

CALDWELL COUNTY
Lenoir, North Carolina

BOARD OF COMMISSIONERS
March 17, 2008
6:00 p.m.

Present: Herbert H. Greene, Chairman
Ron Beane
Don Barrier
Faye R. Higgins
Dr. John W. Thuss

Absent: None

Staff: Bobby White, County Manager
Kathy T. Myers, Clerk to the Board
David Lackey, County Attorney

Chairman Greene called the meeting to order. The invocation provided by Commissioner Barrier and the Pledge of Allegiance led by Commissioner Beane followed.

Chairman Greene asked if there were any additions or amendments to March 17, 2008 agenda. The Clerk asked that item #7d (Key Club Student/Kiwanis One Day International Project) be removed from the agenda to be rescheduled at a later date. Commissioner Barrier asked that item #9h be added to items for decision as #8e. With no other additions or amendments, Commissioner Beane moved to approve the agenda as presented and amended. Commissioner Higgins seconded and the vote was unanimous.

Public Hearing—Request from Pegasus for Conditional Use

Randy Feierabend, Planning Director, appeared before Commissioners to officially present a request from Pegasus Tower Company for a conditional use permit in order to construct a 110' mono-pine (or not more than 30' above the tree line) cell tower in the Collettsville area. He noted that the top 40 feet of the tower would be pine design. The permit would be for 197 acres, NC PIN 2810961673, currently zoned RA-20. Mr. Feierabend said the zoning ordinance had a provision for total concealment of cell towers in certain areas; however, for the area requested it was not mandatory. He said the company intended to conceal the tower. He showed a drawing of a cell tower designed like a pine tree. Commissioner Thuss questioned the reason for asking that the tower be concealed and Mr. Feierabend cited provisions of the zoning ordinance related to concealment of cell towers. Mr. Feierabend showed an aerial photo and photos of the site. Lengthy discussion followed about concealment of a tower, whether existing towers in the County were concealed, and whether to require Pegasus Tower to conceal the tower proposed.

Mr. Tom Terrell, attorney with Smith Moore law firm in Greensboro and Mr. Harold Timmons with Pegasus Tower appeared before Commissioners. Mr. Terrell concurred with Commissioner

Thus's comments concerning concealing cell towers and showed pictures of a mono-pine designed cell tower in Chapel Hill. He talked about the failed attempt to try to conceal the tower.

Mr. Timmons also talked about Pegasus Tower's preference of a flush-mounted cell tower but would go with a mono-pine should that be requested. He explained the difference between the two types of towers and said the signals would be about the same. He provided photo simulations of cell towers and discussion followed about the differences in appearance and signal strength.

Commissioner Higgins moved to open the public hearing, Commissioner Thus seconded, and the motion carried unanimously. There was no public participation. Commissioner Higgins moved to close the public hearing, Commissioner Thus seconded, and the motion carried unanimously.

Commissioner Barrier moved to accept the recommendation of the Planning Board regarding the request; however, it failed for lack of a second. Commissioner Higgins moved to approve the conditional use permit with a standard 110' monopole cell tower (unpainted, un-leafed, etc.) and Commissioner Thus seconded the motion. The motion carried by a majority vote with Commissioner Barrier voting in opposition.

Report—Mat NuWood

Alan Wood, EDC Senior Marketing Director, introduced Dennis Crump, a 38-year employee with Mat NuWood. Mr. Wood reported the company purchased the NuWoods facility off Harrisburg Road in January 2004 and had upgraded the entrance for tractor-trailers with help from grants the company received. The company manufactures certified reseeding products and Mr. Wood said recycling was the key to what the company did.

Mr. Crump, Plant Manager, said Mat NuWood manufactured products mainly for sedimentation and erosion control. There are 10 or 12 different products, from mat lines that are rolled out to sprays with hydro-seeders. Mr. Crump said Mat NuWood shipped 359 loads last year, 17 of them to countries overseas including Korea, Spain, and England. This year, the company has already shipped 5 loads with 6 almost ready to go overseas and Mr. Crump said that market was increasing. The local plant mainly ships to the South and Northeast United States (from Maine to Texas). He informed Commissioners that a load consisted of 22 tons. The company currently operates on a 10-hour shift which manufactures 33 to 37 tons/day, 5 to 6 days per week and Mat NuWood may add a second shift if business continued to pick up. He talked about the difficulty of getting recycled print that he said was going overseas. Recycled print costs over \$140/ton and Mr. Crump said Mat NuWood is getting all the chips it could use from local sawmills (Lenoir, Wilkesboro, and Taylorsville). He said paper products were hard to come by but the company's largest source was Jamestown near High Point and they were getting some from GDS. Commissioner Barrier asked if the company had used the equipment from NuWoods and Mr. Crump said Mat NuWood was using the refiners, dryers, and a saw. All the other equipment was gone. He said Mat NuWood's home office was in Floodwood, Minnesota and the local plant employed eighteen people, including 4 salesman. If the company went to 2 shifts, they would probably add about 5 employees to each shift, noting the company had been operating 50 to 60

