AGENDA PACKET

FOR

JULY 8, 2019

REGULAR MEETING
OF THE
YANCEY COUNTY BOARD OF COMMISSIONERS
AGENDA
YANCEY COUNTY BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING
JULY 8, 2019
6:00 PM

I. Call to Order – Chairman Jeff Whitson
II. Invocation and Pledge of Allegiance to the Flag
III. Approval of the Agenda
IV. Consent Agenda
   a. Approval of minutes for Regular Meeting June 10, 2019
   b. Approval of minutes for Special Meeting June 20, 2019
   c. Approval of minutes for 2019-20 Fiscal Year Budget Work Sessions
   d. Approval of RESOLUTION Designating Review Officers
   e. Approval of Yancey County Detention Center’s Medical Services Plan
   f. Approval of Agreement for the Protection, Development, & Improvement of Forest Land in Yancey County, NC
   g. Approval of 2018-19 Annual Settlement Reports for Unpaid Real Property Taxes & Personal Property Taxes by the Yancey County Tax Collector
   h. Approval of Tax Office Refund Requests
   i. June 2019 Tax Collection Reports – Informational
   j. NC Community Care Networks, Inc. Termination of Lease – Informational
V. USDA RURAL Grant Award for TRACTOR – Pamela Hysong
VI. TRACTOR – Michael Graf
VII. Promoting Yancey County – Claudia Bailey
VIII. Bald Creek Daycare – Mendy Miller
IX. 5G Technology Health Concerns – Claire DGaia
X. County Manager’s Report – Lynn Austin
   a. Yancey County Schools Surplus Property – former Bald Creek Pre-K Building
   b. EYWS RESOLUTION Accepting Loan Offer
   c. MOU between International Economic Development Council (IEDC) & Yancey County
   d. Project Updates
XI. County Attorney’s Report – Donny Laws
XII. County Commissioners’ Report
XIII. Public Comments
XIV. Adjourn
CONSENT AGENDA ITEMS

Description

The consent agenda presented for July 2019 includes the following for review and approval:

- Approval of minutes for Regular Meeting June 10, 2019
- Approval of minutes for Special Meeting June 20, 2019
- Approval of minutes for 2019-20 Fiscal Year Budget Work Sessions
- Approval of RESOLUTION Designating Review Officers
- Approval of Yancey County Detention Center’s Medical Services Plan
- Approval of Agreement for the Protection, Development, & Improvement of Forest Land in Yancey County, NC
- Approval of 2018-19 Annual Settlement Reports for Unpaid Real Property Taxes & Personal Property Taxes by the Yancey County Tax Collector
- Approval of Tax Office Refund Requests
- June 2019 Tax Collection Reports – Informational
- NC Community Care Networks, Inc. Termination of Lease – Informational

Item Presenter

Board Action Requested

Approve the Consent Agenda Items
Minutes of the June 10, 2019
Regular Meeting of the Yancey County Board of Commissioners
Held at 6:00 pm in the Yancey County Courthouse
Yancey County Courthouse, Burnsville, North Carolina

Present at the meeting held June 10, 2019 were Chairman Jeff Whitson, Commissioner Mark Ledford, Commissioner Jill Austin, Commissioner David Grindstaff, Commissioner Johnny Riddle, County Manager Lynn Austin, County Finance Officer Brandi Burleson, Planning & Economic Development Director Jamie McMahan, County Attorney Donny Laws, Tax Administrator/Assessor Danny McIntosh, Board Clerk Sonya Morgan, members of the media, and members of the general public.

Call to Order

Chairman Whitson welcomed those in attendance and called the meeting to order.

Invocation and Pledge of Allegiance to the Flag

Commissioner Ledford delivered the invocation. Chairman Riddle led in the Pledge of Allegiance to the Flag.

Approval of the Agenda

Commissioner Riddle made a motion to amend the agenda to remove the closed session and approve the amended agenda, with Commissioner Austin seconding the motion. By unanimous vote, the amended agenda was approved. (Attachment A)

Consent Agenda

Chairman Whitson read through the items on the consent agenda, which included:

a. Approval of May 13, 2019 Regular Meeting & Closed Session minutes
b. Approval of reappointment of Cathy King to Yancey County DSS Board (Attachment B)
c. Approval of appointment of Whitney Brasington to the High Country Workforce Development Board (Attachment C)
d. Approval of RESOLUTION in Support of Naming a Section of Hwy in Honor of Sheriff Donald Banks (Attachment D)
e. May 2019 Tax Collection Reports – Informational (Attachment E)
f. SDS Agreement for Ray Cort Park NC PARTF Construction Documents – Informational (Attachment F)
g. Withers Ravenal Contract Amendment 1 for East Yancey Sewer System Improvements – Informational (Attachment G)
h. Letter of Support for Yancey County Transit Facility – Informational (Attachment H)
i. Resolutions Of Yancey County and the Town of Burnsville Regarding Designations of Building Inspectors – Informational (Attachment I)

Chairman Whitson asked for a motion to approve the items on the consent agenda. Commissioner Grindstaff made a motion to approve the consent agenda, which was seconded by Commissioner Ledford. By unanimous vote, the consent agenda was approved.

Public Hearing - Yancey County Addressing and Road Naming Ordinance

Mark Thomas, Addressing Coordinator, presented the Yancey County Addressing and Road Naming Ordinance. (Attachment J) Mr. Thomas reported that the ordinance presented was an update to the existing ordinance, with changes made to reflect the addressing coordinator's duties and to prohibit signs from being attached to 911 street signs. Chairman Whitson confirmed with Mr. Thomas that the updated ordinance did not change any addresses or road names. Chairman Whitson opened the floor for comment for anyone wishing to speak during the public hearing. Hearing none, Chairman Whitson asked for a motion to adopt the ordinance. Commissioner Riddle made a motion to adopt the Yancey County Addressing and Road Naming Ordinance, with Commissioner Grindstaff providing a second. By unanimous vote the ordinance was adopted.
AMY Library

Next, Amber Briggs, director of the AMY Library regional library system, thanked the Board for allowing her to speak. Ms. Briggs gave a brief overview of the system and how it is funded. Ms. Briggs reviewed some of the programs, including story time, yoga story time, book clubs, STEM (science, technology, engineering, and math) programs, after school programs, music under the trees, and a summer reading program. She also reported that there are activities for aging adults, a new website, and an ancestry library. Ms. Briggs reported grant funding will provide technology available for checkout, including wifi hotspots, laptops, and tablets. Commissioner Riddle commended Ms. Briggs for job well done. Chairman Whitson stated that the library is an asset to the community. Chairman Whitson commended Ms. Briggs and said in a lengthy conversation with her, he understood that the AMY Library is a member of, and mirrors its policies after the National Public Library Association, which ensures equality for every citizen.

County Manager’s Report

County Manager Austin began her report by requesting that the Board reappoint Commissioner Riddle to the Mayland Community College Board of Trustees. Commissioner Grindstaff made a motion to reappoint Commissioner Riddle, with Commissioner Austin providing a second. By a unanimous vote, the motion was carried.

Next, County Manager Austin presented the letter received from Yancey County Schools offering the county the first option on the former Bald Creek Pre-K building. (Attachment K) County Manager Austin indicated that County Attorney Donny Laws had reviewed the letter. Commissioner Ledford made a motion to table the decision on the option to allow for further investigation on the matter. Commissioner Riddle seconded the motion. By unanimous vote, the motion was carried.

County Manager Austin then presented the drug court contract for Board consideration. County Manager Austin said that the drug court came about in October, with each county funding $25,000. (Attachment L) She reported that the contract request for each county was $30,000 for the program, with Mitchell and Madison counties each committing $30,000. County Manager Austin said that the contract was the same as last year, except that it would begin July 1 instead of October. Commissioner Riddle made a motion to approve the contract, with Commissioner Riddle providing a second. The Board voted unanimously to approve the contract.

Next County Manager Austin presented a RESOLUTION AUTHORIZING THE DISPOSAL OF SURPLUS REAL PROPERTY BY PUBLIC AUCTION for consideration and approval by the Board to dispose of 11 parcels of land by auction on Wednesday, July 24th at 1:00 pm at the front door of the Yancey County Courthouse. (Attachment M) Commissioner Austin made a motion to adopt the resolution, with Commissioner Riddle providing a second. The Board voted unanimously to adopt the resolution.

County Manager Austin updated the Board ongoing projects. She reported that the work on the East Yancey water and sewer project will go to bid this month, with the 20-year project coming to an end; the work at the landfill will go to bid once Yancey County and Mitchell County budgets are adopted; county staff continues to work with FEMA on the Cane River Park restoration project; work at Ray Cort Park will begin June 11, with consultants well into the design process by mid-July; and, the new Blue Ridge School will be completed on time, with the school system scheduled to move in July 15. County Manager Austin stated that the county is still working to acquire easements at the new school.

County Manager Austin said that she had been contact by JEDC and that there are grants available to repurpose or revamp existing businesses. She indicated that the service is free and assistance is provided for planning, design, and funding through grants. County Manager Austin also announced that the Building Business Breakfast was scheduled for 7:30 am on June 11 and that Camp Funshine would begin June 17.
County Attorney’s Report

County Attorney Donny Laws had nothing to report to the Board this month.

County Commissioners’ Report

Commissioner Ledford said that he wanted to bring before the Board the school board’s requests for additional funds and would like to use any surplus funds from this year’s budget to grant the requests. Commissioner Austin asked if Commissioner Ledford was referring specifically to the school nurse position. Chairman Whitson stated that it was his understanding that the legislature was considering funding the school nurse positions. Commissioner Grindstaff said that he would like any surplus finds from this year be used to fund the school nurse position, if needed, and repair the tennis courts at the high school. Finance Officer Burleson, who was in attendance at the meeting, indicated that the tennis courts would be paid for out of the current budget. Commissioner Ledford made a motion to fund the school nurse position from surplus funds from the current budget year and repair the tennis courts, with Commissioner Grindstaff providing a second. By unanimous vote, the motion was carried.

Commissioner Riddle asked if there had been concern expressed over the trees that were down in Ray Cort Park and if they would be removed during the renovation. County Manager Austin said that she would check on the trees.

Public Comments

Claire D’Gaia spoke on “bloom illnesses” caused by 5G radiation.

Samantha Byrd read the Clearmont statement of intent for Clearmont School.

Danny McIntosh spoke on a potential partnership to connect the mountain to the sea trails, Appalachian trails, and the possibility to use Clearmont School in the plan.

Marvin Taylor spoke on the Sheriff’s department.

Adjournment

Having no further business, Commissioner Riddle made a motion to adjourn, with Commissioner Grindstaff seconding the motion. The Board of Commissioners voted unanimously to adjourn.

Approved and authenticated this the 8th day of July 2019.

Jeff Whitson, Chairman

Mark Ledford, Vice Chairman

Jill Austin, Commissioner

Sonya Morgan, Clerk to the Board

David Grindstaff, Commissioner

Johnny Riddle, Commissioner

(county seal)
Minutes of the June 20, 2019
Special Meeting of the Yancey County Board of Commissioners
Held at 6:00 pm in the Yancey County Courthouse
Yancey County Courthouse, Burnsville, North Carolina

Present at the meeting held June 20, 2019 were Chairman Jeff Whitson, Commissioner Mark Ledford, Commissioner Jill Austin, Commissioner David Grindstaff, Commissioner Johnny Riddle, County Manager Lynn Austin, County Finance Officer Brandi Burleson, Planning & Economic Development Director Jamie McMahan, Board Clerk Sonya Morgan, members of the media, and members of the general public.

