Caldwell County Board of Commissioners
Lenoir, North Carolina
June 18, 2018
6:00 p.m.

Present: Randy T. Church, Chairman
         Mike LaBrose, Vice Chairman
         Jeff Branch
         Donald A. Potter

Absent: Robbie Wilkie, Excused

Staff Present: Stan Kiser, County Manager
              Kathy Greene, Clerk to the Board
              David Lackey, County Attorney

Chairman Church opened the meeting and welcomed everyone.

Public Comment

There was no public comment.

Regular Session

Dr. Chuck Brawley, Pastor of College Avenue Baptist Church, gave the invocation and Commissioner Potter led the Pledge of Allegiance. Chairman Church asked if there were any additions or amendments to the June 18, 2018 agenda. There being none, Commissioner LaBrose moved to approve the agenda as presented and the motion carried unanimously.

Memorandum of Understanding with Department of Health and Human Services

Social Services Director Will Wakefield presented a memorandum of understanding between NC Department of Health & Human Services and Caldwell County proposed for 2019. He said the agreement was mandated by N.C.G.S. §108A-74. He said staff had not been given a good reason as to why the memorandum of understanding was necessary; however, the law required all counties to have a written agreement each year.

County Attorney David Lackey presented alternatives to be considered: 1) approve the memorandum of understanding as presented and authorize execution of same; or, 2) in addition to approval of the memorandum, adopt a resolution stating the County’s opposition to entering into the agreement; or, 3) have the Caldwell County Board of Social Services enter into the agreement rather than the Board of Commissioners. Mr. Lackey said everything contained in the agreement is already required by law anyway so he did not understand the rationale behind requiring it.

Mr. Wakefield said it was uncertain what would happen if the County did not execute the memorandum of understanding and said the department, through its own policies and according
to general statutes, was already complying with the requirements stated in the memorandum of understanding.

Commissioner Potter moved to adopt the resolution and to approve the memorandum of understanding which are hereby incorporated by reference and made a part of these minutes (Exhibit A). The motion carried unanimously.

Authorization to Purchase New Replacement Vehicle for Sheriff Office

Major Marc Jardon asked to use revenue from the asset seizure fund to purchase a vehicle to replace a vehicle that will no longer be used by the Narcotics Division. He said the department’s fleet would be increased, temporarily, with the acquisition; however, the vehicle being replaced was purchased with state seizure tax funds and could not be traded in so it would be sold at public auction. Major Jardon noted that proceeds from the sale of the vehicle would be forwarded to the school system as required by the State of North Carolina. He also noted the department was in the planning stages to surplus some of the other undercover vehicles.

Chairman Church moved to authorize the purchase of a new vehicle and to approve the following budget amendment. The motion carried unanimously.

| Increase | 10.4314.331100 | Asset Seizure Funds | $27,500.00 |
| Increase | 10.4314.451001 | Vehicles | $27,500.00 |

Award Architectural Services for New Animal Shelter

Mr. Kiser informed Commissioners that staff had sent out requests for qualifications (RFQ’s) to the fifteen vendors listed below. He said the committee reviewed RFQ’s submitted by eight of the vendors and narrowed the proposals to three vendors who they met with on June 14, 2018. Mr. Kiser said he and the committee recommended the architectural services contract be awarded to DWG Architects.

| CBSA | Designed Learned | Canine Architects |
| PO Box 1239 | 116 Main St | 213 Maple St |
| Hickory, NC 28601 | Norwich, CT 06360 | Cleveland, NC 27013 |
| DWG Architects | Ross/Deckard Architects | Smith Sinnett Architecture |
| 2345 Earlysville Rd | 4010 Wake Forest Rd | 4600 Lake Boone Trail, Ste 205 |
| Earlysville, VA 22936 | Raleigh, NC 27609 | Raleigh, NC 27607 |
| Rauhaus Freedenberg | Cline Design Associates | Stewart-Cooper-Newell |
| 97 Broadway | 125 N Harrington St | 719 East Second Ave |
| Boston, MA 02127 | Raleigh, NC 27603 | Gastonia, NC 28054 |
| Bacon Group Inc | Connolly Architects | Building Design for Animals |
| 2461 Sunset Point Rd | 2414 Exposition Blvd, Ste A-2 | 901 Lamberton Pl NE |
| Clearwater, FL 33759 | Austin, TX 78703 | Albuquerque, NM 87107 |
Commissioner Potter moved to award the contract to DWG Architects and, following discussion about Commissioner Branch’s desire to locate the animal shelter on a different site more centrally located in the County, the motion carried unanimously.

