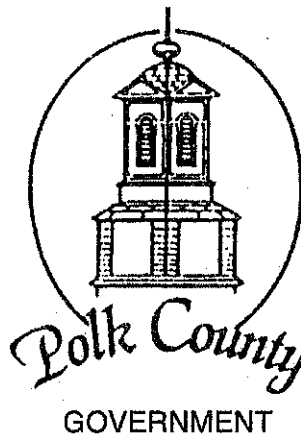


D. Marche Pittman
County Manager

Jana L. Berg
County Attorney

Angé High
Clerk to the Board
Assistant to Manager



Jake H. Johnson
Chairman

Myron L. Yoder
Vice-Chairman

Shane Bradley
Commissioner

Ray D. Gasperson
Commissioner

Tommy W. Melton
Commissioner

POLK COUNTY BOARD OF COMMISSIONERS
PUBLIC HEARING & REGULAR MEETING
November 5, 2018 – 7:00 P.M.
R. Jay Foster Hall of Justice - Womack Building
Columbus, NC
AGENDA

1. Call to Order of the Public Hearing to Discuss New Polk County Road Names – Chairman Johnson. The purpose of the public hearing is to receive citizen input on new road names requested within Polk County's jurisdiction. Attorney Berg will be present. The public hearing was properly advertised in the *Tryon Daily Bulletin*. The information is included in the agenda packet under Agenda Item #14.
2. Citizen Comments
3. Commissioner Comments
4. Adjournment – **Motion to adjourn the public hearing.**
5. Call to Order Regular Meeting – Chairman Johnson.
6. Invocation – Commissioner Gasperson.
7. Pledge of Allegiance – Commissioner Melton.
8. Approval of Agenda – Agenda items may be added and/or deleted at this time.
Motion to approve.
9. Consent Agenda
 - A) October 15, 2018 work session and regular meeting minutes.
 - B) October 29, 2018 public hearing and special meeting minutes.
 - C) Doughboy bi-annual maintenance report.
 - D) Budget Amendments to transfer funding for reclassifications approved in FY19 budget.**Motion to approve the consent agenda. Pages 1-12.**

10. Citizen Comments on Agenda Items
11. Citizen Comments on Non-Agenda Items
12. Veteran Services Update – Gina Cashion, Veteran Services Officer (VSO) will present the information.
13. Wayfinding Sign Project Update – Melinda Massey, Travel and Tourism Director will present the information. **Motion to approve. Pages 13-14.**
14. New Polk County Road Names – Subsequent to the public hearing, County Attorney Berg will present the requested road names for approval. **Motion to approve. Pages 15-16.**
15. Juvenile Crime Prevention Council (JCPC) By-laws - County Attorney Berg will present the changes for review. **Motion to approve. Pages 17-28.**
16. Duke Power Government Replacement Lighting for Wolverine Trail – County Manager Pittman will present the information. **Motion to approve. Page 29.**
17. Manager's Report – Environmental Health backlog update. **Page 30.**
18. Volunteer Board Applicants for Review – Newly created Animal Control Board 5 applicants, 5 vacancies. **Pages 31-36.**
19. Commissioner Comments
20. Closed Session – **Motion to go into closed session** for the purpose of attorney client privilege.
21. Return to Open Session- **Motion to return** to open session.
22. Adjournment – **Motion to adjourn.**

POLK COUNTY
BOARD OF COMMISSIONERS' WORK SESSION
October 15, 2018 – 5:30 P.M.
Womack Building- Emergency Management Office (EMO)
Columbus, NC
MINUTES

PRESENT: Chairman Johnson, Commissioner Melton, Commissioner Gasperson. Also in attendance were County Manager Pittman, Clerk to the Board High, and citizens.

ABSENT: Vice-Chairman Yoder, and Commissioner Bradley.

1. Call to Order– Chairman Johnson called the work session to order.
2. Medicaid Transformation – Brian Ingraham, Chief Executive Officer VAYA Health gave a power point presentation on Medicaid transformation, a copy of which is hereby incorporated by reference in to these minutes. Mr. Ingraham discussed standard plans, tailored plans, and House Bill 403. He presented a draft timeline marking key milestones for beneficiary communications for the managed care launch. He said transition notices will be sent out Spring 2019, and will be rolled out in two phases. Polk County is set to be part of phase two which should start in February 2020. Mr. Ingraham said everything is still in the planning stage, and is subject to change.
3. Adjournment – Commissioner Melton moved to adjourn the work session, seconded by Commissioner Gasperson and the motion carried unanimously.

ATTEST:

POLK COUNTY BOARD
OF COMMISSIONERS

Angé High
Clerk to the Board

Tommy W. Melton
Chairman

POLK COUNTY BOARD OF COMMISSIONERS'
REGULAR MEETING
October 15, 2018 – 7:00 P.M.
R. Jay Foster Hall of Justice - Womack Building
Columbus, NC
MINUTES

PRESENT: Chairman Johnson, Vice-Chairman Yoder, Commissioner Bradley, Commissioner Gasperson and Commissioner Melton. Also in attendance were County Manager Pittman, County Attorney Berg, Clerk to the Board High, media and citizens.

1. Call to Order Regular Meeting – Chairman Johnson called the regular meeting to order.
2. Invocation – Commissioner Bradley gave the invocation.
3. Pledge of Allegiance – Commissioner Gasperson led the pledge.
4. Approval of Agenda – Commissioner Melton moved to approve the agenda as written, seconded by Vice-Chairman Yoder and the motion carried unanimously.
5. Consent Agenda
 - A) September 24, 2018 public hearing and regular meeting minutes.
 - B) Budget Amendment to appropriate from fund balance the unspent portion of a prior year DSS Grant.
 - C) Budget Amendment to appropriate from contingency to repair the Courthouse cupola that was damaged by a lightning strikeCommissioner Melton moved to approve the consent agenda, seconded by Commissioner Bradley and the motion carried unanimously.
6. Citizen Comments on Agenda Items – There were none,
7. Citizen Comments on Non-Agenda Items – There were none,
8. Blue Ridge Health Agency Update - Rebecca Mathis, Director of Community Engagement and Outreach gave an update of services Blue Ridge Health have been providing to citizens in Polk County since December 2015. Dr. Richard Hudspeth, Chief Executive Officer said they have recently expanded services in Polk County by acquiring the Collins Dental Clinic which now serves both children and adults. They both gave a presentation explaining their organization and services, a copy of which is hereby incorporated by reference into these minutes. Commissioner Gasperson, a member of the Rutherford, Polk, McDowell Health District Board, said he appreciated the County Manager, and CHSA Director working together to ensure Collins Dental did not close. Commissioner Melton agreed, and said he appreciated Blue Ridge stepping up to keep the dental clinic open.

