

Regular Session, June 7, 2010, 9:30 a.m.  
Catawba County Board of Commissioners

**Appointments**

Nursing and Rest Home Advisory Board	589	06/07/10
WPCOG Aging Advisory Committee	589	06/07/10
Town of Maiden Planning Board	589	06/07/10
Subdivision Review Board	589	06/07/10
Juvenile Crime Prevention Council	589	06/07/10
Catawba County Council for the Arts	589	06/07/10
Delegate and Alternate for NACo Conference	589	06/07/10
Tax Collector	589	06/07/10
Deputy Tax Collector	589	06/07/10

**Budget**

Budget revision for Criminal Justice Partnership Program (CJPP)	590	06/07/10
Annual Funding Plan for Juvenile Crime Prevention Council	590	06/07/10
Budget Ordinance for FY2010-11	592	06/07/10

**CJPP**

Budget Revision	590	06/07/10
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**JCPC**

Funding Plan	590	06/07/10
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**Public Comments**

Phil DiCasolo – lack of childcare funding	589	06/07/10
David Wright – North Carolina Forest Service	589	06/07/10

**Sheriff's Office**

JAG Grant Submission	589	06/07/10
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**Social Services**

Supplemental Appropriation of State Child Care Subsidy Funding	590	06/07/10
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The Catawba County Board of Commissioners met in regular session on Monday, June 7, 2010 at 9:30 a.m. in the Robert E. Hibbitts Meeting Room of the 1924 Courthouse in Newton, North Carolina.

Present were Chair Katherine W. Barnes, Vice-Chair Lynn M. Lail and Commissioners Dan A. Hunsucker, Glenn E. Barger and Barbara G. Beatty.

Also present were County Manager J. Thomas Lundy, Assistant County Manager Lee Worsley, Assistant County Manager Dewey Harris, County Attorney Debra Bechtel, Deputy County Attorney Anne Marie Pease and County Clerk Barbara Morris.

1. Chair Katherine W. Barnes called the meeting to order at 9:30 a.m.
2. Chair Barnes led the Pledge of Allegiance to the Flag.
3. Commissioner Dan A. Hunsucker offered the invocation.
4. Vice-Chair Lynn M. Lail made a motion to approve the minutes from the Special Session and Regular Meeting of May 17, 2010 and the amended minutes of December 21, 2009 which corrected the counties listed as included in Disaster Preparedness Region 7. The motion carried unanimously.

5. Recognition of Special Guests: Chair Barnes welcomed Sheriff Huffman and Commissioner Candidate Randy Isenhour and indicated that both she and Vice-Chair Lail were also candidates in the upcoming election.

6. Public Comments for Items not on the Agenda:  
Phil DiCasolo, President/CEO of the YMCA of Catawba Valley came forward to speak on the issue of the lack of childcare this summer due to lack of funding. He indicated this problem was different from other years when waiting lists were developed and children were taken off the list and their care eventually subsidized. This is not the case this year as there is no money for children on a waiting list, so no waiting list is being developed. Social Services has exhausted its childcare funding and no more dollars are expected from the State for this purpose. Mr. DiCasolo outlined how this lack of childcare affected child development, job security and the economic realities of low income families. Social Services Director John Eller came forward and agreed with Mr. DiCasolo's assessment, but also reiterated that Social Services made its best efforts to manage its daycare dollars to serve the most people, but those funds were now exhausted or committed to an existing waiting list and no more funds were expected from the State.

David Wright of the North Carolina Forest Service came forward to voice his concerns that the budgeted funds for the Forest Service would not support the services that would be required for the year. County Manager J. Thomas Lundy clarified for all present that the State funded 60% of the Forest Service, with the County providing the remaining 40%. He noted that the 2% of budgeted funds taken back from schools and county departments had not been taken from the Forest Service and he had assured Mr. Wright that the County would work with the Service and monitor its service demands in the upcoming fiscal year, and revisit its needs should conditions and service demands warrant a reassessment.

