

**BURNSVILLE TOWN COUNCIL AGENDA**  
**Special Meeting – Thursday, October 1, 2020**  
**To Conduct Regular Business for the Month of October, 2020**

1. Adoption of Agenda
2. Public Comment
3. Consideration of Minutes
  - a. Special meeting held September 3, 2020
4. Resolution to *Change Location of Regular Monthly Council Meetings*
5. Public Hearing
  - a. Application for CDBG-I funding
    - 1) Consideration of Resolution naming authorized official
  - b. Leak Protection Program
    - 1) Discussion and staff direction
6. Presentations:
  - a. Executive Director, Chamber of Commerce, Christy Jones
  - b. Yancey CTP Update – Pamela Cook (NC DOT)
  - c. Rotary Club Veterans' Day Event – Ed Seel –
    - 1) Stage request
7. Public Works ~ Dillon Lundy
  - a. OMC pump station and force main project update
    - 1) Approval on McGill's recommendation of award
  - b. Meadow Road/Indian Trail project update
  - c. Water treatment plant discussion
  - d. Discussion regarding East Main Street sidewalk
  - e. Discussion on arrangements for ORC and lab work at wastewater treatment plant
  - f. Update on wastewater treatment plant
    - 1) Permission for Town to submit letter of intent to GoldenLeaf to pursue funding
8. Administrator's Update:
  - a. Covid-19 – update
  - b. Update on Land Use Plan
9. Department Updates
  - a. Administration ~ Jeanne Martin
    - 1) Pursuant to G.S. 105-369(a), *Tax Delinquent Report* dated September 25, 2020 is provided as an update of uncollected revenues. A variety of collection efforts are underway.
    - 2) Release of tax bill #2593, Harold and Betty Chandler (personal property not in town limits)
    - 3) Release of tax bills under \$5.00, per listing, totaling \$152.38
    - 4) Staff Christmas Dinner
    - 5) Resolution *Declaring Certain Property Surplus and Authorizing Disposal* (miscellaneous listing)
    - 6) Open enrollment for health benefits - Chad Fox
    - 7) Finance report ~ Leslie Crowder
      - a) Budget vs. Actual dated September 25, 2020 provided to Council
      - b) Report on utility payment plans
      - c) Budget Amendment (to recognize revenues/expenditures for COVID-19 utility payment relief)
  - b. Fire Department ~ Chief Niles Howell
    - 1) Operations
    - 2) Building project update

- c. Police Department ~ Brian Buchanan
    - 1) Stage request
  - d. Zoning/Code Enforcement Update ~ Brian Buchanan
    - 1) Design Review Board update
  - e. Burnsville Town Center ~ Chad Fox
10. Council Members' Reports
- a. Mayor Theresa Coletta
    - 1) Proclamation *Commemorating 100 Years of the Burnsville Women's Club*
    - 2) Proclamation – Breast Cancer Awareness
  - b. Other Council Members
11. Updates from Advisory Boards and Non-Profits
- a. Economic Development Commission ~ Jamie McMahan
  - b. High Country Council of Governments
12. Closed session (if needed)
13. Next Town Council meeting – November 5, 2020
14. Adjourn
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NOTICE OF PUBLIC HEARING  
RELATIVE TO APPLICATION  
BY THE TOWN OF BURNSVILLE  
FOR FUNDING UNDER THE HOUSING AND COMMUNITY  
DEVELOPMENT ACT OF 1974, AS AMENDED

Notice is hereby given that the Town of Burnsville will conduct a public hearing on October 1, 2020 at 6:00 PM, or as soon thereafter as the agenda will allow, at the Burnsville Town Center 6 South Main Street Burnsville, North Carolina relative to the intention of the Town to apply for FY 2021 CDBG funding under Title I of the Housing and Community Development Act.

The Town of Burnsville intends to submit an application for a grant of approximately \$2.0 million in CDBG Infrastructure funds to replace an old and deteriorated main sewer interceptor line that collects wastewater from the entire town, running along West Main Street, Hwy 19E, and Pine Swamp Road.

The following is a tentative list of proposed activities and an estimated budget. The final application will be reviewed at the public hearing.

**Infrastructure Improvements and Grant Administration Estimated Budget \$2.0 million**

The proposed project will provide benefits to the entire town, 55.67% of whom are low and moderate income individuals based on U.S. Census data. No individuals will be displaced nor will any require temporary relocation assistance as a result of the proposed project.

Citizens will be given the opportunity to provide oral and written comment on the Town's past and proposed use of CDBG funds at the public hearing. All interested citizens are encouraged to attend.

If additional information is needed, please contact the Heather Hockaday, Town Administrator at 828-682-2420. Formal written complaints or comments concerning the application process that are submitted to the Town Administrator prior to or following the public hearing will be responded to within ten working days by the administrator. A copy of the completed project application will be available for public review after November 23, 2020, at the Burnsville Town Hall.

Persons with disabilities or who otherwise need assistance should contact Heather Hockaday, Town Administrator, at 828-682-2420 or [hhockaday@townofburnsville.org](mailto:hhockaday@townofburnsville.org) (TDD # 711 or Relay North Carolina) by September 23, 2020. Accommodations will be made for all who request assistance with participating in the public hearing.

This information is available in Spanish or any other language upon request. Please contact Heather Hockaday, Town Administrator, at 828-682-2420, or at the Burnsville Town Hall for accommodations for this request.

Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con Heather Hockaday, Town Administrator, al 828-682-2420 o en Burnsville Town Hall, de alojamiento para esta solicitud.



## RESOLUTION BY THE BURNSVILLE TOWN COUNCIL

- WHEREAS, Title I of the Federal Housing and Community Development Act of 1974, as amended, has established the U.S. Housing and Urban Development (HUD) Community Development Block Grant (CDBG) Program, and has authorized the making of grants to aid eligible units of government in funding the cost of construction, replacement, or rehabilitation of water and wastewater infrastructure, and that the North Carolina Department of Environmental Quality (NCDEQ) Division of Water Infrastructure (DWI) was delegated the authority by the state legislature to administer the water and wastewater infrastructure portion of the state grant monies received from the U.S. HUD CDBG program by Session Law 2013-360, Section 15.15(a) as amended by Section 5.3 of Session Law 2013-363, and
- WHEREAS, The Town of Burnsville intends to replace old and deteriorated main interceptor sewer lines along West Main Street, Hwy 19E, and Pine Swamp Road that collect wastewater from the entire town. The project consists of replacing the existing 10" VCP line with 12,999 linear feet of 10" HDPE sewer line. The project will also include 120 sanitary sewer service taps, 20 point repair sewer service taps, and the rehabilitation of 58 manholes, and
- WHEREAS, The Town of Burnsville intends to request state grant assistance for the project,

### NOW THEREFORE BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF BURNSVILLE:

That Town of Burnsville, the **Applicant**, will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That Heather Hockaday, Town Administrator, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a grant to aid in the construction of the project described above.

That the **Authorized Official**, and successors so titled, is 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 the **Applicant** 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 1<sup>st</sup> day of October, 2020 at Burnsville, North Carolina.

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(Signature of Chief Executive Officer)

Mayor

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(Title)

**CERTIFICATION BY RECORDING OFFICER**

The undersigned duly qualified and acting clerk of the Town of Burnsville does hereby certify: That the attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Burnsville Town Council duly held on the 1<sup>st</sup> day of October, 2020; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

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(Signature of Recording Officer)

Clerk

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(Title of Recording Officer)

## **BURNSVILLE TO HOLD PUBLIC HEARING**

The Town of Burnsville is considering a Leak Protection Program and is seeking public input. The ServLine Leak Protection Program, recommended by the Rural Water Association is designed to cover water that is lost due to a qualifying leak, covering up to \$1000 per incident. The coverage is available once a year and begins at the customer's meter and includes leaks occurring along the remaining buried service line and plumbing inside the home. The cost to the customer is \$2.55 per month and is added to your utility bill. Customers would be responsible for the normal usage amount and any costs that exceed the \$1000 in coverage.

The Burnsville Town Council will have a Public Hearing on October 1st, 2020 at 6pm at the Burnsville Town Center located at 6 South Main Street, Burnsville, NC to discuss participation in the ServLine Leak Protection Program. If you are unable to attend in person due to Covid-19 concerns you may email a comment to the Council at [publiccomment@townofburnsville.org](mailto:publiccomment@townofburnsville.org).

Citizens will be given the opportunity to provide written comment on the project at the public hearing. All interested citizens are encouraged to listen to the public hearing and make comments.

If additional information is needed, please contact the Town of Burnsville at (828) 682-2420.

Persons with disabilities or who otherwise need assistance should contact the Town Clerk at (828) 682-2420 or [clerk@townofburnsville.org](mailto:clerk@townofburnsville.org) (Relay North Carolina #711) by September 29, 2020. Accommodations will be made for all who request assistance with participating in the public hearing.

**The Burnsville Town Council will be having a public hearing on October 1st, 2020 to hear input on the potential implementation of the ServLine Leak Protection Program.**

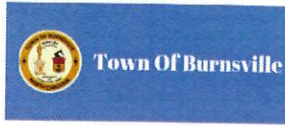
Infrastructure systems around the nation are aging and Burnsville is no exception. As the need for updates and repairs increase, small towns are having to take a more innovative approach to solving issues related to the utilities that we all rely on.

A recurring strain on Town resources are water leaks. The Town has made a practice of forgiving one water leak per customer per year. Given the ever-growing scale of the leaks, the rising cost to produce water and the need for resources to improve the Town's aging water treatment and distribution systems, this practice has become unsustainable. The lost revenue from these leaks creates a burden that gets spread out to all customers in the form of rate increases. Currently the Town loses approximately \$25,000.00 per year in revenues due to bill adjustments caused by customer leaks.

The Town is considering a Leak Protection Program and is seeking public input. The ServLine Leak Protection Program, recommended by the Rural Water Association, is designed to cover water that is lost due to a qualifying leak, covering up to \$1000 per incident. The coverage is available once a year and begins at the customer's meter and includes leaks occurring along the remaining buried service line and plumbing inside the home. The cost to the customer is \$2.55 per month and is added to your utility bill. Customers would be responsible for the normal usage amount and any costs that exceed the \$1000 in coverage.

Customers would benefit by not having the unexpected expenses of high water bills from water leaks in addition to having their leaky lines or fixtures repaired. The Town of Burnsville would benefit by recapturing lost revenue and bad debt associated with customer water leaks while also reducing the effort and time involved in the leak adjustment process because claims are filed directly with and handled by ServLine. ServLine would then pay the amount due from a qualifying leak on behalf of the customer, up to \$1000 per incident.

The Burnsville Town Council will have a Public Hearing to discuss participation in the ServLine Leak Protection Program at the Burnsville Town Center on October 1st, 2020 at 6pm. If you are unable to attend in person due to Covid-19 concerns you may email a comment to the Council at [publiccomment@townofburnsville.org](mailto:publiccomment@townofburnsville.org).



