

MINUTES
TRANSYLVANIA COUNTY BOARD OF COMMISSIONERS
November 26, 2007- REGULAR MEETING

The Board of Commissioners of Transylvania County met in regular session on Monday, November 26, 2007 at 7:00 p.m. in the large courtroom of the Transylvania County Courthouse.

Commissioners present were Lynn Bullock, Chairman Jason Chappell, David Guice, Daryle Hogsed, and Vice-Chairman Kelvin Phillips.

Staff members present were County Manager Artie Wilson, County Attorney Jeanne Hall, Project Manager Larry Reece, Captain Eddie Lance, Board of Elections Director Judy Mathews, Bailiff Jimmy Jones, Social Services Director Carson Griffin, Library Director Anna Yount, Register of Deeds Cindy Ownbey, Tax Administrator David Reid, Health Director Steve Smith, Finance Director Gay Poor, County Cooperative Extension Director Eric Caldwell, EMS Director Bobby Cooper, Emergency Services Director David McNeill, Traci Fisher, and Clerk to the Board Trisha McLeod.

Media: *Times News*- Leigh Kelley
Transylvania Times- Mark Todd

There were approximately 50 people in the audience.

CALL TO ORDER

Chairman Jason Chappell presiding called the meeting to order at 7:00 p.m.

WELCOME

Chairman Chappell welcomed everyone to the meeting.

PUBLIC COMMENT

Mr. Frank Prince: Mr. Prince is concerned that the proposed parking lot on Johnson Street will negatively affect property values and he believes the property should be used for other purposes. He noted that there are people willing to purchase the lot on which to build a home. Mr. Prince said there are other parking lots with available spaces and he asked the Board of Commissioners to consider those and not construct the parking lot on Johnson Street.

Mr. David Cox: Mr. Cox stated that he is opposed to the construction of a parking lot on Johnson Street; however, if it is constructed, he proposed changing the entrance from Johnson Street to maintain the safety of the neighborhood.

Mr. Terry Barham: Mr. Barham is concerned about the need for an additional parking lot. He commented that the lots currently occupied by the Tailgate Market and the Board of Elections are mostly empty during business hours. Mr. Barham also questioned the value of the project and voiced his concern about the slope of the parking spaces. He asked if there had been any discussions about leasing parking from the American Legion.

AGENDA MODIFICATIONS

There were no Agenda modifications.

Commissioner Bullock moved to approve the Agenda as submitted, seconded by Commissioner Phillips and unanimously approved.

CONSENT AGENDA

Commissioner Guice moved to approve the Consent Agenda, seconded by Commissioner Hogsed and unanimously approved.

The following items were approved:

MINUTES

The Minutes of the November 13, 2007 regular and closed sessions were approved.

FACILITIES USE REQUESTS

The use of the Transylvania County Recreation Center by Frank Pearsall for a Model Railroad Convention was approved for October 10, 2008 from 12:00 p.m. to 9:30 p.m. and for October 11, 2008 from 8:30 a.m. to 9:30 p.m.

DISCOVERY AND RELEASE REPORT

The Discovery and Release Report for accounting period October 1, 2007 through October 31, 2007 was approved.

PRESENTATIONS/RECOGNITIONS

RECOGNITION OF EMERGENCY SERVICES STAFF

The Manager stated that one of the greatest things the County can do is recognize County employees for the great services they provide to the citizens. He reported that Anthony "LJ" Messer and Jennifer Greene with Transylvania County EMS and Jason Miller with Lake Toxaway Fire Rescue were recently recognized at the annual Rescue 911 Service at Trinity Baptist Church in Asheville for their actions involving a chest pains calls in Lake Toxaway this past January. The Manager described the events as follows:

Mr. Dan Lance was experiencing chest pains while working on a house in Lake Toxaway. Jason Miller responded to the scene as a first responder with Lake Toxaway Fire Rescue. When Jason arrived on the scene and assessed Mr. Lance, he immediately recognized the seriousness of Mr. Lance's condition. He called the responding TCEMS

unit on the radio and reported Mr. Lance's condition to Paramedics LJ Messer and Jennifer Greene. Based on the radio report, the TCEMS crew decided to call for a helicopter. Once on scene the crew further assessed Mr. Lance and determined he was having a heart attack. Mr. Lance was treated and transported to a landing zone to meet MAMA and was flown to Mission Hospital. Within less than an hour of receiving the 911 call, Mr. Lance was in the Cath Lab at Mission Hospital receiving multiple stints. The quick response, thorough assessment and treatment provided by Jason, LJ and Jennifer most likely saved Mr. Lance's life. In fact, Mr. Lance experienced cardiac arrest several times before he arrived at Mission.

