BOARD OF COMMISSIONERS BUDGET WORK SESSION, BUDGET PUBLIC HEARING, AND REGULAR MEETING
JUNE 3, 2024
5:00 PM

R. Jay Foster Hall of Justice - Womack Building

1. Budget Work Session
   - A. Call to Order the Budget Work Session - Chairman Yoder.
   - B. Budget Discussion
   - C. Adjourn Budget Work Session
2. Public Hearing on the Proposed Fiscal Year 2024-2025 Budget
   - A. Call to Order the Public Hearing - Chairman Yoder. The purpose of the hearing is to receive public comment on the proposed FY 2024/25 budget. The public hearing was properly advertised. A copy of the County Manager's recommended budget for FY 24/25 is available for review on the County website, www.polknc.org, or in the County Manager's Office located at 40 Courthouse St., Columbus.
   - B. Citizen Comments.
   - C. Adjourn Public Hearing.
3. Call to Order the Regular Meeting - Chairman Yoder
4. Invocation - Chairman Yoder
5. Pledge of Allegiance - Commissioner Beiler
6. Approval of Agenda
   - A. Items may be added or removed at this time.

     Motion to approve the agenda as presented or amended.
7. Consent Agenda - Motion to approve the Consent Agenda
   - A. July 2024 - December 2024 Board of Commissioners' Regular Meeting Schedule and Resolution.
   - B. Approval of the May 20, 2024 Budget Work Session Minutes.
   - C. Approval of the May 20, 2024 Public Hearing and Regular Meeting Minutes.
   - D. Tax Refund Request in the amount of $1,139.38.

     Motion to approve the Consent Agenda.
8. Citizen Comments on Agenda Items

9. Board of Elections - Cliff Marr, Director.

   Motion to approve the Budget Amendment.

10. Recruitment and Retention Resolution Extension - Manager Pittman.

    Motion to approve the Recruitment and Retention Resolution Extension.

11. To receive information on the proposed St. Luke's Sublease of County Lease to Fletcher Hospital, Incorporated, for the hospital premises which is the subject of an existing Lease Agreement between Polk County and St. Luke's Hospital - Bill Miller, Chairman St. Luke's Board of Trustees.

    The Board of Commissioners will receive the proposed St. Luke's Sublease of County Lease and exhibits thereto and shall consider making a Declaration of Intent to approve the St. Luke's Sublease of County Lease to Fletcher Hospital, Incorporated at a Special Meeting on Wednesday, June 5th @ 4:00 PM.

12. Citizen Comments on Non-Agenda Items

13. Volunteer Board Applications

    A. Applications for Consideration: Denny Crowe, Brian McCrodden, Debra Torrence- Appearance Commission; Lourdes Gutierrez, Cindy Viehman – Economic Tourism Development Commission; Aaron Greene, Dr. Linda Greensfelder, Dr. John Kornmayer, Dr. Penelope Padgett, Dr. Belynda Veser - Health & Human Services Agency; Dee O'Brien - Recreation Advisory Board.

       Motion to approve the applicants as presented.

14. Commissioner Comments

15. Adjournment

POLK COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM

June 3, 2024 Regular Meeting

Agenda Item#: B.

POLK COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM

June 3, 2024 Regular Meeting

Agenda Item#: A.

POLK COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM

June 3, 2024 Regular Meeting

Agenda Item#: A.

ATTACHMENTS:

Description	Type	Upload Date
Draft Meeting Schedule	Cover Memo	5/30/2024
Meeting Schedule Resolution	Cover Memo	5/29/2024

Polk County Board of Commissioners
Regular Meeting Dates
July 2024 – December 2024

MEETING DATE
*July 22, 2024
August 19, 2024
*September 3, 2024
September 16, 2024
October 7, 2024
October 21, 2024
November 4, 2024
November 18, 2024
December 2, 2024

All meetings, unless otherwise specified with an * are held on the first and third Monday of each month at 5:00 pm in the
R. Jay Foster Hall of Justice Womack Building Columbus, North Carolina

Whereas, N.C.G.S. 153A-40 provides for a resolution establishing regular meeting dates of the Board of County Commissioners.

Now, therefore, be it resolved that the Polk County Board of Commissioners regularly scheduled meetings will be held at 5:00 P.M. as shown below and that such regular meetings will be held in the Bryant H. Womack Building, 40 Courthouse Street, Columbus, NC in the R. Jay Foster Hall of Justice. Special meetings will be scheduled as needed.

July 22, 2024

August 19, 2024

September 3, 2024

September 16, 2024

October 7, 2024

October 21, 2024

November 4, 2024

November 18, 2024

December 2, 2024

Adopted this the 3rd day of June, 2024.

