BOARD OF COMMISSIONERS PUBLIC HEARINGS AND REGULAR MEETING NOVEMBER 17, 2025 5:00 PM

Bryant H. Womack Justice & Administration Building 40 Courthouse Street Columbus, NC 28722

1. Public Hearing

   A. Call to Order the Public Hearing - the purpose of the public hearing is to receive citizen input on the proposed text amendments to the Polk County Subdivision Ordinance, Section 3.14 to include: However, in cases where an existing lot of record does not meet the required lot size, a combination/recombination will be approved provided it meets or increases the lot size of the non-conforming lot and does not create another non-conforming lot, or other nonconformity. (A copy of the current and proposed draft of the Subdivision Ordinance is available for review online at https://www.polknc.gov/ordinances.php or in the County Manager's office).

   B. Citizen Comments

   C. Adjourn Public Hearing

2. Public Hearing

   A. Call to Order the Public Hearing - the purpose of the public hearing is to take citizen comments on the proposed road name; Beiler Lane - Private Road - Off of Little Mountain Road - SR 1523. The notice was properly advertised in the Tryon Daily Bulletin.

   B. Citizen Comments

   C. Adjourn Public Hearing

3. Call to Order the Regular Meeting - Chairman Yoder.

4. Invocation - Commissioner Beiler

5. Pledge of Allegiance - Chairman Yoder

6. Approval of Agenda

   A. Items may be added or removed at this time.

7. Consent Agenda

A. Approval of October 20, 2025 Public Hearing, and Regular Meeting Minutes.

B. Resolution Supporting Operation Green Light 2025.

C. Tax Refund Request(s) for the period ending November 3, 2025.

D. Schedule a Public Hearing for proposed new road names to be considered on Monday, December 15, 2025 at 5:00 pm in the R. Jay Foster Hall of Justice, Womack Building.

E. Budget Amendment to increase revenue and expenses for funds allocated to the Public School Building Capital Fund for Helene Recovery Funds.

F. Grant Manager Pittman signatory authority for the Growing Rural Economies with Access to Technology (GREAT) Agreement - Manager Pittman.

G. Appoint HHSA Director, Robin Elliott to serve on the VAYA Health Regional Board.

H. Increase the YMCA Project Budget Ordinance for Construction Management at Risk (CMAR) preconstruction planning.

I. Budget Amendment to move available Emergency Medical Services funds from Full-Time Salary line to Part-Time Salary line.

8. Citizen Comments on Agenda Items.

9. Regular Agenda Items

A. Consideration and approval of the proposed Subdivision Ordinance Amendment subsequent to the Public Hearing - Cathy Ruth, Polk County Planning and Economic Development Director.

B. Consideration and approval of the proposed new road name; Beiler Lane, subsequent to the public hearing - Attorney Berg.

C. Polk County YMCA Update - Ryan Finney, Vice President of Operations, YMCA of Greater Spartanburg, and Michael Baughman, YMCA Development Committee Chair.

D. Polk County Schools Public School Building Repair and Renovations Fund (PSBRRF) request for co-signer approval.

E. Little White Oak Mountain Trails Update - Mickey Edwards, Recreation and Maintenance Director, and Holly Williams, Recreation Coordinator.

F. Resolution and letter requesting reinstatement of the Polk County DMV Office - Vice-Chairman Moore.

G. Consideration and approval of the 2026 Board of Commissioners meeting schedule.

H. State Health Plan Update - Manager Pittman

10. Citizen Comments on Non-Agenda Items.

11. Volunteer Board Applications

    A. Appearance Commission - There are four vacancies and one applicant; Clyde Younkin.

    B. Columbus Fire Department Board of Directors - There are two vacancies and one applicant; John Suave.

12. Commissioner Comments.

13. Closed Session

    A. Motion to go into closed session for the purpose of Attorney-Client Privilege.

    B. Motion to return to open session.

14. Adjournment

NOTICE OF PUBLIC HEARING

Notice is hereby given that at 5:00 p.m., on Monday, November 17, 2025, in the Bryant H. Womack Justice and Administration Building, located at 40 Courthouse Street, Columbus, NC 28722, the Polk County Board of Commissioners will hold a public hearing to receive citizen input on the proposed text amendments to the Polk County Subdivision Ordinance, Section 3.14 to include: However, in cases where an existing lot of record does not meet the required lot size, a combination/recombination will be approved provided it meets or increases the lot size of the non-conforming lot and does not create another non-conforming lot, or other nonconformity.

Copies of the proposed ordinance are available for review in the County Manager's Office in the Bryant H. Womack building. They are also available online at www.polknc.gov/ordinances For additional information about this public hearing, contact the County Manager's office at (828) 894-3301.

Kennedy Freeman

Kennedy Freeman
Clerk to the Board of County Commissioners



Polk County
Subdivision Ordinance

Adopted: November 21, 2011; Amended: April 7, 2014[1];
July 16, 2018[2]; October 7, 2019[3]; May 3, 2021[4], April 14, 2025[5]

Draft to BOC - October 2025

SECTION 3.4 COMBINATIONS/RECOMBINATIONS AND SUBDIVISION EXEMPTION PLATS

For plats implementing the combinations/recombination of previously subdivided land or for plats that do not meet the definition of a subdivision as set forth in Article 6, the following shall apply:

(A) *Review Process.* The Administrator shall confirm that the plat does not meet the definition of a subdivision, and that minimum zoning lot sizes are met, if applicable.

(B) *Combination/Recombination and Exemption Plat Special Requirements.*

(1) Prior to recording a plat for combinations/recombination, the applicant shall provide evidence to the Administrator that the combinations/recombination of all or portions of parcels of previously subdivided and recorded lands which have been recombined is in such a fashion where the resultant number of parcels is less than or equal to the original number of parcels and meets the requirements of this Ordinance, where applicable. However, in cases where an existing lot of record does not meet the required lot size, a combination/recombination will be approved provided it meets or increases the lot size of the non-conforming lot and does not create another non-conforming lot, or other non-conformity.

(2) Any plat or any part of a plat may be vacated by the owner at any time before the sale of any lot in the subdivision by a written instrument to which a copy of such plat shall be attached, declaring the same to be vacated. Such an instrument shall be approved by the map review officer.[4]

SECTION 3.5 PRE-APPLICATION MEETING

(A) *Two Lot, Expedited Review for Three Lots*[2]*, and Family Subdivisions.* It is recommended that the subdivider meet with the Polk County Administrator in a pre-application conference to informally discuss this ordinance and the subdivision of land in Polk County. It is recommended that a sketch plan of the proposed plat be provided to the Administrator for preliminary review.

