Macon County

MACON COUNTY BOARD OF COMMISSIONERS
OCTOBER 14, 2025
6 P.M.
AGENDA

1. Call to order and welcome by Chairman Young

2. Announcements

   A. The November Board of County Commissioners meeting will be held on Thursday, November 13, 2025, due to the observance of the Veterans Day holiday.
   B. There will be a Special Joint Meeting with the Board of County Commissioners and the Board of Education on October 21, 2025, at 9:00 am in the Commissioner's Board Room located at 5 West Main Street, Franklin, NC 28734

3. Moment of Silence

4. Pledge of Allegiance

5. Public Hearing(s)

   (A) 5311 Admin Grant
      1. Presentation of the 5311 Admin Grant (5 minutes)
      2. Open the Public Hearing
      3. Public Comment (3 minutes per speaker)
      4. Close the Public Hearing
      5. Discussion Regarding the 5311 Admin Grant

   (B) 5310 Elderly and/or Disabled Grant
      1. Presentation of the 5310 Elderly and/or Disabled Grant (5 minutes)
      2. Open the Public Hearing
      3. Public Comment (3 minutes per speaker)
      4. Close the Public Hearing
      5. Discussion Regarding the 5310 Elderly and/or Disabled Grant

(C) Combined Capital Grant
1. Presentation of the Combined Capital Grant (5 minutes)
2. Open the Public Hearing
3. Public Comment (3 minutes per speaker)
4. Close the Public Hearing
5. Discussion Regarding the Combined Capital Grant

(D) ConCept Grant
1. Presentation of the ConCept Grant (5 minutes)
2. Open the Public Hearing
3. Public Comment (3 minutes per speaker)
4. Close the Public Hearing
5. Discussion Regarding the ConCept Grant

6. Additions to agenda

7. Public Comment Period

8. Adjustments to and approval of the agenda

9. Reports/Presentations
(A) North Carolina Association of County Commissioners (NCACC) Heroic Hands: Celebrating Public Service Award – Tammy Keezer, HR and Safety Director
(B) Pawsitive Shelter Volunteers Proposal for Assuming Operations of the Animal Shelter – County Manager Warren Cabe and Meg Kremer, Pawsitive Shelter Volunteers

10. Old Business
(A) Update on Burningtown-Iotla Volunteer Fire Department – Mr. Cabe
(B) Approval of Community Funding Pool Applications – Commissioner Danny Antoine and Commissioner Barry Breeden
(C) Consideration of the Revisions to the Landfill Design and Construction Agreement – McGill Associates
(D) Approval of Architectural Services for National Guard Armory Renovation – Mr. Cabe

11. New Business – None

12. Consent Agenda – Attachment #12
All items below are considered routine and will be enacted by one motion. No separate discussion will be held except on request of a member of the Board of Commissioners.
(A) Minutes of the September 9, 2025, Regular Meeting
(B) Budget Amendments #93-110
(C) Tax Refund for Realmark Otto, LLC
(D) Approval of Resolution in Remembrance of the One-Year Anniversary of Hurricane Helene
(E) Approval of Resolution in Support of Operation Green Light

(F) Approval of Resolution Exempting Professional Services for Macon County Recreation Park Project
(G) Tax releases for the month of September 30 in the amount of $7,061.33
(H) Monthly ad valorem tax collection report – no action necessary

13. Appointments - None

14. Closed session as allowed under NCGS 143-318.11

15. Adjourn/Recess

MACON COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM

CATEGORY – PUBLIC HEARINGS

MEETING DATE: OCTOBER 14, 2025

We have four (4) public hearings on the agenda related to funding for Macon County Transit. Ms. Asher will be present and is requesting approval of each of the grants as follows, and each will need to be voted on separately:

(1) 5311 Admin Grant: 5311 is a federal formula grant for rural areas to provide assistance to support public transportation in areas with populations of less than 50,000. This grant supports the administration portion of the transit budget, pays the salaries and benefits for 2.3, drug and alcohol testing, office supplies, training, advertising, and more. Macon County's funding amount is $230,232. This is an 85/05/10 grant. Meaning the Federal share is 85% and the County share is 15%. The County's share amount is $34,535.

(2) 5310 Elderly and/or Disabled Grant (Operating): This program is used to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services. In FY25, Macon County Transit did 11,160 trips under this funding. Macon County Transit is requesting $300,000 in funding. This grant is a 50/50 match, less fares. The $150,000 County share will be met by using the EDTAP portion of the ROAP funds and Contract revenues from agencies billed. Therefore, no county funds will be used as a match.

(3) Combined Capital Grant: This program allows rural systems the opportunity to apply for funding for capital projects. This grant comes with a schedule for the replacement of capital items. For FY27, MCT is asking for the replacement of one 22' Cutaway. In following the replacement schedule, all these vehicles had 100,000 miles or more on June 30th, 2025. Along with lettering and propane conversion kits, MCT is also requesting the replacement of 4 desktop PC's with

monitors following the replacement schedule for PC's. The total for this grant is grant is $167,532. This is an 80/10/10 grant; the County's share is $16,754.

(4) ConCept Grant: This grant funds the WNC Express, which runs to Asheville Monday through Friday from 10 a.m. to 2 p.m. This route also picks up passengers from Jackson, Swain, and Haywood Transit agencies. MCT is asking for $200,000. This is a 50/50 grant. The $100,000 for the match will come from billing Jackson, Swan, and Haywood Transit agencies, fares, and other contract revenue. So, no County funds will be used as a match.

A copy of the notice of public hearing is included in the packet and was published in the October 1, 2025, edition of *The Franklin Press.*

Following the close of each of the public hearings, the board will need to take action.

MACON COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM

CATEGORY – REPORTS/PRESENTATIONS

MEETING DATE: OCTOBER 14, 2025

9A. Ms. Keezer will recognize a Macon County employee who is the recipient of the NCACC Heroic Hands: Celebrating Public Service Award.

9B. Pawsitive Shelter Volunteers submitted the proposal included in your packet for a previous request for proposals for assuming operations of the animal shelter. Ms. Kremer will present a brief summary of the organization's proposal

Pawsitive Shelter Volunteers

D/B/A
Humane Society of WNC

Saving homeless animals

in the of
Macon County

Agency: Pawsitve Shelter Volunteers-501c3
Contractor: Meg Kremer, President, PSV
EIN: 88-0782331
Signature:

PROPOSAL – MACON COUNTY ANIMAL SHELTER SERVICES

Submitted by: Pawsitive Shelter Volunteers (dba Humane Society of WNC)

President/Contractor: Meg Kremer | Phone: 815-353-4039

Description of Services

Pawsitive Shelter Volunteers (PSV for the duration of this proposal) proposes a streamlined, outcome-oriented model for animal shelter services in Macon County. Our proposal addresses all three core areas: Animal Intake, Animal Husbandry, and Animal Service Programs. Our mission is to maintain a safe, sanitary, and humane environment for every animal while optimizing flow and accelerating live outcomes.

Our services include:

- Intake assessments within 24 hours.
- Vaccinations following county protocols within 72 hours. This includes but is not limited to DHLPP, BV, FRCP, RV and appropriate dewormers.
- Owner reunification through outreach including social media, flyers, and Petfinder.
- Daily feeding, sanitation, medical monitoring, and enrichment programs.
- Isolation of sick animals with foster-based medical recovery when appropriate.
- Public adoption access five days per week, with regular Saturday hours and monthly off-site adoption events.
- It is our opinion that switching from being open to the public on Saturday instead of Monday will facilitate a great deal more traffic of potential adopters and allow the public more convenient times to view animals on the weekend when most families have time together. By rotating 3 part time employees to cover shifts when the shelter is closed or not open to the public will also allow our two key full time employees to make more efficient usage of their time in the office and working with the public and county, as well as overseeing the care and overall health and well-being of the animals in the shelter, instead of spending their valuable and very limited time cleaning and feeding. In addition, our volunteers will be better utilized in providing time, exercise and attention to the shelter animals to improve their chances at placement with regular socialization.
- Regular transfers to verified partner shelters to improve adoption chances and shelter flow.
- Behavioral support led by certified trainer volunteers for adoptability and safety.
- Document and report any incident of bites, mishandling of animals or other nonroutine activity.
- Provide baseline veterinarian care and medical treatment for animals.
- Maintain records and track all animals in the data management system.
- Report to Macon County Animal Control and Animal Intake when the animal shelter is at capacity.
- Document and report any incidents of bites, mishandling of animals or other non-routine activity.
- Record all revenue collected.

Animal Intake

We will comply with the County's 10-day impoundment period and maintain detailed records for every animal. We support the County's right to review and revise impound periods in the future based on data, public health, and operational effectiveness.

We will implement the following Animal Intake Procedures within the 10-day holding period for each animal:

- Health and behavior assessments of each animal. This will be completed by experienced shelter staff and volunteers. Should needs be assessed that require medical attention, the animal will be assessed by a veterinary professional.
- Identification and documentation of each animal's behavioral and medical history, when possible. Full body microchip scans and owner identification and contact when a microchip is found. Photo and description of each lost animal will be provided through public outreach activities to try to locate the pet's owner as soon as possible.
- Documenting an animal's description (breed, sex, age), health and behavioral assessment results in the data management system within 24 hours of receiving each animal.
- Provide age appropriate immunization to dogs and cats upon entry to the shelter within 72 hours of intake to include, but not limited to, DHLPP, Bordetella, FRCP and rabies, and dewormer.
- Provide medical quarantine and behavior isolation for the duration of the legal holding for a minimum of ten (10) days (including day of impound) and evaluation as appropriate to protect the shelter population and the people working at or visiting the facility. While we are committed to following the existing protocol currently in place for quarantine for ten days, we would ask in the spirit of working together as the county and the shelter to better provide for the animals and to facilitate the flow of animals in and out of the facility, that the county amend the existing ten-day impoundment period to a more realistic timeframe of five days for animals that are not microchipped or altered, and ten days for microchipped, altered animals. This has become the standard protocol for the vast majority of municipal shelters nationwide, and still exceeds the NC state requirement hold of 72 hours for all animals. By reducing the length of time to half on what is most of the animals that are brought into the shelter as strays, it would allow for faster medical processing and possible placement or transfer of said animal and free up critical space for incoming. In addition, languishing in the kennel environment for twice the amount of time means the animal has a much greater chance of becoming sick (thus delaying its medical workup until healthy - not to mention the cost of medicine and staff to provide care for it) and reducing its chance of adoption or transfer.
- Provide the evaluation and euthanasia of dangerous or diseased animals as directed and approved with Macon County Animal Control Officers.
- Provide food, water, exercise and medical care to each animal for a minimum of ten (10) days to give the owner an opportunity to claim the animal before transferring to the Animal Husbandry and/or Animal Service Programs.

Animal Husbandry

Upon transfer from intake, all animals are provided ongoing animal husbandry care that includes food, water, administering medication, shelter, cleaning and first-aid medical services.

We will implement the following Animal Husbandry Procedures after the 10-day holding period for each animal:

- Administer and operate consistent and uniform procedures and processes that promote the health and safety of all animals, staff, volunteers, the public, and county workers. This includes following all Federal, State and Local rules and regulations applicable to shelter operations.
- Provide for the administration and operation of all animal husbandry services at the shelter for adoptable, long term and dangerous animals that include:
  - Provide adequate and appropriate food to all types of animals.
  - Properly cleaning all kennels, cages, exercise areas and other areas where animals are exposed once a day at minimum, or as needed. Maintain and properly clean animal husbandry equipment such as but not limited to food/water bowls, bedding, toys, and cat boxes. Perform regular janitorial services

throughout the facility including public and staff areas, restrooms, medical or clinic rooms, storage areas, entrances, lobby areas, visitation rooms, isolation areas, etc.

- Coordinate with Animal Intake and Animal Service Programs to assess each animal for ongoing suitability for volunteer contact, foster and adoption programs.
- Provide adequate medical isolation for sick or diseased animals to prevent exposure to shelter populations. We will evaluate based on our experience in veterinary medicine, if more intensive medical treatment or care is needed to ensure that the animals we are caring for are healthy and ready for adoption or transfer.
- PSV has a member that is a certified trainer that will provide guidance on handling and behavioral modification on a case-by-case basis for each animal in our care, as well as assist the various volunteers in safe and positive handling of each animal.
- While we currently have a volunteer orientation that is conducted by the Volunteer Coordinator Debbie Dillon, it is our hope to expand on this in the future to incorporate more on-site seminars and possibly off-site training for the volunteers to improve their handling skills.
- Provide for the administration and operation of a spay and neuter program for all cats and dogs prior to being fostered or adopted into the community.

Animal Services

All animals, upon determination of eligibility, shall be enrolled into applicable programs to promote adoption and healthy behavior. We will administer and operate consistent and uniform procedures and processes that promote the health and safety of all animals, staff, volunteers, the public, and county workers. This includes following all Federal, State and Local rules and regulations applicable to shelter operations.

