

Cleveland County Board of Commissioners
April 7, 2020

The Cleveland County Board of Commissioners met in a regular session on this date, at the hour of 6:00 p.m. in the Commission Chamber of the Cleveland County Administrative Offices.

PRESENT: Susan Allen, Chairman
Ronnie Whetstine, Vice-Chair
Johnny Hutchins, Commissioner
Doug Bridges, Commissioner
Deb Hardin, Commissioner
Brian Epley, County Manager
Tim Moore, County Attorney
Phyllis Nowlen, Clerk to the Board
Kerri Melton, Assistant County Manager
Elliot Engstrom, Deputy County Attorney
Perry Davis, Fire Marshal/Emergency Management Director

CALL TO ORDER

Chairman Allen called the meeting to order and Commissioner Bridges provided the invocation and led the audience in the Pledge of Allegiance.

AGENDA ADOPTION

ACTION: Commissioner Hutchins made the motion, seconded by Commissioner Bridges and unanimously approved by the Board to, *approve the agenda with the following additions to the regular agenda:*

Item 6: Discussion of Meeting Schedule Over Next 45 Days.

Item 7: Delegation of Authority to County Manager to Interpret and Administer the Families Coronavirus

Response Acts.

CITIZEN RECOGNITION

No one registered to speak.

CONSENT AGENDA

APPROVAL OF MINUTES

The Clerk to the Board included the Minutes from the *March 17, 2020 regular meeting*, in board members packets.

ACTION: Commissioner Hardin made a motion, seconded by Commissioner Bridges, and passed unanimously by the Board to, *approve the minutes as written.*

MINIMUM PROPERTY TAX BILLING RESOLUTION

Currently, Cleveland County does not have a minimum dollar threshold for the generation of a tax bill. Bills are generated regardless of amount. The cost to prepare, mail and process a tax bill under two dollars is greater than revenue returned to the county. As provided by North Carolina General Statute 105-321(f), a resolution is requested to establish a minimum original tax bill amount of \$2.00. The resolution does not apply to collection of a balance less than two dollars; only to the creation of an original bill under that amount.

ACTION: Commissioner Hardin made the motion, seconded by Commissioner Bridges, and unanimously adopted by the Board, ***to approve the Minimum Property Tax Billing Resolution.***



FINANCE: BUDGET AMENDMENT (BNA #048)

ACTION: Commissioner Hardin made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, ***approve the following budget amendment:***

<u>Account Number</u>	<u>Project Code</u>	<u>Department/Account Name</u>	<u>Increase</u>	<u>Decrease</u>
065.981.5.233.00		Health Plan/BCBS Weekly Claims		\$364,662.00
065.981.5.890.00		Health Plan/Interfund Transfers	\$364,662.00	
013.660.4.980.65		Employee Wellness/Tfrs Fm Health Plan	\$364,662.00	
013.662.5.230.01		Employee Wellness/Prescription Drugs	\$364,662.00	

Explanation of Revisions: Budget allocation for \$364,662 to transfer funds from the Health Plan to Employee Wellness to cover prescription drug costs.

SOCIAL SERVICES: BUDGET AMENDMENT (BNA #049)

ACTION: Commissioner Hardin made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, ***approve the following budget amendment:***

<u>Account Number</u>	<u>Project Code</u>	<u>Department/Account Name</u>	<u>Increase</u>	<u>Decrease</u>
010.998.5.891.00		Contingency/Emerg & Contingency		\$50,000.00
010.981.5.890.00		Fund Transfers/Interfund Transfers	\$50,000.00	
011.507.4.465.00		Outside Poor/Admin Services Allocation	\$50,000.00	
011.507.5.512.00		Outside Poor/Public Assistance	\$50,000.00	

Explanation of Revisions: Budget allocation for \$50,000 to cover relief payment to the United Way of Cleveland County.

EMERGENCY MANAGEMENT: BUDGET AMENDMENT (BNA #050)

ACTION: Commissioner Hardin made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, ***approve the following budget amendment:***

<u>Account Number</u>	<u>Project Code</u>	<u>Department/Account Name</u>	<u>Increase</u>	<u>Decrease</u>
010.445.4.350.00		Emergency Mgmt/Stated Government Grants		\$18,279.00
010.445.5.910.00		Emergency Mgmt/Capital Equipment	\$18,279.00	

Explanation of Revisions: Budget allocation for \$18,279 to receive grant funds from the North Carolina Department of Public Safety to be used for capital equipment.

