

Regular Session, August 4, 2014 9:30 a.m.
Catawba County Board of Commissioners

Awards

NACo Award – Public Health Farmers Market	328	08/04/14
National Association of County Information Officers – Catawba Communities	328	08/04/14
Excellence in Financial Reporting and Popular Annual Financial Reporting Award	328	08/04/14

Closed Session

Attorney Client Privilege and Location or Expansion of Industries	331	08/04/14
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Emergency Services

Pyrotechnics Permit for Greater Hickory Classic Foundation	330	08/04/14
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Ordinance

Project Budget Ordinance for 2014 Urgent Repair Grant	328	08/04/14
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Parks and Planning

2014 Urgent Repair Grant	328	08/04/14
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Sheriff's Office

Badge and Sidearm to Retired Deputy David Reep	327	08/04/14
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The Catawba County Board of Commissioners met in regular session on Monday, August 4, 2014 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 Katherine W. Barnes, Vice-Chair Randy Isenhower, and Commissioners Dan Hunsucker, Lynn M. Lail and Barbara G. Beatty.

Also present were County Manager J. Thomas Lundy, Assistant County Managers Dewey Harris and Mary Furtado, County Attorney Debra Bechtel and County Clerk Barbara Morris.

1. Chair Katherine W. Barnes called the meeting to order at 9:30 a.m.
2. Vice-Chair Randy Isenhower led the Pledge of Allegiance to the Flag.
3. Chair Barnes offered the invocation.
4. Commissioner Barbara G. Beatty made a motion to approve the minutes from the Board's Regular Meeting of July 21, 2014. The motion carried unanimously.
5. Recognition of Special Guests: Chair Barnes recognized Sheriff Reid and indicated that both she and Randy Isenhower were incumbents in the upcoming election.
6. Public Comments for Items Not on the Agenda: None.
7. Presentations:
The Commissioners joined Chair Barnes at the podium for the following presentations:
 - a. The Board honored Sheriff's Deputy David Reep, who retired effective July 1, 2014 after 42 years with the Catawba County Sheriff's Office. Under North Carolina General Statute 20-187.2, the Board, upon a motion made by Commissioner Dan Hunsucker and unanimously carried, declared as

surplus the service sidearm and badge of Deputy Reep, and those items were presented to him by Sheriff Coy Reid.

b. The Board recognized a National Association of Counties Achievement Award presented to Catawba County Public Health for its Farmers Market Program. In partnership with the Women, Infants, and Children (WIC) program, the market's goal is to improve individual and community health by increasing access to fresh fruits and vegetables. Public Health Director Doug Urland and Community Outreach Manager Amy McCauley accepted the award.

c. The Board recognized the "Catawba Communities" TV program, which recently won a 2014 Meritorious Award from the National Association of County Information Officers for being one of the nation's best examples of a cost-effective information program. Charter Communications Creative Services Director Chris Sykes and Catawba County Public Information Officer Dave Hardin accepted the award.

d. The Board presented a Certificate of Achievement for Excellence in Financial Reporting and Popular Annual Financial Reporting Award, from the Government Finance Officers Association (GFOA), to the County's Finance Department. The Certificate of Achievement for Excellence in Financial Reporting is the highest form of recognition in the area of governmental accounting and financial reporting, and has been awarded to the County for 32 consecutive years. The award is presented to governmental units that the GFOA says "prepare and publish an easily readable, understandable comprehensive annual financial report covering all funds and financial transactions during the fiscal year." The Popular Annual Financial Reporting Award is presented to local governments which create a report that gives highlights of the County's fiscal year in a summary format judged by peers as outstanding across several criteria. Finance Director Rodney Miller and Internal Auditor Kenneth Maynor accepted the awards.

8. Appointments: None.

9. Departmental Reports:

A. Parks and Planning:

Laurie Powell, Western Piedmont Council of Governments Community Development Administrator, came forward and requested the Board approve documents associated with the Catawba County 2014 Urgent Repair Program Grant including: an agreement between the Western Piedmont Council of Governments (WPCOG) and Catawba County for the provision of grant management assistance; a project budget ordinance in the amount of \$75,000 for rehabilitation and administration; and the 2014 North Carolina Housing Finance Agency (NCHFA) Urgent Repair Grant Assistance Policy and Procurement/Disbursement Policy for the County's Urgent Repair Program. NCHFA awarded Catawba County a 2014 Urgent Repair Program Grant in the amount of \$75,000 in April 2014. The Program will assist approximately sixteen low-income households by providing energy efficiency improvements and minor structural repairs. NCHFA allows up to \$800 a house for administration, work write-ups and inspections. The WPCOG contract is for \$12,800, which averages out to about \$800 a house. The remaining \$62,200 will be used for rehabilitation for urgent needs such as leaking roofs, non-functional heating units, etc. The WPCOG will provide day-to-day management of the program with administration oversight provided by the County Planning Department. Commissioner Beatty made a motion to approve the documents associated with the Program Grant. The motion carried unanimously. The following Budget Ordinance applies:

ORDINANCE# _____

**CATAWBA COUNTY'S PROJECT BUDGET ORDINANCE
FOR THE 2014 URGENT REPAIR GRANT**

Be it ordained by the County Commissioners of the Catawba County that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted.

Section 1. The project authorized is the North Carolina Housing Finance Agency Urgent Repair Grant described in the work statement contained in the Funding Agreement URP#_____ between this unit and the North Carolina Housing Finance Agency. This project is more familiarly known as the 2014 Catawba County Urgent Repair Program.

