

**TENTATIVE AGENDA & MEETING NOTICE
BOARD OF COUNTY COMMISSIONERS**

**TUESDAY, DECEMBER 3, 2013
8:30 A.M.**

**WATAUGA COUNTY ADMINISTRATION BUILDING
COMMISSIONERS' BOARD ROOM**

TIME	#	TOPIC	PRESENTER	PAGE
8:30	1	CALL REGULAR MEETING TO ORDER		
	2	APPROVAL OF MINUTES: November 14, 2013, Special Meeting Minutes November 19, 2013, Regular Meeting November 19, 2013, Closed Session November 20, 2013, Special Meeting Minutes		1
8:35	3	BOARD ORGANIZATIONAL MATTERS		
		A. Election of Officers		15
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8:45	5	PRESENTATION OF FISCAL YEAR 2013 AUDIT	MS. KATHY MITCHELL	27
8:50	6	OASIS PRESENTATION	MS. JENNIFER HERMAN	29
8:55	7	MISCELLANEOUS ADMINISTRATIVE MATTERS	MR. DERON GEOUQUE	
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10:05	10	CLOSED SESSION		39
		Attorney/Client Matters – G. S. 143-318.11(a)(3)		
		Land Acquisition – G. S. 143-318.11(a)(5)(i)		
		Personnel Matters – G. S. 143.-318.11(a)(6)		
10:25	11	ADJOURN		

AGENDA ITEM 2:

APPROVAL OF MINUTES:

November 14, 2013, Special Meeting Minutes

November 19, 2013, Regular Meeting

November 19, 2013, Closed Session

November 20, 2013, Special Meeting Minutes

DRAFT**MINUTES**

**WATAUGA COUNTY BOARD OF COMMISSIONERS
JOINT MEETING WITH THE
WATAUGA COUNTY BOARD OF EDUCATION
THURSDAY, NOVEMBER 14, 2013**

The Watauga County Board of Commissioners held a joint meeting with the Watauga County Board of Education at 6:30 P.M. on Thursday, November 14, 2013, in the Commissioners' Board Room at the Watauga County Administration Building, Boone, North Carolina.

Those present were: Chairman Miller, Vice-Chairman Blust, Commissioner Kennedy, Commissioner Yates, County Manager Geouque, and Clerk to the Board Fogle. Others present were as follows: Board of Education Members: Dr. Lee Warren, Ms. Delora Hodges, Mr. Ron Henries, Ms. Barbara Kinsey, Ms. Brenda Reece and School System Staff: Dr. David Fonseca, Interim Superintendent, Ms. Jennifer Combs, Administrative Assistant, Mr. Dennis Ray, Director of Maintenance, and Ms. Ly Marze, Director of Finance.

[Clerk's Note: Commissioner Welch was not in attendance due to a prior commitment.]

Chairman Miller, followed by Chairman Warren, called the joint meeting to order at 6:32 P.M. Chairman Warren then turned the meeting over to Interim School Superintendent, Dr. Fonseca.

Dr. Fonseca presented and reviewed the Watauga County Schools Strategic Budget Plan 2013-2018 which was adopted by the School Board at their November 1, 2013, work session. Dr. Fonseca stated that the plan was presented for information purposes only and not for the purpose of requesting funding at this time.

Discussion was held regarding the Plan which outlined the School System's priorities and needs and included local funding timelines as well as building replacement projections.

After discussion of the Plan, Vice-Chairman Blust followed by Chairman Miller and Commissioner Yates each shared disapproving concerns regarding a controversial book being read by high school students for an English class of which some parents strongly disapproved. Dr. Fonseca stated that the School System's appeal process was currently being followed.

Commissioner Kennedy, seconded by Commissioner Yates, moved to adjourn the meeting at 7:50 P.M.

VOTE: Aye-4(Miller, Blust, Kennedy, Yates)
Nay-0
Absent-1(Welch)

School Board Member Henries, seconded by School Board Member Hodges, moved to adjourn the meeting at 7:50 P.M.

VOTE: Aye-5
Nay-0

Nathan A. Miller, Chairman

ATTEST:

Anita J. Fogle, Clerk to the Board

DRAFT**MINUTES****WATAUGA COUNTY BOARD OF COMMISSIONERS
TUESDAY, NOVEMBER 19, 2013**

The Watauga County Board of Commissioners held a regular meeting on Tuesday, November 19, 2013, at 5:30 P.M. in the Commissioners' Board Room of the Watauga County Administration Building, Boone, North Carolina.

PRESENT: Nathan Miller, Chairman
David Blust, Vice-Chairman
Billy Kennedy, Commissioner
John Welch, Commissioner
Perry Yates, Commissioner
Stacey "Four" Eggers, IV, County Attorney
Deron Geouque, County Manager
Anita J. Fogle, Clerk to the Board

Chairman Miller called the meeting to order at 5:31 P.M.

Vice-Chairman Blust opened the meeting with a prayer and Commissioner Welch led the Pledge of Allegiance.

Chairman Miller welcomed Girl Scout Troop # 10492 and Cub Scout Troop #109 to the meeting.

APPROVAL OF MINUTES

Chairman Miller called for additions and/or corrections to the October 15, 2013, regular meeting minutes.

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to approve the October 15, 2013, regular meeting minutes as presented.

VOTE: Aye-5
Nay-0

Commissioner Yates, seconded by Commissioner Welch, moved to approve the October 15, 2013, closed session minutes as presented.

VOTE: Aye-5
Nay-0

APPROVAL OF AGENDA

Chairman Miller called for additions and/or corrections to the November 19, 2013, agenda.

County Manager Geouque requested to add a proposed lease renewal for the Hwy 421 Container Site.