7. Appointments.  
Vice-Chair Lail recommended the reappointment of Maria Winkler Hyams for a seventh term on the Nursing and Rest Home Advisory Board, with a term expiration of June 30, 2013. Vice-Chair Lail also recommended the Western Piedmont Council of Governments (WPCOG) reappoint Carolyn Thompson for a first term on the WPCOG Aging Advisory Committee, with a term expiration of June 30, 2012. Commissioner Barbara Beatty recommended the reappointment of Bruce Ikard for a first term and the appointment of Lora Herman to replace Barbara Poovey on the Town of Maiden Planning Board. These terms will expire June 30, 2013. Commissioner Glenn Barger recommended the appointment of Jason Cloninger for a first term to replace Jeff Mitchell on the Subdivision Review Board. Mr. Cloninger's appointment will expire June 30, 2012. Chair Barnes recommended the reappointment of Lillie Cox and Don Brown for first terms, Heather Reedy and Tara Conrad for second terms and Barry Redmond for a third term on the Juvenile Crime Prevention Council. Chair Barnes also recommended the appointment of Doug Urand for a first term to replace his designee, Rhonda Stikeleather, on this Council. These terms will expire June 30, 2012. Chair Barnes recommended the appointment of Joanie Gardner for a first term to replace Johnnie Sue Ross on the Catawba County Council for Arts. This term will expire June 30, 2013. Chair Barnes then recommended the Board designate her as delegate and Commissioner Beatty as first alternate for the upcoming National Association of Counties 2010 annual Conference. County Manager Lundy recommended the reappointment of Ona Scruggs for a second term as tax collector and Jeanne Jarrett for a fifth term as deputy tax collector. These terms will expire June 30, 2012.

These recommendations came in the form of a motion. The motion carried unanimously.

8. Departmental Reports.
  - A. Sheriff's Office:  
Sheriff L. David Huffman came forward and requested the Board approve the submission of a joint grant application with the City of Hickory for a 2010 Justice Assistance Grant (JAG) from the U.S. Department of Justice. Catawba County's share of the grant funds would be \$14,555, with no local match required. JAG funding allocation is based on population and violent crime statistics. The 2010 JAG award directives specify that the grant be used to improve or enhance law enforcement

programs, the grant application be reviewed by the governing body within 30 days of application, that there be opportunity for public comment prior to submission of an application, and that no local match is required. Should these funds be awarded, they will be used to purchase a "Forensic Digital Video/Image Clarification Solution". This is a laptop driven system with hardware attachments to pull video from many sources such as phones, surveillance, or security systems. The software provides forensic video enhancement. These tools help criminal investigators determine facts in a case and provide still photos or video that can be used in court. Evidence captured on videotape has been found to be more accurate, more reliable, and more convincing than eyewitness testimony alone. Use of the system can also increase the plea rate, which would save court time and expenses. Staff will be trained to make the best possible use of the video analysis from crime scenes to identify and prosecute the person(s) responsible for crime(s). Commissioner Barger made a motion to approve the submission of this joint grant application. The motion carried unanimously.

#### B. Social Services:

Social Services Director John Eller requested the Board accept a supplemental appropriation in the amount of \$674,908 in State Child Care Subsidy funding. Day Care subsidy is a program that reaches thousands of children every year in Catawba County to provide a safe and educational environment for children from birth through age 12. Social Service Director John Eller clarified that these were not new funds and would not allow Social Service to serve additional children but were already allocated to children on an existing waiting list. These funds also supplement the economy by supporting the working poor to maintain or gain employment. Each year, Social Services receives Day Care funding from two State sources: the Child Care and Development Funding and Smart Start. These funds are used solely to provide Day Care scholarships to families/children who meet eligibility guidelines set by the State. Although the funding amounts tend to fluctuate each year, the amount is usually known in advance and budgeted accordingly. However, in Fiscal Year 2009-10, the State was awarded Federal ARRA funding for Day Care. These funds were provided to help support changes in eligibility and special initiatives such as providing Day Care for children of parents seeking employment. Although these funds must be drawn down based on actual expenditures, the allocation provided Social Services with the possibility of supporting 10% more children in the current fiscal year, from the existing waiting list. Vice-Chair Lail made a motion to approve acceptance of this supplemental appropriation of State Child Care Subsidy funding. The motion carried unanimously.

#### C. Budget

1. Budget Manager Jennifer Mace requested the Board approve a budget revision to allocate additional funds received from the State, in the amount of \$18,330, to Mental Health Partners (MHP) for the Criminal Justice Partnership Program (CJPP). The County has routinely received State dollars to fund the CJPP. These funds are pass-through funds administered by MHP. When the Fiscal Year 2009-10 budget was completed, the County planned for total CJPP funding of \$104,459. The final State allocation was \$122,789. In order to send these funds to MHP, the budget needs to be increased by \$18,330. Commissioner Barger asked how these funds would be expended and the CJPP Chair Debra Bechtel replied that they would be directed for further drug treatment and the funds had already been expended for that purpose. Commissioner Barger made a motion to approve this budget revision. The motion carried unanimously.