Jason, LJ, Jennifer and Mr. Dan Lance and his family were recognized by Pastor Allen Rash from Trinity Baptist Church during the Rescue 911 Service. Mr. Lance's grandchildren presented Jason, LJ and Jennifer with a plaque thanking them for saving Mr. Lance's life.

Emergency Services Director David McNeill stated that Jason, LJ and Jennifer did a super job and noted that they do this every day. He said they are supported by a great staff and he thanked them for the work they do. Commissioners applauded them and presented each of them with a Certificate of Appreciation.

OLD BUSINESS

SPACE NEEDS

The Manager stated that, at a previous meeting, Commissioners agreed to revisit parking issues after resolving the space needs and security issues. Architect Rich Worley has been working on designs for the Courthouse and Administration Building that will address many of the Courthouse Security Committee's concerns and the space needs that have been identified by the District Attorney, Clerk of Court, Public Defender, and County agencies. The Manager asked Mr. Worley to lead the Power Point Presentation, after which the Manager will offer five alternatives for addressing space needs and Courthouse security.

Mr. Worley showed a design of the proposed main level plan of the Courthouse which includes adding space to the existing facility by renovating and connecting the Administration Building to the Courthouse. The plan also adds a new courtroom and maintains the single point of entry. The design moves the non-judicial personnel out of the Courthouse and provides additional space for the Clerk of Court, District Attorney and Public Defender. Most importantly, this design prevents the general public from crossing paths with inmates by creating a sally port for transporting prisoners, and separate entrances.

The design for the proposed upper level plan of the Courthouse includes renovations to the existing courtroom, an inmate holding cell, and additional space for the District Attorney. Mr. Worley explained that these plans are preliminary but he believes they are very functional.

The Manager asked District Attorney Jeff Hunt, Public Defender Paul Welch and Clerk of Court Rita Ashe to comment on the proposed designs. Mr. Hunt said he is thrilled with the plans and that they address courthouse security, the need for an additional courtroom, and the need for additional space for the judicial functions. He added that his office is 100% in support of the plan and will do whatever they can do to assist in moving this project forward. Mr. Welch echoed Mr. Hunt's comments and believes this plan is a superb use of the existing space. Ms. Ashe said these are the best plans that have been submitted thus far. She approves of the plans but noted that the parking issues will not change with this plan.

Discussion:

Chairman Chappell inquired about the location of the Law Library. The Manager replied that the Law Library remains in the designs. The plan is to install computers in the multi-purpose rooms for attorneys, etc. and to change the doorways such that no one can access the back of the courtroom from the Law Library. The Manager added that these plans will add approximately 6,000-7,000 square feet of space.

Commissioner Guice noted that this plan will offer two holding cells, a sally port, and secured hallways for transporting inmates. He asked Captain Eddie Lance if these additions will meet the Sheriff's needs. Captain Lance stated that these plans do meet the Sheriff's needs and addresses the concerns of the community and Staff. The Sheriff is already providing additional Staff at the Courthouse on busy court days in the hopes of preventing a devastating situation from occurring. Commissioner Guice further asked if the additional space, new public elevator, and new stairwell will meet the needs of the security staff in regards to the metal detector and other equipment. Captain Lance responded that these changes will meet their needs and will separate the general public from the inmate population.

Commissioner Guice noted that the report from the Rural Courts Commission outlined a wide range of concerns. He asked if these plans address the majority of the concerns that they voiced. The Manager replied that the plans address many of their concerns. The Rural Courts Commission's recommendations included moving the non-judicial functions out of the Courthouse and separating the inmates from the general public.

Chairman Chappell is concerned that the plan does not address parking for judges. The Manager said that Staff is looking at other possibilities for parking and noted that cameras have been installed in and around the Courthouse where Staff monitor the vehicles of the court personnel.

Commissioner Bullock pointed out that the Rural Courts Commission was complimentary on the actions the County was currently taking but they felt that monies would be better spent on building a new courthouse facility. Commissioner Guice added that building a new courthouse facility would cost the taxpayers an enormous amount of money and believes the current plans for renovations will meet Staff's needs far into the future.

Commissioner Hogsed asked Mr. Hunt, Mr. Welch and Ms. Ashe how long they believe these plans will meet their needs. They all responded that these plans should carry them far into the future and they are certainly a great place to begin addressing space and security issues.

