

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*

June 8, 2012

To: County Commissioners

From: Carl Classen, County Manager

Weekly Report Items **Week Ending June 8, 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 has been busy testing the equipment for the Second Primary that will be held July 17, 2012. We are also getting ready for filing to open at noon on Monday, June 11th for the School Board and Soil and Water Conservation Supervisor. The Director has been busy this week organizing plans for a NC Association of Elections Directors conference to be held next April in Concord.

Building Inspections:

The Building Inspections Department completed a final inspection and Certificate of Occupancy on the new Facebook Data Center Building #1. New plumbing, fuel gas, mechanical, and fire along with Commercial Building codes went into effect on June 1st. The Department Head met with County Commissioners on Monday night to discuss new codes and their accompanying General Statutes regarding Fireworks displays. Our Senior Inspector, Charles Lattimore, plans to retire and we are honoring him with a retirement luncheon on his last day, Friday, June 8th. We wish him the very best!!!

Clerk to the Board:

Rutherford County Commissioners met on Monday, June 4 for their regular monthly meeting and will meet again on June 7th to finalize the FY2012-2013 budget. Several Commissioners and county officials attended County Government Day in Raleigh on May 30. Commissioners and legislators from across North Carolina met to discuss state issues and how they will affect counties.

Cooperative Extension:

The County Extension Director continues to assist clients with technical information through phone calls, emails, office and field visits. The Family and Consumer Sciences agent taught a Cook/Eat Smart class, held an annual Grandparents raising Grandchildren picnic, attended the Community Health Council meeting, and continued work on the preschool outdoor learning project. The Agricultural Agent networked with Tracy Davis in providing "Good Farmers Market Practices" to Rutherford County Farmer's Market Vendors. The 2012 Extension Master Gardner Volunteer Interns have completed their training and examination. Networking with the 16 interns to develop their volunteer hours was part of the Consumer Horticulture outreach of the Extension Center.

County Manager:

The County Manager continues to work on the FY2012-2013 proposed budget. The Manager attended the County Commissioners meeting on June 4, as well as, held several daytime meetings in preparation for the Board meeting. The Manager continues to meet with departments regarding budget and operational issues. The weekly media discussion was held with the Daily Courier attending. The Manager met with the TDA Director to discuss the Tourism Study. Meetings with Horsehead representatives, EDC employees, the County Attorney and the Manager continue. Also, the Manager met with Jeff Buchanan and Roger Hollifield to discuss VIPER. The weekly telephone conference was held with NCACC to receive updates on the General Assembly. Lastly, Mr. Classen presented the proposed FY2012-2013 budget to the board for final adoption on June 7th.

Economic Development:

EDC staff has been busy the last two weeks working with four very active projects, as well as, preparing for 3 site visits this week. Several projects that were recently announced by EDC, will be celebrating their ground openings in a few weeks. In addition, staff has attended departmental meetings with regards to budget, incentives and grants. Updates to our website and Facebook page were made that include a free workshop on how to win contracts from federal, state and local government agencies. This workshop will be held June 12 in Hickory. If you know of someone who can benefit from this workshop, information can be obtained by contacting [Chris Hayes](#) or calling him at 828-345-1110. **Registration is upon until June 8.**

Emergency Services/Emergency Management/Fire Marshal:

This week **EMS Personnel** responded to 147 calls. The EMS Director held several meetings with Finance and the County Manager to discuss the FY2012-13 budget. The Director also conducted a monthly educational training for the staff, as well as, attended an EMS Educational Conference. Finally, the Director conducted a Critical Incident Stress Management debriefing. **Emergency Management/Fire Marshal:** Completed six required FEMA Independent Study Courses, one fire scene investigation, and additional activities required for the Emergency Management Performance Grant. Also, the Fire Marshal assisted the Lake Lure Fire Department with a mapping project and evaluated a radio interoperability system.

Finance:

The Finance Office continues to work on FY2012-1013 budget information. The Finance Officer also continues to work with EDC on projects and assists departments with budgets, grants and general information. The proposed budget information is complete and will be presented for final adoption on June 7th.

