

Regular Session, June 5, 2017, 7:00 p.m.
Catawba County Board of Commissioners

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The Catawba County Board of Commissioners met in regular session on Monday, June 5, 2017, at 9:30 a.m., in the Robert E. Hibbitts Meeting Room of the 1924 Courthouse, 30 North College Avenue, Newton, North Carolina.

Present were Chair Randy Isenhower, Vice-Chair Barbara G. Beatty and Commissioners Katherine W. Barnes, Sherry E. Butler and Dan A. Hunsucker.

Also present were County Manager Mick Berry, Assistant County Managers Dewey Harris and Mary Furtado, County Attorney Debra Bechtel, Assistant County Attorney Jodi Stewart and County Clerk Barbara Morris.

1. Chair Randy Isenhower called the meeting to order at 9:30 a.m., noting a quorum was present.
2. Vice-Chair Barbara G. Beatty led the Pledge of Allegiance to the Flag.
3. Chair Isenhower offered the invocation.
4. Commissioner Katherine W. Barnes made a motion to approve the minutes of the Board's Regular Meeting and Closed Session of May 15, 2017. The motion carried unanimously.
5. Recognition of Special Guests: Chair Isenhower welcomed everyone present.
6. Public Comments. None.
7. Presentations:
 - a. Upon a motion made by Commissioner Dan Hunsucker and carried unanimously, the Board declared the service weapon and badge of retired Sheriff's Deputy Walt Kisby and Major Day from the Sheriff's Office presented these item to Deputy Kisby and thanked him for his service to Catawba County. **NOTE: This presentation took place at the end of this agenda due to some appointment conflicts with the presenter.**
 - b. Library Journal Executive Editor Meredith Schwartz and Product Manager for LibraryAware at NoveList/EBSCO Publishing Nancy Dowd presented the Board and Library staff with a Library Journal and NoveList 2017 LibraryAware Community Award in the amount of \$7,500 which recognizes cities and towns and their libraries that have demonstrated their ability to make their community aware of what the library can do for them – and deliver that promise.
8. Appointments.

Upon the recommendation of Chair Isenhower, the Board reappointed Ellie Bradshaw and Garrett Hinshaw for fourth terms on the Economic Development Corporation Board, to expire June 30, 2020, and appointed Charles Connor, III, for an unexpired term to succeed John Marino on the Alcohol Beverage Control Board, to expire November 15, 2018. Upon the recommendation of Commissioner Butler, the Board reappointed Vance Dalton to a first full term on the CVCC Board of Trustees, to expire June 30, 2021, and appointed Adrian Kerley for a first term and reappointed Gail Miller and Michelle Roseman for third terms, Tami Hefner for a fifth term, Alice Layne and John Waters for seventh terms and Miriam Davis for a ninth term on the Home & Community Block Grant Advisory Committee, with terms expiring June 30, 2020. Upon the recommendation of County Manager Mick Berry, the Board appointed Karen Harrington as the Catawba County Alternate Delegate to the Western Piedmont Regional Transit Authority. This unexpired term will expire June 30, 2018.
9. Consent Agenda.

County Manager Mick Berry presented the following four items on the consent agenda:

- a. A request for the Board to approve the Fiscal Year 2017/18 Annual Plan for the Catawba County Juvenile Crime Prevention Council (JCPC) and the expansion of its membership. The Plan includes the JCPC-recommended funding plan. The JCPC is an organization established by the North Carolina Department of Public Safety's Division of Juvenile Justice. It exists to identify risks for youth in the community; prevent crime among at-risk youth; review court data; and identify needed programs to provide intervention and prevention. Funding is allocated by the State, distributed to the County, and then to programs. Membership is determined mostly by the North Carolina General Statute that established the JCPC. Representatives on the Council are those involved with youth.

Every year, the JCPC must follow a process that begins with prioritizing risks and needs, with the final step being approval of a funding plan. The risks and needs priorities are determined in the fall and early winter,

and approval of the funding plan occurs in the spring. Steps in developing the plan include identification of risk factors based on court data; development of a list of priorities to address risk factors, and review and approval of priorities. Once priorities are developed, the JCPC advertises for programs to submit proposals to address risk factors, reviews proposals and recommends a funding plan to the JCPC, which is subject to the State of North Carolina budget.

