

RUTHERFORD COUNTY MANAGER

County Commissioners

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William Eckler, *Vice Chairman*
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Eddie Holland
Roger Richard

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

July 13, 2012

To: County Commissioners

From: Carl Classen, County Manager

Weekly Report Items **Week Ending July 13, 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:

The Elections staff completed filing for all offices that will be on the ballot in November. Early voting for the Second Primary election is continuing in our office through this Saturday, ending at 1:00 p.m. We have had 34 ballots returned by mail and 83 Early Voters through Wednesday. Staff has been busy assisting Candidates and their Treasurers with Campaign Finance Reports for the Second Quarter and getting last minute details ready for the election next Tuesday.

Building Inspections:

The Building Inspections Department has had a busy week with 205 inspections and \$11,560 written in permits. We permitted foundations for several tanks, including a leaching tank and an acid unloading station, at the new Horsehead facility on Hicks Grove Rd. Earlier in the week, the Department Head and the County Manager toured the Horsehead facility. The Department Head also met with the County Manager and County Attorney regarding airport hangar inspections. Mike Silver, an investigator with the NC General Contractor's Licensing Board, also met with the Department Head this week. Effective July 3, we are now under the 2011 NEC (National Electrical Code).

Clerk to the Board:

Rutherford County Commissioners will hold a special meeting on Friday, July 13, to hold a public hearing on an incentive package for a potential new industry in Rutherford County. The meeting will be a joint meeting with the Town Commissioners of Forest City and will be held at the Cool Springs Administrative Offices.

Cooperative Extension:

The County Extension Director continues to assist clients with technical information through phone calls, emails, office and field visits. This week, the Director attended an educational field day in Waynesville with county producers. The Family and Consumer Sciences agent taught a Kids & Chefs Day Camp for youth ages 10-13, submitted the Extension column for the Daily Courier, and facilitated the Grandparents Raising Grandchildren support group. The Agricultural Agent made 139 contacts. The agent networked with Tracy Davis on the POEMS (Project's Landscape Plan Implementation) at the Little Red School House in Forest City. Also, the agent conducted a pruning workshop,

participated in training Master Gardener Interns in assisting with Consumer Horticulture requests, and worked on the Farm-to-School (ASAP Grant) Project with Pinnacle Elementary.

County Manager:

The County Manager attended numerous meetings this week. The week began with a meeting with Foothills Connect regarding Broadband. Meetings were also held with Building Inspector Jason Ruff and County Attorney Richard Williams regarding airport hangars. Mr. Williams also met with the County Manager regarding Queens Gap. The weekly Transfer Station Project status call was held, as well as, a meeting with Danny Searcy and Paula Roach about project updates. Mr. Classen made a site visit to Horsehead. Sally Leshner and Dan Hagaman, TDA Board members met with Mr. Classen to discuss TDA issues. The weekly media discussion was held with the Daily Courier in attendance. Several meetings have been held this week with the ED Office to discuss current projects, as well as, a Public Hearing hosted by the Town of Forest City and the Rutherford County Board of Commissioners on an incentive package for a potential new industry. The County Manager also met with the Finance Director and staff from Planning, Garage, and the Sheriff's Department to discuss vehicle planning. Lastly, the Manager met with the Finance Director regarding LGC refinancing, the NC Rural Center Pre-Application; and attended an informational meeting with the Finance Director and Commissioner Candidate Greg Lovelace.

Economic Development: Welcome to Matt Blackwell, new ED Director. The ED Department has been very busy this week working on several projects. On Friday, the ED staff along with the Board of Commissioners and Forest City Council held a public hearing on an incentive package for a possible new industry.

