

**MINUTES
TRANSYLVANIA COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING – DECEMBER 12, 2005**

The Board of Commissioners of Transylvania County met in regular session on Monday, December 12, 2005, 7:00 p.m., in the large courtroom of the county courthouse. Chairman Ray Miller presided over the meeting until the election of new officers was made. The meeting was called to order at 7:00 p.m. There were approximately 35 people in the audience.

Commissioners present were Jason Chappell, Jeff Duvall, David Guice, Ray Miller and Kelvin Phillips.

Staff members present were Manager Artie Wilson, Attorney David Neumann, Finance Director Gay Poor, Planning and Economic Development Director Mark Burrows, County Planner Mike Thomas, Solid Waste Director Jeff Brookshire, Personnel Director Sheila Cozart, Transportation Director Keith McCoy, Library Director Anna Yount, Elections Director Judy Mathews, Deputy Tax Collector Genelle Chapman, Cooperative Extension Director Eric Caldwell, Emergency Services Coordinator David McNeill, EMS Director Bobby Cooper, Parks and Recreation Director Rick Pangle, Richard Fry, Tax Assessor David Reid and Clerk to Board Kimberly Conover.

Media: *Transylvania Times* – Stephen Sacco; *Mountain Life* – Jane Roehrs

PUBLIC COMMENT (sign-in required)

There were no comments from the public.

APPROVAL OF MINUTES

As set forth in the March 1, 2001 Rules of Procedure, the first order of business at the first meeting in December of odd-numbered years shall be the approval of minutes. Chairman Miller requested the approval/correction of minutes of the November 28, 2005 regular meeting.

Commissioner Duvall moved to approve the minutes of the November 28, 2005 regular meeting as submitted, seconded by Commissioner Guice and unanimously carried.

ELECTION OF OFFICERS

At the first regular meeting in December of each odd-numbered year, the second order of business shall be the election of the chairman and vice chairman for the ensuing year. Chairman Miller presided during the election of officers and called for nominations for chairman.

Commissioner Miller nominated Commissioner Guice to serve as chairman, seconded by Commissioner Duvall.

There were no other nominations from the floor. **By a vote of three to two, Commissioner W. David Guice was elected chairman for 2006.**

Commissioner Miller called for nominations for vice chairman. **Commissioner Guice nominated Commissioner Duvall for vice chairman, seconded by Commissioner Miller.**

There were no other nominations from the floor. **By a vote of three to two, Commissioner Jeff Duvall was elected vice chairman for 2006.**

Chairman Guice took the gavel and thanked the board of commissioners for the honor.

PUBLIC HEARING

FY 2006-2007 Community Transportation Application to be submitted to the North Carolina Department of Transportation

Chairman Guice announced that the board of commissioners was conducting a public hearing regarding the proposed Community Transportation Application to be submitted to the NC Department of Transportation by December 16, 2005 for fiscal year 2006-2007. The total amount requested for administration and capital assistance includes \$130,353 in federal and state funds, and a local matching share of \$22,927.

Mr. Keith McCoy, Transportation Director, reported that the Community Transportation Program provides assistance to coordinate existing transportation programs in operation in Transylvania County, as well as providing transportation options and services for the communities within this service area. These services are currently provided using fixed routes, deviated routes and demand response. Services are rendered by vans, volunteers and the local taxi operator. The application has been available to the public for inspection at the Community Services building.

The chairman called for comments from the public. Mr. John Huggins asked what services as far as public transportation were included. The transportation director explained the different services that are provided. Mr. Mason Sexton suggested that the county not provide transportation to illegal aliens in our community and was told that most of the clients are agency clients. Chairman Guice remarked that this is an important service to our community.

As there were no further comments received, Chairman Guice closed the public hearing at 7:10 p.m.

AGENDA MODIFICATIONS

No agenda modifications were made.

Commissioner Duvall moved to approve the agenda as presented, seconded by Commissioner Phillips and unanimously carried.

PRESENTATIONS

AUDIT REPORT FOR FY 2004-2005

Finance Director Gay Poor introduced Mr. Terry Andersen of Carland and Andersen Inc., Certified Public Accountants, who presented the Comprehensive Financial Report for FY 2004-2005. He stated that the county continues to be in sound financial condition. The two reports previously presented in the past have been combined into one report.

