

BURNSVILLE TOWN COUNCIL
AGENDA
Regular Meeting - Thursday, March 3, 2022, 6pm
Burnsville Town Center

1. Adoption of Agenda
2. Public Comment
3. Consideration of Minutes
 - a. Regular meeting held on February 3, 2022
4. Public Hearings
 - a. New Subdivision Ordinance draft
 - b. ABC parking Zoning Ordinance text amendment
 - c. Tony Ford Zoning map amendment
5. Presentations
 - a. Fair Housing Analysis of Impediments for CDBG-I - Michelle Ball High Country COG
6. Manager's Update - Heather Hockaday
 - a. Discussion of ARPA grant
 - i. Interlocal agreement with the County
 - b. DOT 19E Improvements and Landscaping update
 - c. Consideration of Brunch Bill Ordinance
 - d. Town Center Area C lease agreement
 - e. Discussion of Budget schedule
 - f. Discussion of reasons and policy change to vacation leave
 - g. Tax Report - Pursuant to G.S. 105-369(a), *Tax Delinquent Report* dated February 28, 2022 is provided as an update of uncollected revenues.
7. Clerk's Update - Chad Fox
 - a. Amendments to Employee Handbook
 - i. Holidays
 - ii. Vacation leave
 - b. Bike and Pedestrian Steering Committee update
 - c. Employee evaluations
 - i. Set dates for Manager and Clerk evaluations
8. Department Updates
 - a. Public Works - Shane Dale
 - b. Finance - Leslie Crowder
 - i. Budget vs. Actual dated February 28, 2022, previously provided to Council
 - ii. Water refund
 - iii. Budget schedule
 - c. Fire Department - Niles Howell
 - d. Police Department - Brian Buchanan

- e. Zoning/Code Enforcement - Brian Buchanan
 - i. 676 W. Main St. project update
- f. Burnsville Town Center - Corbin Cooper

9. Council Members' Reports

10. Updates from Advisory Boards and Non-Profits

- a. Economic Development Commission - Jamie McMahan
- b. Yancey/Burnsville Chamber of Commerce - Christy Wood
- c. American Red Cross - Joe Ventrice
 - i. American Red Cross Month Proclamation
- d. High Country Council of Governments

11. Closed Session

12. Next Town Council Meeting - April 7, 2022, 6pm

13. Adjourn

BURNSVILLE TOWN COUNCIL
Regular Meeting - Thursday, February 3, 2022, 6pm

On Thursday, February 3, 2022, the Burnsville Town Council with Mayor Russell Fox, members Judy Buchanan, Denise Collier, Randy Ollis, and Bill Wheeler present, held a regular meeting at the Burnsville Town Center. Also in attendance were Town staff members Heather Hockaday, Niles Howell, Shane Dale, Brian Buchanan, Leslie Crowder, Chad Fox, and Corbin Cooper; and visitors Jody Higgins, Joe and Karen Ventrice, James and Amanda Keith, Chris Hall, Christy Wood among others. Mayor Fox, who presided, called the meeting to order at 6pm and stated that the purpose of the meeting was to conduct business for the month of February 2022. The meeting was streamed live for the public on the Burnsville Town Center's YouTube Channel.

Adoption of Agenda - Councilor Judy Buchanan moved to adopt the agenda as presented. Councilor Randy Ollis seconded the motion, which carried.

Public Comment

- Joe Ventrice, with the American Red Cross, discussed being added to next month's agenda to present a proclamation for American Red Cross month. He also mentioned a critical blood shortage and upcoming events that encourage blood donations.

Consideration of Minutes - Minutes from a regular meeting held on January 3, 2022 and a special meeting held on January 10, 2022 were considered. Councilor Bill Wheeler made a motion to approve both sets of minutes as read. Councilor Denise Collier seconded the motion, which carried. All were in agreement.

Public Hearings - There were no public hearings.

Presentations

- Discussion of "Brunch Bill" (G.S. 160A-205.3) - James Kieth from Nu Wray Inn and Chris Hall of Cast Iron Kitchen were present to discuss how an ordinance approving an expansion of hours on Sundays for alcohol service could affect their businesses and others. Mr. Kieth said that there is demand for the additional service hours and he and the other establishments would like to be able to meet it. Mr. Hall said that the two additional hours could add \$1000 in revenue and two additional staff members per week. They also mentioned the additional jobs and tax revenue as the change would affect gas stations and groceries stores as well as offer restaurants new promotional opportunities.

Mayor Fox opened the floor for discussion. The council was unanimous in its support and instructed staff to bring an ordinance in support of the Brunch Bill to the March regular meeting for a vote.

Manager's Update - Heather Hockaday

FEMA process update - Town Manager Heather Hockaday reported that revised estimates from the engineer have been submitted addressing questions that FEMA had about initial estimates. Funding was approved for a project that involved damages to a waterline on Mitchell Branch, a fence at Baker's Creek Pump Station, and the primary water intake camera. She said there are several stages of review and that the weekly calls will continue.

Dogwood Health Trust ARPA Advantage Grant update - The \$2.5 million grant for updates to studies and plans such as the Asset Management Plan, Capital Improvement Plan, and GIS Mapping is progressing. RFP's and RFQ's for engineering services have been finalized and will be released soon for responses. A committee will be created to score the proposals and award the projects.

Discussion of ARPA funding standard allocation - The US treasury has issued a final rule on how to spend ARPA money. Mrs. Hockaday said that since Burnsville is receiving less than \$10 million, the money can be put into the general fund adding flexibility to how the money is spent. Mayor Fox mentioned that one advantage is the money could possibly be used for street improvements which are difficult to get money for.

Consideration of ARPA policy for allowable cost and cost principles policy - Mrs. Hockaday has attended weekly School of Government office hours where the School has been presenting policies to ensure local governments are following federal procurement and spending rules. She prepared a policy based on the recommendation of the School of Government. She said more will be coming as the School puts them out. Judy Buchanan made a motion to approve the *Policy for Allowable Costs and Cost Principles for Expenditure of American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Funds by North Carolina Governments*. Bill Wheeler seconded the motion, all were in favor.

Mrs Hockaday presented a resolution authorizing the Mayor or Town Manager to execute an engineering service contract between the Town of Burnsville and Civil Design Concepts for the Little Leaf Farm's waterline project. The Town has partnered with the County on the \$1 million Golden Leaf grant for site work. The Town has also applied for EDA and ARC grants but they are still in process. Rfq's were sent out and scored, with CDC being chosen from the applicants. CDC has submitted a preliminary engineering report for the EDA and ARC grants. Bill Wheeler made a motion to approve the *Resolution Authorizing The Execution Of Engineering Services Contract Between The Town Of Burnsville And Civil Design Concepts For A Water And Sewer Line Extension To Little Leaf Farms, LLC*. Judy Buchanan seconded the motion, all were in agreement.

The Burnsville Pavement Condition Survey Draft Report from JMT was previously provided to the Town Council. The report covered the 11 miles of pavement that the Town maintains, stating that about 85% of the roads are in satisfactory condition. Mrs. Hockaday highlighted the report's prioritization of maintenance and said that staff will soon meet to develop a plan on how to best use the information. Council expressed how impressed they were with the valuable information. She said she would relay the feedback so a final report could be submitted.

