

# Macon County



## MACON COUNTY BOARD OF COMMISSIONERS SEPTEMBER 9, 2025 6 P.M. AGENDA

1. Call to order and welcome by Chairman Young

2. 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.

3. Moment of Silence

4. Pledge of Allegiance

5. Public Hearing – **6 p.m.**

(A) Consideration of Assuming Powers and Duties of the Macon County Board of Health Pursuant to North Carolina General Statute §153A-77

NOTE: The board may choose to take action on this matter immediately following the close of the public hearing.

6. Additions to agenda

7. Public Comment Period

8. Adjustments to and approval of the agenda

9. Reports/Presentations - None

10. Old Business

(A) Update on Burningtown-Iotla Fire Department – Mr. Cabe

(B) Discussion on Solid Waste – Interim Director Jaimie Picou

Old Business – Continued

- (C) Discussion and Clarification of the Terms of the Proposed Lease for Nantahala Community Development Club – Mr. Cabe
- (D) Update on the Boardwalk on the Greenway at Suli Marsh – County Manager Warren Cabe

11. New Business

- (A) Discussion and Approval of Funding Increase for eDispatches Electronic Notification of Emergency Responders for Smartphones and Fire Reporting Software – Communications Director Todd Seagle
- (B) 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 – HR Director Tammy Keezer

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 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 – no action necessary

13. Appointments

- (A) Macon County Board of Health (2 seats)

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: SEPTEMBER 9, 2025**

We have one public hearing on the agenda, for the consideration of assuming the powers and duties of the Macon County Board of Health Pursuant to North Carolina General Statute §153A-77. A copy of the notice of public hearing is included in the packet and was published in the July 23, 2025 edition of *The Franklin Press*.

Following the close of the public hearing, the board may take action.

County Attorney Eric Ridenour can provide additional guidance and information as needed.

**§ 153A-77. Authority of boards of commissioners over commissions, boards, agencies, etc.**

(a) In the exercise of its jurisdiction over commissions, boards and agencies, the board of county commissioners may assume direct control of any activities theretofore conducted by or through any commission, board or agency by the adoption of a resolution assuming and conferring upon the board of county commissioners all powers, responsibilities and duties of any such commission, board or agency. This section shall apply to the board of health, the social services board, area mental health, developmental disabilities, and substance abuse area board or any other commission, board or agency appointed by the board of county commissioners or acting under and pursuant to authority of the board of county commissioners of said county except as provided in G.S. 153A-76. A board of county commissioners exercising the power and authority under this subsection may, notwithstanding G.S. 130A-25, enforce public health rules adopted by the board through the imposition of civil penalties. If a public health rule adopted by a board of county commissioners imposes a civil penalty, the provisions of G.S. 130A-25 making its violation a misdemeanor shall not be applicable to that public health rule unless the rule states that a violation of the rule is a misdemeanor. The board of county commissioners may exercise the power and authority herein conferred only after a public hearing held by said board pursuant to 30 days' notice of said public hearing given in a newspaper having general circulation in said county.

The board of county commissioners may also appoint advisory boards, committees, councils and agencies composed of qualified and interested county residents to study, interpret and develop community support and cooperation in activities conducted by or under the authority of the board of county commissioners of said county.

A board of county commissioners that has assumed direct control of a local health board after January 1, 2012, and that does not delegate the powers and duties of that board to a consolidated health service board shall appoint an advisory committee consistent with the membership described in G.S. 130A-35.

(b) In the exercise of its jurisdiction over commissions, boards, and agencies, the board of county commissioners of a county having a county manager pursuant to G.S. 153A-81 may:

- (1) Consolidate certain provisions of human services in the county under the direct control of a human services director appointed and supervised by the county manager in accordance with subsection (e) of this section;
- (2) Create a consolidated human services board having the powers conferred by subsection (c) of this section;
- (3) Create a consolidated county human services agency having the authority to carry out the functions of any combination of commissions, boards, or agencies appointed by the board of county commissioners or acting under and pursuant to authority of the board of county commissioners, including the local health department, the county department of social services, or the area mental health, developmental disabilities, and substance abuse services authority; and
- (4) Assign other county human services functions to be performed by the consolidated human services agency under the direction of the human services director, with policy-making authority granted to the consolidated human services board as determined by the board of county commissioners.

(c) A consolidated human services board appointed by the board of county commissioners shall serve as the policy-making, rule-making, and administrative board of the consolidated human services agency. The consolidated human services board shall be



composed of no more than 25 members. The composition of the board shall reasonably reflect the population makeup of the county and shall include:

- (1) Eight persons who are consumers of human services, public advocates, or family members of clients of the consolidated human services agency, including: one person with mental illness, one person with a developmental disability, one person in recovery from substance abuse, one family member of a person with mental illness, one family member of a person with a developmental disability, one family member of a person with a substance abuse problem, and two consumers of other human services.
- (1a) Notwithstanding subdivision (1) of this subsection, a consolidated human services board not exercising powers and duties of an area mental health, developmental disabilities, and substance abuse services board shall include four persons who are consumers of human services.
- (2) Eight persons who are professionals, each with qualifications in one of these categories: one psychologist, one pharmacist, one engineer, one dentist, one optometrist, one veterinarian, one social worker, and one registered nurse.
- (3) Two physicians licensed to practice medicine in this State, one of whom shall be a psychiatrist.
- (4) One member of the board of county commissioners.
- (5) Other persons, including members of the general public representing various occupations.

The board of county commissioners may elect to appoint a member of the consolidated human services board to fill concurrently more than one category of membership if the member has the qualifications or attributes of more than one category of membership.

All members of the consolidated human services board shall be residents of the county. The members of the board shall serve four-year terms. No member may serve more than two consecutive four-year terms. The county commissioner member shall serve only as long as the member is a county commissioner.

The initial board shall be appointed by the board of county commissioners upon the recommendation of a nominating committee comprised of members of the preconsolidation board of health, social services board, and area mental health, developmental disabilities, and substance abuse services board. In order to establish a uniform staggered term structure for the board, a member may be appointed for less than a four-year term. After the subsequent establishment of the board, its board shall be appointed by the board of county commissioners from nominees presented by the human services board. Vacancies shall be filled for any unexpired portion of a term.

A chairperson shall be elected annually by the members of the consolidated human services board. A majority of the members shall constitute a quorum. A member may be removed from office by the county board of commissioners for (i) commission of a felony or other crime involving moral turpitude; (ii) violation of a State law governing conflict of interest; (iii) violation of a written policy adopted by the county board of commissioners; (iv) habitual failure to attend meetings; (v) conduct that tends to bring the office into disrepute; or (vi) failure to maintain qualifications for appointment required under this subsection. A board member may be removed only after the member has been given written notice of the basis for removal and has had the opportunity to respond.

A member may receive a per diem in an amount established by the county board of commissioners. Reimbursement for subsistence and travel shall be in accordance with a policy set by the county board of commissioners. The board shall meet at least quarterly. The chairperson or three of the members may call a special meeting.

- (d) The consolidated human services board shall have authority to:
- (1) Set fees for departmental services based upon recommendations of the human services director. Fees set under this subdivision are subject to the same restrictions on amount and scope that would apply if the fees were set by a county board of health, a county board of social services, or a mental health, developmental disabilities, and substance abuse area authority.
  - (2) Assure compliance with laws related to State and federal programs.
  - (3) Recommend creation of local human services programs.
  - (4) Adopt local health regulations and participate in enforcement appeals of local regulations.
  - (5) Perform regulatory health functions required by State law.
  - (6) Act as coordinator or agent of the State to the extent required by State or federal law.
  - (7) Plan and recommend a consolidated human services budget.
  - (8) Conduct audits and reviews of human services programs, including quality assurance activities, as required by State and federal law or as may otherwise be necessary periodically.
  - (9) Advise local officials through the county manager.
  - (10) Perform public relations and advocacy functions.
  - (11) Protect the public health to the extent required by law.
  - (12) Perform comprehensive mental health services planning if the county is exercising the powers and duties of an area mental health, developmental disabilities, and substance abuse services board under the consolidated human services board.
  - (13) Develop dispute resolution procedures for human services contractors and clients and public advocates, subject to applicable State and federal dispute resolution procedures for human services programs, when applicable.

Except as otherwise provided, the consolidated human services board shall have the powers and duties conferred by law upon a board of health, a social services board, and an area mental health, developmental disabilities, and substance abuse services board.

Local employees who serve as staff of a consolidated county human services agency are subject to county personnel policies and ordinances only and are not subject to the provisions of the North Carolina Human Resources Act, unless the county board of commissioners elects to subject the local employees to the provisions of that Act. All consolidated county human services agencies shall comply with all applicable federal laws, rules, and regulations requiring the establishment of merit personnel systems.

(e) The human services director of a consolidated county human services agency shall be appointed and dismissed by the county manager with the advice and consent of the consolidated human services board. The human services director shall report directly to the county manager. The human services director shall:

- (1) Appoint staff of the consolidated human services agency with the county manager's approval.
- (2) Administer State human services programs.
- (3) Administer human services programs of the local board of county commissioners.
- (4) Act as secretary and staff to the consolidated human services board under the direction of the county manager.
- (5) Plan the budget of the consolidated human services agency.
- (6) Advise the board of county commissioners through the county manager.

- (7) Perform regulatory functions of investigation and enforcement of State and local health regulations, as required by State law.
- (8) Act as an agent of and liaison to the State, to the extent required by law.
- (9) Appoint, with the county manager's approval, an individual that meets the requirements of G.S. 130A-40(a).

Except as otherwise provided by law, the human services director or the director's designee shall have the same powers and duties as a social services director, a local health director, or a director of an area mental health, developmental disabilities, and substance abuse services authority.

(f) Repealed by Session Laws 2012-126, s. 1, effective June 29, 2012. (1973, c. 454, ss. 1-21/2; 1985, c. 589, s. 56; c. 754, s. 1; 1987, c. 217, ss. 1, 2; 1995 (Reg. Sess., 1996), c. 690, s. 3; 2001-120, s. 1; 2012-126, s. 1; 2013-382, s. 9.1(c).)

# **MACON COUNTY BOARD OF COMMISSIONERS**

## **AGENDA ITEM**

### **CATEGORY – OLD BUSINESS**

**MEETING DATE: SEPTEMBER 9, 2025**

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

10(B). Ms. Picou will provide an update on Solid Waste.

10(C). Mr. Cabe requests that the board review the revisions requested for the lease proposed for the Nantahala Community Development Club at the August meeting. A copy of the revised lease is included in the agenda packet.

10(D). Mr. Cabe will provide an update on concerns about the boardwalk area and options available.

STATE OF NORTH CAROLINA  
COUNTY OF MACON

MEETING ROOM LEASE AGREEMENT

THIS LEASE AGREEMENT, made and entered into this the \_\_\_\_ day of \_\_\_\_\_, 2025, by and between the COUNTY of MACON, a political subdivision of the State of North Carolina, hereinafter, "County," and NANTAHALA COMMUNITY DEVELOPMENT CLUB, a North Carolina non-profit corporation with its principal place of business in Macon County, North Carolina, hereinafter, "Nantahala."

WITNESSETH:

WHEREAS, the County is the owner of that approximate 1.36-acre tract or parcel of land located at 36 White Oak Lane, Topton, Macon County, North Carolina, bearing PIN 6526271654 and more particularly described in Book Z-40, Page 93 of the Macon County, Registry.

WHEREAS, Nantahala holds its regular meetings in the conference room located in the northern half of the structure located upon the above referenced parcel.

WHEREAS, in the opinion of the duly elected Board of Commissioners of the County of Macon, it has been determined that there is presently not a foreseen need for the use of said property for public purposes of the County; and

WHEREAS, the Board of Commissioners of the County of Macon has found that the conference/meeting room located in the northern half of the structure is currently surplus to the COUNTY's needs; and

WHEREAS, upon Resolution duly approved by the Board of Commissioners of the County of Macon, the execution of this Agreement has been approved; and

WHEREAS, Nantahala desires to lease the hereinafter described real estate, and improvements thereupon, and has agreed to maintain the property, clean it after every use, and allow the public entry to attend their meetings and gatherings during this time, pursuant to the terms set forth herein.

NOW, THEREFORE, for and in consideration of the matters and things to be performed by the NANTAHALA, hereinafter enumerated, the COUNTY does hereby let and lease unto NANTAHALA and the NANTAHALA does hereby lease from the COUNTY, the following described property, to-wit:

The conference/meeting room located in the northern half of the structure located on that approximate 1.36 acre tract or parcel of land, with an address of 36A White Oak Lane, Topton, Macon County, North Carolina, bearing PIN 6526271654 that

consists of the conference room and kitchen together with shared use of the restrooms with the Nantahala Public Library located within the same structure. The land on which the structure is located is more particularly described in Book Z-40, Page 93 of the Macon County, Registry. hereinafter the "leased premises,"

**The terms and conditions of this Agreement are as follows:**

1. The term of this Lease shall be for a period of one year, and shall begin on \_\_\_\_\_ 2025, and unless sooner terminated as hereinafter provided, shall terminate on \_\_\_\_\_, 2026.
2. As rental for the Leased Premises, NANTAHALA shall pay unto the COUNTY an annual rental of One Dollar (\$1.00), the same to be payable in advance upon the execution hereof. In addition, NANTAHALA shall be responsible for cleaning the conference room, bathrooms and kitchen and shall keep the grounds picked up and free from rubbish.
3. The Leased Premises shall be used for public "recreation" as that term is defined by N.C. Gen. Stat. § 160A-352 ("Recreation" means activities that are diversionary in character and aid in promoting entertainment, pleasure, relaxation, instruction, and other physical, mental and cultural development and leisure time experiences).
4. NANTAHALA shall provide substantial recreational opportunities to the public within the Leased Premises and shall make the Leased Premises open and available to members of the general public's use.
5. NANTAHALA agrees to perform its obligations herein in a nondiscriminatory fashion appropriate for public activity and there shall be no discrimination based on race, sex, national origin, religion or otherwise.
6. NANTAHALA shall provide routine and general housekeeping maintenance necessary to maintain the Leased Premises in good, clean and attractive condition. COUNTY shall be responsible for substantial maintenance such as HVAC and roof repair.
7. NANTAHALA shall make no changes or alterations to the Lease Premises without the prior written approval of the COUNTY.
8. NANTAHALA understands and agrees that the Leased Premises are located within the same structure containing the Nantahala Public Library, hereinafter "Library," that the bathroom facilities within the structure are shared with the Library and that employees of the Library are to be provided with a key or coded badge to access the Leased Premises for the use, recreation and public events sponsored by the Library.
9. NANTAHALA shall maintain an online calendar with the Library and shall communicate and work in harmony with the Library in scheduling events within the Leased Premises. **If the Library needs access to the Leased Premises at a time that was not previously scheduled, the Library is expected to give notice to Nantahala at, or if possible, prior to, the time that access is made.**
10. No portion of the Leased Premises shall be sub-leased without the prior written approval of the COUNTY, except NANTAHALA may charge a reasonable use fee of \$10 per hour

for private gatherings and meetings not otherwise open to the public, except no fee shall be charged when the Leased Premises are used by the Library.

11. NANTAHALA agrees to save the COUNTY harmless from all claims for damages to person or property occurring in or on the leased Premises and shall indemnify COUNTY for any damage caused by other persons in or upon the leased Premises or caused by operation in construction of any private, public or quasi-public works.

12. Should NANTAHALA default in its obligations under this Agreement, then and in that event, the COUNTY shall have the right to take immediate possession of the Premises, without prejudice to any and all other rights it may have to enforce the terms and provisions hereof.

13. At the end of the term, NANTAHALA shall return the Premises to the COUNTY, in as good a condition as when NANTAHALA took possession of the same, as improved and repaired pursuant to the prior provisions hereof, ordinary wear and tear expected.

14. This Agreement shall be terminable at will by either part, by giving written notice of the intention to terminate, with 30 days prior to the date of termination.

15. All notices required hereby shall be given by mail as follows:

As to the COUNTY:

Macon County Manager  
5 West Main Street, Courthouse Annex  
Franklin, NC 28734

As to NANTAHALA:

Attn. Steve Bigos  
sbigos@earthlink.net

IN WITNESS WHEREOF, the COUNTY has signed this agreement in its name by its Chairman, attested by its County Manager and Clerk to the Board, and its corporate seal to be hereunto affixed, pursuant to action authorized by its governing Board,

COUNTY OF MACON

By: \_\_\_\_\_  
Josh Young, Chairman

ATTEST:

\_\_\_\_\_  
Warren Cabe, County Manager  
and Clerk to the Board



IN WITNESS WHEREOF, NANTAHALA has signed this agreement in its name by its Chairperson, and its corporate seal to be hereunto affixed, pursuant to action authorized by its governing Board.

NANTAHALA COMMUNITY DEVELOPMENT CLUB

By: \_\_\_\_\_  
Steve Bigos, its Authorized Representative

# **MACON COUNTY BOARD OF COMMISSIONERS**

## **AGENDA ITEM**

### **CATEGORY – NEW BUSINESS**

**MEETING DATE: SEPTEMBER 9, 2025**

11(A). Mr. Seagle is requesting approval of an increase in the cost of a budgeted service that has historically cost about \$4,500 annually. The Latest invoice increased by \$8,000 without notice.

