

Cleveland County Board of Commissioners
April 16, 2024

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

PRESENT: Kevin Gordon, Chairman
Deb Hardin, Vice-Chair
Johnny Hutchins, Commissioner
Ronnie Whetstine, Commissioner
Doug Bridges, Commissioner
Tim Moore, County Attorney
David Cotton, County Manager
Phyllis Nowlen, Clerk to the Board
Kerri Melton, Assistant County Manager
Rebecca Johnson, Interim Social Services Director
Philip Steffan, Finance Director
Sandra Orvig, Shooting Range Director
Tiffany Hansen, Health Department Director
Captain Chris Hutchins, E-911 Communications Director

CALL TO ORDER

Chairman Gordon called the meeting to order, Health Department Director Tiffany Hansen led the audience in the Pledge of Allegiance and Assistant County Manager Kerri Melton provided the invocation.

Chairman Gordon announced: *“The public hearing for Project Ball has been postponed until further notice. Notification will posted when the new public hearing date is set.”*

AGENDA ADOPTION

ACTION: Commissioner Hardin made the motion, seconded by Commissioner Bridges and unanimously adopted by the Board to, *approve the agenda as presented.*

SPECIAL PRESENTATION

NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK 2024

Chairman Gordon recognized E911 Communications Director Captain Chris Hutchins to speak about National Public Safety Telecommunicators Week, which is April 14 – 20, 2024. This week is important for telecommunicators as they are the unseen first responders. Board members thank Captain Hutchins and his staff, who were in attendance, for their dedication and commitment to the safety of Cleveland County’s residents and first responders. The following proclamation was presented to the E911 Communications staff.



Proclamation

04-2024

National Public Safety Telecommunications Week 2024

WHEREAS, each day, thousands of Americans dial 9-1-1 for emergencies; the men and women who answer those calls for help gather essential information and dispatch the appropriate assistance, which can often make the difference between life and death for persons in need; and

WHEREAS, public safety telecommunicators are more than a calm and reassuring voice at the other end of the phone – they are knowledgeable and highly trained professionals who work closely with other police, fire, and medical personnel; and

WHEREAS, the work of these “unseen first responders” is invaluable in emergency situations and are the first and frontline contact with our citizens and the general public; and

WHEREAS, public safety telecommunicators play a crucial role in the protection of life and property, the preservation of society and its law, and the provision of county and municipal services; and

WHEREAS, in 2023, Cleveland County dispatchers received 132,373 total calls for service through the Communications Department, with 52,683 of those calls coming in through the 911 Center including seven 911-assisted out-of-hospital births and five 911-assisted saves (cardiac arrest or overdose)

NOW THEREFORE BE IT RESOLVED that the Cleveland County Board of Commissioners do hereby proclaim the week of April 14 – 20, 2024, as National Public Safety Telecommunicators Week and encourage all citizens to recognize and honor all emergency dispatchers for their ongoing diligence and professionalism in keeping our county and citizens safe.

Adopted this the 16th Day of April 2024.


Kevin Gordon, Chairman


Deb Hardin, Vice-Chairman


Johnny Hutchins, Commissioner


J. Ronnie Whetstine, Commissioner


Doug Bridges, Commissioner



CONSENT AGENDA

TAX COLLECTOR'S MONTHLY REPORT

Pursuant to North Carolina General Statute §105-350.7, the Tax Collector shall submit to the governing body, at each of its regular meetings, a report to include the amount collected on each year's taxes with which she is charged, the amount remaining uncollected, and the steps being taking to encourage payment of uncollected taxes. The Tax Collector provided Commissioners with a detailed written report regarding taxes collected during **March 2024**.

ACTION: Commissioner Whetstine made a motion, seconded by Commissioner Bridges, and passed unanimously by the Board to, ***approve the March 2024 monthly tax report submitted by the Tax Collector.***