9. Little White Oak Mountain Parks and Recreation Trust Fund (PARTF) Grant – Jerry Stensland, Recreation Director presented the Grant Project Budget Ordinance to acquire land to be used for recreational purposes. Mr. Stensland said the County will be reimbursed 100% of the purchase price. Commissioner Melton moved to approve the grant budget ordinance, seconded by Vice-Chairman Yoder and the motion carried unanimously.
10. Community Development Block Grant (CDBG) Neighborhood Revitalization (NR) Application to the NC Department of Commerce – Joshua Kennedy, Consolidated Human Services Agency (CHSA) Director reviewed the information, and said there have been no changes to the application since the public hearings were held. Commissioner Melton moved to approve submitting the application for the CDBG, NR, Grant, seconded by Commissioner Bradley and the motion carried unanimously.
11. Shared School Social Worker Position – Joshua Kennedy, Consolidated Human Services Agency (CHSA) Director said the school system has received a grant that will allow the addition of a Full-time Temporary School/In-Home Social Worker Position. He said the position will be funded in part by a DPI grant from Polk County Schools and capped/uncapped reimbursement funds from DHHS for two years. At the end of the two years they will evaluate the positions impact on needed services for the students. He said the social worker's office will be based at Polk County Middle School, but they will travel to all schools in the county. Commissioner Melton moved to approve the new position, seconded by Vice-Chairman Yoder and the motion carried unanimously.
12. Schedule a Public Hearing & Special Meeting for the FY 2020 NCDOT Community Transportation Grants - Joshua Kennedy, CHSA Director presented the request to schedule a public hearing and a special Board of Commissioners meeting for Monday, October 29, 2018 at 8:30 am in the R. Jay Foster Hall of Justice, Womack Building, Columbus, NC for citizen input on applying for the FY 2020 Transportation Grants. Commissioner Melton moved to approve scheduling the public hearing and special meeting as stated, seconded by Vice-Chairman Yoder and the motion carried unanimously.
13. Schedule a Public Hearing for Proposed Road Names – Jana Berg, County Attorney, presented the request to schedule the public hearing for citizen input on new road names within Polk County's jurisdiction for Monday, November 5, 2018 at 7:00 pm in the R. Jay Foster Hall of Justice, Womack Building. Manager Pittman suggested adding the State Road name that the new roads branch off of for clarification. Commissioner Bradley said once the new roads were approved, a list should be sent to all area fire departments, the Commissioners agreed to include both suggestions. Commissioner Melton moved to approve scheduling the public hearing for the new road names as stated above, seconded by Vice-Chairman Yoder and the motion carried unanimously.

14. North Carolina Department of Agriculture and Consumer Services Grant to Polk County for the World Equestrian Games (WEG) Preliminary Budget Report – Bobby Arledge Emergency Management Director and Fire Marshal said that by October 19, 2018 he should have all the paperwork from the fire departments and the rescue squad. He said that all departments except for Green Creek were significantly under what they were budgeted. Mr. Arledge said the services provided by Atrium, were extremely helpful during the event, and even though they had to pull the hospital out early due to the hurricane, the remaining staff did an exceptional job. They were able to treat 250 people that would have been transported to local emergency rooms. Mr. Arledge said he would bring a final report back to the board in November.
15. Polk County Law Enforcement Center (PCLEC) Final Payment – Manager Pittman said the county will not be making the final payment yet. He said due to the delay in construction completion, some money will be retained for liquidated damages. He said the State Emergency Management Western Branch Office, used the PCLEC as a staging facility during WEG and Hurricane Florence, and had nothing but positive comments about the facility. Commissioner Gasperson requested adding signage directing citizens to the facility. The Commissioners discussed naming the road leading in to the PCLEC and they agreed on Government Complex Drive. Attorney Berg said that new road name will be added to the list for the public hearing on November 5, 2018.
16. Manager's Report – Manager Pittman said current fiscal planning included funding a new program called Lynda.com. He said this was included in the Library's budget to provide learning software to all Polk County citizens with a library card, and has been opened up to all Polk County employees. He said they will be able to access personal, business, and professional skill training, and possible certifications, at no cost. He informed the board of the upcoming deadline, January 1, 2019 to have a sitting Animal Control Board to hear the Animal Control Ordinance appeals. He encouraged the board to recruit volunteers to sit on this board. Manager Pittman stated the county received a \$5,000 check from Duke Energy that will go towards the county's match required from a building reuse grant received for an economic development project from the North Carolina Department of Commerce.
17. Commissioner Comments – The Commissioners thanked everyone for coming to the meeting. They said they appreciated the coverage in the Tryon Daily Bulletin for the candidate forum held at the Polk County High School recently. They all agreed the health of Polk County citizens is of the utmost importance, and are grateful to providers such as Blue Ridge that help to fill the gap in our rural community.
18. Adjournment – Commissioner Melton moved to adjourn the meeting, seconded by Commissioner Bradley and the motion carried unanimously.

ATTEST:

POLK COUNTY BOARD
OF COMMISSIONERS

Angé High
Clerk to the Board

Jake Johnson
Chairman

POLK COUNTY
BOARD OF COMMISSIONERS'
PUBLIC HEARING & SPECIAL MEETING
October 29, 2018 – 8:30 A.M.
R. Jay Foster Hall of Justice - Womack Building
Columbus, NC
MINUTES

PRESENT: Chairman Johnson, Vice-Chairman Yoder, Commissioner Melton, Commissioner Gasperson. Also in attendance were County Manager Pittman, Clerk to the Board High, and citizens.

ABSENT: Commissioner Bradley.