11(B). A recent legislative change will require counties and cities to conduct SBI criminal history record checks for applicants offered a position if the position requires the applicant to work with children in any capacity. There will be several policy changes and additions needed to meet this new requirement, which becomes effective October 1, 2025. The agreement with the SBI to gain access to the Criminal History Information System (CHIS) has been accepted, and HR staff are in the process of completing training on the system, updating policies, and developing procedures. This change does not impact current employees in their current position, but could potentially impact all new hires and current employees who change positions, and prohibits new employees from beginning work until the criminal history check results have been received. The current turnaround time for the SBI is two weeks, but with the implementation of this new process statewide, the delay will most likely increase, delaying the hiring and onboarding process. Ms. Keezer is requesting approval to make the necessary policy and procedural changes necessary to meet these requirements.

## Coates' Canons NC Local Government Law

### New Criminal History Record Check Requirements for Some County and City Job Applicants

**Published: 08/26/25**

**Author: Kristi Nickodem**

A new state law ([Session Law 2025-16](#)) enacted this summer will soon require all counties and cities in North Carolina to subject all applicants for positions that require working with children in any way to criminal history record checks conducted by the North Carolina State Bureau of Investigation (SBI). Read on to learn more about these new requirements, which are effective October 1, 2025.

#### **What does the new law require counties and cities to do?**

The new requirements for counties and cities are found in Part IV of [Session Law 2025-16](#). For counties, the new statute is G.S. 153A-94.2(b). For cities, the new statute is G.S. 160A-164.2(b). Both new statutes impose the same requirements.

If a position being filled by a county or city “requires an applicant for employment to work with children in any capacity,” every board of commissioners and city council must require the applicant, if offered the position, to be subject to a criminal history record check conducted by the SBI. These checks must be conducted in accordance with [G.S. 143B-1209.26](#), the statute which authorizes the SBI to provide a fingerprint-based state and national criminal record check to cities and counties.

#### **How does this new requirement interact with existing state law regarding criminal history record checks for city and county employees?**

For two decades, [G.S. 153A-94.2](#) has authorized (but not required) boards of county commissioners to subject applicants for employment of any kind to a criminal history record check conducted by the SBI. [G.S. 160A-164.2](#) has given the same authority to city councils.

These existing provisions remain in effect, and they continue to allow local governing boards to require applicants to undergo criminal history record checks. What’s new from [S.L. 2025-16](#), as of October 1, is that local governing boards *must* require applicants for positions that will involve working with children to undergo a criminal history record check—regardless of whether the local governing board has such a requirement for other categories of applicants. Counties and cities should review their personnel policies and ordinances to ensure that the new requirements regarding positions that require working with children are properly reflected.

#### **To which city or county positions will these new requirements apply?**

This is the big question. The new statutory provisions—G.S. 153A-94.2(b) and G.S. 160A-164.2(b)—do not provide a list of covered positions. Instead, they simply state that these requirements apply to any position that “requires an applicant...to work with children in any capacity.”

The word “children” is not defined in these statutes. However, it would seem reasonable to assume that it aligns with the definition of “juvenile” in North Carolina’s Juvenile Code, which includes any person who is not yet 18 years old and is not married, emancipated, or a member of the Armed Forces. [G.S. 7B-101\(14\)](#).

Cities and counties will have to determine which applicants are covered by considering the expected job duties of each specific

position and whether those job duties *require* working with children in any way. It seems apparent that these new statutory provisions will apply to any position where the employee will be responsible, to any extent, for supervising, transporting, interviewing, teaching, coaching, helping, or caring for individuals under the age of 18. In the local government context, this will likely include social workers, nurses and other medical staff, parks and recreation staff, EMS employees, librarians, and other roles, each depending on the nature of the specific position's required job duties.

### **What must a city or county provide to the SBI for the criminal history record check?**

When requesting a criminal history record check for an applicant, [G.S. 143B-1209.26](#) requires a city or county to provide to the SBI:

- The fingerprints of the applicant;
- A form signed by the applicant consenting to the criminal record check and use of fingerprints and other identifying information required by the State and National Repositories of Criminal Histories;
- and any additional information required by the SBI.

An SBI website explaining the steps a county or city must take to access criminal history record information is available here: [NCSBI – Agency Access Agreement](#). Counties and cities should read and follow these steps carefully, including ensuring that any employee who may obtain or access criminal history record information understands and will comply with the terms of the SBI's agency access agreement.

For questions about the process, contact information for the SBI's Access Integrity Unit is available here: [NCSBI – Employers/NC Licensing Entities](#). More information about applicant fingerprinting is available here: [NCSBI – Fingerprinting](#).

### **How does the SBI criminal history record check process work?**

The SBI uses fingerprints to search the state criminal history record file and forwards a set of fingerprints to the Federal Bureau of Investigation for a national criminal history record check. Counties and cities must pay a fee to cover the cost of the SBI's record check process (currently, \$38 for the combined national/state record check).

The city or county must keep all information that it obtains through the background check process confidential. [G.S. 143B-1209.26](#).

### **When should this occur during the county or city's hiring process?**

A criminal history record check must only occur *after* the county or city has extended a conditional offer of employment to an applicant, pending the results of the check. In other words, a local government should not seek to run a criminal history record check *prior to* making a conditional offer for employment, nor should the local government wait until *after* an applicant has already started working in the position before seeking the criminal history record check.

### **When does this new requirement for counties and cities go into effect?**

These requirements become effective October 1, 2025, and apply to offers of employment made on or after that date.

### **Do these new provisions require counties to get criminal history record checks for their *current* employees who work with children (i.e., employees hired prior to October 1, 2025)?**

No, the requirements do not apply retroactively. They only apply to offers of employment made on or after October 1.

### **What if a county or municipal employee is not *initially* hired into a position that requires working with children, but later transitions into such a position? Do these requirements apply at that time?**

The statutes contemplate that an "applicant for employment" for a position that requires working with children must be subject to a

criminal record history check. Accordingly, the answer as to when these requirements apply to a position change during the course of employment likely depends on whether an existing county or city employee is considered an “applicant” for a different position within the county or city. For example, a county might post a position that requires working with children and have multiple internal and external candidates apply for that position. If one of those internal candidates is the preferred applicant for the role, then the new G.S. 153A-94.2(b) arguably requires the county to subject the internal candidate (as an “applicant”) to a criminal history record check after making the candidate a conditional offer.

**Do these new requirements apply to unpaid volunteers?**

No. The new statutory provisions only apply to “applicant[s] for employment.”

**May an applicant request a copy of their own criminal history record information?**

Yes. By law, each individual has a right to review their own criminal history record information to ensure that it is complete and accurate. *See* [14B NCAC 18B .0404](#); [28 C.F.R. 20.34](#). The SBI has more information about how an individual may obtain a copy of their own state or national criminal history record here: [NCSBI – Personal Review](#).

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Coates Canons

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# **MACON COUNTY BOARD OF COMMISSIONERS**

## **AGENDA ITEM**

### **CATEGORY – CONSENT AGENDA**

#### **MEETING DATE: SEPTEMBER 9, 2025**

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

Item 12B. Budget Amendments #56-70 are attached for your review and approval. (Lori Carpenter)

Item 12C. Grant project ordinance amendment WAP FY 2026. (Lori Carpenter)

Item 12D. Approval of Renewal of Lease for Gem and Mineral Society of Franklin (Warren Cabe)

Item 12E. Approval of Purchase of a Rollback Truck for the Macon County Garage (Warren Cabe)

Item 12F. Tax releases for the month of August 2025 in the amount of \$25,994.28, per the attached memorandum from Tax Collections Supervisor Delena Raby.

Item 12G. The settlement report for 2024 taxes, as required by state statute, from Tax Collections Supervisor Delena Raby.

Item 12H. A copy of the ad valorem tax collection report as of August 31, 2025. Report only. No action is necessary. (Delena Raby)



**MACON COUNTY BOARD OF COMMISSIONERS  
AUGUST 12, 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)** Ms. Keezer announced that county offices will be closed on Monday, September 1, 2025, in observance of the Labor Day holiday.

**(B)** Ms. Keezer shared that Macon County Maintenance and Parks and Recreation Department employees were recognized on August 12, 2025, for the outstanding work done at the Veterans' Memorial Park.

**(C)** Mr. Cabe announced a Public Hearing is scheduled for September 9, 2025, for the purpose of considering whether the Board of Commissioners would adopt the health department as a department within the county pursuant to NCGS 153A-77.

**(D)** Mr. Cabe reported that the Board of Health voted at their last meeting to meet monthly instead of every other month, so their next meeting will be August 26, 2025, at 6:15 p.m.

**(E)** 828 Treasure Quest fundraiser for KIDS Place - Alisha Ashe, Executive Director of Kids Place, Kellie Burns, Event Coordinator, and Lee Cloer with 828 Vibes provided an overview of the fundraiser, which will be held on Saturday, October 11, 2025.

**(F)** Mr. Cabe announced that the Community Funding Pool funding application is live on the web page.

**(G)** Mr. Cabe said the Highlands School renovation project is on schedule, and that the Franklin High School (FHS) parking lot should be paved by the end of the week, and that the FHS project is also on schedule

**(H)** Mr. Cabe reported that the Board of Education wants to schedule a joint meeting in the near future.

**(I)** Mr. Shields announced that the LBJ Job Corps painted the eagle at the Veterans Memorial Park and was recognized at the Veterans Memorial Park this morning.

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

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

**PUBLIC HEARING(S):** None

**ADDITIONS AND ADJUSTMENTS TO THE AGENDA:** Commissioner Shearl requested to add item 10E under Old Business, Discussion on Operations of Solid Waste, and item 10F under Old Business, Update on Animal Services, to the agenda.

**PUBLIC COMMENT PERIOD:** **Vickie Sanders** spoke about Burningtown-Iotla Fire Department (BIFD) membership, training, and the open house event. She said they have done everything that has been asked of them, and she hopes the community continues to have the BIFD. **Matt Jackson** spoke about the Board of Health and said to fix the problems, but do not tear down the whole structure. Focus on real solutions and not overreach. **Betsy Baste** said Animal Control Officers do not have enough force in issues with animal abuse and neglect, but if they were employees of the Sheriff's Department. The officers could do more. She stated that she wants to advocate for the Pawsitive Animal Volunteers who want to take over the shelter.

**APPROVAL OF THE AGENDA:** Upon a motion by Commissioner Breeden, seconded by Commissioner Antoine, the board voted unanimously to approve the agenda, as adjusted.

#### **REPORTS/PRESENTATIONS:**

**PRESENTATION AND UPDATE ON CENTER OPERATIONS AT LBJ JOB CORPS** - Vickie Sutton, Academic Manager, gave an overview of the LBJ Job Corps center and programs offered. Keith Bowers, Business Liaison, spoke about career readiness and transition to the workforce.

**PROGRESS REPORT FROM THE HUMAN RESOURCES DEPARTMENT** - HR and Safety Director Tammy Keezer introduced the Macon County Human Resource staff. HR Analyst Nina Parrott shared a PowerPoint presentation about the new real-time application process.

#### **OLD BUSINESS:**

**DISCUSSION ON ADDITION TO VETERANS MEMORIAL AT THE NANTAHALA COMMUNITY BUILDING/LIBRARY** - Nantahala Community Member Susan Carpenter shared a PowerPoint presentation of the vision for an additional, larger memorial. She requested permission from the board to move forward. Commissioner Shields made a motion, seconded by Commissioner Breeden, for Ms. Carpenter to proceed with the design and purchase as requested. The vote was unanimous.

**DISCUSSION ON USE AND OCCUPANCY OF MULTI-USE ROOM AT NANTAHALA COMMUNITY BUILDING AND LIBRARY** - Mr. Cabe indicated there was information in the agenda packet regarding the lease proposed by the Nantahala Community Development Club (NCDC), which includes a standard one-year lease option and a per-day lease option. Attorney Ridenour explained both lease options and said he hoped the per-day lease option would be acceptable to the state bingo authority. NCDC Chairman Steve Bigos said he was happy with the one-year lease and that NCDC cut the fee in half, and added the fee schedule in the version he provided. Commissioner Shearl commented that the lease stipulates the facility is to be used for community activities, and that reserving the facility for a private individual or family should not take priority over a community activity. Commissioner Breeden



said he thinks the cleanest idea is to do the daily lease because the community club meets only once a month, with the library taking over the calendar. Librarian Abby Hardison said the library space is limited, library staff are present six days a week, and they have to rely on someone from the NCDC to come in and grant them access to the space, making it difficult to plan. She said that having freedom of access would be beneficial to them in planning community activities more easily and frequently. Commissioner Young said we have discussed this for two months, and we need to make a decision. He indicated that two things must happen for him to support the lease: the library must have a key, and he would like to see claw-back provisions in the lease. Commissioner Antoine said he agrees with the terms Commissioner Young presented. Commissioner Breeden made a motion, seconded by Commissioner Antoine, to enter into a lease on a per-day basis, with the building open to the library, the library maintaining the schedule, and the library having a key to the building. In the discussion, Attorney Ridenour inquired about specific days and times required by the NCDC for Bingo, which was followed by Mr. Bigos' suggestion to disregard the lease and bingo, and instead let the library operate as it has been. Mr. Cabe said that if the NCDC does not have a lease, they cannot charge a fee for a building they do not own or lease, nor can the county provide the supplies. Commissioner Breeden withdrew his motion, stating that we do not need a lease and will operate as usual, with the library having a key for access to the NCDC side to conduct programs they have scheduled on the calendar. Commissioner Shearl made a motion, seconded by Commissioner Young, to enter into a one-year lease with NCDC, with the library having a key, a clawback clause, and a fee schedule. After further discussion, Attorney Ridenour clarified the lease details and said he would amend the lease for approval. The vote was 4-1 with Commissioners Shearl, Young, Antoine, and Shields in favor of the motion, and Commissioner Breeden opposed.

**UPDATE ON BURNINGTOWN-IOTLA FIRE DEPARTMENT** - Fire Marshal Jimmy Teem gave an update on inspections, membership, deficiencies, and probation status. Commissioner Shearl provided an update on the events that occurred during a recent drill, noting that there was significant resistance to the drill. He described the intent of the drill and how it is supposed to operate, and indicated that Cowee Volunteer Fire and Rescue has covered the calls in the BIFD district for the last 18 months, so the insurance rates are not impacted. Commissioner Shearl said he has no proof that BIFD can handle its district. Chief Kenneth McCaskill provided an update indicating that reports are completed on Thursday nights, and there are currently no deficient reports in the computer system. He spoke about the inspection drill and how he felt it put his community in danger. Commissioner Antoine said he realizes this is a highly emotional issue, that he views it as a safety issue, and stated that he is not hearing that if lives are on the line, they can be saved. Commissioner Shearl referred to a probationary period for members, as per their bylaws, stating that a number of the members on their roster are on probation and therefore cannot participate in calls. Chief McCaskill said those bylaws were suspended ten weeks ago, and every member has the appropriate turnout gear. He said the department was eligible to come off probation in December, but they had a missed call around the first of January, so the probation started over. Chief McCaskill said there are communication system issues, and they do not get all calls. After further discussion, Commissioner Shearl made a motion, seconded by Commissioner Antoine, to suspend the contract for BIFD. A discussion ensued about the process for contracting with another department for coverage and taking over the BIFD district, as well as merger options. The vote was 2 to 3, with Commissioners Young and Shearl in favor of the motion, and Commissioners Shields, Antoine, and Breeden opposed. Commissioner Shearl inquired whether Cowee Volunteer Fire and Rescue is still obligated to respond to calls for the BIFD district, and Mr. Cabe clarified that BIFD is still under probation, but that the decision would be made by the

board. Cowee Volunteer Fire and Rescue Assistant Chief Larry Pickens said they are unwilling to cover the calls without compensation because they have already done so for 13 months. There was a unanimous board consensus to leave BIFD on probation with monthly updates provided.

At 9:07 p.m., Chairman Young called a five-minute recess and reconvened the meeting at 9:17 p.m.

**CONTINUED DISCUSSION ON EXPANDED ACCESS TO ALCOHOLIC BEVERAGES THROUGH REGULATED ON- AND OFF-PREMISES SALES –**

Mr. Cabe said there was a draft resolution in the agenda packet, and that if the board were to decide they wanted to move forward, they would need to approve that resolution. He said Attorney Ridenour would also need to know which election ballot the board wanted to put the resolution on. Attorney Ridenour said if the board wanted to allow liquor sales, the County would have to operate an ABC store and put that on the ballot as well. Otherwise, beer and wine sales would be covered. He explained the resolution and the ballot process. Commissioner Breeden made a motion, seconded by Commissioner Shields, to adopt a resolution for a referendum for on- and off-premises sales to be included on the 2026 general election ballot [\[Attachment 1\]](#). The vote was unanimous.

**UPDATE ON SOLID WASTE** - Mr. Cabe informed board members that he and the Interim Director have been working through the process, that some processes were already in place to look at Cell 2A and 2B, hauling, etc. He said the engineers put this out to bid, and the cost estimates were above what the predictions were, and that he has asked the engineers to go back to the lowest qualified bidder to validate the bid and see if we could split off Cell 2A, as well as some other options he had discussed with Interim Director Jaimie Picou. Mr. Cabe indicated that the rough estimate for hauling is \$ 5,000 per day, plus tipping fees. He noted that with the construction project now expected to be about a month behind schedule, he thinks we should release an RFP for hauling that includes the tipping fees. Mr. Cabe hopes to have more information at the September meeting.

