

# RUTHERFORD COUNTY MANAGER

## County Commissioners

**Julius Owens**, *Chairman*  
**William Eckler**, *Vice Chairman*  
**Susan G. Crowe**  
**Eddie Holland**  
**Roger Richard**

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

August 10, 2012

To: County Commissioners

From: Carl Classen, County Manager

## **Weekly Report Items** **Week Ending August 10, 2012**

### **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:**

This week, the Elections office has processed 5 new registrations, 62 changes of information and mailed 67 voter registration cards and 4 confirmation mailings. The Board of Elections met and approved the One-Stop Implementation Plan. The approved sites for One-stop are the County Board of Elections office, the Ellenboro Fire Dept., and the County Annex Building. Hours for the sites were also approved at our office from Oct.18- Nov. 2<sup>nd</sup>, Monday through Friday 8:30-6:00 pm. The Ellenboro Fire Dept. and the County Annex from Oct. 22 –Nov. 2<sup>nd</sup>, 10:00am -6:00 pm. All sites will be open on Saturday November the 3<sup>rd</sup> from 8:30am- 1: 00pm. The Director and staff have started scheduling and organizing pollworker training for the General Election.

### **Building Inspections:**

This week, Building Inspections has conducted 93 inspections and issued 45 permits that generated \$5,550 in permit fees. A permit has been issued for renovations to the old Burkes Outlet for the new Sav-A-Lot. The Director has been working with Architects that are designing the new Lake Lure Classical Academy school building. On Tuesday, Terry Foster from NC Emergency Management met with staff about the county's current flood plain management program, as well as, the upcoming flood map revisions.

### **Clerk to the Board:**

The Clerk attended the regularly scheduled Commissioners meeting on Monday, August 6, 2012. The Clerk is preparing the minutes of the meeting and follow-up documentation. The Clerk also attended a community update event hosted by Horsehead.

### **Cooperative Extension:**

The County Extension Director attended a Agriculture Agent training in Raleigh. The Agent continues to assist clients with technical information through phone calls, office, and field visits. The Family and Consumer Sciences Agent is enjoying vacation this week. The Agricultural Agent continues training and assisting Extension Master Gardner volunteers. The Agent assisted in the operation of the Farmer's Market, contributed two articles for the Fall issue of on-line publication Extension Gardener, and had three press releases for up-coming programs. The agent made 114 contacts.

### **County Manager:**

The County Manager attended numerous meetings this week. The week began with a meeting with Fire Marshal Roger Hollifield to discuss Fire Districts, and Danny Searcy to discuss the weekly project report update. Mr. Classen met with Attorney Richard Williams and Clerk Hazel Haynes prior to attending the monthly County Commissioner's meeting. Mr. Classen participated in an on-line training, held the weekly media discussion, and attended a community update event hosted by Horsehead. Mike Smith from the Institute of Government also met with Mr. Classen this week. The Manager attended a meeting regarding the Horsehead Infrastructure monthly progress. A lunch meeting was attended along with Matt Blackwell, ED Director and James Cowan. On Friday, the County Manager attended the Western Highlands meeting in Asheville.

### **Economic Development:**

The Executive Director attended and was the keynote speaker at the Kiwanis meeting on Monday. The presentation addressed key economic development issues including the development of a Business Retention & Expansion Program, emphasis on education and its role in economic development, infrastructure improvements and expansion and diversifying the workforce. The Executive Director met with the Rutherford County Chamber of Commerce President to discuss cooperation in support for educational programs to prepare our future workforce, infrastructure expansion in preparation for future growth and the role the Chamber can play in the Business Retention & Expansion Program. Economic Development staff attended the Horsehead Community Update event on Tuesday held at Hicks Grove Baptist Church. Following a brief presentation about the facility and the construction progress, Horsehead representatives, including the President and CEO, Sr. Vice President, and Plant Manager fielded questions from residents of the Hicks Grove community. This was a great event and example of corporations caring for the community (Photos attached). Economic Development staff continues to work toward the execution of economic development and incentive agreements with Valley Fine Foods. The North Carolina Department of Commerce visited to view and gather information on the shell building at RiverStone Business Park. To end the week, Economic Development staff attended a town meeting with Congressman Patrick McHenry.