Call to Order

Chairman Whitson welcomed those in attendance and called the meeting to order and reconvened the budget work session that was recessed June 3, 2019.

Approval of the Agenda

Commissioner Riddle made a motion approve the agenda, with Commissioner Ledford seconding the motion. By a vote of 4 - 0, the amended agenda was approved. (Attachment A)

Public Hearing for Proposed Monetary Match for Project Lamp Post

Planning & Economic Development Director Jamie McMahan provided a brief explanation on the economic development project, referred to as Project Lamp Post, for which a non-disclosure agreement had been signed. Mr. McMahan indicated that the project was manufacturing, and the company is expected to spend $2.6 million in capital and real property improvements at an existing and at a new facility over the course of the next 2 years. Mr. McMahan stated that the project will result in the creation of 50 jobs, with an average salary of $51,000 per year. He indicated that the project is eligible for two NC Department of Commerce grants. The first is the Building Reuse Grant in the amount of up to $500,000, with a required 5% match, up to $25,000. The second grant is the One North Carolina Fund in the amount of $150,000 which requires a one-third match, $50,000. Mr. McMahan indicated one of the requirements for the grants was that the Board adopts a resolution approving the match. Mr. McMahan presented the RESOLUTION SUPPORTING AN APPLICATION ON BEHALF OF PROJECT LAMP POST TO THE NC DEPARTMENT OF COMMERCE RURAL DEVELOPMENT DIVISION BUILDING REUSE PROGRAM & TO THE ONE NC FUND. (Attachment B) Chairman Whitson then opened the public hearing for the purpose of hearing comment on the proposed monetary match for Project Lamp Post. Commissioner Riddle clarified that the funds for the match would come from and were budgeted in the 2019-2020 fiscal year budget. Chairman Whitson asked if there was any additional public comment or any questions. Commissioner Riddle made a motion to close the public hearing, with Commissioner Austin seconding the motion. By a vote 4 - 0, the public hearing was closed. Commissioner Riddle then asked for a motion to adopt the RESOLUTION, with Commissioner Austin seconding motion. By a vote of 4 - 0, the RESOLUTION was adopted. Commissioner Grindstaff then joined the meeting.

Yancey County 2019-20 Fiscal Year Budget Public Hearing and Adoption

Next, County Manager Lynn Austin presented for adoption the 2019-20 Fiscal Year Budget of $23,701,432, which she reported as balanced. County Manager Austin addressed the Board and citizens of Yancey County and read her 2019-20 Budget Message. (Attachment C) Chairman Whitson then opened the floor for the purpose of hearing comments concerning the budget. Karin Rollett addressed the Board stating she was a member of SEARCH (Sustaining Essential and Rural Community Healthcare). Ms. Rollett said that she did not see a budget for ambulance services and was hearing rumors HCA (HCA Healthcare, Inc.) may not continue to provide those services. Chairman Whitson said that he had heard those rumors as well and the county would be addressing the situation. Chairman Whitson said that the current contract does not end until June 30, 2020 and the county could not really address the contract until the next budget year. County Manager Austin said that they would be gathering information throughout
the upcoming year. Chairman Whitson thanked Ms. Rolett for the information and said that if she received additional information on the matter the Board would hear from her. Chairman Whitson then asked if there was anyone else present who wished to share any comments or concerns. Hearing none, Commissioner Ledford made a motion to close the hearing, with Commissioner Riddle providing a second. By unanimous vote, the hearing was closed.
Commissioner Riddle then recognized County Finance Officer Brandi Burleson, County Finance Director Lynne Hensley, and County Manager Austin for all of their hard work on the budget. Chairman Whitson also thanked them and said that the Commissioners have to make tough decisions and that these individuals bring all of the information to the Board so those decisions can be made. Commissioner Riddle then made a motion to bring the 2019-20 Fiscal Year Budget Ordinance to the Board for adoption, with Commissioner Grindstaff seconding the motion. By unanimous vote the ordinance was adopted. (Attachment D)

Adjournment

Having no further business, Commissioner Ledford made a motion to adjourn the June 20, 2019 Special Meeting and recess the budget work session until June 24, 2019 at 9:00 am. Commissioner Riddle seconded the motion. By unanimous vote of the Board of Commissioners, the motion was approved.

Approved and authenticated this the ________ 8th _________ day of July 2019.

Jeff Whitson, Chairman

Mark Ledford, Vice Chairman

Jill Austin, Commissioner

Sonya Morgan, Clerk to the Board

David Grindstaff, Commissioner

(county seal)

Johnny Riddle, Commissioner
Minutes of the 2019-2020 Fiscal Year Budget Work Sessions
Special Meeting of the Yancey County Board of Commissioners
Yancey County Courthouse, Burnsville, North Carolina

Present at the meeting held April 15, 2019 were Chairman Jeff Whitson, Commissioner Mark Ledford, Commissioner Jill Austin, Commissioner David Grindstaff, Commissioner Johnny Riddle, County Manager Lynn Austin, County Finance Officer Brandi Burleson, and Board Clerk Sonya Morgan.

Call to Order

Chairman Whitson welcomed those in attendance and called the meeting to order.

Approval of the Agenda

Commissioner Riddle made a motion to approve the agenda. Commissioner Grindstaff seconded the motion. By unanimous vote, the agenda was approved. (Attachment A)

Budget Work Session 2019-20

Finance Office Burleson distributed 2019-2020 fiscal year budget drafts #1 of expenses and revenues. County Manager Austin indicated that non-departmental requests were cut back to last years budget. Commissioner Riddle stated that he had recently attended a meeting with TRACTOR and discussed their finances. He indicated that TRACTOR was started on grants, which are coming to an end and that they are working with minimal staff. Commissioner Riddle indicated TRACTOR had requested an additional $80,000 for the upcoming year, but could get by with an increase of $22,000. He also indicated that TRACTOR is looking at the possibility of merging with another food hub. Discussion ensued regarding TRACTOR’s involvement in the county, including working with FFA, the Senior Center, and local farmers.

County Finance Officer Burleson then began a discussion regarding the draft budget. Department heads submitted budget requests, which are denoted in the draft budgets at “2020 Dept Head.” Ms. Burleson indicated that the proposed budget amounts presented under “2020 Manager” were the amounts she and County Manager Austin had established and were presenting in the first draft. Ms. Burleson stated the draft included an estimated 2.1% cost of living increase and an increase to the LGERS retirement system to 9.04%. Ms. Burleson facilitated a review of each of the departmental budgets. A discussion ensued regarding the consolidation of the multiple Parks & Recreation activities under one department head to increase efficiency. Ms. Burleson indicated having a department head overseeing Parks & Recreation would increase revenues to the county by reducing part time staff and coordinating youth league activities and tournaments that generate revenue.

Recess

Having no further business for this day, Commissioner Ledford made a motion to recess until Monday, May 6, 2019 at 9:00 am, with Commissioner Grindstaff seconding the motion. The Board voted unanimously to recess.

May 6, 2019, 9:00 am

Chairman Whitson reconvened the recessed meeting of April 15, 2019. Present at the meeting held May 6, 2019 were Chairman Jeff Whitson, Commissioner Jill Austin, Commissioner David Grindstaff, Commissioner Johnny Riddle, County Manager Lynn Austin, County Finance Officer Brandi Burleson, and Board Clerk Sonya Morgan. Commissioner Ledford was absent from the meeting.

Yancey County Sheriff’s Department

Chief Deputy Shane Hilliard addressed the Board to discuss a draft ordinance he had been presented from the Yancey County Animal Advocacy Group. Chief Deputy Hilliard indicated that since there is no local ordinance, many of the calls received by the Sheriff’s
Department were not enforceable. He stated that the draft ordinance would only cover dogs and would not apply to dogs while hunting. The ordinance would define what constitutes an outdoor shelter and would be enforced through civil fines. Chief Deputy Hilliard stated that a proposed ordinance would be presented at a future Board meeting.

**Budget Work Session**

Finance Officer Burleson presented a request from the Finance Director with Yancey County Schools (YCS). This subsequent budget request from YCS is for an additional half time agriculture teaching position for the high school at the cost of $30,000. The meeting continued with Finance Officer Burleson reviewing draft #2 of the departmental budgets for the upcoming year. A discussion ensued regarding duties of the Cultural Resources Commission department head. Finance Officer Burleson stated that position originated as a grant and that when the grant ended the county continued to fund the position. Board and county staff reviewed the possibility of a reduction in force using other county staff to assume the duties of the Cultural Resources department head. Finance Officer Burleson continued the review of expenses and stated the budget includes a Parks & Recreation department head to oversee the county parks, campground, and coordinating with county youth league to organize tournament events.

**Recess**

Having no further business for this day, Commissioner Riddle made a motion to recess until Monday, May 20, 2019 at 9:00 am, with Commissioner Austin seconding the motion. The Board voted unanimously to recess.

**May 20, 2019, 9:00 am**

Chairman Whitson reconvened the recessed meeting of May 6, 2019. Present at the meeting held May 20, 2019 were Chairman Jeff Whitson, Commissioner Mark Ledford, Commissioner Jill Austin, Commissioner David Grindstaff, Commissioner Johnny Riddle, County Manager Lynn Austin, County Finance Officer Brandi Burleson, County Finance Director Lynne Hensley, and Board Clerk Sonya Morgan.

**Budget Work Session**

The meeting began with Finance Officer Burleson distributing draft #3 of the proposed budget and reviewing changes made from the previous versions. A discussion ensued regarding duties of the Cultural Resources Commission department head and having other county staff assume the duties. Chairman Whitson asked for a motion to eliminate the position through a reduction in force. Commissioner Grindstaff made the motion, with Commissioner Ledford providing a second. By a vote of 3 – 2, the Board voted to eliminate the position. Ms. Burleson also reported that the Parks & Recreation budget provided for a department head. County Manager Austin reported that they cannot have part time department head for campground and more can be accomplished if someone supervising all of the Parks & Recreation functions. County Manager Austin and Finance Officer Burleson reported having a department head would provide for better supervision of the facilities, including mowing and lining fields, overseeing adult and youth tournaments, and managing and recruiting for youth league. Ms. Burleson reported that lights for Cane River Park would be ordered and installed in September, which will allow for evening tournaments, all of which will result in revenues for the county. Commissioner Austin reported that the Board has received requests in the past for the county to take over the youth league program. County Manager Austin reported that there are two spaces at the health department that have been vacated by Pruitt Health that the county will try to lease.

**MAPS Salary Study**

Becky Veazey and Richard Self with the Management and Personnel Services (MAPS) Group presented the pay study that was conducted for Yancey County. Ms. Veazey distributed a copy for the Board and county management to review. She reported that MAPS was tasked with conducting a pay study in comparison with comparable counties and creating proper classification of the pay plan. She further stated the study was conducted using professional methodology. Ms. Veazey indicated that the plan had a couple of implementation options that
could be tailored specifically for Yancey County. Ms. Veazey also stated the MAPS Group recommended the county telecommunications be combined, which she noted had already been done, and that the county parks and recreation be consolidated. The Board thanked Ms. Veazey and Mr. Self for the study.

