

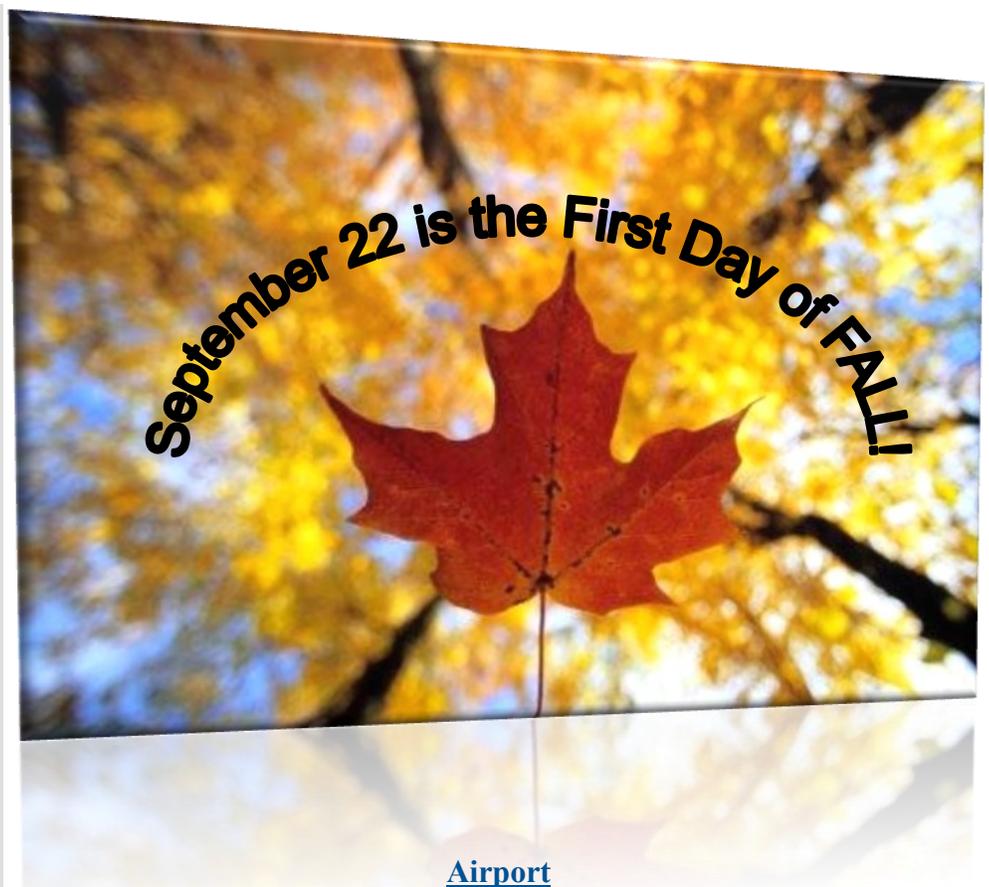


September 19, 2014

## 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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The Airport staff has been busy this week with security efforts and TSA compliance. Since 9-11-2001, the Transportation Security Administration has been conducting annual security audits for all airports; private and public. The Rutherford County Airport was inspected this week and no security concerns were found. Chris Roach successfully completed TSA Security Awareness training this week and is now able to administer this same training to airport staff.

## Board of Elections



The Board of Elections staff and part-time workers began testing equipment at the Evans Building and will continue through most of next week. We have sent out 103 ballots by mail as of 9/17/14 and 16 have been returned. Remember that the last date to register to vote in the November election is October 10, 2014.

## Clerk to the Board

The Clerk to the Board attended the Prime of Life Festival at the Foundation at Isothermal Community College on Tuesday.

On Wednesday, Chairman Eckler had a meeting of the Isothermal Community College Board of Trustees. The Chairman is a member of this board of trustees. Also on Wednesday, Commissioner Owens had a meeting of the Department of Social Services Board of Directors.

The next regular meeting of the Board of Commissioners is October 6. Items for the agenda must be submitted by September 29.