In the spring, and once proposals are received, the JCPC develops an Annual Plan and submits the Plan to the Board of Commissioners. The State has advised local JCPCs to plan for the same funding as received in FY 2017, which is \$332,366. The proposed funding for next year and the services provided are as follows: Conflict Resolution Center: \$49,795, for mediation and Lifeskills classes; Cognitive Connection: \$70,725, for counseling regarding substance abuse, and assessments; Family Centered Treatment: \$21,419 for home based family counseling; Family Guidance Center: \$32,651 for parent education; Project Challenge: \$70,850 for restitution/community service; Repay: \$33,864 for sex offender assessment and treatment; Aspire/Kids at Work: \$35,000 for vocational training; JCPC Administration: \$15,500, and \$2,562 in unallocated funds that can be distributed until December 31, 2017. The Plan does not require any County funding.

Several years ago, Catawba County decided to reduce the size of its JCPC to assist the council in having a quorum at each meeting. This year, a quorum was not present at 3 of the Council's 10 meetings. Members who serve on Councils in Burke and Caldwell Counties note that having a quorum is rarely a problem. To encourage attendance, the Catawba JCPC has rescheduled its meetings from 8:00 a.m. to 12:30 p.m. on the third Tuesday of each month that it meets and plans to provide lunch. The Catawba JCPC requested the Board of Commissioners expand its membership to be more consistent with statutory recommendations.

Pursuant to NC General Statute § 143B-846, each County Board of Commissioners appoints up to 26 individuals, most of which targeted from specific disciplines, to a local JCPC that are reflective of the socio-economic and racial diversity of the community. Part of the annual application to the State for funding is completion of a JCPC Certification form with details about the composition of the Council and whether or not processes were completed as required during the year. Under membership, this form notes the Catawba JCPC membership is not reflective of social-economic and racial diversity of the community and that the membership does not reflect the statutorily required positions. Current potential vacancies to be filled based on the statute include the following:

- Local Sheriff or designee
- District Attorney or designee
- Substance Abuse Professional
- Member of the Faith Community
- County Commissioner
- Juvenile Defense Attorney
- Local Health Director or designee
- Representative of Parks and Recreation
- Person under age 18 (there is one on the Council, the guidelines list two)
- Up to 7 general County Commissioner appointees

b. A request, after declaring the vehicles surplus, for Board approval to donate a 2007 Toyota Prius and a 2010 Dodge Charger to Catawba Valley Community College. Both vehicles have mechanical issues and are no longer needed by the County. Catawba Valley Community College contacted the County Garage and requested the vehicles to be used in the College's auto mechanic training program. The Toyota Prius was used by Social Services, has 218,178 miles and is valued at approximately \$1,500. The Dodge Charger was used by the Sheriff's Office, has 102,000 miles and is valued at approximately \$2,000. North Carolina General Statute 160A-274 authorizes the sale, lease, exchange and joint use of governmental property. Under this statute, a governmental unit may transfer personal property to another governmental unit with or without monetary consideration. The statute does require action by the governing body. The following resolution applies:

Resolution #2017-

DECLARATION OF SURPLUS PROPERTY AND DONATION TO CATAWBA VALLEY COMMUNITY COLLEGE

WHEREAS, the County has the authority to declare property no longer needed as surplus and donate said property to another governmental unit account to the precepts of NCGS 160A-274; and

WHEREAS, the following property is no longer needed for any governmental use by Catawba County:

2010 Dodge Charger VIN#2B3AA4CTXAH166412
2007 Toyota Prius VIN#JTDKB20U073233001

WHEREAS, said vehicle shall be given to Catawba Valley Community College to be used for a governmental purpose.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners hereby declares said property as surplus and authorizes the vehicle to be donated to Catawba Valley Community College.

This the 5th day of June 2017.

c. A request for the Board, at the request of the Town of Maiden, City of Hickory, City of Newton and the Town of Long View, to amend the list of designated Map Review Officers. On July 17, 1997, the General Assembly ratified SB 875 - Maps and Plats Law. This law required all counties to appoint Review Officers who would review each plat or map before it is recorded and certify that it meets the statutory requirements for mapping. The law states that individuals have to be appointed by name, not by job title, so that any time a change occurs in staffing, a new Review Officer has to be appointed and approved by resolution of the Board of Commissioners and subsequently recorded in the Register of Deed's Office.

