

RUTHERFORD COUNTY MANAGER

County Commissioners

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Eddie Holland
Roger Richard

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

March 15, 2012

To: County Commissioners

From: Carl Classen, County Manager

Weekly Report Items **Week Ending March 16, 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:

During this week all of our legal ads were submitted to the paper for the Primary Election. We also submitted our One-Stop Implementation Plan and OVRD (Election Day laptop) plans to the State Board for approval. The staff has begun the process of preparing supplies for the polling places and we printed training manuals for the poll workers. This week we processed 245 new registrations, 14 duplicates, 42 changes of information and removed 19 voters.

Building Inspections:

Building Inspections has had several employees attending Building Code continuing education courses this week. The splendid weather has inspired an increase in activity for inspections as evidenced by growth in our daily work load. Our department issued the demolition permit for the abandoned house located on Laurel Hill Drive for the greenhouse project. All testing reports came back clear to proceed with demolition. The Building Inspector made a presentation to the Rutherford County Airport Authority on Tuesday regarding ongoing tree removal activities and upcoming hangar inspections for all privately owned hangars. Also, inspections have begun at Horsehead.

Clerk to the Board:

The clerk received and prepared information for the agenda. Also completed detail work for previous meeting minutes and follow up documentation. The clerk attended the Incentives Group meeting as well.

Cooperative Extension:

The County Extension Director continues to meet with citizens thru office and site visits. He also assisted in the small fruit sale that began this week. The Family and Consumer Division taught an Eat Smart Move More Weigh Less class, facilitated a Grandparents Raising Grandchildren Support Group, taught a health nutrition class for 3rd grade students at Spindale Elementary and taught a life skills workshop for New Choices clients, as well as, assisted with the small fruit sale. The 4-H Youth Development office organized the small fruit plant sale as a fundraiser this week. They also attended Youth and Family Institutes for in-service training. The 4-H office also taught a workshop on writing resumes civic duty. Additionally, the Agricultural Agent began the second week of the Agriculture Literacy Program with the second grade students at Forrest Hunt, Mt. Vernon/Ruth, Sunshine and Forest City/Dunbar Elementary Schools. The agent also assisted with the small fruit sale and taught the Master Gardener Club.

County Manager:

The County Manager and staff are preparing to begin the FY2012-FY2013 budget process. The Manager continues to meet with TDA to discuss several ongoing projects, as well as, continued meetings with Planning to discuss Greyrock. The Manager has also met with the Recreation Department to discuss Frank West Park and the Bechtler Mint project. Tours of the departments continue as Mr. Classen visits each department to learn different aspects of these offices. The Manager worked closely with the Clerk of Court's Office, the Sheriff's Department and the individual departments to ensure that parking was available for over 150 possible jurors. The Manager attended an Incentives Group meeting and held meetings with Pangea and Advantage West. The Manager will also attend a "Managers Meeting" to get acquainted with other local managers.

Economic Development:

The EDC office continues to work with the Town of Spindale and Ameridial on their recently announced expansion project. The office also met and discussed expansion plans with another existing industry. The Incentive Committee met this week to review qualifying companies for 2012 incentive payments. The EDC Director also contacted and spoke with an ally concerning a potential prospect and met with engineers to prepare for a site presentation.

Emergency Services/Emergency Management/Fire Marshal:

EMS Personnel responded to 167 calls. EMS employees continue monthly education training to better enhance their skills. EMS staff also distributed cardiac monitors that were received from the NC Office of Emergency Services and Duke Endowment to Hickory Nut Gorge EMS and Rescue and Volunteer Life Saving. Training was provided for their entire staffs so that the equipment can be utilized within the community. The EMS Director also organized and participated in the Quality Management Peer Review Committee. The EMS staff assisted students from East High School with information regarding Emergency Medical Services for their Senior Projects on drunk driving. The Emergency Management/Fire Marshal's Office attended the Spring Emergency Management Conference this week.

Finance:

The Finance Department continues to work closely with the Board of Commissioners and County Manager on current projects. The Finance staff has begun to key in the individual departmental budget requests for the FY2012-FY2013 budget. The Finance Director and Assistant attended a meeting with Gaston County for a regional meeting with the State E911 staff discussing annual reporting requirements. Reports are being prepared in preparation for next week's departmental budget meetings.

Human Resources:

The Human Resources Department is continuing to work with the State Health Plan to assure that employees are prepared for the 2012 Open Enrollment. The HR Director has met with several employees this week to assist them as they plan to retire this fiscal year. Additionally, the process of filling two vacant positions is underway. The HR Director has reviewed and is working with the Finance Director on the FY2012-FY2013 personnel budget requests.

Information Resources:

New servers for 911 and GIS are now being created on the new SANs. IT has updated budget requests and the staff continue to provide IT support. The IT Director, along with the Finance Director attended a meeting at Gaston County concerning State E911 annual reporting requirements.

Library:

You are all cordially invited to the GRAND OPENING for the Facebook Teen Center - Saturday, March 24 at 11:00 a.m. at the County Library on Callahan Koon Rd. Immediately after, we'll have a HUNGER GAMES FORUM with "extras" who were in the film, a HG Trivia Contest, and a Script Reading using volunteers from the audience. It's free and open to the public, so spread the news! Also, Thursday, March 22, the Friends of the Mountains Branch Library in Lake Lure are featuring Carolyn Sakowski and her guide of 21 tours, Touring the Western North Carolina Backroads, at their Books & Bites Literary Luncheon at the Lake Lure Inn at 11:30. CALL: 625-0456 for Reservations.