One of the key advantages to our group being approved for the day-to-day management of the shelter is that there is little to no learning curve involved in this process as we have worked with the key county staff and been on site "boots on the ground" side by side with the staff on a daily basis. Our hope is to continue the cultivation of this cooperative effort on our part and the county to continue to provide better services to improve the welfare of the animals of Macon County.

As a volunteer group, we have aided and supported the county efforts in providing medical care, with our group contributing financially in many cases to better improve the quality of life for the individual animal and increase its chances of a successful adoption. Our volunteers have used their own vehicles and gas to transport many of the shelter animals to medical facilities so that the effect of limited availability of veterinary care in the area is minimized and our animals do not have to wait in queue. We have strong working relationships that we have cultivated with the local veterinary clinics as well as other local shelters and regularly assist them and they assist us as varying needs occur. In addition, many of our volunteers are also fosters that take in animals that are sick or in need of greater care than can happen in the shelter environment. This is a win-win on so many levels; it removes the potential for infecting other healthy shelter animals, allows for off-site intensive care to the individual animal that it otherwise would not be able to get, and assists the animals in developing healthy social bonds, making them much more adoptable once they are healthy.

In addition, our volunteers are already trained to provide long-term care and enrichment to the shelter animals to help alleviate the stress of being kenneled; daily walks, socialization and supervision of play groups, treats, bedding as needed (and laundering and re-supply of said bedding), cleaning and feeding is a regular part of our volunteers' daily tasks. It is our hope, if we are approved to manage the shelter, that we can expand on these duties and train key volunteers to provide greater assistance to the staff in capacities such as the showing of available adoptable animals and more direct assistance with the public when interest in adoption is expressed.

We already do much of that in an informal manner at off-site events where our animals are brought by volunteers to interact with the public at farmer's markets, local businesses, etc. As we make our presence here known in Macon County and WNC, our hope is that we will continue to grow not only our volunteer pool of talent, but our contacts and direct involvement of the local community and businesses as well.

Adoption Program:

- PSV will continue efforts to provide public outreach and maintain a website that includes promoting the adoption of animals through animal pictures, profiles and other applicable information.
- We will achieve this in a two-fold manner: by expanding our existing adoption efforts with off-site events, as well as improving the accessibility of the public to on-site adoptions as well. Our plans for this will include a more optimal allocation of manpower (employee as well as volunteer), and a revision of available hours that the shelter will be open to the public that is more amenable to potential adopters' schedules; specifically, expanding our existing availability on Saturdays from once a month ("Adoption Day") to every Saturday. In addition, we intend to continue to cultivate our existing relationships with local and outreach shelters that can assist in accommodating some of our animals in an agreed-upon shelter transfer, as well as pursuing new recipient shelters as well. We will utilize our existing PSV van to relocate animals as needed, and pull from our volunteer pool and non-profit funding to do so; as often as is possible.
- Our goal for placement of shelter animals is to reach the legal recognized status of a no-kill facility, with many of the improvements in spay/neuter, shelter outreach, and facilitation of on-site adoptions, and with the reinstatement of Petfinder as well as social media groups.
- In order to improve our ability to not only provide for the shelter animals, but to better accommodate county impounds, PSV is requesting that the county consider Appendix 1, allowing for a renovated quarantine ward to safely house county impounds within the confines of the shelter, yet separate from shelter animals. Referred to as Phase I in our strategy for shelter improvement, this involves the renovation/remodeling of the existing ward that is referred to as the quarantine ward, but currently falls dangerously short of this designated goal for providing a safe and efficient separate area for county impounds.
- Refer to Appendix 1 for our proposed renovation of the existing space; it is our intent to complete this phase ASAP, in conjunction and with the financial assistance of the county since it will primarily be used by the county staff and county animals.
- A synopsis of the proposed remodeling is as follows:
    - Create a keyless coded security lock area as depicted that allows entry and exit of animal control officers and shelter staff ONLY to provide easy access to safe housing, food, water, and supplies for the animals brought in by the officers anytime day or night.
    - In addition to new sanitary runs that prevent an animal from escaping (enclosed on all sides and top), and stainless steel cages for housing smaller animals, the entry and exit will not be accessible for traffic flow by volunteers or shelter animals. In this way the animals will truly be isolated until their impoundment and evaluation period is complete and the final dispensation of the animal is properly designated and approved by the county and shelter staff. Please note in the blueprint of the revised area that a new exit door will be cut to allow traffic flow and potential evacuation if needed to happen for the rest of the shelter and this new doorway will be available for volunteers and staff to continue enrichment programs for the shelter dogs via walks, playtime in yards, and playgroups.
    - For example, the addition of a meet-and-greet Adoption Room that will double as an Employee/Volunteer Lounge/Quiet Area in the space currently occupied by an office of the animal control officer is an example of future possible improvements. A simple non-structural partition wall

will allow potential adopters to enter from the side into a quiet room away from the bustle of the front office and the noisy kennels. The animal of interest can be walked in, and if there is an existing family dog, they can come in through the side door without stress or confusion. In addition, if the room is not being used for the public, the volunteers can bring an animal in to interact one-on-one with it and give it some much-needed quiet time and socialization in a more "normal" home-like environment than the kennels, or from the distractions of the outdoors. This is just one example of some of the improvements PSV envisions moving forward, with the full approval of the County before any changes are completed.

- Administer adoption fees.

Foster Program:

- Recruit, evaluate and monitor foster homes for animal safety and appropriate level and environment of care. PSV and established shelter staff have an established pool of foster homes. PSV will grow the network of foster homes for animals. The animals in foster homes will have coordinated efforts to encourage the adoption of eligible animals in foster program.
- Maintain records and track all animals in foster program in data management system.

Long Term Care:

- Provide exercise and socialization at least daily for non-dangerous sheltered animals.
- Provide input and evaluation on behavior of dangerous animals and coordinate with Animal Husbandry regarding euthanasia evaluations.
- Ensure that members of the public or public volunteers do not access or handle any dangerous animals.
- Provide exercise and socialization services for improved behavior.

Facility Use and Improvement Plan

PSV proposes the continued use of the current facilities to be rented from the county at a nominal rate.

Maintenance and operation responsibilities of PSV to include:

- Provide regular janitorial services and non-structural maintenance of all buildings, out buildings, grounds and parking areas including but not limited to landscaping maintenance.
- Provide snow and ice removal on all parking areas appurtenant to the buildings, sidewalks, walkways and entrance areas to the building prior to, and during regular business hours. Pick up and properly dispose of animal waste in and around the shelter grounds.
- Properly store animal feed to secure it from vermin and wildlife.
- Feed the cats and dogs inside the facility only. Only livestock is to be fed outdoors and uneaten food should be removed and disposed of to discourage vermin.
- Report damages or maintenance issues to Macon County Animal Control and Macon County Maintenance on the same day the issue is discovered. PSV will request further discussion on the timeframes of reporting issues and expected remediation of issues by the county.
- Provide and maintain furnishings such as cages, shelving, seating, computers, desks, phones, office supplies, trash and recycling receptacles, etc. PSV requests that the current furnishings to include cages, kennels, shelving, seating, computers, desks, phones, office supplies, trash and recycling receptacles, etc remain at the facility for PSV use. Should new items be needed for replacement PSV will assume responsibility for replacement.
- PSV requests that the current computers remain as to provide the staff the ability to enter all necessary information into the counties data management system for tracking purposes.

- PSV requests that the shelter staff retain the ability to order with approved vendors using the county's potential discounted rates for medications, vaccinations, testing kits and other supplies. PSV requests that this ability continue until we establish a relationship with the approved vendors.
- Identify, manage and fund any security related needs such as alarms, video systems, panic alarms, etc.
- Provide evacuation of all animals in case of emergency.

Macon County will provide major repair and maintenance of the shelter through the County's Maintenance Department. This includes, but is not limited to, the structure (both interior and exterior), exterior roof, exterior sidewalls, common areas, the main plumbing and water systems, electrical systems and HVAC systems.

Refer to the phased plan for necessary changes to the facility below.

In maintaining and operating the facility, as mentioned before, the most positive feature of our offer to collaborate efforts with the County in this endeavor is history and experience. We are already very familiar with the pros and the cons of the shelter in its existing form; PSV's hope as we move forward, is that some key improvements can be made to facilitate a more functional and efficient shelter at minimal cost, that would be a more welcoming and healthy environment for the public, staff, volunteers and animals to enjoy.

We propose a phased facility enhancement plan to improve public health, animal safety, and operational efficiency. Funding will be a mix of County structural support and PSV-led grant/fundraising efforts.

Phase I: Quarantine Ward Renovation

- Secure, staff-only access via keyless entry. A keyless coded security lock area as depicted that allows entry and exit of animal control officers and shelter staff ONLY to provide easy access to safe housing, food, water, and supplies for the animals brought in by the officers anytime day or night.
- Escape-proof runs and enclosed cages for quarantine.
  - Addition of new, sanitary runs that prevent an animal from escape (enclosed on all sides and top), and stainless steel cages for housing smaller animals, the entry and exit will not be accessible for traffic flow by volunteers or shelter animals. In this way the animals will truly be isolated until their impoundment and evaluation period is complete and the final dispensation of the animal is properly designated and approved by the county and shelter staff. Please note in the Appendix I, blueprint of the revised area that a new exit door will be cut to allow traffic flow and potential evacuation if needed to happen for the rest of the shelter and this new doorway will be available for volunteers and staff to continue enrichment programs for the shelter dogs via walks, playtime in yards, and playgroups.
- Independent entry/exit points for efficient traffic control.
- PSV's intent moving forward is to utilize the existing protocol already in place for containment of medical outbreaks (isolation in the medical ward or removal to foster care), and to follow the lead and advice of the staff that has had previous experience in dealing with emergency situations, etc.

Phase II: Health and Safety Enhancements

- Mold remediation in sensitive areas.
- HVAC and air flow system upgrades.
- Permanent drainage for dehumidifiers in puppy ward.

Phase II of what is believed to be necessary improvements to the function of the shelter would be a shelter-wide mold evaluation, possible remediation, and HVAC ventilation improvement to alleviate the potential for high humidity, poor air exchange, and overall an unhealthy environment for people and animals alike. There have been volunteers that have been unable to work in certain areas of the shelter because of their

sensitivity to mold and air-borne particles that make breathing for compromised individuals difficult. It is PSV's proposed request that the County agrees to our investigation and works with us to revamp the existing system to make the facility as a whole, function much better. The area known as the Small-Dog or Puppy Ward, requires a commercial-level dehumidifier running constantly to pull excess humidity out of the air. This dehumidifier has to be emptied by hand and is a potential source of accident or injury to do so.

Phase III: Public & Volunteer Experience

- New meet-and-greet adoption room for families and quiet time.
- Small-dog ward expansion and reconfiguration.
- Volunteer lounge integrated with public education space.

Moving forward into Phase III of projected improvements would include remodeling this room to provide more space and kennels, but this renovation would be contingent upon improving air flow and ventilation in order to be useful. As it is, the constant dampness is not a sanitary way to house and keep vulnerable animals such as puppies healthy.

Other minor renovations are anticipated in Phase III, which will be discussed in full and only done with full County approval. PSV intention for the funding of these plans is that the majority of remodeling and improvement costs will be bourne by grants and fundraising.

PSV does not anticipate the need for the County to fund this each Phase in its entirety, given that Phase I is for the County's sole use and benefit and Phase II is needed just from a functionality standpoint of the existing shelter. Phase III would be over time and as funds allow; this Phase is focused on Improving the shelter function overall and creating a facility that is more conducive to adoptions as opposed to mainly just intake.

Staffing and Volunteer Support

Our core staffing plan includes 2 full-time and 3 part-time employees supported by a deep pool of trained volunteers. We commit to continuous training, with monthly workshops, safety refreshers, and seminars led by experienced handlers.

Volunteers assist with:

- Daily animal care (feeding, cleaning, walking, enrichment)
- Adoption support both onsite and offsite
- Transport to veterinary appointments and partner shelters
- Medical fostering of animals recovering off-site

Volunteer Program:

- Develop, administer, and maintain a Volunteer Program policy and procedures that outline allowable and non-allowable activities. Procedures should include volunteers signing a liability waiver. PSV will use the established processes and expand as needed.
- Recruit and coordinate volunteers and assigned activities. Provide and track volunteer training.

Collaboration Efforts:

- Collaborate with Animal Control on dangerous dog situations.
- Collaborate with Macon County Public Health and Animal Control on the rabies program.

Community Outreach and Public Engagement

Pawsitive Shelter Volunteers leverages community trust and visibility through regular public engagement. We maintain Petfinder listings, active social media updates, and partnerships with local businesses for event hosting. We will lead outreach efforts to promote adoption, responsible pet ownership, and community education.

Budget and Funding Strategy

Budgetary needs are detailed in Appendix 2. All hourly rates and staffing costs align with shelter industry norms. Most facility improvements (Phase II and III) will be grant-funded or sourced through PSV fundraising campaigns. Phase I renovations related to county impounds will be submitted for County support.

