

Cleveland County Board of Commissioners
December 2, 2025

The Cleveland County Board of Commissioners met for an organizational meeting on this date, at the hour of 10:00 a.m. in the Commission Chamber of the Cleveland County Administrative Offices.

PRESENT: Kevin Gordon, Chairman
Deb Hardin, Vice-Chair
Johnny Hutchins, Commissioner
Doug Bridges, Commissioner
Tony Berry, Commissioner
Jonathan Sink, County Attorney
David Cotton, County Manager
Phyllis Nowlen, Clerk to the Board
Philip Steffen, Finance Director
Tiffany Hansen, Health Department Director
Rebecca Johnson, Social Services Director
Betsy Harnage, Register of Deeds
Sandra Orvig, Foothills Shooting Range Director

CALL TO ORDER

Chairman Gordon called the meeting to order and citizen Paul Ledford provided the invocation and led the audience in the Pledge of Allegiance.

Chairman Gordon stated the following: *“Notice is hereby given of the postponement of the public hearing originally scheduled for December 2, 2025, Commissioners Meeting regarding Planning Department Case: 25-16 Request to Rezone 1032 West Stage Coach Trail from Residential (R) to General Business-Conditional Use (GB-CU). The public hearing is reset for Tuesday, January 20, 2026, at 6:00 pm in the Commissioners' Chambers.”*

SELECTION OF COMMISSION CHAIR

County Manager David Cotton opened the floor to accept nominations for Commission Chair.

NOMINATIONS: Commissioner Hardin made a motion to nominate Kevin Gordon for Chair *(Commissioner Hutchins seconded the motion)*. ***Kevin Gordon was elected Chairman by unanimous vote.***

SELECTION OF COMMISSION VICE-CHAIR

Chairman Gordon opened the floor to accept nominations for Commission Vice-Chair.

NOMINATIONS: Commissioner Hutchins made a motion to nominate Deb Hardin for Vice-Chair *(Commissioner Bridges seconded the motion)*. ***Deb Hardin was elected Vice-Chairman by unanimous vote.***

AGENDA ADOPTION

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

PUBLIC COMMENT

No one registered to speak.

CONSENT AGENDA

TAX ADMINISTRATION: LATE APPLICATIONS FOR EXEMPTION/EXCLUSION/DEFERRAL

Per North Carolina General Statute §105-282.1, every owner of property claiming exemption or exclusion from property taxes under the provisions of this Subchapter has the burden of establishing that the property is entitled to it. Upon a showing of good cause by the applicant for failure to make a timely application, an application for exemption or exclusion filed after the statutory deadlines may be approved by the Department of Revenue, the Board of Equalization and Review, the Board of County Commissioners, or the governing body of a municipality, as appropriate. The Tax Assessor would have approved all the applications if they had been filed on time.



Late Applications for Exemption, Exclusion or Deferment						12/2/2025
					Estimated	Estimated
					Value to be	Fiscal Impact
Owner Name	Tax Year	Parcel/Account	Physical Location	Type	Exempt/Deferred	(County Tax Only)
Otis Crawford Thompson	2025	11638	320 Compact School Rd	Elderly/Disabled	\$ 102,777	\$ 456.25
Staff Recommendation:	Approve applications. All properties qualify for the exclusion or exemption requested other than the late submission of the application.					
				Total	\$ 102,777	\$ 456.25

ACTION: Commissioner Hardin made a motion, seconded by Commissioner Berry, and passed unanimously by the Board *to approve the late applications for exemption, exclusion, or deferral as 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 November 1, 2025, through November 20, 2025, is included in Commissioner packets.

