

# Carter County Commission

## Minutes of:

### Buildings & Grounds Committee

June 1, 2021, 6:00 PM

#### Members:

Isaiah Grindstaff - present

Ginger Holdren - present

Robert Acuff - absent

Randall Jenkins - present

Mike Hill - present

Daniel McInturff - present

Brad Johnson - present

Thomas Proffitt - present

#### I. Call to Order

The Building & Grounds Committee was called to order by Chairman Daniel McInturff at 7:55 pm.

#### II. Approval of Agenda

Chairman McInturff asked to add; C. ABT lease and D. Radio System to the agenda under New Business.

A motion to approve the agenda was made by Randall Jenkins, second by Thomas Proffitt. All in favor, the motion carried.

#### III. Approval of April meeting minutes

A motion was made by Isaiah Grindstaff, second by Randall Jenkins to approve the minutes from the last meeting.

All in favor, motion carried.

#### IV. Public Comments

None

#### V. New Business

##### a. Courtroom live stream discussion

Mayor Woodby stated that she was in the process of getting a quote from the company that installed the sound system. She will report back to the committee. Bradley Johnson stated that he didn't support, didn't see the need. Chairman McInturff stated that he liked the transparency of having it livestreamed. Anyone can watch. Isaiah Grindstaff stated that he liked the idea that you could go back and re-watch it. Large crowds can watch where they wouldn't be able to fit in the courtroom. He would like to see it happen. Chairman McInturff stated that it would benefit the commissioners as well, they would be able to watch on the occasion that they couldn't attend in person.

##### b. Judge Rice's Law Office @ 300 N Main St. (Mayor Woodby)

Mayor Woodby informed the committee that she was invited along with Judge Street to tour the office building owned by Judge Lisa Rice. She reported that the space is beautiful and move in ready. She pointed out that it is the last available property in the courthouse community. Judge Rice is asking \$295,000 to the county but is going to list it at \$325,000. Mayor Woodby stated that she has made an appointment to have it appraised on June 22,

2021. Mayor Woodby stated that the planning and the brick building beside behind the courthouse needed to be demolished and the vacant property paved for employee parking. She suggested one of the options for the building is to move the mayor's office and the Planning Office. Isaiah Grindstaff stated that moving the Mayor's Office to this building would be removing them from the security of the courthouse, he also stated that Planning didn't need to be moved farther away. He would like to see planning moved into the main courthouse. Discussion began about what offices could be moved into the Rice Office Building. Mayor Woodby stated that all the lower floor offices would not be able to move. Mr. Grindstaff agreed because of the need for vaults. Mayor Woodby suggested that the Finance Directors office and Finance could expand into what is now the mayor's office and conference room and the mayor's office and the Veterans Office could move to the new building. Ginger Holdren asked if the mayor's office, the veterans office move in there would there be room for possible grant writer, economic developer? Mayor Woodby stated that there are several office spaces and two (2) conference rooms. A motion was made by Ginger Holdren, second by Brad Johnson for the Mayor to move forward with the appraisal on the 22<sup>nd</sup> of Judge Lisa Rice's property. All in favor, motion carried.

**c. ABT Lease**

Chairman McInturff informed the committee that they have learned that AB&T has been using space that they have not been paying for and Sub-Leasing some space to another job resource entity without permission from the Commission. They stated that this was an agreement that they had with Carter County Tomorrow. Mayor Woodby asked the committee if they wanted her to start the process of eviction. Ginger Holdren stated that they need to correct lease violations and charge for the space that they use. Mayor Woodby stated that in the discussions with Northeast State, TCAT, and the Carter County School System it has been determined that all the space is going to be used. Ms. Holdren asked, do we want to lose that income we are getting now when it may be a year or more before we need that space. Chairman McInturff asked if they needed to invite them into the discussions to see what space they need. Brad Johnson stated that the sub-lease needed to go to legal. Ms. Holdren stated that Dr. McAbee just added two (2) career counselors to the staff, AB&T may fit together. Mayor Woodby stated that she would handle the square footage issue.

