

**MINUTES
TRANSYLVANIA COUNTY BOARD OF COMMISSIONERS
NOVEMBER 28, 2022 – REGULAR MEETING**

The Board of Commissioners of Transylvania County met in a regular meeting on Monday, November 28, 2022 at 6:00 p.m. in the Multipurpose Chambers at the County Administration Building, located at 101 South Broad Street, Brevard, NC.

Commissioners present were Larry Chapman, Chairman Jason Chappell, Vice-Chairman Jake Dalton, David Guice, and Teresa McCall. Also present were County Manager Jaime Laughter and Clerk to the Board Trisha Hogan. County Attorney John Kubis participated remotely via Zoom meeting software.

Media: Dan DeWitt – *Brevard Newsbeat*
Jonathan Rich – *The Transylvania Times*

There were approximately 20 people in attendance.

CALL TO ORDER

Chairman Jason Chappell presiding declared a quorum was present and called the meeting to order at 6:04 p.m.

WELCOME

Chairman Chappell welcomed everyone to the meeting and introduced the Commissioners and staff in attendance.

PUBLIC COMMENT

There were no comments from the public.

AGENDA MODIFICATIONS

There were no agenda modifications.

Commissioner Dalton moved to approve the agenda as submitted, seconded by Commissioner Guice, and unanimously approved.

CONSENT AGENDA

Commissioner McCall moved to approve the Consent Agenda, seconded by Commissioner Dalton, and unanimously approved.

The following items were approved:

DISCOVERY, RELEASE & MONTHLY SETTLEMENT REPORT

Per N.C.G.S. § 105-312 (b), the Tax Administrator must see that all property not properly listed during the regular listing period be listed, assessed, and taxed. The Tax Administrator shall file such reports of discoveries with the Board of Commissioners. Per N.C.G.S. § 105-381 (b), the Tax Administrator must provide a monthly report to the Board of Commissioners of the actions taken by the Tax Administrator on requests for release or refund, which shall be recorded in the minutes. For October 2022, the Tax Administrator reported the total releases as \$302.35 and refunds as \$1,743.59. The Board approved the October 2022 Discovery, Release, and Monthly Settlement Report as submitted.

APPROVAL OF DELTA DENTAL GRANT SUBMISSION

The Healthy Smiles Dental Project is a dental program for early childhood and elementary-aged children in Transylvania County. This program, offered through Transylvania Public Health, provides dental education, dental screenings, and access to dental care for uninsured and Medicaid-eligible children from birth to 12 years of age. The agency has received a grant from the Delta Dental Foundation since 2014 to support the important preventive work of the program. Grant funding will be used to purchase dental screening supplies, program educational supplies, and dental hygiene items for all children in the daycare, preschool, and elementary (kindergarten and third grade) setting. The Board approved the submission of the Delta Dental Foundation grant as requested.

RECLASSIFICATION OF PUBLIC HEALTH NURSE III TO PUBLIC HEALTH NURSE II

The Health Department's Public Health Nurse III historically had daily supervision duties for clinical workflow, in addition to other clinical duties. However, all nursing supervision duties were consolidated into the Nursing Director position in July 2022. The supervision duties were the basis for classification as a Public Health Nurse III. It is the only Public Health Nurse III position in the agency. Due to a resignation, the position will be vacant in the coming weeks and should be accurately classified as a Public Health Nurse II position before advertisement. The Board approved the request to reclassify the Public Health Nurse III (Grade 118) to a Public Health Nurse II (Grade 117) position to accurately reflect the current position duties and the corresponding pay grade.

INSPECTION AND APPROVAL OF PUBLIC OFFICIAL SURETY BONDS

N.C.G.S. § 58-72 requires certain elected and appointed officials to provide a surety bond to the County. A public official surety bond is an agreement between three parties (public officials, the Board of Commissioners, and an insurance company) to guarantee the conduct of public officials for their term. In the event of wrongdoing or malfeasance, the Board of Commissioners may call a bond on a public official to compensate the County. The County uses a two-method system of bonding its required employees. Bonds for the Register of Deeds and Sheriff are approved for a four-year term and the bonds for the Tax Administrator, Finance Director, and County Manager are approved annually. The Board inspected and approved the public official surety bonds as requested.

PRESENTATIONS/RECOGNITIONS

RECOGNITION OF OUTGOING COUNTY COMMISSIONER W. DAVID GUICE

Commissioner Guice will end his service as a County Commissioner following this meeting. The Board of Commissioners recognized him for his service and presented him with the following resolution and a plaque. Chairman Chappell read aloud the resolution.