Human Resources:

The Human Resources Department continues to update files for changes for the State Health Plan to be effective July 1, 2012. The HR Director and the EDC Selection Committee are continuing the hiring process for the EDC Director position. Welcome new employees Lawana Freeman (DSS) and Newton Shelton (Sheriff). Employees who have left the service of Rutherford County are Kathleen Spencer (EMS), Charlie Lattimore (Building Inspections), Joyce Russell (part time Senior Center) and Angela Hutchins (part time Cooperative Extension). The HR Director conducted interviews for the Senior Center Administrative Assistant and Senior Center part time Activities Coordinator. Interviews have been scheduled for the Part time Convenience Center floater position, as well as, the Cooperative Extension Janitorial position. The HR Director attended the monthly County Commissioner meeting, and held a meeting with Martha Schatz, Library Director.

Information Resources:

The IT department has stayed very busy this week trying to fine tune the CAD upgrade and all the various areas that were affected. New report(s) have been created for the Sheriff's Department. Historic personnel records are being scanned, and the new checking scanning software has been installed in the Tax and Finance Offices. Daily support of all departments continues.

Library:

The month of May was busy for the County Library System. There were 4,916 visitors, 22,189 circulation transactions and 348 items added to the collection at the County Library. At the Haynes Branch there were 2,001 visitors with 8,482 circulation transactions and 40 items added to the collection. At the Mountains Branch there were 2,076 visitors with 6,601 circulation transactions and 41 items added to the collection. Miss Jeannie displayed a Summer Reading Program booth at the Spindale Elementary Festival on May 25th. Two hundred and fifty were in attendance. See photos at www.rutherfordcountylibrary.org. Freegal, our music downloadable service, now has an application for iPhones, iPads, and Android devices. You will still need your library card number and PIN to log in and the same 3 song per week limit applies. NCLIVE opened a new ebooks portal. Check out the holdings at <http://nclive.org/browse/eBooks>

Planning/Parks and Recreation:

The staff in Public works and planning have been very busy as we've taken on the additional load of assisting little league with chalking part of their lines, in addition to the field maintenance and groundskeeping that the staff already tend to. The groundskeeping crew continues doing a very nice job of keeping all the parks and County properties mowed, trimmed and in good shape. The maintenance and garage staff has been very busy completing 38 trackit work orders on facilities along with 25 vehicle repairs, 12 preventative maintenance actions to vehicles, and three sets of tires. Staff has also provided Mr. Classen with updates on multiple projects underway in prior email this week that communicates the status and next steps for Frank West restrooms, Bechtler Mint site, Biggerstaff property, Rails to Trails, Courthouse tree and ramp, and other related issues. Additionally, Jerry met with NC Wildlife regarding river access for paddle trails. Staff have met and discussed bike lanes to be considered on future bridge replacement projects. Jerry also met with the Friends of Honeysuckle Park for continued improvements. Staff has overseen the completion of improvements to the County's existing walking trail stormwater project. Lastly, the Director will be conducting a site inspection of the Greyrock project this week.

Register of Deeds:

The Register of Deeds office had an active week with 623 transactions collecting \$23,023.

Social Services:

Several staff members have been busy this week attending meetings and conferences. Staff attended the North Carolina QuIC/TEC User Group training in Durham on Tuesday and Wednesday. The main focus of the conference was day sheet coding and changes coming for FY 2012-13. Most staff at DSS have to complete day sheets that are entered into a state system. It is extremely important that coding be correct in order to maximize federal and state reimbursements. Director John Carroll attended several board and committee meetings within the county this week including the Smart Start Board, More at Four Board, and the Community Health Council. Three new staff members in Foster Care and Child Protective Services are attending required state training this week. Child Protective Services reports continue to remain high each month with more than 100 received each month since January of this year. The Foster Care Licensing and Adoption Unit hosted a drop in informational session for prospective foster and adoptive parents at the Forest City Club House on June 3rd. Information has also been sent to local churches and other organizations regarding the need for more foster parents. Other recruitment efforts are being planned as well. These activities are funded with Adoption Incentive Funds which the agency receives based on the number of finalized adoptions each year. Rutherford County has received over \$30,000 during the current fiscal year. All of the incentive funds must be used for the recruitment of foster and adoptive parents. Model Approach to Positive Parenting (MAPP) Classes will begin on June 18. This ten week course is required of all prospective foster and adoptive parents. Approximately 26 people are registered for this upcoming class. Family and Children's Medicaid and Work First staff have been busy this week conducting cross training in preparation for a reorganization of the two units in July. They will continue training this month and those assuming new duties will transition into them gradually over the next two months.