Tax Report - Pursuant to G.S. 105-369(a), *Tax Delinquent Report* dated January 31, 2021 was provided as an update of uncollected revenues. Mrs. Hockaday said that she felt the \$63,000 outstanding in both personal and real property is a good place to be by the end of January. Judy Buchanan made a motion to approve a *Resolution Ordering The Advertising Of Delinquent Real Estate Property Tax Lien*. Bill Wheeler seconded, motion carried.

Clerk's Update - Chad Fox

Town Clerk Chad Fox presented a resolution in support of the High Country COG Workforce Development Board area. Bill Wheeler made a motion to approve the *Town Of Burnsville, NC Resolution On Statewide Workforce Board Realignment* requesting that the NC Department of Commerce and NC Works Commission retain the current boundaries of the High Country Local Workforce Development Areas and Board. Randy Ollis seconded the motion. All were in agreement.

Amendments to Employee Handbook - A resolution to make amendments to the Holiday and Vacation leave sections of the Employee Handbook were tabled until Mar 3, 2022 for further discussion with employees.

Events on the Town Square - Mr. Fox presented a list of events that the Town sponsors each year. Mrs. Hockaday explained the details of sponsorship and the policies that determine what events are

eligible. Mayor Fox made a motion to sponsor the list of events. Judy Buchanan seconded, motion carried.

Department Updates

1. Public Works - Public Works Director Shane Dale discussed needed repairs at the Pine Swamp WWTP. The gear drive on the .5 plant sweep arm has gone out and Town staff, along with the ORC, have added a pump to keep the plant operating as normal. The gear drive has been looked at but a comparable replacement has been difficult to locate because the original manufacturer is out of business. Other issues of late have included large amounts of snow removal and efforts to locate a large water leak, made difficult by recent snow melt and rain. Mayor Fox extended a thank you to the Public Works crew for their hard work during the recent snow storms.
2. Finance - Leslie Crowder
 - a. Budget vs. Actual dated January 31, 2022 was previously provided to Council.
 - b. Project Ordinance amendment - Finance Officer Leslie Crowder presented a project ordinance amendment to the smaller administration grant for the W. Main Sewer interceptor project. The amendment accounted for \$5500 being moved from the administration line to environmental review line, with no changes to the overall amount. Bill Wheeler moved to approve the *Grant Project Ordinance for CDBG #16-I-3154*. Denise Collier seconded, motion carried.
 - c. Budget amendment #6 for FY 20/21- The amendment accounted for revenue from the selling of a Police Department vehicle and insurance funds from damage done by a school bus to a pump house. Adjustments were also made for the expenses of repairs to police vehicles and the pump house. Mayor Fox made a motion to approve the budget amendment. Randy Ollis seconded the motion, which carried..
 - d. Audit Contract FY 21/22 - Previously provided to Council, the contract includes a single audit, audit preparation, and financial statements. Judy Buchanan made a motion to approve the *Contract To Audit Accounts* with S. Gillespie, P.A. Denise Collier seconded the motion, which carried.
3. Fire Department - Fire Chief Niles Howell presented a monthly call summary and reported that most calls were outside of the district. Chief Howell said that the department received a NC Forest Service grant used for portable radios for their trucks and that air pack testing was also completed recently. A discussion of improving safety for fire department vehicles entering traffic at the 4-lane was had.
4. Police Department - Police Chief Brian Buchanan - Passed out an activity report with slower call volume due to snowy weather.
5. Zoning/Code Enforcement - Zoning Administrator Brian Buchanan informed the Council of three items that had previously gone before the Planning Board and would need dates set for public hearings. He gave a brief overview of updates to the 1969 Subdivision Ordinance, a Zoning Ordinance text amendment dealing with a higher requirement of parking at the ABC store, and a rezoning request from Tony Ford near Bowditch St.

Mr Buchanan requested a date be set for all three public hearings. Judy Buchanan moved to set March 3, 2022 for all three public hearings. Bill Wheeler seconded the motion, which carried.

6. Burnsville Town Center - Corbin Cooper updated the Council on upcoming events for February, saying he has 18 events booked so far.

Council Members' Reports

- Councilor Denise Collier mentioned last month's Travel & Tourism meeting and commended the great job that Christy Wood with the Chamber and Bridge The Gap Marketing were doing to engage customers and tourists. She also recognized the Town Clerk and Town website for helping to drive traffic to the Explore Burnsville website.
- Randy Ollis talked about his completion of the Essentials of Government class, saying how much he enjoyed the experience and all of the valuable information.

Updates from Advisory Boards and Non-Profits

- Yancey/Burnsville Chamber of Commerce - Chamber Director Christy Wood said that, in the last year, the Visitor Center saw more than 7000 visitors, and another 18,000 through their website. She mentioned recent events such as an Annual Members' Dinner and several upcoming events such as a sweethearts stroll, a restaurant week, another leadership program with Health and Human Services, a Business Builders Breakfast, a Business after hours, and a remote work networking event. She also said that Crafts Fair planning has begun and thanked the Town for their support.

Closed Session - There was no closed session.

Next Town Council Meeting - March 3, 2022, 6pm

Adjourn - With there being no further business, Randy Ollis moved to adjourn the meeting at 7:06 pm. Bill Wheeler seconded the motion, meeting adjourned.

J. Chad Fox, Town Clerk

T. Russell Fox, Mayor

Town of Burnsville

Russell Fox, *Mayor*
Chad Fox, *Town Clerk*
Heather Hockaday
Town Manager



Councilors:
Judy Buchanan
Denise Collier
Bill Wheeler
Randy Ollis

Zoning Administrator Report

Re: Subdivision Ordinance Revision

The Comprehensive Land Use Plan that was adopted by the Town of Burnsville in 2019 listed several goals within the Town to be accomplished in the coming years. One of these goals was a revision of our Subdivision Ordinance for the Town of Burnsville. Over the past several months staff has undertaken the task of revising our Subdivision Ordinance which has been in effect since 1969.

Copies of the revision were provided to both the Town Council and the Planning Board on 1/7/21 for their review. On 1/11/21 the Planning Board unanimously approved the revision with only minor typographical changes.

Brian Buchanan

Zoning Administrator

BURNSVILLE PLANNING BOARD RECOMMENDATION
SUBDIVISION ORDINANCE FOR THE TOWN OF BURNSVILLE

WHEREAS, on December 11, 2021 the Burnsville Town Council referred to the Burnsville Planning Board a proposed Subdivision Ordinance to replace the Town's current Subdivision Ordinance which was adopted in 1969; and

WHEREAS, the Zoning Administrator for the Town of Burnsville presented to the Planning Board the proposed Subdivision Ordinance for their review and comment; and

WHEREAS, upon review of the proposed Subdivision Ordinance and pursuant to NCGS 160D-604 the Burnsville Planning Board shall advise, comment and make written recommendation to the Town Council regarding the adoption of the proposed text amendments and whether the proposed amendments are consistent with any comprehensive land use plan that has been adopted by the Town Council; and

WHEREAS, the Burnsville Planning Board recommends that the Burnsville Town Council approve the Subdivision Ordinance by a vote of 5 to 0.

NOW, THEREFORE, THE BURNSVILLE PLANNING BOARD HEREBY RECOMMENDS AS FOLLOWS:

1. That the proposed Subdivision Ordinance is reasonable and in the public interest and is consistent with the goals and recommendations of the Burnsville Comprehensive Land Use Plan 2021 in that the Plan recommends an overhaul of the Burnsville Subdivision Ordinance.
2. That the Planning Board recommends that the Burnsville Town Council approve the proposed subdivision Ordinance as written (☒) or with the following revisions:

(See additional pages attached)

This the 11th day of January, 2022.