Commissioner Phillips stated that building a new courthouse facility at the new Public Safety Facility site should remain an option which would open up space for the Register of Deeds, Tax Offices and Administration in the current Courthouse facility.

Commissioner Guice responded that it would be a huge mistake to build a new facility when no one has convinced him that the County does not have adequate space to meet the needs at the present time. The Manager estimated the cost of building a new courthouse facility at approximately \$18 million.

Commissioner Guice provided a history of what the Board of Commissioners has done in reference to space needs over the past year. He said that Commissioners can no longer afford not to address Courthouse security.

Commissioner Hogsed believes it is imperative to keep the Courthouse at the current location to maintain the small town appeal that is so vital and important to Transylvania County. He agreed with Commissioner Guice that Commissioners can no longer afford to put off addressing Courthouse security.

Chairman Chappell emphasized the importance of Courthouse security and believes the plans addresses the recommendations from the Rural Courts Commission and provides much needed additional space for the judicial functions.

Commissioner Guice said he would like to hear the various options for addressing these issues. Commissioner Phillips believes that Staff should move forward with the renovations of the 3rd Floor of DSS for expansion of the Health Department. The Manager stated that moving Administration temporarily to the 3rd Floor has been included in the options. Commissioner Bullock noted that the Health Department may lose equipment and possible grant funding if they are delayed in moving to the 3rd Floor.

Commissioner Bullock made a motion to remove the 3rd Floor of DSS from the options (Option A) and move forward with making it ready for the Health Department to move in, seconded by Commissioner Phillips and unanimously approved.

The Manager explained the options and provided the pros and cons for each as well as estimated costs.

Alternative A

- Moves the non-judicial functions (Register of Deeds and Tax Offices) out of the Courthouse into the old Library.
- Administration would temporarily move to the 3rd Floor of DSS after renovation had been completed for the Health Department.

- Renovations to begin on the Administration Building and the Courthouse, with a completion date of November 2009.
- Once the Public Safety Facility is completed, renovation of the old Sheriff's Building would be made for Administration.
- The Health Department would then move to the 3rd Floor of DSS.

Pros:

- Gets the non-judicial functions out of the Courthouse and allows for additional space for the judicial functions by June 2009.
- New courtroom available by November 2009.

Cons:

- By moving Administration to the 3rd Floor of DSS, this delays the use of the space by the Health Department by 17 months.
- In the long term this is not the best use of the old Library.

Discussion:

The Manager met with Register of Deeds Cindy Ownbey and Tax Administrator David Reid regarding their space needs. They both indicated that the layout of the Sheriff's Office would best meet their needs. Ms. Ownbey reiterated the Manager's comments and added that the old Library would require more renovations in order to make it suitable for their office to function. She said that, most importantly, they just need more space. Mr. Reid echoed Ms. Ownbey's statements and added that the Sheriff's Office will require fewer renovations and will meet their needs with very minor changes to the building. He said that their offices are crowded and anything the Commissioners can do to help them is greatly appreciated.

Alternative B

- Same as Alternative A except that instead of moving Administration to the 3rd Floor of DSS, space would be leased for Administration until the old Sheriff's Building was renovated.
- This would allow the Health Department to utilize the 3rd Floor space 17 months earlier

Pros:

- Gets the non-judicial functions out of the Courthouse and allows for additional space for judicial functions by June 2009.
- New courtroom available by November 2009.
- Allows the Health Department to utilize the 3rd Floor of DSS as soon as it is renovated, 17 months sooner than Alternative A.

Cons:

- In the long term, this is not the best use of the old Library.

Alternative C

- Moves Administration to the old Library and does not move the non-judicial functions out of the Courthouse until the new Public Safety Facility is built.
- This alternative delays the movement of the Clerk of Court and other judicial functions by 12 months.
- For the long term use of space and security this alternative allows the Board of Commissioners' meetings to be held outside of the Courthouse.

Pros:

- Allows for the best use of the old Library and old Sheriff's Building.
- Register of Deeds and Tax Administrator indicate the space in the old Sheriff's Building is better for them than the old Library.
- Health Department can occupy the 3rd Floor of DSS as soon as it is renovated.
- New courtroom available by March 2010.

Cons:

- Availability of new courtroom delayed by 4 months.
- Additional space for judicial functions does not occur until June 2010, 12 months later than Alternative B.