The Public Information Clerk processed five records and information requests. The form for requesting a public record and/or information (private research compilation) is located on the County website at <http://www.rutherfordcountync.gov/PublicInformation/PRRforPIPage> and can be emailed, faxed, hand delivered or mailed by way of USPS. Look for more information to come about a Public Access Terminal for Public Information.

The PIC also assisted the Clerk to the Board closing out Fiscal Year 2013-14 files, restructuring the records room and transitioning more archival items to the historical room storage.

We still have a few vacant seats and terms ending for existing Board and Commission members. To apply, visit the Boards and Commissions page <http://www.rutherfordcountync.gov/Departments/governingbody/boardsandcommissions>, select the Apply Now button and follow the prompts. Through that online application, you can scroll down to the middle and find out which Boards and Commissions have vacancies. More information is currently being added to our system and will be available soon on the website. Current vacancies are posted on the homepage and a list of active boards is now on the website.



# SEPTEMBER IS NATIONAL PREPAREDNESS MONTH



[www.ready.gov/September](http://www.ready.gov/September)  
#NatlPrep

## County Manager

The County Manager met with the Clerk’s office to discuss the implementation of a Public Access Terminal in the County office building; held weekly meetings with the department heads from Public Works and Planning, Solid Waste, and Economic Development; participated in a monthly meeting to coordinate economic development efforts; attended a meeting on a MSW study; met several times with the County Attorney; attended a meeting with local social service and mental health partners; participated in the Rail-Trail Advisory Committee meeting; and managed several additional administrative responsibilities leading up to the next Board of Commissioners meeting.

October 6	Board of County Commissioners Monthly Meeting	6 p.m.	County Office Building
November 3	Board of County Commissioners Monthly Meeting	6 p.m.	County Office Building
December 1	Board of County Commissioners Monthly Meeting	6 p.m.	County Office Building

## Economic Development

The Executive Director continued work on preliminary infrastructure planning efforts; met with County Manager and Commerce to review a new broadband initiative; participated in the EDC Board Meeting; presented an economic development update to the HR Association; attended the Rutherford County Chamber of Commerce Board of Directors Meeting; and met with Stonecutter Corporation and Duke Energy.

The Project Administrator networked with existing industry via phone calls and email, provided feedback and scheduled visits; met with existing industry to gauge interest in working with Rutherford County Schools to provide website development for industry; revised, printed and delivered Resource Guides to several businesses; met with a new business to introduce “Work, Grow, Thrive!” and shared some of the opportunities to work together with local, regional and state allies/programs; and facilitated Business Advancement Team monthly meeting.

The Economic Development Assistant processed reimbursement requests for Building Reuse Grants; worked on grant administration; and attended and transcribed the minutes for the monthly EDC Board meeting.

The Part-Time Economic Development Assistant assisted the Executive Director with the development of presentation materials; prepared materials for Gateway West Commerce Park marketing; met with the Executive Director to discuss product development; published the Public Notice for the Website Redesign RFP in the Courier and requested the Public Information Clerk to post the RFP to the County Website; and began editing the NC Broadband lack of service survey flyer.

## Finance

The Director and Assistant Director attended several interdepartmental meetings. The Director and Revenue Director attended a Debt Setoff Training on Wednesday. The Director and Assistant Director held Open Houses at two of the county properties currently for sale. The Finance Office has processed accounts payable this week.

## Fire Marshal/Emergency Management

The Fire Marshal/Emergency Management Director began preparing for fire prevention activities, sorting materials for the tour of elementary schools, and performing maintenance on the fire safety house; prepared and submitted a grant application for funding to conduct a tabletop exercise; submitted reports to the District Attorney’s office on a criminal case; attended in-service training; and attended various meetings.

