

CALDWELL COUNTY
Lenoir, NC

BOARD OF COMMISSIONERS
October 1, 2007
10:00 a.m.

Present: Faye R. Higgins, Chairman
Ron Beane, Vice Chairman
Don Barrier
Herb Greene
Dr. John Thus

Absent: None

Staff Present: Jack Horton, County Manager
Kathy T. Myers, Clerk to the Board

Chairman Higgins welcomed everyone and called the October 1, 2007 meeting of the Board of Commissioners to order. There being no announcements, Commissioner Greene provided the invocation and asked everyone to pause in remembrance of the men and women serving to protect our freedom as well as those that have died and might die so we could assemble together. Following, Chairman Higgins led the Pledge of Allegiance.

Chairman Higgins requested two additions to the agenda: 1) an item for decision (#G7) be added regarding repairs to an EMS ambulance and 2) a report by Superintendent Steve Stone regarding the Career Center High School Teamworks program. She asked if there were any other additions or amendments to the agenda. There being none, Commissioner Greene moved to adopt the agenda as presented and amended. Commissioner Barrier seconded the motion and it carried unanimously.

Career Center High School Team Works

Dr. Stone appeared before the Board of Commissioners along with students from the Career Center High School. He reported the students, Career Center High School Teamworks, won the State award for Skills USA and, during the summer, was in Missouri where they placed first in the national competition. Dr. Stone introduced the students: Max Barlow, carpenter; Mark Colvard, electrician; Lewis Foust, carpenter and plumber; and Billy McEleaya, carpenter and mason. He also introduced their administrators and staff: Jesse Fox, residential technical teacher; Michael Swanson, electrical technology; Stan Bonds; Mike Quinn; and Debbie Kincaid, Principal of the Career Center High School. Dr. Stone said, "They have made us proud!"

Dr. Stone asked Lewis Foust, senior member of the team to come up and address the Commissioners. Mr. Foust said he was the senior member of the team. He explained the process of the competition. It was a four-day event and the project was a bathroom. Part of the event included a 5-7 minute presentation on the project, on which they scored a perfect 100.

Chairman Higgins expressed to the students how much the Board of Commissioners appreciated their hard work and how proud they were of them. On behalf of the Board of Commissioners, she presented each student a certificate of appreciation along with a county pin and also

presented a county pin to the teachers and principal. She expressed appreciation and congratulations to all of them.

Instructor Jesse Fox gave an overview of the contest which involved more than 5,000 students. He said business and industry contribute approximately \$30 million for the contest that has more than 500 judges, more than 500 people that make up the technical committee which plans the event, and requires 787,000 square feet (about 16 football fields) in space. Mr. Fox said the conference is the largest one in the nation next to Wal-Mart's annual conference.

Employee Cross Training

Commissioner Greene led discussion concerning cross training employees, noting that there was a need for employees to know more than one job. Mr. Horton informed Commissioners he had a meeting with all department heads and some departments were already doing cross training, such as building inspections and central permitting. He said one objective would be to identify jobs that can actually be cross trained, i.e. a building inspector could not be cross trained to be a dentist. Also, compensation for people qualified to do more than just basic level work should be considered. Commissioner Greene suggested cross training be a condition of employment with the County. Commissioner Beane said the areas of building inspection and environmental health are tremendously affected from lost positions because of the time involved in training and obtaining State certification. The trainee must ride with someone else for a year before actually being able to go out on their own. Commissioner Thuss said he advocated for years that a building inspector, when out on routine calls, should be made aware of what other department employees are doing, maybe not to the point where they could take over the position but they could be eyes and ears for all departments.

Mr. Horton said he planned to visit with department heads, individually, to identify resources that would help employees do a job better. Once all of the meetings have been completed, Mr. Horton informed Commissioners he would submit his findings.

Chairman Higgins also expressed the need for cross training as well as a newsletter to keep County employees informed. She said a lot of employees are leaving to go to other employers because they pay better than Caldwell County, noting that the County failed to continue the statistically similar county salary adjustment program which was developed to adequately compensate employees to keep them from going to another local government for increased salaries.

Commissioner Greene said it would be helpful to the public if the County's employees were cross trained to cover others that may be out due to illness or on vacation. He said citizens would not have to wait or make another trip to take care of business as the result of the absence of an employee. Commissioner Greene said the issue could not be dropped. An audit of each and every department was needed to determine where the County is and where it needs to be, noting that, once the Appalachian State University report was received, the County would have recommendations.

