

# 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*

March 2, 2012

To: County Commissioners

From: Carl Classen, County Manager

## **Weekly Report Items** **Week Ending March 9, 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:**

Our first ballot proofs have been received, audited and approved. We had a Board meeting on Tuesday to review the proposed budget and approve the locations and hours for early One-stop voting. Current projects include preparing training materials for poll workers and taking inventory of election supplies.

### **Building Inspections:**

Building Inspections wrote our first Horsehead building permit and construction has begun. We anticipate many permits to be issued over the course of the project, as the owner has chosen to contract the project into many phases. This will mean that multiple smaller permits will be issued to multiple contractors in lieu of the traditional all encompassing single building permit. Our department also issued an up-fit/remodel for mechanical work in the first phase of Facebook Building 1. This was an additional 7.4 million dollar project in addition to the already permitted 163.8 million dollars for Building 1. In total, our department has incentivized \$410,778 in building permits for Facebook Building 1. We have also worked with Duke Energy this week to final one of the remaining permitted buildings at the Duke Energy Cliffside expansion project. Our inspectors visited an open house along with several local fire departments, the County Fire Marshal's Office, the Town of Rutherfordton staff, the Town of Forest City Inspections Department and several local contractors to view the county's first residential sprinkler system in a single family residence being installed by Chevis Duncan's, Carolina's Plumbing and Fire Sprinkler Co.

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

The Commissioner's held their March meeting on March 5, 2012. At this time, the Board approved a budget amendment approving matching funds for an industry locating in Rutherford County. The Commissioners continue to work on several projects to enhance Rutherford County.

### **Cooperative Extension:**

The County Extension Director planned and attended the Cattlemen's Annual meeting with 175 attendees. The Family and Consumer Division presented an "Agriculture Literacy" program to second grade students at Ellenboro Elementary School and also taught two adult nutrition classes. The 4-H Youth Development office attended the second of three 4-H LEADS (Leadership Enrichment and Development Series) programs. The 4-H Agent is also preparing for the annual small fruit plant sale, conducting curricula training for middle school drug prevention programs and attended training at

the Youth and Family Institute in Asheville. Additionally, the Agricultural Agent began 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 Horticulture Therapy Gardens program at Daniel Stowe Botanical Gardens.

#### **County Manager:**

The new County Manager hosted a small reception prior to attending his first Commissioners Meeting on March 5, 2012. The County Manager and staff are preparing to begin the FY2012-FY2013 budget process. The Manager has met with TDA to discuss several ongoing projects and to learn more about current projects. This week began the tour of departments as Mr. Classen is visiting each department to learn different aspects of these offices. The Manager met with Airport Board Chairman to discuss the operations and structure of the Rutherford County Airport. He also met with the Fire Marshal regarding fire district boundaries and insurance rates, plus he attended the County Fire Chief's meeting.

#### **Economic Development:**

The EDC staff was involved in a variety of activities this past week. Work continued by staff members to complete the proposed budget for FY2012-2013, along with processing a request for a project re-submittal. Updates were made to the EDC website ([www.rutherfordnced.com](http://www.rutherfordnced.com)) and Facebook page (Rutherford County, NC EDC), which included adding links for the Small Business & Technology Development Center (SBTDC). A request was received with regards to minority-owned, woman-owned and veteran-owned businesses in Rutherford County. The collaborated information was shared with allies, as well as the Rutherford County Chamber of Commerce. The EDC Office was also asked to submit an article about recent accomplishments and activities of the EDC for VISION, a publication put out by the Rutherford County Chamber of Commerce. Lastly, the 2012 Rutherford County Human Resource Association Wage Survey was completed and distributed to those industries who participated. This is the second year that EDC assisted in this compilation.

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

EMS Personnel responded to 200 calls, as well as, participated in a community education program at Sunshine Elementary School where kindergarten children were taught how to call 911 and the general reasons to call 911. The children also were able to view the ambulance and equipment used by the paramedics. EMS continues monthly education training to better enhance their skills. The Emergency Management/Fire Marshal's Office coordinated and participated in a Fire Chief's Meeting with all county fire departments. The staff continues to work on fire district changes. Also, the office held recovery and review following finding the body of the missing person.

#### **Finance:**

The Finance Department continues to work closely with the Board of Commissioners and County Manager on current projects. The Finance staff is also gearing up for the preparation of the FY2012-FY2013 budget. Documentation and requests from departments have been received this week and this will kick off the budget process. The Finance Director and Deputy Finance Director attended Finance Officer Training this week as well.

#### **Human Resources:**

The Human Resources Department welcomes new employees Robert Holtzclaw (Landfill), Howard Melious (Landfill) and Janice Lovelace (Tax). The Human Resources Office is continuing to work with the State Health Plan to assure that employees are prepared for the 2012 Open Enrollment. Additionally, the Human Resources Department is receiving budget requests preparing for the FY2012-FY2013 budget.

