

**Minutes of the 12 August 2013
Regular Meeting of the Yancey County Board of Commissioners
Held at 6:00 o'clock p.m. in the Yancey County Courtroom
Yancey County Courthouse, Burnsville, North Carolina**

Present at the 12 August 2013 meeting of the Yancey County Board of Commissioners were, Chairman Johnny Riddle, Commissioner Jill Austin, Commissioner Jim Edwards, Commissioner Randy Ollis, and Commissioner Jeff Whitson, County Manager Nathan Bennett, Clerk to the Board Jason Robinson, County Planner Jamie McMahan, County Attorney Donny Laws, members of the media, and members of the general public.

Call to Order and Approval of Agenda

Chairman Riddle called the meeting to order, welcomed David Nicholson with the North Carolina Association of County Commissioners, and delivered the invocation. Chairman Riddle then asked Commissioner Ollis to lead everyone in the Pledge of Allegiance. Chairman Riddle then asked for a motion to approve the agenda. Commissioner Whitson made a motion to approve the agenda and it was seconded by Commissioner Edwards. The vote to approve was unanimous. (Attachment A)

Public Comment

The first person to speak before the Board was Veronica Creech who spoke about a problem she had at the DSS meeting. The next person to speak before the Board was Anthony Robinson who once again spoke about how the elitists are threatening the way of life of everyday Americans. The final person to speak before the Board was Tom Robinson who wanted to know why the signs for the county line had been moved at the Yancey/Mitchell line at Crabtree.

Consent Agenda

The Board next moved to the consent agenda portion of the agenda. On the consent agenda for August were the minutes for the June 18th Special Meeting and the July 8th Regular Meeting. In addition this month was the CDBG Performance Review Monthly Reports for the scattered site housing and senior center projects (Attachment B). Also on the consent agenda for August was Budget Amendment #1 (Attachment C). Also on the consent agenda this month were the policies and documents for the North Carolina Housing Finance Agency Urgent Repair Program, which Yancey County had secured a grant for \$75,000 (Attachment D). The consent agenda also contained two board appointments. The first board appointments were to the Yancey County Public Library Board and the Avery Mitchell Yancey Regional Library Board. Both of those positions were to be filled by Ms. Jody Higgins and Ms. Anna Webb respectively (Attachment E). The second board appointment was to the Toe River Board of Health, which was an appointment of a pharmacist that is to be filled by Mr. Charles Gillespie (Attachment F). The final three items on the consent agenda were for informational purposes only. The first was the July tax collection report (Attachment G), the second was a report from the Child Fatality Prevention Team (Attachment H), and the final item was an analysis of the 2013-15 North Carolina state budget by the North Carolina Association of County Commissioners concerning the impacts on counties (Attachment I).

Summer Funshine Camp

The Board next heard from Lucy Wilson, who faithfully puts on Camp Funshine each summer at Patience Park/Toe River Campground. Ms. Wilson also brought along campers Haley Atkins, Joe Tolley, and Carleigh McMahan. Mr. Tolley, Miss McMahan, and Miss Atkins spoke about what a wonderful time they had this year at Camp Funshine and how they are excited about next year. Ms. Wilson stated that she would like to thank the commissioners for their continued support and presented a plaque to the Board and each commissioner with a t-shirt.

Yancey County Economic Development Commission

The Board next heard from Wanda Proffitt, Executive Director of the Yancey County Economic Development Commission (EDC). Mrs. Proffitt stated that she had hoped to have a partnership agreement resolution ready for the Board to consider along with the bylaws of the Yancey County EDC but there is some wording that needs to be changed. Upon hearing from Mrs. Proffitt, Commissioner Edwards made a motion to table the item. The motion was seconded by Commissioner Whitson and the vote to table was unanimous.

County Manager Business

The Board next heard from County Manager Nathan Bennett. Mr. Bennett informed the Board that a letter had been sent to the Parkway Playhouse asking them to cooperate with the Burnsville Little Theatre. Mr. Bennett also informed the Board that Yancey County is the recipient of a County Partnership Award from the North Carolina Cooperative Extension Service. Mr. Bennett also gave the Board an update on Cane River Park. Mr. Bennett stated that he had met with the engineers concerning the development of the baseball fields and the feasibility of getting those finished this fiscal year. Mr. Bennett also announced that there would be a community fun day at Cane River Park on Saturday the 17th. Mr. Bennett also updated the Board concerning the Yancey County Senior Center that the funds have finally been obligated for this project.

County Attorney Business

The Board next heard from County Attorney Donny Laws who stated that he had been in discussions with the owners of the building that currently houses the license plate agency. Mr. Laws stated that he believed there were enough funds in the budget to purchase ½ of the interest this fiscal year with an option to purchase the remaining interest next fiscal year. Upon hearing from Mr. Laws, Commissioner Edwards made a motion to authorize Chairman Riddle to execute any documentation to facilitate the purchase of the ½ interest of the former library annex and option to purchase the remaining interest for the budgeted amount. The motion was seconded by Commissioner Ollis and the vote to approve was unanimous.

Commissioner Business

Commissioner Ollis stated that the building that has the Board of Elections office in it is for sale and might be something that the County might look at purchasing, if the price is right. Commissioner Ollis also stated that the DSS Board has met and seated Mr. Blaine Whitson and that there is currently a vacancy on that board if any of the commissioners have any ideas who would be a good addition to the DSS Board.

Closed Session

Chairman Riddle then made a motion to go into closed session pursuant to NCGS 143-318.11(a)(3) to consult with the county attorney. The motion was seconded by Commissioner Ollis. The vote to go into closed session was unanimous.

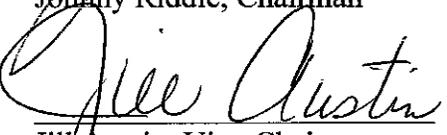
Upon coming out of closed session the Board took no action.

Adjournment

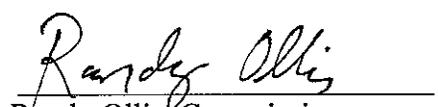
Having no further business Commissioner Ollis made a motion to adjourn and it was seconded by Commissioner Austin. The vote to adjourn was unanimous.

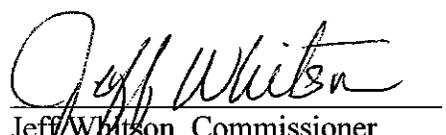
Approved and authenticated on this the 9th day of September 2013.


Johany Riddle, Chairman

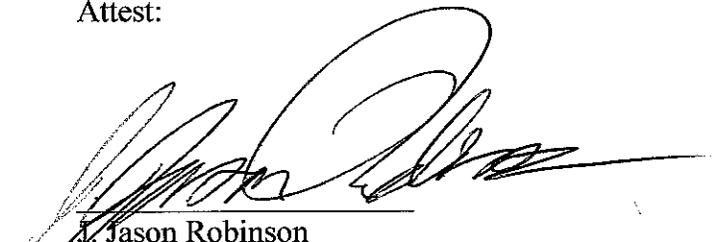

Jill Austin, Vice-Chairman


Jim Edwards, Commissioner

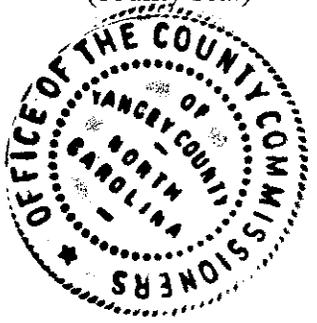

Randy Ollis, Commissioner


Jeff Whitson, Commissioner

Attest:


Jason Robinson
Clerk to the Board

(county seal)





AGENDA
YANCEY COUNTY BOARD OF COMMISSIONERS
REGULAR BUSINESS MEETING
August 12, 2013
6:00 P.M.

