



August 15, 2014

Weekly Report

A Highlight of Departmental Activities

The Weekly Report showcases the activities and accomplishments of the many Departments within Rutherford County Government. Click on the Directory list, department headings, icons and text in blue to be linked to more information.

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[Airport](#)

The Airport sold 1393.76 gallons of 100-LL fuel and 213 gallons of Jet A. Prepaid customer fuel sales totaled 718 gallons. Cash sales totaled \$125.99 and prepaid fuel sales were \$20,000.



Economic Development Efforts Taking Flight

[Board of Elections](#)

The Board of Elections is preparing for the November election. Ballot proofs have been received and are being reviewed and supplies are being inventoried and restocked. The Director attended the weekly meeting regarding the Developmental Services/Board of Elections move.

Building Inspections

The Building Inspections Department has issued 68 permits totaling \$7,909 in fees. Inspectors have conducted 346 inspections. The Director has continued to work closely with the designer, the Planning and Public Works Director, the Board of Elections Director, and the Environmental Health Director for the relocation project. Staff have also continued to work with Tryon Equestrian Center and Lake Lure Classical Academy on their respective projects also.

Clerk to the Board

August is starting off rather light for the Board of Commissioners after such busy months like June and July. On Tuesday, Commissioner Owens attended a meeting in Forest City on Livable Communities. He then traveled to Asheville on Wednesday for a meeting of the Board of Directors of the North Carolina Association of County Commissioners. This was followed by the annual conference of the North Carolina Association of County Commissioners which is being held in Asheville this year. Commissioner Owens is the Voting Delegate from Rutherford County at the conference whose theme is "Cultivating Economic Growth." The North Carolina Association of County Clerks held their business meeting at the NCACC Conference on Friday.

Commissioners were invited to the Rutherford Health Center to help celebrate National Health Center Week. They were invited to tour the facility and learn more about the great services the center provides to the County's underserved.

Cooperative Extension

The Family and Consumer Sciences staff met with the Child Care Quality Committee; participated in Design Charrette for Ag. Innovations Center; facilitated the monthly Community Health Council meeting; and attended the West District meeting of Extension & Community Association

The 4-H Youth Development's 4-H Summer Fun workshops are wrapped up for the summer. Workshops covered topics such as science, agriculture (Strawberry Hill and "Let it Grow"), forestry, "Bugs and Bees", etiquette, cooking (Kids & Chefs and Healthy Helpers), pottery, art, and more.



4-H'ers are finishing their Expressive Arts entries and the contest is next week. Entries will then be entered into the NC Mountain State Fair, Colfax Fair, and Cleveland County Fair.

The 4-H Teen club had a tour of the courthouse and observed court cases, both civil and criminal. The Teen Club, along with 4-H County Council, will be hosting a candidates' forum in October.

County Manager

The County Manager was out of the office this week. He managed operations remotely and worked with administrative staff on various issues as needed.

Economic Development

The Executive Director finalized and issued contract documents for site and civil design services and well as boundary and topographical surveying in support of the Gateway West Commerce Park project; finalized planning and participated in the launch of the Rutherford County Information Bag initiative at the Rutherford County Airport in an effort to improve the local economy through the distribution of county information resulting in the increase in visitor traffic and local spending as well as creating new job opportunities through the recruitment of new business and industry; organized and participated in a conference call with the NC Department of Commerce and Stonecutter Corporation regarding the Building Reuse Grant in support of Bonita Pioneer; reached out to NCDOT and Duke Energy to gather information and support for the upcoming opening of the new Americal facility in Spindale; continued work with engineers on conceptual development plans for the residual property available at the Rutherford County Airport; and began working with US Senator Burr's Office to organize a industry tour in Rutherford County.

The Project Administrator networked with existing industry via visits, phone calls and email, provided feedback and scheduled visits; interfaced with NCWorks: 1,000 in 100 team to visit existing industry and add survey data; updated airport fiber survey responses; participated in the Community Livability Action Planning work session; met with the support center representative; worked with Rutherford County Revenue Department to provide information for a business owner; and shared articles with business advancement team on CTE and vocational training.

The Part-Time Economic Development Assistant worked on a spreadsheet with charts detailing lead generations; continued available buildings vs. prospect requests project; began working on RFQ for website redesign; emailed public notice, minutes & agenda; and distributed correspondence for the Executive Director.