SHOOTING RANGE: BUDGET AMENDMENT (BNA #051)

ACTION: Commissioner Hardin made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, ***approve the following budget amendment:***

<u>Account Number</u>	<u>Project Code</u>	<u>Department/Account Name</u>	<u>Increase</u>	<u>Decrease</u>
049.470.4.350.00		Cap Proj-Shooting Range/State Government Grants	\$487,500.00	
049.470.5.991.00		Cap Proj-Shooting Range/Const In Progress	\$487,500.00	

Explanation of Revisions: Budget allocation for \$487,500 to receive grant funds approved by the North Carolina Wildlife Commission for the design, permit, build and operate an additional 104.14 acres of skeet and trap for the Foothills Public Shooting Complex. The original MOU was approved on February 19, 2019.

EMERGENCY MANAGEMENT: CLEVELAND GASTON LINCOLN REGIONAL HAZARD MITIGATION

RESOLUTION

The Federal Emergency Management Agency (FEMA) has determined the Cleveland, Gaston, Lincoln Regional Hazard Mitigation Plan is approvable pending adoption. The mitigation plan has passed review by both the North Carolina Emergency Management Association (NCEM) and FEMA. It has been determined the proposed mitigation plan meets the FEMA requirements. Participating municipalities and counties can move forward with formally adopting the plan before the current one expires on May 4, 2020. (*Copy of the full mitigation plan is filed in the Clerk's office*).

ACTION: Commissioner Hardin made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, ***approve the Cleveland Gaston Lincoln Regional Hazard Mitigation Resolution.***



Resolution

04-2020

CLEVELAND GASTON LINCOLN REGIONAL HAZARD MITIGATION PLAN

WHEREAS, Cleveland County is vulnerable to an array of natural hazards that can cause loss of life and damages to public and private property; and

WHEREAS, Cleveland County desires to seek ways to mitigate situations that may aggravate such circumstances; and

WHEREAS, the development and implementation of a hazard mitigation plan can result in actions that reduce the long-term risk to life and property from natural hazards; and

WHEREAS, it is the intent of the Cleveland County Board of Commissioners to protect its citizens and property from the effects of natural hazards by preparing and maintaining a local hazard mitigation plan; and

WHEREAS, it is also the intent of the Cleveland County Board of Commissioners to fulfill its obligation under North Carolina General Statutes, Chapter 166A: North Carolina Emergency Management Act and Section 322: Mitigation Planning, of the Robert T. Stafford Disaster Relief and Emergency Assistance Act to remain eligible to receive state and federal assistance in the event of a declared disaster affecting the Cleveland County; and

WHEREAS, Cleveland County in coordination with Cleveland, Gaston and Lincoln Counties and the participating municipalities within those Counties has prepared a multi-jurisdictional hazard mitigation plan with input from the appropriate local and state officials;

WHEREAS, the North Carolina Division of Emergency Management and the Federal Emergency Management Agency have reviewed the Cleveland Gaston Lincoln Regional Hazard Mitigation Plan for legislative compliance and have approved the plan pending the completion of local adoption procedures;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Cleveland County hereby:

1. Adopts the Cleveland Gaston Lincoln Regional Hazard Mitigation Plan; and
2. Agrees to take such other official action as may be reasonably necessary to carry out the proposed actions of the Plan.

Adopted this the 7th day of April, 2020.

By: Susan K. Allen
Susan K. Allen, Chairman
Cleveland County Board of Commissioners

Attest: Phyllis Nowlen
Phyllis Nowlen
Clerk to the Board



811 SAFE DIGGING MONTH

Representative Hasting has asked for a proclamation of support to delegate April as "Safe Digging Month."

North Carolina 811 is trying to get the message out to all citizens to Call 811 before digging as more and more utilities are going into the ground every day.