Expense Category	Year 1	Year 2	Year 3
SALARY	$93,600.00	$96,408.00	$99,300.24
PART-TIMESALARY	$45,000.00	$46,350.00	$47,740.50
MEDICARE/FICA	$10,602.90	$10,920.99	$11,979.05
HOSPITALIZATION	$20,544.36	$20,000.00	$20,000.00
WORKMAN'S COMPENSATION	$3,125.00	$3,125.00	$3,125.00
LIFE INSURANCE	$150.00	$150.00	$150.00
SubTotals- ALL Compensation Items	**$173,022.26**	**$176,953.99**	**$182,294.79**

Refer to above Tables for Employee Compensation costs that are anticipated by contract year. PSV proposed employee compensation packages include two full time employees; 3 part time employees and the associated fringe benefits for these employees. Refer to the below tables for the breakdown of anticipated costs of compensation.

Salary

Position	Hourly Rate	Hours/ year	Salary Year 1	COLA +3%	Year 2 Salary	COLA +3%	Year 3 Salary
Shelter Manager (FT)	$25.00	2080	$52,000.00	$1,560.00	$53,560.00	$1,606.80	$55,166.80
Shelter Attendant (FT)	$20.00	2080	$41,600.00	$1,248.00	$42,848.00	$1,285.44	$44,133.44
Shelter Att. PT	$15.00	1000	$15,000.00	$450.00	$15,450.00	$463.50	$15,913.50
Shelter Att. PT	$15.00	1000	$15,000.00	$450.00	$15,450.00	$463.50	$15,913.50
Shelter Att. PT	$15.00	1000	$15,000.00	$450.00	$15,450.00	$463.50	$15,913.50
Total Full Time	$45.00	4160	$93,600.00	$2,808.00	$96,408.00	$2,892.24	$99,300.24
Total Part Time	$45.00	3000	$45,000.00	$1,350.00	$46,350.00	$1,390.50	$47,740.50
Total Combined	$90.00	7160	$138,600.00	$4,158.00	$142,758.00	$4,282.74	$147,040.74

Fringe

		Med/FICA (% of annual salary)	Life Insurance (per emp/yr)	Health Insurance (per FT/yr)	Workers Comp (per$100 payroll)
Position	Annual Salary	7.65%	30	$10,272.18	$2.50
Shelter Manager FT	$52,000.00	$3,978.00	$30.00	$10,272.18	$1,000.00
Shelter Attendant FT	$41,600.00	$3,182.40	$30.00	$10,272.18	$1,000.00
Shelter Att. PT	$15,000.00	$1,147.50	$30.00		$375.00
Shelter Att. PT	$15,000.00	$1,147.50	$30.00		$375.00
Shelter Att. PT	$15,000.00	$1,147.50	$30.00		$375.00
Year 1 Fringe Total	**$138,600.00**	**$10,602.90**	**$150.00**	**$20,544.36**	**$3,125.00**
Total Full Time	$93,600.00	$7,160.40	$60.00	$20,544.36	$2,000.00
Total Part Time	$45,000.00	$3,442.50	$90.00	0	$1,125.00
Total Combined	**$138,600.00**	**$10,602.90**	**$150.00**	**$20,544.36**	**$3,125.00**
Position	Annual Salary	7.65%	30	$10,000.00	$2.50
Shelter Manager FT	$53,560.00	$4,097.34	$30.00	$10,000.00	$1,000.00
Shelter Attendant FT	$42,848.00	$3,277.87	$30.00	$10,000.00	$1,000.00
Shelter Att. PT	$15,450.00	$1,181.93	$30.00		$375.00
Shelter Att. PT	$15,450.00	$1,181.93	$30.00		$375.00
Shelter Att. PT	$15,450.00	$1,181.93	$30.00		$375.00
Year 2 Fringe Total	**$142,758.00**	**$10,920.99**	**$150.00**	**$20,000.00**	**$3,125.00**

County Benefits Cost for COBRA Coverage (FT only)		
health	dental	eye
806.42 per month	33.28 per month	7.53 per pay period
$9,677.04	$399.36	$195.78
	$10,272.18	
annual cost per FT employee		

The fringe Insurance benefits are calculated at the Macon County COBRA costs for the year 1 as the full time employees will be eligible for this. Other fringe benefits are calculated at the high end of industry standards and would be maintained at that level.

TOTALS	$173,022.26	$176,953.99	$182,294.79
Macon County Contract Funds	$235,974.00	$235,974.00	$235,974.00
Remaining budget after employee compensation	**$62,951.74**	**$59,020.01**	**$53,679.21**
Per animal budget remaining for intake of 1000	**$62.95**	**$59.02**	**$53.68**

The remaining balance of proposed budget equals $62,951.74 for year 1. This equals a projected amount of $62.95 cost per animal per year based on the capacity served in FY 25 of about 1,000 animals served. This total is an insufficient amount to cover the basic needs of shelter animals. Macon County residents and volunteers currently provide donated goods to the shelter such as food, toys, bedding and other needed items. PSV understands the need to be self-sufficient for the longevity of this project, however we will request a contingency fund should there be a lack of funds to cover emergency medical or other costs associated with the animals. During the first year of this project PSV will diligently work toward securing outside grant funding available to shelters from various sources.

Staffing (Background and Experience)

Given the overlap between individual contributors, the proposed staff, and supporting volunteers, it is appropriate to describe their roles jointly. The volunteer group, Pawsitive Shelter Volunteers (PSV), has consistently collaborated with County staff at the Macon County Animal Shelter, working side by side on a daily basis. PSV was specifically formed to assist homeless animals through on-site adoptions or transfers to other shelters. Volunteers have supported nearly every aspect of shelter operations and have demonstrated extraordinary dedication to animal welfare. The County staff members who plan to remain during this transition bring unmatched commitment and resilience, often going above and beyond to meet the needs of animals in their care. This level of dedication is what originally drew PSV's leadership to Macon County, inspired by the shared mission and work ethic of those already embedded in the shelter's daily operations. The section that follows outlines the relevant experience and history of key individuals involved in the proposed transition.

Meg Kremer - I have been an active volunteer and an even more active foster for PSV for 2 ½ years now. And in that short of time, I have seen Macon County turn into a powerhouse for the animals that rivals big-budget shelters in its accomplishments thanks to the tireless efforts of staff and volunteers. The motivation to move animals into homes or other shelters for adoption is tremendous; from reinstating our presence on Petfinder, to signage by the road, to an aggressive spay/neuter program for adoptable animals, as well as a community outreach program to provide low-cost spay neuters in the community thanks to a grant from the Margo T. Petrie Spaying and Neutering Foundation and the hard work of one of our volunteers who applied for the grant, sending animals out on foster, transporting animals to various shelters that we have established solid working

relationships with (Humane Society of Charlotte, Camden County Humane Society), utilizing the ASPCA for assistance in spay neuter costs.

On a more personal note, I have been Executive Director of a shelter/rescue in the Chicago area called Help Save Pets for 20 years, and have been involved in volunteering for rescues for over forty years. I have volunteered or worked for: Treasure Coast Humane Society in Palm City, FL, Cashiers-Highlands Humane Society, Rabun Paws for Life Shelter, and most recently, St. Joe Bay Humane Society in Port St. Joe, FL. In addition to founding and running Help Save Pets, I successfully ran multiple vet clinics in conjunction with my ex-husband in the Chicago area (Kremer Veterinary Services) and have extensive knowledge in shelter medicine and management. In addition, I am a certified obedience trainer with background and experience in shelter animal evaluation and behavioral modification. I have recently been utilizing my knowledge in veterinary medicine and animal husbandry while fostering many of the vulnerable animals in Macon County that are either in a weakened or ill condition, and subsequently nursing the majority of them back to health so they can be adopted out healthy and happy into their forever homes. In addition, I have assisted in numerous transports and worked to cultivate healthy partnerships with other rescues, both local and long-distance.

Izabel Evans - as the Lead Shelter Attendant with over 5 years of experience, Izabel leads by example in caring for the animals and serving the community. With a B.S. in Environmental Services from WCU, as well as being a Certified Euthanasia Technician and Rabies Vaccinator, her background helps her approach animal sheltering with a focus on public health, disease prevention and sustainability.
At the shelter, Izabel manages daily operations - everything from animal intake and medical care to adoptions and volunteer training. She ensures the shelter meets all local and state regulations and works closely with rescue groups, veterinarians, and the public to promote responsible pet ownership and reduce stray population.
She also serves as Vice President of PSV, and thanks to her involvement, the organization has boosted adoptions, foster placements and community outreach. In addition, Izabel has successfully worked to increase live-release rates, expanded access to spay/neuter programs, and reduces shelter intake through education and assistance to the local community. She leads with her heart, and a clear vision for a more humane and sustainable future for the animals of Macon County.

Alexandria Windsor - as a valued employee at MCAS, Alex's background as a Bookkeeper has been crucial for optimal organization of records and database management. She is the go-to person for updating and maintaining medical records, recording and tracking all Intakes and Outtakes along with crucial profile information, handling and completing adoptions, and providing the shelter animals with critical exposure on social media to improve their visibility to the public and increase their chances for adoption. In addition, she makes sure that cat rooms, kennels and dog cages are clean and all animals are fed, provides medical care when needed, and is always ready to show animals to potential adopters or assist the public in every way possible. Her certifications in Adobe, Photoshop, InDesign and Illustrator have brought a level of expertise and creativity to the community outreach programs that has made a significant impact in the exposure and subsequent adoption of many homeless animals.

Carrie Pazcoguin -Carrie Pazcoguin is a proven financial leader with over a decade of experience in public sector, local government, and nonprofit financial management. Specializing in niche and complex budgetary structures, compliance, and program development processes, Carrie has an eye for optimization of available resources. She holds a Bachelor of Business Administration from Montreat College and currently provides consulting and bookkeeping services for select organizations across Macon County.

Carrie previously served as the Finance Director for the Macon County Health Department, where she developed deep, firsthand knowledge of the Macon County Animal Shelter's operational needs, challenges, and community role. In this capacity, she was responsible for shelter-related budget oversight, vendor contracts, and ensuring compliance with applicable state and federal regulatory requirements—experience that gives her and the Pawsitive Shelter Volunteers (PSV) team a unique advantage in managing the next phase of shelter operations.

In addition to her leadership role at the Health Department, Carrie also served as the Finance Director at Macon Program for Progress, a community action nonprofit organization in Macon County. This role broadened her experience with hands-on grant application and reporting activities, including Head Start, housing stability, and workforce readiness initiatives. Her ability to maintain compliance with 2 CFR Part 200 (Uniform Guidance), complete clean audits, and implement transparent reporting processes reflects her exceptional qualifications in federal fund management. Carrie has a demonstrated track record of building sustainable financial systems that support long-term program growth and community impact.

Currently, Carrie serves on the Board of Directors for Pawsitive Shelter Volunteers as the Interim Treasurer*. Her insight and leadership has helped PSV develop the foresight to build the infrastructure and financial discipline required to scale operations in alignment with county and grantor expectations.

With her comprehensive knowledge of county procedures, animal shelter operations, and federal grant compliance, Carrie brings the technical expertise, local insight, and accountability framework necessary to make Pawsitive Shelter Volunteers the ideal partner for operating the Macon County Animal Shelter. Her unique combination of local government experience and nonprofit financial acumen positions her to deliver measurable outcomes, cost-effective operations, and transparent reporting—ensuring responsible stewardship of taxpayer and grant dollars, and elevating the standard of care for Macon County's animal population.

* Disclaimer: Carrie Pazcoguin is the mother of Izabel Evans, the current MCAS Shelter Attendant. Our long time Treasurer recently retired so Carrie is acting as Interim Treasurer with no intention of staying permanently. Carrie is stepping in for purposes of this proposal submission and to assist in selection/training of permanent Treasurer for the organization. Carrie abstains from voting to avoid any conflict of interest where Izabel's pay is concerned.