ATTEST:

J. Cruz
Clerk

Burnsville Planning Board

Paul H. Bradley

Approved as to form:

Heather H. Frazier
Attorney

Consented to (yes/no):

Planning Board Members:

Jerrie Storie-	<u>4</u>
Martin Stankus-	<u>4</u>
Robert Byrd-	<u>4</u>
Paul Bradley-	<u>4</u>
Jeanne Martin-	<u>4</u>

Town of Burnsville

Russell Fox, *Mayor*
Chad Fox, *Town Clerk*
Heather Hockaday
Town Manager



Councilors:
Judy Buchanan
Denise Collier
Bill Wheeler
Randy Ollis

Zoning Administrator Report

2/22/21

Re: Text Amendment Application

I have reviewed the enclosed application for a text amendment to the Zoning Ordinance Section 1213 concerning off street parking requirements for new projects within the Town.

The current ordinance requirement for Alcoholic Beverage Sales Store is 1 parking space for every 200 square foot of floor space. This requirement is significantly higher than the requirement within the same section for regular retail sales which is 1 parking space for every 333 square foot of floor space.

After conversations with other Town Staff and the Manager of the local ABC Store it would seem that the demand for parking at an ABC store would normally be less than that of a regular retail establishment due mainly to the smaller amount of time that customers typically spend within the business purchasing items. ABC store sales are typically more direct sales with the customer spending less time in the store deciding on their purchase than normal retail. This would lead to less demand for parking spaces rather than a greater need.

The current sketch plans I have reviewed for the proposed ABC store location would meet the requirement for regular retail parking but is having some difficulty meeting the greater requirements currently imposed by our ordinance on Alcoholic Beverage Sales Store.

It is for these reasons that I would recommend the Town to remove the requirements for parking from Alcoholic Beverage Sales Store from Section 1213 which would allow the ABC store to be regulated as regular retail with regards to the parking space requirement.

On 1/11/22 The Burnsville Planning Board met for their regular session and voted unanimously to approve the recommendation to the Burnsville Town Council that this amendment be made to the Zoning Ordinance.

Brian Buchanan

Zoning Administrator

PLANNING BOARD'S WRITTEN RECOMMENDATION OF THE BURNSVILLE TOWN COUNCIL OF
THE COUNCIL TO APPROVE APPLICATION A001-22 REQUESTING A TEXT
AMENDMENT TO SECTION 1213 "Off Street Parking" OF THE ZONING ORDINANCE OF THE
TOWN OF BURNSVILLE, NORTH CAROLINA

WHEREAS, the Zoning Administrator has received an application from Brian Franklin, Manager for the Burnsville ABC store requesting a text amendment to the Burnsville Zoning Ordinance, Section 1213 regarding required parking spaces for an ABC store; and

WHEREAS, pursuant to NCGS 160D-604 the Planning Board shall review and make written comment to the Town Council on any amendment to any zoning regulation, including comment on whether the proposed amendment is consistent with any adopted comprehensive land use plans for the Town of Burnsville; and

WHEREAS, the Burnsville Planning Board held a regular business meeting on January 11, 2022 the same being duly noticed as required by North Carolina Statute; and

WHEREAS, the Burnsville ABC Board has acquired property located at 701 West Main Street and within planning jurisdiction of the Town of Burnsville. The Board has submitted plans to construct a new ABC Store on the property. The property is currently in the C-2 zoning district; and

WHEREAS, the applicant requests that section 1213 "Off Street Parking" of the Town of Burnsville's Zoning Ordinance be amended as follows:

The parking space requirements for Alcoholic Beverage Sales Store be amended to read "One (1) space for each 333 square feet of gross floor area".

WHEREAS, the Town's Zoning Administrator reported to the board that under the current language of the ordinance there is a discrepancy between amount of parking spaces required for commercial retail businesses in the C-2 zoning district and parking spaces required for an ABC Store in the same district. ABC Store customers typically would utilize parking spaces for shorter periods of time than normal commercial retail establishments; and

WHEREAS, the 2021 Burnsville Comprehensive Land Use Plan contains an in depth parking study and makes a recommendation (15) that off-street parking requirements be lowered for commercial businesses. Therefore, the text amendment request to make the parking requirements for ABC Stores conform to the same standards as other retail commercial business is consistent with the Town's Comprehensive Land Use Plan; and

WHEREAS, the Burnsville Planning Board recommends that the Burnsville Town Council approve the text amendment by a vote of 5 to 0.

NOW, THEREFORE, THE BURNSVILLE PLANNING BOARD HEREBY FINDS AND RECOMMENDS AS FOLLOWS:

1. That the proposed change to the text of the Burnsville Zoning Ordinance is consistent with the 2021 Burnsville Comprehensive Land Use Plan.
2. The Burnsville Planning Board recommends that the Burnsville Town Council approve the proposed text amendment to section 1213 of the Burnsville Zoning Ordinance as requested in the application before the Board by a vote of 5 to 0.

Read, approved and adopted this the 11th day of January, 2022.

BURNSVILLE PLANNING BOARD:

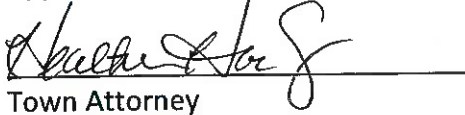
By: 

Chair

ATTEST:


CLERK

Approved as to form:


Town Attorney



Town of Burnsville Application for Zoning Map or Text Amendment

OWNER/APPLICANT NAME: Brian Franklin / ABC Board APPLICATION DATE: 12-21-21
PHONE NUMBER: 828-682-4880 MAILING ADDRESS: RD Box 1127

Application is made to the Town Council of Burnsville to amend:

- ☐ The Zoning Map
☒ The text of the Zoning Ordinance

APPLICATION TO AMEND ZONING MAP

PROPERTY ADDRESS:

PIN:

LOT AREA (acres):

CURRENT ZONING DISTRICT:

PROPOSED ZONING DISTRICT:

APPLICATION IS NOT COMPLETE WITHOUT A BOUNDARY SURVEY DEPICITING:

- ☐ Total acreage
- ☐ Current owner(s) and date of survey
- ☐ Property location relative to streets
- ☐ North arrow
- ☐ Existing easements, rights of way, or other restrictions on the property
- ☐ Areas located within the floodplain
- ☐ Natural terrain of 15% or greater grade
- ☐ Adjoining property owners, addresses, and Yancey County PINs

APPLICATION TO AMEND TEXT

SECTION(S) OF TOWN OF BURNSVILLE ZONING ORDINANCE TO AMEND: SECTION 1213

PROPOSED CHANGE TO TEXT (attach additional documentation if necessary):

REMOVE REQUIREMENT FOR PARKING FOR ALCOHOLIC BEVERAGE SALES
REVERT REQUIREMENT TO REGULAR RETAIL SALES

JUSTIFICATION OF PROPOSED AMENDMENT(S) (attach additional pages if necessary):

ADDITIONAL PARKING REQUIREMENT IS UNNECESSARILY PROHIBITIVE



Town of Burnsville Application for Zoning Map or Text Amendment

I certify that the above information is accurate and true and that I
am the owner or a duly appointed agent of the owner.

SIGNATURE OF
APPLICANT

DATE:

12-21-21

It is the applicant's responsibility to obtain a copy of the Town of Burnsville
Zoning Ordinance and to be fully aware of the regulations detailed therein.

