

The Board of Commissioners for the County of Cabarrus met in regular session in the Commissioners' Meeting Room at the Cabarrus County Governmental Center in Concord, North Carolina at 6:00 p.m. on Tuesday, January 21, 2025.

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

live broadcast at 6:00 p.m. on Channel 22
<https://www.youtube.com/cabarruscounty>
<https://www.cabarruscounty.us/cabcotv>

Present - Chairman: Christopher A. Measmer
Vice Chairman: Laura B. Lindsey
Commissioners: Kenneth M. Wortman
Larry G. Pittman

Absent - Commissioner: Lynn W. Shue

Also present were Mike Downs, County Manager; Rich Koch, County Attorney; Kelly Sifford, Deputy County Manager; Aalece Pugh, Assistant County Manager; and Lauren Linker, Clerk to the Board.

Chairman Measmer called the meeting to order at 6:00 p.m.

Chairman Measmer led the Pledge of Allegiance.

Dan Marshall, Local Government Ministries, gave the invocation.

Chairman Measmer introduced the youth commissioner, Emilia Sanchez, Northwest Cabarrus High School.

(A) APPROVAL OR CORRECTION OF MINUTES

UPON MOTION of Vice Chairman Lindsey, seconded by Commissioner Pittman and unanimously carried, the Board approved the following minutes with correction.

November 4, 2024 (Work Session)

(B) APPROVAL OF THE AGENDA

Chairman Measmer reviewed the following changes to the agenda.

UPDATED:

New Business
G-5 BOC - Commission on Financial Efficiency
Rule of Procedure for the Cabarrus County Commission on Financial Efficiency

ADDITION:

New Business
G-4 BOC - 2025 Commissioner Board Appointments

MOVED:

F-10 G-9 to Finance - Financing Budget Amendment and Updated Project Ordinances
F-13 to G-10 Planning & Development Department - Proposed Budget Amendment to Revise HOME Grant 2020 Accounts
F-16 to C-2 Proclamation - Black History Month

Vice Chair Lindsey **MOVED** to approve the agenda as amended and to move items F-10 and F-13, from the Consent Agenda to New Business. Commissioner Pittman seconded the Motion.

Commissioner Wortman requested to move item F-16 from the Consent Agenda to Recognitions and Presentations.

Vice Chairman Lindsey amended the motion to move items F-10 and F-13, from the Consent Agenda to New Business and item F-16 from the Consent Agenda to Recognitions and Presentations.

Following further discussion, the **AMENDED MOTION** carried unanimously.

(C) RECOGNITIONS AND PRESENTATIONS

(C-1) Recognition - Retirement for EMS Master Paramedic Doug Bickerstaff

Jimmy Lentz, Emergency Medical Services Chief, recognized Doug Bickerstaff on his retirement after 30 years of service. Chief Lentz shared highlights of his career.

Vice Chair Lindsey presented Mr. Bickerstaff with a service award in appreciation of his service and dedication to the citizens of Cabarrus County.

Mr. Bickerstaff expressed his gratitude.

Commissioner Pittman provided additional comments.

(C-2) Proclamation - Black History Month (Previously F-16)

Commissioner Wortman read the proclamation aloud.

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

Proclamation No. 2025-01

BLACK HISTORY MONTH PROCLAMATION

WHEREAS, Black History Month is the observance of a special period to recognize the achievements and contributions of African-Americans to our county, state and nation; and

WHEREAS, this observance presents the special opportunity to become more knowledgeable about black heritage, and to honor the many black leaders who have played a part in the progress of our county; and

WHEREAS, such knowledge can strengthen the insight of all our citizens regarding the issues of human rights, the great strides that have been made in the crusade to eliminate the barriers of equality for minority groups, and the continuing struggle against racial discrimination and poverty; and

WHEREAS, as a result of their determination, hard work, intelligence, and perseverance, African-Americans have achieved exceptional success in all aspects of society including business, education, politics, science, athletics and the arts; and

NOW, THEREFORE, BE IT PROCLAIMED that the Board of Commissioners for Cabarrus County, North Carolina, do hereby recognize February 2024 as Black History Month and encourage all citizens to participate in the educational and celebratory events honoring the contributions and accomplishments of African-Americans.

ADOPTED this 21st day of January 2025.

/s/ Christopher A. Measmer
Christopher A. Measmer, Chairman
Cabarrus County Board of Commissioners

Attest:

/s/ Lauren Linker
Lauren Linker, Clerk to the Board

(D) INFORMAL COMMENTS

Chairman Measmer opened the meeting for Informal Public Comments at 6:11 p.m. He stated each speaker would be limited to three minutes.

Rich Wise, a resident at 3403 Brickwood Circle, Midland, commented on the new Commission on Financial Efficiency committee.

Keshia Sandidge, a resident at 270 Post Oak Avenue SW, Concord, commented on the planning and zoning board.