Based on the audit, the auditor's opinion was that the general purpose finance statements as shown in the Comprehensive Annual Financial Report presents fairly in all material respects the financial position of Transylvania County, North Carolina, as of June 30, 2005, and the results of its operations and cash flows of its proprietary and similar trust fund types for the year then ended in conformity with accounting principles generally accepted in the United States. (The audit letter is attached as part of these minutes. The complete report is on file in the county finance office.)

The audit did note certain matters involving internal controls and operating efficiency that could be improved. The auditor's recommendations were 1) to consider budget amendments to appropriately reflect transfers to the project funds in order to be in compliance with general statutes relating to budgeting, and to properly reflect the intention that the capital projects be paid for through transfers,

2) that revenues related to the sale or disposal of capital assets be recorded as revenue not as a reduction in expenditures or expenses that are not related to those particular assets, and 3) to continue planning for the eventual financing of the closure and post-closure costs of the landfill cells 1 through 4.

Mr. Andersen thanked the finance director, the manager and county staff for their assistance during the preparation of this report.

Commissioner Miller moved to approve the FY 2004-2005 Audit, seconded by Commissioner Chappell and unanimously carried.

RECOGNITION OF TRANSYLVANIA COUNTY UNITED WAY CAMPAIGN

This year, Transylvania County employees and county boards pledged a total of \$18,046, 36% above last year and \$4,046 above the goal set for this year. Mr. Steve Pulliam, Transylvania County United Way Director, stated that special recognition goes to Mr. David Reid, Tax Assessor, for chairing the county effort. Mr. Reid visited all departments and entertained employees with a song and dance routine. He was very instrumental in spreading the word of why United Way works in Transylvania County. Mr. Pulliam presented a plaque to Mr. Reid for his efforts in spearheading the county employee campaign.

The chairman expressed the appreciation of the board of commissioners to all county employees and county boards that participated in this year's campaign. There was a special thanks to Mr. Reid, Sheila Cozart and Carson Griffin for their efforts.

OLD BUSINESS

LOCAL LANDMARK DESIGNATION – ALLISON-DEAVER HOUSE AND HANCKEL-BARCLAY HOUSE

On Monday, November 28, 2005, the board of commissioners conducted a public hearing on the proposed designation of the Allison-Deaver House and Hancknel-Barclay House as local historic landmarks, as required by local ordinance. The manager presented Ordinances 31-05 and 32-05 designating the Allison-Deaver House (William Deaver House) and the Hancknel-Barclay House (Chestnut Hill), respectively, as local historic landmarks in Transylvania County for the commissioners' consideration. Mr. Mike Thomas, County Planner, added that there were two questions posed on the report received from the state on the Hanckel-Barclay House, which have been answered.

Commissioner Duvall moved the approval of Ordinances 31-05 and 32-05, designating the Allison-Deaver House and the Hanckel-Barclay House as local historic landmarks (attachments as part of these minutes), seconded by Commissioner Phillips and unanimously carried.

(Mr. Thomas Joyce, a Transylvania County resident, interrupted the meeting to say that he lost power and he is fed up with power being out at his home and asked for help. The manager left the meeting to address the situation.)

CHANGE ORDER FOR NEW LIBRARY

The seeding alternatives for the lawn of the new library were discussed at the last commissioners' meeting. The board of commissioners asked that the manager obtain quotes for hydro-seeding the area versus using sod. The quotes for hydro-seeding approximately 54,000 square feet are as follows:

Cowart	\$4,850
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Randy Searcy	\$3,700
Girmann's	\$3,950
Carolina Mulch	\$5,297

The manager reported that we also received two additional quotes on sod from Randy Searcy at \$22,356 and Mr. Patillio at \$18,000 (\$3.00/sq yd). The manager noted that he is still trying to see if it would be more economical to buy the sod and have someone else install it.

Mr. Richard Fry, landscape horticulturist for the county, was asked for a recommendation and he said he would recommend sod installation at this time because of the lateness of the installation. If laid now, germination of the seed would be sparse or nonexistent. Using sod would reduce the amount of mud that would be brought into the library during this wet season.

Mr. Mason Sexton suggested that a combination of hydro-seeding and sod would be a better alternative and recommended that we get a one-year guarantee on the sod. He believes there has been a lack of planning and foresight that has put the county in the position of having to make a decision to sod instead of seeding the area.