Soil and Water:

The Admin/Education Specialist completed the agenda and information folders for the June 7, 2012 District Board meeting. Staff also presented a \$200.00 prize to Carlee Arrowood from Forrest W. Hunt Elementary for being selected as the 2012 State Soil & Water Conservation Fifth Grade First Place Poster Contest Winner. Staff continued scheduling and working with the No-till Grass Drill and working on the June Accomplishment Report to send to the Foundation. The Water Quality Specialist inspected ongoing projects and made payments. He also consulted with the contractor and the county planner on the completion of the Rutherford Walk Trail and sent a Request for Payment to Raleigh. He also updated his Federal Government security Level II (Link Pass). Staff continues finalizing the Districts last contract with a private engineering group to micro-irrigate an organic farm. Also, a quarterly report was sent to NCFSWC on a lagoon closure.

Solid Waste:

The Solid Waste Department has experienced a very busy week. Along with the normal activities of the department, staff has also been working on FY2012-13 budget information. Conference calls with David Garrett have been conducted on the transfer station project. The Director attended the Commissioner's Meeting to get the Transfer Station Project Ordinance approved, as well as, to have the White goods grant approved. Work continues with David Odom to get the advertising and bid packages available. The Director has been in contact with Foothill's Connect on the landfill lease agreement. New safety uniforms are starting to arrive. The convenience center attendants have their new shirts, hats and vests. The landfill had a cookout for the quarter in recognition of no safety violations. Painting at the landfill as began using community service workers. Steve Nanney, Litter Control Officer investigated two cases of littering with one violation issued.

Tax:

Tax Collections: 19,746 accounts were billed and mailed yesterday for nearly 35,000 delinquent motor vehicles. The first payment of \$19.40 on a 2004 bill was paid. The Tax hot line has not stopped ringing and staff are receiving numerous additional calls. Tax staff are excited to see how much will be collected with these notices. These bills are for delinquent vehicles from 2002-2011. Previously these taxpayers had received only two notices, the original bill sent 3 months after they acquired or renewed the license plate and a block notice sent 8 months after they acquired the plate. Taxpayers will have 30 days to pay these bills or the debt will be submitted to the NC Debt Setoff Program to be withheld from their income tax returns or lottery winnings. The tax office will continue to garnish/attach for these bills as information becomes available. Bills over 30 days old have no value appeal remedies. There have been 12 new bankruptcies, and 5 new claims filed. 10 taxpayers have been dismissed/discharged. Staff has handled 228 phone calls and made 2 field visits. Collections also completed 80 wage garnishments and 5 bank attachments.

Listing/Billing completed 6 discovery bills totaling \$2,005 and mailed 1200 vehicle block notices. Listing also had one roll back bill for Present Use Property totaling \$1,706.

Tourism:

The TDA met with Paul Carson of the Overmountain Victory Trail to discuss the current status and future growth of the trail's assets within Rutherford County. The TDA held an informational session between Alex Naar, Coordinator of Sustainable Tourism Outreach at East Carolina University, and county and municipal leaders to discuss potential involvement in several tourism research projects. Two separate media tours for CBS-South in Atlanta and Our State magazine were held. The roof was installed on the under-construction mobile visitor center and phase one of the website overhaul is entering completion.

Transit:

This past week Transit drove 9,163 miles, transported 1,006 passengers and collected \$13,543.32 in revenue. Please note that not all route data was able to be included in this week's numbers since the report was requested a day early. There were no safety violations. Interviews were held for a part time driver this week. On Monday, a public hearing was held during the County Commissioner's meeting regarding Rural Operating Assistance Program funding from NCDOT. The Board of Commissioners approved a certified statement allowing the county to apply for the \$192,870 which will provide

transportation to elderly and disabled, individuals going to work or ICC, and general public funding for Transit's Deviated Fixed Route.

Veterans Office:

The staff made 88 veteran contacts this week. They also had 49 telephone interviews, with 23 mailouts for veterans to complete documents and requests for service.

Special Recognition Highlights



Congratulations to April Young with the Mountains Library on the birth of new baby boy Nathan Conner Davis.

Congratulations Retirees:

Congratulations and best wishes to Charlie Lattimore as he retires from the Building Inspections Office and to Kathleen Spencer as she retires from EMS.

Good Job!! Rheba Ward received a certificate for completing 10 years of voluntary service as a NC Guardian ad Litem.

Congratulations to Jamie and Tracy Guillermo (EMS Employees) on their recent wedding.