Jeanne Martin <clerk@townofburnsville.org>

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## Fwd: water leak program

1 message

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**Public Comment** <publiccomment@townofburnsville.org>  
To: Jeanne Martin <clerk@townofburnsville.org>

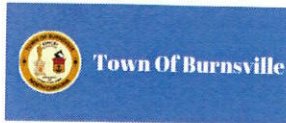
Fri, Sep 25, 2020 at 11:46 AM

----- Forwarded message -----

From: **DEBORAH SMITH YATES** <atlantislady@bellsouth.net>  
Date: Fri, Sep 25, 2020, 10:41 AM  
Subject: water leak program  
To: <publiccomment@townofburnsville.org>

Hello. Great idea and program. Sign me up as soon as it is approved. Thank you. Deborah Yates and Roy Hilley  
109 Indian Trail, Burnsville, NC





Jeanne Martin &lt;clerk@townofburnsville.org&gt;

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**Fwd: Recent notice regarding ServLine**

1 message

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**Public Comment** <publiccomment@townofburnsville.org>  
To: Jeanne Martin <clerk@townofburnsville.org>

Thu, Sep 24, 2020 at 1:23 PM

----- Forwarded message -----

From: **Jane Weimer** <weimer0311@live.com>

Date: Thu, Sep 24, 2020, 1:01 PM

Subject: Recent notice regarding ServLine

To: publiccomment@townofburnsville.org &lt;publiccomment@townofburnsville.org&gt;

After reading the information sheet regarding the proposed arrangement with ServLine, our initial thoughts were it will be a good arrangement. However, we do have questions as follows:

1. Will the town be monitoring pricing or will SerLine be able to increase pricing at will?
2. What happens if ServLine goes out of business?
3. The info sheet states "qualifying leak on your property" does this mean on our side of the water meter? Many meters are installed at a central location and line crosses others property before reaching our property?
4. If ServLine denys a claim what are appeal procedures and to whom?

We look forward to your response.

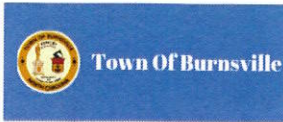
Sincerely,  
George and Jane Weimer

Sent from my iPhone

Sent from my iPhone

Bruce Chuvala:

Comment is that if he elects (or it's mandatory) to participate in the ServLine Program, it is up to ServLine to determine if the claim is allowable, even though he is paying for the protection.



Jeanne Martin &lt;clerk@townofburnsville.org&gt;

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**Public comment: Fwd: Water Leak Protection**

1 message

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**Public Comment** <publiccomment@townofburnsville.org>  
To: Jeanne Martin <clerk@townofburnsville.org>

Thu, Sep 24, 2020 at 10:22 AM

----- Forwarded message -----

From: **Eddie Faw** <edfaw70@gmail.com>  
Date: Thu, Sep 24, 2020, 10:13 AM  
Subject: Water Leak Protection  
To: <publiccomment@townofburnsville.org>

I am somewhat amused at this offer. I want to laugh thinking about all the problems our town has with the water and sewer system that isn't related to our homes and businesses. I certainly think the town should find ways to start some type of program upgrading our entire water/sewer system. It is disturbing to me to hear of repeated problems on the same pump in back to back weeks creating public notices to the town residents and the state. As a town resident I find this very embarrassing. How long is it until the state says "enough"? I know money is an issue but we were able to hire a town manager (with money we did not have) so put that person to work to find some money somewhere somehow!! Even if we have to go to a bond referendum (if they still exist). We have patched long enough is it not time to permanently fix some of these water leak issues? Look at west main street, the state paved it last fall and we now have multiple patches down the street from water leaks.

As for the water leak protection insurance, I certainly don't think it should be mandatory. If someone wants to purchase it as an outside insurance that is their decision and I am okay with that but do not force it on everyone!

Eddie Faw



Jeanne Martin <clerk@townofburnsville.org>

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## Fwd: Water Leak Protection proposal

1 message

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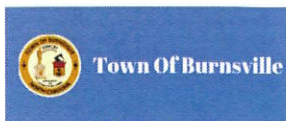
**Public Comment** <publiccomment@townofburnsville.org>  
To: Jeanne Martin <clerk@townofburnsville.org>

Fri, Sep 25, 2020 at 1:43 PM

----- Forwarded message -----

From: **kay kriner** <kaykriner@yahoo.com>  
Date: Fri, Sep 25, 2020, 1:01 PM  
Subject: Water Leak Protection proposal  
To: <publiccomment@townofburnsville.org>

We are willing to participate in the water leak program that was recommended by the Rural Water Association.  
Thank you,  
Don and Kay Kriner  
204 Hill Top Dr  
Burnsville, NC



Jeanne Martin &lt;clerk@townofburnsville.org&gt;

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**Fwd: Water bill**

1 message

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**Public Comment** <publiccomment@townofburnsville.org>  
To: Jeanne Martin <clerk@townofburnsville.org>

Fri, Sep 25, 2020 at 2:37 PM

----- Forwarded message -----

From: **RJ** <rjnnc@yahoo.com>  
Date: Fri, Sep 25, 2020, 2:00 PM  
Subject: Water bill  
To: <publiccomment@townofburnsville.org>

September 25, 2020

Town of Burnsville,

The Town of Burnsville has always shown responsibility for leaks up to the water meter. So, it is the property owner's responsibility for leaks after the water meter; that seems quite simple and fair, for all.

As a Residential Water Customer here in our Town of Burnsville, for many years I've known about the courtesy the Town has shown by allowing for adjustments to be made to accounts where leaks have caused a temporary increase to an individual's water bill. It is not the Town, or anyone else's, responsibility. That has always been a Town Courtesy! I also appreciate this type of courtesy eventually becomes unsustainable.

In your letter you mentioned a "water leak protection program run by ServLine." For those with a concern of a possible water leak in the future this could be a viable "voluntary" insurance option for them.

However, for me, No, I am not at all interested in this option! And, I do not agree with the "mandatory" blanketing everyone with the responsibility for the water leaks of someone else!

Your letter stated, "The Town will no longer adjust water bills for leaks" - that now eliminates any financial shortfall to the Town of Burnsville directly related to this situation. It is the responsibility of each Residential Water Customer to care for their own water bill, as it should be.

ServLine...

Yes – Voluntary (For those who apply for it.)

No – Mandatory (Burnsville is better than this!)

Thank you,

Randy

Randy J Hazelton  
216 Reservoir Rd #11  
Burnsville, NC 27814

## MEMORANDUM

To: Lynne Austin, Yancey County Manager  
Heather Hockaday, Burnsville Town Manager

From: David Graham, High Country Rural Planning Organization (RPO)

RE: **Yancey County Comprehensive Transportation Plan Update Socio-Economic Data Forecasting Methodology**

In December of 2019, the Transportation Planning Division of the North Carolina Department of Transportation (NCDOT), the High Country RPO, and Yancey County initiated a study to cooperatively develop the Yancey County Comprehensive Transportation Plan (CTP) Update, which includes the Town of Burnsville. The Yancey County CTP Update is a long-range multi-modal transportation plan that covers transportation needs through 2045. Modes of transportation evaluated as part of this plan include: highway, public transportation and rail, bicycle, and pedestrian.

Existing and anticipated deficiencies of the transportation network will be determined through an analysis of both current and future travel patterns. The Yancey County CTP Steering Committee worked with NCDOT to estimate population and employment growth to 2045. A base year of 2018 was used because 2018 has the most available traffic data. The **2019 Yancey County Strategic Economic Development Plan** was also used to inform future growth expected to impact the future transportation system.

Below is a description of the methodology used in the analysis.

### **Population and Employment**

Population trends were estimated using available data from the Office of State Budget and Management (OSBM). Population trends were estimated by calculating the annual growth rate (AGR) for the previous 40 years of census data (1970 – 2010) and using that historical AGR value to project into the future as shown in Table 1. From 1970 to 2010, Yancey County grew by an approximate 0.4% AGR.

Future employment conditions within Yancey County were approved by the CTP Steering Committee. This included approximate locations and intensity for proposed employment centers which were based on the **2019 Yancey County Strategic Economic Development Plan**. Any anticipated heavy demand on the future transportation system as a result of these proposals is accounted for in projected traffic volumes as described below. Countywide 2045 employment totals were based on maintaining the same population-employment ratios as present in 2018.

**Table 1 – Population Data**

<b>Year</b>	<b>Population – Yancey County</b>	<b>Population - Burnsville</b>	<b>Population North Carolina</b>
1970	12,629	1348	5,084,411
1980	14,934	1452	5,880,095
1990	15,419	1482	6,632,448
2000	17,774	1623	8,046,813
2010	17,817	1693	9,535,483
2018	18,455	1709	10,389,148
2020	18,794	NA	10,630,691
2030	20,488	NA	11,836,070
2039	22,013	NA	12,919,921
2045**	23,200	NA	NA

County Estimates (North Carolina Office of State Budget and Management) – April 2010 Estimate – Accessed on 1/21/2020

Municipal Estimates (North Carolina Office of State Budget and Management) (Last updated September 16, 2019); <https://www.osbm.nc.gov/facts-figures/linc>

**Table 2 - Yancey County Annual Growth Rates**

<b>Growth Rates Per Year (AGR)</b>	<b>Growth Rates Per Year (AGR)  Yancey County</b>	<b>Growth Rates Per Year (AGR)  Burnsville</b>
<b>2000-2010</b>	0.02%	0.42%
<b>2000-2018</b>	0.21%	0.29%
<b>2000-2030</b>	0.47%	NA
<b>2000-2039</b>	0.55%	NA
<b>2010-2018</b>	0.44%	0.12%
<b>2010-2030</b>	0.70%	NA
<b>2010-2039</b>	0.73%	NA
<b>2018-2039</b>	0.84%	NA

**Table 7 – Yancey County Employment and Population to Employment Ratios**

Year	Yancey County Population	Yancey County Employed*	Employed/Population Ratio	Yancey County Employment within County**	Employment/Population Ratio
1990	15,419	6717	0.44	3658	0.24
2000	17,774	8538	0.48	4858	0.27
2010	17,817	7810	0.44	3649	0.20
2018	18,455	7950	0.43	3490***	0.19
2045	23,200	10,200	0.44	5800	0.25

\* <https://d4.nccommerce.com/LausSelection.aspx> accessed 3/20/2020

\*\*<https://www.nccommerce.com/about-us/divisions-programs/labor-economic-analysis-division> accessed 6/25/2020

\*\*\*<https://www.census.gov/quickfacts/yanceycountynorthcarolina> accessed 6/25/2020

#### Future Traffic

Historic traffic volumes trends were also analyzed. Growth rates were used to project 2045 traffic volumes. After review of the population and employment past trends low, medium, and high growth rates were established by the CTP Steering Committee. When calculated growth rates were 0% or negative, a conservative rate of 0.1% was applied unless the facility is one that goes through an area defined in the **2019 Yancey County Strategic Economic Development Plan** as an area of anticipated development growth. Then a growth rate of 1.2% was used unless the current growth rate was higher. Then that rate was applied. *If a facility showed moderate growth but fluctuated significantly over the past decade, an annual average growth rate of 0.9% was used.*

#### Request for Approval

NCDOT and the High Country RPO respectfully requests your official approval of projected socio-economic data used to determine future deficiencies shown in the tables below. ***Your approval can be documented as part of the official minutes of a regularly scheduled Board of Commissioners or Town Council meeting.***

#### Population and Employment CTP Estimates

CTP Estimates	2018	2045
Population	18,455	23,200
County Employment	3490	5800
Total Employed	7950	10,200

#### Estimated Growth Rates in Yancey County

Growth	Percent Annual Growth Rate
Low	0.1%
Medium	0.9%
High	1.2%





September 23, 2020

Theresa Coletta, Mayor  
Town of Burnsville  
2 Town Square  
Burnsville, NC 28714

RE: Recommendation of Award  
OMC Pump Station Improvements  
Town of Burnsville, North Carolina

Dear Mayor Coletta:

On September 17, 2020 at 2:00 p.m., public bids for the above referenced project were opened and read aloud at the Town Hall Board Room in the Town of Burnsville, North Carolina. The referenced construction project includes replacement of the existing OMC Pump Station with a new pump station. A total of three (3) bids were received as shown below and as summarized on the enclosed Certified Bid Tabulation.

