



May 16, 2014

## 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 list, department headings, icons and text in blue to be linked to more information.*

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### [Airport](#)

The Airport sold 805.8 gallons of 100-LL fuel and 639 gallons of Jet A. Prepaid customer fuel sales totaled 695 gallons. Cash sales totaled \$750.18 and hanger rentals totaled \$450.00.



You never know what will fly in to the airport. A similar jet flew in late last month that was valued at \$40 million. The airport serves a large and diverse client base throughout the year. It's also home to the 57 Alpha Café and a very special Easter Egg drop for kids.

### [Board of Elections](#)

The Board of Elections office has had a busy week. On Monday, staff conducted the sample count for the Primary Election. Canvass was held on Tuesday to certify the election results. Board Chair member Gail Parton and board member Margaret Helton were present. The Director and her staff have been busy processing petition signatures.

The Director attended a meeting on Wednesday with the Planning and Public Works Director and the County Manager about building requirements for a possible move of the Board of Elections offices. The week finished up with the Director traveling to the State Board to have a meeting on improving the state's software system.

## Building Inspections

The Building Inspections Department has issued 52 permits totaling \$6,031 in fees. These permits included a new cell tower in Golden Valley, a new real estate office in Rutherfordton and several new houses. Inspectors have conducted 153 inspections while continuing to do the bi-annual school inspections. The Director has continued to work with several other departments regarding the proposed creation of the Development Services Office and the proposed relocation of the Board of Elections.

## Clerk to the Board

The County Commissioners have been heavily involved in budget discussions this week. Monday afternoon was the first of several budget workshops. The Board and the County Manager reviewed and discussed the recommended budget.

Tuesday brought forth two more budget meetings. The Board met with the Board of Education at the Cool Springs Administrative Offices to receive the BOE's requested budget. Another workshop followed at the Rutherford County Office Building.

Plans were made to meet with Isothermal Community College Board of Trustees at the Blue Room at Isothermal Community College on May 22. Another budget workshop is scheduled for May 27 and a possible one on May 29.

Chairman Eckler and Commissioner Richard met as the Board of E&R on Friday afternoon.

The Public Information Clerk worked on finalizing designs for a new textile recycling initiative, Thermal Belt Rail-Trail signage and the County's Litter Awareness Initiative. Meetings were held with Planning and Public Works, Clerk to the Board, IT and Cooperative Extension staff to discuss on-going projects. The Clerk visited the County's Livestock Facility for an upcoming media release, drafted a media release on the scheduled Rail-Trail improvement project and developed the shell for a County Blog Site, online Photo Gallery and proposed "Newsroom" website.



## AND OTHER DUTIES AS ASSIGNED....

The recent stormy weather rearranged the American Flag at the County Office Building and broke the hardware used to secure one of the Flag's grommets. Debra, Hazel and Adrienne took a few moments to make the repair and restore the Flag to its rightful station.

## Cooperative Extension

The Family and Consumer Sciences staff attended a Child Care Quality meeting; facilitated Grandparents Raising Grandchildren support group; met with Farmers Market event planning team; taught Steps to Health 2nd grade nutrition class; presented program for veterans; taught Latino Better Food Better Health class; prepared for Extension Centennial events.



The Ag Extension Agent worked on the 2014 EMGV Class (exams, development of volunteer schedules), continued networking with Grahamtown Community Garden in regards to the NC Nourish Grant, and worked with the Rutherford Master Gardener Volunteers in launching the Rutherford County Community Garden Project. The Agent attended a meeting of the Agricultural Agencies in discussion of Agricultural Innovations & Solutions Center feasibility study. 58 contacts were made.

Recently, the Cooperative Extension office held a Grazing Clinic series. Participants from 4 counties learned technical skills of how to estimate forage production to better manage the pastureland available to them for their animals.





**Farm visits truly take education and partnership to the field.**



**The Cooperative Extension staff really do it all.**



**A recent AI class showed local cattle farmers how to carry-out a more effective and cost efficient reproductive program.**



## County Manager

The County Manager began the week with several meetings on Monday: Planning and Public Works, DSS, IT and a Budget Workshop with the Commissioners. On Tuesday, he collaborated with Agriculture Extension staff, attended a second Budget Workshop and discussed county properties with the Assistant Finance Director and GIS Coordinator. Wednesday included a land classification meeting, the weekly EDC update with the Director, a discussion group regarding the proposed Development Services Office, and the weekly meeting with the County Attorney. On Thursday, the County Manager met with IT, attended the Rutherford County Chamber's lunch, met with Commissioner Holland and participated in a NCACC weekly legislative webinar/briefing. He met with administrative staff on Friday and wrapped up remaining items of business from the busy week.

