



**AGENDA PACKET**

**FOR**

**FEBRUARY 8, 2021**

**REGULAR MEETING**  
**OF THE**  
**YANCEY COUNTY BOARD OF COMMISSIONERS**



**AGENDA  
YANCEY COUNTY BOARD OF COMMISSIONERS  
REGULAR BUSINESS MEETING  
FEBRUARY 8, 2021  
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 January 11, 2021 Regular Meeting Minutes**
  - b. Approval of January 11, 2021 Closed Session Minutes**
  - c. Approval of Road Naming Request**
  - d. Approval of Yancey County 2021-2022 Budget Calendar**
  - e. Approval of 2020-2021 Report of Unpaid Taxes That Are Liens on Real Property**
  - f. January 2021 Tax Collection Reports – Informational**
  - g. 2020 Economic Development Report for Yancey County - Informational**
- V. Yancey County Tax Office – Lindsay Smith**
  - a. Refund Request**
  - b. Board of Equalization and Review 2021**
- VI. High Country Council of Governments Proposed Charter Amendments**
- VII. Proposal Affecting Official Name of a Waterfall**
- VIII. County Manager's Report – Lynn Austin**
- IX. County Commissioners' Report**
- X. County Attorney's Report – Donny Laws**
- XI. Public Comments**
- XII. Adjourn**



## CONSENT AGENDA ITEMS

### Description

The consent agenda presented for the February 2021 Regular Meeting includes the following for review and approval:

- a. Approval of January 11, 2021 Regular Meeting Minutes
- b. Approval of January 11, 2021 Closed Session Minutes
- c. Approval of Road Naming Request
- d. Approval of Yancey County 2021-2022 Budget Calendar
- e. Approval of 2020-2021 Report of Unpaid Taxes That Are Liens on Real Property
- f. January 2021 Tax Collection Reports – Informational
- g. 2020 Economic Development Report for Yancey County - Informational

### Item Presenter

### Board Action Requested

Approve the Consent Agenda Items

**Minutes of the January 11, 2021  
Regular Meeting of the Yancey County Board Of Commissioners  
Held at 6:00 pm in the Yancey County Courtroom  
Yancey County Courthouse, Burnsville North Carolina**

Present at the meeting held January 11, 2021 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 and Economic Development Director Jamie McMahan, County Attorney Donny Laws, and Clerk to the Board Sonya Morgan. Members of the media and the general public attended the meeting.

**Call to Order**

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

**Invocation and Pledge of Allegiance to the Flag**

Commissioner Grindstaff delivered the invocation. Commissioner Ledford led the Pledge of Allegiance to the Flag.

**Approval of the Agenda**

Chairman Whitson asked for a motion to approve the agenda. Commissioner Riddle made a motion to approve the agenda. Commissioner Austin seconded the motion. By unanimous vote the agenda was approved. (Attachment A)

**Consent Agenda**

Chairman Whitson read through the items on the consent agenda as follows:

- a. Approval of November 30, 2020 Special Meeting Minutes
- b. Approval of December 7, 2020 Special Meeting Minutes
- c. Approval of December 14, 2020 Regular Meeting Minutes
- d. Approval of December 14, 2020 Closed Session Minutes
- e. Approval of December 21, 2020 Special Meeting Minutes
- f. Approval of December 21, 2020 Closed Session Minutes
- g. December 2020 Tax Collection Reports – Informational (Attachment B)

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.

**NCACC Legislative Goals Conference Voting**

Chairman Whitson presented the request by North Carolina Association of County Commissioners (NCACC) that the Board designate a commissioner as the voting delegate for the 2021 Legislative Goals Conference to be held January 14-15, 2021. (Attachment C) Commissioner Ledford expressed interest in serving as the designee. Commissioner Riddle made a motion to designate Commissioner Ledford as the voting delegate at the NCACC 2021 Legislative Goals Conference with Commissioner Grindstaff seconding the motion. The Board voted unanimously to approve the motion.

**Emergency Management Update**

Jeff Howell, Emergency Management Coordinator/911 Director addressed the Board and thanked them for the opportunity to present. Mr. Howell discussed outages of Frontier Communications systems and the impact on the 911 system. Mr. Howell specifically recounted a situation that occurred Christmas night resulting in interruption of service with landlines and the miscommunication the county received regarding the location of the damage causing the outage. Mr. Howell reported that he expressed concerns to the Frontier's vice president of government affairs. He further reported Frontier has assigned a 911 manager and 911 specialist, and has assured the county there will be better



communication on their part going forward. Mr. Howell indicated he would continue to monitor the situation.

Mr. Howell reported the county has received the National Weather Service “Storm Ready” Certification and reported that state insists all counties be certified. He indicated the designation is a checklist of best practices and the county went through process to receive the certification.

### **Cooperative Extension Update**

David Davis, County Extension Director presented *Yancey County Cooperative Extension Service Report to the People 2021*. (Attachment D) Mr. Davis gave an overview of the report and indicated that with the exception of one position the extension office was fully staffed. Mr. Davis highlighted the contacts on the report presented and efforts to get the word out about extension office programs, including doing a weekly newspaper slot. Mr. Davis reported that the extension office is working on the pesticide grant. Mr. Davis introduced Sarah Runkle, the newest staff member who is an agricultural extension agent. Mrs. Runkle addressed the Board and reported that she was a former Yancey County extension client and was returning to the county from southwest Oregon. Ms. Runkle said she would be focusing on commercial horticulture and crops, expanding the master gardener services, and encouraging more consumers and homeowners to garden.

### **County Audit Presentation**

Travis Kever, Gould Killian CPA Group Audit Manager, presented a summary of the 2020 audit, financial statements, and disclosures. (*Yancey County, North Carolina Financial Statements for Fiscal Year Ending June 30, 2020* - Attachment E) Mr. Kever reported Gould Killian was issuing a clean audit opinion and there were no material weaknesses and no issues of non-compliance. Mr. Kever gave an overview of the audit process and presented the breakdown of general fund revenues and general fund expenditures. (Attachment F) Mr. Kever reported the fund balance for fiscal year 2020 was \$6.9 million, up \$240,000 over fiscal year 2019. He reported this was indicative of a general positive trend and was 20.3% of the fund balance.

### **County Manager’s Report**

County Manager Austin presented the *RESOLUTION Authorizing the lease of property to Madison Cawthorn*. (Attachment G) County Attorney Laws reported that he had reviewed the lease, which is a federal form. He indicated having the office in Yancey County provided accessibility to constituents. Commissioner Ledford made a motion to approve the *RESOLUTION Authorizing the lease of property to Madison Cawthorn*. Commissioner Grindstaff seconded the motion. The Board voted unanimously to adopt the RESOLUTION.

County Manager Austin presented a letter from Lindsay Smith, Tax Administrator, regarding a discrepancy between the delinquency date in the body of the bills (1/5/2021), which is correct, and the payment stub (1/6/2021), which is incorrect. (Attachment H) She asked the Board to consider approving the date of 1/6/2021 since it was on the payment stub. County Attorney Laws advised only the commissioners can waive interest due on taxes. County Manager Austin reported that a third party billing group had prepared the bills. Commissioner Grindstaff made a motion to waive interest for payment made on January 6, 2021, which Commissioner Ledford seconded. By unanimous vote the motion was approved.

County Manager Austin reported that the berm project at Cane River Park has been completed and the second phase of the park restoration is out for bid. She reported the county was awaiting the rest of the SRF funding and hopes to begin the next phase in March.

County Manager Austin asked Jamie McMahan to discuss the proposed travel and tourism bill. Mr. McMahan indicated the bill was presented to the Board at the December 2020 regular meeting to give them the opportunity to review it. He asked if there were any questions and indicated if the Board decided to move forward, they would need to adopt a resolution to introduce the bill in the general assembly. Commissioner Ledford made a motion to move forward with the bill, with Commissioner Austin seconding the motion. By unanimous vote the motion was approved. Mr. McMahan indicated he would work with County Manager Austin and County Attorney Laws to review the proposed bill and to reach out the general assembly to introduce it.

County Manager Austin presented a request from NC Medicaid to have representative from the Board participate in the Joint Accuracy Improvement Plan meeting with Yancey County DSS. (Attachment I) Commissioner Riddle, who serves as the commissioners' appointee to the DSS board, volunteered to serve as the Board's designee.

County Manager Austin reported that the health department does have COVID-19 vaccines. She reported she has met with the local health director to discuss the possibility of EMTs monitoring and assisting with the vaccines. She reported the health department has about 1000 vaccines and was expecting about 300 more.

#### **County Commissioners' Report**

Commissioner Austin welcomed Christy Jones, Executive Director of the Chamber of Commerce, to the meeting and thanked her for coming.

#### **County Attorney's Report**

County Attorney Laws indicated he did not have anything additional to report.

#### **Public Comments**

There were no public comments.

#### **Closed Session**

Chairman Whitson asked for a motion to go into closed session pursuant to NC Gen. Stat. §143-318.11(a)(4) to discuss an economic development projects. Commissioner Riddle made a motion to go into closed session, with Commissioner Grindstaff seconding the motion. The Board voted unanimously to enter closed session. Commissioner Austin made a motion to leave closed session and reenter open session. Commissioner Grindstaff seconded the motion. By unanimous vote the Board voted to reenter open session. The Board did not take any action during closed session.

#### **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 8<sup>th</sup> day of February 2021.

\_\_\_\_\_  
Jeff Whitson, Chairman

\_\_\_\_\_  
David Grindstaff, Vice Chairman

\_\_\_\_\_  
Jill Austin, Commissioner

\_\_\_\_\_  
Sonya Morgan, Clerk to the Board

\_\_\_\_\_  
Mark Ledford, Commissioner

(county seal)

\_\_\_\_\_  
Johnny Riddle, Commissioner



To the Yancey County Commissioners:

Property owner owning property that has ingress and egress with said drive off of John Henry Rd SR 1367 has met or exceeded the requirements needed to have drive named under the Yancey County Road Naming Procedure.

## ROAD NAMING

SECTION TWO - Road Naming. This section and the subsections herein under provide for the naming of roads within Yancey County.

### 2.20 AUTHORITY

This section is adopted under the authority and provisions of G.S. §§ 153A-45, 153A-47, 153A-121, 153A-238, and 153A-239.1, and any applicable local modifications thereto.

### 2.23 DUTIES OF THE ADDRESSING COORDINATOR

ADDRESSING COORDINATOR. The official of the county charged with the administration of this section, including any authorized agent(s) or delegate(s).

Under the authority set forth in § 2.20, Addressing Coordinator, shall develop and maintain a list of all road names in the county as well as Official County Map Booklet exhibiting the approved names and location of all roads in the county. It shall also serve as a clearinghouse for all information regarding the names and location of roadways in the county.

### 2.25 ROAD NAMING PROCEDURES FOR PRIVATE ROADS AND PUBLIC ROADS

(A) In the event that there are private or public roads which have no name on file with Addressing Coordinator, that department shall first determine if at least 80% of lands owners adjacent to the road are in agreement as to a particular name. In the event of such agreement and upon the recommendation of the Addressing Coordinator, the County Board of Commissioners shall have the option of declaring the newly selected name to be the official road name and it shall be placed on file in accordance with § 2.23 above.

(B) In the event that there are private or public roads which have no name on file with Addressing Coordinator, and in the event that an agreement has not been reached by at least 80% of adjacent land owners as to a particular name, that department shall make a name recommendation to the County Board of Commissioners which shall thereupon hold a public hearing, upon at least ten days prior notice published once in a newspaper of general circulation in the county setting forth the time, place, and subject matter of the public hearing. In addition, the Board of Commissioners shall cause the notice to be posted at the County Courthouse and in at least two public places in the township in which the road is located.

(C) CAMPERS/RV's/MOTORHOMES. Are Not eligible for the road naming process. It will be up to the discretion of the Addressing Coordinator for the final decision of this process.

### 2.26 NOTICE OF ACTION FOR ALL ROADS

(A) A road name shall be assigned to any public or private road, or roadway which provides access to three or more residences, businesses, industries, or combination thereof, regardless of the length of the road, as to the terms of Section One 1.05 Definitions Building.

The Addressing Coordinator is authorized to determine the need for road names and name changes and to recommend such additions or changes to the County Commissioners for both private and public roads within any area of the county subject to this ordinance.

### 2.2 MOBILE HOME PARKS, CONDOMINIUMS, PLANNED UNIT DEVELOPMENTS, APARTMENTS, PUBLIC HOUSING DEVELOPMENTS AND, TRAVEL TRAILER PARKS.

- (A) Where county records are incomplete, the owners of existing mobile home parks, condominiums, planned unit developments, apartments, public housing developments and, travel trailer parks shall, upon request of the Addressing and Mapping Department, submit a legible and accurate map of their development, including but not limited to the location, name, and width of each roadway. Each building within the development must also be identified.
- (B) If street names are being requested for a Development/Subdivision, the applicant must submit a digital or a legible full sized printed plan (minimum 18"x24") for the development. If the development/subdivision is a multiphase development/subdivision a copy of the master plan will be required as well. Addresses will not be given until the subdivision plat is approved by the Addressing and Mapping Department.

(C) Developers that are supplying their own road signs, are responsible for the cost of material and installation of the new 911 street signs. All 911 street signs and installations will follow the Yancey County Addressing and Road Naming Ordinance and the North Carolina Department of Transportation Guidelines.

It is my recommendation for the section of private drive that comes off of John Henry Rd SR 1367 and contains all person's property in the signed petition be named: Chasing Dreams Dr

Mark Thomas  
Yancey County  
Address Coordinator

## **Consideration of New or Proposed Road Names**

The Addressing and Mapping Department reviews the proposed street name(s) for compliance with Yancey County Addressing and Road Naming Ordinance.

### **Road Naming**

The naming of roads, including in new subdivisions, shall be reviewed and approved by the Yancey County Addressing and Mapping Department per the Yancey County Addressing and Road Naming Ordinance Section 2. Persons submitting road names that are rejected shall be notified so that changes may be made prior to the plan review process.

The following standards will be used in consideration of new or proposed road names. All current roads that would otherwise not meet these standards will be granted exceptions and maintain those names until changes, if considered, can be made to conform to this Ordinance. In addition to those outlined in the Yancey County Addressing and Road Naming Ordinance, the standards used are as follows:

1. Names of new roads or proposed changes must not duplicate, in wording, in sound or pronunciation, any existing road within Yancey County regardless of distance between occurrences or in address ranges/block numbers. For communities that cross county boundaries the road names should not duplicate any other road name within the incorporated boundaries of that municipality or the same zip code community name even if it crosses into another adjoining county.
2. Road names may not contain abbreviations of words, names or initials
3. Numerical references are prohibited, such as Fifth, Ten
4. Single alphabetical characters are prohibited
6. Road names must be easy to pronounce and easily recognizable in emergency situations
7. Special characters will not be permitted; periods, dashes, apostrophes, hyphens, etc.
8. Personal names are prohibited.
9. Names that may be offensive (slang, words with double-meanings) will not be allowed
10. Road names will be continuous throughout its entire length, when feasible.
11. Names which have homonyms (i.e., other words pronounced similarly but spelled differently) should not be used on any street and certainly not on multiple streets even if the street type is different (e.g., Steven Lane / Stephen Lane; Disk Drive / Disc Lane).