Bidder	Bid Amount
Carolina Grading & Utilities, Inc.	\$498,500
IPC Paving	\$647,000
Frizzell Construction Co., Inc.	\$667,000

McGill Associates has reviewed the bids for accuracy, and the low bidder, Carolina Grading and Utilities, Inc. is properly licensed and qualified to perform the work. The bid information received is being submitted to the North Carolina Division of Water Infrastructure for review. We therefore tentatively recommend award of the project to Carolina Grading and Utilities, Inc. for the bid amount of **\$498,500.00**, contingent on approval of DWI.

We have appreciated the opportunity to assist the town with this project and look forward to proceeding to the construction phase. Please review this information at your earliest convenience and should you have any questions or wish to discuss this matter further, please do not hesitate to call.

Sincerely,  
**MCGILL ASSOCIATES, P.A.**

**MIKE DOWD, P.E.**  
Senior Project Manager

MD:imm  
Enclosure: Certified Bid Tabulation

Cc: Dillon Lundy, Town of Burnsville (email)  
Heather Hockaday, Town of Burnsville (email)  
J. Meliski, P.E., McGill Associates (email)

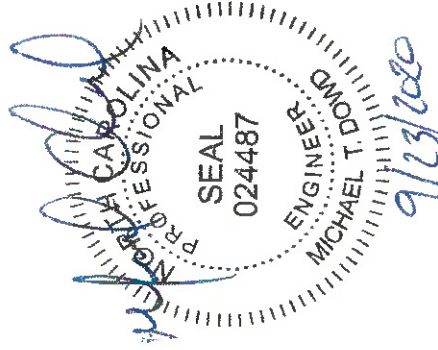
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**CERTIFIED BID TABULATION**  
**OMC PUMP STATION IMPROVEMENTS**  
**TOWN OF BURNSVILLE**

ITEM	DESCRIPTION	QUANTITY	UNIT	Carolina Grading & Utilities, Inc. P.O. Box 785 Jefferson, NC 28640		IPC Paving 2000 Spartanburg Hwy, Suite 600 Hendersonville, NC 28792		Frizzell Construction Co., Inc. 1501 Bluff City Highway Bristol, TN 37620	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization	1	LS	\$9,000.00	\$9,000.00	\$32,000.00	\$32,000.00	\$33,000.00	\$33,000.00
2	OMC Sewer Pump Station	1	LS	\$481,500.00	\$481,500.00	\$607,000.00	\$607,000.00	\$626,000.00	\$626,000.00
3	SCADA Allowance	1	LS	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$8,000.00
<b>TOTAL</b>					<b>\$498,500.00</b>		<b>\$647,000.00</b>		<b>\$667,000.00</b>



This is to certify that the bids tabulated herein were publicly opened and read aloud at 2:00 p.m. on the 17th day of September 2020, in the Town Hall Board Room Town of Burnsville, North Carolina and that said bids were accompanied by acceptable certified checks or bidder's bonds in the amount of 5% of the bid.



	REAL PROP	PERSONAL PROP	TOTAL	INSOLVENT PP
2019	\$6,249.79	\$1,229.73	\$7,479.52	
2018	\$4,401.62	\$340.71	\$4,742.33	
2017	\$873.51	\$381.42	\$1,254.93	
2016	\$697.70	\$2,272.72	\$2,970.42	
2015	\$563.60	\$392.34	\$955.94	
2014	\$306.08	\$488.18	\$794.26	\$412.22
2013	\$35.16	\$1,811.35	\$1,846.51	\$1,516.84
2012	\$39.73	\$802.20	\$841.93	\$476.19
2011	\$0.00	\$1,546.42	\$1,546.42	\$1,144.29
2010	\$0.00	\$1,232.99	\$1,232.99	\$895.02
	\$13,167.19	\$10,498.06	\$23,665.25	\$4,444.56
25-Sep 2020				

# Tax Delinquent Report By Year

Page: 1 of 3

Town of Burnsville

Date: 9/25/2020

Account	Customer Name	Tax Year	Amount Owed
2349	APPALACHIAN VIBE & MUSIC STUDIO	2017	\$60.63
674	BARBARA HURST ESTATE	2019	\$130.43
1527	BIGGERSTAFF, RONNIE L	2010	\$469.67
1527	BIGGERSTAFF, RONNIE L	2011	\$379.87
2055	BURLESON, SHAWN B	2015	\$25.81
793	BURNSVILLE CHEVROLET-BUICK INC	2013	\$1,192.79
390	CHAVEZ, GLORIA CEJA	2019	\$392.37
1541	CHAVEZ, JOSE MARTIN GARCIA	2018	\$528.20
1541	CHAVEZ, JOSE MARTIN GARCIA	2019	\$550.13
602	CMA INC	2013	\$5.64
2457	COHEN, RICHARD MARCUS L/E	2018	\$192.54
2457	COHEN, RICHARD MARCUS L/E	2019	\$219.47
1674	CRICKET'S CORNER KITCHEN	2011	\$109.99
1722	DEYTON, AARON	2014	\$268.63
1722	DEYTON, AARON	2015	\$528.25
1722	DEYTON, AARON	2016	\$442.34
1722	DEYTON, AARON	2017	\$416.15
1722	DEYTON, AARON	2018	\$380.40
1722	DEYTON, AARON	2019	\$345.51
1722	DEYTON, AARON	2019	\$30.68
2197	FRED'S RETAIL STORE # 1193	2019	\$785.26
2469	GALLOWAY, JASON TEW	2018	\$18.35
2469	GALLOWAY, JASON TEW	2019	\$17.17
1636	GARCIA, JOSE MARTIN	2018	\$1,080.61
104	GRIGGS, D T & VIRGINIA	2018	\$227.64
104	GRIGGS, D T & VIRGINIA	2019	\$205.88
1045	GRIGGS, DEE & VIRGINIA	2018	\$281.29
1045	GRIGGS, DEE & VIRGINIA	2019	\$254.92
1009	HENSON, MELVIN	2017	\$77.11
1009	HENSON, MELVIN	2018	\$285.55
1009	HENSON, MELVIN	2019	\$258.81
2101	HENSON, MELVIN	2019	\$5.62
130	HIGGINS, JO HEIRS	2016	\$112.85
130	HIGGINS, JO HEIRS	2017	\$246.37
130	HIGGINS, JO HEIRS	2018	\$225.19
130	HIGGINS, JO HEIRS	2019	\$203.61
512	HIGGINS, LAWERENCE RAY TRUSTEE	2019	\$134.22
2620	HOYT, ADAM & SHEILA KOCK	2019	\$303.28
575	IN THE GARDEN	2014	\$42.35
897	IN THE GARDEN	2013	\$54.33
2209	J & J OUTDOORS	2018	\$8.16
2209	J & J OUTDOORS	2019	\$6.18
1700	JOHN VAN ZANDT ESTATE	2012	\$39.73
1700	JOHN VAN ZANDT ESTATE	2013	\$35.16
1700	JOHN VAN ZANDT ESTATE	2014	\$37.45
1700	JOHN VAN ZANDT ESTATE	2015	\$35.35
1700	JOHN VAN ZANDT ESTATE	2016	\$142.51
1700	JOHN VAN ZANDT ESTATE	2017	\$133.88
1700	JOHN VAN ZANDT ESTATE	2018	\$122.34
1700	JOHN VAN ZANDT ESTATE	2019	\$109.60

# Tax Delinquent Report By Year

Page: 2 of 3

Town of Burnsville

Date: 9/25/2020

Account	Customer Name	Tax Year	Amount Owed
2052	JUST ASK AMANDA INC	2019	\$6.18
137	KEATING, FRANK	2018	\$487.68
137	KEATING, FRANK	2019	\$443.59
991	KEATING, FRANK	2018	\$444.82
991	KEATING, FRANK	2019	\$404.41
2219	LIL SMOKY DRIVE -IN	2018	\$32.45
2219	LIL SMOKY DRIVE -IN	2019	\$29.67
149	MCCARTY, ERNEST D & DEBORAH D	2019	\$166.99
231	MCCOURRY, TROY WADE	2019	\$465.22
1150	MCCOURRY, TROY WADE	2019	\$117.47
1151	MCINTOSH, JOHN M & ELIZABETH P	2019	\$16.00
332	MEADE, DONOVAN C & SARAH E	2019	\$369.39
2228	MOUNTAIN LIFESTYLE REALTY GROUP	2015	\$10.16
2234	OFF THE BEATEN PATH	2018	\$10.13
968	OO-LA-LA	2011	\$10.98
666	PATE, JOSEPH P	2010	\$421.53
666	PATE, JOSEPH P	2011	\$385.38
666	PATE, JOSEPH P	2012	\$322.95
666	PATE, JOSEPH P	2013	\$268.78
666	PATE, JOSEPH P	2014	\$223.52
2079	PATE, JOSEPH P	2015	\$185.95
2079	PATE, JOSEPH P	2016	\$171.73
2079	PATE, JOSEPH P	2017	\$147.15
2079	PATE, JOSEPH P	2018	\$122.37
2079	PATE, JOSEPH P	2019	\$101.81
1391	PATTON, JEFF & ANGELA	2018	\$11.71
1391	PATTON, JEFF & ANGELA	2019	\$445.74
1804	PROCOPIO, PEDRO	2012	\$33.30
1804	PROCOPIO, PEDRO	2013	\$27.63
1804	PROCOPIO, PEDRO	2014	\$22.98
2138	PROCOPIO, PEDRO	2015	\$19.15
2138	PROCOPIO, PEDRO	2016	\$17.69
2138	PROCOPIO, PEDRO	2017	\$15.14
2138	PROCOPIO, PEDRO	2018	\$12.61
2138	PROCOPIO, PEDRO	2019	\$10.53
520	RAY, ERNEST	2019	\$270.63
2550	RHA HEALTH SERVICES	2019	\$20.10
2249	SAM'S REGAL BEAGLE	2015	\$34.96
2249	SAM'S REGAL BEAGLE	2016	\$32.32
2251	SCOTT POLING DDSMS PA	2016	\$1,806.30
2137	SHEPHERD, DAVID & GINGER	2015	\$12.68
2137	SHEPHERD, DAVID & GINGER	2016	\$166.30
2137	SHEPHERD, DAVID & GINGER	2017	\$142.47
2137	SHEPHERD, DAVID & GINGER	2018	\$118.56
2137	SHEPHERD, DAVID & GINGER	2019	\$98.64
2137	SHEPHERD, DAVID & GINGER	2019	\$30.68
1767	SHEPHERD, DAVID & GINGER	2010	\$317.68
1767	SHEPHERD, DAVID & GINGER	2011	\$376.18
1767	SHEPHERD, DAVID & GINGER	2012	\$315.22
1767	SHEPHERD, DAVID & GINGER	2013	\$262.18