- I. Call to Order – Chairman Johnny Riddle
- II. Invocation and Pledge of Allegiance to the Flag
- III. Approval of the Agenda
- IV. Public Comment
- V. Consent Agenda
 - a. Approval of the Minutes- June 18th Special Meeting; July 8th Regular Meeting
 - b. CDBG Performance Review Monthly Reports – Scattered Site Housing and Senior Center Projects
 - c. Budget Amendment #1
 - d. North Carolina Housing Finance Agency Urgent Repair Program Policies and Documents
 - e. Board Appointment – Yancey Library Board and AMY Regional Library Board – Jody Higgins and Anna Webb
 - f. Board Appointment – Toe River Board of Health – Pharmacist – Charles Gillespie
 - g. July Tax Collection Report – Informational
 - h. Child Fatality Prevention Team – Informational
 - i. County Analysis of Adopted 2013-2015 State Budget
- VI. Summer Funshine Camp – Lucy Wilson
- VII. Yancey County Economic Development Commission – Wanda Proffitt, Executive Director
 - a. Resolution and Bylaws
- VIII. County Manager Report – Nathan Bennett, County Manager
- IX. County Attorney Report – Donny Laws, County Attorney
- X. County Commissioners Report
- XI. Closed Session Pursuant to NCGS 143-318.11(a)(3)
- XII. Adjourn

YANCEY COUNTY FINANCE OFFICE



110 TOWN SQUARE, ROOM 11, BURNSVILLE, NC 28714

PHONE (828)682-3819 • FAX (828)682-4301

FINANCE DIRECTOR, LYNNE E. HENSLEY • lhensley@yanceycountync.gov

FINANCE OFFICER, BRANDI BURLESON • bburleson@yanceycountync.gov

ASST. FINANCE OFFICER, LISA MILLER • lmiller@yanceycountync.gov

NOTES TO BUDGET AMENDMENT # 1

The purpose of this budget amendment is to account for funding that was received by the Emergency Management Department to help offset the cost of purchasing a vehicle. The net difference of this budget amendment is \$14,846 which increases the budget from \$21,287,334 to \$21,302,180.

If there are any questions related to Budget Amendment # 1, please feel free to call me at 682-3971 and I will answer any questions you may have.

Brandi Burleson
Finance Officer

YANCEY COUNTY COMMISSIONERS

BUDGET AMENDMENT # 1

FUND: GENERAL

As entered in the minutes of the Yancey County Board of Commissioners at a meeting on Tuesday, August 12, 2013.

| EXPEND. CODE | ACCOUNT | INCREASE | DECREASE |
|----------------------|--------------------|-----------|---------------|
| 104190-5540 | CAPITAL - VEHICLES | | 7,480.00 |
| 104330-5540 | CAPITAL - VEHICLES | 7,480.00 | |
| 104330-5540 | CAPITAL - VEHICLES | 14,846.00 | |
| | | | |
| TOTALS | | 22,326.00 | 7,480.00 |
| NET CHANGE | | | 14,846.00 |
| CURRENT APPROP | | | 21,287,334.00 |
| TOTAL APPROP AMENDED | | | 21,302,180.00 |

| EXPEND. CODE | ACCOUNT | INCREASE | DECREASE |
|----------------------|--------------------|-----------|---------------|
| 104081-490501 | EM - SPECIAL GRANT | 14,846.00 | |
| | | | |
| | | | |
| TOTALS | | 14,846.00 | 0.00 |
| NET CHANGE | | | 14,846.00 |
| CURRENT APPROP | | | 21,287,334.00 |
| TOTAL APPROP AMENDED | | | 21,302,180.00 |

0.00

Yancey County
2013 Urgent Repair Program

Assistance Policy

What is the Urgent Repair Program? Yancey County has been awarded \$75,000 by the North Carolina Housing Finance Agency ("NCHFA") under the 2013 cycle of the Urgent Repair Program ("URP13"). This program provides funds to assist very-low and low- income households with special needs in addressing housing conditions which pose imminent threats to their life and/or safety or to provide accessibility modifications and other repairs necessary to prevent displacement of very-low and low- income homeowners with special needs such as frail elderly and persons with disabilities. A total of 11-15 households will be assisted under URP13.

This Assistance Policy describes who is eligible to apply for assistance under URP13, how applications for assistance will be rated and ranked, what the form of assistance is and how the repair/modification process will be managed. The County has tried to design this URP13 project to be fair, open, and consistent with the County approved application for funding and with NCHFA's URP Program Guidelines.

The funds provided by NCHFA come from the North Carolina Housing Trust Fund.

Eligibility: To be eligible for assistance under URP13 applicants

- 1) must reside within Yancey County and own and occupy the home in need of repair
- 2) must have a household income which does not exceed 50% of the North Carolina State median income for the household size (see income limits below)
- 3) must have a special need (i.e. be elderly, 62 years old, handicapped or disabled, a single parent with a dependent living at home, a large family with 5 household members or a household with a child below the age of six with an elevated blood lead level (between 10 -µg/dL and 20 -µg/dL)).
- 4) must have urgent repair needs, which cannot be met through other state or federally- funded housing assistance programs

URP13 Income Limits for North Carolina

| Number in Household | 30% of Median (very-low Income) | 50% of Median (low-income) |
|---------------------|---------------------------------|----------------------------|
| 1 | \$11,800 | \$19,650 |
| 2 | \$13,500 | \$22,500 |
| 3 | \$15,150 | \$25,300 |
| 4 | \$16,850 | \$28,100 |
| 5 | \$18,200 | \$30,350 |
| 6 | \$19,550 | \$32,600 |
| 7 | \$20,900 | \$34,850 |
| 8 | \$22,250 | \$37,100 |

Selection of applicants The County has devised the following priority system to rank eligible applicants, determine which of them will be selected for assistance and in what order. Under this system applicants will receive points for falling into certain categories of special need, income, and local tax status. The applications will be ranked according to which receive the most points. If applicants are tied in points, those with lower incomes will take priority over the other.

Priority Ranking System for County of Yancey

URP13

| | |
|--|---------------|
| <i>Special Needs (for definitions, see below)</i> Elderly | <i>Points</i> |
| Head of Household (62 or older) | 4 |
| Disabled Head of Household | 4 |
| Disabled or Elderly Household Member (not Head of Household) | 3 |
| Single-Parent Household (with one or more children in the home) | 3 |
| Large Family (5 or more permanent residents) | 2 |
| Elevated Blood Lead Level Child (6-years old or under) | 2 |
| <i>Income (See Income Table above)</i> | <i>Points</i> |
| Less than 30% of County Median Income | 10 |
| 30% to 50% of County Median Income | 5 |
| <i>Local Tax Liability</i> | <i>Points</i> |
| No current town/county taxes due or payment plan in place with County Tax Assessor | 2 |
| Current town/county tax liens outstanding | 0 |

Under NCHFA Program Guidelines, a minimum of 50% of households assisted must have incomes which are less than 30% of the area median income for the household size, priority will be given to those applicants until the 50% goal is met. No household with an income exceeding 50% of the area median income will be eligible. This guideline will be adhered to strictly and will be the primary factor in the selection of those households to be assisted under URP13.

Recipients of assistance under the URP13 will be chosen by the above criteria without regard to race, creed, sex, color or national origin.

The definitions of special needs' populations under URP13 are:

- **Elderly.** An individual aged 62 or older.
- **Disabled:** A person who has a physical, mental or developmental disability that greatly limits one or more major life activities, has a record of such impairment, or is regarded as having such an impairment.
- **Large Family:** A large family household is composed of five or more individuals, at least four are immediate family members.
- **Head of Household:** The person or persons who own(s) the house.
- **Household Member.** Any individual who is an occupant (defined below) of the unit to be rehabilitated shall be considered a "household member" (the number of household members will be used to determine household size and all household members are subject to income verification).

- **Occupant:** An occupant is defined as any immediate family member (mother, father, spouse, son/daughter of the head of the household, regardless of the time of occupancy); or non-immediate family member who has resided in the dwelling at least 3 months prior to the submission of the family's application.
- **Single-Parent Household:** A household in which one and only one adult resides with one or more dependent children.
- **Child with elevated blood lead level:** a child below the age of six with an elevated blood lead level between 10µg/dL and 20µg/dL.