hours per week since February. He extended a welcome to Commissioners for them to visit the company any time for a tour of the facility and operation. Mr. Crump informed Commissioners that the company's founder, Joe Karpik passed away in August 2007 and Mr. Karpik's son took over the company.

Indirect Cost Plan

Mr. Tim McKinnie appeared before Commissioners to highlight findings contained in the indirect cost plan that the County contracted him to complete. He referred the Board of Commissioners to the following summary sheet provided them and noted that there were opportunities to generate additional revenues from certain federal and state funded programs that pay proportionate shares of program costs. Mr. McKinnie said there were four or five areas that the County could benefit in from the plan: the Department of Social Services, EMS, the jail, enterprise funds, and the new human services facility that was in process of being constructed.

**CALDWELL COUNTY
REVENUE PROJECTION**

1. REVISED 2006 COST ALLOCATION PLAN (FY2008) (\$1,048,149 - \$727,866 x 50%) = \$160,142.00	\$160,142.00
2. PROJECTED 2009 INDIRECT COST (\$1,309,940 - \$727,866 x 50%) = \$291,037.00	\$291,037.00
3. ADDITIONAL EMS REIMBURSEMENT (CAN'T DETERMINE UNTIL STATE CALCULATES AVERAGE RATE).	UNKNOWN
4. JAIL'S DAILY RATE (HOUSING FEDERAL INMATES)	
(42 INMATES X 365 DAYS @ \$80 PER DAY)	\$536,550.00
(42 INMATES X 365 DAYS @ \$75 PER DAY)	\$459,900.00
(42 INMATES X 365 DAYS @ \$70 PER DAY)	\$383,250.00
(42 INMATES X 365 DAYS @ \$65 PER DAY)	\$306,600.00
5. INDIRECT COST APPLICABLE TO WATER (\$164,000 - \$89,000 = \$75,000) COUNTY ALREADY TRANSFERS SOME DOLLARS.	\$ 75,000.00

Mr. McKinnie explained the results of his findings. In the current year, he was able to revise the existing indirect cost plan which identified additional revenues that will be reported by DSS in the next three to four months totaling about \$160,142. For the next fiscal year, Mr. McKinnie projected \$291,037 more than the County was currently receiving.

He informed Commissioners that every agency that provides EMS services must submit a cost report to the State each year. The State reconciles the reports (about 80 in North Carolina) to find the average cost per trip which is compared to the County's rate. Mr. McKinnie said he completed Caldwell County's report and submitted it to the State before the February 28th deadline. Revenues resulting from the State's work are unknown at this time.

Mr. McKinnie said the County was currently receiving \$45/day from the U. S. Marshal's Office for each federal prisoner housed in the jail. His cost analysis (based on the U. S. Marshal's Office's required format) identified Caldwell County's cost, including depreciation, overhead, etc., to be about \$80/day. He said that was the figure submitted to the US Marshal's Office. Mr. McKinnie said Mecklenburg County received \$109/day and New Hanover County received \$83/day which was based on their individual county's cost. He reported the \$80/day rate was currently being negotiated and no word from the U. S. Marshal's Office had been heard yet. Based on the negotiated rate, he said the Office was subject to come back and offer \$75. Currently, Caldwell County is getting \$680,000. Mr. White noted that any rate approved would be retroactive to the date the report was received by the U. S. Marshal's Office but the County requested it be retroactive to July 1, 2007. Discussion followed about the \$80/day rate being negotiated and what the County would realize in additional revenues.

Mr. McKinnie noted there was about \$75,000 in additional revenues based on identified costs included in his plan for the County's enterprise fund(s). He said the Local Government Commission recommended enterprise funds pay their fair share of general fund support.