### **Emergency Services/Emergency Management/Fire Marshal:**

This week **EMS Personnel** responded to 159 calls. EMS assembled a focus group of staff to review current equipment, processes, and protocols with the purpose of continuing to enhance the EMS System in Rutherford County. Monthly meetings were conducted with the rescue squads, as well as, a Administrative meeting with the staff. EMS continues to plan for and develop the newly approved convalescent services. **Emergency Management/Fire Marshal** attended the NC State Firemen's Association Annual Conference, continues to work on service districts in preparation of the September public hearing, and conducted a fire investigation this week.

### **Finance:**

The Finance Director is enjoying this week on vacation with her family. The Assistant Director attended the monthly Commissioner's meeting; as well as, attended the WNC Tax Association Special Summer Meeting regarding the HB1779, which is the State's new motor vehicle process of collecting taxes.

### **Human Resources:**

The Human Resources Department would like to welcome new employees Eric Ross (Tax Dept), Lindsey Craig (p/t DSS) and Kristy Walker (p/t DSS). Employees who have left Rutherford County are Louis Hill (DSS). The HR Office held meetings to discuss personnel issues and retirements. Also, this week the HR Director conducted interviews for the Custodian position. An ESC hearing was conducted; as well as, an all day mediation in Asheville with Judy Toney in attendance.

### **Information Technology:**

IT has webcast the regular commissioners meeting, assisted with the video at the HorseHead presentation, and attended the WNC Tax meeting. Also, IT staff will be meeting with the Clerk of Court, Sheriff, and DA about video arraignment.

Another meeting will be with the Health Department and Building Inspections to see if the Health Department can use the software that is used by Building Inspections.

### **Library:**

This week the Mountains Branch Library hosted a free children's program, ALL ABOUT BEES, on August 7th. We were happy to have over 20 children in attendance. The kids learned about the habitat of bees, colony living, and pollination. The children saw an actual bee hive (without bees) and the limb of a bee tree to show where bees live in the wild. Attendees had fun with props and costumes helping to emphasize the various jobs of the bees and what it is like to "Be the Bee". Each child received a bee pencil and a honey straw. Funding was provided by a "Library Angel" who requested to remain anonymous. The Mountains Branch Library will conduct a Free Photo Class—Taking Better Pictures, on August 16th @ 1 p.m. Things to bring: Camera, Media Card, Manual, Fresh Battery, Pen, & Paper

### **Planning/Parks and Recreation:**

This week in maintenance 25 service calls were completed, with emphasis on final preparations for DSS' move to the lower floor of the Rutherford Center where Foster care and adoption services will be offered. The recent rains have really kept the groundskeeping crews hopping to keep the County properties well maintained. The garage had 11 preventative maintenance service calls, 18 repairs, 2 tire service calls and 9 state inspections/other repairs. The Public Works Director and Cultural Planner conducted site inspections of the progress at Bechtler Mint Historic Park along with receiving the final location for the driveway for DOT's permit. This will cause a minor shift from what was planned; however, the site plan has been adjusted to accommodate this change. Also, the implementation phase of the final design which will revamp the trails and mine shaft's security and appearance, has begun. BOCC approved bids for Greyrock Project 2 Paving and Project 3 Construction. The Director and Cultural Planner met with the County Manager and Richard Williams County Attorney regarding details for progressing the Rails to Trails. The Director also met with the County Manager to provide progress reports on multiple projects throughout the County, as well as, attended the Horsehead update and site tour. The Cultural Planner also met with contractor Vic Knight to flag trails at the Bechtler site, corresponded with Michael Duncan to finalize invoices for the playground equipment relocation, met with John Horton to coordinate the Biggerstaff Hanging Tree property master plan, corresponded with the Blue Ridge National Heritage reference the grant report for the Bechtler documentary, as well as, the heritage area sign for the Bechtler site, corresponded with IT Director Rhonda Owens regarding the feasibility of security cameras at the Bechtler site, and met with Tracy Williams of Youth Empowerment regarding Ruth School.