1. Call to Order the Public Hearing regarding FY 2020 NCDOT Community Transportation Grants – Chairman Johnson called the public hearing to order. The purpose of the public hearing was to take public comment on the FY 2020 NCDOT Section 5311 Community Transportation Grants: Administration, Operations, and Consolidated Capital. The public hearing was properly advertised in the *Tryon Daily Bulletin*. Joshua Kennedy Consolidated Human Services Agency (CHSA) Director reviewed the executive summary explaining the grant, a copy of which is hereby incorporated by reference into these minutes.
2. Citizen Comments – There were none.
3. Commissioner Comments – The Commissioners asked why the numbers increased from previous years. Mr. Kennedy said the main differences were salary changes, projection of increased cost for fuel, and the termination of the fixed route. Mr. Kennedy also stated that we are requesting funds while we are still early in the current fiscal year and there may be an opportunity to reduce projected expenses based on current performance outcomes and operation gains in efficiency during FY2019. He said the reimbursement percentages are historically accurate.
4. Adjournment – Commissioner Melton moved to adjourn the public hearing, seconded by Commissioner Gasperson and the motion carried unanimously.
5. Call to Order of the Special Meeting – Chairman Johnson called the special meeting to order.
6. Invocation – Vice-Chairman Yoder gave the invocation.
7. Pledge of Allegiance – Chairman Johnson led the pledge.
8. FY 2020 NCDOT Community Transportation Grants – Joshua Kennedy, CHSA Director read the Public Transportation Program Resolution for FY2020. Mr. Kennedy said he should know in April 2019 if these funds have been granted for fiscal year 2020. Vice-Chairman Yoder moved to adopt the resolution and submit

the grant application for FY2020, seconded by Commissioner Gasperson and the motion carried unanimously.

9. Adjournment – Commissioner Melton moved to adjourn the public hearing, seconded by Vice-Chairman Yoder and the motion carried unanimously.

ATTEST:

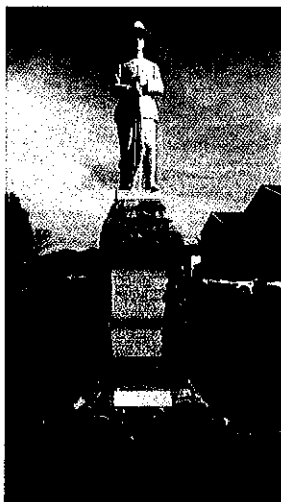
POLK COUNTY BOARD
OF COMMISSIONERS

Angé High
Clerk to the Board

Jake Johnson
Chairman

SEPTEMBER 2018 PRESERVATION MAINTENANCE FOR DOUGHBOY MONUMENT

Location: Columbus, North Carolina
Polk County



Submitted to:

Angé High
Clerk to Board of Commissioners &
Assistant to County Manager
40 Courthouse Street Columbus, NC 28722
828-894-3301

Submitted by:

Karalyn Warren
Preventive Conservation Specialist
828.777.9131

All work was performed in accordance with the guidelines stated in the American Institute for Conservation of Historic and Artistic Works' "Code of Ethics and Guidelines for Practice," which emphasizes minimal intervention and reversibility of repair.

Monument:

A white marble sculpture depicting a WWI Doughboy, installed in 1925 to honor Polk County residents who served during WWI. The figure stands atop a local stone base with beaded mortar. Two carved granite plaques are installed on the base.

The monument includes a triangular garden plot with a border made of the same local stone as the sculpture's base. The monument is located at the entrance of Courthouse Street, outside Polk County Courthouse.

SEPTEMBER 2018 PRESERVATION MAINTENANCE FOR DOUGHBOY MONUMENT

Location: Columbus, North Carolina
Polk County

Scope of work:

1. Examined monument.
2. Removed accumulated dirt and soiling on marble figure and stone base by gently washing surfaces with anionic detergent (Orvus 2% solution in water) using natural bristle and soft nylon brushes. Rinsed all surfaces clean with water.
3. Sprayed monument with D/2 (anti-microbial) as necessary to reduce biological growth. Allowed solution to dwell on surface for one hour. Rinsed all surfaces clean with water.
4. Restored loss to the proper right ear, nose, chin and brim of hat using Cathedral Stone product M120 Marble Repair Mortar, following the manufacturer's guidelines.

All work was completed in situ. Scaffolding and water were provided by client.

Recommendations for Spring 2019:

- Continue pruning flora at least one foot from the stone base.
- Re-application of d/2 anti-microbial to continue to reduce bio-growth.
- Examine test patches and discuss if more restoration is desirable.



1. biological growth before treatment, June 2018



2. after treatment, Sept 2018

SEPTEMBER 2018 PRESERVATION MAINTENANCE FOR
DOUGHBOY MONUMENT

Location: Columbus, North Carolina
Polk County



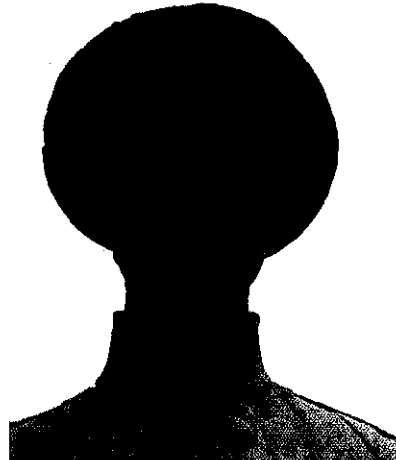
3. before proper right ear restored



4. after proper right ear restored



5. before nose, chin and hat brim restored



6. after nose, chin and hat brim restored

BUDGET AMENDMENT

DATE: 11/5/2018 BOC Meeting

Dept: DSS/Personnel

BATCH #:

(For accounting only)

Amendment # : Transfer 30/Addition 9

INCREASE BUDGETED EXPENDITURE

<u>DSS/Transfer</u>		
<u>GL ACCOUNT #</u>	<u>Description</u>	<u>Amount</u>
10-9800-9820-0	Transfer to DSS	\$ 35,259
20-3330-0800	Transfer-in	(35,259)
20-5300-1210-0	DSS Salary	30,527
20-5300-1810-0	FICA	2,335
20-5300-1820-0	Retirement	2,396

\$ 35,258

DECREASE BUDGETED EXPENDITURE

<u>Personnel</u>		
<u>GL ACCOUNT #</u>	<u>Description</u>	<u>Amount</u>
10-9200-1210-0	Salaries	\$ (35,258)

\$ (35,258)

EXPLANATION:

To transfer funding for reclassification by position as determined by an HR study over a 2 year period and approved in the FY19 budget on 6/18/18

Date approved & entered into the BOC minutes

COUNTY MANAGER

FINANCE OFFICER

BUDGET AMENDMENT
 DATE: 11/5/2018 BOC Meeting
 Dept: **Jail/Personnel**

BATCH #: _____
 (For accounting only)

Amendment # : Transfer 29

INCREASE BUDGETED EXPENDITURE

<u>Jail</u>		
<u>GL ACCOUNT #</u>	<u>Description</u>	<u>Amount</u>
10-4320-1210-0	Jail Salary	13,627
10-4320-1810-0	FICA	1,042
10-4320-1820-0	Retirement	1,137

