

**MACON COUNTY BOARD OF COMMISSIONERS  
CONTINUED SESSION  
THURSDAY, JUNE 8, 2017 – 5 P.M.  
AGENDA**

1. Reconvene and welcome – Chairman Tate
2. Budget discussion regarding Macon County Schools
3. Budget requests from volunteer fire departments
4. Additional budget discussion/review
5. Reappointment of Tax Administrator Richard Lightner
6. Budget Amendments #211-213
7. NC Weatherization Assistance Program Amendment 1
8. Other business as needed
9. Adjourn

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**Contractual Amendment**

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Agency Name: Macon County

Mailing Address: 5 West Main Street, Franklin, NC 28734

Street Address (if different from above):

Agency Website: [www.maconnc.org](http://www.maconnc.org)

Telephone Number: (828) 349-2000

Fax Number: (828) 349-2400

Board Chairperson: Jim Tate

Executive Director: Derek Roland – County Manager

Finance Director: Lori Hall

Contact Person for Budget Amendment: Lori Hall

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**CERTIFICATION**

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THIS IS TO CERTIFY THAT TO THE BEST OF MY KNOWLEDGE,  
THE INFORMATION CONTAINED IN THIS CONTRACT  
AMENDMENT IS TRUE AND CORRECT AND RECEIVED  
APPROVAL FOR SUBMISSION BY THE BOARD OF DIRECTORS OR  
DULY AUTHORIZED BODY.

**Jim Tate**

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**Typed Name of Board Chairperson**

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**Signature of Board Chairperson**

**06.08.17**

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**Date of Certification**

MACON COUNTY BUDGET AMENDMENT  
 AMENDMENT # \_\_\_\_\_

FY 17


211

DEPARTMENT: HEALTH

EXPLANATION: Agreement Addendum for FY18 includes monies that are budgeted to pay for June 2017 expenses. The budget for FY18 needs to be reduced by \$23,407 in order to cover the June 2017 expenses. Need to increase Revenue Budget from \$342,152 to \$365,559 and increase expenditures in 115128-565025 from \$18,413 to \$121,413 and in 115128-565027 from \$118,139 to \$134,085 and in 115128-565028 from \$52,800 to \$57,261. This increase will cover the June 2017 expenses.

ACCOUNT	DESCRIPTION	INCREASE	DECREASE
115128-565025	Lifestyle Change Strategies	3,000	
115128-565027	Health System Interventions	15,946	
115128-565028	Environmental Strategies	4,461	
113511-438560	Reg Chronic Disease 1422 Grant	23,407	

REQUESTED BY DEPARTMENT HEAD 

RECOMMENDED BY FINANCE OFFICER 

APPROVED BY COUNTY MANAGER \_\_\_\_\_

ACTION BY BOARD OF COMMISSIONERS \_\_\_\_\_

APPROVED AND ENTERED ON MINUTES DATED \_\_\_\_\_

CLERK \_\_\_\_\_

MACON COUNTY BUDGET AMENDMENT  
 AMENDMENT # \_\_\_\_\_

FY 17

DEPARTMENT: HEALTH

212

EXPLANATION: Agreement Addendum for FY18 includes monies that are budgeted to pay for June 2017 expenses. The budget for FY18 needs to be reduced by \$5,602 in order to cover the June 2017 expenses. Need to increase Revenue Budget from \$70,548 to \$76,150 and increase expenditures in 115125-555106 from \$44,867 to \$48,946 and in 115125-556011 from \$12,406 to \$12,444 and in 115125-558901 from \$5,772 to \$7,257. This increase will cover the June 2017 expenses.

ACCOUNT	DESCRIPTION	INCREASE	DECREASE
115125-555106	Contracted Services	4,079	
115125-556011	Operating Supplies	38	
115125-558901	Travel	1,485	
113511-426001	Tobacco Grant	5,602	

REQUESTED BY DEPARTMENT HEAD 

RECOMMENDED BY FINANCE OFFICER 

APPROVED BY COUNTY MANAGER \_\_\_\_\_

ACTION BY BOARD OF COMMISSIONERS \_\_\_\_\_

APPROVED AND ENTERED ON MINUTES DATED \_\_\_\_\_

CLERK \_\_\_\_\_

MACON COUNTY BUDGET AMENDMENT  
 AMENDMENT # \_\_\_\_\_

FY17

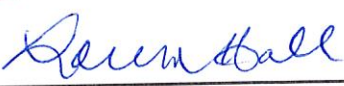
DEPARTMENT: HEALTH

213

EXPLANATION: Agreement Addendum for FY18 includes monies that are budgeted to pay for June 2017 expenses. The budget for FY18 needs to be reduced by \$5,000 in order to cover the June 2017 expenses. Need to increase Revenue Budget from \$165,808 to \$170,808 and increase expenditures in 115153-565031 from \$165,808 to \$170,808. This increase will cover the June 2017 expenses.