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

BUD #	DATE SUBMITTED BY DEPT	Fund #	DEPT #	DEPT NAME	EXPLANATION	Account Description	BUDGET AMOUNT
26055	11/20/2025	010	410	General Revenues	Btl For "Everyone Eats" For Washinton Outreach Ministry	Outside Agency Request-Non Profits	\$ 10,000.00
26055	11/20/2025	010	998	Contingency	Btl For "Everyone Eats" For Washinton Outreach Ministry	Emerg & Contingency	\$ (10,000.00)
26056	11/20/2025	010	422	Travel & Tourism	Btd Purchase 2 New Cell Phones And Monthly Recurring Charges For New Hires	Advertising/Promotions	\$ (3,500.00)
26056	11/20/2025	010	422	Travel & Tourism	Btd Purchase 2 New Cell Phones And Monthly Recurring Charges For New Hires	Telecommunications	\$ 3,500.00
26057	6/30/2025	011	516	Smart Start	Fy25 To Cover Minor Salary Overage For Dss	Retirement	\$ 430.00
26057	6/30/2025	011	512	Ivd Child Support	Fy25 To Cover Minor Salary Overage For Dss	Hospital Insurance	\$ (430.00)
26058	11/20/2025	010	415	Property Tax Admin	Btd To Allow It To Order The Server To House Scanned Check Image System	License/Permit/Certificate	\$ 4,000.00
26058	11/20/2025	010	415	Property Tax Admin	Btd To Allow It To Order The Server To House Scanned Check Image System	Advertising/Promotions	\$ (4,000.00)
26059	11/20/2025	013	660	Employee Wellness Center	Fy25 Employee Wellness And Legrand Overages	Lab Supplies	\$ 340.00
26059	11/20/2025	013	660	Employee Wellness Center	Fy25 Employee Wellness And Legrand Overages	Prescription Drugs	\$ (340.00)
26060	11/20/2025	013	660	Employee Wellness Center	Correction To 26059 (Wrong Year)	Lab Supplies	\$ (340.00)
26060	11/20/2025	013	660	Employee Wellness Center	Correction To 26059 (Wrong Year)	Prescription Drugs	\$ 340.00
26061	6/30/2025	055	480	Legrand Center	Fy25 Employee Wellness And Legrand Fund Overages	Contracted Services	\$ 290.00
26061	6/30/2025	013	660	Employee Wellness Center	Fy25 Employee Wellness And Legrand Fund Overages	Lab Supplies	\$ 340.00
26061	6/30/2025	013	660	Employee Wellness Center	Fy25 Employee Wellness And Legrand Fund Overages	Prescription Drugs	\$ (340.00)
26061	6/30/2025	055	480	Legrand Center	Fy25 Employee Wellness And Legrand Fund Overages	Advertising/Promotions	\$ (290.00)
26062	6/30/2025	041	209	Capital Reserve General	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Contributions From Pri Fd	\$ (1,700.02)
26062	6/30/2025	054	473	Disposal/Landfill	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Off Road Vehicle Supplies	\$ 30,393.60
26062	6/30/2025	040	210	Capital Projects General	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Transfers Fm Cap Reserve	\$ (1,700.02)
26062	6/30/2025	054	473	Disposal/Landfill	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Capital Equipment	\$ (30,393.60)
26062	6/30/2025	041	209	Capital Reserve General	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Interfund Transfers	\$ (1,700.02)
26062	6/30/2025	010	440	School Resource Officers	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Capital Equipment	\$ (9,850.26)
26062	6/30/2025	010	444	Detention Center (Jail)	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Controlled Property Exp	\$ 14,775.39
26062	6/30/2025	010	611	Library System	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Automotive Supplies	\$ 5,718.75
26062	6/30/2025	010	444	Detention Center (Jail)	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Departmental Supply	\$ 30.00
26062	6/30/2025	011	506	Social Services Admin	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Maint Bldg/Grounds	\$ 12,560.40
26062	6/30/2025	010	446	Emergency Medical Service	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Automotive Supplies	\$ 3,558.00
26062	6/30/2025	011	506	Social Services Admin	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Capital Equipment	\$ (12,560.40)
26062	6/30/2025	010	446	Emergency Medical Service	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Capital Equipment	\$ (3,558.00)
26062	6/30/2025	010	611	Library System	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Capital Equipment	\$ (5,718.75)
26062	6/30/2025	010	444	Detention Center (Jail)	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Departmental Supply	\$ 30.00
26062	6/30/2025	011	506	Social Services Admin	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Maint Bldg/Grounds	\$ 12,560.40
26062	6/30/2025	010	446	Emergency Medical Service	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Automotive Supplies	\$ 3,558.00
26062	6/30/2025	011	506	Social Services Admin	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Capital Equipment	\$ (12,560.40)
26062	6/30/2025	010	446	Emergency Medical Service	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Capital Equipment	\$ (3,558.00)
26062	6/30/2025	010	611	Library System	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Capital Equipment	\$ (5,718.75)
26062	6/30/2025	011	506	Social Services Admin	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Capital Equipment	\$ (12,560.40)
26062	6/30/2025	010	444	Detention Center (Jail)	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Capital Equipment	\$ (14,775.39)
26062	6/30/2025	010	440	School Resource Officers	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Controlled Property Exp	\$ 9,850.26
26062	6/30/2025	010	444	Detention Center (Jail)	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Departmental Supply	\$ 24.00
26062	6/30/2025	010	441	Sheriff'S Office	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Controlled Property Exp	\$ 14,775.39
26062	6/30/2025	010	441	Sheriff'S Office	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Controlled Property Exp	\$ 3,880.00
26062	6/30/2025	010	441	Sheriff'S Office	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Automotive Supplies	\$ 1,768.50
26062	6/30/2025	010	441	Sheriff'S Office	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Capital Equipment	\$ (3,880.00)
26062	6/30/2025	010	444	Detention Center (Jail)	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Capital Equipment	\$ (30.00)
26062	6/30/2025	010	441	Sheriff'S Office	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Capital Equipment	\$ (1,768.50)
26062	6/30/2025	010	441	Sheriff'S Office	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Capital Equipment	\$ (14,775.39)
26062	6/30/2025	010	444	Detention Center (Jail)	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Capital Equipment	\$ (24.00)