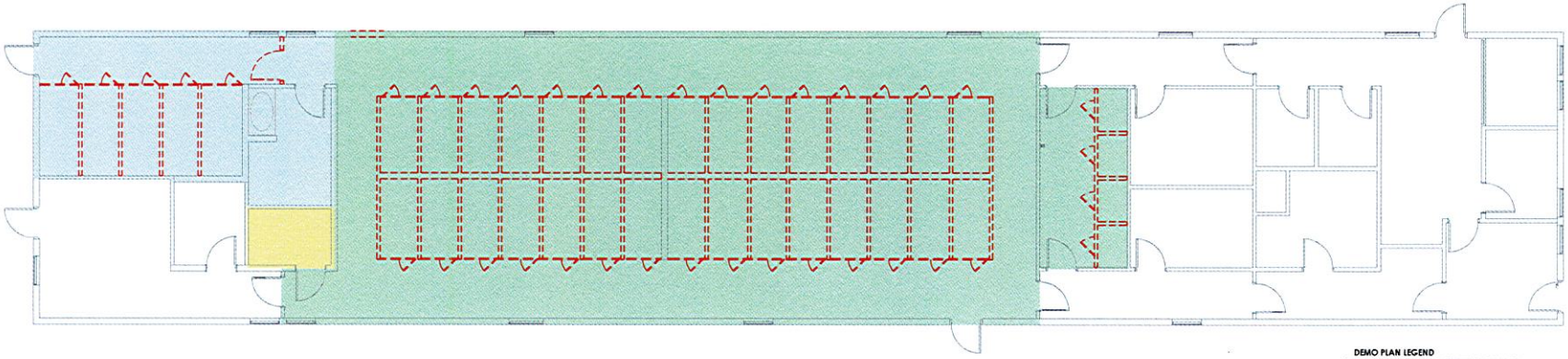
Debbie Dillon - As a volunteer at MCAS for 12 years, Debbie brings a wealth of experience, shelter knowledge, and countless hours dedicated to helping the animals of Macon County to the table. As Volunteer Coordinator for PSV, and a Board Member since its inception in 2022, Debbie oversees and maintains the roster of volunteers that have supported the efforts of MCAS staff. She conducts on-site orientations for new volunteers, initiated the dog-walking program that provides vitally important time for the dogs to be exercised outdoors and spend time with handlers, organizes and coordinates playgroups to allow dogs critical social interaction and freedom from the stress of long-term kenneling, and regularly assists staff in cleaning and feeding of the animals.

Sandy Workman - As a retired Critical Care Nurse of 42 years, Sandy now channels her care-giving skills into the shelter to improve the quality of life for the animals of MCAS on every level. She is always ready and willing to tackle any task at the shelter that needs to be done, whether it is cleaning kennels, doing endless loads of laundry, sanitizing litter boxes and maintaining hygiene throughout the shelter. In addition to making sure every animal has the basic essentials such as food, water and a clean bed, Sandy also provides critical

socialization to the most timid and overwhelmed animals in our care. As a volunteer with PSV, Sandy is a member of the vitally important fundraising committee and has regular contact with local businesses in the community to provide financial support to our efforts. She plays a key role in community outreach by circulating through the town to post flyers and get the word out about.

Appendices

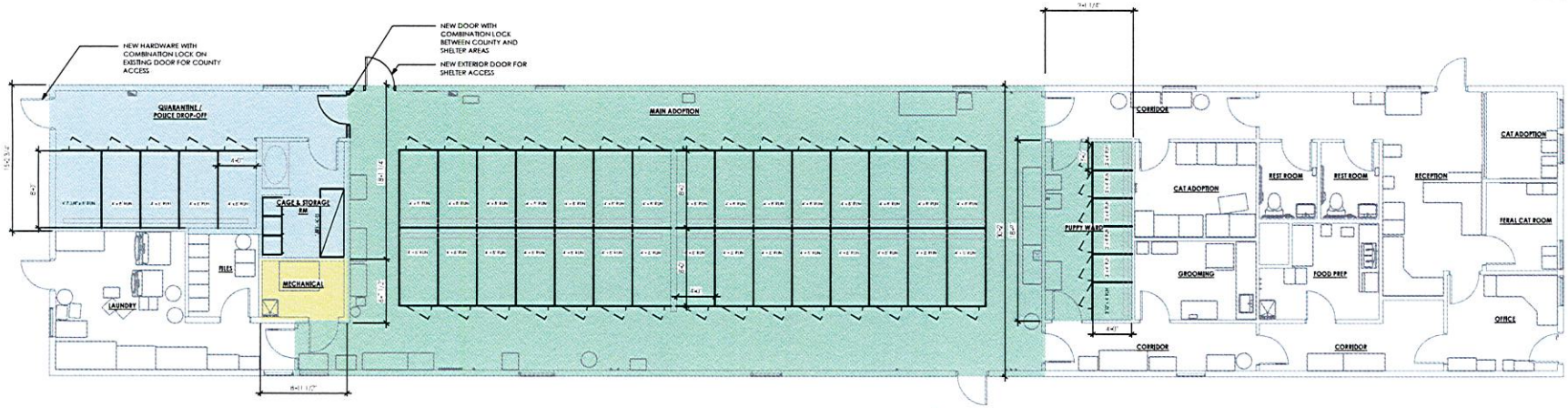
Appendix 1 – Facility Renovation Plans and Diagrams



DEMO PLAN LEGEND

- EXISTING TO BE DEMOLISHED
- EXISTING TO REMAIN
- NIC (NOT IN CONTRACT)

② EXISTING / DEMO PLAN
3/16" = 1'-0"



PHASE 1	• DEMOLITION OF EXISTING MASONRY WALLS & INSTALLATION OF NEW 4'x8' DOG RUNS W/TOP BARRIER • CLEAN UP OF STORAGE ROOM FOR A NEW 4' CAGE & FULL HEIGHT CABINETS • NEW DOOR HARDWARE W/COMBINATION LOCK SECURITY DOOR BETWEEN COUNTY AND SHELTER AREAS	
PHASE 2	• FULL HVAC SYSTEM INSPECTION AND REPORT TO DETERMINE FULL SCOPE OF WORK, MITIGATION OF EXISTING MOLD ISSUES THROUGHOUT THE FACILITY	
PHASE 3	• DEMOLITION OF EXISTING NON-LOAD BEARING MASONRY WALLS & INSTALLATION OF NEW BACK TO BACK 4'x8' RUNS W/GUILLOTINE DOORS • DEMOLITION OF 4'HIGH WALL RUNS AT SMALL DOG WARD & INSTALLATION OF NEW 3'x4' DOG RUNS & NEW MOP SINK	

FLOOR PLAN LEGEND

- NEW CONSTRUCTION
- EXISTING WALLS
- NIC (NOT IN CONTRACT)

① FLOOR PLAN
3/16" = 1'-0"

RWE
PLANNING + DESIGN
ARCHITECTURE PLANNING DESIGN
1303 OGDEN AVE., DOWNERS GROVE, IL 60515

MACON COUNTY ANIMAL SERVICES
1377 LAKESIDE DRIVE
FRANKLIN, NORTH CAROLINA 28734

REV.	DESCRIPTION	DATE
	FOR COUNTY REVIEW	08/25/2025

COPYRIGHT RWE PLANNING & DESIGN INC. 2024

PROJECT #: 25.066

PRELIMINARY FLOOR PLAN & DEMOLITION PLAN

NA-01

7/9/2025 1:21:37 PM

MACON COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM

CATEGORY – OLD BUSINESS

MEETING DATE: OCTOBER 14, 2025

10(A). Mr. Cabe will provide an update on the Burningtown-Iotla Volunteer Fire Department.

10(B). McGill Associates will present revisions to the agreement for landfill design and construction including changes for the revised bid process.

10(C). Mr. Cabe would like to request approval of Looper Architectural Design and Planning for Architectural Services for the National Guard Armory renovation based on evaluation of submittals for a Request for Qualifications.

10(D). Mr. Cabe is requesting approval of a resolution exempting professional services for the Macon County Recreation Park Project by CETech Associates pursuant to NCGS 143-44.32.

October 8, 2025

Jaimie Picou, Interim Director
Solid Waste Department
Macon County
109 Sierra Drive
Franklin, North Carolina 28734

RE: Phase 3 Cell 2 – Preconstruction Additional Services
Macon County MSW Landfill
Macon County, North Carolina

Dear Jaimie:

McGill Associates is pleased to provide this proposal to assist Macon County with the above referenced project for their Municipal Solid Waste (MSW) Landfill located in Franklin, North Carolina. The current project contract, labeled "Phase 3 Cell 2 Preconstruction", included design and permitting for Phase 3 Cell 2 as well as bidding assistance and improvements to the leachate collection system. This first contract originally covered the design for an approximate 7-acre waste area. Once design commenced, however, it was determined that to meet a 10-year capacity for the new cell, the waste area footprint needed to be expanded to the 12.5 acres being considered now. Additionally, once bids were received in August 2025, negotiations were entered into for value engineering the project with the lowest responsive bidder. As a result of those conversations, the County decided to reissue revised prequalification and bid packages to reflect changes in the project scope and contractor requirements. All of these efforts have been considered to be alterations or additions to the original preconstruction contract and therefore, McGill Associates is providing this proposal to cover costs already incurred based on these efforts and to allow for future assistance in obtaining a construction contract for the landfill project. Below is further details regarding the scope and the proposed fees.

Firstly, due to the expanded footprint to reach the desired capacity, McGill Associates performed a survey of the expanded area and, based on detailed design of the expanded cell limits, also brought in our environmental services team to permit impacts to wetlands and streams. Based on these considerations, this contract amendment includes additional services to cover these previously out-of-scope items.

Then the bid opening occurred on August 5, 2025, and the bids received for Phase 3 Cell 2 exceeded Macon County's financial planning budget. In response to this, as mentioned, the County and McGill entered into negotiations with the lowest responsive bidder and reworked the project to focus on Phase 3 Cell 2A. As a part of this effort, McGill performed supplementary design work, recalculated quantities, and developed cost analyses for future construction and waste management at the landfill. On September 4, 2025, McGill met with the County and it was decided that the County would enter another round of prequalification and bidding. This effort will require a redevelopment of design drawings and bidding documents to allow for Phase 2A contract award flexibility. Additionally, the prequalification documentation will be updated for a broader scope for potential bidders. Based on these efforts, this contract amendment includes additional services to cover these out-of-scope items.

Permitting for Phase 3 Cell 2 has been completed and the second requested round of prequalification/bidding is underway while Macon County is currently operating in Phase 2 of the landfill. McGill will provide a future proposal amendment for construction administration assistance during the construction period. Once construction is completed, the County can then apply for a Permit to Operate (PTO). Once the PTO is in place and Phase 2 has reached capacity, waste filling operations can shift back over to Phase 3 and closure can commence on Phase 1 and Phase 2 of the MSW Landfill. Efforts related to these closures will be included in a future contract amendment.

Therefore, based on the above information, we propose the following scope of services:

SCOPE OF SERVICES

Phase 3 Cell 2 – Design & Permitting Additional Services

1. Performed topographic survey of 24.9 acres accounting for the expanded waste footprint and future cell development as well as searched for monitoring wells while on site to help locate for proper documentation in the development of site monitoring plans.

2. Performed an environmental impact analysis on the area wetlands and stream within the facility boundary. As a part of this effort, our team pursued and obtained 401/404 permits from NCDEQ and US Army Corps of Engineers

Value Engineering & Low Bidder Negotiation

1. Redesigned pertinent features of the planned landfill cell to reduce the scope of construction to Cell 2A.

2. Performed takeoffs for Cell 2A to assist in negotiations with lowest, responsive bidder on the full Cell 2 bid. Analyzed full bid and projected reduced costs to compare with revised quote from lowest, responsive bidder.

3. Developed cost analyses to evaluate the feasibility of various construction and hauling options for Macon County's waste management program. Researched regional landfill options and summarized cost projections over life of the landfill cells to aid the decision making process.

Additional Prequalification

1. Revise prequalification forms to reflect the County's interest in broadening the requirements for interested contractors. Confer with other engineers and contractors to ensure that the revised requirements satisfy the new solicitation goals.

2. Update prequalification scoring matrix based on a new weighting of the requirements.

3. Prepare and advertise Contractor Pre-Qualification Package.

4. Review Contractor Pre-Qualification submittals and provide recommendations to the County for an approved bidders list.

Revise Plans and Bid Documents

1. Consolidate drawings and markups from original bid, addenda, and value engineering exercise to develop a drawing set with defined cell 2A and 2B scope.

2. Share the revised set with the County for comments and approval.

3. Make any revisions as necessary.

4. Based on the approved plans, update the previous construction bid documents. Construction bid documents will include construction drawings, technical specifications, and construction quality assurance (CQA) plan to delineate the proposed construction.

Rebidding & Award

1. Issue invitation to bid to pre-qualified firms.

2. Conduct one (1) pre-bid conference to answer any questions from potential bidders.

3. Attend Bid Opening on behalf of Macon County.

4. Assist the County in evaluating bids.

5. Consult with and advise the County, as to the acceptability of contractors and subcontractors, and make recommendations as to the lowest <u>responsive</u> bidder.

6. Assist the County in the final preparation and execution of the Construction Contract and in verification of Performance and Payment Bonds and Insurance Certificates for proper limits and compliance.

BASIS OF COMPENSATION

Below is the previously approved fees for the Phase 3 Cell 2 Preconstruction phase of this project.

Phase 3 Cell 2	
• Design and Permitting (lump sum)	$360,000
• Bidding and Award (lump sum)	$39,500
Leachate System Improvements	
• Survey and Design (lump sum)	$74,700
• SCADA Repair (hourly, estimated)	$14,600
Total Estimated Fees	**$488,800**

Based on the above explanations of alterations and additions to the originally proposed scope, we propose to perform the above outlined revised scope of work for the following additional fees:

• Phase 3 Cell 2 Design & Permitting Additional Services (lump sum)	$ 30,000
• Value Engineering & Low Bidder Negotiation (lump sum)	$ 19,000
• Additional Prequalification (hourly, maximum not to exceed)	$ 8,000
• Revise Plans and Bid Documents (hourly, maximum not to exceed)	$ 20,000
• Rebidding & Award (hourly, maximum not to exceed)	$ 20,000
Total Estimated Additional Fees	**$ 97,000**

With these additional fees for out-of-scope work, the total Phase 3 Cell 2 Preconstruction phase fees are below.