**UPDATE ON ANIMAL SERVICES** – Mr. Cabe said we had one proposal to the RFP from a volunteer group requesting to operate the animal shelter, and that he had sent it to the Board of Health members. He said it will take some time to review the improvement requests in the proposal and that he needs to gather some people to have a more in-depth discussion, possibly arriving at an answer by the September meeting.

**NEW BUSINESS:**

**DISCUSSION REGARDING SWAIN COUNTY AND MACON COUNTY PROPERTY BOUNDARY –**

Tax Administrator Abby Braswell said she was requesting approval for a geodetic survey of the county line between Macon and Swain County and explained the process. She said there are nine houses that are going to be affected. Attorney Ridenour gave a shout-out to the Tax and Mapping departments in both Macon and Swain for their work in making this happen. Commissioner Breeden made a motion, seconded by Commissioner Breeden, to approve the joint agreement as requested. The vote was unanimous.

**Consideration of Revision to Article VI, Section 2 of the Macon County Personnel Policy Regarding Hospital and Medical Insurance Upon Retirement –**

Mr. Cabe said he is supposed to be working on a salary and benefit study, but there is a policy that we want board input on, and he thinks a change in this would help with recruitment. He said we are proposing ten

consecutive years with Macon County to be eligible for health benefits for mid-career folks upon retirement, to help with recruitment, but we are open to suggestions. He said there is a cost associated with this change, but we cannot determine that at this time because there are constant changes in how long people stay, how many people come, etc. Mr. Cabe said if this is approved, we can come back and review based on the impact. Commissioner Breeden said he likes the ten years and noted that we had discussed this for recruitment and retention, and the financial offset is probably pretty close. Commissioner Breeden made a motion, seconded by Commissioner Antoine, to approve the revision as presented. The vote was 4-1 with Commissioners Breeden, Antoine, Shields, and Young voting in favor of the motion, and Commissioner Shearl opposed.

**DISCUSSION ON EVALUATION OF ROOF REPAIR NEEDS AT SCC MOBILE CLASSROOMS** – Planning, Permitting, and Development Director Joe Allen said during the budget process, there was discussion about roofing for the SCC mobile classrooms, and the board had requested he conduct an evaluation. Mr. Allen stated that the roofs need repair and provided pictures showing some of the issues. He also shared three quotes he has obtained, indicating that the total cost will be around \$14,819, which is significantly lower than the original request by SCC, which was \$40,000. Mr. Cabe clarified that payment for the repairs is the responsibility of SCC. Commissioner Shields made a motion, seconded by Commissioner Breeden, to approve the roof repairs as recommended. The vote was unanimous.

**CONSENT AGENDA:** Upon a motion by Commissioner Shearl, seconded by Commissioner Breeden, the board voted unanimously to approve the consent agenda as presented, which includes: (A) Minutes of the July 8, 2025, regular meeting, (B) Budget Amendments #10-36, (C) Renewal of Franklin Chamber Contract, (D) Renewal of Highlands Chamber Contract, (E) Reapproval/Reaffirm NC Statewide Mutual Aid Agreement, (F) Approval of Revised Voluntary Shared Leave Policy, (G) Approval of Revised Personnel Records Policy, (H) Tax releases for the month of July 2025 in the amount of \$1,746.00, (I) Monthly ad valorem tax collection report – no action necessary.

#### **APPOINTMENTS:**

**Macon County Board of Health (3 seats)** – Mr. Cabe stated that there were two resignations on the Board of Health at their last meeting, and we immediately posted the vacancies. He said this did not allow a lot of time to receive applications, but we brought the applications we received. Mr. Cabe talked about the vacancies and the concern that the Board of Health maintain a quorum. There was some discussion about Commissioner Shearl serving as a voting member of the Board of Health in a liaison capacity, and Commissioner Breeden was appointed as a non-voting liaison; however, the board could appoint Commissioner Breeden to a vacant general public seat if they chose. Commissioner Shearl made a motion, seconded by Commissioner Antoine, to appoint Commissioner Breeden as a voting member filling the optometrist/general public vacancy. The vote was unanimous. Commissioner Young requested that we reopen the applications for two to three weeks, and Commissioner Breeden asked that we vet the physician currently serving on the board in a general public seat to determine if he qualified for the vacant physician seat.

**CLOSED SESSION:** At 10:14 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 regarding pending litigation. At 10:20 p.m., upon a motion by

Commissioner Shearl, seconded by Commissioner Breeden, the board voted unanimously to come out of closed session and return to open session.

**ADJOURN:** With no other business, at 10:23 p.m., upon a motion from Commissioner Shearl, seconded by Commissioner Breeden, the board voted unanimously to adjourn.

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Warren Cabe  
Ex Officio Clerk to the Board

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Josh Young  
Board Chair

August 26, 2025

DEPARTMENT: DSS  
EXPLANATION: 24-25 Adoption Promotion Program Funds

CLERK

CLERK



DEPARTMENT: HEALTH

Explanation: Moving Medicaid Cost Settlement funds to Dental Operating Supplies to cover the cost of the Acknowledge Design Plan required by the State Radiation Division, and the purchase of supplies for the new dental unit.

[illegible]

PREPARED BY

REQUESTED BY DEPARTMENT HEAD

RECOMMENDED BY FINANCE OFFICER

APPROVED BY COUNTY MANAGER

## ACTION BY BOARD OF COMMISSIONERS

APPROVED AND ENTERED ON MINUTES DATED

CLERK

AMENDMENT # 55

Date: 8/12/2025

DEPARTMENT: HEALTH

Explanation: Received AA122 Hurricane Helen Essential Functions Support Funds, Activity Code 230333, 2B0HHEL, 20H0000012

[illegible]

PREPARED BY Melissa Butner

REQUESTED BY DEPARTMENT HEAD Karl M. Hale

RECOMMENDED BY FINANCE OFFICER Don Cas

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 9/9/25

APPROVED AND ENTERED ON MINUTES DATED

CLERK



DEPARTMENT: HEALTH

Explanation: Moving Family Planning Medicaid Cost Settlement funds into the Family Planning Long Acting Method line for the purchase of birth control methods.

[illegible]

PREPARED BY Melissa Kutev

REQUESTED BY DEPARTMENT HEAD WILL McVane

RECOMMENDED BY FINANCE OFFICER 

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS

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

CLERK

DEPARTMENT: HEALTH

Explanation: Moving funds from Medicaid Cost Settlement funds to Child Health Contracted Services line to cover contract with TytoCare for the school based telehealth program.

[illegible]

PREPARED BY Melissa Gutzer

REQUESTED BY DEPARTMENT HEAD Keith M. Lee

RECOMMENDED BY FINANCE OFFICER 

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 9/9/25

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

CLERK

MACON COUNTY BUDGET AMENDMENT  
AMENDMENT # 58

Date: 8/29/2025

DEPARTMENT: HEALTH

Explanation: Moving funds from Medicaid Cost Settlement funds to Child Health Captial Equipment for the purchase of two photoscreeners.

[illegible]

PREPARED BY

REQUESTED BY DEPARTMENT HEAD

RECOMMENDED BY FINANCE OFFICER

APPROVED BY COUNTY MANAGER

### ACTION BY BOARD OF COMMISSIONERS

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

CLERK

MACON COUNTY BUDGET AMENDMENT  
AMENDMENT # 59

DEPARTMENT: HEALTH

EXPLANATION: Agreement Addendum for FY26 was increased by \$94,566.  
Need to be increase revenues and expenditures by this amount.

ACCOUNT	DESCRIPTION	INCREASE	DECREASE
115125-555106	Contracted Services	25,975	
115125-556011	Operating Supplies	60,291	
115125-558901	Travel	8,300	
113511-426001	Tobacco Grant	94,566	

PREPARED BY: Judy Bell

REQUESTED BY DEPARTMENT HEAD Kathleen H. Hester

RECOMMENDED BY FINANCE OFFICER Don Cas

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

ACTION BY BOARD OF COMMISSIONERS 9/9/25

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

CLERK \_\_\_\_\_



MACON COUNTY BUDGET AMENDMENT  
AMENDMENT # 60

DEPARTMENT: HEALTH

EXPLANATION: State Contract was reduced by \$20,000. Need to decrease revenues and expenditures by this amount.

ACCOUNT	DESCRIPTION	INCREASE	DECREASE
115128-565031	MDPP Grant		20,000
113511-426007	MDPP Grant		20,000

PREPARED BY:

Judy Beell

REQUESTED BY DEPARTMENT HEAD

Kathleen Hara

RECOMMENDED BY FINANCE OFFICER

Don Coe

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS

9/9/25

APPROVED AND ENTERED ON MINUTES DATED

CLERK

CLERK

EXPLANATION

FIRE RESCUE TRAINING CENTER/GROVES SCIENCE ROOM EXPANSION

CLERK

AMENDMENT #	63
DEPARTMENT	SCC
EXPLANATION	ROLL FORWARD CAPITAL FROM FY25

REQUESTED BY DEPARTMENT HEAD	<i>SCE</i>
RECOMMENDED BY FINANCE OFFICER	<i>Sam Carver</i>
APPROVED BY COUNTY MANAGER	
ACTION BY BOARD OF COMMISSIONERS	<i>9/9/2025</i>
APPROVED & ENTERED ON MINUTES DATED	
CLERK	



CLERK

MACON COUNTY BUDGET AMENDMENT  
AMENDMENT # 65


FROM: Lindsay Leopard

DEPARTMENT: Sheriff's Office

EXPLANATION: Appropriate funds for invoice not paid in FY25. PO was liquidated in error (thought it was a duplicate order).

[illegible]

REQUESTED BY DEPARTMENT HEAD Dwight Holbrook

RECOMMENDED BY FINANCE OFFICER 

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 9/9/25

APPROVED AND ENTERED ON MINUTES DATED

CLERK

MACON COUNTY BUDGET AMENDMENT

FROM: Lindsay Leopard

DEPARTMENT: Sheriff's Office

EXPLANATION: Appropriate proceeds from fixed asset sales.

[illegible]

REQUESTED BY DEPARTMENT HEAD: Dwight Helms

RECOMMENDED BY FINANCE OFFICER 

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 9/9/25

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

CLERK

MACON COUNTY BUDGET AMENDMENT

FROM: Leigh Tabor

DEPARTMENT: Veteran Services

EXPLANATION: Smoky Mountain Veteran Stand Down

[illegible]

REQUESTED BY DEPARTMENT HEAD Leigh Tabor 3-19-2025

RECOMMENDED BY FINANCE OFFICER 

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

ACTION BY BOARD OF COMMISSIONERS 9/9/25

APPROVED AND ENTERED ON MINUTES DATED

CLERK

# MACON COUNTY BUDGET AMENDMENT

AMENDMENT # 108

FROM: Leigh Tabor

DEPARTMENT: Veteran Services

EXPLANATION: Donation for Smoky Mountain Veteran Stand Down

[illegible]

REQUESTED BY DEPARTMENT HEAD Leigh Tabor

RECOMMENDED BY FINANCE OFFICER 

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS 9/9/25

APPROVED AND ENTERED ON MINUTES DATED

CLERK



# MACON COUNTY BUDGET

AMENDMENT # 69 DOE Initial Increase

FROM: Beau Bishop

DEPARTMENT: HOUSING

EXPLANATION: INITIAL BUDGET

ACCOUNT		DESCRIPTION	LINE ITEM	
		DOE WAP	INCREASE	DECREASE
ORG	ITEM			
513831	447294	REVENUE	12,058.21	
515941	550001	SALARY		
	550201	MEDICARE/FICA		
	550203	HOSPITALIZATION		
	550206	LIFE INSURANCE		
	550207	RETIREMENT-GENERAL		
	550701	COUNTY 401K		
	556030	T&TA	75.98	
	556031	DOE Readiness		
	556034	WAP PROG OP	8811.05	
	556035	WAP H & S	1976.53	
	569520	ADMIN	1194.65	
Totals			12058.21	

REQUESTED BY DEPARTMENT HEAD

RECOMMENDED BY FINANCE OFFICER

APPROVED BY COUNTY MANAGER

ACTION BY BOARD OF COMMISSIONERS

APPROVED AND ENTERED ON MINUTES DATED

CLERK

*Beau Bishop*

*Sen. W.*

9/9/25

CLERK

**MACON COUNTY, NORTH CAROLINA  
GRANT PROJECT ORDINANCE AMENDMENT  
WEATHERIZATION ASSISTANCE PROGRAM FY 2026**

BE IT ORDAINED by the Macon County Board of Commissioners, Macon County, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby amended:

SECTION 1. The project authorized is a Weatherization Assistance Program and a Heating and Air Repair and Replacement Program administered through the NC Department of Environmental Quality.

SECTION 2. The officers of this unit are hereby directed to proceed with the grant project within the requirements of N.C.G.S. 159-26 and the budget contained herein.

SECTION 3. The following amounts are appropriated for the project:

Weatherization Services DOE	\$128,303.25
Weatherization Services DHHS	223,813.22
HARRP Services DHHS	<u>113,517.33</u>
Total	\$465,633.80

SECTION 4. The following revenues are anticipated to be available to complete the project:

DOE WX Funds	\$128,303.25
DHHS LIHEAP WX Funds	223,813.22
DHHS HARRP Funds	<u>113,517.33</u>
Total	\$465,633.80

SECTION 5. The Finance Director is hereby directed to maintain within the grant project fund sufficient specific detailed accounting records to satisfy the requirements of N.C.G.S. 159-26.

SECTION 6. Copies of this grant project ordinance shall be furnished to the County Manager and the Finance Director for direction in carrying out this project.

ADOPTED this 9<sup>th</sup> day of September 2025.

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Josh Young, Chairman  
Board of Commissioners



**STATE OF NORTH CAROLINA  
COUNTY OF MACON**

**LEASE AGREEMENT**

**THIS LEASE AGREEMENT**, made and entered into this the \_\_\_\_ day of \_\_\_\_\_, 202\_\_, by and between the **COUNTY of MACON**, a political subdivision of the State of North Carolina, ("**COUNTY**"), and the **GEM & MINERAL SOCIETY OF FRANKLIN, N.C.**, a North Carolina non-profit corporation with its principal place of business being in the Town of Franklin, Macon County, North Carolina, ("**GEM & MINERAL SOCIETY OF FRANKLIN, N.C.**, ").

**WITNESSETH:**

**WHEREAS**, the COUNTY is the owner of the hereinafter described tract or parcel of land, upon which is located at the old Macon County Jail Building, including the Sheriff's living quarters, located at 25 Phillips Street, in the Town of Franklin, Macon County, North Carolina ("**the Premises**"); and

**WHEREAS**, the GEM & MINERAL SOCIETY OF FRANKLIN, N.C., has previously rented the Premises for a term of five (5) years, during which major improvements to the building were made, and has agreed to maintain the Premises in a good condition and to provide for the public, free of charge, gem and mineral and Indian artifact displays; and

**WHEREAS**, in the opinion of the duly elected Board of Commissioners of the County of Macon, it has been determined that said property, in its present condition, is not necessary for any public purpose of the County, and that there is no presently foreseen need for the use of said property for public purposes of the County during the term of this Lease; and

**WHEREAS**, the Board of Commissioners of the county of Macon has found said property to be currently surplus to the COUNTY's needs; and

**WHEREAS**, upon Resolution duly approved by the Board of Commissioners of the County of Macon, the execution of this Agreement has been approved; and

**WHEREAS**, the GEM & MINERAL SOCIETY OF FRANKLIN, N.C., desires to lease the hereinafter described real estate, and improvements thereupon, and has agreed to maintain the same and keep it open as a museum, available to the public, pursuant to the terms hereof;

**NOW, THEREFORE**, for and in consideration of the matters and things to be performed by the GEM & MINERAL SOCIETY OF FRANKLIN, N.C., hereinafter enumerated, the COUNTY does hereby let and lease unto the GEM & MINERAL SOCIETY OF FRANKLIN, N.C., and the GEM & MINERAL SOCIETY OF FRANKLIN, N.C., does hereby rent and take from the COUNTY, the following described property, to-wit:

All that certain tract of parcel of land, lying and being in the Town of Franklin, Macon County, North Carolina, on the west side of Phillips Street, and being more particularly described as follows:

BEGINNING at a concrete monument near the northwest corner of The Macon County Jailhouse, as the same is shown on the survey and Plat entitled Rankin Square, as surveyed by Gardner v. Holden, Registered Land Surveyor, under date of August 5, 1976, which plat is recorded in the office of the Register of Deeds for Macon County, North Carolina, in Plat Book 4 at page 128; runs thence from said Point of Beginning, South 18 degrees 55 minutes East 63.40 feet to the northwest corner of the old Library building; thence with the north wall of the same, North 71 degrees 05 minutes East approximately 48 feet to the west margin of the sidewalk along Phillips Street; thence with the west margin of said sidewalk, North 19 degrees 37 minutes 05 seconds East 63.32 feet to a point near the northeast corner of the old Jailhouse building; thence South 71 degrees 09 minutes West approximately 48 feet to the point of BEGINNING.