Commissioner Kennedy, seconded by Commissioner Welch, moved to approve the November 19, 2013, agenda as amended.

VOTE: Aye-5
Nay-0

HIGH COUNTRY REGIONAL BIKE PLAN REPORT

Mr. Phil Trew with High Country Council of Governments presented the High Country Regional Bike Plan. High Country Council of Governments was contracted by the North Carolina Department of Transportation (NCDOT) to develop a regional bike plan for the seven counties of Region D. The plan was developed by a steering committee appointed by the seven County Commission Boards and NCDOT staff. Public input was sought through an online survey and sixteen public workshops and cyclist meetings.

When asked about the Parkway, Mr. Trew stated that Park Services representatives had requested that the Parkway not be included in the Plan because there were no plans to widen Parkway roads.

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to accept the High Country Regional Bike Plan as presented by Mr. Trew.

VOTE: Aye-5
Nay-0

SOIL AND WATER GRANT REQUEST

Mr. Denny Norris, Chair of the Watauga Soil and Water Board, presented the 2013-2014 technical assistance grant which funds a portion of the Soil and Water Conservation Tech position. The grant, in the amount of, \$27,501 was budgeted in the Fiscal Year 2013-2014 budget.

County Manager Geouque stated that, in the past, this grant had been approved by staff; however, he wanted all grants to be approved by the Board in an effort to maintain Board awareness of such grants.

Commissioner Yates, seconded by Commissioner Welch, moved to approve and accept the technical assistance grant in the amount of \$27,501 to fund a portion of the Soil and Water Conservation Tech position.

VOTE: Aye-5
Nay-0

TAX MATTERS

A. Monthly Collections Report

Tax Administrator Larry Warren presented the Tax Collections Report for the month of October 2013. This report was presented for information only and, therefore, no action was required.

B. Refunds and Releases

Mr. Warren presented the following Refunds and Releases for October 2013, including a report from the new motor vehicle billing system, North Carolina Vehicle Tax System (NCVTS) for Board approval:

TO BE TYPED IN MINUTE BOOK

Vice-Chairman Blust, seconded by Commissioner Welch, moved to approve the Refunds and Releases Reports for October 2013, as presented.

VOTE: Aye-5
Nay-0

C. Adoption of Schedule of Values

Mr. Warren stated that the proposed 2014 Schedule of Values was presented for review at an earlier meeting. A public comment period during which citizens could send comments to the Tax Office as well as a public hearing were held and no comments were received.

Commissioner Kennedy, seconded by Commissioner Welch, moved to adopt the 2014 Schedule of Values as presented.

VOTE: Aye-5
Nay-0

COMMUNICATIONS AND EMERGENCY SERVICES MATTERS

A. Proposed 2013 Hazardous Materials Emergency Planning Grant Agreement

Mr. Jeff Virginia, Emergency Services Director, requested permission to submit a grant to the North Carolina Emergency Management for a hazardous materials exercise in the amount of \$10,000. The grant required no County match and would be a pass through grant with Avery County. The exercise scenario will be an accident in which hazardous materials would be released into the Watauga River affecting the counties of Watauga, Avery, Johnson and Carter with the latter two being located in Tennessee.

Commissioner Yates, seconded by Commissioner Welch, moved to approve the submission of the grant to North Carolina Emergency Management for the hazardous materials exercise as presented.

VOTE: Aye-5
Nay-0

B. FY 2014 Emergency Management Performance Grant Request

Mr. Virginia stated that the North Carolina Department of Public Safety provided grant funding each year for Counties completing certain emergency planning activities. These activities serve as the base amount and in the case of Watauga County amounts to \$20,625. The County could complete as many as six additional activities to receive an additional \$15,000 (\$2,500 per activity). Mr. Virginia stated that it was an annual program in which the County has participated for many years.

Commissioner Welch, seconded by Commissioner Yates, moved to approve submission of the grant application to the North Carolina Department of Public Safety and approve the completion of the required activities to receive up to the total amount of \$35,625.

VOTE: Aye-5
Nay-0

PRESENTATION OF PROJECT ON AGING'S ANNUAL REPORT

Ms. Angie Boitnotte, Project on Aging Director, presented the annual comprehensive evaluation of the agency's operations and policies as required by the North Carolina Division of Health Service Regulation.

Commissioner Kennedy, seconded by Commissioner Welch, moved to accept the Project on Aging Annual Report as presented by Ms. Boitnotte.

VOTE: Aye-5
Nay-0

PLANNING AND INSPECTIONS MATTERS

A. High Country RPO Priority Needs List for 2016-2024 Request

Mr. Joe Furman, Planning and Inspections Director, presented the High Country RPO priority list for 2016-2024 TIP request. Requests were due by November 8; however, the RPO has allowed Watauga County's selections after the requested date due to the Commissioner's first meeting in November being cancelled.

Mr. Furman stated that the Board was requested to select two projects not already found on the RPO list nor the NCDOT list of existing projects as those projects were already included for ranking.