DECREASE BUDGETED EXPENDITURE

<u>Personnel</u>		
<u>GL ACCOUNT #</u>	<u>Description</u>	<u>Amount</u>
10-9200-1210-0	Salaries	\$ (15,806)

\$ 15,806

\$ (15,806)

EXPLANATION: To transfer funding for reclassification by position as determined by an HR study over a 2 year period and approved in the FY19 budget on 6/18/18

Date approved & entered into the BOC minutes

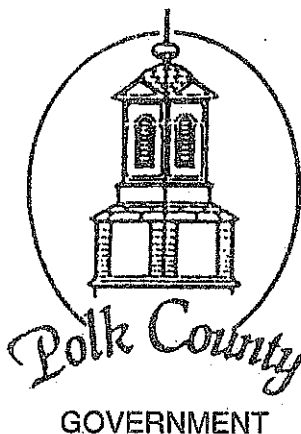
COUNTY MANAGER

FINANCE OFFICER

D. Marche Pittman
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Jana L. Berg
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Commissioner

Tommy W. Melton
Commissioner

November 5, 2018

James H. Trogdon III
Secretary of Transportation
1501 Mail Service Center
Raleigh, NC 27699-1501

Dear Secretary Trogdon,

On August 6, 2018, Polk County submitted encroachment agreements to DOT Division 14 seeking approval for the first phase of a wayfinding project. It is our understanding that a directive issued around August 7 by the Traffic Mobility and Safety Branch of the State Traffic Engineers Office requires all wayfinding signs to be located in a municipal or urbanized area, or within their ETJ and within 2 miles of a destination. The purpose of this letter to respectfully request that Polk County be granted an exception to that directive.

In support for our request for an exception, we provide the following:

Polk County is a rural county with only three small municipalities. Critical to the economy of our county is tourism-based attractions and businesses who largely rely on revenues generated by visitors. These attractions include various historic sites, game lands, scenic drives, waterfalls, farm and eco-tourism sites, vineyards and wineries, white water kayaking, tubing, zip lining, cycling routes, hiking trails, equestrian trails and equestrian spectator venues. Most of these destinations are located in rural areas that can be difficult for visitors to locate thereby posing traffic safety concerns to the motoring public.

With this in mind, in the fall of 2017, Polk County embarked on an endeavor to develop a comprehensive, uniform system of wayfinding signs to direct and aid visitors in locating area attractions and to promote public safety. In support of this endeavor, the county expended considerable resources amounting to over \$35,000 and countless hours over a 10 month period. The county retained the services of a professional engineering firm and a Wayfinding Master Plan was developed. The master plan consists of 108 signs to be implemented in three phases. On August 6th, the county submitted encroachment agreements to the DOT seeking approval for the first phase of the project consisting of 54 signs. Much to our surprise, and indeed the surprise

of our contacts with DOT Division 14 who were aware of our efforts, the county was subsequently advised of the new directive which, if applied to Polk County, would prohibit the issuance of encroachment agreements for many of the signs essential to the success of the master plan. In fact, if Polk County is not granted an exception to the new directive, the effectiveness of our wayfinding master plan will be greatly compromised as roughly one-third of the signage pointing to most of our leading tourism destinations will be eliminated. The master plan will need to be reworked and the funds and efforts expended in furtherance of this endeavor will have largely been wasted.

As one final point, it bears noting that all counties bordering Polk County and several more in close proximity (Rutherford, Henderson, Transylvania, Buncombe, and Cleveland) have wayfinding signs located well outside of any municipality or their ETJ. Not unlike Polk, these counties also have tourist attractions located beyond their municipal or urbanized areas, and so it was not unreasonable for Polk County to assume we would likewise be granted encroachment agreements for our proposed wayfinding signs.

We would greatly appreciate your favorable consideration of our request for an exception to the new directive pertaining to wayfinding signage. Feel free to contact us should you have any questions. Thank you so much and we look forward to hearing from you soon.

Signed,

POLK COUNTY BOARD OF COMMISSIONERS

Jake Johnson, Chairman

Myron L. Yoder, Vice-Chairman

Shane Bradley, Commissioner

Ray D. Gasperson, Commissioner

Tommy W. Melton, Commissioner

Cc: Brian Burch, P.E. NCDOT Division 14

To: Ange' High, Clerk to the Board
From: Yvette Szuster, E911 Property Address Administrator
Date: October 1, 2018

Proposed Meeting Date: October 15, 2018
Agenda Item: Request to be put on Agenda for BOC to set Public Hearing for New Road Names and Adopt New Road Names
Attachment: List of Proposed Road Names and Townships

Background: Per operation of our road naming and property addressing ordinance, there are a number of roads within the unincorporated area of the county that now must be named and street addresses assigned. A list of each proposed road name and the township(s) in which they are located is attached. The proposed road names meet the criteria outlined in the ordinance. All property owners along the road(s) agree/disagree with the proposed road name(s).

Action Requested: That the Board set a public hearing for November 5, 2018 to take public comment on the proposed road name(s)(or) That upon holding a public hearing on the proposed road names and posting notice as required, the Board adopt the road names as presented and notice of such new road name(s) to be made as required by law.

List of proposed road names to be adopted:

Camp David Dr (Private road)	Township: Saluda
Rio Spirit Way (Private road)	Township: Tryon
Nikki Jayne Ln (off SR #1340)	Township: Columbus
Mae Miller Rd (off SR #1348)	Township: Columbus
Dragonfly Ln (off SR #1320)	Township: Mill Spring
Peaceful Ln (off SR #1525)	Township: Tryon
Govt Complex Dr (off SR #E Hwy 108)	Township: Columbus

BY-LAWS GOVERNING THE POLK COUNTY
JUVENILE CRIME PREVENTION COUNCIL (JCPC)

Article I
Name

The name of this committee shall be called the Polk County Juvenile Crime Prevention Council, hereinafter referred to as the "Council". The Council was formed by the Polk County Board of Commissioners on February 17, 1999 pursuant to the authority of Part 6 of Article 3C of Chapter 147 of North Carolina General Statutes, (N.C.G.S.)