## Economic Development

The Economic Development Commission Executive Director participated in a conference call with an industry prospect, participated in an EDC Subcommittee meeting, participated in the Land Classification Study group meeting, prepared and presented an economic development update to the County Manager, reviewed and prepared grant agreements for submittal, prepared a RFI response for an prospective existing industry expansion project, met with Walter Dalton and industry prospect to review potential project, and participated with the Rutherford County Chamber of Commerce in an interview with a Swedish newspaper regarding the impact of a data center in Rutherford County.

The Project Administrator networked with existing industry via visits, phone calls and email; attended the Global Engagement Workshop sponsored by NC International Trade Division and ARC; discussed energy efficiency service assistance with reps from NC Electricities; followed up on an existing industry visit to share a number of programs of assistance; and participated in a conference call to discuss potential project details.

The Economic Development Assistant assisted in the review and preparation of grant documents for submittal; coordinated with IPDC and an industry representative to secure all required documentation for grant reporting submission; sent out the public notice, upcoming agenda and previous month's minutes for the EDC Board meeting; and balanced departmental budget line items to match Finance Department totals in preparation for close out of FY13-14.

## Finance

The Finance Officer and Assistant Director attended the School's Budget Workshop with the Commissioners and School Board and the Commissioners' Budget Workshop on Tuesday. The Assistant Director continues to work at the Shiloh facility to schedule for the of sale surplus property on GovDeals. In the next few weeks, she will be working with IT to begin listing the surplus phones. The Finance Director has transmitted the scheduled debt service payment for Rutherfordton Elementary and submitted a lottery application which is used for school debt service. The Finance Director and Information Technology participated in a phone conference with Farragut to discuss details of the Finance Interface with the new software system - NCPTS. The Finance Office has processed accounts payable and payroll.

### Fire Marshal/Emergency Management

The Fire Marshal/Emergency Management Director participated in a budget meeting with Commissioners and staff to discuss fire service district budget requests, met with representatives from Horsehead regarding their contingency plan, attended fire code update training class and responded to report of a possible train car on fire in Box Creek area. Cars were checked with assistance from CSX and staff did not locate a fire. He also attended various other meetings.

The following fire departments were awarded grants this week from the NC Office of State Fire Marshal. The grants are a 50/50 match.

Cherry Mountain	\$30,000	Chimney Rock	\$ 4,407
Cliffside Area	\$28,289	Ellenboro	\$ 9,879
Fairfield Mountains	\$13,375	Green Hill	\$ 8,038
Hudlow	\$ 6,300	Sandy Mush	\$23,052
S.D.O.	\$ 9,637	Shingle Hollow	\$ 7,864
Union Mills	\$21,000		

*Congratulations to these departments for putting forth the effort to apply for these grant funds.*

### Human Resources

The HR Director held meetings to discuss personnel issues, exit interviews, and retirements. Employees who have left the service of Rutherford County are William Baker. The Director attended budget workshops, met with Danny Searcy and met with Daniel Pearce. The Director also held a conference call with Prudential Representative Lorraine Rodrigieuz. A representative from CFNC (College Foundation of NC) will present a college savings plan to employees on June 12. Current job openings posted are: part time TDA Welcome Center, part time LPN for Detention Center, Paralegal for the Revenue Department, and Food Service Assistant for the Senior Center. View county website to apply. Interviews have been scheduled for TDA and Paralegal positions. Payday is Friday, May 16<sup>th</sup>. We appreciate everyone who has a role in making sure payroll runs smoothly.



## Rutherford County Services Employee Night

FRIDAY JUNE 20, 2014

Gates Open at 6:30pm

Game starts at 7:30pm

The Forest City Owls are hosting a Rutherford County Services Employee Night for all county employees to come out with their families to enjoy a night out with the Owls. Each county employee can take advantage of our group rate of \$5 per person for our June 20<sup>th</sup> game. The \$5 ticket is for our premium reserved seat that is located under our awning and with large fans to keep cool. County employees can purchase their tickets online, email [Christina@forestcitybaseball.com](mailto:Christina@forestcitybaseball.com), or call Christina at 828-245-0000.