Mae Mack, a resident at 92 St. Mary Avenue NW, Concord, spoke regarding policies and practices of the boards and committees.

Ingrid Nurse, a resident of Concord, commented on the best practices of boards and committees.

Veleria Levy, a resident at 2345 Herrons Nest Place NW, Concord, commented on the Fair Advisory Commission.

Nancy Hoffarth, a resident at 6000 Creekview Court, Harrisburg, spoke regarding the policies and practices of boards and committees.

Matt Barrier, a resident at 1371 Shady Bluff Court, Concord, commented on the Fair Advisory Commission.

Ivey Almond, a resident at 6350 Smith Road, Midland, spoke regarding the Cabarrus County Fair.

Jim Quick, a resident at 126 Spencer Avenue NW, Concord, commented on board appointments.

David Henderson, a resident at 8429 Wonderwood Lane, Harrisburg, commented on Board accountability.

Brent Whichel, a resident at 405 Autumn Drive, Harrisburg, congratulated the Board.

Jeeter Anderson, a resident at 133 Kennedy Avenue, Kannapolis, commented on a Department of Social Services matter.

Jerry E. Anderson, a resident at 133 Kennedy Avenue, Kannapolis, spoke regarding matters in connection with the Department of Social Services.

Chris Cranston, a resident at 475 High Meadows Drive, Concord, commented on local government.

Wesley Huneycutt, a resident of 2700 Cal Bost Road, Midland, commented regarding the Commission on Financial Efficiency committee.

Naomi Hatchell, a resident at 1804 Clay Street, Kannapolis, commented on local government.

Commissioner Wortman invited Mr. Barrier to the podium for clarification on his comments.

There was no one else to address the Board, therefore Chairman Measmer closed that portion of the meeting.

(E) OLD BUSINESS

None.

(F) CONSENT

(F-1) Appointments - Cooperative Extension - Agricultural Advisory Board

Eddie Moose and Tommy Barbee serve on the Agricultural Advisory Board with terms ending January 31, 2025. It is recommended that Eddie Moose and Tommy Barbee be reappointed to the Agricultural Advisory Board to serve another term, ending January 31, 2028 and to include an exception to the length of service provision of the Appointment Policy for each of them.

UPON MOTION of Vice Chair Lindsey, seconded by Chairman Measmer and unanimously carried, the Board reappointed Eddie Moose and Tommy Barbee to the Agricultural Advisory Board terms ending January 31, 2028; to include an exception to the length of service provision of the Appointment Policy for each of them.

(F-2) County Manager - Easement Agreement with Charlotte Water

Charlotte Water requested an easement agreement for an extension into Cabarrus County for service of a private development. The easement will not be on county property, however, when other jurisdictions provide services within Cabarrus County, the service must be approved according to North Carolina general statutes.

UPON MOTION of Vice Chair Lindsey, seconded by Chairman Measmer and unanimously carried the Board approved the easement agreement and resolution with Charlotte Water.

RESOLUTION AUTHORIZING THE CITY OF CHARLOTTE TO ACQUIRE REAL PROPERTY THAT IS LOCATED IN CABARRUS COUNTY

WHEREAS, the Town of Huntersville (hereafter "Huntersville"), has entered into an interlocal agreement (hereafter the "Huntersville Agreement"), with the City of Charlotte (hereafter "Charlotte"),

WHEREAS, Charlotte Water, a municipal department of Charlotte, provides a water supply and distribution system and a wastewater collection, treatment, and disposal system (hereinafter "Public Enterprise") to Huntersville pursuant to the Huntersville Agreement; and,

WHEREAS, the Huntersville Agreement further provides that Charlotte will obtain fee simple title and/or necessary easements for Charlotte Water to provide the Public Enterprise to Huntersville;

WHEREAS, Huntersville believes that the Huntersville Agreement has been in the best interest of its citizens;

WHEREAS, Huntersville has requested that Charlotte provide the Public Enterprise within the portion of Huntersville that extends into Cabarrus County (hereinafter "Cabarrus County Portion");

WHEREAS, Charlotte is willing to provide and has provided the Public Enterprise within the Cabarrus County Portion;

WHEREAS, development along the Mecklenburg County and Cabarrus County border requires coordination and communication between Charlotte and a Cabarrus County municipality in order to serve the development with water and/or sewer services;

WHEREAS, Charlotte has provided or is willing to provide the Public Enterprise within Cabarrus County to serve a particular development along the Mecklenburg County and Cabarrus County border;

WHEREAS, Charlotte will obtain fee simple title and/or necessary easements for Charlotte Water to provide the Public Enterprise to the particular development along the Mecklenburg County and Cabarrus County border;

WHEREAS, Charlotte is requesting passage of this Resolution by the Cabarrus County Board of Commissioners under the provisions of North Carolina General Statutes § 153A-15.

NOW THEREFORE, BE IT RESOLVED, that the Cabarrus County Board of Commissioners do hereby adopt this Resolution consenting to the acquisition of real property by Charlotte for its Public Enterprise.