Planning/Parks and Recreation:

Public Works & Planning has experienced a very busy week with multiple planning and land use inquiries along with many small tasks and work orders on the maintenance end of things. The Planning Director attended a NCDOT public hearing and informational meeting for the proposed US 221 improvements north of Roper Loop. The Director also confirmed that NC Preservation continues to submit monetary payments in compliance with their Promissory Note for the Biggerstaff Hanging Tree Property. Planning for the fall release of the UNC TV documentary on the Bechtler Mint site has also began. In addition, preparation for the upcoming planning board meeting and the follow up coordination for the monthly update on Greyrock took place. Planning was also busy in discussion with the Town of Rutherfordton regarding future maintenance of the small sewer bar screen at the County Jail. Lastly, Planning completed the Clean Water Needs Survey to the Division of Water Quality as it pertains to the Cliffside Sanitary District, as well as, initiated the Engineer's research and report for the Queens Gap legal counsel to be utilized in pending litigation against the Bond Company, Leon. The County Garage created and implemented a new maintenance checklist for Transit vehicles as prescribed by the State that dictates certain preventative maintenance checks to be accomplished according to vehicle mileage. The County also sold a former Transit Van via Gov Deals for \$2,501.

Register of Deeds:

The Register of Deeds office continues to assist the public this week and hold down the fort as Faye Huskey is on vacation.

Senior Center:

The Senior Center served a total of 256 for lunch, with 304 participating in different activities. A Tea Party was held where seniors decorated a room and brought in their own refreshments. Dr. Terry Kersey spoke in the dining room about heart disease and answered questions from seniors. Also, they are receiving entries for the annual SilverArts competition. Participants will be judged on Monday and their art will be on display for the remainder of next week. This includes visual, heritage, and literary arts. The AARP tax preparers are back to help folks with tax returns.

Social Services:

DSS received an additional allocation for Low Income Energy Assistance (LIEAP). This allows us to assist more families with heating needs. These funds are paid directly to a vendor and can remain as a credit with the vendor if not used this year. Unlike crisis Intervention Program (CIP) funds, a current heating or cooling crisis is not required. Eligibility is based on income and resource tests. Donna Gill, an Associate Professor of Nursing at the Medical University of Charleston, and formerly a nurse practitioner in Forest City, recently published an article in Clinician reviews entitled "Identifying Child Abuse" and dedicated it to Rutherford County DSS. Donna served as a foster parent for many years and for many children and served on the Community Child Protection/Child Fatality Prevention Team. The article can be viewed at www.clinicanreviews.com. The DSS Board will meet on March 21 to review program statistics. Also, final selection was made this week for three part time Income Maintenance Technician positions in the Adult Medicaid Unit.

Soil and Water:

The Education Specialist participated in the Quality Assurance Review Team interview for the Rutherford County Schools AdvancED District Accreditation. Staff presented Agriculture Literacy information and read the book "How Did That Get In My Lunch Box? The Story of Food" at the Cliffside, Pinnacle, and Harris Elementary Schools. The Rutherford Soil and Water Conservation District Technician continues working on a solid waste lagoon closure, finalizing details of a stream bank project, taking new applications and processing them into contracts, and continues inspection of ongoing projects. He also toured the Watershed Dams with County Manager Carl Classen.

Solid Waste:

The Solid Waste Department is currently working on a contract for recyclable tires, as well as, working to obtain bids for oil recycling. The office staff had the pleasure of greeting Mr. Classen as he toured the department this week. The Solid Waste Department also worked with Environmental Health on septic tank problems at the Colfax Convenience Center. Lastly, the department is working with Judy Toney and Jeff Hill on a safety program for Solid Waste.

Tax:

The staff continues to assist citizens with questions regarding their tax revaluation notices. Tax staff are also accepting and keying appeal requests. The Mapping/GIS/Addressing Department continues to work on the Cliffside Mapping Project, as well as, has created the MD9 layer for review by Chimney Rock. They have also worked on the appeals layer for the appraisers.

Tourism:

TDA staff and marketing partners all attended a wide variety of educational sessions at the NC Governor's Conference on Tourism. Internal Customer Services Manager David Robinson was the leader of a session on hospitality, and Executive Director Michelle Whitaker assisted in a public relations session. Also, the TDA sent out the Alliance Newsletter, researched town sign ordinances for the VIN, produced a new general visitor information rack card, prepared ads for the March publication, scheduled a two-day media tour with Our State Magazine, developed a "Welcome To Rutherford County" sign mock-up, and linked together the events databases for our tourism and county events websites -- a project long in the making.

Transit:

This past week Transit drove 10,165 miles, transported 1,048 passengers and collected \$14,785 in revenue. There were no safety violations and a monthly safety meeting was held on March 9th. Transit also submitted their budget to Finance.

Veterans Office:

The staff made 159 veteran contacts this week. They also had 86 telephone interviews, with 42 mail-outs for veterans to complete documents and requests for service.