



ROWAN COUNTY COMMISSION AGENDA
January 4, 2021 - 3:00 PM

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Call to Order

Invocation

Provided By: Chaplain Michael Taylor

Pledge of Allegiance

Consider Additions to the Agenda

Consider Deletions From the Agenda

Consider Approval of the Agenda

Board members are asked to voluntarily inform the Board if any matter on the agenda might present a conflict of interest or might require the member to be excused from voting.

- Consider Approval of the Minutes: December 7, 2020 and December 19, 2020

1 Consider Approval of Consent Agenda

- A. SECU Lease Second Amendment
- B. Duke Energy Underground Service Easement Animal Shelter
- C. Tax Refunds for Approval
- D. Community Service Block Grant Funding for FY 2021-2022
- E. Lease Amendment Hangar T9 - Company Name Change

- F. Schedule Public Hearing for January 19, 2021 for Animal Ordinance Change
- G. 2020-21 HOME Funding Allocation Change
- H. Investing Authority
- I. BOE One-Stop Worker Award
- J. Request to Reclassify Contracted Services Position
- K. Tempus ALS Monitor / Defibrillators Lease Buyout

2 Public Comment Period

- 3 Public Hearing for Z 07-20; Mitch Wilson
- 4 Public Hearing for Z 06-20: Nengtou Vue
- 5 Public Hearing for Z 05-20: Steinman Storage
- 6 Public Hearing Regarding Creation of a Consolidated Human Services Agency
- 7 Environmental Health Bi-weekly Report
- 8 Public Water Supply Application for Chemical Booster Station
- 9 Award Bid for Construction Phase NC DOA Grant 36244.56.10.1 for Glideslope Replacement
- 10 CRF Expenditure Report
- 11 CRF Funds Update
- 12 Year End Litter Report
- 13 Selection of NCACC Voting Delegate for Legislative Goals Conference
- 14 Discussion Regarding Annual Planning Retreat
- 15 Budget Amendments
- 16 Consider Approval of Board Appointments
- 17 Adjournment

Citizens with disabilities requiring special needs to access the services or public meetings of Rowan County Government should contact the County Manager's Office three days prior to the meeting by calling (704) 216-8180.

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Carolyn Barger, Clerk to the Board
DATE: December 14, 2020
SUBJECT: Consider Approval of the Minutes: December 7, 2020 and December 19, 2020

ATTACHMENTS:

Description	Upload Date	Type
December 7, 2020 Minutes	12/16/2020	Cover Memo
December 19, 2020 Minutes - Special	12/21/2020	Cover Memo

Greg Edds, Chairman
Jim Greene, Vice- Chairman
Mike Caskey
Judy Klusman
Craig Pierce



Aaron Church, County Manager
Carolyn Barger, Clerk to the Board
John W. Dees, II, County Attorney

Rowan County Board of Commissioners

130 West Innes Street • Salisbury, NC 28144
Telephone 704-216-8181 • Fax 704-216-8195

MINUTES OF THE MEETING OF THE ROWAN COUNTY BOARD OF COMMISSIONERS

December 7, 2020 – 3:00 PM

J. NEWTON COHEN, SR. ROOM

J. NEWTON COHEN, SR. ROWAN COUNTY ADMINISTRATION BUILDING

Present: Greg Edds, Chairman

Jim Greene, Vice-Chairman

Mike Caskey, Member

Craig Pierce, Member

Participating Remotely: Judy Klusman, Member

County Manager Aaron Church, Clerk to the Board Carolyn Barger, County Attorney Jay Dees, Assistant County Manager/CIO Randy Cress and Finance Director James Howden were also present and/or participating remotely.

Chairman Edds convened the meeting at 3:00 p.m.

Chaplain Michael Taylor provided the Invocation.

Chairman Edds led the Pledge of Allegiance.

Chairman Edds expressed appreciation to Jeffrey Barger, Clerk of Superior Court, for being present to administer the Oaths of Office to Commissioners-elect Mike Caskey and Craig Pierce.

CONSIDER APPROVAL OF THE MINUTES

Commissioner Pierce moved, Commissioner Greene seconded and the vote to approve the minutes of the November 16, 2020 and November 20, 2020 Commission Meetings passed unanimously.

ADJOURNMENT

Commissioner Pierce moved, Commissioner Caskey seconded and the vote to adjourn the meeting at 3:02 p.m. passed unanimously.

OATH OF OFFICE

The Honorable Jeffrey R. Barger, Rowan County Clerk of Superior Court, came forward. Mr. Barger congratulated Commissioners Caskey and Pierce for their re-election and expressed appreciation for the duties carried out by the Board. Mr. Barger said it was an honor to administer the Oaths. Mr. Barger said the swearing in was special to him because it would be his last time performing the honor since he would not be seeking re-election in two (2) years.

Mr. Barger then administered the Oath of Office to Commissioners-elect Michael David Caskey, Jr. and Rodney Craig Pierce.

After taking the Oaths of Office the Commissioners were presented with Rowan County lapel pins by Clerk to the Board Carolyn Barger.

NEW BOARD CONVENES

County Attorney Jay Dees convened the meeting.

SELECTION OF CHAIRMAN AND VICE-CHAIRMAN

Mr. Dees presided over the selection of the Chairman and Vice-Chairman.

Chairman:

Mr. Dees opened the floor for nominations for Chairman.

Commissioner Klusman nominated Commissioner Edds followed by a second from Commissioner Greene.

Commissioner Pierce moved to close the nominations. Commissioner Caskey seconded and the motion carried unanimously.

Mr. Dees stated that by acclamation Greg Edds was elected as Chairman.

Vice-Chairman

Mr. Dees opened the floor for nominations for Vice-Chairman.

Commissioner Klusman nominated Commissioner Greene. Commissioner Caskey seconded the nomination.

Commissioner Pierce moved to close the nominations followed by a second from Commissioner Caskey. The motion passed unanimously.

Mr. Dees stated that by acclamation Commissioner Greene was elected as Vice-Chairman.

Chairman Edds congratulated Commissioners Pierce and Caskey for a job well-done. Chairman Edds said both Commissioners had a passion for the community that was

reflected in all they did. Chairman Edds said he looked forward to continuing to work with them. Chairman Edds also stated being selected as Chairman was humbling and a duty he did not take lightly. Chairman Edds said he would always seek to represent the Board well.

Commissioner Greene echoed the sentiments of Chairman Edds. Commissioner Greene said he appreciated the support the Board had given him and he appreciated the Board's ability to work well together. Commissioner Greene said the opinions of five (5) independent thinkers had bode well for the County.

Chairman Edds said according to the Salisbury Post, Commissioners Pierce and Caskey would be part of a group of the longest serving Commission members together as a Board.

Chairman Edds again expressed appreciation to Mr. Barger for administering the Oaths. Chairman Edds also thanked County Manager Aaron Church, Finance Director James Howden and Clerk to the Board Carolyn Barger for their work with the Board.

CONSIDER ADDITIONS TO THE AGENDA

Chairman Edds said the Board had been notified of several necessary changes to the agenda and Consent Agenda. The changes were as follows:

- Remove Consent Agenda Item U (Tempus ALS Monitor/Defibrillators) and replace Item U with request to Authorize Chairman and Manager to sign the two (2) NC Office of State Human Resources Substantial Equivalency Monitoring Short Forms 2020
- Remove Consent Agenda Item W (COVID-19 Phase II Change Orders #1, #2 and #3 Requests)
- Add Item #7a – COVID-19 Common Solutions (Salcoa Contracting Inc.) Change Order #1
- Add Item #7b – COVID-19 Design Solutions (Vertex Construction, LLC) Change Order #1
- Delete Item #3 (Consider FSW 02-20 Request from Randy Goode)
- Add Consent Agenda Item Y – Annual Bond Report
- Add Item #4a - Open Broadband Update

CONSIDER DELETIONS FROM THE AGENDA

Please see above for all agenda additions and deletions.

CONSIDER APPROVAL OF THE AGENDA

Commissioner Pierce moved, Commissioner Greene seconded and the vote to approve the agenda as amended passed unanimously.

1. CONSIDER APPROVAL OF CONSENT AGENDA

Commissioner Pierce moved approval of the Consent Agenda as amended. The motion was seconded by Commissioner Greene and passed unanimously.

The Consent Agenda consisted of the following:

A. Resolution Establishing Commission 2021 Meeting Schedule

WHEREAS, the Rowan County Board of Commissioners recognizes the importance of public service and accommodating its citizens by providing the opportunity for public attendance at Commission meetings; *and*

WHEREAS, the Rowan County Board of Commissioners presently meets at 130 West Innes Street, Salisbury, North Carolina and holds its regular meetings the first and third Monday of each month, beginning at 3:00 p.m. and 6:00 p.m. respectively.

NOW, THEREFORE BE IT RESOLVED that the Rowan County Board of Commissioners hereby adopts the above meeting schedule and meeting times for 2021 in an effort to continue to encourage citizen participation at Board meetings.

BE IT FURTHER RESOLVED that the exceptions to the 2021 regular meeting schedule are approved as follows:

- Change the January 18, 2021 Meeting to Tuesday, January 19, 2021 (6:00 p.m.)
- Change the July 5, 2021 Meeting to Tuesday, July 6, 2021 (3:00 p.m.)
- Change the September 6, 2021 Meeting to Tuesday, September 7, 2021 (3:00 p.m.)

B. SECU ATM Lease at Health Department

C. NC Soil and Water Conservation Shared Personnel Mutual Aid Agreement

D. Resolution for Handgun to Retiring Detective Karen Brindle

WHEREAS, North Carolina General Statute § 20-187.2 provides that the governing body of a local law enforcement agency may, in its discretion, award to a retiring member the service handgun of the retiring member; *and*

WHEREAS, Detective Karen Brindle has served as a member of the Rowan County Sheriff's Office since June 30, 1994; *and*

WHEREAS, Detective Karen Brindle is retiring from the Rowan County Sheriff's Office effective December 11, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Rowan County Board of Commissioners to allow Detective Karen Brindle to purchase her service sidearm in accordance with the provisions of North Carolina General Statute § 20-187.2 for the purchase price of \$1.

- E. Request to Ratify Incentives for EDC 'Project Hero'**
- F. Request to Execute Grant Documents - Continental Structural Plastics Project**
- G. CRF Expenditure Report**
- H. Juvenile Crime Prevention Council Bylaws Amendment**
- I. Ratify Z 03-20: Daniel Almazan**
- J. MOU Between NCDHHS and Rowan County**
- K. Schedule Public Hearing for Z 05-20 (Steinman Storage) for January 4, 2021**
- L. Schedule Public Hearing for Z 06-20 (Nengtou Vue) for January 4, 2021**
- M. Schedule Public Hearing for Z 07-20 for January 4, 2021**
- N. Hazardous Material Emergency Preparedness Grant**
- O. Combined Preparedness Grant Application**
- P. NCFSWC Grant & BA**

- Q. Request Cancellation of 2nd Public Hearing for CDBG-CV Grant
- R. Relocation of Modular Office Building
- S. Authorize Erosion Control Plan Review Services
- T. Pandemic Lieap and Lieap-CIP Admin CARES Funds and BA
- U. Tempus ALS Monitor/Defibrillators
- V. Revisions to Sick Time Policy
- W. COVID-19 Phase II Change Orders #1, #2 and #3 Requests
- X. Resolution and Lease for Perkins Cafeterias, LLC

WHEREAS, Rowan County Board of Commissioners (the "County") is authorized pursuant to the provisions of N.C.G.S. 160A-272 to lease County property to Perkins Cafeterias, LLC (the "Lessee") to open and operate a restaurant, which in turn will expand the tax base and employment within Rowan County; and

WHEREAS, the County has determined that the Lease is (1) made for fair market value under the circumstances, the same being: (i) five thousand and no/100 dollars (\$5,000.00) plus two hundred fifty and no/100 dollars (\$250.00) Common Area Maintenance (CAM) per month, (ii) an initial term of five (5) years with annual increases of 2.5% for rent and Cam amounts to be paid by Lessee to County, and (iii) possible options to extend for an additional four (4) years at then prevailing market rate at the time of the exercise of the option to extend, and (2) is in the best interest of the County to promote new development at West End Plaza.

NOW, THEREFORE, BE IT RESOLVED that the County hereby approves entering a Lease Agreement with Lessee consistent with the terms above for the purposes stated herein for that certain area shown on the attached Exhibit A incorporated herein.

BE IT FURTHER RESOLVED by the County that the Chairman or County Manager are hereby authorized to execute, on behalf of the County, any and all documents necessary for the Lease Agreement consistent with this Resolution, and the Clerk is hereby authorized to attest to any document signed in the County's name.

2. PUBLIC COMMENT PERIOD

Chairman Edds opened the Public Comment Period to entertain comments from any citizens wishing to address the Board. With no one coming forward or having called in, Chairman Edds closed the Public Comment Period.

3. CONSIDER FSW 02-20 REQUEST FROM RANDY GOODE

This item was deleted from the agenda.

4. BI-WEEKLY ENVIRONMENTAL HEALTH DATA REPORT

Adrian Pruette, Environmental Health (EH) Manager, provided an update as to the backlog for inspections. The approximate wait time was four (4) weeks and four (4) days.

In response to an inquiry from Commissioner Klusman, Mr. Pruette said a consulting firm had been hired to help EH get caught up on inspections. The budget amendment to approve the expenditure was included in the current agenda packet (item #9).

Commissioner Pierce questioned the status of the equipment the Board had previously approved for purchase. Mr. Pruette said the budget amendment for the purchase was also in the current agenda packet (item #9).

Nina Oliver, Health Director, addressed the matter of a consulting firm helping with inspections. Ms. Oliver explained that six (6) quotes were received and four (4) or five (5) of the companies could not do the work, or, did not respond. Ms. Oliver stated the company EH previously worked with responded and the budget amendment was being submitted to the Board today. Once the budget amendment was approved, Ms. Oliver said she could approve the contract so work with the consulting firm could begin.

ADDITION

4a. OPEN BROADBAND UPDATE

Kent Winrich with Open Broadband reported that Rowan County should be proud as it was the first in the State of North Carolina to make funds usable for broadband in rural areas. Mr. Winrich shared that other counties had reached out to him to learn more about the steps Rowan County had taken in the effort to make broadband available to the underserved and unserved population.

The update captured the following information:

- Agreement for main tower on Statesville Boulevard
- Agreement for Cable Drop, then an upgraded Fiber Drop
- Line of site and non-line of site (CBRS) wireless
- Most equipment in hand
- More CPE to be purchased
- Avoiding COVID supply problems
- Temporary location at "The Springs" (on High Rock Lake)
- Agreement for two (2) other towers in place
- Tower Climbers read to go. Climb next week.
- First "Beta Testers" lined up
- Phase Two tower agreement- Youngs Mountain

Mr. Winrich reported that equipment was coming in and he showed the proposed coverage areas. The main goal was to get the Morgan Ridge and Scotch Irish areas covered, with plans to get to other areas later.

Mr. Winrich said every available grant would be applied for and Rowan County was number one on the list to apply for State grants. Mr. Winrich discussed funding areas and required matches. Chairman Edds asked County Attorney Jay Dees and Assistant County Manager/CIO Randy Cress to find out if the County could incentivize other funding. Mr. Winrich said one item Open Broadband would need from the County was a letter of support for the submissions. Mr. Winrich encouraged the board members to reach out to the County's legislators to support Rowan County in its broadband efforts.

Commissioner Greene questioned the timeframe for having broadband available and Mr. Winrich said Open Broadband anticipated having people in the Beta Groups online by the end of the month.

Mr. Winrich noted the Scotch Irish area was part of Phase 2. Mr. Winrich anticipated people in the Young's Mountain area would have service by the spring of 2021.

Commissioner Klusman mentioned St. Luke's Lutheran Church had applied to be a disaster housing site and that broadband would be very useful to the area. Mr. Winrich asked Commissioner Klusman to get the information to him and Open Broadband would make the site a priority.

In closing, Mr. Winrich said the Company was on target and meeting its deadlines.

Chairman Edds thanked Mr. Winrich for the update.

5. STATUS UPDATE ON COVID-19 SMALL BUSINESS GRANT

County Manager Aaron Church reported the County opened the COVID-19 Small Business Grant (Grant) application process on November 23, 2020 at noon and applications were accepted until 5:00 p.m. on December 4, 2020. There were 210 electronic submissions (including duplicates) and 16 paper in-person submissions.

Overall, there were 16 businesses eligible and in progress in the amount of \$71,000. There were 36 businesses the County was awaiting further documentation from. There was also 58 businesses where additional contact/documentation was needed, and 14 ineligible businesses that had applied. The potential grant awards total was \$336,000.

In response to an inquiry from Chairman Edds, Mr. Church reviewed the breakdown for various categories.

Commissioner Greene asked for confirmation that if all the businesses submitted the proper documentation, the County could be paying out \$336,000 in grant funds and Mr. Church responded yes, and possibly part of the \$68,500 listed for ineligible applications.

Mr. Church reviewed the proposed changes for the third revision to the COVID-19 Small Business Grant, which were as follows in red:

(Page 1, I. GRANT PROGRAM)

C. FUNDING

Rowan County will provide \$350,000 in grants to small businesses in Rowan County. This funding will be distributed on a first come, first serve basis for eligible small businesses that submit a "Completed" application and follow all the written directions on the application. **McGill Associates has the discretion to define or determine what constitutes a completed application if there are technical errors and / or mistakes that are not substantial.** Applications will be accepted online and in person at 130 West Innes Street, Salisbury, NC 28144 on the second floor starting November 23, 2020 at 12 noon through December 4, 2020 at 5pm. Each application will be electronically or manually time stamped. Checks will be issued no later than December 30, 2020.

(Page 2, II. ELIGIBILITY)

B. REQUIREMENTS

1. Shall be a For-profit business with a Brick-and-Mortar address located in Rowan County, North Carolina.

A. A Secretary of State ID is required **unless the business is a sole**

proprietor that does not operate under an assumed name. If the sole proprietor currently operates under an assumed name without a Secretary of State ID, they must file a Certificate of Assumed Business Name at the Rowan County Register of Deeds in person. A copy of the recorded form and receipt can be substituted for the requirement of a Secretary of State ID.

(Page 3, REQUIREMENTS)

6. Business will not be eligible if they meet any of the following:
A. Business has filed for bankruptcy anytime in the last 3 years.

(Page 3, D. DOCUMENTATION)

7. Secretary of State Identification Number with exceptions listed in II. Eligibility, B. Requirements, 1(A)

(Page 3, E. ADDITIONAL GUIDELINES)

1. If applicant is selected and fills out the application correctly, they will receive an email or phone call notifying them they were selected. Applicants will have three business days (Monday - Friday) to respond to McGill Associates to begin providing information in Section D. All required information must be received no later than December 11th at 5pm. If applicant fails to provide all the required information for any reason, then the applicant will be disqualified.
2. McGill Associates shall have the discretion to make exceptions if the application was not completed correctly due to a technical problem.

Mr. Church said the businesses needed to get their documentation in by December 11, 2020 so the County could get the checks written.

Commissioner Pierce moved to approve the updates on the COVID-19 Small Business Grant. The motion was seconded by Commissioner Greene and passed unanimously.

Chairman Edds thanked Mr. Church for his work on the grant. Chairman Edds also thanked Assistant County Manager/CIO Randy Cress for his work on the grant, as well, describing him as “the magician behind the curtain”.

6. CRF FUNDS UPDATE

Finance Director James Howden provided a handout with a breakdown of the County's Coronavirus Relief Funds (CRF).

County Manager Aaron Church reminded the Board that a lot of programs had been implemented during the Pandemic that would end on December 30, 2020. Mr. Church said the County could not financially continue to do all that it had been doing with the CRF Funds without additional stimulus funding.

Mr. Church said he had talked with the Health Director last week and the Board of Health had some policy decisions to make as to how the Health Department's grant monies would be spent.

Mr. Howden presented the CRF summary for the County as a whole as of December 4, 2020. The remaining funds to be spent by the end of the month was \$1,383,738.

Mr. Howden continued by highlighting the expenditures in progress and said he would be glad to explain in further detail if any board members had questions.

Since the Board had cancelled its second regular monthly meeting for the month of December, Mr. Howden said he would be glad to email the Commissioners a weekly CRF update through the end of the month.

7. COVID-19 TEMPERATURE CHECK TUNNELS

Architect Pete Bogle reported that after due advertisement, bids from qualified firms to supply and install three (3) automatic temperature tunnels in Rowan County facilities were received on November 17, 2020 by The Bogle Firm (Firm), which was working with the County on the project. This was the second release of the Request for Bids on the project due to the fact that only one (1) bid was received from the initial Request for Bids. Again, only one (1) bid was received from the same company, Integro Technologies, at a cost of \$97,500. The tunnels could be purchased using COVID Relief Funds (CRF).

County Manager Aaron Church discussed contingency funds that could go potentially go towards the purchase of the tunnels.

In response to an inquiry from Commissioner Caskey, Assistant County Manager/CIO Randy Cress reviewed the timeline for using the COVID-19 funds for the purchase/installation of the tunnel(s).

Chairman Edds stated he had heard from a source the Justice Center could make do with one (1) tunnel. Commissioner Caskey mentioned the Board had received a letter from the Courthouse Committee requesting two (2) tunnels.

Commissioner Pierce commented the vaccine was about to be released for COVID-19, which would eliminate the reason for the purchase of the tunnels. Commissioner Pierce said once the machines were purchased, they also had to be manned and maintained, which was quite costly. Commissioner Pierce said he had a difficult time trying to justify the large expenditure for such a short period of time.

Chairman Edds agreed with Commissioner Pierce and offered a motion to approve funding for one (1) tunnel.

Commissioner Klusman said COVID-19 would never go away and cautioned the Board about not purchasing the tunnels. Commissioner Klusman stated there were people who would not take the vaccine and it would take time for those wanting the vaccine to receive it.

Commissioner Pierce pointed out the tunnels were not COVID-19 detectors but rather temperature checks.

Commissioner Greene inquired as to the number of metal detectors at the courthouse. Mr. Bogle said there were two (2) metal detectors; however, one of the entrances was

temporarily closed. Mr. Bogle said the deputies had manual temperature checks at this point.

Commissioner Greene felt using the tunnels was adding expenses to the County.

Commissioner Caskey agreed with Commissioners Edds and Pierce and said it was unknown how long the tunnels would be used.

Commissioner Klusman seconded the motion on the floor by Chairman Edds for the purchase of one (1) tunnel.

Chairman Edds then moved to table the matter until later in the meeting. The motion was seconded by Commissioner Pierce and passed unanimously.

ADDITIONS

7a. COVID-19 COMMON SOLUTIONS (SALCOA CONTRACTING INC.) CHANGE ORDER #1

Architect Pete Bogle of The Bogle Firm reviewed the details in the requested change order for Salcoa Contracting, Inc. If approved, the contingency of \$10,000 would be reduced by \$5,862.05 for the presented changes.

Commissioner Pierce moved, Commissioner Klusman seconded and the vote to approve the Common Solutions Change Order #1 passed unanimously.

The approved Change Order was as follows:

 **Document G701™ – 2017**

Change Order

PROJECT: (name and address)	CONTRACT INFORMATION:	CHANGE ORDER INFORMATION:
COVID-19 Common Solutions	Contract For: General Construction	Change Order Number: 001
Multiple County Owned Bldgs	Date: September 28, 2020	Date: December 3, 2020
OWNER: (name and address)	ARCHITECT: (name and address)	CONTRACTOR: (name and address)
Rowan County	Bogle Firm Architecture, PLLC	Salcoa Contracting, Inc.
130 West Indies Street	110 N Main St, Suite 200	601 Hedrick Street
Salisbury, NC 28144	Salisbury, NC 28144	Salisbury, NC 28144

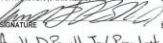
THE CONTRACT IS CHANGED AS FOLLOWS:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

COR#1: County requested additional installations (Add \$7,473.85)
COR#2: Credit for paper towel dispensers, occupancy sensors, and mixing valves (Credit \$12,266.92)
COR#3: Additional touch-free faucet installations at DSS, Airport, and 402 N Main (Add \$6,365.42)
COR#4: Additional touch-free faucet and auto flush valves at Satellite Jail and 402 N Main (Add \$1,734.96)
COR#5: Requested additional stock for touch-free items, material only - no labor (Add \$2,554.74)
Contingency of \$10,000 will be reduced by \$5,862.05
Remaining Contingency = \$4,137.95

The original Contract Sum was	\$	441,485.00
The net change by previously authorized Change Orders	\$	0
The Contract Sum prior to this Change Order was	\$	441,485.00
The Contract Sum will be unchanged by this Change Order in the amount of	\$	0
The new Contract Sum, including this Change Order, will be	\$	441,485.00
The Contract Time will be unchanged by zero (0) days.		
The new date of Substantial Completion will be December 30, 2020		

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER:

ARCHITECT (Firm name)	CONTRACTOR (Firm name)	OWNER (Firm name)
Bogle Firm Architecture	Salcoa Contracting Inc.	
SIGNATURE: 	SIGNATURE: 	SIGNATURE: _____
PRINTED NAME AND TITLE: Donald R. Bogle, AIA - Principal	PRINTED NAME AND TITLE: Arnold D. Powell Jr./ President	PRINTED NAME AND TITLE: _____
DATE: December 2, 2020	DATE: 12/3/2020	DATE: _____

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7b. COVID-19 DESIGN SOLUTIONS (VERTEX CONSTRUCTION, LLC) CHANGE ORDER #1

Architect Pete Bogle of The Bogle Firm presented the details for Change Order #1 with Vertex Construction, LLC. The contingency of \$25,000 would be reduced by \$17,181.00, if approved.

