

RUTHERFORD COUNTY MANAGER

County Commissioners

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

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

April 19, 2013

To: County Commissioners

From: Carl Classen, County Manager

Weekly Report Items **Week Ending April 19, 2013**

General:

This is a highlight of items from the previous week. It is not meant to be exhaustive but to inform the Commissioners and Department Heads.

Board of Elections:

The Board of Elections processed 26 new voters, 166 duplicates, 17 changes of information and mailed 38 verification and confirmation cards. One-Stop Absentee Voting for the Chimney Rock Village ABC Referendum began on April 18th at our Office and will end on May 4th at 1:00 p.m. The Election will be held on May 7th at the Chimney Rock Fire Department. Sample ballots are available on our website.

Building Inspections:

Building Inspections has issued 24 permits totaling \$3,769 in fees. Inspectors have conducted 94 inspections. The Administrative Assistant attended the website training held by IT on Wednesday. The Director met with Thomas Jefferson Classical Academy regarding possible future expansions at the middle / high school campus. The Director also attended a meeting at Henson Building Materials regarding Building Code implications for new building materials being introduced. The department implemented the new state wide requirement for reporting lien agent information on new residential building projects. The Fire Inspector attended the Rutherford County Home Builders meeting and gave a code update and trend report.

Clerk to the Board:

Commissioners and staff were invited to attend the Cliffside Steam Station Unit 6 dedication and luncheon. This was certainly a momentous event for Rutherford County. Chairman Owens attended the Community Child Protection Team meeting, a meeting of the North Carolina Association of County Commissioners Board of Directors of which he is a member. He, along with the County Manager and the Economic Development Director, met with Senator Ralph Hise and Representative Mike Hager in Raleigh on Wednesday. Commissioner Eckler attended the Senior Center Advisory Board meeting and attended a Ribbon Cutting at Picture This Photography.

Cooperative Extension:

The **County Extension Director** met with two different groups to garner support for the cattle marketing alliance and the livestock educational facility. The Director continues to assist clients with questions/problems through office visits,

phone calls, emails, and site visits. The **Family and Consumer Sciences Agent** submitted the monthly news column, met with the ECA club, taught a House Smart home organization workshop, and prepared for upcoming programs. The **4-H Agent** continues working with 4-H youth on their 4-H presentations. Nearly 20 youth are presenting their 4-H presentations at the county level as they are preparing for district competition. Presentation topics range from Sewing and Kitchen Safety to the Electric Guitar, Aquariums, Box Turtles, Turkeys, and more. 4-H along with GRG and ECA is planning a yard sale fundraiser to benefit each of the programs on May 4. Eight elementary school classrooms are participating in 4-H Embryology. They each have an incubator in their classroom, along with a bundle of fertilized eggs. They will learn about the embryo development and relate it to the life cycle. 4-H Council met this week. They discussed upcoming events, as well as, new and innovative ideas for next year. **The Agricultural Agent** networked with Leadership Rutherford on community planting projects, made preparations for Rutherford Pesticide Collection Day, conducted the Extension Successful Gardener Program, and gave pesticide education training for private applicators. The agent made 137 contacts.

County Manager:

The County Manager attended numerous meetings this week. Mr. Classen began the week with a conference call to review the draft report from Lydian Altman, met with Tax staff, Emmett Curl, Chairman Owens and Commissioner Richard to review the Tax Office Review Report Recommendation, attended the weekly Solid Waste Transfer Station update, attended the weekly Public Works Project meeting which includes Queens Gap and Greyrock, and attended a Behavioral Health Issues meeting at the Hospital. Additionally, Mr. Classen met with Rhonda Owens, IT Director to review IT projects, met with Finance Director Paula Roach, and Assistant Finance Director RaeAnn Turner to review budget, attended a Dedication/Lunch at the Cliffside Steam Station along with Chair Julius Owens and Clerk Hazel Haynes, and attended a meeting in Raleigh with Economic Development Director Matt Blackwell. Lastly, the manager met with Matt Blackwell regarding EDC project updates, met with James Kilgo on the Solid Waste pre-bid, and met with County Attorney Richard Williams regarding legal issues.