The Town of Maiden requested Blake Wright be added to the list of approved Map Review Officers. The Town of Maiden requested Travis Ramsey be removed due to him leaving his position. The City of Newton requested Randy Williams be added to the list of approved Map Review Officers. The City of Hickory requested John Furmage and Shamaury Myrick be removed due to them leaving their positions. The Town of Long View requested David Epley be removed due to him leaving his position. The following resolution applies:

RESOLUTION #2017-_____
APPOINTMENT OF MAP REVIEW OFFICERS

WHEREAS, S.L. 1997-309 (SB875) made a number of significant changes in the procedures for recording maps and plats; and

WHEREAS, the main purpose of the law was to transfer the responsibility for reviewing plats to determine whether they meet recording requirements from the Register of Deeds to a Review Officer; and

WHEREAS, G.S. 47-30.2 requires the Board of County Commissioners in each County, by resolution, to appoint a person or persons to serve as Review Officer to review each plat or map before it is recorded and certify that it meets the statutory requirements for recording; and

WHEREAS, it is the desire of the Catawba County Board of Commissioners to insure an expeditious review of all maps and plats as required by G.S. 47-30.2 before they are presented to the Register of Deeds for recording.

WHEREAS, the Catawba County Board of Commissioners on September 6, 2016 adopted Resolution #2016-16 which included names of individuals who were appointed as Review Officers for representative jurisdictions in Catawba County; and

WHEREAS, said Resolution was recorded in the Office of the Register of Deeds in Book 3360 Pages 1988-1990; and

WHEREAS, staffing changes have occurred in the Town of Maiden, City of Hickory, City of Newton and the Town of Long View which necessitate an amendment to the approved list of Map Review Officers.

NOW THEREFORE, BE IT RESOLVED, that Blake Wright is hereby appointed to perform the responsibilities as required for Map Review Officer for the Town of Maiden and Randy Williams is hereby appointed to perform the responsibilities as required for Map Review Officer for the City of Newton, as indicated in accordance with the appropriate General Statutes; and

FURTHERMORE BE IT RESOLVED, that Travis Ramsey is hereby removed from the list of appointed Review Officers for the Town of Maiden, John Fumage and Shamaury Myrick is hereby removed from the list of appointed Review Officers for the City of Hickory and David Epley is hereby removed from the list of appointed Review Officers for the Town of Long View.

With the above change, the comprehensive list of Map Review Officers is as follows:

Catawba County: Jacky M. Eubanks, Susan Ballbach, Chris Timberlake and Elinor A. Hiltz
City of Hickory: Brian Frazier, Cal Overby, David Leonetti and Ross Zelenske
City of Newton: Randy Williams and Alex S. Fulbright
City of Conover: Q. Lance Hight, and Cara C. (Chris) Reed
City of Claremont: Leslie Meadows
Town of Long View: Charles T. Mullis
Town of Maiden: Blake Wright
Town of Catawba: Tom Drum
Town of Brookford: Marshall Eckard

AND BE IT FURTHER RESOLVED that a copy of this Resolution designating the Review Officers be recorded in the Catawba County Register of Deed's Office and indexed in the names of the Review Officers.

Adopted this the _____ day of _____, 20____.

- c. A request for the Board to approve two refund requests totaling \$1,759.44 that had been made to the Tax Office. The records have been checked and these refunds verified; therefore, the Tax Collector asked for approval of the refund requests. According to General Statute 105-381, a Taxpayer who has paid his taxes may request a refund (in writing) for the amount that was paid through error. Chair Isenhower asked if any commissioner wished for an item to be removed from the consent agenda for individual consideration; none was requested. Chair Isenhower made a motion to approve the consent agenda and the motion carried unanimously.

