

CLEVELAND COUNTY BOARD OF COMMISSIONERS

January 28, 2014 Work Session

The Cleveland County Board of Commissioners reconvened their regular meeting of January 21, 2014 on this date, at the hour of 5:00 p.m., in the R.L. Alexander Conference Room of the Cleveland County Administrative Offices.

PRESENT:

Jason Falls, Chairman
Eddie Holbrook, Vice-Chairman
Susan Allen, Commissioner *Dismissed at 6:30 p.m. due to illness*
Johnny Hutchins, Commissioner
Ronnie Hawkins, Commissioner *Arrived at 5:25 p.m.*
Jeff Richardson, County Manager
Kerri Melton, County Clerk
April Crotts, Deputy Clerk
Chris Green, Tax Administrator
Chris Crepps, Finance Director
Dorothea Wyant, Health Director
Allison Mauney, HR Director
Jessica Pickens, *The Shelby Star*
Other individual names on file in the Clerk's Office

CALL TO ORDER

Chairman Falls called the meeting to order and stated that a brief Economic Development discussion would be added to the agenda.

ANIMAL CONTROL UPDATE

Approximately six months ago, Cleveland County Animal Control hired Jennifer Coalson as a Rescue Coordinator at the Animal Shelter. The addition of this position has reduced the number of animals euthanized at the shelter. Dorothea Wyant, Health Director, presented the following information to Commissioners:

**COMPARISON OF
JULY 2012 – DECEMBER 2012 VS. JULY 2013 – DECEMBER 2013**

TOTAL ANIMALS SAVED

ADOPTION 2 % INCREASE

In 2012, 6% of all animals were adopted In 2013, 8% of all animals were adopted

RESCUES 38 % INCREASE

In 2012, 8% of all animals were rescued In 2013, 46% of all animals were rescued

Total Cats Saved 2012 3.50%	Total Animals Saved 2012 18%	Total Dogs Saved 2012 31%
Total Cats Saved 2013 37.50%	Total Animals Saved 2013 59%	Total Dogs Saved 2013 80%

TOTAL ANIMALS EUTHANIZED

EUTHANIZED 42 % DECREASE

In 2012, 79% of all animals were euthanized In 2013, 37% of all animals were euthanized

**TOTAL NUMBER ANIMALS EUTHANIZED: CO VS. EBI
CARBON MONOXIDE GAS (CO) 28% DECREASE**

In 2012, 64% of all animals were euthanized by Carbon Monoxide In 2013, 36% of all animals were euthanized by Carbon Monoxide

EUTHANASIA BY INJECTION (EBI) 28% INCREASE

In 2012, 36% of all animals were euthanized by Injection In 2013, 64% of all animals were euthanized by Injection

Chairman Falls thanked the Animal Shelter for the work that they have been doing and asked them to formulate a plan to eliminate the gas chamber all together. Commissioners were excited about the great things happening at Animal Control since the Rescue Coordinator has been hired.

Sam Lockridge, Health Services Coordinator, will most likely be asking for funding in the upcoming budget to work towards eliminating the gas chamber.

Ms. Wyant also presented a three-year Capital Improvement Plan for the Animal Shelter. See below:

Cleveland County Animal Shelter
Capital Improvements

2014-2015:

Flooring: \$52,551

Remove current flooring in Animal Shelter and replace with *Silikal* (a NCDA approved flooring system). Flooring upgrades are required by NCDA Veterinary Division, through a compliance schedule. The flooring has been scheduled and applied in phases. This will complete the final phase of the new flooring upgrade.

Gates:

Construct/Fabricate/Install 64 new gates on kennels within the Animal Shelter. New gate construction will reinforce current kennel conditions, and allow for easier and more effective cleaning/caretaking of both the facility and the animals housed there. Gates presently in use are old, rusted and corroded due to the constant presence of moisture and uretic acid from animal excrement.