Economic Development:

This week, **the Executive Director** worked with staff to begin planning the upcoming IEI Community Forum to be held on May 3, 2013; prepared packages in response to a request for information from the NC Department of Commerce and other industrial lead; attended the Unit 6 Dedication at Duke Energy – Cliffside Plant; along with the County Manager and Board of Commissioners Chairman, travelled to Raleigh to meet with legislative delegation; reviewed incentives estimates for FY 13-14; participated in the Help Desk staff meeting; and met with the County Manager for the weekly projects/activities update. **The Project Administrator** worked on detailed response packages for previous existing industry visits; attended Cliffside Steam Station Unit dedication along with a tour of the site; wrote a summary report for Business Advancement Team (BAT) meeting to include current and past issues for discussion and updates; conducted BAT meeting with core group of allies and partners; and made follow-up appointments for existing industry visits. **The Grant Administrator** reviewed active grants to determine payments/incentives due for FY 13-14; attended the dedication of Duke Energy Cliffside #6; worked with the Tax Department to determine valuations of various properties and to confirm current payment status for projects; and prepared submission of the Alliance Precision Plastics application for One NC payment. **The Economic Development Assistant** begin the process of securing a venue and caterer for the upcoming Manufacturing Works Community Forum; assisted in preparing a preliminary guest list for the event; attended a website training session regarding the new county website; and reviewed our current year budget expenses with the Director.

Emergency Services:

This week **EMS Personnel** responded to 212 calls which include Emergency and Specialized Transport. The Director met with the County Manager and Finance Director to review budget items, conducted several conference calls with billing company to discuss processes, attended a planning meeting for the EMS Training Department, assisted with an Administrative Assessment Center in the region, presented Summer Safety tips and Health Information at the Regional Human Resources meeting held at Rutherford Regional and met with Medical Control to discuss strategic educational plans for the staff. **Emergency Management/Fire Marshal:** The Fire Marshal attended fire inspector continuing education, attended Western North Carolina Firefighters Association meeting, attended Safety Committee meeting, received and reviewed fire protection service district budgets and conducted two fire investigations worked with a number

of fire departments on budget requests, conducted an investigation that led to one arrest for a burning of a storage building, attended several meetings, assisted State Emergency Management with an equipment inventory, and served as a Judge for McDowell County Firefighter's Association firefighter competition.

Finance:

The Finance Director attended the weekly Transfer Station meeting and the weekly Project update meeting. The Finance Director and Assistant Director have begun meetings with the County Manager to review budget information as the budget process progresses.

Human Resources:

The HR Director held meetings to discuss personnel issues, exit interviews, and retirements. No employees have left the service of Rutherford County this week. No new hires this week. The Director attended a HR Association meeting, a Safety meeting, and the annual Industry Safety Banquet. The County Blood Drive is May 8th—please call for an appointment.

Information Technology:

Information Technology has been busy with website update training classes. The Director met with the County Manager on IT project updates. A new window was installed in the IT Department to replace one that has been leaking. Staff continues to monitor and service all equipment.

Library:

The County Library staff has been preparing for three upcoming events this week. Our Spring Book Sale began on Thursday April 18th at 9:00 a.m. and will continue until noon on Saturday. The first day there were over 150 visitors. The Rutherford County Library Society sponsored a "wellness" program featuring Dr. Jackie McKool. Dr. McKool did a power point presentation along with a demonstration on how to fix raw food meals. 26 people came to the program to sample the foods and share success stories of their own. This Saturday, April 20th, at 10 a.m. the Rutherford County Library Society is hosting a children's program presented by Bright Star Theatre in "The Ugly Duckling". Free and open to the public. Jeannie Smith, the Children's Librarian, has completed the YA Reader's Advisory List separating all of the YA books into their respective genres. This is used when patrons ask for recommendations because they liked a certain book. The Story Time theme of the week was "Mice," with over 125 in attendance during the week. Mountains Branch Library will have a slide show/discussion on Burma, presently known as Myanmar. Objects at least 60 years old will be on display. Free and open to the public. Tuesday, April 23rd 10-Noon