Mr. McKinnie said the most important and beneficial result of his indirect cost plan was the new human services facility. He informed Commissioners that the federal government would reimburse Caldwell County approximately 50% (FFP – federal participation rate); however, he projected the rate closer to 62% but for calculation purposes, he used a 50% reimbursement rate. He said he worked with County staff and Bobby White as well as the facility architect to get an accelerated depreciation of the facility, noting that the useful life of the building is 30 years (first 10 years – maintenance; next 10 years – major repairs/upkeep; last 10 years – major renovations, i.e. roof, a/c, heating, etc.). Therefore, he requested a reimbursement rate based on the 30-year life of the building. Additionally, he said furniture, computer equipment, and phone lines were depreciated over a shorter period (15 years).

Mr. McKinnie highlighted the following summary comparing the new human services facility and the current facility being leased. He projected \$332,542 in additional revenues. He said the County was currently paying \$636,475 lease payment each year for the existing facility and the average debt service for the new building would be \$963,239. In summary, Mr. McKinnie said with expenses less revenues it basically showed a \$146,977 shortfall. However, he emphasized the comparison was based on a 50% reimbursement rate and the County could receive as much as 62% in reimbursements. He said there were additional overhead costs that DSS would be receiving in addition to that because he did not figure in any operations (utilities, custodians, maintenance, etc.) He said those would be factored in once the department moved into the new facility and it was very possible that the \$146,977 would zero out. Mr. McKinnie said the new facility was very close to being a break-even situation and, at the end of 20 years, the County would have a facility that it owned and, at that point in time, the payment would go away. He repeated that it was pretty much a break-even situation.

**Human Services Building Financial Comparison
(averages for life of loan)**

	Current Westgate	New Facility
<u>Revenues</u>		
State/Federal Reimbursements	\$ 152,754	\$ 232,542
Additional Health Department Revenues	<u>-</u>	<u>\$ 100,000</u>
Total Revenues	\$ 152,754	\$ 332,542
<u>Expenses</u>		
Rent	\$ 636,475	\$ -
Debt Service	<u>-</u>	<u>963,239</u>
Total Expenses	\$ 636,475	\$ 963,239
<u>Comparison</u>		
Expense	\$ 636,475	\$ 963,239
Less Revenues	<u>(152,754)</u>	<u>(332,542)</u>
Net Totals	\$ 483,721	\$ 630,698
Difference		<u>\$ 146,977</u>

Mr. McKinnie also provided Commissioners the differences in depreciating the new facility over 30 years and 50 years.

Chairman Greene said he was glad to hear the report because the Board of Commissioners had gone through several battles during the past three or so years over the cost of the new facility. At least, based on Mr. McKinnie's assessment, Chairman Greene said it would at most cost no more than a 1/3 of a penny on the tax rate. Mr. McKinnie said there was a letter on file from the architect stating that the useful life of the building was 30 years. The Board of Commissioners extended appreciation to Mr. McKinnie for his work on the plan. Mr. White also thanked Mr. McKinnie.

Discussion followed about Mr. McKinnie's identified reimbursement rate for housing federal prisoners and he said, even at \$80/day, Caldwell County would be cheaper (to house federal prisoners) than the federal government could house them.

EMS Status Report on Emergency Medical Dispatch (EMD)

Tommy Courtner, EMS Director, appeared before Commissioners along with Richard Jenkins and Carla Bates with the Sheriff Office. He talked about the proactive efforts by county staff, fire department and rescue department personnel, the hospital and emergency room staff, and the telecommunications staff with the Sheriff Office in providing response and treatment to emergency assistance calls through 911. He explained the links (steps) from the time the call enters the 911 communications center to actual treatment and care of the patient.

Ms. Bates talked about the EMD program and its implementation in the communications center. She provided the organizational chart of the department which is staffed 24 hours per day, 365

days per year. The department employs 15 full-time and 7 part-time telecommunicators which are responsible for taking all 911 calls except those that need to be transferred to Lenoir Police Department. She said EMD was a set of medical protocols designed and approved by the medical director that standardized the way telecommunicators communicate with callers and improved the emergency response system. Every EMD is required to attend a nationally recognized, 24-hour EMD certification class and were required to achieve CPR certification before ever taking and processing a 911 call. They must complete more than 24 hours in-service training every 2 years and must recertify with a written exam their cpr certification every 2 years. Ms. Bates said the EMD is considered to be the very first responder because they were the first point of contact. The responsibilities were to receive and process medical calls, dispatch and coordinate EMS resources, to provide medical pre-arrival instruction and sending information to emergency responders, and to coordinate assistance with other agencies. Ms. Bates said EMD had a positive impact on pre-hospital providers because it provided benefits for field personnel that included (scene) safety, minimization of stress, increased knowledge about a situation before arrival and improved cooperation between agencies. It also improved better allocation of equipment by decreasing the response of excessive equipment to minor calls, reducing the wear and maintenance; and the impact on the community with fewer wake effect collisions as a result of drivers “freezing” when they hear a siren. She talked about the professionalism of EMD staff, the new mandated training and said they were an important part of the team. Ms. Bates provided pictures of the 911 center, provided assistance call statistics, explained the call process, and played a recorded taping of an actual 911 call in which an EMD telecommunicator helped a man in the delivery of his wife’s baby before emergency personnel could arrive.