Commissioner Chapman moved to approve Resolution 39-2022 In Honor of W. David Guice for His Service to the Citizens of Transylvania County, seconded by Commissioner Dalton.

Commissioner Chapman shared that he met Commissioner Guice more than 10 years ago when he sought his advice on running for County Commissioner and then he subsequently supported Commissioner Chapman's campaign. Commissioner Chapman thanked Commissioner Guice for his support, advice, and counsel and wished him and his family the best. Commissioner Dalton stated that he got to know Commissioner Guice better when he was appointed to the Board a couple of years ago. He thanked Commissioner Guice for his patience while he was learning his new role. He was thankful to have made a friend in Commissioner Guice and he wished him well in his future endeavors. Commissioner McCall shared that she and her family have known Commissioner Guice and his family for many years, and she has watched his children grow up to be fine young adults. She said they have both served in different capacities over the years and it has been a pleasure serving with him on the Board of Commissioners. She wished him the best and encouraged him to spend as much time with his grandchildren as possible. The Manager stated that it takes sacrifice to be in public service, especially as an elected official, and it is all too often a thankless job. It is also an opportunity to make a difference in the lives of others which Commissioner Guice has done. She thanked him for the opportunity to serve with him. The Clerk to the Board shared that Commissioner Guice was the first person she met when she and her husband relocated to Transylvania County, and

he made sure she and her husband got settled into their new place at the time. She shared that Commissioner Guice has been a supervisor and boss to her in different capacities and to her husband. She called him a great friend and wished him the best. Chairman Chappell called for comments from members of the audience. Judith West shared that she has known Commissioner Guice since they were both working in human services many years ago. She said when she thinks about his work over the years, what stands out is his non-ceasing commitment to the people that we serve. She was very appreciative of him consistently sticking up for those who do not have a voice. Chairman Chappell stated that he and Commissioner Guice have worked together a long time since they first crossed paths when Chairman Chappell served on the Board of Education. He was appreciative for all that he has done for the community in his various roles over the years and for being a diligent and mindful public servant. Chairman Chappell thanked Commissioner Guice for the sacrifices he made and for being a good friend. He wished him and his family the very best. **The motion was approved unanimously.**

Commissioner Guice shared that over the last few days he has looked at old pictures capturing memories of his service when he first became a County Commissioner in 2000. The pictures brought back memories of past successes and challenges. He served when the Health Department was built and the third-floor shell was added that is fully occupied today, during the construction and dedication of the Library which was a uniquely funded project, and the construction of the Public Safety Facility where previous Boards set aside the funds to pay for the facility in full. Commissioner Guice was thankful to serve with Commissioners that have been good listeners and not critical of others with different opinions because they had the desire to move forward in a way that was best for the community. Commissioner Guice was very appreciative of the people that supported and elected him to the office of County Commissioner for two terms and two terms in the State House of Representatives. Following his retirement from the State House, he was allowed to serve as Commissioner of Corrections for the State of North Carolina. He was blessed once again when he returned home in 2017 and decided to run for elected office. He acknowledged the staff, especially the former and current County Managers, and the important roles they play as the head administrator of County government, both of whom have done an exceptional job. He commended all those who work for County government day in and day out and the importance of their leadership, as well as the agencies the County works so closely with that complement government services. Commissioner Guice acknowledged his wife, children, and parents who played a role in who he is as a person. They instilled in him a desire to serve and give back to the community. He thanked the Board of Commissioners for allowing him to express himself and for listening to him when he had concerns about an issue or wanted to do things differently. He challenged Commissioners to continue serving with their hearts, be good listeners, and be patient with each other. Commissioner Guice was grateful for all the friendships he has made over the years and for the support he has received.