Manager Horton said that good planning was necessary to ensure there was someone ready to fill a position upon an employee's retirement. He said many times there were positions that were hard to fill. Commissioner Barrier commented that a designated backup for each employee was

critical. Chairman Higgins noted there were a lot of employees who start at entry level that would be quite willing to train toward a job for promotion.

Mr. Horton said his goal was to report his findings to Commissioners during their meeting on November 5th.

Fee Schedule for Soil Erosion and Sediment Control

Bill Duquette appeared before Commissioners to provide additional information and clarification concerning the fee schedule that was presented and discussed during the previous Commissioners' meeting.

Commissioner Thuss asked how the new rules would impact the single dwelling builders and questioned the cost for a small single lot building compared to sites greater than 1 acre. Mr. Duquette advised there was no fee from Caldwell County but property owners would need to make sure sediment did not leave their property. He said he would be available to help the builder when needed.

Commissioner Thuss reported that because of the stormwater phase II regulations the majority of Caldwell County and three of its municipalities were coming under what the County had already addressed. One of the big components of stormwater is sedimentation. He said that the biggest concern was the cost to individual builders and how that applied to other builders. Commissioner Barrier said there was no fee for a grading permit. It was for information purposes in an attempt to control situations.

Regarding the Catawba River rule, Mr. Duquette reported that everyone should ensure correct installation of sediment fence, noting that buffers were required along the waterway. Secondly, he said individuals should identify problem areas where sediment would exit and always install protective measures before starting construction. Mr. Duquette said there was a diagram for proper installation of silt fence.

Commissioner Greene indicated that the County simply wanted to be notified of sites to be graded and that it was actually not permits. He noted that perhaps the word "permit" should be removed from the verbiage. Chairman Higgins said she heard from citizens concerning their property being disturbed by someone building next to them with no silt fences or hay bales to prevent the sedimentation from running off into their property.

Mr. Duquette said the permit was mainly to be able to address the issue and had not been enforced to any large degree. Commissioner Greene pointed out Caldwell County asked to enforce the regulations because the State did not do it. Therefore, the fee schedule was to support the enforcement of the laws the State had submitted.

Commissioner Thuss requested the fee schedule be set in order to pay for itself with half to come from the Sales Tax Reinvestment fund. Commissioner Barrier indicated there needed to be a fee schedule sufficient to pay for the program so property taxes would not have to pay for it at a later date. Following review of the fee schedule and suggestions for consideration, Commissioner Thuss moved to change the wording from grading permit to grading notification, to adopt the fee schedule as presented for the remainder of FY2007-08 with the fee per cleared or disturbed acre at \$550.00, and to review the fee schedule each year as part of the budget process.

Commissioner Greene seconded and said the better the job the County did the lower the fees would be. He said the goal was to have the fees sufficient to support the program. Chairman Higgins pointed out the \$650.00 would only cover half of the cost based on what was projected. With no further discussion, the motion carried unanimously.

Resolutions from Municipalities for Enforcement of the County’s Storm water and Soil Erosion and Sedimentation Control Ordinance

Mr. Duquette reported that the Towns of Cahah’s Mountain, Sawmills, Granite Falls, Gamewell and Hudson as well as the City of Lenoir had adopted resolutions seeking enforcement by the County of the Stormwater Phase II Ordinance and the Soil Erosion & Sedimentation Control Ordinance in their jurisdictions. He asked formal acceptance of the requests by the Board of Commissioners.

Following discussion about involvement of all municipalities within the County, Commissioner Beane moved to authorize and approve the enforcement of the County’s Phase II Stormwater Ordinance and Soil Erosion and Sedimentation Control Ordinance by designated Caldwell County Officers for the jurisdictions of Cahah’s Mountain, Granite Falls, Hudson, Lenoir, Sawmills and Gamewell as outlined in the resolutions. Commissioner Greene seconded the motion with the understanding the other three (3) municipalities (Rhodhiss, Blowing Rock and Hickory) would be contacted about adopting similar resolutions for enforcement of the ordinances. The motion carried unanimously.