OFFICE USE ONLY

OFFICE USE ONLY			
FEE: \$	DATE PAID:	CHECK	CASH

Town of Burnsville

Russell Fox, *Mayor*
Chad Fox, *Town Clerk*
Heather Hockaday
Town Manager



Councilors:
Judy Buchanan
Denise Collier
Bill Wheeler
Randy Ollis

Zoning Administrator Report

Re: Zoning Map Amendment for Bowditch Street

An application for an amendment to the Town of Burnsville Zoning Map was submitted on 12/20/21 by Anthony Ford of Ford and Ford Rentals, LLC. This application requests that the parcel with PIN# 0801433067700 on Bowditch Street have its zoning designation changed from R10 to C-2.

The parcel itself is a triangular plot listed in size as .93 acres and is currently bordered on one side of the property by the C-2 Zoning district. The other two edges of the property are border the R-10 zoning district

The future land use map for the Town of Burnsville lists this parcel as residential in use. Mr. Ford has stated he would like to have the zoning designation changed for this property to increase the potential to sell the parcel to someone who might develop the property.

The property itself is vacant as has never had a structure on the property listed within the Yancey County GIS system.

Two larger parcels adjoining the property are owned by Ingles Markets for their Sav-Mor location and Yancey Housing Limited Partners which is Valley Place Apartments, a multifamily complex. Three other adjoining properties are First Citizens Bank, a residential property owned by Zheng Fa and Chen Qiao Zhen Ping, and an apartment complex owned by Hollace Larsen.

I have included the survey for the property provided by Mr. Ford along with the current zoning map with the property highlighted and the future land use map with the property highlighted.

The Planning Board met on 1/11/22 and voted 4-1 to recommend the amendment to the Zoning map. Discussions for the amendment noted that the property had sat vacant for a long period of time and was bordered on two sides by commercial property while factors weighing against the recommendation were the topography of the land set it apart from the commercial areas and there are some residential areas that also abutted the property.

Brian Buchanan

Zoning Administrator

PLANNING BOARD'S WRITTEN RECOMMENDATION OF THE BURNSVILLE TOWN COUNCIL OF
THE COUNCIL TO APPROVE APPLICATION A002-22 REQUESTING AN
AMENDMENT OF THE OFFICIAL ZONING MAP FOR THE TOWN OF BURNSVILLE, NORTH
CAROLINA

WHEREAS, the Zoning Administrator has received an application (Ford Map Amendment) requesting an amendment to the Official Zoning Map for the Town of Burnsville on a parcel depicted in the map attached hereto as Exhibit A and identified as follows:

PIN: 080143306700
ADDRESS: Address not assigned
OWNER: FORD AND FORD RENTALS, LLC (ANTHONY FORD)

WHEREAS, the applicant is requesting that the zoning designation for the subject property be changed from R-10 residential district to C-2 commercial district; and

WHEREAS, pursuant to NCGS 160D-604 the Planning Board shall review and make written comment to the Town Council on any amendment to any zoning regulation, including comment on whether the proposed amendment is consistent with any adopted comprehensive land use plans for the Town of Burnsville; and

WHEREAS, the Burnsville Planning Board held a regular business meeting on January 11, 2022 the same being duly noticed as required by North Carolina Statute; and

WHEREAS, the 2021 Burnsville Comprehensive Land Use Plan studied the need for infill development within the Town. A map of parcels suitable for infill development was created and the applicants' property was included as a site suitable for infill development. The future zoning map in the Land Use Plan shows the applicant's property as remaining classified within the R-10 district; however, its location to adjacent commercial development would also suggest a zoning designation of C-2 commercial would not be detrimental to surrounding property owners; and

WHEREAS, the Burnsville Planning Board recommends that the Burnsville Town Council approve the proposed map amendment by a vote of 4 to 1.

NOW, THEREFORE, THE BURNSVILLE PLANNING BOARD HEREBY FINDS AND RECOMMENDS AS FOLLOWS:

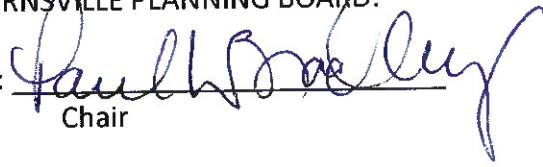
1. That the proposed amendment to the Official Zoning Map for the Town of Burnsville is consistent with the 2021 Burnsville Comprehensive Land Use Plan.
2. The Burnsville Planning Board recommends that the Burnsville Town Council approve the proposed map amendment before the Board by a vote of 4 to 1.

Read, approved and adopted this the 11 day of January, 2022.

BURNSVILLE PLANNING BOARD:

By:

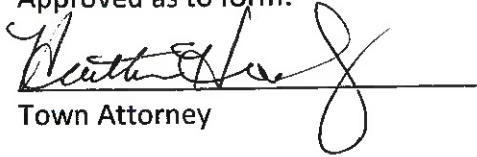
Chair

A handwritten signature in blue ink, appearing to read "Paul H. Bailey", written over a horizontal line.

ATTEST:

A handwritten signature in black ink, appearing to read "J. Cruz", written over a horizontal line.
CLERK

Approved as to form:

A handwritten signature in black ink, appearing to read "Heather", written over a horizontal line.
Town Attorney



\$ 250.00

Town of Burnsville Application for Zoning Map or Text Amendment

OWNER/APPLICANT NAME: Ford Ford Realty LLC APPLICATION DATE: 12/30/2021
PHONE NUMBER: 828 284-3169 MAILING ADDRESS: 725 West Main St
Burnsville, NC
28714

Application is made to the Town Council of Burnsville to amend:

- ☒ The Zoning Map
☐ The text of the Zoning Ordinance

APPLICATION TO AMEND ZONING MAP

PROPERTY ADDRESS: Bowditch St. (Vacant Land)

PIN: 08201433067700

LOT AREA (acres): .93 deeded / .73 calcu later

CURRENT ZONING DISTRICT: Res - To Dual use Com/Res

PROPOSED ZONING DISTRICT: Dual purpose Com/Res

APPLICATION IS NOT COMPLETE WITHOUT A BOUNDARY SURVEY DEPICITING:

- ☐ Total acreage
☒ Current owner(s) and date of survey
☒ Property location relative to streets
☒ North arrow
☒ Existing easements, rights of way, or other restrictions on the property
☒ Areas located within the floodplain
☒ Natural terrain of 15% or greater grade
☐ Adjoining property owners, addresses, and Yancey County PINs

APPLICATION TO AMEND TEXT

SECTION(S) OF TOWN OF BURNSVILLE ZONING ORDINANCE TO AMEND:

PROPOSED CHANGE TO TEXT (attach additional documentation if necessary):

JUSTIFICATION OF PROPOSED AMENDMENT(S) (attach additional pages if necessary):



Town of Burnsville Application for Zoning Map or Text Amendment

I certify that the above information is accurate and true and that I
am the owner or a duly appointed agent of the owner.

Anthony Ford for Ford & Ford Realty LLC
SIGNATURE OF
APPLICANT

DATE: *12/30/2021*

It is the applicant's responsibility to obtain a copy of the Town of Burnsville
Zoning Ordinance and to be fully aware of the regulations detailed therein.