What is the form of assistance under URP13? The County will provide assistance to homeowners, whose homes are selected for repair/modification in the form of a loan. Homeowners will receive an unsecured deferred, interest-free loan, forgiven at a rate of \$1,000 per year, until the principal balance is reduced to zero.

What is the amount of the loan? The amount of the loan will depend on the scope of work necessary to address the identified imminent threats to life and/or safety, and that will be determined by the Program Administrator. There is no minimum to the amount of the loan; however the maximum life-time limit according to the guidelines of URP13 is \$6,000.

What kinds of work will be done? Only repairs that address imminent threats to the life and/or safety of occupants of the dwelling unit or accessibility modifications will be performed under the county's URP13 program. It should be noted that all deficiencies in a home may not be rectified with the available funds.

All work that is completed under URP13 must meet or exceed NC residential Building Code.

Who will do the work on the homes? The County is obligated under URP13 to ensure that quality work is done at reasonable prices and that all work is contracted through a fair, open and competitive process. To meet those very difficult requirements, the County will invite bids only from contractors who are part of an "approved contractors' registry".

To be on the registry, contractors must (1) fill out an application form, listing several references and recent jobs completed, and (2) receive the "conditional approval" of the County. Once a contractor who has been conditionally approved has successfully completed one job for the County, his or her status is upgraded to "regular approval", meaning that they will be allowed to bid on a regular rotation as long as they remain in good standing. (Homeowners who know of quality rehabilitation contractors that are not on the County's Approved Contractors Registry are welcome to invite them to apply.)

A minimum of three approved contractors will be invited to bid on each job, and the lowest responsive and responsible bidder will be selected for the contract. "Responsive and responsible" means the contractor (1) is deemed able to complete the work in a timely fashion, and (2) that the bid is within 15% (in either direction) of the County's cost estimate.

What are the steps in the process, from application to completion? Now that you have the information about how to qualify for the County of Yancey URP13, what work can be done, and who will do it, let's go through all the major steps in the process:

1. **Completing an Application form:** Homeowners who wish to apply for assistance must do so by December 2, 2013. You may obtain an application by contacting Jason Robinson, Yancey County Clerk to the Board, in room 11 of the Yancey County Courthouse , 682-3971 or Michelle Ball at High Country Council Governments at (828) 265-5434, ext. 115. Applications and the Assistance Policy will also be available online at www.yanceycountync.gov and www.regiond.org.

NOTE: Proof of ownership and income will be required. Those who have applied for housing assistance from the County in the past will **not** automatically be reconsidered. A new application will need to be submitted.

2. **Screening of applicants:** Applications will be rated and ranked by the County based on the priority system outlined on page 2. Household income will be verified for program purposes only (information will be kept confidential). Ownership of property will be verified along with other rating factors. From this review, the most qualified applicants will be chosen according to the priority system described.
3. **Preliminary Inspection:** The Program Administrator will visit the homes of the highest ranked applicants to determine the need and feasibility of repairs/modifications.
4. **Applicant interviews:** Approved applicants will be provided detailed information on assistance, program repair/modification standards and the contracting procedures associated with their project at this informational interview.
5. **Work write-up:** The Program Administrator will visit the home again for a more thorough inspection. All parts of the home must be made accessible for inspection, including the attic and crawlspace, if any. The owner should report any known problems such as electrical short circuits, blinking lights, roof leaks and the like. The Rehabilitation Specialist will prepare complete and detailed work specifications (known as the "work write-up"). A final cost estimate will also be prepared by the Program Administrator and held in confidence until bidding is completed.
6. **Formal agreement:** After approval of the work write-up, the homeowner will sign a formal agreement that will explain and govern the repair/modification process. This agreement will define the roles of the parties involved throughout the process.
7. **Bidding:** The work write-up and bid documents will be mailed to a minimum of three contractors on the Approved Contractors' Registry who will be given at least one week in which to inspect the property and prepare bid proposals. The names of the invited contractors will be supplied to the homeowner. Each will need access to those areas of the house, in which work is to be performed, in order to prepare a bid. A bid opening will be conducted at the Community Development office at a specified date and time, with all bidders and the homeowner invited to attend.
8. **Contractor selection:** Within 24 hours of the bid opening, after review of bid breakdowns and timing factors, the winning bidder will be selected. All bidders and the homeowner will be notified of (1) the selection, (2) the amount, (3) the amount of the County's cost estimate, and (4) if other than the lowest bidder is selected, of the specific reasons for the selection.
9. **Execution of loan agreement and contract:** The loan will be executed as well as the repair/modification contract. This contract will be between the contractor and the homeowner, with the county signing as an interested third party.

- 10. Pre-construction conference:** A pre-construction conference will be held at the home. At this time, the homeowner, contractor and program representatives will discuss the details of the work to be done. Starting and ending dates will be agreed upon, along with any special arrangements such as weekend or evening work hours and disposition of items to be removed from the home (such as old plumbing, etc.). Within 24 hours of the pre-construction conference, the County will issue a "proceed order" formally instructing the contractor to commence by the agreed-upon date.
- 11. Construction:** The contractor will be responsible for obtaining any required building permits for the project before beginning work. The permit must be posted at the house during the entire period of construction. Program staff will closely monitor the contractor during the construction period to make sure that the work is being done according to the work write-up (which is made a part of the rehabilitation contract by reference) and in a timely fashion. Code Enforcement Officers will inspect new work where applicable for compliance with the State Building Code as required by the guidelines of URP13. The homeowner will be responsible for working with the contractor toward protecting personal property by clearing work areas as much as practicable.
- 12. Change Orders:** All changes to the scope of work must be approved by the owner, Program Administrator, and Yancey County staff and reduced to writing as a contract amendment ("change order"). If the changes require an adjustment in the loan amount, the change must be specified in the change order. Also, a loan modification stating these changes in the contract amount must be completed by the County, and executed by the owner.
- 13. Payments to contractor:** The contractor will be paid following inspection of and satisfactory completion of all items on the work write-up, as well as, the receipt, by the County, of the contractor's invoice and a release of liens, signed by all any sub-contractors employed on the job and by all material suppliers from whom materials for the job were purchased.
- 14. Post-construction conference:** Following construction the contractor and the Program Administrator will sit down with the homeowner one last time. At this conference the contractor will hand over all owner's manuals and warranties on equipment. The contractor and Rehabilitation Specialist will go over operating and maintenance requirements for any new equipment installed and discuss general maintenance of the home with the homeowner. The homeowner will have the opportunity to ask any final questions about the work.
- 15. Closeout:** Once each item outlined in section 13 has been satisfied and the homeowner has signed a Certificate of Satisfaction, the job will be closed out.

What are the key dates?

If, after reading this document, you feel that you qualify for this program and wish to apply, please keep the following dates in mind:

- Applications available to the public starting August 15, 2013.
- Applications must be turned in at the County of Yancey County Manager's Office by 5:00 PM on December 2, 2013.
- Loans made to selected households by January 15, 2014.
- All rehabilitation work must be under contract by December 31, 2014
- All rehabilitation work must be completed by February 1, 2015.

NOTE: If an insufficient amount of eligible applications are received during this application window to complete the project, applications will be accepted on a first-come-first-serve basis until funds are exhausted.

How do I request an application?

- Contact: **Jason Robinson**, Yancey County Clerk to the Board at 110 Town Square, room 11, Burnsville, NC 2714, (828) 682-3971. Email – jason.robinson@yanceycountync.gov
- Contact : **Michelle Ball**, High Country Council of Governments at 468 New Market Blvd., Boone, NC 28607, (828) 265-5434, ext. 115. Email – mball@regiond.org
- www.yanceycountync.gov
- www.regiond.org

Is there a procedure for dealing with complaints, disputes and appeals? Although the application process and repair/modification guidelines are meant to be as fair as possible, Yancey County realizes that there is still a chance that some applicants or participants may feel that they are not treated fairly. The following procedures are designed to provide an avenue for resolution of complaints and appeals.

During the Application Process

1. If an applicant feels that his/her application was not fairly reviewed or rated and would like to appeal the decision made about it, he/she should contact Yancey County Manager, Nathan Bennett within five days of the initial decision and voice their concern. If the applicant remains dissatisfied with the decision, the detailed complaint should be put into writing.
2. A written appeal must be made within 10 business days of the initial decision on an application.
3. Yancey County will respond in writing to any complaints or appeals within 10 business days of receiving written comments.