ACTION: Commissioner Hardin made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, ***approve the 811 Safe Digging Month Proclamation.***



Proclamation

08-2020

811 Safe Digging Month

Whereas, as utility owners, excavators, designers, and homeowners work to keep pace with North Carolina's economic development, it is important to minimize damages to underground utility lines, danger to workers and the general public, environmental impact, and loss of utility services to the citizens of North Carolina; and

Whereas, North Carolina 811, a utility service notification center and leader in education celebrates its 42nd year of continuous service to the State, is key to preventing injuries and damages when excavating; and

Whereas, this unique service provides easy, one-call notification about construction and excavation projects that may endanger workers and jeopardize utility lines while promoting workplace and public safety, reducing underground utility damage, minimizing utility service interruptions and protecting the environment; and

Whereas, this vital service, which began in 1978 serves the citizens of North Carolina from the mountains to the coast, educates stakeholders about the need for excavation safety whether the project is as small as planting a tree to designing and beginning construction on a new interstate; and

Whereas, in 2019, the North Carolina one call system received 2.2 million notification requests and transmitted over 12.2 million requests, providing protection to utility companies infrastructure, their employees, excavators, and customers;

Now Therefore, Be It Resolved, that the Cleveland County Board of Commissioners hereby proclaims the month of April 2020 as "811 Safe Digging Month" and urges all excavators and homeowners of Cleveland County to contact 8-1-1 at least three working days prior to digging in order to "Know What's Below," avoid injury, protect the environment, prevent millions of dollars in damages and to remind excavators that three working days' notice is the law, for safe digging is no accident.

Adopted this the 7th Day of April 2020.

Susan Allen
Susan Allen, Chairman

Johnny Hutchins
Johnny Hutchins, Commissioner

Deb Hardin
Deb Hardin, Commissioner

J. Ronnie Whetstone
J. Ronnie Whetstone, Vice-Chairman

Douglas Bridges
Douglas Bridges, Commissioner



STATE CONSUMER AND FAMILY ADVISORY COMMITTEE PROCLAMATION

The State Consumer & Family Advisory Committee (SCFAC) is asking each of North Carolina’s one hundred counties to show support for the SCFAC as the members meet on May 19th with state legislators. The goal is to inform lawmakers of the needs associated with treatment and services for Mental Health, Substance Use Disorder and Intellectual Developmental Disabilities.

ACTION: Commissioner Hardin made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, ***approve the State Consumer and Family Advisory Committee Proclamation.***



Proclamation

09-2020

North Carolina State Consumer & Family Advisory Committee

WHEREAS, North Carolina’s 100 counties experience on a daily basis short falls in treatment of its residents in resources to treat, support and sustain life and health;

WHEREAS, North Carolina counties are challenged with the decision to spend tax dollars for needed services for those experiencing Mental Health, Intellectual Developmental Disabilities, Substance Use Disorder and Traumatic Brain Injury challenges;

WHEREAS, the North Carolina State Consumer and Family Advisory Committee is tasked with seven statutory mandates to advise the North Carolina Department of Health and Human Services and the legislature:

- Review, comment on, and monitor the implementation of the State Plan for Mental Health, Developmental Disabilities, and Substance Abuse Services
- Identify service gaps and underserved populations
- Make recommendations regarding the service array and monitor the development of different services
- Review and comment on the State budget for mental health, developmental disabilities, and substance abuse services
- Participate in all quality improvement measures and performance indicators
- Receive the findings and recommendations by local CFAC’s regarding ways to improve the delivery of mental health, developmental disabilities, and substance abuse services
- Provide technical assistance to local CFACs in implementing their duties

Now Therefore, Be It Resolved, that the Cleveland County Board of Commissioners hereby supports the North Carolina State Consumer and Family Advisory Committee and its continued efforts to address the needs of those experiencing Mental Health, Intellectual Developmental Disabilities, Substance Use Disorder

and Traumatic Brain Injury challenges, their families and the community. The Board of County Commissioners also supports the engagement of systems advocacy, improved service delivery, insurance of quality services and the cultivation of community engagement for those in need.

Adopted this the 7th Day of April 2020.


Susan Allen, Chairman


J. Ronnie Whetstone, Vice-Chairman


Johnny Hutchins, Commissioner


Douglas Bridges, Commissioner


Deb Hardin, Commissioner



CHILD ABUSE PREVENTION MONTH PROCLAMATION

Child abuse and neglect affects many of Cleveland County's children and has reached epidemic proportions in North Carolina and throughout the country. Last year, the Cleveland County Department of Social Services had over 2,018 children reported as either abused, neglected, or dependent. Commissioners encourage citizens to be vigilant and join child protection organizations, groups, and individuals in observance of the month with appropriate education and prevention of child abuse.