(B) *Minor, Major and Cluster Subdivisions.* The subdivider is required to meet with the Polk County Administrator in a pre-application conference to informally discuss this ordinance and the Minor or Major Subdivision of land in Polk County. A sketch plan for minor and major subdivisions and an environmental checklist for major subdivisions shall be provided to the Administrator for review. Requirements for the sketch plan are in Section 4.2. The environmental checklist regulations are in Section 5.3(B). The Administrator will determine if a traffic impact analysis will be required as specified in Section 5.4.

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 2.A

Call to Order the Public Hearing - the purpose of the public hearing is to take citizen comments on the proposed road name; Beiler Lane - Private Road - Off of Little Mountain Road - SR 1523. The notice was properly advertised in the Tryon Daily Bulletin.

ATTACHMENTS

1. Notice of PH for New Road Names November 17, 2025

NOTICE OF PUBLIC HEARING

Notice is hereby given that at 5:00 p.m., on Monday, November 17, 2025, in the Bryant H. Womack Justice and Administration Building, located at 40 Courthouse Street, Columbus, NC 28722, the Polk County Board of Commissioners will hold a public hearing to receive citizen input on the following proposed new road name to be adopted in Polk County, North Carolina:

Tryon Township:

Beiler Lane - Private Road – Off of Little Mountain Road– SR 1523

Kennedy Freeman
Clerk to the Board
(828) 894-3301

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 7.A

Approval of October 20, 2025 Public Hearing, and Regular Meeting Minutes.

ATTACHMENTS

1. 10.20.2025 minutes DRAFT

POLK COUNTY BOARD OF COMMISSIONERS
Public Hearing & Regular Meeting
October 20, 2025 - 5:00 PM
Bryant H. Womack Justice & Administration Building
40 Courthouse Street Columbus, NC 28722
MINUTES

PRESENT: Chairman Yoder, Vice-Chairman Moore, Commissioner Beiler, Commissioner Melton, and Commissioner Hargett. Also in attendance were Manager Pittman, Clerk to the Board Freeman, and citizens.

ABSENT: Attorney Berg

1. Public Hearing

   A. Call to Order the Public Hearing -The purpose of the Public Hearing is to take public comment on the proposed new road name; ZEL Ridge - Private Road – Off of Manus Chapel Road– SR 1327. The Public Hearing was properly advertised in the Tryon Daily Bulletin.

   B. Citizen Comments

   There were no citizen comments.

   C. Adjourn Public Hearing

   Commissioner Melton moved to adjourn the public hearing, seconded by Commissioner Beiler, and the motion carried unanimously.

2. Call to Order the Regular Meeting - Chairman Yoder

3. Invocation - Chairman Yoder

4. Pledge of Allegiance - Commissioner Beiler

5. Approval of Agenda

   A. Items may be added or removed at this time.

   Manager Pittman requested to remove items 8.G. and 12 from the agenda.

   Commissioner Melton moved to approve the agenda as amended, seconded by Commissioner Hargett, and the motion carried unanimously.

6. Consent Agenda

   A. Approval of the September 15, 2025, Public Hearing and Regular Meeting Minutes.

   B. Schedule a Public Hearing for proposed new road names to be considered on Monday, November 17, 2025, at 5:00 p.m. in the Bryant H. Womack Justice & Administration Building.

C. Tax refund request through October 1, 2025, in the amount of $502.29.

D. Declare one (1) Agricultural Economic Development vehicle as surplus to be sold by electronic auction. Asset details are attached.

E. Hurricane Helene Disaster Response and Recovery Grant Project Budget Ordinance.

F. Re-appoint Scott Woodworth to the Jury Commission for a two-year term as required in § 9-1.

G. 2025 Domestic Violence Awareness Proclamation.

H. Budget amendment to appropriate general fund balance and capital project fund balance to fund the ineligible amount for the 911 Communication radio purchase.

Commissioner Melton moved to approve the consent agenda, seconded by Commissioner Beiler, and the motion carried unanimously.

7. Citizen Comments on Agenda Items

There were two citizen comments.

8. Regular Agenda Items

A. Consideration and approval of the proposed new road name subsequent to the public hearing - Attorney, Jana Berg.

Commissioner Beiler moved to approve the proposed road name, seconded by Vice-Chairman Moore, and the motion carried unanimously.

B. Foothills Humane Society Update - Carol Parker, Board of Directors President.

Ms. Parker introduced Kayla Shealey, Interim Director of the Foothills Humane Society. Mrs. Shealey provided an update on shelter operations and introduced one of their shelter dogs. Mrs. Shealey and Ms. Parker explained the importance of Foothills Humane Society and community support. Ms. Parker also announced the upcoming Mutt Strutt fundraising event to be held the following Saturday and encouraged everyone to attend.

C. American Viticulture Association Certification - ~~Jordan Barnes~~, Cory Lillberg, and Lita Lilly.

Lita Lilly, Owner of Overmountain Vineyards, and Cory Lillberg, Vineyard Manager of Parker-Binns Vineyard gave a presentation which detailed the history of viticulture in Polk County. Mrs. Lilly and Mr. Lillberg announced that on September 29, 2025, they were notified that they had received the federal “American Viticulture Area” designation (AVA). Mrs. Lilly said that the designation is expected to go into effect on October 29th, 2025.

D. Schedule a public hearing to review and discuss approval of text amendments to the Subdivision Ordinance on Monday, November 17, 2025, at 5:00 pm in the Bryant H. Womack Justice & Administration Building, 40 Courthouse St. Columbus, NC. (A copy of the current Subdivision Ordinance is available for review online at https://www.polknc.gov/ordinances.php or in the County Manager's office).

Cathy Ruth, Planning and Economic Development Director requested scheduling a public hearing to review and discuss text amendments to the Subdivision Ordinance concerning combinations/recombinations.

Vice-Chairman Moore moved to schedule the public hearing, seconded by Commissioner Hargett, and the motion caried unanimously.

E. Polk County HR Policy Annual Review and Update - Tommy Oakman, Human Resources Officer.

Vice-Chairman Moore moved to approve the HR Policy updates, seconded by Commissioner Beiler, and the motion carried unanimously.

F. Appearance Commission Kudzu Inventory Grant - Don Dicey, Commission Member.

Mr. Dicey presented a grant to the board that the commission has been working towards. He explained that the grant would fund a project which will use drone, digital, and satellite technology to map how much Kudzu is in the county. He said that the goal of this mapping will be to help target and remove the Kudzu more effectively.

Manager Pittman explained to the Board that the proposed grant would use taxpayer funds for work on private property rather than public property, which would require the Board to change the policy. He clarified that no decision is needed at this time, however, it may be a topic of discussion in the future.