During the Modification/Repair Process

1. If the homeowner feels that repairs or modifications are not being completed according to the contract, he/she must inform the contractor and the Program Administrator.
2. The Program Administrator will inspect the work in question. If he/she finds that the work is not being completed according to contract, they will review the contract with the contractor and ask the contractor to remedy the problem.
3. If problems persist, a mediation conference between the homeowner and the contractor may be convened by the Program Administrator and facilitated by the County Manager.
4. Should the mediation conference fail to resolve the dispute, the County Manager will render a written final decision.
5. If the Program Administrator finds that the work is being completed according to contract, the complaint will be noted and the Program Administrator and the homeowner will discuss the concern and the reason for the Program Administrators decision.

Will the personal information provided remain confidential? Yes. All information in applicant files will remain confidential. Access to the information will be provided only to County employees who are directly involved in the program, the North Carolina Housing Finance Agency and auditors.

What about conflicts of interest? No officer, employee or other public official of the County, or member of the County Commissioners, or entity contracting with the city, who exercises any functions or responsibilities with respect to URP13 shall have any interest, direct or indirect, in any contract or subcontract for work to be performed with program funding, either for themselves or those with whom they have family or business ties, during their tenure or for one year thereafter. Relatives of County employees, County Commission Members and others closely identified with the County, may be approved for rehabilitation assistance only upon public disclosure before the County Commissioners and written permission from NCHFA.

What about favoritism? All activities under URP13, including rating and ranking applications, inviting bids, selecting contractors and resolving complaints, will be conducted in a fair, open and non-discriminatory manner, entirely without regard to race, creed, sex, color or national origin.

Who can I contact about URP13? Any questions regarding any part of this application or program should be addressed to:

Michelle Ball, Program Administrator
High Country Council of Governments
468 New Market Blvd.
Boone, NC 28607
(828) 265-5434, ext. 115
mball@regiond.org

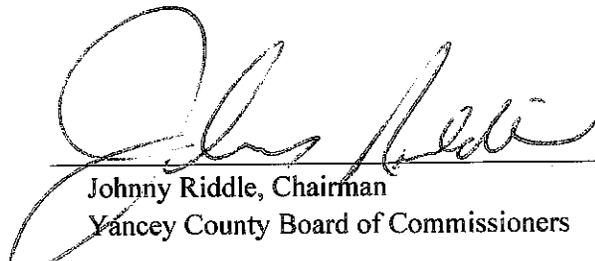
OR Jason Robinson, Clerk to the Board
Yancey County
110 Town Square, Room 11
Burnsville, NC 28714
(828) 682-3971
jason.robinson@yanceycountync.gov

These contacts will do their utmost to answer questions and inquiries in the most efficient and correct manner possible.

This Assistance Policy is adopted this 12th day of August 2013.



Attest



Johnny Riddle, Chairman
Yancey County Board of Commissioners



Yancey County
Procurement and Disbursement Policy
URGENT REPAIR PROGRAM

PROCUREMENT POLICY

1. To the maximum extent practical, Yancey County (the County) promotes a fair, open and competitive procurement process as required under the North Carolina Housing Finance Agency's Urgent Repair Program (URP). Bids are invited from Contractors who are part of the County's approved contractor registry. (To be on the registry, a contractor must complete an application, have their recent work inspected, reviewed and approved by the Rehabilitation Specialist and submit proof of insurance.) Any contractor listed with and approved by the County and in good standing will receive automatic approval status on the contractor registry.
2. At least three eligible contractors on the County's approved contractor registry shall be invited to bid on each job and the lowest responsive and responsible bidder shall be selected for the contract. "Responsive and responsible" means (a) the contractor is deemed able to complete the work in a timely fashion, (b) the bid is within 15%, in either direction, of the County's cost estimate, and (c) there is no conflict of interest (real or apparent).
3. Although bid packages may be bundled for multiple job sites, the bids for multiple job sites shall be considered separate and apart when awarded and shall be awarded to the lowest responsive and responsible bidder(s) for each job site.
4. Bid packages shall consist of an invitation to bid, work write up(s) and bid sheet(s) for each job.
5. Bids must include a cost-per-item breakdown with line item totals equaling the submitted bid price. Discrepancies must be reconciled prior to a contract being awarded.
6. Any change to the original scope of work must be reduced to writing in the form of a change order to be agreed upon and signed by all parties to the original contract, the Program Administrator, and a representative of the County. The change order must also detail any changes to the original contract price.
7. No work may begin prior to a contract being awarded and a written order to proceed provided to the contractor. In addition, a pre-construction conference and "walk thru" shall be held at the work site prior to commencement of repair work.
8. The County reserves the right to reject any or all bids at any time during the procurement process.
9. In the event of a true emergency situation, the County reserves the right to waive normal procurement procedures in favor of more expedient methods, which may include seeking telephone quotes, faxed bids and the like. Should such methods ever become necessary the transaction will be fully documented.
10. All sealed bids will be opened publicly at a time and place to be announced in the bid invitation. All bidders are welcome to attend.

DISBURSEMENT POLICY

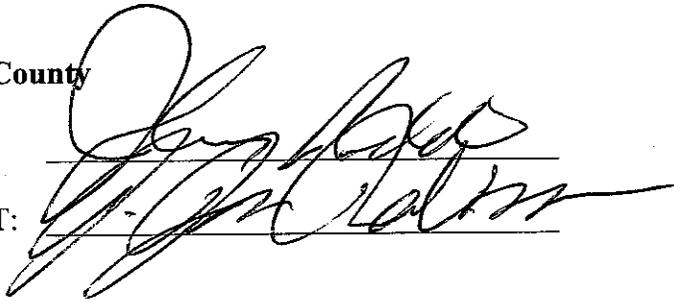
1. All repair work must be inspected by (a) the County's Program Administrator and (b) the homeowner prior to any payments to contractors. If all work is deemed satisfactory and all other factors and written agreements are in order, payment shall be issued upon presentation of an original invoice from the contractor. Contractor should allow 21 business days for processing of the invoice for payment.
2. If any of the work is deemed unsatisfactory, it must be corrected prior to authorization of payment. If the contractor fails to correct the work to the satisfaction of the County's Program Administrator, payment may be withheld until such time the work is satisfactory. (Contractors may follow the County's Urgent Repair Program Assistance Policy if a dispute occurs; however, contractors shall abide by the final decision as stated in the policy).
3. The County assures, through this policy, that adequate funds shall be available to pay the contractor for satisfactory work.
4. All contractors, sub-contractors and suppliers must sign a lien waiver prior to disbursement of funds.

The Procurement and Disbursement Policies are adopted this the 12th day of August 2013.

Yancey County

BY: _____

ATTEST: _____



CONTRACTORS STATEMENT:

I have read and understand the attached Procurement and Disbursement Policy.

BY: _____

COMPANY NAME: _____

WITNESS: _____

Yancey County

Grant Project Ordinance Yancey County Urgent Repair Program URP1344

BE IT ORDAINED by Yancey Board of Commissioners, pursuant to Section 13.2 of Chapter 159 of the general statutes of North Carolina, the following grant project is hereby adopted:

Section 1. The project authorized is the Urgent Repair Project described in the work statement contained in the Post –Approval documentation between this unit and the NC Housing Finance Agency.

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant document(s), the rules and regulations of the NC Housing Finance Agency and the budget contained herein.

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

| | |
|-----------------------|-----------------|
| Urgent Repair Program | \$75,000 |
| Total | \$75,000 |

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

Yancey County 2013 Urgent Repair Program – URP 1344

| | |
|---|------------------|
| Urgent Housing Repairs including soft cost and hard costs | \$ 75,000 |
| Total Project | \$ 75,000 |

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

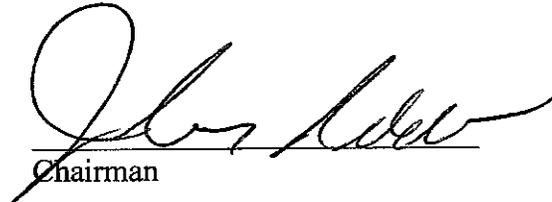
Section 6. Requests for funds should be made to the grantor agency in an orderly and timely manner as funds are obligated and expenses incurred.