BUD #	DATE SUBMITTED BY DEPT	Fund #	DEPT #	DEPT NAME	EXPLANATION	Account Description	BUDGET AMOUNT
26062	6/30/2025	012	533	Adult Health	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Dues/Subscriptions	\$ 3,255.00
26062	6/30/2025	010	421	Information Technology	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Maint Contracts-Equip	\$ 1,700.02
26062	6/30/2025	011	506	Social Services Admin	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Maint Bldg/Grounds	\$ 12,560.40
26062	6/30/2025	012	533	Adult Health	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Controlled Property Exp	\$ 2,808.00
26062	6/30/2025	026	454	E911 Telephone System	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	License/Permit/Certific ate	\$ 84,871.20
26062	6/30/2025	010	981	Fund Transfers	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Interfund Transfers	\$ (1,700.02)
26062	6/30/2025	012	533	Adult Health	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Capital Equipment	\$ (2,808.00)
26062	6/30/2025	026	454	E911 Telephone System	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Capital Equipment	\$ (84,871.20)
26062	6/30/2025	040	210	Capital Projects General	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Capital Equipment	\$ (1,700.02)
26062	6/30/2025	012	533	Adult Health	Btl To Cover Adjustments To Fixed Asset Corrections Aw Drew Up	Capital Equipment	\$ (3,255.00)
26063	6/30/2025	011	519	Public Assistance	Btd Fy25 Dss Overages Post Ye Entries	Public Assistance-Afdc	\$ 570.00
26063	6/30/2025	011	506	Social Services Admin	Btd Fy25 Dss Overages Post Ye Entries	Departmental Supply	\$ (760.00)
26063	6/30/2025	011	519	Public Assistance	Btd Fy25 Dss Overages Post Ye Entries	Non-Reim Medicaid Transpo	\$ 10.00
26063	6/30/2025	011	512	Ivd Child Support	Btd Fy25 Dss Overages Post Ye Entries	Professional Services	\$ (1,440.00)
26063	6/30/2025	011	519	Public Assistance	Btd Fy25 Dss Overages Post Ye Entries	Misc Grant Expense	\$ 860.00
26063	6/30/2025	011	504	Social Work (Prev Title Xx)	Btd Fy25 Dss Overages Post Ye Entries	Misc Grant Expense	\$ 760.00
26064	6/30/2025	010	470	Public Firing Range	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Dues/Subscriptions	\$ (190.00)
26064	6/30/2025	010	611	Library System	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Maint Contracts-Equip	\$ (150.00)
26064	6/30/2025	010	494	Business Development	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Contracted Services	\$ (90,490.00)
26064	6/30/2025	010	470	Public Firing Range	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Retail Inventory	\$ (1,700.00)
26064	6/30/2025	010	446	Emergency Medical Service	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Uniforms/Clothing	\$ (3,500.00)
26064	6/30/2025	010	450	Building Inspections	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Maint Contracts-Equip	\$ (1,160.00)
26064	6/30/2025	010	542	Animal/Rabies Control	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Contracted Labor	\$ (220.00)
26064	6/30/2025	010	419	Register Of Deeds	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Professional Serv	\$ (280.00)
26064	6/30/2025	010	411	Commissioners	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Professional Serv	\$ (2,250.00)
26064	6/30/2025	010	411	Commissioners	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Contracted Services	\$ (1,000.00)
26064	6/30/2025	010	415	Property Tax Admin	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Professional Serv	\$ (4,460.00)
26064	6/30/2025	010	444	Detention Center (Jail)	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Travel/Training	\$ (1,670.00)
26064	6/30/2025	010	441	Sheriff'S Office	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Contracted Services	\$ (220.00)
26064	6/30/2025	010	444	Detention Center (Jail)	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Automotive Supplies	\$ (2,200.00)
26064	6/30/2025	010	446	Emergency Medical Service	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Professional Serv	\$ (20.00)
26064	6/30/2025	010	440	School Resource Officers	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Departmental Supply	\$ (350.00)
26064	6/30/2025	010	423	Human Resources	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Dues/Subscriptions	\$ (70.00)
26064	6/30/2025	010	445	Emergency Management	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Contracted Services	\$ (100,000.00)
26064	6/30/2025	010	444	Detention Center (Jail)	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Departmental Supply	\$ (24,500.00)
26064	6/30/2025	010	444	Detention Center (Jail)	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Motor Fuels/Oils	\$ (3,500.00)
26064	6/30/2025	010	441	Sheriff'S Office	To Bring Fund 010 Account Into The Positive After Ye Audit Entries	Controlled Property Exp	\$ (3,110.00)
26065	6/30/2025	010	451	Medical Examiner	Fund 010 Transfer For Fy25(26064 Only Posted The Decrease Side For Some Reason)	Hospital/Doctor Fees	\$ 3,500.00
26065	6/30/2025	010	611	Library System	Fund 010 Transfer For Fy25(26064 Only Posted The Decrease Side For Some Reason)	Professional Serv	\$ 30.00
26065	6/30/2025	010	446	Emergency Medical Service	Fund 010 Transfer For Fy25(26064 Only Posted The Decrease Side For Some Reason)	Collection Fees	\$ 20.00
26065	6/30/2025	010	542	Animal/Rabies Control	Fund 010 Transfer For Fy25(26064 Only Posted The Decrease Side For Some Reason)	Contracted Services	\$ 220.00
26065	6/30/2025	010	470	Public Firing Range	Fund 010 Transfer For Fy25(26064 Only Posted The Decrease Side For Some Reason)	Contracted Services	\$ 1,890.00
26065	6/30/2025	010	446	Emergency Medical Service	Fund 010 Transfer For Fy25(26064 Only Posted The Decrease Side For Some Reason)	Refunds	\$ 122,910.00
26065	6/30/2025	010	450	Building Inspections	Fund 010 Transfer For Fy25(26064 Only Posted The Decrease Side For Some Reason)	Contracted Services	\$ 1,160.00
26065	6/30/2025	010	611	Library System	Fund 010 Transfer For Fy25(26064 Only Posted The Decrease Side For Some Reason)	Contracted Services	\$ 120.00
26065	6/30/2025	010	444	Detention Center (Jail)	Fund 010 Transfer For Fy25(26064 Only Posted The Decrease Side For Some Reason)	Contracted Services	\$ 31,870.00
26065	6/30/2025	010	415	Property Tax Admin	Fund 010 Transfer For Fy25(26064 Only Posted The Decrease Side For Some Reason)	Tax Refunds	\$ 4,460.00