ATTEST:

____
Kristy A. Tipton
Clerk to the Board

POLK COUNTY BOARD
OF COMMISSIONERS

____
Myron Yoder
Chairman

POLK COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM

June 3, 2024 Regular Meeting

Agenda Item#: B.

ATTACHMENTS:

Description	Type	Upload Date
Draft Minutes	Cover Memo	5/28/2024

POLK COUNTY BOARD OF COMMISSIONERS
Budget Work Session
May 20, 2024 - 1:00 PM
R. Jay Foster Hall of Justice - Womack Building
Columbus, NC
MINUTES

PRESENT: Chairman Yoder, Commissioner Beiler, and Commissioner Moore. Also in attendance were County Manager Pittman, Clerk to the Board Tipton, media, and citizens. Absent: Vice-Chairman Melton, Commissioner Overholt, and Attorney Berg.

1. Call to Order - Chairman Yoder.

2. Other Departments or Agencies.

A. Harmon Field Board of Supervisors - Jim Fatland, Tryon Town Manager.

Jim Fatland, Tryon Town Manager, said all information pertaining to Harmon Field goes through the Harmon Field Board of Supervisors first and then to the Tryon Town Council. He shared plans for the future of Harmon Field including a grant received to rennovate the open air gym to include a catering kitchen and a photography lab. He said once complete Dominion Energy has offered to fund a dedication ceremony and an invitation to Commissioners for the event would be forthcoming. He then introduced Brad Gordon, Harmon Field Superintedent. Mr. Gordon shared the recent improvements made to Harmon Field property. Mr. Fatland then requested a .01 cent tax increase and said the plan is to seek another .01 cent next budget year. His goal is to use tax revenue for operations and maintenance, to use fees from renting the facilities for major maintenance projects, and to seek grants for capital improvements.

B. Fire and Rescue Advisory Committee (FRAC) - Bobby Arledge, Emergency Management Director.

Bobby Arledge, Emergency Management Director presented the recommendations made by the FRAC Committee which include 0.015 increase for Columbus Fire Department, 0.01 increase for Green Creek Fire Department, 0.01 increase for Saluda Fire Department. and 0.01 increase for Tryon Fire Department. The FRAC Committee felt the 0.0221 increase requested by Mill Spring Fire Department, after a 0.03 increase last year, was not justified as they had not lowered their ISO rating. Therefore, they recommend denying that request. Sunny View Fire Department did not request an increase.

3. Requested Fee Changes and Rate Increases (Tab #8)

A. Solid Waste - Travis Ballard, Solid Waste Director.

Travis Ballard, Solid Waste Director, went over the proposed fee increases/ rate changes. He said these increases are due to the increased hauling fees for Republic Services.

B. Environmental Health - Josh Kennedy, HHSA Director.

Josh Kennedy, HHSA Dierctor said Environmental Health is proposing a tiered fee schedule which will keep the fees more economical for smaller homes. There were also increases for lab fees for water testing.

C. Transportation - Josh Kennedy, HHSA Director.

Mr. Kennedy said changes in transportation fees are to recoup some of the costs for fuel, tires, and maintenenace while still keeping the costs low for the consumers. The Board gave their consensus for the increase to revenue and expenses for Public Health as detailed by Sandra Hughes, Finance Director.

D. Planning and Zoning - Cathy Ruth, Planning/Economic Development Director.

Cathy Ruth, Planning and Economic Development Director, presented the proposed fee changes for her department. She explained that the primary objective of these changes is to standardize the fee structure and ensure that the fees accurately reflect the amount of work required to issue permits.

4. <u>Departments Over 10%</u>

A. MIS - 26%, Server Upgrade / VMWare

Manager Pittman said this is an increase that will re-occur every four years in line with the County replacement policy for devices.

B. Jail - 18%, Position / Medical

Manager Pittman said the current medical contractor will no longer service Polk County and the new contractor comes at a $100,000 increase. The new contract will have a nurse on site 7 days a week as opposed to the current 5 days a week schedule, and will also have a new mental helath aspect to the contract.

C. 911 - 11%, Position / Software Platform

Manager Pittman said this increase is for a new full time position due to an increase in calls and there is an increase to the maintenance agreement with Kimbrell Communications for the new radio system.

D. ICC - 11% Additional part-time staff

Margaret Annunziata, ICC President, said there is expanded programming, increased classes, and increased enrollment which has led to a need for more staffing.

E. Non-Dept - 30%, Insurance / FHS (to be moved to AC if contract approved)

Manager Pittman said liability insurance has increased along with health insurance costs for staff. The increase in the amount paid to Foothills Humane Society is also reflected here.

F. DSS - 14%, Personnel changes approved FY24

Manager Pittman said this increase is due to additional personnel approved in the last budget year.