Commissioner Klusman moved to approve the Design Solutions Change Order #1. The motion was seconded by Commissioner Caskey and passed 4-1 with Commissioner Pierce dissenting.

The approved Change Order was as follows:

 **Document G701™ – 2017**

Change Order

PROJECT: (name and address) COVID-19 Design Solutions Multiple County Owned Bldgs	CONTRACT INFORMATION: Contract For: General Construction Date: November 2, 2020	CHANGE ORDER INFORMATION: Change Order Number: 001 Date: December 2, 2020
OWNER: (name and address) Rowan County 130 West Innes Street Salisbury, NC 28144	ARCHITECT: (name and address) Bogle Firm Architecture, PLLC 110 N Main St., Suite 200 Salisbury, NC 28144	CONTRACTOR: (name and address) Vertex Construction, LLC 721 Corporate Circle Salisbury, NC 28147

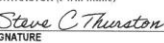
THE CONTRACT IS CHANGED AS FOLLOWS:
(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

COR#1 - Estate Office changes to adjust for no cubicles (\$6,927.00)
COR#2 - Justice Center changes to adjust for no cubicles (\$2,914.00)
COR#3 - Landis Sheriff's Office changes to adjust for no cubicles (\$6,482.00)
COR#4 - Criminal Division request for 24" countertop in lieu of 18" in plans (\$858.00)
Contingency of \$25,000 will be reduced by \$17,181.00.
Remaining Contingency = \$7,819.00

The original Contract Sum was	\$ 570,027.00
The net change by previously authorized Change Orders	\$ 0
The Contract Sum prior to this Change Order was	\$ 570,027.00
The Contract Sum will be unchanged by this Change Order in the amount of	\$ 0
The new Contract Sum, including this Change Order, will be	\$ 570,027.00
The Contract Time will be unchanged by zero (0) days.	
The new date of Substantial Completion will be December 30, 2020	

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

ARCHITECT (Firm name) Bogle Firm Architecture	CONTRACTOR (Firm name) Vertex Construction Company, LLC	OWNER (Firm name)
SIGNATURE 	SIGNATURE 	SIGNATURE
PRINTED NAME AND TITLE Donald R. Bogle, AIA, Principal	PRINTED NAME AND TITLE Steve C. Thurston / Vice President	PRINTED NAME AND TITLE
DATE December 2, 2020	DATE 12/2/2020	DATE

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Mr. Bogle said since the current meeting could be the last meeting for the Board of Commissioners in 2020, it had been suggested that he recommend the Board allow the County Manager to approve any minor changes that may remain in the contingencies,

as long as the total amount did not change. Mr. Bogle said Phase 1 had \$4,137 left in contingency and the balance in contingency for Phase 2 was \$7,819.00.

Mr. Bogle added that if the Board wanted to move forward with the temperature tunnels, the Board should do so as a change order to the contract and not in contingency since the funds were not there.

Chairman Edds moved to give the County Manager authority to make changes through the end of the year on the contingency fees in Phases 1 and 2. The motion was seconded by Commissioner Pierce and passed unanimously.

With regards to the temperature tunnels, Chairman Edds maintained his earlier motion (during agenda item #7) to purchase one (1) temperature tunnel (\$33,500). The motion had been seconded by Commissioner Klusman and upon being put to a vote, the motion passed unanimously.

8. LITTER REPORT

Chairman Edds reported the Environmental Management Staff removed 6,635 pounds of roadside debris and litter during the two-week period beginning November 2, 2020 through November 13, 2020.

9. BUDGET AMENDMENTS

Finance Director James Howden presented the following budget amendments for the Board's consideration:

- Social Services – Budget additional Federal Cares Act Funding to support Foster Care Stipend payments. The additional funds are a result of adjustments for July and August payments. \$1,100
- Finance – To budget revenue and expenditures for the FY 2021 HOME Program that was approved by the BOC on March 2, 2020. \$188,956
- Social Services – Budget final adjustments of Federal Cares Act Funding to support Foster Care Stipend payments. The deposit and draft are a result of adjustments submitted for September payments. (\$100)
- Finance – Recognize reserved funds from FY 20 for Health Department Local Grants. Reserves represent money received by a Department for a restricted purpose. The funds that have not been spent by year-end are budgeted for expenditure in the new fiscal year. \$22,020
- Finance – Budget revenue and expenditures for two (2) Building Reuse Incentive Grants awarded by the NC Department of Commerce and approved by the Board of Commissioners and 9/21/20 and 10/19/20, respectively. \$760,000
- Health – Move funds into PORT Program accounts to cover salaries, fringe, and expenditures for remainder of FY 2021. \$77,882
- Health – Move money from reserve into accounts to cover Soil Scientist, GPS devices and the increase in salary and bonuses. \$390,935

Commissioner Pierce moved approval of the budget amendments as presented. The motion was seconded by Commissioner Greene and passed unanimously.

10. CONSIDER APPROVAL OF BOARD APPOINTMENTS
AGRICULTURAL ADVISORY BOARD

Ben Knox applied to fill the remainder of a previous member's term that will expire May 31, 2023.

Commissioner Greene moved, Commissioner Pierce seconded and the vote to appoint Ben Knox passed unanimously.

CABARRUS ROWAN MPO

Each year the North Carolina Department of Transportation (NCDOT) requires the MPO to supply a list of current Transportation Advisory Committee (TAC) members and the Technical Coordinating Committee (TCC) of the Cabarrus-Rowan Urban Area Metropolitan Planning Organization.

The Commissioners were asked to consider the reappointment of the following members for 2021:

- Chairman Greg Edds as the TAC member and Vice-Chairman Jim Greene as the alternate.
- Planning Director Ed Muire as the TCC appointee and Assistant Planning Director Shane Stewart as the alternate.

Commissioner Pierce moved, Commissioner Caskey seconded and the vote to reappoint Chairman Edds, Vice-Chairman Greene, Ed Muire and Shane Stewart as requested passed unanimously.

CLEVELAND COMMUNITY VOLUNTEER FIRE DEPARTMENT FIRE
COMMISSIONERS

Claude Rogers applied for reappointment for a two-year term that will expire December 31, 2022.

Commissioner Pierce moved the reappointment of Claude Rogers. The motion was followed by a second from Commissioner Greene and passed unanimously.

BOARD OF HEALTH
Engineer Seat:

L. Giles Goodman currently fills the Engineer seat on the Board of Health and has applied for a second term.

Samuel Lebowitz also applied for the Engineer's seat.

The appointment for the chosen applicant would be for three (3) years and expire on December 31, 2023.

Commissioner Klusman nominated Giles Goodman. Chairman Edds seconded and the nomination carried unanimously.

Dentist Seat:

Dr. John Webb currently filled the Dentist seat and applied for a second term that would expire December 31, 2023.

Commissioner Pierce moved, Commissioner Klusman seconded and the vote to reappoint Dr. John Webb passed unanimously.

General Public Seat:

James B. Sides, Jr., Dr. Darise D. Caldwell and Dr. Ann R. Furr applied to fill the General Public seat.

The chosen applicant would serve a three (3) year term that would expire on December 31, 2023.

Commissioner Klusman nominated Dr. Dari Caldwell followed by a second from Commissioner Greene.

Commissioner Pierce nominated Jim Sides. Commissioner Caskey seconded.

Chairman Edds considered the nominations in the order received and Dr. Caldwell was appointed with the majority support of Commissioners Edds, Greene and Klusman.

JURY COMMISSIONER

Michael Taylor applied for reappointment for a three-year term that would expire December 31, 2023.

Commissioner Pierce moved the reappointment of Michael Taylor. The motion was seconded by Commissioner Greene and passed unanimously.

LOCAL EMERGENCY PLANNING COMMITTEE

Kyle Baker applied to fill the vacant Environmental/Health/Transportation seat. While Mr. Baker is not a Rowan County resident, the LEPC is a unique Board serving specialized emergency coordination needs for the County. There are no term limits for the LEPC.

Commissioner Pierce moved, Commissioner Greene seconded and the vote to appoint Kyle Baker carried unanimously.

PARKS AND RECREATION

Edmond Watts and Jim Beck both applied for reappointment for three-year terms that will expire December 31, 2023.

There is one (1) remaining seat that will become vacant December 31, 2020 and Alex Bruce has applied. The term would expire December 31, 2023.

Commissioner Pierce moved the reappointment of Edmond Wats and Jim Beck, and the appointment of Alex Bruce. The motion was seconded by Commissioner Greene and carried unanimously.

PLANNING BOARD

There were three (3) seats on the Planning Board that would become vacant on December 31, 2020. The following four (4) applications were received:

- Adam Sewell
- Charles Michael Julian
- Stephen Jen Johnson
- Karla C. Foster

The three (3) selected applicants would serve a three-year term that would expire December 31, 2023.

Commissioner Klusman nominated Karla Foster followed by a second from Chairman Edds. The motion passed unanimously.

Commissioner Pierce nominated Mike Julian. The nomination was seconded by Chairman Edds and passed unanimously.

Commissioner Caskey moved, Chairman Edds seconded and the vote to appoint Adam Sewell carried unanimously.

ROWAN COUNTY RESCUE SQUAD

Commissioner Mike Caskey's term on the Rescue Squad was to expire December 31, 2020. If reappointed, the term would be for three (3) years and expire on December 31, 2023.

William D. Feather applied for an At Large seat with a three-year term that would expire on December 31, 2023.

Commissioner Pierce moved the reappointment of Commissioner Caskey and the appointment of William Feather. The motion was seconded by Commissioner Greene and carried unanimously.

SALISBURY-ROWAN ECONOMIC DEVELOPMENT COMMISSION

There were two (2) county-appointed seats that would become open at the end of December and Gary Blabon and Luke Carroll Fisher applied. The term for both appointments would expire December 31, 2023.

Commissioner Greene moved the appointment of Gary Blabon and Luke Fisher. The motion was seconded by Commissioner Pierce and passed unanimously.

THERAPEUTIC RECREATION BOARD

Nancy Collins applied for reappointment for a three-year term. Ms. Collins' term expired March 31, 2020. The Board had not met during the Pandemic; however, Ms. Collins had remained available, if needed. If approved, the term would expire March 31, 2023.

Commissioner Pierce moved, Commissioner Greene seconded and the vote to reappoint Nancy Collins carried unanimously.

TOURISM DEVELOPMENT AUTHORITY

Commissioner Craig Pierce filled the County Commission seat on the TDA and would like to be reappointed for a two (2) year term that would expire on November 30, 2022.

Chairman Edds moved the reappointment of Commissioner Pierce. The motion was seconded by Commissioner Greene and passed unanimously.

WEST ROWAN VOLUNTEER FIRE DEPARTMENT FIRE COMMISSIONERS

Jennifer McDaniel and Danny Ellenburg were eligible for reappointment for two-year terms that would expire December 31, 2022.

Matthew Graham Owen applied for a two-year term that would also expire December 31, 2022.

Commissioner Pierce moved the reappointment of Jennifer McDaniel and Danny Ellenburg and the appointment of Matthew Owen. The motion was seconded by Commissioner Greene and passed unanimously.

VOLUNTEER FIRE DEPARTMENTS RELIEF FUND BOARD OF TRUSTEES APPOINTMENTS

In accordance with North Carolina General Statute § 58-84-30, the Board was asked to consider two (2) appointments for each of the volunteer fire department listed below.

All appointments and/or reappointments were for two (2) years beginning January 1, 2021 and expiring December 31, 2022.

Commissioner Greene moved, Commissioner Pierce seconded and the vote to approve the following applicants, as listed, passed unanimously:

ATWELL

- Steven Garver – reappointment
- Ryan Yost - reappointment

BOSTIAN HEIGHTS

- Jason Corriher - reappointment
- Charles Haas - reappointment

CLEVELAND COMMUNITY

- Greg Summitt - reappointment
- Ronald Herion - reappointment

EAST GOLD HILL

- Carter Trexler
- Randall Chad Earnhardt - reappointment

ELLIS CROSS COUNTRY

- Jerry Kepley
- William Kyles - reappointment

ENOCHVILLE

- Diane Elizabeth Burney - reappointment
- Michael David Caskey, Jr. – reappointment

FRANKLIN

- Carter Thomason - reappointment
- Jennifer Simmons Spry - reappointment

LIBERTY

- Lisa Misenheimer Trexler - reappointment
- Jeffrey Miller - reappointment

LOCKE TOWNSHIP

- David Lee Linker - reappointment
- James Basinger - reappointment

MILLER FERRY

- Michael Cole Alligood - reappointment
- David Linn Oakley - reappointment

POOLETOWN

- Tina Barkley - reappointment
- Allen Shinn - reappointment

ROCKWELL RURAL

- Kenzie Overcash
- Michael Peeples

SCOTCH IRISH

- Mike Aistrop - reappointment
- Ryan Thompson - reappointment

SOUTH SALISBURY

- Gary M. Caskey - reappointment
- Michael E. Goodman - reappointment

UNION

- Kevin Kesler - reappointment
- Rick Waller - reappointment

WEST ROWAN

- Eddie Mills - reappointment
- Philip Sloop - reappointment

WOODLEAF

- Joseph Artie Watson - reappointment
- Joseph Gregory - reappointment

11. ADJOURNMENT

There being no further business to come before the Board, Commissioner Klusman moved to adjourn at 4:47 p.m. The motion was seconded by Commissioner Greene and passed unanimously.

Respectfully Submitted,

Carolyn Barger, MMC, NCMCC
Clerk to the Board

Greg Edds, Chairman
Jim Greene, Vice- Chairman
Mike Caskey
Judy Klusman
Craig Pierce



Aaron Church, County Manager
Carolyn Barger, Clerk to the Board
John W. Dees, II, County Attorney

Rowan County Board of Commissioners

130 West Innes Street • Salisbury, NC 28144
Telephone 704-216-8181 • Fax 704-216-8195

MINUTES OF THE SPECIAL MEETING OF THE ROWAN COUNTY BOARD OF COMMISSIONERS

December 19, 2020 – 11:30 AM

J. NEWTON COHEN, SR. ROOM

J. NEWTON COHEN, SR. ROWAN COUNTY ADMINISTRATION BUILDING

Participating Remotely:

Greg Edds, Chairman
Jim Greene, Vice-Chairman
Mike Caskey, Member
Craig Pierce, Member
Judy Klusman, Member

County Manager Aaron Church, Clerk to the Board Carolyn Barger, Assistant County Manager/CIO Randy Cress and Finance Director James Howden were participating remotely. County Attorney Jay Dees was absent.

Chairman Edds convened the meeting at 11:35 a.m.

Chaplain Michael Taylor provided the Invocation.

Chairman Edds led the Pledge of Allegiance.

CONSIDER ADDITIONS TO THE AGENDA

There were no additions to the agenda.

CONSIDER APPROVAL OF THE AGENDA

Commissioner Klusman moved, Commissioner Greene seconded and the vote to approve the agenda passed unanimously.

1.DISCUSSION REGARDING COVID-19 SMALL BUSINESS GRANT PROGRAM

County Manager Aaron Church said the request before the Board was to consider approval of a fourth revision to the Coronavirus Relief Fund (CRF) Small Business Grant Program. Mr. Church reviewed the changes as follows:

Page 1, **C. FUNDING**

Rowan County will provide up to \$350,000 in grants to small businesses in Rowan County.

Page 2, **D. ADMINISTRATION**

1. Rowan County will contract with McGill Associates to administer the grant allocation s
~~process for a 10% fee of the grant proceeds~~ for a fee in the amount of \$35,000.

Page 3, **REQUIREMENTS**

6. Business will not be eligible if they meet any of the following:

A. Business has filed for bankruptcy anytime in the last 3 years.

~~B. Business has open judgements or tax liens.~~

~~C.~~B. Business has delinquent Rowan County property taxes.

~~D.~~C. Non-profits.

~~E.~~D. A non-essential business that received approval from NC Department of Revenue to be deemed essential.

~~F.~~E. Business must still be operational.

Page 3, **ADDITIONAL GUIDELINES**

1. If applicant is selected and fills out the application correctly, they will receive an email or phone call notifying them they were selected. Applicants will have three business days (Monday - Friday) to respond to McGill Associates to being providing information in Section D. All required information must needs to be received no later than December ~~11th~~ 22nd at 5pm in order to process checks. ~~If applicant fails to provide all the required information for any reason, then the applicant will be disqualified.~~

Commissioner Klusman moved, Commissioner Greene seconded and the vote to adopt the changes as written passed unanimously.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Klusman moved to adjourn at 11:39 a.m. The motion was seconded by Commissioner Greene and passed unanimously.

Respectfully Submitted,

Carolyn Barger, MMC, NCMCC
Clerk to the Board

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: County Attorney Jay Dees
DATE: December 8, 2020
SUBJECT: SECU Lease Second Amendment

During regular session on December 7, 2020 the Board voted via the Consent Agenda to approve a five-year lease extension to the State Employees Credit Union.

Attached is the Second Amendment to the Lease Agreement with the terms as approved on December 7, 2020.

Approve and authorize Chairman Edds to sign the Agreement.

ATTACHMENTS:

Description	Upload Date	Type
Second Amendment to Lease Agreement	12/8/2020	Cover Memo
SECU Request For 5-year Lease Renewal	12/8/2020	Cover Memo

NORTH CAROLINA

ROWAN COUNTY

SECOND AMENDMENT TO LEASE AGREEMENT

THIS SECOND AMENDMENT TO LEASE AGREEMENT ("Lease") is made as of the ___ day of January, 2021 by and between Rowan County, a body politic ("Lessor"), and STATE EMPLOYEES' CREDIT UNION ("Lessee").

WHEREAS, Lessor and Lessee have previously entered into that certain Lease Agreement dated the 31st day of October, 2008 ("Lease") with an Initial Term of THREE (3) years beginning the 1st day of February, 2009, together with two (2) options to extend said Lease for Additional Terms of three (3) years each, all upon the terms and conditions contained therein; and further entered into that First Amendment dated December 2017 for a New Extension Term of three (3) years beginning February 1, 2018 that included two (2) options to extend of five (5) years each; and

WHEREAS, Said New Extension Term will expire as of January 31, 2021, and the parties desire to extend the Lease Agreement for the first of two (2) above-referenced Option Terms pursuant to the First Amendment to Lease with an increase in the Base Rent charged for the Leased Premises; and

NOW, THEREFORE, for and in consideration of the terms, conditions, covenants and promises made herein, the sufficiency of which is hereby acknowledged, Lessor and Lessee agree to amend the Lease, as follows:

1. Paragraph 1 is hereby amended as follows: The New Option Term of this Lease shall be for a period of five (5) years beginning February 1, 2021 at a monthly rate of \$325.00.
2. Paragraph 12 remains as follows from the First Amendment to Lease: Lessor hereby grants to Lessee two options for Additional Terms of five (5) years each beginning on February 1, 2018. To the extent Lessee exercises one or both of these options for Additional Terms, Lessee shall pay to Lessor monthly the sum of \$325.00 for the First Additional Term and \$350.00 for the Second Additional Term.

Except as expressly modified and amended herein, the remainder of the Lease shall remain in full force and effect as written.

{Signature Page Follows}

IN WITNESS WHEREOF, Lessor and Lessee have duly executed and delivered this First Amendment to the Lease on the date set forth above.

LESSOR: ROWAN COUNTY

BY:

Gregory C. Edds, Chairman

LESSEE: STATE EMPLOYEES' CREDIT UNION

BY:

Its: _____ President

State Employees' Credit Union



ATM Management

October 20, 2020

ROWAN COUNTY FINANCE DEPT
ATTN: CAROLYN BARGER
130 W. INNES STREET
SALISBURY, NC 28144

Dear Sir/Madam:

Re: ATM B1SA - ROWAN CO. HEALTH DEPT. - Serviced by Branch # 035

Please be advised that the State Employees' Credit Union wishes to exercise the five year renewal option on the above referenced ATM location. In accordance with the terms of the original lease agreement, the monthly rental payments will increase to \$325.00 for the lease term beginning February 1, 2021 and ending January 31, 2026.

Thank you.

Sincerely,

Tiffany Mangum
ATM Management Officer

CC: DONNA SEAFORD, VP - # 035 SALISBURY
ANDREW GRIFFIN, SVP - # 269 STATESVILLE - EAST SIDE

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Caleb Sinclair
DATE: 12/09/2020
SUBJECT: Duke Energy Underground Service Easement Animal Shelter

Request to grant easement to Duke Energy for the installation and required servicing of utility equipment associated with the proposed Animal Services construction project adjacent to the current Rowan County Animal Services Facility.

It is the recommendation of the Rowan County Department of Environmental Management to grant Duke Energy Carolinas LLC this easement to allow for installation and servicing of utilities for future Animal Services operations.

ATTACHMENTS:

Description	Upload Date	Type
Utility Easement Agreement Duke Energy	12/9/2020	Cover Memo
Animal Shelter Proposed Utility Easement Map	12/9/2020	Cover Memo

Prepared by: Duke Energy Carolinas, LLC
Return to: Duke Energy Carolinas, LLC
Attn: Chris Branch
2818 S. Main Street
Concord, NC 28027

Parcel # 402 090

EASEMENT

State of North Carolina

County of Rowan

THIS EASEMENT ("**Easement**") is made this ____ day of _____, 20____, from **ROWAN COUNTY**, a body politic, to **DUKE ENERGY CAROLINAS, LLC**, a North Carolina limited liability company ("**Grantee**").

Grantor, for and in consideration of the sum of One and 00/100 Dollar (\$1.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, does hereby grant unto Grantee a perpetual and non-exclusive easement, to construct, reconstruct, operate, patrol, maintain, repair, replace, relocate, add to, modify, and remove electric and communication lines including, but not limited to, all necessary supporting structures, and all other appurtenant apparatus and equipment for the transmission and distribution of electrical energy, and for technological purposes related to the operation of the electric facilities and for the communication purposes of Incumbent Local Exchange Carriers (collectively, "**Facilities**"). Grantor is the owner of that certain property described in that instrument recorded in Deed Book 231, Page 7, Rowan County Register of Deeds ("**Property**"). The Facilities may be both overhead and underground and located in, upon, over, along, under, through, and across a portion of the Property within an easement area described as follows: A strip of land thirty feet (30') in uniform width for the overhead portion of said Facilities and a strip of land twenty feet (20') in uniform width for the underground portion of said Facilities, lying equidistant on both sides of a centerline, which centerline shall be established by the center of the Facilities as installed, along with an area ten feet (10') wide on all sides of the foundation of any Grantee enclosure/transformer, vault and/or manhole, (hereinafter referred to as the "**Easement Area**").

The rights granted herein include, but are not limited to, the following:

1. Grantee shall have the right of ingress and egress over the Easement Area, Property, and any adjoining lands now owned or hereinafter acquired by Grantor (using lanes, driveways, and adjoining public roads where practical as determined by Grantee).

2. Grantee shall have the right to trim, cut down, and remove from the Easement Area, at any time or times and using safe and generally accepted arboricultural practices, trees, limbs, undergrowth, other vegetation, and obstructions.
3. Grantee shall have the right to trim, cut down, and remove from the Property, at any time or times and using safe and generally accepted arboricultural practices, dead, diseased, weak, dying, or leaning trees or limbs, which, in the opinion of Grantee, might fall upon the Easement Area or interfere with the safe and reliable operation of the Facilities.
4. Grantee shall have the right to install necessary guy wires and anchors extending beyond the boundaries of the Easement Area.
5. Grantee shall have the right to relocate the Facilities and Easement Area on the Property to conform to any future highway or street relocation, widening, or alterations.
6. Grantor shall not place, or permit the placement of, any structures, improvements, facilities, or obstructions, within or adjacent to the Easement Area, which may interfere with the exercise of the rights granted herein to Grantee. Grantee shall have the right to remove any such structure, improvement, facility, or obstruction at the expense of Grantor.
7. Excluding the removal of vegetation, structures, improvements, facilities, and obstructions as provided herein, Grantee shall promptly repair or cause to be repaired any physical damage to the surface area of the Easement Area and Property resulting from the exercise of the rights granted herein to Grantee. Such repair shall be to a condition which is reasonably close to the condition prior to the damage, and shall only be to the extent such damage was caused by Grantee or its contractors or employees.
8. The rights granted in this Easement include the right to install Facilities wherever needed on the Property to serve future development on the Property and adjoining lands. Portions of the Facilities may be installed immediately and other portions may be installed in the future as the need develops. Facilities installed in the future shall be installed at locations mutually agreeable to the parties hereto if they are to be located outside of the Easement Area. Upon any future installations of Facilities at mutually agreed locations, the Easement Area shall be deemed to include such future locations.
9. All other rights and privileges reasonably necessary, in Grantee's sole discretion, for the safe, reliable, and efficient installation, operation, and maintenance of the Facilities.

The terms Grantor and Grantee shall include the respective heirs, successors, and assigns of Grantor and Grantee. The failure of Grantee to exercise or continue to exercise or enforce any of the rights herein granted shall not be construed as a waiver or abandonment of the right thereafter at any time, or from time to time, to exercise any and all such rights.