**Mayland Community College**

Next the Board heard from Dr. John Boyd, President of Mayland Community College, who gave an update on several of ongoing projects. Dr. Boyd also presented the MCC budget request for the upcoming year, which included an increase of $14,640 to allow for the addition of armed security, and an additional request to be reimbursed for up to $150,000 for a parking lot at the Anspach Advance Manufacturing School. (Attachment B) Dr. Boyd stated that parking is an issue now at the school and would be more so with the anticipated increase in student enrollment due to the new Promise Scholarship program. Commissioner Riddle stated that he knows that it is a need and Commissioner Ledford asked if there were any grants to fund the parking. Dr. Boyd indicated that he was not aware of any grant funds for parking. Chairman Whitson thanked Dr. Boyd and advised him that the Board would take his request into consideration.

Finance Officer Burleson then reported to the Board that she and County Manager Austin would continue to review the draft budget to cut the additional $107,131 in order to balance. She also stated that they would get some estimates for the parking project at Mayland Community College.

**Recess**

Having no further business for this day, Commissioner Riddle made a motion to recess until Monday, June 3, 2019 at 9:00 am, with Commissioner Ledford seconding the motion. The Board voted unanimously to recess.

**June 3, 2019, 9:00 am**

Chairman Whitson reconvened the recessed meeting of May 20, 2019. Present at the meeting held June 3, 2019 were Chairman Jeff Whitson, Commissioner Mark Ledford, Commissioner Jill Austin, Commissioner David Grindstaff, Commissioner Johnny Riddle, County Manager Lynn Austin, County Finance Officer Brandi Burleson, and Board Clerk Sonya Morgan.

**Budget Work Session**

County Finance Officer Brandi Burleson presented draft budget #4, which was balance. Ms. Burleson said that she had met with the Yancey County Schools (YCS) finance officer to discuss allocations for the school system. Ms. Burleson prepared spreadsheets comparing the county’s allocations to YCS for the current and upcoming fiscal year and a chart detailing fund balances for comparable counties. (Attachment C) Ms. Burleson indicated that this information had been provided to the YCS finance officer. She also reported that budget presented included an additional $45,000 for a school resource officer who will be working as an employee of the sheriff’s department. (Attachment C) Ms. Burleson said that she has been working with the principal at the high school to get estimates for the resurfacing of the tennis courts at a cost to the county of approximately $18,000. Ms. Burleson said that the tennis courts are not only used by the school, but residents in the county and that the county would pay for their part of the resurfacing from this year’s budget.

**TRACTOR**

Tres Magner, County Extension Director, representing TRACTOR next addressed the Board and asked for an additional $11,000 that would be matched by a donor. Ms. Magner then provided an update on TRACTOR, including the possibility of a merger with a food hub. (Attachment D) He said that TRACTOR is working with a consultant to get an expert opinion on the feasibility of the merger. Mr. Magner stated that the food hub was interested in the 54 markets TRACTOR currently provides and was looking at the Asheville area. He also indicated that this would work well due to the county’s close proximity to the I-26/I-40 corridor. Members of the Board thanked Mr. Magner for his presentation.
Yancey County Schools

Next, Edwin Fortner and Wade Dahlberg, members of the YCS school board, and Heather Cox, Interim Superintendent appeared before the Board. Chairman Whitson welcomed them and addressed concerns that had been shared with him regarding the county’s fund balance and the proposed allocations to YCS for the upcoming budget year. Chairman Whitson reviewed the budget with YCS staff present and presented the spreadsheets prepared by Finance Officer Burleson. Ms. Burleson reported that the fund balance was $4.6 million, 22%, which would fund the county for about 2 months. YCS board member Edwin Fortner said that he felt that the two boards should meet three to four times per year to share information. Mr. Fortner requested additional funding for a school nurse position. Chairman Whitson said that he understood school nurse positions and funding were currently being considered by the legislature. Ms. Cox presented spreadsheets with anticipated class sizes and assignments. (Attachment E) Ms. Cox said that YCS had initially requested four teaching positions, but was now requesting one teaching position for second grade at $62,000. Ms. Cox also requested an additional $30,000 for a teaching assistant for the large 5th grade class projected at Micaville, and an additional $17,000 to cover the balance of the cost of the school nurse position, which is currently being considered by the legislature. YCS board member Wade Dahlberg gave a report on the success of the GEAR UP program, which was funded by a federal grant that ended. (Attachment F) Mr. Dahlberg indicated YCS would continue to fund the program. The Board thanked the YCS staff for their presentation.

Chairman Whitson then reported that the proposed budget was balanced and being presented.

Recess

Having no further business for this day, Commissioner Riddle made a motion to recess until Thursday, June 20, 2019 at 6:00 pm, with Commissioner Austin seconding the motion. The Board voted unanimously to recess.

June 20, 2019, 6:00 pm

Chairman Whitson reconvened the budget work session which was recessed June 3, 2019. The budget work session consisted of the Special Meeting in its entirety and is recorded in the Special Meeting Minutes of the June 20, 2019 meeting. Commissioner Ledford made a motion to recess the budget work session until the June 24, 2019, 9:00 am meeting, with Commissioner Riddle seconding the motion. By unanimous vote the motion was approved.

June 24, 2019, 9:00

Chairman Whitson reconvened the recessed meeting of June 20, 2019. Present at the June 24, 2019 meeting were Chairman Jeff Whitson, Commissioner Jill Austin, Commissioner Mark Ledford, Commissioner Johnny Riddle, County Finance Officer Brandi Burleson, and Board Clerk Sonya Morgan. Commissioner Grindstaff and County Manager Austin were unable to attend the meeting.

Budget Work Session

County Finance Officer Brandi Burleson presented final budget amendment #5 for the 2018-19 fiscal year. (Attachment G) Ms. Burleson reviewed the changes in revenues and expenditures. She also reported that the budget for the current fiscal year provided for the resurfacing of the tennis courts at the high school, which are also used by the general public. Commissioner Riddle made a motion to approve budget amendment #5, with Commissioner Ledford seconding the motion. By unanimous vote budget amendment #5 was approved. Ms. Burleson also indicated that Michael Harris, Director of YCTA had requested a pay increase to $11 per hour for part time employee Sheila Evans, effective July 1. She said that the state had approved the increase and that the salary was reimbursed at a rate of 100%. Ms. Burleson stated that the Board would have to approve the increase before the request could be granted. Commissioner Riddle made a motion to increase the employee’s salary to $11 per hour with Commissioner Austin providing a second. By unanimous vote the motion was approved.
Adjournment

Having no further business, Commissioner Riddle made a motion to adjourn the 2019-2020 Fiscal Year Budget Work Sessions, with Commissioner Jill Austin seconding the motion. The Board of Commissioners voted unanimously to adjourn.

Approved and authenticated this the 8th day of July 2019.

Jeff Whitson, Chairman

Mark Ledford, Vice Chairman

Jill Austin, Commissioner

Sonya Morgan, Clerk to the Board

(county seal)

David Grindstaff, Commissioner

Johnny Riddle, Commissioner
RESOLUTION DESIGNATING REVIEW OFFICERS

WHEREAS, pursuant to the provisions in N.C.G.S. 47-30.2 the board of commissioners of each county by resolution, shall designate by name one or more persons experienced in mapping or land records management as a Review Officer to review each map and plat required to be submitted for review before the map or plat is presented to the register of deeds; and,

WHEREAS, it is the desire of the Yancey County Board of Commissioners that the Review Officer expeditiously review all maps and plats as required by N.C.G.S. 47-30.2 before being presented to the Register of Deeds for recording.

NOW, THEREFORE BE IT RESOLVED BY THE YANCEY COUNTY BOARD OF COMMISSIONERS that this Board does hereby designate Jeff Boone and Mark Thomas as REVIEW OFFICERS to review each map and plat required to be submitted for review before the map or plat is presented to the Register of Deeds for recording as provided by the applicable law.

RESOLVED, this the 8th day of July 2019.

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Jeff Whitson, Chairman

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Mark Ledford, Vice Chairman

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Jill Austin, Commissioner

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David Grindstaff, Commissioner

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Johnny Riddle, Commissioner

Sonya Morgan, Clerk to the Board

(county seal)
### Review of The Yancey County Detention Center's Medical Services Plan for Approval and Adoption by The Governing Body

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Review of General Contract for Medical Services

The following contract for services was made effective as of July 01, 2017, by and between Yancey County Sheriffs of PO Box 6, Burnsville, North Carolina 28714, and Mountain Medical Arts of 2 South Main Street, PO Box 1240, Burnsville, North Carolina 28714. The contract renews automatically on July 01 of each subsequent year and will remain in effect until canceled by either party.

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<tr>
<th>Name</th>
<th>Title</th>
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<tr>
<td>Tateria Op.</td>
<td>Public Health Nurse Sup.</td>
<td>2-12-18</td>
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<td>Tateria Op.</td>
<td>Public Health Nurse Sup.</td>
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</tbody>
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GENERAL CONTRACT FOR SERVICES

This Contract for Services is made effective as of July 01, 2017, by and between Yancey County Sheriff's Office ("Sheriff's Office") of P O Box 6, Burnsville, North Carolina 28714, and Mountain Medical Arts ("MMA") of 2 South Main Street, P O Box 1240, Burnsville, North Carolina 28714.

1. DESCRIPTION OF SERVICES. MMA will provide to Sheriff's Department the following services (collectively, the "Services"):

- Provide medical care within our scope of care for jail inmates at our office as needed by appointment only during regular business hours.
- Selective medical services within our scope of care as requested by the Sheriff for employees.
- Provide a nurse to visit the jail, in a secure room separate from inmates as needed for patient care. No new prescriptions will be written by a nurse.

2. PAYMENT. Payment shall be made to Mountain Medical Arts, P O Box 1240, Burnsville, North Carolina 28714. Sheriff's Office agrees to make payments for monthly services per term schedule.

If medical services rendered for inmates during any month exceeds the regular monthly charge, the overage will be invoiced by MMA. The cost for any lab services or supplies necessary may be billed separately.

Medical services requested by the Sheriff for employees will be billed commensurate with the service provided.

In addition to any other right or remedy provided by law, if Sheriff's Office fails to pay for the Services when due, MMA has the option to treat such failure to pay as a material breach of this Contract, and may cancel this Contract and/or seek legal remedies.

3. TERM. This Agreement will be renewed automatically on July 01 of each subsequent year with an increase of 3% each month for that year to cover the rise in office costs. The Agreement will remain in effect until cancelled by either party.

4. CONFIDENTIALITY. MMA, and its employees, agents, or representatives will not at any time or in any manner, either directly or indirectly, use for the personal benefit of MMA, or divulge, disclose, or communicate in any manner, any information that is proprietary to Sheriff's Office. MMA and its employees, agents, and representatives will protect such information and treat it as strictly confidential. This provision will continue to be effective after the termination of this Contract.

5. DEFAULT. The occurrence of any of the following shall constitute a material default under this Contract:

   a. The failure to make a required payment when due.
   b. The insolvency or bankruptcy of either party.
   c. The failure to make available or deliver the Services in the time and manner provided for in this Contract.

6. REMEDIES. In addition to any and all other rights a party may have available according to law, if a party defaults by failing to substantially perform any provision, term or condition of this Contract (including without limitation the failure to make a monetary payment when due), the other party may
terminate the Contract by providing written notice to the defaulting party. This notice shall describe with sufficient detail the nature of the default.