10. Other Items of Business:

a. County Manager Mick Berry presented the proposed Catawba County Annual Budget for Fiscal Year 2017-18. The changes resulting to the recommended budget after budget hearings were as follows:

- SALT Block funding – a request to allocate \$12,500 in additional General Fund dollars from General Fund fund balance to the SALT Block for total funding of \$87,500.
- Newton-Conover Auditorium Authority – a request to allocate \$2,500 in additional General Fund dollars from General Fund fund balance to the Newton-Conover Auditorium Authority for total funding of \$13,000.
- In addition to these funding changes, a stipulation to the \$3 million in recommended funding for Newton-Conover City Schools' High School Cafeteria / Kitchen Project to require a master plan for

the Newton Conover High School Campus before those funds are released.

- The model for funding the Newton-Conover Auditorium and the Salt Block would be reviewed in the upcoming year and the County will develop a new model for County participation via the strategic planning process.

Commissioner Butler made a motion to adopt the proposed budget. The motion carried unanimously.

The following budget ordinance applies:

BUDGET ORDINANCE

BE IT ORDAINED by the Board of Commissioners of Catawba County:

SECTION I

Budget Adoption, 2017/18

The following budget with anticipated fund revenues of \$259,240,614 and departmental expenditures of \$259,240,614 ([see Revenue and Expenditure Summaries in the Executive Summary Section of the budget document for breakdown](#)) is hereby adopted in accordance with G.S. 159 by the County of Catawba for the fiscal year beginning July 1st, 2017, and ending June 30th, 2018, and the same is adopted by fund and department.

The following procedures, controls, and authorities shall apply to transfers and adjustments within the budget except for the budgets of the Reinventing Departments as shown in Section II.

A. **Transfers Between Departments and Funds:** Transfers of appropriations between departments in a fund, between funds, and from contingency shall be approved by the Board of Commissioners or may be approved by the County Manager in conformance with all of the following guidelines:

1. The County Manager finds that they are consistent with operational needs and any Board approved goals.
2. Transfers between departments and funds do not exceed \$50,000 each.
3. Transfers from Contingency appropriations do not exceed \$50,000 each unless the County Manager finds an emergency exists.
4. All transfers between departments and funds are reported to the Board of Commissioners by its next regular meeting following the date of the transfer (with the exception of performance awards and reclassification/pay inequity funds, which the County Manager has the authority to transfer).

B. **Transfers within Departments and Activities:** Department Heads may transfer line item appropriations between and within activities within the departments under their jurisdiction with the approval of the Budget and Management Director.

C. **Transfers of Appropriations from Contingency or Departments for Real Estate Transactions:** Transfers of appropriations from Contingency or departments may be made by the County Manager in order to secure options, pay deposits, or pay other necessary expenses related to real estate transactions approved by the Board of Commissioners.

D. **Transfers of Capital Projects Appropriations:** Transfers of appropriations up to \$50,000 between projects within a capital project fund may be approved by the County Manager. All transfers between projects are reported to the Board of Commissioners by its next regular meeting following the date of the transfer.

E. **Transfers of Appropriations from Special Departmental Expense and Revenue Contingencies:** Transfers of appropriations may be made by the Budget and Management Director from special departmental expense and revenue contingency accounts that have been set aside to accommodate

mid-year adjustments for allocations from outside agencies. The budget for such special departmental contingency expenditures will not be used until revenues are received and the related funds are transferred out of the contingency accounts to an appropriate line item.

SECTION II

Amendment to Procedures, Controls, and Authorities for Reinventing Departments

The following procedures, controls, and authorities shall apply to transfers, personnel, and adjustments within the budget for the Reinventing Departments, as determined by the County Manager:

- A. As part of this process, the County's fund balance has been maintained by taking into account the average amount of unexpended funds turned back at the end of each year and making a onetime reduction in each Reinventing Department's allotment by that amount.
- B. The Board of Commissioners will appropriate funds for the Reinventing Departments based on approved outcomes to be achieved during the fiscal year.
- C. Department Heads are hereby authorized to transfer appropriations between activities or from special department contingencies under their jurisdiction with the approval of the Budget and Management Director. Requests for transfers from the General Fund contingency must be approved by the County Manager. The budget for such special departmental contingency expenditures will not be used until revenues are received and the related funds are transferred out of the contingency accounts to an appropriate line item. Department Heads within the Reinventing Departments are hereby authorized to reallocate existing positions between activities under their jurisdiction.
- E. Departments will be allowed to retain all unexpended allocations and/or revenues as defined by the County Manager.
- F. Reinventing Departments may create or abolish positions which impact the outcomes approved by the Board of Commissioners and within available revenues upon summary approval of the Board of Commissioners. Approval will come at the next regularly scheduled Board of Commissioners' meeting and will be attached and approved as part of the minutes.

