

The Board of Commissioners for the County of Cabarrus conducted a remote virtual meeting, as allowed by the Board's Remote Participation Policy during the Covid-19 state of emergency, for an Agenda Work Session for Cabarrus County in Concord, North Carolina at 4:00 p.m. on Monday, March 1, 2021.

Public access to the meeting could be obtained through the following means:

live broadcast at 4:00 p.m. on Channel 22
<https://www.youtube.com/cabarruscounty>
<https://www.cabarruscounty.us/cabcotv>
 (704) 920-2023, Pin 1234

Present - Chairman:	Stephen M. Morris
Vice Chairman:	Diane R. Honeycutt
Commissioners:	F. Blake Kiger
	Lynn W. Shue
	Barbara C. Strang

Also present were Mike Downs, County Manager; Richard M. Koch, County Attorney; Jonathan Marshall, Deputy County Manager; Rodney Harris, Deputy County Manager; Kyle Bilafer, Area Manager of Operations; Debbie Brannan, Area Manager of Innovation and Technology; and Lauren Linker, Clerk to the Board.

1. Call to Order

Chairman Morris called the meeting to order at 4:00 p.m.

2. Approval of Agenda

Chairman Morris presented the following changes to the agenda:

Additions:

Discussion Items for Action

3.6 County Manager - New Position for Juvenile Crime Prevention Council (JCPC)

3.14 Infrastructure and Asset Management - Budget Amendment to Fund Design

3.16 Recycling / Waste Reduction - Roll Off Truck Purchase

Moved From Discussion Items for Action

Discussion Items - No Action

4.4 Solid Waste - Construction and Demolition Landfill - Phase 4 Expansion Option

Supplemental Information:

Discussion Items for Action

3.8 DHS - Transportation Grant Funding

- Budget Amendment Added

3.9 DHS - Transportation NCDHHS CARES Act Funding

- Budget Amendment Added

Removed:

Finance - Transportation Budget Amendment

Updated:

Discussion Items for Action

3.8 DHS - Transportation Grant Funding

Approval of Regular Meeting Agenda

5.1 Approval of Regular Meeting Agenda

UPON MOTION of Commissioner Shue, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the agenda as amended by the following vote: Ayes: Chairman Morris, Vice Chairman Honeycutt, and Commissioners Kiger, Shue and Strang. Nays: None. Absent: None.

3. Discussion Items for Action

3.1 BOC - Appointments to Boards and Committees

Chairman Morris reported information regarding appointments to the Agricultural Advisory Board, Library Board of Trustees and Mental Health Advisory Board was provided. He advised this item would be included in the Consent section of the March 15, 2021 regular meeting agenda.

3.2 Cooperative Extension - 4-H Afterschool Cannon Foundation Grant

Robbie Furr, Cooperative Extension Director, reported Cabarrus County 4-H has received an annual grant from the Cannon Foundation to support curriculum kits for after school sites. The grant has been increased to \$25,000 for the year 2021. Mr. Furr requested approval in the Cooperative Extension budget to reflect the grant funding.

A discussion ensued. During discussion, Mr. Furr responded to questions from the Board.

3.3 County Attorney - Resolution Designating the County Manager to Make Recommendations for ABC Permits

David Goldberg, Deputy County Attorney, reported pursuant to North Carolina General Statute 18B-904(f), when a business within an unincorporated area of the County applies for an ABC retail permit, the business must notify local government for recommendations. Mr. Goldberg proposed a resolution that would designate the County Manager to make the recommendations.

3.4 County Manager - Cabarrus Health Alliance Funding Request

Dr. Bonnie Coyle, Cabarrus Health Alliance (CHA), Director, provided an update regarding CHA’s work in connection with Covid-19. In that regard, Dr. Coyle requested \$250,000 to cover Covid related expenses through the end of June, 2021. Payment would come from the CARES funds.

A discussion ensued. During discussion, Dr. Coyle, Mike Downs, County Manager, and Rodney Harris, Deputy County Manager, responded to questions from the Board.

3.5 County Manager - Kannapolis City Schools Funding Request

Rodney Harris, Deputy County Manager, reported that contingency funds for charter schools will not be needed this year. Therefore, the funds could be used for the boiler replacement and Master Plan Study at A. L. Brown High School.

Dr. Chip Buckwell, Kannapolis City Schools (KCS), Superintendent, reported on the Master Plan and current discussions with the architects.

A discussion ensued. During discussion, Dr. Buckwell responded to questions from the Board.

Additionally, Dr. Buckwell reported the main boiler at A. L. Brown High School needs immediate replacement.