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

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

Section 9. Copies of this Grant Project Ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

ADOPTED this 17th day of August, 2013.


Chairman

ATTEST:

Clerk



AGREEMENT
Between the
High Country Council of Governments and Yancey County
For the Provision of
GRANT MANAGEMENT ASSISTANCE
URGENT REPAIR PROGRAM

August 1, 2013 – February 28, 2015

This Agreement, entered into by and between the High Country Council of Governments (hereinafter called the "Planning Agency") and Yancey County, North Carolina (hereinafter called the "Local Government"), WITNESSETH THAT:

WHEREAS, the Planning Agency is empowered to provide planning assistance by the North Carolina General Statutes. Planning assistance shall consist of the provision of grant management assistance regarding Yancey County's 2013 Urgent Repair Program **URP1344**, more fully described on Attachment A to this Agreement; and

WHEREAS, the Local Government has requested the Planning Agency to provide such grant management assistance to the Local Government; and

WHEREAS, the Planning Agency desires to cooperate with the Local Government in every way possible to the end that the proposed activities are carried out in an efficient and professional manner.

NOW, THEREFORE, the parties hereto do mutually agree as follows:

- 1) That during the period of the Contract, the Planning Agency will furnish the necessary trained personnel approved by the Local Government. The personnel will charge the exact number of hours worked on behalf of the Local Government on his normal time sheet of the Planning Agency. The Local Government will reimburse the Planning Agency monthly at a rate per hour for each of the personnel involved, which includes the salary, fringe benefits, travel, and indirect costs.
- 2) *Compensation* - The Local Government will pay the Planning Agency a total sum not to exceed \$10,000 (ten thousand dollars) for the satisfactory performance of all services related to the administration of the project, as defined in the attached scope of services (Attachment A). The Planning Agency will not request reimbursement in an amount exceeding \$600 (six hundred dollars) per housing unit in the project. It is expressly understood that the total compensation shall not exceed the maximum sum specified without prior approval of both agencies.

- 3) *Interest of Members, Officers, or Employees of the Planning Agency, Members of the Local Government, or Other Public Officials* - no member, officer, or employee of the Planning Agency, or its agents; no member of the governing body of the locality in which the program is situated; and no other public official of such locality or localities who exercises any functions or responsibilities with respect to the program during his tenure or for one year thereafter, shall have any financial interest, either direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with the program assisted under this Agreement. Immediate family members of said members, officers, employees, and officials are similarly barred from having any financial interest in the program. The Planning Agency shall incorporate, or cause to be incorporated, in all such contracts or subcontracts, a provision prohibiting such interest pursuant to the purpose of this section.

- 4) *Termination of Agreement for Cause* - If, through any cause, the Planning Agency shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or violate any of the covenants, conditions, or stipulations of this Agreement, the Local Government shall thereupon have the right to terminate this Agreement by giving written notice of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports prepared under this Agreement shall, at the option of the Local Government, become its property, and the Planning Agency shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials in direct proportion to the extent of services actually completed.

- 5) *Dispute Resolution*: The Local Government and the Planning Agency shall submit all unresolved claims, counterclaims, disputes, controversies, and other matters in question between them arising out of or relating to this Agreement or the breach thereof ("disputes"), to non-binding mediation prior to either party initiating against the other claim unless delaying initiating or prosecuting a proceeding in a judicial forum would prejudice the Local Government or Planning Agency. The Local Government and the Planning Agency shall agree in writing as to the identity of the mediator and the rules and the procedures of the mediation which shall be Rules 2,3,4,5,6,7,8,9, and 10 of Rules implementing Mediation Settlement conferences in Superior Court Civil Actions in North Carolina and any amendments thereto.

IN WITNESS WHEREOF, the Planning Agency and the Local Government have executed this Agreement as of August 12th, 2013.

For the Local Government

COUNTY OF YANCEY

By: [Signature]
Chairman

For the Planning Agency

**HIGH COUNTRY
COUNCIL OF GOVERNMENTS**

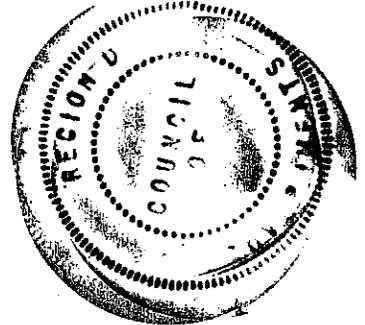
By: [Signature]
Executive Director

[Signature]
Attest

[Signature]
Attest



[Signature] 8/20/13
THIS INSTRUMENT HAS BEEN PREAUDITED
IN THE MANNER REQUIRED BY THE
LOCAL GOVERNMENT BUDGET
AND FISCAL CONTROL ACT



ATTACHMENT A

Scope of Services Yancey County 2013 Urgent Repair Program

Scope of Services/Staff Assignment

The Scope of Services includes activities associated with the project administration and service delivery. The High Country Council of Governments will assign Michelle Ball, High Country Community Development Planner, the responsibility of administering the Yancey County 2013 Urgent Repair Program, **URP1344**. Phillip Trew, Director of Planning and Development will provide overall supervision of this project. The scope of services will include the following:

- 1) Maintain on file all correspondence, agreements, and documentation relating to project activities.
- 2) Prepare required program policies, plans, and procedures to govern the project and maintenance of same.
- 3) Advertise grant availability to secure applicants.
- 4) Contact homeowners on the Planning Agency's existing list of applicants.
- 5) Verify applicant eligibility (i.e. homeownership, income, special needs)
- 6) Assist the Local Government in application review process to select recipients.
- 8) Perform initial inspection, interim inspections and final inspection.
- 9) Perform work write-ups on the homes scheduled for repair.
- 10) Coordinate bid award process, including attendance at bid opening and Contract award recommendations.
- 11) Prepare required program documents, i.e. Work Contract, Contractors Release of Liens, Grant Agreement, Final Inspection and Owner Certificate of Satisfaction for each home assisted.
- 12) Schedule and conduct a pre-construction conference with homeowner and contractor.
- 13) Process and negotiate any necessary change orders
- 14) Supervise financial management of the program.
- 15) Review partial and final payment requests from contractors and vendors
- 16) Maintain complete files on each job with all documentation required by program regulations.

- 17) Submit all required quarterly, annual, and closeout performance reports to the North Carolina Housing Finance Agency in a timely manner.
- 18) Assist the Local Government in closeout procedures.
- 19) Perform other activities deemed necessary for the success of the project.

Time of Performance

The High Country Council of Governments proposes to complete all activities involved in administration of the Yancey County 2013 Urgent Repair Program, URP1341 in a 19-month period beginning August 1, 2013 through February 28, 2015.

Cost

Administrative Budget

The High Country Council of Governments will provide the above services for a fee not to exceed \$10,000. Fees will be determined by actual expenses accrued, including travel and personnel costs. Fees will not exceed \$600 per housing unit in the project. The budget is broken down as follows:

| | |
|-----------------|--------------|
| Administration* | \$8,000 |
| Travel | <u>2,000</u> |
| Total | \$10,000 |

* includes salaries, fringe benefits, and indirect costs

Amendments

This scope of services and budget may be amended as desired by mutual consent of the Local Government and Planning Agency.

July 25, 2013

Yancey County Board of Commissioners

We respectfully request that at your August 2013 regular meeting you appoint Yancey Public Library and current AMY Regional Library board members Jody Higgins and Anna Webb to serve on the Yancey Library and AMY Regional Library boards for three-year terms through July 2016.