TO HAVE AND TO HOLD said rights, privilege, and easement unto Grantee, its successors, licensees, and assigns, forever. Grantor warrants and covenants that Grantor has the full right and authority to convey to Grantee this perpetual Easement, and that Grantee shall have quiet and peaceful possession, use and enjoyment of the same.

IN WITNESS WHEREOF, Grantor has signed this Easement under seal effective this ____ day of _____, 20____.

ROWAN COUNTY
a body politic non-profit corporation

Aaron Church, County Manager (SEAL)

Attest:

_____, Clerk

Print Name

STATE OF _____

COUNTY OF _____

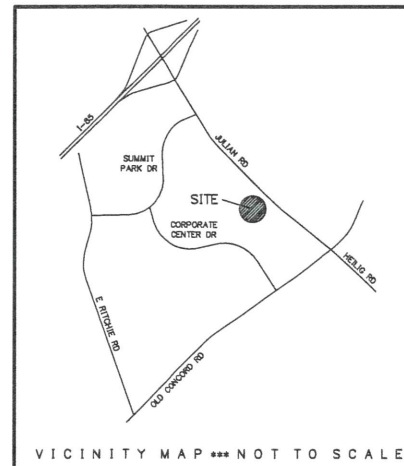
I, _____, a Notary Public of _____ County, State of _____, certify that _____ personally appeared before me this day and acknowledged that he/she is _____ Clerk of ROWAN COUNTY, a body politic non-profit corporation, and that by authority duly given and as the act of said non-profit corporation, the foregoing EASEMENT was signed in its name by its County Manager, sealed with its official seal, and attested by herself/himself as its _____ Clerk.

Witness my hand and notarial seal, this ____ day of _____, 20____.



Notary Public: _____

Commission expires: _____



NOW OR FORMERLY
EGV ASSOCIATES, LLC
RE-REVISED TRACT 14
D.B. 1290 PG. 738
TAX MAP 402B, PARCEL 006
BOOK OF MAPS 9995 PGS. 8163 AND 8297
ZONING - CBI
MANUFACTURING

NOW OR FORMERLY
ROWAN COUNTY
TRACT 9
D.B. 231 PG. 7
TAX MAP 402, PARCEL 090
BOOK OF MAPS 9995 PAGE 7829
*** SUMMIT CORPORATE CENTER ***
ZONING - CBI
VACANT

NOW OR FORMERLY
ROWAN COUNTY
TRACT A1
D.B. 231 PG. 7
BOOK OF MAPS 9995 PAGE 7829
TAX MAP 402, PARCEL 090
ZONING - CBI
SIC 0752

NOW OR FORMERLY
ROWAN COUNTY
TRACT 9
D.B. 231 PG. 7
TAX MAP 402, PARCEL 090
BOOK OF MAPS 9995 PAGE 7829
*** SUMMIT CORPORATE CENTER ***
ZONING - CBI
VACANT

PROJECT INFORMATION:

PROJECT NAME AND LOCATION:
 ROWAN COUNTY ANIMAL SHELTER
 DOG ADOPTION CENTER
 1465 JULIAN ROAD
 SALISBURY, NORTH CAROLINA

PROJECT DESIGNERS:
JP+A ARCHITECT, PLLC
516 SOUTH SALISBURY AVENUE
SPENCER, NORTH CAROLINA 28159
(704) 637-3211

BOWERS CONSULTING,PA
1620 SOUNTH MARTIN LUTHER KING JR AVENUE - SUITE 106
P.O. BOX 1711 (28145)
SALISBURY, N.C. 28144
(704) 630-0075

PROPERTY OWNER:
ROWAN COUNTY
130 WEST INNES STREET
SALISBURY, NC 28144

UNDERGROUND UTILITY DISCLOSURE STATEMENT
NO UNDERGROUND UTILITIES WERE LOCATED NOR WERE THE
EXCAVATIONS MADE DURING THE PROGRESS OF THIS PROJECT
TO LOCATE BURIED UTILITIES. BOWERS CONSULTING, PA MAY
GUARANTEE THAT UNDERGROUND UTILITIES SHOWN COMPRIS-
SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED.
BOWERS CONSULTING, PA FURTHER DOES NOT WARRANT THAT
UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION
INDICATED.

SITE DATA:

1. THIS MAP DOES NOT CONSTITUTE NOR REPRESENTS A BOUNDARY SURVEY BY BOWERS CONSULTING, P.A. NOR IS IT FOR RECORDATION, CONVEYANCE OR SALES.
2. THIS MAP WAS NOT PREPARED IN ACCORDANCE WITH GS47-30 AS AMENDED.
3. ALL DISTANCES ARE HORIZONTAL GROUND UNLESS OTHERWISE NOTED.
4. TOTAL PROJECT AREA = $3.71 \pm$ ACRES
5. TAX MAP 402, PARCEL 090
6. DEED BOOK 231, PAGE 7
7. PARTIAL BOUNDARY/TOPOGRAPHIC SURVEY BY SHULENBURGER SURVEYING COMPANY, P.A. - DATED 11/5/2019
8. **ROWN COUNTY ZONING: CBI**
SETBACKS:
50' FROM STREET RIGHT OF WAY LINE
10' FROM SIDE PROPERTY LINE
30' FROM SIDE PROPERTY LINE ABUTTING STREET
10' FROM REAR PROPERTY LINE
9. THIS PROPERTY IS TO BE SERVED BY PUBLIC WATER AND SEWAGE SYSTEMS.
10. ALL SIDE AND REAR LOT LINES ARE SUBJECT TO A 10' UTILITY EASEMENT ON EITHER SIDE.
11. THIS PROPERTY LIES IN DESIGNATED FLOOD ZONE "X" (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN) (SEE FIRM 3710565800J & 3710566800J). EFFECTIVE DATE (8-16-2009).
12. THIS PROPERTY IS NOT LOCATED WITHIN A PUBLIC WATER SUPPLY WATERSHED.
13. PROPOSED ROAD INFORMATION PROVIDED BY MCGILL ASSOCIATES.

19121
PROJECT NUMBER



516 South Salisbury Avenue
Spencer, North Carolina 28159
[p] 704.637.3211
www.jp-a-arch.com

ROWAN COUNTY
ANIMAL SHELTER
DOG ADOPTION
CENTER

1465 JULIAN ROAD
SALISBURY, NORTH CAROLINA
PARCEL ID NO.: 402 090

PROPOSED
SITE PLAN

BOWERS
CONSULTING, PA
1620 South MLK, Jr. Avenue - Suite 106
Salisbury, NC 28144
T: 704-630-0075 F: 704-630-0051
NC PE CORPORATION C-1619

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NOT FOR CONSTRUCTION

PUBLICATION OR REUSE OF
THESE DRAWINGS OR ANY
DETAILS THEREFROM MUST
BE WITH THE WRITTEN
CONSENT OF THE ARCHITECT.

ALL RIGHTS RESERVED, ALL MEDIA.

DRAWN:	DATE:
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CHECKED:	REVISED:
----------	----------

SHEET
NUMBER

C103

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Casey Robinson, Assistant Tax Collector
DATE: December 10, 2020
SUBJECT: Tax Refunds for Approval

ATTACHMENTS:

Description	Upload Date	Type
NOVEMBER 2020 AS400 REFUNDS	12/10/2020	Cover Memo
NOVEMBER 2020 TYLER REFUNDS	12/10/2020	Cover Memo
OCTOBER 2020 VTS REFUNDS	12/10/2020	Cover Memo

ENTERED
12-10-2020

01/04/2020

NOVEMBER 2020 AS400 REFUNDS

TAXPAYER NAME 1	TAXPAYER NAME 2	ADDRESS 1	ADDRESS 2	CITY	STATE	ZIP	DESCRIPTION	TRANS #	REFUND
ROSS TAMISHA CHERYL	NA	110 TRADE AVE	NA	KANNAPOLIS	NC	28081-9615	110 TRADE AV	927701	1.21
SMITH ROBERT ADKINS	NA	303 MILLBRIDGE CIR	NA	CHINA GROVE	NC	28023-9712	2014 FORD TK	927679	77.63
								TOTAL:	\$ 78.84

Sonya Parnell ② Batch 3236

Tax Collector

ENTERED
12-10-2020

01/04/2020

NOVEMBER 2020 TYLER REFUNDS

Refund Name	Owner Name 2	Refund Address 1	Refund Address 2	CITY	STATE	ZIP	SITUS	PARID	Refund
ALLMAN JAMES MARTIN & WF	ALLMAN MAE N	615 W RIDGE AVE		LANDIS	NC	28088-1232	615 W RIDGE AVE	130B112	5.91
AMERICAS TOP AUTO INC		1206 N CANNON BLVD		KANNAPOLIS	NC	28083	1205 SLOOP AVE	150 219	7.65
AMROCK LLC NORTH CAROLINA		662 WOODWARD AVE		DETROIT	MI	48226	1827 NC 153 HWY	121 105	1,204.78
AMROCK LLC NORTH CAROLINA		662 WOODWARD AVE		DETROIT	MI	48226	1520 GLENWOOD AVE	057A113	14.48
AMROCK LLC- NORTH CAROLINA		662 WOODWARD AVE		DETROIT	MI	48226	275 PETHEL RD	121B154	15.34
AMROCK LLC- NORTH CAROLINA		662 WOODWARD AVE		DETROIT	MI	48226	1633 WILTSHIRE RD	333 043	39.14
BAKER ROBERT NEILL & WF	BAKER JANET ADCOX	985 JONES RD		MOUNT ULLA	NC	28125	985 JONES RD	572 046	3.80
BARKLEY WILLIAM THOMAS & WF	BARKLEY KATHRYN ASHBY	745 PEACH ORCHARD LN		SALISBURY	NC	28147-8321	745 PEACH ORCHARD LN	407A052	1,733.38
BARKLEY WILLIAM THOMAS & WF	BARKLEY KATHRYN ASHBY	745 PEACH ORCHARD LN		SALISBURY	NC	28147-8321	PERSONAL PROPERTY	985163	17.29
BARKLEY WILLIAM THOMAS & WF	BARKLEY KATHRYN A	745 PEACH ORCHARD LN		SALISBURY	NC	28147-8321	PERSONAL PROPERTY	985161	98.17
BARKLEY WILLIAM THOMAS & WF	BARKLEY KATHRYN A	745 PEACH ORCHARD LN		SALISBURY	NC	28147-8321	PERSONAL PROPERTY	985162	45.51
BARRINGER BARBARA JACKSON		455 RIVER COUNTRY RD		SALISBURY	NC	28146	PERSONAL PROPERTY	985464	50.63
BARRINGER WILLIAM D & WF	BARRINGER GAIL L	2080 LIBERTY RD		GOLD HILL	NC	28071-7618	2080 LIBERTY RD	523 029	48.35
BEAVER ALICE FAYE KING		15826 CLAYTON RD #2221		ELLISVILLE	MO	63011-2376	1004 W B ST	148 152	12.32
BLACKWELL JOHN PAUL		721 E FRANKLIN ST		SALISBURY	NC	28144	721 E FRANKLIN ST	016 361	2.23
BLANTON LAW FIRM		228 WEST COUNCIL STREET		SALISBURY	NC	28144	840 PARKS RD	818 046	83.45
BOWERS TAMMY		5865 FAITH RD		SALISBURY	NC	28146	0 FAITH RD	420 032	4.91
BRADY JAMES LEE & WF	BRADY JANICE R	1055 KIMBALL RD		CHINA GROVE	NC	28023	1055 KIMBALL RD	122 091	3,827.48
BROADWELL BEVERLY R DDS		1921 CONCORD LAKE RD		KANNAPOLIS	NC	28083	1521 TEETER FARMS DR	214A092	4,657.64
BURGESS ELIZABETH M		680 CEDAR FARM RD		SALISBURY	NC	28144	680 CEDAR FARM RD	453 113	2.34
BYERS GLENDA K		10235 WADES DEAD END RD		CEDAR GROVE	NC	27231-9027	1910 OLD MOCKSVILLE RD	324 070	4.18
CARPENTER RODGER DENNIS		340 WALT CORRIHER RD		CHINA GROVE	NC	28023	340 WALTER CORRIHER RD	131 266	13.74
CJ ROBINSON PA		1147 AVALON PL		STALLINGS	NC	28104	0 EMERALD BAY DR	503A006	2.50
COMBS JOSEPH C SR		1146 WHISPERWOOD DR		SALISBURY	NC	28147	1146 WHISPERWOOD DR	472D002	1.50
COMMONWEALTH USA SETTLEMENTS LLC		4 PENN CENTER WEST STE 400		PITTSBURCH	PA	15276	3930 DAUGHERTY RD	424 015	1,843.53
CORBETT GILBERT E & WF	CORBETT JOANN Y	432 MIRROR LAKE RD		SALISBURY	NC	28146	432 MIRROR LAKE RD	064B068	4.51
COSTNER LAW OFFICE		10125 BERKELEY PLACE DR		CHARLOTTE	NC	28262	623 E MILLS DR	108 062	757.89
CROCKER MYRNA P		200 CARABELLE CIR		SALISBURY	NC	28144-2173	200 CARABELLE CIR	326A183	7.97
DILLARD CLAUDE D & WF	DILLARD JOAN C	6025 GOLDFISH RD		CHINA GROVE	NC	28023	6025 GOLDFISH RD	138 076	10.99
DOWLESS LAW FIRM		51 CABARRUS AVE W		CONCORD	NC	28025	403 GOLD HILL DR	069 024	478.07
EDWARDS JOHN LEWIS & WF	EDWARDS JANICE C	162 SPRING GARDEN AVE		KANNAPOLIS	NC	28081	162 SPRING GARDEN AVE	249B188	3.69
ELLIS EMMA R		111 ALEXANDER ST		SPENCER	NC	28159	111 ALEXANDER ST	033 091	4.73
EURY TONY RALPH SR & WF	EURY SYDNEY LYNNE	241 MIDFIELD ST		MOORESVILLE	NC	28115	241 MIDFIELD ST	243B006	5.00
FOSTER ELAINE WESTMORELAND		PO BOX 35		WOODLEAF	NC	27054	1435 CHAFFIN RD	707 034	2.00
FOSTER RUSSELL		PO BOX 495		WOODLEAF	NC	27054-0495	0 COOL SPRINGS RD	718 034	1.19
FULLAM PEARL FOSTER		112 S VALLEY ST		LANDIS	NC	28088	112 S VALLEY ST	107 10202	3.74
HAMEL WALTER L & WF	HAMEL JILL C	PO BOX 203		CHINA GROVE	NC	28023	129 DOTS CIR	118D157	1.09
HANKIN & PACK PLLC		2820 SELWYN AVE ATE 315		CHARLOTTE	NC	28209	366 CRESS SCHOOL RD	479D032	1,372.88
HERNANDEZ MARIA		53 WALNUT ST		CHINA GROVE	NC	28023	53 WALNUT ST	164A037	300.00
HIGHLAND RENTAL		PO BOX 232		WOODLEAF	NC	27054	245 DOVE MEADOW DR	451B238	3.00
HOLBROOK BLAINE D & WF	HOLBROOK SANDRA W	321 DAYBROOK DR		LANDIS	NC	28088-1162	321 DAYBROOK DR	109 189	7.99
HOLLOWAY MERLENA		168-20-127 AVE APT 6C		JAMAICA	NY	11434-3117	1560 HARRISON RD	451 111	2.39
HOLT DAVID OSBY & WF	HOLT VICKY B	1606 DANIELS ST		KANNAPOLIS	NC	28081	1606 DANIEL ST	249E135	1.26
HUBBARD BETTY		300 NORTHDAL AVE		KANNAPOLIS	NC	28081	300 NORTHDAL AVE	245B090	1.00
JACKSON DONALD LEE		6645 LOWDER RD		SALISBURY	NC	28147	220 WACCAMAW DR	601 149	387.19
JOHNSON JOSEPH O &		318 S OAKWOOD DR		STATESVILLE	NC	28677-5947	4330 NEEDMORE RD	709 012	1.66
JOHNSON MARY LITAKER &		2770 GOODNIGHT RD		SALISBURY	NC	28147	0 GOODNIGHT RD	766 035	1.63
KATHRYN L BRINGLE CHPT 13 TRUSTEE		PO BOX 2115		WINSTON SALEM	NC	27102-2115	1310 OAK BREEZE DR	214 024	18.67
KEY GARY T SR		501 W BLUME ST		LANDIS	NC	28088-1005	PERSONAL PROPERTY	121962	9.83
KIM HYOUNG DUCK & WF	KIM BOO JA	2019 TOWNVIEW DR		KANNAPOLIS	NC	28081	2019 TOWNVIEW DR	249E100	36.31
KNIPP LAW OFFICE PLLC		8221 VILLAGE HARBOR DR		CORNELIUS	NC	28031-3706	309 S FRANKLIN ST	102 182	19.59
LAW OFFICES OF KEVIN C LINK PC		1 BUFFALO AVE NW STE 3305		CONCORD	NC	28025	812 CRESS SCHOOL RD	479F001	102.72
LE MICHAEL VAN & WF	THI-VO THANH	808 MOORESVILLE RD		SALISBURY	NC	28144	808 MOORESVILLE RD	061A172	1,901.31
LEACH BETTY JO		2290 LIBERTY RD		GOLD HILL	NC	28071-6610	3260 MORGAN RD	520 070	39.95
LOWDER KENNETH RAY		115 PINWOOD DR		SALISBURY	NC	28147	115 PINWOOD DR	459A103	2.00
LOWERY JERRY LEE		PO BOX 566		SPENCER	NC	28159-0566	0 3RD ST	033 038	4.91

Joyce Parnell
Tax Collector

101 Batch
3237

ENTERED

OCTOBER 2020 VTS REFUNDS

TAXPAYER NAME	ADDRESS 1	ADDRESS 2	CITY	STATE	ZIP	TRANS #	REFUND REASON	REFUND
ALBANESE, TAMARA MILLER	1028 LOGANBERRY LN		SALISBURY	NC	28146	134146626	Vehicle Totalled	50.10
BURNS, NOEL GRIZZARD	1172 BALFOUR QUARRY RD	APT D272	SALISBURY	NC	28146	201970659	Vehicle Sold	80.93
CATACORA VALDIVIA, MARIA PIA	7907 WATERFORD SQUARE DR	APT 725	CHARLOTTE	NC	28226	201970671	Vehicle Totalled	53.91
CHUNN, VANESSA KNOX	812 MOORESVILLE RD		SALISBURY	NC	28144	202321731	Vehicle Sold	154.16
CLIPPARD, JUDY BROADWAY	125 GREENBRIER CREEK PL		SALISBURY	NC	28146	134034006	Vehicle Sold	36.31
COVVEY, DANETTE	124 E CHINABERRY CT		MOCKSVILLE	NC	27028	134722558	Tag Surrender	26.11
DAVIS, SUSAN AIKENS	300 ACKERT AVE		SALISBURY	NC	28144	200563185	Vehicle Sold	70.23
FILE, RENAE SMITH	252 LINKER RD		ROCKWELL	NC	28138	134034004	Vehicle Sold	43.03
HANNOLD, GREGORY MARK	480 EPPERSON RD		SALISBURY	NC	28147	133977330	Vehicle Totalled	51.03
HARWELL, CECIL EDWIN	1175 RANKIN RD		CLEVELAND	NC	27013	133638818	Over Assessment	21.28
HEATER, DENNIS PAUL	1634 LONG FERRY RD		SALISBURY	NC	28146	134881396	Over Assessment	37.75
HOLLAND, CAROLYN LONG	3174 MCKENNA DAWN AVE		HENDERSON	NV	89044	134146638	Reg . Out of state	139.26
HOLMAN, DALE SCOTT	106 BELLE CT		SALISBURY	NC	28147	134798230	Vehicle Sold	43.02
HOLT, TERRY LEE	2385 MT HOPE CHURCH RD		SALISBURY	NC	28146	134798226	Vehicle Sold	56.39
IREDELL COUNTY TAX COLLECTOR	ATTN: SUSAN WARREN	PO BOX 1027	STATESVILLE	NC	28687	200658015	Other Errors	270.59
JONES, PAMELA KNOX	618 MILFORD HILLS RD		SALISBURY	NC	28144	201970665	Vehicle Sold	59.38
LEONARD, MAXINE RAINEY	3520 OLD MOCKSVILLE RD		SALISBURY	NC	28144	134647098	Vehicle Sold	35.29
MADANAT, KATHRYN ELIZABETH	1211 OAK HAVEN DR		SALISBURY	NC	28146	201050994	Vehicle Sold	114.02
MC CONCRETE	405 SKYLINE DR		SALISBURY	NC	28146	201317163	Vehicle Sold	48.36
MIDDLETON, JOANNE RUFF	135 WILLOW LEAF		KANNAPOLIS	NC	28081	200826210	Situs error	184.14
MORA GUERRERO, LAURIANO	215 HAVEN TRL	LOT 13	CHINA GROVE	NC	28023	134647206	Vehicle Sold	100.41
PEGRAM, THURSTON JEREMIAH II	1608 SANDHILL OAK CT		LANDIS	NC	28088	200657664	Vehicle Sold	51.61
PENDZINSKI, JOHN MICHAEL	121 DEER CHASE LN		ROCKWELL	NC	28138	134033990	Vehicle Sold	297.89
ROBINS, THOMAS CLINTON	1 DOGWOOD RD		SALISBURY	NC	28144	200458155	Vehicle Sold	48.14
ROBINSON, JOEL BRADLEY	6040 US HIGHWAY 52		SALISBURY	NC	28146	134033984	Vehicle Sold	31.84
SANDRIDGE, LAURA MOBLEY	1539 HERLONG CT		ROCKHILL	SC	29732	134033936	Reg . Out of state	34.30
SCRUGGS, KNAM BDASU	620 SAINT ANDREWS CHURCH	RD	WOODLEAF	NC	27054	267954644	Situs error	18.05
SHAVER, SHANNON VINCENT	645 DUNNS MOUNTAIN CHURCH		SALISBURY	NC	28146	134647546	Vehicle Sold	24.31
SICKLE, BRANDON TYLER	1150 CHURCHFIELD LN		ROCKWELL	NC	28138	134146634	Vehicle Sold	9.74
SIMMONS, EDGAR MAVEL III	165 HERITAGE LN		SALISBURY	NC	28147	134034010	Vehicle Sold	97.24
SMITH, CAROL POTEAT	225 HIDDEN CREEK CIR		SALISBURY	NC	28147	200458149	Vehicle Sold	51.45
SMITH, JOHN WILLIAM JR	217 VALLEYVIEW PL		SALISBURY	NC	28144	201050979	Vehicle Sold	203.55

Sonya Parnell

Tax Collector

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SMITH, PEGGY WEST	1395 CENTENARY CHURCH RD		MOUNT ULLA	NC	28125	134647112	Vehicle Sold	3.88
STREATER, SEDRICK DYSON	2604 RUNNING BROOK DR	APT 2604	KANNAPOLIS	NC	28081	200305800	Vehicle Sold	52.43
SUPERIOR WALLS SYSTEMS LLC	3570 S MAIN ST		SALISBURY	NC	28147	201970650	Vehicle Sold	51.10
THOMPSON, WILLIAM THOMAS	3029 KERN DR		SALISBURY	NC	28147	201971313	Vehicle Totalled	18.27
WAGNER, PATRICIA LYNN	135 GREENBRIER CREEK PL		SALISBURY	NC	28146	134034008	Vehicle Sold	98.88
WALTON, TERRY LEE	1540 LONG FERRY RD		SALISBURY	NC	28146	133977372	Over Assessment	54.26
							TOTAL:	\$ 2,822.64

Jenya Parnell

Tax Collector

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Sherry M. Tillmon, Salisbury-Rowan Community Action Agency, Inc.
DATE: December 16, 2020
SUBJECT: Community Service Block Grant Funding for FY 2021-2022

ATTACHMENTS:

Description	Upload Date	Type
CSBG Request	12/16/2020	Cover Memo
CSBG 2021-2022 Grant Application	12/16/2020	Cover Memo
CSBG Documentation of Submission	12/16/2020	Cover Memo

Barger, Carolyn M

From: Sherry Tillmon <sherrytillmon@srcaa.org>
Sent: Tuesday, December 15, 2020 6:39 PM
To: Barger, Carolyn M
Subject: CSBG Block Grant Application
Attachments: CSBG 2021-2022 Grant applicaton.pdf; Documentation of County Commissioner.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Report suspicious emails by clicking the **"Report Phish"** button.

Good Afternoon,

The Salisbury-Rowan Community Action Agency, Inc. intends to apply for the Community Service Block Grant Funding for fiscal year 2021-2022. The total amount of funding being requested is \$518,327. The funds are used to provide support and comprehensive services for individuals and families to develop employment skills and increase income so that they may rise above the poverty level.

The county allocation amounts are as followed:

Rowan County - \$280,955	(SAIPE) Total Count of Poor by County: 22,298
Cabarrus County - \$237,372	(SAIPE) Total Count of Poor by County: 18,839

As required by the Office of Economic Opportunity, Community Action Agencies receiving Community Services Block Grant (CSBG) funding must provide a completed copy of the Application for funding to local boards of commission and submit documentation of delivery (return mail receipt, signature of county staff noting receipt, electronic mail acknowledging receipt) to the Office of Economic Opportunity. The purpose of the notice of intent is to inform the board of funding provided to the county by way of the Community Action Agency Network.