To purchase online go to: <https://cplbaseball.wufoo.com/forms/rutherford-county-employee-night/>

## Information Technology

The IT Department completed 91 track-it orders this week.

Staff have had many meetings regarding the data migration for tax data, tax data to financials, and getting ready to go live in July. They have videoed the County Budget Workshops and the Board of Education budget workshop. Caller ID seems to continue to work great but if you have any problems please email [voip@rutherfordcountync.gov](mailto:voip@rutherfordcountync.gov). Next week Jai, Mel, Peter, and Wesley will be out of the office for a conference. They will have their communication devices with them but if you see a slow response, that could be the delay. Ann, Jill, and Rhonda will be here to support your needs.

Reminder for all employees: (1) our theme for our technology use policy is "Use It, Don't Abuse It" and (2) if you see abuse in your workforce please contact Rhonda Owens directly or include her when you talk with your IT contact. Due to legal requirements, the IT Director must be involved. Conversely, the director will contact department heads if there is a violation of the policy by one of their staff.

"Scan It, Don't Print It" is a new campaign will be starting and information will be coming out next week. More details will follow and everyone is encouraged to take part in the project.

## Library

**The Mountains Branch Library** had 38 people attended a short film and Q&A session featuring **Robin Lattimore**. Mr. Lattimore provided insight into the development of the UNC-TV film *Gold Fever and the Bechtler Mint* and the impact gold and the Bechtler Mint had on our county. The assistant librarian participated in a webinar focusing on what's new in graphic novels.

**April Young** (Mountains Branch Librarian) and **Stephanie Long** (Rutherford County Library Associate) attended an NC Live Health Resources workshop at Transylvania County Library in Brevard. This State Library-sponsored workshop provided an overview of the numerous resources available to library patrons in the NC Live Health & Wellness Information Center, including Health Source: Consumer Edition, Health Source: Nursing & Academic Edition, NC Health Info, MedlinePlus Drugs & Supplements, and the Cumulative Index to Nursing & Allied Health (CINAHL).

**The Library's Miss Jeannie:** All of the 2014-15 Elementary and Middle School Battle of the Books selections have been purchased for each of the 3 libraries, with a link to the lists placed on the Library website and Facebook page. In addition, the Children's Librarian has been contacted by a library in Texas which has seen the Accelerated Reader Program she has designed and implemented, and is wanting to duplicate it in their area of the country. Therefore, she is consulting with them, as well as with the North Carolina State Library, to develop a detailed instruction manual for libraries to better coordinate their collections with the school systems, making it easier for patrons to find selections. The Story Time theme this week is "Dinosaurs," continuing the series on animals that hatch from eggs.

**The Director** updated files, added records from the Genealogical Society Library to the CMC database, completed the Minutes from the April Board of Trustee meeting, had a meeting with the Library IT to discuss the Impact Survey, spoke with the Chairman of the Library Board of Trustees, and began work on the donated books for the October book sale.

## Public Works and Planning

The Public Works and Planning Department garage had 7 preventative maintenance service calls, 11 repairs, 5 tire service calls and 4 other repairs/inspections. Maintenance completed 38 work orders, repairs and grounds keeping of all County facilities. The project manager did a great job in updating the committee on the work of the land classification study with the goal of working with NCDOT on a Comprehensive Transportation Plan for the County. He also continues working with the community applicants with the Community Grants Program. He and the Director have worked well on multiple other projects to include Biggerstaff Hanging property, the potential relocation of Board of Elections, the possible creation of the development services department, the PER and water service district creation for the Queens Gap development and further scrutinizing the NOV issues with the State Offices recently incurred by the current Queens Gap contractor in Phase 1. The Director has been involved in multiple meetings across County functions in an effort to continue progressing in facilities improvements, budget, and planning projects in addition to follow up with contractors, architects and citizens for ongoing projects that are underway. I am pleased to note that construction activities are scheduled to begin as soon as May 19 and are expected to be completed by mid- June. Thanks to Adrienne, a press release will be available noting this trail closure during construction, but users are encouraged to hike further north on this same trail. The Farmers market is up and running well with all utilities functional, and the brick-work and other improvements scheduled after this market season.

GreyRock: The pavers have finished paving Projects 7, 3B, part of 8 & all of 9. It looks great. Project 10 clearing is completed and grading is underway. Grading is approximately 70% complete. The contractor has hit a good bit of rock. We are still working on the waste area for Project 11. We will have DENR approval for the revision in about two weeks.