2. Budget Manager Jennifer Mace and Debbie Bradley, Juvenile Crime Prevention Council staff, requested the Board approve an annual funding plan for the Juvenile Crime Prevention Council (JCPC), ~~with one change regarding the priority of the county's group homes~~. The recommended County budget for Fiscal Year 2010-2011 already includes these allocations, but the Board is required to review and approve the plan prior to submission to the State. [Staff Ms. Mace](#) recommended that the funding allocations be approved as submitted and that a risk and needs assessment be approved with one change. [Staff She](#) recommended that the Board place residential services as priority number three rather than number eight, reflecting the County's investment and long standing priority. Catawba County remains the only county to operate its own group homes. Other counties contract this service to outside providers, [with many counties](#) sending juveniles out of county to programs that only provide the residential piece with little to no other services that help

prepare juveniles to return home. Catawba County has a long standing investment in its group homes, which were begun and sustained through earlier State versions of JCPC funding. Juveniles in group homes have typically received other services outside of group homes that haven't worked, and now need more intensive services. Juveniles in the group home setting receive a vast array of services that are ranked higher on the list, such as psychological counseling, substance abuse counseling, family counseling and tutoring. These more intensive services are integrated into their residential services through Social Services' Family N.E.T program, rather than provided through a variety of outside vendors, creating a more coordinated approach.

State funding levels remain questionable given current economic conditions. This recommendation better aligns the needs assessment with approved funding levels, better reflects County priorities, and protects higher priority programs in the event of targeted reversions. The risk assessment comparison data indicates that adjudications resulting in group home placements increased by 50% from Fiscal Year 2007/08 which suggests a greater need for group homes than the prior year, when the priority ranking was sixth. Catawba County also has an elevated risk compared to the state for a variety of factors that are sometimes associated with group home referrals including: runaways, school behavior problems, relationships with peers, parents willing but unable to supervise, family and individual substance abuse, mental health needs, marginal family supervision skills and conflicts in the home.

The proposed funding allocations for the next fiscal year maintain the allocations originally approved this year, prior to a 5% reduction in State funding, with the exception of three programs: the Parenting Network, Conflict Resolution Center and Project Challenge. Both the Parenting Network and Conflict Resolution Center proposed additional programming to serve a larger number of juveniles. Funding was increased to the Parenting Network from \$24,983 to \$26,637 and the Conflict Resolution Center from \$20,350 to \$21,539. The increased funding to these two programs came from a decrease in funding to Project Challenge of \$2,843. During monitoring this year it was discovered that only a small minority of juveniles are being sent to the Wilderness Camp, yet this program component is still listed as a primary portion of their service and a reason why it is successful. When questioned, program staff indicated this had become more of a reward for completing the program than a primary portion of the program. The JCPC chose not to fund the Wilderness Camp next year and to devote those funds to additional programming. The recommendation of the JCPC Finance Committee is that, if the State reduces funding next year, the increased funding to the Parenting Network and Conflict Resolution Center be the first reductions. Chair Barnes indicated that she felt very strongly about the priority change as indicated above. Commissioner Hunsucker made a motion to approve the plan with the recommended priority change of residential services going from eight to three. The motion carried unanimously.

9. Other Items of Business:

Chair Barnes then indicated that the Board had met on June 1, 2010 for budget hearings with departments and outside agencies and had conducted a public hearing and wrap-up on Thursday, June 3, 2010. She then asked County Manager Lundy to present the proposed budget for Fiscal Year 2010-11 for adoption.

The budget in the amount of \$202,509,703 maintains the current property tax rate, as promised with the passage of the quarter cent sales tax. The total budget is down 18.56% from last year, primarily due to capital projects, and funding for 39 positions is eliminated. During the past two years, budget reductions of \$6.5 million have been made.

The projected tax base for Fiscal Year 2010-11 is \$15.6 billion and includes real property, personal property, and vehicles. The budget will maintain the County's property tax rate of \$0.5350 cents per \$100 of valuation, which is the eighth lowest tax rate of the 25 urban counties in North Carolina, those with a population over 100,000. That rate is 31st lowest of all 100 counties in North Carolina.

The proposed budget ordinance is as follows:

## BUDGET ORDINANCE

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

### SECTION I

#### Budget Adoption, 2010/11

The following budget with anticipated fund revenues of \$202,509,703 and departmental expenditures of \$202,509,703 (see pages 18 through 23 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 1<sup>st</sup>, 2010, and ending June 30<sup>th</sup>, 2011, 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 Funds:** Transfers of appropriations between funds may be made only by the Board of Commissioners with the exception of merit, reclassification funds, and contingency which the County Manager has the authority to transfer.