## Human Resources

The HR Director held meetings to discuss personnel issues, exit interviews, and retirements. Welcome new hires Tyler Corey (SW), Alicia Holland (DSS), Pamela Rhom (DSS) and Patrick Wiseman (Sheriff). Employees who have left the service of Rutherford County are Adena Widener (p/t 911). The Director along with James Kilgo conducted interviews for part time convenience center attendants, conducted interviews along with Angela Ezell for a part time data entry operator at the Senior Center, met with Syndey Brown on the Worker’s Compensation audit, attended the HR Association meeting, and met with Robin Lattimore and the County Manager regarding the Library.

## Information Technology

The IT department has been working really hard to keep up with your IT needs. In the past two weeks, we have closed 103 track-it orders. Staff provided assistance to DSS as they moved and settled in their new offices. We are gearing up to upgrade the sound system in the Courthouse rooms in the next couple of weeks and had meetings about the new Community Development offices and Board of Elections. Staff had to re-schedule our VoIP upgrade until the October 4th weekend, so you will not see any changes until then, and those will be minimal. IT is deploying the virtual desktops now instead of buying new CPUs. This effort has begun in the Revenue department and is going very well. There are still some locations that will not work very well, so we will still have a few new desktops and laptops, but not near as many as we have had in the past. Always remember to use Track-it for your Maintenance, IT, and VoIP needs by emailing [trackit@rutherfordcountync.gov](mailto:trackit@rutherfordcountync.gov) anytime from any location.

## Library

### **From the Director**

Martha is working closely with Danny Searcy and Mark Patterson on the building of the new South eastern Library. Vendors have been contacted regarding quotes on shelving and furnishings. An agenda is being planned for the upcoming CMC meeting next week. Donations for book sale items are continuing to be sorted. Mark your calendar for Thursday October 16th - Saturday October 18th. Doors will open at 9:00 a.m. on Thursday and Friday and at 8:00 a.m. on Saturday for this sale.

### **From the Children's Librarian**

Story Time has begun with a bang by having almost 100 in attendance last week. This week has been a continuation of the “frog” theme by learning about tadpoles and toads. Outreach has been at the Carver Center both weeks, and preparations are being made for next week’s “Forest” theme. Story Times are Tuesdays at 10:30 – County Library; Wednesdays at 11:00 – Haynes Branch Library; and Thursdays at 10:30 – Mountains Branch Library. Also, the Children’s Librarian has recently completed updating the Juvenile Series List. This comprehensive list details the order books are to be read in each series, and indicates which titles are owned by the library. It is arranged by collection (Easy, Easy Reader, Juvenile Fiction, etc.), and then sorted alphabetically by author’s last name. The typed copy is located in the Children’s Room on top of the wooden bookcase, and the IT Specialist has uploaded it on the library’s website.

It can be found at <http://rutherfordcountylibrary.org/webRCL/services/18-series-list>.

### **From the Haynes Branch**

The D.A.R. set up a display for Constitution Week.

### **From the Mountains Branch**

Staff have started processing a large order of Easy Reader books generously purchased by our Friends group. These books are mostly non-fiction titles for beginning readers. The purchase was made as a continuation of the upgrading of the Children’s Section last summer. In addition, we are in the final steps of getting ready for a large Friends of the Library Book Sale. This is a bag sale with bags of paperback books priced at \$2, mixed bags \$3, and bags of hardcover books \$4.

## Public Works and Planning

The Public Works and Planning Department's maintenance has had an extremely busy week in completing many work orders, preventative maintenance and assisting IT with the demands of getting DSS up and running with their expansion into the Rutherford Center over the past few weeks. In addition, the detention center has kept us very busy with multiple service calls and getting failed kitchen equipment back up and running. The final phase of installation was completed on the new chiller for the Detention Center. The weather has caused much of the grass, weeds and bushes to grow rapidly and thick, and staff have been doing a great job keeping the grounds looking neat and cut while keeping the mowers and equipment in good shape. As for County vehicles, the garage has completed many repairs, tire service calls, preventative maintenance repairs and a wrecker call for a breakdown this week. A job opening ad was placed this week for an additional mechanic as we work to bring additional preventative maintenance of oil changes in house. Planning and Projects has reviewed the Community Grants - the application cycle closed this week, and will be reviewed by Commissioners in October. We are also working diligently with the architects and engineers since the Commissioners voted to pursue construction activities on the Southeastern EMS and Library along with meeting with the Department Heads involved with Development Services and Board of Elections move. The lease negotiations are on a 30 day hold, while other options are explored. Small improvements continue on the Biggerstaff Hanging Tree Property and is scheduled for an update during the Commissioners October meeting in addition to an Oct. 11 event to commemorate the impact of history that took place on the Rutherford County property. We've also been very actively involved in continuing the positive momentum of promoting the rail-trail improvements, and exploring additional opportunities with the Hospital Legacy group. There is good news in the contractor's progress at Queens Gap and Greyrock, which continues drawing closer toward completion in upcoming months.