Mr. John Huggins suggested that perhaps winter rye or winter wheat could be sown and that railings could be put up as protective barriers until the grass has grown enough to be walked on. He feels that someone should be held responsible for this. Mr. Fry responded that we need turf grass not pasture grass for the library. There was discussion about the grasses that could be used for the project. According to Mr. David Watkins, we owe it to the community to have the area look nice and be serviceable for the people of the community when the new library is opened.

Commissioner Phillips reported that he called a company (Apple Country) that does sod and hydro-seeding. According to the owner at Apple Country, he would do neither because of the approaching cold season and the likelihood that the seed would rot. Additionally, sod companies will not guarantee the sod.

Following a discussion on the best way to proceed, **Commissioner Miller moved to authorize the manager to proceed with sod installation, seconded by Commissioner Duvall.**

There was continued discussion about whether to sod the area. Commissioner Phillips asked where the figure of 54,000 square feet came from and was told that the library project manager and the superintendent from H&M calculated the area.

The motion carried by a vote of 3 to 2 (Commissioners Phillips and Chappell voted no).

NEW BUSINESS

RESOLUTION APPLYING FOR COMMUNITY TRANSPORTATION FUNDING GRANT

On Monday, December 12, 2005, a public hearing was held regarding a proposed application for funding for the FY 2006-2007 Community Transportation Program in Transylvania County. This grant provides eighty-five percent (85%) funding for administrative expenses and ninety percent (90%) funding for capital costs. The total amount of administrative costs is \$151,980, with \$1,300 of capital costs. The total amount of grant funds requested is \$130,353, which requires a local match of \$22,927. This is the annual application that is made to help fund the transportation service program in the county.

Commissioner Chappell moved to approve the FY 2006-07 Community Transportation Program Resolution 35-05 (attachment as part of these minutes), seconded by Commissioner Phillips and unanimously approved.

SALARY EQUITY FOR COOPERATIVE EXTENSION

The state legislature awarded North Carolina State University a special allotment to address pay inequities for university and Cooperative Extension employees statewide. The NCSU/Cooperative Extension is asking counties to match this increase by the percentage, 45%, that is in the cooperative agreement signed by the counties. Some counties across the state have delayed this equity increase to the beginning of the next fiscal year, others have made it retroactive to July 1, 2005, and others like our neighboring county, Henderson County, have made it effective January 1, 2006.

The normal increases given for a legislative increase, merit increase and starting salary match total \$4,156 and were effective July 1, 2005. The equity increase, if implemented July 1, 2005, would amount to \$12,806. If implemented January 1, 2006, the equity increase would amount to \$6,403. Since Transylvania and Henderson Counties share some Cooperative Extension employees, the manager recommended that Transylvania County authorize the equity increase to be effective January 1, 2006, the same time as Henderson County has authorized the change. The total cost of these changes would amount to \$11,872. Monies for this change would come out of the pay-for-performance funds budgeted.

Commissioner Miller moved to authorize salary equity increases for Cooperative Extension employees effective January 1, 2006, with funds to come from the monies budgeted for pay-for-performance. The motion was seconded by Commissioner Duvall and unanimously carried.

TRANSFER OF VAN TITLE TO TRANSYLVANIA VOCATIONAL SERVICES

Transportation Director Keith McCoy reported that, in the past, the county leased a lift-equipped van to Transylvania Vocational Services (TVS). The van is a 1994 Dodge with mileage of 42,348 as of October 3, 2005. This van was purchased specifically for TVS services and leased to them by the county, and they have been paying for the insurance and maintenance on the van. The Department of Transportation (DOT), however, is no longer allowing systems to lease vehicles for agency use.

In 2001, the county did something similar with a 2000 van, except that it required TVS to pay the required match for a new van. Because of the policy by the DOT, that 2000 van has subsequently been turned back over to the county. Based on this, staff has concluded that TVS has, in essence, paid the required match for one van. The manager pointed out that one could say that if the county does not donate the van to them, then the county should give the match back to TVS. In order to allow the van to continue to be used by TVS, Manager Wilson has recommended that the vehicle be donated to Transylvania Vocational Services.

Commissioner Duvall moved to authorize the transfer of the 1994 Dodge van to Transylvania Vocational Services, seconded by Commissioner Phillips and unanimously carried.