Please sign and return the attached **Community Services Block Grant (CSBG), Documentation of Submission to County Commissioners** form attached to this correspondence as confirmation of your receipt.

Regards,

Sherry M. Tillmon, MHRM
Director of Family Services
Salisbury-Rowan Community Action Agency, Inc.
1300 West Bank Street
Salisbury, NC 28144
(704) 633-6633 x 2182



North Carolina Department of Health and Human Services

Division of Social Services



Community Services Block Grant Program

Fiscal Year 2021-22 Application for Funding

Project Period July 1, 2021– June 30, 2022

Application Due Date: January 15, 2021

Agency Information			
Agency:		Salisbury-Rowan Community Action Agency, Inc.	
Agency:		Salisbury-Rowan Community Action Agency, Inc.	
Federal I.D.		560840196	
DUNS Number:		170667315	
Administrative Office Address:		1300 West Bank Street Salisbury, NC 28144-3910	
Mailing Address (include the 4-digit zip code extension):		1300 West Bank Street Salisbury, NC 28144-3910	
Telephone Number:		704-633-6633	
Fax Number:		704-633-5570	
Proposed Funding:	CSBG: \$518,327	Additional Resources: \$6,534,425.60	Agency Total Budget: \$7,052,752.60
Application Period:	Beginning: July 1, 2021	Ending: June 30, 2022	
Board Chairperson:		Wendell Fant	
Board Chairperson's Address: (where communications should be sent)		1300 West Bank Street Salisbury, NC 28144-3910	
Board Chairperson's Term of Office (enter beginning and end dates):		Date Initially Seated – July 2017 Current Term Expiration – July 20, 2023	
Executive Director:		Dione Adkins-Tate	
Executive Director Email Address:		dioneadkins@srcaa.com	
Agency Fiscal Officer:		Tanya Branch	
Fiscal Officer Email Address:		tanyabbranch@srcaa.com	
CSBG Program Director:		Sherry M. Tillmon	
CSBG Program Director Email Address:		sherrytillmon@srcaa.org	
Counties Served with CSBG funds:		Rowan County Cabarrus County	
Agency Operational Fiscal Year:		2021-2022	

North Carolina Department of Health and Human Services
Office of Economic Opportunity –
2420 Mail Service Center / Raleigh, North Carolina 27699-2420

Board of Directors' Membership Roster

Total Seats Per Agency Bylaws		15		Total Current Vacant Seats		4	
Total Number of Seats Reserved for Each Sector	Poor	4	Public	4	Private	3	
Total Number of Vacant Seats Per Each Sector	Poor	1	Public	1	Private	2	

Name	County of Residence	Community Group/ Area Represented	Date Initially Seated [month/year]	Number of Terms Served [completed]	Current Term Expiration [month/year]
Representatives of the Poor					
1. James Corpening	Rowan	White Rock Community	09/2018	0	09/2021
2. Amanda Griffin	Rowan	Dixonville-Lincoln Community Association, Inc.	09/2018	0	09/2021
3. Sandle Wimmer	Davidson	Head Start Parents	05/2016	1	05/2022
4. Diane Rollins	Rowan	Head Start Parents	11/2019	0	11/2022
5.					
6.					
Public Elected Officials					
1. David Post	Rowan	Salisbury City Council	02/2020	0	02/2023
2. Barbara Mallett	Rowan	Town of East Spencer	01/2018	0	01/2021
3. Amy Brown	Rowan	Rowan County Board of Commissioners	04/2018	0	06/30/23
4. Wendell Fant	Cabarrus	Cabarrus County Schools	07/2017	0	07/2023
5.					
6.					
Representatives of Private Organizations					
1. Carol Ann Houpe	Rowan	Rowan Salisbury School System	03/2016	1	03/2022
2. Valerie Sifford	Rowan	Dunbar School Alumni Assoc	03/2020	0	03/2023
3. Benjamin Davis, Jr.	Rowan	Livingstone College	09/2018	0	09/2021
4.					
5.					
6.					

The signature of the Board of Directors Chairperson certifies that the persons representing the poor were selected by a democratic process and that there is documentation on file that confirms the selection of all board members. In addition, by signing below, the Board of Directors Chairperson confirms that the selection of all board members coincides with the directives outlined in the agency's bylaws and that a current Board of Directors Member Profile is on file for each member.

Board of Directors Chairperson

**Community Services Block Grant Program
Fiscal Year 2021-22 Application for Funding
Planning Process Narrative**

1. Explain in detail how each of the following was involved in the planning and development of this strategic plan.

- a. Low-Income Community:

The Salisbury-Rowan Community Action Agency (SRCAA) 2020 Community-Wide Strategic Planning and Needs Assessment provides information and analysis on issues relating to poverty in the agency's core service areas. As part of the assessment, qualitative data was collected from the low-income community by way of surveys, focus groups and interviews.

Representatives of the Low-income population are seated on the Salisbury-Rowan Community Action Agency, Inc.'s (SRCAA) Board of Directors to ensure broad community participation and involvement. The Head Start Policy Council Advisory is made up of low-income persons who meet once per month to review programs and to address meeting the needs of the low-income community. Members from that Council are represented on the board, and each representative of the low-income community participates in the focus groups, surveys and interviews intended to identify the needs of the communities. Representatives of the low-income community advocate for the needs of the participants at varying levels, and participants themselves are free to express their concerns with staff and the program director. In addition, they are surveyed during workshops facilitated to improve their personal and professional development.

Client satisfaction data is also collected throughout the year to assist the agency with identifying needs and to create strategies for meeting the needs of the low-income community. Understanding the needs of the community and what the report data indicates, help to provide a more accurate report on the significant findings and trends in the Community Needs Assessment Document. Understanding the data also enables the agency to make more informed decisions on service provisions to enable more customers to achieve their goals.

The customer and community surveys completed included the opportunity for persons completing the survey to indicate identifiable information, so that the agency is clear on who the need belongs to in terms of demographics and characteristics. Results were used in the planning and development of the agency's strategic plan.

- b. Agency Staff:

Staff is encouraged to participate in partnerships and collaborations with community partners and task forces designed to meet the needs of mutually served participants. These partnerships and collaborations offer opportunities for staff to participate in forums to share input and to address causes of poverty, concerns, and resources in low-income communities where staff works. Staff as well as partners serving the same populations was surveyed during the community assessment process. Staff and partner feedback is considered in the revisions of the strategic plan and the management of service delivery at the Salisbury-Rowan Community Action Agency, Inc. (SRCAA) as part of the strategic plan's Collaboration Project, which is aimed at identifying overlap in the service delivery as well as procedures and processes used by various departments.

c. Agency's Board Members:

The Board utilizes the strategic planning process to provide direction for the agency and the staff in order to address the needs of the community. The Salisbury-Rowan Community Action Agency, Inc. (SRCAA) utilizes the Six National Goals to guide the process. By integrating ROMA into the development of the plan the Board of Directors were able to:

- Assess poverty needs and conditions within the community;
- Define a clear agency anti-poverty mission for community action and a strategy to address those needs.
- Identify both immediate and longer-term strategies in the context of existing resources and opportunities in the community;
- Identify specific improvements, or results, to be achieved among low-income people and the community; and
- Organize and implement programs, services, and activities, such as advocacy, within the agency and among "partnering" organizations, to achieve anticipated results.

During the implementation of planning, the Board of Directors decide on whether it is necessary to abandon any programs, discontinue serving a particular population or provided specific services. This provides opportunity to determine goal achievement, during which time the agency can report and evaluate goal progress and compare progress to benchmarks. The strategic planning process also provides opportunity for the agency to then self-assess to determine what adjustments need to be made to the plan in an effort to stay current on the needs of the community, and remain an organization that is cognizant of the needs of the low-income community in order to proactively strategize against and eliminate the causes of poverty.

2. Describe how and what information was gathered from the following key sectors of the community in assessing needs and resources during the community assessment process and other times. These should ideally be from each county within your agency's service area:
 - a. Community-based organizations:
 - b. Faith-Based Organizations:
 - c. Private Sector:
 - d. Public Sector:
 - e. Educational Sector:

Community Partners, members of the faith-based community, public and private sectors were surveyed to obtain the most up-to-date information on their assessments of conditions and changes in the agency's service areas.

Qualitative data was gathered and presented in the Community Needs Assessment by way of the following:

- Surveys- completed by Head Start Parents and CSBG Participants, community partners, local service providers and board members
- Focus groups- conducted with program participants and front-line agency staff
- Interviews- conducted with community partners

Client satisfaction data was also included. This data was beneficial in identifying what services have been most effective in meeting the needs of the community, as well as identifying if the needs and wants of the customers have change.

3. Describe your agency's method and criteria for identifying poverty causes including how the agency collected and analyzed qualitative and quantitative data in identifying those causes.

Our agency identifies poverty causes by staying abreast of current local, state and national poverty reports, and staying active members of the North Carolina and National Community Action Agency Association. Another method used to identify poverty is assessing the needs of the low-income community as well as the agencies and organizations who serve them. The 2020 Community-wide strategic planning and needs assessment conducted for our agency included feedback from low-income individuals in our service areas, and community organizations serving those individuals about the socio-economic landscape of our counties and state.

Qualitative data was gathered and presented in the Community Needs Assessment by way of the following:

- Surveys- completed by Head Start Parents and CSBG Participants, community partners, local service providers and board members
- Focus groups- conducted with program participants and front-line agency staff
- Interviews- conducted with community partners
- Customer satisfaction surveys

Understanding the needs of the community and what the report data indicated helped to provide a more accurate report on the significant findings and trends in the Community Needs Assessment Document. Understanding the data also enabled the agency to make more informed decisions on service provisions to enable more customers to achieve their goals.

In an effort to determine the top needs, the top six (6) percentages of needs were identified for each service area under the needs categories listed from information gathered from both data sources, then the top need of each category was prioritized from highest to lowest, with the highest percentage of identified needs being listed first.

The assessment trends and findings indicated the following needs:

- Employment opportunities
- Increased services to support an adequately educated and skilled workforce
- Affordable housing

Factors that are determined to impact poverty or change the current landscape are consistent over the years. However, other socio/environmental factors such as economic downturns, fluctuation in the job market, growth in various industries or simultaneous decline in others, impact communities and the ability of residents to gain, maintain or improve employment options.

Strategies implemented to best meet the needs of low-income persons and address poverty causes include:

- a. Focusing on wages that would move a family above poverty based on family size and identifying job opportunities for families that would most likely result in success for them

- b. Creating a more intensive work search/employment plan that requires job seekers to be accountable to their Family Development Specialist.
 - c. Requiring families to take incremental steps toward achieving self-sufficiency through the attainment of specific job skills; therefore, filling the skills gap for employers who indicated a lack of for their specific job openings.
4. Describe activities that your agency has undertaken to advocate for and empower low-income individuals and families to achieve economic independence and security.

SRCAA's approach used with families is one of empowerment and strengths. This model called "Family Development", requires the entire network to think of ways to empower families to achieve their own goals and to improve the internal systems of service delivery. The model teaches workers to partner with families and help them set proper goals and activities for themselves so they can become self-sufficient.

In addition, SRCAA staff is credentialed as Global Career Development Facilitators. As Global Career Development Facilitators (GCDF), staff is trained to assist individuals with informed decisions when considering their individual career development through the utilization of best practices, a variety of personality, interest and employment assessment tools, and career development models.

The last few years in North Carolina and in the United States have left many families in the lower socio-economic strata to be faced with more challenges to their economic independence and their present and future security. So, by empowering families and teaching self-advocacy, families have the ability to identify, and reach attainable goals.

Other strategies involve, inviting families to participate in volunteer activities and to represent the agency at community forums, as well as other agency events, to tell their story and to be proud to share their accomplishments when asked. Success stories are being published regularly in the agency's electronic newsletter and Family Services' participants who have risen above poverty or achieved several program successes, represent the program at the Annual Board meeting.

SRCAA also provides various educational and professional development sessions/workshops, as well as other training mechanisms to empower low-income families and individuals. The overall goal of SRCAA is to assist low-income individuals to gain a sense of ownership and a stake in their community while strengthening their families. The agency will continue to be an active member of state and national associations that advocate on behalf of low-income families to eradicate poverty.

5. Describe how your agency plans to make more effective use of, coordinate and form partnerships with other organizations and programs including: State welfare reform efforts; public and private resources; religious organizations, charitable groups, and community organizations.

SRCAA staff, program managers and the Executive Director participate on relevant Boards, Committees and planning entities in both Rowan and Cabarrus Counties such as the NC Workforce Development Committee, Equus Workforce Solutions partner meetings, and other sponsored managers meetings which include Department of Social Services', the Salisbury and East Spencer Housing Authority partner meetings, Goodwill Industries' Business Advisory Board, the Project Re-Entry, and Project Safe partners meetings.

SRCAA has solidified several other partnerships and collaborative efforts in both Rowan and Cabarrus County that enable us to leverage both services and funds to increase support provided to the community. These partnerships validate how relationships and collaborations between public-private and nonprofit organizations can address and reduce barriers to poverty for community residents. Our agency will continue to increase our visibility and our impact by forming new partnerships emphasizing on building stronger relationships within the faith-based community, in addition to continuing to host community forums.

The agency continues to have involvement of the development of an Employment and Training Advisory Committee to improve linkages and leveraged support for program participants in Rowan and Cabarrus County. The purpose of the committee is to (a) Provide expertise or advice on employer needs, industry changes and training requirements or prerequisites for training, (b) provide opportunities for employment, internships and apprenticeships, (c) provide feedback and assess the agency's impact to further enhance services, (d) serve as an unbiased and independent sounding committee.

Target linkages include employers and occupational training providers under the following industries:

- Healthcare
- Manufacturing
- Culinary
- Hospitality
- Construction
- Information Technology
- Transportation and Logistics
- Office Occupations
- Small Business Administration

6. Describe how your agency will establish linkages between governmental and other social services programs to assure the effective delivery of such services to low-income individuals, to avoid the duplication of such services and to fill identified gaps in services, through the provision of information, referrals, case management and follow-up consultations.

SRCAA, Inc. collaborates with the local Departments of Social Services programs, specifically the Work First Family Assistance (WFFA) Program in an effort to provide training and employment support to participating families. This partnership allows case managers from both organizations the opportunity to leverage supports and resources for families, as well as promote the accountability of the participant. Additional collaborations with our local, Divisions of Workforce Development, Crisis assistance providers, Goodwill Industries, and various faith-based and nonprofit organizations enable SRCAA to serve, refer and minimize the duplication of services. By attending monthly partnership and committee meetings, staff are keenly aware of services provided by other agencies and organizations. By continuing to collaborate with other human service agencies, this helps to close any service gaps in SRCAA's service areas.

SRCAA is closing service gaps internally as well, by making internal collaborations for dual enrollments more intentional. For example: Head Start/ Early Head Start parents who are eligible

for CSBG services are enrollees of the program. Likewise, CSBG participant's eligible are enrollees of Head Start/ Early Head Start. Internal staffs and external agencies consult and execute service strategies to ensure the needs of the families are met. In real time, there can effectively be several persons assigned to one family. By investing time in case conferencing, and strategizing, service duplication is eliminated, and the chances that families are less overwhelmed and able to achieve attainable goals in addition to meeting the requirements of multiple organizations are increased.

7. Provide a description of how your agency will support innovative community and neighborhood-based initiatives related to the purposes of the Community Services Block Grant (fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging effective parenting).

SRCAA continues to participate in community-wide coalition-building and resource development to meet the needs of individuals and families and reduce barriers to family and community growth. At the beginning of the school year, parents sign a partnership agreement that they will be fully involved with their children and set goals for their family. This gives low-income families the capability to make decisions, initiate programs, and obtain resources to encourage stronger families in our area. Parent trainings are also offered in areas such as: Parenting skills, child and health development, preparation of food, and child abuse and neglect. By offering these services, parents' skills are strengthened, and parents understand the responsibility they have to their children. SRCAA continues to provide support to families as they learn new skills.

Internally, SRCAA is making an intentional effort to train Family Development Specialists of Head Start in the Parent, Family and Community Engagement Framework. The ultimate goal of the framework is to ensure families understand what school readiness is. One way to improve and enhance the families' in Head Start will be to ensure they are enrolled in the Family Self Sufficiency program. Imminently, Family Development Specialist will train families in core competencies of parenting and school readiness.

SRCAA also focuses on the engagement of fathers. Family Services (CSBG) partners with Head Start to improve the way fathers are treated as integral family members in the goal attainment process. SRCAA believes that by improving fathers' ability to be actively and positively involved in the lives of their children, the efforts will strengthen families and further combat the continued causes of poverty, particularly in the number of children facing poverty in our service areas. Services are designed to be a catalyst for moving individuals and families out of poverty by addressing barriers that impact employment, skills training, financial literacy and other social services support needs, that can assist fathers toward becoming economically stable as well as an emotional and financial support to their children.

8. Describe activities that your agency has undertaken or plans to undertake, on an emergency basis, for the provision of such supplies and services, nutritious foods and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals.

Salisbury Rowan Community Action Agency, Inc. (SRCAA) staff ensures that income eligible participants are enrolled in Food and Nutrition Services through the Department of Social Services. In addition, SRCAA has established partnerships with local food banks, churches, and nonprofit organizations for the purpose of providing participants referrals for emergency food assistance.

Referrals are provided to participants to apply with the local Department of Social Services for the Food and Nutrition Services Program. For those families and individuals who are ineligible for Food and Nutrition Service benefits, SRCAA staff will provide emergency food assistance or a referral to eligible food banks.

**Community Services Block Grant Program
Fiscal Year 2021-22 Application for Funding
Planning Process Narrative (continued)**

9. Describe how your agency will coordinate the provision of employment and training activities with entities providing activities through statewide and local workforce investment systems under the Workforce Innovation and Opportunity Act. Provide the dollar amount of your allocation that will go towards employment training.

Since 2013, when Workforce Innovation Opportunity Act (WIOA) Adult Services in NC were transferred through contractual agreement from the Division of Workforce Solutions (DWS) to the private contractor Equus as part of the Integrated Service Delivery model being implemented statewide. The contracted provider in both Rowan and Cabarrus (our service area) has become a partner with SRCAA and referral source. Initially, meetings were held, in both counties to forge an existing relationship that is mutually beneficial for both entities which reduce duplication of services in similar populations. Connections with employment and training activities have been instrumental in providing interventions and a direct link to the labor market.

Additionally, SRCAA, Inc. currently partners with Rowan Cabarrus Community College by providing classroom space for the Adult Basic Education (ABE) / General Education Diploma (GED) and English as a Second Language (ESL) program certificates to the Workforce Innovation Opportunity Act (WIOA) NextGen program participants who make up the majority of classroom participants.

The Salisbury-Rowan Community Action Agency will expend \$64,367 or 75% of the supportive services budget for employment training and education during the 2021-2022 fiscal program year.

10. Describe how your agency will ensure coordination with the emergency energy crisis intervention program under title XXVI (relating to low-income home energy assistance).

SRCAA, Inc. provides office space for case managers of the Weatherization Assistance /HARRP Program which provides services to Rowan County residents in an effort to save energy and reduce expenses. Community residents in need of these services will continue to be referred to the Weatherization Assistance Program. In addition, referrals will be provided to participants to enroll in the Energy Assistance Program through the Department of Health and Human Services, as well as the crisis assistance programs through Cooperative Christian Ministries, Rowan Helping Ministries, The City of Kannapolis and the Salvation Army.

11. Describe the needs of low-income youth and your agency's efforts to promote increased community coordination and collaboration in meeting the needs of low-income youth. As an active partner of Centralina Workforce Development Board and Workforce Innovation Opportunity Act (WIOA) NextGen program. SRCAA understands that these at-risk youths are

oftentimes categorized as runaways, are in foster care, and are pregnant teens, and teen offenders. Their needs include basic literacy skills, the need for a high school diploma or equivalent, and/or standard housing due to homelessness or disability services.

SRCAA is committed to ensuring that the youth receive support through the coordination of services offered by both SRCAA as well as WIOA. In addition to offering General Education Diploma (GED) opportunities, youth participate in employment and professional development workshops offered through the CSBG program. Additionally, the youth and their families are encouraged to apply for the CSBG program to provide further support in obtaining self-sufficiency

12. Describe your agency's method for informing custodial parents in single-parent families that participate in CSBG programming about the availability of child support services. In addition, describe your method for referring eligible parents to the child support office[s].

Family Development Specialist completes a comprehensive assessment with program participants to address the needs of the families. When a non-custodial parent does not provide adequate financial and emotional care of the child/children, the participant is informed of the availability of child support services, and provided a referral in both Rowan and Cabarrus County to the Department of Social Services' Child Support Division to enable the participant to file for child support. In the event that the participant needs assistance with completing the necessary paperwork to file for support or are in need of transportation to the Department of Social Services, the Family Development Specialist will provide the necessary supportive services to ensure access to services.

13. Describe activities that your agency has undertaken or plans to undertake, to address the Department's priorities which includes:
 - Combat the **Opioid Crisis** by focusing on policies and practices that prevent opioid misuse, addiction and overdose;
 - Develop better outcomes for **Early Childhood** learners to ensure that they are healthy, safe and nurtured, learning and ready to succeed;
 - Expand **NCCARE360**, a statewide database that provides resource information for medical providers and human services professionals in response to social determinants of health like housing stability, food security, transportation access and interpersonal safety; and
 - Implement **Healthy Opportunities** that improve the health, safety and well-being of North Carolinians by addressing conditions in which people live that directly impacts health.

Between January 2019 - November 2020, Rowan County has experienced 101 Opioid related Emergency Department deaths as compared to 78 in 2019. Cabarrus County has experienced 171 opioid related Emergency Department deaths as compared to 125 in 2019. Those emergencies were documented by the Emergency Medical Services with the month of June reporting the highest deaths for the year in both counties. (Injuryfreenc.dhhs.gov).

Due to the overwhelming impact that both service counties are still experiencing, it is the intent of the Salisbury-Rowan Community Action Agency, Inc. to continue assisting in the ongoing fight against opioid misuse, addiction and overdose by educating staff on the signs of misuse, and the

identification of treatment centers. Staff will also continue partnering in county initiatives lead by Opioid Task Forces.

Early Childhood:

For more than fifty (50) years, the Salisbury-Rowan Community Action Agency, Inc. has operated the Head Start/Early Head Start education program and well as the Child and Adult Food Care Program. As an addition to the program, SRCAA, Inc. has worked to increase partnerships that directly enhances the learning environment for students. One of the partnerships is with the newly emerging technology non-profit organization, AppSeed.

AppSeed provides computer tablets named Seedlings to every Head Start/Early Head Start student enrolled at SRCAA, Inc. Each tablet comes preloaded with educational apps that teach reading, writing and mathematical skills. Children are also allowed to take the tablets home to allow parental engagement in learning.

SRCAA, Inc. has also developed a community-wide initiative by way of natural outdoor learning environments that meet the nutritional and overall health related needs of children and their families enrolled in SRCAA's Head Start/Early Head Start Program.

The natural outdoor learning environments consist of gardens with edible fruits and vegetables. Head Start students, parents, staff and volunteers all participate in the development and completion of each project.

The natural outdoor learning environments provide children with the following opportunities:

- Equal opportunity and access for children with disabilities to increase physical fitness, and interact with non-disabled peers
- Improved overall nutrition
- Increased physical activity
- Enhanced gross motor skills and cognitive abilities
- Enhanced creativity
- Increased social interactions

NCCARE360:

The Salisbury-Rowan Community Action Agency, Inc. is an active member of the NCCARE360 database, and provides resource information and referrals to program participants, and any inquiring community member in need of various services. Additionally, staff at SRCAA, Inc. provides information about NCCARE360 to community partners who may be unaware of the data base to help enhance usage and expand the volume of referral resources.

Healthy Opportunities:

The Salisbury-Rowan Community Action Agency, Inc. is a partnering member of the Healthy Rowan Coalition. Through this coalition SRCAA, Inc. participates with other partnering agencies to address issues of health, quality of life and nutrition within Rowan County. SRCAA, Inc. also makes ongoing referrals for healthcare, mental health and nutrition services to all interested community members and program participants in both Rowan and Cabarrus County.

**Community Services Block Grant Program
Fiscal Year 2021-22 Application for Funding
OEO Form 210**

Agency Strategy for Eliminating Poverty

Planning Period: July 1, 2121 – June 30, 2022

Section I: Identification of the Problem (use additional sheets if necessary)

1. Give the Poverty Cause name(s), rank the poverty cause(s) and identify which one(s) the agency will address.

- 1) The lacks of employment opportunities, 2) Individuals lack education necessary to qualify for better employment, 3) Job skills training is needed for an under skilled workforce.

SRCAA will address the needs of employment skills training and education attainment for low-income individuals and families. The agency will provide supportive services for families or individuals to develop occupational and life skills to increase income so they may rise above the income poverty level.

SRCAA's Family Services will use the Family Development approach to partner with participants and the community to:

- Develop/Sustain a strategy to address those needs, both immediate and longer term, in the context of existing resources and opportunities in the community;
- Identify specific outcomes to be achieved among low-income people and the community; and
- Organize and implement program services, and activities, such as advocacy, support and guidance within the agency and among "partnering" organizations, to achieve anticipated results.

2. Describe the poverty cause(s) in detail in the community with appropriate statistical data (include data sources).

Socio/economic factors such as working below the poverty wage rate, in addition to the need for occupational skills development, impacts communities and the ability of residents to gain, maintain or improve employment options, consequently creating the foundation of poverty.