UPON MOTION of Vice Chairman Honeycutt, seconded by Commissioner Kiger and unanimously carried, the Board suspended the Rules of Procedure due to time constraints by the following vote: Ayes: Chairman Morris, Vice Chairman Honeycutt, and Commissioners Kiger, Shue and Strang. Nays: None. Absent: None.

UPON MOTION of Commissioner Strang, seconded by Commissioner Shue and unanimously carried, the Board moved to release \$229,000 from contingency to be used for the A.L. Brown boiler replacement, Masterplan Study and approved the budget amendment by the following vote: Ayes: Chairman Morris, Vice Chairman Honeycutt, and Commissioners Kiger, Shue and Strang. Nays: None. Absent: None.

Date:3/1/2021

Amount:228,850.00

Dept. Head:Rodney Harris

Department:County Manager's Office

☐ Internal Transfer Within Department

☒ Transfer Between Departments/Funds

☐ Supplemental Request

Transfer contingency funds for Kannapolis City Schools to replace the boiler and conduct a master plan study at A.L. Brown High School							
Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	9	00191910-9660	Contingency	851,450.00		228,850.00	622,600.00
001	9	00197130-9733	KCS Building Maintenance	1,204,032.00	228,850.00		1,432,882.00

3.6 County Manager - New Position for Juvenile Crime Prevention Council (JCPC)

Rodney Harris, Deputy County Manager, presented a request for the County to provide administrative support to the Juvenile Crime Prevention Council (JCPC) due to an upcoming retirement. Priorities within the Sheriff's Office

have shifted and the administrative support will be needed through a new part-time position. Cost associated with the position will be covered from JCPC funds up to \$15,000.

A brief discussion ensued. During discussion, Mr. Harris and Mike Downs, County Manager, responded to questions from the Board.

3.7 County Manager - Request for Easements

Jonathan Marshall, Deputy County Manager, reported the City of Concord has requested two Stormwater Control Measure Access and Maintenance Easements be executed for property owned by Cabarrus County. One is for the operations center on Cabarrus Avenue and the other is located at Jay M. Robinson High School. The current system is unable to handle storm water appropriately. Mr. Marshall also responded to questions from the Board.

3.8 DHS - Transportation Grant Funding

Anthony Hodges, Human Services Program Administrator, reported Cabarrus County was not awarded funds this year for the Rural Operating Assistance Program (ROAP) Grant or the 5307 Urbanized Area Grant through the North Carolina Department of Transportation. He requested approval for a budget amendment and responded to questions from the Board.

3.9 DHS - Transportation NCDHHS CARES Act Funding

Anthony Hodges, Human Services Program Administrator, reported Cabarrus County Transportation (CCTS) received funding in the amount of \$32,914 from NCDHHS CARES Act funding. The funding is to provide needed transportation for county residents to Covid vaccination sites. He stated there is not a requirement for matching funds. Mr. Hodges requested approval of a budget amendment for the appropriation of funds for CCTS.

A discussion ensued. During discussion, Mr. Hodges and Bob Bushey, Transportation Manager, responded to questions from the Board.

3.10 Finance - Audit Contract for Fiscal Years Ending June 30, 2021

Wendi Heglar, Finance Director, reported the Local Government Commission requires annual approval of the audit contract. Ms. Heglar requested approval for the second year of the contract with Martin Starnes and Associates for a total of \$65,000.

3.11 Finance - EMS CARES Grant Budget Amendment

Wendi Heglar, Finance Director, requested approval of a budget amendment, which would allow Emergency Medical Services (EMS) to use the unexpended Coronavirus Aid, Relief, and Economic Security (CARES) Act funds by June 30, 2021.

3.12 Finance - North Carolina Education Lottery Payment Application for School Debt

Wendi Heglar, Finance Director, requested approval of a budget amendment for the Investment Fund budget to pay a portion of debt service related to public school debt. The Cabarrus County School application is for \$2,017,100 and the Kannapolis City School application is for \$282,900, for a total of \$2,300,000.

3.13 Finance - Stonewall Jackson Property Budget Amendment

Wendi Heglar, Finance Director, requested approval of a corrected budget amendment that would transfer expenditures from the Capital Project Fund to the General Fund in connection with the Carolina Tree Care contract.

3.14 Infrastructure and Asset Management - Budget Amendment to Fund Design

Kyle Bilafer, Area Manager of Operations, reported a budget amendment is needed in the Capital Project Fund in order to proceed with design of the Emergency Equipment Warehouse (EEWH) and Information Technology Services (ITS).

