



February 16, 2015

Weekly Report

A Highlight of Departmental Activities

The Weekly Report showcases the activities and accomplishments of the many Departments within Rutherford County Government. Click on the directory lists, headings and text in blue to be linked to more information.

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Agriculture/Cooperative



- Met with Health Educators to review progress of school nutrition programs
- Conducted *Color Me Healthy* preschool nutrition classes at Carver Center
- Facilitated the *Grandparents Raising Grandchildren* monthly support group
- Met with state coordinator for SNAP-Ed nutrition program review and planning
Prepared for upcoming educational programs.

Airport

JET A = 330.0 gallons pumped
100LL = 798.2 gallons pumped

Airport Manager reports, “Airport staff filling up a NC National Guard helicopter. (The helicopter is based out of Raleigh.) The helicopter was attempting to get into Asheville but had to divert to Rutherford County and wait out some bad weather. Looking at the weather in the picture, it is hard to believe that he couldn't make it into Asheville, but that is how different our weather patterns are between here and there!”



Board of Elections

The Director has been busy this week with budget preparations and planning for the Directors Association Conference in March. Staff has been storing the required information from the November election that must be kept for at least 22 months, and working on improving our storage arrangements.

A large fire-proof cabinet was moved from our office to Forensics which proved to be quite a task considering it weighs about 860 pounds! Thank you to Bruce Greene, Billy Scoggins, Roger Hollifield and Daniel Elliott for their efforts. *Pictured on the right.*



Building Inspections

Building Inspections has continued to be very busy with permits and inspections. In a two week period, we have issued 77 permits totaling \$10,064 in permit fees, and we have conducted 324 inspections. Our Commercial Plan Review has also been very busy reviewing plans for upcoming projects. We are currently reviewing plans for four commercial projects: Lake Lure Classical Academy - phase 1, Southeastern Library, Dollar General on 221S in Harris, and a 10,000sf manufacturing facility for Advanced Environmental Options Corp. In addition, the Director has continued to work on vehicle procurement, budget requests and Flood Plain management improvements.

County Manager

The County Manager's week began with performance evaluations with Department Heads, lunch with State Representative Hager, and numerous meetings, including discussions with Planning and Projects, Transit, and IT. The week continued with additional duties, including several luncheons, interoffice meetings, public relations, advising, preparation for various responsibilities and meeting with citizens. Midweek, the manager traveled to Asheville, NC for *Essentials of County Government* meeting. A special Commissioners' Meeting was on his agenda and a number of calls were addressed, as well as conference calls. The County Manager appreciates your positive contribution to the county!

Clerk to the Board

- Commissioners participated in the Board of Education's Apple Distinguished Program, "**Going G.L.O.B.A.L**", on Tuesday.
- Chairman King and Commissioner Benfield attended the *Essentials of County Government* course provided by the School of Government in Asheville on Wednesday and Thursday.
- A special County Commissioners' meeting was held on Thursday evening.
- Chairman King met with President Walter Dalton of Isothermal Community College on Friday.
- At the February meeting, the County Commissioners approved the following policy regarding appointments to boards and commissions,

In order to encourage people to serve their community, it is the policy of the Rutherford County

Clerk to the Board. continued from page 1

Board of Commissioners to announce vacancies on a board, committee or similar entity to which the Commissioners make an appointment at one regular meeting and to make appointments at the next or subsequent regular. Extenuating circumstances may not allow such a delay, and the Commissioners shall act to make appointments to meet those circumstances. This policy shall not apply to appointments of Commissioners or County staff to vacancies.

Commissioners will make appointments to the following boards at the regular March and April meetings of the Rutherford County Board of Commissioners.

- Tourism Development Authority
- Broad River Water Authority
- Aviation Advisory Committee
- Isothermal Planning and Development Commission
- Transit Advisory Board
- Workforce Development Board

If you are interested or know someone who may be interested in serving on one of the above boards/commissions, you may submit an application on line at <http://www.rutherfordcountync.gov/Departments/governingbody/boardsandcommissions> or by mailing to the Clerk to the Board, Rutherford County Office Building, 289 North Main Street, Rutherfordton, NC 28139. This website also provides an introduction to the wide range of boards and commissions on which citizens may serve.

Economic Development

This week, the Economic Development Department reviewed the first draft of the 2014 Annual Report and gathered additional information for an industrial prospect. The department continues to be busy following up on multiple industrial recruitment activities, attending various meetings, reaching out to industry representatives to meet grant reporting deadlines, and evaluating the progress of site development activities at Gateway West Commerce Park. This week's schedule also included existing industry visits with CMI and KCH Services, Inc.

Finance

The Director and Assistant Director attended several interdepartmental meetings. Budget packages have been distributed to the departments. Budget Requests are due back to the Finance Office by March 9th. The Finance Office has processed accounts payable this week and begun working on next week's payroll.