RESOLUTION # 39-2022

IN HONOR OF W. DAVID GUICE FOR HIS SERVICE TO THE CITIZENS OF TRANSYLVANIA COUNTY

WHEREAS, W. David Guice has served Transylvania County and its citizens for the last four years as a County Commissioner, including one as Vice-Chair; and

WHEREAS, W. David Guice has been a public servant for more than 40 years serving with the North Carolina Department of Public Safety, in the North Carolina House of Representatives, and previously as a Transylvania County Commissioner; and

WHEREAS, The Transylvania County Board of Commissioners wishes to recognize David's service as a public official during his term as County Commissioner; and

WHEREAS, David has served with distinction and his numerous accomplishments reflect his varied interests; and

WHEREAS, David exhibited fiscal leadership as a County Commissioner, and made purposeful investments in long-term planning for economic development, capital improvements, and parks and recreation; and

WHEREAS, During his time on the Board, David contributed to planning the construction of a new Emergency Medical Services base station, supported the expansion of the landfill for the management of solid waste, and secured funding for critical infrastructure to provide water and sewer utilities that will positively impact this community for generations; and

WHEREAS, David promoted economic development efforts in the community by making investments to improve infrastructure, business incentives for job growth and capital investment, and embarked upon significant partnerships to attract future employers and retain existing businesses; and

WHEREAS, David has been an ardent supporter of youth and children in our community evidenced by the approved expenditures for the local school system that are better relative to our economic peers, our school system peers, and neighbors in both capital and annual expenditures and appropriating operating expenses at one of the highest rates per student in the State of North Carolina; and

WHEREAS, David showed unwavering support for County employees through the implementation of a compensation plan that is fair to the market, attracts and retains qualified employees, and supports personal growth and development, and improved efficiencies in departments through new software implementation and upgrades in technology; and

WHEREAS, for the past two+ years while Transylvania County navigated the challenges of the COVID-19 pandemic, the Board of Commissioners showed great leadership during these unprecedented times to ensure that citizens continued to receive essential services; and

WHEREAS, David was especially passionate about serving and lifting up those most vulnerable in our community and for trying to resolve community issues in an effort to improve the quality of life for all citizens; and

WHEREAS, David has been a strong advocate for Transylvania County at the State and federal level to support counties and its citizens; and

WHEREAS, As County Commissioner, David represented the Board of Commissioners by serving on various boards and committees, including the Board of Health, the Juvenile Crime Prevention Council, the Personnel Board, the Tourism Development Authority, the Community Relations Board, and the Transylvania Opioid Response Team; and

WHEREAS, David's kindness, thoughtfulness, and genuine concern for others make him a friend to everyone and he will be remembered for his desire to help those most vulnerable citizens in our community; and

WHEREAS, David will continue serving Transylvania County as a faithful, loyal and loving member of this community where he has become a positive and effective influence for good in our county; and

NOW, THEREFORE, BE IT RESOLVED by the Transylvania County Board of Commissioners that W. David Guice be commended for his past four years of service to Transylvania County and its citizens, and that

his loyalty and excellence of performance be recognized; and to extend to him best wishes for many years of good health and happiness in his future endeavors;

BE IT FURTHER RESOLVED that this resolution be spread upon the minutes of the Board of Commissioners and that a copy be presented to W. David Guice.

This the 28th day of November 2022.

S://Jason R. Chappell, Chairman
Transylvania County Board of Commissioners

NEW BUSINESS

APPROVAL TO PROCEED WITH THE PHASE 7 LANDFILL EXPANSION

Solid Waste Director Kenn Webb presented this item. As part of the expansion plans for the Transylvania County Landfill, he reported the next step requires the Board of Commissioners to approve the plan for the new landfill expansion, either in the form of a resolution or a motion.

The Solid Waste Department held a required public meeting on Thursday, November 10 and the details of the public meeting will need to be included in the permit packet, as well as the minutes from this meeting indicating the Board's approval, as part of the required documents to finalize the Site Plan Application that he will submit to NCDEQ.

Mr. Webb reported there is nothing new to report. This step is just a formality in the process which has been ongoing since October 2020 when he first presented information to the Board. Since that time, staff has proceeded with and completed several steps in the process that were required to get the County to this point. The permitting is the largest segment in the timeline and allows 10-12 months for the NCDEQ to review the permit. NCDEQ was alerted as much as 18 months ago about the projected timeframe so they could anticipate when to allocate staff time for the permit review. Mr. Webb shared that the timeline remains on target, but he will review the landfill's capacity at the end of the year which is the largest factor impacting the timeline.

Copies of the expansion plans are available for review at the Transylvania County Library and the Woodruff Landfill. Staff recommended the Board allow the Solid Waste Department to proceed with the Phase 7 expansion by authorizing LaBella to submit the completed permit to NCDEQ.