**The terms and conditions of this Agreement are as follows:**

1. The term of this Lease shall begin as of the beginning of \_\_\_\_\_, 202\_\_, and unless sooner terminated as hereinafter provided, shall continue through and including the \_\_\_\_\_, 202\_\_

2. As rental for the Leased Premises, the GEM & MINERAL SOCIETY OF FRANKLIN, N.C. shall pay unto the COUNTY an annual rental of Ten Dollars (\$10.00), the same to be payable in advance upon the execution hereof. In addition, the Gem & Mineral Society of Franklin, N.C. will annually pay the following as additional rent:

A        The Leased Premises shall be used for public "recreation" as that term is defined by N.C. Gen. Stat. § 160A-352 ("Recreation" means activities that are diversionary in character and

aid in promoting entertainment, pleasure, relaxation, instruction, and other physical, mental and cultural development and leisure time experiences) throughout each year of the lease;

B It shall provide substantial recreational opportunities to the general public at such location in the nature of those which it has heretofore provided at such location and which are consistent with definition of "recreation" as that term is defined in N.C. Gen. Stat. § 160A-352 throughout each year of the lease;

C It shall make the leased premises open and available to members of the general public during reasonable days and hours for "recreation" as that term is defined by N.C. Gen. Stat § 160A-352 for the period between \_\_\_\_\_, 202\_\_\_\_, and the end of \_\_\_\_\_, 202\_\_\_\_, and it shall in fact provide substantial recreational opportunities to the general public at such location and during such hours throughout each year of the lease;

D It agrees to perform its obligations in such lease in a nondiscriminatory fashion appropriate for public activity and there shall be no discrimination by Sublessee on the basis of race, sex, national origin, religion or otherwise throughout each year of the lease; and

E It shall account to Macon County for its uses of resources provided by Lessor to it and for its uses of the leased premises in accordance with A, B, C and D above throughout each year of the lease.

3. The GEM & MINERAL SOCIETY OF FRANKLIN, N.C., shall have the right and shall be obligated to perform at its sole cost, all repairs to the interior of said building, and the roof thereof, as shall be required to keep the same in a safe and usable condition.

4. The GEM & MINERAL SOCIETY OF FRANKLIN, N.C., shall, at its sole cost and expense, provide all maintenance necessary to maintain the leased Premises and all portions thereof in good, same and attractive condition.

5. The GEM & MINERAL SOCIETY OF FRANKLIN, N.C., shall make no structural changes or alterations to exterior of the improvements upon the Premises without the prior written approval of the COUNTY.

6. The GEM & MINERAL SOCIETY OF FRANKLIN, N.C., shall, at its sole cost and expense, further make all improvements which may be required to insure that the Premises comply with all governmental requirements, including but not limited to the Americans with Disabilities Act.

7. Neither all nor any portion of the leased Premises shall be sub-leased without the prior written approval of the COUNTY.

8. The GEM & MINERAL SOCIETY OF FRANKLIN, N.C., shall pay all charges for the furnishings of utilities to the leased Premises, the charges therefor to be billed to the GEM & MINERAL SOCIETY OF FRANKLIN, N.C., and in no way billed or charged to the COUNTY.

9. The COUNTY shall not be liable for any damage to property of the GEM & MINERAL SOCIETY OF FRANKLIN, N.C., or property of other parties, or for damage to persons, whether employees or customers, having property upon or being upon the leased Premises, nor for the loss of or damage to any property or person, by theft or otherwise. The COUNTY shall not be liable for any injury or damage to the demised Premises, persons or property resulting from fire, explosion, deficiency in the structure or any other cause of whatsoever nature; and the GEM & MINERAL SOCIETY OF FRANKLIN, N.C., agrees to save the COUNTY harmless from all claims for damages to person or property occurring in or on the leased Premises; nor shall the COUNTY be liable for any such damage caused by other persons in or upon the leased Premises or caused by operation in construction of any private, public or quasi-public works; nor shall the COUNTY be liable for any latent defects in the demised Premises. During the term of this Lease, the respective parties may carry such fire, liability and extended coverage for the benefit of both parties, with minimum limits of \$100,000.00 - \$300,000.00, and shall carry landlord-tenant standard fire and extended coverage insurance, in the maximum insurable value of the improvements upon the Premises: All proceeds from the respective insurance policies other than those required to be carried by the GEM & MINERAL SOCIETY OF FRANKLIN, N.C., (in the event of loss) shall be payable to the owner thereof, without claim of or by the other party or its insurer.

10. Should the GEM & MINERAL SOCIETY OF FRANKLIN, N.C., fail to pay the rent, as herein specified, or otherwise default in its obligations under this Agreement, then and in that event, the COUNTY shall have the right to take immediate possession of the Premises, without prejudice to any and all other rights it may have to collect rent, or otherwise enforce the terms and provisions hereof.

11. At the end of the term, the GEM & MINERAL SOCIETY OF FRANKLIN, N.C., shall return the Premises to the COUNTY, in as good a condition as when the GEM & MINERAL SOCIETY OF FRANKLIN, NC, took possession of the same, as improved and repaired pursuant to the prior provisions hereof, ordinary wear and tear expected.

12. This Agreement shall be terminable at will by either part, by the giving of written notice of the intention to terminate, at least sixty (60) days prior to the date of termination.

13. All notices required hereby shall be given by mail as follows:

As to the COUNTY:

County of Macon  
Attn: County Manager  
5 West Main Street, Courthouse Annex  
Franklin, NC 28734

As to the GEM & MINERAL SOCIETY OF FRANKLIN, N.C.:

Gem & Mineral Society of Franklin, N.C.  
25 Phillips Street  
Franklin, NC 28734

**IN TESTIMONY WHEREOF**, the COUNTY has caused these presents to be signed in its name by its Chairman, attested by its County Manager, Ex-Officio Clerk to the Board, and its corporate seal to be hereunto affixed, all pursuant to action authorized by its governing Board, and the GEM & MINERAL SOCIETY OF FRANKLIN, N.C., has caused these presents to be signed in its corporate name by its President, attested by its Secretary, and its corporation seal to be hereunto affixed, all pursuant to action of its Board of Directors, in duplicate originals, one of which is retained by each of the parties, the date and year first above written.

COUNTY OF MACON

By: \_\_\_\_\_

Josh Young  
Chairman, Board of Commissioners

ATTEST:

\_\_\_\_\_  
Warren Cabe,  
Clerk to the Board, Ex Officio

GEM & MINERAL SOCIETY OF FRANKLIN, N.C.,  
a North Carolina non-profit corporation

By: \_\_\_\_\_  
President

ATTEST:

(CORPORATE SEAL)

\_\_\_\_\_  
Secretary

**Macon County Garage**  
**Bid No. 4250-01 - Rollback Tow Truck**

opened Wednesday 9/3/2025 @ 4:00 p.m.

	Make	Wrecker/Carrier	Year	Total Bid
Auto Equipment, Inc.	Freightliner	Century	2026	137,000.00
Velocity Truck Centers	Freightliner	Century	2026	144,291.53

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



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

TO:           MACON COUNTY COMMISSIONERS

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

DATE:       September 03, 2025

RE:           Releases for August 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 AUGUST, 2025:                               \$ 25,994.88



NAME	BILL NUMBER	Release Reason	OPER	DATE/TIME	DISTRICT	VALUE	AMOUNT
62814	2025-300956	DY:0RP:6594438673	LAS	12/31/9999 4:47:48 PM			
ANDY BERRY & SONS INC		CLERICAL ERROR					
					G01 ADVL TAX	274,490.00	741.12
					F01 ADVL TAX	274,490.00	192.14
12 FRANKLIN CITY		ADJUSTMENTS WERE NOT APPLIED			Total Releases:		933.26
81744	2025-79368	DY:0RP:6594080657	LAS	12/31/9999 12:48:56 PM			
BERTKE, RANDALL C		CLERICAL ERROR					
					G01 ADVL TAX	74,340.00	240.04
					F01 ADVL TAX	74,340.00	62.23
					L01 FFEEFEE	74,340.00	70.49
12 FRANKLIN CITY		STORAGE INACCURATELY LISTED AS A DWELLING			Total Releases:		372.76
149462	2025-69534	DY:0RP:6580642307	LAS	12/31/9999 8:03:02 AM			
BOVA, ARLENE		CLERICAL ERROR					
					G01 ADVL TAX	137,560.00	371.41
					L01 FFEEFEE	137,560.00	120.00
					F03 ADVL TAX	137,560.00	94.92
07 SMITHBRIDGE		NOT 100% COMPLETE			Total Releases:		586.33
45915	2025-72809	DY:0RP:6584442227	LAS	12/31/9999 10:56:19 AM			
BRYSON, SUSIE S.		CLERICAL ERROR					
					G01 ADVL TAX	185,600.00	501.12
					F01 ADVL TAX	185,600.00	129.92
01 FRANKLIN		DWMH IS PERSONAL PROPERTY			Total Releases:		631.04
45915	2025-72809	DY:0RP:6584442227	LAS	12/31/9999 9:45:42 AM			
BRYSON, SUSIE S.		CLERICAL ERROR					
					L01 FFEEFEE	0.00	120.00
01 FRANKLIN		DWMH IS PERSONAL PROPERTY - FORGOT TO REMOVE LANDFILL FEE			Total Releases:		120.00
158539	2025-75330	DY:0RP:6586503751	LAS	12/31/9999 9:16:43 AM			
BURRELL, KENNETH E		CLERICAL ERROR					
					G01 ADVL TAX	23,300.00	62.91
					F01 ADVL TAX	23,300.00	16.31
01 FRANKLIN		CARPORT REMOVED IN 2024			Total Releases:		79.22
159743	2025-300827	DY:0RP:6594339419	LAS	12/31/9999 1:17:47 PM			
CAMPBELL REAL ESTATE GROUP, LLC		CLERICAL ERROR					
					L02 FFEEFEE	0.00	12,000.00
12 FRANKLIN CITY		ONLY HAS ONE BUILDING, SHOULD ONLY BE \$120			Total Releases:		12,000.00
157821	2025-301661	DY:0RP:6582264400	LAS	12/31/9999 12:57:50 PM			
CRAINE, SELMA K TRUST		CLERICAL ERROR					

						G01 ADVLTAX	92,643.00	250.14
						F02 ADVLTAX	92,643.00	49.84
						Total Releases:		299.98
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01 FRANKLIN		OA WAS NOT APPLIED TO THE BILL - TRANSFERRED TO A TRUST						
18618	2025-203801	DY: PERSONAL PROPERTY	LAS	12/31/9999 3:20:38 PM				
D&L BODY SHOP		CLERICAL ERROR						
						G01 ADVLTAX	25,563.00	69.02
						G01 PEN FEE	25,563.00	6.90
						F01 ADVLTAX	25,563.00	17.89
						F01 PEN FEE	25,563.00	1.79
						Total Releases:		95.60
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12 FRANKLIN CITY		CORRECTING LISTING PER AUDIT FINDINGS						
75811	2025-77418	DY:ORP:6591198009	DLR	12/31/9999 10:00:12 AM				
DAVISON, HALLIE		CLERICAL ERROR						
						G01 NSF FEE	0.00	25.00
						Total Releases:		25.00
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07 SMITHBRIDGE								
153472	2025-102469	DY:ORP:7551637827	LAS	12/31/9999 9:31:00 AM				
DENT, PAUL		CLERICAL ERROR						
						G01 ADVLTAX	556,312.00	1,502.04
						F10 ADVLTAX	556,312.00	106.26
						Total Releases:		1,608.30
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05 HIGHLANDS		DWELLING BURNED						
142162	2025-203660	DY: PERSONAL PROPERTY	LAS	12/31/9999 8:37:12 AM				
DLP WESTERN CAROLINA		CLERICAL ERROR						
						G01 ADVLTAX	204,313.00	551.65
						F01 ADVLTAX	204,313.00	143.02
						Total Releases:		694.67
<hr/>								
12 FRANKLIN CITY		BUSINESS LISTED LEASED EQUIPMENT THEY DID NOT OWN						
56955	2016-75547	DY: RP:6586781298	LAS	12/31/9999 11:00:43 AM				
DONALDSON, MARTHA C		CLERICAL ERROR						
						G01 ADVLTAX	23,302.00	81.32
						F01 ADVLTAX	23,302.00	10.37
						Total Releases:		91.69
<hr/>								
01 FRANKLIN		BUILDING WAS ASSESSED INACCURATELY						
56955	2017-75547	DY: RP:6586781298	LAS	12/31/9999 11:01:42 AM				
DONALDSON, MARTHA C		CLERICAL ERROR						
						G01 ADVLTAX	23,302.00	81.32
						F01 ADVLTAX	23,302.00	12.70
						Total Releases:		94.02
<hr/>								
01 FRANKLIN		BUILDING WAS ASSESSED INACCURATELY						
56955	2018-75547	DY: RP:6586781298	LAS	12/31/9999 11:02:21 AM				
DONALDSON, MARTHA C		CLERICAL ERROR						
						G01 ADVLTAX	23,302.00	81.32
						F01 ADVLTAX	23,302.00	12.70
						Total Releases:		94.02
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01 FRANKLIN		BUILDING WAS ASSESSED INACCURATELY						

56955	2019-75547	DY: RP:6586781298	LAS	12/31/9999 11:02:54 AM			
DONALDSON, MARTHA C		CLERICAL ERROR					
					F01 ADVL TAX	14,343.00	7.82
					G01 ADVL TAX	14,343.00	53.74
01 FRANKLIN		BUILDING WAS ASSESSED INACCURATELY			Total Releases:		61.56
56955	2020-75547	DY: RP:6586781298	LAS	12/31/9999 11:03:39 AM			
DONALDSON, MARTHA C		CLERICAL ERROR					
					F01 ADVL TAX	14,343.00	7.82
					G01 ADVL TAX	14,343.00	53.74
01 FRANKLIN		BUILDING WAS ASSESSED INACCURATELY			Total Releases:		61.56
56955	2021-75547	DY: RP:6586781298	LAS	12/31/9999 11:11:48 AM			
DONALDSON, MARTHA C		CLERICAL ERROR					
					G01 ADVL TAX	48,900.00	195.60
					F01 ADVL TAX	48,900.00	26.65
01 FRANKLIN		BUILDING WAS ASSESSED INACCURATELY			Total Releases:		222.25
56955	2022-75547	DY:0RP:6586781298	LAS	12/31/9999 11:08:20 AM			
DONALDSON, MARTHA C		CLERICAL ERROR					
					G01 ADVL TAX	48,900.00	195.60
					F01 ADVL TAX	48,900.00	34.23
01 FRANKLIN		BUILDING WAS ASSESSED INACCURATELY			Total Releases:		229.83
56955	2023-75547	DY:0RP:6586781298	LAS	12/31/9999 11:06:52 AM			
DONALDSON, MARTHA C		CLERICAL ERROR					
					G01 ADVL TAX	87,890.00	237.30
					F01 ADVL TAX	87,890.00	46.05
01 FRANKLIN		BUILDING WAS ASSESSED INACCURATELY			Total Releases:		283.35
56955	2024-75547	DY:0RP:6586781298	LAS	12/31/9999 11:07:28 AM			
DONALDSON, MARTHA C		CLERICAL ERROR					
					G01 ADVL TAX	87,890.00	237.30
					F01 ADVL TAX	87,890.00	61.52
01 FRANKLIN		BUILDING WAS ASSESSED INACCURATELY			Total Releases:		298.82
142166	2023-53132	DY: PERSONAL PROPERTY	LAS	12/31/9999 2:09:35 PM			
ECOLOGICAL INSULATION OF		CLERICAL ERROR					
					G01 ADVL TAX	4,274.00	11.54
					G01 PEN FEE	4,274.00	1.15
					F03 ADVL TAX	4,274.00	2.95
					F03 PEN FEE	4,274.00	0.30
07 SMITHBRIDGE		COMPANY DISSOLVED DECEMBER 22, 2021 PER NCDSS			Total Releases:		15.94
142166	2024-53132	DY: PERSONAL PROPERTY	LAS	12/31/9999 2:10:25 PM			
ECOLOGICAL INSULATION OF		CLERICAL ERROR					