Article II
Legislative Goals

The Council serves as the local Juvenile Justice planning body for Polk County. The Council shall serve in an advisory capacity only and shall provide recommendations to the Board of Commissioners. The Council is established and services as a prerequisite for Polk County to receive funds for juvenile delinquency prevention programs from the State of North Carolina. The legislative intent for the Council is to be involved with the following issues:

- A. To prevent juveniles who are at risk, from becoming delinquent.
- B. Develop community-based alternatives to training schools and to provide community-based delinquency and substance abuse prevention strategies and programs.
- C. Provide non-institutional dispositional alternatives that will protect the community and the juvenile.
- D. Plan and organize programs and services at the community level and develop them in partnership with the State Office of Juvenile Justice

Article III
Powers and Duties

- A. The Council shall annually review the needs of juveniles in the County who are at risk of delinquency or who have been adjudicated, undisciplined, or delinquent.
- B. The Council shall annually review the resources available to address the needs of juveniles who are at risk of delinquency or who have been adjudicated, undisciplined or delinquent.
- C. The Council shall develop and advertise a request for proposal (RFP) process and submit a written plan of action for the expenditure of juvenile sanction and prevention funds. This plan shall be submitted to the Polk County Board of Commissioners for approval. Upon approval by the Board, the plan shall be submitted to the Office of Juvenile Justice for final approval.
- D. The Council shall annually develop and recommend appropriate intermediate disposition options for juveniles and shall prioritize funding for dispositions of intermediate and community-level sanctions for court-adjudicated juveniles pursuant to minimum standards adopted by the State Office of Juvenile Justice.

- E. The Council shall on a regular basis, assess the needs of the juveniles in the community, evaluate the adequacy of resources available to meet those needs and develop or propose ways to address unmet needs.
- F. The Council shall annually evaluate the performance of juvenile services and programs in the community, including each funded program. A positive evaluation will be the basis for continued funding.
- G. The Council shall increase public awareness of the causes of delinquency and of strategies to reduce the problem.
- H. The Council shall develop strategies to intervene and appropriately respond to and treat the needs of juveniles at risk of delinquency through appropriate risk assessment techniques and survey instruments.
- I. The Council shall seek funds for services for treatment, counseling, or rehabilitation for juveniles, and their families, including court ordered parenting classes.
- J. The Council shall plan for the establishment of a permanent funding source for delinquency prevention services.
- K. The Council may examine the benefits of joint program development between counties within the same judicial district.

Article IV
Membership

- A. Planning efforts will include appropriate representation from local government, local public and private agencies which serve juveniles and their families, local business leaders, citizens with an interest in youth problems, youth representatives and other appropriate individuals from the community.
- B. Membership on the Council shall consist of not more than 26 members and will include the following, if possible, as established in the North Carolina General Statutes 143B-846.
 - (1) The local school superintendent, or that person's designee;
 - (2) A chief of police in the county;
 - (3) The local sheriff, or that person's designee;
 - (4) The district attorney, or that person's designee;
 - (5) The chief court counselor, or that person's designee;
 - (6) The director of the area mental health, developmental disabilities, and substance abuse authority, or that person's designee;
 - (7) The director of the county department of social services, or consolidated human services agency, or that person's designee;
 - (8) The county manager, or that person's designee;

- (9) A substance abuse professional;
- (10) A member of the faith community;
- (11) A county commissioner;
- (12) Two persons under the age of 18 years, one a member of the State Youth Council;
- (13) A juvenile defense attorney;
- (14) The chief district court judge or a judge designated by the chief district court judge;
- (15) A member of the business community;
- (16) The local health director, or that person's designee;
- (17) A representative from the United Way or other nonprofit agency;
- (18) A representative of a local parks and recreation program; and
- (19) Up to seven members of the public to be appointed by the board of commissioners of a county.

The 19 members appointed due to positions they hold within the community, will be approved as a part of the annual JCPC report presented to the Board of Commissioners each year and will serve until replaced.

The 7 members of the public shall serve two year terms beginning July 1st and extending through June 30th of the year of expiration. The same person may not serve more than three consecutive full terms and may be reappointed after one year of separation from the council.

- C. Council membership shall be representative of the racial and socioeconomic diversity of the council.
- D. The Board of Commissioners may establish a multi-county Council with two or more other counties, if they deem this as necessary.
- E. Members shall be removed from the Council by the Board of Commissioners for misfeasance, malfeasance, or nonfeasance. When removal is necessitated by allegations or facts substantiating misfeasance (an act that is legal but performed improperly), malfeasance (The commission of an act that is unequivocally illegal or completely wrongful.) or nonfeasance (The intentional failure to perform a required duty or obligation.), the JCPC chair shall write the board member a letter to offer the opportunity to address aforementioned allegations or facts. The letter will include a deadline for a response. If the response indicates a desire to address allegations or facts before the council, then the JCPC chair shall facilitate the opportunity. Following the member's address to the council the JCPC shall vote on whether to

allow the member to continue. If the JCPC decides the member should not continue, then a letter will be sent to the member. The JCPC chair shall take steps to bring the matter before the County Commissioners to remove the member officially. If the response (including no response) indicates no desire to address the council, then the JCPC chair shall take steps to bring the matter before the County Commissioners to facilitate the member's removal from the board. Removal of a Council member shall create a vacancy which shall be filled by the Board of Commissioners.

- F. The Absence of any member from three regular meetings within the fiscal year, shall be deemed nonfeasance, except when such absence is made necessary by sickness or other similar causes ruled by the Chairman as emergency in nature.
- G. Appointments to fill vacancies on the Council shall be made for the remainder of the former member's term.

Article V Officers

- A. The Council shall elect its own officers, by a majority vote of the voting members. Officers shall serve a term of one year to correspond to the calendar year of July 1- June 30.
- B. The election of officers, Chairman, and Vice-Chairman, shall take place by the following procedure;
 - 1. The chairman shall appoint a Nominating Committee, consisting of 3 members, who shall have the responsibility of meeting and nominating officers at the April meeting of the Council.
 - 2. Election of officers shall take place at the May meeting.
- C. The new officers shall take office at the beginning of the fiscal year, July 1.
- D. It shall be the duty of the Chairman to preside at all meetings.
- ~~E. The Vice-Chairman shall perform duties of the Chairman in their absence of the Chairman.~~
- F. In the absence of the Chairman and Vice-Chairman from a meeting, the Council shall select a member to serve as Acting Chairman for that meeting by a majority vote of the members.
- G. ~~The Director of the Polk County Office of Youth Programs shall serve as the~~ Clerk to the Council shall be elected by the Board at the same time and for the same term as the Chairman and Vice-Chairman. However, the Clerk need not be a member of the Board and shall be eligible for reappointment. It shall be the duty of the Clerk to notify members of all meetings, to keep full and accurate minutes of all meetings, and to have a copy of the agenda and minutes of each meeting sent to each member, and the Clerk of the Board for the Polk County Commissioners. The meeting minutes shall be signed by the Clerk of the Council and Chairman. ~~If the Clerk is appointed from outside the membership of the Board, the Clerk shall not be eligible to vote on any matters before the Board.~~

