONAL MATTERS*****A. Election of Officers***

Since there is no Chairman at this point in time, it has been customary for the County Manager to conduct the election; however, this can be handled by a commissioner if that is the desire of the Board. Nominations are taken from the floor, and the election is by simple majority of the Board members. At this point, the Chairman will call for nominations for the Vice-Chair. Following the election of officers, the new Chairman assumes his duties and presides over the meeting. It is appropriate at this time for the commissioners to change the seating arrangements if they so desire, or this could be done at a later meeting.

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**AGENDA ITEM 4:****BOARD ORGANIZATIONAL MATTERS*****B. Staff Appointments***

It has been local practice for the Board to take action on the following staff appointments who serve at the pleasure of the Board. These include County Manager, Deron Geouque; Clerk to the Board, Anita Fogle; Substitute Clerks to the Board, Monica Harrison (Human Resources Manager) and Tammy Adams (Human Resources Coordinator); and the County Attorney (the appointment of the attorney can be done by individual name or firm name whichever is appropriate). In addition, a separate Department of Social Services Attorney may be appointed or the appointed County Attorney may serve at the discretion of the Board.

Board action is requested.

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**AGENDA ITEM 4:**

**BOARD ORGANIZATIONAL MATTERS**

*C. Fidelity Bonds*

Board action is needed to set these specific name fidelity bonds for the positions as detailed in the packet. Ms. Misty Watson will be present for discussion.





# WATAUGA COUNTY

## FINANCE OFFICE

814 West King St., Room 216 - Boone, NC 28607 - Phone (828) 265-8007 Fax (828) 265-8006

### MEMORANDUM

**TO:** Deron Geouque, County Manager  
**FROM:** Misty Watson, Finance Director  
**SUBJECT:** Fidelity Bonds, Official and Authorized Signers  
**DATE:** December 3, 2018

The following fidelity bonds are in place and require the annual approval of the Watauga County Board of Commissioners. Currently, the County Manager serves as Deputy Finance Director in the absence of the Finance Director and is bonded as such. The Finance Director, County Manager, and Chair of the Board of Commissioners serve as the authorized signers for disbursements on all County accounts. Additional signers and Deputy Finance Officers on the Inmate Commissary account only are Sampson Lewis, James Sharpe, Barry Trivette, and Michael Brown. Official depositories of the County are First National Bank and BB&T.

<u>Position</u>	<u>Bond Amount</u>	<u>Statutory Requirement</u>
Finance Director	\$50,000	No less than \$50,000, NCGS 159-29
Deputy Finance Director/ County Manager	\$50,000	
Tax Collector	\$50,000	Amount considered reasonable by BCC, NCGS 105-349-c
Register of Deeds	\$50,000	At least \$10,000, but no more than \$50,000, NCGS 161-4
Sheriff	\$25,000	Amount considered reasonable by BCC, but no more than \$25,000, NCGS 162-8

Board approval is requested for the bonds, official depositories and the authorized signers as listed above.

**AGENDA ITEM 4:****BOARD ORGANIZATIONAL MATTERS*****D. Commissioner Appointments to Boards & Commissions***

Each elected commissioner appoints a representative to the Boone Rural Fire Protection Service District Board and the County Planning Board. The representative must live in the Boone Rural Fire Protection Service District to be appointed. Also, included in the packet is a list of Boards & Commissions on which the commissioners themselves have served in the past. Some of these are legal requirements that the commissioners serve, and some are at the request of the agencies. The majority of these appointments can be made by the Chairman of the Board although several of them do require Board action. Therefore, it has been the practice for the Chairman to submit a list of appointments with Board action to approve the entire list. If there is more than one nomination for a particular appointment, the Board may vote on each nomination separately.