FY 08-09 Proposed Sales Tax Reinvestment Program of Work

Mr. White informed Commissioners that in March of each year the Sales Tax Reinvestment Committee presented a program of work for consideration by the Board of Commissioners and, on February 28th, the Committee conducted their FY 08-09 Program of Work meeting. During that meeting he said members discussed the proposed work and took action to officially present their recommendation to Commissioners.

Mr. White said funds for the program were provided to the County from the participating municipalities in lieu of changing the method of sales tax distribution. He provided an overview of the Sales Tax Reinvestment Program totaling \$615,000.00 and highlighted the following recommendations for use of the funding:

- Economic Development

- Sawmills Railroad Improvements Program \$50,000.00
The set-aside is for the Town of Sawmills. The Town is working on ideas to improve railroad crossings within the town. The purpose of the funds would be to use them along with NC Department of Transportation grant monies to eliminate some crossovers for safety purposes.
- Civic Center Economic Development Project \$100,000.00
The \$100,000.00 is set aside for a potential economic development project associated

with the J. E. Broyhill Civic Center to implement a traffic light. Commissioner Thuss clarified the project was not for the civic center, the County, or the community college. Chairman Greene said it was essentially what the fund was used for associated with a potential project in Granite Falls.

- Environmental Program

- Continued County Environmental Program Support \$291,742.00

- The funds would be used to continue the County's Solid Waste Enforcement Program, Sedimentation Erosion Control Program, Phase II Storm water Management Program and Abandoned Vehicle Program.

- Transportation

- Intersection Improvements at Mt. Herman & South Caldwell School Intersections (Bert Huffman Road) \$25,000.00

- The Committee set aside \$25,000.00 for feasibility studies for the intersections because of the concern with the safety of vehicles turning onto Highway 321 from either direction. Commissioner Higgins said the intersection at Mt. Herman Road may potentially become more dangerous due to the addition of the early college high school.

- General Function

- Intergovernmental Relations Continuation \$30,000.00

- The fund set aside would be used by the elected leadership of the County and participating municipalities meetings in Raleigh, NC and Washington, DC. It also includes a \$5,000.00 earmark for joint meeting of all elected officials to network and discuss areas of mutual interest (similar to the Council of Governments meeting of all local governments).

- Reinvestment Program Contingency \$118,258.00

- The funds would be designated in a general contingency fund for use on potential projects or efforts identified during the year.

Commissioner Thuss moved to approve the recommendations with the exception of the Civic Center project so that it could be voted on separately. Commissioner Higgins seconded the motion and it carried unanimously.

Chairman Greene said that Commissioners Barrier and Thuss had asked to be recused from voting on the civic center project because of a potential conflict. Chairman Greene granted their request to be recused. Commissioner Higgins moved to approve the civic center economic development project, Chairman Greene seconded, and the vote was unanimous (Commissioners Greene, Beane, and Higgins).

Request for Incentive from Hunt Shuford

Chairman Greene announced that the public hearing regarding the incentive request had already been conducted and Commissioners would take action to either vote it up or down. He asked Alan Wood, EDC Senior Marketing Director, to provide a review of the incentive request. Mr. Wood restated the original request made during the Commissioners' meeting on December 17th. The request was made by Hunt Shuford and D & H Real Estate. The project calls for a 48,000 sq. ft. medical building located on an out-parcel adjacent to Lowes Home Improvement. The project cost is estimated at \$8.5 million with unfitting taking it to approximately \$10 million. Based on a \$10 million investment, Mr. Wood said the incentive would amount to \$49,492 each year for four (4) years. Chairman Greene asked Mr. Wood whether or not Mr. Shuford would be considered a foreign investor or a local investor since he already owned property in Caldwell County. Mr. Wood said he based it on a new investment rather than an existing but it didn't really matter because it was over both thresholds. He said the 4-year total would be \$197,970. The project proposed to have several medical offices as well as expansion of several offices of existing doctors. It proposed 60 to 75 jobs and it was not stated whether they would be new or existing jobs. Mr. Woods said the request was made due to adverse soil conditions on the site which raised the cost of the grading by about \$350,000.