Commissioner Chapman moved to allow the Solid Waste Department to proceed with the Phase 7 expansion by authorizing LaBella to submit the completed permit to NCDEQ, seconded by Commissioner Dalton. Commissioner Guice stated that he recently visited the landfill, and he was impressed by the smooth operations, and he was appreciative of the work of the staff. Likewise, Commissioner Chapman spoke highly of the staff at the Pisgah Forest Convenience Center which he frequents. **The motion was approved unanimously.**

REQUEST BY NC ADMINISTRATIVE OFFICE OF THE COURTS TO FUND WIRING INSTALLATION FOR CRAVE AND WAVE VIDEO AND WI-FI PROJECTS IN THE COURTHOUSE

Operations Director Chad Owenby presented this item. He reported that the NC Administrative Office of the Courts (AOC) approached the County over the summer about the installation of the new CRAVE video court system and the WAVE Wi-Fi system that was being installed in courthouses across the State. The video system will allow participation from outside the courtroom and assist the Clerk of Court with hearings. The Wi-Fi project will expand coverage in the courthouse facility. AOC is providing the

equipment and installation, but counties are required to provide the wiring or funding for the state's preferred vendor to do the wiring.

County Operations, Information Technology, and Maintenance staff reviewed the state-preferred vendor quotes and decided to look at several other companies to compare options and pricing. Staff met with three companies and received quotes from two. After review, the staff chose Network Controls to do the wiring for both projects. Network Controls is based out of Greer, South Carolina, and is on the list of state-approved vendors. Choosing Network Controls over the state-preferred vendor will save Transylvania County \$31,500. Staff recommended the Board's approval of the agreement between Network Controls and Transylvania County and a budget amendment for \$15,549.20 with the monies to come from the Courthouse Reserve Fund.

The Manager noted that a recent phone call with AOC representatives revealed the agency's goal to build capacity and infrastructure, but operations will continue to be at the discretion of each district to determine usage of the new video system.

Commissioner Guice shared some districts use video for first appearances to avoid or reduce the transport of inmates from the jail to the courthouse. The Manager stated this project will provide the infrastructure for similar practices, but again, it will be at the discretion of the judicial district.

Chairman Chappell called upon Clerk of Court Kristi Brown to weigh in. She stated that the AOC is installing these systems in all 100 counties, and she concurred that it would provide the infrastructure for things like video first appearances, testimony, or hearings, but the decision on using this tool will be up to the judge. She noted that the equipment may also be relocated if the Board decides to build a new courthouse.

Commissioner Chapman inquired about the timeline for the work and who will be responsible for the maintenance and upkeep once installed. Mr. Owenby reported the vendor intends to start on the project in the next few weeks and work should be completed within five to seven days depending on the court schedule. The State's Information Technology Department will be responsible for the upkeep once installed, but the County will provide access and support as needed.

Commissioner Guice reminded the Commissioners about the letter they received from the Resident Superior Court Judge requesting the County to be more proficient operationally and he sees this project as a way to do that, noting it does not change the need for a new courthouse facility. He hoped all judges would be on board with using the technology to improve operations.

Ms. Brown added that the video system would not be installed in the Elections Center because the court system is not using the facility for the types of operations that would require such a need.

Commissioner McCall asked Ms. Brown how often the Elections Center conference room is being used for court operations. Ms. Brown shared that the recently retired Chief District Court Judge would only use the conference room when Superior Court was in session and only for criminal matters; however, the new Chief District Court Judge intends to use the facility more frequently and has already scheduled several dates in January. In addition, this judicial district will be getting a fifth judge, so they anticipate using the Elections Center more often because they will need the space.

Commissioner McCall asked if the additional judge and usage of the space will assist with the backlog of cases. Ms. Brown stated that they do not have a significant backlog of criminal cases, but it will help clear the backlog of DSS and domestic cases. They will be running two courts simultaneously in two different locations.

Commissioner Chapman moved to approve the agreement between Network Controls and Transylvania County and approve the budget amendment for \$15,549.20 with these monies to come from the Courthouse Reserve Fund, seconded by Commissioner Guice and unanimously approved.

EMS MAIN STATION CONSTRUCTION PROJECT BIDS

Assistant County Manager David McNeill presented this item. The Board of Commissioners approved the sale of the EMS main station on Asheville Highway and instructed staff to work with an architect to design and obtain construction bids for an EMS main station located at the corner of Morris Road and Ecusta Road.

Staff worked with the architect to complete the design and then obtained four bids for the construction of the EMS main station on November 9, 2022. The staff has been working to complete due diligence in reviewing the bid to ensure the low bid represents the lowest responsible bid.