Fire Marshal/Emergency Management

Fire Marshal and staff:

- Attended law enforcement in-service training
- Traveled to Buncombe County to receive training on a new portable shelter system, which is a State resource that will be housed in Rutherford County.
- Met with leaders at Florence Baptist Church to discuss disaster shelter requirements
- Assisted several departments with equipment grant applications
- Responded to one structure fire for a origin and cause investigation
- Attended various other meetings

Human Resources

Human Resource Director:

- held meetings to discuss personnel issues, exit interviews, and retirements
- met with Matt Blackwell, met with Kerry Giles
- conducted several exit interviews
- attended a Special Meeting of the Board of Commissioners
- met with Airport Manager Randy Patterson

Interviews will be conducted for the Utility Worker position next week.

Job postings:

- Economic Development Specialist
- County Manager
- Utility Worker
- Airport Technician

See postings and apply @ rutherfordcountync.gov. or 289 North Main Street



Library

Library Director: April met with library staff to begin development of a new library website focused on providing up-to-date information on a more user friendly site. April had a lengthy meeting with the Rutherford County Library Society in the hopes of getting the Society back on their feet and providing them the needed support to build the Society's membership. In April, the library looks forward to a campaign to help the Library Society attract new members to this worthy non-profit group. In addition, the Director started researching and planning ways to incorporate a "Makerspace" at the library.

All three part-time front desk employees completed an online course, *Dealing with Angry Patrons*. This course instructed the employees on how to minimize conflict, defuse patron anger, and identify underlying issues to find the best solution to the patron's problem.

Library IT: Kenneth, April, Stephanie, and Jeannie met to discuss the library's web site and begin planning a redesign. The goal is to combine the three current sites into one site that better reflects the library system as a single unit. Options such as an event calendar, easy linking to online resources, displaying images and info for new items, and a blog for staff to write articles on library related news and activities were all discussed. Kenneth will work on the redesign with the goal of having it ready for public launch later in the Spring. The library was awarded a grant in December to purchase equipment (laptops, tablets, mobile printer, etc) to create a small mobile classroom for offering training to the public. All of the equipment has been ordered and course planning will begin soon so that the first classes can be offered in the Spring. The classes will first be offered on site at each library location with the goal of taking them "on the road" to community centers and other public facilities in the late Summer, early Fall. Potential topics being considered include: online privacy, basic email use, effective Internet searching, job searching and resume writing, using tablets to access the Internet and read eBooks, and others.

Federal tax forms 1040, 1040-A, and 1040-EZ are now available to be picked up in the lobby of the Rutherford County Library. Instruction booklets and additional forms are not going to be sent to public libraries this year. People can view and download additional forms at IRS.gov/Forms. People can also order tax products to be delivered by mail at IRS.gov/orderforms or by calling 1-800-829-3676. NC Department of Revenue no longer sends any tax forms to libraries. To request NC state tax forms to be sent through the mail, people can call 1-877-252-3052 or visit www.dorncc.com.

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Library Children's Department: Each of the Story Times this week has studied about the origins of **Valentine's Day**, participated in a "heart hunt," watched a puppet show, made a Valentine Heart Bouquet, and partied afterward. Outreach was at Pinnacle Elementary School, with next week beginning a series on **wild animals**. On Tuesday, The Hub Teen Center hosted Mr. Skip Watts with the College Foundation of North Carolina. He led a very informative workshop on the FAFSA website, filling out the forms, and finding college scholarships, and also answered numerous individualized questions from the attendees. In addition to her regular responsibilities, the Youth Services Librarian attended a Website Planning Meeting, worked with a representative from KidSenses, and met with a representative from the Dolly Parton Imagination Library.



Haynes Branch:

Staff at the Haynes Branch Library proctored a student from Columbia Southern and did an outreach program at Cliffside School. There were a total of 58 students reached through this programming. Deb and Crystal also found time to complete some continuing education courses online to strengthen their library skills.

Mountains Branch:

Robin Proctor with Friends of the Hickory Nut Gorge was the guest speaker at February's Senior Program held at Mountains Branch Library. Ms. Proctor discussed her organization's efforts to work with developers to save native Gorge plants, and discourage the plantings of non-native species. She pointed out several popular garden varieties which may do more harm than good in our local landscape.

After the program, homemade Red Velvet cupcakes were served. Senior programs are held on the first Friday of each month at the Mountains Library.