Alternative D

- Moves the non-judicial functions out of the Courthouse by leasing space and then moving them into the old Sheriff's Building after completion of the Public Safety Facility.
- Enables 90% of the renovations to be completed for movement of the Clerk of Court and other judicial functions but would maintain the current flow of traffic until approximately 6 months into renovations of the Administration Building.
- Register of Deeds and Tax Offices would have to be moved twice.

Pros:

- Allows for the best use of the old Library and the old Sheriff's Building.
- Renovations of the Courthouse can begin sooner with most of the renovations for office space for the judicial functions in the Courthouse completed by June 2008.
- New courtroom available by March 2010.
- Health Department can occupy the 3rd Floor of DSS as soon as it is renovated.

Cons:

- Current flow of traffic would continue as it is today until the renovations to the Administration Building are 50% complete at which time the final renovations for the Clerk of Court could be completed and traffic would be diverted to the new area.
- Availability of the new courtroom delayed by 14 months.
- Register of Deeds and Tax Offices would have to be moved twice.

Alternative E

- Register of Deeds and Tax Offices move to leased space until the old Sheriff's Building is renovated.
- Administration moves to leased space until the old Library is renovated.
- Courthouse and Administration Building renovations start as soon as possible.

Pros:

- Allows for the movement of non-judicial functions out of the Courthouse and out of the Administration Building by leasing space.
- Quickest way to gain space for the judicial functions and allows for new courtroom by February 2010.
- Allows for the best use of the old Library and old Sheriff's Office.
- Health Department can occupy the 3rd Floor of DSS as soon as it is renovated.
- Availability of new courtroom moved up 7 months.

Cons:

- Current flow of traffic would continue as it is today until the renovations to the Administration Building allow for a change over.
- Register of Deeds, Tax Offices and Administration would have to be moved twice.

Estimated Costs

Renovations to Courthouse, Administration, Old Sheriff's Building, 3 rd Floor DSS		\$8.0 million
Renovations to old Detention Center (Board of Elections/Environmental Health)	+	<u>\$1.5 million</u> \$9.5 million
Funds Set Aside	-	<u>\$2.1 million</u>
Needed		\$7.4 million

First Look at Total Costs

Space Needs		\$7.4 million
Estimate Needed for Public Safety Facility		
After Moving \$5.3 million from Fund Balance	+	<u>\$2.8 million</u>
Subtotal		\$10.2 million
Animal Shelter		
Estimated costs		\$1.2 million
Funds available	-	<u>\$0.8 million</u>
		\$0.4 million
Total Estimated Funds Needed		\$10.6 million

The Manager stated that the funding does not include monies to address parking. He noted that Buncombe County is currently building a parking deck with 700 parking spaces costing approximately \$19,000 per parking space. He estimated a 200 space parking deck at \$4 million.

Commissioner Phillips said he is not advocating for a parking deck but he is concerned about parking at the Courthouse, especially during renovations. The Manager said there are several options to address parking, such as making one of the County-owned lots parking for County business only, closing off the street and rerouting traffic, providing parking at Walker Park and moving the park to a different location, or constructing an additional lot on County-owned property. Commissioner Phillips believes that in order to make any of the alternatives effective that parking needs to be addressed. Commissioner Guice said that parking is addressed somewhat in the analysis that has been completed of the current parking spaces. Employees from Administration, Register of Deeds and Tax Offices, and citizens that use these various functions will no longer be parking at the Courthouse once those functions are moved from this site. Also, with proper signage, attorneys and others will not be allowed to park in the County-owned lot which will free up parking for employees and others using the Courthouse for various reasons.

Commissioners expressed their concerns about the alternatives that prolong moving the non-judicial offices and Administration away from the current site. Commissioner Guice asked the Manager what spaces were available to lease for Administration, the Register of Deeds and the Tax Offices. The Manager stated that currently there are three potential spaces that Staff has explored: buildings on Caldwell Street that used to house the State Employees' Credit Union and other businesses, the American Legion building, and John Deere.

After further discussion, **Commissioner Guice moved that we authorize the County Manager to move with Alternate E** (for clarification purposes, Register of Deeds and Tax Assessor/Collector move to leased space before moving to the old Sheriff's Office, Administration moves to leased space before moving to the old Library, renovate

Courthouse and old Administration with the new courthouse facility and relocate the Health Department to the 3rd floor of DSS), **seconded by Chairman Chappell.**

Commissioner Bullock stated that Alternate E includes moving Administration to the old Library which some Commissioners have concerns about. He requested that Alternate E be changed to indicate that Administration would move to a new location, not necessarily the old Library. Commissioner Guice responded that Alternate E is laid out according to the Architect's plans and construction time tables and he would prefer not to change the wording. After further discussion, **the motion passed 4 to 1 with Commissioner Phillips voting no.**

Chairman Chappell called for a 10 minute recess.