# Commissioner Appointments to Boards & Commissions 120318 BCC Meeting

December 5, 2017

Board/Commission	Member
Appalachian District Health Department	Yates
Appalachian Theatre Board of Trustees Ex-Officio Member	Hodges or Welch
AppalCART Authority	Hodges
Blue Ridge Resource Conservation & Development Area	Turnbow
Caldwell Community College & Technical Institute - Watauga Advisory Board	Welch
Children's Council	Turnbow
Child Protection Team	Kennedy
Cooperative Extension Advisory Leadership Board	Yates
Economic Development Commission (EDC)	Turnbow
Educational Planning Committee (2 appointees)	Hodges & Welch
EMS Advisory Committee	Yates
High Country Council of Governments Executive Board Rural Transportation Advisory Committee	Turnbow
Juvenile Crime Prevention Council (JCPC)	Welch
Humane Society	Turnbow
Library Board	Kennedy
Motor Vehicle Valuation Review Committee	Welch
New River Service Authority Board	Hodges
Northwest Regional Housing Authority (five-year term expires Dec. 12, 2019)	Pat Vines
POA Advisory Committee (Home & Community Care Block Grant)	Yates
Sheriff's Office Liaison	Kennedy & Turnbow
Vaya County Commissioner Advisory Board	Kennedy
Social Services Advisory Board	Hodges
Watauga County Fire Commission	Yates
Watauga County Personnel Advisory Committee	Welch
Watauga County Recreation Commission	Welch
Watauga Medical Center Board of Trustees	Kennedy
Watauga Opportunities, Inc.	Turnbow
Workforce Development Board (WDB)	Chairman

### Boone Rural Fire Protection Service District Board Of Directors

This Board is responsible for overseeing the tax and setting the tax rate on a yearly basis.

**(Must live in District; Second Thursday of January, April, July, and October at 7:00 PM Boone Fire Station #2)**

Member	Appointment Date	Term Expiration Date	Commissioner
Tommy Critcher	12/05/16	12/2020	District 1 – Yates
Lee Stroupe	12/05/16	12/2020	District 2 – Welch
Jimmy Marsh	12/01/14	12/2018	District 3 – Kennedy
Katy Abrams	12/05/16	12/2018	District 4 – Turnbow
Johnny Hampton	12/01/14	12/2018	District 5 - Hodges

### Watauga County Planning Board

Develops and recommends policies, ordinances, administrative procedures and other means for carrying out plans in a coordinated and efficient manner.

**(3rd Monday of each month at 5:30 PM in the Commissioners' Board Room at the County Administration Building)**

Member	Appointment Date	Term Expiration Date	Commissioner
Todd Castle	12/2016	12/2020	District 1 – Yates
Neil Hartley	12/2016	12/2020	District 2 – Welch
Dennis Scanlin	12/2014	12/2018	District 3 – Kennedy
Nicole “Nikki” Bauman	12/2016	12/2018	District 4 – Turnbow
Patrick Morgan	01/2015	12/2018	District 5 – Hodges
Jamey Hodges	02/2016	12/2019	At-Large
Richard Mattar	12/2017	12/2021	At-Large

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## **AGENDA ITEM 4:**

### **BOARD ORGANIZATIONAL MATTERS**

#### ***E. Regular Meeting Schedule***

The Board's regular meetings are currently scheduled for the 1st Tuesday and the 3rd Tuesday of each month at 8:30 A.M. and 5:30 P.M., respectively. This schedule can continue or may be changed at the pleasure of the Board.

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**AGENDA ITEM 5:**

**APPROVAL OF THE DECEMBER 3, 2018, AGENDA**

Now that the Board has been officially constituted, it is appropriate for the Board to take action to adopt the agenda.

If you have questions or require more information, please do not hesitate to contact me.



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**AGENDA ITEM 6:**

**SHERIFF'S OFFICE REQUESTED AWARD TO RETIRING OFFICER**

**MANAGER'S COMMENTS:**

G.S. 20-187.2, as included in your packets, allows governing bodies of a law enforcement agency to award a retiring member the service side arm at a price determined by the governing body. Law enforcement personnel may retire at age 55 with 25 years of credible service with full retirement benefits.

Captain Jaska "Dee Dee" Rominger is retiring December 31, 2018. The Sheriff's Office requests that Dee Dee's respective side arm and badge be awarded to her upon retirement and that the Board set the price of the side arm at \$1.

Board action is required to make this award.



# WATAUGA COUNTY SHERIFF'S OFFICE

184 HODGES GAP ROAD  
BOONE, NORTH CAROLINA 28607  
(828) 264-3761 • FAX (828) 263-5345

LEN D. HAGAMAN, JR.  
SHERIFF

## MEMORANDUM

To: Watauga County Board of Commissioners  
County Manager Deron Geouque

From: Len D. Hagaman, Sheriff

A handwritten signature in blue ink, appearing to read "L. Hagaman", is written over the name "Len D. Hagaman, Sheriff".