OFFICE USE ONLY			
FEE: \$ <i>250.00</i>	DATE PAID: <i>12/30/21</i>	CHECK <input checked="" type="checkbox"/>	CASH <input type="checkbox"/>

Ordinance No. _____

**AN ORDINANCE TO ALLOW THE SALE OF ALCOHOIC BEVERAGES BEFORE NOON ON SUNDAYS
AT LICENSED PREMISES**

WHEREAS, on June 29, 2017 the North Carolina General Assembly enacted Senate Bill 155, entitled "An Act to Make Various Changes to the Alcoholic Beverage Commission Laws;" and

WHEREAS, Section 4 of the Ratified Senate Bill 155 has been signed into law effective June 30, 2017, and authorizes city and county governments to adopt an ordinance to allow alcohol sales beginning at 10 am on Sundays; and

WHEREAS, by enacting Senate Bill 155 North Carolina joins 47 other States in allowing alcohol service before noon on Sunday; and

WHEREAS, Sunday morning alcohol service will allow the hospitality community and retail merchants in our Town to meet the needs of their customers, benefitting the Town's small business community, bringing people into the downtown business district earlier in the day, creating local jobs and generating increased tax revenues for the Town and County.

NOW, THEREFORE, BE IT ORDAINED by the Town Council for Burnsville, North Carolina as follows:

1. That pursuant to the authority contained in NCGS 160A-205.3, the sale of malt beverages, unfortified wine, fortified wine, and mixed beverages is allowed in the Town of Burnsville beginning at 10:00 A.M. on Sunday pursuant to the licensed premises' permits issued under NCGS 18B-1001.
2. That this ordinance is effective upon its adoption.

Adopted this the ____ day of March, 2022.

ATTEST

TOWN OF BURNSVILLE

J. Chad Fox, Clerk

BY: _____
T. Russell Fox, Mayor

APPROVED AS TO FORM

Town Attorney

**A RESOLUTION TO AMEND THE TOWN OF BURNSVILLE EMPLOYEE HANDBOOK ADOPTED ON
FEBRUARY 2, 2017**

WHEREAS, on February 2, 2017 the Burnsville Town Council adopted an Employee Handbook by resolution to create guidelines for a system of administration of the Town's personnel and work force; and

WHEREAS, from time to time the Town Council may amend the Employee Handbook to make corrections, changes or create additional provisions; and

WHEREAS, the Town Council desires to amend the Employee Handbook as shown in Exhibit A attached hereto as if fully incorporated herein for the purpose of clarifying the Town's holiday schedule and rollover of vacation hours.

NOW, THEREFORE, IT IS HEREBY RESOLVED:

1. The Employee Handbook for the Town of Burnsville is hereby amended to include the changes to the Town's holiday schedule and rollover of vacation hours described in Exhibit A attached hereto as if set forth fully herein.
2. Officers of the Town are authorized to make the necessary changes to the Employee Handbook as proscribed under this resolution.

This the ____ day of _____, 2022.

T. Russell Fox, Mayor

ATTEST:

J. Chad Fox, Town Clerk

Approved as to form:

Town Attorney

EXHIBIT "A" to a resolution amending the Town of Burnsville's Employee Handbook dated February 3, 2022

1. Employee Handbook Amendment
Page 40

Holidays

~~The Town of Burnsville observes 11 holidays each year:~~

- ~~1. New Year's Day~~
- ~~2. Martin Luther King Day~~
- ~~3. Good Friday~~
- ~~4. Memorial Day~~
- ~~5. Independence Day~~
- ~~6. Labor Day~~
- ~~7. Veteran's Day~~
- ~~8. Thanksgiving~~
- ~~9. Day after Thanksgiving~~
- ~~10. Christmas Eve~~
- ~~11. Christmas Day~~

The Town of Burnsville shall follow the holiday calendar schedule established by the State of North Carolina and appearing on the NC State Human Resource's Controller's website www.oshr.nc.gov. ~~(www.osc.nc.gov)~~ shall be followed. The holiday hours paid shall be eight (8) hours.

In order to be eligible for holiday pay, an employee must have been in pay status for a full regularly scheduled workday before and after the holiday, unless excused by the department head.

2. Employee Handbook Amendment
Page 42

Vacation Leave upon Separation

An employee who has successfully completed the six month probationary period and provided at least two weeks' notice prior to the effective date of the resignation will be paid for accumulated vacation time upon separation not to exceed the 30 days or 240 hours **and beginning January 1, 2023 this amount shall not exceed 20 days or 160 hours, starting January 1, 2023. Beginning January 1, 2023, any amount** accrued over the 160 hours will be transferred to the employee's sick leave **balance.** ~~and paid out as sick leave time upon separation from the Town.~~ An employee failing to give the two-week notice **prior to a resignation** may forfeit payment for accumulated vacation leave. The notice requirement may be waived by the Administrator if it is deemed that it is in the best interest of the Town for the employee to leave sooner. Employees who are terminated shall receive payment for accumulated vacation leave not to exceed the 240 hour maximum allowed; **and beginning January 1, 2023 this amount shall be 160 hour maximum allowed.**

Upon the death of an employee while employed by the Town, ~~his/her estate will be entitled to payment of all accumulated vacation leave~~ **shall be paid to the administrator or executor of the employee's estate. In the absence of an administrator or executor the leave shall be paid to the Clerk of Superior Court in the County where the employee resides at the time of death.**



PROCLAMATION
American Red Cross Month
March 2022

WHEREAS, the American Red Cross, the humanitarian organization that eases people's suffering during life's emergencies in Burnsville, across the United States and around the world; and

WHEREAS, the American Red Cross Chapter serving Western North Carolina Chapter has a long history of helping our neighbors in need by delivering shelter, care and hope during disasters; making our community safer through its lifesaving Home Fire Campaign; providing lifesaving blood; teaching skills that save lives; and supporting military, veterans, and their families; and

WHEREAS, we thank and honor the selfless volunteers, dedicated employees and generous supporters who make this compassionate work possible; and

WHEREAS, last year in Western North Carolina, 327 active volunteers responded to 195 local disasters; trained 6,691 people in disaster preparedness; installed 271 smoke alarms; collected more than 24,963 units of blood; and provided 530 services to military members and their families; and

WHEREAS, people in our community depend on the American Red Cross, whose lifesaving mission is powered by the devotion of volunteers, generosity of donors and partnership of community organizations.

NOW, THEREFORE, I, Russell Fox, Mayor of Burnsville, by virtue of the authority vested in me by the Constitution and laws of the Town of Burnsville and North Carolina, do hereby proclaim March 2022 as Red Cross Month. We dedicate the month of March to all those who support its vital work to prevent and alleviate human suffering in the face of emergencies. I encourage all Americans to support this organization and its noble humanitarian mission.