Finance

The Director and Assistant Director attended Monday's Commissioner Meeting. The Director and Assistant Director also attended the Preliminary Review MSW Study Meeting with the County Manager and others. The Finance Office has processed accounts payable and payroll this week.

Fire Marshal/Emergency Management

The Fire Marshal/Emergency Management Director responded to a search for a missing resident of Hillcrest Rest Home who was found in good condition; worked on obtaining resources and planning for next week's "Active Shooter" exercise; completed additional Emergency Management Performance Grant activities; received final approval of VIPER talk groups which will allow us to begin programming the radios we received on last year's Assistance to Firefighters Grant; received and began review of our regional hazard mitigation plan; and assisted Sheriff's office on several calls for service.

Human Resources

The HR Director held meetings to discuss personnel issues, exit interviews, and retirements. Welcome new hires Glen Harmon (p/t Sheriff), and Andrea Connors (p/t ED). Employees who have left the service of Rutherford County are Diane Allen (Senior Center) and Betty Conner (DSS). The Director attended a meeting with Terry Baynard of EMS. The Director along with Chris Roach conducted interviews for the part time Airport position. Current postings include a Utility Worker at the Solid Waste Department and a Nutrition Supervisor at the Senior Center.

Apply @ www.rutherfordcountync.gov. The HR Specialist conducted the monthly orientation for new hire.



The Rutherford County Revenue Department has the 2014 tax bills ready for payment. We are currently getting them in the mail, however, if you would like to pay with the discount which ends August 31, 2014 please contact our office at 828-287-6000 or collections@rutherfordcountync.gov for a copy of your 2014 bill for faster payment.

Information Technology

Information Technology is working on plans to move BOE/BI/Health to the Rutherford Plaza so we are working on Network and Electrical plans. Data migration for the new Revenue software is going fairly well, the billing is almost live and collections will be live when we get to a point of printing/mailling bills, so we will be operating two tax systems for a few weeks to make sure all data is correct and complete.

IT continues working on budget items that were approved. Please feel free to send the Director an email about your request and she will let you know if you were approved. Many things were not approved.

Please remember that IT has an open door policy, even though we have track-it to keep up with your needs, our door is always open to discussion.

** Remember trackit@rutherfordcountync.gov, for IT, Maintenance, or VoIP needs.



Deadline for applications is September 15th at 5pm.

Library

The Library Director continued work on the State Report, added records from the Old Tryon Genealogy Library to the CMC database, and updated files for the NCPLDA archives.

The Children's Librarian had a total of 1,711 children and adults participate during the 6 weeks of the Summer Reading Program, with an average of 285/week. The "Fizz Boom Reading Club," was also a great success with 252 children participating and earning prizes provided by the Rutherford County Library Society and the Friends of the Mountains Library groups.

The Library IT staff added a scrolling picture display to the three library web sites. Currently, the pictures highlight activities from this year's Summer Reading Program. You can click on any of the pictures in the scroll to see a larger version. View them at: rutherfordcountylibrary.org, haynesbranchlibrary.org, or mountainsbranchlibrary.org

The Library Reference Desk has added 10 instructional DVDs to its DVD collection. These DVDs are designed to teach anyone to play an instrument, even those with no previous musical experience. There are DVDs for learning country fiddle, mandolin, guitar, country guitar, rock guitar, banjo, dobro, and drum set. DVDs can be checked out free for 7 days to any adult with a county library card.

The staff at the Mountains Library have spent the week training new volunteers to help with various library duties.

The screenshot shows the Rutherford County Library website homepage. At the top left is the library logo with the text "RUTHERFORD COUNTY LIBRARY" and "Spindale, NC". To the right are social media icons for Facebook and Twitter. Below the header is a navigation bar with links: Home, My Library Account, Search for books, movies, etc..., Join Our Mailing List, and About Us. The main content area is divided into several sections:

- Library Services:** For Adults, For Kids, For Teens.
- Highlights from the 2014 Summer Reading Program:** Three small images showing children reading and participating in activities.
- Upcoming Events:** Saturday, August 30 (All Day, Closed) and Monday, September 01 (All Day, Closed). A link to "View Full Calendar" is provided.
- Online Resources:** North Carolina Digital Library, Rocket Languages, NC LIVE, and AR BookFinder.
- Voter Registration:** A section titled "Voter Registration" with a sub-header "Welcome" and text: "Did you know the library has Voter Registration applications available? Whether you need to register for the first time or update your existing registration, you can do it all at the library!"
- Ask a Librarian:** A section titled "Ask a Librarian" with a sub-header "Ask NCKnows" and a chat box with the text "Type here to chat. Press ENTER to send."