Public Works/Planning:

The garage had 16 preventative maintenance service calls, 12 repairs, 4 tire service calls and 2 other repairs. Sisk Family Ford has received the first two vehicles that will be going to DSS once all permanent plates and paperwork are complete. Maintenance completed 24 work orders and repairs along with jumping into the mowing season and groundskeeping season. Staff continues working with Leadership Rutherford and local volunteers on improving the Frank West Park. The Director met with the Manager and Finance Officer with updates on multiple projects; as well as, budget meetings. The Director also met with the County attorney to exchange updates, met with NCDOT's rail division to review the rail trail plans, facilitated the regular Planning Board meeting, and scheduled a Public Hearing for renaming Hicks Grove Rd. Other tasks include working with the County's legal counsel, manager, NCDENR and Odom engineering in preparation for construction at the Queens Gap site and continued progress at Greyrock to include a bid opening for Project 9.

Register of Deeds:

The Register of Deeds office had an active week with 500 transactions collecting \$17,745.50.

Senior Center:

The Center has hosted several sporting events this week for the Senior Games. The Seniors have competed in golf, card games, bocce ball, bowling, tennis, badminton, football throw, billiards, horseshoes, bridge, table tennis, softball throw, discus throw, shot put, swimming and Putt Putt. The Senior Games will continue until April 26th. The number of meals,

both congregate and home-delivered, are holding constant. In April, the center had ten participants added as new riders to transit and a third route was added to the Senior Center.

Sheriff:

MARCH 2013

Calls for Service:	4188
Warrants Served/Total Arrest:	188/177
Domestic Calls:	132
Involuntary Commitments/Hours.:	18/18.5 Man Hrs.
Civil Papers Served:	379
Exparte's Served:	12
Evictions:	14
Animals Pickup/Surrender:	240
Animals Returned to Owners or Rescued:	150
Animal Control Calls for Service:	134
New Cases Assigned to Detectives/Road Patrol:	177/37
Pill Drop Collections:	55,265.51Doses Units/ 2708.94ml of liquid
Average Daily Inmate Confinement:	208
Gun Purchase Permits Issued:	232
Carry Concealed Permits Issued:	37
Project Lifesaver Clients/Contact Hours:	8/3.0Man Hrs.
Registered Sex Offenders/Contact Hours:	181/22.0Man Hrs.

(See Special Highlights Section)

Social Services:

Regular weekly meetings and cross training continue with NC FAST implementation and for the soft launch of NC FAST in Medicaid and Work First. Director, John Carroll, and Income Maintenance Administrator, Kandi Bridges, participated in a conference call with several other western counties that make up a policy review committee as part of Work Support Strategies and how to best disseminate information to the area counties. The Rutherford County Community Child Protection/Child Fatality Prevention team met at DSS on Tuesday morning at 7:30. The team discussed ways to disseminate information about on-line training on child abuse and neglect reporting, in addition to reviewing three child protective services cases. The Director and Adult Services Supervisor, Vic Martin, met with representatives from Rutherford Regional Health Center/Carolina Community Care for the second time to discuss the provision of In Home Aide Services. The DSS Board held their regularly monthly meeting on Wednesday. In addition to the regular agenda items, the Board reviewed the proposed 2013-14 budget; heard updates on House Bill 392 (require verification that a convicted felon applying for Work First and Food Stamps does not have an outstanding warrant) and Senate Bill 594 (require drug screening for Work First applicants); and adopted resolutions to support three Social Service Consortium legislative priorities. On Thursday, the regular bi-monthly management team meeting was held; the director met with the County Manager, and Cindy Buck and Marsha Baker with RRHS to discuss mental health issues in the county; and Luann Hoyle attended the monthly county Safety Committee meeting.