Wall Reconstruction:

Fill in void areas currently located on wall end caps. These areas are notorious for collecting organic material such as animal excrement, and harboring bacteria. This threatens the sanitary environment that the Animal Shelter Staff tries to maintain and causes disease growth and foul odors to be established.

2015-2016:

Paint:

Repaint all walls inside of the Animal Shelter with epoxy paint and repair existing door frames of the Animal Shelter to provide a fresh non porous surface that will allow for easier and more effective cleaning and facility management as well as eliminate the intrusion of potentially fatal viruses and bacteria.

Ceiling Replacement

Reconstruct the existing ceiling in the Animal Shelter with a vinyl type material to modernize, improve the aesthetical appearance, and to ease the daily cleaning and caretaking of the Facility. This will brighten and update the current condition of the Facility ceiling.

Lighting:

Replace all light fixtures in the Animal Shelter with waterproof fluorescent lights. This will improve the intensity and quality of lighting within the Facility. The current lighting condition is not sufficient and provides areas where bacterial growth is encouraged. This makes the health and safety of the Facility hard to maintain when dealing with animals.

2016-2017:

Building Addition: \$00000

Staff numbers have grown over the past several years with the amount of office space remaining the same. The office area currently is responsible for providing workspace to 14 employees. The area has been modified to best fit our needs, but is limited in its capabilities to provide adequate room and privacy. Additional office space is necessary to provide adequate room for continued growth in staff, public contact, and program management.

PRELIMINARY BUDGET DISCUSSION

County Manager Jeff Richardson presented a PowerPoint outlining preliminary information for the FY 2014/2015 Budget as follows:

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Preliminary Revenue Forecast FY 14-15

3 YEAR TAX BASE GROWTH (ASSESSED VALUE)

2011	4.58%
2012	6.68%
2013	5.67%*

*PROJECTED

FUND BALANCE

2012	14.1%
2013	15.6%

Commissioner Policy Guidance: Move unrestricted fund balance to a minimum of 18-20% overtime.

GENERAL FUND (NEW) REVENUE

2013	\$2.8 Million
2014	\$2.3 Million*

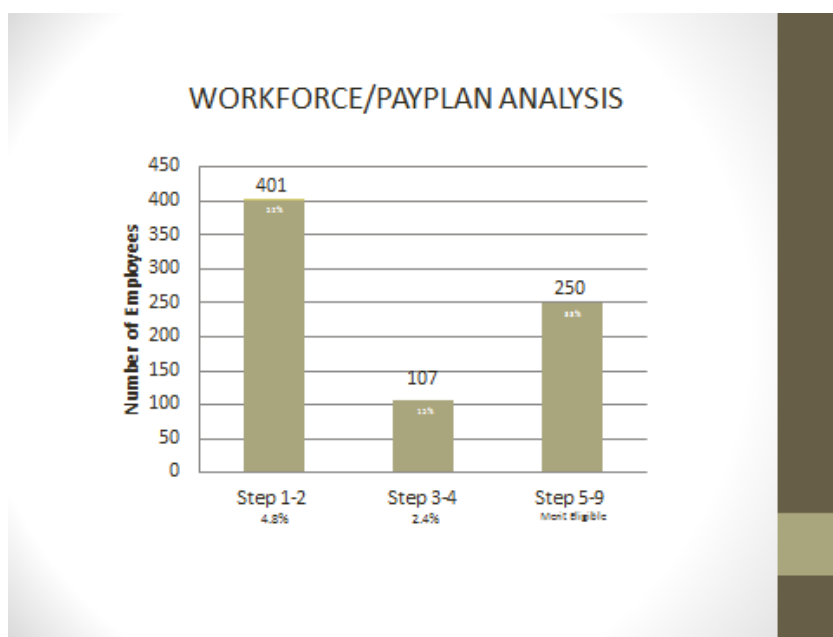
*Projected

GENERAL FUND REVENUE

2014	\$2.3 Million * Projected
	\$600,000 (reduce reliance on fund balance)
	Adjust New Revenue Projection
	\$1.7 Million