ACCOUNT	DESCRIPTION	INCREASE	DECREASE
115153-565031	Minority Diabetes Prevention Grant	5,000	
113511-426007	Minority Diabetes Prevention Grant	5,000	

REQUESTED BY DEPARTMENT HEAD 

RECOMMENDED BY FINANCE OFFICER 

APPROVED BY COUNTY MANAGER \_\_\_\_\_

ACTION BY BOARD OF COMMISSIONERS \_\_\_\_\_

APPROVED AND ENTERED ON MINUTES DATED \_\_\_\_\_

CLERK \_\_\_\_\_



ROY COOPER  
*Governor*

MICHAEL S. REGAN  
*Secretary*

May 26, 2017

Mr. Derek Roland  
County Manager  
Macon County Government  
5 West Main Street  
Franklin, North Carolina 28734

Dear Mr. Roland:

Enclosed are two copies of your agency's Amendment I for the fiscal year 2017 Weatherization Assistance Program and Heating and Air Repair and Replacement Program contract for the period July 1, 2016 through June 30, 2017.

After carefully reviewing the Amendment, please have your Board Chairperson and a witness sign **both** copies in the designated places. The amendments should be signed and **overnighted** to our office as soon as possible, but not later than **Wednesday, May 31, 2017**. Additionally, please upload a signed scanned copy into your Amendments ShareFile folder.

An original copy of the official amendment will be returned to you. Please contact our office if you have questions or need additional information.

Sincerely,

*Brad Atkinson*

Brad Atkinson  
Program Manager

BA/sdk

Enclosure



# NC WEATHERIZATION ASSISTANCE PROGRAM

## Macon County Government

### AMENDMENT I

### CONTRACT #6940

### FY16-17

This Agreement amends the Contract bearing the effective Date of July 1, 2016 between the **North Carolina Department of Environment and Natural Resources, Division of Environmental Quality** (the "Department") and **Macon County Government**, hereinafter referred to as the ("Contractor"). This Amendment is hereby effective on May 1, 2017.

As provided for under the terms of this contract, the parties agree to amend the following contract provisions:

1. **Subgrantee's Scope of Work, Line Item Budget and Budget Narrative.** Attachment B is hereby deleted and replaced with the Attachment B to this amendment.

Attachment C is hereby deleted and replaced with the Attachment C entitled "Line Item Budget and Budget Narrative" that is attached to this amendment. An administration budget of \$ 2,713, \$ 1,107, and \$ 1,555 have been provided to the Contractor in an amount that is proportional to the weatherization work to be performed by the Contractor pursuant to this contract and that complies with applicable regulations.

2. **Award Amount.** The contract amount of \$ 105,210 in Paragraph 3 of the contract and budget amount of \$ 105,210 in Attachment C are hereby deleted and replaced with **\$ 105,683**. The total amount paid by the Division to the Subgrantee is being changed. Department of Energy's ("DOE") Weatherization Assistance Program, DOE Award Agreement # DE-EE0006173,, CFDA# 81.042 ("DOE Funds") and the U.S. Department of Health and Human Services' ("DHHS") Low Income Home Energy Assistance Program funds, DHHS Agreement 16B1NCLIEA & 17B1NCLIEA, CFDA #93.568 ("DHHS Funds").
  - a. The Subgrantee shall not spend more than \$ 54,694 of the DOE Funds for the cost of providing Weatherization Services.
  - b. The Subgrantee shall not spend more than \$ 19,238 of the DHHS Funds for the cost of providing Weatherization Services.
  - c. The Subgrantee shall not spend more than \$ 31,751 of the DHHS Funds for the cost of providing HARRP Services.

All other terms and conditions set forth in the original contract document shall remain in effect for the duration of this Agreement.

**In Witness Whereof**, the Contractor and the Division have executed this contract in duplicate originals, with one original retained by the Department and one original retained by the Contractor.

