

Cherokee County Board of Commissioners Meeting

Cherokee County Courthouse
June 28, 2018
6:30 PM

Members present: Dr. Dan Eichenbaum, Chairman; Gary Westmoreland, Vice-Chair; C.B. McKinnon, member; Cal Stiles, member; and Roy Dickey, member.

Also present were the following: Randy Wiggins, County Manager; Candy Anderson, Finance Director; Maria Hass, Assistant County Manager and Clerk to the Board; and Darryl Brown, County Attorney.

I. Call to Order-Chairman

The Chairman read the boards ethics statement.

II. Invocation

III. Pledge

IV. Agenda Modification

Motion was made by Commissioner Westmoreland to add discussion of cancelling the July 2nd board meeting. Motion seconded by Commissioner Dickey. Motion passed unanimously.

V. Agenda Adoption

Motion was made by Commissioner McKinnon to adopt the agenda as modified. Motion seconded by Commissioner Dickey. Motion passed unanimously.

VI. Year End Budget Revision

Motion made by Commissioner Stiles to approve the FY17-18 year-end budget revision. Motion seconded by Commissioner Dickey. Motion passed unanimously.

VII. FY19 Budget Ordinance

Motion made by Commissioner Westmoreland to approve the FY 18-19 Budget Ordinance. Motion seconded by Commissioner Stiles. Motion passed unanimously. Pursuant to §159-13, a copy of the budget ordinance is attached hereto, and made a part of these minutes.

VIII. DSS Legal Contract Extension for Attorney David Moore

Motion made by Commissioner McKinnon to extend the contract extension for DSS attorney, David Moore through July 31, 2018. Motion seconded by Commissioner Dickey. Motion passed unanimously.

IX. Federal Procurement and Conflict of Interest Policy

Motion made by Commissioner Stiles to approve a Uniform Guidance Conflict of Interest and Gifts Policy. Motion seconded by Commissioner Dickey. Motion passed unanimously.

X. AI Lovingood-Request for Funding in the Amount of \$19,986.03 for Rescue Equipment to advance Technical Rescue Certification

Motion made by Commissioner Dickey to approve the funding request. Motion seconded by Commissioner Westmoreland. Motion passed unanimously.

XI. Cancel July 2, 2018 Board Meeting

Motion made by Commissioner McKinnon to cancel the July 2nd meeting. Motion seconded by Commissioner Stiles. Motion passed unanimously.

XII. Adjournment 6:42 p.m.

Motion made by Commissioner Stiles to adjourn. Motion seconded by Commissioner Dickey. Motion passed unanimously.

THESE MINUTES WERE APPROVED AT A REGULAR MEETING OF THE
CHEROKEE COUNTY BOARD OF COMMISSIONERS ON NOVEMBER 8, 2018



CHEROKEE COUNTY

75 Peachtree Street
Murphy, NC 28906
828-837-5527

Randy Wiggins, County Manager
Candy R. Anderson, Finance Officer
Darryl Brown, County Attorney

Board of Commissioners
Dan Eichenbaum, Chairman
Gary Westmoreland, Vice-Chairman
Roy Dickey, Member
C.B. McKinnon, Member
Cal Stiles, Member

CHEROKEE COUNTY BUDGET ORDINANCE **Fiscal Year 2018-2019**

BE IT ORDAINED by the Board of Commissioners of Cherokee County, North Carolina

Section 1. There is hereby appropriated in the General Fund the amounts reflected in "Attachment A" for the operation of the County Government and its activities for the Fiscal Year beginning July 1, 2018, and ending June 30, 2019, in accordance with the chart of accounts heretofore established for this County.

Section 2. It is estimated and hereby appropriated in the General Fund the revenues reflected in "Attachment B" for the Fiscal Year beginning July 1, 2018, and ending June 30, 2019, in accordance with the chart of accounts heretofore established for this County.

Section 3. There is hereby levied a tax at the rate of 52.0 cents per One Hundred Dollars (\$100) of valuation of property listed for the taxes as of January 1, 2018, for the purpose of raising the revenue listed as "Current Year's Property Tax" in the General Fund in Section 2 of this ordinance. This tax rate is based on an estimated total valuation of property, for the purpose of taxation, of \$3,197,969,739 and an estimated average collection rate of 98% property taxes and 99% auto taxes. This estimated rate of collection is based on the fiscal year 2016-2017 collection rate. No discounts will be allowed for early payment of taxes.

Section 4. Charges for fees and licenses by Cherokee County Departments or Agencies are in accordance with established fee policies and Statutes authorizing the establishment of said fees. All fees levied by Cherokee County will remain unchanged for fiscal year 2018-2019.