# Tax Delinquent Report By Year

Page: 3 of 3

Town of Burnsville

Date: 9/25/2020

Account	Customer Name	Tax Year	Amount Owed
1767	SHEPHERD, DAVID & GINGER	2014	\$66.62
2254	SIMPLICITY	2015	\$8.34
2368	SOUTHERN DRIFTERS OUTFITTERS LLC	2019	\$101.35
2263	TAP PHOTOGRAPHY	2015	\$95.29
2263	TAP PHOTOGRAPHY	2016	\$78.38
1671	TAP PHOTOGRAPHY	2014	\$114.45
2149	THE OFFICE SHOPPE	2017	\$16.03
622	TIMEPAYMENT CORP	2012	\$19.22
2271	TROY'S GREENHOUSES & FABRICS	2018	\$18.08
2271	TROY'S GREENHOUSES & FABRICS	2019	\$16.54
1589	VARNEY, ALICE DEE & SCOTT GALIPEAU JTRS	2019	\$9.87
190	VASTA, MARIA CRISTINA	2019	\$3.06
604	WARREN, MICHAEL & JEAN H	2019	\$18.85
807	WINTERSTAR CO	2010	\$24.11
1613	WOODBYS OUALITY CLEANERS	2011	\$284.02
1613	WOODBYS OUALITY CLEANERS	2012	\$111.51
1771	YANCEY COUNTY NEWS	2014	\$18.26
2348	YANCEY NURSING CARE INC ( BROOKSIDE)	2018	\$2.06
2348	YANCEY NURSING CARE INC ( BROOKSIDE)	2019	\$261.62
200	YANG, CLAUDIA	2018	\$131.59
200	YANG, CLAUDIA	2019	\$118.04
Total Amount:			\$23,665.25

## Tax Years and Totals

2010	\$1,232.99
2011	\$1,546.42
2012	\$841.93
2013	\$1,846.51
2014	\$794.26
2015	\$955.94
2016	\$2,970.42
2017	\$1,254.93
2018	\$4,742.33
2019	\$7,479.52

TOWN OF BURNSVILLE  
2 TOWN SQUARE  
PO BOX 97  
BURNSVILLE, NC 28714



Billing Date  
09/02/2020

*Not in Town*

CHANDLER, HAROLD & BETTY  
1015 MILLER BRANCH RD

MARS HILL NC 28754

Interest begins January 6th at 2% and then interest is 3/4% per month.

COLLECTION PROCEDURES: Delinquent taxes will be collected through all remedies available under N.C. General Statutes.

These methods include, but are not limited to, garnishment of wages, attachment of bank accounts, levy on personal property, and foreclosure on real property.

The Town's current tax rate is 52 cents per \$100.00.

YEAR	ACCOUNT NUMBER	COUNTY NUMBER	BILL #	DUE DATE	TOTAL TAX
2020	2593	000028895	168	01/05/2021	\$5.20
PERSONAL VALUE	REAL VALUE	BUILDING VALUE	USEFUL VALUE	EXEMPTIONS	BILLABLE VALUE
\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
PIN NUMBER	Property Description	Charge Description	Rate	Charges	
2020-201	VEHICLE PP	PERSONAL TAX	0.52%	\$5.20	
				TOTAL	\$5.20

YEAR	ACCOUNT NUMBER	BILL #	BILLING DATE	DUE DATE	PREPAY APPLY	TOTAL DUE
2020	2593	168	09/02/2020	01/05/2021	\$0.00	\$5.20

PLEASE RETURN THIS PORTION WITH PAYMENT

CHANDLER, HAROLD & BETTY  
1015 MILLER BRANCH RD

MARS HILL NC 28754

TOWN OF BURNSVILLE  
P.O. BOX 97  
BURNSVILLE, NC 28714



Jackie Hensley <wc@townofburnsville.org>

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## Harold Chandler

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**Deborah Wilson** <Deborah.Wilson@yanceycountync.gov>  
To: Jackie Hensley <wc@townofburnsville.org>

Tue, Sep 15, 2020 at 10:29 AM

Found it!!!! The name didn't display in the short display, I had to open to get the name.

Anyway, Harold Chandler has two permanent-tagged trailers as PP, but they are located in Cane River Township, not Town.

Deborah J Wilson

Real/Personal Property Appraiser

Yancey County Tax Administration

110 Town Square Rm 1

Burnsville, NC 28714

828-682-2198

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**From:** Jackie Hensley <wc@townofburnsville.org>

**Sent:** Tuesday, September 15, 2020 9:26 AM

**To:** Deborah Wilson <Deborah.Wilson@yanceycountync.gov>

**Subject:** Re: Harold Chandler

[Quoted text hidden]



TAX \$5.00 AND UNDER			
#2416	ALPINE DESIGN		\$2.89
#2165	ALWAYS SOMETHING NEW		\$4.42
#2058	AMERICAN GREETINGS		\$4.86
#2350	ATM USA LLC		\$3.43
#1192	BANKS, JANET		\$4.16
#2588	BAXTER HEALTHCARE		\$3.65
#2173	BUD'S AUTO PARTS		\$4.55
#2014	BUTNER, HAROLD & NINA		\$2.60
#2304	CATALINA MARKETING CORP		\$3.06
#2567	CHIEM, MINH QUANG		\$3.21
#2597	CHOWNOW INC		\$1.31
#2578	CROWDER, JUSTIN & ERICA		\$2.60
#2353	CRUM, ROBERT ALVIN		\$3.85
#2308	CSC SERVICEWORKS		\$4.09
#2572	DALE, MICHAEL S HEATHER		\$3.38
#2552	DANCE & KARATE EXPRESS		\$1.16
#2569	DAVIS, THOMAS JR & MILDRED		\$2.60
#2354	EDWARDS, MELISSA		\$1.56
#1848	EDWARDS, SOLON & THELMA		\$2.60
#2573	FELDMAN, PAUL & SCHELL E		\$1.56
#2608	FELICITY'S BOUTIQUE		\$4.22
#2554	FRANCOTYP POSTALIA INC		\$4.32
#2575	GRINDSTAFF, MARK K		\$3.80
#2312	HAIR DIMENSION		\$0.97
#2358	HAMMONDS, THOMAS E		\$1.56
#826	HAYDEN, SUSAN		\$3.64
#2570	HIGGINS, MILTON & LINDA		\$3.12
#85	HOWELL, DENNIS L		\$1.56
#2581	HUGHES, TIMOTHY & CRYSTAL		\$1.56
#872	INGLES		\$2.60
#2209	J & J OUTDOORS		\$4.29
#2052	JUST ASK AMANDA		\$4.29
#2629	MADRIGAL, JORGE		\$1.56
#2283	MARK MFG		\$4.40
#2321	MB FINANCIAL BANK		\$0.63
#2579	MCCOURRY, JAMES & JENNIFER		\$3.98
#2293	NAGLE, LESLYE C		\$1.56
#2240	PITNEY BOWES GLOBAL		\$4.98
#2642	PITNEY BOWES GLOBAL		\$1.21
#2643	PITNEY BOWES GLOBAL		\$1.47
#2645	PITNEY BOWES GLOBAL		\$0.36
#2646	PITNEY BOWES INC#3		\$1.20
#2647	PITNEY BOWES INC#2		\$4.64
#1247	PROFFITT, BOBBY & WANDA		\$4.68
#2068	PROFFITT, JOHN ARTHUR		\$1.56

#2114	PROFFITT, JOHN C		\$4.17
#2651	QUADIENT, INK		\$0.98
#2326	ROBINSON, DANNY		\$4.16
#1779	ROBISON, RUSSELL		\$0.81
#2658	STEWART, HOWARD		\$2.08
#2668	VELAQUEZ LECO, ERNESTO		\$2.60
#2577	WEEKS, ROY & RENEE		\$3.74
#2337	WESTERN UNION FINANCIAL		\$2.58
#2669	WILLIAMS, TERRY RANDALL		\$1.56
			\$152.38

**Valerie Jaynes**  
Chair of the Board

**Todd McNeill**  
Vice-Chair



**Doug Matheson**  
Secretary

**Dennis Aldridge**  
Treasurer

468 New Market Blvd.  
Boone, NC 28607

[www.hccog.org](http://www.hccog.org)

Phone: 828-265-5434

Fax: 828-265-5439

**High Country Council of Governments Executive Board  
Virtual Zoom Meeting  
Monday, September 21, 2020  
7:00 PM**

Meeting registration will be emailed to all Executive Board Members. Any members of the public who are interested in joining the meeting, please email [info@hccog.org](mailto:info@hccog.org) for more information.

[View the livestream HCCOG Executive Board Meeting here.](#)

Public comments received by 4:00 PM on Monday, September 21, 2020, will be available to be read by the Clerk to the Board during the public comment section of the Executive Board meeting. Board members will have the ability to hear and respond to any public comments.

**All public comments must be received prior to 4:00 PM on Monday, September 21, 2020.**

**You may submit public comment by email to [vpotter@hccog.org](mailto:vpotter@hccog.org)**

**Valerie Jaynes**  
Chair of the Board

**Todd McNeill**  
Vice-Chair



**Doug Matheson**  
Secretary

**Dennis Aldridge**  
Treasurer

468 New Market Blvd.  
Boone, NC 28607

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Fax: 828-265-5439

## **Tips and Housekeeping Items for HCCOG Zoom Meetings**

- Please REGISTER for the Zoom meeting with the link we sent to your email
- Follow instructions to join the meeting by either clicking the link in the email Zoom sends you or by dialing one of the numbers listed below the link
  - The passwords are included in that confirmation email Zoom sends you after you register
- It is helpful to download the Zoom app on phones and tablets prior to the meeting time in order to join quicker/more efficiently
  - If you haven't already, you will be prompted by Zoom to update your Zoom app
- Test your microphone and audio before the meeting begins, Zoom will prompt you to do this once you click the link to join the meeting
- Be camera ready if you are joining with video
  - Be aware of your background and any background noise that may disturb the meeting
- Learn how to mute and unmute yourself during the meeting, we will also go over this once the meeting begins
- Once the meeting begins, Chairwoman Jaynes will call roll, please say here when she calls your name
- When speaking during the meeting, please state your name first
- When making a motion during the meeting, please state your name first
- Please refrain from multitasking and be engaged in the meeting as if we were in the board room
- Reach out to Victoria with any questions or concerns you may have, she is happy to help in any way!
- Embrace the challenges and technology, we are all in this together! We can't wait to see you virtually on Monday!