Phase 3 Cell 2	
• Design and Permitting	$410,000
• Bidding and Award	$86,500
Leachate System Improvements	
• Survey and Design	$74,700
• SCADA Repair	$14,600
Total Estimated Fees	**$585,800**

Lump sum fees will be billed based on percent complete. Hourly estimated fees will be billed based on actual time spent plus expenses in accordance with the attached basic fee schedule not to exceed the stated amount.

ASSUMPTIONS

Our fees above are based on the following assumptions:

1. Permit modifications for other activities outside of the Phase 3 Cell 2 operation would be considered additional services.

2. Our fees do not include geotechnical borings or evaluation. Fees for testing services (i.e., soils, concrete, etc.) during construction will be paid for directly by the Owner. These services will be included in the services of the CQA Testing Contract.

3. Our projected fee for construction administration services is based on a construction period of 11 months for Phase 3 Cell 2 construction. This is not a guaranteed maximum fee.

4. Construction surveying will be included with the Phase 3 Cell 2 construction contractor.

5. Our fees do not include permit application, approval, or advertising fees. These fees shall be paid directly by the Owner.

6. An NPDES Authorization to Construct will not be required.

7. Attendance at meetings not listed in the above scope of services shall be billed in accordance with the attached Basic Fee Schedule.

8. Services for tasks other than those specifically detailed above shall be considered additional services and billed in accordance with the attached Basic Fee Schedule.

Jaimie, thank you for the opportunity to continue our relationship with Macon County. We look forward to working with the County on this project. If this proposal is acceptable to you, please sign the below authorized signature section and return a copy to our office. Our previously executed Consulting Services Agreement will still apply to the overall project. Please call should you have any questions or need additional information.

Sincerely,
McGILL ASSOCIATES, P.A.

SCOTT BURWELL, PE
Senior Project Manager

MARK CATHEY, PE
Vice President/Regional Manager

Attachment: Basic Fee Schedule

The scope of this contract includes services as described in Phase 3 Cell 2 Preconstruction with additional services as demanded by project needs. The total fee for these services is estimated to be $585,800. Remaining services will be added by amendment to this contract with Macon County, as schedule and funding dictate.

Authorized signature:

_____	_____	_____
Name: Lori Carpenter	**Title: Finance Director**	**Date:**

October 9, 2025

Warren Cabe
County Manager
Macon County
5 W. Main Street
Franklin, NC 28734
(828) 349-2025

RE: Proposed Design Services for:
Restoration of the Franklin National Guard Armory Building for the:
Future SCC Law Enforcement & Fire Safety Training Annex
192 Industrial Park Loop, Franklin, NC

Dear Mr. Cabe,

I am pleased to submit this proposal for providing Design and Construction Administration Services for Southwestern Community College's Future SCC Law Enforcement & Fire Safety Training Annex.

The project provides upgrades to Macon County's underutilized National Guard facility located at 192 Industrial Park Loop in Franklin. SWCC's eventual presence, as an Anchor Tenant, will be good for the future of surrounding facilities and parcels at the park.

Project Description:

This Project covers Schematic Design (SD) through Construction Document (CD) services, Construction Administration (CA) and Closeout.

Schematic Design Phase:

- Preliminary 2020 Programming to be verified and updated
- Information Gathering
    - Lidar Scan to develop Base Drawings
    - Create Base Sheets for Existing Conditions
    - Create Base Sheets for Proposed Floor Plan
    - Generate questions for Macon County
    - Generate initial Plan with Macon County and SCC's input
    - Distribute to Engineering
    - Authorize Engineering to begin the Design Development Phase

Design Development phase (DD):

- Code Analysis
- Comprehensive information gathering
- Site Visit, with proposed plan, to resolve questions
- Update Revit Model

- Generate and send the DD Package to Macon County for written approval before moving into Construction Documents.
-

DD Package Deliverables:

- Drawings
    - Plans (Floor, Roof and Reflected Ceiling Plan), Sections, Details, Door and Window requirements.
    - P, M & E will provide parallel support documents that will define the intended system components.
- Specifications
    - Outline Specifications required to convey intended materials, components & Systems.
    - Outline Specifications will cover all disciplines: A, S, P, M & E

- Send DD Package to Macon County for written approval.
- The Construction Document Phase (CD) begins with written approval of the DD Package

Included in the Construction Documents:

- The CD Package expands and elaborates on the approved DD Package.
- The CD Package includes Drawings and Project Manual.
- Drawings include Plans, Sections, Details, Notation, Photographs and other documentation required to convey the required construction.
- Provide information requested from the Consulting Engineers
- Coordinate with Macon County for the Bid Date
- Final project coordination
- Issue the full CD set for Bidding and Construction

Construction Documents (Covers A, P, M, E & Fire Safety)

1. Site Plan
    - General Work Paved Parking Areas - hatch areas to be replaced to provide required compliant accessible access between the H/C parking area and the building entrance.
    - Site Accessibility
    - HC Parking to Accessible Building Entry (s)
    - HC Parking
    - Sidewalks (If applicable)
    - Site Lighting (Concept)
2. Floor Plans
    - Existing
    - Proposed

3. Reflected Ceiling Plan
    - Existing
    - Proposed
4. Roof Plan
5. Exterior Elevations
6. Wall Sections
7. Full Detailing\

Plumbing, Mechanical, Electrical & Fire Safety drawings will provide companion documents for construction.

Site Visits- (12) included:

Site Visit- 1
Project Kick-Off – Owner, Architect, Engineering Team
Site Visit- 2
LIDAR Scan & Continued Field Verification
Site Visit- 3
Resolve questions with Proposed Plan in hand / Convey updates to Consulting
Site Visit- 4
Pre-Bid Site Meeting with interested Bidders
Site Visit- 5
Pre-Construction Meeting
Site Visit- 6 through 11
Monthly Construction Meetings (6-included)
Final Site Visit- 12
Final Inspection / Verify Punch items have been completed

Engineering:

- Mechanical, Electrical, Plumbing & Fire Protection Services Included
- Structural Engineering –not included in the scope of this Proposal-

  FAMA Structural Engineering has been contacted and is in agreement to provide Engineering Services if needed during the course of this project.

  Mr. Fama has been contacted and can be available on an hourly basis should unforeseen

  A proposed fee will be conveyed for approval prior to authorizing Structural Services.
- Civil Engineering –not Included

Expanded Description of Work:

<u>Code & Life Safety Review:</u>

1. A & E Code Review (Applicable NC Codes and Regulations)
2. Life Safety Review
3. Develop Appendix-B- Code Data analysis

L O O P E R
ARCHITECTURAL DESIGN & PLANNING

Obtain Key Owner / Occupant Information:

1. Data locations & Security System Requirements
    a. Camera Locations
    b. Sensor Locations
    c. Card Reader Locations
    d. IT Room (8'x10") Preferred Location
    e. Door Access
2. Other Specific Security Requirements
3. Unique Electrical Requirements specific to SCC's use (Example: wall mounted monitor or TV will need power and data outlets at specific heights).
4. Requirements for Door Access Control, Security, or other systems maintained by the County

The fee for the proposed work shall not exceed $181,120.53.

- Services beyond the scope of work outlined above shall be billed at LAD&P's current hourly rates or at a fee that has been agreed to, in advance, by the Owner.
- Reimbursable expenses for printing or other job-specific office supply. Additional Site Visits shall be billed at $850.00 per trip.

- It is understood that the building has already undergone Environmental Testing. The Report noted the following:
    - No Asbestos ceiling tiles, floor tiles, or pipe wrap was suspected.
    - No Lead Paint was suspected
    - No known spills or dumping has occurred on this property

If this proposal for services meets with Macon County's approval, please sign, date and return a copy my records.

Sincerely,

Peter S. Looper; AIA; NCARB, Architect

Warren Cabe, County Manager Date

MACON COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM

CATEGORY – CONSENT AGENDA

MEETING DATE: OCTOBER 14, 2025

Item 12A. Draft minutes from the September 9, 2025, regular meeting are attached for the board's review and approval. (Tammy Keezer)

Item 12B. Budget Amendments #93-110 are attached for your review and approval. (Lori Carpenter)

Item 12C. Tax refund recommended due to an equipment shed that is also listed as a storage building (double listed). (Tax Administrator Abby Braswell)

Item 12D. Resolution in Remembrance of the One-Year Anniversary of Hurricane Helene. (Mr. Cabe)

Item 12E. Resolution in Support of Operation Green Light. (Veterans Services Director Leigh Tabor-Holbrooks)

Item 12F. Resolution exempting professional services for the Macon County Recreation Park Project by CETech Associates pursuant to NCGS 143-44.32. (Mr. Cabe)

Item 12G. Tax releases for the month of September 2025 in the amount of $7,061.33, per the attached memorandum from Tax Collections Supervisor Delena Raby.

Item 12H. A copy of the ad valorem tax collection report as of September 30, 2025. Report only. No action is necessary. (Delena Raby)

MACON COUNTY BOARD OF COMMISSIONERS
SEPTEMBER 9, 2025
REGULAR MEETING MINUTES

Chairman Young called the meeting to order at 6:00 p.m. All Board Members, County Manager Warren Cabe, Deputy Clerk Tammy Keezer, Finance Director Lori Carpenter, and County Attorney Eric Ridenour were present, as were a number of county employees, media, and citizens.

ANNOUNCEMENTS:

(A) The Macon County Board of Education has requested a joint meeting, but the proposed dates did not work for them. Additional dates will be proposed for consideration.

(B) Commissioner Breeden said he wanted to announce before the opening of the public hearing that a few months ago, when the public hearing was scheduled, the Board of Commissioners had indicated they were interested in taking over the Board of Health and maybe having an advisory role for the Board of Health. He said that has evolved into a couple of other options, so he would like to say that the Board of Commissioners taking over the Board of Health and moving them to an advisory role is not an option and is not on the table. Commissioner Breeden said the options that we have are to continue like we're doing, or a consolidation, which would be the health department and another human services department. He said that would allow the Board of Commissioners to appoint the current Board of Health, add a few members to that Board of Health, and make them the Consolidated Health and Human Services Board (CHHS), and they would be the governing board. Commissioner Breeden indicated that the CHHS would decide all the policies, review the budget, and handle all the medical matters that require attention, as well as make decisions that don't require our involvement. He said that gives us the personnel side of things, which would allow us to handle the day-to-day operations, and relieves those professionals on the Board of Health or CHHS who may not be able to leave the office to do those types of things.

(C) Commissioner Shields asked those present to remember the Holbrooks family in the passing of the Sheriff's dad, a former sheriff.

MOMENT OF SILENCE: Chairman Young requested all in attendance rise and a moment of silence was observed.

PLEDGE OF ALLEGIANCE: Led by Commissioner Shields, the pledge to the flag was recited.

PUBLIC HEARING:

CONSIDERATION OF ASSUMING POWERS AND DUTIES OF THE MACON COUNTY BOARD OF HEALTH PURSUANT TO NORTH CAROLINA GENERAL STATUTE §153A-77.

Chairman Young requested that Ms. Keezer begin by sharing a PowerPoint presentation as an overview of what the public hearing and consolidation of the health department are about. Following the presentation, Attorney Ridenour spoke about eliminating government silos where separate departments have no interaction with other departments within the same county system. He said when operating in silos, departments or their employees may be treated completely different within the same county system, such as the health department and DSS are today, with their grievances and appeals going to the Office of State Human Resources, but those of other county employees stay within the county system and policies. Attorney Ridenour stated that consolidation tries to keep this type of operating in isolation, where one board or one government department does not know what the other is doing from happening. He indicated that operating in silos can also be inefficient and result in delayed services and incomplete decision-making. Attorney Ridenour presented a draft resolution for board members to review as they decide what they want to do, explaining the content of the resolution, the consolidation process, and the next steps.