According to the United States' Census bureau, the estimated population in Rowan County as of July 2019 was 142,088. Of that population, 16.3% live in poverty. In Cabarrus County, the estimated population as of July 2019 was 216,453. Of that population 9. % live in poverty.

- (A) Explain why the problem exists.

According to the State of North Carolina's Workforce 2011- 2020 Assessment report, ten trends impacting the labor force were identified as followed:

- Worker dislocation accelerated during the recession due to long-term structural changes.
- Workers employed in low-skill; middle-wage jobs are competing for fewer good-paying jobs while opportunities offering similar wage demand higher skills.

- While metropolitan workers have a more diverse set of career possibilities, they must continuously adapt to increasing demands in the workplace and a more competitive labor market.
- Dislocated or young workers in economically hard-hit micropolitan and rural areas have very limited alternatives for employment.
- Seeking good-paying jobs, more workers must increase their skills by accessing and completing education beyond high school or by earnings industry-recognized credentials.
- The recession slowed baby boomer retirements, but the impact is likely to be felt first and greatest in micropolitan and rural areas where more workers are near retirement age.
- High-skill in-migrants presents both opportunities and challenges in meeting the states workforce needs.
- Migration of new workers continued at near pre-recession levels, even among low skilled workers, despite the limited availability of jobs.
- Lower skilled workers accounted for most of the unemployed and required significantly greater social services during the recession.
- Workers employed in certain industries – e.g., manufacturing, finance, distribution, or construction - were more likely to lose their jobs and to need retraining to find work.

These trends are evident in both Rowan and Cabarrus Counties. According to the Bureau of Labor Statistics - Labor Market Information, As of October 2020, Rowan County's unemployment rate is at 6.3% compared to 7.20% last month and 3.6% last year. This is higher than the long-term average of 6.18%. Cabarrus County unemployment rate is at 5.8% compared to 6.70 last month and 3.30% last year. This is higher than the long-term average of 5.32%.

The 2020 Employer Needs Survey conducted by the North Carolina Department of Commerce reported that many of the past hiring difficulties still exist for employers in the Manufacturing, Construction, Healthcare, and STEM industries with 74% of employers reporting the lack of employability qualities, lack of technical skills and education credentials was the leading cause of hiring difficulties.

Rowan and Cabarrus counties continue to experience layoffs, even moreso through the COVID 19 Pandemic. Sudden layoffs and other employment disruptions are being addressed by emergency response measures; however, it is anticipated that long-term recovery efforts will be required to help customers reconnect to the workforce, particularly those for whom employment assistance has not previously been required. Many people within the service areas of Rowan and Cabarrus County are employed in low-wage occupations. Most of these occupations are service sector occupations. Some of these occupations include: Restaurant staff; retail salespeople; childcare workers; teachers assistants; housekeepers; security guards; and home health aides. These are also jobs that typically pay hourly, require in-person attendance, and lack benefits like paid family or sick leave. The workers that hold these jobs and their families will be harmed most by a slow in the economy. (prosperitynow.org)

These facts require service providers to discuss alternative education/vocation options so that constituents in need are able to attain the skills that employers require. This information has compelled The Salisbury-Rowan Community Action Agency, Inc. (SRCAA) to take a strategic approach in employment guidance for program participants to ensure that education and skills are compatible with their desired employment interest. This is in addition to providing resources to participants in order to complete education and occupational skills training programs for the purpose of meeting employer qualifications to secure sustainable employment.

- (B) Identify the segment of the population and give the number of people experiencing the problem.

The population of North Carolina is estimated to be 10,488,084 as of 2019 according to the United States' Census Bureau. Rowan County's population estimate is 142,088 and Cabarrus County which is more densely populated was 216,453. The median income in NC was \$52,413; however, at a much lower rate, Rowan County's median income was \$48,667 and Cabarrus County's median income was \$64,174. According to the Bureau of Labor Statistics, the current rate of unemployment of North Carolina is 4%, Rowan County's unemployment rate is at 6.3% and Cabarrus County unemployment rate is at 5.8%. For the purposes of this grant whose participants must be income eligible, 16.3% of Rowan's population was below the poverty level and 9% of Cabarrus was below the poverty level.

- (C) Provide demographic information of those adversely effected inclusive of:

- (a) Gender

According to NC Spotlight on Poverty and Opportunity, 14% of families living in North Carolina are at or below the poverty level. Families with children experience poverty at a much higher rate. Women and single mothers experience an increased rate of poverty at 34% in comparison to two parent homes. Women make up 50.6% of Rowan County's population and 55% of the county's workforce. In Cabarrus County, women make up 51.3% of the county's population and 62.4% of the workforce.

- (b) Age

Families face impoverishment due to the lack of employment opportunities, education and occupational skills training for the employment opportunities that are available. According to the NC Department of Public Instruction, North Carolina's High school graduation rate for persons over 25 was 87.6%. In Cabarrus County, the graduation rate for this same group was 90% and persons with bachelor's Degrees or higher was 31% compared to the states 31%. In Rowan County, there was a marked difference. High school graduates over 25 years of age, was only 85 % and those with bachelor's degrees or higher was only 19%.

According to the US Census, in 2019, the estimated number of those living in poverty in Rowan County is 19,063, or 13.9% of the population. There are 8,878 people living in poverty ages 0 – 17, and families with children ages 5 – 17 are 6,111 or 26.3% of Rowan County's population. The estimated number of those living in poverty in Cabarrus County is 18,839 or 9. % of the population. There are 8,300 people living in poverty ages 0 – 17, and families with children ages 5 – 17 are 5,635 or 15% of Cabarrus County's population.

- (c) Race/Ethnicity for the agency's service area

With regard to race, 70.6% of North Carolinians are White, 22.2% are Black and 9.8% are of Hispanic or Latino origin. In Rowan County 79.4% are White, 16.9% are Black and 9.4% are of Hispanic origin. In Cabarrus 72.4% are White, 19.6% are Black and 11.1% are of Hispanic origin.

- (D) Explain how the persons are adversely affected.

With the current rate of unemployment in Rowan County's at 6.3% and Cabarrus County's rate of unemployment at 5.8%, there are some notable differences in the level of occupational skills

between participants in each of the service counties, with Cabarrus having a more skilled labor force than Rowan. In addition, Cabarrus has more opportunities for growth and is adjacent to Mecklenburg County, one of the nation's fastest growing municipalities, which increases employment opportunities for residents. Additionally, Mecklenburg County is in excess of 45 miles from Rowan County, and according to the US Census Bureau, more than 4,900 Rowan County residents commute there; however, for those constituents working the lower paying jobs, the cost of commuting alone negatively impacts their personal budgets, therefore hindering the family from moving above the federal poverty level.

Section II: Resource Analysis (use additional sheets if necessary)

(E) Resources Available:

a. Agency Resources:

Salisbury-Rowan Community Action Agency, Inc. (SRCAA) has the internal capacity to serve its families. Support from our other internal programs Head Start / Early Head Start allows us to assess families' needs beyond what is provided by Community Services Block Grant (CSBG) funding.

Family Development Specialists in both the CSBG Self-Sufficiency Program and Head Start / Early Head Start collaborate to leverage support, services and referrals to help families overcome barriers and achieve goals. In addition to the Self-Sufficiency Program and Head Start/ Early Head Start, English as Second Language (ESL) and Adult Basic Education (ABE)/ General Education Diploma (GED) courses are offered at the Salisbury-Rowan Community Action Agency, Inc. (SRCAA).

By providing the opportunity for families to participant in multiple services and the internal collaborative efforts of SRCAA staff, the potential for success for program participants increases.

b. Community Resources:

Salisbury-Rowan Community Action Agency, Inc. (SRCAA) partners with many nonprofit human service agencies, schools, colleges, community development organizations, governmental entities and faith organizations to aid our participants in reaching their goals and to change the way business is conducted in the community on their behalf. Managers and staff in both counties actively build partnerships and work together with those partners to address poverty causes and seek solutions for the eradication of the barriers to economic self-sufficiency for Rowan and Cabarrus County residents.

(F) Resources Needed:

c. Agency Resources:

SRCAA continues to enhance its internal systems. The information technology systems used by our staff provide outcome data; however, there are multiple departments using different systems. Since January 2013, Information technology (IT) was outsourced to improve internal IT communication systems. This advancement allows staff working with families to serve them more efficiently and expediently. Other resources are needed to develop a database system for interface and tracking the work being done with families agency wide. Reporting of outcomes to various

fundings would be greatly enhanced if these resources come available.

d. Community Resources:

Community resources that decrease the rising numbers of homeless persons and or those in need of affordable housing in Cabarrus and Rowan County is a resource needed. Community service providers have identified the need for increased strategies to address housing and homelessness. Additional community resources, such as the Homeless Task force in both Rowan and Cabarrus County, work to develop a community-wide strategy to end homelessness through affordable housing and other immediate solutions for low-income families to reduce homelessness or transiency. This is important to our participants to continue to be informed of different avenues and strategies to expedite placements in subsidized housing options.

Section III: Objective and Strategy

(G) Objective Statement:

To provide support and comprehensive services to assist seventy (70) new individuals/families and sixty (60) carryover families to increase their skills and income to rise above poverty level by June 30, 2022.

Strategies for Objective:

Provide support and comprehensive services to low-income families and individuals to develop occupational skills and increase income so they may rise above the poverty income level

Strategies

- To provide family development and case management services for low-income families so that they can rise above the poverty level.
- To ensure that program participants understand their role in the partnership with SRCOA so they are able to identify, create and attain their goals.
- To continue our partnership with area corporate, private and community partners to eliminate the barriers of poverty that prevent our participants from achieving self-sufficiency
- To collaborate with local offices of the Department of Health and Human Services to address the needs of our participants.
- To collaborate with the Department of Workforce Solutions to keep the community abreast of the employment trends and available work.
- To continue providing individual participant counseling, mentoring and referrals to increase participant awareness of community and agency resources.
- To plan and implement goals and set strategies with the families.
- To continue to invite low-income individuals to join advisory boards and committees.
- To increase fund development to close the gap between CSBG funding and participants need.
- To continue to research, participate in national and local conversations about poverty and its eradication, expanding the knowledge base of staff and participants

OEO Form 210 (continued)

Section IV: Results Oriented Management and Accountability Cycle (use additional sheets if necessary)

Organizational Standard 4.3 requires that an agency's strategic plan and Community Action Plan document the continuous use of the ROMA cycle and use the services of a ROMA trainer.

- (H) Community Needs Assessment: Please summarize the primary needs of your community as determined through the Community Needs Assessment, and explain which of those are Family, Agency, or Community Needs, and why.

Need 1: Opportunities for job skills training is needed for low-income individuals to obtain skills necessary to qualify for employment (agency)

Through the agency's partnerships with education providers and employment service agencies, low-income individuals will be provided with the opportunity to increase skills which will increase employment placement.

Need 2: Low-income individuals needs increased income in order to maintain basic living expenses and reduce the need for crisis assistance.

Through obtaining employment with a living wage, individuals will increase their income and therefore maintain living expenses.

Need 3: The community needs increased development to improve opportunities for low-income people to obtain standard housing.

The community needs additional programs and/or resources to assist the community with obtaining standard housing.

- (I) Achievement of Results and Evaluation: Please discuss your agency's achievement of results from last year. What were the successes and why were those areas successful? What areas did not meet targets or expectations and why were those areas not as successful? What Improvements or changes will be made for this year's work plan to achieve desired results and better meet the needs of the community?

The Salisbury-Rowan Community Action Agency, Inc. did not achieve all planned outcome targets within the 80% -120% variance levels for the 2019-2020 program fiscal year, with the exception of the number of participant families provided emergency assistance was met at 110%, the number of participant families securing standard housing, which was met at a variance of 80% and the number of participant families provided educational supports, which was met at a variance of 98%.

Like many other counties in North Carolina, Rowan and Cabarrus County have faced workforce development challenges in recent years. The NCWorks Commission released the North Carolina State of the Workforce 2011-2020 report [which examined North Carolina's workforce through an in-depth analysis of economic and employment data. The study found that the recession accelerated the shift to a knowledge-based economy and many workers are not prepared for the jobs that exist in today's economy. Key findings include:

- Companies who have begun hiring since the end of the Great Recession in 2007, are looking for more highly skilled workers than those who were laid off during the recession
- Workers are competing for fewer good-paying jobs which demand higher skills.
- Workers in rural areas of have limited alternatives for employment
- Workers must increase their skills, as more jobs require at a minimum, some post-secondary

education]

As a result, Rowan County most notably has seen a steady decline in the workforce. To combat the issue, the Salisbury-Rowan Community Action Agency is actively collaborating with the local Community College system, area businesses and some local government to support the occupational and educational training needs of the community. The same collaborative efforts are being taken in Cabarrus County to combat the causes of poverty through increased supports of education and employment assistance.

The Salisbury-Rowan Community Action Agency, Inc. will continue to take both a proactive and continued active role in ensuring that services are designed and provided to combat the issues of poverty. As previously mentioned, the agency's most recent activities involved the development of an Employment and Training Advisory Committee to improve linkages and leveraged support for program participants in Rowan and Cabarrus County. The purpose of the committee is to (a) Provide expertise or advice on employer needs, industry changes and training requirements or prerequisites for training, (b) provide opportunities for employment, internships and apprenticeships, (c) provide feedback and assess the agency's impact to further enhance services, (d) serve as an unbiased and independent sounding committee.

(J) Please name the ROMA trainer who provided services used in developing this community Action Plan and describe what specific services were provided.

Dione Adkins-Tate (NCRI) provided guidance in the development of the Community Action Plan, which included conducting training for the governing Board of Directors concerning their duties for the implementation of the plan.

**Community Services Block Grant Program
Fiscal Year 2021-22 Application for Funding
One-Year Work Program
OEO Form 212**

Section I: Project Identification				
1. Project Name:	Self- Sufficiency Program			
2. Mission Statement:	Salisbury-Rowan Community Action Agency, Inc. provides services for individuals, children and families to enhance their quality of life and promote opportunities for self-sufficiency.			
4. Objective Statement:	To provide support and comprehensive services to assist seventy (70) new individuals/families and sixty (60) carryover families to increase their skills and income to rise above poverty level by June 30, 2022			
5. Project Period:	July 1, 2021 – June 30, 2022			
6. CSBG Funds Requested for this Project:	July 1, 2021	To	June 30, 2022	
7. Total Number Expected to Be Served:	130			
a. Expected Number of New Clients	70			
b. Expected Number of Carryover Clients	60			

**Community Services Block Grant Program
Fiscal Year 2021-22 Application for Funding
One-Year Work Program
OEO Form 212 (continued)**

9. Use the tables below to enter your agency's targeted outcome results. The performance measures will be included in the agency's CSBG contract.

All CSBG grantees operating self-sufficiency projects are required to enter program targets in Table 1. Please refer to *Performance Measures and Outcomes Definitions* on page 7 of the Fiscal Year 2021-22 CSBG Application Instructions. If your agency operates more than one project, you will also need to complete Table 2 on the following page and also enter specific program targets. There should be one table of outcome measures per project.

Table 1 Outcome Measures for Project 1 (enter project name)	
Measure	Expected to Achieve the Outcome in Reporting Period (Target)
The number of participant families served.	130
The number of low-income participant families rising above the poverty level.	10
The number of participant families obtaining employment.	15
The number of participant families who are employed and obtain better employment.	5
The number of jobs with medical benefits obtained.	5
The number of participant families completing education/training programs.	20
The number of participant families securing standard housing.	2
The number of participant families provided emergency assistance.	20
The number of participant families provided employment supports.	20
The number of participant families provided educational supports.	30
The average change in the annual income per participant family experiencing a change.	This measure does not require a target but must be reported.
The average wage rate of employed participant families.	This measure does not require a target but must be reported.

**Community Services Block Grant Program
Fiscal Year 2021-22 Application for Funding
Monitoring, Assessment and Evaluation Plan**

1. Describe the role and responsibilities of the following in the assessment and evaluation of agency programs.

a. Board of Directors:

The Board of Directors is responsible for the overall performance and evaluation of all agency programs. The Planning and Evaluation Committee is responsible for working with the Executive Director and staff to develop agency programs and services. The committee has direct oversight to review, evaluate, and monitor all programs to ensure compliance. The Board of Directors receives and reviews monthly reports detailing the performance of the agency's programs at each Board meeting.

b. Low-Income Community:

The low-income community has input in the agency's programs through public hearings, participating on community forums, and representation on the agency's Board of Directors.

c. Program Participants:

Program participants have the opportunity to evaluate the program by completing evaluations/surveys, participating in community forums and by serving as volunteers.

d. Others:

Partners participate in Community Round Tables during tri-annual Community Assessments in both Rowan and Cabarrus County. This allows the agency and its partners to identify collaboration opportunities and improve service delivery. It also allows others to express concerns about meeting the needs of our participants during a formalized feedback process.

2. Describe the systematic approach for collecting, analyzing and reporting customer satisfaction data to the Board of Directors.

1.0 Purpose – The procedure for collecting, analyzing and reporting customer satisfaction data to the Board of Directors establishes a system for evaluating the services provided by the Salisbury-Rowan Community Action Agency, Inc. (SRCAA, Inc.)

2.0 Scope – The procedure is applicable to all employees of the Salisbury-Rowan Community Action Agency, Inc. (SRCAA, Inc.)

3.0 Procedure

3.1 Overview - Customer satisfaction surveys may provide valuable feedback on the effectiveness of the service delivery of the Salisbury-Rowan Community Action Agency, Inc., and may be used to improve the quality systems with the customer in mind; therefore, SRCAA, Inc. encourages comments and feedback from any individual or family which it serves.

3.2 The services provided by the Salisbury-Rowan Community Action Agency, Inc. shall be evaluated through the use of

customer surveys submitted by the customer in a locked box located in plain view of the customer's entrance or exit of the building.

3.4 Responses to the customer survey shall be collected and analyzed for a thirty day period. The Administrative Assistant or designee shall forward the results of customer satisfaction surveys to the appropriate management.

3.5 If during review of the responses to the customer satisfaction surveys that it is determined that a complaint needs to be addressed, the complaint(s) shall be followed up by the appropriate Program Director.

3.6 Tabulated results of the Customer Satisfaction Surveys shall be reported monthly to the Board of Directors during regularly scheduled meetings. Surveys shall be maintained for a period of one year.

3. Describe how administrative policies and procedures are monitored by the Board of Directors.

The Board of Director's reviews the agencies administrative policies on an annual basis. These policies include fiscal, personnel and procurement. When necessary the policies are revised and updated. The Manual and an Employee Handbook has been introduced to all staff. The policies are monitored as part of the self-assessment process.

4. Describe how the Board acts on monitoring, assessment and evaluation reports.

The Board of Directors reviews all monitoring, assessment and evaluation reports. The board also reviews corrective measures and ensures that policies and procedures are modified based on the reports that are received. The Board also ensures that the results of the assessment are put into an action plan to improve the agency's performance.

5. Describe the Board's procedure for conducting the agency self-evaluation.

The Board of Directors along with staff conducts an annual evaluation of the agency's program governance, management systems, fiscal, partnership engagement and program effectiveness. This evaluation is headed by an outside consultant. Upon completion the information is compiled, documented and discussed in order to develop a work plan.

6. Summarize the results of the Board's most recent self-evaluation. Describe how the information has been or will be used to develop the agency's next Strategy for Eliminating Poverty. Indicate the timeframe and planned activities for the next evaluation.

The results from the evaluation include: a) the need to expand funding beyond federal dollars, b) Increase board and management system collaborations, c) the need to further enhance our service delivery to provide support and assistance to the diverse families of the low-income community, d) increase our partnerships and collaborations to address the identified needs of the community. The information from the Board's self-evaluation will be used to enhance the strategic plan, departmental work plans and staff performance plans.

Planned activities for the next evaluation will measure progress on the following: 1) effective board governance 2) understanding the role of the governing board under Community Action 3) Understanding the role of financial oversight and monitoring by the governing board. The next scheduled board evaluation will be conducted in March 2021.

**Community Services Block Grant [CSBG]
Documentation of Submission to County Commissioners**

Background: The North Carolina Administrative Code [10A NCAC 97C.0111 (b)(1)(A)] requires that each CSBG grant recipient submit its Community Anti-Poverty Plan [grant application] to each County Commissioner Board that it serves.

Instructions: This form is to be completed and notarized by the Clerk to the Board.

Agency Name: Salisbury – Rowan Community Action Agency, Inc.

County: Rowan - Cabarrus

Date of Application Submission: _____

[Note: This application should be submitted to the County Commissioners at least thirty [30] days prior to application submission to the Office of Economic Opportunity [OEO]. The grant application is due to OEO **January 15, 2021**.

Clerk to the Board should initial all items below.

_____ The agency submitted a complete grant application for Commissioner review.

_____ The Clerk to the Board will be responsible for assuring that the application is distributed to the Commissioners.

_____ Commissioners' comments provided those to the agency. (If applicable)

Clerk to the Board

Date

Notary

Date

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Valerie Steele, Airport & Transit Director
DATE: 12/18/2020
SUBJECT: Lease Amendment Hangar T9 - Company Name Change

First Amendment to track the change in name on hangar lease. Hangar T9 was originally leased to Tino Equipment and they have changed their name to Tino Tile & Marble Co., Inc.

Approve for signature.

ATTACHMENTS:

Description	Upload Date	Type
First Amendment Tino Lease Hangar (T9)	12/18/2020	Exhibit

NORTH CAROLINA

ROWAN COUNTY

FIRST AMENDMENT
HANGAR LEASE AGREEMENT

THIS FIRST AMENDMENT TO HANGAR LEASE AGREEMENT is made as of the ___ day of January, 2020 by and between Rowan County, a body politic ("Lessor"), and Tino Tile & Marble Co., Inc., a North Carolina corporation ("Lessee").

WHEREAS, Tino Equipment, LLC, a North Carolina limited liability company is the current Lessee of Hangar #9 and wishes to transfer the existing Ground Lease to Tino Tile & Marble Co., Inc, a related corporation under common ownership; and

WHEREAS, Tino Equipment, LLC is the owner of Hangar #9 by way of a Bill of Sale from KMD Holdings, LLC dated the 16th day of April, 2018, and is Lessee of a ground lease by way of an Assignment of Lease from KMD Holdings, LLC dated the same date and approved by the Rowan County Board of Commissioners; and

NOW, THEREFORE, for and in consideration of the terms, conditions, covenants and promises made herein, the sufficiency of which is hereby acknowledged, Lessor and Lessee agree to amend the original Ground Lease dated the 19th day of January, 1998:

1. Amend the Lessee name to show Tino Tile & Marble Co., Inc. as Lessee.
2. Except as expressly modified and amended by this First Amendment, the Agreement remains in full force and effect according to its terms.

IN WITNESS WHEREOF, Lessor and Lessee have duly executed and delivered this First Amendment to the Agreement on the date set forth above.

LESSOR: ROWAN COUNTY

BY:

Gregory C. Edds, Chairman

LESSEE: TINO TILE & MARBLE, INC.

BY:

Ryan K. Rosa, President

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Bob Pendergrass
DATE: 12/18/2020
SUBJECT: Schedule Public Hearing for January 19, 2021 for Animal Ordinance Change

Animal Services Staff has been approached by Commission to create an ordinance prohibiting feeding animal carcasses to domestic animals.

Staff recommends ordinance changes as attached.

ATTACHMENTS:

Description	Upload Date	Type
Proposed Animal Ordinance Change	12/18/2020	Cover Memo

Chapter 5 ANIMALS

Sec. 5-46. - Miscellaneous concerns.

- (a) All keepers or owners of animals that die, from any cause, shall bury the dead animal to a depth of at least three (3) feet beneath the surface of the ground on his leased or owned property. No animal shall be buried within three hundred (300) feet of any flowing stream or public body of water. In the alternative, the animal shall be disposed of in a manner approved by the health director or the animal services director. In any event, all dead animals shall be disposed of within twenty-four (24) hours after knowledge of the death.
- (b) All persons who injure or kill a domesticated animal by running over, into or otherwise coming in contact with such an animal with an automobile, motorcycle, bicycle or other vehicle shall notify the owner of the animal immediately. If the owner is not known the person who injured or killed the animal shall immediately notify the animal services director or the police department if the injury or death occurred in the city. If the injury or death occurred in the county, the owner should notify the sheriff's office. An owner or lessee of real property who finds an injured or suffering domesticated animal on his property shall report the same to animal control as soon as the animal is discovered on the real property.
- (c) No live animal shall be given away, raffled or offered as a prize, premium or advertising device for or at an inducement to enter any contest, game or other competition involving skill or chance.
- (d) Animal control shall have the authority to inspect public exhibits of animals which are part of fairs, carnivals, festivals, fundraising events, petting zoos and any other activity or function carried on in the county. Animal control shall have the authority to close down any exhibit, function or activity if it is determined that the animals are being cruelly treated or animals run the risk of causing injury or harm to the public or to themselves.

(e) It shall be unlawful to intentionally feed whole large animal carcasses to domesticated animals in public view.

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Ed Muire, Planning Director
DATE: December 21, 2020
SUBJECT: 2020-21 HOME Funding Allocation Change

BACKGROUND

The Commission has taken previous actions to approve the FY 20-21 HOME Funding Action Plan at its March 5 and May 18, 2020 Commission meetings; reference Exhibits A and B.