						G01 ADVL TAX	3,508.00	9.47
						G01 PEN FEE	3,508.00	0.95
						F03 ADVL TAX	3,508.00	2.42
						F03 PEN FEE	3,508.00	0.24
07 SMITHBRIDGE		COMPANY DISSOLVED DECEMBER 22, 2021 PER NCDSS				Total Releases:		13.08
142166	2022-53132	DY: PERSONAL PROPERTY	LAS	12/31/9999 2:03:42 PM				
ECOLOGICAL INSULATION OF		CLERICAL ERROR						
						G01 ADVL TAX	5,017.00	20.07
						G01 PEN FEE	5,017.00	2.01
						F03 ADVL TAX	5,017.00	5.02
07 SMITHBRIDGE		COMPANY DISSOLVED DECEMBER 22, 2021 PER NCDSS				Total Releases:		27.10
142166	2025-53132	DY: PERSONAL PROPERTY	LAS	12/31/9999 2:11:21 PM				
ECOLOGICAL INSULATION OF		CLERICAL ERROR						
						G01 ADVL TAX	2,821.00	7.62
						F03 ADVL TAX	2,821.00	1.95
07 SMITHBRIDGE		COMPANY DISSOLVED DECEMBER 22, 2021 PER NCDSS				Total Releases:		9.57
141199	2025-71261	DY:0RP:6582675801	LAS	12/31/9999 3:13:55 PM				
ELKINS, KENNETH J.		CLERICAL ERROR						
						L01 FFEEFEE	0.00	120.00
01 FRANKLIN		BUILDING IS NO LONGER COMMERCIAL				Total Releases:		120.00
158242	2025-56510	DY:0RP:6488720199	LAS	12/31/9999 8:20:27 AM				
GARRISON, FELICE		CLERICAL ERROR						
						G01 ADVL TAX	187,490.00	506.22
						F03 ADVL TAX	187,490.00	129.37
07 SMITHBRIDGE		OA WAS NOT APPLIED TO THE BILL AFTER THE PARCEL WAS TRANSFERRED				Total Releases:		635.59
153567	2025-301277	DY:0RP:7418299090	LAS	12/31/9999 3:22:19 PM				
HIGHLANDS 2.0, LLC		CLERICAL ERROR						
						G01 ADVL TAX	9,300.00	25.11
						F06 ADVL TAX	9,300.00	3.89
06 FLATS		BUILDING REMOVED JANUARY 2024				Total Releases:		29.00
68966	2025-83725	DY: PERSONAL PROPERTY	LAS	12/31/9999 12:49:45 PM				
HOLLAND, BRIAN		CLERICAL ERROR						
						G01 ADVL TAX	28,190.00	76.11
						L01 FFEEFEE	28,190.00	120.00
						F11 ADVL TAX	28,190.00	23.65
02 MILLSHOAL		MOBILE HOME WAS REMOVED FROM THE PROPERTY				Total Releases:		219.76
68966	2024-83725	DY: PERSONAL PROPERTY	LAS	12/31/9999 1:05:34 PM				

HOLLAND, BRIAN		CLERICAL ERROR							
						G01 ADVL TAX	28,190.00	76.11	
						L01 FFEFEE	28,190.00	120.00	
						F11 ADVL TAX	28,190.00	23.65	
02 MILLSHOAL		MOBILE HOME WAS REMOVED FROM THE PROPERTY				Total Releases:		219.76	
79832	2025-72657	DY:0RP:6584279431	LAS	12/31/9999 10:58:37 AM					
HOLLY, JUANITA A		CLERICAL ERROR							
						G01 ADVL TAX	32,130.00	86.75	
						F01 ADVL TAX	32,130.00	22.49	
01 FRANKLIN		PROPERTY DID NOT GET TRANSFERRED				Total Releases:		109.24	
140265	2025-92152	DY:0RP:7508204407	LAS	12/31/9999 3:17:15 PM					
KNOPP, ALLEN P.		CLERICAL ERROR							
						G01 ADVL TAX	0.00	8.05	
						L01 FFEFEE	0.00	111.95	
11 COWEE		DWELLING ONLY 40% COMPLETE - SHOULD NOT HAVE BEEN BILLED A LANDFILL FEE				Total Releases:		120.00	
155868	2025-85507	DY:0RP:7439285411	LAS	12/31/9999 3:23:06 PM					
LOTT, J DAN		CLERICAL ERROR							
						G01 ADVL TAX	122,580.00	330.97	
						F10 ADVL TAX	122,580.00	23.41	
05 HIGHLANDS		INCORRECT VALUE				Total Releases:		354.38	
155632	2025-85445	DY:0RP:7439188392	LAS	12/31/9999 3:25:28 PM					
LUCAS, DAVID K TRUST		CLERICAL ERROR							
						G01 ADVL TAX	97,530.00	263.33	
						F10 ADVL TAX	97,530.00	18.63	
05 HIGHLANDS		CORRECTED THE VALUE				Total Releases:		281.96	
153770	2025-93186	DY:0RP:7513416610	LAS	12/31/9999 4:45:37 PM					
MARTIN, ANDREW L		CLERICAL ERROR							
						G01 ADVL TAX	89,850.00	242.60	
						F04 ADVL TAX	89,850.00	43.13	
03 ELLIJAY		BUILDING IS AN OUTBUILDING NOT A DWELLING				Total Releases:		285.73	
125299	2025-410385	DY:25RP:7535015616	LAS	12/31/9999 8:41:46 AM					
MCCAMY PROPERTIES LLC		CLERICAL ERROR							
						G01 ADVL TAX	32,130.00	86.75	
						F01 ADVL TAX	32,130.00	22.49	
01 FRANKLIN		DID NOT TRANSFER CORRECTLY				Total Releases:		109.24	
146872	2024-54012	DY: PERSONAL PROPERTY	LAS	12/31/9999 1:11:06 PM					
MEHER, MICHAEL		CLERICAL ERROR							
						G01 ADVL TAX	5,613.00	15.16	

				L01 FFEFEE	5,613.00	120.00
				F04 ADVL TAX	5,613.00	2.69
03 ELLIJAY		MR. MEHER DIED 9/24/2022, NO RELATIVES		Total Releases:		137.85
146872	2025-54012	DY: PERSONAL PROPERTY	LAS	12/31/9999 1:06:26 PM		
MEHER, MICHAEL		CLERICAL ERROR				
				G01 ADVL TAX	5,613.00	15.16
				L01 FFEFEE	5,613.00	120.00
				F04 ADVL TAX	5,613.00	2.69
03 ELLIJAY		MR. MEHER DIED 9/24/2022, NO RELATIVES		Total Releases:		137.85
157429	2024-301864	DY: PERSONAL PROPERTY	LAS	12/31/9999 8:18:00 AM		
OWEN, DEBRA LYNN		CLERICAL ERROR				
				G01 ADVL TAX	9,169.00	24.76
				L01 FFEFEE	9,169.00	120.00
				F04 ADVL TAX	9,169.00	4.40
03 ELLIJAY		NO LONGER LIVING THERE, CANNOT LOCATE		Total Releases:		149.16
76180	2025-102794	DY: PERSONAL PROPERTY	LAS	12/31/9999 8:06:02 AM		
ROBERT M MORROW REV.TRUST AGRM		CLERICAL ERROR				
				G01 ADVL TAX	5,275.00	14.24
				F09 ADVL TAX	5,275.00	2.57
09 NANTAHALA		OWNERS MOVED AND BOAT NO LONGER IN THE COUNTY		Total Releases:		16.81
76180	2024-102794	DY: PERSONAL PROPERTY	LAS	12/31/9999 8:05:28 AM		
ROBERT M MORROW REV.TRUST AGRM		CLERICAL ERROR				
				G01 ADVL TAX	5,275.00	14.24
				F09 ADVL TAX	5,275.00	2.57
09 NANTAHALA		OWNERS MOVED AND BOAT NO LONGER IN THE COUNTY		Total Releases:		16.81
76180	2023-102794	DY: PERSONAL PROPERTY	LAS	12/31/9999 8:04:54 AM		
ROBERT M MORROW REV.TRUST AGRM		CLERICAL ERROR				
				G01 ADVL TAX	5,915.00	15.97
				F09 ADVL TAX	5,915.00	2.88
09 NANTAHALA		OWNERS MOVED AND BOAT NO LONGER IN THE COUNTY		Total Releases:		18.85
76180	2022-102794	DY: PERSONAL PROPERTY	LAS	12/31/9999 8:04:25 AM		
ROBERT M MORROW REV.TRUST AGRM		CLERICAL ERROR				
				G01 ADVL TAX	1,775.00	7.10
				F09 ADVL TAX	1,775.00	1.25
09 NANTAHALA		OWNERS MOVED AND BOAT NO LONGER IN THE COUNTY		Total Releases:		8.35
76180	2021-102794	DY: PERSONAL PROPERTY	LAS	12/31/9999 8:03:47 AM		
ROBERT M MORROW REV.TRUST AGRM		CLERICAL ERROR				



				G01 ADVLTAX	1,775.00	7.10
				F09 ADVLTAX	1,775.00	1.25
09 NANTAHALA		OWNERS MOVED AND BOAT NO LONGER IN THE COUNTY		Total Releases:		8.35
15757	2025-72460	DY:0RP:6584078674	LAS	12/31/9999 8:42:41 AM		
RUSSELL, EARL JAMES		CLERICAL ERROR				
				G01 ADVLTAX	10,000.00	27.00
				F01 ADVLTAX	10,000.00	7.00
01 FRANKLIN		NO WELL OR SEPTIC - REMOVED UTILITIES FROM THE LAND SEGMENT		Total Releases:		34.00
134697	2025-52927	DY: PERSONAL PROPERTY	LAS	12/31/9999 1:22:51 PM		
SCOGGIN, JEFF		CLERICAL ERROR				
				G01 ADVLTAX	5,520.00	14.90
				F04 ADVLTAX	5,520.00	2.65
03 ELLIJAY		TOTAL LOSS DUE TO WATER DAMAGE PER INSURANCE CLAIM 9/25/2024		Total Releases:		17.55
149467	2025-301005	DY:0RP:6592073662	LAS	12/31/9999 8:40:55 AM		
SNOBAR LLC		CLERICAL ERROR				
				G01 ADVLTAX	187,000.00	504.90
				L01 FFEEFEE	187,000.00	120.00
				F02 ADVLTAX	187,000.00	100.61
01 FRANKLIN		MANUFACTURED HOME IS INVENTORY		Total Releases:		725.51
149467	2025-301023	DY:0RP:6592072967	LAS	12/31/9999 8:44:39 AM		
SNOBAR LLC		CLERICAL ERROR				
				G01 ADVLTAX	204,400.00	551.88
				L01 FFEEFEE	204,400.00	120.00
				F02 ADVLTAX	204,400.00	109.97
01 FRANKLIN		MANUFACTURED HOME IS INVENTORY		Total Releases:		781.85
149467	2025-301024	DY:0RP:6592072922	LAS	12/31/9999 8:39:08 AM		
SNOBAR LLC		CLERICAL ERROR				
				G01 ADVLTAX	178,100.00	480.87
				L01 FFEEFEE	178,100.00	120.00
				F02 ADVLTAX	178,100.00	95.82
01 FRANKLIN		MANUFACTURED HOME IS INVENTORY		Total Releases:		696.69
149467	2025-301016	DY:0RP:6592071857	LAS	12/31/9999 8:40:01 AM		
SNOBAR LLC		CLERICAL ERROR				
				G01 ADVLTAX	186,000.00	502.20
				L01 FFEEFEE	186,000.00	120.00
				F02 ADVLTAX	186,000.00	100.07
01 FRANKLIN		MANUFACTURED HOME IS INVENTORY		Total Releases:		722.27
149467	2025-301008	DY:0RP:6592073722	LAS	12/31/9999 8:45:27 AM		

SNOBAR LLC		CLERICAL ERROR							
						G01 ADVL TAX	163,400.00	441.18	
						L01 FFEEFEE	163,400.00	120.00	
						F02 ADVL TAX	163,400.00	87.91	
01 FRANKLIN		MANUFACTURED HOME IS INVENTORY				Total Releases:		649.09	
41993	2025-54790	DY: PERSONAL PROPERTY	LAS	12/31/9999 1:56:06 PM					
SOSA, JUDY CAROLYN		CLERICAL ERROR							
						G01 ADVL TAX	1,128.00	3.05	
						F02 ADVL TAX	1,128.00	0.61	
01 FRANKLIN		CORRECTED LENGTH OF MANUFACTURED HOME				Total Releases:		3.66	
142422	2025-203671	DY: PERSONAL PROPERTY	LAS	12/31/9999 8:17:32 AM					
SYSMEX AMERICA INC		CLERICAL ERROR							
						G01 ADVL TAX	9,415.00	25.42	
						G01 PEN FEE	9,415.00	2.54	
						F01 ADVL TAX	9,415.00	6.59	
						F01 PEN FEE	9,415.00	0.66	
12 FRANKLIN CITY		LATE LISTEDF, ASSETS HAVE BEEN REMOVED FROM COUNTY				Total Releases:		35.21	
152448	2025-300744	DY: PERSONAL PROPERTY	LAS	12/31/9999 1:22:02 PM					
UNITED RENTALS NORTH AMERICA INC		CLERICAL ERROR							
						G01 ADVL TAX	3,002.00	8.11	
						F01 ADVL TAX	3,002.00	2.10	
01 FRANKLIN		CLOSED, NO LONGER HAS ASSETS IN COUNTY				Total Releases:		10.21	
151454	2025-300345	DY: PERSONAL PROPERTY	LAS	12/31/9999 3:18:07 PM					
VANNITY LLC		CLERICAL ERROR							
						G01 ADVL TAX	4,082.00	11.02	
						F01 ADVL TAX	4,082.00	2.86	
12 FRANKLIN CITY		CLOSED BUSINESS DECEMBER 2023				Total Releases:		13.88	
151454	2024-300345	DY: PERSONAL PROPERTY	LAS	12/31/9999 3:17:23 PM					
VANNITY LLC		CLERICAL ERROR							
						G01 ADVL TAX	4,840.00	13.07	
						G01 PEN FEE	4,840.00	1.31	
						F01 ADVL TAX	4,840.00	3.39	
						F01 PEN FEE	4,840.00	0.34	
12 FRANKLIN CITY		CLOSED BUSINESS DECEMBER 2023				Total Releases:		18.11	
68042	2025-83702	DY: PERSONAL PROPERTY	LAS	12/31/9999 12:00:00 AM					
WELLS FARGO FINANCIAL LEASING		CLERICAL ERROR							
						G01 ADVL TAX	4,690.00	12.66	
						F10 ADVL TAX	4,690.00	0.90	



05 HIGHLANDS		INCORRECT DEPRECIATION SCHEDULE			Total Releases:	13.56
110652	2025-302894	DY: PERSONAL PROPERTY	LAS	12/31/9999 9:07:23 AM		
WHITE, LINDA BALDWIN		CLERICAL ERROR				
					G01 ADVL TAX	4,745.00 12.81
					F01 ADVL TAX	4,745.00 3.32
02 MILLSHOAL		INCORRECT VALUE ON VEHICLE			Total Releases:	16.13
160697	2025-410335	DY:25 PERSONAL PROPERTY	LAS	12/31/9999 9:29:15 AM		
WILSON, LORETTA		CLERICAL ERROR				
					G01 ADVL TAX	64,707.00 174.71
					L01 FFEEFEE	64,707.00 120.00
					F02 ADVL TAX	64,707.00 34.81
01 FRANKLIN		MANUFACTURED HOME DID NOT HAVE A CERTIFICATE OF OCCUPANCY ON JANUARY 1, 2025			Total Releases:	329.52
Total Taxes - Release:						25994.88

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



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

TO: MACON COUNTY COMMISSIONERS

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

DATE: August 26, 2025

RE: Settlement Report for 2024 Taxes

Each year the North Carolina General Statute §105-373 dictates that a series of reports be made available to the Macon County Commissioners as a part of the annual settlement for the Tax Collector. The reports that are attached are identified as follows:

1. A summary of the collection practices and remedies employed by the tax collector.
2. A financial report for the most recent fiscal year's taxes that balances all of the amounts charged to the tax collector for collection, including taxes, discoveries, penalties, fees and interest, against the amounts actually collected. (Settlement Report)
3. A sworn statement that states that diligent effort has been made by the Collector to collect any taxes due by reasonable means available for collection procedures.
4. A list of delinquent property taxes from the most recent year owed by taxpayers who do own real property in the jurisdiction. This list is further identified as the same list that was provided as the advertising list for publication in the local paper. **Please note that this list was generated in April 2025, for advertisement purposes, and many of the accounts on this list have been paid in full at this time. This list is on file in the Macon County Tax Collector's Office and will be provided if needed.**
5. A list of delinquent property taxes from the most recent fiscal year owed by taxpayers who do not own real property in the jurisdiction (personal property). **This list is on file in the Macon County Tax Collector's Office and will be provided if needed.**

**TAX COLLECTIONS:**

The Tax Collections Office staff consists of a Tax Collection Supervisor, and two (2) Deputy Tax Collectors, all of whom are certified through the North Carolina Tax Collectors Association. The collection procedure involves processing payments through checks, cash and electronic payments. Property owners may pay their taxes through the mail, phone-based transactions, on-line, in person and through a secure drop-off box located in front of the annex building. Many accounts are also paid through an electronic process utilized by escrow companies, service companies and by Auto-Agent, which is a software program that mortgage/escrow companies utilize in order to eliminate 98% of refunds.

The collections office staff utilizes diligent effort to collect both the current year taxes and any delinquent taxes. Collection of the current year taxes involves the processes as mentioned above as well as a lockbox service, which is provided through the Wells Fargo bank. This service involves Wells Fargo staff electronically processing payments, with a report provided to the office staff daily, with payments processed and balanced by the collections staff on the same day. In addition, this staff works closely with escrow companies, service companies and Auto-Agent to electronically process payments that are forwarded each year. As always, we process payments on-site, and service many property owners who pay directly through our office.

We have increased the use of enforced collections through this office in recent years. Enforced collections involve processes utilized to collect delinquent taxes. These processes include: garnishment of bank accounts, garnishment of Department of Revenue returns, garnishment of rents or other dollars held by a third party, and as a last resort, the foreclosure process.

As noted above, the foreclosure process is now utilized in this office with successful results. We contract with attorney Victoria Smith, of Ridenour & Goss to handle our foreclosures. The mortgage style foreclosure process is utilized, resulting in a much more efficient process, with attorney involvement throughout. This process is initiated with a demand letter for payment, which regularly results in payment without any other part of the process being utilized. In my opinion, the inclusion of this process is necessary to insure that the tax collections rate is kept at the maximum amount achievable.