T. Russell Fox, Mayor

ATTEST:

Chair of the Board

Todd McNeill
Vice-Chair

468 New Market Blvd.
Boone, NC 28607

www.hccog.org



Doug Matheson
Secretary

Phone: 828-265-5434

Dennis Aldridge
Treasurer

Fax: 828-265-5439

**Executive Board Meeting
February 21, 2022 | 7:00 p.m.
HCCOG Board Room**

I. CALL TO ORDER AND INVOCATION

Todd McNeill, Executive Board Vice- Chairman

II. WELCOME NEW EXECUTIVE BOARD MEMBER

Todd McNeill, Executive Board Vice- Chairman

III. CONSIDERATION OF DECEMBER 2021 MINUTES [ACTION]

Todd McNeill, Executive Board Vice- Chairman

IV. FINANCIAL MATTERS

Julie Page, Finance Officer

- Financial Highlights as of December 31, 2021 [ACTION]
- Budget Amendment #4 [ACTION]
- Grant Project Ordinance [ACTION]

V. ARC FUNDING UPDATE

(10 minutes)

David McRae, NC ARC Assistant Program Manager

VI. WORKFORCE DEVELOPMENT BOARD REALIGNMENT UPDATE

(15 minutes)

Chet Mottershead, Assistant Secretary of Workforce Solutions

VII. OMBUDSMAN ANNUAL REPORT

(10 minutes)

Stevie John, Regional Long Term Care Ombudsman

VIII. RECESS OF HCCOG EXECUTIVE BOARD SESSION AND CONVENING OF REGION D DEVELOPMENT CORPORATION SESSION [ACTION]

(10 minutes)

Phil Trew, Planning and Development Director

- Consideration of February 15, 2021 Minutes [ACTION]

IX. CLOSING OF REGION D DEVELOPMENT CORPORATION SESSION AND OPENING OF HCCOG EXECUTIVE BOARD SESSION [ACTION]

Phil Trew, Planning and Development Director

X. REPORT FROM THE NOMINATING COMMITTEE

Charles E. Vines, Nominating Committee Chair

- Officer Nominations and Elections [ACTION]

XI. RESOLUTION IN SUPPORT OF THE HIGH COUNTRY WORKFORCE DEVELOPMENT BOARD REGION [ACTION]

Julie Wiggins, Executive Director

XII. REPORT FROM THE ADVISORY COMMITTEE & EXECUTIVE DIRECTOR

(10 minutes)

Julie Wiggins, Executive Director

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

XIII. BOARD MEMBER COMMENTS

XIV. CHAIRMAN'S COMMENTS

XV. OTHER BUSINESS

XVI. PUBLIC COMMENT

XVII. ADJOURNMENT [ACTION]

**HIGH COUNTRY COUNCIL OF GOVERNMENTS
EXECUTIVE BOARD MEETING
DECEMBER 20, 2021
MINUTES**

The Executive Board of the High Country Council of Governments (HCCOG) met December 20, 2021, 7:00pm, at the High Country Council of Governments Office in Boone. The following members were present at the meeting: Charles E. Vines, Eddie Settle, Jeff Whitson, Andrew Soots, Otis Church, Bill Osborne, Bill Wheeler, Derek Roberts, Doug Matheson, Dennis Aldridge, Wes Brinegar, Kevin Reece, Jim Blevins, Rocky Buchanan, Tim Futrelle, Tom Hartman, Larry Fontaine, Paul Robinson Jr., and Todd McNeill. The following staff and guests were present at the meeting: Keith Elmore, Julie Wiggins, Julie Page, Jeff Hedrick, Phil Trew, and Victoria Potter. The following guests joined via Zoom: Alan Thompson and Keith Deveraux.

CALL TO ORDER AND INVOCATION

Vice-Chairman McNeill welcomed everyone to the High Country Council of Governments December Executive Board meeting. Vice-Chairman McNeill called on Dennis Aldridge to lead the invocation and Eddie Settle to lead the board in the Pledge of Allegiance.

WELCOME TO NEW MEMBERS

Vice-Chairman McNeill welcomed four new members to the Executive Board including: Mayor Tim Futrelle, Town of Boone, Councilman Bill Wheeler, Town of Burnsville, Mayor Derek Roberts, Town of Newland, Commissioner Otis Church, Town of North Wilkesboro.

CONSIDERATION OF MINUTES

Charles E. Vines made a motion to approve the November 15, 2021 Executive Board minutes. Dennis Aldridge seconded the motion. Motion carried.

FINANCIAL MATTERS

Financial Highlights

Finance Officer, Julie Page presented the Financial Highlights as of November 30, 2021 (Attachment A) and reviewed year to date revenues versus expenditures and balances.

Eddie Settle made a motion to approve the Financial Highlights as of November 30, 2021. Doug Matheson seconded the motion. Motion carried.

HCCOG AUDIT PRESENTATION

Alan Thompson, TPSA CPAs commended the board and HCCOG staff for a clean audit report (Attachment B). Mr. Thompson reported that there were no findings and that the HCCOG financials are good and better than they have been in some time.

WORKFORCE DEVELOPMENT BOARD RE-ALIGNMENT UPDATE

Keith Elmore, Wilkes County Commissioner and Chief Elected Officer for the Workforce Development Consortium Board discussed the potential Workforce Development Board (WDB) Re-Alignment that the state is looking into that would decrease WDBs across the state from 23 to 8. The state is currently studying the workforce development regions and will use the outcome of that study (expected February 9th) to make recommendations on realigning (with prosperity zones), and potentially consolidating, the state's Workforce Development Boards. Mr. Elmore said that Chet Mottershead, Assistant Secretary of Workforce Solutions volunteered to come up and present

the study findings to the Executive Board. This re-alignment raises concerns of losing local control and decision making within the current WDB region as well as losing funding and staff from the WDB department and local NCWorks Career Centers. Mr. Elmore noted that the High Country Workforce Development Consortium Board is opposed to this re-alignment because of the negative impact it would have on workforce services in our region. Keith Deveraux, Workforce Development Board Director, discussed the impacts this re-alignment would have and that ultimately this is not good for our rural counties and will affect services tremendously. Mr. Deveraux also noted that a draft resolution and meetings with state legislators is in the works. There was much discussion amongst Executive Board members on this re-alignment. Vice-Chairman McNeill said that the Advisory Committee supports and recommends that HCCOG staff draft a resolution so that each local government in the region can review and consider adopting in support of retaining the High Country's existing seven-county workforce area. In February the Executive Board will vote to adopt the same resolution. Dennis Aldridge made a motion for HCCOG staff to draft a resolution for local governments in the region to adopt in support of retaining the High Country's existing seven-county workforce area. Jeff Whitson seconded the motion. Motion carried.

WORKERS COMPENSATION RESOLUTION

Julie Wiggins, Executive Director explained that in 2016 the HCCOG housed a Senior Community Service Employment Program (SCEP) and employed part-time employees. Because of this, the NC League of Municipalities (NCLM) would not cover our Workers Compensation, so we switched to a new provider. The HCCOG hasn't administered the SCEP in years which allows for the opportunity to move our workers compensation coverage back to the NCLM. Our current policy expires at the end of January 2022. NCLM has offered to provide coverage for the remainder of the fiscal year and pick us up for the next fiscal year for less cost. Executive Board support is needed to go into this self-insured insurance pool with the signed resolution (Attachment C) and interlocal agreement (Attachment D). Wes Brinegar made a motion to approve the Workers Compensation Resolution. Charles E. Vines seconded the motion. Motion carried.

REPORT FROM THE ADVISORY COMMITTEE AND EXECUTIVE DIRECTOR

Julie Wiggins, Executive Director commended Finance Officer, Julie Page for a clean audit and apologized for not having received the hard copies of the audit summary in time but will send it out electronically. Ms. Wiggins noted that the building permit was approved by the Town of Boone for our grading project coming up in Spring 2022. Ms. Wiggins echoed Vice-Chairman McNeill's welcome to the new Executive Board members. The Executive Board Orientation Manual will be updated in March and everyone will receive a copy.

BOARD MEMBER COMMENTS

Wes Brinegar discussed how valuable HCCOG has been to the Town of Sparta and encouraged other member governments to utilize the services offered. Mr. Brinegar mentioned how Phil Trew, Planning and Development Director helped the Town of Sparta receive \$7 million dollars

in state funding and presented Mr. Trew with a "Key to the City." Dennis Aldridge mentioned that Avery County recently received CDBG grant funding again thanks to the Planning and Development department.