7. FORCE MAJEUERE. If performance of this Contract or any obligation under this Contract is prevented, restricted, or interfered with by causes beyond either party's reasonable control ("Force Majeure"), and if the party unable to carry out its obligations gives the other party prompt written notice of such event, then the obligations of the party invoking this provision shall be suspended to the extent necessary by such event. The term Force Majeure shall include, without limitation, acts of God, fire, explosion, vandalism, storm or other similar occurrence, orders or acts of military or civil authority, or by national emergencies, insurrections, riots, or wars, or strikes, lock-outs, work stoppages, or supplier failures. The excused party shall use reasonable efforts under the circumstances to avoid or remove such causes of non-performance and shall proceed to perform with reasonable dispatch whenever such causes are removed or ceased. An act or omission shall be deemed within the reasonable control of a party if committed, omitted, or caused by such party, or its employees, officers, agents, or affiliates.

8. ENTIRE AGREEMENT. This Contract contains the entire agreement of the parties, and there are no other promises or conditions in any other agreement whether oral or written concerning the subject matter of this Contract. This Contract supersedes any prior written or oral agreements between the parties.

9. SEVERABILITY. If any provision of this Contract will be held to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Contract is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.

10. AMENDMENT. This Contract may be modified or amended in writing, if the writing is signed by the party obligated under the amendment.

11. GOVERNING LAW. This Contract shall be construed in accordance with the laws of the State of North Carolina.

12. NOTICE. Any notice or communication required or permitted under this Contract shall be sufficiently given if delivered in person or by certified mail, return receipt requested, to the address set forth in the opening paragraph or to such other address as one party may have furnished to the other in writing.

13. WAIVER OF CONTRACTUAL RIGHT. The failure of either party to enforce any provision of this Contract shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Contract.
Service Recipient:
Yancey County Sheriff's Office

By: [Signature]
Gary Banks, Sheriff
Date: 1-31-17

Service Provider:
Mountain Medical Arts

By: [Signature]
Kelly Roske, D.O. or Jeffrey Folgar, M.D., Owners
Date: 1-31-17
Yancey County
Jail and Detention
Policies and Procedures

Subject: Dental Services
Policy Number: 11.05

Issue Date: 02/01/2018
Revision Date:

Approval Authority
Title and Signature: Gary Bontell
Sheriff of Yancey County

POLICY:
Yancey County Jail facility encourages inmates to exercise good dental hygiene by providing toothbrushes and tooth paste, as well as access to emergency and essential dental services while they are incarcerated.

PENOLOGICAL INTEREST:
Yancey County Jail has a penological interest in maintaining health and encouraging improved hygiene among inmates. This includes reasonable and necessary emergency dental services.

PROCEDURE:

Daily Maintenance of Teeth & Gums:
Inmates are encouraged to exercise good dental hygiene while they are incarcerated in this facility. As a part of this support, the facility provides toothbrushes and tooth paste to inmates who do not otherwise have access to these healthcare items.

Fees may be charged to inmates for dental services and related professional care.
Yancey County Jail and Detention
Policies and Procedures

Subject: Health Care Services  
Policy Number: 11.01

Issue Date: 02/01/2018  
Revision Date:

Approval Authority
Title and Signature: Daryl Banks  
Sheriff of Yancey County

POLICY:

Yancey County Jail provides medical on a reasonable and cost-effective basis, consistent with the facilities that are available.

PENOLOGICAL INTEREST:

It is in the penological interest of Yancey County Jail to provide reasonable and necessary inmate medical health services while confined to this facility.

PROCEDURE:

Yancey County Jail reasonably provides medical, dental, and mental health services to inmates as circumstances dictate. In providing these medical services, the custody and control of inmates is not neglected.

Inmates have a right to refuse routine medical attention. Uncooperative or disruptive inmates may not be suitable candidates for routine medical attention. Such refusals or uncooperative actions are documented.

Initial Intake Evaluation:

1. Inmates brought into the facility are medically evaluated within a reasonable period of time.
2. Arriving detainees determined to be in need of critical or emergency medical, mental, or dental care, are not be accepted into the facility, and remain in the custody of the arresting or transporting officer.
3. Arriving detainees that indicate they are in need of prescription medication and who do not have the prescribed medication may not be accepted into the facility until the arresting or transporting officer has an opportunity to secure the medication or can show that the prescription is not valid or required.
4. During the initial contact, the jail officer asks the detainee, are you ill; are you injured; are you under critical medical care?
5. If he or she answers yes to any of these questions or there is good reason to suspect that critical care is indicated, the detainee is not accepted and remains in the custody of the arresting or transporting officer.

6. Facility staff may recommend that transporting or arresting officers transport their detainee to the appropriate medical, mental, or dental facility for treatment.

7. Detainees showing signs or known to be mentally incompetent are not accepted, if alternative mental health facilities are available.

8. Before the booking process is completed, personnel will complete a medical screening of the detainee and complete the medical portion of the intake form.

9. Detainees who claim to be infected with a communicable disease are isolated from the general population, pending further medical evaluation.

10. Reasonable efforts are made to acquire professional assistance in processing detainees with special disabilities. If qualified professionals are available, they should be summoned to assist, or contacted through a communications device.

11. Observation and evaluation of the physical and mental condition of detainees continues through each phase of intake, including searches, dressing out, and/or showers.

12. Any medical alert tags worn by the detainee are noted on the medical screening and book-in sheets. The inmate is allowed to wear the medical alert tag, as long as there in no reasonable concern for security or safety.

Emergency Health Care and First Aid:
The facility maintains at least one fully stocked first aid kit and patient evacuation equipment at the facility that is accessible to officers. Ideally, at least one officer per shift is trained in emergency first aid and is able to demonstrate proficiency in the rendering first aid to inmates and fellow officers in the event of a medical emergency. With the advent of a medical emergency, the responding officer that is first aid proficient will:

1. Assist the injured person(s), and instruct other officers to call for professional medical assistance, as needed;
2. Isolate or remove the injured party to a secure and safe area, if the injuries allow movement;
3. Provide basic first aid to the injured party such as stop the bleeding, protect the wound, and treat for shock;
4. Make the injured party as comfortable as possible until other medical help arrives;
5. Provide security for the injured party until help arrives; &
6. Refer to Medical Emergency policy.

Medication:
All medications are taken from the inmate during admission and kept in a secure location. Additionally:

1. Medications are to determine content, and verify validity and appropriateness of the prescription;
2. Determine if alternative medications are indicated;
3. Prescription medications are issued only by a physician’s instruction;
4. An established receipt system for issuance of medication to the inmate; &
5. A responsible officer distributes the medication to the inmates and documents the issuing of medications onto a MARS sheet, and ensures the inmate takes it, as directed.
6. Over the counter medications may be purchased by the inmate from canteen services. The amount of medication that can be purchased will be set by the Chief Jailer and medical provider.
7. Medication for male inmates is to be stored and locked in the medical cart. Medication for female inmates will be stored and locked in the medication cabinet located in the booking area.
8. All reaming medications ordered during an inmate’s incarceration can be claimed once they are released.
9. If an inmate brings their own medication to the facility they can be claimed once released.
10. All unclaimed prescribed medications will be disposed of.
Yancey County Jail and Detention Policies and Procedures

Subject: Sick Call Policy Number: 11.02
Issue Date: 02/01/2018 Revision Date:
Approval Authority Title and Signature: [Signature]

POLICY:

Yancey County Jail provides each inmate with regular access to health care services from a qualified provider to screen, refer, and provide basic treatment for ongoing or emerging health care problems.

PENOLOGICAL INTEREST:

It is in the penological interest of this facility to provide reasonable and necessary medical care to inmates, through a series of medical services such as regularly scheduled sick calls.

DEFINITION:

- **Sick Call** - An organized method of treating inmate health problems through a regularly scheduled open house. Sick call provides inmates with the opportunity to report a medical illness or other health problem and to receive diagnosis or treatment to alleviate the condition, if reasonably possible.

PROCEDURE:

Scheduling:
Inmate medical complaints are solicited daily through a request slip or form system, acted on by staff personnel, and followed by appropriate triage, and treatment by qualified personnel.

Sick call is scheduled on a regular basis and the schedule may change from time to time to meet the penological interests of the facility. A physician, or other qualified medical professional is accessible to the general population inmates and conducts sick call on an established schedule. The person conducting sick call will, if reasonably possible:

1. Examine the inmate to the extent necessary to ascertain the nature of the problem;
2. Provide appropriate treatment;
3. Schedule the inmate for further examination or treatment;

RESTRICTED LAW ENFORCEMENT DATA
This data is proprietary and shall not be duplicated, disclosed, or discussed without the written permission of this agency. Data subject to this restriction is contained throughout this publication.
4. Refer the inmate for transfer to the facility clinic or appropriate hospital when necessary; &
5. Arrange for immediate transfer to appropriate facility, clinic, or hospital in medical emergencies.

Process:
A member of the facility staff may assist the sick call officer with inmate control and scheduling. The staff member conducting the sick call or the assisting officer maintains sick call records.

Medical Co-Pay:
1. Inmates will have a medical screening upon arrival.
2. Female inmates who are pregnant will have full access to medical care.
3. Emergency medical care is available and provided to inmates at any time. The inmate will be charged with a fee when they are provided with non-emergency care. Non-emergency care is defined as a symptom or injury that is not life threatening, and this determination will be made by the Chief Jailer.
4. Sick call will be conducted on a daily basis Monday-Friday. For an inmate to be seen at sick call the inmate must obtain a Medical Request Form from a Jailer on duty. Inmates will submit completed sick call forms to the Jailer on duty. The jailer will file the request for review and scheduling. If an inmate fails to complete the medical request form or misses an appointment for any reason, they must wait until the next scheduled sick call day. Inmate initiated contact during sick call, which results in any medical evaluation will be documented and considered a sick call.
5. Medical Fee Schedule:
   a. Sick Call $20.00
   b. Medication co-payment for one medication $10.00
   c. Medication co-payment for two or more medications $20.00
6. There will be no charges for the following services:
   a. Initial screening during arrest processing.
   b. Follow-up treatments/test ordered by medical professionals.
   c. Medical emergencies as determined by the Chief Jailer.
   d. Use of force, inmate confrontations and, and restraint checks.
7. All remaining medications ordered during an inmate’s incarceration can be claimed once they are released.
8. If you bring your own medication to the facility they can be claimed once released.
9. All unclaimed prescribed medications will be disposed of.

Review of Sick Call:
A physician reviews sick call requests and records on a regular basis. Reviews may include:

1. An examination of records;
2. Referrals made by the sick call personnel;
3. Discussion with the staff member who conducted sick call; &
4. Actual examination of the inmate, if necessary.
Yancey County
Jail and Detention
Policies and Procedures

Subject: Suicide Prevention
Policy Number: 11.03

Issue Date: 02/01/2018
Revision Date:

Approval Authority
Title and Signature:

POLICY:

Sheriff of Yancey County

It is the policy of the Yancey County Jail to be observant to the threat of suicide among inmates and to directly intervene in suicide attempts, whenever reasonably possible.

PENOLOGICAL INTEREST:

It is in the penological interest of this detention facility to provide reasonable and necessary security, safety, and oversight of inmates that are perceived to be at serious risk of suicide or self-inflicted injuries.

DEFINITIONS:

- Mentally ill - The condition of a person afflicted with mental disease to such an extent that he or she requires care and treatment for his or her own safety or the safety of others.

- Mentally retarded - The condition of a person afflicted with substantial sub-average general intellectual functioning that is associated with impairment in adaptive behavior.

- Mentally impaired inmate - An inmate who is mentally ill or mentally retarded.

- Suicide - the intentional and voluntary act of a person taking or attempting to take his or her own life.