TOTAL TAXES COLLECTED MARCH 2024			
YEAR	AMOUNT-REAL	AMOUNT-GAP	COMBINED AMT
DEF REV	\$0.00	\$0.00	\$0.00
2023	\$945,463.45	\$8,521.41	\$953,984.86
2022	\$52,797.44	\$956.05	\$53,753.49
2021	\$21,339.25	\$636.71	\$21,975.96
2020	\$28,960.81	\$492.76	\$29,453.57
2019	\$4,140.01	\$0.00	\$4,140.01
2018	\$2,965.72	\$0.00	\$2,965.72
2017	\$2,300.36	\$0.00	\$2,300.36
2016	\$1,375.81	\$0.00	\$1,375.81
2015	\$1,343.84	\$0.00	\$1,343.84
2014	\$617.50	\$0.00	\$617.50
2013	\$0.00	\$0.00	\$0.00
			\$1,071,911.12
TOTALS	\$1,061,304.19	\$10,606.93	\$1,071,911.12
DISCOUNT	\$0.75		\$0.75
INTEREST	\$54,205.21	\$880.08	\$55,085.29
TOLERANCE	(\$19.40)	\$0.71	(\$18.69)
ADVERTISING	\$1,954.69		
GARNISHMENT	\$6,546.77	\$1,886.06	\$6,507.79
NSF	\$241.83		
LEGAL FEES	\$3,561.18		
TOTALS	\$1,127,795.22	\$13,373.78	
MISC FEE	\$0.00		
TAXES COLL	\$1,127,795.22		GRAND TOTAL
DEF	\$9,941.22		\$1,141,169.00
DISC	(\$2.43)		\$11,330.83
TOL	\$0.00		\$6,507.79
INT	\$1,392.04		\$1,159,007.62
TOTAL TAXES UNCOLLECTED MARCH 2024			
	AMOUNT-REAL	AMOUNT-GAP	COMBINED AMT
2023	\$2,870,543.25	\$150,385.03	\$3,020,928.28
2022	\$1,128,942.66	\$99,557.12	\$1,228,499.78
2021	\$404,654.39	\$66,530.39	\$471,184.78
2020	\$316,261.08	\$33,418.89	\$349,679.97
2019	\$488,843.09	\$0.00	\$488,843.09
2018	\$248,418.02	\$0.00	\$248,418.02
2017	\$139,520.16	\$0.00	\$139,520.16
2016	\$97,272.19	\$0.00	\$97,272.19
2015	\$93,022.00	\$0.00	\$93,022.00
2014	\$104,876.78	\$0.00	\$104,876.78
2013	\$0.00	\$0.00	\$0.00
			\$0.00
	\$5,892,353.62	\$349,891.43	\$6,242,245.05
DEF REV	\$25,511.57	\$168,020.19	\$193,531.76
TOTAL UNCOLLECTED	\$5,917,865.19	\$517,911.62	\$6,435,776.81

TAX ADMINISTRATION: ABATEMENTS AND SUPPLEMENTS

The Tax Assessor provided Commissioners with a detailed written report regarding tax abatements and supplements during *March 2024*. The monthly grand total for tax abatements was listed as (\$1,300.67), and the monthly grand total for tax supplements was listed as \$4,812.91.

ACTION: Commissioner Whetstine made a motion, seconded by Commissioner Bridges, and passed unanimously by the Board to, *approve the March 2024 tax abatements and supplements submitted by the Tax Assessor.*

FINANCE DEPARTMENT: BUDGET TRANSFER SUMMARY

As required by North Carolina General Statute §159-15, all internal transfers shall be submitted to the Board of Commissioners. The budget transfer summary from March 5 through April 5, 2024, is included in Commissioner packets.

ACTION: Commissioner Whetstine made a motion, seconded by Commissioner Bridges, and passed unanimously by the Board to, *approve the budget transfer summary as presented.*

County of Cleveland, North Carolina
 Manager's Budget Summary
 Presented at the April 16, 2024 Board Meeting
 Time Period Covered : 3/5/24 thru 4/5/24
 For Fiscal Year Ending June 30, 2024