**Valerie Jaynes**  
Chair of the Board

**Todd McNeill**  
Vice-Chair



**Doug Matheson**  
Secretary

**Dennis Aldridge**  
Treasurer

468 New Market Blvd.  
Boone, NC 28607

[www.hccog.org](http://www.hccog.org)

Phone: 828-265-5434

Fax: 828-265-5439

**Executive Board Meeting**  
**September 21, 2020 | 7:00 p.m.**  
**Zoom Meeting**

Meeting registration will be emailed to all Executive Board Members. Any members of the public who are interested in joining the meeting, please email [info@hccog.org](mailto:info@hccog.org).

**I. CALL TO ORDER AND INVOCATION**

*Valerie Jaynes, Executive Board Chairwoman*

**II. CONSIDERATION OF AUGUST 2020 MINUTES [ACTION]**

*Valerie Jaynes, Executive Board Chairwoman*

**III. FINANCIAL MATTERS**

*Julie Page, Finance Officer*

- Financial Highlights as of August 31, 2020 [ACTION]
- Budget Amendment #2 [ACTION]

**IV. PROPOSED UPDATES TO THE CHARTER [ACTION]**

*Julie Wiggins, Executive Director*

**V. WORKFORCE DEVELOPMENT BOARD UPDATES**

(10 minutes)

*Keith Deveraux, WDB Director*

**VI. PLANNING AND DEVELOPMENT UPDATES**

(10 minutes)

*Phil Trew, Planning and Development Director*

**VII. REPORT FROM THE ADVISORY COMMITTEE & EXECUTIVE DIRECTOR**

(10 minutes)

*Julie Wiggins, Executive Director*

- Update on Regional Programs, Projects, and Issues
- Other Business

**VIII. BOARD MEMBER COMMENTS**

**IX. CHAIRWOMAN'S COMMENTS**

**X. OTHER BUSINESS**

**XI. PUBLIC COMMENT**

**XII. ADJOURNMENT [ACTION]**

**HIGH COUNTRY COUNCIL OF GOVERNMENTS  
EXECUTIVE BOARD MEETING  
AUGUST 17, 2020  
MINUTES**

The Executive Board of the High Country Council of Governments met August 17, 2020, 7:00pm, virtually via Zoom. The following members were present at the meeting: Charles E. Vines, Robert L. Johnson, Brenda Lysterly, Gary D. Blevins, Johnny Riddle, Todd McNeill, Andrew Soots, Doug Matheson, Dennis Aldridge, Bill Osborne, Rocky Buchanan, Jim Blevins, Rennie Brantz, Larry Fontaine, Larry Turnbow, Paul Robinson Jr., and Valerie Jaynes. Two board members lost connection briefly during the meeting but were able to regain access. All board members heard discussion and voted on action items. The following staff and guests were present at the meeting: Julie Wiggins, Jeff Hedrick, Keith Deveraux, Nicole Hiegl, Phil Trew, Julie Page and Victoria Potter.

**CALL TO ORDER AND INVOCATION**

Chairwoman Jaynes welcomed everyone to the Zoom meeting. Chairwoman Jaynes called on Robert L. Johnson to lead the invocation. Chairwoman Jaynes then led the Board in the Pledge of Allegiance.

**CONSIDERATION OF MINUTES AND RATIFICATION OF JULY ACTION ITEMS**

Chairwoman Jaynes called on Attorney Jeff Hedrick to explain the ratification of July action items. Mr. Hedrick explained that because there was no quorum at the July 20, 2020 Executive Board meeting that we needed a motion and second to ratify the two action items: June 2020 minutes, with revisions (Attachment A) and July Financial Highlights (Attachment A1) from the July agenda. Charles E. Vines made a motion to approve the July 20, 2020 Executive Board minutes and the ratification of July action items. Robert L. Johnson seconded the motion. Motion carried.

**FINANCIAL MATTERS**

**Financial Highlights**

Finance Officer, Julie Page presented the Financial Highlights as of August 13, 2020 (Attachment B). Mrs. Page discussed expenditures and balances for FY2021. Mrs. Page is still working on the audit information for FY2020 and should have it entered by August 31, 2020, but she has not heard when the auditors will make their onsite visit. Mrs. Page and Ms. Wiggins are working with department heads to keep the FY2021 budget current and will bring any necessary budget amendments to the board as soon as possible. Mrs. Page also noted that Workforce monitoring finished up on August 14, 2020.

The Resolution to Amend the Minimum Unassigned Fund Balance Policy (Attachment B1) was presented because the original policy does not indicate the process for correction should the fund balance fall below the 16% required in the policy. Further, without a corrective action plan process spelled out in the policy, a lower-than 16% fund balance would result in an audit finding. The increase in federal grants for FY2021 has made it possible for the next audit to reflect a lower than 16% fund balance. The Unassigned Fund Balance is calculated on our total budget, so next year we may go below what the policy put in place in 2017. Even if we drop below the 16% minimum fund balance this does not impact our general fund cash, it just increases our federal and state grants coming in and out. This amendment allows us a 90-day period to work on a corrective action plan to bring to the board, once the audit is complete. This amendment also gives us a 3-year period

to bring the fund balance back to 16%. Larry Turnbow asked if grants we received are to be spent in the fiscal year, Mrs. Page confirmed that is correct.

Budget Amendment #1 (Attachment B2) is increasing federal funding in Planning and Development from an EDA grant and decreasing federal funding in Workforce Development because of only receiving \$175,000 for the National Emergency Dislocated Workers grant. Our total amended FY2021 budget is now \$7,228,730.00. Ms. Wiggins also added that much of the funding HCCOG has received is direct passthrough money.

Todd McNeill made a motion to approve Financial Highlights as of August 13, 2020, the Resolution to Amend the Minimum Unassigned Fund Balance Policy, and Budget Amendment #1. Larry Turnbow seconded the motion. Motion carried.

### **DRAFT RESOLUTION DECLARING SURPLUS PROPERTY AND AUTHORIZING SALE OF SURPLUS PROPERTY**

Ms. Wiggins explained that along with the purchase of new COG cars a few years ago, it was decided to keep one of the 2007 Chevrolet Malibu's (car #5). With the pandemic circumstances, staff members are not driving as often and car #5 has almost 200,000 miles on it, with inspection due in October. Ms. Wiggins anticipates car #5 will need more maintenance and service because of its age and mileage. The car is not generating any revenue. Ms. Wiggins asked the Executive Board to review the Resolution Declaring Surplus Property and Authorizing Sale of Surplus Property (Attachment C) for consideration. Board members agreed that HCCOG should sell the car the sooner the better and to go ahead and vote on the draft resolution. Charles E. Vines made a motion to declare the automobile as surplus property and sell it. Rennie Brantz seconded the motion.

While waiting for one board member, who briefly lost connection after the discussion of the action items, to reconnect to the Zoom meeting, Andrew Soots asked Ms. Wiggins how the increase of dues that was proposed a few months ago was going with all the counties and towns. Ms. Wiggins explained that most all of the dues have been received in full, and one local government is monitoring their budget as a result of the pandemic, so that conversation is ongoing.

Once connection was regained and we had 17 board members for quorum, Gary D. Blevins made a motion to approve all three of the Financial Matters action items and the Resolution Declaring Surplus Property. Brenda Lyerly seconded the motion. Motion carried.

### **AREA AGENCY ON AGING UPDATES**

Nicole Hiegl, Area Agency on Aging (AAA) Director announced that the Four-Year Area Plan has been approved and is now online on the AAA website. Mrs. Hiegl shared her screen so that board members could view the plan on the website. Mrs. Hiegl also shared local COVID-19 resources. Mrs. Hiegl also noted that her team is in the process of hiring a Special Projects Assistant to work with COVID-19 CARES Act funding/programs and with the Family Caregiver

& Health Promotions Specialist. Interviews will be conducted this week and the new employee will hopefully begin by September 1, 2020. Johnny Riddle complimented Mrs. Hiegl's work and the Four-Year Plan.

### **WORKFORCE UPDATES**

Keith Deveraux, Workforce Development Board (WDB) Director presented his report (Attachment D). Mr. Deveraux noted that because of the Governor's pause in Phase 2, the NCWorks Centers are still providing workforce services remotely and virtually. In the event that someone cannot get the workforce services needed virtually, the NCWorks manager or WIOA coordinator will set up an appointment in the center. On August 31, 2020 all NCWorks staff will report back to the offices for a two-week period to retrofit the centers to comply with the COVID-19 plan, offices will remain closed to the public until September 14, 2020. In the event that NC does not move into Phase 3 by then, the NCWorks team will reevaluate their re-opening plan. Mr. Deveraux announced that the new Workforce Development Board Chair is Jeff Dreyer from AEV, and the Vice-Chair is Edward Hinson from Skyline/Skybest. Mr. Deveraux also noted that there is a new member representing Avery county: Stephanie Greer with Appalachian Regional Healthcare.

### **PLANNING AND DEVELOPMENT UPDATES**

Phil Trew, Planning and Development Director announced that Mountain Bizworks has received COVID-19 funding and has made 28 loans in the High Country (a total of over half a million dollars) to retain 138 jobs in our region. Mr. Trew mentioned that his department received CARES Act funding through the EDA which will be used specifically to complete economic development pandemic recovery in the region. EDA dictates what the money can be used for, Planning and Development will focus on three areas for the funding: the development of an Economic Resiliency Plan for our seven counties, providing technical assistance to local governments with pandemic recovery (reimbursement requests, grants, projects), and the development of an Outdoor Recreation Plan. Mr. Trew also mentioned that the CEDS update will begin this fall and will finish up by June 2021. Gary D. Blevins complimented all three HCCOG departments and thanked them for all their work. Mr. Blevins also thanked Mr. Trew for his team's guidance on relief funds in Wilkes county.