Uncertainties in federal funding from HUD to the Consortium have caused multiple requests from Staff to the Commission for approval of the program allocation. Likewise, this request seeks the Commission approve the latest change reducing funding from \$178,260 to \$178,220.

RECOMMENDATION

Staff recommends the Commission authorize its Staff and Manager to:

1. Accept the proposed FY 20-21 funding allocation from the Consortium and any future funding changes to the 20-21 program that do not require a public hearing
2. Sign all administrative documents associated with the 20-21 program
3. Enter into a contract with the Salisbury CDC to administer the 20-21 program

ATTACHMENTS:

Description	Upload Date	Type
Exhibit A: March 5, 2020 Public Hearing Memo	12/21/2020	Cover Memo
Exhibit B: May 18, 2020 Public Hearing Memo	12/21/2020	Cover Memo
FY 20-21 HOME Funding Action Plan	12/21/2020	Backup Material

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Ed Murie, Planning Director
DATE: February 21, 2020
SUBJECT: Public Hearing: 2020-21 HOME Funding Action Plan

HOME Application

As a member of the Cabarrus / Iredell / Rowan HOME Consortium, Rowan County anticipates receiving approximately \$192,081 in project funds for FY 2020-21. As noted in the County's application, Staff anticipates the required match for participation [25% of project funds] will be obtained from Urgent Repair Program funds (NC Housing Finance Agency) and a property donation in the Town of Spencer. Both of these qualify as non-Federal sources and can be used as matching funds.

The scope of the FY 20-21 program will provide housing rehabilitation to at least five (5) owner occupied homes in the County. The County's application for submittal to the City of Concord accompanies this memorandum.

Program Administration

The Salisbury Community Development Corporation (CDC) has managed the County's HOME program since 2012 and Staff recommends this agency for administration of the FY 20-21 program. HUD rules stipulate that procurement is necessary when general project administration exceeds \$25,000, but based on an anticipated allocation of \$192,081, the maximum allowable project administration funds amount to \$11,525. Therefore, no formal bids are necessary.

RECOMMENDATION

- Conduct Public Hearing
- Approve the FY 2020-21 HOME Funding Action Plan
- Authorize the County Manager to sign the application as the Certifying Official
- Authorize the County Manager to sign all administrative related housing documents associated with this program
- Authorize the County Manager to enter into a contract with the Salisbury CDC to administer the County's HOME Program for FY 20-21

ATTACHMENTS:

Description	Upload Date	Type
Rowan County 20-21 HOME Application	2/21/2020	Backup Material
HOME Service Area	2/21/2020	Backup Material

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Ed Muire, Planning Director
DATE: May 11, 2020
SUBJECT: Public Hearing: 2020-21 HOME Funding Action Plan

HOME Application

The Commission adopted the 2020-21 Funding Action Plan at its March 5, 2020 meeting with a goal to rehabilitate at least five (5) owner occupied single-family homes with funding allocated by the Consortium. After submittal of its Plan, the County received notice from the Consortium that funding had been reduced from the anticipated amount of \$192,081 to \$178,260.

Regardless of the funding reduction, Staff opinion is that scope of the 20-21 program will still allow for 5 units to be rehabilitated. The County's application with updated funding amounts accompanies this memorandum.

Program Administration

As per its action at the March 5 2020 meeting, the Salisbury Community Development Corporation will administer the County's program.

RECOMMENDATION

- Conduct Public Hearing
- Approve the FY 2020-21 HOME Funding Action Plan
- Authorize the County Manager to sign the application as the Certifying Official
- Authorize the County Manager to sign all administrative documents associated with the program
- Authorize the County Manager to enter into a contract with the Salisbury CDC to administer the County's HOME Program for FY 20-21

ATTACHMENTS:

Description	Upload Date	Type
2020-21 HOME Funding Action Plan	5/11/2020	Backup Material
HOME Service Area	5/11/2020	Backup Material

CABARRUS-IREDELL-ROWAN HOME CONSORTIUM

2020-2021 HOME FUNDING ACTION PLAN



APPLICATIONS DUE MARCH 6, 2020

Submit application to:

City of Concord
Attn: Pepper Bego
Planning & Neighborhood Development Department
P.O. Box 308
Concord, NC 28026
704-920-5133
begop@concordnc.gov

SECTION I

APPLICATION INFORMATION

Full Legal Name of Applicant:

Rowan County

Applying as:



Consortium HOME Subrecipient



CHDO

Address:

402 N. Main Street Suite 204

City/State/Zip:

Salisbury, NC 28144

Telephone Number:

704-216-8599

Contact Person:

Ed Muire

Title:

Planning Director

Telephone Number:

704-216-8599

Name of Project:

E-Mail: ed.muire@rowancountync.gov
Rowan County HOME Program

Total funds requested:

\$178,260.00

(DO NOT include Admin funds in total)

To the best of my knowledge and belief all data in this application are true and current. The document has been duly authorized by the governing board of the applicant.

Signature:


Certifying Official

Date

6-2-2020

SECTION II

PROJECT DESCRIPTION

Project/Program Title: _____

Rowan County HOME Program

Project/Program Location: _____

Scattered sites

II (a) Type of Activity (check one)

- ☐ New construction for Homeownership ☐ New construction for rental
☒ Owner-Occupied Rehabilitation ☐ Rental Rehabilitation
☐ Acquisition/Rehab/Resale ☐ Down Payment Assistance
☐ Other (specify): _____

II (b) Goals and Objectives (Provide a written description of your goals and objectives. Also provide a copy of your Needs Assessment hearing minutes and notice.)

The goal and objective for Rowan County's HOME Program is to provide housing rehabilitation assistance to eligible low and moderate income homeowners residing in non-entitlement areas of Rowan County.

PLEASE PLACE A CHECK MARK BESIDE YOUR OBJECTIVE AND A CHECK MARK BY THE INTENDED OUTCOME.

Objective and Outcome		
Objective (check one)		Outcome (check one)
(1) Create suitable living environment	X	(1) Availability/accessibility
(2) Provide decent affordable housing		(2) Affordability
		(3) Sustainability

II (c) Short Description. One or two sentences stating the number and type of housing or other units expected to result from this project and the targeted client group. State both total number of units in project and number to be assisted with HOME. Also explain how this project will benefit low and very low income individuals and how this will be documented.

The program will provide rehabilitation assistance for five (5) single-family homes of individuals/families with household income at or below 80% of the area median income. Rehabilitation will correct minimum housing violations and other unsafe conditions brought on by age of the structure and deferred maintenance. These families will have improved living conditions and lower energy costs to help them remain in their homes for the long term.

II (d) Project Description. Please provide a detailed narrative description of the project below (or on an attached page), addressing all of the following questions. Please check each box below to show that you have addressed the question, and insert information directly in blank space below question. Where the question is not applicable or no information is available, insert N/A.

The 2020-21 HOME program allocation will be used to provide housing rehabilitation assistance to five (5) households within Rowan County limits, excluding the Salisbury and Kannapolis entitlement areas (see attached program service area map). Individuals or families whose incomes are 80% or less of the area median income are eligible for assistance. The program will be administered by Salisbury Community Development Corporation (SCDC), a 501(c)3 non-profit HUD-certified housing agency, under contract with Rowan County.

All Rowan County homeowners in the non-entitlement areas of Rowan County will be encouraged to apply for assistance. Applications will be accepted on a first-come-first-served basis. Applicants must meet program and HUD income guidelines to be eligible. Qualified owner-occupied homes will be inspected to determine feasibility for the program and to assess needed improvements related to livability, health and safety, and energy efficiency. Priorities include repairs that address immediate needs, such as leaking roofs or inadequate systems, to ensure a safe living environment, in addition to improvements that will reduce ongoing utility costs and keep the home affordable over the longer term.

For all eligible projects, a work write-up will be prepared by a qualified rehabilitation specialist and the work will be competitively bid. Section 8 contractors and women/minority-owned firms will be encouraged to bid on projects. Homes built prior to 1978 will be assessed for lead-based hazards, and where indicated by positive test results, lead abatement or removal will be completed only by certified lead abatement contractors.

The funding is provided by Rowan County at zero percent (0%) interest which will be forgiven at a rate of 12.5% per year, or eight (8) years from the loan closing date. No payments will be due as long as the owner continues to own and occupy the home as their primary residence. The homeowner may not sell, refinance, rent or change the ownership status of the home until the grant is forgiven unless repayment of the remaining balance is made.

***Attach a general location map showing the development site. Be sure to include waterways and railroads.**

Property Acquisition

- ☐ Has agency acquired real property in order to carry out the project, or is property acquisition planned? N/A
- ☐ Has property owner been informed of your intention to use federal funds for this project? If so, attach letter. N/A

- ☐ Is the property currently occupied? If so, state the number of tenants and describe in detail how you will determine relocation needs and help occupants to relocate in accordance with Uniform Relocation Act. Include the cost of this in your budget. If you have issued a General Information Notice to tenants informing them of their rights to relocation assistance, attach a copy.

N/A

- ☐ Is the property historically designated or in an historic district? N/A

Construction Information

- ☐ How many units will be

Newly constructed	Rehabilitated	5	Provided DPA
Acquired	Demolished/Cleared		

- ☐ Will the project participate in an externally monitored energy efficiency program (e.g. Energy Star, Advanced Energy)?

Yes: _____ (provide details). No: X

- ☐ Will any of the units have full ADA accessibility? If so, how many?
ADA accessibility will be provided as needed based on the needs of the family being assisted.

Lead-Based Paint (REHAB PROJECTS ONLY)

Describe in detail how you plan to address lead-based testing and abatement or hazard control on any property built before 1978.

All houses built before 1978, where rehabilitation involves disturbance of painted surfaces, will be tested for lead-based paint hazards. If such hazards exist, an assessment on how to effectively treat the hazards will be performed by the rehabilitation specialist and a certified lead-based paint Risk Assessor. If lead-based paint abatement is necessary, a state-certified lead abatement contractor will perform the abatement activity. In all cases where the unit was built before 1978 and the existence of lead-based paint is determined present, the unit will be "cleared" (inspected and tested for lead-based paint hazards) following lead hazard remediation.

II (e) Affordability, Marketing, & Supportive Services

- ☐ What are the proposed rents or sales prices for completed housing units? For rental units, also estimate utility costs. N/A
- ☐ What is your process for marketing to ensure an adequate pool of income-eligible renters or buyers? N/A
- ☐ What steps are planned to ensure long-term affordability of housing units, including subsidy recapture, equity sharing, buy-back options, long-term lease, etc.? N/A
- ☐ Do you require beneficiaries to attend homebuyer education classes? N/A

II (f) Fair Housing Activities

Please describe the Fair Housing activities you plan to undertake in the upcoming program year.

ACTIVITIES	DATES
Rowan County will begin development of its Section 504 Plan	July – September 2020
Rowan County will advertise and conduct a public hearing regarding its intent to adopt its updated Analysis of Impediments to Fair Housing Choice	October – December 2020
Rowan County will publish notice in the Salisbury Post regarding its Fair Housing complaint procedures	January – March 2021
Rowan County will distribute pamphlets to the Salisbury-Rowan Board of Realtors and community service based organizations outlining the rehabilitation, housing assistance and counseling services available thru the Salisbury Community Development Corporation.	April – June 2021

II (g) Project Team

Identify the project team by name, job title, and employment status (employee, independent contractor, or volunteer), and their specific responsibilities in this project. If the team is not yet assembled, then describe how you will select them. (Attach additional pages if necessary.)

The SCDC project team will include:

- Chanaka Yatawara, Executive Director, leads the organization and provides oversight on all project activities;
- Nickysha Brown, Intake Specialist (employee), coordinates SHPO reviews, interviews applicants, verifies income eligibility and compiles the necessary income documentation for the project file;
- Robbie Stevens, Housing Counselor & Project Manager (employee), is responsible for overseeing all steps of the rehabilitation process, prepares contracts and loan documents, and monitors the progress of work to ensure the timely completion of the project;
- Michael Kepley, Rehabilitation Specialist (contractor), will complete work write-ups, manage the bid process, and inspect the contractor's work;
- Janet Gopen, Planning & Community Development Administrator, will complete environmental reviews, annual HOME funding plans and CAPERS, and coordinate with Rowan County financial staff on IDIS payment requests, setup/closeout of projects;
- Ed Muire, Rowan County Planning Director, will monitor project activities to ensure compliance with County and Consolidated Plan goals.

For Rehab Projects Only: List all project staff who have completed training in Lead Safe Work Practices (with date) or have any more extensive training in Lead Based Paint hazard control.

Michael Kepley, Certified Rehabilitation Specialist

Training specific to lead-based paint hazards includes:

- Lead-Based Paint Hazards During Renovation, Remodeling, and Rehabilitation, sponsored by U. S. Department of Housing & Urban Development, August 2001
- Healthy Homes Specialist, National Center for Healthy Housing, December 2010
- Community Development Academy, N. C. Department of Commerce, April 2008
- Lead Safety for Renovation, Repair, and Painting, sponsored by Craven County Health Department, March 2010

II (h) Timetable.

Please complete a detailed and realistic timetable showing when each work task will be completed (e.g. planning, obtaining financing commitments, design, environmental review, bidding, loan closing, construction, final inspection, occupancy, etc.). The larger the project, the more detail we expect to see. You may add work tasks; where existing task does not apply, insert **N/A**.

Work Tasks	Date to be Completed
Planning	12/1/2020
Acquisition	N/A
Obtaining Financial Commitments	N/A
Design	N/A
Environmental Review	As needed per home
Construction	N/A
Rehabilitation	6/1/2021
Loan Closing	N/A
Occupancy	N/A

II (i) Client/Area Demographics. Please complete the following tables to the best of your ability. Show actual or estimated numbers of beneficiaries, **not percentages**, in each category. In general you should count **households** as the beneficiaries for housing programs and **persons** for non-housing programs.

Income Group	Number
<30% of area median income (AMI)	1
31-50% of AMI	2
51-80% of AMI	2
>80% of AMI*	
TOTAL	5

Special Needs Beneficiaries (if applicable)

Category	Number
Elderly (over 60)	Unknown at the present time
Disabled (not elderly)	Unknown at the present time
Homeless	N/A
People with HIV/AIDS	N/A

SECTION III

PROJECT BUDGET AND FUNDING

III (a) Budget

Show all funding sources for the project or projects you plan to undertake. Be sure to include program income.

Project Revenue

	Source	Amount
HOME funds being requested		\$178,260.00
HOME funds from prior year(s)		
HOME Program Income		
Other Federal Funds		
State/Local Funds (list)		
Bank Loans		
Other Cash Contributions		
Private Grants		
Total Funds Available*		\$178,260.00

* This total should be the same as your "Total Development Costs" total in the *Estimated Costs* table on page 7.

Provide the details of all loans and/or grants, other than HOME, listed above for the project.

III (b) HOME Match (HOME funded projects only)

List the project revenues that will count as matching funds (non-federal funds that are permanently contributed to the project). Include any in-kind contributions of materials and labor, including sweat equity, at \$10 p.h. If in doubt whether funds will count as match, please call Pepper Bego at (704) 920-5133.

Revenue Source		Amount
Urgent Repair Program URP18 (NCHFA state-funded grant totaling \$100,000); donated property appraised at \$34,000		\$44,565.00

III (c) Estimated Costs

Be as detailed as possible. Add or amend categories as needed. The second column should cover total project costs (including those met from HOME). The third column shows how much of each line item is to be met from HOME. Totals must be consistent with the revenues shown in section IIIA.

Category (add/amend as needed)	Total Costs	This grant only
Down Payment Assistance	\$	\$
Acquisition	\$	\$
Relocation	\$	\$
Demolition/Clearance	\$	\$
Site improvements	\$	\$
Rehabilitation	\$178,260.00	\$178,260.00
New construction	\$	\$
Professional Fees (appraisal, architect, etc.)	\$	\$
Agency project delivery costs (10% maximum of total project cost)	\$	\$
Other	\$	\$
	\$	\$
*Total Development Costs	\$178,260.00	\$178,260.00

* The total in the "Total Cost" column should be the same as your "Total Funds Available" total in the **Project Revenue** table on page 6.

SECTION IV

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Are any of the Board Members or employees of the agency which will be carrying out this project, or members of their immediate families, or their business associates:

- a) Employees of or closely related to employees of your agency
or the member government through which this application is made: YES ☐ NO ☒
- b) Members of or closely related to members of City Council
or Commission of the member government through which this
application is made: YES ☐ NO ☒
- c) Current beneficiaries of the program for which funds are requested: YES ☐ NO ☒
- d) Paid providers of goods or services to the program or having other
financial interest in the program: YES ☐ NO ☒

If you have answered **YES** to any question, **please attach a full explanation.** The existence of a potential conflict of interest does not necessarily make the project ineligible for funding, but the existence of an **undisclosed** conflict may result in the termination of any grant awarded.



Signature of Certifying Official

6-2-2020

Date

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Finance Department
DATE: December 22, 2020
SUBJECT: Investing Authority

Finance is requesting the authorization of the Finance Director of Rowan County, per General Statute 159-30(a) to act on behalf of Rowan County to purchase, sell and exchange securities with UBS Financial Services, Inc. in the classes of securities allowed by General Statute 159-30(c)

Approve the Finance Director's authorization to invest with UBS Financial Services, Inc.

ATTACHMENTS:

Description	Upload Date	Type
Evidence of Authority Letter	12/22/2020	Backup Material

Greg Edds, Chairman
Jim Greene, Vice-Chairman
Mike Caskey
Judy Klusman
Craig Pierce



Aaron Church, County Manager
Carolyn Barger, Clerk to the Board
John W. Dees, II, County Attorney

Rowan County Board of Commissioners

130 West Innes Street • Salisbury, NC 28144
Telephone 704-216-8180 • FAX 704-216-8195

December 8, 2020

UBS Financial Services, Inc.
380 Knollwood St., Suite 250
Winston-Salem, NC 27103

Re: Evidence of Authority

This Letter of Authority confirms that James M. Howden, as holder of the position of Finance Director of Rowan County, is authorized per General Statute 159-30(a) to act on behalf of Rowan County to purchase, sell and exchange securities with your firm in the classes of securities allowed by General Statute 159-30(c) as follows:

- 1) Obligations of the United States or obligations fully guaranteed both as to principal and interest by the United States.
- 2) Obligations of the Federal Financing Bank, the Federal Farm Credit Bank, the Bank for Cooperatives, the Federal Intermediate Credit Bank, the Federal Land Banks, the Federal Home Loan Banks, the Federal Home Loan Mortgage Corporation, Fannie Mae, the Government National Mortgage Association, the Federal Housing Administration, the Farmers Home Administration, the United States Postal Service.
- 3) Obligations of the State of North Carolina.
- 4) Bonds and notes of any North Carolina local government or public authority, subject to such restrictions as the secretary may impose.
- 5) Savings certificates issued by any savings and loan association organized under the laws of the State of North Carolina or by any federal savings and loan association having its principal office in North Carolina; provided that any principal amount of such certificate in excess of the amount insured by the federal government or any agency thereof, or by a mutual deposit guaranty association authorized by the Commissioner of Banks of the Department of Commerce of the State of North Carolina, be fully collateralized.
- 6) Prime quality commercial paper bearing the highest rating of at least one nationally recognized rating service and not bearing a rating below the highest by any nationally recognized rating service which rates the particular obligation.

- 7) Bills of exchange or time drafts drawn on and accepted by a commercial bank and eligible for use as collateral by member banks in borrowing from a federal reserve bank, provided that the accepting bank or its holding company is either (i) incorporated in the State of North Carolina or (ii) has outstanding publicly held obligations bearing the highest rating of at least one nationally recognized rating service and not bearing a rating below the highest by any nationally recognized rating service which rates the particular obligations.
- 8) Participating shares in a mutual fund for local government investment; provided that the investments of the fund are limited to those qualifying for investment under this subsection (c) and that said fund is certified by the Local Government Commission. The Local Government Commission shall have the authority to issue rules and regulations concerning the establishment and qualifications of any mutual fund for local government investment.
- 9) A commingled investment pool established and administered by the State Treasurer pursuant to G.S. 147-69.3.
- 10) A commingled investment pool established by interlocal agreement by two or more units of local government pursuant to G.S. 160A-460 through G.S. 160A-464, if the investments of the pool are limited to those qualifying for investment under this subsection (c).
- 11) Evidences of ownership of, or fractional undivided interests in, future interest and principal payments on either direct obligations of the United States government or obligations the principal of and the interest on which are guaranteed by the United States, which obligations are held by a bank or trust company organized and existing under the laws of the United States or any state in the capacity of custodian.
- 12) Repurchase agreements with respect to either direct obligations of the United States or obligations the principal of and the interest on which are guaranteed by the United States if entered into with a broker or dealer, as defined by the Securities Exchange Act of 1934, which is a dealer recognized as a primary dealer by a Federal Reserve Bank, or any commercial bank, trust company or national banking association, the deposits of which are insured by the Federal Deposit Insurance Corporation or any successor thereof if:
 - a) Such obligations that are subject to such repurchase agreement are delivered (in physical or in book entry form) to the local government or public authority, or any financial institution serving either as trustee for the local government or public authority or as fiscal agent for the local government or public authority or are supported by a G.S. 159-30 Page 3 safekeeping receipt issued by a depository satisfactory to the local government or public authority, provided that such repurchase agreement must provide that the value of the underlying obligations shall be maintained at a current market value, calculated at least daily, of not less than one hundred percent (100%) of the repurchase price, and, provided further, that the financial institution serving either as trustee or as fiscal agent for the local government or public authority holding the obligations subject to the repurchase agreement hereunder or the depository issuing the safekeeping receipt shall not be the provider of the repurchase agreement;

- b) A valid and perfected first security interest in the obligations which are the subject of such repurchase agreement has been granted to the local government or public authority or its assignee or book entry procedures, conforming, to the extent practicable, with federal regulations and satisfactory to the local government or public authority have been established for the benefit of the local government or public authority or its assignee;
 - c) Such securities are free and clear of any adverse third-party claims; and
 - d) Such repurchase agreement is in a form satisfactory to the local government or public authority.
- 13) In connection with funds held by or on behalf of a local government or public authority, which funds are subject to the arbitrage and rebate provisions of the Internal Revenue Code of 1986, as amended, participating shares in tax-exempt mutual funds, to the extent such participation, in whole or in part, is not subject to such rebate provisions, and taxable mutual funds, to the extent such fund provides services in connection with the calculation of arbitrage rebate requirements under federal income tax law; provided, the investments of any such fund are limited to those bearing one of the two highest ratings of at least one nationally recognized rating service and not bearing a rating below one of the two highest ratings by any nationally recognized rating service which rates the particular fund.

Sincerely,

Gregory C. Edds
Chairman, Rowan County Board of Commissioners

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Finance Department
DATE: December 22, 2020
SUBJECT: BOE One-Stop Worker Award

Please see the attached information and budget amendment for the BOE One-Stop Worker award.

Please approve the attached information and budget amendment for the BOE One-Stop Worker award.

ATTACHMENTS:

Description	Upload Date	Type
BOE One-Stop Worker Award	12/22/2020	Backup Material

Sent: Friday, November 13, 2020 4:16 PM

To: SBOE_Grp - Directors.BOE <Directors.boe@ncsbe.gov>

Subject: One-stop Worker Bonuses

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Report suspicious emails by clicking the **"Report Phish"** button.

Good afternoon North Carolina Elections Team,

Thank you for your patience as we compiled the final numbers for the one-stop worker bonus pay and provided additional time to some of our colleagues to complete their submissions.

Attached you will find the final number of shifts or days worked in each county by one-stop workers across the state, totally 116,836. This is higher than our projection prior to one-stop and during the grant submission. Our grant award was \$2,284,800.00. This means the per day bonus for one-stop workers is \$19.56. You may consider CARES funds to provide an additional supplement if that meets the approval of your board or county policy.

On Monday, Amy and I will submit these totals to State Finance to cut or transfer funds to each county at the rate of \$19.56 per bonus. We will keep you posted on the timeframe of the funds being delivered to your counties.

If you have any questions or need additional information, please reach out to Amy or me.

Thank you for all you do,
Karen

Karen Brinson Bell

Executive Director, NCSBE

(919) 814-0700

DEPARTMENTAL REQUEST FOR BUDGET ACTION

ACCOUNT TITLE		ACCOUNT #	INCREASE	DECREASE
One-Stop Workers	R	1144170-431300-20028	15,883	
Salaries-Part time	E	1154170-510015-20028	15,883	
DEPARTMENT HEAD		COUNTY MANAGER	ACCOUNTING USE ONLY	
Approved: _____		Approved: _____	Budget Revision # _____	
Disapproved: _____		Disapproved: _____	Date Posted: _____	
Amended: _____		Amended: _____	Group Number: _____	
Date: _____		Date: _____	Posted by: _____	
Signature:		Signature:	Approved by: _____	

Bevis, Lisa F

From: OSC.nc.payment@osc.nc.gov
Sent: Thursday, December 3, 2020 12:17 PM
Subject: NC E-Pay Remittance Advice

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Report suspicious emails by clicking the "Report Phish" button.

TO:
ROWAN COUNTY FINANCE OFFICE

130 W INNES ST
SALISBURY NC 28144-432

RE:
Direct Deposit Notification

Within three business days, pending agency funding approval, your bank account will receive a direct deposit of \$15882.72 for payment number 60PT0011541030. It is your responsibility to confirm that this deposit was made and is available for your use.