Sincerely,

Jody Higgins, chair

Yancey Library Board

Nathan Bennett

From: Lynda Kinnane [lkinnane@trhd.dst.nc.us]
Sent: Wednesday, July 24, 2013 4:07 PM
To: Nathan Bennett
Subject: Board of Health appointment

Nathan,

Alan Cunningham has completed his term on the board of health as our pharmacist. Charles Gillespie is interested in taking his place. Although retired, Charles has maintained his pharmacy license and keeps up with continuing education requirements. I would appreciate it if you could put his name in for recommendation at the August Board of Commissioner's meeting. That will allow the Board of Health to vote on him at our September meeting and he can start in November.

Lynda

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This email has been scanned by the Symantec Email Security.cloud service.
For more information please visit <http://www.symanteccloud.com>

Attachment G
 YANCEY COUNTY TAX ADMINISTRATION

End of Month Breakout
 Posted Credits in Date Range 07/01/2013 to 07/31/2013 for Both

| Description | Amount |
|--|------------------|
| NonVehicle Payments | |
| County NonVehicle Tax Payments 2013 | \$746,192.12 |
| County NonVehicle Tax Payments 2012 | \$74,730.79 |
| County NonVehicle Tax Payments 2011 | \$9,338.76 |
| County NonVehicle Tax Payments 2010 | \$3,560.53 |
| County NonVehicle Tax Payments 2009 | \$405.36 |
| County NonVehicle Tax Payments 2008 | \$131.39 |
| County NonVehicle Tax Payments 2007 | \$220.67 |
| County NonVehicle Tax Payments 2006 | \$13.20 |
| County NonVehicle Tax Payments 2005 | \$118.33 |
| County NonVehicle Tax Payments 2004 | |
| County NonVehicle Tax Payments 2003 | |
| County NonVehicle Advertising Payments | \$394.50 |
| County NonVehicle Interest Payments | \$9,086.96 |
| County NonVehicle Late List Penalty Paym | \$24.82 |
| County Foreclosure Cost Payments | \$2,619.33 |
| County NonVehicle Refunds | |
| County NonVehicle Total Payments | \$846,836.76 |
| Burnsville VFD NonVehicle Tax | \$12,367.23 |
| South Toe VFD NonVehicle Tax | \$14,181.09 |
| Newdale VFD NonVehicle Tax | \$10,061.63 |
| West Yancey VFD NonVehicle Tax | \$22,965.18 |
| Egypt/Ramseytown VFD NonVehicle Tax | \$6,428.29 |
| Clearmont VFD NonVehicle Tax | \$8,081.67 |
| Double Island VFD NonVehicle Tax | \$2,252.14 |
| Pensacola VFD NonVehicle Tax | \$5,664.48 |
| VFD NonVehicle Total Payments | \$82,001.71 |
| NonVehicle Total Payments | \$928,838.47 |
| NonVehicle BankCard Amount | \$23,674.73 |
| NonVehicle BankCard Fee | |
| County NonVehicle Tax Discount | \$14,813.46 |
| County NonVehicle Late List Discount | |
| VFD Total Discounts | \$1,464.91 |
| NonVehicle Total Discounts | \$16,278.37 |
| Vehicle Payments | |

| | |
|--|--------------------|
| County Vehicle Tax Payments 2013 | \$41,897.31 |
| County Vehicle Tax Payments 2012 | \$17,229.38 |
| County Vehicle Tax Payments 2011 | \$514.73 |
| County Vehicle Tax Payments 2010 | \$60.87 |
| County Vehicle Tax Payments 2009 | \$16.66 |
| County Vehicle Tax Payments 2008 | \$39.20 |
| County Vehicle Tax Payments 2007 | |
| County Vehicle Tax Payments 2006 | |
| County Vehicle Tax Payments 2005 | |
| County Vehicle Tax Payments 2004 | |
| County Vehicle Tax Payments 2003 | |
| County Vehicle Interest | \$1,033.55 |
| County Vehicle Total Payments | \$60,791.70 |
| Burnsville VFD Vehicle Tax | \$1,596.99 |
| South Toe VFD Vehicle Tax | \$968.87 |
| Newdale VFD Vehicle Tax | \$1,197.15 |
| West Yancey VFD Vehicle Tax | \$950.84 |
| Egypt/Ramseytown VFD Vehicle Tax | \$472.83 |
| Clearmont VFD Vehicle Tax | \$1,003.71 |
| Double Island VFD Vehicle Tax | \$259.40 |
| Pensacola VFD Vehicle Tax | \$294.44 |
| VFD Vehicle Interest | \$117.73 |
| VFD Vehicle Total Payments | \$6,861.96 |
| Town of Burnsville Vehicle Tax | \$4,218.89 |
| Town of Burnsville Vehicle Interest | \$75.65 |
| Town of Burnsville Vehicle Total Payment | \$4,294.54 |
| State Vehicle Interest | \$632.09 |
| Vehicle Total Payments | \$72,580.29 |
| Vehicle BankCard Amount | \$1,543.72 |
| Vehicle BankCard Fee | |
| NonVehicle + Vehicle Total Payments | \$1,001,418.76 |

08/01/2013

YANCEY COUNTY TAX ADMINISTRATION

Bank Card Register for Date Range:

07/01/2013 to 07/31/2013

| Bill | Name | Credit Amount | Card Fee | Total |
|-------------|------------------------------|---------------|----------|--------------|
| V201113711 | ALLEN, DAVID EUGENE | \$8.78 | | \$8.78 |
| N2013000386 | ARMSTRONG, DONALD & CHRIST | \$1,495.03 | | \$1,495.03 |
| V201300041 | ASHLEY, JULIA MILES | \$77.46 | | \$77.46 |
| V201206034 | BANKS, SHANE REED | \$8.20 | | \$8.20 |
| V201115523 | BOONE, BRADLEY EWART | \$82.66 | | \$82.66 |
| N2013001965 | BREWSTER, ROBERT A & BREND | \$64.76 | | \$64.76 |
| N2013001966 | BREWSTER, ROBERT ABEEL & BF | \$3,093.42 | | \$3,093.42 |
| N2012002030 | BRIGGS, EDGAR J & DONNA | \$135.00 | | \$135.00 |
| N2012002030 | BRIGGS, EDGAR J & DONNA | \$135.00 | | \$135.00 |
| N2012002030 | BRIGGS, EDGAR J & DONNA | \$49.96 | | \$49.96 |
| N2012002031 | BRIGGS, EDGAR J & DONNIE, ET | \$71.52 | | \$71.52 |
| V201218179 | BRIGGS, JAMONICA LYNN | \$92.96 | | \$92.96 |
| N2012002570 | BURFORD, MARC & MERITA | \$468.69 | | \$468.69 |
| V201206215 | BURLESON, ANGELA NASH | \$41.98 | | \$41.98 |
| V201206228 | BYRD, KENNETH WAYNE JR | \$23.61 | | \$23.61 |
| N2013003174 | CBB IRREVOCABLE TRUST | \$582.44 | | \$582.44 |
| V201206309 | CONLEY, THOMAS LEMUEL | \$27.42 | | \$27.42 |
| N2012003741 | COX, DAVID & KAREN | \$545.01 | | \$545.01 |
| V201215588 | DEMARCE, NED EUGENE | \$81.90 | | \$81.90 |
| N2013004374 | DOUGHERTY, RICHARD L & PATR | \$73.84 | | \$73.84 |
| V201014139 | DULA, DAVID HOBSON | \$1.57 | | \$1.57 |
| V201215606 | DULA, DAVID HOBSON | \$3.43 | | \$3.43 |
| V201115722 | EDWARDS, DIANA MATILDA | \$18.66 | | \$18.66 |
| V201212345 | EDWARDS, JIMMY BRUCE II | \$35.60 | | \$35.60 |
| N2013004859 | ENGLAND, GEORGE FREDERIC JI | \$150.37 | | \$150.37 |
| N2012005132 | FERRARA, ROBERT G & PAMELA | \$125.00 | | \$125.00 |
| N2011006809 | HELMS, W FRANK & LIBBY Z | \$320.00 | | \$320.00 |
| V201300780 | HENSLEY, LINDA CAROL | \$78.69 | | \$78.69 |
| V201206732 | HONEYCUTT, MARY MCCURRY | \$27.04 | | \$27.04 |
| N2013007521 | HOOPER, SCOTT M , KAREN G RI | \$787.37 | | \$787.37 |
| V201220126 | HUGHES, FARRELL WARREN | \$175.28 | | \$175.28 |
| V201220164 | JARRETT, LARRY LEE | \$6.93 | | \$6.93 |
| V201220185 | JORDAN, NANCY JEAN | \$3.40 | | \$3.40 |
| V201210909 | LECKENBY, NORMAN LEE JR | \$4.95 | | \$4.95 |
| V201301043 | LEDFORD, MARGARET HENSLEY | \$40.84 | | \$40.84 |
| V201301051 | LESESNE, LAUREL ROBINSON | \$11.38 | | \$11.38 |
| V201220258 | LIABENOW, DENVER SCOTT | \$72.77 | | \$72.77 |
| N2013009607 | MATTHEWS, PATSY C & BETTINA | \$264.69 | | \$264.69 |
| V201301126 | MCCOURRY, ZECHARIAH | \$5.20 | | \$5.20 |
| V201301136 | MCCURRY, JEFFERY DARREL | \$70.84 | | \$70.84 |
| N2012010345 | MICHAEL E WRIGHT CHILDRENS' | \$4,166.21 | | \$4,166.21 |
| N2013010404 | MICHAEL E WRIGHT CHILDRENS' | \$4,220.74 | | \$4,220.74 |
| V201214665 | MOORE, AUDRIANNA NICOLE | \$5.82 | | \$5.82 |
| N2013010736 | MORRIS, SHERRY J | \$1,813.07 | | \$1,813.07 |
| N2013010736 | MORRIS, SHERRY J | (\$1,813.07) | | (\$1,813.07) |