PARKING ISSUE

The Manager stated that the Board of Commissioners previously agreed to revisit the parking issue after the decision was made regarding space needs and Courthouse security. Based on information received from various County offices, the Manager provided the following analysis of parking in the County:

	Available Spaces	Needed	Difference
Community Services	128	180	-52
Old Library/Sheriff	80	83	-3
Child Development	77	75	+2
Total Available	285	338	-53

Social Services Director Carson Griffin stated that Social Services and Child Development serve a lot of people and that the analysis she provided is correct. She said there is a parking problem and asked the Commissioners to consider all the issues when making their decision.

The Manager added that the parking lots at the DSS building will be used as a lay down area when construction begins on the 3rd Floor. The new lot on Johnson Street will allow us to accommodate for this as well as provide parking if the County continues to lose spaces at the American Legion Building and those spaces allowed by the First Baptist Church. Buncombe County is currently building a new parking deck at approximately \$19,000 per parking space. The parking lot on Johnson Street would be constructed for approximately \$2,700 per parking space. This property is adjacent to County property and will provide much needed parking for now and in the future.

Commissioner Guice stated that the City of Brevard agreed to fund \$50,000 toward the construction of a parking lot if the County purchased the property. The County purchased the property with the intent of putting a parking lot there and receiving funding from the City. Commissioner Guice said until Commissioners move forward with this project, the County will not receive any funds from the City. In addition, Commissioner Guice said the bids that came in were very reasonable.

After further comments, **Commissioner Guice moved to award the bid for the parking lot on Johnson Street to Whitmire Grading for \$125,378 plus alternative 4 (\$1,380), seconded by Chairman Chappell. The motion failed 3 to 2, with Commissioners Bullock, Hogsed and Phillips voting no.**

Commissioner Guice asked that Commissioners discuss the plans for the property and indicated that there are people willing to purchase the property.

Commissioner Phillips made a motion to put the property on the market for sale. The motion died for lack of a second.

The Manager noted that the bids for the parking lot are good through December 11th. He has been approached by people wanting to buy the property so he will inform them that the Commissioners have no interest in selling at this time.

The Manager said there is also someone interested in the movement of the house. He asked Commissioners if that was something they would be willing to discuss. Commissioner Guice stated that direction was given to the Manager previously and unless a Commissioner makes a motion to change what was previously addressed, he believes it still stands. Commissioner Phillips commented that it may be important to find out if the value of the property would be affected by moving the house. Chairman Chappell asked the Manager to provide that information at the next meeting.

NEW BUSINESS

BIDS FOR BOOKMOBILE

The Manager reported that in mid October, bids for a new bookmobile were advertised. In addition, four bookmobile manufacturers were sent requests for proposals. On November 9, 2007, Staff received one bid from Matthews Specialty Vehicles in Greensboro. No other bids were received. The initial bid from Matthews Specialty Vehicles was \$154,994; however the budgeted amount was \$145,000. The County's Purchasing Agent was able to negotiate the price down to \$149,350, which does not include any of the options that were identified as desirable. Matthews Specialty Vehicles will include an AM/FM CD with a paging system for \$1,353 and stainless steel wheel liners at \$957, bringing the total cost to \$151,730. The Library Foundation Board of Directors agreed to contribute up to \$10,000 for the overage and options. The Manager recommends approving the purchase of a bookmobile from Matthews Specialty Vehicles for \$151,730 with the additional \$6,730 to come from the Library Foundation.

Library Director Anna Yount added that Matthews Specialty Vehicles is a North Carolina company and noted that there were no other bidders because they had such a backlog of projects. She is happy with awarding the bid to Matthews Specialty Vehicles. Commissioner Phillips expressed his appreciation to the Library Foundation for their generosity.

Commissioner Phillips made a motion to approve the recommendation, seconded by Commissioner Bullock and unanimously approved.

FUNDING REQUEST FOR DOLLY PARTON'S IMAGINATION LIBRARY

Chairman Chappell stated that Smart Start is requesting \$5,000 from Transylvania County to help with the funding of Dolly Parton's Imagination Library Project in our community. The program is geared towards children from birth to five years of age to make sure they are prepared to learn when they reach kindergarten. Books will be sent to each child enrolled in the program and all the parents have to do is read to the child.