Public Works and Planning

The Public Works and Planning Department has had a very productive week as Maintenance responded and completed multiple trackwork orders for repairs and recurring maintenance to facilities along with our groundskeeping crew working diligently to keep up with the rapid rate of growth from all the rains. Also the garage has had a busy schedule this week with many repairs, service calls, and inspections. The garage continues revising storage and improvements to our bench stock inventory of vehicle parts. Planning and projects has had an eventful week with continued emphasis on transportation priorities and follow up activities on the rail trail. In addition, we are working with several grant agencies in an effort to properly close out grant files from completed projects such as the Daniel Morgan Water project off Hines Rd., Rail Trail, Gilbertowne, and the Preservation Master Plan for Biggerstaff Hanging tree property. In addition we've been very involved with oversight of the corrective work taking place at Queens Gap from the violations incurred from DENR. We also continue working with the other departments related to the Development Services and Elections relocation which has now been delayed, as well as participating in the charette hosted by Forest City regarding livable communities workshop. Lastly the 2014-2015 Community Grants Project has been finalized and we encourage applications from all communities – please encourage participation.

The Garage had 13 preventative maintenance calls, 8 repairs, 5 tire service calls, and 14 other calls.

Register of Deeds

The Register of Deeds Department made 3 copies resulting in cash receipts of \$22, processed 161 real estate records with \$14,047 received in cash, and processed 81 vitals, receiving \$1,410. A total of 245 transactions were made with a total of \$15,479 in cash received.

Revenue

The Revenue Department handled 35 VTS assists. The office answered 590 phone calls and assisted 258 customers. We completed 3 plats, 1 pre-permit and 7 research projects. Appraisers completed 249 field reviews. A total of 45 new documents were recorded. Transfers consisted of 67 straits, 5 estates, 35 new accounts, 2 merges, 2 splits, and 4 acreage adjustments. GIS created 4 new maps. The GIS website had 159,989 hits and 111,638 successful searches. E911 addressing assigned 7 new addresses and updated 50 addresses with new owner information. Part time maintenance workers installed 5 new roads signs and completed maintenance on 3 old ones. The PUV program assisted 2 program members. We had 2 refunds, 4 releases and 6 discoveries. Collection enforcement consisted of 2 bank attachments, 4 bank drafts, 29 prepays, 13 overpayments, 3 debt setoff, 29 newspaper items and 5 notice letters. Staff completed 2 payment plans, processed 112 items mailed in, 14 bankruptcy issues, and 68 bankruptcy payments. In person taxpayers at the counter brought in 102 tax payments. 17 new deeds were certified for recording purposes.

Senior Center

The Senior Center hosted the monthly blood pressure clinic on Monday. Representatives from Carolina Home Care conducted the Senior Center's monthly blood pressure checks. 49 clients took advantage of this service. The Center keeps blood pressure history cards on file and referrals are made when necessary. On Tuesday the seniors celebrated the "Dog Days of Summer" by making dog treats and playing "Bow-Wow Bingo". Several seniors enjoyed this month's "Use It or Lose It" game on Wednesday by practicing some fun exercises that can help with short-term memory. On Thursday afternoon, the Center hosted an Intergenerational Dance with D.J. Pat Nanney. The seniors brought their grandkids and danced to several fun songs. The Center continues to stress health and wellness with our Zumba class and Square Dance Class. Our Square Dance Class is on Thursday's at 4:00 p.m. and we will have Zumba on August 18 at 5:30 p.m.