RE: Captain Dee Dee Rominger, Service Firearm

Date: December 3, 2018

Captain Jaska "Dee Dee" Rominger, will retire from the Watauga County Sheriff's Office on December 31, 2018 with many years in law enforcement and other local government experience. It is customary that the Sheriff's Office award its' retiring law enforcement officers their service weapon as a small token of their dedicated service to the Office, and more especially to the citizens of Watauga County.

The Watauga County Sheriff's Office is formally requesting that Deputy Captain Rominger's issued service firearm, a Glock Model 27 (4<sup>th</sup> Generation), .40 caliber, Serial Number RUE795, be declared surplus for the purpose of retirement presentation in accordance with NC General Statute 20-187.2.

We deeply appreciate the Watauga County Commissioners honoring Deputy Captain "Dee Dee" Rominger for her many years of dedicated service, as we too express our heartfelt thanks for "Dee Dee's" dedication and service to the citizens of Watauga County.

/ldh

**AGENDA ITEM 7:**

**BUDGET AMENDMENTS**

**MANAGER'S COMMENTS:**

Ms. Misty Watson, Finance Director, will review budget amendments as included in your packet.

Board approval is requested.



## WATAUGA COUNTY FINANCE OFFICE

814 West King St., Suite 216, Boone, NC 28607 Phone (828) 265-8007

### MEMORANDUM

**TO:** Deron T. Geouque, County Manager  
**FROM:** Misty Watson, Finance Director  
**SUBJECT:** Budget Amendments - FY 2018/19  
**DATE:** December 3, 2018

The following budget amendment requires the approval of the Watauga County Board of Commissioners. Board approval is requested.

<u>Account #</u>	<u>Description</u>	<u>Debit</u>	<u>Credit</u>
104199 449900	Miscellaneous expense	550,000.00	
104199 499100	Contingency	202,041.00	
103991 399100	Fund Balance - appropriated		752,041.00

To allocate funds from appropriated fund balance to general administration for the purchase of 136 North Water Street; land acquisition previously approved by the Board.

493910 391002	Limited Obligation Bond Proceeds		18,490,000.00
493910 391003	Limited Obligation Bond Premium		1,723,276.55
496120 458000	Capital Outlay - Building and improvements	20,213,276.55	

To recognize the limited obligation bond proceeds for the Community Recreation Center

**AGENDA ITEM 8:**

**MISCELLANEOUS ADMINISTRATIVE MATTERS**

*A. January's Meeting Schedule*

**MANAGER'S COMMENTS:**

The Board has traditionally cancelled one of the meetings in December or January depending on how the holidays have fallen. Due to where Christmas and New Year fall during the week, staff would recommend the Board cancel the first meeting in January as there would be insufficient time to prepare the Board packets. Historically, December and the first weeks in January have few issues requiring Board action.

Staff seeks direction from the Board in cancelling the first meeting in January.

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**AGENDA ITEM 8:**

**MISCELLANEOUS ADMINISTRATIVE MATTERS**

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

**MANAGER'S COMMENTS:**

The North Carolina Association of County Commissioners' (NCACC) Legislative Goals Conference is scheduled for January 10-11, 2019, in Wake County. Each county in attendance is required to select a voting member for the Conference. Submission of the voting delegate is due December 28, 2018. For more information on the Conference, please go to: <http://www.ncaccevents.org/events/2019goals/>.





**Voting Delegate Designation Form**  
**Legislative Goals Conference**  
January 10-11, 2019 (Thursday – Friday)  
Raleigh Marriott Crabtree Valley – Wake County

**NOTE: Please place this action on your board meeting agenda.**

Each Board of County Commissioners is hereby requested to designate a commissioner or other official as a voting delegate for the 2019 Legislative Goals Conference. Each voting delegate should complete and sign the following statement and **return it to the Association no later than Friday, December 28, 2018.**

**Please return form to Alisa Cobb, Executive Assistant, by email at [alisa.cobb@ncacc.org](mailto:alisa.cobb@ncacc.org) or by fax at 919-733-1065.**

I, \_\_\_\_\_, hereby certify that I am the duly designated voting delegate for \_\_\_\_\_ County at the North Carolina Association of County Commissioners 2019 Legislative Goals Conference.