Chairman Young opened the public hearing at 6:30 p.m. for public comment. **Constance Neely** stated that she appreciated the new information and emphasized the need to put science and patient care above anything. **Margaret Pickett** indicated that with the new information, she would like more time to research the benefits of a consolidated health agency versus the and would like for the public to have the opportunity to comment before the board votes. **Lisa Walker** said she also firmly believes that we need medical professionals making medical policy decisions and not a board of elected officials. **Mary Williams** indicated that she is encouraged by the consolidated model and the opportunity to share knowledge on those basic things that are the same across the organization, but maintain the specialty part of the medical aspect of it. She requested that the board not make a quick decision and consider extending the timeline. **Kaleena Keener** stated that the Board of Commissioners has the authority, the responsibility to act, to end the culture of fear, favoritism, and cruelty; to protect the employees who serve this county with integrity; and to protect the children who deserve every opportunity to thrive. She said leadership is not measured by title, but by courage and by doing what is right, even when it's difficult, for the people of Macon County, our employees, our families, our children, and our county. **Jessica Jones** thanked board members for listening to the concerns voiced by the health department staff. **Jamie Waldroop** said he wants accountability for leaders at the health department and leadership with confidence that fair and appropriate solutions to problems can be obtained. **Mike McKee** made general comments about the board's actions and relationship with the health department. **Jacqueline Rhew** thanked the board for looking at the issues and for supporting the staff. **Richard Edfield** said he believes that public health should be under the leadership of those who are in the medical profession and have the training and expertise to make sound medical decisions based on science and research. He indicated that putting our health department under the control of any other governing body leads to the chance of medical decisions being based on politics and public opinion. **Richard Brady** stated that he thinks this is an opportunity for change and a good move that provides the employees of the Macon County Health Department have another layer of protection for the employees and another process. He said that is what we really should focus on because of the negative things that we have heard from them at recent meetings, and he would support the change. **Betsy Baste** said that what is critical in this

whole conversation is that employees need to be heard, need to be believed, and need to be treated with respect and professionalism. That was a simple fix, a simple solution, but now we have a huge, complex problem that we are trying to make really difficult. She asked board members to give plenty of time to make the right decision to really help the people of Macon County and the employees. Chairman Young closed the public hearing at 7:00 p.m.

Macon County Board of Health Chairman Garrett Higdon thanked the Commissioners for allowing the Board of Health to speak and expressed gratitude, first the board highlighting the ongoing issues at the health department. He said as a result, there are two things that the previous iterations of the health board have not had contact information listed publicly, and the former complaint process did not include an option to contact the Board of Health members. He indicated that by bringing these issues forward, the Board of Health has been given the opportunity to fully understand the root causes and critical policy gaps that need to be addressed. Mr. Higdon said the Board of Health learned about these issues at the joint meeting in July, and the following week, had taken measures to address them with our commissioner liaison. He shared that in the two months since, the Board of Health has held emergency meetings and regularly scheduled sessions to work towards resolving these issues and shared some of the details of the Board of Health's approach. After the discussion, no action was taken.

ADDITIONS, ADJUSTMENTS TO AND APPROVAL OF THE AGENDA: Upon a motion by Commissioner Shearl, seconded by Commissioner Breeden, the board voted unanimously to approve the agenda, as adjusted, as follows:

- To add to Item 12E under Consent Agenda, the surplus of vehicle number 310, which is a 2012 International rollback with 365,000 miles that we will be replacing, per Mr. Cabe.
- To add Item 11C under Old Business, Consideration of a resolution of the Macon County Board of Commissioners to approve the creation of a consolidated health service agency, per Attorney Ridenour.
- To add Item 12I under Consent Agenda, Approval of a fireworks permit for a wedding event to be held on November 7, 2025, at Old Edwards' Inn, The Farm property, per Ms. Keezer.
- To remove Item 11A under New Business, Discussion and approval of funding increase for eDispatches electronic notification of emergency responders for smartphones and fire reporting software, per Mr. Cabe.

PUBLIC COMMENT PERIOD – Vickie Sanders commented about the Burningtown-Iotla Fire Department. **Betsy Baste** has signed up to speak, but was not present when her name was called.

REPORTS/PRESENTATIONS: None.

OLD BUSINESS:

UPDATE ON BURNINGTOWN-IOTLA FIRE DEPARTMENT- Mr. Cabe provided an update on the intent tonight was to update you on their inspection process and said the North Carolina Office of the State Fire Marshall did an unannounced inspection on August 26th, and they passed their 9S inspection. Commissioner Breeden indicated that he and Commissioner Antoine went to Burningtown on Friday and had them do a fire scene set up, and

unfortunately, there was a serious lack of leadership with no one taking charge. Commissioner Antoine agreed with Commissioner Breeden and shared some additional observations. Burningtown-Iotla Chief Kenneth McCaskill provided an update on training and membership. After some discussion, Commissioner Breeden made a motion, seconded by Commissioner Antoine, to terminate the contract with Burningtown-Iotla Fire Department and enter into a contract with Cowee Volunteer Fire Department. The vote was unanimous.

DISCUSSION ON SOLID WASTE – Mr. Cabe shared that the board asked for an update on solid waste last month, and said that at that time, we were in the process of making some decisions going forward. He said we have talked about cell construction, hauling, and some other expenses, and the board is going to have some tough decisions to make over the next month to twelve months. Interim Solid Waste Director Jaimie Picou explained the details of the status of the landfill capacity, construction, service options, and potential costs and changes to the fee structure using a PowerPoint presentation. Following her presentation, Mr. Cabe reviewed the actions that the board must take, including accepting or rejecting the current bids for construction of Cell 2, or waiting until the October meeting to understand the true cost of shipping waste out of the county. After discussion, Commissioner Young made a motion, seconded by Commissioner Shields, to reject all the previous bids due to financial restraints and rebid the project, adopting the revised contractor pre-qualifications. The vote was unanimous.

DISCUSSION AND CLARIFICATION OF THE TERMS OF THE PROPOSED LEASE FOR NANTAHAL COMMUNITY DEVELOPMENT CLUB – Attorney Ridenour provided an overview of the previous discussions and proposed redline changes to the contract. After discussion regarding whether the library was going to have a key to the building, who was going to be in charge of the calendar, and janitorial issues, Commissioner Young made a motion, seconded by Commissioner Antoine, to enter into a contract with Nantahala Community Club, eliminating the proposed redline change. The vote was unanimous.

UPDATE ON THE BOARDWALK ON THE GREENWAY AT SULI MARSH - Mr. Cabe shared there has been some concern about the boardwalk, which is on the greenway at the Suli Marsh on Arthur Drake Road. He said some repairs had to be made, and there are some additional repairs needed due to some safety concerns. Mr. Cabe indicated that a bid document is being drafted for a complete repair and/or replacement of the boardwalk, and he hopes to have the dollar figures at the October meeting. He also shared that there is the possibility of putting a parking area there on the greenway near the intersection of Depot Street Extension and Iotla Street, and if we did that, we could eliminate the boardwalk.

NEW BUSINESS:

DISCUSSION AND APPROVAL OF FUNDING INCREASE FOR eDISPATCHES ELECTRONIC NOTIFICATION OF EMERGENCY RESPONSERS FOR SMARTPHONES AND FIRE REPORTING SOFTWARE – Removed.

DISCUSSION REGARDING REVISION TO NORTH CAROLINA GENERAL STATUTE § 153A-94.2(b) REQUIRING COUNTIES AND CITIES TO CONDUCT SBI CRIMINAL HISTORY RECORD CHECKS FOR APPLICANTS BEGINNING OCTOBER 1, 2025 – Ms. Keezer gave an overview of the new requirements for county employees to have a criminal records history check including fingerprinting conducted by the NC State Bureau of Investigations (SBI) before an official offer of employment can be made if the applicant will be working in any capacity with children under the age of 18. Ms. Keezer said Human Resources staff are currently completing training, working on a

contract with the SBI, and determining what policy changes need to occur. She requested approval from the board for her to make the required changes to the policies once final guidance is received from the UNC School of Government and the SBI. Ms. Keezer indicated that this process is going to delay hiring, as the criminal history records check cannot be conducted until a contingent offer has been made and the employee is not allowed to begin work until the results are received. She said the SBI is about two weeks behind in processing requests. Commissioner Breeden made a motion, seconded by Commissioner Antoine, to make the policy changes as needed, as requested. The vote was unanimous.

CONSIDERATION OF A RESOLUTION OF THE MACON COUNTY BOARD OF COMMISSIONERS TO APPROVE THE CREATION OF A CONSOLIDATED HEALTH SERVICE AGENCY – Commissioner Breeden said he would like to continue exploring consolidated health department options, but that following the earlier discussion following the public hearing, it does not look like that would pass tonight. He said he knows the Board of Health has done a lot of work in these past few months, and he is proud of what they have been able to accomplish. Commissioner Antoine said he wants to keep things as is for now and requested the Board of Health take care of the employees, take the opportunity to fix the things that have been discussed, and not take the other options off the table with the option to move forward at a later date. Commissioner Young and Commissioner Shearl thanked the Board of Health members for their time and commitment to what they have done.

CONSENT AGENDA: Upon a motion by Commissioner Breeden, seconded by Commissioner Shearl, the board voted unanimously to approve the consent agenda as presented which includes: (A) Minutes of the August 12, 2025 regular meeting, (B) Budget Amendments #52-70, (C) Grant project ordinance amendment WAP FY 2026, (D) Approval of Renewal of Lease for Gem and Mineral Society of Franklin, (E) Consideration and Approval of Bid for the purchase of a rollback truck for the Macon County Garage, (F) Tax releases for the month of August 2025 in the amount of $25,994.28, (G) The Settlement Report for 2024 Taxes, (H) Monthly ad valorem tax collection report for which no action is necessary, and (I) Fireworks permit for an event on November 7, 2025 at the Old Edwards Inn Farm.

APPOINTMENTS:

MACON COUNTY BOARD OF HEALTH (2 SEATS) – Attorney Ridenour distributed paper ballots and read the results into the records. The applicants for the general public seat were Ava Ammons, Richard Brady, Phillip Gibson, Mark Hehn, Lyndsey Henderson, Debra Prince, and Monica Severn. The applicant for the physician seat was Michael Toedt. The voting results for the general public seat were Ava Ammons – three votes, Marc Hehn – one vote, Lyndsey Henderson – one vote. The voting results for the physician seat were Mark Toedt - 5 votes. Commissioner Breeden made a motion, seconded by Commissioner Shearl, to approve the appointment of Ava Ammons for the general public seat and Mark Toedt for the physician seat. The vote was unanimous.

CLOSED SESSION: At 8:55 p.m., upon a motion by Commissioner Shearl, seconded by Commissioner Breeden, the board voted unanimously to go into closed session as allowed under NCGS 143-318.11(a)(3) to consult with an attorney and (4) to discuss matters relating to the location or expansion of industries or other businesses. At 9:38 p.m., upon a motion by Commissioner Breeden, seconded by Commissioner Shearl, the board voted unanimously to come out of closed session and return to open session.

ADJOURN: With no other business, at 9:38 p.m., upon a motion from Commissioner Breeden, seconded by Commissioner Antoine, the board voted unanimously to adjourn.

Warren Cabe	Josh Young
Ex Officio Clerk to the Board	Board Chair

MACON COUNTY BUDGET AMENDMENT September 4, 2025

AMENDMENT # 93

FROM: FINANCE

DEPARTMENT: DSS
EXPLANATION: 25-26 Emergency Foster Care Placement Funds

	DESCRIPTION	INCREASE	DECREASE
11-3561-4389-34	Emergency FC Placement Funds	**11,064**	
11-5314-5675-29	Emergency FC Placement Funds	**11,064**	

REQUESTED BY DEPARTMENT HEAD Lynne Kurimay, DSS AOII

RECOMMENDED BY FINANCE OFFICER Dan Carpenter

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 10/14/2025 meeting

APPROVED AND ENTERED ON MINUTES DATED

CLERK

MACON COUNTY BUDGET AMENDMENT September 11, 2025

AMENDMENT # 94

FROM: FINANCE

DEPARTMENT: DSS
EXPLANATION: Carry Forward 24-25 Child Support Incentives to 25-26

	DESCRIPTION	INCREASE	DECREASE
11-3840-4179-00	Fund Balance	20,573	
11-5365-5551-00	Child Support Professional Fees	**13573**	
11-5365-5551-01	Child Support Legal	**7000**	

REQUESTED BY DEPARTMENT HEAD /Kynne Kurimay, DSS AOII

RECOMMENDED BY FINANCE OFFICER Ellen Carpenter

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 10/14/25 meeting

APPROVED AND ENTERED ON MINUTES DATED

CLERK

MACON COUNTY BUDGET AMENDMENT

Date: 9/15/2025

AMENDMENT # 95

DEPARTMENT: HEALTH

Explanation: Received the Community Health Grant for FY26 School Based Telehealth prgram.

