

The Board of Commissioners for the County of Cabarrus met for an Agenda Work Session in the Multipurpose Room at the Cabarrus County Governmental Center in Concord, North Carolina at 4:00 p.m. on Monday, April 3, 2023.

Public access to the meeting could also 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>

Present - Chairman: Stephen M. Morris
 Vice Chairman: Lynn W. Shue
 Commissioners: Barbara C. Strang
 Kenneth M. Wortman

Absent: Commissioners: Christopher A. Measmer

Also present were Mike Downs, County Manager; Richard M. Koch, County Attorney; Rodney Harris, Deputy County Manager; Kyle Bilafer, Assistant County Manager; Kelly Sifford, Assistant County Manager; 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

Additions:
 Discussion Items for Action
 3.15 EMS - Operational Update

Updated:
 Discussion Items for Action
 3.6 BOC - Rules of Procedure

Approval of Regular Meeting Agenda
 4.1 BOC - Approval of Regular Meeting Agenda

UPON MOTION of Commissioner Wortman, seconded by Vice Chairman Shue and unanimously carried, the Board approved the agenda as amended.

3. Discussion Items for Action

3.1 Human Resources - Compensation Study

Lundee Covington, Human Resources Director, stated this is the fourth year Becky Drozdz has done our compensation studies. She advised Ms. Drozdz will present recommendations for a very large group of positions that were studied with the exception of Public Safety (Sheriff, EMS, and Fire) that were done last year, and Human Services which is queued up for next year.

Becky Drozdz, Guerrilla HR, presented a PowerPoint presentation reviewing the compensation study. Topics included the following:

- Methodology
 - o 19 departments included: Accounting, Active Living and Parks, Administrative, Board of Commissioners, Board of Elections, Communications, County Manager, Economic Development, Fair, Finance, Human Resources, Infrastructure and Asset Management, Legal, Library, Planning, Register of Deeds, Solid Waste, Tax and Veterans
 - o Market data
 - Cabarrus County sponsored survey (11 municipalities) - City of Concord, City of Kannapolis, City of Raleigh, Durham County, Gaston County, Iredell County, Mecklenburg County, New Hanover County, Onslow County, Union County and Wake County
 - Three external, statistically sound data sources
 - o Represents Charlotte metro region, and government, not for profit or all industries
 - o Median data points, 50th percentile
 - o Market averages, each source given equal weight
- Recommendations
 - o Grade assignments

- Based on market average and internal equity, adjust grade assignment for 97 applicable jobs
- Provide one-time "market adjustment" increase of 5.0% per grade change, impacts 149 positions
 - o Cost: \$796,836
- Future Actions
 - o Continue annual review of internal compensation equity
 - o Move back to 2-year cycle to review external market equity
 - o Ad hoc analysis for new positions, or positions with high turnover
 - o Collect annual comp trends for structure adjustment

A spreadsheet of affected positions was provided for the Board's review. Ms. Covington provided a brief overview.

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

Ms. Covington concluded the presentation with information regarding the salary compensation study schedule and adjustment pay schedule.

3.2 Active Living and Parks - Matching Incentive Grant Application Requested Changes

Byron Haigler, Active Living and Parks Assistant Director, presented updates to the Active Living and Parks Matching Incentive Grant Program, which provides seed money for civic, community and school groups to construct, improve or acquire recreational and park facilities in Cabarrus County. The updates would make the application process easier and more relevant.

3.3 BOC - Appointments to Boards and Committees

Chairman Morris stated information for April appointments to boards and committees has been provided to the commissioners. He asked if anyone had any questions, comments, or concerns regarding the upcoming requests. There were none.

3.4 BOC - Central Cabarrus Men's Basketball Proclamation

Chairman Morris read the proclamation aloud.

He announced there will be a celebration for the State 3A Championship Men's Basketball Team at Central Cabarrus High School, the Vikings, for the community at the Governmental Center on Thursday, April 6, 2023 at 6:00 p.m.

UPON MOTION of Commissioner Strang, seconded by Commissioner Wortman and unanimously carried, the Board suspended the Rules of Procedure due to time constraints.

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board adopted the proclamation.

Proclamation No. 2023-06

PROCLAMATION CENTRAL CABARRUS MEN'S BASKETBALL STATE CHAMPIONSHIP

WHEREAS, it has been brought to the attention of the Cabarrus County Commissioners that the Central Cabarrus Men's Basketball team has exhibited astounding athletic abilities which has earned them a North Carolina 3A State Championship title; and,

WHEREAS, the team was made of fifteen outstanding players: Jaiden Thompson, Chase Daniel, Jake Baker, Emari Russell, Adriel Miller, Kevonta' Martin, Elijah Ford, Carson Daniel, Gavin Bullock, Cayden Smith, Micah Murray, Desmond Kent Jr., Chinua Ezeigbo, LarQuise Bruse-Jones, Noah Edmisten; and

WHEREAS, the team had an undefeated season and won the second state championship for the program; and

WHEREAS, Desmond Kent Jr., received the North Carolina 3A State Championship Game Valuable Player; and

NOW, THEREFORE, BE IT PROCLAIMED, that the Cabarrus County Board of Commissioners do hereby extend Congratulations and Best Wishes on behalf of the citizens of Cabarrus County to the,

Central Cabarrus 2023 NC State Men's Basketball 3A Championship Team.