Article VI
Meetings

- A. Regular meetings of the Council shall be held at 12:00 noon on the third Friday of each month and shall be held in the Steps to Hope located at 60 Ward St. Columbus, NC or at some other designated place. A list of the monthly meeting dates each year shall be sent to the Clerk of the Polk County Board of Commissioners at the beginning of each year. Meetings may be held every other month instead of every month, according to NCGS. The Chairman may decide if there is a lack of business to conduct by the Council and therefore, request a meeting to be skipped in that particular month.
- B. The order of business at regular meetings shall be as follows:
1. Call to order
 2. Approval of Minutes
 3. Adjustment of Agenda
 4. Public Input
 5. New Business
 6. Member and Committee Reports
 7. Old Business
 8. Miscellaneous
 9. Adjournment
- C. Special meetings may be called by the Chairman, or upon written request from a majority of the Council. Written notice of such meetings shall be emailed, mailed or hand-delivered to each of the Council member's home address or place of business at least 48 hours in advance of the meeting. In addition, written notice of such special called meetings shall be posted on the Board of Commissioners Bulletin Board, emailed, mailed, or hand-delivered to the media and public who have requested notification, and sent to those who have requested such notice.
- D. The meeting of the Council and all standing and special committees shall be conducted in according with the North Carolina Open Meeting Law.

Article VII
Committees

- A. Standing committees shall may be appointed by the Chairman at the first regular August meeting of each year, and approved by the full JCPC Council. Vacancies on the committees may be filled by the Chairman at any regular meeting. The Chairman appoints the Chairman of each Committee. The makeup of the committees may be both JCPC members and public volunteers. The JCPC reserves the right at the beginning of the year to vote to set aside any committee and pursue the their duties, tasks, responsibilities, etc., as a whole council.
- B. Committee meetings may be called at the request of the Chairman.

- C. All Committee meetings shall be properly noticed in accordance with the North Carolina Open Meetings Law, ~~with the in the media~~ and will be open to the public.
- D. Standing Committees of the "Council" are may be as follows:
1. Nominations Committee- 3 members
Duties: The committee shall meet annually as outlined in the By-Laws and nominate a slate of officers in the April meeting for voting on by the Council at the May meeting.
 2. By-Laws Committee- 2 members
Duties: The committee shall meet annually to receive the By-Laws and suggest any changes, additions, or amendments to the Council.
 3. Planning Committee- ~~16~~ 4 members
Duties: The committee shall meet and discuss alternative funding sources to meet the needs of the juveniles in the County for services and programs. The Committee shall formulate a plan to address a permanent funding source which will be submitted to the Council for implementation and final approval by the Board of Commissioners. The make- up of the committee shall remain flexible and consist of both Council members and volunteers from the community. The purpose of the committee shall be as follows:
 - A. Collect existing data and create new data.
 - B. Create new data by conducting surveys.
 - C. Compile and analyze data.
 - D. Review the program and services available in the community for juveniles and determine the needs that should be met.
 - E. Provide recommendations to the Council on needed programs, services, resources and any coordination necessary for the services currently available for juveniles in the community.
 - F. Provide input and assist with the preparation of the annual request for proposals (RFP)
 - G. Review proposals for funding and make recommendations to the Council.
 - H. Share information with juvenile service agencies and organizations in a cooperative manner in order to improve services.
 4. Allocation, Evaluation, and Review Committee-~~minimum of 10~~ 4 members
Duties: The committee shall annually evaluate and review the performance of existing Department of Juvenile Justice grant funded programs in the County and make recommendations to the Council. This shall be done in teams of two Council members per agency to be reviewed. This committee will also review all applications and ensure requirements set forth in Article XI are met.

5. Public Relations Committee- 5 4 member
 Duties: The committee shall devise ways to increase public awareness of the causes of delinquency and ways to reduce the problem.

6. Assessment & Program Development Committee – membership will vary.
Duties?

- E. Special Committees and advisory sub-committees may be appointed by the Chairman for such purposes as they may be deemed necessary.
- F. The Chairman and Youth Programs Director shall may be an ex-officio member of all committees.
- G. A majority of the committee members shall constitute a quorum. For a motion to pass, approval must be given by simple majority of the members present.
- H. Roberts Rules of Order – revised edition, shall constitute the parliamentary authority for the procedures at all meetings.

Article VII
Committees

- A. ~~A majority of the members shall constitute a quorum. For a motion to pass, approval must be given by simple majority of the members present.~~
- B. ~~Roberts Rules of Order – revised edition, shall constitute the parliamentary authority for the procedures at all meetings.~~

Article IX-VIII
Tie Votes

Tie votes at regular and committee meetings shall be broken by the vote of whomever is acting Chairman for the meeting at which the vote is cast.

Article X
Attendance

~~The Absence of any member from three regular meetings within the fiscal year, shall be deemed nonfeasance, except when such absence is made necessary by sickness or other similar causes ruled by the Chairman as emergency in nature. Such unexcused absence shall subject the member to possible removal from the Council by the Board of Commissioners. The seat of such member, in which event the vacancy thus created shall be filled by the Polk County~~

~~Board of Commissioners, after receipt of written notification of such vacancy from the Council Chairman.~~

Article X
Conflict of Interest

Polk County Juvenile Crime Prevention Council (JCPC) members are public officers. NC General Statute § 14-234. Public officers or employees benefiting from public contracts; exceptions.

- (a) (1) No public officer or employee who is involved in making or administering a contract on behalf of a public agency may derive a direct benefit from the contract except as provided in this section, or as otherwise allowed by law.
- (2) A public officer or employee who will derive a direct benefit from a contract with the public agency he or she serves, but who is not involved in making or administering the contract, shall not attempt to influence any other person who is involved in making or administering the contract.
- (3) No public officer or employee may solicit or receive any gift, favor, reward, service or promise of reward, including a promise of future employment, in exchange for recommending, influencing, or attempting to influence the award of a contract by the public agency he or she serves.

Accordingly, no JCPC member or managing staff may receive directly or indirectly, any funds disbursed from the State of North Carolina, except for duly, authorized staff compensation and benefits, and reimbursement for expenses actually incurred in connection with the Council's business and in accordance with final approved grant agreements.