3.15 Planning and Development - Lease Agreement for St. Stephens Park Property for Cultivation

Kelly Sifford, Planning and Development Director, reported a Request for Proposal to farm part of the St. Stephens Park property was circulated by staff

and advertised on the County's website. Staff received five proposals which were evaluated by the Soil and Water Conservation District Board to provide a recommendation to the Board of Commissioners. The evaluation of the proposals included items such as best practices, adherence to conservation plans on current properties and what is proposed to be planted on the property. Staff recommended the selected proposal, Barrier Farms. Since the deadline for agenda submissions is due prior to the Soil and Water Board meeting, it is requested to suspend the rules to approve the proposal so that the cultivator does not miss the growing season.

A discussion ensued. During discussion, Ms. Sifford and Jonathan Marshall, Deputy County Manager, responded to questions from the Board.

UPON MOTION of Commissioner Strang, seconded by Commissioner Kiger and unanimously carried, the Board suspended the Rules of Procedure due to time constraints by the following vote: Ayes: Chairman Morris, Vice Chairman Honeycutt, and Commissioners Kiger, Shue and Strang. Nays: None. Absent: None.

UPON MOTION of Commissioner Shue, seconded by Commissioner Strang and unanimously carried, the Board approved the lease agreement between Cabarrus County and Barrier Farms and authorized the County Manager to execute the agreement on behalf of Cabarrus County, subject to review or revisions by the County Attorney by the following vote: Ayes: Chairman Morris, Vice Chairman Honeycutt, and Commissioners Kiger, Shue and Strang. Nays: None. Absent: None.

3.16 Recycling / Waste Reduction - Roll Off Truck Purchase

Kevin Grant, Environmental Management Director, presented a request to purchase a 2022 Mack Roll Off Truck with hoist and tarp for the Recycling/Waste Reduction division. Funds from the white goods recycling program would be used as well as some financing in the purchase. Additionally, the purchase would be made under North Carolina Department of Transportation Statewide Term Contract 070E.

A discussion ensued. During discussion, Mr. Grant and Rodney Harris, Deputy County Manager, responded to questions from the Board.

3.17 Sheriff's Office - UV Light Disinfecting System

Chief Deputy James Bailey, Cabarrus County Sheriff's Office, requested funding for the purchase of an Ultra-Violet light system to disinfectant areas and/or individual pieces of equipment. The system would greatly reduce instances of illness within the Detention Center that are caused by the transmission of viral and bacterial diseases. Additionally, it is effective against Covid-19 and a variety of other infectious diseases and contaminants.

A brief discussion ensued. During discussion, Chief Deputy Bailey and Rodney Harris, Deputy County Manager, responded to questions from the Board.

4. Discussion Items - No Action

4.1 2020 Child Protection and Fatality Team Report

Paula Yost, Chair, Cabarrus County Child Protection and Fatality Team, presented a PowerPoint presentation titled "The State of Our Children: A 2020 Report." Topics included:

- What is CPFT? (Child Protection and Fatality Team)
- 2019 Child Deaths
- How the Pandemic has Affected Children
 - Child abuse reports and quality of reports
 - Sexual abuse concerns
 - Obesity rates are up
 - Mental health concerns
 - Unsupervised juveniles which have increased DJJ numbers
- 2020 DHS numbers
- Child Abuse - DHS Numbers
- DHS Numbers - A Comparison
- Jeff Gordon Children's Advocacy Center
- Human Trafficking
- Homelessness Dashboard
- Obesity
- Mental Health
- Child visits to the Emergency Room (Medicaid only)

- Department Juvenile Justice (DJJ) Statistics

Karen Calhoun, Human Services Director, provided additional information during the presentation.

There was discussion throughout the presentation with Ms. Yost and Ms. Calhoun responding to questions from the Board.

4.2 Infrastructure and Asset Management - Request from Oakboro Police Department to Provide Fleet Maintenance Services

Michael Miller, Infrastructure and Asset Management Director, reported the Town of Oakboro Police Department has requested the County to provide fleet maintenance services and new car/SUV set ups for the Town. The department currently has 11 vehicles in their fleet and were utilizing local shops for services, which has become costly for the Town. They also used a local shop for set up of new vehicles, however, the person who ran that business has taken a job elsewhere. This would require an inter-local agreement between Cabarrus County and the Town of Oakboro Police Department. Kyle Bilafer, Area Manager of Operations, has been working with legal counsel on a draft agreement. If approved, the County would bill a flat labor rate for services. Parts from County inventory would not be marked up and billed to Oakboro at cost. Additionally, any new equipment for the patrol cars would be purchased by the police department and delivered to Cabarrus County for installation. Staff has spoken to the Finance Department to insure there were not any finance issues.

Mr. Miller requested input from the Board.

