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:**
- Eddie Holbrook, Chairman
- Susan Allen, Vice-Chair
- Johnny Hutchins, Commissioner
- Ronnie Whetstine, Commissioner
- Doug Bridges, Commissioner
- Brian Epley, County Manager
- Tim Moore, County Attorney
- Phyllis Nowlen, Clerk to the Board
- Kerri Melton, Assistant County Attorney
- Elliot Engstrom, Senior Staff Attorney
- Allison Mauney, Human Resources Director
- Chris Green, Tax Administrator
- Shane Fox, Chief Financial Officer
- Karen Pritchard, Social Services Director
- Perry Davis, Emergency Management Director/Fire Marshal
- Betsy Harnage, Register of Deeds

**CALL TO ORDER**

Chairman Holbrook called the meeting to order and Commissioner Whetstine provided the invocation and led the audience in the Pledge of Allegiance.

**AGENDA ADOPTION**

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

**SPECIAL PRESENTATION**

*Minority Enterprise Development Week 2018:* Chairman Holbrook recognized Mr. Richard Hooker, Minority Enterprise Development (MED) Week President. Mr. Hooker thanked the Commissioners for their continued support of the Minority Business Sector and of MED Week. Started in 1983 by the administration of President Reagan, Minority Enterprise Development Week is designed to recognize accomplishments and achievements of minority businesses across the Nation. This year's celebration is an important milestone for Minority Enterprise Development Week as it celebrates 35 years of recognizing some of the country's most innovative and resilient minority business enterprises and commemorates their contributions to the free enterprise system. Mr. Hooker gave an overview of the recent achievements, goals and upcoming events for MED Week. He introduced several of the MED Week Board Members who were present to help receive the following proclamation:
LGFCU Excellence in Innovation Award: Commissioner Allen called Alison Clark, Foster Care Program Manager at the Department of Social Services to the podium to receive the LCFCU Excellence in Innovation Award. Ms. Clark was able to educate the county’s citizens about the need to foster and adopt Cleveland County children. Eleven children achieved their permanent homes through adoption by this project and seventeen new foster parents were licensed as a result of this initiative. Moreover, by these children being adopted by their forever parents, the County saved over $200,000 in foster care payments for one year. There was no cost applied to the county’s budget by implementing this project and resources were used from prior adoption marketing initiatives allowed by the state. The initiative took most of the year to establish and maintain and required time for meetings, calls, information sharing, and delegation of tasks by Ms. Clark. Ms. Clark and the volunteers spent time delivering items to promote “Healthy Adults Become Foster Parents.” This initiative could be duplicated in any county without using county dollars and promotes a healthier lifestyle while providing nurturing and committed parents to foster children. This project was a huge success and county residents became excited and spread the word to achieve positive outcomes for our children. Matt Gunnett, Member Services Coordinator for the North Carolina Association of County Commissioners and representatives from the Local Government Federal Credit Union were in attendance to present Ms. Clark the Innovation Award.
CITIZEN RECOGNITION

No citizen registered to speak.

CONSENT AGENDA

APPROVAL OF MINUTES

The Clerk to the Board included the Minutes of the September 18, 2018 regular meeting, in Board Members packets.

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

SHERIFFS OFFICE: BUDGET AMENDMENT (BNA #012)

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

<table>
<thead>
<tr>
<th>Account Number</th>
<th>Project Code</th>
<th>Department/Account Name</th>
<th>Increase</th>
<th>Decrease</th>
</tr>
</thead>
<tbody>
<tr>
<td>010.438.4.310.00</td>
<td>16738-P438</td>
<td>Law Enf Grants/Fed Govt Grants</td>
<td>$2,825.00</td>
<td></td>
</tr>
<tr>
<td>010.438.5.210.00</td>
<td>16738-P438</td>
<td>Law Enf Grants/Departmental Supply</td>
<td>$2,825.00</td>
<td></td>
</tr>
</tbody>
</table>

Explanation of Revisions: Request to budget $2,825 for the 2017 Edward Byrne Memorial Justice Assistance Grant for the purchase of ammunition.