~~G. Request to create a part-time regular position for an Office Assistant in Solid Waste - Travis Ballard, Solid Waste Director.~~ **Removed during item 5.A.**

H. Approval of purchase order request and budget amendment to transfer undesignated spending to capital from the enterprise fund for the purpose of a CAT Wheel Loader to be used for Solid Waste - Travis Ballard, Solid Waste Director.

Mr. Ballard informed the Board that this is a new piece of equipment and will be covered by a 10-year warranty. He also clarified that the funding for this purchase has already been budgeted and they will be transferring the funds from the Solid Waste Enterprise Fund, which does not consist of any taxpayer dollars.

Commissioner Beiler moved to approve the purchase order request and budget amendment, seconded by Vice-Chairman Moore, and the motion carried unanimously.

I. Budget Amendment to fund an increase in the retirement rate as an active member in the State Health Plan - Sandra Hughes, Finance Director.

Mrs. Hughes explained that the State Treasurers office is now requiring all participants in the State Health Plan to contribute 2.4% of their retirement rate in order to remain in the plan. She said that because the County participates in the State Health Plan, approval of the budget amendment is necessary to cover the additional expense.

Commissioner Beiler moved to approve the budget amendment, seconded by Vice-Chairman Moore, and the motion carried unanimously.

9. Citizen Comments on Non-Agenda Items

There were no citizen comments.

10. Volunteer Board Applications

A. Animal Cruelty Investigators - There is one vacancy and one applicant; Pauline (Paula) Spinale.

Vice-Chairman Moore moved to appoint the applicant to the Animal Cruelty Investigators, seconded by Commissioner Beiler, and the motion carried unanimously.

11. Commissioner Comments

The Commissioners thanked everyone for attending.

~~12. Closed Session~~

~~A. Motion to go into Closed Session for the purpose of Attorney-Client Privilege.~~

~~B. Motion to return to open session.~~ **Removed during item 5.A.**

13. Adjournment

Vice-Chairman Moore moved to adjourn the regular meeting, seconded by Commissioner Hargett, and the motion carried unanimously.

Attest:

POLK COUNTY BOARD OF COMMISSIONERS

Kennedy E Freeman
Clerk to the Board

Myron Yoder
Chairman

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 7.B

Resolution Supporting Operation Green Light 2025.

ATTACHMENTS

1. Resolution Supporting Operation Green Light for Veterans

Resolution Supporting Operation Green Light for Veterans

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

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

WHEREAS, Polk County seeks to honor these individuals who have paid the high price for freedom by placing themselves in harm's way for the good of all; and

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

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

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

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

WHEREAS Active Military Service Members transitioning from military service are at high risk for suicide during their first year after military service; and

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

WHEREAS, Polk County appreciates the sacrifices of our united State Military Personnel and believe specific recognition should be granted; therefore, be it

RESOLVED, with designation as a Green Light for Veterans County, Polk County hereby declares from October 16th, 2025 through Veteran's Day, November 11, 2025, a time to salute and honor the service and sacrifice of our men and women in uniform transitioning from Active Service; Therefore, be it further

RESOLVED, that in observance of Operation Green Light, Polk County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying a green light in a window of their place of business or residence from November 3rd through 30th, 2025.

Adopted this the 17th day of November, 2025.

POLK COUNTY BOARD OF COMMISSIONERS

Myron Yoder
Chairman

ATTEST

Kennedy Freeman
Clerk to the Board

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 7.C

Tax Refund Request(s) for the period ending November 3, 2025.

ATTACHMENTS

1. October_refunds (2)

Memorandum

To: Polk County Board of Commissioners

From: Melissa O'Loughlin, Polk County Tax Administrator

Date: 11/3/2025

Re: Refund Request

Taxpayer	Parcel	Amount	Reason
Christopher Houser	vehicle	$ 146.78	tag surrender
Steven Stott	Vehicle	$ 101.35	tag surrender
Darren Byrd	P105-57	$ 1,682.44	overpayment
	TOTAL:	**$ 1,930.57**	

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 7.D

Schedule a Public Hearing for proposed new road names to be considered on Monday, December 15, 2025 at 5:00 pm in the R. Jay Foster Hall of Justice, Womack Building.

ATTACHMENTS

None

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 7.E

Budget Amendment to increase revenue and expenses for funds allocated to the Public School Building Capital Fund for Helene Recovery Funds.

ATTACHMENTS

1. Schools Helene Recovery Funds Budget Amend.

BUDGET AMENDMENT: ADDITION (New Revenue Source)
DATE: 11/17/2025 BOC meeting BATCH #: _____ LINE_____
Dept.: **Budget Addition** (for accounting use only)

Amendment # : **13**

INCREASE EXPENSE			INCREASE REVENUE		
GL ACCOUNT #		Amount	GL ACCOUNT #		Amount
10-5910-6910-6	$	57,615	10-3315-3850	$	(57,615)
PSBCF Helene Recovery			PSBCF Helene Recovery		
	$	57,615		$	(57,615)

EXPLANATION: To increase revenue and expense for funds allocated to the Public School Building Capital Fund for Helene Recovery Funds, specifically Saluda School retaining wall restoration - a total of $175,000 was allocated for this project.

Date approved & entered into the BOC minutes

COUNTY MANAGER **FINANCE OFFICER**

Polk County Schools
Check Request Form (revised 08/01/2019)

Date 10/27/2025

Finance Use Only

Requestor printed name: Debora Lovelace

Vendor # or:

Name/Code of Funding Program Source

Vendor Name: Polk County Schools

Sales Tax School Capital Set-aside Funds

Deliver to location:

Name and Address
Polk County Schools
PO Box 638
Columbus NC 28722

* note: all items must be delivered to the school before payment is made.

Account Code	Amount
4.9035.078.532	
4.3201.076	$ 57,615.00

Bill to:

Polk County Government

Special Instructions:

Request to be taken from Sales Tax School Capital Set-aside Funds

NOTE: SEE ATTACHED BACKUP DOCUMENTATION

QTY.	DESCRIPTION	UNIT PRICE	AMOUNT
1	PSBCF Helene Recovery Fund - Saluda Retaining Wall	$ 57,615.00	$ 57,615.00
			$ -
			$ -
			$ -
			$ -
			$ -
			$ -
			$ -
			$ -
			$ -
			$ -
			$ -
		Subtotal	$ 57,615.00
		Shipping & Handling	
	NC SALES TAX	***0.0675***	
		Grand Total	$ 57,615.00

Apply Sales Tax? NO (select dropdown)

Other Comments:

Please sign and date when materials have been received:

This instrument has been pre-audited in the manner required by the School Budget and Fiscal Control Act.