RESOLVED FURTHER, that a certified copy of this Resolution be delivered to the City of Charlotte.

This the 21st day of January, 2024.

Cabarrus County Board of Commissioners

By: /s/ Christopher A. Measmer

Christopher A. Measmer, Chairman

(F-3) County Manager - Easement Dedication for R Brown McAllister

With the recent construction of the new R Brown McAllister Elementary School, there have been a number of easements that are required for utility services, such as, public water and stormwater utilities to the City of Concord for service and maintenance needs on the property.

UPON MOTION of Vice Chair Lindsey, seconded by Chairman Measmer and unanimously carried, the Board approved the dedication of utility easements on the plats for R Brown McAllister to the City of Concord and authorized the County Manager to execute the necessary documents after review and approval by legal staff.

(F-4) County Manager - Lease and Agency Agreements

The county is required to enter into lease and agency agreements on properties the county holds title on due to financing. The lease and agency agreements are standard agreements that spell out the responsibilities of each agency during the time it is owned by the county and operated by the school system. The proposed leases and agency agreements for Coltrane Webb STEM Elementary, Opportunity School, and Mary Francis Wall, have been reviewed by legal and meet the financing requirements of the agreements.

UPON MOTION of Vice Chair Lindsey, seconded by Chairman Measmer and unanimously carried, the board approved the leases and agency agreements for Coltrane Webb STEM Elementary, Opportunity School, and Mary Francis Wall and authorized the County Manager to execute the agreements after review and revision by the County Attorney.

(F-5) County Manager - Sewer Easement on JM Robinson Property

Morris Industrial requested a seven square foot easement on the JM Robinson High School property to accommodate a sanitary sewer connection. Cabarrus County School staff have reviewed the proposal and it is currently being considered for Board of Education action.

UPON MOTION of Vice Chair Lindsey, seconded by Chairman Measmer and unanimously carried, the Board approved the contract between Cabarrus County and Morris Industrial, LLC; and authorized the County Manager to execute the contract on behalf of Cabarrus County subject to review or revisions by the County Attorney.

(F-6) County Manager - Temporary Construction Easement at Cox Mill High School

The City of Concord requested a temporary construction easement at Cox Mill High School for the purpose of a waterline extension. The affected area is adjacent to the street and is a total of 598 square feet. Cabarrus County School staff have been consulted and the easement will not impact operations for the schools.

UPON MOTION of Vice Chair Lindsey, seconded by Chairman Measmer and unanimously carried, the Board approved a temporary construction easement at Cox Mill High School to the City of Concord for the extension of a waterline.

(F-7) County Manager - Opioid Settlement Spending Authorization for Recovery Supports

Three new providers, Bridge to Recovery; Adult & Teen Challenge; and Southeastern Recovery Center requested access to opioid settlement funds to provide recovery supports and recovery housing services to Cabarrus County residents who are eligible for services.

UPON MOTION of Vice Chair Lindsey, seconded by Chairman Measmer and unanimously carried, the Board adopted the resolution.

Resolution No. 2025-02

A RESOLUTION BY THE COUNTY OF CABARRUS
TO DIRECT THE EXPENDITURE OF OPIOID SETTLEMENT FUNDS

WHEREAS Cabarrus County has joined national settlement agreements with companies engaged in the manufacturing, distribution, and dispensing of opioids.

WHEREAS the allocation, use, and reporting of funds stemming from these national settlement agreements and bankruptcy resolutions ("Opioid Settlement Funds") are governed by the Memorandum of Agreement Between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation ("MOA"), the Supplemental Agreement for Additional Funds from Additional Settlements of Opioid Litigation ("SAAF"), and SAAF-2;

WHEREAS Cabarrus County has received Opioid Settlement Funds pursuant to these national settlement agreements and deposited the Opioid Settlement Funds in a separate special revenue fund as required by section D of the MOA;

WHEREAS section E.6 of the MOA states that, before spending opioid settlement funds, the local government's governing body must adopt a resolution that:

- i. indicates that it is an authorization for expenditure of opioid settlement funds; and,

ii. states the specific strategy or strategies the county or municipality intends to fund pursuant to Option A or Option B, using the item letter and/or number in Exhibit A or Exhibit B to identify each funded strategy; and,

iii. states the amount dedicated to each strategy for a specific period of time.