SECTION III

Tax Levy Rate

A tax rate of \$0.575 per \$100 of assessed valuation is hereby levied for Fiscal Year 2017/18, all of which is levied in the General Fund. No discounts will be allowed for early payment of taxes.

The following rates are levied for fire protection service districts and revenue neutral rates are reported:

<u>Fire Protection Service District</u>	<u>Levied Tax Rate Per \$100 Valuation</u>
Bandys Fire	\$0.0820
Catawba Rural Fire	\$0.1000
Claremont Rural Fire	\$0.0900
Conover Rural Fire	\$0.0900
Cooksville Fire	\$0.0620
Hickory Rural Fire	\$0.1200
Longview Rural Fire	\$0.0730
Maiden Rural Fire	\$0.0800
Mt View Fire	\$0.0750
Newton Rural Fire	\$0.0900
Oxford Fire	\$0.0650

Propst	Fire \$0.0620
Sherrills Ford Fire	\$0.1100
St. Stephens Fire	\$0.1200

SECTION IV

Hospital Fund

The Catawba Valley Medical Center Board of Trustees is hereby required to submit a monthly copy of its financial statements to the County Chief Financial Officer that will include a budget to actual comparison of all expenses and revenues. The Hospital maintains a balance with the County, in the Hospital Reserve Fund. This Fund is intended to be used to finance and construct major Hospital capital projects, if needed, and the school nurse program at Public Health. Catawba Valley Medical Center is a public non-profit hospital and an entity or component unit of Catawba County Government. The County owns the assets but the Hospital is not a line department of the County and therefore is not included in the County budget. The Hospital is authorized to operate as an enterprise fund.

SECTION V

Schools' Current Expense

The allocation of general revenues for the schools' current expense per school system is \$1,587 per pupil based on the average daily membership of K-12, \$56 per pupil of which is budgeted in support of schools cooperating on the following inter-school system programs--Catawba County Bus Garage, HCAM Core Academy, Conover School for Exceptional Children, therapeutic day treatment, and Community Schools.

It is recommended that the three county school systems appropriate from their estimated fund balance an amount not to exceed 5 percent of the current expense fund for the purpose of establishing a contingency account.

In accordance with the School Budget and Fiscal Control Act, each Board of Education is required to submit to the Board of Commissioners, as soon as adopted, a copy of the School Board's budget resolution. The school finance officer will submit a quarterly statement of the financial condition of the Administrative unit to the Board of Commissioners.

SECTION VI

Capital Projects and Grants

Project Managers will be designated on a project-by-project basis for all County construction projects and the procedures set forth in "Architectural Procedures – Catawba County", adopted by the Board of Commissioners shall be used to coordinate the efforts of all parties involved in a project. Any changes in the estimate, as a result of bids or otherwise, shall be reported by the Project Managers and carry his or her recommendation of approval to the Board of Commissioners prior to the advertising of bids. When compiled and approved by user agencies, all projects must conform to the Catawba County Design and Construction Specifications.

In accordance with the School Budget and Fiscal Control Act each school system will submit to the County Budget and Management Director detailed project sheets for each capital project included in this budget on sheets as specified in the "Uniform Budget" format, by January 1, 2018.

The General Capital Projects Fund, the Hospital Construction Fund, the Water and Sewer Fund, the School Capital Outlay Fund, the School Bond Capital Projects Fund, the Schools' Construction Fund, the Fire

Districts Funds, and the Community Development Fund are hereby authorized. Appropriations made for the specific projects or grants in these funds are hereby appropriated until the project is completed.

Any grant or capital project budget previously adopted, the balance of any anticipated, but not received, revenues and any unexpended appropriations remaining on June 30th, 2017, shall be reauthorized in the Fiscal Year 2017/18 budget unless a specific new budget has been prepared.

