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
Johnny Hutchins, Commissioner
Ronnie Hawkins, Commissioner
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

Dismissed at 6:30 p.m. due to illness

Arrived at 5:25 p.m.

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:

<table>
<thead>
<tr>
<th></th>
<th>July 2012 - December 2012</th>
<th>July 2013 - December 2013</th>
</tr>
</thead>
<tbody>
<tr>
<td>TOTAL ANIMALS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SAVED</td>
<td></td>
<td></td>
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<tr>
<td>ADOPTION % INCREASE</td>
<td>in 2012, 9% of all animals were adopted</td>
<td>in 2013, 13% of all animals were adopted</td>
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<tr>
<td>RESCUE % INCREASE</td>
<td>in 2012, 19% of all animals were rescued</td>
<td>in 2013, 48% of all animals were rescued</td>
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<table>
<thead>
<tr>
<th></th>
<th>July 2012</th>
<th>9%</th>
<th>July 2013</th>
<th>19%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Cats Saved 2012</td>
<td>31.0%</td>
<td>Total Animals Saved 2012</td>
<td>9%</td>
<td></td>
</tr>
<tr>
<td>Total Cats Saved 2013</td>
<td>32.00%</td>
<td>Total Dogs Saved 2012</td>
<td>9%</td>
<td></td>
</tr>
<tr>
<td>TOTAL ANIMALS EUTHANIZED</td>
<td>78%</td>
<td>TOTAL ANIMALS EUTHANIZED</td>
<td>77%</td>
<td></td>
</tr>
<tr>
<td>EUTHANIZED - 1 % DECREASE</td>
<td>in 2012, 79% of all animals were euthanized</td>
<td>in 2013, 78% of all animals were euthanized</td>
<td></td>
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<tr>
<td></td>
<td>TOTAL NUMBER ANIMALS EUTHANIZED: 20 VES, EEB, CIVILIAN NON-MEDICAL CANS - 7% INCREASE</td>
<td>TOTAL NUMBER ANIMALS EUTHANIZED: 23 VES, EEB, CIVILIAN NON-MEDICAL CANS - 4% INCREASE</td>
<td></td>
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<tr>
<td></td>
<td>in 2012, 54% of all animals were euthanized by Carbon Monoxide</td>
<td>in 2013, 39% of all animals were euthanized by Carbon Monoxide</td>
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<tr>
<td></td>
<td>EUTHANASIA BY INJECTION: 29% INCREASE</td>
<td>EUTHANASIA BY INJECTION: 25% INCREASE</td>
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<tr>
<td></td>
<td>in 2012, 36% of all animals were euthanized by Injection</td>
<td>in 2013, 44% of all animals were euthanized by Injection</td>
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</tbody>
</table>
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 uric 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 aesthetic 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:** $500000

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:

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 10-20% overtime.

General Fund (New) Revenue:
- 2013: $2.8 Million
- 2014: $2.3 Million*

*Projected

General Fund Revenue:
- 2014: $2.3 Million * Projected
- $500,000 (reduce reliance on fund balance)
- Adjust New Revenue Projection
  - $1.7 Million

FY 14-15 Expenditure Spending:
- $500,000 Medical inflation 8% + $500,000
- $500,000 Employee Pay Increase Consideration (COLA) 1% + $500,000
- TIA Departmental Operating Expenses/New Positions
- TIA Social Services Program Funding ($483,000 + 2013 Increase)
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.
Goals were prioritized as follows:

**FY 13-14 Strategic Goals Update**

<table>
<thead>
<tr>
<th>Focus Area</th>
<th>Economic Development</th>
<th>Public Safety</th>
<th>Community Education and Customer Service Outreach</th>
<th>Fiscal Sustainability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Top Priorities</td>
<td>Commissioners, County Managers Office</td>
<td>Commissioners, County Managers Office, DOT</td>
<td>Commissioners, County Managers Office, DOT</td>
<td>Commissioners, County Managers Office</td>
</tr>
<tr>
<td>County Managers Office/CCEDP/Chamber</td>
<td>County Managers Office, DOT</td>
<td>County Managers Office, DOT</td>
<td>County Managers Office, DOT</td>
<td>County Managers Office, DOT</td>
</tr>
<tr>
<td>Resource Allocation</td>
<td>$2,500,000</td>
<td>$170,000</td>
<td>$1,000,000</td>
<td>$500,000</td>
</tr>
<tr>
<td>Progress Update</td>
<td>Increase from 14.1% in 2012 to 15.6% in 2013</td>
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</tr>
<tr>
<td>DOT distribution</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>3</td>
</tr>
</tbody>
</table>

**Commissioners Top Priorities**

- **Increase retail business presence in Cleveland County**
  - County Managers Office/CCEDP/Chamber
  - Increase from 14.1% in 2012 to 15.6% in 2013
  - Fiscal Sustainability
- **Completes Phase II of the County-Site Work Within Economic Public Sharings**
  - County Managers Office
  - $2,500,000
  - Increase from 14.1% in 2012 to 15.6% in 2013
  - Fiscal Sustainability
- **Create a high functioning and integrated human service**
  - County Managers Office, DOT
  - $170,000
  - Increase from 14.1% in 2012 to 15.6% in 2013
  - Fiscal Sustainability
- **Grow an active County-Wide involvement with a goal of stabilizing tax rate/base to avoid budgetary shortfall**
  - County Managers Office
  - $1,000,000
  - Increase from 14.1% in 2012 to 15.6% in 2013
  - Fiscal Sustainability
- **Increase funding and partnerships to maintain and grow County Animal Control Program.**
  - County Managers Office, DOT
  - $500,000
  - Increase from 14.1% in 2012 to 15.6% in 2013
  - Fiscal Sustainability
- **Increase efforts to grow tax base thru Economic Development Initiative Program**
  - County Managers Office
  - $500,000
  - Increase from 14.1% in 2012 to 15.6% in 2013
  - Fiscal Sustainability
(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.

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Jason Falls, Chairman
Cleveland County Board of Commissioners

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Kerri Melton, County Clerk
Cleveland County Board of Commissioners