NOW, THEREFORE BE IT RESOLVED, in alignment with the NC MOA, SAAF, and SAAF-2, Cabarrus County authorizes the expenditure of opioid settlement funds as follows:

1. First strategy authorized

- a. Name of strategy: Recovery Support Services
- b. Strategies included in Exhibit A
- c. Item letter and/or number in Exhibit A to the MOA: 3
- d. Amount authorized for this strategy: \$ 450,000
- e. Period of time during which expenditure may take place:

Start date of February 1, 2025 through end date of June 30, 2026

f. Description of the program, project, or activity: Provide recovery support services to adults with opioid use and/or co-occurring disorders to improve their health or well-being.

g. Providers: Southeastern Recovery Center, Adult and Teen Challenge of Sandhills, and Bridge to Recovery

2. Second strategy authorized

- a. Name of strategy: Recovery Housing Support
- b. Strategy is included in Exhibit A
- c. Item letter and/or number in Exhibit A to the MOA: Item 4
- d. Amount authorized for this strategy: \$250,000
- e. Period of time during which expenditure may take place:

Start date of February 1, 2025 through end date of June 30, 2026

f. Description of the program, project, or activity: Provide recovery housing programs to individuals with opioid use disorders and/or co-occurring disorders.

g. Providers: Southeastern Recovery Center and Adult and Teen Challenge of Sandhills.

The total dollar amount of the requests outlined above named is \$700,000.

Adopted this the 21st day of January 2025.

/s/Christopher A. Measmer
 Christopher A. Measmer, Chairman
 Cabarrus County Board of Commissioners

ATTEST:

Lauren Linker
 Lauren Linker, Clerk to the Board

(F-8) Emergency Medical Services (EMS) - Vehicle Data Tracking

Emergency Medical Services needs to look at a new system to track vehicle/driver data. The current product (PRAN) will no longer be supported for all our EMS vehicles. Staff is considering Samsara as a new provider. Samsara offers comprehensive driving data tracking including a camera interface. Samsara is trusted by Cabarrus County Infrastructure and Asset Management (IAM). The Samsara product is currently being tested on 2 Ambulances and 2 Quick Response vehicles. The new system would enhance our vehicle data tracking capabilities and ensure efficient monitoring of our fleet.

UPON MOTION of Vice Chair Lindsey, seconded by Chairman Measmer and unanimously carried, the Board approved the contract for the Samsara vehicle tracking system and authorized the County Manager to execute the contract on behalf of Cabarrus County subject to review or revisions by the County Attorney.

(F-9) Emergency Medical Services (EMS) - Zoll Monitor - Autopulse Replacement

Cabarrus County staff has been in the process of planning for the replacement of the Zoll Cardiac Monitors and Autopulse mechanical CPR devices as the current monitors will reach the end of their projected service life in FY26. Having been highly satisfied with the Zoll product and their exceptional support services, a 10-year lease agreement is recommended (similar to the Stryker Stretcher lease we initiated in FY25). The worry-free lease would involve a complete equipment swap-out at the five-year mark to ensure continued

efficiency. It is important to note that Zoll has forecasted a significant price increase at the start of their Fiscal year in April, making timely action crucial for cost-effective equipment replacement.

UPON MOTION of Vice Chair Lindsey, seconded by Chairman Measmer and unanimously carried, the Board approved contract between Cabarrus County and ZOLL Medical Corporation and authorized the County Manager to execute the contract on behalf of Cabarrus County subject to review or revisions by the County Attorney.

(F-10) Finance - Financing Budget Amendment and Updated Project Ordinances

Moved to G-9.

(F-11) Human Resources - Total Rewards - Time Off Benefits Part 4

Human Resources presented several small adjustments to the Personnel Ordinance in support of the time off benefits previously approved (floating holiday/personal day). Staff further shared recommendations for adjustments to the military leave benefit.

UPON MOTION of Vice Chair Lindsey, seconded by Chairman Measmer and unanimously carried, the Board approved recommendations for military leave benefit and Personnel Ordinance language supporting this and other time off items.

(F-12) Planning & Development Department - Authorization for 2025-2026 Community Development Program Funding Applications

Community Development staff requested to make the regular submission for the Weatherization, Heating and Air Repair and Replacement Program and the Housing and Home Improvement Programs applications as funding becomes available in the coming months. Additionally, staff requested to participate in any programs that Duke Energy offers. The only match required for any of these programs would be 10% for the Housing and Home Improvement program (which is part of the larger County Home Care Community Block Grant program).

UPON MOTION of Vice Chair Lindsey, seconded by Chairman Measmer and unanimously carried, the Board authorized staff to make applications for Weatherization, Heating and Air Repair and Replacement Program, Housing and Home Improvement, and Duke Energy Programs and to allow the County Manager to execute any necessary contracts subject to legal review.

(F-13) Planning & Development Department - Proposed Budget Amendment to Revise HOME Grant 2020 Accounts

Moved to G-10.

(F-14) Planning & Development Department - Community Development Duke Energy Rebate Program Proposed Budget Amendment

The budget amendment will move revenues (reimbursements) from the Duke Energy rebate program into expense line items to allow them to be expended. Duke Energy has provided \$16,206.66 through reimbursements for work and improvements completed. Reimbursements are considered "revenues" and must periodically be moved to expense accounts to be expended.

UPON MOTION of Vice Chair Lindsey, seconded by Chairman Measmer and unanimously carried, the Board adopted the budget amendment.