Request to Surplus Vehicles for Trade-in on a Vehicle

Major Jeff Stafford appeared before Commissioners to request approval for two (2) narcotics vehicles that had been used by officers for quite a while be traded in for one (1) newer vehicle. Commissioner Thuss moved to declare a 1999 Lincoln Navigator, VIN 5LMPU28A8XLJ25728 and a 1999 Mercedes Benz ML430, VIN #JAB72E9XA113493 surplus and to authorize staff to purchase another vehicle using the surplus vehicles as trade-in allowance subject to no additional funding being necessary for the transaction. Commissioner Greene seconded the motion and the vote was unanimous.

Budget Amendment for School Resource Officer Weapon

Also, Major Stafford advised that earlier in the summer the Board of Commissioners approved two (2) new School Resource Officers; however, inadvertently, the funding to purchase a weapon for one of the officers was omitted from the request. He formally requested approval of a correction. Commissioner Greene moved to approve the following budget amendment to correct the previous budget amendment and Commissioner Thuss seconded. The vote was unanimous.

Increase	10.4315.330001	School Resource Officer	\$1,500.00
Increase	10.4315.451000	Equipment	\$1,500.00

Work Session

Chairman Higgins led discussion about rescheduling a work session originally scheduled for October 8th because Commissioner Beane and Commissioner Greene could not attend.

Following discussion about possible dates, it was the consensus of the Board to reschedule the work session for 1:30 p.m. on October 10, 2007 to be held at the Headquarters Library.

In addition, there was discussion about whether or not to hold pre-agenda meetings as done in the past in order that Commissioners may be able to ask questions and obtain greater clarification about issues (informally) before the regular meetings. Also, the pre-agenda meetings might help staff in completing the agenda preparation process sooner enabling earlier delivery of the agenda packets to Commissioners.

Following discussion regarding the deadline for items to be submitted for consideration on the Board's agenda, Commissioner Beane moved to set the deadline for ten (10) days before each meeting. Commissioner Greene seconded and the vote was unanimous.

EMS Ambulance

Lloyd Robbins, Fleet Manager and Tommy Courtner, EMS Director reported to the Board of Commissioners the condition of three (3) EMS department vehicles: 1) a Freightliner ambulance with a blown engine; 2) an International ambulance with a bad differential and bad front tires; and 3) an ambulance with a computer out. Mr. Robbins said he did not feel the International was worth fixing. However, it would cost only \$13,000.00 to repair (replace the engine) the Freightliner to get it running and back on the road compared to replacing the unit at a cost of approximately \$165,000.00. He said, hopefully, when the next ambulances were purchased, Chevrolets or GMC's at approximate costs of \$125,000 with warranties of 100,000 would be considered.

Tommy Courtner, EMS Director advised the vehicle would be an open road vehicle. Commissioner Greene said a diesel engine should hold up longer than 100,000 miles and Mr. Courtner reported their average calls were around 60 per day. Commissioner Greene asked if a Cummings engine could be bought from a diesel company and Mr. Courtner advised they were looking at Cummings and Internationals until they learned about the warranty.

Commissioner Beane made a motion to approve the following budget amendment to allow the use of \$13,500.00 from contingency to replace the blown engine and Commissioner Thus seconded the motion. Mr. Robbins said Josh's Automotive in Granite Falls would fix the engine. It was noted the vehicle (Cummings engine) had 257,000 hard miles on it as well as idling time that could not be measured by the odometer. Mr. Courtner informed Commissioners they were looking to purchase idling measures to keep up with the time the ambulances were running but not moving. The motion carried unanimously.

Increase	10.4110.499100	Contingency	\$13,500.00
Increase	10.4400.435301	Maintenance & Repair	\$13,500.00

Consent Agenda

1. Budget Amendment—Wireline Fund (City of Lenoir) \$13,389.26

The County Manager informed Commissioners that, in 2004, the City of Lenoir renewed several software maintenance contracts associated with their Communications System. At that time, the County received the wireline and wireless funds so the City requested reimbursement for the expenditure. However, the County's Finance Director during that time requested proof of

funding eligibility. The City was informed that they would have to obtain approval from appropriate State officials before the County would reimburse them for the expenditure.

Mr. Horton said there was a recent meeting involving State, Caldwell County, and Lenoir officials regarding the transaction. As a result, the State approved eligibility of the expenditure for funding and; therefore, the County should reimburse the City. Mr. Horton recommended the Board of Commissioners approve the following budget amendment and authorize staff to execute documents associated with the budget amendment.