DISCUSSION:

For most reasonably thinking individuals, being incarcerated in jail is a traumatic experience. As a consequence, many individuals taken into custody and confined in a jail exhibit some forms of abnormal behavior during in-processing and the early stages of confinement. This behavior is to be expected and is not necessarily indicative of, or a predictor of suicide. Changes in inmate behavior have many causes, many of which have nothing to do with jail life. An inmate may feel his family has abandoned him, loss of a job,
perceived change in social status, or detoxification may alter behavior. However, this does not necessarily translate to a higher threat of suicide. Mood swings and behavioral changes make the job of the jail staff even more difficult when it comes to watching for or trying to prevent suicide by inmates.

Psychiatrists and psychologists do not agree on, nor have a demonstrated means of predicting or preventing suicide attempts by their patients, in or out of the jail setting. Your job in trying to predict and prevent suicide by inmates is not an easy task. Often our best tools in deterring suicide attempts is a caring, thoughtful word, positive reinforcement, listening to reports from fellow inmates or officers, and observed behavior.

Suicide attempts take many forms; however, the actor’s goal is ending one’s own life. The actual attempt may be long in planning or the result of an impulse that takes only a few seconds or minutes from decision through execution. The inmate may appear normal in one instance and carrying out his plan of self-destruction the next. Officers are cautioned to be watchful for three basic modes of suicide. This is often referred to as the suicidal triad. This triad consists of:

1. **Suicide** – Inmate wishing to take his own life performs the act.
2. **Homicide** – Act is performed by a fellow inmate for a variety of reasons, with the knowledge and assistance of the suicidal inmate.
3. **Suicide by COP** – Suicidal inmate may try to set up a scenario or scheme where officers will be forced to use deadly force, or kill the inmate because of some action he [the inmate] purposely instigates.

Jail staff may be alert to possible indicators of potentially suicidal inmates, by such things as:

1. Past history of suicide attempts;
2. Active discussion of suicide plans;
3. Sudden drastic change in eating, sleeping, or other personal habits;
4. Recent crisis in personal events, such as an extended or life sentencing; &
5. Loss of interest in activities or relationships the inmate had previously engaged in.

**PROCEDURE:**

An important part of the suicide prevention program is integrated into the inmate admission and classification processes. Comments and suggestions by arresting officers, observed behavior, inmate responses to questions, and signs of self-inflicted wounds are all possible clues that may aid the intake officer in assessing the threat of imminent suicide.

When any officer perceives that an inmate is suicidal or homicidal the observing officer, will:

1. Place the inmate on a suicide watch;
2. Notify the floor staff of the watch condition;
3. Start a watch log; &
4. Notify the Chief Jailer or supervisor of the watch condition.

The Shift Supervisor or Chief Jailer will consider the reasoning behind placing the inmate on a suicide watch, observed behavior, and other factors; and, will make a determination as to continuing, altering, or discontinuing the watch. The Chief Jailer will also:

1. While awaiting medical assistance, the inmate may be held in medical locked or watch status [if facilities are available] and will be more frequently observed by staff.

2. Once a medical or psychiatric evaluation is completed the Chief Jailer will be notified by the medical professional if changes in the normal watch procedure are required or recommended. The recommendations of the medical professional will be followed for the period indicated. The Chief Jailer will communicate with the physician(s) regarding any major change in the inmate’s behavior or status.

3. Not later than seventy-two [72] hours after receiving evidence or a statement that may establish reasonable cause that a person committed to the Yancey County Jail’s custody has a mental illness [including being suicidal] or is a person with mental retardation, the Chief Jailer or Shift Supervisor on behalf of the Yancey County Jail will notify a magistrate of that fact, requesting a mental health status determination by the court. This notification will be in writing and on department letterhead.

If a perceived or actual crisis arises after regular operating hours or on weekends or holidays, and the inmate is likely to require commitment to a mental health treatment facility, the Chief Jailer or Shift Supervisor will be notified and will confer on the recommended transfer.

The Watch:
Inmates determined by competent medical authority to be a suicide risk will be placed in watch status, or placed in general population depending on the recommendations of the physician(s). If suicidal, the inmate will be under watch by at least one officer. This watch can be on a continuous basis or with frequent checks of at least every thirty [30] minutes. During these inspections, the officer will visually observe the inmate.

The inspection or watch can be performed with closed circuit television [CCTV], if the facility is so equipped. If CCTV is used, the officer must be able to see the inmate on the CCTV monitor and hear the sounds in the room through periodic checks.
Regardless of the method of observation, officer(s) assigned these duties will record the inspections in a logbook. Any unusual activity or behavior should be recorded in the log, and periodically reported to senior or medical staff as deemed appropriate by the observing officer.

During the watch, potentially harmful items such as razor blades, belts, shoelaces, matches, pens, pencils, mirrors, glasses, and any sharp items should be removed from the inmate and the cell in which he or she is placed. Staff are reminded that removal of such items from the immediate area of an inmate does not provide guarantees that the inmate can not or will not attempt suicide by other means. For example, one of the most common means of suicide by inmates is strangulation or hanging by using bed clothing, or parts of clothing. Likewise, paper jumpsuits or gowns can also be used to commit suicide.

Yet, to place an inmate in a room void of blankets, bedding, clothing, or other basic amenities of life for an extended period of time is considered cruel and unusual punishment, and is therefore forbidden by the U.S. Constitution. Again, our best tools in deterring suicide attempts may be a caring thoughtful word, positive reinforcement, reports from fellow inmates or officers, observed behavior, and trying to get the inmate involved with facility activities, other inmates, or productive work.

Written reports of any suicide attempts or perceived threats of suicide will be forwarded to the Chief Jailer or Shift Supervisor as a priority.
Yancey County
Jail and Detention
Policies and Procedures

Subject: Mental Health Care
Policy Number: 11.04

Issue Date: 02/01/2018
Revision Date:

Approval Authority
Title and Signature:

POLICY:
Sheriff of Yancey County

Yancey County Jail provides treatment, services, and temporary housing for inmates who display or have been diagnosed as having mental health problems. In such cases, mental health care is provided at a reasonable and cost efficient basis, consistent with budgetary and facilities available.

PENOLOGICAL INTEREST:

It is in the penological interest of this detention facility to provide reasonable and necessary security and safety standards, control, supervision, and oversight of inmates while confined to this facility, including those inmates with mental health problems.

PROCEDURE:

Inmates committed to Yancey County Jail are normally screened to include questions and observations intended to identify mentally impaired inmates who may have problems adapting to the detention setting, or who may be imminently dangerous to themselves or others. Staff will observe inmates throughout their incarceration in an effort to identify possible mental health problems. In a situation in which the inmate may present an imminent danger to self or others, staff may take appropriate action to ensure the safety of inmates and staff [such as using restraints].

DEFINITIONS:

- **Mentally ill** - The condition of a person afflicted with mental disease to such an extent that he or she requires care and treatment for his or her own safety or the safety of others.

- **Mentally retarded** - The condition of a person afflicted with substantial sub-average general intellectual functioning that is associated with impairment in adaptive behavior.

- **Mentally impaired inmate** - An inmate who is mentally ill or mentally retarded.
Mental Health Screening:
On admission, the intake staff evaluates each inmate for obvious signs of mental illness or retardation. When a staff member suspects an inmate is mentally impaired, they notify the Chief Jailer or Shift Supervisor for instructions. Additional diagnostic tests or examinations may be ordered. Pending this review, an inmate demonstrating signs of serious mental illness may be housed in administrative or medical segregated housing or transported elsewhere.

Officers should be alert to possible indicators of acute mental illness, including the following:

1. Systematized delusions of persecutions, with the rest of the personality remaining relatively intact;
2. Delusions of grandeur and/or persecution or a constant attitude of suspicions and hostility;
3. Intense anxiety or exaggerated levels of fear or panic in the absence of any real or present danger;
4. Inappropriate emotional responses, silliness, bizarre delusions, or unpredictable, hollow giggling;
5. Hallucinations such as hearing, seeing, tasting, or smelling something or some one that is not present at the moment;
6. Extreme depression, withdrawal, neglect of hygiene and appearance, refusal to eat or leave the cell for long periods of time, or periods of uncontrollable crying; &,
7. Exaggerated mood swings from elation and over activity to depression and under activity or a combination or alternation of these.

Inmates exhibiting psychotic or dangerous behavior that appear to originate from mental illness are referred for evaluation.

Following an additional evaluation from physician medical professional, the evaluation is entered in the inmate’s medical file. This report may make recommendations on the monitoring, observation, and handling of the inmate. These care recommendations are not normally overridden. The exception may be for security considerations, and additional protection of the inmate or others. Any question regarding potential conflicts between these medical recommendations and a possible compromise of security are resolved between the Chief Jailer, and the prescribing medical professional.

Reporting Mental Health Conditions to the Court:
Not later than seventy-two [72] hours after receiving evidence or a statement that may establish reasonable cause that a person committed to the Yancey County Jail’s custody has a mental illness [including being suicidal] or is a person with mental retardation, the Chief Jailer on behalf of the Yancey County Jail will notify a magistrate of that fact, requesting a mental health status determination by the court. This notification will be in writing and on department letterhead.
Crisis Intervention:
When an inmate exhibits behavior that is suicidal, homicidal, or otherwise extremely inappropriate, the staff should request medical assistance. As a result of this evaluation the inmate may be placed on a suicide watch. Under the condition of a suicide watch, inmates are placed on a program intended to reasonably protect the individual from self-destruction. This process is discussed in an associated policy and procedure.

If a potential mental health crisis arises after regular operating hours, on weekends, or holidays and is likely to require commitment to a regular mental health treatment facility, the Shift Supervisor or Chief Jailer. While awaiting medical assistance, the inmate may be held in medical locked unit status and/or closely observed by staff.

Transfers for Mental Health Treatment:
Prior to a non-emergency transfer of any inmate to a mental health facility, the consulting mental health specialist making the referral will prepare a written report to be transported with the inmate. The Shift Supervisor or Chief Jailer will ordinarily be consulted in advance of the transfer and provided the specific reasons for the transfer.

Psychotropic Drugs:
Administration of psychotropic drugs such as anti-psychotics, antidepressants, and/or drugs requiring special handling are administered under the direction of a physician or person specifically authorized by the physician and is given only in accordance with written instructions listed in the medical file. Officers assigned to distribute medication ensure that the intended inmate consumes the drugs. Any refusal to take prescribed medication is recorded and the medical staff advised before the next sick call, unless the inmate's behavior reasonably indicates immediate notification is appropriate.
Yancey County
Jail and Detention
Policies and Procedures

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<tr>
<th>Subject: Dental Services</th>
<th>Policy Number: 11.05</th>
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<tr>
<td>Issue Date: 02/01/2018</td>
<td>Revision Date:</td>
</tr>
<tr>
<td>Approval Authority</td>
<td>Gary Banks</td>
</tr>
<tr>
<td>Title and Signature:</td>
<td>Sheriff of Yancey County</td>
</tr>
</tbody>
</table>

POLICY:

Yancey County Jail facility encourages inmates to exercise good dental hygiene by providing toothbrushes and tooth paste, as well as access to emergency and essential dental services while they are incarcerated.

PENOLOGICAL INTEREST:

Yancey County Jail has a penological interest in maintaining health and encouraging improved hygiene among inmates. This includes reasonable and necessary emergency dental services.

PROCEDURE:

Daily Maintenance of Teeth & Gums:
Inmates are encouraged to exercise good dental hygiene while they are incarcerated in this facility. As a part of this support, the facility provides toothbrushes and tooth paste to inmates who do not otherwise have access to these healthcare items.

