

Cleveland County Board of Commissioners
December 4, 2018

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, Chairwoman
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
Chris Green, Tax Administrator
Shane Fox, Chief Financial Officer
Elliot Engstrom, Senior Staff Attorney
Scott Bowman, Maintenance Director
Lorie Poston, E-911 Communications Director
Jason Falls, LeGrand Center Director
Allison Mauney, Human Resources Director
Perry Davis, Emergency Management Director/Fire Marshal
Mark Dellinger, Electronic Maintenance Director
Clifton Philbeck, Board of Elections Director
Greg Traywick, Cooperative Extension Director
Betsy Harnage, Register of Deeds

CALL TO ORDER

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

AGENDA ADOPTION

ACTION: Commissioner Whetstine made the motion, seconded by Commissioner Hardin and unanimously approved by the Board to, *approve the agenda.*

SPECIAL PRESENTATION

Family & Consumer Sciences Day 2018: Chairwoman Allen recognized Greg Traywick, Cooperative Extension Director and Nancy Abasiekong, Extension Agent who spoke about Family and Consumer Sciences Day. This is the fifth year the National Association for Family and Consumer Sciences nationwide are helping families focus attention on eating a healthy and electronic-free meal together. The many benefits of having this kind of meal together were outlined. The Board thanked Mr. Traywick and Mrs. Abasiekong for the presentation and their continued work they do for the community.



Proclamation

Number 09-2018

Family & Consumer Sciences Day Proclamation 2018

Whereas, the profession of Family and Consumer Sciences had its beginning as home economics in 1899 when Ellen Swallow Richards, the first female graduate and faculty member of the Massachusetts Institute of Technology, blazed a path using scientific knowledge to address the plight of families with regards to water quality, food safety and safety of home environments; and

Whereas, building on its strong foundation, Family and Consumer Sciences continues to use the family as its central focus, thereby expanding its content base to meet the ever-evolving needs of that entity; and

Whereas, Family and Consumer Sciences has a long and colorful history of utilizing its unique content areas of food and nutrition, human and child development, personal and family finance, family relations, housing and interior design, textiles and apparel, and consumer issues to equip and empower individuals and families to manage the challenges of living and working in a diverse global society; and

Whereas, Family and Consumer Sciences professionals promote families eating and preparing meals together as a way to build strong families and improve nutrition; Family and Consumer Sciences professionals work in careers as diverse as secondary and higher education, Extension outreach, family and child agencies, consumer protection, retail/business and as entrepreneurs; and

Whereas, the conditions impacting individuals and families today are at an all-time high when it comes to obesity, spousal and child abuse, inability to manage financial affairs and more, point to a heightened role for Family and Consumer Sciences; and

Whereas, policy makers and the public, in general need an awareness and understanding of the relevance of Family and Consumer Sciences in addressing many of the problems that are currently holding family's hostage; and

NOW THEREFORE BE IT RESOLVED the Cleveland County Board of Commissioners hereby proclaims Monday, December 3 through Saturday, December 15, 2018 as Family & Consumer Sciences Days by Celebrating "Dining In" for Healthy Families in Cleveland County, and urge all citizens to participate in the activities planned here forth.

Adopted this the 4th day of December, 2018.

Susan Allen, Chair

J. Ronnie Whetstine, Vice-Chairman

Johnny Hutchins, Commissioner

Douglas Bridges, Commissioner

Deb Hardin, Commissioner



3 Easy Ways to Celebrate FCS Day



Celebrate with friends, family, or community groups!

- 1 Commit to "Dining In" device free during **December 3-15, 2018**. <http://bit.ly/FCSdaypledge>
- 2 Prepare and eat a healthy meal with others (if possible) during **December 3-15, 2018**.
- 3 Take a selfie and post it on social media!

#FCSday
#HealthyFamSelfie



www.aafcs.org/FCSday

Tips for "Dining In"

- | | |
|--|--|
| 1. Make family meals a priority and agree upon a schedule. | 6. Set aside 30 minutes on the weekend for meal planning. |
| 2. Try to have regular family meals two to three times per week. | 7. Make family meals fun and include children in food preparation. |
| 3. If dinnertime doesn't work, have family breakfasts or snacks. | 8. Discuss neutral or positive topics at the table. |
| 4. Keep meals simple. Slow cookers save time in the evening! | 9. Eliminate distractions like TV and cell phones. |
| 5. Double recipes and freeze food for a second meal. | 10. Eat slowly, and enjoy your time as a family! |

CITIZEN RECOGNITION

No one registered to speak.

