

## BOARD OF COMMISSIONERS

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### AGENDA REGULAR SESSION DECEMBER 4, 2023

7:00 p.m.

*Mitchell County Administration Building, Commissioners' Conference Room  
Bakersville, North Carolina*

1. **CALL TO ORDER**

2. **WELCOME/REMINDER TO SILENCE MOBILE DEVICES**

3. **INVOCATION**

4. **PLEDGE OF ALLEGIANCE**

5. **ETHICS AWARENESS AND CONFLICT OF INTEREST REMINDER:**

*In accordance with the State Government Ethics Act, it is the duty of every Board member to avoid both conflicts of interest and appearance of conflict. Does any board member have any known conflicts of interest or appearances of conflict with respect to any matters coming before the Board? If so, please identify the conflict or appearance of conflict and refrain from any undue participation in the particular matter involved.*

6. **ADDITIONS OR CHANGES TO THE AGENDA**

7. **ADOPTION OF AGENDA**

## **8. BOARD ORGANIZATION AND APPOINTMENTS**

- A. Election of Chairman**
- B. Election of Vice-Chairman**
- C. Board Appointments**

### **Clayton Roberts**

Northwest Housing Authority  
Peer Review  
Bakersville Library Board  
Mitchell County Fire Association

### **Jeff Harding**

Mitchell County Chamber of Commerce  
Toe River Health District  
Mitchell County Fire Association  
CCPT- Community Child Protection Team  
EDC- Economic Development Foundation

### **Steve Pitman**

Spruce Pine Main Street  
Mayland Community College Board of Trustees  
Region D Executive  
Mitchell County Development Foundation

### **Harley Masters**

E-911 Advisory Committee  
Mitchell County Council of Aging  
Mitchell County TDA  
High Country RPO Transportation Authority

### **Brandon Pittman**

Parks & Recreation Advisory Board  
Vaya Health Commissioner's Board  
CCPT- Community Child Protection Team  
JCPC

**9. APPROVAL OF MINUTES**

*\*November 6, 2023*

**10. REPORTS/PRESENTATIONS**

- A. Tax Collector's Report
- B. Employee of the Month

**11. ITEMS FOR DISCUSSION**

- A. Adoption of 2024 Meeting Schedule
- B. Library Board Appointment
- C. Bowman Facility Needs Assessment
- D. Cook Engineering Contract Negotiation
- E. Budget Amendment #2
- F. MOA Amendment & Warranty Deed
- G. Capital Project Ordinance
- H. Budget Amendment #3

**12. CONSENT AGENDA**

- A. Property Tax Refunds/Releases/Discoveries – November 2023
- B. Vehicle Tax Refunds/Releases – November 2023
- C. Letter of Support-Mayland Dental Assisting Program
- D. Letter of Advocacy-Mitchell County Foster Youth

**13. FINANCE OFFICER'S REPORT**

**14. COUNTY MANAGER'S REPORT**

**15. CLERK'S REPORT**

**16. CLOSED SESSION**

**17. PUBLIC COMMENTS/BOARD COMMENTS**

**18. ADJOURNMENT**