FY 14-15 EXPENDITURE SPENDING

\$500,000	Medical Inflation 8%= \$500,000
\$360,000	Employee Pay Increase Consideration (COLA) 1%= \$360,000
TBA	Departmental Operating Expenses/ New Positions
TBA \$483,000	Social Services Program Funding (\$483,000- 2013 Increase)



POLICY GUIDANCE

- ✓ Look for Pay Plan design alternatives (long-term)
- ✓ Explore affordable ways to reward employees
- ✓ Law Enforcement Center/Court Services Expansion Project
 1. \$500,000 – Patton Drive/Cleveland County Schools Purchase
 2. \$250,000 – Space Up fit/ Renovation
 3. Goal: Prolong Life of LEC (10-15 years)

Commissioners discussed at length the pay plan and possibility of re-examining it. The County Manager discussed the former Instructional Center owned by the Cleveland County Schools located on Patton Drive. The purchase of this property would free up space and prolong the life of the Law Enforcement Center. Mr. Richardson would like to continue to analyze the space needs of the District Attorney’s Office, Sheriff’s Office, Probation Office, etc. and bring a final decision before Commissioners for consideration.

CONSENSUS: It was the consensus of the board, *to allow the County Manager to move forward with discussions regarding purchase of the vacant Patton Drive facility owned by Cleveland County Schools.*

BOARD TRAINING CLASS DISCUSSION

Chairman Falls brought up the Board Training class and the requirement that every potential board member must to take the class prior to being placed on a board or committee. Chairman Falls suggested that those members who have served on other boards, are elected officials, etc. be authorized to provide some proof of training other than attending the Board Training Class.

Years ago, Commissioners would appoint members to boards and they would never show up. Several Commissioners shared, the purpose of the Board Training Class is to get a commitment from Board Members prior to appointing them. Commissioner Hawkins also added that another purpose is to make sure board members understand their duties as a board member and that they review financial information of the board.

ECONOMIC DEVELOPMENT DISCUSSION

Vice-Chairman Holbrook briefed Commissioners on the status of several Economic Development Projects. Cleveland County has been notified they are a finalist for a large project that could bring a couple hundred automobile related manufacturing jobs and potential for the relocation of a distribution center. The pay scale is approximately \$1,000 above the county average. Vice-Chair Holbrook urged the board to go on record to say, “This is a project our county needs bad.” He suggested that they encourage the state to examine their incentive package and be visionary.

Commissioners took a 15 minute recess for dinner. Susan Allen was dismissed at 6:30 due to illness.

2013-2014 STRATEGIC GOALS DISCUSSION AND PRIORITIZATION

Goals were prioritized as follows:

FY 13-14 Strategic Goals Update				
	Key Departments /Personnel	Resource Allocation	Progress Update	DOT distribution
Commissioners				
Top Priorities				
-Increase retail business presence in Cleveland County	County Managers Office/CCEDP/Chamber	TBD	Need Board Direction	5
-Complete Phase I of the County/State Wildlife Commission Public Shooting Range.	County Managers Office	\$1,000,000 grant from NC Wildlife, site design	February 18th presentation	5
-Create a high functioning and integrated human service campus with the relocation of the new Health Department to the Social Services Post Road Site.	County Managers Office, Health Department, DSS Staff	\$18M estimated construction cost and \$500,000 currently reserved for campus traffic flow .	Architect drawings designed. Bid cost, TBD.	5
-Focus on 2016 County-wide revaluation with a goal of stabilizing tax rate/base to avoid budgetary shortfall	All County Departments		Refer to tax information during budget discussion	5
-Increase funding and partnerships to maintain and grow a model County Animal Control Program.	Health Department/Animal Control	Hiring of Rescue Coordinator approximately \$35,000 salary	Presentation by Dorothea Wyant and Sam Lockridge	4
-Examine efforts to grow tax base thru Economic Development incentive Program	County Managers Office	Gardner Webb Intern	Framework in place for Economic Development Reserve Fund. Work to begin this week on Tax incentive portfolio	4
Focus Area				
Economic Development				
-Examine current Economic Development Partnership structure to insure continual success of recruiting and retaining industry in Cleveland County.	Commissioners	TBD	Need Board Direction	3
-Grow County's tax base strategically to increase jobs locally.	CCEDP		Refer to tax information during budget discussion	0
-Manage occupancy tax revenue to support synergetic partnerships, aimed at growing travel/tourism throughout Cleveland County.	Commissioners, County Managers Office			0
-Continue to emphasize hotel/motel recruitment efforts throughout the County.	CCEDP	ED Partnership	600 hotel rooms currently, 170 rooms currently under construction	0
Focus Area				
Public Safety				
-Support efforts to Grow the County's Animal Control Program emphasizing on reducing euthanasia through preventative care and Public education of proper care of animals.	Health Department/Animal Control	Hiring of Rescue Coordinator approximately \$35,000 salary	Presentation by Dorothea Wyant and Sam Lockridge	2
-Review current security standards in County buildings and properly apply best practices model.	County Staff Various Depts	Undetermined	July, 2014	1
-Maintain support for County Volunteer Fire Departments and explore additional ways to increase county assistance.	Commissioners, County Managers Office, Emergency Management	Two cent fire tax rate increase, \$307K county allocation	Rate increase in place FY2013-2014	0
-Support efforts to increase the number of foster homes in Cleveland County.	Social Services	None anticipated at this time	Per Karen Ellis at DSS, the number of foster homes continues to increase on a monthly basis	0
-Support efforts to provide water and sewer access for all county residents.	Commissioners	N/A	Continued support of Upper Cleveland Reservoir	0
Focus Area				
Community Education and Customer Service Outreach				
-Explore opportunities to increase Veterans' support services.	County Managers Office, VA Staff		Moved VA office to first floor to allow them more space and increased security. Prepared to benchmark other counties if requested.	2
-Explore community partnership to reduce unsightly trash along roadsides.	TBD	TBD	Board Direction	2
-Continue to study recreational opportunities in the County and look for ways to grow youth recreations in an effort to reduce the number of youth becoming part of the judicial system.	All County Departments	N/A	Coast to Coast Rx committed for operation of Teen Center committed not only to providing recreation but academic success, good character and healthy life choices	1
-Take steps to increase county-wide recycling to reduce landfill waste stream.	Cleveland County Landfill	Landfill Enterprise Fund	"Chunk it in the right place" campaign to be rolled out in Spring 2014	0
-Create a County YouTube channel that is accessible to the public.	County Managers Office, All Departments	\$1,500 capital equipment purchase	Pilot Program under design. Rollout 6/30/14	0
-Work with community partners to insure recreational amenities are handicap accessible.	Commissioners	TBD	Zoning case mentioned at previous work session has not moved forward.	0
Focus Area				
Fiscal Sustainability				
-Explore ways to maximize the county's grant opportunities to minimize/reduce local funding for community projects.	County Managers Office	TBD	Under review	1
-Grow unrestricted fund balance to a minimum of 18% to 20%	County Managers Office	to be determined in FY 13/14 budget	Increase from 14.1% in 2012 to 15.6% in 2013	**Not included in dot distribution goal of all Commissioners

(Clerks Note: Commissioners were given eight dots to place on goals to prioritize.

Commissioner Allen left the meeting due to illness but prioritized her goals at a later time.)

ADJOURN

Due to worsening weather, Chairman Falls *adjourned the meeting*. The next regular scheduled meeting will be held *Tuesday, February 4, 2014 in the Commissioners Chamber*.

*Jason Falls, Chairman
Cleveland County Board of Commissioners*

*Kerri Melton, County Clerk
Cleveland County Board of Commissioners*