Staff, the architect, and structural and civil engineers evaluated the site and developed plans that facilitate the construction. This includes a soil evaluation, detailed site preparation, and foundation specification designs to comply with the soil condition report.

The low bid was received from First Victory for \$3,749,042. Staff developed a construction budget that includes the base bid for construction, FF&E, and the owner-provided cost. A bid alternate of \$188,482 for a standing seam metal roof to replace the 50-year shingle roof included in the base bid was not included in the final project budget.

Project Budget

Base Bid	\$3,749,042
Design Fees	\$299,924
Materials (Owner Provided)	\$18,000
City of Brevard Fees	\$12,500
Site Survey	\$14,500
S&ME (soil/site/compaction testing)	\$57,376
Unit Price Projection (to ensure coverage outside the scope of the base bid, like additional topsoil, for example)	\$150,000
FF&E	\$376,264
Generator/Transfer Switch	\$203,000
Contingency (10%)	\$374,904
Total Project Budget	\$5,255,510

Mr. McNeill recommended the Board award the bid to First Victory and authorize the County Manager to negotiate the construction contract and sign it upon it being finalized.

Commissioner Chapman asked when the ground is expected to be broken on the project. Mr. McNeill said staff hopes the project will commence in January. Time is of the essence being that the EMS Department is currently co-occupying with the Brevard Rescue Squad. The contractor is well aware of these circumstances and estimated completion date of 321 workdays, which equates to up to a year and a half for completion.

Commissioner McCall inquired about the original estimate. Mr. McNeill reported that the latest estimates staff received for the construction ranged from \$3.2 million to \$3.5 million, with the total budget projected to be \$4.6 million. He pointed out that given today's construction market, staff did a good job with their estimations.

Commissioner McCall inquired further about the decision to exclude the bid alternate for a metal roof and the life of a metal roof versus the shingled roof. Mr. McNeill stated that the decision to remove the bid alternate for the standing seam metal roof was removed due to the cost. If included, it would add another \$188,482 to the project budget. Architect Rich Worley was in attendance and reported that the life of the shingles is prorated. The metal roof is better and would last longer, but the price quoted was too high for the project.

Commissioner McCall preferred to spend a slightly higher amount for the metal roof and not have to deal with roof replacements earlier than needed. Mr. McNeill felt that the metal roof would be a good investment, but again the price quoted was too high. He recommended against a change order in the middle of the project because it is likely the cost would be higher.

Commissioner Guice also preferred the metal roof. He noted he was unaware of any shingles that last 50 years. He also noted that both the Courthouse and the Library have metal roofs.

The Manager reported that staff wrestled with this issue. They also preferred to move forward with the metal roof because their intention is for anything the County builds to last as long as possible. She reiterated their concerns about the price but noted that staff can attempt to negotiate the price with the contractor.

Commissioner McCall pointed out there could be some savings achieved throughout the project to help offset the cost. She felt it would be worth negotiating the price of the metal roof. Mr. McNeill stated that the staff should be made aware of the unit price early on in the project about whether it is necessary following the assessment by S&ME on the soils. That will be key to the success of this project and staff has made that point very clear to the contractor. Staff intends to hold a preconstruction meeting with the civil engineer and the site contractor to ensure it is done correctly.

Commissioner Chapman inquired about whether the FF&E included new furniture and whether staff could use anything from storage to reduce costs. Mr. McNeill stated that this figure is deceptive in that it includes the low voltage wiring, the fire alarm system, and other similar items to avoid paying overhead costs. The Manager noted that staff will be leveraging State contracts on any furniture purchases to reduce costs further.

The Manager gave the Board the option of approving the project budget at the higher level and then staff can communicate back to the Board on the negotiation efforts. The Board can authorize the project with the alternate with the understanding that staff will be managing the contingency, the unit price projection, and the FF&E as low as possible to try to come back to the Board with savings. She stated this would be the most expedient process from an administrative level, but staff would bring the negotiated price back to the Board if they so wish. With the metal roof addition, the project budget would need to increase by \$188,482.

Chairman Chappell recapped the recommendation and advised the Commissioners they have the option to approve a revised project budget and allow staff to continue negotiations to lower the cost of the metal roof. Commissioners were agreeable to the recommendation.

Chairman Chappell moved to approve a total project budget of \$5,443,992 to include the alternate and allow the Manager and staff to negotiate to lower the cost of the metal roof, seconded by Commissioner McCall and unanimously approved.