Mr. Wood noted that there had been 48 projects approved since 1997 creating 1500 jobs and adding about \$100 million to the tax base (numbers based on actual figures provided by the Tax Office after the tax valuation was established).

Commissioner Higgins moved to approve the grant and Commissioner Thus seconded the motion. Commissioner Higgins said an earlier issue regarding competition with Caldwell Memorial Hospital due to an urgent care facility was no longer a threat because the project did not call for such a facility. It would only be new office space. She asked Mr. Wood if incentive requests had been approved 48 times before Mr. Shuford's request. Mr. Wood and Chairman Greene confirmed but said three were not awarded because the thresholds were not met or, for some reason, payment was never requested.

Chairman Greene said he had been contacted by any of a number of people about protectionism and the reason the County was in the position it was in was because the County always protected the furniture industry and others at a loss to the County and not a gain.

Commissioner Beane said the Board should look at projects as they are and make the best decision based on the information they had and how they felt about certain projects. He said he did not think the County overly protected any of the former businesses in Caldwell County.

Commissioner Barrier said he received a lot of phone calls and input on multiple sides of the issue. He said his opinion was that incentives should be for making things happen and this particular project would not need the incentive to make it happen. He said there was a difference in an incentive and a reward. Just because it added to the tax base, Commissioner Barrier said he did not feel it should be incentivized. He said he felt incentives should rely more on jobs and building the tax base. He said he was not in support of the incentive because he did not feel it was necessary.

Commissioner Higgins noted that the project was brought to the Board and they instructed the EDC staff to offer the incentives (giving their word). She reiterated that the threat of an urgent care was no longer an issue and she felt the project would not affect the hospital.

Following the discussion, the motion was defeated by a majority vote. Commissioners Beane, Barrier and Thuss voted in opposition.

Appeal by Pegasus Tower of Planning Board Decision

Randy Feierabend said during the first meeting of each month staff gives Commissioners a brief overview of what the Planning Board would be considering. If the request is supported by the Planning Board, staff proceeds with advertisement of the required public hearing. However, if the Planning Board denied a request, the applicant could appeal the decision. Concerning Pegasus Tower, the Planning Board approved one request and denied the other request; therefore, the applicant had elected to write a letter of appeal asking Commissioners to set a public hearing for the second meeting in April (April 21, 2008). They wish to have the request heard by the Board of Commissioners.

Mr. Feierabend talked about the differences between the two tower requests (one tower approved and one denied) submitted by Pegasus Tower. He said he was following the process approved by Commissioners.

Commissioner Higgins moved to schedule a public hearing for 6:00 p.m. on Monday, April 21, 2008 in the city-County Chambers to consider the request. Commissioner Thuss seconded the motion and it carried unanimously.

Caldwell Reads Proclamation

Chairman Greene said there was a program within the school system that was trying to promote reading with all citizens of the County. He said it was an attempt to bring more public awareness of the need to read.

Chairman Greene read the proclamation and, upon its reading, Commissioner Beane moved to adopt the proclamation which is hereby incorporated by reference and made a part of these minutes (Exhibit A) in support of Caldwell Reads. Commissioner Higgins seconded the motion and it carried unanimously.

Approval of Contracts with Martin Starnes & Associates

Sam Yearick, Finance Director, requested Commissioners' approval of contracts with Martin Starnes & Associates for the County's FY2007-08 audit at a cost of \$42,000.00 and for the annual financial information report (AFIR) at a cost of \$2,500.00. Following Mr. Yearick's report that Martin Starnes & Associates had done an outstanding job on the County's audit last year, Commissioner Higgins moved to approve the contracts which are hereby incorporated by reference and made a part of these minutes (Exhibits B and C) for the County's FY2007-08 audit

and for preparation of the AFIR. Commissioner Thus seconded the motion and it carried unanimously.

Approval of Revised Caldwell County Zoning Ordinance

Randy Feierabend formally presented the zoning ordinance proposal as revised from actions by the Board of Commissioners during the work session on March 11th. Commissioner Barrier said he would like to have the Planning Board to review the strategic corridors provision in the ordinance. He moved to strike the strategic corridor designation in the current proposed ordinance and to send it back to the Planning Board for their review and to review the cell tower issue by getting an unbiased, unprejudiced third party regarding the appearance and technology of cell towers. Commissioner Thus seconded the motion and it carried unanimously. Commissioner Thus moved to rescind the previous zoning and subdivision ordinances as currently on the books and adopt, as amended by action of the Commissioners on March 11, 2008, the revised ordinance. Commissioner Barrier seconded the motion and it carried unanimously.