Mr. Furman stated that the following projects were currently in the STIP and/or High Country RPO priorities:

- US Hwy 321-421 Vilas to Hwy 105 Bypass (R-2615) four-laning
- NC Hwy 105 Bypass, (WATA0002-H) three-laning (anticipates new bypass on new route)

- NC Hwy 194, King Street to Howard's Creek Road (WATA0003-H) four-laning; three-laning to Jack Hayes Road
- US Hwy 221, US Hwy 421 (Deep Gap) to the Jeffersons (R-2915) four-laning
- NC Hwy 105, Blowing Rock Road to NC Hwy 105 Bypass (Boone project, U-5603) improve to boulevard
- NC Hwy 105, NC Hwy 105 Bypass to Avery County (R-2566) four-laning

Mr. Furman stated that the following were existing highway projects underway in either the STIP or the CTP:

- US Hwy 321, Blowing Rock to Caldwell County (R-2237) four-laning underway
- US Hwy 321, Vilas to Avery County (R-5016) four-laning
- US Hwy 421 Bypass (U-2703, Daniel Boone Parkway)
- US Hwy 421, Vilas to Tennessee (WATA0005-H) four-laning
- US Hwy 421, Deep Gap, Stony Fork Road to Fall Creek Road – roadway improvements for truck traffic
- Poplar Grove Road realignment, Bodenheimer Drive to NC Hwy 105 (WATA0010-H)

Mr. Furman stated that the below were proposed to occur by 2030 and the two additional projects could be chosen from this list:

- US Hwy 221-321, Boone to Blowing Rock (WATA0004-H) upgrade to expressway
- US Hwy 421, NC Hwy 194 to Old 421 near landfill (WATA0006-H) improve to boulevard/expressway
- Bamboo Road, Wilson Ridge Road to US Hwy 421 (WATA0008-H) widen lanes and improve intersections
- Deerfield Road, State Farm Road to Bamboo Road (WATA0009-H) widen lanes and improve intersections
- Presnell School Road extension (WATA0011-H) provide additional access to Beech Mountain
- Seven Devils Road (WATA0012-H) study to select location for additional access
- State Farm Road (WATA0014-H) three-laning
- Wilson Ridge Road (WATA0014-H) widen lanes and improve intersections
- Various minor widening projects (p II-23 of CTP)

Vice-Chairman Blust, seconded by Commissioner Welch, moved to select the following two projects not already found on the RPO list nor on the NCDOT list of existing projects:

- Bamboo, Wilson Ridge to US Hwy 421 (WATA0008-H) widen lanes and improve intersections
- Wilson Ridge Road (WATA0014-H) widen lanes and improve intersections

VOTE: Aye-5
Nay-0

B. Seven Devils Flood Plain Regulations Request

Mr. Furman stated that the Town of Seven Devils had requested the County enforce flood plain development regulations for a small area within the Town. Seven Devils was not previously participating in the National Flood Insurance Program (NFIP) due to there being no property inside the Town that was within a floodplain. Recently, the Town annexed a piece of property

(by satellite) that is on Hwy 105 and adjacent to the river which was regulated under the County's flood ordinance.

The Town Manager was advised by NC Emergency Management, who partners with FEMA, that adoption of a Town Ordinance along with an interlocal agreement between Seven Devils and the County was the best way to continue regulation of the property by the County. Mr. Furman stated that he agreed since it would amount to no change in regulation as the County was providing regulation prior to the annexation. The Town adopted a Flood Damage Prevention Ordinance (which Mr. Furman stated is identical to the County's ordinance) and an interlocal agreement. The County is requested to adopt the interlocal agreement. Unless Seven Devils annexes more property on the Watauga River, this action only applies to the one property recently annexed. If additional annexations were to occur, those properties would have already been regulated by the County as well.

Commissioner Kennedy, seconded by Commissioner Welch, moved to adopt the Interlocal Agreement with the Town of Seven Devils as presented by Mr. Furman.

VOTE: Aye-5
Nay-0

C. Beech Mountain Water Intake Request

Town of Beech Mountain Utilities Director, Mr. Robert Heaton, and Environmental Consultant, Lee Spencer, provided information to the Board regarding the Town's proposed water intake. The proposed water intake would be located on the Watauga River near Guy Ford Road and a line to transport the raw water to the Town's treatment plant would also be constructed to serve as a secondary source of water during periods of drought (of which the Town was currently experiencing). This action would necessitate the reclassification of the affected segment of the Watauga River as a Water Supply Watershed, and subsequent regulation of the watershed by Watauga County. The process would be the same as for the recent reclassification of a segment of the South Fork New River for the Town of Boone's proposed intake near Brownwood Road.

The Town requested adoption of a resolution of support of the watershed regulations. The adoption of the resolution was not required immediately; however the Division of Water Resources (NCDWR) will not forward the request to the Environmental Management Commission (EMC) without having received such a resolution.

Mr. Joe Furman stated that before adopting a resolution supporting the Town of Boone's similar request, the Board of Commissioners chose to conduct a public hearing prior to which the Commissioners held a work session on the reclassification process and required regulations.

Commissioner Yates, seconded by Vice-Chairman Blust, moved to schedule a public hearing on Tuesday, December 17, 2013, at 6:00 P.M. to allow citizen comment on the Water Intake Request.

VOTE: Aye-5
Nay-0

Chairman Miller directed Mr. Furman to advertise the public hearing with a mailing to potentially affected property owners as was done with the Town of Boone's request.

BUDGET AMENDMENTS

Ms. Margaret Pierce, Finance Director, reviewed the following budget amendments:

Account #	Description	Debit	Credit
103300-341400	NC Department of Transportation Grant		\$25,000
104330-449909	Meat Camp Fire Department	\$25,000	

The amendment recognized receipt of a NC Department of Transportation grant for paving at Meat Camp Fire Department. The pass-through grant required no County match.

Account #	Description	Debit	Credit
103839-384000	Donations		\$16,780
104288-433400	Utilities – Rocky Knob Park	\$1,000	
104288-458000	Capital Outlay – Building Construction	\$15,780	

The amendment recognized the Tourism Development Authority contribution to pay for the water usage account and utility line construction for the bathrooms at Rocky Knob Park.