5. Adjournment

Commissioner Moore moved to adjourn, seconded by Commissioner Beiler and the motion carried unanimously.
Absent: Melton, Overholt

Attest:	POLK COUNTY BOARD OF COMMISSIONERS
______________________________	______________________________
Kristy A Tipton Clerk to the Board	Myron Yoder Chairman

POLK COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM

June 3, 2024 Regular Meeting

Agenda Item#: C.

ATTACHMENTS:

Description	Type	Upload Date
Draft Minutes	Cover Memo	5/28/2024

POLK COUNTY BOARD OF COMMISSIONERS
Public Hearing and Regular Meeting
May 20, 2024 - 5:00 PM
R. Jay Foster Hall of Justice - Womack Building
Columbus, NC
MINUTES

PRESENT: Chairman Yoder, Commissioner Beiler, and Commissioner Moore, and Commissioner Overholt. Also in attendance were County Manager Pittman, Clerk to the Board Tipton, media, and citizens. Absent: Vice-Chairman Melton and Attorney Berg.

1. Public Hearing

   A. Call to Order the Public Hearing - Chairman Yoder. The purpose of the public hearing was to take public comment on the proposed new road names, Anderson Drive and Fireside Trail. The public hearing was properly advertised in the Tryon Daily Bulletin.

   B. Citizen Comments.

   There were none.

   C. Commissioner Comments.

   There were none.

   D. Adjourn Public Hearing.

   Commissioner Moore moved to adjourn the Public Hearing, seconded by Commissioner Beiler and the motion carried unanimously.
   Absent: Melton

2. Call to Order - Chairman Yoder.

3. Invocation - Commissioner Moore.

4. Pledge of Allegiance - Chairman Yoder.

5. Approval of Agenda

   A. Items may be added or removed at this time.

   Manager Pittman requested cancellation of the May 21st Budget Work Session be added as Agenda Item #11.
   Commissioner Moore moved to approve the agenda as amended, seconded by Commissioner Overholt and the motion carried unanimously.
   Absent: Melton

6. Consent Agenda - Motion to approve the consent agenda.

A. Approval of May 6, 2024 Regular Meeting Minutes.

B. Approval of May 13, 2024 Special Meeting Minutes.

C. Sheriffs Department Monthly Activity Report for April 2024.

Commissioner Beiler moved to approve the consent agenda, seconded by Commissioner Moore and the motion carried unanimously.
Absent: Melton

7. Citizen Comments on Non-Agenda Items.

There were five citizen comments on Non-Agenda Items.

8. Polk County Schools - Brandon Schweitzer, Ed. D., Director of Operations.

Dr. Schweitzer presented the Needs-Based Public School Capital Fund (NBPSCF) Request for approval.

Commissioner Moore moved to approve the Distribution Request, seconded by Commissioner Beiler and the motion carried unanimously.
Absent: Melton

9. Emergency Medical Services (EMS) Week Proclamation - Michael Crater, EMS Director.

Michael Crater read the proclamation and requested adoption by the Board.

Commissioner Overholt moved to adopt the proclamation, seconded by Commissioner Beiler and the motion carried unanimously.
Absent: Melton

10. New Polk County Road Names - Anderson Drive (off Howard Gap Rd. Saluda Township) and Fireside Trail (off PVT RD Misery Ridge Trail White Oak Township) - Melissa O'Loughlin, Tax Administrator.

Commissioner Moore moved to approve the road names as presented, seconded by Commissioner Beiler and the motion carried unanimously.
Absent: Melton

11. Cancellation of the May 21, 2024 Budget Worksession.

Commissioner Overholt moved to cancel the May 21, 2024 Budget Worksession, seconded by Commissioner Beiler and the motion carried unanimously.
Absent: Melton

12. Citizen Comments on Agenda Items.

There were none.

13. Volunteer Board Applications

A. Applications for Consideration: Ann Bezner - Mental Health Advisory Board, Aaron Greene - Mental Health Advisory Board.

Commissioner Overholt moved to approve the applicants as presented, seconded by Commissioner Beiler and the motion carried unanimously.
Absent: Melton

14. Commissioner Comments.

The Commissioners collectiviely thanked those in attendance.

15. Adjournment

Commissioner Moore moved to adjourn, seconded by Commissioner Beiler and the motion carried unanimously.
Absent: Melton

Attest:	POLK COUNTY BOARD OF COMMISSIONERS
Kristy A Tipton Clerk to the Board	Myron Yoder Chairman

POLK COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM

June 3, 2024 Regular Meeting

Agenda Item#: D.

ATTACHMENTS:

Description	Type	Upload Date
Tax Refund Request	Cover Memo	5/28/2024

Suggested Motion:
Motion to approve the Consent Agenda.