Section 2. The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant document(s), the rules and regulations of the North Carolina Housing Finance Agency, and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete this project.

Revenues

North Carolina Housing Finance Agency-URP NCHFA-URP Grants Revenue	\$75,000
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Section 4. The following amounts are appropriated for the project:

Expenditures

North Carolina Housing Finance Agency-URP Rehabilitation-URP	\$62,200
WPCOG/Administration	<u>\$12,800</u>
	\$75,000

Section 5. The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant agreement(s) and federal and state regulations.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7. The Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this Board.

Section 9. Copies of this grant project ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted this the 4th day of August, 2014.

The following appropriations apply:

Revenue

280-420114-627000	\$75,000
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Expenditures

280-420114-849117 - Administration	\$12,800
280-420114-849120 - Rehabilitation	\$62,200

B. Emergency Services:

1. Assistant Emergency Services Director Mark Pettit requested the Board approve a Pyrotechnics Permit for the Greater Hickory Classic Foundation/Rock Barn Golf and Spa, for a fireworks display on September 28, 2014, at 3791 Clubhouse Drive in Conover, North Carolina. This display is a part of the 2014 Greater Hickory Kia Classic at Rock Barn, scheduled to occur at 8:30 p.m. and to last approximately 30 minutes. Rock Barn Golf & Spa has contracted with Pyrotechnico, Inc., which has a valid "Outdoor Pyrotechnics Display Operators Permit" through the North Carolina Department of Insurance, Office of State Fire Marshal. Based on the application, all statutory requirements have been or will be met. If, at any time, any requirement of the permit is not satisfied the Fire/Rescue Division will immediately revoke the permit. Vice-Chair Isenhower asked if this was the same company which handled the fireworks last year and Mr. Pettit confirmed it was. Commissioner Lail made a motion to approve the permit. The motion carried unanimously.

2. Assistant Emergency Services Director Mark Pettit requested the Board approve the appropriation of existing fund balance in the amount of \$29,300 for Sherrills Ford-Terrell Fire and Rescue. Sherrills Ford-Terrell Fire and Rescue will use approximately \$20,000 of the requested funds to purchase & implement a new records management system. The remaining funds will be used as matching funds for a FEMA grant to purchase 800 MHz radios. The total estimated cost for both projects is between \$31,640 and \$33,640.

North Carolina requires fire departments to create and maintain records of all responses. These must be submitted to the State annually. Additionally, fire departments maintain personnel and training records and records of fire hydrant maintenance, apparatus maintenance, etc. Currently, Sherrills Ford-Terrell Fire and Rescue utilizes a system called Fire Central. Fire Central does not allow the department to enter and query data needed for daily operations in a timely fashion.

The request includes a program, installation, training, and all start up costs associated with transitioning from the current system to a new system, Emergency Reporting, which is anticipated to cost between \$18,000 and \$20,000. It will drastically improve the department's records management capabilities for fire and medical first response, mapping of emergency calls, apparatus response, water supply locations, personnel/training record management and pre-incident planning. This new system will also allow the department to track maintenance records for facilities, apparatus, hydrants and water points and allow the department to perform ongoing Risk Assessment throughout its district, which will further assist the department in targeting prevention, education, and emergency planning efforts.

The Hickory Fire Department sponsored a grant application to purchase additional 800 MHz radios for emergency response agencies throughout the county. The approved project cost of the grant is \$1,974,800. The Federal share is 90% or \$1,777,320 with the remaining 10% being the responsibility of the agencies participating in the grant. Sherrills Ford-Terrell Fire and Rescue's match is \$13,640. Over the last several years, the County has been transitioning to an 800 MHz communication system. This grant will facilitate that process and increase communication interoperability between emergency response agencies.

Historically, each department has its own fund balance, carried from year to year unless the department makes a request to appropriate it. The fund balance is created through tax revenue collections exceeding the projections established by the Budget Department prior to the fiscal year. A fire department may utilize 90% of its existing fund balance to address major projects such as buildings, building additions, truck replacement and other non-recurring needs such as equipment items. Ten percent of each department's fund balance is held for unforeseen expenditures during the budget year. Sherrills Ford-Terrell Fire and Rescue's fund balance will be \$3,256 after this appropriation. Commissioner Beatty made a motion to appropriate this fund balance. The motion carried unanimously.

The following appropriations apply:

<u>Appropriation of Existing Fund Balance</u>		<u>Expense</u>	
357-260010-690100	\$29,300	357-260010-849010	\$29,300

Fund Balance

Fire Protection

10. Other Items of Business: None.
11. Attorney's Report: None.
12. Manager's Report:
 - a. Assistant County Manager Dewey Harris introduced Dalton Miller, an MPA student from Appalachian University who had been interning with the County over the summer and new Planner Lashana Marshburn.
 - b. County Manager J. Thomas Lundy requested the Board consider moving into Closed Session pursuant to North Carolina General Statutes 143-318.11(a)(3) and 143-318.11(a)(4) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body and to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations. He did not anticipate any action upon returning to Open Session. Commissioner Beatty made a motion to move into close session pursuant to the stated Statutes at 9:58 a.m. The motion carried unanimously.
13. Adjournment. The Board returned to open session at 11:07 a.m. No action was taken. Commissioner Hunsucker made a motion to adjourn at 11:07 a.m. The motion carried unanimously and the meeting adjourned.

Katherine W. Barnes, Chair
Catawba County Board of Commissioners

Barbara E. Morris
County Clerk