POLK COUNTY BOARD OF COMMISSIONERS
Regular Meeting Agenda
December 6, 2021 - 5:00 PM
R. Jay Foster Hall of Justice Womack Building Columbus, NC
Columbus, NC
MINUTES

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

1. Call to Order - Chairman Melton.

2. Invocation - Vice-Chairman Beiler.

3. Pledge of Allegiance - Commissioner Overholt.

   A. Chairman and Commissioner Comments.

   Chairman Melton introduced Clerk Tipton. The Commissioners wished everyone a Merry Christmas and a Happy New Year and commended the county and towns on their festive decorations and the hard work that went into it.

4. Approval of Agenda

   Commissioner Moore moved to approve the agenda as written, seconded by Commissioner Overholt and the motion carried unanimously.

5. Consent Agenda

   A. November 1, 2021 Regular Meeting Minutes.

   B. Tax refund requests through November 30, 2021 in the amount of $704.32.

   C. Sheriff Department Monthly Activity Report for October 2021.

   D. Schedule Special Meeting December 17, 2021, 2:00 pm, R Jay Foster Hall of Justice, Employee Service Recognition Presentation.

   E. 2020 Local Water Supply Plan Resolution.

   F. Solid Waste Budget Amendment to appropriate $83,567.98 from SW fund balance for insurance proceeds received last year, but not spent until this year.

   G. Transportation Department Updated Title VI Program Plan and Transportation Grants and Financial Management Policy and Procedures.

H. North Carolina Department of Cultural Resources, Division of Archives - 2021 Records Retention and Disposition Schedule Resolution, copy available for review upon request.

Commissioner Overholt moved to approve the consent agenda, seconded by Vice-Chairman Beiler and the motion carried unanimously.

6. Citizen Comment(s)

Three citizens spoke on agenda items.

7. E911 Communications Renovation Project.

Jeremy Gregg, 911 Communications Director reviewed the current facility and its need for improvements. He said the 2022 Public Safety Answering Point (PSAP) Grant requires a 50% match by the county, and they would use American Rescue Plan Act (ARPA) funds. (See Agenda Item #13)

Commissioner Yoder moved to adopt the Polk County 911 Grant / ARPA Project Budget Ordinance, seconded by Vice-Chairman Beiler and the motion carried unanimously.

8. Polk County 2021 Annual Financial Report.

Kari Dunlap from Martin Starnes & Associates PA presented the annual financial information. She stated that there were no red flags and that the audit is still awaiting Local Government Commission (LGC) approval. She encouraged the commissioners to read the Manager's Discussion and Analysis (MD&A). Chairman Melton thanked the finance director and County Manager for their hard work.

9. County Employee Compensatory Time Discussion.

Manager Pittman said as in previous years, when the county receives a good audit report and has a surplus, the Board has chosen to pay off the debt of employee compensatory (comp) time. He said this years payout would be $147,749.

Commissioner Yoder moved to pay the employee compensatory time balance in the amount of $147,749, seconded by Commissioner Moore and the motion carried unanimously.

10. Updated Employer premium rates beginning January 2022 for NC State Health Plan.

Manager Pittman said on December 2, 2021, the county received notice the employer contribution rate for the State Health Plan premiums would be increasing for 2022. He said this would have a $317,000 annual impact on the annual budget. He explained as this was unforeseen, a $132,185 appropriation from the capital reserve fund would be needed to cover the increase in employee healthcare premiums.

Commissioner Yoder moved to approve the budget amendment for $132,185, seconded by Commissioner Overholt and the motion carried unanimously.

11. Polk County Retention Resolution.

Manager Pittman stated due to the continued job openings and the need to pay Emergency Services for overtime hours, he is asking the board to amend the Polk County Retention Resolution through the pay period ending June 6-19, 2022.

Commissioner Overholt moved to approve the amendment to the Recruitment and Retention Resolution, seconded by Commissioner Moore and the motion carried unanimously.