Signed: \_\_\_\_\_

Title: \_\_\_\_\_

Article VI, Section of the Association’s 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.”

**AGENDA ITEM 8:****MISCELLANEOUS ADMINISTRATIVE MATTERS***C. Boards and Commissions***MANAGER'S COMMENTS:***Board of Adjustment*

A Board of Adjustment term expires in November. The current member resides in the South Fork New River Watershed. If he is to be replaced, it is recommended that another resident of that area be appointed "if practicable". A map of the area is attached. As you can see, 3 watershed areas adjoin, creating essentially one single residency district.

Mr. Lonnie Webster has expressed interest in serving on the Board of Adjustment and does reside in the South Fork New River Watershed. His volunteer application will be available by the time of the meeting. This is the second reading.

*Watauga Medical Center Board of Trustees*

The Watauga Medical Center Board of Trustees has recommended Ms. Kim Miller, Mr. Kent Tarbutton, and Ms. Jan Winkler for re-appointment as Board Trustees. Each of their terms would be effective January 1, 2019, through December 31, 2021. These are second readings.

**Anita.Fogle**

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**From:** John.Spear  
**Sent:** Friday, September 21, 2018 1:47 PM  
**To:** Deron.Geouque; Anita.Fogle  
**Cc:** Joe Furman  
**Subject:** FW: Boards and Commissions  
**Attachments:** SFNR Watershed.bmp

Please see below from Mr. Furman ..

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**From:** Joe Furman  
**Sent:** Friday, September 21, 2018 12:55 PM  
**To:** John.Spear  
**Subject:** Boards and Commissions

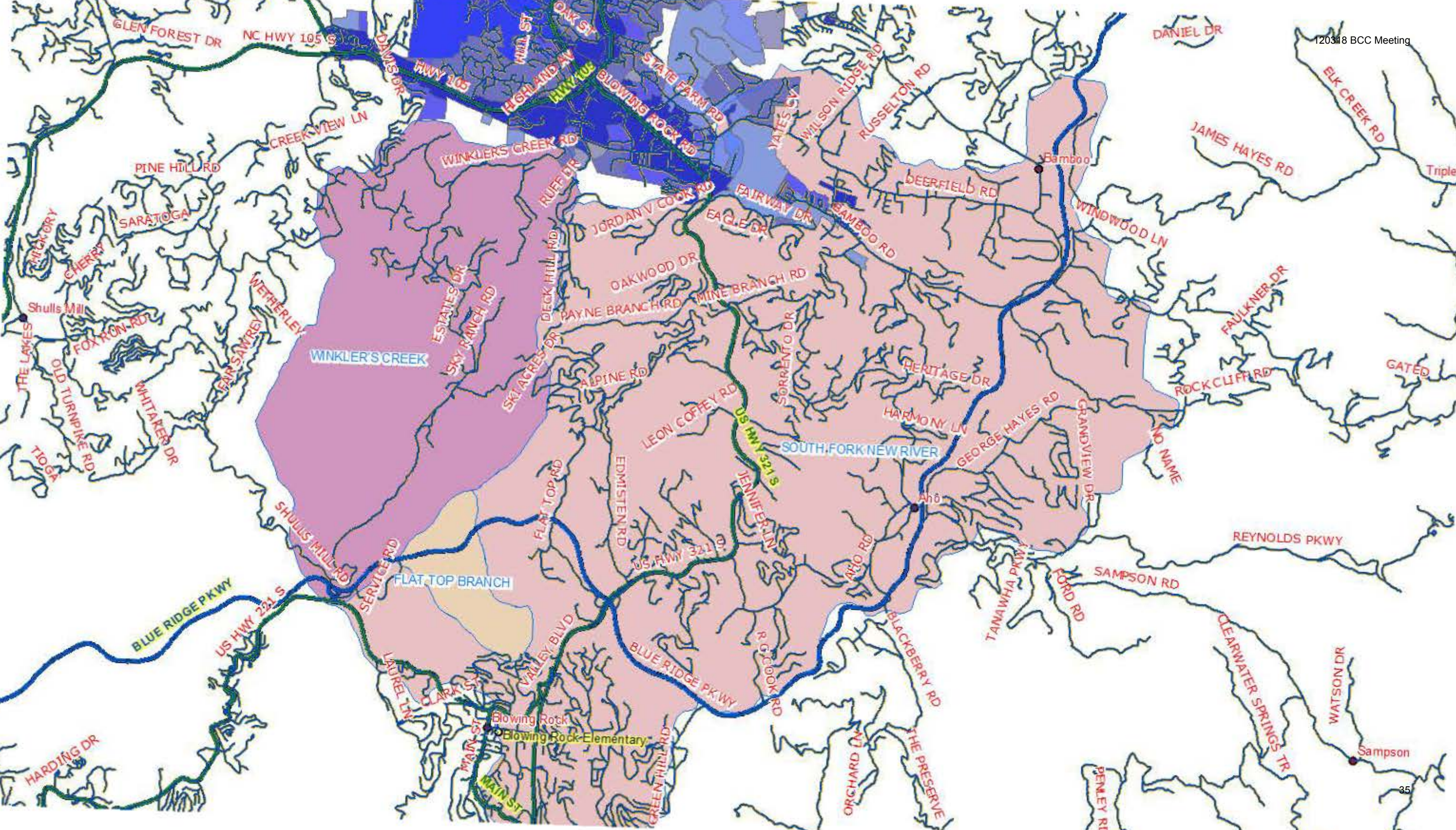
Deron,  
Adam Rhyne's 3 year term on the Board of Adjustment expires in November. He is willing to be reappointed. There is an active case under consideration by the Board; I expect it to be wrapped up in late October, or in November. He resides in the South Fork New River Watershed. If he is to be replaced, it is recommended that another resident of that area be appointed "if practicable". A map of the area is attached. As you can see, 3 watershed areas adjoin, creating essentially one single residency district.