### **REPORT FROM THE ADVISORY COMMITTEE AND EXECUTIVE DIRECTOR**

Julie Wiggins, Executive Director discussed the discrepancy between the quorum definition listed in the charter versus the bylaws. The charter (the overarching governance) defines quorum as 60% of the full board and the bylaws define quorum as 50% of the full board. The charter also states that there will be a maximum of 15 members on the Executive Board, and we have a 27-member board. The changes were presented on the screen, but Ms. Wiggins explained that this is not an action item this month. Ms. Wiggins would like to give the board a full month to review the changes before taking action. To amend the charter, we must have 60% quorum and two-thirds vote in favor of the changes at the September meeting. Ms. Wiggins mentioned some



financials and noted that we have around \$900,000 of additional funding that is going directly to our service providers, housed within the communities throughout the region, (most is Aging funds; a portion is also Workforce funds). Ms. Wiggins and Mr. Trew held a virtual Managers' Meeting last week that focused on COVID-19 recovery and the 2020 Census. Ms. Wiggins mentioned that our region has a relatively low census response rate. The COG Forum met recently as well and is comprised of one Executive Board member from every region throughout the state and the Executive Directors of the COGs. Ms. Wiggins mentioned that Gary D. Blevins has served as the chair up until recently and that there is a lot of great momentum around increasing advocacy of COGs administering programs. Ms. Wiggins congratulated Todd McNeill who was voted in as the western representative for the NC Association of County Commissioners. Ms. Wiggins and Chairwoman Jaynes reminded everyone that since the Annual Banquet has been postponed, we will have an Executive Board meeting on Monday, September 21, 2020 at 7:00PM via Zoom.

**ADJOURNMENT**

As there were no other comments or business, Robert L. Johnson made a motion to adjourn. Brenda Lyrer seconded the motion. Motion carried. Meeting adjourned at 8:09 pm.

---

Chairwoman, Valerie Jaynes

---

Clerk to the Board, Victoria Potter

Date \_\_\_\_\_

Valerie Jaynes  
Chair of the Board

Todd McNeill  
Vice-Chair



Doug Matheson  
Secretary

Dennis Aldridge  
Treasurer

468 New Market Blvd.  
Boone, NC 28607

[www.hccog.org](http://www.hccog.org)

Phone: 828-265-5434

Fax: 828-265-5439

## **FINANCIAL HIGHLIGHTS September 21, 2020 Executive Board Meeting**

August 31, 2020 as of 9-15-2020			
			<b>2019</b>
Total Fund Balance - Governmental Funds			\$1,291,827
Restricted Fund Balance - GF			\$ 202,601
Assigned Fund Balance - GF			\$ 23,000
Unassigned Fund Balance - GF			\$1,066,226
		<b>2021</b>	
Total Expenditures - YTD	\$ 311,667		\$5,466,733
Total Fund Balance as % of General Fund Expenditures*	17.87%		23.63%
Unassigned Fund Balance as % of General Fund Expenditures*	14.75%		19.50%
<b>*FY2021 Budget Expenditures \$7,228,730</b>		<b>FISCAL YEAR 2020-2021</b>	
		<b>BUDGET</b>	<b>ACTUAL</b>
<b>Total Revenue</b>			
General	\$ 224,549		\$ 163,005
Planning/Development	\$ 946,459		\$ 29,298
Area Agency on Aging	\$3,609,493		\$ 156,279
Workforce Development	\$2,448,229		\$ 93,668
	\$7,228,730		\$ 442,249
<b>Total Expenditures</b>			
General	\$ 224,549		\$ 316
Planning/Development	\$ 946,459		\$ 99,538
Area Agency on Aging	\$3,609,493		\$ 65,838
Workforce Development	\$2,448,229		\$ 145,975
	\$7,228,730		\$ 311,667
Revenues over (under) expenditures			\$ 130,582
<b>Cash Balances</b>			
Operating Account	\$ 368,651		
NCCMT Account	\$1,150,157		
	\$1,518,809		

**NOTES:**

***Audit on-site date still unconfirmed, handling online currently, progressing daily  
Open Enrollment upcoming for BCBS October 15-31***

*The financial information in the report reflects the HCCOG's overall financial position for the fiscal year through August 31, 2020 as of today's date September 15, 2020 and is for the management discussion purposes only.*

Julie Page, Finance Officer  
September 16, 2020

## BUDGET AMENDMENT #2

**BE IT RESOLVED** by the Board of High Country Council of Governments that the following amendment be made to the Budget Resolution for the fiscal year ending June 30, 2021.

### SECTION 1: REVENUES BY SOURCE

#### WORKFORCE DEVELOPMENT FUND

Federal	\$ 502,638.00
TOTAL WORKFORCE DEVELOPMENT FUND	<u>\$ 502,638.00</u>
TOTAL REVENUES BY SOURCE	\$ 502,638.00

### SECTION II: EXPENDITURES BY PROGRAM

#### SPECIAL REVENUE FUNDS

Workforce Development Fund	\$ 502,638.00
TOTAL SPECIAL REVENUE FUNDS	<u>\$ 502,638.00</u>
TOTAL EXPENDITURES BY PROGRAM	\$ 502,638.00
FY2020-2021 ORIGINAL BUDGET	\$ 7,190,398.00
Budget Amendment #1 8-17-2020	\$ 38,332.00
Budget Amendment #2 9-21-2020	<u>\$ 502,638.00</u>
TOTAL AMENDED BUDGET FY2021	\$ 7,731,368.00

BY VOTE OF THE HIGH COUNTRY COUNCIL OF GOVERNMENTS UPON MOTION BY:

\_\_\_\_\_ AND SECONDED BY \_\_\_\_\_

THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_ 2020.

\_\_\_\_\_  
Valerie Jaynes, Chair of the Board

\_\_\_\_\_  
Doug Matheson, Secretary

CONCURRENT RESOLUTION TO ENACT  
A CHARTER FOR THE  
REGION D COUNCIL OF GOVERNMENTS

Whereas, Article 20 of Chapter 160A authorizes any two or more municipalities and counties to create a regional council of local officials with such powers as are specified in the creating resolution or amendments thereof; and

Whereas, the governing bodies of the Counties of Alleghany, Ashe, Wilkes, Watauga, Avery, Mitchell, and Yancey have expressed an interest in the creation of a regional council of local officials; and the governing bodies of their local governmental units finds that it would be in the best interest of the citizens of this area to join together in the creation of such a regional council of local officials; and

Whereas, a regional council of local officials would benefit the governmental units participating in such a council, would provide a forum in which the participating officials might study and discuss community problems of mutual interest and concern and could lead to making of recommendations for consideration by the participating local governing bodies.

NOW THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Alleghany, Ashe, Watauga, Wilkes, Avery, Mitchell, and Yancey Counties, that there be formed a regional council of local officials to be designated Region D Council of Governments with the charter of said council being as follows:

# CHARTER OF THE REGION D COUNCIL OF GOVERNMENTS

## ARTICLE I

### Section 1. Name of Council

The name of the regional council of local officials hereby created is the Region D Council of Governments. "Hereinafter referred to as the "Council".

### Section 2. Membership

(a) Membership in the Council shall consist of the counties of Alleghany, Ashe, Wilkes, Watauga, Avery, Mitchell, and Yancey upon adoption of this concurrent resolution. Thereafter, membership shall be allowed to any municipality in Region D upon adoption by the applicant of a resolution identical to the one under which the Council is then operating. The governing body of the applicant shall select one of its elected members to be a member of the Council. Membership shall also be open to minority organizations of Region D.

(b) Any participating governmental unit, or minority organization, may withdraw from the Council at the end of any Council fiscal year, after having given sixty (60) days notice to that effect and sending a certified copy of said resolution to the other participating governmental units.

### Section 3. Governing Structure

(a) Council Board. All members of the Council shall be collectively referred to as the Council Board. Each member shall select a member of their governing board or representatives of

minority organizations as its representative on the Council.

(b) Executive Committee

The Executive Committee shall consist of the following:

1. One elected official from each County's Board of Commissioners.
2. One elected official from a municipality within each county with each county's municipal representative being selected by caucus of their members at the annual meeting of the Council Board.
3. One representative of minority organizations within the Region.

The maximum number of Executive Committee members is ~~fifteen~~. ~~twenty-seven~~.

(c) Voting:

1. Voting on both the Council Board and the Executive Committee shall be on the basis of one vote per member of the Council Board or Executive Committee unless a weighed vote is called for under the provision of subparagraph 2 hereunder.
2. A weighed vote may be called for by any member of the Council Board or Executive Committee.
3. In weighed voting, each member of the Executive Committee is allowed one vote plus one vote for each 10,000 population or a fraction thereof represented.

(d) <sup>50%</sup>~~60%~~ of the members of the Council shall constitute a quorum at any regular or special meeting of the Council. The affirmative vote of a simple majority of the votes cast shall be necessary to act favorably on any matter.

#### Section 4. Purpose

The purpose of the Council shall be:

- (1) To serve as a forum for discussion of governmental problems of mutual interest and concern.
- (2) To develop and formalize policy recommendations concerning matters having an area-wide significance.
- (3) To promote inter-governmental cooperation.
- (4) To provide organizational machinery to insure effective communication and coordination among the participating governmental units;
- (5) To serve as a vehicle for the collection and distribution of information concerning matters of area-wide interest; and
- (6) To review upon request of a participating governmental unit applications of that unit for any grant-in-aid, federal, state, or private.

The Council shall strive to promote harmony and cooperation among its members. It shall seek to deal with problems in a manner which is mutually satisfactory, and shall respect the autonomy of all local governments, within the Region D area.



## Section 5. Finance Matters

(a) On or before the 15th of April each year, the Executive Director shall prepare and submit to each participating governmental unit a proposed budget for the next fiscal year commencing July 1.

(b) The budget shall also set out the proportionate share (in terms of percentage) of the budget to be borne by each participating governmental unit, based on the latest decennial census.

(c) Upon approval of the budget by all participating governmental units, each participating governmental unit shall appropriate its share of the budget and shall forward to the Council Treasurer its share of the budget. All such appropriations shall be made in accordance with the Municipal or County Fiscal Control Act, as may be appropriate. The Council may designate a Council employee or with the agreement of the governing body involved, designate one of the City or County Accountants as the official Council Treasurer to perform the function of the City or County Accountant under the Municipal or County Fiscal Control Act insofar as post-budget approval or expenditures is concerned.

## ARTICLE II

### Section 1. Meetings

Regular meetings of the Council Board shall be held at least once annually. Regular meetings of the Executive Committee shall be held monthly. Special meetings of the Council or Executive Committee may be called by the Executive Director, Chairman, or

by any three members of the Council or Executive Committee.

At least five days written notice shall be given of any special meeting. It shall state the time, place, and purpose of the meeting.

## Section 2. Annual Report

The administrator shall prepare and submit an annual written report of the Council activities, including a financial statement to the participating governmental units.

# ARTICLE III

## Section 1. Officers

At the first regular meeting of the Executive Committee and annually thereafter, the Executive Committee shall elect a chairman, vice chairman, secretary, and treasurer to serve for one year or until their successors have been duly elected. All officers shall be members of the Executive Committee. The Executive Committee may elect such additional officers as it finds to be necessary in the proper performance of its duties.

## Section 2. Duties of Officers

(a) The Chairman shall preside at all meetings of the Council and Executive Committee and shall conduct said meetings in an orderly and impartial manner so as to permit a free and full discussion by the membership of such matters as may be brought before the Council of Executive Committee and the Chairman shall have the same voting rights as other members.