BUD #	DATE SUBMITTED BY DEPT	Fund #	DEPT #	DEPT NAME	EXPLANATION	Account Description	BUDGET AMOUNT
26065	6/30/2025	010	440	School Resource Officers	Fund 010 Transfer For Fy25(26064 Only Posted The Decrease Side For Some Reason)	Awards/Appreciation	\$ 10.00
26065	6/30/2025	010	441	Sheriff'S Office	Fund 010 Transfer For Fy25(26064 Only Posted The Decrease Side For Some Reason)	Dues/Subscriptions	\$ 67,580.00
26065	6/30/2025	010	423	Human Resources	Fund 010 Transfer For Fy25(26064 Only Posted The Decrease Side For Some Reason)	Awards/Appreciation	\$ 70.00
26065	6/30/2025	010	419	Register Of Deeds	Fund 010 Transfer For Fy25(26064 Only Posted The Decrease Side For Some Reason)	Contracted Services	\$ 280.00
26065	6/30/2025	010	441	Sheriff'S Office	Fund 010 Transfer For Fy25(26064 Only Posted The Decrease Side For Some Reason)	Telecommunications	\$ 3,110.00
26065	6/30/2025	010	441	Sheriff'S Office	Fund 010 Transfer For Fy25(26064 Only Posted The Decrease Side For Some Reason)	Professional Serv	\$ 220.00
26065	6/30/2025	010	411	Commissioners	Fund 010 Transfer For Fy25(26064 Only Posted The Decrease Side For Some Reason)	Dues/Subscriptions	\$ 3,250.00
26065	6/30/2025	010	440	School Resource Officers	Fund 010 Transfer For Fy25(26064 Only Posted The Decrease Side For Some Reason)	Motor Fuels/Oils	\$ 340.00
2679	11/7/2025	020	600	Cleveland County Schools	Co 202648 For Funds Not Used For Greenheck Inocentive Payment	Fund Balance Appropriated	\$ 25,968.00