ACTION: Commissioner Hardin made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, ***approve the Child Abuse Prevention Month Proclamation.***



REGULAR AGENDA

INSTALLMENT FINANCING FINAL RESOLUTION

Chairman Allen recognized County Manager Brian Epley to present the Installment Financing Final Resolution for the Job Ready Shell Building 3. Staff has been working on the Installment Financing for Job Ready Shell Building 3 for some time. The County has contracted with Davenport & Company LLC to distribute a Request for Proposals (RFP) to secure a commitment for a direct bank loan evidenced by an Installment Financing Agreement to finance a shell building project and associated costs. The RFP was distributed to over fifty national, regional, and local lending institutions. The construction of the proposed project is in collaboration with the City of Shelby and all costs associated with this project will be split equally with the city upon sale of the property.

Through this process, the County was able to secure two responses to the RFP, including:

1. Sterling National Bank
2. Truist Bank – Formerly Branch Banking & Trust or BB&T

During the due diligence process with the banks, there were no concerns expressed related to the County's credit or ability to borrow the funds.

Overview of rates received:

1. Sterling National Bank
 - 5 Year fixed interest at 2.9%
 - Prepayment Provision with a penalty of early pay off
2. Truist Bank
 - 5 Year fixed interest at 1.8%

- 10 Year fixed interest at 2.19%
- Flexibility to pay off at any time without penalty

Based upon review of the proposals, related analyses, discussions with the City of Shelby and Bond Counsel, the recommendation is that the County select the Truist ten-year taxable proposal. While it is the County’s desire to sell the facility and prepay the loan prior to the first principal payment, the ten year term would minimize any principal payments required should the sale take longer than one year. Additionally, the Truist ten-year taxable proposal provides the lowest annual debt service cost and the proposal provides flexibility to prepay or refinance the loan at any time in whole without penalty, which will allow the County to prepay the loan as soon as the property is sold. The annual debt service payment of approximately \$675,000 is to be split with the City of Shelby in the event property is not sold for economic development by the date first Debt Service Payment on April 1, 2021. The Local Government Commission (LGC) met today to determine the final approval for the installment financing. The LGC had several positive things to say about Cleveland County’s financial position and found no issues with approving the financing. Mr. Epley reviewed the following PowerPoint to the Board.



Installment Financing

Shell Building III

April 7, 2020



SHELL BUILDING III


PROPERTY

- Plato Lee Road
- 19.4 Acres
- Adjacent to future Hwy 74 Bypass Interchange
- Adjoining Parcels:
 - Clearwater Paper
 - KSM

FUTURE BUILDING

- 100,000 sq. ft. 87% Manufacturing/Warehouse
- Expansion ability to an additional 100,000 sq. ft.
- Building Dimensions: 250' x 400'
- Zoning: General / Light Industrial
- Estimated Completion: December 2020
- Utility connections installed





Finance Recommendations

Recommended Lender - Truist Bank – Formerly BB&T

- Amount Financed \$6,000,000
- 10 year Term
- No penalty/premium for prepayment
- Debt Service Requirements shared with City of Shelby

• Closing Date - By April 17th

• First Debt Payment – 4/1/2021 FY 20-21

• Final Maturity - 4/1/2030

• Annual Debt Service Requirements		
Debt Service Payment	-	\$675,000
Less –City’s Portion	-	(337,500)
Approx. Annual County Cost	-	\$337,500



Financing Schedule

- **April 7th**
 - LGC considers approving the financing
 - Board considers adopting a Final Resolution
- **April 15th**
 - Close on financing
 - Construction to begin following closing



Preliminary Finding Resolution & Installment Financing Contract Package Resolution

- Preliminary Finding Resolution, March 17, 2020

Approved Action Item	Pre-Approved by LGC
Public Purpose Need – Hold Public Hearing	✓
Affordability Analysis	✓
Preliminary Approval of Truist Bank	✓

- Installment Financing Contract Package Resolution – For Consideration April 7, 2020

Recommended Approval Items	
Approve Financing Documents	
Approve Transactional Documents	
Authorize County Staff to complete closing	



Questions?