### **Road Types**

Each approved road name will be required to have a road type. There shall only be one road type per road name. Road types permitted for use in Yancey County will be in compliance with the standards of the USPS. (See USPS Publication 28) The Yancey County Addressing and Mapping Department has the authority to determine which road type(s) shall be suitable for the new or proposed name, as outlined in the Yancey County Addressing and Road Naming Ordinance. If the requested type is deemed inappropriate by the Yancey County Addressing and Mapping Department, a new one must be chosen.

### **Prefixes and Suffixes**

Directional prefixes and suffixes will be used only when necessary. If used, cardinal (North, South, East & West) directions will only be used as prefixes and ordinal (Northwest, Northeast, Southwest, & Southeast) directions will only be used as suffixes, in accordance to established baselines as outlined. The use of both a prefix and suffix for addresses and road names will not be permitted.



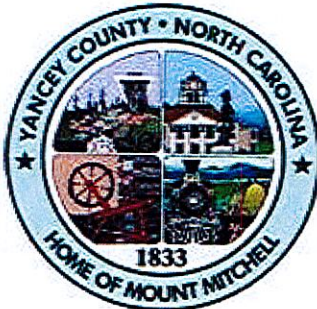
TO THE COUNTY COMMISSIONERS,

1/4/2021

Under the Yancey County Addressing and Road Naming Ordinance Section 2.26 "Notice of Action for All Roads" and 2.27 Mobile Home Parks, Condominiums, Planned Units Developments, Apartments, Public Housing Developments and Travel Trailer Parks. Section (B). The said land owner of the Jacks Creek Community has met or exceeded the Yancey County 911 Road Naming requirements for their driveway under Section 2.26 Road Naming Procedures for Private Roads. The land owners' driveway that comes off of John Henry Rd would like to name their roadway: Chasing Dreams Dr.

Sincerely,

Mark Thomas  
Yancey County  
Address Coordinator  
GIS Technician  
110 Town Sq Rm 7  
Burnsville, NC 28714  
828-682-1813  
Mark.Thomas@yanceycountync.gov

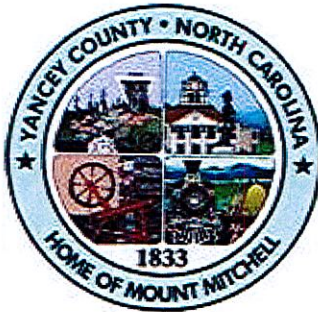


To the General Public,

1/4/2021

Under the Yancey County Addressing and Road Naming Ordinance Section 2.26 "Notice of Action for All Roads" and 2.27 Mobile Home Parks, Condominiums, Planned Units Developments, Apartments, Public Housing Developments and Travel Trailer Parks. Section (B). The said land owner of the Jacks Creek Community has met or exceeded the Yancey County 911 Road Naming requirements for their driveway under Section 2.26 Road Naming Procedures for Private Roads. The land owners' driveway that comes off of John Henry Rd would like to name their roadway: Chasing Dreams Dr.

Mark Thomas  
Yancey County  
Address Coordinator  
GIS Technician  
110 Town Sq Rm 7  
Burnsville, NC 28714  
828-682-1813  
Mark.Thomas@yanceycountync.gov





# STREET NAME APPLICATION FORM

Yancey County Addressing and Mapping Department

email: [addressing@yanceycountync.gov](mailto:addressing@yanceycountync.gov)

110 Town Sq Room 7

Burnsville, NC 28714

Phone: 828-682-1813

Proposed Name of Road: Chasing Dreams Dr

Beginning at (cross street): John Henry Rd - SR 1367

Is this street in a subdivision? Yes If yes, subdivision name: Chase Fox Hills

**\*Note: If a developer is supplying the road signs they are responsible for the cost of materials and installation of the new 911 street name signs. All 911 street signs and installations will follow the Yancey County Addressing and Road Naming Ordinance and the North Carolina Department of Transportation guidelines.**

Applicant's Name: Chase Fox

Address: 31 Syrup Ln

Telephone: 828-678-0514

I am in favor of the proposed street name change.

Printed Name

Address

Day Phone

Signature & Date

Chase Fox 31 Syrup Ln 828-678-0514 Chase Fox 1/4/21

**\*Note: The applicant is responsible for recording development plats, including any associated fees.**

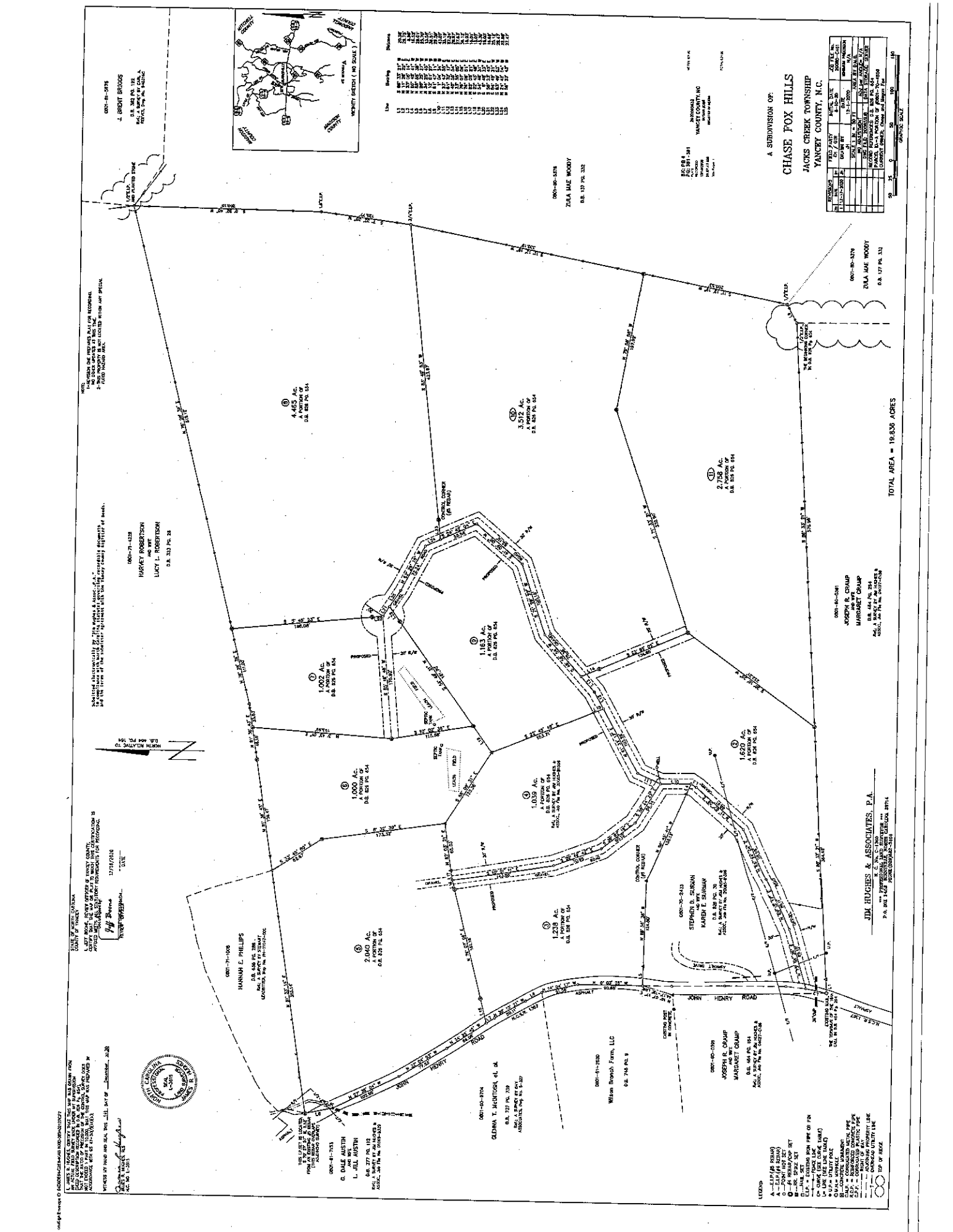
**\*Note: If street name(s) are being requested for a new subdivision the applicant must submit a full sized printed and digital legible plan for the subdivision. If the subdivision is a multiphase subdivision a copy of the master plan will be required as well. Addresses will not be given until the subdivision plat is approved by the governing authority.**

**Application Requirements: A Street Name Application must be circulated among affected property owners. The Street Name Application must contain names, addresses, and signatures of all affected property owners. An affected property owner is one who owns an interest in property adjacent to the street. At least 80% of the affected property owners, must sign the application in order to initiate the street name process as deemed by Yancey County Addressing and Road Name Ordinance. Applications must be completed with signatures of the affected property owners in order for the application process to be presented to the County Commissioners for final approval.**

Return completed application and petition of property owners to:  
Yancey County Addressing and Mapping Department

**STANDARDS FOR STREET NAME**







## E 9-1-1 MSAG REQUEST FORM

ACTION: ☒ ADD ☐ CHANGE ☐ DELETE

FORM 900007164 (10/96)

JURISDICTION: <b>YANC</b> ST: <b>NC</b>
LOG NO:

FAX TO: 866-237-8796

EMAIL TO: north.central.dbmc.control.desk@ncnetwork.net

\*\*\*\*\*EXISTING MSAG ENTRY\*\*\*\*\*

Pfx Dir: \_\_\_\_\_ Street Name: \_\_\_\_\_ St Sfx: \_\_\_\_\_ Post Dir: \_\_\_\_\_

	Low HNO	High HNO	O/E	ESN	911 Dispatch Community	Postal Community/Nearest Xrd
(1)						
(2)						
(3)						
(4)						
(5)						

\*\*\*\*\*NEW MSAG ENTRY\*\*\*

Pfx Dir: \_\_\_\_\_ Street Name: **CHASING DREAMS** St Sfx: **DR** Post Dir: \_\_\_\_\_

	Low HNO	High HNO	O/E	ESN	911 Dispatch Community	Postal Community/Nearest Xrd
(1)	<b>1</b>	<b>220</b>		<b>158</b>	<b>BURNSVILLE</b>	<b>BURNSVILLE</b>
(2)						
(3)						
(4)						
(5)						

Customer Name: \_\_\_\_\_

Address Out of MSAG Range: \_\_\_\_\_

Community: \_\_\_\_\_ TN: \_\_\_\_\_ New MSAG Entry Required: YES ☐ NO ☐

REQUESTED BY:

Print Requestor's Name: **MARK THOMAS**

Address: \_\_\_\_\_ City: **BURNSVILLE** State: **NC**

Signature: \_\_\_\_\_ TN: **828-682-1813** Date: **1/4/2020**

Comments: **NEW ROAD**

9-1-1 JURISDICTION APPROVAL:

Print Approver's Name: **MARK THOMAS**

Signature: \_\_\_\_\_ TN: **828-682-1813** Date: **1/4/2020**

Comments: **NEW ROAD**

TELCO USE ONLY: EXCH: \_\_\_\_\_ COUNTYID/PSAPID: \_\_\_\_\_ TXD: \_\_\_\_\_

Completed By GTE DBMC Employee: \_\_\_\_\_ Date: \_\_\_\_\_

Completed By GTE NAC Employee: \_\_\_\_\_ Date: \_\_\_\_\_

Completed By: \_\_\_\_\_ Employee: \_\_\_\_\_ Date: \_\_\_\_\_

Comments: \_\_\_\_\_

# YANCEY COUNTY 2021-2022 BUDGET CALENDAR

## FEBRUARY 2021

THURSDAY, FEB 11

DISTRIBUTION OF 2021-2022 BUDGET PACKETS TO DEPT HEADS

## MARCH 2021

THURSDAY, MAR 11

DEPT HEAD 2021-2022 PACKETS DUE BACK TO FINANCE OFFICE

TUESDAY, MAR 31

REQUESTS DUE BACK FROM NONPROFITS AND OUTSIDE ENTITIES

## APRIL 2021

APRIL 7, 8, & 9

BUDGET WORK SESSION(S) WITH COUNTY MANAGER & FINANCE

MONDAY, APRIL 19 @ 9:00 A.M.

SPECIAL MEETING WITH COMMISSIONERS

1. 2021-2022 BUDGET WORK SESSION
2. 2020-2021 AMENDMENT, IF NEEDED

## MAY 2021

MONDAY, MAY 10 @ 9:00 A.M.

SPECIAL MEETING WITH COMMISSIONERS

1. 2021-2022 BUDGET WORK SESSION
2. 2020-2021 AMENDMENT, IF NEEDED

MONDAY, MAY 24 @ 9:00 A.M.

SPECIAL MEETING WITH COMMISSIONERS

1. 2021-2022 BUDGET WORKSESSION
2. DEPT HEAD & AGENCY DISCUSSIONS, IF REQUESTED

## JUNE 2021

MONDAY, JUNE 7 @ 9:00 A.M.

SPECIAL MEETING WITH COMMISSIONERS

1. FINAL 2021-2022 BUDGET WORKSESSION, IF NEEDED
2. 2020-2021 AMENDMENT, IF NEEDED

MONDAY, JUNE 14 @ 6:00 P.M.

REGULAR MEETING WITH COMMISSIONERS

1. PUBLIC HEARING FOR THE 2021-2022 FISCAL YEAR BUDGET
2. ADOPTION OF THE 2020-2021 FISCAL YEAR BUDGET

MONDAY, JUNE 28 @ 9:00 A.M.

SPECIAL MEETING WITH COMMISSIONERS (ONLY IF NOT ADOPTED ON THE 14<sup>TH</sup>)

1. ADOPTION OF THE 2021-2022 FISCAL YEAR BUDGET
2. FINAL 2020-2021 BUDGET AMENDMENT (IF NEEDED)

## 2020-2021 Report of unpaid taxes that are liens on real property

Lindsay Smith <Lindsay.Smith@yanceycountync.gov>

Mon 2/1/2021 9:16 PM

To: Sonya Morgan <Sonya.Morgan@yanceycountync.gov>

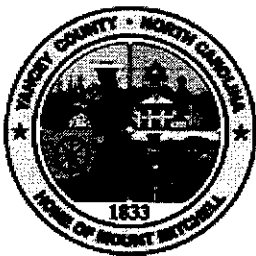
📎 2 attachments (16 KB)

CDCPercentageReport 2.01.2021.pdf; 2020-2021 REPORT OF UNPAID TAXES FOR 2020 TAX YEAR.docx;

Attached you will find the 2020-2021 Report of unpaid taxes that are liens on real property. These need to be reviewed by the Board prior to the 2021 2nd Notice mailings and Advertisement of Delinquent 2020 Taxes. Please add these to the consent agenda for this month, February 2021.

Thank you!!