SECTION VII

Emergency Approvals, Schools

Emergency transfers to and from the School Capital Outlay Fund shall be in accordance with the School Budget and Fiscal Control Act.

SECTION VII

Annual Financial Reports

All agencies receiving County funding are required to submit an audit report by December 31st, 2017. Approved payments may be delayed pending receipt of this financial information.

SECTION IX

Fees and Licenses

Charges for fees and licenses by Catawba County Departments or Agencies shall be in accordance with the fee policy. Fee changes to be adopted by the Board of Commissioners are set forth in the attached Schedule A.

SECTION X

Per Diem Pay

The Board of Commissioners and members of County boards are authorized to receive per diem pay as follows:

Per Diem Pay	
Board	Pay
Alcoholic Beverage Control Board	Chair, \$75 per meeting; Members, \$50 per meeting
Board of Adjustment	Chair, \$50 per meeting; Members, \$35 per meeting
Board of Commissioners	Chair, \$1,050 per month; Members, \$850 per month; In-County Travel Allowance, \$350 per month
Board of Elections	Chair, \$75 per meeting; Members, \$50 per meeting; \$100 for Election Day
Equalization & Review Board	Chair, \$50 per meeting; Members, \$35 per meeting
Hospital Board of Trustees	Chair, \$75 per meeting; Members, \$50 per meeting
Jury Commission	Chair, \$50 per meeting; Members, \$35 per meeting
Library Board	Chair, \$50 per meeting; Members, \$35 per meeting
Mental Health Board	Chair, \$60 per meeting; Members, \$40 per meeting
Planning Board	Chair, \$50 per meeting; Members, \$35 per meeting
Public Health Board	Chair, \$50 per meeting; Members, \$35 per meeting

Social Services Board	Chair, \$50 per meeting; Members, \$35 per meeting
Subdivision Review Board	Chair, \$50 per meeting; Members, \$35 per meeting
Value Review Committee	Chair, \$50 per meeting; Members, \$35 per meeting

SECTION XI

Personnel

- A. Salaries – Salaries for Fiscal Year 2017/18 are based on the Fiscal Year 2017/18 pay plan for Catawba County that is adopted as a part of this budget and is effective July 1st, 2017. Funds are included for a 3 percent performance pay increase for employees who satisfy performance expectations as reflected in employees' annual performance evaluations. Top performers could receive an additional 1 percent for a total of 4 percent (awarded at the discretion of department heads).
- B. Performance Awards – Funds are allocated in the budget to provide one-time lump sum performance awards to recognize exceptional performance at the discretion of the County Manager.
- C. Travel Allowance – The travel allowance rate will be according to the IRS reimbursement rate.
- D. Special Payment – Positions that require specialized skills may be compensated by a special payment. This payment will only occur while the employee is serving in that capacity. This special payment is not considered a part of the annual base pay for classification. The amount of special payment is to be approved by the County Manager upon a recommendation by the Human Resources Director.

SECTION XII

Budget Policy for State and Federal Fund Decreases

It will be the policy of this Board that it will not absorb any reduction in State and Federal funds; that any decrease shall be absorbed in the budget of the agency by reducing personnel or department expenditures to stay within the County appropriation as authorized.

This policy is extended to any agency that is funded by the County and receives State or Federal money. This shall remain in effect until otherwise changed or amended by the Board of Commissioners. The County Manager is hereby directed to indicate this to each of the agencies that may be involved.

SECTION XIII

Reappraisal Fund

In accordance with the provisions of G.S. 153A-150, an appropriation of \$400,000 will be made from the General Fund to the Reappraisal Fund for the purpose of providing funds for the next reappraisal.

SECTION XIV

Fiscal Control Act

The Budget and Management Director and the Chief Financial Officer are hereby directed to make any changes in the budget of fiscal practices that are required by the Local Government and Fiscal Control Act. This shall extend to permitted consolidations of funds and "Single Tax Levies" permitted in the Fiscal Control Act.