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

1. The County Manager finds that they are consistent with operational needs and any Board approved goals.
2. Inter-department transfers do not exceed \$50,000 in total.
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 no later than its next regular meeting following the date of the transfer.

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

D. **Transfers within Activities in a Department:** Department Heads are hereby authorized to transfer line item appropriations within activities under their jurisdiction with the approval of the Budget Manager.

E. **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.

F. **Transfers of Capital Projects Appropriations:** Transfers of appropriations up to \$50,000 between projects within a capital project fund shall be approved by the County Manager. All manager approved transfers shall be reported to the Board of Commissioners no later than its next regular meeting.

G. **Transfers of Appropriations from Special Departmental Expense and Revenue Contingencies:** Transfers of appropriations may be made by the Budget Manager 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 Manager. 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.
- D. 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 \$0.535 per \$100 of assessed valuation is hereby levied for Fiscal Year 2009/10, 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 volunteer fire districts:

<u>Volunteer Fire Department</u>	<u>Tax Rate Per \$100 Valuation</u>
Bandys	\$0.0600
Catawba	\$0.0700
Claremont	\$0.0700
Conover Rural	\$0.0700
Cooksville	\$0.0517
Hickory Rural	\$0.0700
Longview	\$0.0546
Maiden	\$0.0600
Mountain View	\$0.0600
Newton	\$0.0700
Oxford	\$0.0558
Propst	\$0.0615
Sherrills Ford - Terrell	\$0.0700
St. Stephens	\$0.0700

#### **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 Finance Director that will include a budget to actual comparison of all expenses and revenues.

The Hospital maintains a balance of not less than \$4 million with the County, in the Hospital Capital Reserve Fund, to finance and construct major Hospital capital projects. This Fund is intended to be used primarily to finance and construct major Hospital capital projects. However, in an emergency situation, with written request of the Hospital, the County may, in its discretion, permit amounts on deposit in the Fund to be extended for any lawful purpose including payment of operating expenses of the Hospital. As long as a \$4 million balance in the Fund is maintained, monthly depreciation payments from the Hospital are not required. Monthly payments of \$50,000 will be required any time such \$4 million balance is not maintained.

Catawba Valley Medical Center is 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 is \$1,481 per pupil based on the average daily membership of K-12. This amount includes \$52 per pupil to operate the following inter-school system programs--Catawba County Bus Garage, Catawba Valley High School, Conover School for Exceptional Children, the Newton-Conover ACT Program, and the Community Schools Program.

It is recommended that the three county school systems appropriate from their estimated fund balance an amount not to exceed 5% 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 Manager detailed project sheets for each capital project included in this budget on sheets as specified in the "Uniform Budget" format, by January 1, 2010.

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 CDBG Scattered Site Housing 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 30<sup>th</sup>, 2010, shall be reauthorized in the 2010/11 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 31<sup>st</sup>, 2010. 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:

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, \$950 per month; Members, \$750 per month; In-County Travel Allowance, \$250 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  
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 2010/11 are based on the Fiscal Year 2010/11 pay plan for Catawba County that is adopted as a part of this budget and is effective July 1<sup>st</sup>, 2010.

B. Merit Payments - Funds are allocated in the budget to provide merit payments. The County Manager is instructed to prepare a plan for the administration of merit payments for exceptional

performance to be effective during the Fiscal Year 2010/11 and to communicate said policy to all department directors and administer the plan.

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 Personnel 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 \$397,685 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 Manager and the Finance Director 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, Finance Director, Assistant County Manager, and Assistant Finance Director shall be authorized signatures of the County.

B. Operating funds encumbered on the financial records of the County as of June 30<sup>th</sup>, 2010, are hereby reappropriated 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 30<sup>th</sup>, 2010.

D. The Board also authorizes (as is the practice) one principal account as depository for all funds received by the Finance Director 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 7<sup>th</sup> day of June 2010

Commissioner Hunsucker made a motion to approve the proposed FY2010-11 Budget. The motion carried unanimously.

10. Attorneys' Report: None.
11. Manager's Report: None
12. Adjournment: Commissioner Beatty made a motion to adjourn at 10:15 a.m. The motion carried unanimously.

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Katherine W. Barnes, Chair  
Catawba County Board of Commissioners

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Barbara E. Morris  
County Clerk