LIBRARY: BUDGET AMENDMENT (BNA #013)

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

<table>
<thead>
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<th>Account Number</th>
<th>Project Code</th>
<th>Department/Account Name</th>
<th>Increase</th>
<th>Decrease</th>
</tr>
</thead>
<tbody>
<tr>
<td>010.611.4.810.07</td>
<td></td>
<td>Library/Donations-Special Blanton</td>
<td>$4,514.00</td>
<td></td>
</tr>
<tr>
<td>010.611.5.790.07</td>
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<td>Library/Donations-Special Blanton</td>
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<tr>
<td>010.611.4.991.00</td>
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<td></td>
<td>Library/Donations-Special Blanton</td>
<td>$4,814.00</td>
<td></td>
</tr>
</tbody>
</table>

Explanation of Revisions: The donations from the Blanton Endowment exceeded anticipated funds. Original budget was $9,000.00 but $13,514 was received. To budget donations from prior years received in excess of amounts spent.

RESOLUTION IN SUPPORT OF THE AMERICAN LEGION WORLD SERIES 2019 BID

ACTION: Commissioner Hutchins made a motion, seconded by Commissioner Bridges, and unanimously adopted by the Board to, approve the resolution in support of the American Legion World Series 2019 bid.
REGULAR AGENDA

KEY PERFORMANCE INDICATORS

Chairman Holbrook recognized Shane Fox, Chief Financial Officer to present Key Performance Indicators.

There are five areas known as key performance indicators that give insight to the success and progress the County has made financially.

Cleveland County

Key Performance Indicators

Sales Tax Revenue - GF

Building Inspections and Permitting

Performance Indicators

Performance Indicators – a quantifiable measure that is used to assess and track the status of key performance areas. For presentation purposes these areas include:

External Economic Indicators

A) Sales Tax
B) Building Inspections / Permitting
C) Occupancy Tax

Internal Management Performance Indicators

A) Central Collections / EMS Billings
B) Investment Income

Cleveland County

Shane Fox, CFO
Chairman Holbrook opened the floor to the Board for questions and discussion. Commissioner Allen acknowledged it was great to see cost savings for the citizens, keep the tax rate down and offer more housing for the citizens of Cleveland County. Commissioner Hutchins stated while these key factors are showing improvements there are still costs to the County. The ultimate goal is to be at 100% collection rate for EMS billing. Board members discussed the benefits of the additional revenue performance indicators such as cost savings for the residents of Cleveland County and pay raises for County employees.

**STRATEGIC PLAN UPDATE**

Chairman Holbrook called Kerri Melton, Assistant County Manager to the podium to present the Strategic Plan Update. One of the top priorities to the Board is the Dover Mill property. The demolition and abatement are 30% complete, all hazardous materials have been removed and the Phase I Highest and Best Use Study is also finished. The end of November is the anticipated time for the demolition project to be complete. Another priority to the Board is improving community health rankings. A portion of the initiative involved the launching of the school telemedicine program at Graham Elementary School. The program was so successful, telemedicine reduced the number of ER visits from the Graham Community by 55%, this year the program was expanded to Shelby Intermediate, James Love Elementary and Township Three Elementary Schools. Dental screenings for students at Graham Elementary School will begin this school year. The screenings will be provided on site at the school beginning in October. A letter will be sent home to each student’s parent/guardian to notify them of any issues discovered that need to be addressed. The parent/guardian will have the opportunity to authorize the school’s social worker to transport students to the health department’s dental clinic during school hours to have needed
dental work performed. Staff is working hard to come up with innovative ways to educate the community about STDs and prevention. There have been significant increases in our STD rates over the course of the last several years.

The County’s new Pay Plan was implemented January 1, 2018. At the September 18, 2018 Commissioners Meeting, the Board approved a part of Phase II of the Pay Plan which included ordinance modifications to line up with the new pay plan. Highlights of the ordinance modification include:

- How to request a new position or how to reallocate/reclass an existing one
- How to make changes to the compensation plan
- Policies on promotion and demotion
- How to determine initial pay for a new employee
- Career path progression for Sheriff’s Office. This trend is in Sheriff’s Offices across the state.

As the county continues to see a need for workforce development, the County has partnered with Cleveland County Schools and Cleveland Community College for creation of an Advanced Manufacturing Dual Track Program. Eight students will graduate this June and another eight begin next year. The Retail Task Force held a litterbug billboard contest in June and the winning posters were displayed on billboards starting in August and will stay up until the end of January. The Shop Local Initiative commercial contest is underway. Commercial submissions are due in November and will be aired on the county website, social media and Channel 19. The contest is open to all county middle and high school students including Pinnacle Classical Academy.