2680	11/7/2025	490	244	Cap Proj-Board Of Election (Old Srs)	Co 202649 Corrections To 490 After Some Ye Je Were Made	Contributions From Pri Fd	\$ (1,130,770.19)
2680	11/7/2025	490	244	Cap Proj-Board Of Election (Old Srs)	Co 202649 Corrections To 490 After Some Ye Je Were Made	Transfers Fm Cap Reserve	\$ (148,029.72)
2680	11/7/2025	490	244	Cap Proj-Board Of Election (Old Srs)	Co 202649 Corrections To 490 After Some Ye Je Were Made	CrO-Building	\$ (75,372.00)
2680	11/7/2025	490	244	Cap Proj-Board Of Election (Old Srs)	Co 202649 Corrections To 490 After Some Ye Je Were Made	Fund Balance Appropriated	\$ 1,203,427.91
2681	11/14/2025	493	250	Cap Proj-Justice Center Campus	Co 202636 Justice Center Cap Proj Fund Carryover	Bud Acc Only-Other Source	\$ 87,585,411.74
2681	11/14/2025	493	250	Cap Proj-Justice Center Campus	Co 202636 Justice Center Cap Proj Fund Carryover	Bud Acc Only-Other Source	\$ 87,585,411.74
2681	11/14/2025	493	250	Cap Proj-Justice Center Campus	Co 202636 Justice Center Cap Proj Fund Carryover	Const In Progress	\$ 23,397,985.57
2681	11/14/2025	493	250	Cap Proj-Justice Center Campus	Co 202636 Justice Center Cap Proj Fund Carryover	Contracted Services	\$ 8,795,294.69
2681	11/14/2025	493	250	Cap Proj-Justice Center Campus	Co 202636 Justice Center Cap Proj Fund Carryover	Budgetary Acctg Only	\$ 2,427,594.00
2681	11/14/2025	493	250	Cap Proj-Justice Center Campus	Co 202636 Justice Center Cap Proj Fund Carryover	Fund Balance Appropriated	\$ 2,427,594.00
2681	11/14/2025	493	250	Cap Proj-Justice Center Campus	Co 202636 Justice Center Cap Proj Fund Carryover	State Government Grants	\$ 15,564,588.26
2681	11/14/2025	493	250	Cap Proj-Justice Center Campus	Co 202636 Justice Center Cap Proj Fund Carryover	Contributions From Pri Fd	\$ 16,628,692.00