Requestor Signature / Date	Principal Signature / Date	Director Signature/Date (as required based on funding source)

Signature of Finance Officer

Date 10-27-25

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 7.F

Grant Manager Pittman signatory authority for the Growing Rural Economies with Access to Technology (GREAT) Agreement - Manager Pittman.

ATTACHMENTS

1. Amendment 1 Polk Spectrum SE 2000066940

Growing Rural Economies with Access to Technology Agreement (Federal)
NCDIT Broadband Infrastructure Office Program

AMENDMENT 1

The **North Carolina Department of Information Technology** ("NCDIT"), an agency of the State of North Carolina ("State") and **Polk County** (the "County") (NCDIT and the County are hereinafter collectively referred to as "Grantors") enter into this Amendment 1 with **Spectrum Southeast, LLC** (the "Grantee"). Together Grantors and Grantee are hereinafter referred to as the "Parties" or each individually as a "Party".

The Growing Rural Economies with Access to Technology ("GREAT") Grant Agreement (Agreement # 2000066940) entered into by and between the Parties effective April 10, 2023, is hereby amended pursuant to the terms and conditions set forth in this Amendment (hereinafter "Amendment 1").

Except as set forth in this Amendment 1, all other terms and conditions of the Grant Agreement shall remain unaltered and in full force and effect. To the extent there is any conflict, discrepancy or ambiguity between the terms and conditions contained in the Grant Agreement and the terms and conditions of this Amendment 1, the terms and conditions contained in this Amendment 1 shall govern and prevail. Any reference to the terms and conditions of the Grant Agreement in any Exhibit or grant documents shall incorporate the amendments made in this Amendment 1 and any other written amendments to the Grant Agreement between the Parties.

Pursuant to this Amendment 1, the Grant Agreement shall be amended as follows:

1. Section 1.8. **Construction Period**, shall be deleted in its entirety and replace with the following paragraph.

   Section 1.8. Construction Period. The Construction Period is the time from the execution of the executed Agreement, May 2, 2023, to the time that service is available to locations identified in Exhibit B "Scope of Services" and shall not extend beyond June 30, 2026, subject to the provisions of Section 2.4 and Section 2.5.

2. **Exhibit C** shall be deleted in its entirety and replaced with Exhibit C attached to this Amendment 1. The Exhibit C attached to this Amendment 1 supersedes all previous documents labeled as Exhibit C for this Grant Agreement.

3. **Exhibit D** shall be deleted in its entirety and replaced with Exhibit D attached to this Amendment 1. The Exhibit D attached to this Amendment 1 supersedes all previous documents labeled as Exhibit D for this Grant Agreement.

In Witness Whereof, the Grantee and DIT shall execute this Amendment 1 by their respective authorized signatories within 15 days of receipt of this Amendment.

Spectrum Southeast, LLC

Signature _____

Printed Name _____

Title _____

Date _____

Polk County

Signature _____

Printed Name _____

Title _____

Date _____

North Carolina Department of Information Technology

Signature _____

Printed Name Annette Taylor

Title Deputy Secretary for the Division of Broadband and Digital Opportunity, NC Department of Information Technology

Date _____

Exhibit C
Project Milestones
Amendment 1

Documentation for deliverables should accompany the relevant progress report and other requested documentation, demonstrating the achievement of the milestones for the following Periods:

Milestone	Description
• Initial status of the engineering and design of the project • Initial list of agreements, permits, or contractual arrangements that must be acquired or executed in order to construct or deploy infrastructure/equipment	Reported in Q1 Progress Report
• Status of the engineering and design of the project • List and status of agreements, permits, or contractual arrangements that must be acquired or executed in order to construct or deploy infrastructure/equipment	Reported in Q2 Progress Report
• Minimum of at least one Reimbursement Request has been submitted	Submission of Reimbursement Request by September 30, 2023
• Evidence of the start of construction • Status of the engineering and design of the project • List and status of agreements, permits, or contractual arrangements that must be acquired or executed in order to construct or deploy infrastructure/equipment	Reported in Q4 Progress Report
• Minimum of two cumulative Reimbursement Requests have been submitted	Submission of Reimbursement Request by June 30, 2024
• Status of the engineering and design of the project • List and status of agreements, permits, or contractual arrangements that must be acquired or executed in order to construct or deploy infrastructure/equipment • Access is available to 10% of the locations with submission of addresses in the format designated by the Office	Reported in Q6 Progress Report
• Status of the engineering and design of the project • List and status of agreements, permits, or contractual arrangements that must be acquired or executed in order to construct or deploy infrastructure/equipment	Reported in Q7 Progress Report
• Status of the engineering and design of the project • List and status of agreements, permits, or contractual arrangements that must be acquired or executed in order to construct or deploy infrastructure/equipment	Reported in Q8 Progress Report
• Status of the engineering and design of the project • List and status of agreements, permits, or contractual arrangements that must be acquired or executed in order to construct or deploy infrastructure/equipment	Reported in Q9 Progress Report
• Status of the engineering and design of the project • List and status of agreements, permits, or contractual arrangements that must be acquired or executed in order to construct or deploy infrastructure/equipment	Reported in Q10 Progress Report
• Status of the engineering and design of the project • List and status of agreements, permits, or contractual arrangements	Reported in Q11 Progress Report

that must be acquired or executed in order to construct or deploy infrastructure/equipment	
• Status of the engineering and design of the project • List and status of agreements, permits, or contractual arrangements that must be acquired or executed in order to construct or deploy infrastructure/equipment	Reported in Q12 Progress Report
• Completion of the Construction Period • Access is available to 100% of the locations with submission of addresses in the format designated by the Office. • Beginning of Maintenance Period	Reported in Q13 Final Report for End of Construction Period
• All reimbursement requests have been submitted	Final submission of Reimbursement Request by September 28, 2026
• Submittal of an attestation specified in Sections 2.3.a and 2.3.d (2 party) or 2.4.a. and 2.4.d. (3 party)	Reported in Y1 Annual Report
• Submittal of an attestation specified in Sections 2.3.a and 2.3.d (2 party) or 2.4.a. and 2.4.d. (3 party)	Reported in Y2 Annual Report

Exhibit D
Reporting Schedule for Progress Reports
Amendment 1

The Grantee is required to submit progress reports based on the following schedule:

Reporting Period	Due Date	Report Type
Effective Date to June 30, 2023	7/15/23	Q1 Progress Report
July 1, 2023 to September 30, 2023	10/15/23	Q2 Progress Report
October 1, 2023 to December 31, 2023	1/15/24	Q3 Progress Report
January 1, 2024 to March 31, 2024	4/15/24	Q4 Progress Report
April 1, 2024 to June 30, 2024	7/15/24	Q5 Progress Report
July 1, 2024 to September 30, 2024	10/15/24	Q6 Progress Report
October 1, 2024 to December 31, 2024	1/15/25	Q7 Progress Report
January 1, 2025 to March 31, 2025	4/15/25	Q8 Progress Report
April 1, 2025 to June 30, 2025	7/15/25	Q9 Progress Report
July 1, 2025 to September 30, 2025	10/15/25	Q10 Progress Report
October 1, 2025 to December 31, 2025	1/15/26	Q11 Progress Report
January 1, 2026 to March 31, 2026	4/15/26	Q12 Progress Report
April 1, 2026 to June 30, 2026	7/15/26	Q13 Final Report Form for End of Construction Period
July 1, 2026 to June 30, 2027	7/15/27	Y1 Annual Progress Report (Maintenance Period)
July 1, 2027 to April 10, 2028	4/30/28	Y2 Annual Progress Report (Maintenance Period)

The Grantee shall submit at minimum a quarterly report during the Construction Period, and at minimum an annual report during the Maintenance Period. The schedule above assumes a full construction period. Grantee may move from a quarterly to an annual reporting period prior to the date above, if the construction period of the project is completed early. The final report is due at the time of Project completion or no later than 30 days after the grant end-date, whichever is sooner. The reporting schedule remains in effect for the duration of the grant.

The Grantee shall submit its Conflict of Interest Policy to NCDIT prior to disbursement of the first payment. At any time during these reporting cycles, the Grantee may be required to submit additional information as outlined in Section 2.3.a./2.4.a. (Broadband Access and Speeds), and Section 2.3.c./2.4.a. (Project Milestones and Progress Reports) of this Agreement. The final quarterly progress report documentation is due at the time of the end of the Construction Period or no later than 30 days after the Construction Period end-date, whichever is sooner. The reporting schedule remains in effect for the duration of the grant.

No Overdue Tax Certification Reporting Period and Due Date

The Grantee shall submit, on an annual basis in accordance with the table below, an updated No Overdue Tax Certification for all funds received by NCDIT. A copy of this certification will be kept along with this Grant Agreement by NCDIT and made available for review pursuant to Section 5.5 of this Grant Agreement.

Reporting Period	Due Date
January 1, 2023 to December 31, 2023	1/31/24
January 1, 2024 to December 31, 2024	1/31/25
January 1, 2025 to December 31, 2025	1/31/26
January 1, 2026 to December 31, 2026	1/31/27
January 1, 2027 to December 31, 2027	1/31/28

Failure to submit progress reports and No Overdue Tax Certification as required may result in one more of the following actions:

1. non-payment of payment requests;
2. termination of the grant;
3. immediate repayment of any funds paid pursuant to this Grant Agreement; and
4. negatively impact Grantee's eligibility for future NC Department of Information Technology grants.

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 7.G

Appoint HHSA Director, Robin Elliott to serve on the VAYA Health Regional Board.

ATTACHMENTS

1. GS_122C-118.1

§ 122C-118.1. Structure of area board.

(a) An area board shall have no fewer than 11 and no more than 21 voting members. The board of county commissioners, or the boards of county commissioners within the area, shall appoint members consistent with the requirements provided in subsection (b) of this section. The process for appointing members shall ensure participation from each of the constituent counties of a multicounty area authority. If the board or boards fail to comply with the requirements of subsection (b) of this section, the Secretary shall appoint the unrepresented category. The boards of county commissioners within a multicounty area with a catchment population of at least 1,250,000 shall have the option to appoint members of the area board in a manner or with a composition other than as required by this section by each county adopting a resolution to that effect and receiving written approval from the Secretary. A member of the board may be removed with or without cause by the initial appointing authority. The area board may declare vacant the office of an appointed member who does not attend three consecutive scheduled meetings without justifiable excuse. The chair of the area board shall notify the appropriate appointing authority of any vacancy. Vacancies on the board shall be filled by the initial appointing authority before the end of the term of the vacated seat or within 90 days of the vacancy, whichever occurs first, and the appointments shall be for the remainder of the unexpired term.

(b) Within the maximum membership provided in subsection (a) of this section, the membership of the area board shall reside within the catchment area and be composed as follows:

(1) At least one member who is a current county commissioner.

(2) The chair of the local Consumer and Family Advisory Committee (CFAC) or the chair's designee.

(3) At least one family member of the local CFAC, as recommended by the local CFAC, representing the interests of the following:
   a. Individuals with mental illness.
   b. Individuals in recovery from addiction.
   c. Individuals with intellectual or other developmental disabilities.

(4) At least one openly declared consumer member of the local CFAC, as recommended by the local CFAC, representing the interests of the following:
   a. Individuals with mental illness.
   b. Individuals with intellectual or other developmental disabilities.
   c. Individuals in recovery from addiction.

(5) An individual with health care expertise and experience in the fields of mental health, intellectual or other developmental disabilities, or substance abuse services.

(6) An individual with health care administration expertise consistent with the scale and nature of the managed care organization.

(7) An individual with financial expertise consistent with the scale and nature of the managed care organization.

(8) An individual with insurance expertise consistent with the scale and nature of the managed care organization.

(9) An individual with social services expertise and experience in the fields of mental health, intellectual or other developmental disabilities, or substance abuse services.

(10) An attorney with health care expertise.

(11) A member who represents the general public and who is not employed by or affiliated with the Department of Health and Human Services, as appointed by the Secretary.

(12) The President of the LME/MCO Provider Council or the President's designee to serve as a nonvoting member who shall participate only in Board activities that are open to the public.

(13) An administrator of a hospital providing mental health, developmental disabilities, and substance abuse emergency services to serve as a nonvoting member who shall participate only in Board activities that are open to the public.

Except as provided in subdivisions (12) and (13) of this subsection, an individual that contracts with a local management entity (LME) for the delivery of mental health, developmental disabilities, and substance abuse services may not serve on the board of the LME for the period during which the contract for services is in effect. No person registered as a lobbyist under Chapter 120C of the General Statutes shall be appointed to or serve on an area authority board. Of the members described in subdivisions (2) through (4) of this subsection, the boards of county commissioners shall ensure there is at least one member representing the interest of each of the following: (i) individuals with mental illness, (ii) individuals with intellectual or other developmental disabilities, and (iii) individuals in recovery from addiction.

(c) The board of county commissioners may elect to appoint a member of the area authority board to fill concurrently no more than two categories of membership if the member has the qualifications or attributes of the two categories of membership.

(d) Any member of an area board who is a county commissioner serves on the board in an ex officio capacity at the pleasure of the initial appointing authority, for a term not to exceed the earlier of three years or the member's service as a county commissioner. Any member of an area board who is a county manager serves on the board at the pleasure of the initial appointing authority, for a term not to exceed the earlier of three years or the duration of the member's employment as a county manager. The terms of members on the area board shall be for three years, except that upon the initial formation of an area board in compliance with subsection (a) of this section, one-third shall be appointed for one year, one-third for two years, and all remaining members for three years. Members shall not be appointed for more than three consecutive terms.