On behalf of EMS staff, Mr. McNeill thanked the Board of Commissioners for their decision to move forward.

Mr. McNeill also advised that the collocation of the EMS operations continues to work well during the transition.

MANAGER'S REPORT

The Manager reported the following:

- We wish the best to Commissioner Guice and Sheriff David Mahoney upon their retirement from public office.
- Swearing-In Ceremony for elected officials will be held on Monday, December 5th at 8:00 a.m. in the Commissioners Chambers, followed by an organizational meeting of the Board of Commissioners where the Board will elect its chair and vice-chair for the ensuing year.
- Following the oaths of office, new Sheriff Chuck Owenby and Clerk of Superior Court Kristi Brown will hold a special ceremony in the large courtroom of the Courthouse to swear in their respective officers and staff.
- First regular meeting of the new Board of County Commissioners will be December 12 at 4:00 p.m. in the Commissioners' Chambers. The Board normally cancels the 2nd meeting in December since it falls near the Christmas holiday.
- Commissioner Chapman represented Transylvania County at the NCACC Legislative Goals Conference on November 17 and 18 in Raleigh where county delegates voted to finalize legislative goals which will guide NCACC's advocacy agenda. The top priority goals to the legislative agenda include: (the remaining goals can be found on the NCACC website)
 - Seek legislation, funding, and other efforts to expand digital infrastructure/broadband capability to the unserved and under-served areas and residents of the state.
 - Seek additional revenue sources to address statewide public school and community college capital needs and ensure methods used to distribute school capital funding considers the needs of both low-wealth and growing counties. Revisions to the Needs-Based Public-School Capital Fund that will allow for more access to counties and allow for faster school construction to include allowing projects that have not previously been awarded a grant to commence and remain eligible for future grant application periods.
 - Support expansion of Medicaid as well as related funding and operational flexibility for counties to expand county workforce and necessary infrastructure.
- Advent Health was approved to build a new hospital in Buncombe County. Advent Health representatives expressed appreciation to the Board of Commissioners for their letter of support.
- Congratulations to Jeff Parker and the Transylvania County Soil and Water District for receiving the 2022 Area 1 Outstanding District Award.
- Light Up the Night is this Saturday, December 3. The Chamber's Annual Christmas Parade starts at 4:00 p.m. with the County Christmas Tree lighting and reading of the Night Before Christmas directly after the parade. Commissioners and City Council are invited to join together on the front steps of the courthouse to light up the tree at dusk.

PUBLIC COMMENT

David Morrow: Mr. Morrow invited the public to a special ceremony on December 7 at the Courthouse Gazebo. WWII Veteran George Sarros will be receiving a medal from the French Consulate in Atlanta for his valiant service. Brevard Mayor Maureen Copelof will lead the ceremony. If there is inclement weather, the ceremony will be moved to the Elections Center conference room.

Kristi Brown: Ms. Brown is the Clerk to Superior Court. She hopes the Board will consider the discussions about the future of the courthouse soon. She also thanked the Board for their approval of the video system and upgraded Wi-Fi for the Courthouse. Lastly, she thanked Commissioner Guice for his service, and she was appreciative of their working relationship.

COMMISSIONERS' COMMENTS

Commissioner Chapman shared that more than 70 counties were represented at the Legislative Goals Conference. He thanked Commissioner McCall for her work on the committees that led up to the submission of goals to the conference delegates. As a member of the Board of Directors, he will attend the next meeting in January. Commissioner Chapman also announced that the UNC School of Government is hosting a course on planning and zoning. He and some members of the County Planning Board are planning to attend.

Commissioner Chapman inquired about the status of the hiring of a new Planning and Community Development Director. The Manager reported that a review team has whittled the 13 applicants down to seven and those applicants are working through the first phase of the assessment process. The review team will move into the second phase in two weeks with the goal of hiring a new director by the first of the year.

With a sad heart, Commissioner McCall shared the news of the passing of former TC Henderson Principal Tony Meacham. She said he was a kind man and a good friend to all. Children loved him and he was a true example of what a teacher and principal should be to children.

ADJOURNMENT

There being no further business to come before the Board, **Commissioner Guice moved to adjourn the meeting at 7:23 p.m., seconded by Commissioner Dalton and unanimously carried.**

Jason R. Chappell, Chairman
Transylvania County Board of Commissioners

ATTEST:

Trisha M. Hogan, Clerk to the Board