## Revenue

The Revenue Department completed 3,590 December motor vehicle renewals and handled 27 VTS assists. The office answered 677 phone calls and assisted 230 customers. We completed 2 plats, 2 pre-permits, 0 GIS projects and answered 2 Data Requests. Appraisers completed 417 field reviews. A total of 52 new documents were recorded. Transfers consisted of 34 straits, 18 new accounts, 1 merge, and 5 splits. GIS created 5 new maps. The GIS website had 157,955 hits and 109,169 successful searches. E911 addressing assigned 5 new addresses, 1 new centerline, and updated 9 addresses with new owner information. Part time maintenance workers installed 10 new roads signs. The PUV program mailed 5 letters, and assisted 11 program members. Staff processed 9 exclusions. We had 4 refunds, 21 releases and 1 discovery. 4 new deeds were certified for recording purposes. The payment counter continues to be busy learning payments and reporting in the new NCPTS system.

## Senior Center

The Senior Center served an average of 126 meals per day this week at the main center and daily averages for the off-site centers are as follows: Shingle Hollow-20, Henrietta-20; Ellenboro-25; Life Care Adult Day Care-31. We are currently serving Home Delivered Meals to 84 participants. The Director and Activities Coordinator went to the Prime of Life Festival on Tuesday at the Foundation at ICC. The Center had an exhibit displaying the activities and nutrition programs that we offer to seniors. On Wednesday, Laura Brooks, PA, from the Rutherford Health Center, presented a program on "Good Nutrition" for seniors. For adults over 50, the benefits of healthy eating include increased mental acuteness, resistance to illness and disease, higher energy levels, faster recuperation times, and better management of chronic health problems. On Thursday, our Pen Pals group met for their first opportunity to write their new pen pal at Spindale Elementary. The Book Club met on Friday. Book groups are a great way to communicate with friends and meet new people while exploring and discussing good books. Lastly 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 Zumba class will be held on September 22 and 29 at 5:30 p.m.

## Social Services

The Department of Social Services' hard launch for the Medicaid implementation will be November 3. Staff continue to attend training at the agency via webinars. The weekly state NC FAST conference call was held on Wednesday. On Monday, the Director, Program Manager and Fiscal Officer had a conference call with representatives from Northwoods concerning the case management system for children's services; and on Thursday, a meeting was held with the County Manager and Finance Director as a follow up to the Monday meeting. The DSS Board held their regular monthly meeting on Wednesday, with four members present. Among their regular agenda items, the Board heard updates regarding the new structure of Children's Services, NC FAST, and reviewed the legislative priorities of the Social Services Consortium for next year. Although there are many goals, the Consortium will focus primarily on five, which are advocates for increased funding for services to vulnerable older adults and disabled adults needing protective and public guardianship services; advocate for implementation of statewide case management system(s) for both Child Welfare and Adult Services; advocate to preserve federal block grants and state aid to counties for county-administered programs and oppose unfunded workload mandates; advocate to define minimum qualifications for DSS Director in NC General Statutes; advocate to change state CPS funding of 4.8 million from non-reoccurring to reoccurring for the FY 15-17 State Budget. On Thursday, the Director attended a discussion group at the annex about mental health resources in Rutherford County. Others that attended the group include the County Manager, Sheriff, the school system, magistrate, Smokey Mountain Center.