Adopted this 3rd day of April, 2023.

/s/ Stephen M. Morris
Stephen M. Morris, Chairman
Cabarrus County Board of Commissioners

3.5 BOC - Resolution in Support of House Bill 98

Commissioner Wortman presented a resolution in support of House Bill 98 for consideration.

3.6 BOC - Rules of Procedure

Chairman Morris presented an update of the Rules of Procedure previously discussed at the Board Retreat for consideration.

A discussion ensued.

3.7 County Manager - Accept Transfer of R. Brown McAllister Elementary School

Rodney Harris, Deputy County Manager, reported the Board of Education will need to transfer ownership of R. Brown McAllister Elementary School to the County since the County has issued debt for the new replacement school.

3.8 County Manager - Authorization for One-Time Purchases

Rodney Harris, Deputy County Manager, reported each year the County receives a hold-harmless payment from the State if Medicaid claims are less than the revenue generated from the local sales and use tax previously exchanged for the State to assume responsibility for the non-administrative costs of Medicaid. The County will receive \$6.1 million. It is recommended to allocate just under \$2.8 million for one-time purchases to address needs for Emergency Medical Services, Information Technology Services and the Sheriff's Office among others. A list of needs was provided for review.

Mr. Harris advised there would be approximately \$3.3 million left for use.

3.9 County Manager - Vacant and Dilapidated Housing

Kelly Sifford, Assistant County Manager, reported county staff has been approached by multiple citizens recently regarding dilapidated and vacant housing that is near their homes. In the past, staff have worked with property owners to resolve the issue. Ultimately, if not resolved by the owner, the County would be responsible for the removal/demolition. A lien would then be placed the real property in an attempt to recover expenses. In most cases, it takes a while to recapture those funds, if any can be recaptured. Currently, there has not been any funds budgeted for the matter. If the Board wishes to actively pursue the clearance of these structures, funds would be needed to be allocated so that contractors could be hired to handle the demolition and removal of the debris. Staff requested direction from the Board.

Evan Lee, General Counsel, provided an outline of the legal aspect and potential issues.

A lengthy discussion ensued. During discussion, Ms. Sifford, Mike Downs, County Manager, Richard Koch, County Attorney, and Mr. Lee responded to questions from the Board. Matt Love, Construction Standards Director, was also in attendance.

Board consensus was for staff to develop an ordinance, guidelines, and budget to address clean up of vacant and dilapidated properties.

3.10 DHS - Budget Revision for Adult Protective Services Essential Fund

Anthony Hodges, Department of Human Services, Social Work Program Administrator, reported Cabarrus County has received an additional allocation of \$3,943. He stated a county match is not required. Mr. Hodges requested approval of a budget amendment to properly allocate the use of the additional funds. He also responded to questions from the Board.

3.11 DHS - Transportation 5310 Elderly and Handicapped Grant

Bob Bushey, Department of Human Services Transportation Manager, presented a request for approval to apply for the 5310 Elderly and Handicapped Grant. The grant funds are used to improve mobility for older adults and people with disabilities.

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

3.12 DHS - Transportation MPO Agreement

Bob Bushey, Department of Human Services Transportation Manager, presented a request for approval of an agreement required by The North Carolina Integrated Mobility Division (IMD), along with the Federal Transit Administration (FTA), for all Public Transportation Departments to have in place with their MPO (Metropolitan Planning Organization).

3.13 Early Childhood Education - Grant

Rodney Harris, Deputy County Manager, reported the County has received a \$3,000 grant from the Hunt Institute to facilitate activities related to development of a local data driven early childhood strategic plan. A county match is not required.

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

3.14 Emergency Management - NC Tier II Competitive Grant Award and Budget Amendment

Jason Burnette, Emergency Management Director, reported Emergency Management has been awarded a North Carolina Tier II grant that requires a budget amendment. The funds provide Local Emergency Planning Committees (LEPC's) funding to expand the scope of their hazardous materials emergency preparedness programs through response planning, training and related exercises to include fixed facility planning. The grant award is in the amount of \$1,000 and does not require a match. Funding will provide quarterly lunch and learn training opportunities for our LEPC.

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

3.15 EMS - Operational Update

Rodney Harris, Deputy County Manager stated the EMS Operation Update will be presented at the April 17, 2023 regular meeting in New Business.

3.16 Finance - Budget Amendment to Increase Dental Insurance Expenditures

Jim Howden, Finance Director, presented a request for approval of a budget amendment of \$100,000 to increase the budget expenditures in the Health - Dental Insurance Fund based on anticipated higher than average dental claims for the remainder of fiscal year 2023.

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

3.17 Finance - Budget Amendment for Additional Tax Turnover to the Fire Districts

Jim Howden, Finance Director, presented a request for a budget amendment to increase the Fire Districts' current year property tax collections as well as increase related districts' turnovers. The budgeted amount is \$426,500.