Public Works and Planning

The County garage continues working around the lift replacement as it will be two more weeks before it is completed. Meanwhile, they remain extremely busy keeping the county vehicles in great running condition. In fact, this week we completed numerous automotive repairs, tire service calls, preventative maintenance repairs, along with a number of N.C. vehicle safety inspections. Our maintenance crews have been very busy as well in

completing numerous TrackIt work orders and preventative maintenance in preparation for the bitterly cold temperatures. We are taking advantage of the timing to accomplish routine maintenance on our equipment and mowers. Planning and Projects continues researching capital facilities planning. Also, they continue work with the State's energy conversation team in consideration of possible performance, contracting projects jointly with the RC Schools and ICC. In the meantime, we continue working with the architect and general contractors for the Southeastern EMS which remains on hold while the soil conditions change as Spring approaches. Since the commissioners meeting last week, several contracts are

being drafted for the approved projects; Southeastern Library, Queens Gap Water and Rail Trail improvements. Additionally, close monitoring and oversight continues for the development of Greyrock and Queens Gap. The Rail Trail Advisory Committee continues working together and is scheduled to meet this week. Lastly, we continue to coordinate with EDC and NCDOT regarding cleaning up a fill site along Henson Rd.



Rails to Trails Meeting

Revenue Department

The Revenue Department started 5139 May motor vehicle renewals and handled 52 VTS assists. The office answered 797 phone calls and assisted 401 customers. We completed 3 plat reviews, 1 project, 6 pre-permits and answered 3 Data Requests. Appraisers completed 32 building permits and 287 field reviews. A total of 45 new documents were recorded. Transfers consisted of 65 straits, 4 estates and 1 split. GIS created 9 new maps. E911 addressing assigned 2 new addresses and updated 48 addresses with new owner information. Part time maintenance workers completed maintenance on 10 road signs. Fifteen appeals and 26 listing forms were received and 42 letters were mailed back out. The PUV program mailed 5 letters, and assisted 13 program members. Staff processed 18 exclusions/deferments. We had 8 releases and 14 discoveries. Electronic payments consisted of 23 by credit card, 81 by website and 7 over the phone. Collection action consisted of 10 prepaids, 21 overpayments and 42 newspaper items. Staff completed 18 gross receipts, 10 payment plans, processed 23 items mailed in, 10 bankruptcy issues, and 139 bankruptcy payments. In person taxpayers at the counter brought in 247 tax payments. Nineteen new deeds were certified for recording purposes.

***Congratulations
to
Sherry Lavender
in Revenue.
She was the lucky winner
of the Valentine Raffle.
A special thanks to all
who participated!***

Senior Center

The Senior Center hosted the monthly blood pressure clinic on Monday. Representatives from Carolina Home Care conducted the Senior Center's monthly blood pressure checks. Forty-six clients took advantage of this service. Jane Armstrong, former owner of De-Clutter for Real Life, came to the Center on Tuesday to present "**How to De-Clutter Part II: Tips & Techniques for De-Cluttering My Space**". Jane will be back in March to present "**Part III: How to Set Goals When I Feel Overwhelmed with My Things**". Our Pen Pal group met on Wednesday to write to their pen pals at Spindale Elementary School. In recognition of American Heart Month, Debra Yager, RN, Rutherford Regional Medical Center, came on Thursday to discuss services provided at the Cardiac Rehab department, risks for heart disease and stroke, and tips to stay "heart healthy". On Friday, local representatives from the Forest City Housing Authority and multiple senior housing locations came to answer questions about housing options for seniors and eligibility requirements. Lastly, on Tuesday and Wednesday the Center was monitored by the Area Agency on Aging for both the congregate and home-delivered meal programs, as well as, transportation. Tax preparation continues to be provided at the Center by the AARP Foundation Tax Aide Program. This is a free tax preparation service for low to moderate income individuals, with special attention to those 60 and over. The trained volunteers will be available, by appointment only, on Thursdays and Fridays, through April 10th. Valentine Dance, Friday, February 13th, 6:00 to 9:00 p.m. Cost: \$5/person.

Registration for the 2015 Senior Games will be held from February 23 to March 6.



Sheriff's Department

JANUARY 2015

Calls for Service:	4476
Warrants Served/Total Arrest:	227/196
Domestic Calls:	188
Involuntary Commitments/Hours.:	32/23.25Man Hrs.
Civil Papers Served:	322
Exparte's Served:	15
Evictions:	10
Animals Pickup/Surrender:	138
Animals Returned to Owners or Rescued:	129
Animal Control Calls for Service:	189
New Cases Assigned to Detectives/Road Patrol:	153/17
Pill Drop Collections:	8,395 Doses Units/135 ML
Average Daily Inmate Confinement:	172
Gun Purchase Permits Issued:	86
Carry Concealed Permits Issued:	166
Project Lifesaver Clients/Contact Hours:	3/3.0Man Hrs.
Registered Sex Offenders/Contact Hours:	182/18.0Man Hrs.