CONSENT AGENDA

APPROVAL OF MINUTES

The Clerk to the Board included the Minutes of the *November 20, 2018 regular meeting*, in board members packets.

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

MONTHLY MANAGER'S REPORT

Manager's Report December 4, 2018

**Cleveland County, North Carolina
Monthly Financials &
Manager's Report**

EXECUTIVE SUMMARY

Finance:

- The County has earned approx. \$370,000 in Investment Income year to date through November 30, 2018.
- The County has received \$3,255,000 in local option sales tax for the first two months of 2018-2019. This is in comparison to \$3,073,000 received through the first two months of 2017-2018, or an 6% increase from prior year. Local option sales tax is received and recorded 3 months in arrears.
- The County's new audit firm, Thompson, Price, Scott and Adams, Co. (TPSA) completed final fieldwork during the month of October. The County's CAFR has been submitted to the LGC for review and approval on-time. During interim and final fieldwork TPSA reviewed over 500 invoices and 150 deposits, along with testing 8 major DSS programs. In comparison, in the prior year, the former audit firm reviewed approx. 250 invoices and deposits along with 3 major DSS programs. This change in the County's audit firm marks the first change in 14 years.
- The ERP-Keystone conversion and implementation process has been a tremendous success thus far. The Finance Department continues to fine tune more efficient ways to conduct day to day operations. The external transparency to vendors and clients has been very successful. This is the first major County-wide software update since 1989.

County of Cleveland, North Carolina
Presented at the December 4, 2018 BOC Meeting
Time Period Covered 7/1/18 - 11/30/18 - Fiscal Year Ending June 30, 2018
Departmental Line Item and Lateral Transfers

D = Departmental Transfers
L = Lateral Transfers

BUDGET TYPE	DEPT NAME TO	DEPT NAME FROM	EXPLANATION	BUDGET AMOUNT
D	Employee Wellness		To cover Tier 4/5 drugs - new employee pharmacy formulary	\$ 1,700
D	Animal Control		To cover travel/training	\$ 1,125
D	Employee Wellness		To move funds for new pharmacy tiers	\$ 15,000
D	Employee Wellness		To move funds for new pharmacy tiers	\$ 10,000
D	Maintenance		To cover purchase of water cooler for CADM	\$ 1,500
D	Employee Wellness		To move budget to one account to cover tier 3-5 drugs	\$ 302,009
D	Dental		To cover purchase of scaler for dental clinic	\$ 2,900
L	Cap Proj ARC	Cap Proj Gen	To cover professional services on ARC bldg	\$ 2,500
D	Animal Control		To cover travel/training and advertising	\$ 13,500
D	SW Landfill		To cover new scales	\$ 58,950
D	Health Admin		To cover increase in Patagonia software	\$ 8,250
D	Health-Adult Hlth		To cover contracted labor	\$ 13,000
D	Animal Control		To cover new tasers purchased to replace expired tasers	\$ 2,710
D	Property/Liability		To cover legal services	\$ 20,000
L	Human Resources	Commissioners	To appropriate dept for employee drug testing	\$ 10,000
D	Cap Proj-Gen		To cover professional services provided by Mansour Edlin	\$ 8,500
D	Court Facilities		To cover camera system for DA Bldg	\$ 950
D	Board of Elections		To cover addl funds to cover rental of new early voting location	\$ 1,300
D	EMS		To cover contract w/Dev. Associates for EMS Director Search	\$ 18,000
D	Maintenance		To cover AC Unit for EMS Belwood	\$ 1,500
D	Maintenance		To cover COB Water Cooler	\$ 2,000
L	ERP Proj	IT	To move funds from ERP Proj to IT to cover ERP Proj travel/training	\$ 175,000
D	Property/Liability		To cover Excess Stop Loss Increase	\$ 9,584
D	Health-OBCM		To cover training	\$ 700
D	Health-CURES/CODAP		To move funds CURES/CODAP to match actual funds recd	\$ 10,617
L	Cap Proj-BLWD/PLK	Cap Proj-Gen	To move funds to cover EMS Belwood/Polkville Bases	\$ 27,000
D	Health-CURES/CODAP		To move funds w/in dept to cover program exps	\$ 10,617
D	Employee Health		To move funds cover EKS Machine	\$ 2,486
L	Health Admin	Adult Health	To move funds cover pharmacy shelving	\$ 4,284
D	Manager's Office		To cover purchase of camera	\$ 619
D	SW Landfill		To cover purchase of welder	\$ 3,885
D	Cap Proj-BLWD/PLK		To move funds to cover security camera	\$ 723
L	Coop Ext	Contingency	To cover assessment & strategic plan for Foothills Farmers Mkt.	\$ 5,000
D	Animal Control		To cover purchase of equipment for surgical suite	\$ 30,290
D	SW Landfill		To cover Aluminum Bead Breaker (tool to remove off road tires)	\$ 1,330
D	Commissioners		To move travel allow budget to salary line - annual move	\$ 53,220
D	Animal Control		To move funds to cover purchase of camera for adoption pics	\$ 1,372
D	Legal		To cover NCBA Membership dues; NC Core Patron Access	\$ 2,730
D	SW Landfill		To cover litter bug campaign billboards; fleet maint software	\$ 2,292
D	SW Manned Sites		To cover advertising exp for 2 Billboard Rentals/Billboard Design	\$ 800
L	EMS	Contingency	To cover 12 mths rent of UCRS while Belwood was being repaired	\$ 7,000