Prior to enforced collections being utilized, a property owner is notified by billings in July of each year, second notices which are mailed in January of each year, advertisement in the newspaper which is scheduled for April of each year, and various other communications that are mailed directly from this office. Processes for payment also include pre-payments, which allow a property owner to divide his or her tax bill into twelve (12) "pre-payments" prior to the bill being issued or partial payments after the bills are issued and prior to the delinquency date.

Processing and balancing of fund collection reports are issued to the finance office on a daily, monthly, and yearly basis.

The increase in the use of enforced collections and other collection procedures has resulted in the tax collection rate being over 98% for the past four (4) years, with the 2024 collection rate being 98.43%.



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



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

TO: MACON COUNTY COMMISSIONERS

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

DATE: August 26, 2025

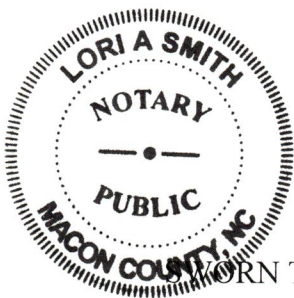
RE: Settlement Report

In accordance with N.C.G.S. §105-373(a) (1), I respectfully submit the following statement:

The following lists are on file and available for review in the Tax Collections Office. (1) a list of the persons owning real property whose taxes for 2024 remain unpaid, along with the principal amount owed by each person (the advertisement list which was developed and made available in April 2025); and (2) a list of the persons not owning real property whose personal property taxes for 2024 remain unpaid, along with the principal amount owed by each person.

In compliance with N.C.G.S. §105-373(a)(3), a report entitled "Macon County Settlement Report-2024" setting forth my full settlement for all taxes in my hands for collection of the 2024 taxes, as well as any delinquent taxes owed will be provided.

Further, I hereby certify that I have made diligent efforts to collect the taxes due from the persons listed in such a manner that is reasonably necessary.



Respectfully submitted,

Delena Raby  
Delena Raby, Tax Collections Supervisor

WITNESSED AND SUBSCRIBED BEFORE ME, this 26<sup>th</sup> day of August, 2025.

Lori A. Smith  
Notary Public

My Commission Expires:

9/24/2025

Settlement for Current Taxes for  
Fiscal Year 2024-2025  
General Taxes G01\*24

Charges:		Running Total
Personal Levy	477,070.87	
Real Levy	33,026,305.14	
Total Original Levy		33,503,376.01
Discovery Levy	50,758.77	
Rollback Levy	49,399.31	
Discovery Total		100,158.08
Corporate Utility Levy		660,757.80
		33,603,534.09
		34,264,291.89

**Total** **34,264,291.89**

Credits:	
Deposit	(33,972,075.27)
Interest	78,528.52
Releases	(20,887.22)
Refunds	132,097.94
Write Offs	(1,315.31)
Misc Debits/Credits	57,480.64
Uncollected	538,121.19
<b>Total</b>	<b>(33,188,049.51)</b>

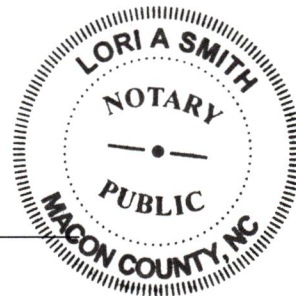
<b>Total Charges</b>	<b>34,264,291.89</b>
<b>Total Credits</b>	<b>(34,264,291.89)</b>
<b>Variance</b>	<b>-</b>

Collection percentage for 2024 General County Taxes: 98.43%

Delena Raby  
Delena Raby  
Tax Collections Supervisor

SWORN TO AND SUBSCRIBED BEFORE ME, this 26<sup>th</sup> day of August, 2025.

Lori A. Smith  
Notary Public



My Commission Expires:

9/24/2025



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

**Macon County**  
**Advalorem Tax Collections Report**  
**Year To Date August 2025 Tax Year 2025**

**TAX YEAR 2025 Month To Date August 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	33,070,188.60	36,395.87	0.00	0.00	-431.95	33,106,152.52	-9,219,978.11	23,886,174.41
Fire Districts	5,110,943.05	7,692.06	0.00	0.00	-33.64	5,118,601.47	-1,280,580.39	3,838,021.08
Landfill User Fee	3,266,952.15	720.00	0.00	0.00	-5.67	3,267,666.48	-759,450.84	2,508,215.64
<b>TOTAL:</b>	<b>41,448,083.80</b>	<b>44,807.93</b>	<b>0.00</b>	<b>0.00</b>	<b>-471.26</b>	<b>41,492,420.47</b>	<b>-11,260,009.34</b>	<b>30,232,411.13</b>

**TAX YEAR 2025 Year To Date August 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 8/31/2025	Last Year Collection Percentage Tax Year 2024 As of 8/31/2024
General Tax	0.00	34,275,889.27	0.00	0.00	-1378.33	34,274,510.94	-10,388,336.53	23,886,174.41	30.31%	28.93
Fire Districts	0.00	5,305,690.85	0.00	0.00	-208.59	5,305,482.26	-1,467,461.18	3,838,021.08	27.66%	26.25
Landfill User Fee	0.00	3,390,000.00	0.00	0.00	-5.69	3,389,994.31	-881,778.67	2,508,215.64	26.01%	25.87
<b>TOTAL:</b>	<b>0.00</b>	<b>42,971,580.12</b>	<b>0.00</b>	<b>0.00</b>	<b>-1592.61</b>	<b>42,969,987.51</b>	<b>-12,737,576.38</b>	<b>30,232,411.13</b>	<b>29.64%</b>	<b>28.36</b>

# **MACON COUNTY BOARD OF COMMISSIONERS**

## **AGENDA ITEM**

### **CATEGORY – APPOINTMENTS**

**MEETING DATE: SEPTEMBER 9, 2025**

13A. **Macon County Board of Health (2 seats)** – Please see the attached applications from Ava Ammons, Richard Brady, Phillip Gibson, Mark Hehn, Lyndsey Henderson, Debra Prince, Monica Severn, and Michael Toedt along with the summary sheet.





Tuesday, August 12, 2025

## Application for Appointment to Macon County Authorities, Boards, Commissions and Committees

The Macon County Board of Commissioners (Board) believes all citizens should have the opportunity to participate in governmental decisions. The Board wants to appoint qualified, knowledgeable, and dedicated people to serve on authorities, boards, commissions, and committees. If you are interested in being considered for an appointment to any advertised vacancy, please thoroughly complete the form below before the advertised deadline and choose from the following options.

### Approval Status

COMPLETED

**If you have any questions, please contact the Office of the Deputy Clerk to the Board at 828-349-2020**

Name of Authority, Board, Commission, or Committee for which you are applying to serve on

Health Board

## Contact Information

Name	Ava Carpenter Ammons
Preferred Name	Ava Ammons
Physical Address	655 Buddy Gap Rd Otto, North Carolina, 28763
Mailing Address	655 Buddy Gap Rd Otto, North Carolina, 28763
Email	ava.ammons@hcahealthcare.com
Work Phone Number	(828) 526-1302
Mobile Phone Number	(828) 347-6142
Preferred Number	Mobile Phone Number

## Education

High School Name Franklin High School

Graduated	Yes
Year Graduated	1995
College Name	WCU
Year Graduated	1999
Graduated	Yes
Degree	BSN
Post Grad College Name	WGU
Graduated	Yes
Year Graduated	2019
Degree	MBA Healthcare Management

Employment Status

Please provide your current employment status	Full-Time
Employer	Eckerd Living Center
Job Title	Nursing Home Administrator
Address	250 Hospital Drive Highlands, North Carolina, 28741
Contact Person	Tom Neal
Phone Number	(828) 526-1400
Email	tom.neal@hcahealthcare.com
Employment Date	Thursday, April 9, 1998
Professional Licenses held (if applicable)	NCRN

Previous employment or experience

I briefly worked at MCHDP from 2005-2006. Otherwise I served as Eckerd Living Center Director of Nursing for 9 years and Nursing Home Administrator for 10 years. I am board certified in Getontological Nursing.

Membership in professional, civic organization or government boards or commissions	HCA Good Governance Group, Leadership Highlands, Macon County
--	---

**Community Service/Volunteer Activities**                      Several through HCA, Discover Church, and Trimont Christian Academy

**Could you or your family be affected financially by decisions made by the board or commission for which you are applying?**                     

**Why do you want to serve on this Authority, Board, Commission, or Committee ?**  
I feel I have a lot to offer as a parent, nurse, business leader, employer, and advocate for the elderly population.

**Please list any special skills, interest or qualifications which you feel would be an asset to said board or commission**  
I have a strong knowledge of Medicare, Medicaid, the aging population, and the needs of working families (as I have over 70 employees.) I can also represent the needs of Highlands and my home community, equally.

**How did you learn of the opening on the Authority, Board, Commission, or Committee for which you are applying?**                      Online

**Are you registered to vote in the state of North Carolina**                     

**Are you a full time resident of Macon County**                     

**Are you a Macon County property owner**                     

**If you are applying for the Nursing Home Adult Care Advisory Committee**

**Do you or someone in your immediate family have a Financial interest in a nursing home located in Macon County?**                     

**Is someone in your immediate family a resident in a nursing home located in Macon County?**                     

**References**

**First Reference**                      Tom Neal  
**Title**                      HCH CEO/CNO  
**Organization**                      Highlands Cashiers Hospital

<b>Phone Number</b>	(828) 526-1400
<b>Email</b>	tom.neal@hcahealthcare.com
<b>Relationship</b>	Direct Report
<b>Second Reference</b>	Emily Bowers
<b>Title</b>	Director of Clinical Operations
<b>Organization</b>	Eckerd Living Center
<b>Phone Number</b>	(828) 526-1304
<b>Email</b>	emily.bowers1@hcahealthcare.com
<b>Relationship</b>	Professional team member
<b>Third Reference</b>	Marc Hehn
<b>Title</b>	Former Board member and volunteer
<b>Organization</b>	Highlands Cashiers Hospital
<b>Phone Number</b>	(828) 526-2793
<b>Email</b>	marchehn@nctv.com
<b>Relationship</b>	Community member/ non-professional

## Conflict of Interest Disclosure

<b>Full Name of Spouse (if married)</b>	Greg Ammons
<b>Spouse's Place of Employment</b>	Self employed
<b>Spouse's Position/Title</b>	Electrical contractor

**Please list all entities of which you or your spouse are an officer, director, trustee, partner or employee, or have at least a five percent (5%) ownership interest, and describe your affiliation with such entity (if there are none, please state "none")**

A Team Electrical Solutions

By submitting this Application for Appointment, I pledge that, if appointed, I agree by my signature below that all of the information above is complete and accurate to the best of my knowledge and I pledge to comply with the following ethics guidelines as fully set forth in the Code of Ethics.

### I. Declaration of Policy

The proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people; that governmental decisions and policy be made in proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government.

In recognition of these goals, a Code of Ethics for county officials was adopted. The purpose of this policy is to establish guidelines for ethical standards of conduct for all officials and to set forth actions that are compatible with the best interests of the County.

II. **Applicability of Ethics Policy**

The provisions of this policy shall apply to all elected and appointed county officials, members of County Boards and Committees appointed by the County Commissioners and other County employees.

III. **Financial and Personal Disclosure**

Any County official or employee who must officially consider any public matter involving his financial or personal interests or those of his immediate family, shall first publicly disclose the nature and extent of such interest and shall abstain from acting thereon unless provisions of state law require otherwise.

IV. **Gifts and Favors**

No official or employee shall knowingly accept any gift, whether in the form of money, thing, favor, loan or promise, when it could reasonably be inferred that the gift was intended to influence or reward an official action on his part. Gifts, meals, other favors of an incidental nature and of minor value (less than \$100), or legitimate political contributions shall not be included in this policy.

V. **Appointment, Employment, or Contract Award of Relatives or Business Partners**

Public officials of the appointing authority must disclose on the public record any person of their immediate family related by blood or marriage or business interest who is being considered for appointment, employment, or contract award by that authority.


I would like to be considered for appointment to serve, without compensation, on a county Authority, Board, Commission, or Committee and I hereby certify by signing that all of my Macon County property taxes are paid in full. I realize that, because I have volunteered, it in no way guarantees that I will be appointed to a Authority, Board, Commission, or Committee by the Macon County Board of Commissioners.

Upon appointment to a Board/Committe, the information contained herein becomes a matter of public record per North Carolina Statute 132-1

Signature



Approval Activity History

Actor	Actions	Date
 Notification	Email sent. (Email) nparrott@maconnc.org,tkeez r@maconnc.org,wcabe@maco nnc.org	Tuesday, August 12, 2025



Monday, August 4, 2025

# Application for Appointment to Macon County Authorities, Boards, Commissions and Committees

The Macon County Board of Commissioners (Board) believes all citizens should have the opportunity to participate in governmental decisions. The Board wants to appoint qualified, knowledgeable and dedicated people to serve on authorities, board and committees. If you have an interest in being considered for an appointment to any advertised vacancy, please thoroughly complete the form below before the advertised deadline and choose from the following options.

Approval Status

COMPLETED

If you have any questions, please contact the Office of the Deputy Clerk to the Board at 828-349-2020

Name of board or commission for which you are applying to serve on

Health Board

## Contact Information

Name	Mr. Richard James Brady
Preferred Name	Richard
Physical Address	346 Pauline Ave Franklin, North Carolina, 28734
Mailing Address	346 Pauline Ave Franklin, North Carolina, 38734
Email	Nthemtns@morrisbb.net
Mobile Phone Number	(352) 257-7118
Home Phone Number	(828) 524-0454
Preferred Number	Mobile Phone Number

## Education

High School Name	Citus County Ad Ed
Graduated	Yes

Year Graduated

1982

Employment Status

Please provide your current employment status

Retired

Professional Licenses held (if applicable)

Nursing Home Administrator-NC,FL

Previous employment or experience

I have 41 years of proven healthcare exp, of those 30 years as the Licensed Nursing Home Administrator worked, I retired in 2017. I currently remain licensed which now is nearly 38 years licensed. In this capacity I was the LNHA/ED/COO/CEO of the operations of a Skilled Nursing Facility. I served my last 12+ years right here in Macon County. I was previously academically credentialed as a Hospital Administrator, Assisted Living Facility Administrator through the American College of Health Care Administrators.

Membership in professional, civic organization or government boards or commissions

Previous member of the American College of Health Care Administrators. Previous exp on government board. Recently appointed by this BOCC to serve on the BOA/PB as the ETJ member of the Franklin Boards. Previous member of Kiwanis, United Way, Chamber.

Community Service/Volunteer Activities

MACONGOP, Community Advisory Committee. Contributions to No Wrong Door.

Could you or your family be affected financially by decisions made by the board or commission for which you are applying?

No

Why do you want to serve on this board or commission?

I previously applied for a vacant position for this board in January 2025. I am applying again as I feel my many years of proven healthcare experience in the capacity of Administration/Leadership/Risk Management/Infection Control/Quality Assurance and Improvement could benefit the current board. I have actual Human Resource experience working with employees, working through orientation, training, coaching, developing them to accept responsibility and encouraging them along the way. Employee are "customers and stakeholders" too and need to be respected, treated with respect and appreciation. Employee "sensing sessions" are very important, a grievance protocol must be in place in which will address issues, resolve them and prevent continuous staffing turnover. Exit interviews information collected can be very effective "when the information" is used properly and not taken personal.

Please list any special skills, interest or qualifications which you feel would be an asset to said board or commission

Health Care Administration exp, Previous Licensed Health Care Risk Manager (LHRM), Previous Nationally Certified as a Nursing Home Administrator (CNHA) thru the American College of Health Administrators, 1 of only 67 Nationwide at the time of obtaining this Credential. Previously held National Certifications in Resident Assessment Coordinator (RAC-CT). (SPICE) Certified in State of North Carolina, meaning State Certified in Infection Control by the NC-DHHS/DHSR. Quality Assurance and Performance Improvement (QAPI) having the ability to recognize the results of studies, evaluating the trends for benchmarking purposes, providing an opportunity for making improvements to the identified areas that are below the established bench mark.



**How did you learn of the opening on the board, commission, or committee for which you are applying?** Website of Macon County

**Are you registered to vote in the state of North Carolina** Yes

**Are you a full time resident of Macon County** Yes

**Are you a Macon County property owner** Yes

**If you are applying for the Nursing Home Adult Care Advisory Committee**

**References**

**Conflict of Interest Disclosure**

By submitting this Application for Appointment, I pledge that, if appointed, I agree by my signature below that all of the information above is complete and accurate to the best of my knowledge and I pledge to comply with the following ethics guidelines as fully set forth in the Code of Ethics.

**I. Declaration of Policy**

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In recognition of these goals, a Code of Ethics for county officials was adopted. The purpose of this policy is to establish guidelines for ethical standards of conduct for all officials and to set forth actions that are compatible with the best interests of the County.

**II. Applicability of Ethics Policy**

The provisions of this policy shall apply to all elected and appointed county officials, members of County Boards and Committees appointed by the County Commissioners and other County employees.