Personnel Actions:

New Part-Time:

Effective: 01-12-2015

Michael Lee ----- **Detention** (TBA)

Effective: 01-22-2015

Sonya Grace ----- **Telecommunicator** (TBA)

Effective: 02-02-2015

Lydia Waddell ----- **Detention** (TBA)

New Full-Time:

Effective: 01-19-2015

Kristina Towery, Part-Time Sec. ----- **Admin/Secretary/Records(N/A)**

Social Services

Work continues toward the implementation of the Northwood Case Management System for Children's Services. Training is being held for three days this week. After each worker completes their day of training, they will go live with the system. All major training will conclude on March 11, and Northwoods' staff will be in the office until March 27th to offer support. This system will allow staff to get real time information, see needed documentation, and complete paperwork in the system while in the field. Income Maintenance management continues to be proactive during the implementation of Medicaid into the NC FAST System. There have been some delays in benefits due to various glitches in the system, but we have staff dedicated to troubleshooting problems and try to resolve them as soon as possible. This week Income Maintenance staff has had to deal with an issue relating to Turbo Tax allowing people who complete their taxes using TT to apply for Food and Nutrition Services. While this is a convenience to those in need of services, it has caused many issues and confusion for consumers. The State is working with Turbo Tax officials to resolve the problem. Currently, any applications that are received in this manner must be processed, which is time consuming because many are ineligible, and many already receive services. On Tuesday, the Director and Managers participated in the monthly Statewide DHHS Conference Call. During this call, updates were given from all Divisions within DHHS. The Director also attended the Partnership of the Foothills Board Meeting on Tuesday,

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and the Community Health Council Meeting on Wednesday. The agency has currently exhausted all Crisis Intervention Program Funds and Low Income Energy Assistance Funds. Assistance is still available through Emergency Assistance. However, these are limited and consumers must meet certain criteria, such as, fall below 200% of the federal poverty level and have children in the home.

Soil & Water

The Admin/Education Specialist:

- presented Poster Awards to contest winners at Sunshine Elementary and Forrest W. Hunt.
- met with staff from the Rutherford Opportunity Center to inspect part of their Outdoor Environmental Learning Center and discuss plans for completing the project
- worked with Jeff Bradley to visit Lake Lure Classical Academy to present Farm City poster awards and present a lesson to teach how important agriculture is in our everyday life
- worked on Watershed maintenance quotes and maintenance information

The Ag Cost Share Technician :

- worked on CSP planning
- attended a webinar on CSP
- discussed repair work with the watershed maintenance contractor and attorney

Solid Waste

The solid waste department stats for this week:

- Served 304 customers
- Hauled 52 loads from convenience centers
- Shipped 25 loads to Lenoir
- Shipped 2 recycling trailers
- 27 tire customers

The director attended a budget review with Raeann, a textile meeting with Carolina Value Village and a couple of meetings for MSW negotiations. Office staff continues to work on grants and reimbursements forms for state distributions. Other staff continues to perform everyday job duties. We are still waiting on the asbestos to be removed from the Edwards property so we can start demolition. We have removed the fencing at the former Owens property to make the field easier to bush hog or cut for hay in the future. We will begin bush hogging soon. Quarterly gas well monitoring is scheduled for February 18. We are in the process of reviewing applications with human resources so we can start the interview process.

Solid Waste Code Enforcement Officer report is as follows:

- Active cases: 8
- Closed cases: 4
- Convenience Center cases: 2
- Pictures taken: 1
- Cameras installed at sites: 1
- Community service workers: 5
- Community service reports: 1
-



Please continue to recycle!

Transportation Services

Emergency Medical Services:

EMS completed budget requests for IT, HR, Maintenance and Communications for the next fiscal year. Staff also worked with IT to update process flow for ordering mobile devices when new vehicles are ordered. The System Plan is also being updated which will need to be submitted to OEMS to reflect the change in Medical Director.

TYPE	CURRENT WEEK	WEEKLY AVG
Emergency Calls	157	168
Convalescent Calls	61	47

Transit Department:

Transit completed budget requests for IT and Maintenance for next fiscal year. The annual drug/alcohol testing data was submitted to NCDOT. Also, the Operations Manager is at training this week on Transit Emergency Management. CPR training for all employees will be held on Friday; as well as a celebration lunch for completing 125,000 accident free miles.

TYPE	CURRENT WEEK	WEEKLY AVG
Total Miles	11,198	9,566
# of Local Trips	1,137	881
# of Out of County Trips	90	66
# Unduplicated Passengers	237	238
Total Revenue	\$16,761	\$14,549

Veterans Services

The director attended American Legion Auxiliary meeting Monday p.m. Many activities coming up this year. Also, attended Marine Corp League meeting Tuesday night. Good report on Toys for Tots for the past year.

Mail In	63
Fax	55
Mail Out	55
Phone Calls In/Out	109
Veteran Contacts	242

County Commissioners

Bryan King, Chairman **Michael Benfield**
Alan Toney, Vice Chairman **Eddie Holland**
Greg Lovelace

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



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