ADJOURNMENT

As there were no other comments or business, Wes Brinegar made a motion to adjourn. Doug Matheson seconded the motion. Motion carried. Meeting adjourned at 7:59 pm.

Vice-Chairman, Todd McNeill

Clerk to the Board, Victoria Potter

Date _____

Chair of the Board

Todd McNeill
Vice-Chair

468 New Market Blvd.
Boone, NC 28607

www.hccog.org



Doug Matheson
Secretary

Dennis Aldridge
Treasurer

Phone: 828-265-5434

Fax: 828-265-5439

FINANCIAL HIGHLIGHTS February 21, 2022, Executive Board Meeting

JANUARY 31, 2022		
		2021
Total Fund Balance - Governmental Funds		\$ 1,602,480
Restricted Fund Balance - GF		\$ 360,862
Assigned Fund Balance - GF		\$ 219,359
Unassigned Fund Balance - GF		\$ 1,022,259
	2022	
Total Expenditures - YTD	\$2,992,800	\$5,572,839
Total Fund Balance as % of General Fund Expenditures*	22.47%	28.76%
Unassigned Fund Balance as % of General Fund Expenditures*	14.33%	18.34%
*FY2022 Budget Expenditures \$7,131,640	FISCAL YEAR 2021-2022	
	BUDGET	ACTUAL
Total Revenue		
General	\$ 237,716	\$ 215,365
Planning/Development	\$1,017,666	\$ 574,004
Area Agency on Aging	\$3,167,961	\$1,387,527
Workforce Development	\$2,708,297	\$ 695,631
	\$7,131,640	\$2,872,526
Total Expenditures		
General	\$ 237,716	\$ 184,582
Planning/Development	\$1,017,666	\$ 533,353
Area Agency on Aging	\$3,167,961	\$1,506,772
Workforce Development	\$2,708,297	\$ 768,093
	\$7,131,640	\$2,992,800
Revenues over (under) expenditures		\$ (120,274)
Cash Balances		
Operating Account	\$ 196,809	
NCCMT Account	\$1,330,340	
	\$1,527,149	

NOTES:

Budget Amendment #4

Grant Project Ordinance – CDC Vaccine Grant

The financial information in the report reflects the HCCOG's overall financial position for the fiscal year through January 31, 2022 and is for the management discussion purposes only.

Julie Page, Finance Officer
February 16, 2022

BE IT RESOLVED by the Board of High Country Council of Governments that the following amendment be made to the Budget Resolution for the fiscal year ending June 30, 2022.

SECTION 1: REVENUES BY SOURCE

AREA AGENCY ON AGING FUND

Federal	\$	66,130.00
TOTAL AREA AGENCY ON AGING FUND	\$	66,130.00

WORKFORCE DEVELOPMENT FUND

Federal	\$	36,068.00
TOTAL WORKFORCE DEVELOPMENT FUND	\$	36,068.00

TOTAL REVENUES BY SOURCE	\$	102,198.00
---------------------------------	----	------------

SECTION II: EXPENDITURES BY PROGRAM

SPECIAL REVENUE FUNDS

Area Agency on Aging Fund	\$	66,130.00
Workforce Development Fund	\$	36,068.00
TOTAL SPECIAL REVENUE FUNDS	\$	102,198.00

TOTAL EXPENDITURES BY PROGRAM	\$	102,198.00
--------------------------------------	----	------------

FY2021-2022 ORIGINAL BUDGET	\$	7,161,778.00
Budget Amendment #1 8-16-2021	\$	130,791.00
Budget Amendment #2 10-18-2021	\$	(254,053.00)
Budget Amendment #3 11-15-2021	\$	93,124.00
Budget Amendment #4 2-21-2022	\$	102,198.00

TOTAL AMENDED BUDGET FY2022	\$	7,233,838.00
------------------------------------	----	--------------

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

_____ AND SECONDED BY _____

THIS THE _____ DAY OF _____ 2022.

Todd McNeill, Vice-Chair of the Board

Doug Matheson, Secretary



**HIGH COUNTRY COUNCIL OF GOVERNMENTS
GRANT PROJECT ORDINANCE
Expanding Access to COVID-19 Vaccines**

BE IT ORDAINED by the Council of the High Country Council of Governments, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1. The project authorized "Expanding Access to COVID-19 Vaccines" is described in the Notification of Grant Award between this unit and the North Carolina Division of Aging and Adult Services. The purposes of this grant include, but are not limited to disseminating credible information about COVID-19 vaccines to older adults in our jurisdiction and identifying those who may need help getting a COVID-19 Vaccination.

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant documents, the rules and regulations of the North Carolina Division of Aging and Adult Services and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete this project:

CDC – Vaccine Grant	41,765
---------------------	--------

Section 4. The following amounts are appropriated for the project:

Salaries	15,974
Fringe Benefits	6,389
Indirect Expense	12,523
Advertising	3,600
Supplies	2,779
Mileage	250
Postage	250
TOTAL	<u>41,765</u>

Section 5. The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant agreement and federal and state regulations.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7. The Finance Officer is directed to report annually on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this Council.

Section 9. Copies of this Ordinance shall be furnished to the Clerk, Council, Budget Officer and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

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

AND SECONDED BY _____
THIS THE _____ DAY OF _____ 2022.

Todd McNeill, Vice-Chair of the Board

Doug Matheson, Secretary

Regional Long-Term Care Ombudsman

Program: At a Glance 2021



Overview

The High Country Area Agency on Aging Regional Long Term Care Ombudsman Program serves seven counties: Alleghany, Ashe, Avery, Mitchell, Watauga, Wilkes, and Yancey. One ombudsman serves the seven county region. There are currently 26 long term care facilities in the region that are comprised of 11 adult care homes, 4 family care homes, and 11 nursing homes.

Complaint Data and Trends

A total of 62 cases and 92 complaints were filed during Federal Fiscal Year 2021 (FFY 2021). Complaint outcomes were as follows: fully or partially resolved (61), not resolved (15), and withdrawn (16). The five most common complaint categories were:

- Other rights and preferences
 - Visitors
 - Environment
- Dignity and respect
- Discharge or eviction

Program Assistance and Facility Visitation

- 51 visits to long term care facilities by ombudsman and CACs (28 to nursing homes, 20 to adult care homes, 3 to family care homes)
- 353 advocacy and general activities conducted by the ombudsman.
- 3 training sessions to the CACs.
- 5 in-service training sessions were delivered to facilities
- 6 community education sessions (residents' rights, aging sensitivity, elder abuse, etc.)
- 172 benefits, rights, and regulations activities by the ombudsman
- 52 provider consults

Community Advisory Committee

There are 9 CACs in the High Country which include joint CACs, nursing home CACs, and adult care home CACs. Currently, there are 24 volunteers serving in their respective counties. Duties of the CAC include quarterly and friendly visits as well as staying current with issues and policies affecting long term care residents.