Lindsay Smith  
Tax Administrator  
110 Town Square, Room 2  
Burnsville, NC 28714  
828-682-2198



# Memorandum

**To:** Yancey County Board of Commissioners  
**From:** Lindsay Smith, Tax Administrator  
**Date:** February 01, 2021  
**Re:** 2020-2021 Report of Unpaid Taxes That Are Liens on Real Property

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As required by G.S. 105-369 (a), I present the Report of Unpaid Taxes That Are Liens on Real Property of Taxes for Fiscal 2020-2021

<u>Billed</u>	<u>Net Collected</u>	<u>% Collected</u>	<u>% Uncollected</u>
\$12,877,064.32	\$11,821,809.22	91.81%	8.19%

# Yancey County Tax Office

County/District Collection Percentage Report

As of: 02-01-2021

Run Date: 02-01-2021

2020

County

Net Levy \$  
12,877,064.32

Collections \$  
11,821,809.22

Collections %  
91.81

## Districts

Name	Net Levy \$	Collections \$	Collections %
001 - BURNSVILLE FIRE DISTRICT	218,803.14	203,274.06	92.91
002 - CANE RIVER FIRE DISTRICT	70,536.36	65,598.58	93.00
003 - EGYPT FIRE DISTRICT	77,874.62	73,181.90	93.98
004 - RAMSEYTOWN FIRE DISTRICT	24,269.97	21,126.03	87.05
005 - GREEN MOUNTAIN FIRE DISTRICT	26,958.38	23,025.47	85.42
006 - JACKS CREEK FIRE DISTRICT	67,214.59	60,901.33	90.61
007 - BRUSH CREEK FIRE DISTRICT	40,158.44	36,957.37	92.03
008 - CRABTREE FIRE DISTRICT	176,020.12	157,666.38	89.58
009 - SOUTH TOE FIRE DISTRICT	194,166.62	178,282.00	91.82
010 - PENSACOLA FIRE DISTRICT	94,014.88	88,592.27	94.24
011 - PRICES CREEK FIRE DISTRICT	165,025.46	153,410.55	92.97

## District Totals

Net Levy \$  
1,155,042.58

Collections \$  
1,062,015.94

Collections %  
91.95

Personal Property:

<b>Billed</b>	<b>UnCollected</b>	<b>Collected</b>	<b>Percent Collected</b>	<b>Percent Not Collected</b>
1,067,612.38	35,239.08	1,032,373.30	96.699	3.301

# YANCEY COUNTY TAX ADMINISTRATION

## End of Month Breakout

Outstanding Balances through 01/31/2021

Description	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011	Total
Balances											
Balances											
County Vehicle Tax											\$39,987.22
	\$5,587.66	\$14,218.15	\$15,256.87	\$4,924.54							
TOWN OF BURNSVILLE Vehicle Tax											\$1,038.21
		\$499.48	\$502.73	\$36.00							
BURNSVILLE FIRE DISTRICT Vehicle Tax											\$1,106.71
	\$281.59	\$245.85	\$523.35	\$55.92							
CANE RIVER FIRE DISTRICT Vehicle Tax											\$312.00
		\$137.60	\$166.03	\$8.37							
EGYPT FIRE DISTRICT Vehicle Tax											\$116.50
		\$68.96	\$47.14	\$0.40							
RAMSEYTOWN FIRE DISTRICT Vehicle Tax											\$11.17
		\$6.41	\$0.82	\$3.94							
GREEN MOUNTAIN FIRE DISTRICT Vehicle Tax											\$261.85
		\$151.60	\$109.07	\$1.18							
JACKS CREEK FIRE DISTRICT Vehicle Tax											\$303.11
	\$205.81	\$24.84	\$40.51	\$31.95							
BRUSH CREEK FIRE DISTRICT Vehicle Tax											\$99.15
		\$41.24	\$57.91								
CRABTREE FIRE DISTRICT Vehicle Tax											\$610.09
	\$72.92	\$307.68	\$193.67	\$35.82							
SOUTH TOE FIRE DISTRICT Vehicle Tax											\$370.41
	\$18.14	\$221.98	\$115.29	\$15.00							



PENSACOLA FIRE DISTRICT Vehicle Tax				\$356.56
	\$136.96	\$141.90	\$77.70	
PRICES CREEK FIRE DISTRICT Vehicle Tax				\$273.26
	\$4.86	\$28.70	\$65.53	\$174.17
County Vehicle Interest				\$7,618.04
	\$615.02	\$1,823.16	\$3,321.47	\$1,858.39
TOWN OF BURNSVILLE Vehicle Interest				\$167.72
		\$56.75	\$97.02	\$13.95
BURNSVILLE FIRE DISTRICT Vehicle Interes				\$206.72
	\$31.07	\$33.30	\$122.73	\$19.62
CANE RIVER FIRE DISTRICT Vehicle Interes				\$49.77
		\$16.80	\$30.97	\$2.00
EGYPT FIRE DISTIRCT Vehicle Interest				\$17.51
		\$8.04	\$9.46	\$0.01
RAMSEYTOWN FIRE DISTRICT Vehicle Interes				\$1.58
		\$0.56	\$0.02	\$1.00
GREEN MOUNTAIN FIRE DISTRICT Vehicle Int				\$39.36
		\$17.76	\$21.14	\$0.46
JACKS CREEK FIRE DISTRICT Vehicle Intere				\$50.26
	\$22.49	\$4.08	\$11.36	\$12.33
BRUSH CREEK FIRE DISTRICT Vehicle Intere				\$16.45
		\$5.18	\$11.27	
CRABTREE FIRE DISTRICT Vehicle Interest				\$99.88
	\$8.06	\$37.88	\$40.85	\$13.09
SOUTH TOE FIRE DISTRICT Vehicle Interest				\$58.72
	\$2.05	\$28.82	\$23.03	\$4.82
PENSACOLA FIRE DISTRICT Vehicle Interest				\$78.28
		\$17.11	\$32.76	\$28.41
PRICES CREEK FIRE DISTRICT Vehicle Inter				\$90.58
	\$0.58	\$5.93	\$17.39	\$66.68
DMV Vehicle Interest				\$597.51
	\$185.10	\$60.73	\$190.65	\$161.03

Totals

\$7,035.35

\$18,205.55

\$21,150.94

\$7,546.78

\$53,938.62

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02/02/2021

# Yancey County Tax Office

County/District Collection Percentage Report

As of: 01-31-2021

Run Date: 02-02-2021

2020  
County

Net Levy \$  
12,877,065.33

Collections \$  
11,800,055.71

Collections %  
91.64

## Districts

Name	Net Levy \$	Collections \$	Collections %
001 - BURNSVILLE FIRE DISTRICT	218,803.14	202,834.30	92.71
002 - CANE RIVER FIRE DISTRICT	70,536.36	65,504.86	92.87
003 - EGYPT FIRE DISTRICT	77,874.62	73,174.30	93.97
004 - RAMSEYTOWN FIRE DISTRICT	24,269.97	21,126.03	87.05
005 - GREEN MOUNTAIN FIRE DISTRICT	26,958.38	23,025.47	85.42
006 - JACKS CREEK FIRE DISTRICT	67,214.59	60,535.44	90.07
007 - BRUSH CREEK FIRE DISTRICT	40,158.44	36,922.81	91.95
008 - CRABTREE FIRE DISTRICT	176,020.12	157,573.35	89.53
009 - SOUTH TOE FIRE DISTRICT	194,166.62	178,003.18	91.68
010 - PENSACOLA FIRE DISTRICT	94,014.88	88,513.51	94.15
011 - PRICES CREEK FIRE DISTRICT	165,025.46	153,062.45	92.76

## District Totals

Net Levy \$  
1,155,042.58

Collections \$  
1,060,275.70

Collections %  
91.80

Personal Property:

<b>Billed</b>	<b>UnCollected</b>	<b>Collected</b>	<b>Percent Collected</b>	<b>Percent Not Collected</b>
1,067,612.55	35,341.00	1,032,271.55	96.69	3.31

# Posting Report

01-01-2021 to 01-31-2021

02-02-2021  
10:07 AM

## I. Tax Collections + Releases

Year	General Fund	Burnsville	West Yancey	Egypt/Ramseytown	Clearmont	Double Island	Newdale	South Toe	Pensacola	TOTAL
2011	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2012	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2013	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2014	\$268.76	\$37.11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$305.87
2015	\$10.17	\$0.00	\$0.82	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.99
2016	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2017	\$36.27	\$0.00	\$0.92	\$0.00	\$0.00	\$0.00	\$0.00	\$2.43	\$0.00	\$39.62
2018	\$1,089.67	\$20.25	\$21.17	\$0.00	\$0.00	\$0.00	\$11.34	\$0.00	\$0.00	\$1,142.43
2019	\$6,811.29	\$86.35	\$9.55	\$31.57	\$64.98	\$0.00	\$475.86	\$0.00	\$0.00	\$7,479.60
2020	\$1,078,630.84	\$9,670.41	\$20,626.14	\$6,773.82	\$5,046.76	\$2,537.83	\$17,540.65	\$12,905.59	\$13,598.84	\$1,167,330.88
<b>TOTAL</b>	<b>\$1,086,847.00</b>	<b>\$9,814.12</b>	<b>\$20,658.60</b>	<b>\$6,805.39</b>	<b>\$5,111.74</b>	<b>\$2,537.83</b>	<b>\$18,027.85</b>	<b>\$12,908.02</b>	<b>\$13,598.84</b>	<b>\$1,176,309.39</b>

## II. Releases

	Current Year	Prior Year	TOTAL
General Fund	\$0.64	\$0.05	\$0.69
Burnsville	\$0.00	\$0.00	\$0.00
West Yancey	\$0.00	\$0.00	\$0.00
Egypt/Ramseytown	\$0.00	\$0.00	\$0.00
Clearmont	\$0.00	\$0.00	\$0.00
Double Island	\$0.00	\$0.00	\$0.00

Newdale	\$0.00	\$0.01	\$0.01
South Toe	\$0.00	\$0.00	\$0.00
Pensacola	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$0.64</b>	<b>\$0.06</b>	<b>\$0.70</b>

### III. Net Tax Collections

Year	General Fund	Burnsville	West Yancey	Egypt/Ramseytown	Clearmont	Double Island	Newdale	South Toe	Pensacola	TOTAL
<b>TOTAL</b>	\$1,086,846.31	\$9,814.12	\$20,658.60	\$6,805.39	\$5,111.74	\$2,537.83	\$18,027.84	\$12,908.02	\$13,598.84	\$1,176,308.69

# Transaction Type Report

01-01-2021 to 01-31-2021

Year	General	Fire	Penalty	Waste	Additional Fees	Principal	Interest	Advertising Cost	Legal Cost	Total
2011	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$69.95	\$0.00	\$0.00	\$69.95
2012	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$69.95	\$0.00	\$0.00	\$69.95
2013	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$69.95	\$0.00	\$0.00	\$69.95
2014	\$268.76	\$37.11	\$0.00	\$0.00	\$0.00	\$305.87	\$264.08	\$0.00	\$0.00	\$569.95
2015	\$10.17	\$0.82	\$0.00	\$0.00	\$0.00	\$10.99	\$74.97	\$0.00	\$69.95	\$155.91
2016	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$139.93	\$0.00	\$0.00	\$139.93
2017	\$36.27	\$3.35	\$3.97	\$0.00	\$0.00	\$43.59	\$12.75	\$0.00	\$0.00	\$56.34
2018	\$1,089.67	\$52.76	\$19.60	\$0.00	\$0.00	\$1,162.03	\$112.45	\$4.00	\$0.00	\$1,278.48
2019	\$6,811.24	\$668.30	\$19.76	\$0.00	\$0.00	\$7,499.30	\$868.22	\$76.00	\$0.00	\$8,443.52
2020	\$1,078,630.20	\$88,700.04	\$75.89	\$0.00	\$0.00	\$1,167,406.13	\$5,433.61	\$0.00	\$0.00	\$1,172,839.74
<b>TOTAL</b>	<b>\$1,086,846.31</b>	<b>\$89,462.38</b>	<b>\$119.22</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,176,427.91</b>	<b>\$7,115.86</b>	<b>\$80.00</b>	<b>\$69.95</b>	<b>\$1,183,693.72</b>

# Adjustment / Release Report

01-01-2021 to 01-31-2021

Year	General	Penalty	Waste	Additional Fees	Principal	Interest	Advertising Cost	Legal Cost	Fire	Amount Due	County Net
2015	\$0.08	\$0.00	\$0.00	\$0.00	\$0.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.08	\$0.08
2019	\$0.05	\$0.00	\$0.00	\$0.00	\$0.05	\$0.00	\$0.00	\$0.00	\$0.01	\$0.06	\$0.05
2020	\$7.79	\$0.00	\$0.00	\$0.00	\$7.79	\$4,852.84	\$0.00	\$0.00	\$0.00	\$4,860.63	\$4,860.63
TOTAL	\$7.92	\$0.00	\$0.00	\$0.00	\$7.92	\$4,852.84	\$0.00	\$0.00	\$0.01	\$4,860.77	\$4,860.76

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# Collections Receipts Report

01-01-2021 to 01-31-2021

Total general tax	\$1,086,846.31
Total fire tax	\$89,462.38
Total penalty	\$119.22
Total Waste Fees	\$0.00
Total Additional Fees	\$0.00
Total principal	\$1,176,427.91
Total interest	\$7,115.86
Total cost of advertising	\$80.00
Total legal	\$69.95
Total check overpayments	\$0.00
Total Prepaid Payments	\$4,161.70
Total Prepaid Applied	\$0.00
Total misc	\$11,427.51
Grand total receipts	\$1,187,855.42

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# District Payment Report

01-01-2021 to 01-31-2021

Year	District Code	District Name	Amount
2011	005	GREEN MOUNTAIN FIRE DISTRICT	\$0.00
2012	005	GREEN MOUNTAIN FIRE DISTRICT	\$0.00
2013	005	GREEN MOUNTAIN FIRE DISTRICT	\$0.00
2014	001	BURNSVILLE FIRE DISTRICT	\$37.11
2014	006	JACKS CREEK FIRE DISTRICT	\$0.00
2015	006	JACKS CREEK FIRE DISTRICT	\$0.00
2015	011	PRICES CREEK FIRE DISTRICT	\$0.82
2016	006	JACKS CREEK FIRE DISTRICT	\$0.00
2017	002	CANE RIVER FIRE DISTRICT	\$0.92
2017	009	SOUTH TOE FIRE DISTRICT	\$2.43
2018	001	BURNSVILLE FIRE DISTRICT	\$20.25
2018	002	CANE RIVER FIRE DISTRICT	\$21.17
2018	008	CRABTREE FIRE DISTRICT	\$11.34
2019	001	BURNSVILLE FIRE DISTRICT	\$86.35
2019	002	CANE RIVER FIRE DISTRICT	\$0.79
2019	003	EGYPT FIRE DISTRICT	\$31.57
2019	006	JACKS CREEK FIRE DISTRICT	\$64.98
2019	008	CRABTREE FIRE DISTRICT	\$475.85
2019	011	PRICES CREEK FIRE DISTRICT	\$8.76
2020	001	BURNSVILLE FIRE DISTRICT	\$9,670.41
2020	002	CANE RIVER FIRE DISTRICT	\$2,970.77
2020	003	EGYPT FIRE DISTRICT	\$4,959.81
2020	004	RAMSEYTOWN FIRE DISTRICT	\$1,814.01
2020	005	GREEN MOUNTAIN FIRE DISTRICT	\$1,896.81
2020	006	JACKS CREEK FIRE DISTRICT	\$3,149.95
2020	007	BRUSH CREEK FIRE DISTRICT	\$2,537.83
2020	008	CRABTREE FIRE DISTRICT	\$17,540.65
2020	009	SOUTH TOE FIRE DISTRICT	\$12,905.59
2020	010	PENSACOLA FIRE DISTRICT	\$13,598.84
2020	011	PRICES CREEK FIRE DISTRICT	\$17,655.37
TOTAL			\$89,462.38