## Soil and Water

The Admin/Education Specialist set up a display at the Ellenboro Fair and restocked materials, continued work to plan Conservation Field Day and worked on the District Contract paperwork. The Ag. Cost Share technician worked to finalize two new contracts, attended a NRCS toolkit webinar, and gave technical assistance to four new land owners.

## Solid Waste

The Solid Waste landfill had 345 customers, hauled 56 loads from convenience centers, shipped 28 loads to Lenoir, sent out three recycling trailers and had 23 tire customers. The Director held interviews with the HR Director for convenience centers positions this week. The Director also attended various meetings, including a financial review with the Assistant Finance Director, weekly meeting with Carl, internal meeting with staff and attended a conference call on the MSW study conducted by SM&E. The rest of the staff continues to perform everyday job duties including bush hogging of the central landfill. The shop employees have been busy fixing truck 518 and performing preventative maintenance on the equipment. Carolina Value Village has been in the County twice this week to pick up textiles.

The Solid Waste Code Enforcement Officer report is as follows:

Active cases 12  
Closed cases 3  
Convenience center cases 3  
Pictures taken yes  
Citations written 0  
Letters sent 0

Staff continues to work on a presentation that Steve and James will present at the NCSWANA conference in October. Please remember to keep recycling!



#### **2014 Litter Sweep (Sept. 20 - Oct. 4)**

Volunteers are needed to participate in the Governor's proclaimed LITTER SWEEP to remove litter from North Carolina's roadways. Help beautify your community by getting involved locally.

Participants are eligible to receive a certificate of appreciation and enter the Unusual Litter Contest for cash prizes. The 2014 Litter Sweep safety and promotional materials are available through the "Forms" link below.

#### About Litter Sweep:

Litter Sweep is a statewide roadside litter cleanup drive sponsored by the North Carolina Department of Transportation (NCDOT). It is usually scheduled for the last two weeks of April and September. The NCDOT Office of Beautification administers the spring and fall Litter Sweeps.

- Volunteers can obtain pick up supplies as orange trash bags, that are reversible to blue bags (for items to be recycled) and also have a drawstring for closure, orange safety vests and gloves from their respective local NCDOT county maintenance office.
- NCDOT maintenance crews devote one week of their time during Litter Sweep to pick up litter and collect orange bags from the roadsides once the groups have completed a cleanup.
- Everyone's participation in Litter Sweep is needed in order to clean up the increasing amount of roadside litter.

## Tourism Development Authority

Tourism held and attended multiple meetings this week. Rutherford County Wayfinding meeting was held at the Bechtler House as well as a Trails Coordination meeting. TDA is finalizing all of the planning for the “Game Changer” event which is taking place on September 25<sup>th</sup> at The Foundation. Everyone involved is working very hard to distribute information out to local businesses and other interested parties to attend the event. Work is coming to completion on the Annual Report.

## Transportation Services

**EMS** personnel responded to 162 emergency calls and 51 convalescent calls. Staff met with a vendor to assess the new Sprinter style ambulances for the Convalescent Division. Ford is discontinuing the E350 van so EMS is researching a single molded body style going forward. Interviews for new EMTs will take place next week.

**Transit** drove 9,903 miles, completed 1,130 local trips and 83 out of county trips, transported 258 unduplicated passengers and collected \$15,115 in revenue. The Director completed several NCDOT annual reports including the ROAP (Rural Operating Assistance Program) annual report and the new application for FY 14-15. The Director also worked with NCDOT to reassess the state’s entire ROAP allocations for the Elderly and Disabled funding for FY 14-15. Rutherford County’s allocation was originally \$43,504 and Transit was informed this week that it has changed to \$71,925; which was more in line with last year’s allocation. The annual Opstats report was also completed which compares ridership to budget allocations.

## Veteran Services

The Veterans Services staff attended a conference and will be sharing their report next week.

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### *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**