DONATION OF EMS EQUIPMENT TO MOUNTAIN AREA TRAUMA REGIONAL ADVISORY COUNCIL (MATRAC)

Currently, the county has five MRL 360 SLx Monitor/Defibrillators that are being used for training

purposes only. The units, while still functional, are technologically outdated and can be used only by someone at the paramedic level. Therefore, this precludes the use by the county's first responder program. EMS Director Bobby Cooper stated that the monitors are about ten years old and have a used value of approximately \$850; however, we would be lucky to get \$150 for our machines.

The county has received a request from the Mountain Area Trauma Regional Advisory Council (MATRAC) for three of these units. The primary function of this agency is to set up an alternate care facility and/or provide additional contamination capabilities when needed.

Commissioner Miller moved to donate three MRL 360 SLx Monitor/Defibrillators to MATRAC, seconded by Commissioner Duvall and unanimously approved.

ORGANIZATIONAL CHANGE IN SOLID WASTE

It is a policy of the county when a vacancy occurs to re-examine how we do things before filling that vacancy. This has been done in solid waste and the following changes have been proposed, to become effective Monday, December 12, 2005:

- Jeff Brookshire to be appointed Solid Waste Director
- Eliminate the position of Solid Waste Operations Supervisor
- Upgrade one driver to a Lead Driver's position, and
- Upgrade one site attendant to a Lead Site Attendant's position.
- The changes will require approximately sixteen (16) hours of additional part-time per week

These changes result in annual savings of approximately \$45,000. It is believed that we can maintain current services with these changes.

Commissioner Duvall moved to approve the organizational changes in the solid waste department as recommended, to be effective December 12, 2005. The motion was seconded by Commissioner Phillips and unanimously approved.

CHANGE IN BYLAWS FOR THE TRANSYLVANIA COUNTY RECREATION ADVISORY BOARD

Parks and Recreation Director Rick Pangle reported that the Transylvania County Recreation Advisory Board has recommended changes to their by-laws as follows:

- Article III a – Regular meetings of the Transylvania County Recreation Advisory Board shall be held on the **third Tuesday of each month and shall be held at the Silvermont Mansion on East Main Street or other designated area.**
- Article IV c – The Secretary shall be provided by the Transylvania County Board of Commissioners and shall serve without voting capacity. **In the absence of a secretary, the County shall provide a tape recorder for the purpose of documenting minutes.**
- Article V c – The Secretary shall notify members of all meetings, keep a permanent record of the proceedings of all meetings and send a copy of the proceedings of each meeting to each member and each member of the Transylvania County Board of Commissioners prior to the next meeting.
- Article VI – the Director of the Transylvania County Department of **Parks and Recreation**
- Article VI a, be and c:
 - a. The Director of the Transylvania County **Parks and Recreation** Department shall be the Chief Administrative Officer of the Transylvania County Department of Recreation.
 - b. The Director shall be the Agent of the County and to that end shall supervise the operation of all Transylvania County Department of **Parks and Recreation**

activities.

- c. The Director shall submit a detailed report of the activities and administration of the program of the Transylvania County Department of **Parks and Recreation** to the Transylvania County Recreation Advisory Board at each regular meeting of the board. A copy of the above shall be given to the Transylvania County Board of Commissioners.

- Article VII b 2 – Long Range Planning – 5 members

It shall be the duty of the Long Range Planning Committee to study the long range recreation needs of the County and to formulate a recommended program for the next five years. The committee will study the need, use, demand and availability of all areas and facilities owned, used, leased, or proposed to be acquired, leased or used by the Transylvania County Department of **Parks and Recreation**.

Commissioner Guice moved to approve changes to the bylaws of the Transylvania County Recreation Advisory Board as recommended, seconded by Commissioner Chappell and unanimously carried.

NEW POSITION – COUNTY ENGINEER/PROJECT MANAGER

As the county begins the design of the public safety facility and other construction projects, the manager believes that it will be of value to the county to have its own engineer staff person to be involved in the entire process. It is envisioned that this person will help with the design and construction oversight of the new public safety facility, the animal shelter, and renovations to the old library, administration building, etc.

The manager reported that many firms, for a premium price, offer this type of assistance during construction. In fact, during the construction of the new library, we contracted with a local individual to oversee the day-to-day construction activities. During this time, we have used this same person to design and oversee the construction of the new server room, to redesign the white goods pad at solid waste and to help with the design of the interconnection of buildings with fiber.