Detailed District Payment Report

01-01-2021 to 01-31-2021

Year	District Code	District Name	Taxpayer Name	Address	Amount
TOTAL					\$0.00

# Outstanding Balances Report

As of 01-31-2021

Year	Amount	County	District	Interest	Advertising	Penalties	Waste	Additional Fees
2010	\$13,965.88	\$6,548.98	\$662.10	\$6,674.80	\$80.00	\$0.00	\$0.00	\$0.00
2011	\$22,123.28	\$10,981.63	\$1,138.14	\$9,893.66	\$92.00	\$17.85	\$0.00	\$0.00
2012	\$25,715.30	\$12,897.91	\$1,485.00	\$10,941.14	\$112.00	\$279.25	\$0.00	\$0.00
2013	\$21,694.81	\$12,004.17	\$1,131.07	\$8,361.57	\$198.00	\$0.00	\$0.00	\$0.00
2014	\$24,763.62	\$14,559.46	\$1,321.67	\$8,361.01	\$148.00	\$373.48	\$0.00	\$0.00
2015	\$27,795.75	\$16,859.51	\$1,671.19	\$8,583.56	\$196.00	\$221.95	\$0.00	\$0.00
2016	\$51,547.54	\$34,932.78	\$2,636.10	\$13,392.26	\$256.00	\$326.40	\$4.00	\$0.00
2017	\$69,953.01	\$49,383.42	\$4,280.79	\$15,254.86	\$424.00	\$609.94	\$0.00	\$0.00
2018	\$107,707.68	\$82,034.39	\$7,005.45	\$17,057.19	\$747.97	\$862.68	\$0.00	\$0.00
2019	\$257,114.33	\$210,965.00	\$18,137.00	\$25,198.53	\$1,796.00	\$1,017.80	\$0.00	\$0.00
2020	\$1,197,834.06	\$1,077,810.57	\$94,833.18	\$24,337.84	\$0.00	\$852.47	\$0.00	\$0.00
<b>Total</b>	<b>\$1,820,215.26</b>	<b>\$1,528,977.82</b>	<b>\$134,301.69</b>	<b>\$148,056.42</b>	<b>\$4,049.97</b>	<b>\$4,561.82</b>	<b>\$4.00</b>	<b>\$0.00</b>



Jamie L. McMahan, CEED  
Planning & Economic Development Director  
NCEDA, AICP, NREDA, SEDC



## **2020 Economic Development Report for Yancey County** **Building Local Economic Sustainability & Resiliency in a Year of Crisis**

As Planning & Economic Development Director for Yancey County, it is my privilege to share with you a year-in-review report to look back at 2020 and efforts made to stabilize, enhance, grow and diversify the economy in our community in what was one of the most eventful and challenging years in recent memory. Certainly, no year-end assessment of 2020 can be undertaken without addressing the overwhelming impact of the COVID-19 public health crisis. The pandemic affected every community globally, and Yancey County was no exception. In this report I will address the economic impact of the pandemic on our local economy, programs created to support our local infrastructure, and ongoing initiatives as we continue to address its economic impact in 2021.

My 2019 report highlighted a banner year for economic development and growth in Yancey County. We ended 2019 with a record-low unemployment rate of 3.2%, an annual median salary at an all-time high of \$36,466, and with Yancey County maintaining its Tier 2 economic status among North Carolina counties. This was a result of our economic growth in 2019 that advanced us from a Tier 1 county.

In the early months of 2020, our collective focus across the nation moved to slow and control the spread of the COVID-19 virus in our communities. As a result of the impact of the virus and the necessary public health measures instituted to control it, we began to see related economic impacts. At the national and state level we saw unemployment numbers precipitously rise. Yancey County was not immune from a similar impact due to the crisis. In May 2020, Yancey County's unemployment rate grew to 11.2%. Contrasting this with our previous 3.2% unemployment rate illustrates the stark and dramatic impact of the virus on our economy.

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In order to combat the immediate crisis resulting from the pandemic, local government and agencies in Yancey County went straight to work creating plans of action. Before focusing on these efforts, I want to first take a moment to thank Yancey County's Office of Emergency Management, our public health officials, Yancey County and the Town of Burnsville, local law enforcement, and emergency services for their tireless work on the front lines dealing with the public health impacts of this virus. Their work continues to be supremely professional, effective and praiseworthy from this office and all the citizens of Yancey County.

Yancey County EDC was pleased to join Yancey County Manager Lynn Austin, Burnsville Town Administrator Heather Hockaday, Emergency Services Director Jeff Howell, Chamber of Commerce board members, and local nonprofit leaders in a taskforce determined to deploy local resources to address the looming economic impacts of the COVID-19 crisis. As a result of those meetings, three areas of focus were identified and all agencies began work immediately to address those, described below:

**Small Business Assistance:** We provided navigation assistance to small businesses with the first round of stimulus dollars through the CARES Act, assistance in navigating unemployment relief for local businesses, and partnered with the board of commissioners and town council for the Yancey County Small Business Assistance Fund. We partnered with the MAY Coalition to administer the program, providing \$100,000 to our local business community in the form of low-interest bridge loan funding.

As of this update, as we continue to see the impacts of the COVID-19 crisis. The Yancey County Small Business Assistance Fund remains active and open to provide financial assistance to qualifying small businesses. Small business owners who are interested in applying for assistance through the program may apply through the MAY Coalition website at [www.maycoalition.org](http://www.maycoalition.org).

**Community Relief Efforts:** Through the Yancey Advancement Foundation, Inc., a nonprofit community development arm of Yancey EDC, the Yancey County COVID-19 Relief Fund was established to raise private dollars to fund local nonprofits to assist them in their frontline efforts to address the impacts of the COVID-19 virus in our community. Since the creation of the fund, through the gracious contributions of many individuals, businesses and corporations we have raised more that \$115,000 to fund COVID-19 community relief efforts in our county. This funding went to many local nonprofits to address food

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insecurity, rent and utility assistance, and public health response efforts. I want to extend a special thank you to the Steep Canyon Rangers, Young & McQueen Grading Company, and Homeplace Beer Company for their partnership to sponsor a COVID-safe drive-in fundraising concert event held in Burnsville which raised more than \$45,000 for the relief fund. Those wishing to contribute to the ongoing work of the Yancey County COVID-19 Relief Fund may contribute online at [www.yanceycountync.gov](http://www.yanceycountync.gov) or by mailing a check payable to the Yancey Advancement Foundation, Inc. to PO Box 246, Burnsville, NC 28714. 100% of all contributions to the fund are tax deductible.

**Travel, Tourism & Related Businesses:** Yancey County's local small business community, like many others in our region, is dependent on the travel and tourism economy. There was a brief recommendation issued by Yancey County government to suspend short-term rentals to allow time for a comprehensive plan to address how we can accommodate the needs of Yancey EDC and many of our partners in local government. We anticipated a growing number of visitors leaving more densely populated areas to retreat to and vacation in more rural areas. Working with the Chamber of Commerce and its Yancey County Travel & Tourism Committee, a fund was established to promote Yancey County and to simultaneously educate our visitors on how to visit safely considering the pandemic and to comply with state guidelines on responsible social distancing requirements. This effort saw exponential growth in occupancy tax collections in 2020, continuing a multi-year trend of growing revenue from travel and tourism. This contradicted most urban and many other suburban and rural tourism economies, which saw a substantial loss in tax revenue in 2020.

To illustrate the growth in the tourism industry in 2020, in 2019, Yancey County's total occupancy tax receipts totaled \$115,788.48. In 2020 occupancy tax collections totaled \$162,185.36 with receipts still coming in for the month of December 2020 as of the date of this report.

As a result of these efforts, and as a tribute to the resiliency of Yancey County's small businesses, the thriving health of our large manufacturing firms, and the resiliency of the workers who make up Yancey County's workforce, we saw the economic impact of the COVID-19 virus in our community improve and stabilize. In contrast to the height of Yancey County's unemployment rate in May 2020 at 11.2% at the close of November 2020 we saw the unemployment rate drop improve to 5.2%. Through there remains much work to do to improve our economy, we have seen a marked improvement over the course of the year, and it bodes well for local efforts to continue to shore up our local economy. Nevertheless, as this report is given, even though we

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as a nation have celebrated the development and deployment of a vaccine to help combat the virus, we see the highest infection rate in our community over the course of the pandemic now.

The economic improvements we saw over the course of 2020 are due in large part to sensible public health measures and responsible social distancing guidelines. Even considering an impending vaccination effort, if we are not vigilant in continuing to be mindful and responsible of the spread of the virus in our community, we can see the economic improvements we saw over the course of 2020 all but erased as we move into 2021. I often give statistical updates about our economy in these reports, so it is only appropriate that I conclude this section of this assessment with a sobering set of numbers. As of the date of this report, Yancey County has seen 1,317 of its citizens infected with the COVID-19 virus, and we as a community mourn the loss of 13 citizens who have died as a result of the pandemic.

**Business Retention and Recruitment:** Business recruitment efforts were conducted in a challenging environment in 2020 as well, due in no small part to the pandemic crisis, but also due to other challenges. Nevertheless, despite a challenging environment, Yancey EDC saw positive movement our business recruitment efforts.

In 2019 we announced the recruitment of Little Leaf Farms to Yancey County. Plans undertaken in 2019 were to see that project begin development in 2019. This project was delayed due to complications from COVID-19 and the company's efforts to deal with the pandemic's impacts at their other facilities, due to site preparation challenges, and a desire on the part of the company to consider a second alternative site in the Micaville community. The NC Department of Commerce allowed an extension of the \$1,200,000 JDIG grant awarded to the company and Yancey County provided an extension of its incentive package to ensure that the project moves forward into 2021 for completion. Certainly, both the company, Yancey EDC, Yancey County government, and the NC Department of Commerce would have been happy to move this project forward sooner, but as with many other things in 2020, circumstances dictated otherwise. We remain committed to the deal, as does the company and the NC Department of Commerce and are pleased to see it continue to move forward to completion in 2021.

In the early months of 2020 Yancey EDC also dealt with the announcement that Hickory Springs Manufacturing Company would close its facility in the Micaville Community. In light of this announcement, we worked with the company and the NC Department of Commerce to assist employees with their transitions to other employment opportunities in our local workforce and real estate brokers to market the

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former industrial site for a new tenant. I am pleased to announce that as of the date of this report we have secured a letter of intent for a new industry to move into the former Hickory Springs Manufacturing facility and look forward to announcing that project once the transaction is completed, which we anticipate in the first quarter of 2021.

2020 saw the first full year of operation for Altec Industries' new facility located at 54 Ferguson Hill Road in Burnsville. The company's robust activity at the new facility, in addition to its continued growth at its primary facility in Yancey County, continues to highlight the company's success and its growth as one of our community's principal corporate citizens. Glen Raven Custom Fabrics, our longest-operating manufacturing firm, also continued solid operations throughout 2020 despite the pandemic, in keeping with its decade-long commitment to its Yancey County operation.

**Small Business Development:** Yancey County saw growth in the small business sector in 2019 as well. Over the course of 2020 we saw continued investment in private development along West Main Street in Burnsville in addition to the project undertaken by Yancey County government. This was in partnership with other community stakeholders to construct a new farmer's market and resource center along West Main Street. Providing a permanent home for the Yancey County Farmers Market in addition to community gathering space and a community resource center, the project was undertaken by Yancey County and Yancey EDC in partnership with Appalachian State University to have university students design, permit and build the new facility. The initial design phase was completed by a cohort of 21 undergraduates and three graduate students at the end of 2020 with final design drawings and construction scheduled to begin in 2021. There is also a collaboration proposed between university students and Mountain Heritage High School construction trades students in the coming school year.

2020 saw the opening of a new clinic facility for Mountain Community Health Partnership in Burnsville, on Pensacola Road. This new clinic facility was immediately deployed by the federally qualified health clinic as a COVID-19 testing facility, greatly enhancing the healthcare response effort to the pandemic in our community. Over the course of the next year, we look forward to partnering with Mountain Community Health Partnership to further develop the new clinic space, bringing additional healthcare jobs to our community, and provide our citizens greater access to a variety of choices of local providers to address their healthcare needs. Access to healthcare in rural communities is of paramount importance. Yancey EDC is pleased to partner in the effort to recruit new providers to our county.

We continued to see a growth of small business startups, despite the uncertain small business environment created by the COVID-19 pandemic and have seen success

113 Green Mountain Drive, P.O. Box 246, Burnsville, NC 28714

(828) 682-7722

Jamie.McMahan@yanceycountync.gov

with recruitment of franchise retail development in 2020 as well, with the announcement of Dollar Tree and AutoZone franchises in the Town of Burnsville. These deals are steadily making their way through design, zoning, permitting, infrastructure and utility connection and construction. We look to see them move toward completion in the early months of 2021.

The first rule economic developers learn is that business recruitment is a long game. It takes considerable time to develop a deal and it takes considerable time to deploy, construct, and open a new business after a project is announced. This is true under the best of circumstances. The impacts of the pandemic in 2020 have only further complicated and delayed this pace, not only for Yancey County, but for all communities across the state and nation. In 2020 every economic development project in North Carolina with an open grant from the NC Department of Commerce was given an automatic year-long extension due to COVID-19 upon request for this very reason, including projects here in Yancey County. We will continue to work steadily and deliberately on these projects and hope that the community will join us in patience, with the assurance that this office will update the public on any major developments on these projects and others as they become available.

**Public Facilities/Capital Improvements:** Yancey EDC worked with the Town of Burnsville administration in 2020 to assist in their efforts to fund improvements, repairs and modernization of the water and wastewater treatment infrastructure serving the Town of Burnsville and the unincorporated areas of Yancey County. With additional business recruitment projects on the horizon, the work of economic development is closely tied with the efforts of the Town of Burnsville to address its infrastructure needs. Work toward these efforts were established as the number one priority of the Yancey County Economic Development Plan at a joint meeting of the Town Council, County Commission and Yancey EDC Board in April 2020. I want to take this opportunity to thank Burnsville Town Administrator Heather Hockaday and Burnsville Public Works Director Dillon Lundy for their hard work to expeditiously address the condition of Burnsville's public infrastructure and to work to improve it. I also want to thank the Town Council for their commitment to making infrastructure improvements a priority in 2020 in spite of the complications of the pandemic.

**Review: State of the Local Economy Facts & Figures:** Due to the combined efforts of our local business community and the collaboration of those agencies and individuals working together, Yancey County met the challenges of 2020 as we have met other challenges in the past: resolutely, determinedly and effectively. Though 2020 offered new and unique challenges and forced us all to adapt in ways we certainly never

anticipated, the state of our local economy was shaken in 2020 but remains strong as we move into 2021.

Despite the impact the pandemic had on the unemployment rate across the nation, we saw a significant improvement in our unemployment rate over the course of the year, reducing our peak unemployment rate in May 2020 of 11.2% to 5.2% by November 2020.

Despite the pandemic, for the third straight year in a row we saw an increase in the median average salary for Yancey County workers, rising from \$36,466 to \$37,476 in 2020.

Despite the economic challenges 2020 presented, Yancey County remained a Tier 2 county in North Carolina, maintaining our improved economic tier ranking for the third year in a row, indicating stable economic health and prosperity in the community.

Despite the pandemic, we saw the tourism and visitor economy grow in 2020 with 40% growth in revenue from occupancy tax, adding to growth in the tourism sector for 2019 which saw Yancey County becoming the number one county in North Carolina for growth in tourism related employment and one of the top ten counties in the state for growth in tourism related spending with \$43.83 million in tourism dollars being spent in our community.

Nevertheless, there remains much work to address the continuing impact of the COVID-19 pandemic in our community, to continue to improve our local economy, to continue to address the impacts of those who remain unemployed or underemployed in Yancey County, and to continue to support our local small businesses. Yancey EDC remains committed to continuing the work of our Small Business Assistance Fund and our Downtown Entrepreneurship Assistance Program grant to help local small businesses.