Queens Gap: Project 1 is continuing to move forward. Both large culverts have been installed. Project is about 85% complete and should be completed by the end of May. Project 3 was awarded at the May commissioner's meeting. Contracting is underway.

## Register of Deeds

The Register of Deeds Department made 10 copies resulting in cash receipts of \$354.25, processed 240 real estate records with \$14,698.00 received in cash, and processed 243 vitals, receiving \$3,080. A total of 493 transactions were made with a total of \$17, 812.25 in cash received.

## Revenue

The Revenue Department answered 599 phone calls, and assisted 209 citizens who came in to the office (3 being PUV). 42 deeds were recorded and 77 were transferred. 6 estates were transferred and 32 new accounts were set up. Mapping completed 4 splits, 2 merges, 3 acreage adjustments and created 9 new maps. 9 new E911 addressees were assigned. Ownership of 55 addressees was updated. Appraisers completed 291 field reviews, 16 appeal reviews and 223 permits. Electronic payments consisted of 15 by credit/debit, 39 by website, and 3 by phone. 175 citizens came in to pay at the counter. Enforced collection action consisted of 50 garnishments, 13 attachments, 24 debt setoff, 171 bank drafts, 10 payment plans and 41 employee lists. 15 Deeds were certified. Staff worked 27 overpayments, 2 plat reviews, 2 pre-permits, 3 data requests, 61 bankruptcy payments/issues, 82 prepays, 4 discoveries, 17 releases, and 4 refunds. 374 pieces of mail were received and processed. 11 exemption applications were processed. We are still working August Motor Vehicle renewals and completed 32 VTS issues. 824 more listings have been completed.

## Senior Center

The Senior Center has had a busy week as staff continue to celebrate Older Americans Month. The Senior Center hosted the monthly blood pressure clinic on Monday. The R.N. from Rutherford Regional conducts the Senior Center's monthly blood pressure checks. 57 clients took advantage of this service. The Center keeps blood pressure history cards on file and referrals are made by the R.N., when necessary. Dr. Drew Morris from Carolina Chiropractic Plus was the special speaker on Tuesday. He had a program on chiropractic acupuncture and how it works. The Lake Lure Cloggers performed an outstanding show on Wednesday. Anita Phillips, RN and Diabetes Educator from Rutherford Regional, came on Thursday to host the Diabetic Support Group focusing on "Exercise and Diabetes." Lastly, everyone ended the week with one of the Center's favorite activities...BINGO.

## Sheriff's Office

The Sheriff's Office monthly report for April is as follows:

Calls for Service:	4225
Warrants Served/Total Arrest:	162/233
Domestic Calls:	293
Involuntary Commitments/Hours:	19/14.0 Man Hours
Civil Papers Served:	319
Ex Partes Served:	25
Evictions:	10
Animals Pick Up/Surrender:	180
Animals Returned to Owners or Rescued:	137
Animal Control Calls for Service:	146
New Cases Assigned to Detectives/Road Patrol:	173/20
Pill Drop Collections:	1,722 Doses Units/0 ML
Average Daily Inmate Confinement:	191
Gun Purchase Permits:	111
Carry Concealed Permits Issued:	88
Project Lifesaver Clients/Contact Hours:	7/8.0 Man Hours
Registered Sex Offenders/Contact Hours:	180/49.0 Man Hours

## Social Services

The Social Services Department's the Income Maintenance Staff remain challenged and busy, yet determined, as the implementation continues. Conference calls are held each Wednesday at 3:00 pm. These calls alternate focusing on system issues and high level management issues. We continue to receive reports weekly outlining case processing. Food and Nutrition Services continues to run smoothly at this time with Medicaid being the biggest challenge. The State has a new NC FAST Director and we are encouraged by many of the changes that have been made since she began.

On Monday, the Director and Program Manager attended a meeting with Northwoods representatives, Dustin Eubanks and Gary Heinz; the County Manager; and the County IT Director to continue discussions regarding the proposed Case Management System for Children's Services Programs. The Director and Adult Services Staff met with DSS Attorney, Merri Oxley, regarding a guardianship consumer and to prepare for a court hearing. On Tuesday, the Rutherford County Community Child Protection/Child Fatality Prevention Team (CCPT/CFPT) met at DSS. This month the meeting was dedicated to the review of four child fatalities. Any child death that occurs in the county is reviewed by the team approximately one year after the death occurs. Also on Tuesday, Foster Care Staff attended a conference call regarding IV-E funding issues and the State IV-E audit which will occur later in the year. On Wednesday, the Director and Program Manager attended a meeting with the County Attorney and DSS Attorney to discuss DSS court issues; also, the staff attended a Work Support Strategies (WSS) Conference Call. The State is in the final year of the WSS grant and is developing plans to sustain the initiative. On Thursday, staff attended the State Fiscal Conference Call, and the Director and Adult Services Supervisor attended a meeting with the County Transit Director regarding Medicaid Transportation staffing issues.