COOPERATIVE EXTENSION: BUDGET AMENDMENT (BNA #031)

ACTION: Commissioner Hardin made a motion, seconded by Commissioner Berry, and unanimously

adopted by the Board to, *approve the following budget amendment:*

<i>Account Number</i>	<i>Project Code</i>	<i>Department/Account Name</i>	<i>Increase</i>	<i>Decrease</i>
010.495.4.991.00		Cooperative Extension/Fund Balance Approp	\$9,442.36	
010.495.5.530.97		Cooperative Extension/Corn Growers	\$3,956.36	
010.495.5.530.86		Cooperative Extension/4H Livestock	\$261	
010.495.5.530.89		Cooperative Extension/Master Gardners	\$500	
010.495.5.530.90		Cooperative Extension/4H Activities	\$4,685	
010.495.5.530.95		Cooperative Extension/Horticulture Activities	\$40	

Explanation of Revisions: Budget allocation of \$9,442.36 for various Cooperative Extension Restricted Donations that were received but not budgeted until FY26.

FINANCE DEPARTMENT: BUDGET AMENDMENT (BNA #032)

ACTION: Commissioner Hardin made a motion, seconded by Commissioner Berry, and unanimously

adopted by the Board to, *approve the following budget amendment:*

Explanation of Revisions: Capital Project Ordinance for the County of Cleveland, North Carolina. To initiate the Joint Construction and Ownership Agreement between the Waco Volunteer Fire Department and Cleveland County for the project, Waco Substation.

Capital Project Ordinance for the County of Cleveland, North Carolina. To initiate the Joint Construction and Ownership Agreement between the Waco Volunteer Fire Department and Cleveland County for the project, Waco Substation.

BE IT ORDAINED by the Board of Commissioners of Cleveland County, North Carolina, that in accordance with Section 13.2 of Chapter 159 of the Local Government Budget and Fiscal Control Act, the following Capital Project Ordinance is adopted.

Section 1: The purpose of this Multi-Year Project Ordinance is to establish the budget for the capital project involving the construction of a 5,336 square foot fire station for the Waco Volunteer Fire Department. Cleveland County and the Waco Volunteer Fire Department have agreed to share the cost of constructing the new Waco Substation. Cleveland County will fund forty percent of the construction cost. The estimated allocation Cleveland County anticipates funding is \$2,200,000.00. These funds will support the construction of the building and include a contingency of \$360,000.00 for furniture, fixtures, equipment, and to cover any unanticipated cost changes.

This project is expected to be funded by the General Fund’s Fund Balance.

Section 2: The Following amounts are appropriated for the project and authorized for expenditure.

Account Number	Type	Department	Account Name	Increase	Decrease
462-000-5-991-00	Expense	Waco Substation Project	Construction in Progress	\$ 2,200,000.00	
462-000-4-980-10	Revenue	Waco Substation Project	Contributions From Primary Fund	\$ 2,200,000.00	

Section 5: The Capital Project Ordinance is expected to be completed by 06/30/2028. But it may extend beyond that date if needed, and will officially end when all funds have been expended by Cleveland County.

April N Crook
Notary Public
My Commission Expires: 5-7-2027

FINANCE DEPARTMENT: BUDGET AMENDMENT (BNA #033)

ACTION: Commissioner Hardin made a motion, seconded by Commissioner Berry, and unanimously

adopted by the Board to, ***approve the following budget amendment:***

<i>Account Number</i>	<i>Project Code</i>	<i>Department/Account Name</i>	<i>Increase</i>	<i>Decrease</i>
010.410.4.991.00		General Revenues/Fund Balance Appropriated	\$2,200,000	
010.981.5.890.92		Fund Transfer/Interfund Transfer-Cap Proj 462 WJS	\$2,200,000	

Explanation of Revisions: Budget allocation of \$2,200,000 to reflect the transfer needed from the General Fund for the Waco Substation Project. Not all the funds will be used in one year of fund balance to mirror the increase in the Waco Substation. This will need to be updated annually.