We remain committed to raising money through the Yancey County COVID-19 Relief Fund and to deploy those funds to assist our nonprofits fight the pandemic on the frontlines in our community and to assist and support to those who are struggling due to the loss of their job due to the pandemic. We also remain committed to recruiting and retaining business to our community despite the challenges posed by an increasingly uncertain national economy due to the public health crisis.

The progress we have made toward dealing with the many trials and challenges thrown at us as a community in 2020 is due in large part to the quality and dedication of our workforce, and to the business-minded attitude of our employers. It is also due to the great cooperation between local and state agencies working in the field of economic development every day here in our community. It is also in thanks to the nonprofits and civic organizations working to improve the lives of their fellow citizens. And moreover, in 2020 it is due to the many frontline workers who have labored day in and day out at their jobs for the benefit of their neighbors and communities. Doctors and nurses, paramedics and pharmacists, grocery store clerks, transportation workers, law enforcement, emergency management and public safety workers, public works, and utility workers. You are the fabric of our community and the unsung heroes of 2020. I and all the members of the Yancey County Economic Development Commission offer you our heartfelt thanks and sincere gratitude.

I wish the best for all those who live, work and do business in Yancey County and hope for another year of continued partnership, perseverance, resilience and success.

Jamie L. McMahan, Director  
15 January 2021



**Yancey County Tax Office**

**Description**

The Tax Administrator is presenting:

- a. a refund request submitted to the tax office by Mr. James Clouse for consideration by the Board. The Tax Administrator has opined that the refund is not indicated.
- b. a request to add 3 additional members to the Board of Equalization and Review for 2021.

**Item Presenter**

Lindsay Smith

**Board Action Requested**



## **YANCEY COUNTY TAX OFFICE**

110 Town Square, Room 2 \* Burnsville, North Carolina 28714

Phone: (828) 682-2198 \* Fax (828) 682-4817

Email: [lindsay.smith@yanceycountync.gov](mailto:lindsay.smith@yanceycountync.gov)

### **Regular Meeting of the Board of Commissioners February 8, 2021**

#### **Refund request:**

James Clouse  
9704 NW 62ND LN  
Gainesville, FL 32653

Mr. Clouse paid delinquent taxes on two parcels in March 2020 as he was to purchase them and could not have the deed recorded without first paying the back taxes. The deed (Attachment E) was recorded in July 2020. Mr. Clouse later found that the two parcels had divided interest based on the deed in Attachment B.

Mr. Clouse sent a certified letter indicating that a deed recorded (Attachment B) in January was improperly recorded due to delinquent taxes being owed. After reviewing the document, tax certification was justified based on the PIN number provided on the deed. The PIN numbers for the two parcels that Mr. Clouse has ownership in were not included in the deed.

Mr. Clouse is now requesting a partial refund of taxes that he paid on these two parcels. The Administrators opinion is that this case does not meet the criteria outlined in G.S. 105-381 as this was not a tax imposed by clerical error.

**Refund Requested: \$2,961.16**

Property owner did request in writing that a partial refund be issued with the defense of a clerical error.

**Administrator's opinion: Pursuant to North Carolina General Statute 105-381 refund is NOT indicated.**

**James W. Clouse**

9704 NW 62nd Ln  
Gainesville, FL 32653  
352-215-3622  
clousej@att.net

11th November 2020

**Lindsey Smith**

Yancey County Tax Administrator  
110 Town Square  
Burnsville, NC

Dear Ms. Smith

\* **G.S. 161-31 prohibits Yancey County's Register of Deeds from accepting for registration deeds that transfer ownership in real property unless the tax collector certifies there are no delinquent property tax liens on the property being transferred.**

That being said, on January 31, 2020 a Warranty Deed recorded in BK: CRP 815 PG: 467-470 transferred all interest ( 1/4 interest ) of Grantors, as heirs of Joseph Higgins in lands allotted to Theodore Higgins, et al set forth in Report of Commissioners recorded Yancey County Deed Book 105, Page 610, to the Grantees in EXHIBIT "A" of the above referenced Warranty Deed. The pin numbers of the two parcels of land referenced in EXHIBIT "A" for transfer were NOT noted in the deed and were not certified by the tax collector as having NO delinquent property tax liens. Therefore, the deed was recorded with outstanding delinquent tax liens on Parcel # 082019524055000 and Parcel # 082011653160000 of the J.O. Higgins' Estate. **My contention here being the delinquent property tax liens on Parcel # 082019524055000 and Parcel # 082011653160000 should have been addressed and cleared before the Warranty Deed's recording on January 31, 2020.**

In March of 2020, I was informed by the tax collector there had been no taxes paid on Parcel # 082019524055000 since 2010 and no taxes paid on Parcel # 082011653160000 since 2014. Hearing this and wanting to eliminate the possibility of foreclosure, I chose to pay the outstanding delinquent tax bill NOT knowing that 1/4 interest in the property had been transferred to someone I did NOT even know. I did not know of the 1/4 interest transfer because the Warranty Deed of January 31, 2020 did NOT have the Parcel #'s of these 2

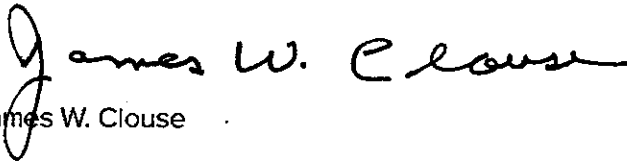
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properties on the recorded deed. Clearly, a clerical mistake by some individual, accidentally or on purpose. Due to this oversight of not clearing the tax liability before the above mentioned deed's recording on January 31, 2020, I am requesting a refund of \$ 2 961.16 of the \$ 3 948.21 I paid the Yancey County authority on March 16, 2020. I am NOT asking a return of \$ 987.05 which was my 1/4 share of total tax liability.

Clearly, had the 1/4 share of the property transferred been properly documented in January, there would NOT have been a delinquent tax lien to pay in March 2020. Someone dropped the ball...

A prompt response to my request would be greatly appreciated.

Sincerely,

  
James W. Clouse

CC Donny Laws

Susan Jobe

Fonda Thomas

Jeff Whitson

Lynn Austin



**Re: Failure Notice****James Clouse <clousej@att.net>**

Mon 1/18/2021 3:30 PM

**To: Lindsay Smith <Lindsay.Smith@yanceycountync.gov>**

Date: Sunday, January 17, 2021

Good Morning Ms. Smith,

In regard to my email of December 6, 2020 to you and several other members of Yancey County government, I have received no answer to my question concerning a mistake being made in the recording on January 31, 2020 of a Warranty Deed (Deed BK: 815 PG: 467-470) when in Exhibit A of that deed, a 1/4 share of property owned by the grantors in the J.O. Higgins estate was transferred to the grantees. A change in ownership of this 1/4 share of the J.O. Higgins estate should not occurred at that time with outstanding delinquent taxes not being paid.. Had the Pin #'s of the transferred property of Exhibit A been placed on the deed per G.S. 161-31, this transfer of ownership would not have been made without all taxes owed being settled with all heirs at that time.

The closing attorney apparently deemed it NOT necessary to provide the Pin #'s of ALL real properties being transferred at that time. I am also aware the statute does not offer a remedy against the attorney who fails to comply with the law and if the taxes are not paid, the tax liens remain on the property. Without knowing of the 1/4 share interest in the J.O. Higgins Estate being transferred in late January 2020 and Fonda Thomas of the tax department informing me in March that no taxes had been paid on the 3.33 acre tract since 2010 and on the 0.44 acre tract since 2014, and believing the J.O. Higgins estate was still owned by only his biological heirs, I paid \$ 3 987.21 in back taxes and penalties to prevent foreclosure.

I did not discover until May 2020 that a 1/4 share of the J.O. Higgins estate had been transferred to an unknown grantee in the January 31, 2020 recording. How could anyone, including the county commission, be happy if this scenario mentioned above happened to them?

Therefore, according to G.S. 105-381, I am requesting a partial refund amounting to \$2 961.16 from Yancey County with this written email statement as a defense of a tax imposed through clerical error when said taxes should have been paid January 31, 2020. I am not asking a return of \$987.05 which was my owed share of taxes March 18, 2020.

Please forward my request to the commissioners to be put on their meeting agenda for February and include this email as my statement of defense. I will expect a notification of date and time my request will be heard. If the Covid-19 pandemic has stabilized, I may choose to make the trip from Florida to Burnsville to visit friends, family and attend the commission meeting.

Thanks for your attention,

James W. Clouse

Re: Pin #'s 082019524055000  
Pin #'s 082011653160000  
BK: 815 PG: 467-470

On Sunday, January 17, 2021, 05:29:44 PM EST, <mailer-daemon@yahoo.com> wrote:

Sorry, we were unable to deliver your message to the following address.

<[lindsey.smith@yanceycountync.gov](mailto:lindsey.smith@yanceycountync.gov)>:

550: 5.4.1 Recipient address rejected: Access denied. AS(201806281) [DM3GCC02FT003.eop-gcc02.prod.protection.outlook.com]

--- Below this line is a copy of the message.

Attachment B

BK: CRP 815  
PG: 467-470  
DEED  
RECORDED  
01-31-2020  
03:09:51 PM  
Total Pages 4

2020000290  
YANCEY COUNTY, NC  
SUSAN JOBE  
REGISTER OF DEEDS

NC FEE \$26.00  
STATE OF NC  
REAL ESTATE  
EXTX \$100.00  
Total: \$126.00

Prepared by Donny J. Laws, Attorney at Law, P. O. Box 397, Burnsville, NC, 28714

STATE OF NORTH CAROLINA

WARRANTY DEED

COUNTY OF YANCEY

DATE: 31 January, 2020

PIN: 082015632190000

1/31/20  
J. J.

Excise stamps: \$100.00

All or a portion of this property is not the principal residence of any of the Grantors.

CINDY LEE HIGGINS MILLISON and husband, KEITH MILLISON, and JAMES J. HIGGINS, Individually, and as Executor of the ESTATE OF JOSEPH L. HIGGINS, 19 E 117, Office of the Clerk of Superior Court for Yancey County and wife, ROSIA HIGGINS, (hereinafter "GRANTORS"), hereby deed to EDWIN D. FORTNER and wife, TAMI K. FORTNER, (hereinafter "GRANTEES"), of 806 Georges Fork Road, Burnsville, North Carolina 28714; thus

WITNESSETH:

FOR AND IN CONSIDERATION of the sum of TEN DOLLARS AND 00/100 (\$10.00), and for other good and valuable consideration, the receipt of which is hereby acknowledged, the GRANTORS do hereby grant and convey (subject to the exceptions and reservations hereinafter set forth, if any) unto the GRANTEEES, their heirs, successors and assigns, that certain tract or parcel of land lying and being in the Town of Burnsville, Burnsville Township, Yancey County, North Carolina, and being more particularly described as follows:

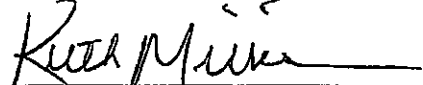
See Exhibit "A" attached hereto and incorporated herein by reference as if the same were fully set forth herein.


**TO HAVE AND TO HOLD** the hereinabove described parcel or tract of land, together with all rights, privileges and appurtenances thereto belonging unto them, the said Grantees, their heirs, successors and assigns forever.


**GRANTORS COVENANT** to and with the Grantees, their heirs, successors, and assigns, that they are seized of the foregoing land in fee; that they have the right to convey the same in fee simple; that said land is free and clear of all liens and encumbrances and that they will forever warrant and defend the title to the same against the lawful claims of all persons whomsoever.

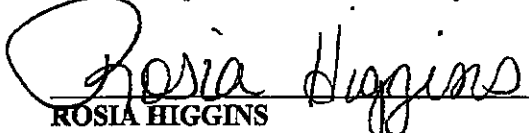
**IN WITNESS WHEREOF**, the **GRANTORS** have duly executed the foregoing instrument as of the day and year first above written.

  
CINDY LEE HIGGINS MILLISON (SEAL)

  
KEITH MILLISON (SEAL)

  
JAMES J. HIGGINS, Individually (SEAL)

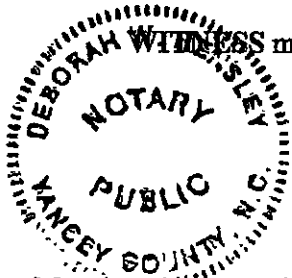
  
JAMES J. HIGGINS, as Executor of the ESTATE  
OF JOSEPH L. HIGGINS, 19 E 117, Office of the  
Clerk of Superior Court for Yancey County (SEAL)

  
ROSIA HIGGINS (SEAL)

STATE OF NC

COUNTY OF Yancey

I, Deborah W. Hasley, a Notary Public for the said County and State, do hereby certify that JAMES J. HIGGINS, Individually, and JAMES J. HIGGINS, as Executor of the ESTATE OF JOSEPH L. HIGGINS, 19 E 117, Office of the Clerk of Superior Court for Yancey County, and wife, ROSIA HIGGINS, who is known to me or proved to me on the basis of satisfactory evidence to be the person(s) described, personally appeared before me this day and acknowledged the due execution of the foregoing instrument for all purposes therein expressed.



WITNESS my hand and official seal, this the 31<sup>st</sup> day of January, 2020.

Deborah W. Hasley  
Notary Public

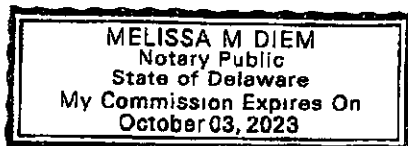
My commission expires: 8-9-2020

STATE OF Delaware

COUNTY OF New Castle

I, Melissa M. Diem, a Notary Public for the said County and State, do hereby certify that CINDY LEE HIGGINS MILLISON and husband, KEITH MILLISON who is known to me or proved to me on the basis of satisfactory evidence to be the person(s) described, personally appeared before me this day and acknowledged the due execution of the foregoing instrument for all purposes therein expressed.

WITNESS my hand and official seal, this the 29 day of January, 2020.



Melissa M. Diem  
Notary Public

My commission expires: 10/03/2023

2019-1-059

**EXHIBIT "A"**

**BEGINNING** on a stake on the Southeast side of Highway N. S. 197, 30 feet from the centerline of said highway and in the line of Artie Lee Peterson and runs South 56 degrees 13 minutes East 210 feet with Artie Lee Peterson's line and fence to a point in the center of a branch; thence up and with the branch South 10 degrees 08 minutes East 98.2 feet; thence with the branch and leaving the branch South 30 degrees 27 minutes West 170.7 feet to a spring; thence North 52 degrees 08 minutes West 53.2 feet to a post near the branch; thence crossing the branch North 22 degrees 43 minutes East 91.9 feet to a fence post in the line of the Baker Heirs; thence North 49 degrees 41 minutes West 218.4 feet with the fence to a stake; thence North 49 degrees 41 minutes West 30 feet to the centerline of Highway N. C. 197; thence with the centerline of Highway N. C. 197 North 33 degrees 58 minutes East approximately 121.6 feet to a point in said centerline; thence leaving centerline of said highway South 56 degrees 13 minutes East 30 feet passing through an iron fence post in the line of Artie Lee Peterson to the BEGINNING, containing one (1) acre, more or less. This description is according to a survey and plat by Ernest Wilson, Surveyor, dated 15 May, 1972.

**EXCEPTING** from the above-described premises the right of way for Highway N. C. 197.

**FOR TITLE REFERENCE:** See Yancey County Deed Book 140, Page 242 and 244; Deed Book 136, Page 207; Deed Book 41, Page 143 and Deed Book 53, Page 43; Deed Book 148, Page 502 and Estate of Joseph L. Higgins, 19 E 117, Office of the Clerk of Superior Court for Yancey County.