(b) The Chairman may appoint such committees as he finds to be necessary or desirable.

(c) The vice chairman shall perform all the duties of the chairman in the absence of the chairman, or in event of the inability of the chairman to act and shall perform such other duties as the Executive Committee may delegate to him.

(d) All other officers elected by the Executive Committee shall perform such duties as may be prescribed by Executive Committee.

#### ARTICLE IV

##### Section 1. Powers, Duties and Responsibilities of the Council

The Council, within the limitations of funds and personnel provided by the participating governmental units, shall have the following powers, duties, and responsibilities:

(1) To apply for, accept, receive, and disburse funds, grants, and services made available to it by the State of North Carolina or any agency thereof, the United States of America or any agency thereof, any unit of local government (whether or not a member of the Council), and any private or civic agency;

(2) To employ personnel;

(3) To contract with consultants;

(4) To contract with the State of North Carolina, any other state, the United States of America, or any agency thereof, for services;

(5) To study regional governmental problems, including matters affecting health, safety, welfare, education, recreation, economic conditions, regional planning, and regional development;

(6) To promote cooperative arrangements and coordinated action among its member governments;

(7) To make recommendations for review and action to its member governments and other public agencies which perform functions within the region in which its member governments are located;

(8) Any other powers that are exercised or capable of exercise by its member governments and desirable for dealing with problems of mutual concern, subject to approval of the Executive Committee.

## ARTICLE V

### Section 1. Executive Director

The Executive Director will be selected by the Executive Committee of the Council. The salary of the Executive Director will be set annually by the Executive Committee.

### Section 2

Other staff employees will be employed by the Executive Director based upon qualifications for the position. All employees, including the Executive Director are employees of the Council.

## ARTICLE VI

### Amendments

Amendments to the Charter shall not become effective until adopted by two-thirds (2/3) of the participating governmental units in the Region D Council of Governments.

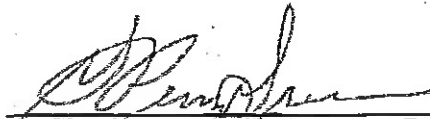
## ARTICLE VII

### Effective Date

This Charter shall be in full force and effective from and after the date of its adoption by all initially named participating governmental units.

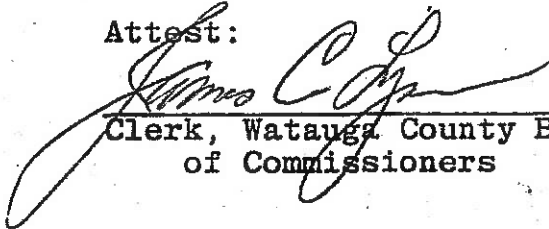
In witness whereof, the Board of County Commissioners  
of the County of Watauga, State of North Carolina, have  
duly authorized the Chairman of the Board to act on behalf  
of the Board, and whereas the Chairman has caused this  
resolution to be executed and approved.

This the 2nd day of April, 1974.



Chairman, Watauga County Board  
of Commissioners


Attest:




Clerk, Watauga County Board  
of Commissioners

In witness whereof, the Board of County Commissioners of the County of Wilkes, State of North Carolina, have duly authorized the Chairman of the Board to act on behalf of the Board, and whereas the Chairman has caused this resolution to be executed and approved.

This the 2nd day of April, 1974.

  
Chairman, Wilkes County Board of  
Commissioners

Attest:

  
Clerk, Wilkes County Board of  
Commissioners

In witness whereof, the Board of County Commissioners of the County of Ashe, State of North Carolina, have duly authorized the Chairman of the Board to act on behalf of the Board, and whereas the Chairman has caused this resolution to be executed and approved.

This the 2nd day of April, 1974

  
Chairman, Ashe County Board of  
Commissioners

Attest:

  
Clerk, Ashe County Board  
Commissioners



In witness whereof, the Board of County Commissioners of the County of Alleghany, State of North Carolina, have duly authorized the Chairman of the Board to act on behalf of the Board, and whereas the Chairman has caused this resolution to be executed and approved.

This the 2nd day of April, 1974

Leo Tompkins  
Chairman, Alleghany County Board  
of Commissioners

Attest:

Ernest C. Edwards  
Clerk, Alleghany County Board  
of Commissioners

In witness whereof, the Board of County Commissioners of the County of Avery, State of North Carolina, have duly authorized the Chairman of the Board to act on behalf of the Board, and whereas the Chairman has caused this resolution to be executed and approved.

This the 5th day of August, 1974.



*Alfred Banner*  
Chairman, Avery County Board  
of Commissioners

Attest:

*Cathy D. Selzer*  
Clerk, Avery County Board  
of Commissioners

NORTH CAROLINA

MITCHELL COUNTY

IN WITNESS WHEREOF, the Board of County Commissioners of the County of Mitchell, State of North Carolina have duly authorized the Chairman of the Board to act on behalf of the Board and,

WHEREAS the Chairman has caused this resolution to be executed and approved.

This the 2nd day of April, 1974.

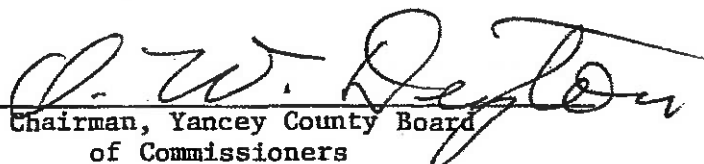
Robert B. Hughes  
Chairman, Mitchell County Board of  
Commissioners

ATTEST:


Judy Young  
Judy Young, Clerk to the Board

In witness whereof, the Board of County Commissioners of the County of Yancey, State of North Carolina, have duly authorized the Chairman of the Board to act on behalf of the Board, and whereas the Chairman has caused this resolution to be executed and approved.

This the 2nd day of April, 1974.

  
Chairman, Yancey County Board  
of Commissioners

Attest:

  
Clerk, Yancey County Board  
of Commissioners



## High Country Workforce Development Board Update

PRESENTED TO  
THE HIGH COUNTRY COUNCIL OF GOVERNMENTS EXECUTIVE BOARD

PRESENTED BY  
KEITH DEVERAUX  
DIRECTOR OF WORKFORCE DEVELOPMENT

SEPTEMBER 21, 2020

**HIGH COUNTRY WORKFORCE REGION  
UNEMPLOYMENT RATES  
JULY 2020**

<b>Alleghany</b>	<b>7.1% (this was an increase)</b>
<b>Ashe</b>	<b>7.0% (this was an increase)</b>
<b>Avery</b>	<b>6.7% (this was an increase)</b>
<b>Mitchell</b>	<b>8.8% (this was an increase)</b>
<b>Watauga</b>	<b>6.6% (this was an increase)</b>
<b>Wilkes</b>	<b>7.5% (this was an increase)</b>
<b>Yancey</b>	<b>7.7% (this was an increase)</b>

<b>High Country Region</b>	<b>7.2% increase from 6.3%</b>
<b>North Carolina</b>	<b>8.9% increase from 7.7%</b>
<b>United States</b>	<b>10.5% decrease from 11.2%</b>

## **North Carolina Unemployment Insurance Claims Claims Filed from July 2020**

### **Statewide Claims**

	<b>Initial Claims</b>	<b>Continued Claims</b>
<b>Total Claimants</b>	<b>158,717</b>	<b>365,100</b>
<b>COVID-19 Claimants</b>	<b>93,449</b>	<b>255,794</b>
<b>Total Continued Weeks Claimed</b>		<b>620,894</b>

### **Alleghany County**

**Initial Claims:**  
**Claimants: 97(COVID-19 Related 54)**  
**Continued Claims:**  
**Claimants: 220 (COVID-19 Related 164)**  
**Total Continued Weeks Claimed: 556**

### **Ashe County**

**Initial Claims:**  
**Claimants: 230(COVID-19 Related 129)**  
**Continued Claims:**  
**Claimants: 730 (COVID-19 Related 571)**  
**Total Continued Weeks Claimed: 2,003**

### **Avery County**

**Initial Claims:**  
**Claimants: 215 (COVID-19 Related 128)**  
**Continued Claims:**  
**Claimants: 415 (COVID-19 Related 295)**  
**Total Continued Weeks Claimed: 1,083**

## **North Carolina Unemployment Insurance Claims Claims Filed from July 2020**

### **Statewide Claims**

	<b>Initial Claims</b>	<b>Continued Claims</b>
<b>Total Claimants</b>	<b>158,717</b>	<b>365,100</b>
<b>COVID-19 Claimants</b>	<b>93,449</b>	<b>255,794</b>
<b>Total Continued Weeks Claimed</b>		<b>620,894</b>

### **Mitchell County**

**Initial Claims:**  
**Claimants: 148(COVID-19 Related 94)**  
**Continued Claims:**  
**Claimants: 387 (COVID-19 Related 294)**  
**Total Continued Weeks Claimed: 945**

### **Watauga County**

**Initial Claims:**  
**Claimants: 476 (COVID-19 Related 313)**  
**Continued Claims:**  
**Claimants: 1,187 (COVID-19 Related 936)**  
**Total Continued Weeks Claimed: 3,008**

### **Wilkes County**

**Initial Claims:**  
**Claimants: 633 (COVID-19 Related 355)**  
**Continued Claims:**  
**Claimants: 1,688 (COVID-19 Related 1,179)**  
**Total Continued Weeks Claimed: 4,129**

### **Yancey County**

**Initial Claims:**  
**Claimants: 192 (COVID-19 Related 128)**  
**Continued Claims:**  
**Claimants: 491(COVID-19 Related 389)**  
**Total Continued Weeks Claimed: 1,055**