6

Chairman Allen opened the floor to the Board for questions and discussion. Commissioner Whetstine inquired with the COVID-19 impact, how soon construction would be begin. County Attorney Tim Moore advised construction has been deemed essential in Cleveland County and if approved, the building of Job Ready Shell Building 3 could begin immediately.

ACTION: Commissioner Bridges made the motion, seconded by Commissioner Hardin, and unanimously adopted by the Board, *to approve the installment financing final resolution.*



Resolution

05-2020

Resolution Approving the Application of the County of Cleveland to Finance the Cost of a Project Through an Installment Financing Contract Pursuant to N.C.G.S. 160A-20

WHEREAS, the County of Cleveland (the "County") has determined that it is necessary or expedient to finance the cost of a "shell building" project (the "Project"); and

WHEREAS, pursuant to Section 160A-20 of the General Statutes of North Carolina, the County intends to finance the cost of the Project through an Installment Financing Contract (the "Contract") between the County and Truist Bank (the "Lender") whereby the Lender shall advance moneys to the County and the County, subject to its right of non-appropriation, shall repay the advance with interest; and

WHEREAS, the principal amount of the Contract shall not exceed \$6,000,000 and shall be payable annually as to principal and interest over not to exceed ten years at a rate of interest not to exceed 2.19%; and

WHEREAS, pursuant to Article 8 of Chapter 159 of the General Statutes of North Carolina, the County has made proper application to the North Carolina Local Government Commission (the "Commission") for approval of the proposed financing; and

WHEREAS, the Secretary of the Commission has determined that the unit has complied with N.C.G.S. 159-149; and

WHEREAS, the Commission, pursuant to N.C.G.S. 159-151, upon information and evidence received, finds and determines as follows:

- (i) that the Contract is necessary and expedient for the County;
- (ii) that the Contract, under the circumstances, is preferable to a bond issue for the same purpose;
- (iii) that the sums to fall due under the Contract are adequate and not excessive for the proposed purpose of the Contract;
- (iv) that the County's debt management procedures and policies are good;
- (v) that the County is not in default in any of its debt service obligations; and

(vi) that the increase in taxes, if any, necessary to meet the sums to fall due under the Contract will not be excessive;

Now Therefore, Be It Resolved, that the Cleveland County Board of Commissioners gives approval of the Contract and the planned financing, are hereby approved under the provisions of N.C.G.S. 160A-20 and relevant resolutions of the Commission.

Adopted this the 7th day of April, 2020.

By: 
Susan K. Allen, Chairman
Cleveland County Board of Commissioners

Attest: 
Phyllis Nowlen
Clerk to the Board



UPDATES TO CLEVELAND COUNTY PERSONNEL ORDINANCE

Chairman Allen called Elliot Engstrom, Deputy County Attorney, to the podium to present updates to the Cleveland County Personnel Ordinance. The North Carolina Human Resources Act generally requires the County to get approval from the Office of State Human Resources to make certain changes to employees governed by that Act, specifically employees at the Health Department and Department of Social Services. Under North Carolina General Statute § 126-11(b), the County *"may petition the State Human Resources Commission to determine whether any portion of its total personnel system"* is substantially equivalent to the State's human resources system. If the State grants this approval, this allows the County greater flexibility and efficiency in personnel matters, as decisions will no longer have to be sent to the State for approval on a regular basis. The basic requirements of a substantially equivalent personnel system are found in the North Carolina Administrative Code. These include a planned and organized recruiting program and logical and equitable practices that guide salary

administration. All of the proposed changes to the personnel ordinance are made with these requirements in mind. Many of the changes are technical in nature and simply involve ensuring that the personnel ordinance is clear, fair, and consistent. However, some changes are more substantial. Some of the more substantial changes are as follows:

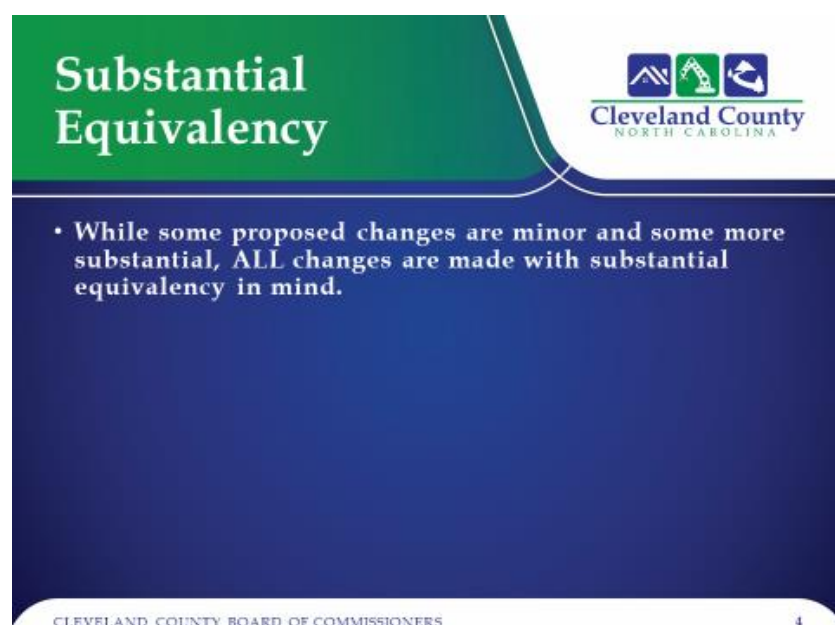
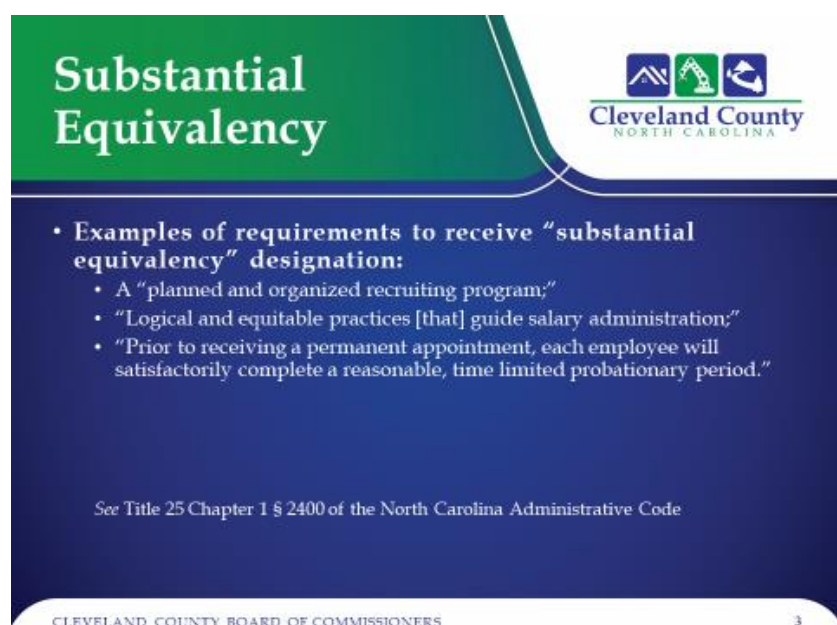
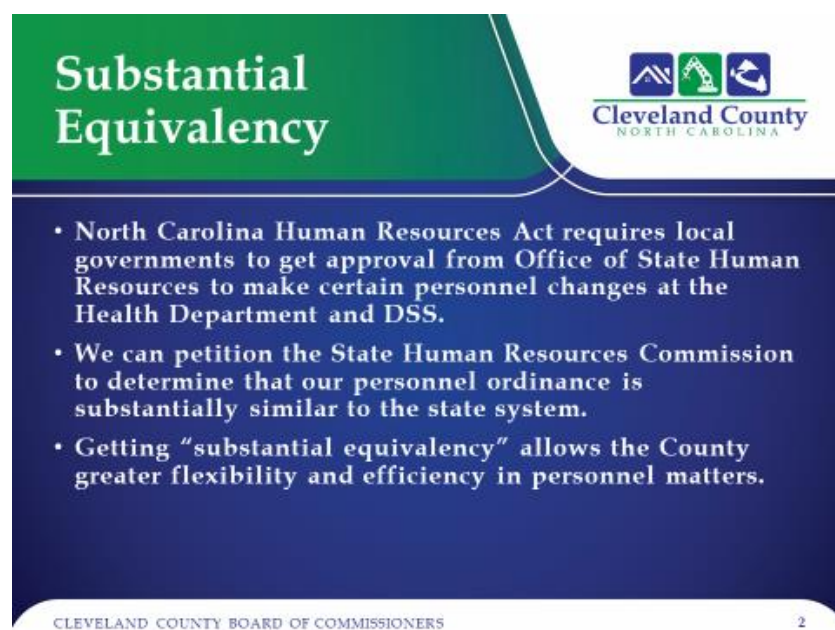
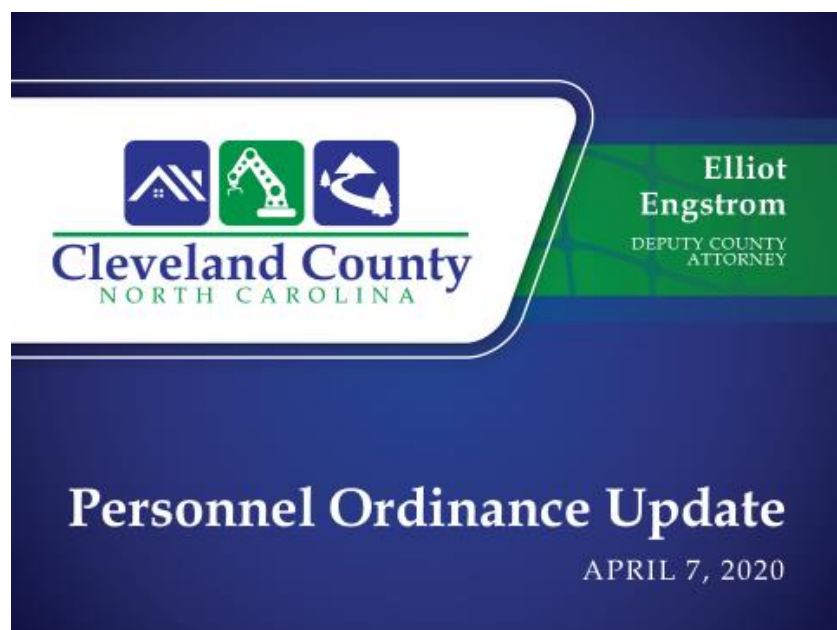
Article III § 6(b) of the revised ordinance prohibits non-exempt employees from accruing more than one hundred hours of compensatory time without approval from the Human Resources Director. The County currently has no policy in place regarding the accrual of compensatory time by non-exempt employees.