Emergency Services/Emergency Management/Fire Marshal:

This week **EMS Personnel** responded to 185 calls. The EMS Department began the new 24 hour EMS coverage in the southeastern areas of the county. The Director conducted a two day orientation session for new EMS staff and conducted a meeting with EMS System rescue squads to discuss resource utilization and dispatch procedures. EMS staff attended the Advanced Cardiac Life Support training at ICC and provided advanced life support coverage at the Owl's baseball game. **Emergency Management/Fire Marshal** is currently working on the report for the Board of Commissioners regarding the Service District Projects, has completed and submitted a \$1.68 million Assistance to Firefighters grant for 800 MHz radios for the County Fire Departments, attended three searches for missing persons, and conducted one structure fire investigation.

Finance:

The Finance staff has prepared the individual department budget information for FY2012-13. The Finance Director and Assistant Director have attended several meetings regarding Horsehead and several ongoing projects. The Director also attended meetings with Solid Waste reference the Transfer Station repairs, as well as, attended meetings reference LGC Refinancing, and Rural Center Applications. The Finance Director also met with Commissioner Candidate Greg Lovelace.

Human Resources:

The Human Resources Department would like to welcome new employees Vicaria Garcia (p/t Jail), Ed Robinson (Airport), and Chris Roach (Airport). Employees who have left Rutherford County are Carrie Davis (p/t Senior Center), Ralph Roper (p/t Solid Waste), Elizabeth Baxley (DSS), Marie Miller (EMS), Priscilla Simmons (p/t Senior Center), and Cynthia Harris (DSS). Several meetings were held to discuss personnel issues and retirements. The HR Director also met with Candidate for Commissioner Greg Lovelace.

Information Technology:

The IT Department has been preparing for a remote webcasting of the Commissioners Meeting and an EDC announcement on Friday at the Rutherford County School Office Building. We also held a great beginning meeting with the DA's office, Clerk of Court, and Sheriff's Department regarding Video conferencing. The next meeting will be on August 9th at 10 am as more ideas for uses of video conferences and other opinions from lawyers, the Sheriff, and Clerk of Court are presented.

Library:

There was great attendance for the “Doug Elliot Storyteller” summer reading program this week. The County Library had 96 attendees, Haynes Branch 54, and Mountains Branch 58. On Tuesday July 17th the entertainment will be “Flow Circus”. For additional information see: www.flowcircus.com. The school age children’s program will begin at 9:30 a.m. at the Haynes Branch, 12:30 p.m. at the County Library and 3:30 p.m. at the Mountains Branch. There will be a special Teen Workshop by “Flow Circus” at 7:00 p.m. at the County Library. Check out our web and Facebook pages for up-to-date photos. www.rutherfordcountylibrary.org, and www.facebook.com/RutherfordCountyLibrary

Planning/Parks and Recreation:

The maintenance staff performed 35 service calls, the garage had 9 preventative maintenance service calls, 19 repairs, 7 tire service calls and 5 state inspections/other repairs. The Cultural Planner and Public Works and Planning Director conducted site inspections at the Bechtler Mint Historic Park along with communicating with historians regarding archeology finds at the Bechtler site. The Planning Director also spoke with TDA on funding Lynn Padgett and Robin Lattimore to design interpretive signs at the Bechtler site. In addition, new signs were ordered for County parks. The Cultural Planner also met with the Historic Preservation Commission at the Andrews Mill house and met with grassroots grantee along with compiling reports for grassroots projects. The Public Works and Planning Director attended multiple meetings regarding Greyrock, as well as, oversight of the Greyrock projects contracts. Discussions were also held with IT, the Sheriff, D.A., and Clerk of Court regarding the potential of creating video arraignment connection between the jail and courthouse. Additional meetings were with the Finance Officer and Manager regarding various projects being overseen by the County, meetings with the Rutherfordton Fire Chief in support of a training session to better prepare firefighting capabilities in the Courthouse, as well as, answered multiple calls regarding planning issues along with reviewing plats.

Register of Deeds:

The Register of Deeds office had an active week with 595 transactions collecting \$14,768.00.

