



August 8, 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 499.80 gallons of 100-LL fuel and 1,029 gallons of Jet A. Prepaid customer fuel sales totaled 767 gallons. Cash sales totaled \$1,037.08.

[Board of Elections](#)

The Board Members, Director and Election Staff spent most of this week in Raleigh for the statutory training by the State Board of Elections. The Director presided over two meetings for the North Carolina Association of Directors also at this conference.

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

County Commissioners held their regular County Commissioners' meeting on Monday, August 4.

On Friday, Commissioners attended a Memorandum of Understanding Signing of Support for the Global Advanced Industrial Technology Consortium at the Foundation at Isothermal Community College. This College of Engineering Partnership establishes a NCSU summer camp at Isothermal Community College and a joint committee between Isothermal, NCSU, and Rutherford County Schools to begin the formulation of a 2+2 program and pathway for engineering from Isothermal Community College to NCSU. (pictured below)



Cooperative Extension

The Family and Consumer Sciences staff attended the State Association & Professional Development Conference; assisted Extension & Community Association with planning for the state meeting to be held in October; submitted monthly news column.

County Manager

The County Manager had a very busy week. On Monday, he met with the Director of Solid Waste, NCDOT (via conference call), ARC board and the monthly Board of Commissioners meeting. He met with Odom Engineering, DSS and Animal Control on Tuesday. On Wednesday, he met with several partners about the OVT resources in the County and attended the weekly update meeting with the County Attorney. Thursday began with him attending a preliminary report review for the MSW Landfill Study, followed by conference calls, a meeting with Animal Control staff and participating in the Ribbon Cutting event for the Thermal Belt Rail-Trail of Rutherford County. He wrapped up the week with administrative tasks and attending the Memorandum of Understanding Signing of Support for the Global Advanced Industrial Technology Consortium at the Foundation at Isothermal Community College.

Economic Development

The Executive Director presented an update on the Gateway West Commerce Park development activities along with the proposed marketing plan for the property to the Board of Commissioners at their regular monthly meeting; presented an update of economic development activities to the Rutherford County Realtors Association at their regular meeting; met with the County Manager and County Attorney regarding the formation of a non-profit organization to support and enhance economic development efforts; attended the 2014 NC Aerospace Supplier and Advanced Manufacturing Summit in Winston Salem in an effort to develop new industrial prospect opportunities; worked with staff and representatives of Trelleborg on Golden LEAF grant activities; toured the new Americal facility under renovation/construction in Spindale; and participated in activities at Isothermal Community College recognizing their new partnership with NCSU.

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; worked with existing industry and EDC staff on IDF/waterline grant information; received information from building owner on industrial buildings; and researched historical fiber/communication information for building owner.

The Economic Development Assistant prepared the monthly safety and building permits report; worked on Golden LEAF grants documentation with Trelleborg representatives and county staff; prepared and submitted performance reports for an existing grant; and prepared and submitted a response to a public information request.

Thanks to Airport staff for brightening our day by capturing this colorful helicopter that landed in Rutherford County recently.



Finance

The Director and Assistant Director attended Monday's Commissioner Meeting. The Director and Assistant Director also attended 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 attended a meeting to review architectural firms for the emergency services training center; participated in the active shooter exercise planning meeting at East Rutherford High School; put in requests for equipment for the upcoming exercise; continued investigative work on last week's fires.

Human Resources

The HR Director The HR Director held meetings to discuss personnel issues, exit interviews, and retirements. The Director attended the regularly scheduled County Board meeting, conducted “Sexual Harassment Training”—what not to do, worked closely with Sheriff’s Department regarding the shooting incident to expedite appropriate paperwork, attended a meeting with Airport Specialist Chris Roach, met with Chief Deputy Jeff Buchanan, and completed a School of Government Survey. The Director also scheduled the open enrollment period for Colonial. Current postings include a Utility Worker at the Solid Waste Department and a Nutrition Supervisor at the Senior Center. Interviews have been scheduled for the Airport opening. Apply @ www.rutherfordcountync.gov. We would like to extend a thank you to Woodridge Psychological for reaching out to assist our Officers, Paramedics, and dispatchers during this critical event this week.

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.

Thermal Belt Rail-Trail Ribbon Cutting ~ Approximately 75 were in attendance



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 homepage of the Rutherford County Library website. At the top left is the library logo, which includes a book icon and the text "RUTHERFORD COUNTY LIBRARY". To the right of the logo is the main title "RUTHERFORD COUNTY LIBRARY" in large blue letters, with "Spindale, NC" underneath. In the top right corner, there are social media icons for Facebook and Twitter. Below the header is a navigation bar with links for "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" (with three small photos of children reading), "Voter Registration" (with a text box explaining the service), "Welcome" (with a text box welcoming visitors to the updated website), "Upcoming Events" (listing "Saturday, August 30 All Day Closed" and "Monday, September 01 All Day Closed"), and "Ask a Librarian" (with a chat box titled "Ask NCKnows" and a text input field).