Consent Agenda

A. Approval of Minutes

The County Manager recommended the Board of Commissioners approve the minutes of the January 17, 2008 Special Meeting as prepared and presented by the Clerk.

B. Budget Amendments

The County Manager recommended the Board of Commissioners approve the following budget amendments and authorize staff to execute associated documents.

(1) DSS (Use of Unspent 07-08 Funds to Purchase Replacement Furnishings) \$50,000.00

The County Manager highlighted documents regarding available funds within the department that had been identified and suggested for use in purchasing replacement items such as desk chairs, bookcases, side chairs, conference room chairs, and desks. The following budget amendment is necessary to use the available revenues for acquisition of the items:

Decrease	10.5310.419200	Professional Fees	\$ 5,000.00
Decrease	10.5310.432100	Telephone	\$ 3,000.00
Decrease	10.5310.444100	Contractual	\$15,000.00
Decrease	10.5310.468000	Food Stamp	\$27,000.00
Increase	10.5310.452000	Non-capitalized Equipment	\$50,000.00

(2) EMS (Ambulance Fees) \$3,389.00

According to staff, there was an increase in the number of calls which caused the need for more bill/invoice mailings. In addition, the department requested training for some of the billing staff so the following budget amendment is necessary to enable the training and mailing of ambulance bills:

Increase	10.4330.340000	Ambulance Fees	\$3,389.00
Increase	10.4330.431200.4000	Travel & Training	\$1,389.00
Increase	10.4330.432500.4000	Postage	\$2,000.00

(3) Health Department (Wake Forest University) \$337.50

The Health Department received \$337.50 from WFU for providing preceptorship to a student. The funds will be used in the clinic to support the medical supply needs and the following budget amendment is necessary to reflect the WFU monies:

Increase	10.5116.330000	Clinic – Other Grants	\$337.50
Increase	10.5116.426100	Medical Supplies	\$337.50

(4) Health Department (State Aid) \$23,896.00

The Health Department received additional state aid in the amount of \$23,896.00. The revenues are generated by the Random Moment Time Study (Medicaid administrative cost) which the County's Health Department had been participating in. The following budget amendment is necessary to reflect the state aid and its use toward the purchase of furniture and equipment for the human services facility:

Increase	10.5110.334501	Health Support State	\$23,896.00
Increase	10.5110.452000	Non-capitalized Equipment	\$23,896.00

(5) Health Department (Families in Smoke-free Homes Grant) \$615.00

The Health Department was awarded a Families in Smoke-free Homes grant amounting to \$615.00. The department wishes to use the grant funds to purchase supplies and incentives to continue the successful program. The following budget amendment is necessary:

Increase	80.5112.330000	WH-Other Grants	\$615.00
Increase	80.5112.426000	Supplies	\$615.00

(6) E911 Addressing (Purchase Equipment) \$6,250.00

The following budget amendment is necessary to use wireless funds to purchase a laptop computer, vehicle mounting device, and addressing software. The items are 100% eligible for purchase using the wireless funds.

Increase	13.30000.397000	Fund Balance Appropriated	\$6,250.00
Increase	13.4309.452000	Non-capitalized Equipment	\$6,520.00

(7) Blowing Rock Fire District Property Taxes; \$2,500.00

Tax collections for the Blowing Rock Fire District have exceeded the original projections for FY2007-08 and the following budget amendment is necessary to increase the revenue and subsequent expenditure line items for the district:

Increase	38.4340.311107	2007 Property Tax	\$2,500.00
Increase	38.4340.484300	District Tax Collections	\$2,500.00

(8) Public Information (Media Sales) \$70.00

From time to time, the Public Information department receives requests to purchase DVD's and VHS tapes of various programs taped by Bill Kincaid and Charlie Little. Currently, there is \$70.00 from sales of these media and the following budget amendment is necessary to credit the funds back to the Public Information' supply line item:

Decrease	10.4125.310000	Miscellaneous Revenue	\$70.00
Increase	10.4125.426000	Supplies	\$70.00

C. Employee Compensation Plan

Mr. White informed Commissioners that Staff had been in discussion with a personnel consultant company seeking a proposal to undertake a comprehensive County Employee study. The Springsted, Inc. Company submitted a proposal to perform the work for a fee of \$42,285.00 (\$38,585.00 professional fee plus out-of-pocket expenses not to exceed \$3,700.00).