YANCEY COUNTY TAX ADMINISTRATION

Bank Card Register for Date Range:

07/01/2013 to 07/31/2013

| Bill | Name | Credit Amount | Card Fee | Total |
|-------------------|--------------------------------|---------------|----------|--------------|
| N2013010736 | MORRIS, SHERRY J | \$1,813.07 | | \$1,813.07 |
| N2013010737 | MORRIS, SHERRY J & PAMELA S | \$1,070.26 | | \$1,070.26 |
| N2013010737 | MORRIS, SHERRY J & PAMELA S | (\$1,070.26) | | (\$1,070.26) |
| N2013010738 | MORRIS, SHERRY J & PAMELA S | \$2,404.47 | | \$2,404.47 |
| N2013010738 | MORRIS, SHERRY J & PAMELA S | (\$2,404.47) | | (\$2,404.47) |
| N2013010738 | MORRIS, SHERRY J & PAMELA S | \$2,404.47 | | \$2,404.47 |
| N2012011611 | PETERSON, YVONNE L/E | \$50.00 | | \$50.00 |
| V201220593 | RIDDLE, GERALD WAYNE | \$103.72 | | \$103.72 |
| V201301523 | RIDDLE, GERALD WAYNE | \$1.53 | | \$1.53 |
| V201303500 | RIDDLE, GERALD WAYNE | \$18.56 | | \$18.56 |
| N2012012813 | RIDDLE, MARTIN & ROSE | \$130.12 | | \$130.12 |
| V201301532 | RIDDLE, MICHELLE LYNN | \$19.38 | | \$19.38 |
| N2010012805 | RIDDLE, PRISCILLA L | \$69.57 | | \$69.57 |
| N2011012957 | RIDDLE, PRISCILLA L | \$64.50 | | \$64.50 |
| N2012012826 | RIDDLE, PRISCILLA L | \$59.49 | | \$59.49 |
| V201301567 | ROBINSON, JENNIFER MARIE | \$85.86 | | \$85.86 |
| V201205463 | SHELTON, BILLY CLAYTON | \$4.50 | | \$4.50 |
| V201209395 | SHEPHERD, ROXANNA LYNN | \$59.25 | | \$59.25 |
| N2011014205 | SIMMONS, BARBARA L | \$240.00 | | \$240.00 |
| N2013014168 | SIMPSON, JOSEPH H III & LYNEL | \$1,850.61 | | \$1,850.61 |
| N2013014169 | SIMPSON, JOSEPH HIII & LYNEL J | \$78.85 | | \$78.85 |
| V201301697 | SNOWDEN, JACKLYN MICHELLE E | \$44.20 | | \$44.20 |
| V201303763 | STREET, MANDY GAIL | \$23.54 | | \$23.54 |
| V201301731 | STROBEL, EMILY JEANNETTE | \$23.97 | | \$23.97 |
| N2009014981 | THOMAS, MARK ALAN | \$165.00 | | \$165.00 |
| V201207575 | TIPTON, SHEILA ANN | \$12.69 | | \$12.69 |
| V201301812 | TOWE, DWIGHT | \$3.06 | | \$3.06 |
| V201216539 | VICKERS, REGINALD ELZA | \$4.90 | | \$4.90 |
| V201217924 | WILBURN, DINA LOUISA | \$11.49 | | \$11.49 |
| V201301906 | WILLIAMS, JOYCE PERKINS | \$83.70 | | \$83.70 |
| V201301969 | WOODWARD, LUCINDA MILLS | \$36.00 | | \$36.00 |
| Vehicle Total: | | \$1,543.72 | | \$1,543.72 |
| NonVehicle Total: | | \$23,674.73 | | \$23,674.73 |
| Total: | | \$25,218.45 | | \$25,218.45 |

| | | | | | | | | | | | |
|----------------------------|-----------------|--------------|--------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-----------------|
| \$208.97 | \$41,629.12 | \$61.91 | \$8.68 | | \$257.22 | \$530.69 | \$405.76 | \$435.91 | \$168.20 | \$681.27 | |
| County NonVehicle Interest | \$28,503.56 | \$21,550.49 | \$11,667.99 | \$9,110.09 | \$8,276.02 | \$6,610.47 | \$8,189.78 | \$8,240.84 | \$7,883.72 | \$33,047.37 | |
| County Advertising Cost | \$1,864.00 | \$872.00 | \$492.00 | \$340.00 | \$252.00 | \$196.00 | \$189.00 | \$154.00 | \$126.00 | \$545.00 | |
| NonVehicle | \$33,379.93 | \$10,872.42 | | | | | | \$994.77 | \$949.23 | \$46,196.35 | |
| Totals | \$12,162,262.78 | \$554,268.39 | \$209,870.53 | \$71,932.06 | \$40,602.97 | \$29,155.62 | \$19,869.51 | \$22,131.75 | \$21,209.06 | \$19,212.81 | \$13,216,868.45 |

County NonVehicle Tax 2013 Billed to Date % Collected
 \$11,893,969.71 6.82%

08/01/2013

| | | | | | | |
|---|-------------|--------------|-------------|-------------|-------------|-------------|
| | \$5,183.06 | \$4,372.04 | \$6,299.24 | \$9,084.51 | \$12,981.92 | |
| TOWN OF BURNSVILLE Vehicle Interest | \$405.45 | \$439.39 | \$450.36 | \$713.40 | \$936.83 | \$2,945.43 |
| BURNSVILLE FIRE DISTRICT Vehicle Interest | \$116.26 | \$88.35 | \$152.92 | \$183.29 | \$218.51 | \$759.33 |
| CANE RIVER FIRE DISTRICT Vehicle Interest | \$48.90 | \$29.94 | \$39.93 | \$86.64 | \$110.01 | \$315.42 |
| EGYPT FIRE DISTRICT Vehicle Interest | \$17.33 | \$15.02 | \$28.79 | \$24.50 | \$70.15 | \$155.79 |
| RAMSEYTOWN FIRE DISTRICT Vehicle Interest | \$15.40 | \$9.05 | \$21.22 | \$21.41 | \$17.66 | \$84.74 |
| GREEN MOUNTAIN FIRE DISTRICT Vehicle Interest | \$18.54 | \$17.50 | \$24.24 | \$29.12 | \$31.59 | \$120.99 |
| JACKS CREEK FIRE DISTRICT Vehicle Interest | \$68.41 | \$51.87 | \$74.84 | \$85.59 | \$123.23 | \$403.94 |
| BRUSH CREEK FIRE DISTRICT Vehicle Interest | \$17.84 | \$13.81 | \$27.96 | \$51.35 | \$63.98 | \$194.94 |
| CRABTREE FIRE DISTRICT Vehicle Interest | \$144.62 | \$123.11 | \$142.91 | \$184.99 | \$250.39 | \$846.02 |
| SOUTH TOE FIRE DISTRICT Vehicle Interest | \$68.89 | \$60.16 | \$83.71 | \$141.96 | \$206.85 | \$561.57 |
| PENSACOLA FIRE DISTRICT Vehicle Interest | \$19.87 | \$15.27 | \$22.95 | \$26.38 | \$47.62 | \$132.09 |
| PRICES CREEK FIRE DISTRICT Vehicle Interest | \$39.93 | \$42.95 | \$57.39 | \$78.36 | \$106.47 | \$325.10 |
| DMV Vehicle Interest | (\$3.16) | \$3,745.29 | \$1,041.87 | \$926.36 | \$968.53 | \$1,307.68 |
| Totals | \$97,041.27 | \$134,968.34 | \$41,123.07 | \$39,363.67 | \$44,069.14 | \$52,244.80 |