Account #	Description	Debit	Credit
103300-345000	NC Department of Transportation ROAP Grant		\$116,920
143300-345000	NC Department of Transportation ROAP Grant		\$24,833
105550-431301	Project on Aging – Elderly & Disabled	\$24,000	
104500-469846	Watauga Opportunities – Elderly & Disabled	\$11,100	
104500-469843	AppalCART – Rural General Population	\$71,639	
104500-469844	Employment Transportation	\$10,181	
145310-469845	Department of Social Services – Elderly & Disabled	\$24,833	

The amendment recognized the NC Department of Transportation Rural Operating Assistance Program grant funds for which there is no County match. The Rural General Population portion requires a 10% match which is provided through fares collected by AppalCART on these routes.

Account #	Description	Debit	Credit
103586-332004	NC Division of Aging		\$15,573
105550-449900	Senior Center Grant	\$15,573	

The amendment recognized an award from the NC Division of Aging to support general senior center activities. The grant award was accepted at the October 1, 2013, Board meeting and the local match of \$5,191 was included in existing Project on Aging budget.

Account #	Description	Debit	Credit
103586-332006	NC Department of Insurance		\$500
105550-449901	Senior Health Insurance Information Program (SHIIP) Grant		

The amendment recognized additional grant funds for the Senior Health Insurance Information Program (SHIIP) hall meetings. There was no required County match for these funds.

Account #	Description	Debit	Credit
103300-349909	NC Lottery Funds		\$248,600
105911-470001	Carpet and Tile Replacements	\$38,400	
105911-470005	Cafeteria Updates	\$37,500	

105911-470009	Hardin Park Boiler Replacement	\$43,000
105911-470012	Blowing Rock Drop Ceilings	\$10,000
105911-470014	Mabel Light Replacements	\$30,000
105911-470015	Buzzers and Cameras at Entrances	\$89,700

The amendment recognized approved NC Lottery project applications as noted above. A County match is not required for these funds.

Commissioner Welch, seconded by Commissioner Yates, moved to approve the budget amendments as presented by Ms. Pierce.

VOTE: Aye-5
Nay-0

SMOKY MOUNTAIN BOARD UPDATES

Commissioner Kennedy updated the Board on the reconstitution of the Smoky Mountain Center Board and presented a proposed slate of members for the reconstituted Board. Watauga County did not have representation proposed for the Board as reconstituted.

The Board may approve the slate of candidates as presented, reject the slate, or defer action to a future Board meeting to see if any State action is forthcoming regarding the governance requirement.

Vice-Chairman Blust, seconded by Commissioner Yates, moved to reject the slate of candidates as presented.

VOTE: Aye-5
Nay-0

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. January Meeting Schedules

County Manager Geouque stated that the Board has traditionally cancelled one of the meetings in December or January depending on how the holidays have fallen. Due to where Christmas and New Year fall during the week, staff would recommend the Board cancel the first meeting in January as there would be insufficient time to prepare the Board packets. The County Manager stated that historically, December and the first weeks in January have few issues requiring Board action.

Vice-Chairman Blust, seconded by Commissioner Welch, moved to cancel the January 7, 2013, regular meeting.

VOTE: Aye-5
Nay-0

B. Boards & Commissions

County Manager Geouque stated that the terms of Recreation Commission members representing the Blowing Rock, Mabel, and Cove Creek elementary school districts as well as three Town of Boone representatives were set to expire in December. Parks and Recreation Director, Stephen Poulos, has requested recommendations for appointments to fill these positions.

The Town of Boone presented a recommendation for West Eppley to be reappointed as a Town of Boone representative and Principal Mark Hagaman nominated Bill Hollingsworth for reappointment as the representative for the Mabel School district.

Other recommendations will be forwarded for consideration upon receipt. The above were first readings and, therefore, no action was required.

County Manager Geouque stated that the Historic Preservation Commission, which is involved in the administration of the Valle Crucis Historic District Ordinance, is in need of three appointments. The Ordinance specifies that three members reside within the historic district and two be members of the Valle Crucis Community Council. The three current members, whose terms are expiring, are all willing to be reappointed. They are as follows: Maria Hyde (resides within the district), Tom Eshelman and Allen Culler (members of community council). The terms are for three years.

Commissioner Kennedy, seconded by Commissioner Welch, moved to reappoint Maria Hyde (resident representative), Tom Eshelman (Valle Crucis Community Council representative), and Allen Culler (Valle Crucis Community Council representative) to the Historic Preservation Commission.

VOTE: Aye-5
Nay-0

County Manager Geouque stated that two appointments were needed to the Watauga County Board of Adjustment which meets infrequently. The two zoned areas of the County (Valle Crucis and Foscoe-Grandfather) must be represented on the Board; traditionally an attempt has been made to appoint representatives of watershed protection areas as well. In November, the terms of Jane Nicholson and Janet Beck expire. Ms. Nicholson does not wish to be reappointed; however, Ms. Beck is willing to continue to serve if so appointed. Technically, both are at-large representatives, though Ms. Nicholson does reside in one of the watershed protection areas. The other members represent Valle Crucis, Foscoe-Grandfather, Howards Creek watershed, and Middle Fork watershed. The terms are for three years. The County Manager stated that a solicitation had been posted on the County's website; however, no applications were received.

Commissioner Yates, seconded by Commissioner Welch, moved to reappoint Janet Beck to serve on the Watauga County Board of Adjustment.

VOTE: Aye-5
Nay-0

C. Announcements

County Manager Geouque announced the following:

- A joint meeting is scheduled with the Town of Boone on Wednesday, November 20, 2013, at 6:00 P.M. for discussion of Extra-Territorial Jurisdiction (ETJ) Board appointments. The meeting will be held at the Town of Boone Council Chambers.
- The Annual County Christmas Luncheon, scheduled on Tuesday, December 10, 2013, will be held at Dan'l Boone Inn from 12:00 to 2:00 P.M.

PUBLIC COMMENT

Ms. Margaret Buck commented on the Bike Trail Plan and shared information regarding Agenda 21.