**IT IS SPECIFICALLY AGREED AND UNDERSTOOD** by and between the parties hereto that the Grantors herein shall not have any right for the use of the presently existing roadway which traverses the above-described property and leads to adjoining lands owned by the Grantors herein commonly known as Willow Lane and that the Grantees herein, their heirs and assigns, shall have the right to close said roadway in the Grantee's sole discretion.

**ALSO CONVEYED HEREIN** are all interest that the Grantors herein may own as an heir of Joseph Higgins in those lands allotted to Theodore Higgins, et al, specifically set forth in Paragraph No. 4 of the Report of Commissioners recorded at Yancey County Deed Book 105, Page 610, to which reference is hereby made.

The Grantors herein, namely, James J. Higgins and Cindy Lee Higgins Millison are the sole heirs at law of Joseph Higgins.

**§ 161-31. Tax certification.**

(a) **Tax Certification.** – The board of commissioners of a county may, by resolution, require the register of deeds not to accept any deed transferring real property for registration unless the county tax collector has certified that no delinquent ad valorem county taxes, ad valorem municipal taxes, or other taxes with which the collector is charged are a lien on the property described in the deed. The county commissioners may describe the form the certification must take in its resolution.

(a1) **Exception to Tax Certification.** – If a board of county commissioners adopts a resolution pursuant to subsection (a) of this section, notwithstanding the resolution, the register of deeds shall accept without certification a deed submitted for registration under the supervision of a closing attorney and containing this statement on the deed: "This instrument prepared by: \_\_\_\_\_, a licensed North Carolina attorney. Delinquent taxes, if any, to be paid by the closing attorney to the county tax collector upon disbursement of closing proceeds."

(b) **Applicability.** – This section applies only to Alamance, Alexander, Anson, Beaufort, Bertie, Bladen, Brunswick, Buncombe, Burke, Cabarrus, Caldwell, Camden, Carteret, Caswell, Catawba, Cherokee, Chowan, Clay, Cleveland, Columbus, Currituck, Dare, Davidson, Davie, Duplin, Durham, Edgecombe, Forsyth, Franklin, Gaston, Gates, Graham, Granville, Greene, Halifax, Harnett, Haywood, Henderson, Hertford, Hoke, Hyde, Iredell, Jackson, Johnston, Jones, Lee, Lenoir, Lincoln, Macon, Madison, Martin, McDowell, Montgomery, Nash, Northampton, Onslow, Pasquotank, Pender, Perquimans, Person, Pitt, Polk, Randolph, Robeson, Rockingham, Rowan, Rutherford, Sampson, Scotland, Stanly, Stokes, Surry, Swain, Transylvania, Tyrrell, Vance, Warren, Washington, Wayne, Wilson, Yadkin, and Yancey Counties. (2001-464, s. 1; 2001-513, s. 14; 2002-51, s. 1; 2003-72, s. 1; 2003-189, s. 6; 2003-354, s. 3; 2004-65, s. 1; 2005-109, s. 1; 2005-433, s. 2(a); 2006-16, s. 1; 2006-150, s. 1; 2007-221, s. 1; 2009-290, s. 1; 2010-44, s. 1; 2011-33, s. 1; 2011-45, s. 1; 2012-23, s. 3; 2012-114, s. 1; 2014-29, s. 1; 2017-81, s. 2; 2018-8, s. 1; 2019-25, s. 1.)

Article 27.

Refunds and Remedies.

**§ 105-379. Restriction on use of injunction and claim and delivery.**

(a) **Grounds for Injunction.** – No court may enjoin the collection of any tax, the sale of any tax lien, or the sale of any property for nonpayment of any tax imposed under the authority of this Subchapter except upon a showing that the tax (or some part thereof) is illegal or levied for an illegal or unauthorized purpose.

(b) **No Order in Claim and Delivery.** – No court may issue any order in claim and delivery proceedings or otherwise for the taking of any personal property levied on or attached by the tax collector under the authority of this Subchapter. (1901, c. 558, s. 30; Rev., s. 2855; C.S., s. 7979; 1971, c. 806, s. 1.)

**§ 105-380. No taxes to be released, refunded, or compromised.**

(a) The governing body of a taxing unit is prohibited from releasing, refunding, or compromising all or any portion of the taxes levied against any property within its jurisdiction except as expressly provided in this Subchapter.

(b) Taxes that have been released, refunded, or compromised in violation of this section shall be deemed to be unpaid and shall be collectible by any means provided by this Subchapter, and the existence and priority of any tax lien on property shall not be affected by the unauthorized release, refund, or compromise of the tax liability.

(c) Any tax that has been released, refunded, or compromised in violation of this section may be recovered from any member or members of the governing body who voted for the release, refund, or compromise by civil action instituted by any resident of the taxing unit, and when collected, the recovered tax shall be paid to the treasurer of the taxing unit. The costs of bringing the action, including reasonable attorneys' fees, shall be allowed the plaintiff in the event the tax is recovered.

(d) The provisions of this section are not intended to restrict or abrogate the powers of a board of equalization and review or any agency exercising the powers of such a board.

(e) **Expired.** (1901, c. 558, s. 31; Rev., s. 2854; C.S., s. 7976; 1971, c. 806, s. 1; 1973, c. 564, s. 2; 2013-19, s. 1.)

**§ 105-381. Taxpayer's remedies.**

(a) **Statement of Defense.** – Any taxpayer asserting a valid defense to the enforcement of the collection of a tax assessed upon his property shall proceed as hereinafter provided.

(1) For the purpose of this subsection, a valid defense shall include the following:

- a. A tax imposed through clerical error;
- b. An illegal tax;
- c. A tax levied for an illegal purpose.

(2) If a tax has not been paid, the taxpayer may make a demand for the release of the tax claim by submitting to the governing body of the taxing unit a written statement of his defense to payment or enforcement of the tax and a request for release of the tax at any time prior to payment of the tax.



- (3) If a tax has been paid, the taxpayer, at any time within five years after said tax first became due or within six months from the date of payment of such tax, whichever is the later date, may make a demand for a refund of the tax paid by submitting to the governing body of the taxing unit a written statement of his defense and a request for refund thereof.

(b) **Action of Governing Body.** – Upon receiving a taxpayer's written statement of defense and request for release or refund, the governing body of the taxing unit shall within 90 days after receipt of such request determine whether the taxpayer has a valid defense to the tax imposed or any part thereof and shall either release or refund that portion of the amount that is determined to be in excess of the correct tax liability or notify the taxpayer in writing that no release or refund will be made. The governing body may, by resolution, delegate its authority to determine requests for a release or refund of tax of less than one hundred dollars (\$100.00) to the finance officer, manager, or attorney of the taxing unit. A finance officer, manager, or attorney to whom this authority is delegated shall monthly report to the governing body the actions taken by him on requests for release or refund. All actions taken by the governing body or finance officer, manager, or attorney on requests for release or refund shall be recorded in the minutes of the governing body. If a release is granted or refund made, the tax collector shall be credited with the amount released or refunded in his annual settlement.

(c) **Suit for Recovery of Property Taxes.** –

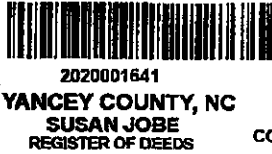
- (1) **Request for Release before Payment.** – If within 90 days after receiving a taxpayer's request for release of an unpaid tax claim under (a) above, the governing body of the taxing unit has failed to grant the release, has notified the taxpayer that no release will be granted, or has taken no action on the request, the taxpayer shall pay the tax. He may then within three years from the date of payment bring a civil action against the taxing unit for the amount claimed.
- (2) **Request for Refund.** – If within 90 days after receiving a taxpayer's request for refund under (a) above, the governing body has failed to refund the full amount requested by the taxpayer, has notified the taxpayer that no refund will be made, or has taken no action on the request, the taxpayer may bring a civil action against the taxing unit for the amount claimed. Such action may be brought at any time within three years from the expiration of the period in which the governing body is required to act.

(d) **Civil Actions.** – Civil actions brought pursuant to subsection (c) above shall be brought in the appropriate division of the general court of justice of the county in which the taxing unit is located. If, upon the trial, it is determined that the tax or any part of it was illegal or levied for an illegal purpose, or excessive as the result of a clerical error, judgment shall be rendered therefor with interest thereon at six percent (6%) per annum, plus costs, and the judgment shall be collected as in other civil actions. (1901, c. 558, s. 30; Rev., s. 2855; C. S., s. 7979; 1971, c. 806, s. 1; 1973, c. 564, s. 3; 1977, c. 946, s. 2; 1985, c. 150, s. 1; 1987, c. 127.)

**§ 105-382. Repealed by Session Laws 1977, c. 946, s. 3.**

A Hachment E

BK: CRP 825  
PG: 83-85  
DEED  
RECORDED:  
07-14-2020  
12:37:04 PM  
Total Pages: 3



NC FEE \$26.00  
NO TAXABLE  
CONSIDERATION  
Total: \$26.00

## NORTH CAROLINA NON-WARRANTY DEED

Tax Lot No. \_\_\_\_\_ Parcel Identifier No. 082011653160000 and 082019524055000

Verified by \_\_\_\_\_ County on the \_\_\_\_\_ day of \_\_\_\_\_

☒ Mail after recording to Grantee

This instrument prepared by: J. Todd Bailey, a licensed North Carolina attorney. ☒ (If checked) Delinquent taxes, if any, to be paid by the closing attorney to the county tax collector upon disbursement of closing proceeds.

Brief description for the Index: James Olin Higgins Heirs Lands

THIS DEED made this 15 day of May 2020 by and between

GRANTOR	GRANTEE
Donna Clouse Garrison and husband, <del>Met Connelly</del> <del>Edward W.</del> 3043 Buck Mountain Road Purlear, NC 28665	<input checked="" type="checkbox"/> James W. Clouse  9704 NW 62 <sup>nd</sup> Lane Gainesville, FL 32653

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

**WITNESSETH**, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all their right, title, and interest in those certain lots or parcel of lands situated in the City of Burnsville and in Burnsville Township, Yancey County, North Carolina and more particularly described as follows:

See Schedule "A" [1961-9357] attached for property description.

All or a portion of the property herein conveyed \_\_\_\_ includes or X does not include the primary residence of a Grantor.

**TO HAVE AND TO HOLD** the aforesaid lot or parcel of land and all privileges and appurtenances thereto, belonging to the Grantee in fee simple.

The Grantor makes no warranty, express or implied, as to title to the property hereinabove described.

IN WITNESS WHEREOF, the GRANTORS have hereunto set their hands and affixed their seals the day and year first above written

Donna Clouse Garrison (SEAL) Edward W. Connelly (SEAL)  
Donna Clouse Garrison Ned Connelly  
EDWARD W. Connelly

STATE OF NORTH CAROLINA  
County of ~~Brunswick~~ Watauga

I, John Travers, a Notary Public of the County and State aforesaid, certify that Donna Clouse Garrison and husband, Ned Connelly, personally came before me this day and acknowledged the due execution of the foregoing instrument. Edward W.

Witness my hand and official seal or stamp, this 23 day of June 2020.

My Commission Expires: 09/29/2020

[Affix Seal]

John Travers  
Notary Public John Travers



[1961-9357]

Schedule "A"

Those certain tracts of parcels of land located in the Town of Burnsville and in Burnsville Township, Yancey County, North Carolina, more particularly described as follows:

**FIRST TRACT:** Lots 48, 49, 61, and 62 of the J. H. Higgins to the Town of Burnsville, a map of which is recorded in Yancey County Deed Book 64, page 500, Yancey County Registry.

**SECOND TRACT:** Adjoining the lands of Vergis Anglin, Oliver Riddle, and others, bounded as follows:

BEGINNING on a stake in the road at the bridge near the Buchanan place and runs with the road South 46 West 35 poles to a stake in the road where the lines of James Ray's grant crosses the road; then South 63 East with the line of said James Ray grant 26 poles to a stake, 2 feet above a chestnut oak; then North 52 East 7 poles to a stake on a ridge; then North 10 East 10 poles to a stake; then North 10 West 27 poles to the BEGINNING, containing 4 acres, more or less. (See Deed Book 41, page 423),

Being more particularly described as follows:

BEGINNING on a 25 inch chestnut oak, a corner of J. H. Higgins Estate, Ms. J. D. (Bette) Masters, and Ralph McDowell, and running with the Masters line (Book 105, page 198), S 64-35-30 E 403.45 feet (passing an iron pin at 381.45 feet) to a point in the margin of N. C. Highway 197; thence with the margin of the highway, N 37-32-10 E 23.62 feet to a point; thence N 42-02-40 E 56.41 feet to a point; thence N 46-39-50 E 141.77 feet to a point; thence N 50-55-10 E 109.91 feet to a point; thence N 52-19-00 E 87.89 feet to a point; thence N 55-00-00 E 112.31 feet to a point; thence N 56-50-30 E 45.58 feet to a point; thence with the lines of premises of Eugene Bishop and then Oliver Riddle, N 07-50-00 W 317.90 feet (passing an iron pin at 12.44 feet) to a set iron pin; thence N 07-05-00 E 165.00 feet to an iron pin; thence with the McDowell line (Book 120, page 193), S 54-27-30 W 81.28 feet to an iron pin; thence S 61-56-30 W 37.19 feet to a set iron pin; thence S 64-35-30 E 2.00 feet to the BEGINNING, containing 3.33 acres by D.M.D. The foregoing is according to a survey and plat by Dallas G. Miller, RLS L-1445, dated 30 April 1976, Drawing No. 7621-02D.

Title Reference: Report of Commissioners in Book 105, page 610, Yancey County Registry.



## **Board of Equalization and Review 2021**

Commissioners,

Below is a current list of approved members of the Yancey County Board of Equalization and Review. I would like the Board to consider adding 3 more members for the 2021 appeal period, so that we have an adequate pool of members available. COVID created some difficulties with scheduling and availability of members during the 2020 appeal hearings. The Commissioners can choose these members, if the request for additional members is approved.

- Jeff Whitson
- Mark Ledford
- Jill Austin
- David Grindstaff
- Johnny Riddle
- Byrl Ballew
- Margaret Pierce
- Jerri Storie
- Bill Wheeler
- Jamie McMahan

Respectfully,  
Lindsay Smith  
Tax Administrator



## High Country Council of Governments Proposed Charter Amendments

### Description

The High Country Council of Governments has submitted proposed charter amendments for consideration. High Country COG has provided a copy of the Charter with proposed amendments, a copy of the original charter, and a proposed resolution adopting the amended Charter. The request and documents follow.

### Item Presenter

### Board Action Requested

Approve Charter Amendments

## High Country COG Proposed Charter Amendments

Victoria Potter <vpotter@hccog.org>

Fri 1/8/2021 12:15 PM

To: Jeff Whitson <Jeff.Whitson@yanceycountync.gov>

Cc: Johnny Riddle <Johnny.Riddle@yanceycountync.gov>; Lynn Austin <Lynn.Austin@yanceycountync.gov>; Sonya Morgan <Sonya.Morgan@yanceycountync.gov>

📎 3 attachments (415 KB)

HCCOG Charter Red Line\_2021.pdf; HCCOG- charter -1974.pdf; Sample County Resolution\_ High Country COG Charter Amendments\_2021.docx;

Dear Chairman Whitson,

The High Country Council of Governments' Executive Board has recommended updating our Charter. The original Charter was issued in 1974, and was amended on two prior occasions. The new Charter will incorporate these prior amendments, update some outdated Charter language, and will be consistent with current laws and the COG's established procedures and practices.