The Regional Grain Project, supported by a $150,000 grant from the North Carolina Agricultural Development and Farmland Protection Program, provides grain farmers from Cleveland County and the surrounding area with a viable, local marketplace for their corn, wheat, soybeans, and specialty grains. The project is creating new revenue streams for ASR Grain, protecting existing agricultural jobs, and creating new demand for farm-related employment. Farmers using the new facility are harvesting their crops at peak quality, minimizing weather losses, receiving higher per-bushel prices, reducing their input costs, and exploring opportunities to grow high-value specialty grains like malting barley. The Value-Added Mulch Bale Project, supported by a $228,750 grant from the US Department of Agriculture, positions Wilson Farms to introduce a new and improved blended mulch bale to the regional marketplace. Containing a custom blend of wheat straw, rye straw and mechanically processed switchgrass, these bales will be marketed to major home improvement chains, independent hardware and farm supply stores, landscapers, and road construction projects throughout Piedmont and Western North Carolina. The project, which includes major investments by the farm operators, is expected to double their straw production and increase sales revenues to $1.8 million annually. Plans have been approved and permitted on Shell Building III. WHN will be the project manager for construction. Construction is scheduled to be complete on the Shell Building III and available for occupancy in August, 2019.

With the hiring of Janet Hart, Public Information Officer, the activity on Cleveland County’s social media sights, like Facebook, has been significant. The number of people who like our page has doubled. There has been
The Cleveland County Commissioners support several community programs some of which include the Boys and Girls Club, Communities in Schools, Life Enrichment Center and Cleveland Vocational Industries. The Commissioners continue to focus on Volunteer Fire Departments. The Board’s continued support has allowed each Volunteer Fire Department (VFD) to staff stations during daytime hours where getting volunteers was difficult. All VFD now have performance contracts which ensure that taxpayer dollars are well spent. Additional funding has allowed many VFD’s to modernize stations to meet the changes in size of vehicles.

Broadband is critical to the success of companies. The internet is the number one communication tool used today. Through the 1:1 initiative, all students at Cleveland County Schools are provided a laptop but some do not have access to the internet. Staff continues to look for grant opportunities to expand Broadband services to the community. The Board thanked Staff and their teams for the hard work and dedication that continues to be put in to make these initiatives and programs a success.
ECONOMIC DEVELOPMENT

Agriculture as Economic Development
- Regional Grain Project
- Wilson Farms
- Value-Added Mulch Bale Project

Site Due Diligence and Shell Building III

COMMUNITY EDUCATION AND CUSTOMER SERVICE OUTREACH

Citizen Engagement and Communication
- Janet Hart, Public Information Officer

PUBLIC SAFETY

Retail Task Force
- Litter billboard contest completed in June
- Shop Local initiative including county-wide commercial contest currently underway

Work with Municipalities on Issues and Events
- Handicapped Playground designs have been approved in Polkville and City of Shelby. Waiting on drawings from the Town of Boiling Springs
- Belwood EMS Base Station complete October 8th
- Polkville Modular being delivered on Monday, October 8th
- Municipal Grants
  - Belwood Community Center kitchen and park renovations
  - Casar Park renovations including bathroom additions, handicapped accessibility, renovation of steps

Community and Youth Programs

Continued Support of Volunteer Fire Departments
- All units paying stipends
- Lattimore awaiting paid staff until building complete
- Performance contracts in place with all VFD's
**Dilapidated Properties**

Margrace Road Clean up

- One house burned
- Three houses currently waiting on hearing
- Several letters sent from Environmental Services. Awaiting on time to expire

**Broadband Service**

**COMMUNITY WELLNESS**

- Grant through Carolina Thread Trail for Expansion of Kings Mountain Gateway Trail (Phase 5)
- Awaiting Norfolk Southern abandonment of Railroad to begin

**Partnering for Community Prosperity**

- Logan Street stop nearly doubled ridership
- Mentorship Program at Graham Elementary School
- Health Day at GWU for Graham 3rd grade students

**Software System Upgrade**

HR and Payroll √
Tax - Product Review
Planning/BI - scheduled for Oct

**Countywide Records Retention Plan**

- Following state retention schedule, disposed of 6.5 tons of records with no further use or value
- Partnership with CVI for Records Storage
- Adopted Records Retention Policy in September, 2018

**QUESTIONS?**
**ADJOURN**

There being no further business to come before the Board at this time, Commissioner Hutchins made the motion, seconded by Commissioner Whetstine, and unanimously adopted by the Board, to adjourn the meeting.

The next meeting of the Commission is scheduled for Tuesday, October 16, 2018 at 6:00 p.m. in the Commissioners Chamber.

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Eddie Holbrook, Chairman
Cleveland County Board of Commissioners

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