Budget Revision/Amendment Request

Date: Amount:
 Dept. Head: Department:
 Internal Transfer Within Department Transfer Between Departments/Funds Supplemental Request

Purpose: The proposed budget amendment is to move revenues (reimbursements) from the Duke Energy rebate program into expense line items to allow them to be expended. Duke Energy has provided \$16,206.66 through reimbursements for work and improvements completed. Reimbursements are considered "revenues" and must periodically be moved to expense accounts to be expended.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
460	6	3250-6841-DE	Duke Energy Rebate	12,398.10	16,206.66		28,604.76
460	9	3250-9315-DE	Health & Safety Duke	42,067.85	16,206.66		58,274.51
Total							86,879.27

(F-15) Planning & Development Department - Community Development - Housing and Home Improvement - Proposed Budget Amendment

The budget amendment will place revenues generated from the Housing and Home Improvement Program into expense line items to allow them to be expended. Staff received \$160.00 in revenues (donations) through the program. The Housing and Home Improvement program requires revenues be placed back into the program to expand service.

UPON MOTION of Vice Chair Lindsey, seconded by Chairman Measmer and unanimously carried, the Board adopted the budget amendment.

Budget Revision/Amendment Request

Date: Amount:
 Dept. Head: Department:
 Internal Transfer Within Department Transfer Between Departments/Funds Supplemental Request

Purpose: Program fees paid need to be moved from the revenue account to the expense account to expend them. The grant requires any program fees received to be put back in the program to expand services.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	3250-6622	Home Improvement Program Fees	150.00	160.00		310.00
001	9	3250-9493-HHI	HHI Operations - HHI	67,266.00	160.00		67,426.00
Total							67,736.00

(F-16) Proclamation - Black History Month

Moved to C-2.

(F-17) Tax Administration - Refund and Release Reports - December 2024

The Release Report contains taxpayers' names, bill numbers, valuations, tax amounts, along with the justifications for releasing the valuation/tax amounts for outstanding levies in accordance with N.C.G.S. 105-381. The Refund Report is a summary sheet which lists data from each refund request form, along with the justification for the refunds to the taxpayers in accordance with N.C.G.S. 105-381.

Note: Due to the transition of motor vehicles onto the new North Carolina Vehicle Tax System (NCVTS), motor vehicle-related refunds and releases will begin to be displayed on the new report generated by NCVTS.

UPON MOTION of Vice Chair Lindsey, seconded by Chairman Measmer and unanimously carried, the board approved the December 2024 Refund and Release Reports as submitted, including the NCVTS Refund Report, and granted authority to the Tax Collector to process the refunds and releases.

(G) NEW BUSINESS

(G-1) EMS - RACE CARS Grant Funds

Justin Brines, Emergency Medical Services Deputy Chief, presented a budget amendment to move \$9,000 to RACE CARS Grant Revenue account 00162730-630801 to RACE CARS Grant Expense account 00192730-9635-RCARS. The money will be used for the upcoming Hearts and Heroes event and CPR-related training and education for the remainder of FY 25.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman and unanimously carried, the board approved the necessary budget amendment for the use of grant funds.

Budget Revision/Amendment Request

Date: Amount:
 Dept. Head: De:
 Internal Transfer Within Department
 Transfer Between Departments/Funds
 Supplemental Request

EMS receives reimbursement as part of the RACE CARS research trial that we are participating in with Duke University. The request is to move the money to be spent (per grant guidelines) for the upcoming Hearts and Heroes event and CPR-related training and education for the remainder of FY 25.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
001	6	2730-630801	RACE-CARS GRANT		9,000.00		9,000.00
001	9	2730-9635 RCARS	EDUCATIONAL PROGRAMS		9,000.00		9,000.00

(G-2) Planning & Development - NCDOT Request for Letter of Support for RAISE Grant Application

Susie Morris, Planning and Development Director, reported the North Carolina Department of Transportation (NCDOT) explored additional revenue sources to assist with the costs of project implementation. The NCDOT requested local jurisdictions consider providing a letter of support for NCDOT to apply for a RAISE grant that will be used to replace bridges or culverts in the Division. The proposed project includes a bundle of 15 bridge replacements with at least one bridge in each Division 10 county. There are currently two proposed projects on the list in Cabarrus County; one on Penninger Road and the other on Peach Orchard Road. Both are in unincorporated areas of Cabarrus County.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman and unanimously carried, the board considered approval of a letter of support for inclusion in the NCDOT RAISE grant application materials.

(G-3) BOC - Appointment - Cabarrus County Fair Advisory Commission

Chairman Measmer provided a summary of the Cabarrus County Fair Advisory Commission and provided clarity to comments made during public comments.

A lengthy discussion ensued.