Social Services:

DSS continues to be busy preparing for the many programmatic and funding changes that the new fiscal year will bring, as well as, watching the decisions on Healthcare Reform and evaluating how they will affect the agency and the citizens of the county. Several new staff members in CPS completed pre-service training this week. The DSS Director and Adult Services Supervisor attended a meeting in Raleigh on Wednesday regarding the many upcoming changes coming in Adult Services, including changes relating to Guardianship, Personal Care Services, and other issues that will impact Adult Care Homes. The local Community Child Protection Team/Child Fatality Prevention Team held its regular meeting at DSS on Tuesday. Lorie Horne, Social Work Program Manager, attended the Rutherford Community Health Center Board Meeting on Thursday; and Income Maintenance Program Administrator, Kandi Bridges, attended the monthly Community Care of North Carolina meeting.

Soil and Water:

The Admin/Education Specialist worked with teachers from the Quality Teaching and Learning Workshop to answer questions and provide lesson plan information. The specialist continues working on education lessons and Conservation Field Day planning. 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.

Solid Waste:

This report includes information for the last two weeks. The landfill served 655 customers, hauled 118 loads from centers and sent 64 loads to Lenoir. Weekly meetings continue on the transfer station repairs. Also, staff continues to work with GDS to create the true recycling numbers for the county. Terry James is still working with the convenience center staff on safety and customer service training. The Solid Waste Director and HR Director have completed the safety policy and it is currently being reviewed by the County Manager. The Solid Waste Department continues working community service workers. Lastly, the Director is working to create a spec sheet on a new roll off truck. **Litter Control:** The Litter Control Officer investigated 7 cases of littering, two cases are still active.

Tax:

Tax Collections Four foreclosures were sold this week. One property was redeemed by the owner and the other three were sold at the Sheriff's auction. Final paperwork will be completed when the upset bid period has ended. Prepayments for 2012 taxes have been entered, yearend processes are complete, annual settlement has been made and 2011 records have been moved to history. Seven bank attachments were completed and 20 inmate attachments.

Tax Listing/Billing: Listing staff have completed the listing of personal property. Real and personal bills will be calculated on July 13 and should go to the printers Monday with a mail date sometime later next week. Sherry, Iris, Robin and Kim have done an excellent job with the new listing process this year. They accomplished the job without any temporary helpers and were able to complete listing as the forms came in from the electronic service. **The Appraisal Department** received 1 new informal appeal bringing the total informal appeals received to 2700. We also received 4 formal appeals this week. The staff answered 53 phone calls and assisted 55 citizens with the present use program and 13 citizens who came in to the office. Staff also mailed 9 informal appeal notices and 4 Board of Equalization and Review appeal forms. **GIS/Mapping/Land Records/Addressing** assisted 56 taxpayers, answered 131 phone calls, issued 5 pre-permits, and reviewed 1 plat. Two projects are currently in progress. Land Records printed 37 newly recorded deeds, transferred 38 properties, transferred 15 by estate and set up 10 new accounts. GIS completed 4 splits, and created 9 new maps. The addressing department assigned 9 new addresses, updated 54 addresses, and installed 8 new road signs and maintenance on 1.

Transit:

Two weeks ago Transit drove 8,758 miles, transported 955 passengers and collected \$12,746.21 in revenue. This past week Transit drove 6,975 miles, transported 710 passengers and collected \$9,549.14 in revenue. The past two weeks are typically two of the slowest for the year. There were no safety violations. New rack cards were distributed to over twenty-five doctors' offices and businesses, as well as, placed in all Transit vehicles. Transit created a Facebook page. "Like" it at <http://www.facebook.com/RutherfordCountyTransit>. The Transit website was also updated at www.DrivingPossibilities.com.

Veterans Office:

The staff made 157 veteran contacts this week. They also had 95 telephone interviews, with 74 mailouts for veterans to complete documents and requests for service.

Special Recognition Highlights



Library



County Library



Mountains Library