Increase	13.3000.397000	Fund Balance Appropriated	\$13,389.26
Increase	13.4312.444500	Service Contracts-Software	\$13,389.26

2. VX Aerospace CDBG Water Project Budget Ordinance

As part of the VX Aerospace Community Development Block Grant (CDBG) to construct water lines at Foothills Regional Airport, the County Manager recommended the Board of Commissioners adopt the VX Aerospace CDBG Water Project Budget Ordinance which is hereby incorporated by reference and made a part of these minutes (Exhibit A) and to approve the following budget amendment.

Increase	65.7145.33021.60107	CDBG Grant	\$650,000.00
Increase	65.7145.419902.60107	Planning	\$ 5,000.00
Increase	65.7145.439900.60107	Administration	\$ 25,000.00
Increase	65.7145.459600.60107	Construction	\$620,000.00

3. Ratify American Business Women's Association Day Proclamation

The County Manager recommended the Board of Commissioners formally ratify the following proclamation executed by Chairman Higgins on September 20, 2007.

American Business Women's Association Day in Caldwell County September 22, 2007

Whereas, millions of working women are integrally involved in determining the directions in which the private and public sectors of this country will move; and

Whereas, these enterprising women hold active, responsible positions on all levels of business, and will play an increasingly powerful role in the American work force; and

Whereas, the American Business Women's Association, a national educational association of employment women, believes that the enormous effects of today's dynamic, concerned businesswomen deserve recognition—not only the numerous members of the Association, but all working women; and

Whereas, women have made an important contribution to building the strength and greatness of the United States and all evidence indicates that the American businesswoman will continue her significant contribution to the progress of our nation.

Now, Therefore, Be It Resolved that the Caldwell County Board of Commissioners hereby proclaims **September 22, 2007 as American Business Women's Day in Caldwell County** and

salutes the many businesswomen for their contributions to the private and public sectors of this county.

Adopted this the 20th day of September, 2007.

Faye R. Higgins, Chairman

Attest:

Kathy T. Myers, CMC
Clerk to the Board

4. Request to Schedule Public Hearing re Closeout of New River Lumber CDBG Project

The County Manager recommended the Board of Commissioners schedule a public hearing for 6:00 p.m. on Monday, October 15, 2007 in the City-County Chambers to consider formal close out of the New River Lumber CDBG project.

Commissioner Greene moved to approve the four (4) items on the consent agenda as presented and recommended by the County Manager. Commissioner Barrier seconded the motion and it carried unanimously.

Appointments

Chairman Higgins explained that each year the Commissioners as well as the fire departments and the NC Insurance Commissioner must appoint members to the Local Firemen's Relief Fund Board for each fire district. It was noted that Robbie Wilkie worked with the departments to obtain their nominations/recommendations for individuals for County Commission appointment. Commissioner Beane moved to approve the appointment of the following individuals as presented by Mr. Wilkie. Commissioner Greene seconded the motion and the vote was unanimous.

Collettsville: Rusty Dellinger, Jr. and Randy Church
Globe: Rusty Dellinger, Jr. and Randy Church
North Catawba: Fred McCall and Fredric Beane
Yadkin Valley: James Church and Darrin Dillard
Valmead: Tony Setzer and Joe T. Hartley
Grace Chapel: Marty Bumgarner and Jerry Watson
Sawmills: Neil Annas and Gaither Withers
Little River: Robert Proffitt and Larry J. Roberts
Gunpowder: Steven Minton and George Kirby
Gamewell: Ben Curtis and Ken Hair
Kings Creek: James Dunn and Brian Watson
Patterson: Duane Johnson and Bobby Moretz, Jr.

Closed Session

At 11:47 a.m., Commissioner Greene moved to go into closed session pursuant to NCGS 143-318.11(a)(6) to discuss a personnel matter. Commissioner Barrier seconded and the motion carried unanimously.

Commissioner Greene moved to go out of closed session into regular session and Commissioner Thuss seconded. The vote was unanimous.

Detention Center Positions

Commissioner Thuss moved to establish a Detention Center Medical Team Administrator position and a Detention Center Nurse position with descriptions which are hereby incorporated by reference and made a part of these minutes (Exhibits B, C) and that they be added to the County's Personnel Policy as part of Caldwell County's ongoing attempt to provide as many services in-house as possible to save taxpayer dollars. Commissioner Greene seconded the motion and it carried unanimously.

With no further business to conduct, Commissioner Beane moved to adjourn and, by unanimous vote, Chairman Higgins declared the meeting adjourned at 12:30 p.m.