These funds were paid by the following agency:
NC STATE BOARD OF ELECTIONS
TRADE ACCOUNTS PAYABLE
1306 MAIL SERVICE CENTER
RALEIGH, NC 27699-1306
Agency Contact Phone: 919-807-2444

Please direct all questions regarding this payment/deposit to the agency contact phone number listed directly above. This agency maintains information regarding your payment records. Any questions concerning payment amount and invoice information/documentation should be directed to the agency's Accounts Payable office and they will be happy to assist you with your inquiries PLEASE DO NOT REPLY TO THIS EMAIL.
CONTACT THE PAYING AGENCY AT THE NUMBER LISTED ABOVE.

Invoice Number	Inv Date	Invoice Amount	Discount Amount	Net Amount
SBOE1-STOPBONUS	12/02/20	\$15882.72	\$00.00	\$15882.72
		TOTAL:	\$15882.72	

This notification was sent from the North Carolina Office of the State Controller.
If this notification has been sent in error, please contact the agency listed above to make corrections.

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Kelly Natoli, HR Director
DATE: 01-04-21
SUBJECT: Request to Reclassify Contracted Services Position

Please see the attached request from the Health Department to reclassify the position of Peer Support Specialist from contracted services to Temporary Full-Time for 2021.

Please approve this request

ATTACHMENTS:

Description	Upload Date	Type
Request to Reclassify Position	12/26/2020	Cover Memo
Position Description	12/26/2020	Backup Material
Position Description Questionnaire	12/26/2020	Backup Material
Cost Worksheet	12/26/2020	Backup Material

Rowan County Human Resources

130 West Innes Street, Salisbury, NC 28144
Phone (704) 216-8100 FAX (704) 216-8110

TO: Rowan County Board of Commissioners
FROM: Kelly Natoli, HR Director
DATE: January 4, 2021
RE: Request for Temporary Full-Time Peer Support Specialist Position

On November 16, 2020 the Health Department asked the Board for funding to extend the position of Temporary Peer Support Specialist, which is currently funded under contracted services through a BlueCross/BlueShield grant that ends on December 30, 2020. The intent was to request that this position be reclassified as a Temporary Full-Time benefitted position, supported by the Medicaid Cost Settlement funding, through December 31, 2021. However, the Health Department submitted the request as contracted services in error.

Please accept the attached revised request by Nina Oliver, Director of Public Health, to have the position already approved by the Board on November 16, 2020 moved out of contracted services and reclassified as a Temporary Full-Time Peer Support Specialist, with benefits, through December 31, 2021. This position will be funded through Medicaid Cost Settlement funding. The position will be placed on Grade 10 and is estimated to cost \$50,489 annual with benefits. A cost worksheet, position description questionnaire, and job description are attached.

Thank you for consideration of this request.

ROWAN COUNTY HUMAN RESOURCES

JOB DESCRIPTION

Job Title: Peer Support Specialist
Department: Health
Revised: December 2020

Class: Paraprofessional
FLSA: Non-exempt

This job description supersedes any prior description for the Peer Support Specialist classification.

GENERAL DESCRIPTION

Paraprofessional level work in providing support, education, outreach, training and follow-up to overdose survivors in the County. As an active member of the Post Overdose Response Team (PORT), this position works closely with the Harm Reduction Advocate, Community Paramedic, and Public Health Management. Work is performed under the general supervision of the Local Health Administrative Services Manager. Work is reviewed and evaluated through analysis of reports received and through periodic conferences.

ESSENTIAL JOB FUNCTIONS (Any one position may not include all of the duties listed, nor do the listed examples include all tasks which may be found in positions of this class.)

Works closely with the Harm Reduction Advocate, Community Paramedic, and Public Health Management as an active member of the Post Overdose Response Team (PORT).

Connects with overdose survivors within 24-72 hours of the overdose incident (along with members of the PORT Team).

Provides harm reduction education, outreach and Naloxone administration training to individuals.

Promotes wellness management strategies, which includes delivering therapeutic interventions (e.g., Wellness Recovery Action Planning or Illness Management and Recovery) and employment services.

Coordinates and facilitates harm reduction peer support group meetings on a bimonthly basis; encourage individuals to attend training sessions and support group meetings.

Maintains a monthly record of individuals connected to support and services; prepares and submits documentation accurately and on time.

Attends the Substance Abuse Task Force Monthly Meetings and other identified meetings and trainings.

Potentially works within the prison and/or local hospital to provide peer support care.

Models recovery values, attitudes, beliefs, and personal action to encourage wellness and resilience.

Assists clients by finding resources, advising the consumer of processes, and encouraging follow through with proposed resolutions, locating social activities, or provide other assistance as needed.

Models effective coping and self-help techniques to individuals or groups of consumers.

Job Title: Peer Support Specialist
Page: 2

OTHER JOB FUNCTIONS

Performs related duties as required.

Management reserves the right to add or amend duties at any time.

KNOWLEDGE, SKILLS, AND ABILITIES

General knowledge of Public Health principles, practices, and procedures.

General knowledge and skills in the use of education/training principles.

Skill in problem solving and decision-making and the ability to work independently.

Skill in the use of computers and applicable software.

Ability to comprehend and apply the Federal Health Insurance Portability and Accountability Act (HIPAA) of 1996, and the current Privacy and Security Amendments of this Act.

Ability to assess, plan, develop, implement, and evaluate using a variety of methodologies.

Ability to establish and maintain effective working relationships with coworkers, clients, and the general public.

Ability to communicate effectively both orally and in writing.

PHYSICAL REQUIREMENTS

Work is primarily sedentary in nature. Physical requirements include sitting for extended periods of time, walking, bending, stooping, and lifting books and files of approximately 35 lbs or less. Work may include extended periods of time viewing a computer video monitor and/or operating a keyboard. Work may include operation of a motor vehicle. Employee is not substantially exposed to adverse environmental conditions or hazardous materials.

EXPOSURE CONTROL

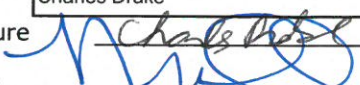
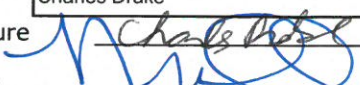
Work activity does not entail predictable or unpredictable exposure to blood or body fluids.

MINIMUM EXPERIENCE AND TRAINING

Graduation from high school and one year of related work experience in a supportive informational role; Certification as a Peer Support Specialist required. Valid NC Driver's license required.

**This job description does not create an employment contract,
implied or otherwise.**

ROWAN COUNTY
POSITION DESCRIPTION QUESTIONNAIRE (PDQ)
(TO BE COMPLETED BY SUPERVISOR OR DIRECTOR)

Position Title: Peer Support Specialist Date Submitted: 12/23/2020
Department: Health Supervisor's: Local Health Administrative Services Manager
Supervisor's Name: Charles Drake Title: Local Health Administrative Services Manager
Supervisor Signature:  Date: 12-23-20
Director Signature:  Date: 12-23-20

New or Existing Position: New ☒ Existing ☐

POSITION SUMMARY: Basic purpose statement – "why" this position should exist.

This position is an important member of the Post Overdose Response Team (PORT) Team. This person will work closely with team members, community partners, and clients to reduce the on going epidemic of drug overdoses in Rowan County.

ESSENTIAL POSITION FUNCTIONS: List the basic job functions that the employee must be able to perform, with or without reasonable accommodation. A function is essential if the purpose of the job is to perform it. These may be the duties the employee will spend the majority of their time performing. "Other Duties" will be listed in next section.)

1.	Be an active member of the Post Overdose Response Team (PORT) Team. This person will work closely with Harm Reduction Advocate, Community Paramedic, and Public Health Management.	%of time 16
2.	Connect with overdose survivors within 24-72 hours of the overdose incident (along with members of the PORT Team). Provide harm reduction education, outreach and Naloxone administration training to individuals. Promotes wellness management strategies, which includes delivering therapeutic interventions (e.g., Wellness Recovery Action Planning or Illness Management and Recovery) and	%of time 15
3.	Coordinate and facilitate harm reduction peer support group meetings on a bimonthly basis. Encourage individuals to attend training sessions and support group meetings.	%of time 15
4.	Maintain a monthly record of individuals connected to support and services and prepare and submit documentation accurately and on time.	%of time 15
5.	Attends the Substance Abuse Task Force Monthly Meetings and other identified meetings and trainings.	%of time 15

OTHER POSTION FUNCTIONS: List the other job duties. These duties do not occupy the majority of the positions time. The purpose of the job is not to perform these job duties; however they will be assigned to the position.

6.	Be open to potentially work within the prison and/or local hospital a provide peer support care	%of time 8
7.	Models recovery values, attitudes, beliefs, and personal action to encourage wellness and resilience	%of time 8
8.	Assist clients by finding resources, advising the consumer of processes, and encouraging follow through with proposed resolutions, locating social activities, or provide other assistance as needed. Model effective coping and self-help techniques to individuals or groups of consumers.	%of time 8
9.		%of time
10.		%of time
11.		%of time

Total = 100% of time

REQUIRED QUALIFICATIONS: Specify required minimum equivalency for education, experience, skills and abilities.

<u>Minimum Education Requirements</u>		<u>Minimum Related Experience Requirements</u>	
☒	High School Diploma or GED	☒	Less than 6 months
☐	Training 6 months to 1 year, technical trade – no degree	☐	1 year
☐	Associate's Degree in	☐	2 years
☐	Bachelor's Degree in	☐	3 years
☐	Master's Degree in	☐	4 years
☐	Other Combination (explain)	☐	5 years
☒	Certifications (list)	☐	6+ years
	Peer Support Specialist		

OTHER KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

The confidentiality of all the PORT participants and support group will be strictly maintained and will not be released to anyone apart from the PORT Team and to the service providers if agreed on by the consumer.
Provide services in accordance with the Federal Health Insurance Portability and Accountability Act (HIPAA) of 1996, and the current Privacy and Security Amendments of this Act. Abide by all laws and regulations governing the confidentiality of client information, and further agree to rigorously safeguard privileged information. Ensure compliance with Title VI of the Civil Rights Act of 1964, and other applicable federal and state laws. Contractors with Rowan County Health Department shall not discriminate against national origin as it affects persons with limited English proficiency.

Additional and other duties as assigned.

ADDITIONAL INFORMATION:

Will this position be responsible for supervising other personnel? If yes, please provide direct report information below: Yes ☐ No ☒

Name of position title supervised:

Name of position title supervised:

Name of position title supervised:

Name of position title supervised:

Name of position title supervised:

Name of position title supervised:

Name of position title supervised:

Name of position title supervised:

Name of position title supervised:

Name of position title supervised:

Name of position title supervised:

Name of position title supervised:

Is this position comparable to any other County position? Explain.

No

Is this position comparable to any other position outside of the County? Explain and attach job description.

No

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS: Check applicable level after considering reasonable accommodations.

☒ Lifting 35 lbs.	☐ Very frequently	☐ Frequently	☒ Some
☒ Carrying 20 lbs.	☐ Very frequently	☐ Frequently	☒ Some
☐ Bending	☐ Very frequently	☐ Frequently	☐ Some
☐ Twisting	☐ Very frequently	☐ Frequently	☐ Some
☐ Climbing	☐ Very frequently	☐ Frequently	☐ Some
☐ Crawling	☐ Very frequently	☐ Frequently	☐ Some
☐ Pushing	☐ Very frequently	☐ Frequently	☐ Some
☐ Kneeling	☐ Very frequently	☐ Frequently	☐ Some
☐ Stooping	☐ Very frequently	☐ Frequently	☐ Some
☐ Reaching overhead	☐ Very frequently	☐ Frequently	☐ Some
☒ Standing 25 % of time	☒ Walking 25 % of time	☒ Sitting 25 % of time	☒ Outside 25 % of time
☐ Shift Work:	☐ Weekends	☐ Evenings	☒ Weekends and evenings
☒ Travel/Mobility:			
Between Buildings/County	☐ Very frequently	☒ Frequently	☐ Some
☐ Humidity:	☐ Humid	☐ Dry	
☐ Temperature:	☐ Extreme cold	☐ Extreme heat	
☐ Atmosphere:	☐ Fumes	☐ Gas	☐ Odors
	☐ Poor ventilation	☐ Dust	
☐ Special Hazards:	☐ Chemical	☐ Electrical	☐ Mechanical
	☐ Explosive	☐ Radiation	
☐ Other Requirements:	☐ Protective clothing	☐ Special tools	☒ Licensed to drive

ADDITIONAL COMMENTS:

This position is grant funded.
Some travel is required to meet clients, set up forums and events, etc.
Some weekends and evenings are required to work based on client and event needs.

ROWAN COUNTY
CONTINUATION WORKSHEET
VEHICLE REPLACEMENT

2021 BUDGET YEAR

This form is for replacing a department vehicle.			
Please complete the Expansion Narrative form for purchasing a new vehicle with no replacement.			
Department Name		Department Number	
Account Name			
Account Number			
New Vehicle Description		\$	-
Justification <i>(please type in space below)</i>			
Surplus Vehicle Information			
County Number		Estimated Mileage on June 30, 2020	
Last Recorded Mileage		Date of Last Recorded Mileage	

ROWAN COUNTY
EXPANSION WORKSHEET
POSITION DETAIL - NON-LEO

2021 BUDGET YEAR

Key in gray sections only

Department Name	Health				
Position Title	Peer Support Specialist				
Hours (<i>per week</i>)	40	Increase		Grade	10
Position Title, Salary, Grade - confirmed with Human Resources:			Yes		No

<u>Salary / Benefits</u>		Total Cost	Federal / State Reimbursement	Other Revenue	New County Funds Requested
Salary		\$ 32,127.13	\$ -	\$ -	\$ 32,127.13
	\$910 /				
Health Insurance	Mo	10,920.00	-	-	10,920.00
Medicare	1.45%	466.00	-	-	466.00
Retirement	#####	3,281.00	-	-	3,281.00
Social Security	6.20%	1,992.00	-	-	1,992.00
Workers Comp (Varies)	2.30%	739.00	-	-	739.00
401(k)	3.00%	964.00	-	-	964.00
Total Salary / Benefits		50,489.13	-	-	50,489.13
<u>Other Costs</u>					
Training		-	-	-	-
Total Equipment Costs		-	-	-	-
Total Cost		\$ 50,489.13	\$ -	\$ -	\$ 50,489.13

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Aaron Church, County Manager
DATE: December 29, 2020
SUBJECT: Tempus ALS Monitor / Defibrillators Lease Buyout

Due to a myriad of issues including but not limited to procurement procedures, technology and contractual lease terms it is our recommendation that the Board of Commissioners approve the following motions:

1. Rescind the approval of October 19, 2020 Consent Agenda Item “O. Tempus ALS Monitor/Defibrillators” that authorized a sixty-month lease agreement be awarded to Code Blue Resources for sixteen Tempus ALS Monitor/Defibrillators with a monthly lease payment of \$12,429.16 a total cost of approximately \$745,740.
2. Exercise a Buyout to purchase (13) Phillips Heart Start Monitors on or before January 8, 2021 RE: Lease #101-10081002 & Lease #101-10180548 not to exceed \$86,700.
3. Authorize the County Manager to begin the procurement process to purchase new Heart Monitors in Fiscal Year 2022.

ATTACHMENTS:

Description	Upload Date	Type
Recommendation Memo	12/30/2020	Cover Memo



TO: Rowan County Commissioners
FROM: Aaron Church, County Manager
Allen Cress, Emergency Services Director
Lennie Cooper, Division Chief Emergency Medical Services
DATE: December 29, 2020
SUBJECT: Tempus ALS Monitor / Defibrillators

Due to a myriad of issues including but not limited to procurement procedures, technology and contractual lease terms it is our recommendation that the Board of Commissioners approve the following motions:

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2. Exercise a Buyout to purchase (13) Phillips Heart Start Monitors on or before January 8, 2021 RE: Lease #101-10081002 & Lease #101-10180548 not to exceed \$86,700.
3. Authorize the County Manager to begin the procurement process to purchase new Heart Monitors in Fiscal Year 2022.

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Aaron Poplin, Planner
DATE: 12/22/20
SUBJECT: Public Hearing for Z 07-20; Mitch Wilson

Mitch Wilson on behalf of Rowan Clearing Partners LLC is requesting the rezoning of Eric Dixon Sr. and Leona F. Dixon's property at approximately the 8200 block of Statesville Blvd. from Rural Residential (RR) to Commercial Business Industrial with a Conditional District (CBI-CD) to allow the placement of Gupton Land Clearing's company office, workshop, and equipment storage area. This property can be further identified as parcel 751 038.

1. Receive staff report
2. Applicant comments
3. Public comments
4. Close hearing & discuss
5. Motion to adopt statements of reasonableness and consistency
6. Motion to approve / deny / table Z 07-20

ATTACHMENTS:

Description	Upload Date	Type
Staff Report	12/22/2020	Cover Memo
Site Plan	12/22/2020	Cover Memo
Site Plan additional information	12/22/2020	Cover Memo
GIS Map	12/22/2020	Cover Memo
Application	12/22/2020	Cover Memo

DEPARTMENT OF PLANNING & DEVELOPMENT
DATE: 12/23/2020
STAFF CONTACT: AARON POPLIN



REZONING PETITION: Z 07-20

REQUEST: RR to CBI-CD

PARCEL ID: 751-038

LOCATION: 8200 block
Statesville Blvd.

ACERAGE: 11.71

CURRENT LAND USE:
Vacant

OWNER: Eric Dixon Sr. and
Leona F. Dixon.

APPLICANT: Mitch Wilson
Rowan Clearing Partners
LLC

BACKGROUND

Mitch Wilson on behalf of Rowan Clearing Partners LLC is requesting the rezoning of Eric Dixon Sr. and Leona F. Dixon's property at approximately the 8200 block of Statesville Blvd. from Rural Residential (RR) to Commercial Business Industrial with a Conditional District (CBI-CD) to allow the placement of Gupton Land Clearing's company office, workshop, and equipment storage area. This property can be further identified as parcel 751 038.

Relationship with any plans and policies

This property is located in Area 1 of the Western Area Land Use Plan, and is located within the US 70 Highway Corridor Overlay. The US 70 Corridor Overlay encourages commercial and industrial uses having transportation dependency due to rail availability and US highway. The US 70 Corridor Overlay also encourages quality building design and appearance.

Consistency with the requested zoning district's purpose and intent

Commercial, Business, Industrial, CBI. This zone allows for a wide range of commercial, business and light to medium industrial activities which support both the local and/or regional economies. The CBI district is generally appropriate in areas identified by an adopted land use plan that recommend "highway business" along identified NC and US highways; community/regional/potential development nodes; commercial corridors; and existing commercial areas. Areas served by public water/sewer represent significant public investment

to foster tax base growth and employment opportunities for the citizens, which could be served through CBI designation. The CBI district may also exist or be created in an area other than listed in this subsection if the existing or proposed development is compatible with the surrounding area and the overall public good is served.

The request falls within the Yadkin River water supply watershed which is a WS-IV. The proposed development is below the maximum built upon area of 36% of the lot, and would not require getting a Special Non-Residential Intensity Allocation (SNIA) permit from the board of commissioners.

Compatibility of all uses within the proposed district classification with other properties

Compatibility of Uses: the CBI district offers a wide variety of uses of varying intensities, however this request only allows for a Land Clearing SIC 1629.

MAJOR GROUP	INDUSTRY GROUP	RR	CBI-CD
Residential		Permitted	Not Permitted
Construction		Permitted with SR	Land Clearing Contractor
Manufacturing		Permitted with SR	Not Permitted
	"Heavy Impact Uses"	Not Permitted	Not Permitted
Transp., Com., Elec. / Gas, & Sanitary Svc.		Some Permitted with SR	Not Permitted
Wholesale Trade		Most Permitted with SR	Not Permitted
Retail Trade		Permitted with SR	Not Permitted
Finance, Ins., & Real Est.		Permitted with SR	Not Permitted
Services		Most Permitted with SR	Not Permitted
	Misc. Amusement & Rec.	Not Permitted	Not Permitted
Public Admin.		Permitted	Not Permitted

Generalized Groupings:

Permitted: 100-75% Most: 75-50% Some: 50-25% Not Permitted: 25-

Source: Section 21-113 Table of Uses

Conditions within the vicinity (see enclosed map): The section of Statesville Blvd. between Hildebrand Rd and NC 801 is comprised of RR and CBI zoning. Most of the RR zoned lots are undeveloped with a few having single family residences on them. The CBI zoned lots are concentrated at the intersection of Statesville Blvd. and NC 801, but there are two CBI zoned lots that do not border other CBI lots. All but two of the CBI lots have an active commercial use and their uses cover a wide variety of industrial classifications.

Potential impact on facilities such as roads, utilities and schools

Roads: Statesville Blvd. has a design capacity of 35,100 vehicles per day and as of 2019 the average daily traffic was 13,000 vehicles per day. Gupton Land Clearing employs 8 people and

will generate trips when they leave for job sites at the beginning of the work day and when they return from jobsites at the end of the work day. The NC DOT has already issued a driveway permit 20-031-RD for the proposed business.

Utilities: The property will use water from SRU and an on site septic system.

Schools: N/A

Planning Board Meeting November 23, 2020

The Rowan County Planning Board held a curtesy hearing for Z 07-20 at their November meeting. The resident of the adjoining property at 2070 Hilderbrand Rd and his father spoke in opposition to the rezoning. Their main concerns were the possible noise, septic system location, and the location of the fence along the property line closest to their house. The Planning Board discussed that they felt the existing forest coverage along with the distance of the operational area from the neighboring residence would mitigate the noise concern. The Planning Board then suggested moving the fence further away from the house at 2070 Hilderbrand Rd and relocating it to the narrow gap in the forest between the fields. The applicant agreed that they would make that change.

The Planning Board approved the request with the condition that the fencing along the property line with parcel 751 037 be moved to the narrow gap in the forest between the fields.

Statement of Reasonableness: The request to rezone the property located in the 8200 block of Statesville Blvd. further, identified as Tax Parcel 751-038 from RR to CBI with a conditional district is consistent with the Western Land Use Plan; there are other businesses along the corridor zoned CBI; there will be no major impact to school, utilities or roads.

Statement of Consistency: The rezoning is consistent with other properties along Statesville Blvd.; It is a Conditional District only allowing a specific use.

Decision making and procedures

Decision Making: In addition to the above criteria, sec. 21-362 (c) of the Zoning Ordinance indicates the primary question before the Planning Board / Board of Commissioners in a rezoning decision is “whether the proposed change advances the public health, safety, or welfare as well as the intent and spirit of the ordinance.” Additionally, the boards “shall not regard as controlling any advantages or disadvantages to the individual requesting the change but shall consider the impact of the proposed zoning change on the public at large.”

Procedures: The Planning Board must develop a statement of consistency describing whether its action is consistent with any adopted comprehensive plans and indicate why their action is reasonable and in the public interest [sec. 21-362 (j)]. A statement analyzing the reasonableness of the decision is also necessary. See enclosed checklist as a guide in developing these statements.

A statement of reasonableness is necessary to substantiate a small-scale zoning decision and ensure the decision is “reasonable”. While spot zoning in North Carolina is considered legal, it must be determined as reasonable based on a number of factors including the following established by the courts:

- Size and nature of the tract;
- Compatibility with existing plans;
- The impact of the zoning decision on the landowner, the immediate neighbors, and the surrounding community; and
- The relationship between the newly allowed uses in a spot rezoning and the previously allowed uses.

Staff Comments

- Only the use shown in the site plan should be considered when making a decision.
- The Board can consider adding mutually agreed upon conditions to the request.

Attachments

- GIS Map
- Site Plan
- Site Plan Additional Info
- Application

OFFICE SHOP PARKING -
 10 EMPLOYEE SPACES, 2 HANDICAPPED SPACES
 DETAIL INCLUDED IN "SITE PLAN OVERVIEW" DOCUMENT



BUILDING DIMENSIONS -

- OFFICE / SHOP: $90' \times 53' = 4,950 \text{ SF}$
- EQUIPMENT SHED: $200' \times 45' = 9,000 \text{ SF}$
- SHORT SIDES ENCLOSED.

1 inch = 100 feet
 0 50 100 Feet



Rezoning Petition – Site Plan

Parcel: 751 038

Size: 11.71 acres

Approx 3 miles east of Cleveland, NC on Highway 70 (between Hildebrand Rd and Brandon Cole Dr)

General Overview:

Gupton Land Clearing has been in business in Rowan County since 1985 in an area north of the Franklin Community on Hwy 601. The business was sold to Centric Holdings LLC in November 2019. The new owners would like to relocate our office and shop facilities to new tract of land within the county and have identified an 11.7 acre parcel approximately 3.2 miles east of Cleveland NC in the Barber Community. The tract is both wooded (about 40%) and cleared. Current zoning (RR) would need to be amended to allow for construction of our proposed facility on the site.

Key Items

On the attached map, we have attempted to sketch out our plan which will include the following:

- 500' entry road and gravel yard around the buildings
- Approx. 600' of fencing down the left property line and across the field
- Additional fencing across field in back right portion of property.
- An equipment shed (ie, a raised roof shed) to allow various pieces of larger equipment to be protected from the elements – 200' long x 45' deep.
- A shop and office complex – 90' x 55'

Details

Parcel #: 751 038

Size: 11.7 acres

Dimensions: Road Frontage – 530' Left Boundary – 1,194'
Rear Boundary – 366' Right Boundary – 1,059'

Entry Road: Approximately 500' on the right side of the property with a soft left bend into the Office / Shop and Equipment Shed area. Both the entry road and the yard around the building will be gravel.