RETENTION SCHEDULES

Local governments may not destroy public records without the approval of the North Carolina Department of Natural and Cultural Resources (DNCR). The default rule is local government must contact DNCR every time it

wants to destroy a record. This is not administratively feasible, so DNCR has published retention schedules authorizing local governments to destroy certain records in certain ways. These schedules must be signed by the relevant County department heads and adopted by the Board of Commissioners in order to be valid. The Board of Commissioners adopted the retention schedule for County Management at its August 7, 2018 meeting. Staff now has retention schedules signed by department heads from Tax Administration, Veteran's Services, the Register of Deeds, and the Sheriff.

ACTION: Commissioner Bridges made a motion, seconded by Commissioner Whetstine, and passed unanimously by the Board to, ***approve the retention schedules.*** (copy found on Page ____ of Minute Book ____).

MORGAN STREET PROPERTY CONTRACT

Agreement for purchase of approximately 0.886-acre tract of real property located at 805 N. Morgan Street, Shelby, North Carolina, being more particularly depicted on Exhibit A attached hereto, being also commonly known as Cleveland County Tax Parcel No. 20254, together with all buildings, facilities, and other improvements located thereon; and all right, title and interest of Seller in and to easements, licenses, rights and appurtenances relating to any of the foregoing.

ACTION: Commissioner Bridges made a motion, seconded by Commissioner Whetstine, and passed unanimously by the Board to, ***approve the agreement for purchase and sale of real property between Atrium Health and Cleveland County.*** (copy found on Page ____ of Minute Book ____).

ENSONO INCENTIVE AGREEMENT

The rights and obligations arising under a contract can be, and routinely are, assigned to entities that were not parties to the original contract. This most often happens where one of the parties to the original contract sells a portion of its business or is acquired by another corporation. That is the case here. On August 3, 2010, the County entered into an incentive agreement with Infocrossing, Inc. related to Infocrossing's data center business. In March of 2016, Infocrossing transferred its data center business to Wipro Data Center and Cloud Services, Inc., and the County then assigned the incentive agreement to Wipro. Wipro has now sold the data center portion of its business to Ensono, LP. Ensono has therefore requested that the County now assign it the incentive agreement. This is merely a technical change to the incentive agreement – it has no additional financial impact on the County.

ACTION: Commissioner Bridges made the motion, seconded by Commissioner Whetstine and unanimously approved by the Board to, ***approve the Assignment of Incentive Agreement to Ensono.***

ASSIGNMENT OF INCENTIVE AGREEMENT

WHEREAS, Cleveland County (hereinafter the "County") and Infocrossing, Inc. (hereinafter "Infocrossing") entered into an incentive agreement on August 3, 2010;

WHEREAS, Infocrossing reorganized in March of 2016 and transferred its data center business to its related activity, Wipro Data Center and Cloud Services, Inc. (hereinafter "Wipro"), and the County thereafter assigned the Infocrossing agreement to Wipro at its April 4, 2017 meeting;

WHEREAS, Ensono, LP (hereinafter "Ensono") has acquired the portion of Wipro's business that includes Wipro's incentive agreement with the County;

WHEREAS, Ensono has requested that the County's incentive agreement with Wipro be transferred to Ensono;

WHEREAS, this request is in wording only and has no financial impact upon the County;

THEREFORE, the Cleveland County Board of Commissioners hereby approves the reassignment of Wipro's incentive agreement to Ensono.

IN WITNESS WHEREOF, the Board of Commissioners of Cleveland County has caused this assignment to be signed and executed on its behalf by its Board Chairman, and duly attested by the Clerk, this the 4th day of December, 2018.