ACCOUNT	DESCRIPTION	INCREASE	DECREASE
113511-438555	Community Health Grant - State	$ 73,232.00	
115129-550001	Salary	$ 28,594.00	
115129-550203	Hospitalization	$ 5,957.00	
115129-555106	Contracted Services	$ 3,600.00	
115129-556002	Medical Supplies	$ 9,481.00	
115129-556001	Office Supplies	$ 300.00	
115129-557800	Education Material	$ 3,300.00	
115129-558502	Leases-Telehealth Equipmnet	$ 22,000.00	

PREPARED BY Melissa Retzer

REQUESTED BY DEPARTMENT HEAD Kathy McCall

RECOMMENDED BY FINANCE OFFICER Ken Clapton

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 10/14/25 meeting

APPROVED AND ENTERED ON MINUTES DATED

CLERK

MACON COUNTY BUDGET AMENDMENT
AMENDMENT # 96

10/6/2025

DEPARTMENT: HEALTH

EXPLANATION: Reduce the original budget by $106,101. Received new grant monies from Duke Endowment Grant of $150,000 for Year3

ACCOUNT	DESCRIPTION	INCREASE	DECREASE
115128-555128	Healthy People Healthy Carolinas		106,101
113511-436031	Healthy People Healthy Carolinas		106,101
115128-555128	Healthy People Healthy Carolinas	150,000	
113511-436031	Healthy People Healthy Carolinas	150,000	

PREPARED BY Judy Bell

REQUESTED BY DEPARTMENT HEAD Kathy McNala

RECOMMENDED BY FINANCE OFFICER Ken Carpenter

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 10/14/25 meeting

APPROVED AND ENTERED ON MINUTES DATED

CLERK

MACON COUNTY BUDGET AMENDMENT
AMENDMENT # 97

Date: 10/2/2025

DEPARTMENT: HEALTH

Explanation: Moving funds from Medicaid Cost Settlement funds to Adult Health to cover the cost of clinic supplies.

ACCOUNT	DESCRIPTION	INCREASE	DECREASE
113840-417900	Fund Balance	$ 24,000.00	
115144-556011	Operating Supplies	$ 24,000.00	

PREPARED BY Melissa Bettner

REQUESTED BY DEPARTMENT HEAD Rachel M. Haka

RECOMMENDED BY FINANCE OFFICER Ben Carpenter

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 10/14/25 meeting

APPROVED AND ENTERED ON MINUTES DATED

CLERK

MACON COUNTY BUDGET AMENDMENT
AMENDMENT # 98

Date: 10/6/2025

DEPARTMENT: HEALTH

Explanation: GlaxoSmithKline awarded MCPH $10,000.00 at the NCPHA Fall Conference for services provided for children in Macon County.

ACCOUNT	DESCRIPTION	INCREASE	DECREASE
113511-438024	GlaxoSmithKline Award	$ 10,000.00	
115110-565018	GlaxoSmithKline Award	$ 10,000.00	

PREPARED BY Melissa Ketner

REQUESTED BY DEPARTMENT HEAD Keith McKeha

RECOMMENDED BY FINANCE OFFICER Dan Carpenter

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 10/14/25 meeting

APPROVED AND ENTERED ON MINUTES DATED

CLERK

MACON COUNTY BUDGET AMENDMENT

AMENDMENT # 99

DEPARTMENT Library

EXPLANATION Library roof replacement

ACCOUNT		DESCRIPTION	INCREASE	DECREASE
113840	417900	FUND BALANCE APPROPRIATED	78,977	
115850	575042	MACON CO LIBRARY CAPITAL EXP	78,977	

REQUESTED BY DEPARTMENT HEAD

RECOMMENDED BY FINANCE OFFICER

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 10/14/2025 meeting

APPROVED & ENTERED ON MINUTES DATED

CLERK

MACON COUNTY BUDGET AMENDMENT

AMENDMENT # 100

DEPARTMENT Non-departmental

EXPLANATION Workers comp/property & liability insurance premiums

ACCOUNT		DESCRIPTION	INCREASE	DECREASE
119900	550205	WORKERS COMP	60,000	
119900	579200	PROPERTY & LIABILITY INSURANCE	50,000	
113840	417900	FUND BALANCE APPROPRIATED	110,000	

REQUESTED BY DEPARTMENT HEAD

RECOMMENDED BY FINANCE OFFICER

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 10/14/2025 meeting

APPROVED & ENTERED ON MINUTES DATED

CLERK

MACON COUNTY BUDGET AMENDMENT
AMENDMENT # 101

FROM: J. Phillips

DEPARTMENT: Sheriff
EXPLANATION: Insurance settlement

ACCOUNT	DESCRIPTION	INCREASE	DECREASE
113839-485000	Ins. Sett.	1491.00	
114310-560601	Prop. Ins.	1491.00	

REQUESTED BY DEPARTMENT HEAD

RECOMMENDED BY FINANCE OFFICER

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 10/14/25 meeting

APPROVED AND ENTERED ON MINUTES DATED

CLERK

MACON COUNTY BUDGET AMENDMENT
AMENDMENT # 102

FROM: Lindsay Leopard

DEPARTMENT: Sheriff's Office
EXPLANATION: Calendar Sales appropriation to cover purchase of calendars, Halloween in the Park and Christmas parade candy.

ACCOUNT	DESCRIPTION	INCREASE	DECREASE
113344-435015	Calendar Sales	$6,530.00	
114310-556024	Special Fund Expenses	$6,530.00	

REQUESTED BY DEPARTMENT HEAD Brent Phillips

RECOMMENDED BY FINANCE OFFICER Ken Carpenter

APPROVED BY COUNTY MANAGER _____

ACTION BY BOARD OF COMMISSIONERS 10/14/25 meeting

APPROVED AND ENTERED ON MINUTES DATED _____

CLERK _____

MACON COUNTY BUDGET AMENDMENT
AMENDMENT # 103

FROM: FINANCE

DEPARTMENT: TRANSIT
EXPLANATION: **Appropriate funds from the sale of fixed assets**

ACCOUNT	DESCRIPTION	INCREASE	DECREASE
113570-482000	Sale of Fixed Asset	$ 6,050.00	
114935-555106	Contract Services	$ 6,050.00	

REQUESTED BY DEPARTMENT HEAD: [signature]

RECOMMENDED BY FINANCE OFFICER: [signature]

APPROVED BY COUNTY MANAGER:

ACTION BY BOARD OF COMMISSIONERS: 10/14/25 meeting

APPROVED AND ENTERED ON MUNIS DATED:

CLERK:

MACON COUNTY BUDGET AMENDMENT

AMENDMENT # 104

DEPARTMENT Various

EXPLANATION Appropriate LATCF funds to cover salaries/fringes in Finance and Administration

Note: this will free up County funds that can be used for capital projects as determined by the County Manager and Board of Commissioners.

ACCOUNT		DESCRIPTION	INCREASE	DECREASE
113850	445730	LOCAL ASSIST TRIB CONSIST FUND	919,685	
114130	550001	SALARY	650,477	
114120	550001	SALARY	269,208	

REQUESTED BY DEPARTMENT HEAD Warren Cabe

RECOMMENDED BY FINANCE OFFICER [illegible]

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 10/14/25 meeting

APPROVED & ENTERED ON MINUTES DATED

CLERK

MACON COUNTY BUDGET AMENDMENT
AMENDMENT # 105

FROM: Leigh Tabor

DEPARTMENT: Veteran Services
EXPLANATION: Donation for Smoky Mountain Veteran Stand Down

ACCOUNT	DESCRIPTION	INCREASE	DECREASE
115820-575055	Kenneth Elkins	50.00	
113582-445800	Kenneth Elkins	50.00	
115820-575055	Macon County Senior Services/SHIP	100.00	
113582-445800	Macon County Senior Services/SHIP	100.00	
115820-575055	Apply4Mdical2Day LLC	100.00	
113582-445800	Apply4Mdical2Day LLC	100.00	

REQUESTED BY DEPARTMENT HEAD Leigh Tabor

RECOMMENDED BY FINANCE OFFICER [signature]

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 10/14/25 meeting

APPROVED AND ENTERED ON MINUTES DATED

CLERK

MACON COUNTY BUDGET AMENDMENT

AMENDMENT # 106

DEPARTMENT Housing Administration

EXPLANATION Move budgeted funds into line items for FY 2025-2026 transfer from general fund

ACCOUNT		DESCRIPTION	INCREASE	DECREASE
514009	550001	SALARY	96,965	
514009	550005	LONGEVITY	983	
514009	550201	MEDICARE/FICA	7,493	
514009	550203	HOSPITALIZATION	16,935	
514009	550206	LIFE INSURANCE	91	
514009	550207	RETIREMENT-GENERAL	14,104	
514009	550701	COUNTY 401K	1,959	
514009	555106	CONTRACTED SERVICES	1,034	
514009	556001	OFFICE SUPPLIES	2,000	
514009	556009	UNIFORMS	3,900	
514009	557101	POSTAGE/DEPARTMENTAL	300	
514009	558901	TRAVEL	3,000	
513981	980011	TRANSFER FROM GENERAL FUND	148,764	

REQUESTED BY DEPARTMENT HEAD

RECOMMENDED BY FINANCE OFFICER

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 10/14/2025 meeting

APPROVED & ENTERED ON MINUTES DATED

CLERK

MACON COUNTY BUDGET AMENDMENT
AMENDMENT # 107

FROM: JAIMIE PICOU

DEPARTMENT: SOLID WASTE
EXPLANATION: 1. MOVING MONEY FROM TWO INSURANCE SETTLEMENT PARTS, BUILDING HIT BY J&B DISPOSAL.

ACCOUNT	DESCRIPTION	INCREASE	DECREASE
60 4725 569506	**CAPITAL IMPROVEMENTS**	**3406**	
60 4725 569506	**CAPITAL IMPROVEMENTS**	**10850**	
603839 485000	**INSURANCE SETTLEMENTS**	**14256**	

REQUESTED BY DEPARTMENT HEAD Jaimie Picou

RECOMMENDED BY FINANCE OFFICER Sam Carpenter

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 10/14/25 meeting

APPROVED AND ENTERED ON MINUTES DATED

CLERK

MACON COUNTY BUDGET AMENDMENT
AMENDMENT # 108

FROM: JAIMIE PICOU

DEPARTMENT: SOLID WASTE
EXPLANATION: 1. MOVING MONEY FROM SURPLUS SALES TO REPLINISH THE MONEY WE MOVED – BORROWING TO PURCHASE A DAY CAB TRUCK

ACCOUNT	DESCRIPTION	INCREASE	DECREASE
60 4725 569506	**CAPITAL IMPROVEMENTS**	**21805**	
60 3472 444400	**SURPLUS PROPERTY**	**21805**	

REQUESTED BY DEPARTMENT HEAD Jaimie Picou jc

RECOMMENDED BY FINANCE OFFICER Ken Capps

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 10/14/2025

APPROVED AND ENTERED ON MINUTES DATED

CLERK

MACON COUNTY BUDGET AMENDMENT
AMENDMENT # 109

FROM: Lindsay Leopard

DEPARTMENT: Landfill
EXPLANATION: Surplus property sales appropriation.

ACCOUNT	DESCRIPTION	INCREASE	DECREASE
603472-444400	Surplus Property Sales	$48,500.00	
604726-569502	Capital Equipment	$48,500.00	

REQUESTED BY DEPARTMENT HEAD Jaimie Pleau

RECOMMENDED BY FINANCE OFFICER Ellen Carpenter

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 10/14/2025

APPROVED AND ENTERED ON MINUTES DATED

CLERK

MACON COUNTY BUDGET AMENDMENT

AMENDMENT # 110

DEPARTMENT Airport Fund

EXPLANATION AIG project

ACCOUNT		DESCRIPTION	INCREASE	DECREASE
533037	426000	AIRPORT INFRASTRUCTURE GRANTS	225,821	
533037	980011	TRANSFER FROM GENERAL FUND	16,244	
536037	790010	CRACK/SEALING REPAIR-AIG	242,065	
113840	417900	FUND BALANCE APPROPRIATED	16,244	
119000	980053	TRANSFER TO AIRPORT FUND 53	16,244	

REQUESTED BY DEPARTMENT HEAD

RECOMMENDED BY FINANCE OFFICER

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 10/14/2025

APPROVED & ENTERED ON MINUTES DATED

CLERK

MACON COUNTY
TAX COLLECTIONS
FRANKLIN, NORTH CAROLINA 28734
10/6/2025 12:41

CHECK REQUEST

Realmark Otto, LLC
PO Bo 407
Clayton, GA

Refund for double listed building

Parcel # 64887946369 Owned by Amaswazi, INC but paid by Realmark LLC
Bill # 2025-56571

Account Description	Account Number	Amount
G01	11-3180-4200-21	570.24
F03	23-3003-4000-21	145.73
	CHECK TOTAL	715.97

Requested By: **Abby Braswell** AB

Entered By:

Approved By:

STATE OF NORTH CAROLINA
COUNTY OF MACON

RESOLUTION IN REMEMBRANCE OF THE ONE-YEAR ANNIVERSARY OF HURRICANE HELENE

WHEREAS, on September 27, 2024, Hurricane/Tropical Storm Helene struck Western North Carolina, bringing unprecedented flooding and devastation across the region, including within Macon County; and

WHEREAS, Macon County endured minor destruction of homes, businesses, roads, bridges, and public infrastructure, with flooding measured from 100-year to nearly 1000-year levels, leaving behind debris and damage that will take years to recover and rebuild fully; and

WHEREAS, the storm brought several days of fear and uncertainty for hundreds of residents, many of whom worked tirelessly to protect and serve the community even while unsure of the safety of their own families; and

WHEREAS, although Macon County grieved the loss of a single life, the people of Macon County demonstrated extraordinary resilience, generosity, and selflessness in the face of this disaster, with countless stories of sacrifice and compassion as neighbors helped neighbors and strangers alike; and

WHEREAS, response and recovery required the united efforts of many-county government agencies including Administration, Board of Commissioners, Permitting, Permitting, and Development, Communications/911, EMS, Emergency Management, Finance, Fire, Information Technology, Buildings and Grounds, Garage, Public Health, DSS, Senior Services, Sheriff's Office, Soil and Water Conservation, and Solid Waste; municipal partners; local fire departments; nonprofit organizations; churches; and volunteers, all working alongside state and federal agencies and private landowners to address urgent needs and begin the long path to recovery; and

WHEREAS, the spirit of Macon County-our resilience, courage, and determination to overcome hardship-was made evident as our community came together to care for one another, showing the very best of who we are;

NOW, THEREFORE, BE IT RESOLVED, that the Macon County Board of Commissioners does hereby recognize September 27, 2025, as the one-year anniversary of Hurricane Helene; and

BE IT FURTHER RESOLVED, that the Board honors the memory of this tragic event, expresses its deepest gratitude to all who responded with selflessness and sacrifice, and reaffirms its commitment to the ongoing recovery and rebuilding of our county; and

BE IT FINALLY RESOLVED, that we remember Hurricane Helene not only for the devastation it caused, but also for the strength, generosity, and resilience it revealed in the people of Macon County.