Article III § 6(c) of the revised ordinance allows exempt employees to accrue “flex time” for all overtime hours worked. Mechanically, this works exactly like the current ordinance, simply under a different name to provide a distinction between exempt and non-exempt employees.

Article IV § 4 of the revised ordinance requires that all vacant position announcements be posted both internally and externally. The Human Resources Director will have authority to waive this requirement.

Article IV § 11 reduces the new employee probationary period of employment from 24 months to 12 months. A 12-month probationary period is in line with the corresponding period for state employees under the North Carolina Human Resources Act.

If the changes to the personnel ordinance are approved, staff will submit the ordinance to the Office of State Human Resources for consideration of whether it meets the substantial equivalency test. Mr. Engstrom reviewed the following PowerPoint to the Board.



Notable Changes



- Article III § 6(b) of the revised ordinance prohibits non-exempt employees from accruing more than one hundred hours of compensatory time without approval from the Human Resources Director.
- The County currently has no policy in place regarding the accrual of compensatory time by non-exempt employees.

Notable Changes



- Article III § 6(c) of the revised ordinance allows exempt employees to accrue "flex time" for all overtime hours worked.
- Mechanically, this works exactly like the current ordinance, simply under a different name to provide a distinction between exempt and non-exempt employees.

Notable Changes



- Article IV § 4 of the revised ordinance requires that all vacant position announcements be posted both internally and externally.
- The Human Resources Director will have authority to waive this requirement.

Notable Changes



- Article IV § 9 of the revised ordinance requires that the Human Resources Director and relevant department head approve all hiring decisions.

Notable Changes



- Article IV § 11 reduces the new employee probationary period of employment from 24 months to 12 months.
- A 12-month probationary period is in line with the corresponding period for state employees under the North Carolina Human Resources Act. See N.C.G.S. § 126-1.1(a)(2).