- A. As provided by G.S. 159-25 (b), the Board has authorized dual signatures for each check or draft that is made on County funds. The signatures of the County Manager, Chief Financial Officer, Assistant County Manager, and Assistant Chief Financial Officer shall be authorized signatures of the County.

B. Operating funds encumbered on the financial records of the County as of June 30th, 2017, are hereby re-appropriated to this budget.

C. The Board authorizes the appropriation of all Fund Balances earned by the Reinventing Departments as determined by the County Manager and as a result of the County's annual audit of June 30th, 2017.

D. The Board also authorizes (as is the practice) one principal account as depository for all funds received by the Chief Financial Officer from any source. Current accounting techniques shall be used to assure that all funds will be properly accounted for in the financial records of the County.

SECTION XV

Authorization to Contract

The County Manager or his designee are hereby authorized to execute agreements, within funds included in the Budget Ordinance or other actions by the Board of Commissioners, for the following purposes: 1) Form grant agreements to public and non-profit organizations; 2) Leases of routine business equipment; 3) Consultant, professional, or maintenance service agreements; 4) Purchase of supplies, materials, or equipment where formal bids are not required by law; 5) Applications for and agreements for acceptance of grant funds from Federal, State, public, and non-profit organization sources, and other funds from other government units, for services to be rendered which have been previously approved by the Board; 6) Construction or repair projects; 7) Liability, health, life, disability, casualty, property, or other insurance or performance bonds other than similar items required by the Sheriff or Register of Deeds; and 8) Other administrative contracts which include agreements adopted in accordance with the directives of the Board of Commissioners.

SECTION XVI

Authorization to Award and Reject Bids

Pursuant to General Statute 143-129, the County Manager is hereby authorized to award formal bids received in amounts less than \$250,000 within the following guidelines: 1) bid is awarded to the lowest responsible bidder; 2) sufficient funding is available within the departmental budget; and 3) purchase is consistent with the goals and/or outcomes of the department. The County Manager shall further be authorized to reject any and/or all bids received if it is in the best interest of Catawba County. A report shall be made to the Catawba County Board of Commissioners of all bids awarded or rejected under this section and entered in the minutes of its formal sessions.

This ordinance is adopted this 5th day of June 2017.

Commissioner Barnes joined all Board members and Management Staff in recognizing the Budget staff's efforts and achievements in this budget preparation.

b. Assistant Dewey Harris updated the Board on the status of pending bills and legislation.

11. Manager's Report: None.

12. Attorneys' Report.

County Attorney Debra Bechtel presented a request that she and Assistant County Attorney Jodi Stewart be authorized to execute any necessary documents related to the acquisition of four properties under the Presidential Major Disaster Declaration for Public Assistance. Catawba County was awarded mitigation project grant funding in the amount of \$936,774.99. Catawba County received the grant following the July 27, 2013 flooding. North Carolina received a federal Department of Homeland Security Mitigation Grant to fund projects that reduce overall disaster risks for people and property and reduce reliance on disaster

recovery funds.

This grant provided for the voluntary acquisition of four private properties for open space conversion and the elevation of one existing private structure to avoid flooding. While these types of mitigation projects usually have a 25% non-federal cost share, in this case the State is paying the entire cost-share and there are no costs for Catawba County. The Board approved the appropriation at its meeting on April 4, 2016.

Properties included are: Michael Ray Fox property, 1359 Clarks Creek Circle, Newton 28658 (Acquisition); Thomas Carroll property, 4476 Ridge St., Claremont 28610 (Acquisition); Charles and Odessa Coulter property, 1274 McKay Rd., Newton 28658 (Acquisition); Linda Gibson property, 1814 S US Hwy 321, Newton 28658 (Acquisition); and Manuel and Marjorie Fredell property, 4479 Ridge St., Claremont 28610 (Elevation). Commissioner Barnes made a motion to authorize County Attorney Debra Bechtel and Assistant County Attorney Jodi Stewart to execute any necessary documents related to the acquisition of four properties under the Presidential Major Disaster Declaration for Public Assistance. The motion carried unanimously.

13. Commissioner Hunsucker made a motion to adjourn at 9:55 a.m. The motion carried unanimously.

Randy Isenhower, Chair
Catawba County Board of Commissioners

Barbara E. Morris
County Clerk