Fees may be charged to inmates for dental services and related professional care.
STATE OF NORTH CAROLINA
Department of
Agriculture and Consumer Services

$158,452.00
Total Cooperative Appropriation

State $95,071.00
County $63,381.00

AGREEMENT FOR THE PROTECTION, DEVELOPMENT AND IMPROVEMENT
OF FOREST LAND IN YANCEY COUNTY NORTH CAROLINA

THIS AGREEMENT, made under authority of “An act to authorize Counties to cooperate with
State in Forest Protection, Reforestation and promotion of Forest Management,” Article 75 of
Chapter 106, G.S. 106-895 through G.S. 106-910, by Session Laws 2011-145, s. 13.25(p), effective
July 1, 2011, and also under authority of the North Carolina Department of Agriculture and
Consumer Services (hereinafter Called the Department), party of the first part, and the Board of
Commissioners of Yancey County in the State of North Carolina (hereinafter called the Board),
party of the second part, witnesseth:

That WHEREAS the said Board, recognizing the need for active forest protection, development,
reforestation, management and improvement in Yancey County, has accepted the offer of the
Department for cooperation in accomplishing this object:

Now THEREFORE, in consideration of the mutual covenants hereinafter set forth, the said
parties contract and agree to maintain a legally appointed and equipped Forest Ranger
organization in said county at the joint cost of the State and County, insofar as the joint funds
will permit, as follows:

Part I. THE DEPARTMENT AGREES:

1. To select, employ and appoint, after consultation with the Board, a County
   Forester or County Forest Ranger for the purposes of controlling forest fires in said County; for
detecting and extinguishing fires that break out; for investigating the origin of forest, woodland
and field fires; for enforcing State forest fire laws; for taking such preventative measures,
educational and otherwise, as shall seem necessary to prevent forest fires; for developing and
improving the forests through reforestation promotion and practice of Forest Management
practices; and for protection from insects and diseases.

2. To furnish to each Forester or Forest Ranger so employed a badge of office,
   stationery and report forms, instructional posters for use in the County, leaflets for distributing to
   landowners and others; to purchase necessary equipment, communication systems, and other
   Forestry improvements deemed necessary insofar as the joint funds will permit.
3. To pay the Forester or Forest Ranger for all official services rendered, at a fair rate of pay. Rates of pay are to be established by the Department in accord with existing State salary schedules.

4. To direct supervise, instruct, and inspect, through its agents, the work and conduct of the Forester or Forest Ranger, to discipline and, when necessary, discharge such Forester or Forest Ranger.

5. To submit to the Board of Commissioners monthly (or at other mutually satisfactory intervals) an itemized statement of all monies to be paid by the County and those paid by the Department for proper conduct of the work within said County.

6. To make available annually from State, Federal, and other funds allotted to it, the sum of $158,452.00 as its share of an annual budget of $158,452.00 for carrying the work in said County.

Part II. THE BOARD AGREES:

1. To pay to the Department 40% of the total cost of the Forester or Forest Ranger salaries and expenses and of other proper expenditures made in connection with the over-all Forestry program in said County, upon receipt and consequent approval of the periodic statements submitted by the Department.

2. To appropriate annually the sum of sixty-three thousand, three hundred eighty-one dollars ($63,381.00) which sum shall be available for expenditure under the terms of this Agreement, and shall represent the County’s share of the annual budget.

Part III. IT IS EXPRESSLY AGREED AND UNDERSTOOD BY BOTH PARTIES:

1. That this Agreement becomes effective July 1, 2019.

2. That the annual appropriations as set forth above may be revised by mutual agreement between the Department and the Board, based on the amount of annual appropriation desirable for the proper conduct of the Forestry work, such revision to become effective at the beginning of a given Fiscal Year. Any unused balance of County funds remaining at the end of a Fiscal Year shall revert to said County unless otherwise mutually agreed upon by both parties.

3. That the Board reimburse the Department as provided in Part II, Item 1, by forwarding a county voucher drawn in favor of the Department for the amount of the County’s share of expenditures as set forth in the Department’s periodic statement to the Board. That such payments be made by the Board within thirty days following receipt of the Department’s billing.

4. That title to all improvements and equipment purchased and/or constructed in connection with this agreement will rest with the Department; such materials or their equivalent will remain in the County as long as this agreement is in effect, or as long as they are needed by the Department for the proper conduct of the work therein.

5. That the Forester or Forest Ranger periodically or at the request of the Board, shall present to the Board statements of the work being done within the County, so that said Board may be fully informed at the times regarding the Forestry finances and activities within the County.
IN WITNESS WHEREOF, the said parties do hereunto affix their names and seals upon the date herein below specified.

For the Board of County Commissioners of

Date ___________________________ Chairman

Provisions for the payment of the monies to fall due under this Agreement have been made by appropriation duly made or by bonds or notes duly authorized, as required by the “County Fiscal Control Act.”

Date 7/1/19 ___________________________ County Finance Officer

For the North Carolina Department of Agriculture and Consumer Services

Date ___________________________ Signature

N. David Smith, Chief Deputy Commissioner
2018-2019 Annual Settlement for Unpaid Real Property Taxes and Personal Property Taxes

Fonda Thomas

Tue 7/2/2019 9:00 AM

To: Sonya Morgan <Sonya.Morgan@yanceycountync.gov>; Lynn Austin <Lynn.Austin@yanceycountync.gov>; 
Cc: Danny McIntosh <Danny McIntosh@yanceycountync.gov>; Brandi Burleson <Brandi.Burleson@yanceycountync.gov>

2 attachments (33 KB)

2018-2019 ANNUAL SETTLEMENT OF TAX COLLECTOR PERSONAL PROPERTY FOR UNPAID TAXES SWORN REPORT.docx; 2018-2019 ANNUAL SETTLEMENT OF TAX COLLECTOR REAL PROPERTY UNPAID TAXES SWORN REPORT.docx;

Attached you will find the 2019-2019 Annual Settlement Reports for the Unpaid Real Property Taxes and the Personal Property Taxes which must be presented to the Board prior to the 2019-2020 Billing. These need to be put on the Consent Agenda for the month of July 2019.

Thank you for all you do and please let me know if you have any questions.

Thanks,

Fonda Thomas
Yancey County Tax Collector
110 Town Square, Room 1
Burnsville, NC 28714

Phone: (828) 682-2157
Fax: (828) 682-4817
E-Mail: fonda.thomas@yanceycountync.gov
Memorandum

To: Yancey County Board of Commissioners

From: Fonda Thomas, Tax Collector

Date: July 02, 2019

Re: 2018-2019 ANNUAL SETTLEMENT FOR UNPAID REAL PROPERTY TAXES BY THE YANCEY COUNTY TAX COLLECTOR

As required by G.S. 105-373 (list of persons owning real property whose taxes remain unpaid available upon request), I present the Annual Settlement of Tax Collector for unpaid Real Property Taxes for Fiscal Year 2018-2019

<table>
<thead>
<tr>
<th>Billed</th>
<th>Net Collected</th>
<th>% Collected</th>
<th>% Uncollected</th>
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</thead>
<tbody>
<tr>
<td>$12,676,398.22</td>
<td>$12,459,463.13</td>
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<td>1.71%</td>
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Memorandum

To: Yancey County Board of Commissioners

From: Fonda Thomas, Tax Collector

Date: July 02, 2019

Re: 2018-2019 ANNUAL SETTLEMENT FOR UNPAID PERSONAL PROPERTY TAXES BY THE YANCEY COUNTY TAX COLLECTOR

As required by G.S. 105-373 (list of persons owning personal property whose taxes remain unpaid available upon request), I present the Annual Settlement of Tax Collector for unpaid Personal Property Taxes for Fiscal Year 2018-2019

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<thead>
<tr>
<th>Billed</th>
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<th>% Collected</th>
<th>% Uncollected</th>
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</thead>
<tbody>
<tr>
<td>$888,446.93</td>
<td>$870,766.84</td>
<td>98.01%</td>
<td>1.99%</td>
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Refund request:

BOGER, Gwendolyn

PIN: 076900488751000 (65 Arbuckle Rd) Property owner requested a review of her tax circumstances. Investigation revealed that staff had visited her property in early 2018 and adjusted the value. Staff failed to recalculate the property owner’s exemption resulting in excessive taxes being collected for the 2018 year.

2018 Excess tax collected: $208.74

Property owner did request in writing that the excess tax paid be refunded.

Assessor’s opinion: Pursuant to North Carolina General Statute 105-381 refund is indicated and recommended in the amount of $208.74.
June 7, 2019

Yancey County Tax Office
Attn: Danny McIntosh
110 Town Square
Room 1
Burnsville NC 28714

Due to tax office error, I am requesting a refund for the excess taxes that was paid for my 2018 property tax bill. Thank you for your attention in this matter.

Sincerely,

Gwen B. Boger

Property Address:
65 Arbuckle Rd.
Burnsville NC 28714

Mailing Address:
PO Box 857
Spruce Pine NC 28777
Refund request:

HOWELL, JOHN W

PIN: 083300510954000 Property owner found that the property had continued to be assessed after the property record should have been removed from the file due to a combination of properties in 2012. Property owner was heard by the Board of Equalization and Review on May 22, 2019. The board continued judgment until June 17, 2019 to allow for an investigation by the assessor. Investigation revealed that the tax office had erred in not removing the record from the file. The result of the overstatement of value for the past five years is as follows:

- 2014 Excess tax collected: $181.64
- 2015 Excess tax collected: $185.35
- 2016 Excess tax collected: $158.60
- 2017 Excess tax billed: $158.60 (Billed, not paid, to be released)
- 2018 Excess tax collected: $158.60

Total excess tax collected during the past five years: $684.19

Property owner did request in writing that the excess tax paid be refunded.

Assessor’s opinion: Pursuant to North Carolina General Statute 105-381 refund is indicated and recommended in the amount of $684.19.
Fw: Tax on removed card

Elana Howell <elaynahowell@yahoo.com>
Wed 6/19/2019 2:11 PM
To: Danny McIntosh <Danny.McIntosh@yanceycountync.gov>

Sent from Yahoo Mail on Android

----- Forwarded Message ----- 08330051094000
From: "Elana Howell" <elaynahowell@yahoo.com>
To: "Danny.McIntosh@yanceycountync.gov" <Danny.McIntosh@yanceycountync.gov>
Sent: Wed, Jun 19, 2019 at 2:10 PM
Subject: Tax on removed card

I, John W. Howell, ask that the taxes allowed by law be refunded to me for the property that was removed from the tax till that I have paid taxes on for the last several years. Respectfully, John W. Howell

Sent from Yahoo Mail on Android
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<th>Description</th>
<th>Amount</th>
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07/01/2019
### I. Tax Collections + Releases

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<th>General Fund</th>
<th>Burnsville</th>
<th>West Yancey</th>
<th>Egypt/Ramseytown</th>
<th>Clearmont</th>
<th>Double Island</th>
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**TOTAL** | $56,716.44   | $36.02     | $477.15     | $314.69          | $775.94   | $38.16        | $982.04 | $325.33   | $0.00     | $59,665.90|

### II. Releases

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### III. Net Tax Collections

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<th>Egypt/Ramseytown</th>
<th>Clearmont</th>
<th>Double Island</th>
<th>Newdale</th>
<th>South Toe</th>
<th>Pensacola</th>
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| Pensacola | $0.00 | $0.00 | $33.28 |

TOTAL |
| $33.28 | $0.00 | $33.28 |
# Transaction Type Report

**06-01-2019 to 06-30-2019**

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<th>Penalty</th>
<th>Waste</th>
<th>Additional Fees</th>
<th>Principal</th>
<th>Interest</th>
<th>Advertising Cost</th>
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<td>Legal Cost</td>
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<td>Amount Due</td>
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# Collections Receipts Report

**06-01-2019 to 06-30-2019**

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**TOTAL** $2,948.03
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## Outstanding Balances Report
### As of 06-30-2019

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<th>District</th>
<th>Interest</th>
<th>Advertising</th>
<th>Penalties</th>
<th>Waste</th>
<th>Additional Fees</th>
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Yancey County Tax Office  
County/District Collection Percentage Report  
As of: 06-30-2019

2018  
County  

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<th>Collections %</th>
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Districts

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District Totals

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</table>
June 17, 2019

SENT VIA FEDEX

Lynn Austin
County Manager
Yancey County
110 Town Square, Room 11
Burnsville, NC 28714

Re: Termination of Lease for 202 Medical Campus Drive, Burnsville Township, NC

Dear Ms. Austin:

North Carolina Community Care Networks, Inc. ("N3CN") assumed a lease agreement from Community Care of Western North Carolina in March 2019 (attached) for the premises described above.