WHEREAS, Polk County JCPC desires to require its members to avoid conflicts of interest or the appearance of impropriety in the disbursement of State funds;

PROVIDED, no member of the JCPC shall be deemed to benefit directly or indirectly from any contract or grant funded in whole or in part by State funds if he/she receives only the salary or stipend due to him/her in the normal course of employment with, or service to, said JCPC.

FURTHERMORE, said JCPC has written conflict of interest policies and reporting procedures applicable to members who have any interest or any authority regarding the resources of JCPC. These policies have been communicated to members and full disclosure has been provided for any possible appearance of conflict of interest that may exist.

Council members shall not use their official affiliation with the JCPC to secure preferential treatment for any juvenile. Council members shall not use confidential information regarding juveniles, or families, JCPC agencies or other council members for personal gain or benefit. Council members must disclose a (potential) conflict of interest when the council member:

1. Is related to a program staff member;
2. Is related to another JCPC member;
3. Has/may have personal, financial, professional, and/or political gain at the expense or benefit of the JCPC, other than the benefit of therapeutic intervention for the juveniles and families served by JCPC funded programs;
4. Or a council member's family member participates in activities of, is a member of, or is an employee of a business entity that may be viewed as having direct or indirect influence over the JCPC's business;

5. Or a council member's family member may be viewed as having direct or indirect financial gain from personal or business investments/interest in real property held by that council member;
6. Received honorarium or other compensation outside of the scope of employment operations that creates or appears to create bias;
7. Secured employment with a competing applicant for JCPC funding; and
8. Has a relationship other than professional with a JCPC funded program or applicant for funding, or any staff member or volunteer working for the program/applicant.

Council members must disclose in writing the existence, nature and extent of any potential or actual conflict of interest (using the "Conflict of Interest Disclosure Form for JCPCs", Form DJJDP13 001c) to the JCPC Chairperson, the County Finance Officer, and the County Manager within 30 days of the new JCPC year or as soon as a conflict becomes known. The JCPC Chairperson has the discretion of either calling a meeting regarding this conflict of interest; or the real or perceived conflict shall be conveyed at the next scheduled meeting.

REFERENCE: Disclosure of conflict of interest is mandated by NC Gen. Stat. § 14-234. When members have disclosed Conflicts of Interest, they shall recuse themselves at the discretion of the respective committees or the overall JCPC in the event that a majority believe it is in the best interest of a particular committee or overall JCPC do so. The decision to recuse can take place before, during, or after discussions or in the voting process.

Article XI Funded Agency Requirements

1. Purpose: Juvenile Crime Prevention Council (JCPC) funds are used to provide community based services for youth who are defined by The Division of Adult Correction and Juvenile Justice (DACJJ) or Juvenile Justice Section as delinquent, undisciplined, or youth at risk. Funding priority is given to those programs meeting the dispositional needs of juvenile court and the priorities established by the Juvenile Crime Prevention Council as identified in the planning process and advertised in the annual request for proposals.
2. Applicant Requirements: Program applicants must meet the following eligibility requirements:
 - A. Provide services free of charge;
 - B. Be a Non-Profit, Local Governmental, or Housing Authority Sponsoring Agency;
 - C. Provide treatment or intervention services must meet meeting the admission requirements for youth to be served as established by the DACJJ;
 - D. Program staff members are also expected to work with JCPC members and DACJJ staff to develop programs that utilize acknowledged "best practices" for at risk and court involved youth. This will be measured in part by SPEP or Standardized Program Evaluation Protocol; and
 - E. Attend JCPC meetings and actively participate in JCPC functions.
 - F. Polk County Juvenile Crime Prevention Council will require a letter signed by the director/CEO, or responsible officer, from each organization funded that they are in compliance with the Department of Juvenile Justice and Delinquency Preventions JCPC 1.1 (JCPC Program Operation Requirement).

3. **New Applicant Requirements:** New Applicants must meet all DACJJ requirements, and shall submit the following, with their application, to the JCPC Clerk by the established deadline:
 - A. Three letters of support from outside their agency to the JCPC, and
 - B. A copy of their annual audit and management letter, and
 - C. A list of their Board of Directors, and
 - D. Notification of any conflicts of interest that exist.

4. **Application Orientation:** Annually and at the beginning of the request for proposals, a bidder's conference may be held, and new applicants may be required to attend. A new applicant is defined as any agency that has not been funded by the JCPC at the time the RFP is distributed. The Area Consultant can provide technical assistance to the JCPC by offering the Applicant Orientation which provides detailed instructions on completing the application as well an introduction to JCPC and the legislative intent of their development. The JCPC may require, strongly recommend, or offer the orientation to new applicants.

5. **Request for Proposals (RFP):** The Allocation Committee will assist with the development of and review the annual Request for Proposals (RFP) prior to its advertisement. RFPs will be publicly advertised in the local newspaper, and directly mailed or emailed to all existing service providers, other agencies serving youth, and the school system. The RFP may also be posted in the location of other Public Notice in the County. The RFP will allow a minimum of 30 days from the date of publication until the application due date, and will include (at a minimum):
 - A. The funding priority of services established by the JCPC.
 - B. Priority risks and needs factor identified in the JCPC Funding Process.
 - C. Funds available.
 - D. The due date for the application.
 - E. Application access and JCPC contact information.
 - F. Date, time, and location of the annual bidder's conference.

Note: The JCPC as a whole reserves the right to set aside these responsibilities of the Allocation Committee and perform them as a whole Council.

6. **Exclusions:** An application may be excluded from consideration for funding due to any of the following reasons:
 - A. Late submission (after the published deadline date).
 - B. Incomplete information.

Note: The Council will determine if the late application(s) will be considered.

7. **Additional Round of Proposals:** The JCPC may choose to request additional rounds of proposals if all funds have not been awarded or if funds have been reserved to be utilized in specific priority area not covered by prior applications received.