FOOTHILLS PUBLIC SHOOTING COMPLEX: FOOTHILLS OPERATIONS

Proposed modifications to the Shooting Range’s Hours of Operation, Fee Schedule, and private event rentals

at the range, effective January 1, 2026. *(the complete Range Rental Agreement/Contract is on file in the Clerk’s*

Office and the Foothills Public Shooting Range.)

Hours of Operation

March – November (Summer Hours)

Tuesday-Saturday 9:30 am - 6:30 pm

Sunday 1:30 pm - 5:30 pm

November-March (Winter Hours)

Tuesday-Saturday 9:30 am - 4:30 pm Sunday 1:30 pm - 4:30 pm

Proposed Fee Schedule

Margins: 42.86% Total

Hours of Operation

March – November (Summer Hours)

Tuesday - Saturday 9:30 am - 6:30 pm

Sunday 1:30 pm - 5:30 pm

(9 hours per day Tuesday - Saturday and 4 hours on Sunday)

November – March (Winter Hours)

Tuesday - Saturday 9:30 am - 4:30 pm

Sunday 1:30 pm - 4:30 pm

(7 hours per day Tuesday - Saturday and 3 hours on Sunday)

Employee Safety Matrix:

1. Tuesday – Friday

a. Office Staffing: Range Director, 2 full-time Pro Shop Staff and 1 full-time Maintenance Technician

b. Range Staffing: 5 part-time CRO/Range Officers

2. Saturday

a. Office Staffing: Range Director, 1 full-time Pro Shop Staff and 1 full-time Maintenance Technician, 3 part-time Pro Shop Staff

b. Range Staffing: 11 part-time CRO/Range Officers

3. Sunday

a. Office Staffing: 1 full-time Pro Shop Staff and 3 part-time Pro Shop Staff

b. Range Staffing: 11 part-time CRO/Range Officers

4. Gates close one hour before the last shot is fired. If patrons are not on the range when the gate is closed, part-time personnel clock out.

5. Only Range 3 (combination Pistol/Rifle) is open Tuesday - Friday during operational hours. Two Range Officers are assigned to Range 3 during the week, one for Pistol and one for Rifle.

6. Range 4 (Steel Range) is open on demand Tuesday through Friday. If there is a patron who requests to shoot on Range 4 (Steel Range), one Range Officer from Range 3 will cover Range 4. Once the patron leaves, the Range Officer will return to Range 3

7. Range 1 (250 Yard Rifle Range) opens at noon Tuesday through Friday.

8. Clay Fields close at 2:00 pm Tuesday through Thursday unless the field is reserved after 2:00 pm.

9. The Archery Range is closed from November through March 1. Animals are stored to preserve them for the following year.

10. Additional Range Officers are scheduled to work and assist with events and matches.

11. Mondays are reserved for repairs and routine maintenance to the Range, including mowing, weed eating, repairs to range damage, etc.

Proposed Fee Schedule

The table below outlines the proposed and recommended changes to the Fee Schedule that are to be considered for implementation on January 1, 2026.