CLOSED SESSION

At 6:50 P.M., Commissioner Yates, seconded by Vice-Chairman Blust, moved to enter Closed Session to discuss Attorney/Client Matters, per G. S. 143-318.11(a)(3) (including discussion of the following lawsuits: Appling et al vs. Alleghany County et al, Watauga County vs. Fuzzell, and Watauga County vs. Haas) and Land Acquisition, per G. S. 143-318.11(a)(5)(i).

VOTE: Aye-5
Nay-0

Commissioner Kennedy, seconded by Vice-Chairman Blust, moved to resume the open meeting at 7:44 P.M.

VOTE: Aye-5
Nay-0

ADJOURN

Commissioner Welch, seconded by Commissioner Yates, moved to adjourn the meeting at 7:44 P.M.

VOTE: Aye-5
Nay-0

Nathan A. Miller, Chairman

ATTEST:

Anita J. Fogle, Clerk to the Board

DRAFT**MINUTES**

**WATAUGA COUNTY BOARD OF COMMISSIONERS
JOINT MEETING WITH THE
BOONE TOWN COUNCIL
WEDNESDAY, NOVEMBER 20, 2013**

The Watauga County Board of Commissioners held a joint meeting with the Boone Town Council at 6:00 P.M. on Wednesday, November 20, 2013, at Council Chambers on Blowing Rock Road, Boone, North Carolina.

The following were present: Board of Commissioners: Chairman Miller, Vice-Chairman Blust, and Commissioners Kennedy, Welch, and Yates; Boone Town Council: Mayor Clawson, Mayor Pro-Tem Leigh, Mayor-Elect Ball, and Council Members Mason and Scherlen; County Staff: County Manager, Deron Geouque, Planning and Inspections Director, Joe Furman, Planner, John Spear, Clerk to the Board, Anita Fogle, and County Attorney, Stacy "Four" Eggers, IV; Town of Boone Staff: Town Manager, Greg Young, Planning and Inspections Director, Bill Bailey, and Deputy Town Clerk, Christine Pope.

[Clerk's Note: Town Council Member Rennie Brantz was not in attendance due to a prior commitment.]

Mayor Clawson followed by Chairman Miller called the meeting to order at 6:00 P.M.

Chairman Miller reviewed the process regarding extra-territorial jurisdiction (ETJ) appointments and the stated that Town Council had overstepped statutory regulations by requiring the County to hold a public hearing prior to making ETJ appointments.

After lengthy discussion the following items were agreed upon by both the Town Council and Board of Commissioners:

- The Town agreed to direct staff to notify the County ninety days prior to the expiration of the term of an ETJ member.
- When the term officially expires, the Town agreed to notify the County, per resolution, of the vacancy.
- Both the Town and County agreed to begin advertising upcoming vacancies through meeting announcements and via the internet upon notice of an upcoming vacancy.
- The County agreed to receive as few as one nomination per vacant seat from the Town.
- The Town agreed to forward nominations as soon as available.
- The County agreed to continue to follow the procedure of holding two readings prior to making an appointment or requiring a unanimous vote for an appointment at a first reading.
- The Town and County agreed that the ideal candidate for ETJ representatives would reside in the ETJ area.

After further lengthy discussion, the County agreed to allow the Town up to sixty days to make recommendations for ETJ appointments prior to passing a resolution requesting the County to fill

the vacancy. Upon receipt of the resolution, the County would then have ninety days, per statute, to fill the seat prior to that authority being turned over to the Town.

Vice-Chairman Blust, seconded by Commissioner Yates, moved to adjourn the meeting at 7:54 P.M.

VOTE: Aye-5
Nay-0

Mayor-Elect Ball, seconded by Council Member Leigh, moved to adjourn the meeting at 7:54 P.M.

VOTE: Aye-5(Clawson, Leigh, Ball, Mason, Scherlen)
Nay-0
Absent-1(Brantz)

Nathan A. Miller, Chairman

ATTEST:
Anita J. Fogle, Clerk to the Board

AGENDA ITEM 3:**BOARD ORGANIZATIONAL MATTERS*****A. Election of Officers***

Since there is no chairman at this point in time, it has been customary for the County Manager to conduct the election; however, this can be handled by a commissioner if that is the desire of the Board. Nominations are taken from the floor, and the election is by simple majority of the Board members. Following the election of officers, the new Chairman assumes his duties and presides over the meeting. It is appropriate at this time for the commissioners to change the seating arrangements if they so desire, or this could be done at a later meeting.

Blank Page

AGENDA ITEM 3:**BOARD ORGANIZATIONAL MATTERS*****B. Staff Appointments***

It has been local practice for the Board to take action on the following staff appointments who serve at the pleasure of the Board. These include County Manager, Deron Geouque; Clerk to the Board, Anita Fogle; Substitute Clerks to the Board, Monica Harrison (Human Resource Coordinator) and Tammy Adams (Asst. HR Coord./Admin Support Specialist); and the County Attorney (the appointment of the attorney can be done by individual name or firm name whichever is appropriate). Also, a separate Department of Social Services Attorney may be appointed or the appointed County Attorney may serve at the discretion of the Board.

Board action is requested.

Blank Page

AGENDA ITEM 3:

BOARD ORGANIZATIONAL MATTERS

C. Fidelity Bonds

Board action is needed to set these specific name fidelity bonds for the positions as shown in the packet. Ms. Margaret Pierce will be present for discussion.



WATAUGA COUNTY

FINANCE OFFICE

814 West King St., Room 216 - Boone, NC 28607 - Phone (828) 265-8007 Fax (828) 265-8006

MEMORANDUM

TO: Deron Geouque, County Manager
FROM: Margaret Pierce, Finance Director
SUBJECT: Fidelity Bonds
DATE: November 19, 2013

The following fidelity bonds are in place and require the annual approval of the Watauga County Board of Commissioners. Currently, the County Manager serves as Deputy Finance Director in the absence of the Finance Director.