12. Emergency Medical Services (EMS) - Michael Crater, EMS Director.

Michael Crater, EMS Director, provided the Board with quotes to purchase two new cardiac monitors. He requested using ARPA funds for the purchase. Mr. Crater said this purchase would help mitigate COVID cases in our community by having disposable probes to reduce patient contact. Units will also be used for COVID patients needing advanced airway care to monitor cardiac rhythms, oxygen saturation, exhaled carbon dioxide, and blood pressure/heart rate.

Commissioner Yoder moved to approve the purchase of two cardiac monitors for EMS using ARPA funds, seconded by Vice-Chairman Beiler and the motion carried unanimously.

13. Amend ARPA grant project ordinance.

Sandra Hughes, Finance Director requested the approval of the budget amendment to move $1,939,730 of ARPA Funds to go with the $2,412,964 NC911 Grant to update the 911 Communication Center and to appropriate an additional $40,000 in ARPA funds to capital assets for the purchase of two cardiac monitors.

Commissioner Overholt moved to amend ARPA Grant Project Ordinance, seconded by Commissioner Yoder and the motion carried unanimously.

14. House of Flags Museum Update - Robert Williamson, Curator/Treasurer, Board of Directors.

Robert Williamson, Curator for the House of Flags Museum provided a brief back story and current update on the museum. He said over the past eighteen months they have cut hours and limited services. Mr. Williamson said the House of Flags Museum may be unable to sustain and be forced to discontinue operations in 2022 without volunteers, donations, or grants. He thanked the Commissioners for helping to get the information about their needs to the public.

15. Columbus Library Operating Hours Revision.

Marcie Dowling, Library Director requested a change in the Columbus Campus hours of operation. She said the shift will allow optimal service during peak hours and the Library Board of Trustees were in full support of the schedule change.

Commissioner Moore moved to approve the Polk County Library-Columbus Campus schedule revision, seconded by Vice-Chairman Beiler and the motion carried unanimously.

16. Board of Elections Update - Cliff Marr, Director of Elections.

Cliff Marr, Elections Director spoke on behalf of the bipartisan Polk County Election Board and gave a presentation a copy of which is hereby incorporated by reference into these minutes. about their desire to partner with the Commissioners to proactively plan for their future needs.

17. Parks and Recreation Trust Fund (PARTF) Grant Approval.

Laura Baird, Interim Recreation Director presented the NC PARTF Little White Oak Mtn. Trail Network-Phase I project agreement for approval. The agreement covers a three-year period, from November 1, 2021, to October 21, 2024.

Commissioner Moore moved to accept the PARTF-Little White Oak Mtn.Trail Network-Phase I Project Agreement, seconded by Commissioner Yoder and the motion carried unanimously.

Commissioner Yoder moved to adopt the Grant Project Budget Ordinance, seconded by Commissioner Overholt and the motion carried unanimously.

18. Polk County Schools Budget Amendment.

Sandra Hughes, Finance Director requested approval of budget amendments for Polk County Schools HVAC Project.

Commissioner Yoder moved to approve the transfer from Capital Reserve to the school General Capital Fund in the amount of $171,056, seconded by Commissioner Overholt and the motion .

Commissioner Overholt moved to approve the transfer from Capital Reserve to school HVAC Capital Project and also to amend the HVAC Project Budget Ordinance, seconded by Commissioner Yoder and the motion carried unanimously.

19. Volunteer Board Application(s)

A. The following applications were received for consideration to serve on a Polk County Volunteer Board: Agricultural Advisory Board - Diane Davis, Ray Gasperson and Carl Pleasants.

Vice-Chairman Beiler moved to approve the volunteer board applicants as presented, seconded by Commissioner Overholt and the motion carried unanimously.

20. Commissioner Comments on Non-Agenda Items.

There were two citizen comments on non-agenda items.

21. Adjournment

Commissioner Moore moved to adjourn the meeting, seconded by Commissioner Yoder and the motion carried unanimously.

Attest:	POLK COUNTY BOARD OF COMMISSIONERS
Kristy A Tipton	Tommy W. Melton
Clerk to the Board	Chairman