Adopted at the October 14, 2025, Regular Meeting of the Macon County Board of Commissioners.

_____
Josh Young, Chairman
Macon County Board of Commissioners

ATTEST:

_____
Warren Cabe, Macon County Manager and
Ex Officio Clerk to the Board
(Official Seal)

Supporting Operation Green Light for Veterans

WHEREAS, the residents of Macon County have great respect, admiration, and the utmost gratitude for all the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, the contributions and sacrifices of those who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, Macon County seeks to honor individuals who have made countless sacrifices for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veterans Service Officers in 29 states to help fellow former service members access more than $52 billion in federal health, disability, and compensation benefits each year; and

WHEREAS, approximately 200,000 service members transition to civilian communities annually; and

WHEREAS, an estimated 20 percent increase in service members will transition to civilian life in the near future; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during the transition from military to civilian life; and

WHEREAS, active military service members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, the National Association of Counties encourages all counties, parishes, and boroughs to recognize Operation Green Light for Veterans; and

WHEREAS, Macon County appreciates the sacrifices of our United States military personnel and believes specific recognition should be granted; therefore, be it

NOW THEREFORE, BE IT RESOLVED, with designation as a Green Light for Veterans County, Macon County hereby declares from November 4, 2024, through Veterans Day, November 4-11, 2025, as a time to salute and honor the service and sacrifices of transitioning from active service; and

BE IT FURTHER RESOLVED, that in observance of Operation Green Light, Macon County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying green lights in a window of their place of business or residence from November 4th through the 11th, 2025.

Adopted this 14th day of October 2025.

_____

Josh Young, Chairman
Macon County Board of Commissioners

RESOLUTION EXEMPTING PROFESSIONAL SERVICES FOR THE MACON COUNTY RECREATION PARK PROJECT FROM THE PROVISIONS OF ARTICLE 3D OF CHAPTER 143 OF THE NORTH CAROLINA GENERAL STATUTES

WHEREAS, Article 3D of Chapter 143 of the North Carolina General Statutes establishes a general public policy regarding procurement of architectural, engineering and surveying services; and

WHEREAS, North Carolina General Statutes Section 143-64.32 provides:

"Units of local government or the North Carolina Department of Transportation may in writing exempt particular projects from the provisions of this Article in the case of proposed projects where an estimated professional fee is in an amount less than fifty thousand dollars ($50,000)"; and

WHEREAS, Macon County is now in need of engineering services for the Macon County Recreation Park Project in Macon County, North Carolina; and

WHEREAS, the estimated professional fee for such services for the project is in an amount less than fifty thousand ($50,000) dollars.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF MACON that the proposed professional services for the Macon County recreation Park Project in Macon County, North Carolina, is hereby exempted in writing from the provisions of Article 3D of Chapter 143 of North Carolina General Statutes pursuant to the provisions of N.C. Gen. Stat. §143-64.32.

Adopted this 14th day of October, 2025.

_____
Josh Young, Chairman
Macon County Board of Commissioners

ATTEST:

_____
Clerk to the Board

(COUNTY SEAL)

COLLECTIONS MONTHLY TOTALS REPORT
Macon County - Year To Date September 2025 Tax Year 2025

Macon County
Advalorem Tax Collections Report
Year To Date September 2025 Tax Year 2025

TAX YEAR 2025 Month To Date September 2025 Tax Year 2025

Month to Date	Beginning Balance	Levy Added	Less Releases	Less Administrative Refunds	Less Write Offs	Equals Adjusted Levy	Less Payments	Outstanding Balance
General Tax	23,885,031.22	734,849.45	-8,732.51	0.00	396.92	24,611,545.08	-3,887,892.22	20,723,652.86
Fire Districts	3,837,768.93	160,141.99	-1,664.47	0.00	27.23	3,996,273.68	-570,947.38	3,425,326.30
Landfill User Fee	2,507,866.00	0.00	-13,502.44	0.00	-0.51	2,494,363.05	-350,177.33	2,144,185.72
TOTAL:	**30,230,666.15**	**894,991.44**	**-23,899.42**	**0.00**	**423.64**	**31,102,181.81**	**-4,809,016.93**	**26,293,164.88**

TAX YEAR 2025 Year To Date September 2025 Tax Year 2025

Year to Date	Beginning Balance	Levy Added	Less Releases	Less Administrative Refunds	Less Write Offs	Equals Adjusted Levy	Less Payments	Outstanding Balance	This Year Collection Percentage Tax Year 2025 As of 9/30/2025	Last Year Collection Percentage Tax Year 2024 As of 9/30/2024
General Tax	0.00	35,010,586.93	-9,809.37	0.00	-981.41	34,999,796.15	-14,276,143.29	20,723,652.86	40.79%	39.34
Fire Districts	0.00	5,465,751.12	-1,850.85	0.00	-181.36	5,463,718.91	-2,038,392.61	3,425,326.30	37.31%	35.30
Landfill User Fee	0.00	3,390,000.00	-13,982.44	0.00	-6.20	3,376,011.36	-1,231,825.64	2,144,185.72	36.49%	35.51
TOTAL:	**0.00**	**43,866,338.05**	**-25,642.66**	**0.00**	**-1168.97**	**43,839,526.42**	**-17,546,361.54**	**26,293,164.88**	**40.02%**	**38.54**

Macon County Tax Office
5 West Main Street
Franklin, NC 28734

Phone: (828) 349-2149
draby@maconnc.org

TO: MACON COUNTY COMMISSIONERS

FROM: Macon County Tax Collector's Office
Delena Raby, Tax Collections Supervisor

DATE: October 6, 2025

RE: Releases for September 2025

Attached please find the report of property tax releases for real estate and personal property that require your approval in order to continue with the process of releasing these amounts from the tax accounts. Please feel free to contact me if you should have any questions. The report of releases in alphabetical order is attached.

AMOUNT OF RELEASES FOR SEPTEMBER, 2025: $ 7,061.33

NAME	BILL NUMBER	Release Reason	OPER	DATE/TIME	DISTRICT	VALUE	AMOUNT
159114	2025-302828	DY:0RP:7439367276	LAS	12/31/9999 8:48:37 AM			
HIGHLANDS CASHIERS LAND TRUST, INC		CLERICAL ERROR					
					G01 ADVLTAX	1,158,700.00	3,128.49
					F10 ADVLTAX	1,158,700.00	221.31
05 HIGHLANDS		PROPERTY SHOULD HAVE BEEN EXEMPT				Total Releases:	3,349.80
115556	2024-203207	DY: PERSONAL PROPERTY	LAS	12/31/9999 8:49:28 AM			
CAFE ENTERPRISES INC DBA FATZ CAFE		CLERICAL ERROR					
					G01 ADVLTAX	190,566.00	514.53
					F01 ADVLTAX	190,566.00	133.40
12 FRANKLIN CITY		BUSINESS CLOSED AUGUST 2023				Total Releases:	647.93
117479	2025-410401	DY:21 PERSONAL PROPERTY	LAS	12/31/9999 8:57:05 AM			
SMOKY MOUNTAIN CENTER		CLERICAL ERROR					
					F01 ADVLTAX	129.00	0.07
					G01 ADVLTAX	129.00	0.52
					G01 PEN FEE	129.00	0.21
					F01 PEN FEE	129.00	0.03
12 FRANKLIN CITY		AUDIT ADJUSTMENT ON VALUE				Total Releases:	0.83
117479	2025-410398	DY:24 PERSONAL PROPERTY	LAS	12/31/9999 8:58:55 AM			
SMOKY MOUNTAIN CENTER		CLERICAL ERROR					
					G01 ADVLTAX	136.00	0.37
					F01 ADVLTAX	136.00	0.10
					F01 PEN FEE	136.00	0.01
					G01 PEN FEE	136.00	0.04
12 FRANKLIN CITY		AUDIT ADJUSTMENT ON VALUE				Total Releases:	0.52
117479	2025-410399	DY:23 PERSONAL PROPERTY	LAS	12/31/9999 9:00:21 AM			
SMOKY MOUNTAIN CENTER		CLERICAL ERROR					
					G01 ADVLTAX	136.00	0.37
					G01 PEN FEE	136.00	0.07
					F01 ADVLTAX	136.00	0.07
					F01 PEN FEE	136.00	0.01
12 FRANKLIN CITY		AUDIT ADJUSTMENT ON VALUE				Total Releases:	0.52
117479	2025-410402	DY:20 PERSONAL PROPERTY	LAS	12/31/9999 9:05:20 AM			
SMOKY MOUNTAIN CENTER		CLERICAL ERROR					
					F01 ADVLTAX	123.00	0.07
					G01 ADVLTAX	123.00	0.46
					G01 PEN FEE	123.00	0.23
					F01 PEN FEE	123.00	0.03
12 FRANKLIN CITY		AUDIT ADJUSTMENT ON VALUE				Total Releases:	0.79

NAME	BILL NUMBER	Release Reason	OPER	DATE/TIME	DISTRICT	VALUE	AMOUNT
155936	2025-60078	DY:0RP:6531142406	LAS	12/31/9999 2:30:16 PM			
GROSSER, VINCENT D		CLERICAL ERROR					
					G01 ADVLTAX	208,485.00	562.91
					F05 ADVLTAX	208,485.00	101.53
08 CARTOOGECHAYE		OA WAS NOT APPLIED TO THE BILL				Total Releases:	664.44
160210	2025-76045	DY:0RP:6587582845	LAS	12/31/9999 2:31:07 PM			
SHEPHERD, MICHELLE		CLERICAL ERROR					
					G01 ADVLTAX	45,000.00	121.50
					F08 ADVLTAX	45,000.00	35.10
11 COWEE		DV WAS NOT APPLIED TO THE BILL				Total Releases:	156.60
61203	2025-61216	DY:0RP:6553175442	DLR	12/31/9999 2:42:10 PM			
OBRIEN, VINCENT		CLERICAL ERROR					
					G01 NSF FEE	0.00	25.00
08 CARTOOGECHAYE		Release NSF Fee-DR				Total Releases:	25.00
137641	2025-82485	DY:0RP:6596916247	LAS	12/31/9999 3:30:12 PM			
GREEN, GEORGE		CLERICAL ERROR					
					L01 FFEEFEE	0.00	120.00
02 MILLSHOAL		ONE OF THE LANDFILL FEES SHOULD NOT HAVE BEEN APPLIED TO THE BILL				Total Releases:	120.00
150887	2025-80531	DY:0RP:6595204190	LAS	12/31/9999 3:57:32 PM			
DDK PARIVAR, LLC		CLERICAL ERROR					
					L01 FFEEFEE	0.00	1,680.00
12 FRANKLIN CITY		LANDFILL FEES APPLIED INCORRECTLY TO THE BILL				Total Releases:	1,680.00
70247	2025-89254	DY:0RP:7504650462	LAS	12/31/9999 4:30:27 PM			
LATHROP, MARK		CLERICAL ERROR					
					G01 ADVLTAX	55,000.00	148.50
					L01 FFEEFEE	55,000.00	120.00
					F04 ADVLTAX	55,000.00	26.40
03 ELLIJAY		HOUSE ONLY 50% COMPLETE				Total Releases:	294.90
143949	2025-56571	DY:0RP:6488794639	LAS	12/31/9999 4:33:24 PM			
AMASWAZI, INC		CLERICAL ERROR					
					L01 FFEEFEE	0.00	120.00
07 SMITHBRIDGE		NO LANDFILL FEE ON OUTBUILDING				Total Releases:	120.00
Total Taxes - Release:							7,061.33