A discussion ensued. During discussion, Mr. Miller and Mr. Bilafer responded to questions from the Board. Consensus was in favor to move forward with the Interlocal Agreement to assist the Town of Oakboro Police Department with their fleet maintenance and equipment installations.

4.3 Innovation and Technology - Innovation Report

Debbie Brannan, Area Manager of Innovation and Technology, presented the Innovation Report for March 2021. Topics presented were as follows:

- This month's book for the employees' digital book club, *Stepping Up How Taking Responsibility Changes Everything*, provides practical advice to combat most typical excuses to bring about positive change
- County Strategic Plan - Five Strategic Initiatives
 - o Transparent and Accountable Government
 - o Healthy and Safe Community
 - o Thriving Economy
 - o Sustainable Growth and Development
 - o Culture and Recreation

Ms. Brannan also provided information regarding the Emergency Rental Assistance Program (ERAP) designed to help people in our community with financial assistance for rent and utilities due to hardships from the ongoing Coronavirus pandemic. Cabarrus County was awarded \$6.5 million dollars for the program.

Ms. Brannan stated various departments collaborated with the Information and Technology Systems Department to develop an internal system to aid in identification and qualification, processing and tracking applications for the ERAP (known as the ERAP Tracking System).

A discussion ensued. During discussion, Ms. Brannan, Karen Calhoun, Human Services Director, and Rodney Harris, Deputy County Manager, responded to questions from the Board.

4.4 Solid Waste - Construction and Demolition Landfill - Phase 4 Expansion Option

Kevin Grant, Environmental Management Director, reported that based on the air space analysis from May, 2020, the Cabarrus County landfill should have room available for construction materials to approximately May, 2022. Mr. Grant further reported that funds are available for closing and maintaining the closed landfill at the appropriate time. He stated the State of North Carolina has approved the opening of Phase 4 of the Landfill. Phase 4 should provide another five to seven years of use.

A discussion ensued. During discussion, Mr. Grant responded to questions from the Board.

5. Approval of Regular Meeting Agenda

The Board discussed the placement of the items on the agenda.

UPON MOTION of Commissioner Kiger, seconded by Vice Chairman Honeycutt and unanimously carried, the Board approved the agenda as presented for the March 15, 2021 regular meeting, by the following vote: Chairman Morris, Vice Chairman Honeycutt, and Commissioners Kiger, Shue and Strang. Nays: None. Absent: None.

Approval or Correction of Minutes

- Approval or Correction of Minutes

Recognitions and Presentations

- DHS - Child Abuse Prevention Month Proclamation
- Proclamation - National County Government Month April 2021
- Proclamation - National Donate Life Month April 2021
- Proclamation - Week of the Young Child

Consent

- Appointments - Agricultural Advisory Board
- Appointments - Library Board of Trustees
- Appointments and Removals - Mental Health Advisory Board
- Cooperative Extension - 4-H Afterschool Cannon Foundation Grant
- County Attorney - Resolution Designating the County Manager to Make Recommendations for ABC Permits
- County Manager - Cabarrus Health Alliance Funding Request
- County Manager - New Position for Juvenile Crime Prevention Council (JCPC)
- County Manager - Request for Easements
- DHS - Transportation Grant Funding
- DHS - Transportation NCDHHS CARES Act Funding
- Finance - Audit Contract for Fiscal Years Ending June 30, 2021
- Finance - EMS CARES Grant Budget Amendment
- Finance - North Carolina Education Lottery Payment Application for School Debt
- Finance - Stonewall Jackson Property Budget Amendment
- Infrastructure and Asset Management - Budget Amendment to Fund Design
- Recycling / Waste Reduction - Roll Off Truck Purchase
- Sheriff's Office - Request to Award a Service Weapon to Lt. Marc Nesbitt Upon Retirement
- Sheriff's Office - UV Light Disinfecting System
- Tax Administration - Refund and Release Reports - February 2021

Reports

- BOC - Receive Updates From Commission Members who Serve as Liaisons to Municipalities or on Various Boards/Committees
- BOC - Request for Applications for County Boards/Committees
- Budget - Monthly Financial Update
- County Manager - Monthly Building Activity Reports
- County Manager - Monthly New Development Report
- EDC - February 2020 Monthly Summary Report

Mike Downs, County Manager, announced the Register of Deeds office would be closed for in-person services for the remainder of the week.

6. Adjourn

UPON MOTION of Commissioner Shue, seconded by Commissioner Strang and unanimously carried, the meeting adjourned at 6:16 p.m. by the following vote: Chairman Morris, Vice Chairman Honeycutt, and Commissioners Kiger, Shue and Strang. Nays: None. Absent: None.



Lauren Linker
Lauren Linker, Clerk to the Board