Section 5. The following property tax rates are hereby levied for the purpose of raising revenue to support the county's volunteer fire districts for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

<u>Volunteer Fire Department</u>	<u>Tax Rate per \$100 of Valuation</u>
Bellview	5.4 cents
Brasstown	4.7 cents
Culberson	6.0 cents
Grape Creek	6.6 cents
Hanging Dog	6.2 cents
Hiwassee Dam	5.1 cents
Martins Creek	3.8 cents
Murphy Rural	9.9 cents
Peachtree	6.1 cents
Ranger	3.8 cents
Tipton Creek	4.2 cents
Unaka	3.9 cents
Valleytown	5.9 cents
Violet	5.1 cents
Wolfcreek/Hot House	3.9 cents

Section 6. **Debt Service Fund**- It is estimated that the following revenues will be available in the Debt Service Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019:

Investment Earnings	\$ 45,000
Transfer from General Fund	<u>\$208,825</u>
Total	<u>\$253,825</u>

The Fund Balance in the Debt Service Fund will decrease by \$3,246,175 during the fiscal year beginning July 1, 2018 and ending June 30, 2019 due to the maturity of a QZAB Bond. The QZAB Bond payment of \$3,500,000 is the only budgeted expenditure. The Fund Balance for the Debt Service Fund has been maintained in accordance with the chart of accounts for this County for the reservation of money for the payment of the QZAB Bonds at maturity.

Section 7. **911 Fund**- The following amount is hereby appropriated in the 911 Fund for the operation of the 911 program and its activities for the fiscal year beginning July 1, 2018, and ending June 30, 2019, in accordance with the chart of accounts for this County:

911	<u>\$ 302,300</u>
Total	<u>\$ 302,300</u>

It is estimated that the following revenues will be available in the 911 Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019:

Interest Income	\$ 140
911 Subscriber Fees	<u>\$249,938</u>
Total	<u>\$250,078</u>

The Fund Balance will decrease by \$ 52,222.

Section 8. **Revaluation Fund**- The following amount is hereby appropriated in the Revaluation Reserve Fund for the operation of the tax revaluation program and its activities for the fiscal year beginning July 1, 2018, and ending June 30, 2019, in accordance with the chart of accounts for this county:

Revaluation costs	<u>\$ 404,594</u>
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It is estimated that the following revenues will be available in the revaluation fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019:

Investment Earnings	\$ 400
Transfer from General Fund	<u>\$ 75,000</u>
Total	<u>\$ 75,400</u>

The Fund Balance will decrease by \$329,194.

Section 10. **Bear Paw Service District**- There is hereby levied a special tax at the rate of 38.0 cents per One Hundred Dollars (\$100) of valuation of property listed for taxes as of January 1, 2018, located within the Bear Paw Service District for the raising of revenue for said Bear Paw Service District. This rate of tax is based on an estimated total valuation of property, for the purpose of taxation, of \$81,611,142 and an estimated collection rate of 98%. This estimated collection rate is based on the fiscal year 2017-2018 collection rate.

There is appropriated to the Bear Paw Service District the proceeds of this special tax for use by the Bear Paw Service District in such manner and for such expenditures as is permitted by law from the proceeds of this tax and any other revenues otherwise accruing to said Bear Paw Service District.

Section 11. The Budget Officer and Finance Director may transfer amounts between objects of expenditure within a department, without limitation. Further the Budget Officer and Finance Director are hereby authorized to transfer from one appropriation to another appropriation within the same fund as contained herein under the following condition:

Any such transfers shall be reported to the Board of Commissioners at their next regularly scheduled meeting and such action shall be recorded in the meeting minutes.

Section 12. The Budget Officer and the Finance Director are hereby directed to make any changes in the budget or fiscal practices that are required by the Local Government Budget and Fiscal Control Act.

- A. As provided by G.S. 159-25 (b), the Board has authorized dual signatures for each check or draft that is made on County funds. The signatures on the County accounts have been approved by the Board of Commissioners.
- B. Operating funds encumbered on the financial records of the County as of June 30th, 2018, are hereby re-appropriated to the budget for fiscal year 2018-2019.
- C. The Board authorizes one principal account as the central depository for funds received by the Finance Director. Other accounts authorized by the Board can be used for special purposes such as the enterprise fund and various trust accounts. Current accounting techniques shall be used to assure that all funds will be properly accounted for in the financial records of the County.