### **Register of Deeds:**

The Register of Deeds office had an active week with 676 transactions collecting \$18,409.50.

### **Social Services:**

Selection was made for three open positions this week – two Income Maintenance Technicians and a Processing Assistant III position for Medicaid Transportation. Currently DSS has filled two full time Income Maintenance positions with part time employees in order to get more manpower and work hours to assist with increasing caseloads. Foster Care and Adoptions began moving into their new space at Rutherford Center on Wednesday. With hard work and assistance from DSS Staff, our IT Analyze, and the Maintenance Department the move is going smoothly. Management and supervisory staff conducted an orientation session for new DSS Board Member Maxie Jolley on Tuesday from 9 a.m. until 3 p.m. Mr. Jolley received an overview of agency services, as well as, information regarding the DSS budget, personnel policies, and Information Technology.

### **Soil and Water:**

The Admin/Education Specialist updated the Federal Lincpass Card at the USDA Center in Asheville. The Water Quality Specialist took new applications, gave technical advice to landowners/farmers and inspected ongoing projects. The specialist continues to enter contracts into the IBEAM system for the NC Department of Agriculture and attended the Upper Broad River Watershed Protection Committee (UBRWPC) meeting on August 8<sup>th</sup> held at the Lake Lure Municipal Center at 9:00 am.

**Solid Waste:**

The Solid Waste Department has been busy this week with the Director enjoying vacation with his family. Staff served 327 customers, hauled 63 loads from convenience centers, and shipped 31 loads to Lenoir. Work continues on the transfer station project. The construction crew has arrived to begin work on the white goods pad. The ramp is formed and pouring has started for the wall and footings. This week 567 pounds of aluminum cans were sold. The Litter Control Officer had 1 larceny at the Avondale Convenience Center and took warrants out on two people. One littering case on Knoll's Drive is still active.

**Tax:**

**The Appraisal Department** answered 95 phone calls and assisted 12 citizens with the present use program and 16 citizens who came in to the office. Staff continued assisting taxpayers with questions concerning their tax bills. **GIS/Mapping/Land Records/Addressing** assisted 55 taxpayers, answered 172 phone calls, issued 8 pre-permits, and reviewed 1 plat. Land Records transferred 12 deeds. 8 new accounts were set up. GIS completed 6 splits, 2 merges, and created 6 new maps. The addressing department assigned 4 new addresses, updated 1 address, and installed 6 new road signs and performed maintenance on 3.

**Tourism:**

TDA has been working on remote site designs and requested sign updates from the State and Blue Ridge Parkway. Within our public relations we are gearing up to attend NC tourism's Raleigh Media Mission event next week. Also, staff continues to work with the Bechtler group on the design and development of the Bechtler Mint Park.

**Transit:**

This week Transit drove 8,923 miles, transported 977 passengers and collected \$12,421.02 in revenue. There were no safety violations. Transit participated in interviews for two drivers and a DSS Processing Assistant position. Staff submitted annual ROAP report to NCDOT indicating how \$180,413 in grant funds were utilized. Three drivers participated in the Horsehead event this week by providing transportation for guests to the work site.

**Veterans Office:**

The staff made 235 veteran contacts this week. They also had 119 telephone interviews, with 57 mailouts for veterans to complete documents and requests for service. The Service Officer assisted a veteran with food and helped him get assistance with his power bill.

## **Special Recognition Highlights**



### **SOLID WASTE**





**“All About Bees” at the Mountains Library**



**Jim Hensler, President & CEO of Horsehead Corporation speaks to the community regarding the progress of construction of the new Rutherford County facility.**



**Ali Alavi, Sr. Vice President at Horsehead Corporation introduces the team involved with the construction of the new Rutherford County facility.**

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