<u>Position</u>	<u>Bond Amount</u>	<u>Statutory Requirement</u>
Finance Director	\$50,000	No less than \$50,000, NCGS 159-29
Deputy Finance Director	\$50,000	
Tax Collector	\$50,000	Amount considered reasonable by BCC, NCGS 105-349-c
Register of Deeds	\$50,000	At least \$10,000, but no more than \$50,000, NCGS 161-4
Sheriff	\$25,000	Amount considered reasonable by BCC, but no more than \$25,000, NCGS 162-8

AGENDA ITEM 3:**BOARD ORGANIZATIONAL MATTERS*****D. Commissioner Appointments to Boards & Commissions***

Included in the packet is a list of Boards & Commissions on which the commissioners themselves have served in the past. Some of these are legal requirements that the commissioners serve, and some are at the request of the agencies. The majority of these appointments can be made by the Chairman of the Board although several of them do require Board action. Therefore, it has been the practice for the Chairman to submit a list of appointments with Board action to approve the entire list. If there is more than one nomination for a particular appointment, the Board may vote on each nomination separately.

Commissioner Appointments to Boards & Commissions

As Appointed December 3, 2012

Board/Commission	Member
Appalachian District Health Department	Yates
AppalCART Authority	Blust
Blue Ridge Resource Conservation & Development Area	Blust
Caldwell Community College & Technical Institute - Watauga Advisory Board	Welch
Children's Council/Child Protection Team	Kennedy
Committee of 100	Blust
Cooperative Extension Advisory Leadership Board	Yates
Criminal Justice Partnership Program (CJPP)	Miller
Economic Development Commission (EDC)	Yates
Educational Planning Committee (2 appointees)	Blust & Welch
EMS Advisory Committee	Kennedy
High Country Council of Governments Executive Board Rural Transportation Advisory Committee	Miller
Juvenile Crime Prevention Council (JCPC)	Welch
Library Board	Kennedy
Motor Vehicle Valuation Review Committee	Welch
New River Service Authority Board	Miller
POA Advisory Committee (Home & Community Care Block Grant)	Kennedy
Sheriff's Office Liaison	Kennedy
Smoky Mountain Center Board (LME for Mental Health Services)	Kennedy
Social Services Advisory Board	Miller
Watauga County Fire Commission	Yates
Watauga County Personnel Advisory Committee	Miller
Watauga County Recreation Commission	Welch
Watauga Medical Center Board of Trustees	Miller
Watauga Opportunities, Inc.	Blust
Workforce Development Board (WDB)	Chairman

AGENDA ITEM 3:

BOARD ORGANIZATIONAL MATTERS

E. Regular Meeting Schedule

The Board's regular meetings are currently scheduled for the 1st Tuesday and the 3rd Tuesday of each month at 8:30 A.M. and 5:30 P.M. respectively. This schedule can continue or may be changed at the pleasure of the Board.

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AGENDA ITEM 4:

APPROVAL OF THE DECEMBER 3, 2013, AGENDA

Now that the Board has been officially constituted, it is appropriate for the Board to take action to adopt the agenda.

If you have questions or require more information, please do not hesitate to contact me.

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AGENDA ITEM 5:

PRESENTATION OF FISCAL YEAR 2013 AUDIT

MANAGER'S COMMENTS:

Ms. Kathy Brown will present the Fiscal Year 2013 County audit. The County had another successful year due the strong support received by the Commissioners and the dedication, diligence, and efficiency of County staff. Below are some of the financial highlights:

- ❖ The total assets of the County exceeded its liabilities at the close of the fiscal year by \$118,828,983, an increase of \$4,669,912. The change was primarily due to an increase in revenues and a reduction in expenditures over last year.
- ❖ The County's unassigned fund balance for the general fund was \$14,653,916 at the end of the year, representing 31.73% of total General Fund expenditures. This is an increase of 1,170,236 in unassigned fund balance from the previous year.
- ❖ The savings from the prior year's refinance of the two high school loans allowed for an additional principle amount of \$329,113 to be paid, thus reducing the County's outstanding debt. Expenditure savings came from continued conservative budgeting, limited capital purchases and delayed rehiring for positions which became open during the fiscal year.
- ❖ The collection rate for property taxes remained steady at 97.71% which was an increase from last year's 97.21%. We are still well above the statewide average of 96.96% in 2011.
- ❖ **Outstanding debt principal decreased by \$5,866,473.** Total outstanding debt principal at June 30, 2013 is \$57,739,080. Watauga County's legal debt limit is \$708,347,606 so the County is well below the state limits.
- ❖ No material weaknesses were found in our accounting systems or internal controls.
- ❖ The County maintained its bond rating of AA- and Aa3 from Standard and Poor and Moody's Investor Services, respectively.

The audit is presented for your information only; therefore, no action is required.

AGENDA ITEM 5:

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Financial Highlights from the 2012-13 Audited Financials

- The total assets of the County exceeded its liabilities at the close of the fiscal year by \$118,828,983, an increase of \$4,669,912.
- **The County's unassigned fund balance for the general fund was \$14,653,916 at the end of the year, representing 31.73% of total General Fund expenditures. This is an increase of \$1,170,236 in unassigned fund balance from the previous year.** The state average fund balance as a percent of expenditures in 2012 was 26.64% for counties our population in NC. The additional categories of fund balance (restricted, assigned and committed) consist of restricted fund balances of \$4,708,363 in the general fund.
- The collection rate for property taxes remained steady at 97.85% which was a slight increase from last year's 97.75%. We are still well above the statewide average of 96.29% in 2012 in the 50,000 to 99,999 population group. The statewide average saw a decrease while Watauga had an increase which is a testament to our Tax Collection Department staff.
- **Outstanding debt principle decreased by \$5,866,469.** Total outstanding debt principle at June 30, 2013 is \$57,739,080. Watauga County's legal debt limit is \$708,347,606 so the County is well below the state limits for outstanding debt.
- No material weaknesses were found in our accounting systems or internal controls.