Billed to Date

% Collected

County Vehicle Tax 2013

\$125,186.97

34.76%

\$408,810.29

**Yancey County Child Fatality Prevention Team
Report to the Yancey County Commissioners and
The Toe River Health District Board of Health
2011- 2012 Report**

Introduction

The Yancey County Child Fatality Prevention Team first met in May of 1996. The formation of the team was required by State statute 143-576.2. In 1999 this was changed to State Statute 7B-1400. The team is charged to review child fatalities within the county and make recommendations for preventing future child fatalities. Meetings are quarterly, if there are fatalities to review, and the team has statutory access to death certificates, birth certificates, medical records, social service records, court records, police records, and other public and private records.

Team Activities and Accomplishments

The local team reviewed 3 fatalities in 2012. No system problems were identified.

Operations

The Yancey County Team reviews all child fatalities that occur in residents of the county. In the 16 years of team operation, 26 fatalities were reviewed in children ages 1 day (2), 3 days, 10 days, 1 month (4), 2 months, 3 months, 4 months, 9 months, 1 year, 2 years (2), 3 years, 4 years, 9 years (2), 10 years, 12 years, 15 years, 16 years (2), and 17 years. These included: 7 birth defect related deaths, 6 motor vehicle related deaths, 5 deaths due to sudden infant death syndrome, 4 due to extreme prematurity, 1 due to cystic fibrosis, 1 due to a drug overdose and 1 due to a gunshot wound, and 1 undetermined.

2012 Recommendations:

| System Problem | Recommendation | Action Taken |
|----------------|----------------|--------------|
| | | |

Administrative information

The above information is provided to the North Carolina Child Fatality Prevention Task Force. The state Task Force makes recommendations to the NC General Assembly for legislation to support the recommendations of local teams.

The State of North Carolina provided the local team with \$266 in FY 2011-2012 for team operations. The money is dispersed through the Public Health Department. This year the money was used to provide 8 car seats to those in need.

Respectfully submitted,

LaCosta Tipton, Chair
Yancey County Child Fatality Prevention Team
July 2013

County Analysis of Adopted 2013-2015 State Budget

Total state spending set at \$20.6 billion for 2013-14

Major Funding Impacts to Counties

- Appropriates \$100 million in lottery funds for county school construction needs
 - Eliminates statutory guarantee of 40 percent of net lottery proceeds for school construction
- Removes earlier proposed mandate for counties to fund workers' compensation benefits costs for non-county volunteer fire and rescue squads if insurance surcharge proves insufficient
- Continues Article 44 hold harmless for one year at 50%
- Maintains DSS daycare administrative percentage at 4%, with additional 2% for fraud prevention
- Provides state MOE to draw down \$4 million in federal HAVA funds

Education

- Restores \$376 million LEA management flexibility cut
- Reduces major allotment categories to prior years' LEA spending levels; \$310 million reduction
- Eliminates teacher tenure
- Funds scholarships for eligible private school students
- Delays school bus replacement until 250,000 miles

Human Services

- Manages Medicaid overruns in excess of \$400 million largely consumed last year's reversions and over-collections and requires a substantial increase in the Medicaid rebase for the biennium, more than doubling what was included in the governor's proposal
- Directs NC-DHHS to develop state plan for substantial Medicaid reform
- Provides no new dollars for community mental health services
 - Provides \$3.8 million in year one to begin implementation and development design for the U.S Department of Justice's settlement on inappropriate institutional placement
 - Redirects \$9 million from reserves to fund local psych beds, replacing dollars lost in the 2013 state budget
 - Establishes statewide telepsychiatry program to alleviate ER wait times, involuntary commitments (IVC), and local law enforcement involvement with IVCs.
 - Sets aside \$4.6 million to manage the adult-care group home transition issues
- Establishes a pilot program to select counties to block grant state/county special assistance dollars to create a tiered rate structure for in-home and group resident services
- Increases food and lodging fees for counties by \$20 per inspection
- Increases autopsy fees paid by counties to \$1,250
- Increases Pre-K slots by 2500 slots; funded by lottery

- Maintains child care subsidy at 2012-13 levels
- Partially restores child welfare federal funding loss temporarily; \$4.8 million
- Rebases Medicaid by \$484 million to include impacts of Affordable Care Act (ACA), including increase in enrollment due to “woodwork” effect
 - Reduces Medicaid funding for hospitals & other providers by \$133.8 million

Justice and Public Safety

- Does not restore drug treatment courts, an NCACC goal
- Funds a significant technology upgrade for the state’s VIPER communications network
- Replaces state lab equipment, enhances state crime lab DNA testing, and expands state crime lab toxicology capabilities—NCACC goal
- Reinvests some savings from prison closings to implement the Justice Reinvestment Act; probation & parole officers and supervisors—NCACC goal
- Closes Bladen, Duplin, Robeson, and Wayne correctional centers and Western Youth; converts Johnston to minimum custody; closes Buncombe, Lenoir, and Richmond detention ctrs.

Natural & Economic Resources

- Shifts rural economic development activities, conservation programs and water infrastructure management to new divisions created in Commerce and DENR
 - Creates Water Infrastructure Authority to administer a state-funded grants program for local governments, state revolving funds and CDBG infrastructure grant program
 - Tasks Legislative Research Commission to study state’s distribution of federal and state funds for local government infrastructure, including how rural areas are defined
 - Combines Clean Water Management Trust Fund and Natural Heritage Trust Fund
 - Creates Rural Economic Division and Rural Infrastructure Authority to oversee administration of a new infrastructure grant program with grant priorities to Tier 1 and Tier 2 counties.
- Eliminates funding for select non-profits agencies including the N.C. Rural Economic Development Center and the councils of governments
- Redirects all tobacco settlement funds to general fund and not Golden Leaf fund
- Phases out funding for regional economic development commissions in year 2
- Gives authority to Commerce to establish a public-private partnership
- Increases Ag research station funding—NCACC goal

General Government/Transportation/Reserves

- Funds eugenics victims compensation
- Includes Governor’s initiative for a government efficiency and reform review and analysis, known as NCGEAR
 - Will examine state and local responsibilities for providing governmental services and funding those services, and whether these responsibilities should be reallocated
- Establishes a channel dredging fund, reflecting an NCACC legislative goal, and funds it through a portion of the gas tax and new fees on boat registrations
 - Monies from the dredging fund must be matched dollar for dollar

- Excludes a House special provision that would permit counties to use the voter-approved ¼ cent sales tax for public roads—counties have long opposed transfer of secondary roads from the state to counties
- Revamps state’s highway funding streams to reflect the Governor’s Strategic Mobility Formula proposal
 - Sets aside 40 percent of transportation funds to projects of statewide significance, 30 percent for newly drawn regional districts, and 30 percent to the existing transportation divisions
- Revises the tolling requirements for certain ferries, and toll receipts are set aside for capital replacement and enhancement