**III. Financial and Personal Disclosure**

Any County official or employee who must officially consider any public matter involving his financial or personal interests or those of his immediate family, shall first publicly disclose the nature and extent of such interest and shall abstain from acting thereon unless provisions of state law require otherwise.

**IV. Gifts and Favors**

No official or employee shall knowingly accept any gift, whether in the form of money, thing, favor, loan or promise, when it could reasonably be inferred that the gift was intended to influence or reward an official action on his part. Gifts, meals, other favors of an incidental nature and of minor value (less than \$100), or legitimate political contributions shall not be included in this policy.

**V. Appointment, Employment, or Contract Award of Relatives or Business Partners**

Public officials of the appointing authority must disclose on the public record any person of their immediate family related by blood or marriage or business interest who is being considered for appointment, employment, or contract award by that authority.


I would like to be considered for appointment to serve, without compensation, on a county board, commission or committee and I hereby certify by signing that all of my Macon County property taxes are paid in full. I realize that, because I have volunteered, it in no way guarantees that I will be appointed to a board, commission or committee by the Macon County Board of Commissioners.

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per North Carolina Statute 132-1

Signature



Approval Activity History

Actor	Actions	Date
 Notification	Email sent. (Email) nparrott@maconnc.org,tkeez r@maconnc.org,wcabe@maco nnc.org	Monday, August 4, 2025



Thursday, August 7, 2025

## Application for Appointment to Macon County Authorities, Boards, Commissions and Committees

The Macon County Board of Commissioners (Board) believes all citizens should have the opportunity to participate in governmental decisions. The Board wants to appoint qualified, knowledgeable, and dedicated people to serve on authorities, boards, commissions, and committees. If you are interested in being considered for an appointment to any advertised vacancy, please thoroughly complete the form below before the advertised deadline and choose from the following options.

### Approval Status

COMPLETED

**If you have any questions, please contact the Office of the Deputy Clerk to the Board at 828-349-2020**

Name of Authority, Board, Commission, or Committee for which you are applying to serve on

Health Board

### Contact Information

Name

Mr. Phillip Ray Gibson

Preferred Name

Phillip Gibson

Physical Address

29 Bert Waldroop Road  
Franklin, North Carolina, 28734

Mailing Address

29 Bert Waldroop Road  
Franklin, North Carolina, 28734

Email

phillipraygibson@gmail.com

Mobile Phone Number

(828) 712-0972

Preferred Number

Mobile Phone Number

### Education

High School Name

Scottsburg Indiana

Graduated

Yes

Year Graduated	1984
College Name	University of Louisville
Year Graduated	1991
Graduated	Yes
Degree	B.A. Political Science
Post Grad College Name	Southern Illinois University
Graduated	Yes
Year Graduated	1999
Degree	M.S. Geography

Employment Status

Please provide your current employment status	Full-Time
Employer	North Carolina Department of Health and Human Services
Job Title	NC Radon Program Coordinator
Address	Homebased
Employment Date	Sunday, July 1, 2012
Professional Licenses held (if applicable)	I hold a NC real estate license #283150

Previous employment or experience

For the past 13 years, I have served as the North Carolina Radon Program Coordinator with the Department of Health and Human Services. The primary goal of my position is to increase awareness of radon-induced lung cancer. In this role, I advise several key public health initiatives, including the NC Cancer Control Plan, the State Health Improvement Plan, and the Occupational and Environmental Epidemiology Branch Advisory Committee. My work has given me a broad and deep understanding of public health, environmental exposure, and risk communication, especially as they relate to indoor air quality and cancer prevention.

Membership in professional, civic organization or government boards or commissions	None at this time
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**Community Service/Volunteer Activities**

None at this time other than involvement with my church community.

**Could you or your family be affected financially by decisions made by the board or commission for which you are applying?**

No

**Why do you want to serve on this Authority, Board, Commission, or Committee ?**

I believe I could bring a valuable perspective to the Macon County Board of Health, combining practical health expertise with a strong commitment to community service. Thank you for considering my interest. I would welcome the opportunity to support the important work of the Board.

**Please list any special skills, interest or qualifications which you feel would be an asset to said board or commission**

For the past 13 years, I have served as the North Carolina Radon Program Coordinator with the Department of Health and Human Services. In this role, I advise several key public health initiatives, including the NC Cancer Control Plan, the State Health Improvement Plan, and the Occupational and Environmental Epidemiology Branch Advisory Committee. My work has given me a broad and deep understanding of public health, environmental exposure, and risk communication, especially as they relate to indoor air quality and cancer prevention.

In addition to my professional background in public health, I also serve as a pastor. In this capacity, I have completed specialized DHHS training for faith leaders on suicide prevention. I view mental and emotional health as vital components of community wellness.

I bring experience in medical geography, vector-borne diseases, water and air quality, environmental health, and community-based outreach. Earlier in my life, I served for several years in a Level One trauma emergency room in Louisville, Kentucky—an experience that shaped my dedication to healthcare and emergency response.

My wife, Reverend Julia Gibson, and I live in Franklin. She serves as the minister for both Snow Hill United Methodist and Memorial United Methodist churches. We are both deeply invested in the well-being of Macon County and its people.

**How did you learn of the opening on the Authority, Board, Commission, or Committee for which you are applying?**

Announcement in the Franklin Newspaper

**Are you registered to vote in the state of North Carolina**

Yes

**Are you a full time resident of Macon County**

Yes

**Are you a Macon County property owner**

Yes

**If you are applying for the Nursing Home Adult Care Advisory Committee**

Do you or someone in your immediate family have a Financial interest in a nursing home located in Macon County?

No

Is someone in your immediate family a resident in a nursing home located in Macon County?

No

References

Conflict of Interest Disclosure

Full Name of Spouse (if married)	Julia Turner Gibson
Spouse's Place of Employment	Snow Hill United Methodist and Memorial United Methodist
Spouse's Position/Title	Minister

Please list all entities of which you or your spouse are an officer, director, trustee, partner or employee, or have at least a five percent (5%) ownership interest, and describe your affiliation with such entity (if there are none, please state "none")

None

By submitting this Application for Appointment, I pledge that, if appointed, I agree by my signature below that all of the information above is complete and accurate to the best of my knowledge and I pledge to comply with the following ethics guidelines as fully set forth in the Code of Ethics.

I. Declaration of Policy

The proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people; that governmental decisions and policy be made in proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government.

In recognition of these goals, a Code of Ethics for county officials was adopted. The purpose of this policy is to establish guidelines for ethical standards of conduct for all officials and to set forth actions that are compatible with the best interests of the County.

II. Applicability of Ethics Policy

The provisions of this policy shall apply to all elected and appointed county officials, members of County Boards and Committees appointed by the County Commissioners and other County employees.

III. Financial and Personal Disclosure

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IV. Gifts and Favors

No official or employee shall knowingly accept any gift, whether in the form of money, thing, favor, loan or promise, when it could reasonably be inferred that the gift was intended to influence or reward

an official action on his part. Gifts, meals, other favors of an incidental nature and of minor value (less than \$100), or legitimate political contributions shall not be included in this policy.

**V. Appointment, Employment, or Contract Award of Relatives or Business Partners**

Public officials of the appointing authority must disclose on the public record any person of their immediate family related by blood or marriage or business interest who is being considered for appointment, employment, or contract award by that authority.


I would like to be considered for appointment to serve, without compensation, on a county Authority, Board, Commission, or Committee and I hereby certify by signing that all of my Macon County property taxes are paid in full. I realize that, because I have volunteered, it in no way guarantees that I will be appointed to a Authority, Board, Commission, or Committee by the Macon County Board of Commissioners.

**Upon appointment to a Board/Committe, the information contained herein becomes a matter of public record per North Carolina Statute 132-1**

**Signature**



**Approval Activity History**

Actor	Actions	Date
 Notification	Email sent. (Email) nparrott@maconnc.org,tkeeze r@maconnc.org,wcabe@maco nnc.org	Thursday, August 7, 2025





Thursday, August 7, 2025

## Application for Appointment to Macon County Authorities, Boards, Commissions and Committees

The Macon County Board of Commissioners (Board) believes all citizens should have the opportunity to participate in governmental decisions. The Board wants to appoint qualified, knowledgeable, and dedicated people to serve on authorities, boards, commissions, and committees. If you are interested in being considered for an appointment to any advertised vacancy, please thoroughly complete the form below before the advertised deadline and choose from the following options.

### Approval Status

COMPLETED

**If you have any questions, please contact the Office of the Deputy Clerk to the Board at 828-349-2020**

Name of Authority, Board, Commission, or Committee for which you are applying to serve on

Health Board

### Contact Information

Name	J Marc Hehn
Preferred Name	Marc Hehn
Physical Address	934 Wilson Rd Highlands, North Carolina, 28741
Mailing Address	934 Wilson Rd Highlands, North Carolina, 28741
Email	marchehn@nctv.com
Work Phone Number	(828) 526-2793
Mobile Phone Number	(843) 693-4392
Home Phone Number	(828) 526-2793
Preferred Number	Home Phone Number

### Education

High School Name TL Hanna

Graduated	Yes
College Name	Clemson University
Year Graduated	1972
Graduated	Yes
Degree	Public Administration
Post Grad College Name	Clemson University
Graduated	Yes
Year Graduated	1976
Degree	City & Regional Planning

Employment Status

Please provide your current employment status	Retired
Address	934 Wilson Rd Highlands, North Carolina, 28741
Contact Person	Marc Hehn
Phone Number	(828) 526-2793
Email	marchehn@nctv.com

**Previous employment or experience**  
Extensive experience in water and sewer, solid waste utilities in Anderson, Berkeley and Dorchester Counties South Carolina. Director Anderson County Water & Sewer, Dorchester County Administrator, Director Berkeley County Water & Sanitation.

<b>Membership in professional, civic organization or government boards or commissions</b>	ICMA, APA-NC, SC City & County Mgrs
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<b>Community Service/Volunteer Activities</b>	Town Commissioner, Macon Planning
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Could you or your family be affected financially by decisions made by the board or commission for which you are applying?	No
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**Why do you want to serve on this Authority, Board, Commission, or Committee ?**

My experience is documenting failing septic systems to qualify for revolving loan funds and grants. And, documenting the need for public potable water and fire protection.

**Please list any special skills, interest or qualifications which you feel would be an asset to said board or commission**

When I was working I had A Water Operator, A Wastewater and Solid Wasre Manager Licenses in South Carolina.

**How did you learn of the opening on the Authority, Board, Commission, or Committee for which you are applying?**      Wwww

**Are you registered to vote in the state of North Carolina**     

**Are you a full time resident of Macon County**     

**Are you a Macon County property owner**     

**If you are applying for the Nursing Home Adult Care Advisory Committee**

**References**

**Conflict of Interest Disclosure**

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NC  
  
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Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per North Carolina Statute 132-1

Signature



Approval Activity History

Actor	Actions	Date
 Notification	Email sent. (Email) nparrott@maconnc.org,tkeez r@maconnc.org,wcabe@maco nnc.org	Thursday, August 7, 2025



Tuesday, August 5, 2025

## Application for Appointment to Macon County Authorities, Boards, Commissions and Committees

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Approval Status

COMPLETED

**If you have any questions, please contact the Office of the Deputy Clerk to the Board at 828-349-2020**

Name of board or commission for which you are applying to serve on

Health Board

## Contact Information

Name

Lyndsey Caroline Henderson

Preferred Name

Lyndsey

Physical Address

242 Clyde St  
Franklin, North Carolina, 28734

Mailing Address

242 Clyde St  
Franklin, North Carolina, 28734

Email

lyndseyhen26@gmail.com

Mobile Phone Number

(336) 776-7911

Preferred Number

Mobile Phone Number

## Education

High School Name

Surry Central High School

Graduated

Yes

Year Graduated

2010

<b>College Name</b>	UNC Asheville
<b>Year Graduated</b>	2014
<b>Graduated</b>	Yes
<b>Degree</b>	Bachelor of Arts
<b>Post Grad College Name</b>	UNC Greensboro
<b>Graduated</b>	Yes
<b>Year Graduated</b>	2016
<b>Degree</b>	Master of Public Health
<b>Employment Status</b>	
<b>Please provide your current employment status</b>	Full-Time
<b>Employer</b>	Eastern Band of Cherokee Indians   Public Health and Human Services
<b>Job Title</b>	Preparedness Coordinator
<b>Address</b>	43 John Crowe Hill Cherokee, North Carolina, 28719
<b>Contact Person</b>	Sheena K. Lambert
<b>Phone Number</b>	(828) 359-6782
<b>Email</b>	sheekano@ebci-nsn.gov
<b>Employment Date</b>	Wednesday, November 13, 2019
<b>Professional Licenses held (if applicable)</b>	Certified Health Educator Specialist (CHES)
<b>Previous employment or experience</b>	
Community Health Promotions Coordinator, Macon County Public Health (June 2016- October 2019)	
<b>Membership in professional, civic organization or government boards or commissions</b>	North Carolina Public Health Association
<b>Community Service/Volunteer Activities</b>	Volunteer Coordinator, 80s Flashback Weekend Non-profit



Could you or your family be affected financially by decisions made by the board or commission for which you are applying?

No

Why do you want to serve on this board or commission?

I love my community and I am invested in seeing our community flourish and reach its full potential. Though I am no longer with the Macon County Health Department, my commitment to the well-being of this community remains steadfast. I continue to be highly invested in public health matters, as their impact extends beyond organizational boundaries.

I am a firm believer in servant leadership, a philosophy that puts the needs of the community first, which is fundamental to public health. Through the power of public health we can equip individuals and communities with health, dignity, and justice. Together, we can build a healthier and more resilient future for everyone in our county.

I am eager to use my skills and experience to make a meaningful contribution to the health and safety of Macon County.

Please list any special skills, interest or qualifications which you feel would be an asset to said board or commission

I am a public health professional whose competence lies in community health and emergency preparedness. I have eight years of public health experience working in local and tribal government.

I have an additional degree not listed in the application that I would like to mention - a Bachelor of Science in Emergency and Disaster Management from Western Carolina University (2021).

How did you learn of the opening on the board, commission, or committee for which you are applying?

This opening was brought to my attention through local news coverage.

Are you registered to vote in the state of North Carolina

Yes

Are you a full time resident of Macon County

Yes

Are you a Macon County property owner

Yes

If you are applying for the Nursing Home Adult Care Advisory Committee

References

Conflict of Interest Disclosure

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**Signature**



**Approval Activity History**

Actor	Actions	Date
 Notification	Email sent. (Email) nparrott@maconnc.org,tkeeze r@maconnc.org,wcabe@maco nnc.org	Tuesday, August 5, 2025



Sunday, August 31, 2025

# Application for Appointment to Macon County Authorities, Boards, Commissions and Committees

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Approval Status

COMPLETED

If you have any questions, please contact the Office of the Deputy Clerk to the Board at 828-349-2020

Name of Authority, Board, Commission, or Committee for which you are applying to serve on

Health Board

## Contact Information

Name Debra Prince

Preferred Name Deb

Physical Address 7138 Upper Burningtown Road  
Franklin, North Carolina, 28734

Mailing Address 7138 Upper Burningtown Road  
Franklin, North Carolina, 28734

Email prinedeb@gmail.com

Work Phone Number (828) 349-3200

Mobile Phone Number (850) 418-8545

Home Phone Number (850) 418-8545

Preferred Number Mobile Phone Number

## Education

High School Name Hugh C. Williams

Graduated	Yes
Year Graduated	1978
College Name	SUNY
Year Graduated	1980
Graduated	Yes
Degree	Associate in Applied Sciences, Science Laboratory Technician
Post Grad College Name	SUNY
Graduated	Yes
Year Graduated	1984
Degree	Associates in Nursing

Employment Status

Please provide your current employment status	Part-Time
Employer	Smoky Mountain Pregnancy Care Center
Job Title	Registered Nurse
Address	226 E Palmer Street Franklin, North Carolina, 28734
Contact Person	Pam Raby, RN
Phone Number	(828) 349-3200
Email	PamNurseMgr@mysmpcc.com
Employment Date	Monday, January 15, 2024
Professional Licenses held (if applicable)	North Carolina Registered Nurse

Previous employment or experience

Debra L. Prince, R.N.  
7138 Upper Burningtown Road  
Franklin, N.C. 28734  
C: 850-418-8545  
E: prinedeb@gmail.com

Objective - Registered Nurse (North Carolina License #: 340037)

#### Experience

Smoky Mountain Pregnancy Care Center - Franklin, NC- Part Time Registered Nurse and Limited OB Ultrasonographer, January 2024 to present, covering Franklin and Sylva offices, as well as The Medical Mobile Unit. Performing free pregnancy tests and limited ultrasounds, counseling and sharing available community resources to pregnant women and their families, educating, encouraging and empowering them.

Dogwood Wellness - Sylva, NC - Part time Registered Nurse, January 2022-October 2022 Responsible for incoming lab/imaging/reports and placing in charts, both EMR and hard copy. Drawing labs, performing GTT, autoclaving, ordering stock/checking expiration dates. Prior Authorizations, Prescription renewal, scheduling, front desk coverage, general clinic maintenance, putting goats back in fence when they get out. World closely with Nurse Practitioner, Linda Thomas

State of Florida Okaloosa Health Dept. - Fort Walton Beach, FL

Senior Community Health Nurse - Dec 2018-Mar 2021

Autonomous position as Okaloosa County Immunization Nurse, Utilizing VFC program and maintaining accurate records in FLSHOTS.