CLEVELAND COUNTY, NORTH CAROLINA

By: *Susan Allen*
Chairman, Board of Commissioners

Attest: *Phyllis Nowlen*
Phyllis Nowlen
Clerk to the Board

REGULAR AGENDA

AMERICAN RED CROSS DESIGN AND USAGE

Chairwoman Allen recognized Assistant County Manager Kerri Melton to present the American Red Cross Design and Usage update. As with all large projects, this one is truly a team effort which included the legal department, finance, county maintenance, electronic maintenance and several other departments. The purpose of acquiring the American Red Cross (ARC) building is to extend the life of the Law Enforcement Center (LEC). A facility master plan was completed two years ago with a focus on additional space for the LEC. Since the plan's completion, it has been staff's intention to move several departments from the LEC to a different location. As part of the sale with the American Red Cross, the County agreed to lease 1,500 square feet of the 13,500 square footage of the building at no cost. Many community members donated to assist with construction costs for the ARC. It is the County's intent for the citizens to feel they are still getting great services from the building as departments transition into that location. The majority of the funds used to purchase the ARC building were proceeds received from sale of a cell tower site.



American Red Cross Building Update
DECEMBER 4, 2018

1333 Fallston Road




AMERICAN RED CROSS 1

Building Specifications



- Built in 2004
- Current value: 1.6 Million
- 13,500 sq ft.
- American Red Cross- 1,500 sq ft.

AMERICAN RED CROSS

1

Cost Analysis



Purchase Price	\$330,000
Proceeds from Tower Sale	\$218,000
Cost after sale	\$112,000
Total Renovation Cost	\$300,000
Subtotal	\$412,000
Equipment Grant Funds	\$ 45,000
Total Project Cost	\$367,000

***Tax Value \$1.6M
***\$27 per square foot

AMERICAN RED CROSS

1

Timeline



August, 2018	Acquire Property from American Red Cross
September, 2018	Design and use of space
October, 2018	Construction renovations begin
December, 2018	Infrastructure installation begins
January, 2019	Begin public notification of relocation
March, 2019	Phase I complete (EM, EMS, Building Inspections and Planning)
April, 2019	Phase II begins (Environmental Health)

AMERICAN RED CROSS

1

Building Use



- Planning
- Building Inspections
- Environmental Health
- EMS
- Emergency Management
- Emergency Operations Center
- EMS Training Facility

PRESENTATION FOOTER

1

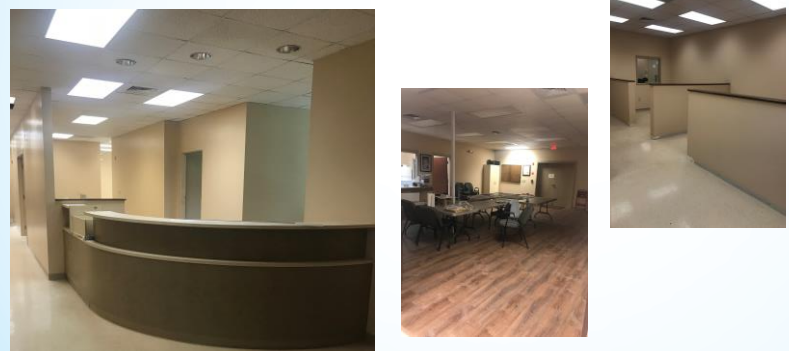
Site Plan



AMERICAN RED CROSS

1

Renovation Pictures



AMERICAN RED CROSS

1

Renovation Pictures



AMERICAN RED CROSS

1



QUESTIONS

Chairwoman Allen opened the floor to the Board for questions or comments. Commissioner Hutchins inquired if the American Red Cross would be occupying or renting a portion of the building. County Manager Brian Epley replied as part of the advantageous purchase price for the building the County agreed to allot the ARC

1,500 square feet of administration space for a period of twenty years at no cost. Commissioners took turns commenting on the due diligence, hard work and team work that has gone in to make this a successful transition.

CLEVELAND COUNTY SCHOOLS RESOURCE OFFICER CONTRACT

Chairwoman Allen called County Manager Brian Epley to the podium to present the Cleveland County Schools Resource Officer Contract. Cleveland County Schools received a school safety grant funding and requests to use the funds to create an additional School Resource Officer (SRO). There are currently seven county officers who make up the SRO division. If the contract is approved that number will go up to eight. The new deputy will be stationed at a school that is mutually agreed upon by the School Superintendent and the Sheriff. Staff is seeking approval for two items:

1. Approval of a new position to be added to the Sheriff's Office that will be assigned to the SRO unit and funded entirely through the school system, including the deferred maintenance and cost per capital.
2. Amendment of the existing contract moving from seven officers to eight.