Also, Erin Thompson's 3 year term on the Valle Crucis Historic Preservation Commission expires this month. She is willing to be reappointed.

Joe

Joseph A. Furman, AICP  
Director, Watauga County Planning & Inspections and Economic Development  
126 Poplar Grove Connector, Suite 201  
Boone, NC 28607  
(828) 265-8043  
(828) 265-8080 (fax)  
[joe.furman@watgov.org](mailto:joe.furman@watgov.org)









Chuck Mantooh, FACHE  
President & CEO

November 12, 2018

Mr. Deron Geouque  
Watauga County Manager  
814 West King Street, Suite 205  
Boone, NC 28607

Dear Deron:

The Watauga Medical Center, Inc. Board of Trustees at their October 25, 2018 meeting unanimously approved submitting the following names to be considered by the Watauga County Commissioners for appointment to the Board of Trustees:

Kim Miller  
Kent Tarbutton  
Jan Winkler

The appointment will be for a three year term beginning January 1, 2019 and ending December 31, 2021.

Thank you for your assistance with this process and please contact me should you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Chuck Mantooh", is written over a light blue circular stamp.

Chuck Mantooh

**AGENDA ITEM 8:**

**MISCELLANEOUS ADMINISTRATIVE MATTERS**

*D. Announcements*

**MANAGER’S COMMENTS:**

*THIS HAS BEEN CANCELLED AND WILL BE RESCHEDULED ON A LATER DATE:* The High Country Council of Governments will hold a Legislative Breakfast on Wednesday, December 5, 2018, from 9:30 A.M. until 12:00 P.M. in the Blue Ridge Electric Community Room at 2491 Old US 421 S, Boone, NC. If you wish to attend, Anita will be glad to RSVP on your behalf.

The Annual County Christmas Luncheon, scheduled on Thursday, December 13, 2018, will be held at Dan’l Boone Inn from 11:45 A.M. to 2:00 P.M.

The Essentials of County Government course will be held the following dates:

December 13-14, 2018	Durham
January 17-18, 2019	Asheville
January 31-February 1, 2019	Greenville

Additional information is included in your packet. If interested in attending, please notify Anita who will assist with your registration and accommodations.