Public Works and Planning

Maintenance had a very busy week responding to trackit work orders, completing repairs and requests of facility maintenance, and groundskeeping. The garage has been slammed this week with multiple service calls, repairs, and inspections in addition to beginning installation shelving and improvements to our current bench stock inventory of vehicle parts. Planning and Projects has worked a demanding week in partnership with Building Inspections to help facilitate the timing and priorities of moving the lease agreement forward in addition to coordination and bidding/negotiations with contractors and vendors. Staff have also been working in conjunction with DOT in preparing for the upcoming Commissioners meeting. In addition, Planning and Projects continues working with regulatory agencies and contractors in Queens Gap, Greyrock, historical Gilbertowne and Biggerstaff properties. Lastly the 2014-2015 Community grants project has been finalized and we encourage applications from all communities – please encourage participation.

The Garage had 4 preventative maintenance calls, 11 repairs, 9 tire service calls , 5 other call and no accidents.

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 answered 531 phone calls, assisted 253 citizens who came in to the office and assisted 9 PUV customers. We had 55 deeds recorded, 70 deeds were transferred and 38 new accounts were set up. 23 deeds were certified. We processed 2 splits, 2 merges, 1 acreage adjustment, 5 estate transfers and created 10 new maps. We also had 2 pre-permits issued, added 3 new E911 addressees and updated 102 addressees with ownership information. Appraisers completed 374 field reviews and 82 building permits. We had 129 citizens pay at the counter. The department had electronic payments consisting of 9 by credit/debit, 40 by website, and 2 by phone. Enforced collections consisted of 23 prepaids, 2 employer lists, 19 attachments, 12 overpayments, and 35 newspaper issues, 5 payment plans, and 1 debt setoff. Staff worked 4 data requests, 2 mail out letters, 2 plat reviews, 26 VTS assists, and 180 bankruptcy payments/issues. 127 pieces of mail were received and processed. We completed 3 discoveries, 4 releases, and 4 refunds. We are still working the November cycle of 3806 motor vehicle renewals.

Senior Center

The Senior Center welcomed Barbara Simpson, Director of OneSource Rehab, on Tuesday to present a program on “Staying Healthy at Home”. She discussed tips for general home safety and kitchen safety. Also on Tuesday, we had an intergenerational event of bowling with the grandkids. Some of the seniors brought their grandkids to Autumn Lanes to enjoy an afternoon together before school starts back. On Wednesday, Olivia Williams from Pisgah Legal came to discuss the Affordable Care Act. Although most seniors have Medicare, this was important information that could be shared with family and friends. Gary Harden, a Pharmacist with the Medicine Box of Rutherfordton, came to the Center on Thursday to discuss heart health education, misuse/abuse of prescription pain killers and drug interactions. 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 11 and 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 agency has been asked to move their hard launch of Medicaid up two weeks due positive performance and maintaining application processing numbers. The regular weekly NC FAST Conference Call was held on Wednesday. The statewide DSS Directors call was held on Tuesday morning, with the Fiscal Officer, also participating. The Director also attended the Partnership for Children of the Foothills board meeting later on Tuesday. The Adult Services Supervisor and one social worker attended a treatment team meeting at Murdoch Center in Butner on Wednesday regarding a guardianship case. Income Maintenance Supervisors conducted interviews this week for two vacant positions. The Director and Income Maintenance Program Manager attended the Western Regional Director's Meeting in Asheville on Thursday. They heard NC FAST updates and heard a best practices panel discussion; adult services updates; and a presentation on a resilient work force. The Fiscal Officer and Accounting Technician also attended a Fiscal Officer's Meeting in Asheville. The agency is in the process of preparing for the move to the Rutherford Center; painting and other improvements began this week. 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 Building.

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
- Collection of items for NC Commissioners gift basket and delivery to county office
- Delivered Rutherford County Tourism pitch sheets for Rutherford County Airport visitors to Rutherford County EDC office
- Continued Schoox setup
- Visited stakeholders to collect more brochures for The Welcome Center --Travel Guide: Finalizing copy, images, comps, etc. – Weddings, Regional & Back Cover to come; Coordinating with printer for initial production of 10,000 copies that will be distributed to the Welcome Center and lodging properties -- Coordinating with Nxtbook to post Travel Guide online from Website Home Page --UNC-TV – preproduction meeting – Followed up with blogger for media rates in September
- Working on editorial calendar – agreed to start with Fall Foliage & Holiday
- Getting quotes for company to take Website leadership
- Communicated with Arnett Muldrow on final Wayfinding Master Plan report
- Held VIN meeting

Transportation Services

EMS personnel responded to 152 emergency calls and 39 convalescent calls. Meetings were held with all employees this week to update them on department policies. Staff are in the process of gathering data to run annual Motor Vehicle Records on all employees.

Transit drove 10,083 miles, completed 1,077 local trips and 79 out of county trips, transported 226 unduplicated passengers and collected \$15,289 in revenue. The Director participated in a conference call with NCDOT in regards to statewide training efforts. A meeting was also held with Caldwell Construction, Transit and Maintenance to start the paving/resurfacing project for Transit this month. Funds for the paving of the old Farmer's Market and resurfacing of the current lot were made available through a grant with NCDOT.

Veteran Services

The Veterans Services Office had 91 mail-ins, 0 facsimiles, 201 mail-outs, 75 telephone contacts, and 205 veteran contacts.

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