Technical Changes



Example:

Probationary Period. The required period of time, twelve months (12), that an employee must serve before obtaining regular status when entering county service. Employees serving a probationary period following an initial appointment shall be subject to all articles with the exception of Article VIII. ~~The required period of time an employee serves before obtaining permanent status when entering county service.~~

Questions?



Action Requested:

- Adopt proposed ordinance and authorize staff to petition for substantial equivalency.

Other Options:

- No action
- Adopt proposed ordinance with any board amendments and authorize staff to petition for substantial equivalency
- Other actions

Chairman Allen opened the floor to the Board for questions and discussion. Commissioner Hutchins inquired about Article III § 6(b) (non-exempt comp time employees) why the approval would come from the Human Resources Director and not the County Manager. Mr. Engstrom stated the Human Resource Director works

under the discretion of the County Manager who has the authority to override the Human Resource Director's decision. He explained the Board can modify the proposed ordinance to change that approval must come from the County Manager. This proposed change will help monitor the amount of comp time employees accrue.

Commissioner Bridges asked about Article IV§ 4 allowing the Human Resource Director and Department Head to have the authority to waive the requirement of posting available positions both internally and externally. Why would the County not always post internally and externally? Mr. Epley stated this action would be exceptionally rare. An example of not posting externally would be for a position that is very specialized such as a Building Inspector or an Environmental Health Inspector who have to meet certain criteria and a strong candidate would be someone who already works for the County.

Commissioner Whetstine stated he agrees with changing a probationary employee from twenty-four months to twelve months. Mr. Engstrom added if the proposed changes are approved, those employees who are currently employed for over twelve months will automatically come off probationary status. A twelve month probationary period is in line with the corresponding period for state employees under the North Carolina Human Resources Act. *(a full copy of the revised versions of Articles I, II, III, IV, and VI of the Cleveland County Personnel Ordinance is filed in the Clerk's office).*

ACTION: Commissioner Bridges made the motion, seconded by Commissioner Whetstine, and unanimously adopted by the Board, *to approve the revised versions of Articles I, II, III, IV, and VI (section 1 only) of the Cleveland County Personnel Ordinance with the following change and submit the revised ordinance to the Office of State Human Resources for consideration of whether it meets the standard for substantial equivalency.*

DISCUSSION OF MEETING SCHEDULE OVER NEXT 45 DAYS

County Manager Brian Epley updated the Board on the evaluation of the progression of COVID-19, the Governor's Executive Stay-At-Home Order and a variety of other public health issues, how these impact the organization and the citizens of Cleveland County. He discussed options for County Commissioner meetings over the next forty five days. A tremendous amount of due diligence has been completed by the County's Administration Team to ensure there are no operational concerns or issues with whatever option the Board chooses.

ACTION: Commissioner Whetstine made the motion, seconded by Commissioner Hardin, and unanimously adopted by the Board, *to cancel the regularly scheduled meeting set for Tuesday, April 21, 2020.*

ACTION: Commissioner Hutchins made the motion, seconded by Commissioner Hardin, and unanimously adopted by the Board, *to delegate to the Chair, for a period of forty-five days, the authority to amend the Board's official meeting schedule as she deems appropriate, so long as she consults with the County Attorney to ensure compliance with all laws regarding public meetings.*

**DELEGATION OF AUTHORITY TO COUNTY MANAGER TO INTERPRET AND ADMINISTER
THE FAMILIES FIRST CORONAVIRUS RESPONSE ACT**

ACTION: Commissioner Bridges made the motion, seconded by Commissioner Whetstine, and unanimously adopted by the Board, *to delegate to the County Manager the authority to interpret and administer the Families First Coronavirus Response Act, including the authority to determine which county employees are health care providers or emergency responders under the Paid Sick Leave or Expanded Family and Medical Leave provisions of that act.*

COMMISSIONER REPORTS

Perry Davis, Fire Marshal/Emergency Management Director – gave an update to the Board on the number of positive COVID-19 cases and the county’s action plans for the pandemic.

ADJOURN

There being no further business to come before the Board at this time, Commissioner Whetstine made a motion, seconded by Commissioner Hutchins, and unanimously adopted by the Board, *to adjourn the meeting.*

*Susan Allen, Chairman
Cleveland County Board of Commissioners*

*Phyllis Nowlen, Clerk to the Board
Cleveland County Board of Commissioners*