Foothills Public Shooting Complex	Current Rate	Proposed Rate (01.01.2026)
General Admission		
18 years of age and up	\$13.00	\$16.00
17 years of age and down	\$8.00	\$8.00
Skeet/Trap 5-Stand Only	\$4.00	\$4.00
Discounted Rates on Tuesday, Wednesday, Thursday, and Friday		
Seniors (65 years of age and over)	\$7.00	\$8.00
Veterans (*Veteran's Day Free of Charge)	\$7.00	\$8.00
Disabled	\$7.00	\$8.00
Law Enforcement	\$7.00	\$8.00
NC Wildlife	\$7.00	\$8.00
Cleveland County Employees	\$7.00	\$8.00
Cops & Kids (admission free)	\$0.00	\$0.00
Young Life (admission free)	\$0.00	\$0.00
School Activity *(4.1.2)		\$5.00
Additional Charges		
Paper Target	\$1.00	\$1.25
Target Stand	\$2.00	\$2.00
Splatter Targets (Small)	\$1.50	\$1.50
Splatter Targets (Large)	\$2.00	\$2.50
Shotgun Target	\$2.00	\$2.00
Round of Skeet/Trap	\$6.00	\$6.50
5-Stand	\$8.00	\$8.50
Shotgun Rentals	\$5.00	\$10.00
3D Archery - Add Round	\$15.00	\$15.00
Steel Target Use	\$10.00	\$10.00
Individual Range Rental (per hour)	\$35.00	\$37.50
Individual Range Rental (1/2 day)	\$125.00	\$150.00
Individual Range Rental (full day)	\$250.00	\$300.00
Pavilion(s)	\$25.00	\$25.00
Concessions: Food & beverage vendor concession fees shall be determined in accordance with Cleveland County Contracting/Purchasing Policies & Procedures and any applicable North Carolina General Statute(s)		
Range Safety Officers (per hour - during standard operating hours) or actual wage cost per hour for Level 1, Level 2, CRO, whichever is higher	\$17.00	\$20.00
Training Center (per day)	\$125.00	\$150.00
Training Facilities (per hour)	\$25.00	\$30.00
Private Instruction (per hour)	\$40.00	\$40.00
RETAIL ITEMS		
Prices for all items sold in the range storefront are subject to change based on current market conditions (includes but not limited to: ammunition, clothing, beverages, snacks, etc.) and consultation/concurrence with Finance Director		
EVENT FEES		
Event pricing based on the event and current market conditions and consultation/concurrence with Finance Director		

ACTION: Commissioner Hardin made a motion, seconded by Commissioner Berry, and unanimously adopted by the Board to, *approve the Foothills Operations as presented.*

BOARD APPOINTMENTS

AGRICULTURE ADVISORY BOARD

ACTION: Commissioner Bridges made a motion, seconded by Commissioner Hutchins, and unanimously approved by the Board to re-appoint Joseph Lail, Randall Greene, *and appoint Scott Turner to serve as members of this board* for a three-year term, **scheduled to conclude on December 31, 2028.**

VETERANS ADVISORY COUNCIL

ACTION: Commissioner Hardin made a motion, seconded by Commissioner Hutchins, and unanimously approved by the Board to re-appoint Marty Pendergraft, Emmanuel Hunt Jr., Arthur Gordon, and appoint Martin Kemp and *Kevin Embry to serve as members of this board* for a three-year term, **scheduled to conclude on December 31, 2028.**

COMMISSIONER REPORTS

Commissioners wished everyone a joyful holiday season, thanking staff for their continued hard work.

Commissioner Hutchins asked Chairman Gordon to explain the funding for the Justice Center and the Landfill.

Chairman Gordon - provided clarification regarding recent financial discussions related to County projects. It was noted that a previously referenced figure included approximately \$89 million, of which roughly \$75 million was associated with the completion of the Justice Center construction project. A significant portion of the funding for this project was derived from federal American Rescue Plan (ARP) funds, with the County contributing approximately \$19 million in local funds, alongside additional state funding, bringing the total project cost to approximately \$105 million. He further clarified that an additional amount, referenced as approximately \$14 million, pertains to the development of a new landfill site and the acquisition of related equipment. This project is funded through an enterprise fund, meaning it is self-supporting and does not rely on general tax revenue. Instead, operational costs, including personnel, equipment, and maintenance associated with solid waste services, are funded through user fees, such as tipping fees and other charges related to landfill operations. Chairman Gordon emphasized that these enterprise fund activities are financially independent, ensuring that general property tax revenues are not used to support landfill operations.

CLOSED SESSION

ACTION: Commissioner Hardin made the motion, seconded by Commissioner Hutchins, 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 Closed Session Minute Book).

RECONVENE IN REGULAR SESSION

Chairman Gordon stated the following, “the Board is in open session. During the closed session, no action was taken; the Board gave direction to staff.”

ADJOURN

There being no further business to come before the Board at this time, Commissioner Hardin made the motion, seconded by Commissioner Berry, and unanimously adopted by the Board, *to adjourn the meeting*. The next regular meeting of the Commission is scheduled for *Tuesday, January 20, 2026, at 6:00 p.m.* in the *Commissioners Chambers*.

*Kevin Gordon, Chair
Cleveland County Board of Commissioners*

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