(e) Upon request, the board shall provide information pertaining to the membership of the board that is a public record under Chapter 132 of the General Statutes.

(f) An area authority that adds one or more counties to its existing catchment area under G.S. 122C-115(c1) shall ensure that the expanded catchment area is represented through membership on the area board, with or without adding area board members under this section, as provided in G.S. 122C-118.1(a). (2001-437, s. 1.11(b); 2002-159, s. 40(a); 2006-142, s. 4(e); 2007-504, s. 1.4; 2010-31, s. 10.7; 2012-151, s. 3(a); 2013-85, ss. 6, 7; 2017-6, s. 3; 2018-146, ss. 3.1(a), (b), 6.1.)

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 7.H

Increase the YMCA Project Budget Ordinance for Construction Management at Risk (CMAR) preconstruction planning.

ATTACHMENTS

1. YMCA Budget Ord.

COUNTY OF POLK, NORTH CAROLINA

PROJECT BUDGET ORDINANCE
YMCA - Polk Campus

BUDGET EXPENDITURES

	Original Budget	7/19/2021	5/15/2023	Amended 10/7/2024	Amended 11/17/2025
Planning-Contract Svc	41-6120-4400-0	$ 110,000	$ 187,023	$ 203,927	$ 203,927
Plans & Consulting	41-6120-0193-5				50,000
Total Expenditures		$ 110,000	$ 187,023	$ 203,927	$ 253,927

REVENUES

YMCA Donations	41-3438-0100				$ 50,000
General Fund Appropriation	41-3330-0800	110,000	110,000	110,000	110,000
Capital Reserve Transfer In	41-3981-9822		77,023	77,023	77,023
PCCF Grant-Feasibility Study	41-3839-8905			16,904	16,904
Total Revenues		$ 110,000	$ 187,023	$ 203,927	$ 253,927

To establish Project Ordinance for a YMCA Polk County Recreation Facility

5/15/23 - Capital Reserve remaining funds previously set aside for E & D
10/7/24 - Increase project for a grant received from the Polk County Community Foundation in FY24
11/17/25 - Increase project for CMAR preconstruction planning

Date approved & entered into the BOC minutes

COUNTY MANAGER

FINANCE OFFICER

-Project Ordinance: YMCA

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 7.I

Budget Amendment to move available Emergency Medical Services funds from Full-Time Salary line to Part-Time Salary line.

ATTACHMENTS

1. EMS budget Amend. 11-17 Meeting

POLK COUNTY FINANCE
BUDGET AMENDMENT
DATE: 11/17/2025 BOC meeting
Dept: **EMS** Transfer #15

BATCH #: _____

INCREASE BUDGETED EXPENDITURE			DECREASE BUDGETED EXPENDITURE		
GL ACCOUNT #			GL ACCOUNT #		
10-4370-1240-0	Part-Time Salaries	$ 102,303	10-4370-1210-0	Full-Time Salaries	$ (102,303)
		$ 102,303			$ (102,303)

EXPLANATION: Moving available funds from the Full-Time Salary line to the Part-Time Salary line to cover hours worked by part-time staff while managing open full-time positions. This adjustment brings the salary lines current through the November 7th pay period.

Any transfer that exceeds $20,000 within a departments must be approved by the Board

Date approved & entered into the BOC minutes

11/07/2025
Department Manager

D. M Rik 11/07/2025
COUNTY MANAGER

Sandra Hughes 11/07/2025
FINANCE OFFICER

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 9.A

Consideration and approval of the proposed Subdivision Ordinance Amendment subsequent to the Public Hearing - Cathy Ruth, Polk County Planning and Economic Development Director.

ATTACHMENTS

None

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 9.B

Consideration and approval of the proposed new road name; Beiler Lane, subsequent to the public hearing - Attorney Berg.

ATTACHMENTS

None

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 9.C

Polk County YMCA Update - Ryan Finney, Vice President of Operations, YMCA of Greater Spartanburg, and Michael Baughman, YMCA Development Committee Chair.

ATTACHMENTS

None

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 9.D

Polk County Schools Public School Building Repair and Renovations Fund (PSBRRF) request for co-signer approval.

ATTACHMENTS

1. Lottery Funding - BOC Approval List (11_4_25)
2. PSBRRF - Districtwide Plumbing Repairs
3. PSBRRF - Districtwide HVAC Repairs
4. PSBRRF - Districtwide Fire Alarm Repairs
5. PSBRRF - TES Structural Repairs

Polk County Schools

ADMINISTRATION

Todd Murphy
Superintendent

BOARD OF EDUCATION

Mike Ashworth
Chairman

Rick N. Covil
Vice Chairman

Lucinda T. Allen

Danielle E. Gibbs

Judy N. Jackson

Sherry Page

Rick Stich

Stearns Education Center
PO Box 638
125 East Mills Street
Columbus, NC 28722
828-894-3051
828-894-8153 fax

www.polkschools.org

Kennedy Freeman
Clerk to the Board of County Commissioners
Polk County Government

Nov 4, 2025

Dear Kennedy,

Polk County Schools is requesting co-signer approval by the Polk County Board of Commissioners for reimbursement through the Public School Building Repair and Renovations Fund (PSBRRF).

PSBRRF Project	Project Cost
Districtwide - Plumbing Repairs	$10,431.53
Districtwide - HVAC Repairs	$90,987.51
Districtwide - Fire Alarm Repairs	$13.329.60
TES - Structural Repairs	$5,565.00
Total	**$120,313.64**

Thank you to the Polk County Board of Commissioners for considering this request and for their continued support of our schools.

Sincerely,

Brandon Schweitzer
Director of Operations
Polk County Schools

DISTRIBUTION REQUEST
PUBLIC SCHOOL BUILDING
REPAIR & RENOVATION FUND
NORTH CAROLINA EDUCATION LOTTERY

DPI USE ONLY
Approved By: _____
Date: _____

Date of Request: 11/4/25

County: Polk County
Contact Person: Brandon Schweitzer
Address: 40 Courthouse St., PO Box 308, Columbus, NC 28722
Title: Director of Operations
LEA: 750 (Polk County Schools)
Phone: 828-894-1023
Address: 125 E. Mills St., PO Box 638, Columbus, NC 28722
Email: bschweitzer@polkschools.org

Project Title: Plumbing Repairs
Project Address: Districtwide

Type of Facility: K-12 Schools

The Public School Building Repair & Renovation Fund was established by S.L. 2021-180, Section 4.4.(a1). The purpose of the Fund is to provide revenue to counties for repair and renovation projects. Per G.S. 115C-546.16, counties are to utilize funds for enlargement, improvement, expansion, repair, or renovation of classroom facilities at public school buildings within local school administrative units (LEAs) located in the county. As used in this context, "Public School Buildings" shall include only facilities for individual schools that are used for instructional and related purposes, and does not include administration, maintenance, or other facilities.