Personnel Director Sheila Cozart was asked to develop a job description (attachment as part of these minutes) and salary range for this position. Mrs. Cozart's recommendation is that the position should be a salary grade 31 with a range of \$46,297 to \$67,131. If approved, we will advertise for this position and start interviews as soon as possible.

There was discussion on the matter to clarify some issues. The manager sees this as an ongoing position, which will be less expensive in the long run than paying for an onsite contract person. Not only could an engineer be useful during the county's upcoming construction projects, but could be beneficial for ongoing projects at the landfill and throughout the county for many different projects. Commissioner Phillips expressed concern that the services of an engineer will be needed on an ongoing basis. Maybe the position should be short term, giving us a chance to look at the need for the position for the long run. He suggested that we might be able to eliminate the need for this person with the use of detailed bids.

Commissioner Miller moved to authorize the approval of the county engineer/project manager position, with funds for this position to come from the cost reduction in the building permitting department and from a re-organization in the solid waste department whereby we will not fill a vacant position. The motion was seconded by Commissioner Duvall and approved with a vote of 3 to 2 (Commissioners Phillips and Chappell voted no).

REQUEST FOR ADDITION TO STATE MAINTAINED SECONDARY ROAD SYSTEM

The North Carolina Department of Transportation has received two petitions from the residents of Illahee Hills requesting the addition of two roads to the state-maintained secondary road system. These two roads are Eagle Circle and Mockingbird Lane. Resolution 36-05 (attachment as part of these minutes) was presented for the commissioners' consideration.

Commissioner Chappell moved to approve Resolution 36-05, seconded by Commissioner Phillips and unanimously carried.

BONDS FOR ELECTED OFFICIALS

Per NCGS 58-72-20, bonds for all elected officials are to be approved annually by the board of commissioner on the first Monday (or first meeting) in December. The county attorney has reviewed all bonds and has determined they are in order according to the law (attachment as part of these minutes). County Attorney David Neumann noted that bonds continue to be in force at the appropriate amounts, and changes are made only upon specific request.

Commissioner Duvall moved to approve the bonds for all elected officials, seconded by Commissioner Miller and unanimously carried.

REQUEST FOR PROPOSAL FOR NEW FINANCE/HUMAN RESOURCE SYSTEM

In October 2004, the board of commissioners approved Transylvania County's Strategic Information Technology Plan. This plan included the acquisition and implementation of a financial management and human resources software package. In July, a request for proposal was prepared and sent out and the county received six proposals. Three proposals were eliminated since they did not meet the requirements. The other three, CSI, MUNIS and New World Systems, were asked to conduct on-site demonstrations. The committee to review these vendors was composed of Sheila Cozart, Dean Landreth, Gay Poor, Christy Stansel, Deanna Medford, Anita Barnard and Faye Lawrence.

After considerable review, the finance director has recommended that the county award CSI the contract to provide a financial management and human resource software system. The evaluation criteria used was functional capability (50%), cost for five years (15%), customer service and support (15%), implementation and training (10%), technology (5%), and other considerations (5%). The total cost of the project is \$134,000. Mrs. Poor noted that there will be an annual ongoing cost of \$21,075 for maintenance. Monies are available for this project in the Information Technology fund. Following a short question and answer period, Chairman Guice expressed the appreciation of the board of commissioners for the quantity and quality of the work that was done by Mrs. Poor and the committee.

Commissioner Miller moved to award the contract for a financial management and human resources software package for \$134,000 to CSI, seconded by Commissioner Duvall and unanimously carried.

HEARING OFFICER FOR THE DEBT SET-OFF PROGRAM

The County is participating in the debt set-off program for delinquent ad valorem taxes and ambulance bills. As part of the process, the governing body or a person designated by the governing board must hold a hearing if a citizen appeals a bill. A debtor who decides to contest a proposed set-off must file a written request for a hearing with the local agency within thirty (30) days after the date the local agency mails the notice of the proposed action to the debtor. The manager has recommended that the finance director, Gay Poor, be designated as the hearing officer.

Commissioner Duvall moved to designate Finance Director Gay Poor as hearing officer for the debt set-off program, seconded by Commissioner Miller and unanimously carried.