AGENDA ITEM 6:

OASIS PRESENTATION

MANAGER'S COMMENTS:

Ms. Jennifer Herman, OASIS Director, would like to express her gratitude to the Board for their continued support over the years. In addition, she will update the Board on the current activities taking place at OASIS.

The report is for information only; therefore, no action is required.

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AGENDA ITEM 7:

MISCELLANEOUS ADMINISTRATIVE MATTERS

A. Boards and Commissions

MANAGER'S COMMENTS:

The terms of Recreation Commission members representing the Blowing Rock, Mabel, and Cove Creek elementary school districts as well as three Town of Boone representatives are set to expire in December. Parks and Recreation Director, Stephen Poulos, has requested recommendations for appointments to fill these positions.

The Town of Boone presents a recommendation for West Eppley to be reappointed as a Town of Boone representative.

Principal Mark Hagaman has nominated Bill Hollingsworth for reappointment as the representative for the Mabel School district.

Other recommendations will be forwarded for consideration upon receipt.

The above are second readings and, therefore, action may be taken, if so desired.

One (1) appointment is still needed to the Watauga County Board of Adjustment which meets infrequently. The two (2) zoned areas of the County (Valle Crucis and Foscoe-Grandfather) must be represented on the Board; traditionally an attempt has been made to appoint representatives of watershed protection areas as well. The term of Jane Nicholson has expired and she does not wish to be reappointed. Technically, the seat is an at-large representative, though Ms. Nicholson also resided in one of the watershed protection areas. The other members represent Valle Crucis, Foscoe-Grandfather, Howards Creek watershed, and Middle Fork watershed. The term is for three (3) years. No applications have been received to date.

Audrey Tate recently announced her resignation from the Social Services Board. Her last meeting will be on December 18. Social Services Director, Jim Atkinson, has recommended Lynn Jackson Patterson for appointment to fill the unexpired term. Mr. Atkinson is forwarding a volunteer application to Ms. Patterson for her to complete and return.

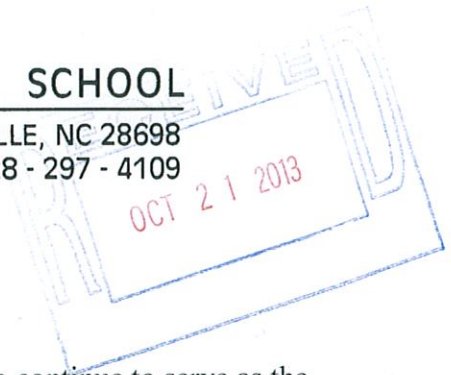
The above is a first reading and, therefore, no action is required at this time.



MABEL ELEMENTARY SCHOOL

404 MABEL SCHOOL ROAD
PH: 828 - 297 - 2512

ZIONVILLE, NC 28698
FAX: 828 - 297 - 4109



Please accept this note as a nomination for Bill Hollingsworth to continue to serve as the representative from Mabel to the Watauga County Recreation Commission.

Thank you for a voice in this matter and please let me know should I be of any further assistance.

A handwritten signature in black ink that reads "Mark C. Hagaman". The signature is written in a cursive style.

Mark Hagaman
Principal

Anita.Fogle

From: Kim Brown <Kim.Brown@townofboone.net>
Sent: Friday, October 18, 2013 10:53 AM
To: Anita.Fogle
Subject: Committee Appointment
Attachments: Franklin Westerly Eppley.pdf

Good morning Anita:

At the October 17th meeting, the Boone Town Council voted unanimously to recommend Franklin Westerly Eppley for reappointment to the Watauga County Recreation Commission. I have attached his application for your information. Please let me know if you have any questions.

Have a great weekend!
Kim

Kimberly S. Brown, CMC
Town Clerk
Boone Town Hall
PO Drawer 192
Boone, NC 28607
(828)268-6200/(828)268-6208 fax
www.townofboone.net
kim.brown@townofboone.net

Email correspondence to and from this address is subject to public records requests pursuant to the North Carolina Public Records Law, resulting in monitoring and potential disclosure of this message to third parties.

APPLICATION FOR APPOINTMENT TO A BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE TOWN OF BOONE

FULL NAME: FRANKLIN WESTERLY EPPLEY
Title First Middle Initial Last
(Mr./Ms./Ms./Dr., etc.)

GENDER: MALE

HOME ADDRESS: 521 Dogwood Rd. BOONE

PREFERRED CONTACT ADDRESS (if different from home address):

EMAIL ADDRESS: eppley@charter.net

TELEPHONE: day: 828.262.0944 ; evening: SOME

JURISDICTION OF RESIDENCE: [checked] Town of Boone
Extra Territorial Jurisdiction (ETJ)
Watauga County outside Town and ETJ
Other (please identify):

HOW LONG HAVE YOU BEEN A RESIDENT OF THE ABOVE JURISDICTION: 16 YEARS

DO YOU OWN REAL PROPERTY (land) IN THE TOWN OF BOONE: YES

DO YOU OWN REAL PROPERTY IN THE ETJ: NO

NAME OF BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE APPOINTMENT SOUGHT (list one only): WATAUGA COUNTY RECREATION COMMISSION

WHY DO YOU WISH TO OBTAIN THIS APPOINTMENT? I HAVE SERVED ON THE COMMISSION FOR SEVERAL YEARS AND WANT TO CONTINUE TO WORK TOWARD BETTER RECREATION FACILITIES & PROGRAMS FOR THE TOWN & COUNTY.