Soil and Water:

The Admin/Education Specialist attended a Farm Day planning meeting at Pinnacle Elementary and is preparing for a NRCS program review and NC Cost Share Program Review. The Specialist is also working on Middle School Watershed lessons. The Water Quality Specialist took 1 application for assistance, gave technical advice to 4 farmers and inspected 4 ongoing projects. The Water Quality Specialist also entered data in the IBEAM state system for the request of payments. The Specialist is preparing for a NC Cost Share Program Review, as well as, preparing the 2014 District Strategy Plan and conducting 2003-2012 program years Spot Checks.

Solid Waste:

The Solid Waste Department served 336 customers, hauled 63 loads from convenience centers, and shipped 33 loads to Lenoir. The Solid Waste Director attended the weekly transfer station meeting and also met with the Sheriff's Department about the old Avondale landfill. Electronic RFP's have been opened and staff is in the process of reviewing each bid. Packer bids have been submitted for the Transfer Station project. Meeting notices have been posted throughout Cliffside for the called meeting on the Cliffside Mill Dump. The Solid Waste/Litter Patrol officer worked three community service workers this week.

Tax:

The Appraisal Department/ GIS/Mapping/Land Records/Addressing answered 167 phone calls, assisted 14 citizens with the present use program and 46 citizens who came in to the office. Staff mailed 2 value notice letters and completed 1 report request. The office received 3 new appeals, and issued 1 pre-permis. **Land Records** printed 55 newly recorded deeds, transferred 34, and set up 15 new accounts. **GIS** completed 3 splits, 5 merges, 1 acreage adjustments, and created 9 new maps. **Addressing** assigned 4 new addresses, and updated 9. **GIS website** had 156,433 hits and 86,741 successful searches. **Sign Maintenance** installed 11 signs, had 9 reports of missing signs, have 2 waiting to be installed, and have a total of 25 missing signs. **The Collections Department** has taken approximately 69 payments using credit/debit cards or paying in person at the counter, 25 payments by phone, and 85 by web. Staff has also continued to issue garnishments and attachments. **The Listing Department** is still valuing personal property and entering exclusions. Staff completed 10 discoveries, 39 releases, and 17 refunds.

Tourism:

The Mobile Welcome Center is starting to see visitor volume increase. It is a great resource for our visitors during the TDA's construction/renovation of the Welcome Center. Requests for Bechtler House tours continue to rise; three tours this week with over 200 visitors in three days. Staff continues connecting more and more people of all ages with our gold stories. Work on the TAF (Tourism Asset Foundation) continues making great strides. Media Tour requested for April from *Florida Today* magazine. Work continues on development content for map and app. The Director is meeting with Cliffside Historical Society regarding an interactive historic walking tour of Cliffside.

Transit:

Transit drove 9,818 miles, transported 1,184 passengers and collected \$13,775 in revenue. There were no safety violations. The monthly safety meeting was held and Emergency Evacuation Procedures were discussed. Congratulations to Lemuel Jimerson, the Employee of the Month. Lemuel received two different compliments from Rutherford County citizens on his job performance this month. Staff worked to add four new seniors to routes to the Senior Center. Residents from the Golden Valley area received transportation to the free food distribution site this week. Staff are also pursuing additional options that will allow more residents to ride Transit on the food transportation days. The Director attended a Rutherford County Schools Circles meeting at Chase High School and is working to coordinate transportation with ICC for special needs passengers to an employment opportunity this summer.