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

3.18 Sheriff's Office - Acceptance of NHTSA (National Highway Traffic Safety Administration) Grant

Chief Deputy Tessa Burchett, Cabarrus County Sheriff's Office, presented a request to accept a grant from the National Highway Traffic Safety Administration (NHTSA). The grant would aid in processing blood test in Driving

While Impaired (DWI) cases by utilizing National Medical Services (NMS), a private lab.

Senior Deputy Eric Callicutt, Cabarrus County Sheriff's Office, explained the grant will help with the backlog of testing kits. He advised there is an approximately 26 months backlog of the drug impaired driving enforcement blood testing kits.

A discussion ensued. During discussion, Chief Deputy Burchett and Deputy Callicutt responded to questions from the board.

3.19 Sheriff's Office - Dedication of Bridge in Memory of Lt. Robert J. Eury

Chief Deputy Tessa Burchett, Cabarrus County Sheriff's Office, presented a request to approve a resolution requesting the naming of the NC Highway 24/27 bridge (Bridge #'s 341 & 22) in honor and memory of Robert J. Eury, who was killed in the line of duty. She advised the anticipated dedication is May 5th, the anniversary of Lieutenant Eury's death.

A discussion ensued. During discussion, Chief Deputy Burchett responded to questions from the Board. Senior Deputy Eric Callicutt, Cabarrus County Sheriff's Office, was also in attendance.

4. Approval of Regular Meeting Agenda

4.1 BOC - Approval of Regular Meeting Agenda

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

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Wortman and unanimously carried, the Board approved the agenda as follows for the April 17, 2023 regular meeting as amended.

Approval or Correction of Minutes

- Approval or Correction of Meeting Minutes

Recognitions and Presentations

- Active Living and Parks - Older Americans Month 2023 Proclamation
- Cooperative Extension - National Volunteer Week Proclamation
- EMS - Cabarrus County Emergency Services Week
- Human Resources - Recognition of Chief Deputy James Bailey on His Retirement from Cabarrus County Sheriff's Office
- Proclamation - National Library Week

Consent

- Active Living and Parks - Matching Incentive Grant Application Requested Changes
- Appointments - Human Services Advisory Board
- Appointments and Removals - Active Living and Parks Commission
- Appointments and Removals - Cabarrus-Rowan Metropolitan Planning Organization Technical Coordinating (TAC) Committee
- BOC - Resolution in Support of House Bill 98
- BOC - Rules of Procedure
- County Manager - Accept Transfer of R. Brown McAllister Elementary School
- County Manager - Authorization for One-Time Purchases
- DHS - Budget Revision for Adult Protective Services Essential Fund
- DHS - Transportation 5310 Elderly and Handicapped Grant
- DHS - Transportation MPO Agreement
- Early Childhood Education - Grant
- Emergency Management - NC Tier II Competitive Grant Award and Budget Amendment
- Finance - Budget Amendment to Increase Dental Insurance Expenditures
- Finance - Budget Amendment for Additional Tax Turnover to the Fire Districts
- Human Resources - Compensation Study
- Sheriff's Office - Acceptance of NHTSA (National Highway Traffic Safety Administration) Grant
- Sheriff's Office - Award of Service Weapon to Chief Deputy James Bailey Upon His Retirement
- Tax Administration - Refund and Release Reports - March 2023

New Business

- Sheriff's Office - Dedication of Bridge in Memory of Lieutenant Robert J. Eury - Public Hearing 6:30 p.m.
- EMS - Operational Update

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 Budget Amendment Report
- Budget - Monthly Financial Update
- County Manager - Monthly Building Activity Reports
- County Manager - Monthly New Development Report
- EDC - March 2023 Monthly Summary Report

5. Closed Session

5.1 Closed Session - Pending Litigation, Economic Development, and Acquisition of Real Property

Commissioner Wortman **MOVED** to go into closed session to discuss matters related to pending litigation and economic development as authorized by NCGS 143-318.11(a)(3) and (4). Vice Chairman Shue seconded the motion.

Rodney Harris, Deputy County Manager, requested acquisition of real property be added to the closed session.

Commissioner Wortman amended his motion to include (5), acquisition of real property to the motion and Vice Chairman Shue amended his second to the motion.

The **MOTION** unanimously carried.

UPON MOTION of Commissioner Wortman seconded by Commissioner Strang and unanimously carried, the Board moved to come out of closed session.

Return to Open Session

UPON MOTION of Commissioner Wortman, seconded by Vice Chairman Shue and unanimously carried, the Board approved a potential public hearing in April for Project Parade, Project 1984, and Project Precision, which may be extended to April or May, and calling for a Public Hearing for the dedication of the renaming of the NC Highway 24//27 bridge in memory of Lieutenant Robert J. Eury.

6. Adjourn

UPON MOTION of Vice Chairman Shue, seconded by Commissioner Strang and unanimously carried, the meeting adjourned at 7:19 p.m.




Lauren Linker, Clerk to the Board