Memorandum

To: Polk County Board of Commissioners

From: Melissa O'Loughlin, Polk County Tax Administrator

Date: 5/28/2024

Re: Refund Request

Taxpayer	Parcel	Amount	Reason
Corpening Lila Hancock	Vehicle	$ 138.71	Tag Turned In- Vehicle Sold
Mira-Knippel Teresa	Vehicle	$ 220.80	Tag Turned In-Vehicle Sold
Hattley Benny P/ Hattley Melissa L	P114-56	$ 350.00	Duplicate Payment-Customer paid before receiving Debt Set Off
Durham Homer B	P43-50 P43-51 T10-B4 P43-49	$ 440.00	Duplicate Payment-Customer paid before receiving Debt Set Off
Loftin Randy E	P65-50	$ 189.87	Duplicate Payment-Customer paid before receiving Debt Set Off
	TOTAL:	**$ 1,339.38**	

POLK COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM

June 3, 2024 Regular Meeting

Agenda Item#: 9.

ATTACHMENTS:

Description	Type	Upload Date
Budget Amendment	Cover Memo	5/29/2024

Suggested Motion:
Motion to approve the Budget Amendment.

BUDGET AMENDMENT: CONTINGENCY
DATE: 6/3/2024 BOC Meeting
Dept.: **Elections**

BATCH #: ________________ LINE__________
(for accounting use only)

Amendment # : 5-C Contingency

INCREASE EXPENSE

Description	GL ACCOUNT #		Amount
Salaries/Contract labor/supplies	10-4170-Various	$	19,521

DECREASE CONTINGENCY

Description		Amount	GL ACCOUNT #
Contingency	$	(19,521)	10-9300-9910-0

EXPLANATION: Run-off election expenses - transfer the balance of contingency to elections, if additional funds are needed, Manager Discretion will cover.

Date approved & entered into the BOC minutes

COUNTY MANAGER

FINANCE OFFICER

Polk County Finance
Contingency Balance
Schedule of Budget Amendments

Contingency
Original Budget at July 1, 2023 $ 100,000

Department	Unbudgeted Expense	Amount	
Courthouse	Replace Gable Sinding	23,850	09/05/23
Courts	WAVE-additional needed beyond grant	4,584	11/06/23
IT	Panic Buttons	13,249	05/06/24
Tax	Vehicle - truck (includes tax & tag)	38,796	05/06/24
Elections	Run-off election	19,521	06/03/24 *if approved*
	Total to date	$ 100,000	

Note: Negative amounts are increases to contingency NOT uses of contingency

Budget in contingency if approved **$ -**

POLK COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM

June 3, 2024 Regular Meeting

Agenda Item#: 10.

ATTACHMENTS:

Description	Type	Upload Date
Resolution	Cover Memo	5/29/2024

Suggested Motion:
Motion to approve the Recruitment and Retention Resolution Extension.

POLK COUNTY
RECRUITMENT & RETENTION
RESOLUTION

WHEREAS, Polk County, North Carolina, like most regions across the State and Country is experiencing a much higher unemployment rate than normal; and

WHEREAS, Polk County Local Government has had a large number of vacancies in different County departments, including emergency services; and

WHEREAS, these positions have remained vacant for an extended time period, using all the standard recruitment strategies and methods; and

WHEREAS, we understand and are sympathetic to other businesses and organizations experiencing the same staffing difficulties, however, the services Polk County Local Government employees provide to the citizens are deemed essential, and many positions are statutorily required and provide emergency and life safety functions in the community.

Therefore, be it resolved, the Polk County Board of Commissioners enact the following temporary recruitment and retention measures:

1. Full-time non-exempt emergency personnel working in the following departments: Sheriff, Jail, Animal Control, School Resource Officers, EMS, and 911 Communications, at the discretion of the County Manager, may be paid overtime hours instead of accruing compensation time beginning in the June 17 – June 30, 2024 pay period and ending in the December 2 – December 15, 2024 pay period.

2. Any new person who accepts a full-time regular or part-time regular position with Polk County Local Government between July 1, 2024, and December 31, 2024, will receive a one thousand dollar ($1,000) hiring bonus after they complete the customary probation period.

Adopted the 7th day of September 2021. Amended the 20th day of September 2021. Amended the 6th day of December 2021. Amended the 6th day of June 2022. Amended the 3rd day of April 2023. Amended the 19th day of June 2023. Amended the 6th day of November 2023. Amended the 3rd day of June 2024.

ATTEST: | POLK COUNTY BOARD OF COMMISSIONERS

_____________________________ | _____________________________

Kristy A. Tipton
Clerk to the Board

Myron Yoder
Chairman

POLK COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM

June 3, 2024 Regular Meeting

Agenda Item#: 11.

Suggested Motion:
The Board of Commissioners will receive the proposed St. Luke's Sublease of County Lease and exhibits thereto and shall consider making a Declaration of Intent to approve the St. Luke's Sublease of County Lease to Fletcher Hospital, Incorporated at a Special Meeting on Wednesday, June 5th @ 4:00 PM.