Pursuant to the terms of this assumption, either party may terminate the lease on thirty days’ notice. N3CN is providing notice that it is terminating the lease July 31, 2019.

If you have additional questions, please call Colin Felmet at 919-745-2350.

Thank you for your attention to this matter.

Sincerely,

[Signature]
Christopher Woodfin
Executive Vice President & CFO
ASSUMPTION OF LEASE AGREEMENT

THIS LEASE ASSUMPTION AGREEMENT ("the Assumption") is entered into as of the dates below, and effective March 1, 2019, by and between North Carolina Community Care Networks, Inc., a North Carolina non-profit corporation ("NCNC"), and Yancey County, a Body Politic and Corporate of the State of North Carolina ("Landlord"), each a "Party" and collectively, the "Parties".

WHEREAS, on July 1, 2018, Community Care of Western North Carolina, a North Carolina non-profit ("CCWNC") entered into a one (1) year lease agreement ("the Lease") with Landlord under which CCWNC leased certain office space located at 202 Medical Campus Drive in Burnsville Township, North Carolina from Landlord; and

WHEREAS, NCNC is taking over certain of CCWNC's business operations and wishes to assume the Lease from CCWNC in order to continue those operations.

NOW, THEREFORE, in consideration of the Premises, and for the promises and mutual consideration contained herein, and for other consideration acknowledged by the Parties, and wishing to be legally bound, the Parties hereby agree as follows:

1. NCNC will assume the Lease and all obligations and privileges appertaining thereto, including any amendments and attachments, effective March 1, 2019.

2. All terms and conditions of the Lease, including all amendments and attachments, will remain in force and effect as if NCNC were the party CCWNC, except that § 17 (Notices) is amended by striking the notice address for CCWNC contained therein and replacing it with the following address:

   North Carolina Community Care Networks, Inc.
   Attn: General Counsel
   2300 Rexwoods Drive
   Raleigh, NC 27607

3. Upon expiration of the Lease term on June 30, 2019, the Lease shall continue on a month-to-month basis, subject to termination by either Party upon thirty (30) days' written notice to the other Party.

4. This Agreement will inure to the benefit of the Parties, and their successors in interest.

5. This Agreement may be executed in multiple copies and may be signed and transmitted electronically. Electronic copies and signatures will be legally binding the same as original hardcopies with signatures.

6. This Agreement, together with the Lease and any amendments and attachments thereto, contains the complete understanding between the Parties and supersedes any prior or contemporaneous oral or written agreements as to the subject matter of this Agreement.
IN WITNESS WHEREOF, the duly authorized representatives of the Parties execute this Assumption of Lease Agreement.

LANDLORD:
Yancey County, North Carolina

By: [Signature]
Name: Lynn Austin
Title: Yancey County Manager
Date: 4-12-19

TENANT:
North Carolina Community Care Networks, Inc.

By: [Signature]
Name: Christopher Craufurd
Title: EVP & CFO
Date: 4-19-19
Rural Business Development Grant (RBDG)

Description
Yancey County was selected to receive funding in the amount of $96,000 to purchase sweet and dry corn processing equipment for TRACTOR. Pamela Hysong will be presenting to the Board and providing a letter of conditions and grant related forms for approval.

Item Presenter
Pamela Hysong, Area Director – Rural Development, US Dept. of Agriculture

Board Action Requested
Pleasure of the Board
Re: Rural Business Development Grant (RBDG)

Lynn Austin
Fri 6/21/2019 2:51 PM

To: Hysong, Pam - RD, Asheville, NC <pam.hysong@usda.gov>; michael@tractorfoodandfarms.com <michael@tractorfoodandfarms.com>; Sonya Morgan <Sonya.Morgan@yanceycountync.gov>

Pamela,
This is great news!!! We are so excited to be chosen!!
Our next County Commissioner meeting is Monday, July 8th at 6 pm. I will be glad to put you on the Agenda if that works for you.
Just let me know.
Thanks
Lynn Austin
Yancey County Manager
Phone: 828-682-3971
Fax: 828-682-4301

From: Hysong, Pam - RD, Asheville, NC <pam.hysong@usda.gov>
Sent: Wednesday, June 19, 2019 3:16 PM
To: lynn austin
Cc: Jamie McMahan
Subject: Rural Business Development Grant (RBDG)

Dear Ms. Austin,

Congratulations, today, I was officially notified that the RBDG application submitted on behalf of Yancey County in the amount of $96,000 to purchase sweet and dry corn processing equipment that will be leased to TRACTOR, was selected for funding.

Our next step is three-fold:

1. The project budget must be revised to delete all small equipment and supply costs. Please send the revised budget to me as soon as possible.
2. Schedule time to conduct a compliance review
3. Schedule a time to meet with you and the board of commissioners to deliver our letter of conditions and to execute related grant forms. This action is necessary to obligate the grant funds for Yancey County, and I must have all of the documents completed by July 17, 2019.

Please let me know as soon as possible when your next regularly scheduled board of commissioners meeting is scheduled.

In the meantime, someone from my staff in Jefferson (either Debbie Sexton or Susan Roland) will be contacting you to schedule the compliance review.

Please feel free to contact me if you have any questions.

Thank you,

Pamela H Hysong
Pamela H Hysong
Area Director
Rural Development
United States Department of Agriculture
160 Washington Street, Suite 2
Asheville, NC 28801
Office Phone: 828-254-0916 Ext 5 | Cell: 828-273-3373
Direct Line: 828-552-8701
www.rd.usda.gov | “Committed to the future of rural communities”
NOTE NEW EMAIL ADDRESS: pam.hysong@usda.gov

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Old Bald Creek Child Development (Pre-K) Center

**Description**
Mendy Miller plans to address the Board and has provided the attached letter.

**Item Presenter**
Mendy Miller

**Board Action Requested**
June 11, 2019

Dear Yancey County Commissioners,

Hello, my name is Mendy Miller. Most of you know who I am, but may not know the journey that I have been on over the past several years. On behalf of myself, parents of Yancey County and future employees I am seeking your help. I would like to start by telling you how I got started on this journey.

In 2015 the Bald Creek Child Development Center closed its doors. At the time my grandson was attending this center. My husband and I were in the process of adopting our grandson. When the center closed, we had no where to put our grandson. He was 11 months at the time and the only other center that accepted children that young was Little Hands Child Development Center, and they were full. This is when I realized what a shortage in childcare that Yancey County had. In the spring of 2016 I chose to go back to school with the plan of eventually opening up another childcare facility in our great county.

This past October I began working with Allen Cook in the Small Business Center at Mayland Community College. He has helped me through the process of getting my business legalized with the Secretary of State, creating a business plan, and looking at financial plans to insure me that this was a wise business venture.

During the time that I was working with Allen, I was searching for a building to place a childcare facility in. This was an exhausting search. There are a lot of guidelines that have to be followed when occupying a building for childcare, especially if you are considering infants and toddlers.

I thought that all this hard work had finally found an answer when I was approached by one of the Yancey County School board members at the beginning of March. The board member asked me if I had thought about using the old Bald Creek Child Development Center. Of course I had thought about that center, I had even inquired about it several times over the past couple of years, but no one had ever responded to my inquiry. This board member asked me to send her and the chairman of the board an email explaining what I would like to see happen with that particular building. I did as she asked and a couple of weeks went by and I hadn’t heard back, so being the persistent person I am, I sent the board member
another email asking if she had a chance to talk with the rest of the members. She assured me she would do so at the next meeting. A couple of days later I received a call from Heather Cox, Interim Superintendent. Ms. Cox asked me to write up a lease proposal and email it to her as quickly as possible. Ms. Cox informed me that the board thought this would be a great idea, that our county needed another childcare facility. Ms. Cox said that the sooner I was able to get her the proposal and we could come to an agreement, the faster we could proceed with the center. She said that after we had an agreement, they would have to run the lease in the paper for 30 days. I had the lease proposal sent to the board by the next business day. Then I waited, two weeks went by so I emailed the board back. Ms. Cox assured me they received the lease proposal and they were looking over everything. At the beginning of May, I attended the board meeting. I approached Ms. Cox to inquire how everything was coming along. She assured me that the board liked my proposal but the legal document that she was having to transfer everything to was taking some time and that she had some blank places that she wasn’t sure how to fill in. At this time, I’m still under the impression that I would be able to get the center going by mid-June. About a week after the board meeting I received an email stating that Ms. Cox had forgot to mention that the Pre-K equipment was still in the building. The movers were scheduled to come on July 8th to remove everything, so I would not be able to occupy the building until after July 8th. So I called a meeting with Ms. Cox a couple days later. I asked was there anything I could do to help move this along. She inquired on what the process was on my part after the lease was signed. I informed her that I have to meet with the licensing consultant, the Fire Marshall, Building Inspector, and Health Inspector are required to do inspections and then the licensing consultant has to do their inspection before we can open, this would take at least a month. Being under the impression that I would be able to occupy the building after July 8th, I set up an appointment to do a rules review with the licensing consultant for July 10th.

After months of talking with the school board and being led to believe that opening the center was going to be a reality, I worked diligently to have staff ready, talked to the parents that I knew were needing a place for their child, and getting most of what I needed in place. The only thing left was signing the lease and acquiring the building. Last week, on June 6th, I received a call from Ms. Cox stating that the school board had met and came to the decision to sell the building and not lease it. I was informed that they were required to offer it back to the county and then it would go up for auction if the county did not want it. Needless to say I was
floored, heartbroken, devastated. I was not given a reason, except it was what was best for Yancey County Schools.

The reason for this lengthy letter is to explain what has been going on and plead with the commissioners to help. Right now in Yancey County we have one full time center that offers infant/toddler care year round and one preschool that offers childcare year round for 2 years to 12 years of age. During the school year Head Start offers care for infants up to 5 years of age, but they close at 2:30 and are on the school system’s schedule. We also have 3 PreK schools that offer care for 3 and 4 year old children during school hours. This is not very helpful to parents who work past three o’clock. We have 929 children five years of age and under. Out of that 929, there is only 217 children that are in a childcare facility. I have a parent that has contacted me from Maggie Valley, that would love to move to Yancey County but she doesn’t have childcare for her toddler. I have 30 children on my list right now that needs childcare. This is people that have found out about my plans through word of mouth.