BUDGET TRANSFERS LEGEND: D = DEPARTMENTAL; L = LATERAL

BUD #	BUDGET TYPE	DATE SUBMITTED BY DEPT	DEPT #	DEPT TO NAME	DEPT #	DEPT FROM NAME	EXPLANATION	BUDGET AMOUNT
1904	D	3/5/2024	010.448	Communications			Move funds to cover uniform shirts	\$ 1,600.00
1905	D	3/5/2024	010.444	Detention Center			Move funds to cover uniforms	\$ 10,000.00
1906	D	3/7/2024	040.210	Cap Projs-General			Move funds to cover Office365 licenses	\$ 46,870.00
1907	D	3/11/2024	012.532	TB/STD/CD			Move funds to cover controlled property exp	\$ 2,300.00
1908	D	3/11/2024	055.480	LeGrand Center			Move funds to cover maint bldg/grounds & laundry/dry cleaning	\$ 9,500.00
1909	D	3/11/2024	010.413	Finance			Move funds to cover insurance/bonding	\$ 3,000.00
1910	D	3/11/2024	010.416	Legal			Move funds to cover professional servs	\$ 25,000.00
1911	D	3/14/2024	027.434	ARPA			Move funds to cover plate fees	\$ 54.00
1912	D	3/15/2024	010.445	Emergency Mgmt			Move funds to cover repairs on equipment	\$ 275.00
1913	D	3/15/2024	054.473	SW Landfill			Move funds to cover rentals	\$ 6,000.00
1914	D	3/18/2024	010.446	EMS			Move funds to cover EMS Week expenses	\$ 5,000.00
1915	D	3/19/2024	010.423	Human Resources			Move funds to cover professional servs	\$ 7,000.00
1916	D	3/19/2024	060.651	Property/Liability			Move funds to cover professional servs/ins claims-auto	\$ 5,000.00
1917	D	3/19/2024	010.446	EMS			Move funds to cover dues/subscriptions	\$ 9,000.00
1918	D	3/20/2024	010.542	Animal Servs			Move funds to cover maint bldg/grounds; software training; professional servs	\$ 20,668.00
1919	D	3/22/2024	010.413	Finance			Move funds to cover contracted labor	\$ 6,425.00
1920	D	3/25/2024	060.651	Property/Liability			Move funds to cover in house ins claims	\$ 18,000.00
1921	D	3/25/2024	012.539	Family Planning			Move funds to cover prescription drugs	\$ 10,000.00
1921	D	3/25/2024	012.545	Nurse Family Partnership			Move funds to cover advertising/promotions	\$ 4,000.00
1922	D	3/26/2024	010.495	Cooperative Ext			Move funds to cover departmental supply	\$ 1,070.00
1923	D	3/27/2024	010.440	SRO			Move funds to cover motor fuels	\$ 6,000.00
1924	D	3/28/2024	010.441	Sheriff Office			Move funds to cover uniforms/advertising/promotions	\$ 8,000.00
1925	D	3/28/2024	010.542	Animal Services			Move funds to cover motor fuels	\$ 17,000.00
1926	D	4/5/2024	010.445	Emergency Mgmt			Move funds to cover software license	\$ 6,600.00

E911 COMMUNICATIONS: BUDGET AMENDMENT (BNA #057)

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

Account Number	Project Code	Department/Account Name	Increase	Decrease
026.454.4.350.00	24PSAP-RADIOS	911 Phone Center/State Govt Grants	\$35,077.00	
026.454.5.700.00	24PSAP-RADIOS	911 Phone Center/Grants	\$35,077.00	

Explanation of Revisions: Budget allocation of \$35,077 in grant funds received for the 2023 Portable PSAP Grant to purchase six portable radios and chargers.

HEALTH DEPARTMENT: BUDGET AMENDMENT (BNA #058)

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

Account Number	Project Code	Department/Account Name	Increase	Decrease
013.660.4.510.78		Employee Wellness/Wellness Tier 5 Pharm Fees	\$273,000.00	
013.660.5.230.01		Employee Wellness/Prescription Drugs	\$273,000.00	

Explanation of Revisions: Budget allocation of \$273,000 in receipts of Tier drug rebates to cover prescription drug costs.

HEALTH DEPARTMENT: BUDGET AMENDMENT (BNA #059)

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

Account Number	Project Code	Department/Account Name	Increase	Decrease
012.541.4.350.00		Environmental Health/State Govt Grants	\$14,820.00	
012.541.5.121.00		Environmental Health/Salaries-Wages-Reg	\$14,820.00	

Explanation of Revisions: Budget allocation of \$14,820 in grant funds from the NC Department of Health and Human Services/Environmental Section/Food Protection and Facilities Branch. These funds will be used to support existing salaries.

HEALTH DEPARTMENT: BUDGET AMENDMENT (BNA #060)

ACTION: Commissioner Whetstine 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>
012.530.4.350.00		General Administration/State Govt Grants	\$50,000.00	
012.530.5.370.00		General Administration/Advertising-Promotions	\$10,000.00	
012.530.5.910.00		General Administration/Capital Equipment	\$40,000.00	

Explanation of Revisions: Budget allocation of \$50,000 in grant funds from the NC Department of Health and Human Services to support activities to support delivery of the ten essential public health services. These funds will be used towards advertising and purchasing an underground sewer locator for the Environmental Health Department.

REGULAR AGENDA

E-911 AND EMERGENCY OPERATIONS CENTER BID AWARD

Chairman Gordon recognized Facilities Project Manager Blake Myers to present the E-911 and Emergency Operations Center (EOC) bid award. Cleveland County plans to construct a new E-911 and Emergency Operations Center located at 1333 Fallston Road in Shelby, which is the current location of the American Red Cross (ARC) building. In February 2024, the county received bids for the construction project. After evaluating the bid documents, staff recommend awarding the project to JM Cope, Inc.