#### **Information Resources:**

Compellent (Bill Parker & John Loy) along with the IT Staff have been working this week installing the new SANs for 911 and GIS. The next step is the installation of the new servers. The Imaging employee has moved back down to the OSS (Off Site Storage) building to assume the imaging needs of the County. She has been working for the past 6 months on the Sheriff's master name database and has done a tremendous job. IT staff have also been busy replacing UPS boxes at the Courthouse, working on MDTs, monitoring our antivirus software, and supporting the needs of the different departments.

The Distinguished Young Woman of Rutherford County scholarship program is this weekend (formally Rutherford County Junior Miss) at The Foundation, so say a little prayer for Rhonda's daughter, Annie, and the other 14 young ladies competing for the \$35,000 cash scholarships.

### **Library:**

The County Library is cataloging the records of the **Old Tryon Genealogical Society Library** and making them available to the public on our CMC webpage at <http://www.cmclibraries.org> . As of today we have cataloged over 1200 of their holdings. Also, if you are interested in doing genealogical research check -out **Heritage Quest** available through [www.nclive.org](http://www.nclive.org) . You must have a county library card to access this resource, but it's a onetime visit to get this done and then you can access the information from home. We also offer remote access to African American Heritage at: <http://www.africanamericanheritage.proquest.com> . The username is: RUTHERFORD and the password is: WELCOME (all uppercase). We do provide access to **Ancestry.com** but you must visit one of the county libraries in order to use it.

### **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 Greyrock weekly update is already posted on the new webpage. Planning Board Chairman, Ronnie Harrill and Danny Searcy met with David Odom to discuss a request from the HOA to reduce the width of the roads. Staff also prepared and presented information regarding Frank West Park bathrooms for Board of Commissioners meeting Monday evening. The monthly and quarterly reports for the Gas to Green landfill methane grant were completed and submitted. Per the discussion regarding the Harris' Linder Park physical training, we met with TG Baker and developed a plan of action for upgrades to those operations, and schedule follow up with Human Resources. The garage had an extremely busy week with multiple repairs and preventative maintenance, but nothing out of the ordinary and no significant vehicle(s) down that would hamper other departments to provide services. Building maintenance and grounds began mowing/trimming as needed along with completing repair work, and preventative maintenance throughout the County's facilities. We installed 8 TV's throughout the jail for viewing security video along with installing a large 60" big screen set high along the tower of the open bay in support of their crime-stoppers program.

### **Register of Deeds:**

The Register of Deeds office had an active week with 394 transactions collecting \$18,380.00.

### **Senior Center:**

The Senior Center continues to service the Seniors of Rutherford County. This week staff serviced 264 seniors in an assortment of activities. A special program called "Benefits of Hugs" was presented with 134 participants. The staff took 14 participants on a shopping trip to Hamrick's of Gaffney. Also, a Senior Medicare Patrol Outreach Specialist held a presentation regarding seniors' health insurance and Medicare issues.

### **Social Services:**

DSS management and fiscal staff continue to evaluate the impact of several proposed funding cuts and policy changes that could impact costs for FY 2012-13. All Low Income Energy Assistance Program funds have been expended but there is a possibility of additional funds being reallocated from other counties who have funds remaining. Additionally, the Crisis Intervention Program funds are still available.

### **Soil and Water:**

The Education Specialist attended the Area 1 Spring Meeting held on March 6<sup>th</sup> at the WNC Agricultural Center in Fletcher, NC. Staff presented Agriculture Literacy information and read the book "How Did That Get In My Lunch Box? The Story of Food" at the Ellenboro and Forest City Dunbar 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, took new applications and processed them into contracts, and continued inspection of ongoing projects.

**Solid Waste:**

The Solid Waste Department conducted interviews for the Truck Driver and Utility Worker positions. We are happy to add two new employees, Robert Holtzclaw and Howard Melious to our team. The first Phase of the Gas to Green project is complete, and we look forward to the beginning of the next phase. The scrap metal was sold with a return of \$58,000. The Landfill served 403 regular customers, hauled 48 truck loads and sent out 35 truck loads to Lenoir. We are currently working with the Information Resources Department in getting old computers recycled.

**Tax:**

The Appraisal Department mailed out 55,964 Reappraisal Notices on February 22, 2012. The staff continues to assist citizens with questions regarding their tax notices. Tax staff are also accepting and keying appeal requests. This week they have received 499 requests. The Mapping/GIS/Addressing Department installed seven new road signs. The staff updated the GIS website with new 2012 values and neighborhood value changes.

**Transit:**

This past week Transit drove 9,574 miles, transported 1,066 passengers and collected \$14,440.49 in revenue. There were no safety violations and a required random drug/alcohol test was performed. The department received a capital reimbursement payment from NCDOT (grant) for \$37,312. Transit staff are in the process of analyzing a potential Grocery Shuttle service on Friday based on a grant for Elderly and Disabled passengers.

**Veterans Office:**

The staff made 204 veteran contacts this week. They also had 116 telephone interviews, with 53 mail-outs for veterans to complete documents and requests for service.