The following appointments to the Cabarrus County Fair Advisory Commission were requested: John Cline, Sherilee Deal, Ashleigh Miller, Barbara Strang, Courtney Wyatt, Jimmy Petty, Janet Stancil and David Pless.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman, the board appointed John Cline, Ashleigh Miller, and Courtney Wyatt to the Cabarrus County Fair Advisory Commission for four-year terms by the following vote: Ayes: Chairman Measmer, Vice Chair Lindsey and Commissioner Pittman; Nays: Commissioner Wortman.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman, the board appointed Sherilee Deal, Barbara Strang, Jimmy Petty, Janet Stancil and David Pless to the Cabarrus County Fair Advisory Commission for two-year terms and to include a residency provision to the appointment policy as needed by the following vote: Ayes: Chairman Measmer, Vice Chair Lindsey and Commissioner Pittman; Nays: Commissioner Wortman.

(G-4) BOC - 2025 Commissioner Board Appointments

Chairman Measmer provided an update to the assignment of the Board of Commissioner board liaison appointments for calendar year 2025.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman and unanimously carried, the board approved the updated 2025 Commissioner Board Appointments to reflect the appointment of Commissioner Kenny Wortman to replace Commissioner Lynn Shue to the Centralina Regional Council of Government Executive Board and the Centralina Regional Council of Government Board of Directors.

(G-5) BOC - Cabarrus County Legal Representation

Chairman Measmer recognized County Attorney Rich Koch for his tenure with Cabarrus County and thanked him for his service.

Mayor Jennifer Teague from Harrisburg, North Carolina delivered a speech honoring Rich Koch for his commitment and service to the county.

Commissioner Wortman presented Mr. Koch with a retirement gift.

Vice Chair Lindsey **MOVED** to conclude the Appointment of Rich Koch as the Board-Appointed County Attorney pursuant to G.S. 153A-114. Commissioner Pittman seconded the motion.

Following a discussion, the **MOTION** carried by the following vote: Ayes: Chairman Measmer, Vice Chair Lindsey and Commissioner Pittman; Nays: Commissioner Wortman.

Vice Chair Lindsey **MOVED** to appoint Daniel Peterson as Interim County Attorney pursuant to G.S. 153A-114 for a period of not more than six months and to authorize the Chairman of the Board of Commissioners to execute an engagement letter to that effect and including such terms as reasonably necessary, including authorizing a rate of \$295 per hour for legal services rendered. Commissioner Pittman seconded the motion.

Following a discussion, the **MOTION** carried by the following vote: Ayes: Chairman Measmer, Vice Chair Lindsey and Commissioner Pittman; Nays: Commissioner Wortman.

Mr. Daniel Peterson was introduced and invited to the dais as the new board-appointed interim county attorney.

Mr. Peterson provided comments.

(G-6) BOC - Commission on Financial Efficiency

Chairman Measmer invited the proposed members of the commission to speak prior to entertaining a discussion among the board members.

Lee Shuman introduced himself.

Wes Huneycutt introduced himself.

A discussion ensued. During discussion, Mr. Huneycutt, Chairman Measmer, Vice Chair Lindsey and Mr. Shuman responded to questions from the board.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman, the board approved to create the Commission on Financial Efficiency and appoint the following members: Laura Lindsey, Chair; Lee Shuman; Wes Huneycutt; and Christopher Measmer by the following vote: Ayes: Chairman Measmer, Vice Chair Lindsey and Commissioner Pittman; Nays: Commissioner Wortman.

Resolution No. 2025-03

**RULE OF PROCEDURE FOR THE
CABARRUS COUNTY
COMMISSION ON FINANCIAL EFFICIENCY**

1. MISSION

The Cabarrus County Commission on Financial Efficiency ("CoFE") is set up by the Cabarrus County Board of Commissioners to bring to the citizens of Cabarrus County more efficient and effective County services. The Commission shall conduct reviews of financial, construction and operational practices of County Government and report its findings and recommendations to the Cabarrus County Board of Commissioners for examination and final action. The Commission shall have the right to obtain any non-privileged document or record of the County without a public records request, upon request of the Chair, which requests shall be given top priority by the person in possession of such document or record.

2. INITIAL ORGANIZATION

The CoFE was set up at the beginning of 2025 by the Cabarrus County Board of Commissioners ("BOC"). The initial Chair of the CoFE is Laura Lindsey, Vice Chair of the BOC. All of the members of the CoFE will be appointed by the Chair of the CoFE. The other initial members of the CoFE are Christopher Measmer, Chair of the BOC, Wes Huneycutt and Lee Shuman, for

a total of four (4) members. The Chair may add additional members up to a total of seven (7) members. Appointees shall be selected based on their background in government, the private-sector or taxpayer advocacy.

3. DUTIES AND RESPONSIBILITIES OF MEMBERSHIP

Members shall be appointed by the Chair of the CoFE. Each member shall serve a term of one (1) year, which shall run from January 1 to December 31. Members may be removed by the BOC either with or without cause, upon a majority vote. In all other respects, appointment and removal of members of the CoFE shall follow the County's standard appointments policy.