Veterans Office:

Last week, the staff made 123 contacts this week. Staff also had 76 telephone interviews, with 57 mailouts for veterans to complete documents and requests for service. The Service Officer continues to help veterans with food from the food pantry. **No report this week, as the Director is attending a conference.**

Special Recognition Highlights



152 East Main Street • Forest City, NC 28043
Phone (828) 247-4495 • Fax (828) 247-4498

MEMORANDUM

ENGINEER'S CONSTRUCTION OBSERVATION REPORT

Project: **Transfer Station Upgrades**
Contractor: **Maple Leaf Design & Build, Inc.**
Date: **04/11/2013** Time of Arrival: **9:00 am**
Notice to Proceed:
Previous Rain Days: **0**
Rain Days Since Last Report: **0** Total Rain Days **0**

Construction Report No.: **20**
Contact at Site: **Bernie Dilgert**
Weather Conditions: **clear**
Substantial Completion Date:
Previous Substantial Completion Date:
Current Substantial Completion Date:

Observations & Notes:

- Contractor has removed the bulk of the excess concrete in the area yet to be poured
- Contractor will continue to remove dried concrete beneath water stop to insure a full 3 inch clearance beneath the water stops and dry concrete
- No problem noted on site

Items Requiring Action:





Rutherford County Sheriff Reserve Deputy David Suttles completes Field Training Program

In July of 2011, the Rutherford County Sheriff's Office implemented a Field Training Officers Program for new recruits coming into the Sheriff's Office Reserve Division.

The Field Training Program consists of 480 hours of mandatory training in which the trainee is supervised in four different phases of the program by a Certified Training Officer.

The Field Training Officers Program consists of many different facets of Law Enforcement to include written testing and some scenario based situations in which the trainee must pass.

Deputy David Suttles completed the Field Training Program and was presented a certificate of completion on March 21, 2013 at the Rutherford County Sheriff's Office.

Deputy Suttles is the sixth reserve deputy to complete the program.





LEMUEL JIMERSON, TRANSIT EMPLOYEE OF THE MONTH



Library hosting “Wellness Program”

ANNUAL ENROLLMENT COMING SOON

Annual Enrollment is May 20-31, 2013. Members do not need to do anything during Annual Enrollment if they are satisfied with their current plan. If they take no action, they and any dependents will remain on their current plan. There are no changes to member or dependent premiums. During Annual Enrollment members can:

- Enroll in the State Health Plan
- Switch between plans
- Add or remove dependents without a qualifying event

When adding dependents to their benefit plan, members may be asked to provide documentation of a dependent's State Health Plan eligibility.

ANNUAL COUNTY BLOOD DRIVE MAY 8TH

11:00am UNTIL 3:00pm AT COUNTY OFFICES

CONTACT HR TO SCHEDULE AN APPOINTMENT



RELAY FOR LIFE

RELAY has kicked off with many fund raisers on the horizon—we hope each employee will get involved in some way with RELAY—upcoming fundraisers:

April 11 Spaghetti lunch-County Office Building-
Spaghetti lunch a success-raised appr \$650.00 dollars—thank you to everyone who helped in any way!!!

April 20 Sheriff's Shooting Tournament-Bostic Gun Club

May 3 Hanging basket sale

May 4 Flowers, books, quilt tickets sold at Mayfest

May 17 RADA cultery orders due

Now until RELAY night-Quilt ticket sales

Pesticide Disposal Day

WHO: Farmers, Gardeners, and Homeowners

WHAT: Pesticides *No Longer Being Used*
(insecticide, herbicides, fungicide, etc. in their
original container with a legible label.)

WHEN: Tuesday, April 24, 2013
10:00am-2:00pm
(ONE DAY ONLY)

WHERE: Rutherford County Extension Center
193 Callahan-Koon Road
Spindale, NC 28160

Provisions: Register with Rutherford Extension Center, 287.6011
No unlabeled pesticide products will be accepted.

Sponsored By: N.C. Dept. of Agriculture & Consumer Services
N.C. Cooperative Extension Service