**From:** Allen, Trey <tallen@sog.unc.edu>  
**Sent:** Monday, October 15, 2018 10:06 AM  
**To:** County Clerks in North Carolina  
**Cc:** Sheffield, Lisa E.  
**Subject:** [countyclerks] FW: Pre-Registration Open: Essentials of County Government

**From:** Sheffield, Lisa E. <[sheffield@sog.unc.edu](mailto:sheffield@sog.unc.edu)>  
**Sent:** Monday, October 15, 2018 9:49 AM  
**To:** City and County Managers <[ccmanagers@listserv.unc.edu](mailto:ccmanagers@listserv.unc.edu)>  
**Subject:** [ccmanagers] Pre-Registration Open: Essentials of County Government

## Essentials of County Government

**December 13-14, 2018 | Durham**  
**January 17-18, 2019 | Asheville**  
**January 31-February 1, 2019 | Greenville**

November’s elections are fast approaching.

[Essentials of County Government](#) provides newly-elected and incumbent county commissioners with the tools they need to successfully lead in office. The two-day course focuses on the transition from campaigning to governing, and covers the powers and responsibilities of a county board of commissioners.

Incumbent elected officials have the option to join for the second day of training, and complete their state-mandated ethics training hours. Commissioners will be able to ask questions of and share information with their peers across the state, and will learn about valuable resources available to them to help them navigate their new role. Make sure to save your newly elected county commissioners a seat for the two-day course by completing the two-step process below:

### 1. PRE-REGISTRATION

Click [here](#) to pre-register seat(s) for your jurisdiction by **November 5, 2018**. Please indicate the number of seats you want to reserve and your location preference.

### 2. CONFIRM REGISTRATION

Complete the registration process for your elected officials beginning **November 7, 2018**, the day after the elections. You will be sent an email prompting you to create SOG registration profiles, confirm location selection, and enter in the newly elected official's information. Please reply with this information by **November 13, 2018**, or your pre-reserved seat(s) will be released.

For additional information about the pre-registration process, the content of the course, or how to register an incumbent county commissioner for a one-day workshop, please click [here](#).

### Toogie Hampton

*Program Management Team Lead*  
 School of Government  
 UNC-Chapel Hill  
 919.843.6518

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Subject Line: **unsubscribe countyclerks** .  
Other inquiries on list issues can be sent to [listmgr@sog.unc.edu](mailto:listmgr@sog.unc.edu).





## ETHICS TRAINING FOR LOCAL ELECTED OFFICIALS

North Carolina law requires the governing board members of cities and counties to receive 2 hours of ethics training within 12 months after each election or re-election to office. Some common questions asked by local elected officials are:

- ? Can I accept gifts under \$25?
- ? Can I vote to award a contract to a company owned by a family member?
- ? Can I recuse myself from voting to avoid the appearance of impropriety?

Learn the answers to these and other ethics-related questions by attending one of the training opportunities listed below. The Essentials of County Government course contains a two-hour ethics session (you must register for the entire course). The webinar is a two-hour ethics session. The NCACC 112<sup>th</sup> Annual Conference will include a two-hour ethics session. To register for Essentials, visit the [course page](#). Registration for the webinar opens in March of each year and will be posted on School of Government listservs. For information about the NCACC 2019 Annual Conference, visit [www.ncacc.org](http://www.ncacc.org).

This series of training opportunities is repeated annually—for either municipal or county officials—following each election cycle.

For more information, visit the SOG’s [Ethics for Local Government Officials website](#) or contact Toogie Hampton, program manager, at [thampton@sog.unc.edu](mailto:thampton@sog.unc.edu) or 919.843.6518.

## 2019 ETHICS TRAINING CALENDAR

### Essentials of County Government

December 13-14    Durham  
Sheraton Imperial RTP

January 17-18    Asheville  
Doubletree By Hilton

January 31-  
February 1        Greenville  
Hilton Greenville

### Webinars and NCACC Annual Conference

May 22            Ethics for County Commissioners  
Live Webinar

June-  
October            Ethics for County Commissioners  
On-Demand Webinar

August 22        NCACC 112<sup>th</sup> Annual Conference  
Grandover Resort & Conference  
Center, Greensboro

## FACULTY



**Frayda Bluestein**  
*David M. Lawrence Distinguished  
Professor of Public Law and Government*



**Norma Houston**  
*Lecturer in Public Law and Government*

The School of Government provides ethics training for city and county governing board members in collaboration with the North Carolina Association of County Commissioners and the North Carolina League of Municipalities.

**AGENDA ITEM 9:**

**PUBLIC COMMENT**

**AGENDA ITEM 10:**

**BREAK**

**AGENDA ITEM 11:**

**CLOSED SESSION**

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