4. MEETINGS

Members of the CoFE shall meet once a month, with meetings to be scheduled at the convenience of the CoFE Chair. The presence of a quorum is necessary for the CoFE to conduct business. A quorum shall consist of a majority of the CoFE's membership, which is three (3) members of a four (4) member Commission, as originally constituted. Meetings shall be advertised in advance in accordance with the requirements of the Open Meetings Law (N. C. Gen. Stat. § 143-318.9 et seq.) so that all meetings are open to the public. The CoFE may conduct a closed session, but only in accordance with the exceptions to the Open Meetings Law.

5. MEETING MINUTES

The CoFE will keep full and accurate minutes of all of its meetings. It shall set out the precise wording of each motion and make it possible to determine the number of votes cast for and against each motion. The minutes need not record discussion of Commission members, though the Commission in its discretion may incorporate such details into the minutes. The Chair may appoint a member to keep the minutes of the meetings, or may call upon County staff to provide a person to prepare and distribute the minutes.

6. PUBLIC COMMENT

The CoFE in the discretion of the Commission may allow public comment at its meetings, although it is not required to under North Carolina law.

7. AGENDA

The Chair shall prepare an agenda for each meeting of the Commission and distribute it to the members sufficiently in advance of the meeting for the members to become familiar with it. The agenda shall also be published and distributed to the public. The form for the agenda may generally follow the form used by the BOC, although that is not required.

8. THE CHAIR

The Chair shall preside at meetings of the Commission. The Chair has the same duty as other members to vote on any matter, unless the Chair or any other member is excused from voting. The Vice Chair, if appointed, shall preside and exercise the same powers as the Chair, in the Chair's absence.

9. AMENDMENTS

These Rules of Procedure may be amended at any time by an affirmative vote of a majority of the members. Any amendment shall be presented in writing at a regular meeting before the meeting at which the vote is taken.

10. ROBERTS RULES OF ORDER

To the extent not provided for in these Rules of Procedure, and to the extent it does not conflict with North Carolina law or the spirit of these Rules of Procedure, the Commission shall refer to Robert's Rules of Order, Newly Revised, to answer unresolved parliamentary or procedural questions.

(G-7) BOC - Consider Relationships for Financial Advisor Services to County

Chairman Measmer spoke on the relationship with the financial advisor services. Mike Downs, County Manager, advised that a letter was sent to the financial advisors at Doug Carter Associates (DEC).

A discussion ensued.

Vice Chair Lindsey **MOVED** to authorize the Chairman of the Board of Commissioners to engage in discussions with a prospective new financial service provider for their potential engagement. Commissioner Pittman seconded the motion.

Following a discussion, the **MOTION** carried by the following vote: Ayes: Chairman Measmer, Vice Chair Lindsey and Commissioner Pittman; Nays: Commissioner Wortman.

(G-8) BOC - Flagpoles at the Mount Pleasant Library and Active Living Center and Foil Park

Chairman Measmer stated he was approached regarding the location of the flagpoles at the Mount Pleasant Library and Active Living Center and Foil Park.

Kelly Sifford, Deputy County Manager, reported staff was instructed to research placing additional flag poles closer to the building. The estimates were \$19,000 for the flag poles and there would be additional costs based on the location chosen. Ms. Sifford and Michael Miller, Design and Construction Director, presented location options for Board input so as to obtain final pricing.

A discussion ensued. During discussion, Ms. Sifford and Mr. Miller responded to questions from the Board.

(G-9) Finance - Financing Budget Amendment and Updated Project Ordinances (Formally F-10)

Vice Chair Lindsey requested to review information for the budget amendment records for legal costs in the capital project fund.

Jim Howden, Finance Director, responded to the Board.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman and unanimously carried, the Board tabled this item to the February 3, 2025 Work Session.

(G-10) Planning & Development Department - Proposed Budget Amendment to Revise HOME Grant 2020 Accounts (Formally F-13)

Vice Chair Lindsey requested information regarding the fees listed as "consulting fees".

Kelly Sifford, Deputy County Manager, and Susie Morris, Planning and Development Director, responded to Vice Chair Lindsey's concerns.

Ms. Morris advised the proposed budget amendment would place revenue generated from program fees into the expense line items to allow them to be expended. There were \$1,298.66 in program fees paid. The HOME grant requires that all program fees be placed back into the program to be expended on the program.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman and unanimously carried, the Board adopted the budget amendment.

Budget Revision/Amendment Request

Date: Amount:
 Dept. Head: Department:
 Internal Transfer Within Department Transfer Between Departments/Funds Supplemental Request

Purpose: To move excess program fees to the Printing and Binding account so the remaining funds can be expended to work on closing out the HOME 2020 grant.

Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
410	6	3674-6606	Program Fees	15,600.00	1,298.66		14,301.34
410	9	3674-9320	Printing and Binding	8,366.00	1,298.66		9,664.66

Total 23,966.00

(H) REPORTS**(H-1) BOC - Receive Updates from Commission Members Who Serve as Liaisons to Municipalities or on Various Boards/Committees**

Commissioner Pittman reported on the Fire Departments & First Responder Advisory Committee and the Town of Midland council meeting.

Commissioner Wortman reported on the Library Board of Trustees. Active Living and Parks, the Community Planning Council, the City of Kannapolis council meeting.

Chairman Measmer reported on the Cabarrus County Summit and thanked the Town of Mt. Pleasant for hosting the event. He also reported on the Juvenile Crime Prevention Council, Water and Sewer Authority meeting and the Fair Convention.

Vice Chair Lindsey reported on the Soil and Water Authority and the Youth Commission.

She also reported on December 23, 2024 she and Chairman Measmer met with Captain Elwood, Sheriff Shaw, Deputy Chief Burchett, Captain Zeman, Lieutenant Szabo, Sergeant Aquilino, Captain Wallace, Lieutenant McGhee, Lieutenant Hunt and Julie Vetere to view the processes of each department. Vice Chair Lindsey thanked them for their time.

(H-2) BOC - Request for Applications for County Boards/Committees

Applications are being accepted for the following County Boards/Committees:

- Active Living and Parks Commission - 1 Vacant Position
- Adult Care Home Community Advisory Committee - 13 Vacant Positions
- Concord Planning and Zoning Commission (ETJ) - 1 Vacant Position
- Fair Advisory Commission - 8 Vacant Positions
- Home and Community Care Block Grant Committee - 1 Vacant Position
- Industrial Facilities & Pollution Control Financing Authority - 1 Vacant Position
- Juvenile Crime Prevention Council - 1 Vacant Position
- Library Board of Trustees - 2 Vacant Positions
- Mental Health Advisory Board - 1 Vacant Positions
- Nursing Home Community Advisory Committee - 11 Vacant Positions
- Region F Aging Advisory Committee - 2 Vacant Positions
- Senior Centers Advisory Council - 2 Vacant Positions
- Transportation Advisory Board - 5 Vacant Positions
- Youth Commission - 7 Vacant Positions

Chairman Measmer urged citizens to consider participating on a Board or Committee.

(H-3) Budget - Monthly Budget Amendment Report

The Board received the monthly budget amendment report for informational purposes. No action was required of the Board.

(H-4) Budget - Monthly Financial Update

The Board received the monthly financial update report for informational purposes. No action was required of the Board.

(H-5) Communications and Outreach - Monthly Summary Report

The Board received the monthly summary report for informational purposes. No action was required of the Board.

(H-6) County Manager - Monthly Building Activity Reports

The Board received the monthly building activity reports for informational purposes. No action was required of the Board.

(H-7) Economic Development Corporation - December 2024 Monthly Summary Report

The Board received the monthly new development report for informational purposes. No action was required of the Board.

(I) GENERAL COMMENTS BY BOARD MEMBERS

Commissioner Wortman asked Mike Downs, County Manager, and Lauren Linker, Clerk to the Board, if they had any intentions of resigning.

Vice Chair Lindsey reported she will be highlighting animals from the local Cabarrus County Animal Shelter that are ready for adoption every month. She presented a video of some of the available animals. She encouraged the public to check out the animals available for adoption.

Commissioner Wortman as liaison for the Logan Community, advised he received several emails from citizens concerned regarding the processes of the boards and committee's appointments.

A discussion ensued.

(J) WATER AND SEWER DISTRICT OF CABARRUS COUNTY

None.

(K) CLOSED SESSION

(K-1) Closed Session - Personnel

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman and unanimously carried, the Board moved to go into closed session to discuss matters related to personnel pursuant to G.S. 143-318.11(a)(1), GS 143 318.11(a)(3), and GS 143-318.11(a)(6) to Prevent the Disclosure of Information that is privileged and confidential pursuant to the law of this State or of the United States, or nor considered a public record within the meaning of Chapter 132 of the General Statutes Consider Matters Relating to Attorney-Client Privilege and for purposes of Considering the Qualifications, Competence, Performance, Character, Fitness, Conditions of Appointment, or of an Individual Public Officer or Employee or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

RETURN TO OPEN SESSION

UPON MOTION of Commissioner Wortman, seconded by Commissioner Pittman and unanimously carried, the Board moved to come out of Closed Session.

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman the Board approved the termination of the County Manager's employment contract with just cause effective immediately and authorize the Chair to sign and deliver a termination letter on behalf of the Board to the County Manager. The motion passed by the following vote 3:1. Ayes: Chairman Measmer, Vice Chairman Lindsey and Commissioner Pittman. Nays: Commissioner Wortman.

(L) ADJOURN

UPON MOTION of Vice Chair Lindsey, seconded by Commissioner Pittman and unanimously carried, the meeting adjourned at 9:59 p.m.



Lauren Linker

Lauren Linker, Clerk to the Board