This **Macon County Government** contract is not to exceed: **\$ 105,683**.

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Signature Board Chairperson

Date

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Printed Name

Title

**ATTEST or WITNESS**

---

Signature

Date

---

Printed Name

Title

**North Carolina Department of Environmental Quality**

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Department Head's Signature or Authorized Agent for Michael S Regan.

Date

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Printed Name

Title



## ATTACHMENT B

### SCOPE OF WORK

#### **PROJECT METHODS:**

The Subgrantee shall weatherize 6 units using DOE Funds, 2 units using DHHS Funds and inspect, repair, replace heating or air conditioning systems in 5 units, in accordance with this Grant Agreement and the Program Guidance. The units must be occupied by individuals and families who meet the prescribed eligibility requirements in designated service area as described in the Program Guidance and applicable regulations. The Subgrantee shall base the scope of work for at least 1 units using DOE Funds and 1 units using DHHS funds on properly conducted computerized *Weatherization Assistant* energy modeling.

The Subgrantee will perform the following activities:

1. Promote and market the WAP and HARRP Programs to recruit priority populations;
2. Conduct intake/receive applications for services from potentially eligible individuals;
3. Establish prioritized waiting list using the State rating tool;
4. Perform initial inspection/audit and share energy education info;
5. Identify measures to be installed;
6. Complete health and safety improvements;
7. Install identified energy reduction measures;
8. Evaluate effectiveness of service provided
9. Conduct final inspection;
10. Receive client evaluation survey;
11. Maintain files, complete and submit program and financial reports;
12. Provide continuous training for staff and contractors; and
13. Evaluate program effectiveness.

#### **PROJECT EVALUATION:**

The above activities will be monitored for compliance as follows:

- The weatherization coordinator will review the home energy audits and work orders for all units weatherized
- The energy auditor will conduct post inspections of all work performed on the unit.
- Monthly, quarterly, semi-annual and end-of-year performance reports will be reviewed by the weatherization coordinator, the executive director, the program analyst and the program manager.

**Outcome measures** will be evaluated by the following:

1. Comparing before and post energy consumption bills to determine energy savings;
2. Percentage of air infiltration reduced; and
3. Number of energy efficiency measures installed

**Service quality measures** will be evaluated by the following:

1. Number of client applications received quarterly;
2. Number of defects during the final inspection;
3. Client satisfaction evaluation survey; and
4. Number of defects found during the onsite Assessment.

**Efficiency measures** will be evaluated by following:

The average cost per home weatherized and the average cost per heating and air system repaired or replaced. Per DOE, the average cost per home excludes costs associated with administration, the single audit, liability insurance, and health and safety. The average cost per home weatherized, based on budgeted program operations and materials, shall not exceed \$6,495 for DOE units, \$7,100 for LIHEAP units, and \$6,500 for HARRP replacements and repairs.

**ATTACHMENT C**

**LINE ITEM BUDGET AND NARRATIVE**

(See Attached)

# NC WEATHERIZATION ASSISTANCE PROGRAM

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Signature Board Chairperson

Date

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Printed Name

Title

**ATTEST or WITNESS**

---

Signature

Date

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Printed Name

Title

**North Carolina Department of Environmental Quality**

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Department Head's Signature or Authorized Agent for Michael S Regan.

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**ATTACHMENT C**

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(See Attached)



April 18, 2017

To: Macon County Board of Commissioners

From: Richard Lightner, Macon County Tax Administrator

Subject: Reappointment as established by N.C.G.S. 105-294(a)

I request that the Macon County Board of Commissioners reappoint me to continue as the Macon County Tax Administrator for the next four years beginning on July 01, 2017 and ending on July 01, 2021, as provide for by N.C. G. S. 105-294(a).

This will begin my 33<sup>rd</sup> year as the Tax Supervisor/Tax Administrator for Macon County. I would like to complete the next reassessment in 2019 and move towards our new software conversion beginning in 2020.

As always, I believe I have implemented many advancements in Macon County with a few of them being the first in the state and one as the only project of its kind in the United States. At the same time, I feel that I am blessed to have spent my entire adult life working for the people of Macon County.

For the year 2015-2016, our tax collection rate increased to 98.18% up to 38<sup>th</sup> best in the state (an increase from 48<sup>th</sup> place). As of today, we our ahead of that collection rate with the month of June still to go.