8. **Presentation:** All agencies whose applications meet the program requirements will be given an opportunity to present their proposal to the JCPC Allocation Committee. The Allocation Committee may establish the format for the presentation (i.e. time limit, presentation content, etc.). Following the presentations, the Allocation Committee will review the applications and make a funding recommendation to the Council for approval.
9. **Criteria:** The Allocation Committee will review the applications and make a funding recommendation to the Council who will then award funding based on priority needs, quality of services, and cost per unit (of same-type projects). The funding recommendation of the Allocation Committee will be decided based on majority vote of committee members in attendance. Final funding decision will be decided by majority vote of the JCPC Council.
10. **Conflict of Interest:** In order to avoid conflict of interest, any JCPC or Allocation Committee member who has a Conflict of Interest Disclosure is requested not to speak of other applications submitted in their area of service delivery and to refrain from voting on proposals in that area.
11. **Award Notification Procedures:** Agencies will be notified of funding recommendations and decisions in three steps:
 - A. Allocation Committee recommendation will be sent to the program via letter. The letter will include the date, time and location of the JCPC meeting when the Allocation Committee will present their recommendation.
 - B. JCPC vote either accepting or not accepting the Allocation Committee recommendation will be sent via email. That correspondence will include the tentative date that the JCPC recommendation will be presented to the County Board of Commissioners.
 - C. County Board of Commissioners approved JCPC budget will be sent to programs by letter.
12. **Cost Centers Shifting:** In the event of extraordinary circumstances, such as limited timelines(s) for convening a special meeting, the JCPC chair shall have the ability, authority and support of the JCPC to approve line items that are shifted from one line item to another line item. When such an extraordinary circumstance occurs and a decision or decisions are made by the chair, the matter will be brought to the attention of the JCPC by email first and then at the next scheduled JCPC meeting where the matter will be discussed as needed. This will not include matters related to salary which will have to go before the JCPC as a whole.
13. **Appeal Process:** An individual or applicant may appeal procedural error during any part of the application or allocation process. The right to appeal shall be made known to all applicants as part of the application process. Appeals for application must be made in writing to the JCPC Chair and the Allocation Chair within five (5) business days following

the application deadline. The Allocation Chair has the authority to render a decision on application appeals and will communicate decision to applicant. Appeals for Allocation must be made in writing to the JCPC Chair and the Allocation Chair within five (5) business days following the Allocation Hearing. The Allocation Committee will give a notice in writing of receipt of appeal and the appeal process to the applicant. The Allocation Committee will review the appeals received and make recommendations to the JCPC within five (5) business days. A final decision will be rendered in writing within 30 days by the JCPC.

Article XII
Funded Agency Requirements

~~Polk County Juvenile Crime Prevention Council will require a letter signed by the director/CEO, or responsible officer, from each organization funded that they are in compliance with the Department of Juvenile Justice and Delinquency Preventions JCPC 1.1 (JCPC Program Operation Requirement).~~

Article XII
Amendments

All amendments of these bylaws shall be proposed in writing to the Council at a regular meeting, and are acted upon at the next regular meeting. After approved by the Council, the changes shall be submitted to the Polk County Board of Commissioners for final approval.

****These bylaws were first approved by the Polk County Board of Commissioners on February 17, 1999. Amendments were approved by the Polk County Board of Commissioners October 20, 2008, and November 17, 2014.



Polk County Govt

Reference:

Dear M.Pittman,

Thank you for your interest in the **Government Lighting Services** offered by Duke Energy Carolinas, LLC. Our goal is to continue to build on the confidence our customers have come to know and expect. We have been providing quality lighting installations in the Carolinas since 1939 and will continue to illuminate the future for many years. We are delighted for your interest and look forward to serving you.

The estimated charge below includes the base lighting rate(s) plus decorative adder charges as applicable from Rate Schedule **Government Lighting - NC**. The estimated charge does not include additional fuel adjustment. It includes additional charges and taxes as applicable for lighting services provided on Rate schedule **Government Lighting - NC**. All additional charges will be determined in accordance with the rate schedule once a final layout or design is accepted.

Decorative Luminaires Description	Existing Pole Units	New Pole w/OH Units	New Pole w/UG Units
Bronze,Area-LED w 6ft bracket,A-AL,Direct Buried,Area,220W,18500,LED,30',Single	0	0	13
Bronze,Area-LED w 6ft bracket,A-AL,Direct Buried,Area,220W,18500,LED,35',Single	0	0	2

Estimated Monthly Charge \$528.69

Please note the estimated charges above are for budgetary purposes only. After a final layout or design has been accepted a service agreement form with all charges determined will be provided. Once completed, the service agreement form authorizes Duke Energy Carolinas, LLC, to install the lighting services requested under the terms and conditions of the applicable rate schedule and service regulations. The minimum term of the service agreement form is **10 years**. The service agreement will continue after the original term until terminated by either party on thirty days written notice. The customer may terminate a lighting service agreement prior to satisfying the minimum terms of the agreement by paying the sum of 40% of the remaining term of the initial agreement.

Sincerely,

Betty L Aldridge

	Rutherford	Polk	McDowell
New Septic Applications			
July 2018	22	8	16
August 2018	15	11	21
September 2018	10	8	16
Total	47	27	53
New Well Applications			
July 2018	11	8	10
August 2018	4	4	15
September 2018	10	5	12
Total	25	17	37
Repairs			
July 2018	8	3	3
August 2018	13	3	2
September 2018	5	1	2
Total	26	7	7
Existing System Checks			
July 2018	4	0	5
August 2018	2	1	2
September 2018	5	2	6
Total	11	3	13
Re-Evaluations			
July 2018	1	0	2
August 2018	2	0	2
September 2018	2	0	2
Total	5	0	6
Addition/Expansion			
July 2018	1	4	0
August 2018	4	2	0
September 2018	3	2	3
Total	8	8	3
Complaints			
July 2018	1	1	9
August 2018	5	2	11
September 2018	5	2	4
Total	11	5	24
Private Water Samples			
July 2018	2	4	7
August 2018	0	1	7
September 2018	2	1	2
Total	4	6	16
Wait Time as of 09/13/18	9 weeks	12 weeks	4 weeks
Wait Time as of 09/21/18	12 weeks	13 weeks	4 weeks
Wait Time as of 09/28/18	9 weeks	10 weeks	4 weeks
Wait Time as of 10/05/18	9 weeks	10 weeks	5 weeks
Wait Time as of 10/18/18	12 weeks	10 weeks	5 weeks
Wait Time as of 10/25/18	7 weeks	10 Weeks	5-6 weeks

POLK COUNTY VOLUNTEER BOARDS
NOVEMBER 5, 2018 BOC MEETING

APPLICANTS FOR VOTE

None

APPLICANTS FOR REVIEW

Animal Control Board-
5 Applicants; 5 Vacancies – Review 11/5/18

Iain Fitch
Sara Lyter
Kathryn Meyer
Rick Millweard
Janine Stenson

* INDICATES CURRENT MEMBER REAPPLYING FOR ANOTHER TERM