ARE YOU FAMILIAR WITH THE TOWN'S 2006 COMPREHENSIVE PLAN? (It can be accessed at http://www.townofboone.net/departments/development/pdfs/Comp.pdf): YES

RATE YOUR SUPPORT FOR THE 2006 COMPREHENSIVE PLAN (with "1" signifying no support and "10" signifying great support):

1 2 3 4 5 6 7 8 9 (10)

PLEASE EXPLAIN YOUR LEVEL OF SUPPORT FOR THE COMPREHENSIVE PLAN: I AM A FIRM BELIEVER IN PLANNED COMMUNITIES. WE NEED PLANS & GOALS ALONG WITH GUIDANCE & RESTRICTIONS TO BETTER ENHANCE OUR COMMUNITY FOR THE OVERALL GOOD.

WHAT SKILLS, EDUCATION, TRAINING, EXPERIENCE OR AREA(S) OF EXPERTISE WOULD YOU BRING TO THIS APPOINTMENT? I HAVE SERVED ON THIS COMMISSION FOR SEVERAL YEARS. I HAVE DECADES OF EXPERIENCE IN RECREATION & SPORTS AND HAVE BEEN INVOLVED IN MANY OF THE GROUPS ADVOCATING FOR A RECREATION CENTER.

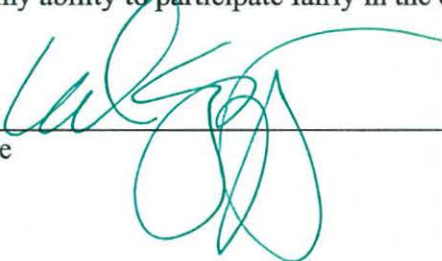
HAVE YOU HAD ISSUES WITH THE TOWN OF BOONE WHICH RELATE TO THE WORK OF THE BODY TO WHICH YOU SEEK APPOINTMENT? IF YES, PLEASE EXPLAIN: NO

DO YOU HAVE ANY KNOWN OR POTENTIAL CONFLICTS OF INTEREST (INCLUDING MEMBERSHIP IN ANY ORGANIZATION, YOUR EMPLOYMENT, AND THE MEMBERSHIPS AND EMPLOYMENT OF ANY FAMILY MEMBER) THAT MIGHT ARISE IF YOU ARE APPOINTED? IF YES, PLEASE EXPLAIN: I DON'T THINK SO BUT MY CHILDREN HAVE OCCASIONALLY HELD PART TIME JOBS WITH THE W.C.P & R. DEPARTMENT.

HAVE YOU EVER BEFORE SERVED ON ANY TOWN BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE. IF SO, PLEASE STATE THE NAME OF THE BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, AND THE APPROXIMATE DATES OF SERVICE: I HAVE SERVED ON THE W.C. RECREATION COMMISSION FOR THE PAST 6-7 YEARS.

IF YOU HAVE PREVIOUSLY SERVED ON A TOWN BOARD, COMMISSION, TASK FORCE, ADVISORY BODY OR COMMITTEE, PLEASE EXPLAIN THE QUALITY OF YOUR EXPERIENCE: I HAVE ENJOYED MY SERVICE. I LOVE OUR COMMUNITY AND IT GIVES ME GREAT PRIDE TO DO MY SMALL PART TO MAKE IT A BETTER PLACE TO LIVE.

I hereby certify that the foregoing answers are true, and that should I be appointed to the board, commission, task force, advisory body or committee, and should a conflict of interest exist or develop with regard to a specific matter, I will disclose the conflict of interest and recuse myself from the deliberations and action involved. Conflicts of interest include, but are not limited to: a direct or indirect financial interest by myself or a member of my family, and other interest which impairs my ability to participate fairly in the deliberations and actions in question.



Signature

10/14/13

Date

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AGENDA ITEM 7:

MISCELLANEOUS ADMINISTRATIVE MATTERS

B. Announcements

MANAGER'S COMMENTS:

The Annual County Christmas Luncheon, scheduled on Tuesday, December 10, 2013, will be held at Dan'l Boone Inn from 12:00 to 2:00 P.M.

The Town of Boone is hosting a reception in honor of Mayor Loretta Clawson's retirement. The floating reception is scheduled on Tuesday, December 17, 2013, from 1:00 P.M. to 4:00 P.M. at the Family Life Center in the Boone United Methodist Church. Anita will be glad to RSVP on your behalf by December 10.

A public hearing is scheduled at 6:00 P.M. on Tuesday, December 17, 2013, to allow citizen comment regarding the Beech Mountain Water Intake project.

The first regular meeting in January 2014 has been cancelled due to the holiday schedule. Therefore, the only regular meeting of the Board of Commissioners scheduled in January is the 21st at 5:30 P.M.

*After 16 years of service
with the
Town of Boone*

Mayor Loretta Clawson

is celebrating her retirement!

*Please join us
Tuesday, December 17, 2013
Floating Reception 1 to 4 p.m.*

*Boone United Methodist Church
Family Life Center
471 New Market Boulevard,
Boone, NC*

*Kindly Respond by
Tuesday, Dec. 10
828.268.6200 or
Christine.Pope@townofboone.net*

AGENDA ITEM 8:

PUBLIC COMMENT

AGENDA ITEM 9:

BREAK

AGENDA ITEM 10:

CLOSED SESSION

Attorney/Client Matters – G. S. 143-318.11(a)(3)

Land Acquisition – G. S. 143-318.11(a)(5)(i)

Personnel Matters – G. S. 143.-318.11(a)(6)