Developed rapport with vaccine hesitant parents

Additional duties included:

State Emergency Group 2

Special Needs Shelter Team Leader

Community HPV Task Force

Drive Thru Covid Testing Team, Level 1 Assessor with AHCA, Moderna Vaccination Clinic

Supervisor Shawn Phillips 850-654-4575

Twelve Oaks Recovery Navarre, FL 32566

Staff Nurse - July 2015-Nov 2018

Responsible for providing nursing care to patients in acute detoxification from alcohol/drugs using specific medication protocols, COWS/CIWA assessments, as well as physical and behavioral health needs

Supervisor - Yvonne Mallard, RN, DON 850-939-1200

UH Hills Health and Rehab, Pensacola, FL 32514

Wound Care RN - Nov 2014- Feb 2015

Provided consistent wound care for patients with surgical and chronic needs in a 120 bed SNF/Rehabilitation Center.

Accurate documentation for MDS and reimbursement.

Empowered CNAs to better skin integrity practices.

Monitored Infection Control, Restorative Department

Supervisor – Ben Glidden, RN, DON 850-474-0570

Locklin Tech, Milton, FL 32570

Registered Nurse Instructor - July 2014-Nov 2014

Vocational Instructor Semester One for High School students pursuing certification as Nursing Assistants

Taught Anatomy and Physiology and basic Nursing Skills

Utilized available technology in class and clinical setting

Principal Maria Ladouceur 850-983-5700

Anchorage Neighborhood Health Center, Anchorage, AK 99503

Pod B Staff Registered Nurse - Feb 2012- Sept 2013

Provided oversight in Primary Care clinic, worked closely with 2 Physicians, 3 PA-Cs, 4 NCMA's in meeting health care needs for all ages in a Family Practice setting

Exceptionally cohesive teamwork provided services of minor surgeries, immunizations, OB-GYN, basic/complex physicals, EKG/stress tests, visual acuity, tympanograms, CLIA exempt testing, ear/eye/wound irrigations, Intravenous hydration, catheterizations, IUDs, PFTs

Collaborated with providers to utilize RN appointments for brief follow up of HTN, medication response/refills, basic assessment, Insurance authorizations, Pharmacy/chart audits Telephone Triage Follow up and accurate documentation for every patient interaction using EMR, Pod B Meeting Facilitator Supervisor Tabi Jayd 907-743-7200

Assets, Inc, Anchorage, AK 99508

Community Service Nurse - May 2008-Nov 2011

As the only RN for this nonprofit agency, networked with local physicians to maintain/improve both mental and physical health for clients who experience a wide variety of disabilities

Worked closely with 3 teams of case managers and 2 pharmacies to manage client specific protocols; 1:1 teaching performed basic triage, basic first aid, gave ordered injections, monitored 80 weekly medsets

Maintained all staff medical records, tracking PPds, Hep B immunizations, taught Blood Borne pathogens, 3 hour Medication Course to comply with state regulations, supervise UAPs  
Wellness Initiative Committee  
Supervisor Susan Newsome 907-279-6617  
Internal Medicine Associates, Anchorage, AK 99508  
Clinical Supervisor - Aug 2006- Nov 2007  
Supervisory RN for Specialty Practice of 8 Gastroenterologists, one endocrinologist, two pulmonary physicians  
Managed 16 staff in day to day clinic activities and procedures  
Recruited, trained and maintained continuing education for all staff monitoring budgets, oversee research projects, quality assurance, physician input  
Scheduling, analysis of staffing patterns, evaluate staff, discipline, mentor  
Professional role model, resource to staff and patients  
Office Manager Tamara Barker 907-276-2811  
Education  
State University of New York - A.A.S. Science Laboratory 1980, A.A.S Nursing 1984

**Membership in professional, civic organization or government boards or commissions** Heartbeat International

**Community Service/Volunteer Activities** Health and Wellness column for Macon Sense

**Could you or your family be affected financially by decisions made by the board or commission for which you are applying?**

**Why do you want to serve on this Authority, Board, Commission, or Committee ?**  
I have a varied background and experience in Public Health, and want to serve my community

**Please list any special skills, interest or qualifications which you feel would be an asset to said board or commission**  
As a nurse for over 40 years, I have learned to meet people where they are, and good communication is very necessary to move through a situation I have worked with all ages and like to work through problems and find solutions.

**How did you learn of the opening on the Authority, Board, Commission, or Committee for which you are applying?** Newspaper, facebook

**Are you registered to vote in the state of North Carolina**

**Are you a full time resident of Macon County**

**Are you a Macon County property owner**

**If you are applying for the Nursing Home Adult Care Advisory Committee**



# References

First Reference	David Cheek
Title	Well Pump Service
Organization	Owner
Phone Number	(828) 369-5176
Relationship	neighbor
Second Reference	Lynn Snow
Title	Secretary
Organization	SUNY
Phone Number	(315) 323-2750
Email	lsnow8@twcnny.rr.com
Relationship	Best friend since middle school
Third Reference	Will Long
Title	Ckerk
Organization	Okaloosa County Health Department
Phone Number	(850) 344-0602
Email	OkImmunization@FLhealth.gov
Relationship	Coworker at DOH

# Conflict of Interest Disclosure

Full Name of Spouse (if married)	Bobby Lee Prince
Spouse's Place of Employment	Not currently employed
Spouse's Position/Title	Registered Nurse

**Please list all entities of which you or your spouse are an officer, director, trustee, partner or employee, or have at least a five percent (5%) ownership interest, and describe your affiliation with such entity (if there are none, please state "none")**

None

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**Signature**



Approval Activity History

Actor	Actions	Date
<div><div></div><div>Notification</div></div>	Email sent. (Email) nparrott@maconnnc.org,tkeez r@maconnnc.org,wcabe@maco nnc.org	Sunday, August 31, 2025



Friday, August 22, 2025

## Application for Appointment to Macon County Authorities, Boards, Commissions and Committees

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Approval Status

COMPLETED

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Name of Authority, Board, Commission, or Committee for which you are applying to serve on

Health Board

## Contact Information

Name	Mrs Monica Cowart Severn
Preferred Name	Monica
Physical Address	164 Carolina Crest Dr Franklin, North Carolina, 28734
Mailing Address	164 Carolina Crest Dr. Franklin, North Carolina, 28734
Email	monicasevern3@gmail.com
Mobile Phone Number	(954) 593-2256
Home Phone Number	(954) 593-2256
Preferred Number	Mobile Phone Number

## Education

High School Name South Carolina GED

**Graduated**

Yes

**Year Graduated**

1975

**College Name**

Miami dade community college

**Graduated**

No

**Degree**

No

## Employment Status

**Please provide your current employment status**

Retired

**Professional Licenses held (if applicable)**

AAMA,basic X-ray state of fla. phlebotomy

**Previous employment or experience**

10 yrs service USAFRes as aeromedical evacuation flight examiner, 10yrs clinical manager pulmonary critical care practice. 19 yrs manager multiple urgent care facilities in the CareSpot system. Multiple advisory committees for training medical assistants and X-ray. DOT certified instructor for drug screening. Veteran.

**Membership in professional, civic organization or government boards or commissions**

Retired

**Community Service/Volunteer Activities**

None at this time

**Could you or your family be affected financially by decisions made by the board or commission for which you are applying?**

No

**Why do you want to serve on this Authority, Board, Commission, or Committee ?**

I have 50 yrs experience in health care.Serving both as a provider and administrative manager for multiple urgent care locations. I work well with others. Team building is one of my strong points. I create a positive and productive environment. I retired 2 yrs ago and feel I have something to offer my community.

**Please list any special skills, interest or qualifications which you feel would be an asset to said board or commission**

As previously stated.

**How did you learn of the opening on the Authority, Board, Commission, or Committee for which you are applying?**

Franklin press

**Are you registered to vote in the state of North Carolina**

Yes

**Are you a full time resident of Macon County**

Yes

**Are you a Macon County property owner**

Yes

## **If you are applying for the Nursing Home Adult Care Advisory Committee**

**Do you or someone in your immediate family have a Financial interest in a nursing home located in Macon County?**

No

**Is someone in your immediate family a resident in a nursing home located in Macon County?**

No

## **References**

### **First Reference**

Richard Walsh

#### **Title**

SVP , president urgent care operations and transformation

#### **Organization**

Novant health enterprises

#### **Phone Number**

(954) 818-6400

#### **Email**

richt.walsh@yahoo.com

#### **Relationship**

Previous COO of CareSpot Urgent Care

### **Second Reference**

Erin Pazos

#### **Title**

Vice president of urgent care operations

#### **Organization**

Novant Health Enterprises

#### **Phone Number**

(915) 479-9920

#### **Email**

pazos.erin@gmail.com

#### **Relationship**

Previous regional director/supervisor CaeSpot Urgent Care

### **Third Reference**

Bryan Quintero

#### **Title**

Business Development Manager

#### **Organization**

CareSpot Urgent Care



**Phone Number** (954) 687-3759

**Email** bryan.quintero@carespot.com

**Relationship** I was his supervisor.

## Conflict of Interest Disclosure

**Full Name of Spouse (if married)** Mr Steven Loranze Severn

**Spouse's Place of Employment** Retired

**Spouse's Position/Title** Aircraft mechanic

**Please list all entities of which you or your spouse are an officer, director, trustee, partner or employee, or have at least a five percent (5%) ownership interest, and describe your affiliation with such entity (if there are none, please state "none")**

None

By submitting this Application for Appointment, I pledge that, if appointed, I agree by my signature below that all of the information above is complete and accurate to the best of my knowledge and I pledge to comply with the following ethics guidelines as fully set forth in the Code of Ethics.

### I. Declaration of Policy

The proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people; that governmental decisions and policy be made in proper channels of the governmental structure; that public office not be used for personal gain; and that the public have confidence in the integrity of its government.

In recognition of these goals, a Code of Ethics for county officials was adopted. The purpose of this policy is to establish guidelines for ethical standards of conduct for all officials and to set forth actions that are compatible with the best interests of the County.

### II. Applicability of Ethics Policy

The provisions of this policy shall apply to all elected and appointed county officials, members of County Boards and Committees appointed by the County Commissioners and other County employees.

### III. Financial and Personal Disclosure

Any County official or employee who must officially consider any public matter involving his financial or personal interests or those of his immediate family, shall first publicly disclose the nature and extent of such interest and shall abstain from acting thereon unless provisions of state law require otherwise.

### IV. Gifts and Favors

No official or employee shall knowingly accept any gift, whether in the form of money, thing, favor, loan or promise, when it could reasonably be inferred that the gift was intended to influence or reward an official action on his part. Gifts, meals, other favors of an incidental nature and of minor value (less than \$100), or legitimate political contributions shall not be included in this policy.

### V. Appointment, Employment, or Contract Award of Relatives or Business Partners

Public officials of the appointing authority must disclose on the public record any person of their

immediate family related by blood or marriage or business interest who is being considered for appointment, employment, or contract award by that authority.


I would like to be considered for appointment to serve, without compensation, on a county Authority, Board, Commission, or Committee and I hereby certify by signing that all of my Macon County property taxes are paid in full. I realize that, because I have volunteered, it in no way guarantees that I will be appointed to a Authority, Board, Commission, or Committee by the Macon County Board of Commissioners.

**Upon appointment to a Board/Committe, the information contained herein becomes a matter of public record per North Carolina Statute 132-1**

**Signature**



### Approval Activity History

Actor	Actions	Date
 Notification	Email sent. (Email) nparrott@maconnnc.org,tkeeze r@maconnnc.org,wcabe@maco nnc.org	Friday, August 22, 2025



Friday, August 15, 2025

# Application for Appointment to Macon County Authorities, Boards, Commissions and Committees

The Macon County Board of Commissioners (Board) believes all citizens should have the opportunity to participate in governmental decisions. The Board wants to appoint qualified, knowledgeable, and dedicated people to serve on authorities, boards, commissions, and committees. If you are interested in being considered for an appointment to any advertised vacancy, please thoroughly complete the form below before the advertised deadline and choose from the following options.

Approval Status

COMPLETED

If you have any questions, please contact the Office of the Deputy Clerk to the Board at 828-349-2020

Name of Authority, Board, Commission, or Committee for which you are applying to serve on

Health Board

## Contact Information

Name Dr. Michael Edgar Toedt

Preferred Name Michael

Physical Address 162 Riverwood Drive  
Franklin, North Carolina, 28734

Mailing Address 162 Riverwood Drive  
Franklin, North Carolina, 28734

Email michael.e.toedt@gmail.com

Work Phone Number (828) 507-8164

Mobile Phone Number (828) 507-8164

Home Phone Number (828) 507-8164

Preferred Number Mobile Phone Number

## Education

High School Name Douglas County High School

Graduated	Yes
Year Graduated	1987
College Name	Georgia Institute of Technology
Year Graduated	1991
Graduated	Yes
Degree	B.S. Applied Physics
Post Grad College Name	Uniformed Services University of the Health Sciences
Graduated	Yes
Year Graduated	1995
Degree	M.D.
<b>Employment Status</b>	
Please provide your current employment status	Full-Time
Employer	Toedt Health Solutions, LLC
Job Title	CEO
Address	162 Riverwood Drive Franklin, North Carolina, 28734
Contact Person	Michael Toedt
Phone Number	(828) 507-8164
Email	michael.toedt@toedthealth.com
Employment Date	Thursday, July 1, 2021
Professional Licenses held (if applicable)	NC Medical License
<b>Previous employment or experience</b>	
Retired Rear Admiral (Lower Half) United States Public Health Service; Chief Medical Officer, Indian Health Service; Executive Clinical Director, Cherokee Indian Hospital.	
Membership in professional, civic organization or government boards or commissions	Previous Board Member, Cherokee Indian Hospital

**Community Service/Volunteer Activities**

Board Member and volunteer physician, Vecinos, Inc.

**Could you or your family be affected financially by decisions made by the board or commission for which you are applying?**

No

**Why do you want to serve on this Authority, Board, Commission, or Committee ?**

I want to give back to my community. I have the professional experience and expertise necessary for the job. It's important for our county health board to be trusted to protect and promote the public's health in Macon County. This involves a variety of responsibilities, including setting policies, making rules, and ensuring the proper functioning of the local health department.

**Please list any special skills, interest or qualifications which you feel would be an asset to said board or commission**

I have extensive prior leadership and board experience, but I am also a believer in the need for collaboration and cooperation across disciplines, and to listen and learn from our county residents.

**How did you learn of the opening on the Authority, Board, Commission, or Committee for which you are applying?**

Online ad.

**Are you registered to vote in the state of North Carolina**

Yes

**Are you a full time resident of Macon County**

Yes

**Are you a Macon County property owner**

Yes

**If you are applying for the Nursing Home Adult Care Advisory Committee**

**Do you or someone in your immediate family have a Financial interest in a nursing home located in Macon County?**

No

**References**

**First Reference**

Jim Dodd

**Title**

Honor Guard Member

**Organization**

American Legion, Post 108

**Phone Number**

(828) 332-8096

**Email**

jimdodd7@yahoo.com

<b>Relationship</b>	Friend and church elder
<b>Second Reference</b>	John Brunner
<b>Title</b>	Pastor Emeritus
<b>Organization</b>	Resurrection Lutheran Church
<b>Phone Number</b>	(828) 349-0657
<b>Email</b>	jgbrunnerdp@aol.com
<b>Relationship</b>	Friend and retired Pastor
<b>Third Reference</b>	Dave Jones
<b>Title</b>	Church president
<b>Organization</b>	Resurrection Lutheran Church
<b>Phone Number</b>	(828) 421-0859
<b>Email</b>	dejones1488@gmail.com
<b>Relationship</b>	Friend and church president

## Conflict of Interest Disclosure

<b>Full Name of Spouse (if married)</b>	Dr. Dominique Marie Toedt
<b>Spouse's Place of Employment</b>	Franklin VA CBOC
<b>Spouse's Position/Title</b>	Physician

**Please list all entities of which you or your spouse are an officer, director, trustee, partner or employee, or have at least a five percent (5%) ownership interest, and describe your affiliation with such entity (if there are none, please state "none")**

I have 100% ownership and am the founder and CEO of my management consulting company Toedt Health Solutions, LLC, a Service-Disabled Veteran-Owned Small Business in Macon County. I currently do not consult with any entities within Macon County, and have no conflicts to declare.

By submitting this Application for Appointment, I pledge that, if appointed, I agree by my signature below that all of the information above is complete and accurate to the best of my knowledge and I pledge to comply with the following ethics guidelines as fully set forth in the Code of Ethics.

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I would like to be considered for appointment to serve, without compensation, on a county Authority, Board, Commission, or Committee and I hereby certify by signing that all of my Macon County property taxes are paid in full. I realize that, because I have volunteered, it in no way guarantees that I will be appointed to a Authority, Board, Commission, or Committee by the Macon County Board of Commissioners.

Upon appointment to a Board/Committee, the information contained herein becomes a matter of public record per North Carolina Statute 132-1

Signature

Michael Toedt

Approval Activity History

Actor	Actions	Date
<div><div></div><div>Notification</div></div>	Email sent. (Email) nparrott@maconnc.org,tkeeze r@maconnc.org,wcabe@maco nnc.org	Friday, August 15, 2025