Brief Project Description (include est. start/end dates): General plumbing repairs to all schools including fixture replacement, pipe repairs (inside building), and water heaters.

Estimated Start Date: 7/1/25 Estimated Completion Date: 12/1/25

Estimated Costs:

Planning and Design Services	$
New Construction – Facility Enlargement	$
New Construction – Addition(s)	$
Existing Construction – Facility Improvements	$
Existing Construction – Facility Repairs	$ 10,431.53
Existing Construction – Facility Renovations	$
TOTAL	$ 10,431.53

We, the undersigned, agree to submit a statement of state monies expended for this project within 60 days following completion of the project.

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request the release of $ 10,431.53 from the Public School Building Repair & Renovation Fund. We certify that the project herein described is within the parameters of G.S. 115C-546.

(Signature – Chair, County Commissioners) (Date)

(Signature – Chair, Board of Education) (Date)

PRINT FORM Form Date: March 12, 2024 **CLEAR FORM**

DISTRIBUTION REQUEST
PUBLIC SCHOOL BUILDING
REPAIR & RENOVATION FUND
NORTH CAROLINA EDUCATION LOTTERY

DPI USE ONLY
Approved By: _____
Date: _____

Date of Request: 11/4/25

County: Polk County
Contact Person: Brandon Schweitzer
Address: 40 Courthouse St., PO Box 308, Columbus, NC 28722
Title: Director of Operations
LEA: 750 (Polk County Schools)
Phone: 828-894-1023
Address: 125 E. Mills St., PO Box 638, Columbus, NC 28722
Email: bschweitzer@polkschools.org

Project Title: Districtwide HVAC Repairs
Project Address: Districtwide

Type of Facility: K-12 Schools

The Public School Building Repair & Renovation Fund was established by S.L. 2021-180, Section 4.4.(a1). The purpose of the Fund is to provide revenue to counties for repair and renovation projects. Per G.S. 115C-546.16, counties are to utilize funds for enlargement, improvement, expansion, repair, or renovation of classroom facilities at public school buildings within local school administrative units (LEAs) located in the county. As used in this context, "Public School Buildings" shall include only facilities for individual schools that are used for instructional and related purposes, and does not include administration, maintenance, or other facilities.

Brief Project Description (include est. start/end dates): HVAC repairs to various school buildings across the district

Estimated Start Date: 7/1/25
Estimated Completion Date: 12/1/25

Estimated Costs:

Planning and Design Services	$
New Construction – Facility Enlargement	$
New Construction – Addition(s)	$
Existing Construction – Facility Improvements	$
Existing Construction – Facility Repairs	$ 90,987.51
Existing Construction – Facility Renovations	$
TOTAL	$ 90,987.51

We, the undersigned, agree to submit a statement of state monies expended for this project within 60 days following completion of the project.

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request the release of $ 90,987.51 from the Public School Building Repair & Renovation Fund. We certify that the project herein described is within the parameters of G.S. 115C-546.

(Signature – Chair, County Commissioners) (Date)

(Signature – Chair, Board of Education) (Date)

PRINT FORM

Form Date: March 12, 2024

CLEAR FORM

DISTRIBUTION REQUEST
PUBLIC SCHOOL BUILDING
REPAIR & RENOVATION FUND
NORTH CAROLINA EDUCATION LOTTERY

DPI USE ONLY
Approved By: _____
Date: _____

Date of Request: 11/4/25

County: Polk County
Contact Person: Brandon Schweitzer
Address: 40 Courthouse St., PO Box 308, Columbus, NC 28722
Title: Director of Operations
LEA: 750 (Polk County Schools)
Phone: 828-894-1023
Address: 125 E. Mills St., PO Box 638, Columbus, NC 28722
Email: bschweitzer@polkschools.org

Project Title: Districtwide Fire Alarm Repairs
Project Address: Districtwide

Type of Facility: K-12 Schools

The Public School Building Repair & Renovation Fund was established by S.L. 2021-180, Section 4.4.(a1). The purpose of the Fund is to provide revenue to counties for repair and renovation projects. Per G.S. 115C-546.16, counties are to utilize funds for enlargement, improvement, expansion, repair, or renovation of classroom facilities at public school buildings within local school administrative units (LEAs) located in the county. As used in this context, "Public School Buildings" shall include only facilities for individual schools that are used for instructional and related purposes, and does not include administration, maintenance, or other facilities.

Brief Project Description (include est. start/end dates): Repairs to fire alarm systems at multiple sites.

Estimated Start Date: 7/1/25
Estimated Completion Date: 12/1/25

Estimated Costs:

Planning and Design Services	$
New Construction – Facility Enlargement	$
New Construction – Addition(s)	$
Existing Construction – Facility Improvements	$
Existing Construction – Facility Repairs	$ 13,329.60
Existing Construction – Facility Renovations	$
TOTAL	$ 13,329.60

We, the undersigned, agree to submit a statement of state monies expended for this project within 60 days following completion of the project.

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request the release of $ 13,329.60 from the Public School Building Repair & Renovation Fund. We certify that the project herein described is within the parameters of G.S. 115C-546.

(Signature – Chair, County Commissioners) (Date)

(Signature – Chair, Board of Education) (Date)

PRINT FORM

Form Date: March 12, 2024

CLEAR FORM

DISTRIBUTION REQUEST
PUBLIC SCHOOL BUILDING
REPAIR & RENOVATION FUND
NORTH CAROLINA EDUCATION LOTTERY

DPI USE ONLY
Approved By: _____
Date: _____

Date of Request: 11/4/25

County: Polk County
Contact Person: Brandon Schweitzer
Address: 40 Courthouse St., PO Box 308, Columbus, NC 28722
Title: Director of Operations
LEA: 750 (Polk County Schools)
Phone: 828-894-1023
Address: 125 E. Mills St., PO Box 638, Columbus, NC 28722
Email: bschweitzer@polkschools.org

Project Title: TES Structural Repairs
Project Address: 100 School Pl, Tryon, NC 28782

Type of Facility: PK-5 Elementary School

The Public School Building Repair & Renovation Fund was established by S.L. 2021-180, Section 4.4.(a1). The purpose of the Fund is to provide revenue to counties for repair and renovation projects. Per G.S. 115C-546.16, counties are to utilize funds for enlargement, improvement, expansion, repair, or renovation of classroom facilities at public school buildings within local school administrative units (LEAs) located in the county. As used in this context, "Public School Buildings" shall include only facilities for individual schools that are used for instructional and related purposes, and does not include administration, maintenance, or other facilities.