## Soil and Water

The Soil and Water Department's Admin/Education Specialist attended an Agriculture Agency meeting to discuss the Agriculture Innovations and Solution Center Project. Staff taught a water quality lesson to RS Middle School 8<sup>th</sup> Grade students using the Enviroscope model and worked on Grant paperwork and End of Year reports. The Ag Cost Share Technician responded to technical assistance questions, worked on completing spot checks, worked on watershed dam maintenance with Dustin Reece, a beaver management program in McDowell County and a stream project.

## Solid Waste

The Solid Waste Landfill served 329 citizens, hauled 59 loads from convenience centers, shipped 30 loads to Lenoir and sent out 3 recycling trailers. The Director has been working with David Odom on the MSW landfill study and also working with the Public Information Clerk on new signage and litter initiatives. The Director also attended a meeting with solid waste officials from Orangeburg County S.C. on the County's packer. They came Thursday to look at the department's design and layout. Also, the Director has been working with the Assistant Finance Director on the working budget. The staff continues to perform everyday job duties plus they have started bush hogging the closed landfills. New steps for the oil tank at the Golden Valley Convenience Center are being built by part of the staff as well.

The Solid Waste Code Enforcement Officer report is as follows:

Active Cases 12  
Convenience Center Cases 3  
Non Center Cases 9  
Closed Cases 1  
Community Service Workers 3  
Community Service Reports 1

Staff is close to having another electronics shipment ready to go out. Please remember to recycle and promote recycling within your departments.

## Tourism Development Authority

The TDA Director traveled to Raleigh for the quarterly NCTTC meeting, met with marketing and graphic designers to review the visitor guide and plans for the coming year, completed the 14-15 FY budget draft, and held the first full staff meeting with all PT staff.

## Transportation Services

The Transportation Services Department's **EMS** personnel responded to 139 emergency calls and 45 convalescent calls. Staff has been busy painting the inside of the EMS Station in Spindale and preparing for EMS Appreciation Week May 18-25. In Service was held for three days and employees went through a fantastic FIT Responder program.

**Transit:** Transit drove 10,073 miles, completed 968 local trips and 71 out of county trips, transported 253 unduplicated passengers and collected \$15,592 in revenue. Half day training was held for all safety sensitive positions which included defensive driving, emergency procedures and ADA compliance.

## Veterans Services

The Veterans Services Office had 35 mail-ins, 61 mail-outs, 124 telephone contacts, and 260 veteran contacts. Staff attended two training sessions in Asheville. Very good information was provided and it looks like a lot of changes are coming. The NCDVA awarded four scholarships to students in Rutherford County. Congratulations to those students. Two "What You Should Know" meetings were held with Veterans and wives. The project is planned to continue as a result of its success. Staff attended a service organization meeting where lots of activities scheduled for the coming months were presented and the VSO plans to be part of them. Finally, staff attended a meeting for the Veterans Day ceremony.

Check out the new Litter Initiative 2014 page that is part of the Solid Waste Department's home page.

[CLICK HERE](#)

Got ideas? Let us know!

Let every day be your very own

# EARTH DAY

**Discover** the many ways to remove and prevent litter from impacting your community.

**Join** us and your neighbors as stewards of this special place we call home.

**Make** today your **Earth Day**

**You can** choose from the many programs available for groups of all sizes, ages and abilities. Or, form your own litter prevention team in your community.

Litter Free NC  
NC Big Sweep Swat-a-Litterbug  
Litter Sweep, Spring and Fall Adopt-a-Highway



For more information on how to connect with these programs and other ways to help keep Rutherford County Litter-Free and Beauty-Full, visit our website at [www.rutherfordcountync.gov](http://www.rutherfordcountync.gov).

### County Commissioners

**William Eckler, Chairman**

**Eddie Holland, Vice Chairman**

**Greg Lovelace**

**Julius Owens**

**Roger Richard**

**Carl Classen, County Manager**

**Hazel S. Haynes, Clerk to the Board**

**Richard Williams, County Attorney**



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