Chairwoman Allen opened the floor to the Board for questions and comments. Commissioner Whetstine inquired what costs would the County be responsible for the new position. Mr. Epley advised this position would be zero cost to the County. The Cleveland County School System will incur 100% of the costs related to the new position to include uniforms, vehicle and deferred maintenance.

ACTION: Commissioner Bridges made a motion, seconded by Commissioner Hardin, and passed unanimously by the Board to, *approve a new position to be added to the Sheriff's Office that will be assigned to the SRO unit and funded entirely through the school system, including the deferred maintenance and cost per capital and the amendment of the existing contract moving from seven officers to eight.* (copy found on Page ____ of Minute Book ____).

CORONER TRANSITION

Chairwoman Allen again recognized Assistant County Manager Kerri Melton to present the Coroner Transition. On December 3, 2018 at 00:00 hours, the County transitioned from the Coroner system to the Medical Examiner system. Currently there are only three counties in North Carolina who operate under a Coroner's system, moving forward with a Medical Examiner's system is not uncommon. Legislators adopted bill to abolish the Coroner position effective upon a vacancy in the office of coroner in Cleveland County or the expiration of the current term of office in 2018. The County did not have a vacancy between 2017 and 2018, the current Coroner's position expired on December 3rd. Contact has been made with the Emergency Medical Services (EMS) Director and one of the Medical Examiners; there have been no local medical cases since the transition. Many of the appointed Medical Examiners are current County employees with EMS. Chairwoman Allen opened the floor to the Board for questions and comments. Commissioner Bridges asked what expenses the County will incur with the transition. Mrs. Melton stated the new system is a cost saver with only having to pay \$200 per investigation instead of a salary plus \$200 per investigation as it was with the Coroner System. The County will continue pay for

autopsies the same as under the Coroner System. The Medical Examiners use their own vehicles and the hospital provides the needed medical supplies.

Coroner Transition

Cleveland County
NORTH CAROLINA

Kerri Melton
DECEMBER 4, 2018

Coroner vs Medical Examiner System

Coroner	Medical Examiner
<ul style="list-style-type: none"> • Coroner Elected County Official • Coroner appoints Assistant Coroner and Medical Examiners • Medical qualifications-local determination • Salary plus \$200 per investigation 	<ul style="list-style-type: none"> • Medical Examiners appointed by Chief Medical Examiner • ME's appointed for three-year term • Medical qualifications and training required per State guidelines • \$200 per investigation

Timeline

- Commissioners adopt resolution requesting Legislators approve bill to abolish Coroner
- Legislators adopt bill to abolish Coroner effective upon a vacancy in the office of coroner in Cleveland County or the expiration of the current term of office in 2018
- Several meetings held with Public Safety Agencies, Hospital and Funeral Homes in preparation of transition
- Local ME's appointed in Wake County for training purposes
- December 3, 2018- ME's appointed in Cleveland County and transition occurs

Appointed Medical Examiners

- Tyler Allen
- Gary Beaver
- Gail Brackett
- Calvin Cobb
- Jay Fraccola
- Matt Goins
- Jimmy Hensley
- Tommy McNeilly

QUESTIONS

COMMISSIONER REPRESENTATIVE BOARD APPOINTMENTS

ACTION: Commissioner Hutchins made the motion, seconded by Commissioner Whetstine, and unanimously adopted by the Board, *to appoint Commissioner Bridges to serve on the CARE Block Grant Advisory Committee.*

ACTION: Chairwoman Allen *appointed herself to serve on the Cleveland County Economic Development Partnership Board.*

COMMISSIONER REPORTS

Commissioner Hardin – outlined her on-boarding process and looks forward to serving the citizens of Cleveland County.

Commissioner Bridges – has attended several events the past few days. One of the events was a seminar discussing rural health in the community and ways to improve it.

Commissioner Whetstine – has gone to several Christmas parades and celebrations in the County. He also spoke of the swearing in of Sheriff Norman and the deputies.

Commissioner Allen – welcomed the newly elected Commissioners and looks forward to serving with them.

ADJOURN

There being no further business to come before the Board at this time, Commissioner Bridges made a motion, seconded by Commissioner Hardin, and unanimously adopted by the Board, *to adjourn the meeting*. The next regular meeting of the Commission is scheduled for *Tuesday, December 18, 2012 at 6:00 p.m. in the Commissioners Chamber*.

*Susan Allen, Chairwoman
Cleveland County Board of Commissioners*

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