Section 13. The Budget Officer or his designee are hereby authorized to enter into contracts/agreements, within funds included in the Budget Ordinance or other actions authorized by the

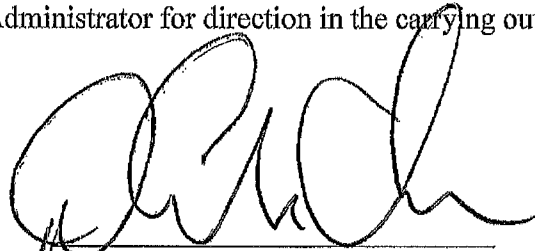
Board of Commissioners for the following purposes: 1) Lease of routine business equipment; 2) Consultant, professional, or maintenance service agreements; 3) Purchase of supplies, materials, or equipment where formal bids are not required by law; 4) Applications for and agreements for the acceptance of grant funds from Federal, State, public, private and non-profit organizations sources, and other funds from other government units, for services to be rendered which have been approved by the Board of Commissioners; 5) Construction and repair projects; 6) Liability, health, life, disability, casualty, property or other insurance or performance bonds; 7) Other administrative contracts which include agreements approved by the Board of Commissioners.

Section 14. County funded agencies are required to submit an audit or other detailed financial reports to the County Finance Director each year. Approved payments may be delayed pending receipt of financial information.

Section 15. It is the policy of Cherokee County to not absorb any reduction in State or Federal grant funds. Any decrease shall be absorbed in the budget of the agency or department receiving funding by reducing personnel or department expenditures to stay within the County appropriations as approved.

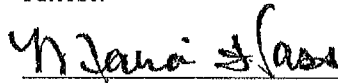
Section 16. Copies of this Budget Ordinance shall be furnished to the Clerk to the Board, the Budget Officer, Finance Director, and the Tax Administrator for direction in the carrying out of their duties.

Adopted this the 28th day of June 2018.



Dan Eichenbaum, Chairperson
Cherokee County Board of Commissioners

Attest:



Maria Hass, Clerk to the Board

Attachment A

**Cherokee County
General Fund
Budget by Department**

<u>General Fund</u>	<u>FY 2018-2019 Budget</u>
PARKS & RECREATION	\$ 346,033
MUSEUM	45,781
LIBRARY	192,645
TOTAL CULTURAL & RECREATION	584,459
TOTAL DEBT SERVICE	2,037,664
COOPERATIVE EXTENSION	172,949
ECONOMIC DEVELOPMENT	40,750
SOIL & WATER	88,519
SPECIAL APPROPRIATIONS	456,851
TOTAL ECONOMIC DEVELOPMENT	759,069
SCHOOLS	6,891,503
COMMUNITY COLLEGE	813,509
TOTAL EDUCATION	7,705,012
GOVERNING BOARD	259,806
ADMINISTRATION	198,663
INFORMATION TECHNOLOGY	423,945
FINANCE	420,913
TAX ASSESSOR	463,169

LAND RECORDS	164,962
TAX COLLECTOR	263,573
COURT FACILITIES	37,000
BOARD OF ELECTIONS	269,132
REGISTER OF DEEDS	432,393
PUBLIC BUILDINGS/MAINTENANCE	525,467
CENTRAL SERVICE	238,300
TOTAL GOVERNMENTAL	3,697,323

MENTAL HEALTH	75,000
HEALTH DEPARTMENT	2,429,136
SOCIAL SERVICES	5,251,051
VETERANS SERVICES	96,618
SENIOR CENTER	480,703
SPECIAL APPROPRIATIONS	186,586
TOTAL HEALTH & HUMAN SERVICES	8,519,094

TOTAL TRANSFERS TO OTHER FUNDS	283,825
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SHERIFF	3,026,281
JAIL	2,434,811
911 ADDRESSING	71,986
CENTRAL DISPATCH	819,365
EMERGENCY MANAGEMENT	144,321
AMBULANCE SERVICE	3,665,702
CODE ENFORCEMENT	457,134
ANIMAL CONTROL	86,000
MEDICAL EXAMINER	25,000
SPECIAL APPROPRIATIONS	207,320
TOTAL PUBLIC SAFETY	10,937,920

SOLID WASTE	1,643,288
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TRANSPORTATION	788,482
AIRPORT OPERATIONS	241,677
TOTAL TRANSPORTATION	1,030,159
CONTINGENCY	200,000
ADDITION TO DESIGNATED FUND BALANCE	750,000
ADDITION TO GENERAL FUND BALANCE	46,892
TOTAL ADDITION TO FUND BALANCE	796,892
TOTAL GENERAL FUND	\$38,194,705

Attachment B

**Cherokee County
General Fund
Source of County Revenues**

<u>Description</u>	Budget
	2018-2019
Property Tax	\$16,777,140
Restricted	5,152,021
Sales Tax	7,333,360
Unrestricted	1,400,000
Sales & Services	4,612,223
Permits & Fees	2,010,000
Investment Earnings	20,900
Other taxes	778,300
Use of Designated Fund Balance	38,851
Miscellaneous	71,910
Total General Fund	<u>\$38,194,705</u>