Commissioner Bullock, who represents the County on the Smart Start Board, commented about the opportunity. He said the program costs \$35 per child. He noted that other organizations are contributing and the program will be offered to all children in Transylvania County. Age appropriate books will be sent to the child each month they are in the program and a resident of Transylvania County.

Commissioner Bullock moved to approve the \$5,000 request from Smart Start for the Dolly Parton's Imagination Library Project with monies to come from the Contingency line item, seconded by Commissioner Hogsed. After comments from Commissioners, the motion passed unanimously.

RESPONSE TO CRITICAL WATER MANAGEMENT ISSUES

The Manager stated that the Transylvania County Natural Resources Council and County Cooperative Extension Director Eric Caldwell suggest that the Transylvania County Board of Commissioners approve the formation of a Water Conservation and Drought Management Team to develop and implement a plan on water conservation for the County. The TNRC suggests that the team should have representation from the following: Transylvania County Emergency Management, NC Forest Service, City of Brevard, Town of Rosman, TNRC, Fire Marshal's Office, Environmental Health and others. The Manager reported that in a recent meeting in Asheville, the National Weather Service predicted that the drought in North Carolina will worsen over the winter months as we have below normal precipitation.

Mr. Caldwell stated that the TNRC is concerned about the immediate drought, water supply and water quality, and fire protection. He said that as we grow and develop, even in times of significant rainfall, there will be water supply issues. Their plan will deal with future planning for our water and fire protection resources.

Commissioner Guice moved to approve the formation of a Water Conservation and Drought Management Team with the stipulation that they develop a plan to be approved by the Board of Commissioners, seconded by Commissioner Phillips and unanimously approved.

MANAGER'S REPORT

The Manager reported the following:

- The Manager has met with Chairman Chappell, Commissioner Hogsed, Staff and officials from the City of Brevard and the Town of Rosman to discuss a planning grant from the Rural Center that will look at the possibility of connecting the City of Brevard's water and sewer system to the Town of Rosman. All those in the joint meeting agreed that we should pursue the grant opportunity. A pre-application must be submitted to the Rural Center. Funds from the planning grant would be used to study the feasibility and cost of completing the project. The Manager estimates the cost of the study to be between \$25,000 and \$50,000, with 50% of funds coming from the Rural Center. If the County is selected to make application, then we would put out RFP's for the project. He noted that a meeting has been scheduled for December 12 to meet with Renova about water and sewer issues as well. The Manager brought this forward to make sure there were no issues about Staff submitting the pre-application.
- At the next meeting, Staff will present the Public Safety Facility bids, suggested alternatives, a project budget and options for funding. Staff will also present the Pay Classification Study.
- December 10, 2007 is the organizational meeting at which Commissioners will elect a Chair and Vice-Chair.
- The Manager will provide information at the next meeting regarding the welcome to Transylvania County signs and the proposal from Mr. Guis Siniard.

PUBLIC COMMENT

There were no comments from the public.

COMMISSIONERS' COMMENTS

Commissioner Bullock stated that as we see more development moving into the County, we must have more infrastructure for water and sewer. He thanked the Manager for his work on this issue.

Chairman Chappell moved to enter into Closed Session per NCGS 143-318.11 (a) (6) after a 5 minute recess, seconded by Commissioner Phillips and unanimously carried.

CLOSED SESSION

Pursuant to NCGS 143-318.11 (a) (6) to consider the performance of an employee, Closed Session was entered into at 10:10 p.m. Present were Chairman Chappell, Commissioners Bullock, Guice, Hogsed and Phillips, and Clerk to the Board Trisha McLeod.

Commissioners met to discuss and evaluate the performance of the County Manager and Tax Administrator and instructed the Chairman on how to proceed.

Commissioner Phillips moved to reenter Open Session, seconded by Commissioner Hogsed and unanimously carried.

OPEN SESSION

Chairman Chappell moved to seal the Minutes from the Closed Session, seconded by Commissioner Guice and unanimously approved.

ADJOURNMENT

There being no further business to come before the Board, **Commissioner Bullock moved to adjourn the meeting, seconded by Commissioner Hogsed and unanimously carried.**

Jason R. Chappell, Chairman
Board of County Commissioners

ATTEST:

Trisha D. McLeod
Clerk to the Board