Brief Project Description (include est. start/end dates): Repairs to interior ceiling structure that collapsed.

Estimated Start Date: 7/1/25 Estimated Completion Date: 12/1/25

Estimated Costs:

Planning and Design Services	$
New Construction – Facility Enlargement	$
New Construction – Addition(s)	$
Existing Construction – Facility Improvements	$
Existing Construction – Facility Repairs	$ 5,565.00
Existing Construction – Facility Renovations	$
TOTAL	$ 5,565.00

We, the undersigned, agree to submit a statement of state monies expended for this project within 60 days following completion of the project.

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request the release of $ 5,565.00 from the Public School Building Repair & Renovation Fund. We certify that the project herein described is within the parameters of G.S. 115C-546.

(Signature – Chair, County Commissioners) (Date)

(Signature – Chair, Board of Education) (Date)

PRINT FORM

Form Date: March 12, 2024

CLEAR FORM

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 9.E

Little White Oak Mountain Trails Update - Mickey Edwards, Recreation and Maintenance Director, and Holly Williams, Recreation Coordinator.

ATTACHMENTS

None

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 9.F

Resolution and letter requesting reinstatement of the Polk County DMV Office - Vice-Chairman Moore.

ATTACHMENTS

1. Commissioner Paul Tine NCDOT Letter

D. Marche Pittman
County Manager

Jana L. Berg
County Attorney

Kennedy Freeman
Clerk to Board

Polk County
GOVERNMENT

Myron Yoder
Chairman

David Moore
Vice - Chairman

Paul (Little) Beiler
Commissioner

Tommy Melton
Commissioner

Jennifer Hargett
Commissioner

Commissioner Paul Tine

North Carolina Division of Motor Vehicles

Dear Commissioner Tine,

On behalf of the Polk County, we are writing to express our strong interest in reestablishing a Division of Motor Vehicles (DMV) presence within our county's Tax and Tag Office.

The Polk County DMV location previously provided a convenient, reliable, and well-utilized service for our residents. Since its closure, our citizens have experienced significant challenges accessing essential DMV services, often having to travel long distances to surrounding counties. This has placed an undue burden on our residents—particularly seniors, working families, and those without reliable transportation.

Our Tax and Tag Office remains well-equipped and fully capable of accommodating DMV operations. We believe reinstating this partnership would restore efficient and accessible service for our community while supporting the DMV's mission to provide responsive, customer-centered assistance statewide.

We respectfully request that your office consider our proposal to bring DMV services back to Polk County through the Tax and Tag Office.

Thank you for your attention to this matter and for your continued service to North Carolina residents.

Sincerely,

Polk County Board of Commissioners

Myron Yoder
Chairman

Paul "Little" Beiler
Commissioner

Jennifer Hargett
Commissioner

David Moore
Vice-Chairman

Tommy Melton
Commissioner

RESOLUTION REQUESTING THE REINSTATEMENT OF DMV SERVICES
AT THE POLK COUNTY TAX AND TAG OFFICE

WHEREAS, the Polk County Board of Commissioners recognizes the importance of accessible and efficient Division of Motor Vehicles (DMV) services for all residents of Polk County; and

WHEREAS, the previous DMV presence at the Polk County Tax and Tag Office provided a convenient and reliable location for citizens to conduct essential motor vehicle transactions; and

WHEREAS, since the removal of the DMV services from the Tax and Tag Office, Polk County residents have been required to travel to neighboring counties to access DMV services, creating unnecessary hardship and inconvenience, particularly for senior citizens, working families, and individuals without reliable transportation; and

WHEREAS, the Polk County Tax and Tag Office remains properly equipped and well-suited to accommodate DMV operations, with adequate space, infrastructure, and staff support; and

WHEREAS, reinstating DMV services at the Tax and Tag Office would restore local access, improve customer service efficiency, and uphold the DMV's mission to provide responsive and community-centered services across the state of North Carolina;

NOW, THEREFORE, BE IT RESOLVED, that the Polk County Board of Commissioners respectfully requests that the North Carolina Division of Motor Vehicles and Commissioner Paul Tine reestablish DMV operations within the Polk County Tax and Tag Office; and

Adopted this 17th day of November, 2025.

POLK COUNTY
BOARD OF COMMISSIONERS

_____
Myron Yoder
Chairman

ATTEST:

_____
Kennedy Freeman
Clerk to the Board

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 9.G

Consideration and approval of the 2026 Board of Commissioners meeting schedule.

ATTACHMENTS

1. PC Government 2026 BOC Schedule

Polk County Government
Board of Commissioners Meeting Schedule
January – December 2026

*Monday, January 12, 2026	Regular Meeting	5:00 PM
Monday, February 16, 2026	Regular Meeting	5:00 PM
Monday, March 16, 2026	Regular Meeting	5:00 PM
Monday, April 20, 2026	Regular Meeting	5:00 PM
Monday, May 18, 2026	Regular Meeting	5:00 PM
Monday, June 15, 2026	Regular Meeting	5:00 PM
Monday, July 20, 2026	Regular Meeting	5:00 PM
Monday, August 17, 2026	Regular Meeting	5:00 PM
Monday, September 21, 2026	Regular Meeting	5:00 PM
Monday, October 19, 2026	Regular Meeting	5:00 PM
Monday, November 16, 2026	Regular Meeting	5:00 PM
*Monday, December 7, 2026	Regular Meeting	5:00 PM

All meetings, unless specified with an asterisk*, are scheduled to be held on the 3rd Monday of the month at 5:00 PM in the Bryant H. Womack Justice & Administration Building located at 40 Courthouse Street Columbus, North Carolina. Work Sessions, Special, and Emergency Meetings may be scheduled when needed. All changes will be posted to the bulletin board and the county website, www.polknc.gov. If you have questions, please contact the County Administration Office at (828) 894-3301 ext. 239, or email the Clerk to the board, Kennedy Freeman at kfreeman@polkinc.gov

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 9.H

State Health Plan Update - Manager Pittman

ATTACHMENTS

None

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 11.A

Appearance Commission - There are four vacancies and one applicant; Clyde Younkin.

ATTACHMENTS

None

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 11.B

Columbus Fire Department Board of Directors - There are two vacancies and one applicant; John Suave.

ATTACHMENTS

None

BOARD OF COMMISSIONERS
AGENDA ITEM REPORT

MEETING DATE

November 17, 2025

AGENDA ITEM # 13.A

Motion to go into closed session for the purpose of Attorney-Client Privilege.

ATTACHMENTS

None