He said the study would compare the various job classifications for the Caldwell County employees in relation to comparable wages and benefits for surrounding counties and other local governments within the State. The consultant indicated they could begin work immediately and have a preliminary recommendation available for the Board’s review in mid May of this year.

It was noted the last comprehensive study was conducted in 1993 and the current effort would update the current status and help to address the overall compensation item as part of the County’s Program of Work.

Mr. White said funds were available within the existing budget to finance the employee compensation study and, in order to proceed, he recommended the Board of Commissioners approve the following items:

- the Board authorize the County Manager to execute a contractual agreement with Springsted Inc. at a cost not to exceed \$42,285.00;
- approve the following detailed budget amendment;

Decrease	10.4110.499100	Contingency	\$42,285.00
Increase	10.4110.444100	Contractual	\$42,285.00
- and adopt the following Contingency Expenditure Resolution.

Employee Compensation Study Contingency Funding Resolution

WHEREAS, Caldwell County currently has funds available within the FY 2007-2008 contingency budget; and,

WHEREAS, the Board of Commissioners wishes to engage a personnel consultant to undertake a comprehensive market study/classification and compensation plan for the County employees; and,

WHEREAS, the Board of Commissioners scheduled the plan to be completed during the current fiscal year.

NOW THEREFORE BE IT RESOLVED, that the Caldwell County Board of Commissioners does hereby approve an allocation of \$42,285.00 from the contingency fund to be used in financing the consultant study.

BE IT FURTHER RESOLVED, that the Caldwell County Board of Commissioners does formally approve the following budget amendment:

Decrease	10.4110.499100	Contingency	\$42,285.00
Increase	10.4110.444100	Contractual	\$42,285.00

Adopted this the 17th day of March 2008

Kathy T. Myers, CMC, Clerk to the Board

Herbert H. Greene, Chairman

D. Long Term Capital Building Plan

Mr. White also informed Commissioners that staff received and reviewed a proposal from Stantec Architect Inc. to conduct a five (5) and ten (10) year facility space plan for the County. The plan would identify the space needs for County operations in the future and look at various options for the Board to consider. The proposal quoted by Stantec Architect included a professional services fee of \$18,000.00 with additional reimbursable expenses of approximately \$1,800.00 to undertake the work.

He said the firm was ready to begin work immediately and would have their draft presentation completed within a 30-45 day period for the Commissioners' initial review.

Mr. White recommended the Board of Commissioners approve the following items in order to proceed with the comprehensive facility/space analysis:

- authorize the County Manager to execute the February 22, 2008 proposal with Stantec;
- approve the following detailed budget amendment:

Decrease	10.4110.499100	Contingency	\$19,800.00
Increase	10.4110.444100	Contractual	\$19,800.00
- and adopt the following contingency budget resolution designating the funding.

FIVE TO TEN YEAR CAPITAL FACILITY PLAN

WHEREAS, Caldwell County currently has funds available within the FY 2007-2008 contingency budget; and,

WHEREAS, the Board of Commissioners wishes to engage the Stantec Company to undertake a comprehensive evaluation of the five and ten year space and facility needs for the County; and,

WHEREAS, the Board of Commissioners plans for this study to be completed during the current fiscal year.

NOW THEREFORE BE IT RESOLVED, the County Commissioners approve an allocation of \$19,800.00 from the contingency fund to be used in financing this consultant effort.

BE IT FURTHER RESOLVED, that the Caldwell County Board of Commissioners does hereby formally approve the following budget amendment.

Decrease	10.4110.499100	Contingency	\$19,800.00
Increase	10.4110.444100	Contractual	\$19,800.00

Adopted this the 17th day of March 2008

Kathy T. Myers, CMC, Clerk to the Board

Herbert H. Greene, Chairman

E. Request from Library to Declare Books Surplus for Donation to Friends of the Library

Mr. White reported that Library staff periodically review their inventory to identify items that were no longer circulating, in poor condition, out of date, etc. for disposal. As a result of their most recent review of the library facilities, a total of 3,400 items were identified for disposal.

It was noted that, in the past, the items were declared surplus and donated to the Friends of the Library, a non-profit group (501c3), that conducts a semi-annual sale of these and other donated items to raise funds for support of the library. He said Jim McKee estimated the books were valued at approximately \$1700 (no more than 50 cents/book).

Mr. White recommended the Board of Commissioners declare the 3400 items identified by Library staff as surplus and formally approve the donation of the items to the Friends of the Library.