To finalize this updated Charter, we need two-thirds of the member governments to adopt the amended Charter. A copy of the amended Charter is attached as a red-line document reflecting how the original document is being changed. Also attached is a copy of the original Charter and a sample resolution. Upon approval of the amended Charter, please send the executed resolution to Victoria Potter ([vpotter@hccog.org](mailto:vpotter@hccog.org)).

Please let me know if you have questions. I am happy to discuss this with you or with your Board. Thank you in advance for your consideration.

Sincerely,  
Julie

**Julie Wiggins**

*Executive Director*  
468 New Market Blvd.  
Boone, NC 28607  
828-265-5434 x125  
[hccog.org](http://hccog.org)



**HIGH COUNTRY**  
COUNCIL OF GOVERNMENTS

**Victoria Potter**

*Communications &  
Marketing Manager*  
468 New Market Blvd.  
Boone, NC 28607  
828-265-5434 x101  
[hccog.org](http://hccog.org)



**HIGH COUNTRY**  
COUNCIL OF GOVERNMENTS



CONCURRENT RESOLUTION TO ENACT  
A CHARTER FOR THE  
~~REGION D~~ HIGH COUNTRY 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~~ High Country Council of Governments with the charter of said council being as follows:

CHARTER OF THE ~~REGION D~~ HIGH COUNTRY 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~~ High Country Council of Governments. Hereinafter referred to as the "Council."

Section 2. Membership

- a) Membership in the Council shall consist of the ~~e~~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~~ within the geographic region of the Council upon adoption by the applicant of a resolution committing to joining the Council as it is then constituted and operating. ~~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~~ an Executive Board member of the Council. Membership shall

also be open to minority organizations ~~of Region D~~ within the geographic region of the Council.

- 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~~ a resolution to ~~withdraw~~ to each of the other participating governmental units.

### Section 3. Governing Structure

- a) ~~Council~~ Executive Board. ~~All~~ The members ~~of~~ delegated to the Council shall be collectively referred to as the ~~Council~~ Executive Board. Each member ~~government~~ shall select a member of their governing board ~~or representatives of minority organizations~~ as its representative on the ~~Council~~. Executive Board.
- ~~b) Executive Committee. The Executive Committee shall consist of the following:~~
  - ~~1. 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.~~
  - ~~2. One elected official from each member municipality within each county.~~
  - ~~3. One representative of minority organizations within the Region.~~
  - ~~The maximum number of Executive Committee members is fifteen.~~
- c) Voting:
  - 1. Voting on ~~both~~ the ~~Council~~ Executive Board ~~and the Executive Committee~~ shall be on the basis of one vote per member of the ~~Council~~ Executive Board ~~or Executive Committee~~ unless a ~~weighed~~ weighted vote is called for under the provision of subparagraph 2 hereunder.
  - 2. A ~~weighed~~ weighted vote may be called for by any member of the ~~Council~~ Executive Board ~~or Executive Committee~~.
  - 3. In ~~weighed~~ weighted voting, each ~~governmental representative~~ member of the Executive ~~Committee Board~~ is allowed one vote plus one vote for each 10,000 population or a fraction thereof represented.
- d) Quorum. ~~60%~~ 50% of the members of the ~~Council~~ Executive Board shall constitute a quorum at any regular or special meeting of the ~~Council~~ Executive Board. 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 ensure 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~~ High Country area.

#### Section 5. Finance Matters

- a) ~~On or before the 15<sup>th</sup> of April each year,~~ The Executive Director shall prepare and submit to the Executive Board ~~each participating governmental unit~~ a proposed budget for the ~~next~~ each fiscal year in accordance with North Carolina Law and other applicable regulations as amended from time to time. ~~commencing July 1.~~
- b) The budget shall ~~include also set out~~ the share of membership dues ~~proportionate share (in terms of percentage) of the budget~~ to be borne by each participating governmental unit, based on the latest decennial census ~~or the American Community Survey,~~ whichever is most current.
- c) Upon approval of the budget by ~~all participating governmental units~~ the Executive Board, each participating governmental unit shall appropriate its share of the budget and shall forward to the ~~Council Treasurer~~ Finance Officer its share of the budget. All such appropriations shall be made in accordance with the ~~Municipal or County Fiscal Control Act~~ Local Government Budget and 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~~ Executive Board shall be held ~~at least once annually.~~ ~~Regular meetings of the Executive Committee shall be held~~ monthly ~~unless determined from time to time to be not necessary.~~ ~~Special meetings of the Executive Committee shall be held~~

~~monthly.~~ Special meetings of the ~~Council or~~ Executive ~~Committee Board~~ may be called by the Executive Director, Chair, or by any three members of the ~~Executive Board Council or Executive Committee~~. At least five days written notice shall be given of any special meeting. ~~‡~~ Such notice shall state the time, place, and purpose of the meeting.

## Section 2. Annual Report

The ~~administrator~~ Executive Director 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 ~~each calendar year, and annually thereafter,~~ the Executive ~~Committee Board~~ shall elect a ~~chairman~~ Chair, ~~vice-chairman~~ Vice Chair, ~~s~~Secretary, and ~~‡~~Treasurer to serve for one year or until their successors have been duly elected. Any vacancy occurring in an office shall be filled for the unexpired term by the Council. All officers shall be members of the Executive ~~Committee Board~~. The Executive ~~Committee Board~~ may elect such additional officers as it finds to be necessary in the proper performance of its duties. Board members elected as Chair or Vice Chair shall be limited to two consecutive terms. The Chair will rotate between county and municipal elected officials. If the Chair of the Board is a representative from a county, then the Vice Chair shall be a representative from a town; or if the Chair of the Board is a representative from a town, then the Vice Chair shall be a representative from a county.

## Section 2. Duties of Officers

- a) The Chair shall preside at all meetings of the ~~Council and~~ Executive ~~Committee Board~~ 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 Board~~. ~~and ‡~~The Chair shall have the same voting rights as the other members.
- b) The Chair may appoint such committees as ~~he~~ he/she finds to be necessary or desirable.
- c) The Vice Chair shall perform all the duties of the Chair in the absence of the Chair, or in the event of the inability of the Chair to act and shall perform such other duties as the Executive ~~Committee Board~~ may delegate to him or her.
- d) All other officers elected by the Executive ~~Committee Board~~ shall perform such duties as may be prescribed by the Executive ~~Committee Board~~.

# 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 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~~ Board;
- 9) All other powers, duties, and responsibilities allowed or required by law.

## ARTICLE V

### Section 1. Executive Director

The Executive Director will be selected by ~~and shall serve at the pleasure of the~~ Executive ~~Committee Board of the Council~~. The salary of the Executive Director will be set annually by the Executive ~~Committee~~ Board.

### Section 2. Other Staff

Other staff ~~employees~~ will be ~~employed by~~ will be employees of the Council, to be hired, supervised, and subject to termination by the Executive Director ~~based upon qualifications for the position. All employees, including the Executive Director, are employees of the Council.~~

## ARTICLE VI

### Amendments and Effective Date

All prior amendments to this Charter made by board vote, or resolution, or adoption, together with actions for or by the Council in reliance thereon, are hereby ratified and reaffirmed. This amended Charter, and any amendments hereto, ~~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 of the Council~~.

## ~~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.~~

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.

(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) 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 budge. 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.



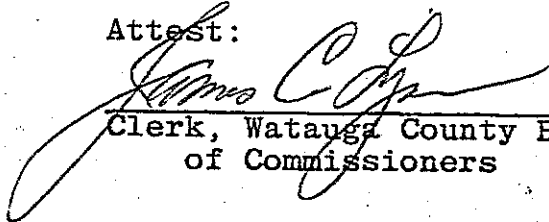
In witness whereof, the Board of County Commissioners of the County of Watauga, State of North Carolina, have duly authorized the Chairman of the Board to act on behalf of the Board, and whereas the Chairman has caused this resolution to be executed and approved.

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 of  
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.

  
Wesley Banner  
Chairman, Avery County Board  
of Commissioners

Attest:

Patricia D. Setzer  
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, I, do

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

This the 2nd day of April, 1974.

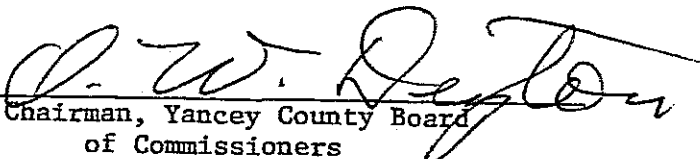
Robert B. Hughes  
Chairman, Mitchell County Board of  
Commissioners

ATTEST:

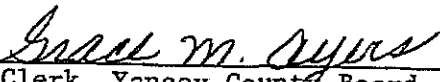
Judy Young  
Judy Young, Clerk to the Board

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

WHEREAS, the High Country Council of Governments was originally chartered in 1974, when created by the Counties of Alleghany, Ashe, Avery, Mitchell, Watauga, Wilkes, and Yancey, then as "Region D Council of Governments"; and

WHEREAS, since formed, the High Country Council of Governments has adopted bylaws, and from time-to-time amended both its Charter and bylaws; and

WHEREAS, the High Country Council of Governments has grown by adding municipalities, and its governance has evolved to include regular monthly meetings of the full board where all member counties and municipalities have voting representatives; and

WHEREAS, the Executive Board and management of the High Country Council of Governments have undertaken to update and modernize its Charter, with the proposed amended Charter attached hereto; and

WHEREAS, by Charter, two-thirds of the participating governmental units must approve of any Charter amendment; and

WHEREAS this County's Board of Commissioners has had opportunity to review the changes contained within the proposed amendments to the Charter attached hereto, and finds that those changes accurately reflect, modernize, and improve the High Country Council of Governments' ongoing organization and operations and should be approved and adopted;

NOW, THEREFORE, BE IT RESOLVED by the \_\_\_\_\_ County Board of Commissioners that the attached amended Charter for the High Country Council of Governments should be adopted and approved.

Adopted this the \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Attest:

\_\_\_\_\_  
Chair, \_\_\_\_\_ County Board of  
Commissioners

\_\_\_\_\_  
Clerk to the Board





WHEREAS, the High Country Council of Governments was originally chartered in 1974, when created by the Counties of Alleghany, Ashe, Avery, Mitchell, Watauga, Wilkes, and Yancey, then as "Region D Council of Governments"; and

WHEREAS, since formed, the High Country Council of Governments has adopted bylaws, and from time-to-time amended both its Charter and bylaws; and

WHEREAS, the High Country Council of Governments has grown by adding municipalities, and its governance has evolved to include regular monthly meetings of the full board where all member counties and municipalities have voting representatives; and

WHEREAS, the Executive Board and management of the High Country Council of Governments have undertaken to update and modernize its Charter, with the proposed amended Charter attached hereto; and

WHEREAS, by Charter, two-thirds of the participating governmental units must approve of any Charter amendment; and

WHEREAS this County's Board of Commissioners has had opportunity to review the changes contained within the proposed amendments to the Charter attached hereto, and finds that those changes accurately reflect, modernize, and improve the High Country Council of Governments' ongoing organization and operations and should be approved and adopted;

NOW, THEREFORE, BE IT RESOLVED by the Yancey County Board of Commissioners that the attached amended Charter for the High Country Council of Governments should be adopted and approved.

Adopted, this the 8<sup>th</sup> day of February, 2021.

Attest:

---

Chair, Yancey County Board of  
Commissioners

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Clerk to the Board

(seal)



**Proposal Affecting Official Name of a Waterfall**

**Description**

The US Board on Geographic (BGN) names is seeking an opinion in support of or opposition to the proposal initiated by the BGN's deputy member representing the National Park Service to change the name of Upper Falls to Crabtree Falls, which has been used by the NPS since the 1930s. Details of the request follow.

**Item Presenter**

**Board Action Requested**

Pleasure of the Board


## request for Yancey County's recommendation about a proposal affecting the official name of a waterfall

O'Donnell, Matthew (Contractor) J <mjodonnell@contractor.usgs.gov>

Wed 1/20/2021 8:49 PM

To: Jeff Whitson <Jeff.Whitson@yanceycountync.gov>

Cc: Sonya Morgan <Sonya.Morgan@yanceycountync.gov>; Lynn Austin <Lynn.Austin@yanceycountync.gov>

 2 attachments (717 KB)

Crabtree Falls proposal packet.pdf; Yancey County--Crabtree Falls recommendation form.doc;

The Honorable Jeff Whitson, Chairman  
Yancey County Board of Commissioners

Jeff.Whitson@yanceycountync.gov

Issue: request for the Yancey County Commissioners' recommendation about a proposal to confirm the official name of **Crabtree Falls** along the Blue Ridge Parkway

Dear Chairman Whitson:

The [U.S. Board on Geographic Names](#) (BGN) is responsible by law for standardizing geographic names for use by the Federal Government. The BGN accepts proposals affecting the official names of geographic features as long as those proposals meet the BGN's [Principles and Policies](#). A proposal may be to apply a new name to a currently unnamed geographic feature, or to change an existing name, spelling, or location.

Please note that the BGN is not part of the U.S. Geological Survey; the USGS is just one of many member agencies that have a vote on the BGN. Also, the BGN is reactive; it does not initiate these proposals except in rare cases of obvious map labeling errors.

Because the BGN places importance on local opinion when it votes on any proposal, staff asks for recommendations from local governments who have been elected to represent their citizens and other entities that might have an interest in the proposal.

The National Park Service (NPS) has used the name [Crabtree Falls](#) since the 1930s for the 70-foot waterfall on Big Crabtree Creek near the Blue Ridge Parkway in southeastern Yancey County. However, the official name recorded in GNIS and found on USGS maps is **Upper Falls**. The BGN's deputy member representing the NPS has initiated a proposal to make official the name **Crabtree Falls** which has been in long-term and widespread use.

The name **Crabtree Falls** currently officially applies to a larger waterfall on East Fork Crabtree Creek located on private property just over the county line in Mitchell County. The landowner has inquired about changing this name because of widespread confusion between their falls and the falls known to the NPS as Crabtree Falls. Online mapping directions often direct visitors to the falls on private property



rather than the one on NPS land. The owner of Crabtree Falls has not yet submitted a proposal to change the name of the falls, but we expect one soon.

The outcome hoped for by the NPS is to have the following changes:

- the official name of **Upper Falls** in Yancey County will become **Crabtree Falls** to agree with the NPS name (this proposal)
- the official name of **Crabtree Falls** in Mitchell County will become another name to eliminate confusion (proposal not yet submitted)

For more information please see the attached proposal packet which includes a map showing the location of the falls, their current official names, and the proposed name change as it stands now.

To make an informed decision on the proposal, the BGN would like to know if your office supports or opposes this proposal and if there is opposition, the reason for your decision. We also ask that you please share this request with any other offices or organizations that might have an interest, such as a local historical society. The National Park Service supports the proposal. We will also be asking for input from the [North Carolina Board on Geographic Names](#). Federally recognized Tribes will also have an opportunity to provide comments.

This proposal is listed on the BGN's Quarterly Review List [], which is posted at [https://geonames.usgs.gov/apex/f?p=geonames\\_web:review\\_lists](https://geonames.usgs.gov/apex/f?p=geonames_web:review_lists). Attached is a pdf of the case summary, original proposal, and a map. To facilitate a response from your office, a recommendation form is also attached.