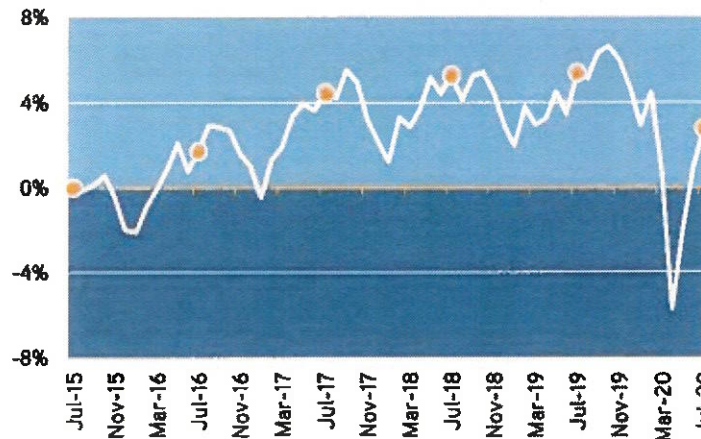
# LABOR MARKET OVERVIEW

High Country Workforce Development Board

September 2020

## Regional Labor Market Snapshot

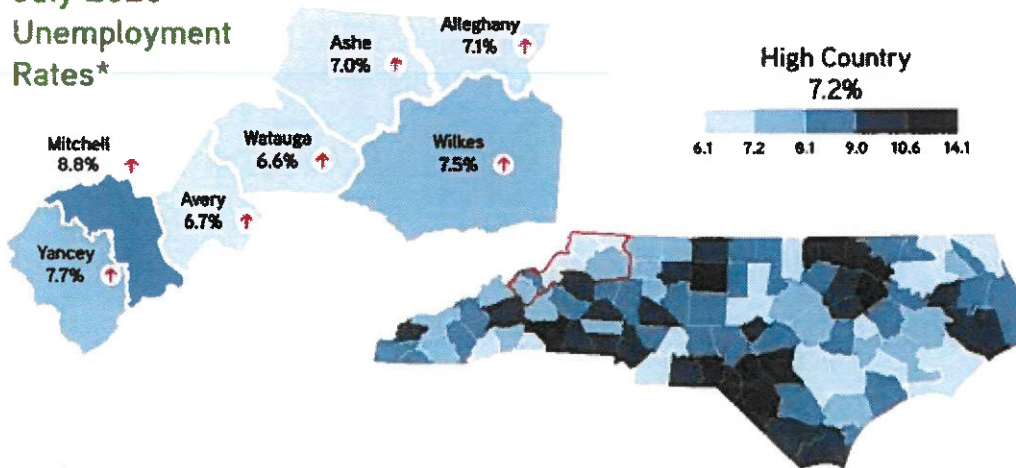
Change in  
Employment  
since 2015\*



High Country Region

Source: LAUS, Labor & Economic Analysis,  
NC Dept. of Commerce

July 2020  
Unemployment  
Rates\*



### Who's Hiring

past 90 days from August 23, 2020

• Lowe's Companies, Inc	133
• Carrols Corporation	96
• Appalachian State University	78
• Appalachian Regional Healthcare System	59
• Food Lion	52
• WILKES COUNTY SCHOOLS	38
• Ashe County Schools	37
• Lowes Foods, LLC	29

Source: DWS, NC Dept. of Commerce, NCWorks.gov

### What Jobs

past 90 days from August 23, 2020

• Retail Salespersons	121
• Registered Nurses	100
• Heavy & Tractor-Trailer Truck Drivers	98
• Combined Food Prep. & Serving Workers	74
• First-Line Supervisors, Food Prep.	67
• Driver/Sales Workers	66
• Cashiers	64
• Speech-Language Pathologists	56

Source: DWS, NC Dept. of Commerce, NCWorks.gov

\* July 2020 data are preliminary. Previous month's data are revised while all other data have undergone annual revision. All data produced in this publication are generated by LEAD unless otherwise stated. LEAD generated data are not seasonally adjusted.

This workforce product was funded by a grant awarded by the U.S. Department of Labor's Employment & Training Administration.

## Trending

### UNEMPLOYMENT\*

July 2020

High Country Total = 7,195

	Current	Previous
Region	7.2%	6.3%
NC	8.9%	7.7%
US	10.5%	11.2%

### REGIONAL EMPLOYMENT\*

High Country Total = 93,155

1,731 More People Working  
in July than previous month

2,368 Fewer People Working  
than same period one year ago

### METRO JOB GROWTH\*

Asheville Total = 176,400

1,100 More Jobs  
in July than previous month

Hickory-Lenoir-Morganton  
Total = 138,000

400 Fewer Jobs  
in July than previous month

### TAXABLE RETAIL SALES

High Country Total = \$225,796,452

2.4% Higher  
than same period one year ago

Source: NC Dept. of Revenue  
Note: June 2020 data most current  
available at time of release.

### ONLINE JOB ADS

1,420 Online Advertised Vacancies  
reported in June

219 More Vacancies  
than same period one year ago

Source: LEAD/The Conference Board  
Note: June 2020 data most current  
available at time of release.

# LABOR MARKET OVERVIEW

High Country Workforce Development Board

## Civilian Labor Force Estimates\*

		July 2020	June 2020	May 2020	July 2019
Alleghany	Labor Force	4,499	4,411	4,498	4,491
	Employed	4,180	4,133	4,007	4,265
	Unemployed	319	278	491	226
	Rate	7.1	6.3	10.9	5.0
Ashe	Labor Force	13,056	12,664	13,082	12,947
	Employed	12,147	11,976	11,749	12,440
	Unemployed	909	688	1,333	507
	Rate	7.0	5.4	10.2	3.9
Avery	Labor Force	8,162	7,907	7,818	7,989
	Employed	7,615	7,460	7,079	7,683
	Unemployed	547	447	739	306
	Rate	6.7	5.7	9.5	3.8
Mitchell	Labor Force	6,127	5,935	6,109	6,016
	Employed	5,589	5,475	5,368	5,710
	Unemployed	538	460	741	306
	Rate	8.8	7.8	12.1	5.1
Watauga	Labor Force	30,765	29,763	30,180	30,232
	Employed	28,733	27,974	26,830	29,012
	Unemployed	2,032	1,789	3,350	1,220
	Rate	6.6	6.0	11.1	4.0
Wilkes	Labor Force	29,632	28,890	29,786	29,714
	Employed	27,408	26,993	26,497	28,394
	Unemployed	2,224	1,897	3,289	1,320
	Rate	7.5	6.6	11.0	4.4
Yancey	Labor Force	8,109	7,970	8,220	8,373
	Employed	7,483	7,413	7,291	8,019
	Unemployed	626	557	929	354
	Rate	7.7	7.0	11.3	4.2

\*July 2020 data are preliminary. Previous month's data are revised while all other data have undergone annual revision. All data produced in this publication are generated by LEAD unless otherwise stated. LEAD generated data are not seasonally adjusted.

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4

DEMAND  
DRIVEN  
DATA  
DELIVERY

ACCESSNC  
North Carolina Economic Data & Site Information

STAR JOBS

REALITY  
CHECK



NEW NCWORKS  
CAREER CENTER  
SIGNAGE

- HIGH COUNTRY WORKFORCE DEVELOPMENT BOARD
- 468 NEW MARKET BLVD.
- BOONE, NC 28607
- [WWW.HIGHCOUNTRYWDB.COM](http://WWW.HIGHCOUNTRYWDB.COM)
- 828-265-5434

 HIGH COUN  
workfor  
development bo

# ALLEGHANY COUNTY

115 Atwood Street

Sparta, NC

The Career Center is located inside the Alleghany County Public Library.

※ Please note installation is tentatively scheduled for Friday, September 11<sup>th</sup>. These photos represent the design proof. The sign will be a precision-cut aluminum with white vinyl details.



**SIGNAGE**  
INDUSTRIES CORPORATION

"You Imagine It. We Build It."  
Manufacturing Your Vision Since 1977  
www.signageindustries.com  
P.O. Box 2000, Sparta, NC 28587  
Tel: 800-888-4288 Fax: 800-888-4288

SIGN TYPE: SCALE: REFERENCE #:

1.0 1" = 1'-0"

CUSTOMER: NC Works

LOCATION: 115 Atwood St. - Sparta

WHITE VINYL DETAILS

63 11/16"

12"  
1 1/16"  
4 5/8"

**NC**  
**works**

**CAREER**  
**CENTER**

A proud partner of the American Job Center network

40"

WHITE VINYL



PROPOSED SIGNAGE SCALE: 1/8" = 1'-0"



EXISTING SIGNAGE



# ALLEGHANY COUNTY

This sign is located on NC 18 near Crouse Park.

※ Please note installation is tentatively scheduled for Friday, September 11<sup>th</sup>. These photos represent the design proof. The sign will be an aluminum panel with a digital print.



**SIGNAGE**  
INDUSTRIES CORPORATION

*"You Imagine It. We Build It."*  
Manufacturing signs nationwide since 1979  
[www.signageindustries.com](http://www.signageindustries.com)  
P.O. BOX 4000 JARVIS, NC 27450  
TEL: 800-451-4228 FAX: 800-451-4228

SIGN TYPE: SCALE: REFERENCE #:

3.0 1 1/2" = 1'-0"

CUSTOMER: NC Works

LOCATION:

115 Atwood St. - Sp:

46"



PROPOSED SIGNAGE SCALE: 1/4" = 1'-0"



EXISTING SIGNAGE



## ASHE COUNTY

626 Ashe Central School Road

Jefferson, NC

The Career Center is located inside  
Ashe Family Central.





## ASHE COUNTY

626 Ashe Central School Road

Jefferson, NC

This sign is located at the corner of  
Ashe Central School Road and NC  
16.





## AVERY COUNTY

785 Cranberry Street

Newland, NC

The Career Center is located on the  
Avery campus of Mayland  
Community College.





# AVERY COUNTY

785 Cranberry Street  
Newland, NC

\* Please note this sign was not installed at the same time as the one by the road/parking lot entrance. We are following up on when to expect installation. The photo represents the design proof. The sign will be an aluminum panel with a digital print.



**SIGNAGE**  
INDUSTRIES CORPORATION

"You Imagine It. We Build It."  
Introducing sign solutions since 1979  
www.signageindustries.com  
PO BOX 4070 ANDOVER, NC 28681  
TEL 704-666-4070 FAX 704-666-4080

REFERENCE #: REV

SIGN TYPE:

2.0

SCALE:

3/4" = 1'-0"

CUSTOMER: NC Works

LOCATION: 785 Cranberry St. - New



PROPOSED SIGNAGE SCALE 3/4" = 1'-0"



## MITCHELL COUNTY

200 Mayland Drive

Spruce Pine, NC

*The Career Center is located on the  
main campus of Mayland  
Community College.*





## MITCHELL COUNTY

200 Mayland Drive

Spruce Pine, NC

*The Career Center is located on the  
main campus of Mayland  
Community College.*





## WATAUGA COUNTY

130 Poplar Grove Road Connector  
Boone, NC

The Career Center is located at the  
Watauga County Government  
Center inside the Appalachian  
Enterprise Center.





## WATAUGA COUNTY

130 Poplar Grove Road Connector  
Boone, NC

*The Career Center is located at the  
Watauga County Government  
Center inside the Appalachian  
Enterprise Center.*

## WATAUGA COUNTY GOVERNMENT

HUMAN SERVICES CENTER

32 POPLAR GROVE ROAD CONNECTOR

WATAUGA COUNTY DEPARTMENT OF SOCIAL

WATAUGA COUNTY PROJECT ON AGING

LOIS E. HARRELL SENIOR CENTER

DAYMARK RECOVERY SERVICES

WATAUGA COUNTY HEALTH DEPARTMENT

26 POPLAR GROVE ROAD CONNECTOR

APPALACHIAN ENTERPRISE CENTER

30 POPLAR GROVE ROAD CONNECTOR



## WILKES COUNTY

1320 West D Street, Suite 2

North Wilkesboro, NC





## WILKES COUNTY

1320 West D Street, Suite 2

North Wilkesboro, NC





# YANCEY COUNTY

1040 East US Highway 19 E

Suite L

Burnsville, NC





# YANCEY COUNTY

1040 East US Highway 19 E

Suite L

Burnsville, NC