F. Request from Register of Deeds to Purchase Equipment

As part of the automation enhancement program, Mr. White said Wayne Rash would like to purchase the following items for the Register of Deeds office using automation and enhancement funding: 1) a database server; 2) a plat scanner/printer; and 3) workstations for the Vital Records section of his office. He recommended the Board of Commissioners approve the following budget amendment to fund the equipment purchase using the Automation Enhancement and Preservation Fund. It was noted the purchase would not require any local funding.

Increase	10.3000.397000	Fund Balance Appropriated	\$41,924.00
Increase	10.4181.451000	Equipment	\$32,902.00
Increase	10.4181.452000	Non-capitalized Equipment	\$ 9,022.00

G. Request from Sheriff Office to Declare Weapons Surplus for Trade-in

Mr. White reported staff received a request from Sheriff Office staff seeking approval to trade-in several weapons for two Bushmaster AR 15 semi-automatic .223 caliber rifles. The 10 weapons, identified below, the department wished to trade in. He said they were .38 caliber Smith & Wesson Model 640 weapons that were 15 years old, were in need of repair, and were no longer in service.

<u>Weapon</u>	<u>Serial #</u>
S&W Model 640	BPD 9934
S&W Model 640	BPK 4899
S&W Model 640	BPK 5076

S&W Model 640	BPK 5256
S&W Model 640	BPJ 8044
S&W Model 640	BPK 5180
S&W Model 640	BPK 5259
S&W Model 640	BPK 4873
S&W Model 640	BPK 4972
S&W Model 640	BPY 0566

It was noted that no additional local funds would be needed as a result of the trade-in of weapons toward the purchase of new equipment. To proceed, Mr. White recommended the Board of Commissioners approve the purchase of the new equipment as requested, declare the ten (10) weapons (identified by serial numbers) surplus, and authorize staff to proceed using the surplus weapons as trade-in allowance on the purchase.

Commissioner Beane moved to approve the seven (7) items on the consent agenda as presented and recommended by the County Manager. Commissioner Barrier seconded the motion and it carried unanimously.

Appointments

Chairman Greene read the list of the following individuals recommended for appointment to the Caldwell Rail Commission. He noted that, at this time, there were no applicants for the two representatives of rail users for consideration. Commissioner Beane moved to appoint the following individuals, Commissioner Higgins seconded, and the vote was unanimous.

- City of Lenoir Councilman David Stevens
- Town of Hudson Mayor Bill Beane and Carl Wagner as alternate
- Town of Sawmills Mayor Bobby Austin
- Town of Granite Falls Jim Green
- At-large Freddie Davis
- Commissioners Don Barrier and Dr. John Thuss

Chairman Greene said Elaine Lockhart and Thomas Jacobik had been recommended for appointment to the Economic Development Commission to fill the vacancies resulting from the resignations of Bill Stone and Ed Pritchard. Chairman Greene moved to appoint Ms. Lockhart (term through June 30, 2008) and Mr. Jacobik (term through June 30, 2009) to the Economic Development Commission. Commissioner Higgins seconded the motion and it carried unanimously.

Chairman Greene read the list of applicants submitted for appointment consideration to the County's 2008 Equalization and Review Board. Commissioner Higgins moved to appoint the individuals, as read, to the 2008 Equalization and Review Board. The motion carried by unanimous vote.

Debbie Bumgarner	Barnie Cloer	James Edwards	Bob Gladden
Hal Hall	Fred King	Alice Reid	Reva Pennell
Bob Reece	Alden Starnes	Barbara Teague	Larry Tuttle

Commissioner Beane moved to appoint Richard Rich, Ray Curtis, and Myron West to the 2008 Motor Vehicle Board. Chairman Greene seconded the motion and it carried unanimously.

Commissioner Higgins moved to reappoint Linda Eaker, Phyllis Huffstetler, and Sharon Robbins to the Nursing Home Advisory Committee, each for another term. Commissioner Thuss seconded the motion and it carried unanimously.

Closed Session

At 8:26 p.m., Commissioner Higgins moved to go into closed session pursuant to N.C.G.S. 143-318.11(a)(3) and (4) to discuss potential property acquisition and to discuss the location or expansion of business/industry. Commissioner Thuss seconded the motion and it carried unanimously.

A motion was moved by Commissioner Thuss, seconded by Commissioner Higgins, and carried unanimously to come out of closed session to regular session.

There being no further business to conduct, Commissioner Thuss moved to adjourn and, by unanimous vote, Chairman Greene declared the meeting adjourned at 9:22 p.m.