**Caldwell County Schools to Purchase Property Adjacent to Granite Falls Elementary School**

Dr. Jeff Church referred Commissioners to the resolution adopted by the Caldwell County Board of Education during its meeting on June 11th. He said the board members approved the purchase of land at 62 North Highland Avenue, Granite Falls, NC (as described in Caldwell County Registry Book 1890, Pages 1023-1024) for public school purposes. Dr. Church advised the homeowner was asking the fair market value of the property and it appraised at $54,700. He said site would probably be used to extend the parking lot at Granite Falls Elementary School.

In following proper procedure, on behalf of the Board of Education, Dr. Church requested formal approval by the Board of Commissioners in order to proceed with the acquisition.

Commissioner LaBrose moved to approve the purchase of the identified property at 62 North Highland Avenue, Granite Falls, NC by the Board of Education for public school purposes. The motion carried unanimously.

**Consent Agenda**

1. **Approval of Minutes**
   The County Manager recommended the Board of Commissioners approve the May 21, 2018 minutes as presented.

2. **Approval of Home and Community Care Block Grant Funding for FY2018-2019**
   Each year, the Board of Commissioners formally adopts the proposed grant funding allocation for the Home and Community Care Block grant. The allocations are based on the recommendation by the Caldwell Council on Aging. The Council’s recommendations for the use of the $518,874 grant fund for FY2018-2019 are listed below. It was noted local agencies provide the necessary 10% matching funds; therefore, no local County tax dollars are required. Mr. Kiser recommended the Board of Commissioners approve the Home and Community Care Block Grant Funding Plan for FY2018-2019.

   - Adult Day Health $ 18,000.00
   - Adult Day Care $ 1,800.00
   - Congregate Meals $ 66,484.00
   - Home Delivered Meals $ 83,111.00
   - Senior Center Operations $ 73,127.00
   - In-Home Aide Level I $ 59,882.00
   - In-Home Aide Level II $ 79,044.00
• In-Home Aide Level III $  44,485.00
• Housing & Home Improvement $  42,307.00
• Medical Transportation $  28,362.00
• General Transportation $  22,272.00
$518,874.00

3. Approval of Financing Schedule for Construction of EMS Bases
Mr. Kiser recommended the Board of Commissioners schedule a public hearing for 6:00 p.m. on Monday, July 23, 2018 to consider the financing agreement associated with construction of two new EMS bases in the County (one in Lower Creek and one in Valmead).

4. Clawback Claim in Broyhill Furniture Industries Furniture Brands Bankruptcy
Mr. Kiser highlighted a memorandum from the County Attorney dated June 7, 2018 and recommended the Board of Commissioners accept the offer of $24,300.00 as allowed by their bankruptcy trustee.

Commissioner LaBrose moved to approve the four items on the consent agenda as presented and recommended by the County Manager. The vote was unanimous.

Appointments

• CCC&TI Board of Trustees
Commissioner Branch moved to reappoint Dale Hamby for another term on the Caldwell Community College & Technical Institute Board of Trustees. The vote was unanimous.

• Economic Development Commission
Commissioner Potter moved reappoint Rocky Brooks and Stacy Cooke; and, to appoint Jorge Gutierrez to the Economic Development Commission for three year terms. The vote was unanimous.

• Foothills Regional Airport Authority
Chairman Church moved to reappoint Jeff Branch to the Foothills Regional Airport Authority for another term and the vote was unanimous.

• Library Board
Commissioner LaBrose moved to appoint Lester Whittington to fill a vacancy through June 30, 2019 on the Library Board of Trustees; to appoint Robbie Wilkie to replace Donnie Potter through June 30, 2020 on the Library Board of Trustees; and, to appoint Christine Helton and Cara Setzer for three-year terms on the Library Board of Trustees. The vote was unanimous.

• Planning Board
Chairman Church moved to reappoint Chris Barlowe and Jeff Church to the Planning Board for three-year terms. The vote was unanimous.
Board of Health
Commissioner Potter moved to reappoint Angela Clark, Sandra Jaynes, Wayne Rash, and Sheri Reichling for three-year terms on the Board of Health. The vote was unanimous.

There being no further business, Commissioner LaBrose moved to adjourn and, by unanimous vote, Chairman Church declared the meeting adjourned at 6:29 p.m.