Please help me help these families. We are in such desperate need of childcare in our county. Young families are having to move out of this great county because they have nowhere to place their children, parents are not able to work because they have no one to watch their children. This childcare facility could be a great asset to the county, especially on that side of town, because there is not any type of childcare on the west end of the county.

If the County accepts this surplus property, I would be very interested in leasing this building from the county. I had offered a fair rental price of $1,800 per month to the school board. I’ve already been delayed for 5 months, I’m eager to offer this critical service to families as soon as possible.

Meme’s Play and Learn Center is not just about offering a much needed service to parents and children, it is so much more. We will offer childcare for ages 6 weeks to 12 years of age in a loving, developmentally appropriate environment that will allow each child to grow to his or her full potential. Children would experience numerous positive learning milestones, leading to an increased sense of competence and independence that would prepare them for Kindergarten. We would work with parents to help with needs that a child may have. For instance, speech delays, developmental delays, behavioral needs.
If you have any question or concerns please feel free to contact me. My cell number is 828-284-3534 and my email address is
memesplayandlearn.inc@gmail.com

I have included a list of character references and a data sheet for Yancey, Avery, and Mitchell Counties. Thank you for taking the time to read this letter I hope to hear from you soon.

Mendy Miller
Character References:

Mark (Bubba) Presnell .................. 828-284-2074
Craig Howell ............................ 803-627-4568
Tamara Presnell ........................ 828-678-5031
Chris Autrey ............................ 828-
Judy Stevens ............................ 828-284-2381
Autumn Snyder .......................... 828-385-6943
Katie Bennett ............................ 828-208-8919
Jennifer Simpson ........................ 828-208-0730
MaryLee Yearlick ........................ 828-682-0047
Gary and Lisa Banks ...................... 828-682-4237
Brandi Roland ............................ 828-284-9447
Nicole Silvers ............................ 828-712-5012
Ashley and Jeff Spargo ................... 704-860-3657
Amelia McMahan .......................... 828-284-1568
Lindsey Whitson .......................... 828-284-0308
Brandi Renfro ............................ 828-208-0599
Jessie Laws ............................... 828-467-0226
### May 2019 - Child Care Enrollment Data

<table>
<thead>
<tr>
<th>Population</th>
<th>Yancey County</th>
<th>Mitchell County</th>
<th>Avery County</th>
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<tbody>
<tr>
<td></td>
<td>Total</td>
<td>Not In Care</td>
<td>In Care</td>
</tr>
<tr>
<td>0 to 1 yo</td>
<td>185</td>
<td>176</td>
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<tr>
<td>1 to 2 yo</td>
<td>244</td>
<td>317</td>
<td>27</td>
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<tr>
<td>3 yo</td>
<td>168</td>
<td>110</td>
<td>58</td>
</tr>
<tr>
<td>4 to 5 yo</td>
<td>232</td>
<td>109</td>
<td>123</td>
</tr>
<tr>
<td>Total</td>
<td>929</td>
<td>712</td>
<td>217</td>
</tr>
</tbody>
</table>

#### Graphs:

- **Yancey County**
  - 0 to 1 yo: Not in Care 176, In Care 9
  - 1 to 2 yo: Not in Care 145, In Care 2
  - 3 yo: Not in Care 121, In Care 51
  - 4 to 5 yo: Not in Care 182, In Care 96

- **Mitchell County**
  - 0 to 1 yo: Not in Care 317, In Care 27
  - 1 to 2 yo: Not in Care 250, In Care 36
  - 3 yo: Not in Care 121, In Care 51
  - 4 to 5 yo: Not in Care 182, In Care 96

- **Avery County**
  - 0 to 1 yo: Not in Care 104, In Care 25
  - 1 to 2 yo: Not in Care 215, In Care 65
  - 3 yo: Not in Care 101, In Care 41
  - 4 to 5 yo: Not in Care 174, In Care 33

#### Graphs:

- Line graph showing enrollment percentages across different age groups, with trend lines for each county.
## May 2019 - Child Care Enrollment Data

<table>
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<tr>
<td>Total</td>
<td>929</td>
<td>712</td>
<td>217</td>
</tr>
</tbody>
</table>

### Graphs

- **Yancey County**
  - 0 to 1 yo: 176, 9%
  - 1 to 2 yo: 317, 27%
  - 3 yo: 58, 35%
  - 4 to 5 yo: 123, 53%

- **Mitchell County**
  - 0 to 1 yo: 145, 2%
  - 1 to 2 yo: 250, 36%
  - 3 yo: 51, 30%
  - 4 to 5 yo: 96, 35%

- **Avery County**
  - 0 to 1 yo: 104, 25%
  - 1 to 2 yo: 215, 65%
  - 3 yo: 41, 29%
  - 4 to 5 yo: 133, 43%
### 5G Technology Health Concerns

**Description**

Ms. DGaia wishes to address the Board and has provided the following references for informational purposes.

**Item Presenter**

Claire DGaia

**Board Action Requested**
Hello Sonya, Yancey County Commissioners Clerk,

I have already emailed Lynn Austen this info.

I would like to schedule myself to speak on this topic at your next meeting, after tonight, for 10 min, to educate and update and ask for a consensus vote from commissioners on how Yancey County would proceed on this important Life threatening issue. I do not use those words lightly; much scientific research exists supporting this words.

Hello: Yancey County Commissioners and Toe River Health District Board

I am Claire DGaia RN. I live in Burnsville.
I am going to the “No 5G Asheville” meeting Wednesday night, 7-9 pm., a core group of citizens devoted to keeping Asheville a Safe place to live.

As a Registered Nurse, with 40 yrs experience, I have worked/volunteered in communities of “bloom illnesses” - clusters of cancers in a population living in the same area. in Hawaii, Missouri, and Arizona.
This is what 5G technology causes illnesses, and death.
Please educate yourself and forward to your city council people, so Burnsville, and Yancey County. Humans and nature can remain as healthy as possible.

I include these scientifically based references, not to overwhelm you, moreso to substantiate the Imminence of avoiding disaster. San Francisco, Cal and Brussels, Belgium have already outlawed 5G, an international threat.
This week, Montana, New Hampshire and Louisiana have adopted legislation for dept of Health to research 5G.
It is my intention, for North Carolina to follow suit

2. www.emfarademy.com
3. www.safetechkids.org
4. www.iss5guile.org
7 “no 5G Asheville” is a facebook group

Thank you,
Claire DGaia RN
828 215 1655

Sent from Yahoo Mail on Android
County Manager’s Report

Description

In addition to the other items to be covered in her report, County Manager Austin is presenting the following:

- Yancey County Schools Surplus Property, former Bald Creek Pre-K Building – letter from Yancey County Schools Interim Superintendent Heather Cox is provided.
- EYWS RESOLUTION Accepting Loan Offer – copy provided.
- MOU between International Economic Development Council (IEDC) & Yancey County – copy provided.

Item Presenter

Lynn Austin, County Manager

Board Action Requested

Pleasure of the Board
June 4, 2019

Lynn Austin, Manager
Yancey County Government
110 Town Square, Room #11
Burnsville, NC 28714

Mrs. Austin –

At its regular meeting on June 3, 2019, the Yancey County Board of Education approved a Resolution declaring the property known as the “Bald Creek PreK Building”, located at 57 Pleasant Valley Road, Burnsville, as surplus property.

In accordance with NCGS 115C-518, this letter is to officially offer this property back to the Yancey County Commissioners prior to our board pursuing options for this building and property.

Please feel free to contact me with any questions. I look forward to hearing from you.

Sincerely,

Heather Cox, Interim Superintendent
Yancey County Schools
RESOLUTION BY YANCEY COUNTY BOARD OF COMMISSIONERS

WHEREAS, the North Carolina Clean Water Revolving Loan and Grant Act of 1987 has authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of wastewater treatment works, wastewater collection systems, and water supply systems, water conservation projects, and

WHEREAS, the North Carolina Department of Environmental Quality has offered a State Revolving Loan in the amount of $565,835 (50% of the loan-up to a maximum of $282,918 will be forgiven and the remainder will be repayable at 0% interest) for the construction of a wastewater collection system project described as the installation of approximately 4,700 LF of 12-inch PVC and DIP gravity sewer lines, 25 manholes, and all related appurtenances to connect multiple previously constructed sewer segments in East Yancey County, and

WHEREAS, the Yancey County Board of Commissioners intends to construct said project in accordance with the approved plans and specifications,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF YANCEY COUNTY:

That Yancey County does hereby accept the State Revolving Loan offer of $565,835 as described above.

That the Board of Commissioners does hereby give assurance to the North Carolina Department of Environmental Quality that all items specified in the loan offer, Section II - Assurances will be adhered to.

That Lynn Austin, District/County Manager, and Jeff Whitson, Chairman, the Authorized Officials, and successors so titled, are hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That Yancey County Board of Commissioners has substantially complied or will substantially comply with all Federal, State and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 8th day of July, 2019 at Burnsville, North Carolina.

Jeff Whitson, Chairman East Yancey Water & Sewer District

Date
INTERNATIONAL
ECONOMIC DEVELOPMENT
COUNCIL

MEMORANDUM OF UNDERSTANDING

Between
The International Economic Development Council
and
Yancey County, North Carolina
for
Participation in IEDC’s Volunteer Program for Economic Recovery

This memorandum of understanding is entered into by and between the International Economic Development Council (hereinafter referred to as "IEDC"), with offices located at 734 15th Street, NW, Suite 900, Washington, D.C., 20005, and the Yancey County, North Carolina located at 110 Town Square, Burnsville, NC 28714 for the purpose of hosting a volunteer to assist with economic recovery and resiliency.

1) IEDC agrees to plan, organize, and facilitate the deployment of a qualified volunteer by performing the following services:
   • Match the community's needs to potential volunteer(s)
   • Set up briefing call(s) between the volunteer and community
   • Arrange and reimburse the volunteer for food, lodging and travel costs

2) The Yancey County, North Carolina agrees to provide the following support to the project:
   • Participate in briefing and coordination call(s) with the volunteer and IEDC
   • Provide space for the volunteer to work
   • Provide a scope of work, direction and any necessary supervision of the volunteer’s work while on site
   • Complete an evaluation form following the volunteer’s site visit

The volunteer will be on site for one week during the Summer 2019 to advise on strategies to strengthen the agriculture industry.

The individual points of contact for exchange of information described herein are listed below:
IEDC: Dana Crater, Senior Economic Development Associate, dcrater@iedconline.org, 910.833.7020
Yancey County, NC: Lynn Austin, County Manager, lynn.austin@yanceycountync.gov, 828-682-3971

This memorandum of understanding shall commence on the date entered into and shall expire when the project is completed. Neither party may assign the agreement to other entities either in part or in whole unless written consent is given by both parties and the agreement is formally amended.
Both parties shall cooperate with the other and all other parties in carrying out the work encompassed in this agreement. Both parties shall execute and deliver to the other party necessary and relevant documents needed to ensure adequate briefing of the volunteer.

The Yancey County, North Carolina understands that the volunteer and IEDC are providing this assistance at no cost to the community and this is an expression of goodwill assistance offered. The Yancey County, North Carolina will not hold IEDC liable for the outcome of any activity performed on site, should there be any dispute of any kind.

__________________________  ______________________
Lynn Austin                        Date
County Manager
Yancey County
110 Town Square
Burnsville, NC 28714

__________________________  ______________________
Jeff Finkle, CECED                Date
President and CEO
International Economic Development Council
734 15th Street, NW, Suite 900
Washington, DC 20005