In August 2022, Cleveland County Government received a grant to construct a new E-911 Center. The county will also construct an EOC adjacent to the new E-911 Center. These are two separate buildings. To meet the grant criteria, the E-911 Center was considered the base bid, while the Emergency Operations Center was bid as an Alternate. JM Cope Inc. was the lowest Base Bidder in the amount of \$5,227,139. Cleveland County is recommending award of the Base Bid and Alternate 2 to JM Cope, Inc. The county will continue negotiating and working through value engineering on Add Alternate 1- Emergency Operations Center. This part of the overall project will be approved via change order. Other general information of the construction project include:

Budget:

- Total 911 Budget: \$7,287,755
 - Construction \$4,070,993
 - Other \$3,126,762
- Size: 911 Facility 5,383 SF / EOC 2,475 SF
Schedule: 15 Months for Substantial Completion

Bid Amounts

- Low Base Bid: \$5,227,139.00
- Alt #1 EOC: \$2,396,254
 - Value Engineering Underway
- Alt #2 Added Paving: \$17,000
- Alt #3 Controls Preferred:

The following information and PowerPoint were presented to the Commissioners.

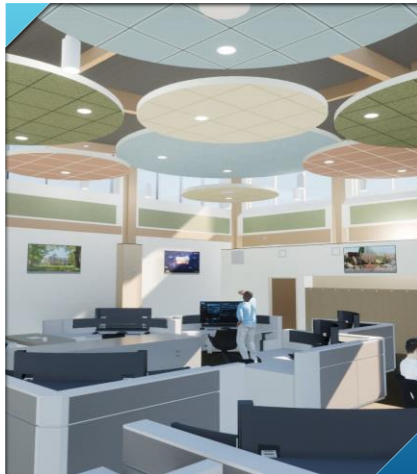


Cleveland County 911 Center/EOC



GENERAL INFORMATION

- **LOCATION:** 1333 Fallston Road
Red Cross Building
- **BUDGET:**
 - Total 911 Budget: \$7,287,755
 - Construction \$4,070,993
 - Other \$3,126,762
- **SIZE:** 911 Facility 5,383 SF / EOC 2,478 SF
- **SCHEDULE:** 15 Months For Substantial Completion



BID AMOUNTS

- **LOW BASE BID: \$5,227,139.00**
- **Alt #1 EOC: \$2,396,254**
 - Value Engineering Underway
- **Alt #2 Added Paving: \$17,000**
- **Alt #3 Controls Preferred: \$0.00**



STAFF RECOMMENDATION

- **ACCEPT:** Base Bid + Alt #2 + Alt #3
- **TOTAL AWARD: \$5,244,139.00**
- **CONTRACTOR:** JM Cope Construction
- Move forward with Value Engineering for EOC
- Apply for additional funding from 911 Board

Chairman Gordon opened the floor to the Board for questions and discussion. Commissioner Whetstine asked if the construction company was confident about the 15-month completion date. Mr. Myers advised that they were. They can begin as soon as the contract is approved. Commissioner Bridges inquired if the new construction would have adequate room and space to support the employees for the next several years. Mr. Myers responded that it would. The current plan was designed with future expansion growth in mind. Staff have considered and incorporated E-911 call center growth into this facility design.

Chairman Gordon questioned when the county would notify the construction company to proceed. County Manager David Cotton replied, *“Following the Board of Commissioner’s direction and guidance, staff will negotiate the price for the alternates and bring that amount(s) back to you for review and approval consideration within the next month or two. Once approved, we will issue the notice to proceed.”*

ACTION: Commissioner Hutchins made a motion, seconded by Commissioner Whetstine, and unanimously adopted by the Board to, *accept the Base Bid + Alt #2 + Alt #3 as presented.* (a full copy of the contract is on file in the Clerk’s Office.)

CLOSED SESSION

ACTION: Commissioner Hardin made the motion, seconded by Commissioner Bridges and unanimously adopted by the Board, *to go into closed session per North Carolina General Statute §143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.* (Copy of closed session Minutes are sealed and found in the Closed Session Minute Book).

RECONVENE IN REGULAR SESSION

Chairman Gordon stated, “*The Board is in open session. During the closed session, the Board decided to appoint Rebecca Johnson to serve as the Cleveland County Social Services Director.*”

ACTION: Commissioner Hardin made a motion, seconded by Commissioner Hutchins, and unanimously adopted by the Board to, ***appoint Rebecca Johnson to serve as the Cleveland County Social Services Director effective immediately with a nine-month probationary period.***

ADJOURN

There being no further business to come before the Board at this time, Commissioner Hardin made a motion, seconded by Commissioner Whetstine and unanimously adopted by the Board, ***to adjourn.*** The next meeting of the Commission is scheduled for ***Tuesday, May 7, 2024, at 6:00 pm*** in the Commissioners’ Chambers.

*Kevin Gordon, Chairman
Cleveland County Board of Commissioners*

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