CACs provided
336 hours of
service and drove
127 miles to
advocate for
residents in their
communities

Alleghany- 5 vacancies
Ashe- 3 vacancies
Avery- 5 vacancies
Mitchell- 2 vacancies

Watauga ACH- 3 vacancies
Watauga NH- 4 vacancies
Wilkes ACH- 3 vacancies
Wilkes NH- 4 vacancies
Yancey- 5 vacancies

REGION D DEVELOPMENT CORPORATION (RDDC)
FEBRUARY 15, 2021
MINUTES OF THE FULL MEMBERSHIP

The Region D Development Corporation Full Membership met February 15, 2021, 7:00pm, virtually via Zoom. The following members were present at the meeting: Robert L. Johnson, Brenda Lyerly, Eddie Settle, Johnny Riddle, Andrew Soots, Todd McNeill, Kelly Melang, Doug Matheson, Dennis Aldridge, Bill Osborne, Wes Brinegar, Kevin Reece, Rocky Buchanan, Tom Hartman, Rennie Brantz, Larry Fontaine, and Valerie Jaynes.

Phil Trew, Planning and Development Director gave a brief background and overview of the Region D Development Corporation and that it was established in 1983 as a nonprofit arm of the High Country Council of Governments (HCCOG). Mr. Trew also noted that the RDDC has not delivered any small business loans or incentives since 2015. Mr. Trew spoke of the RDDC investment in Mountain Bizworks in August 2017. This \$40,000 investment pays 3% interest over the course of seven years. Mr. Trew also listed the current board of directors: Bill Osborne, Alleghany County, Jim Blevins, Ashe County, Kelly Melang, Avery County, Vern Grindstaff, Mitchell County, Larry Fontaine, Watauga County, Andrew Soots, Wilkes County, and Theresa Coletta, Yancey County. As of January 2021, the RDDC has \$17,977 in the bank and the investment with Mountain Bizworks is to only be used in the seven high country counties. Since that investment, they have completed 30 small business loans at approximately 1.3 million dollars. The investment nets the RDDC \$1200 per year in interest.

CONSIDERATION OF FEBRUARY 17, 2020 MINUTES

After discussion and approval by the HCCOG attorney, Jeff Hedrick of only needing one motion to approve the minutes and close the RDDC session, Larry Fontaine made a motion to approve the RDDC Minutes for February 17, 2020 and to close the Region D Development Corporation session and re-convene the HCCOG Executive Board session. Robert L. Johnson seconded the motion. Motion carried.

RDDC Board President

RDDC Staff, Phil Trew

Date _____

High Country Unique Active Loan Clients

As of 2022-02-15 10:54:38 Eastern Standard Time/EST • Generated by Chris Grasinger

Filtered By

Show: All accounts

Total Active Loan Balance-Core greater than 0

Account Name	County	Total Active Loan Balance
Molley Chomper, L.L.C.	Ashe	\$261,660.35
Ashe Home Care Inc.	Ashe	\$7,850.65
New Appalachia, LLC	Watauga	\$26,258.25
Bluebird Exchange, LLC	Watauga	\$19,225.48
Wildwood Community Market, LLC	Watauga	\$197,222.78
Full Moon Farm	Watauga	\$6,855.80
Dean Sullins Wrecker Service	Mitchell	\$6,794.48
MG Roberts USA, LLC We're Good Sports	Watauga	\$41,264.80
Shorties Inc.	Yancey	\$98,231.73
Olivers Provisions LLC	Ashe	\$13,405.97
Matthew Byrd Brushy MTN. String Works	Wilkes	\$10,077.19
Tarpestry, LLC	Watauga	\$32,335.94
Muddy Creek Enterprises, LLC	Alleghany	\$49,796.66
Welcome Juniper, LLC	Watauga	\$34,790.17
David on the Corner, Incorporated	Mitchell	\$212,853.26
Blue Flare Productions LLC	Watauga	\$358.06
PJ's Counseling, PLLC	Avery	\$1,531.83
BFR Beef, Inc.	Watauga	\$36,554.31
Penny Lynn Luckraft Chappell Business Strategies	Alleghany	\$3,691.43
Big Brose' Family BBQ	Watauga	\$23,819.00
Radiant Well-Being, LLC	Watauga	\$45,058.83
Bent Apple Restaurants LLC Pie on the Mountain	Ashe	\$23,744.61
Total	Sum	\$1,481,211.34
	Count	22

Chair of the Board

Todd McNeill
Vice-Chair

468 New Market Blvd.
Boone, NC 28607

www.hccog.org



Doug Matheson
Secretary

Phone: 828-265-5434

Dennis Aldridge
Treasurer

Fax: 828-265-5439

HIGH COUNTRY COUNCIL OF GOVERNMENTS RESOLUTION ON STATEWIDE WORKFORCE BOARD REALIGNMENT

A resolution of the High Country Council of Governments formally requesting the North Carolina Department of Commerce, NC Works Commission, retain the boundaries of the High Country Local Workforce Development Area in its final recommendations for statewide realignment of Local Workforce Development Areas (LWDAs)/Local Workforce Development Boards. The High Country Local Workforce Development Area is comprised of Alleghany, Ashe, Avery, Mitchell, Watauga, Wilkes, and Yancey Counties. The High Country Council of Governments, also comprised of Alleghany, Ashe, Avery, Mitchell, Watauga, Wilkes, and Yancey Counties, does not support any final recommendation that separates these seven counties, merges them into larger areas, or consolidates other LWDAs into the High Country.

WHEREAS, the High Country Local Workforce Development Area is the designated planning and administrative area to receive funds from the Workforce Innovation and Opportunity Act (WIOA) for Alleghany, Ashe, Avery, Mitchell, Watauga, Wilkes, and Yancey Counties; and

WHEREAS, the High Country Workforce Development Consortium members, comprised of Local Elected Officials, are the designated recipients of WIOA funds for the High Country LWDA and charged with the oversight and implementation of WIOA programs and activities within the High Country LWDA; and

WHEREAS, the High Country Workforce Development Consortium appoints the members of the High Country Workforce Development Board, and selects the High Country Local Workforce Development Area Fiscal Agent and Administrative Entity for the area; and

WHEREAS, the High Country Workforce Development Consortium supports local and regional workforce solutions to address common issues or opportunities, coordinate state and federal program service delivery in the High Country Workforce Development Area, and build strategic partnerships to improve the prosperity of the seven counties within the consortium; and

WHEREAS, the High Country Local Workforce Development Area was designated by the North Carolina Division of Workforce Solutions based on factors such as common community growth patterns anchored by metropolitan and micropolitan statistical areas, shared labor pools, commuting patterns, coordinated economic development strategies, regional alignment with state and federal programs and services, and empowered to carry out programs and services that are of mutual interest to member governments within the High Country Local Workforce Development Area; and

WHEREAS, the High Country Council of Governments serves as the fiscal agent and administrative entity for WIOA programs; and

WHEREAS, the High Country Council of Governments serves as the designated Economic Development District (EDD) through the U.S. Department of Commerce: Economic Development Administration (EDA), and the Local Development District (LDD) through the Appalachian Regional Commission (ARC); and

WHEREAS, the High Country Workforce Development Consortium, the High Country Workforce Development Board, and the High Country Council of Governments work together to align the Comprehensive Economic Development Strategy (CEDS) to improve the High Country Local Workforce Development Area's workforce infrastructure, and to provide a skilled workforce for area job seekers and employers,

NOW, THEREFORE, BE IT RESOLVED, that the High Country Council of Governments formally requests to retain its current designation, geographic boundary, and appointed entities to carry out WIOA programs and activities, and that we do not support any final recommendation that separates these seven counties, merges them into larger areas, or consolidates other LWDAs into the High Country Local Workforce Development Area.

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

_____ AND SECONDED BY _____

THIS THE ____ DAY OF FEBRUARY, 2022.

Chair

Secretary