Social Services

The Department of Social Services Income Maintenance staff continues to plan for the further implementation of Medicaid in the NC FAST System. The staff is working extremely hard to maintain processing timeframes. They have set daily and weekly goals, have worked overtime, and attended in service trainings and conference calls. Statewide weekly Director and Manager calls continue to be held as well. It is important that as much information as possible be entered prior to November 1st, when all information will be contained in the NC FAST System. The Rutherford County Community Child Protection/Child Fatality Prevention Team met at DSS on Tuesday, and this month the meeting was devoted to reviewing child fatalities. This week has been busy for Children's Services as Monday and Tuesday were both court days with full dockets. The Director attended the monthly committee meetings in Raleigh on Wednesday and the statewide Director's meeting on Thursday. The agency continues preparing for the move to the Rutherford Center, with the move planned for September 3rd. When the move is completed, all Income Maintenance Services will be located in the Rutherford Center and all Social Work Services and Child Support will be located in the current DSS Buildings.

Soil and Water

The Admin/Education Specialist attended and completed the Meeting Agenda and information folders for the Watershed Commission Meeting and the Farmland Preservation Meeting, and continued work on planning and scheduling the Conservation Field Day. The Ag Cost Share Technician attended the Watershed Commission meeting, supervised construction of waste management structure with NRCS technician and met with land owners about CSP contracts.

Solid Waste

The landfill served 339 customers, hauled 58 loads from convenience centers, shipped 33 loads to Lenoir and sent out two recycling trailers. The Director has been busy attending meetings which consisted of a transfer station meeting, weekly solid waste meeting with County Manager, working budget meeting with Raeann, MSW landfill study meeting, and a camera meeting with IT. Also, the Director has been working on the inmate contract with the state. The rest of the staff has been busy performing everyday job duties while continuing to work at the airport. Also, the landfill staff has been in contact with several municipalities about placing textile bins within their respective towns. All convenience centers are expecting to have textile bins in place by this Friday and a special thanks to Adrienne for the art work on the bins. They look great! The landfill has sent out a RFP for metal recycling this week.

The solid waste code enforcement officer report is as follows:

Active cases 12
Closed cases 3
Convenience center cases 4
Letters written 0
Community service workers 7
Community service reports 1

The landfill is currently working on a way that mattresses and box springs possibly can be recycled in the future. Please remember to recycle!!!!!!!!!!!!!!!!!!!!

Tourism Development Authority

The TDA reported the following for the past week:

- Facebook content management
- Media impressions tracking and clipping
- Continued production for Cycle North Carolina event
- Creation of TDA Media Kit for key meetings
- Continued conference calls, meetings, research and production of TDA Travel Guide
- Updates to Everwonder events calendar, VisitNC.com Extranet and TDA website

Transportation Services

EMS personnel responded to 170 emergency calls and 45 convalescent calls. The Department has been working for several weeks with Rutherford County School System, Emergency Management, Rutherford County Sheriff's Department and other agencies for an upcoming exercise (drill) involving all listed agencies and other agencies within and outside of Rutherford County.

TRANSIT drove 10,169 miles, completed 1,124 local trips and 71 out of county trips, transported 236 unduplicated passengers and collected \$15,017 in revenue. Transit Employee of the Month for August is Shannon Patrick. August Safety Meeting was held on 8/8/14 and group watched the video "**Driven to Distraction II**". Operations Manager is working with ITRE and Google Partnership to upload our Fixed Route schedule and route onto Google Maps-Transit. It will allow anyone with access to Google to view our Route and schedule. Paving of the gravel lot and resurfacing of the current parking lot will begin week of 8/18/14 weather permitting. Funds for the paving were made available through a grant with NCDOT.

Veteran Services

The Veterans Services Office had 96 mail-ins, 0 facsimiles, 72 mail-outs, 87 telephone contacts, and 151 veteran contacts.

Staff attended the American Legion Auxiliary Meeting, Marine Corp League Meeting and presented a 50th Vietnam Veteran Flag to the Marine Corp.

The office is getting ready for the Toys for Tots collection. Beginning in September, you can stop by and make a donation.

Staff participated in the Hot Nights Cool Rides Car Show by selling hotdogs for the League and helping with other activities during the day.



County Commissioners

William Eckler, *Chairman* **Julius Owens**
Eddie Holland, *Vice Chairman* **Roger Richard**
Greg Lovelace

Carl Classen, *County Manager*
Hazel S. Haynes, *Clerk to the Board*
Richard Williams, *County Attorney*