CANCEL DECEMBER 26, 2005 COMMISSIONERS' MEETING AND SET TIME FOR EMPLOYEE CHRISTMAS LUNCHEON

The second board of commissioners' meeting is scheduled for Monday, December 26, the day after Christmas. Due to the holidays, it was recommended that the board of commissioners considers canceling the December 26th meeting.

In addition, the Transylvania County employee Christmas luncheon is planned for Friday, December 16, at 12:30 pm at the Brevard College cafeteria. The manager requested permission to close county offices from 12:15 pm until 3:00 pm for this occasion. The landfill would be closed from 12:00 pm until 3:15 pm.

Commissioner Chappell moved to cancel the December 26, 2005 commissioners' meeting and to authorize the closing of county offices on Friday, December 16, 2005, from 12:15 to 3:00 p.m., and the landfill from 12:00 to 3:15 p.m. for the employee Christmas luncheon, seconded by Commissioner Phillips and unanimously carried.

MANAGER'S REPORT

- Courthouse renovations: The manager reported that the hallways of the courthouse are in the process of being painted.
- Voting machines: Mr. Jack Hudson, chairman of the Board of Elections, reported that the State Board of Elections (SBOE) has decided on only two companies that can offer certified voting machines (direct record and optical scanners). The state wants counties to have signed contracts with vendors by January 20, 2006. The manager hopes to bring a recommendation to the board of commissioners at its first meeting in January. He noted that there will be a substantial outlay of funds, but we want to get our bid in as soon as possible so we will be set up by the May elections.
- Meeting at AB Tech to demonstrate the voting machines: Demonstrations will be held from 6:00 to 7:00 pm on Thursday, December 15th, at AB Tech. Our machines have been decertified because they do not have the capability for the paper trail that will be required in the future. Although the manager does not know the price of the machines yet, the state is negotiating the price so that it will be set for all counties across the state.

PUBLIC PARTICIPATION

The following persons spoke briefly during the public participation:

- Mr. David Watkins congratulated Commissioner Guice for election as chairman and thanked Commissioner Miller for the exceptional job that he has done over the past years and for his hard work for the county. After a round of applause, Chairman Guice thanked Mr. Miller for his leadership and stated that Commissioner Miller has also been involved with the Land-of-Sky Regional Council and has been chairman of that council for the last year.
- Mr. Mason Sexton again addressed the issue of sod and hydro-seeding.
- Mr. Daryle Hogsed expressed his appreciation to Commissioner Miller for his leadership.
- Mr. John Huggins asked the board of commissioners to address an issue of playground equipment at Pisgah Forest Elementary, which will cost \$26,000. Evidently, those funds are not part of the school's five-year budget. The school children have been asked to get their parents to send in \$10 to help pay for this equipment. Chairman Guice said that he feels this is probably a school board issue, but he will have the manager check into the situation.

COMMISSIONERS' COMMENTS

The following comments were made:

- Commissioner Duvall thanked Commissioner Miller for his service to the community stating that no one will understand the amount of work that he has done. He also recognized Mr. David Watkins for being selected as North Carolina Public Library Trustee of the Year.
- Commissioner Chappell appreciated the efforts given by the citizens to get jobs into the county.
- Commissioner Miller stated that he spent 35 years at DuPont and is heartbroken to see the buildings torn down.
- Chairman Guice mentioned a letter to the editor published in Sunday's paper regarding economic development in Western North Carolina. Transylvania County is seen as a leader throughout Western North Carolina.

Following the comments, **Commissioner Duvall moved to enter closed session per NCGS 143-318.11(a)(6)** (to consider the performance of an individual public officer or employee) **and to allow the county attorney to be present, after taking a five-minute recess. The motion was seconded by Commissioner Phillips and unanimously carried.**

The chairman declared a short recess at 9:30 p.m.

CLOSED SESSION

The group entered closed session at 9:40 p.m. The five commissioners and Attorney David Neumann were present.

The group discussed the job performances of the county manager, the tax assessor and the clerk to the board of commissioners. No action was taken during closed session.

Commissioner Duvall moved to re-enter open session, seconded by Commissioner Phillips and unanimously approved.

OPEN SESSION

The group entered open session. No member of the public or media returned to the meeting.

There being no further business to come before the board, **Commissioner Chappell moved to adjourn the meeting, seconded by Commissioner Phillips and unanimously carried.** The meeting adjourned at 11:00 p.m.

W. David Guice, Chairman

ATTEST:

Kimberly T. Conover, Clerk to the Board