A motion was made by Isaiah Grindstaff, second by Randall Jenkins to have Attorney Hardin handle the sub-lease issue. All in favor, motion carried.

**d. Radio System**

Captain Smith attended the meeting to update the committee on the Radio System. He wanted to assure that this would be a county wide system that would include not only emergency systems but the school system, highway department and others. An engineering firm has been hired to work up the system. There will be four (4) mountain top repeaters (Holston, White Rock, Buffalo Mountain and Fall Creek in Avery County, NC). They will have to get with Johnson City to see what regulations will be required for the Buffalo Mountain tower. Captain Smith reported that they would have to raise the towers 10/20 feet. Engineers have assured it can be raised. They have license for 12 frequencies, need 4 more pairs to assure enough if there is a national, state, or local disaster. RFP is out. There is a meeting tomorrow (June 2, 2021) at 2:00 with the engineer, CI (Communication International) and stakeholders. He is suggesting they have a communications officer in

place when this project gets started. That way they would know where all the equipment is, how its configured. The biggest thing would be the programing and while the engineers are here to answer any questions they may have. Mayor Woodby stated that they would house in the EOC with the EMA. Starting pay would be around \$45,000 depending on experience. Pay would be split between entities, county, school system, city police department and the highway department who would pay portions of the salary. Ms. Holdren asked who they would report to, EMA, Sheriff or Mayor. Captain Smith stated that it would not be the Sheriff's office, Mayor Woodby stated that it would not be EMA, so they would report to the mayor. Isaiah Grindstaff stated that he would like to see someone hired to bring them in on the project before everything is set up and established.

Motion was made by Isaiah Grindstaff, second by Ginger Holdren to forward to budget for discussion and creation of a communications officer full time position for the next fiscal year to be included in the budget, to be placed in reserve.

All in favor. Motion carried.

Ms. Holdren expressed concern that there is only one bid on the RFP. Her concern is that people will see that bid is the only one that does work for the Sheriffs office. Captain Smith assured her that it wasn't the same company. This is Communications International (CI).

## **VI. Old Business**

### **a. Sluder property update**

Mayor Woodby stated that it was still in the works the maintenance guys are going up there with Chris in the next couple of weeks to get the water and electric installed.

### **b. ADA Transition plan**

EMA office is currently working on it so something can be put on the website.

### **c. County Archive Department Location**

Ginger Holdren reported that several people went to look at the Crawford Drywall Building in Lynn Valley that is for sale for \$395,000 +/- . Ms. Holdren stated that it has potential for a space for the archives. Isaiah Grindstaff asked if anything had been done about hiring an archivist. Ms. Holdren stated that they had discussion in the Records Committee about the new Historian going in and starting on inventory of the records. But because of the discussion about the communications officer, she believes that we may need to start the process of hiring an archivist now and let them help with the process of choosing a space.

### **d. Workforce Development Complex as a CTE site for Carter County Schools (PDF Floor Plans Attached in email)**

Discussed earlier

### **e. Shaw & Shanks – Restroom Project @ 801 E Elk Ave Courthouse**

They will open the bids on the 3<sup>rd</sup>.

## **VII. Commissioner Comments**

Mayor Woodby stated that there are a couple of office holders that want to opt out with the doors and badges that will control who can come into their offices. Isaiah Grindstaff stated that the security has been installed and they have started making the badges. Cards can be programed to allow an office holder to choose where employees can and can not go. Mr.

Grindstaff stated that he cant make an office holder use the system but it is highly encouraged. The electronic locks do not interfere with the key locks on the doors. They can issue hard keys.

**VIII. Adjournment**

A motion to adjourn was made by Ginger Holdren, second by Thomas Proffitt. All in favor, meeting adjourned at 9:40 PM.

Respectfully submitted by

Gwen Crowe