The BGN has no requirement on how a local government develops its recommendation, as long as it is provided to the BGN by the elected leaders or an office designated to speak for them. The BGN does not have the resources to contact every landowner that may be impacted by the proposal.

Thank you for your consideration of this request and we look forward to hearing from you. Meanwhile, if you have any questions, please don't hesitate to contact us. We may be contacted by e-mail at [BGNEXEC@usgs.gov](mailto:BGNEXEC@usgs.gov) or [mjodonnell@contractor.usgs.gov](mailto:mjodonnell@contractor.usgs.gov), or by telephone at (703) 648-4553.

Sincerely,

Matt O'Donnell, research assistant  
For Jennifer Runyon, research staff  
U.S. Board on Geographic Names  
12201 Sunrise Valley Drive, MS-523  
Reston, VA 20192

cc:

Sonya Morgan, Clerk to the Board, [sonya.morgan@yanceycountync.gov](mailto:sonya.morgan@yanceycountync.gov)  
Lynn Austin, County Manager, [Lynn.Austin@yanceycountync.gov](mailto:Lynn.Austin@yanceycountync.gov)

Matt O'Donnell | Xcellent Technology Solutions, Inc.  
Contractor in support of U.S. Board on Geographic Names | Domestic Names Committee  
Phone: 703-648-4553

1/22/2021

Mail - Sonya Morgan - Outlook

Email: [mjodonnell@contractor.usgs.gov](mailto:mjodonnell@contractor.usgs.gov)  
Room 2B101  
(working remotely until further notice)

Approved

Promulgation authorized  
Executive Secretary  
Domestic Geographic Names

UNITED STATES  
BOARD ON GEOGRAPHIC NAMES

CASE BRIEF (Domestic)

**Crabtree Falls:** falls; 70 ft. high; in the Blue Ridge Parkway, on Big Crabtree Creek between the Blue Ridge and Sevenmile Ridge, 0.8 mi. W of Three Knobs; named in association with Big Crabtree Creek, along which the falls are located; Yancey County, North Carolina; 35°49'08"N, 82°09'03"W; USGS map – Celo 1:24,000; Not: Murphy Falls, Murphy's Falls, Upper Crabtree Falls, Upper Falls.

[https://geonames.usgs.gov/apex/gazvector.getesrimap?p\\_lat=35.8190117&p\\_longi=-82.1508306&fid=1016337](https://geonames.usgs.gov/apex/gazvector.getesrimap?p_lat=35.8190117&p_longi=-82.1508306&fid=1016337)

Proposal: change name to recognize long term local use

Map: USGS Celo 1:24,000

Proponent: National Park Service; Washington, DC

Administrative area: Blue Ridge Parkway

Previous BGN Action: None

Names associated with feature:

GNIS: Upper Falls (FID 1016337)

Local Usage: Crabtree Falls (NPS, 90 years)

Published: Crabtree Falls (NPS website, 2020; numerous waterfall, hiking, and touring guidebooks and websites); Murphy Falls (Mitchell County Historical Society website, 2017); Murphy's Falls (NPS website, 2020); Upper Crabtree Falls (*An Explorer's Guide Blue Ridge and Smoky Mountains, 4th edition*, 2012); Upper Falls (USGS 1934, 1960, 1985, 1994, 2011, 2013, 2015, 2019)

Case Summary: This proposal is to change the name of Upper Falls, a 70-foot-high waterfall in Yancey County, to Crabtree Falls. The waterfall is located on Big Crabtree Creek within the Blue Ridge Parkway, managed by the National Park Service (NPS).

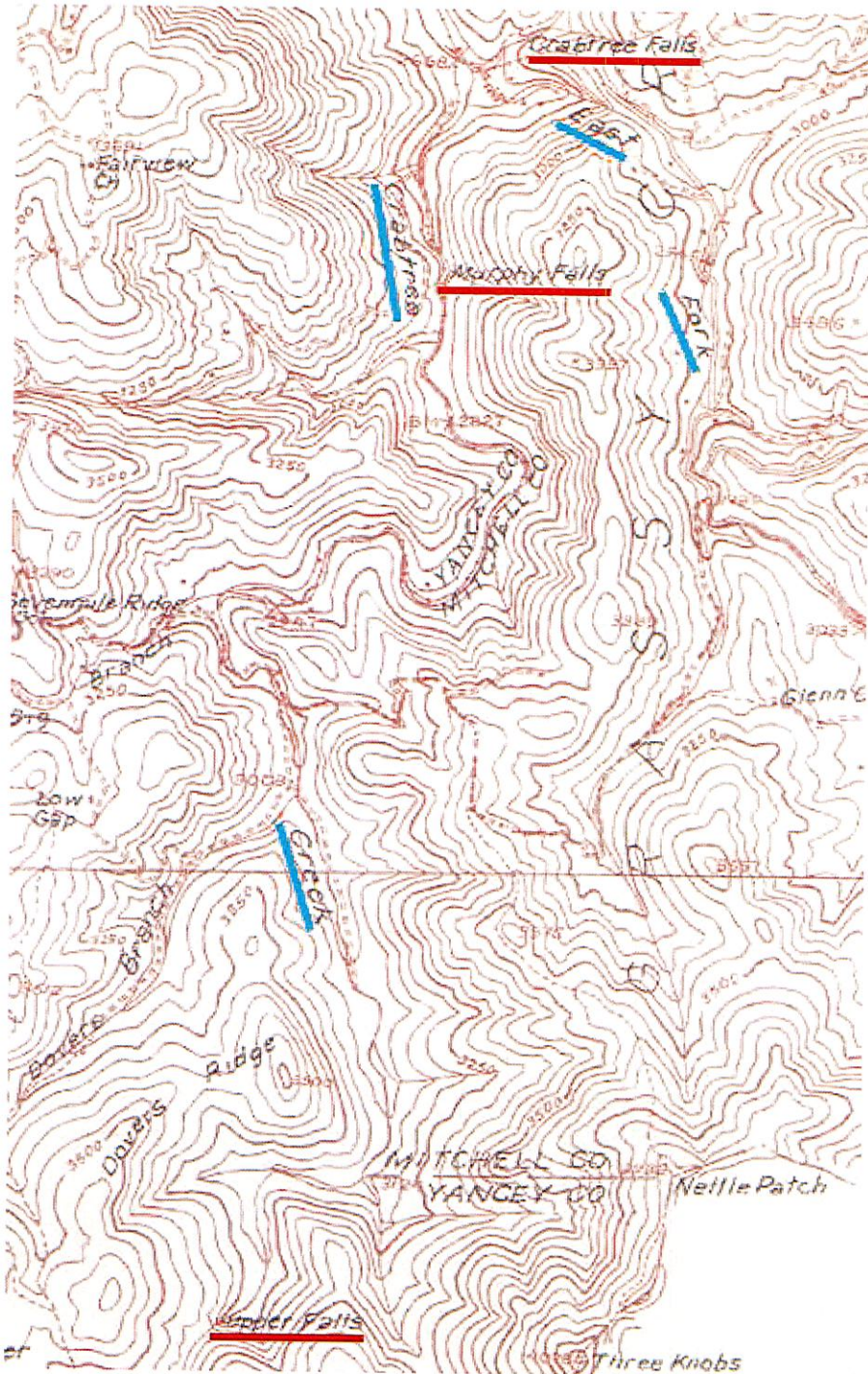
The proposal is submitted by the BGN's deputy member representing the NPS, in an effort to make official the name Crabtree Falls which has been used by the NPS since the 1930s. Since 1934, USGS maps have labeled these falls as Upper Falls. However, countless waterfall, hiking, and touring guidebooks and websites have used the name Crabtree Falls, while often noting that the name shown on USGS maps is Upper Falls.

Since 1934, USGS maps have also used the name Crabtree Falls for a higher falls located 2.7 miles to the northeast on East Fork Big Crabtree Creek. The owner of these falls has inquired about changing this name because of widespread confusion between their falls and the falls known to the NPS as Crabtree Falls. Online mapping directions often direct visitors to the falls on private property rather than the one on NPS land. The owner of Crabtree Falls has not yet submitted a proposal to change the name of the falls.

On a page about "Waterfall Hikes" in the Blue Ridge Parkway, the section on Crabtree Falls states that "[o]riginally, these falls were known as Murphy's Falls. The Park Service changed the name to Crabtree Falls when the Parkway was built in the 1930s." A 2017 article on the Mitchell County Historical Society website reported the same information, albeit with the name as Murphy Falls and the time period as the 1940s.



GNIS contains a record for Murphy Falls 3.6 miles downstream along Big Crabtree Creek, in addition to a record for the Crabtree Falls 2.7 miles to the northeast on East Fork Big Crabtree Creek. These names, in addition to Upper Falls, first appeared on the 1936 advance sheet for the Parts of Celo and Black Brothers 1:24000-scale quadrangle. It is unknown why the falls were originally named Upper Falls.



1936 Parts of Celo and Black Brothers 1:24,000-scale quadrangle advance sheet; falls names underlined in red, stream names underlined in blue. The proposal would change Upper Falls to Crabtree Falls.

The falls are called Upper Crabtree Falls in the 2012 *An Explorer's Guide Blue Ridge and Smoky Mountains, 4th edition*. A photography website uses the name Big Crabtree Creek Falls.

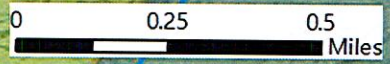
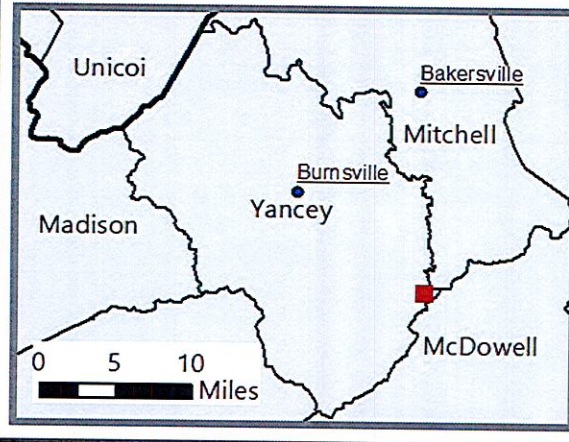
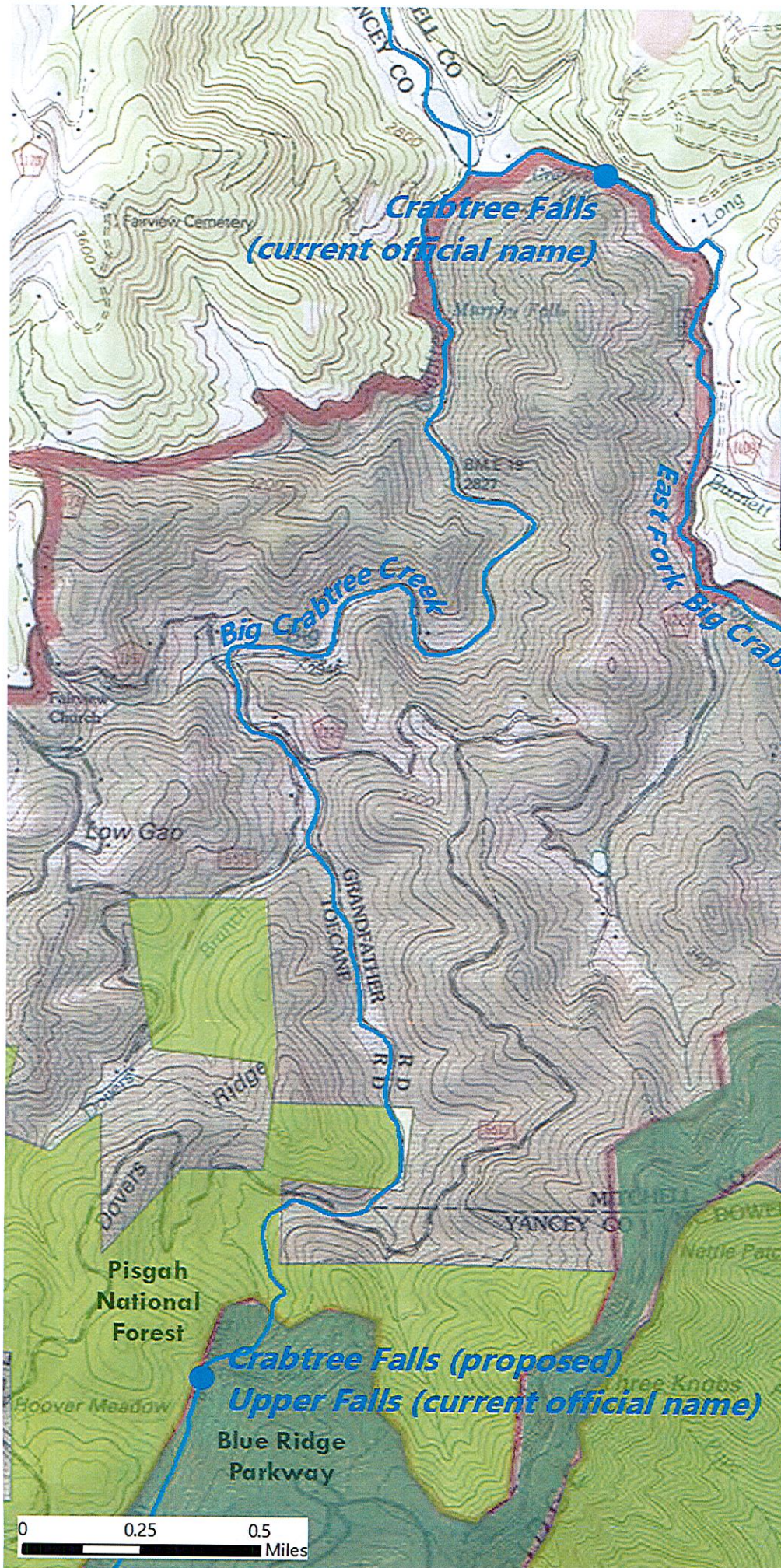
Local history reports that crabtree orchards were located in meadows above the falls, giving the name to the stream and the falls.

A query of GNIS found several other features in the area with "Crabtree" in their names. A well-known falls names Crabtree Falls is located 220 miles to the northeast in Nelson County, Virginia and within the George Washington and Jefferson National Forests.

Proposed by: National Park Service; Washington, DC  
Submitted by: Michael Shelton; Washington, DC  
Prepared by: M. O'Donnell  
Case ID: 5492  
Reviewed by: J.Runyon

Date: 12/16/20  
Date: same  
Date: 12/23/20  
Quarterly Review List: 442  
Date: 12/29/20









U.S. BOARD ON GEOGRAPHIC NAMES  
GEOGRAPHIC NAME PROPOSAL RECOMMENDATION

Proposed name: Crabtree Falls

Current official Federal name of feature: Upper Falls

This is to notify the U.S. Board on Geographic Names that the:

Yancey County Board of Commissioners

(Name of government entity, organization, or individual)

recommends that the U. S. Board on Geographic Names:

☐ **Approve the Proposed Name**

☐ **Reject the Proposed Name**

☐ **Other:** \_\_\_\_\_

**Comments** (the following factors contributed to this recommendation; attach supporting documentation if appropriate):

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Telephone)

\_\_\_\_\_  
(City, State, ZIP Code)

\_\_\_\_\_  
(E-mail)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**Return to:** U.S. Board on Geographic Names  
[BGNEXEC@usgs.gov](mailto:BGNEXEC@usgs.gov)  
Telephone: (703) 648-4552  
12201 Sunrise Valley Drive  
Mailstop 523  
Reston VA 20192-0523