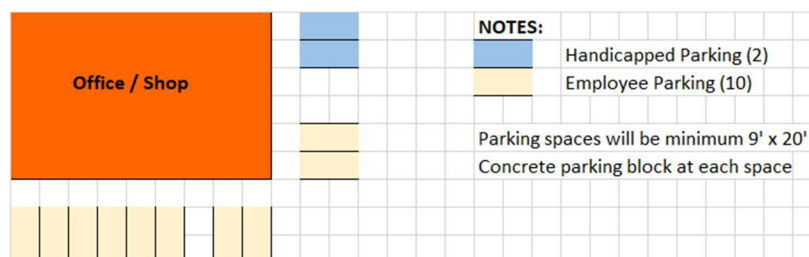
Office / Shop Building: 90' x 55' = 4,950 sqft
Metal building
Two 14' garage doors on westward facing short side (facing Equipment Shed)

Equipment Shed: 200' x 45'
Either metal or post building
Each short end walls will be covered

Proposed use: Shop and corporate offices for Gupton Land Clearing

Number of employees: 8

Parking Detail:



Although most of the parking area will be gravel, we will use concrete around the handicap spaces and to the front door to comply with ADA and local requirement.

Fencing:

Two sections of fencing –
Approx 620 linear ft along left property boundary and across the field
Approx 300 linear ft at back right side of property
Fencing will be 8' tall commercial grade chain link fencing
Topped with barbed wire

Lighting:

Motion sensing LED security lighting on all four corners of the Office / Shop building and the two inside corners of the Equipment Shed.

Hours of operation:

Mon – Fri; 6a – 7p

Off-street parking:

None. Will have plenty of area for employee/visitor parking as shown above.

Loading and unloading:

Equipment regularly loaded / unloaded at beginning and end of each day.
Generally will happen within the fenced area around the equipment shed and shop / offices.

Access to existing streets:

Will apply for driveway permit with NCDOT

Development Setbacks:

Minimum setbacks (50' front, 10' sides) will be followed

Adjoining properties:

Left – 751 036 (Zoned RR). Existing home on this parcel that is 800' from the property line through a mostly wooded area.

Right – 751 037 (Zoned RR). Existing home on this parcel that is 450' from the property line through a mostly wooded area.

Rear – 751 052 (Zoned RR). Existing home on this parcel that is 170' from the NW property corner.

Existing structures:

NONE

Easements & rights-of-way:

NCDOT right of way at front of property. No other easements known.

Existing Power:

Duke Energy lines located across HWY 70. Duke Energy likely will span across Hwy70 and continue up the right side of entrance road.

County Water:

Stubbed out near the SE corner of the property near the highway.



This map was prepared from the Rowan County, NC Geographic Information System. Rowan County has made substantial efforts to ensure the accuracy of the location and labeling information on this map. Rowan County promotes and recommends the independent verification of any digital data contained on this product by the user. Rowan County makes no warranty or other assertion as to the fitness of the maps for any particular purpose and neither Rowan County nor it's agents or employees shall be liable for any claim alleged to have resulted from any use thereof.

0 50 100
Feet

Z 07-20 Site Map



RA

CBI

RR

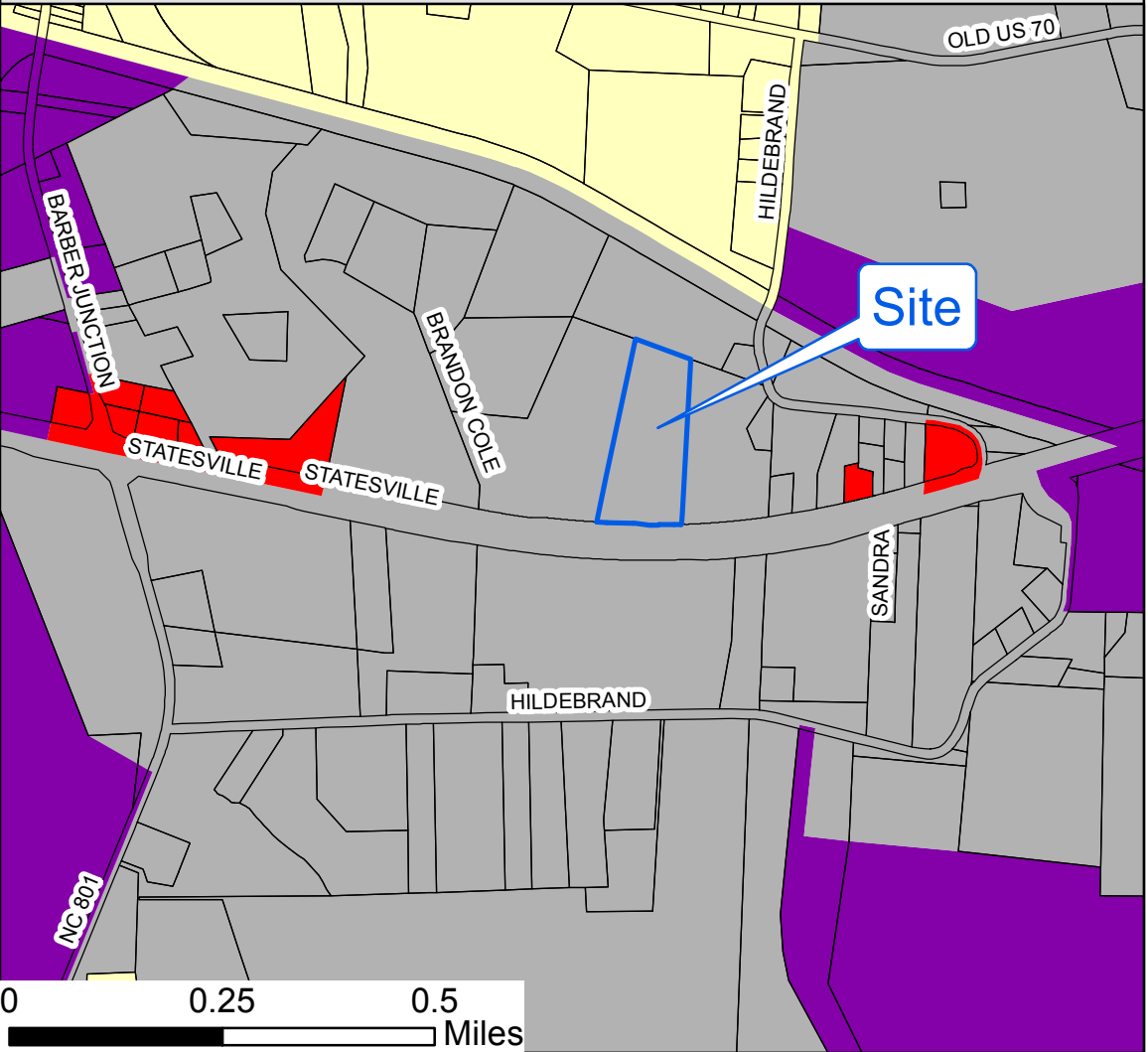
IND

NB

MHP

Site

Parcels



0 0.25 0.5
Miles



Rowan County Department of
Planning & Development
402 N. Main Street Suite 204
Salisbury, NC 28144
Phone (704) 216-8588
Fax (704) 638-3130
www.rowancountync.gov

Case # Z
Date Filed _____
Received By _____
Amount Paid _____

Office Use Only

REZONING APPLICATION

OWNERSHIP INFORMATION:

Name: Eric L Dixon Sr and Leona F. Dixon

Signature: Eric L Dixon Sr. Leona F. Dixon

Phone: 10/21/2020 11:07:00 PM EDT Email: 10/22/2020 1:27:07 AM EDT

PHONE (704) 880-7801
EMAIL: CSCLEAD@LIVE.COM

Address: 157 Erastus Lane Statesville, NC 28625

APPLICANT / AGENT INFORMATION: Complete affidavit on back if non-owner

Name: Rowan Clearing Partners LLC

Signature: _____

Phone: 704-517-1809 Email: mitch@guptonlandclearing.com

Address: 675 Gupton Dr Salisbury, NC 28147

PROPERTY DETAILS:

Tax Parcel(s): 751 038 Size (sq.ft. or acres): 11.7 acres

Property Location: Hwy 70 Salisbury, NC

Current Land Use: Farm

Date Acquired: 12/8/2003 Deed Reference: Book 994 Page 984

REQUEST DETAILS:

Existing Zoning District RR Requested Zoning District CBI-CD

If requesting a conditional zoning district, list proposed use or uses:

Offices / Shop / Equipment Storage Land Clearing Business
SIC 1629

Additional information enclosed restricting the conditional use district? Yes ☐ No ☒

Site plan containing information from sec. 21-52 enclosed? Yes ☒ No ☐

AFFADAVIT OF OWNER

To be completed if applicant is not the property owner

I (We), Leona Dixon and Eric Dixon Sr., owner(s) of the within described property do hereby request the proposed rezoning and hereby authorize the person listed below to act as my (our) duly authorized agent in this matter

Signature(s): Leona F. Dixon Eric L Dixon Sr.

Date: 10/02/2020 10/2/2020 11:27:23 PM EDT 10/3/2020 4:52:14 AM EDT

Name of Applicant / Agent: Ramon Clearing Partners LLC / Andrew Taylor

Address: _____

Phone Number: _____

IT IS UNDERSTOOD BY ALL PARTIES HERETO INCLUDING OWNER(S) & APPLICANT(S) / AGENT(S) THAT WHILE THIS APPLICATION WILL BE CAREFULLY CONSIDERED AND REVIEWED, THE BURDEN OF PROVIDING ITS NEED RESTS WITH THE ABOVE NAMED APPLICANT WHETHER OWNER, NON-OWNERS, OR OWNER'S AGENT.

STATE OF _____ COUNTY OF _____

I, _____, a Notary Public for said County and State, do hereby certify that _____ personally appeared before me this day and acknowledged the due execution of the foregoing instrument.
My commission expires _____, 20 ____.

SEAL

OFFICIAL USE ONLY

1. Signature of Rezoning Coordinator: _____
2. Planning Board Courtesy Hearing: _____
3. Notifications Mailed: _____
4. Property Posted: _____
5. Planning Board Action: Approved _____ Denied _____
6. Board of Commissioners Public Hearing: _____
7. Notifications Mailed: _____
8. Property Posted: _____
9. Dates Advertised: 1st _____ 2nd _____
10. BOC Action: Approved _____ Denied _____
11. Date Applicant Notified: _____

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Shane Stewart, Assistant Planning Director
DATE: December 22, 2020
SUBJECT: Public Hearing for Z 06-20: Nengtou Vue

Property owner Nengtou Vue is requesting the rezoning of an approximate 21.07 acre portion of his 68.9 acre parcel located at the 5900 Block of Wildwood Rd., further referenced as tax parcel 055-007, from Manufactured Home Park (MHP) to Rural Agricultural (RA).

1. Receive staff report
2. Applicant comments
3. Conduct public hearing
4. Close hearing & discuss
5. Motion to adopt statement of consistency
6. Approve / Deny / Table Z 06-20

ATTACHMENTS:

Description	Upload Date	Type
Staff Report	12/22/2020	Exhibit
Application	12/22/2020	Exhibit
GIS Map	12/22/2020	Exhibit



REZONING PETITION: Z 06-20

Request: Rezone 21.07 AC
MHP portion to RA

Parcel ID: 055-007

Location: 5900 Block
Wildwood Rd

Lot size: 68.9 AC

Owner / Applicant:
Nengtou Vue

Watershed: None

Floodplain: Portion in AE
zone (Crane Creek)

Existing Improvements:
Vacant

BACKGROUND On January 26, 1990, property owner Raymond Everhardt registered the Oakview Trailer Court as an existing 64 space manufactured home park in response to the Mobile Home Park Ordinance requirements adopted on December 15, 1989. According to departmental records, on July 1, 1996, Mr. Everhardt was cited for an exhaustive list of violations with the Health Department (well, septic, animal services), Environmental Services (planning, building codes, solid waste), and the North Carolina Department of Environment and Natural Resources (now DEQ) due to water quality. Staff is uncertain of the event timeline thereafter but, according to aerial imagery, most of the manufactured homes were removed by March of 2002 and completely removed sometime in 2003 based on Tax Assessor records.

Section 21-137(a) of the Zoning Ordinance indicates an abandoned manufactured home park may only be re-established as a conforming use. Current property owner Nengtou Vue is not interested in establishing a park.

REQUEST Mr. Vue is requesting the rezoning of an approximate 21.07 acre portion of his 68.9 acre parcel located at the 5900 Block of Wildwood Rd., further referenced as tax parcel 055-007, from Manufactured Home Park (MHP) to Rural Agricultural (RA).

CONSISTENCY WITH THE DISTRICTS PURPOSE / INTENT RA – This district is developed to provide for a minimum level of land use regulations appropriate for outlying areas of the county. These outlying areas typically consist of rural single-family housing, larger tracts of land used for agriculture or in fields and forest land, with some nonresidential uses intermingled. Multifamily uses are discouraged in this district. This district would provide for protection from the most intensive land uses while containing provisions for a variety of less intensive land uses. It is the intent of this district to rely upon development standards to protect residences from potential adverse impacts of allowed nonresidential uses. The most intensive land uses would not be allowed in this district.

MHP – This district is established in order to provide for the proper location and planning of manufactured home parks, excluding family manufactured home parks. Special requirements shall be applied to these parks which shall specify improvements to the park to ensure the public health, safety and welfare of the park inhabitants as well as the surrounding area. Designation of an area as being in the MHP district provides design and appearance criteria which are more appropriate for rental manufactured housing and/or spaces, including vinyl or similar skirting, clustering of units and reduced road construction standards. These standards are not applicable to manufactured homes and/or lots located outside a MHP district. This district requires site plan review for development of manufactured home parks by the board of commissioners. This review is required because the use may have particular impacts on the surrounding area and the county as a whole. Approval of the site plan may include the addition of reasonable and appropriate standards to the site plan. No other uses allowed in the MHP district shall require site plan approval by the board of commissioner unless expressly required by this chapter.

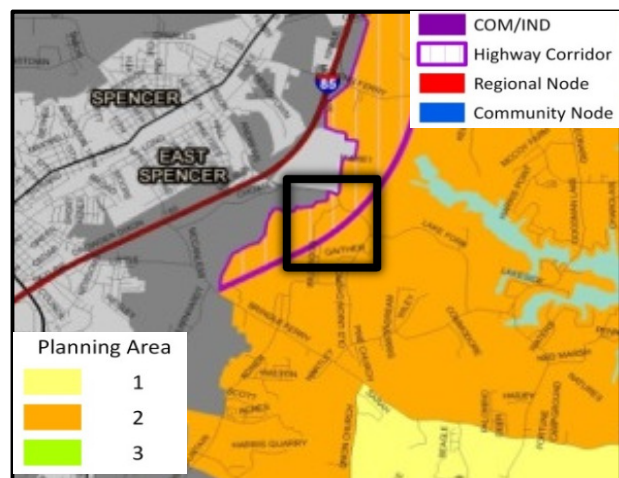
**CONFORMITY
WITH ADOPTED
PLANS / POLICIES**

Eastern Area LUP

- Located in Area 2 (land adjacent to municipalities and High Rock lake)
- Medium density residential development is encouraged.
- Located in Highway Corridor Overlay for I-85.

CONDITIONS IN THE VICINITY

See Enclosed
Map –



North

- Crane Creek and associated floodplain area.
- Residences along Old Union Church within an 85-ED-2 zoning district by East Spencer.
- Aldi distribution located approximately .28 miles north.

South

- Relatively large wooded tracts with a limited number of residences.

East

- Large wooded tracts.
- Dog kennel and related uses at 2230 Old Union Church Rd.

West

- Very large wooded tracts.

COMPATIBILITY OF USES

MAJOR GROUP	INDUSTRY GROUP	RA	MHP
Residential		Permitted	Permitted
Construction		Permitted with SR	Not Permitted
Manufacturing		Most Permitted with SR	Not Permitted
	Textile Mill Prod.	Not Permitted	Not Permitted
	Lumber Prod.	Permitted with SR	Not Permitted
	Paper & Allied Prod.	Not Permitted	Not Permitted
	Chemical & Allied Prod.	Not Permitted	Not Permitted
	Petroleum Prod.	Not Permitted	Not Permitted
	Stone, Glass, Concrete, etc.	Some Permitted with SR	Not Permitted
Transp., Com., Elec. / Gas, & Sanitary Svc.		Not Permitted	Not Permitted
Wholesale Trade		Most Permitted with SR	Not Permitted
Retail Trade		Permitted with SR	Not Permitted
Finance, Ins., & Real Est.		Permitted with SR	Not Permitted
Services		Most Permitted with SR	Not Permitted
	Misc. Amusement & Rec.	Not Permitted	Not Permitted
Public Admin.		Not Permitted	Not Permitted

Generalized Groupings:

Permitted: 100-75% Most: 75-50% Many: 50-25% Not Permitted: 25-0%

Source: Section 21-113 Table of Uses

POTENTIAL IMPACT ON ROADS

Wildwood Rd. –

- Classified as a local road (SR 2204).
- No Annual Average Daily Traffic (AADT) count collected by NCDOT.
- No capacity information from the Comprehensive Transportation Plan (CTP).

POTENTIAL IMPACT ON UTILITIES

Any development would most likely rely on individual well and septic systems. Nearest public water and sewer is located at Aldi distribution at 1985 Old Union Church Road due north of the subject property.

POTENTIAL IMPACT ON SCHOOLS

The current MHP area could accommodate approximately thirty-six (36) lots if rezoned to RA based on staff's estimation subject to the soil suitability for septic systems, which appear questionable based on the soil map.

DECISION MAKING

In addition to the above criteria, sec. 21-362 (c) of the Zoning Ordinance indicates the primary question before the Board of Commissioners in a

rezoning decision is “whether the proposed change advances the public health, safety, or welfare as well as the intent and spirit of the ordinance.” Additionally, the board “shall not regard as controlling any advantages or disadvantages to the individual requesting the change but shall consider the impact of the proposed zoning change on the public at large.”

PROCEDURES The Board of Commissioners must develop a statement of consistency describing whether its action is consistent with any adopted comprehensive plans and indicate why their action is reasonable and in the public interest. A statement analyzing the reasonableness of the decision is also necessary.

PUBLIC NOTICE December 22nd – Letters mailed to fourteen (14) adjacent property owners (within 100 feet of subject property).

December 21st – Sign posted on property.

December 22nd & 29th – Notice published in the *Salisbury Post*.



**NOVEMBER 23, 2020
PLANNING BOARD MEETING**

No one spoke at the courtesy hearing or provided public comment at the November 25th meeting where the recommendation was ratified. The Planning Board voted 6-0 to recommend approval as requested based on the following statement:

Statement of Consistency – Z 06-20 is consistent with the Eastern Area Land Use Plan based on the following: “The request is consistent with the Eastern Land Use Plan; the request will allow residential uses in the Rural Agricultural District with appropriate regulations; such as single family dwellings, large tracts and agricultural fields.”

STAFF COMMENTS

While the MHP district is considered a general zoning district, it is specialized in that it is almost exclusively applied to manufactured home parks. Rural Agricultural provides the owner more flexibility, aligns with his intended uses, and matches the surrounding property designations south of Crane Creek.



Rowan County Department of
Planning & Development
402 N. Main Street Suite 204
Salisbury, NC 28144
Phone (704) 216-8588
Fax (704) 638-3130
www.rowancountync.gov

Case # Z 06-20
Date Filed 10-19-20
Received By SAS
Amount Paid \$ 300 cash

Office Use Only

Energy Z-014804-2020

REZONING APPLICATION

OWNERSHIP INFORMATION:

Name: NEXTON VUE
Signature: [Signature]
Phone: (704) 239-8739 Email: _____
Address: 5870 WILDWOOD DRIVE Salisbury NC 28146

APPLICANT / AGENT INFORMATION: Complete affidavit on back if non-owner

Name: Same as owner
Signature: [Signature]
Phone: (704) 239-8739 Email: _____
Address: 710 N Salisbury Ave Spencer NC 27599

PROPERTY DETAILS:

Tax Parcel(s): 055-007 Size (sq.ft. or acres): 65-80 ACRES
Property Location: 5870 WILDWOOD DRIVE
Current Land Use: Vacant
Date Acquired: 10-1-2020 Deed Reference: Book _____ Page _____

REQUEST DETAILS:

Existing Zoning District MHP Requested Zoning District RA

If requesting a conditional zoning district, list proposed use or uses:

Additional information enclosed restricting the conditional use district? Yes ☐ No ☒

Site plan containing information from sec. 21-52 enclosed? Yes ☐ No ☒

AFFADAVIT OF OWNER

To be completed if applicant is not the property owner

I (We), _____, owner(s) of the within described property do hereby request the proposed rezoning and hereby authorize the person listed below to act as my (our) duly authorized agent in this matter.

Signature(s): _____

Date: _____

Name of Applicant / Agent: _____

Address: _____

Phone Number: _____

IT IS UNDERSTOOD BY ALL PARTIES HERETO INCLUDING OWNER(S) & APPLICANT(S) / AGENT(S) THAT WHILE THIS APPLICATION WILL BE CAREFULLY CONSIDERED AND REVIEWED, THE BURDEN OF PROVIDING ITS NEED RESTS WITH THE ABOVE NAMED APPLICANT WHETHER OWNER, NON-OWNERS, OR OWNER'S AGENT.

STATE OF _____ COUNTY OF _____

I, _____, a Notary Public for said County and State, do hereby certify that _____ personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

My commission expires _____, 20 ____.

SEAL

OFFICIAL USE ONLY

1. Signature of Rezoning Coordinator: _____ 2. Planning Board
Courtesy Hearing: 11 / 23 / 20 3. Notifications Mailed: 11 / 9 / 20 4. Property Posted:
11 / 10 / 20 5. Planning Board Action: Approved 6 Denied 0 6. Board of Commissioners
Public Hearing: 1 / 4 / 21 7. Notifications Mailed: 12 / 22 / 20 8. Property Posted:
12 / 21 / 20 9. Dates Advertised: 1st 12 / 22 / 20 2nd 12 / 29 / 20 10. BOC Action: Approved
_____ Denied _____ 11. Date Applicant Notified: ____ / ____ / ____



Z 06-20: Vue

LEGEND

Zoning

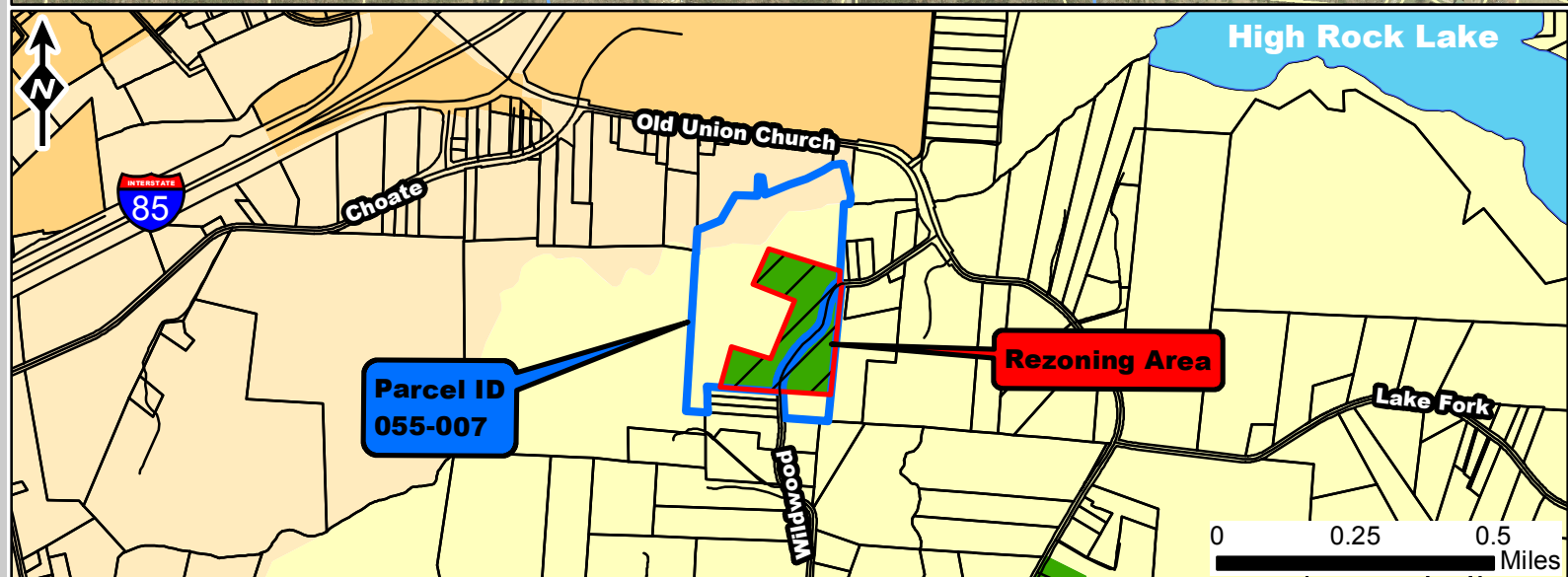
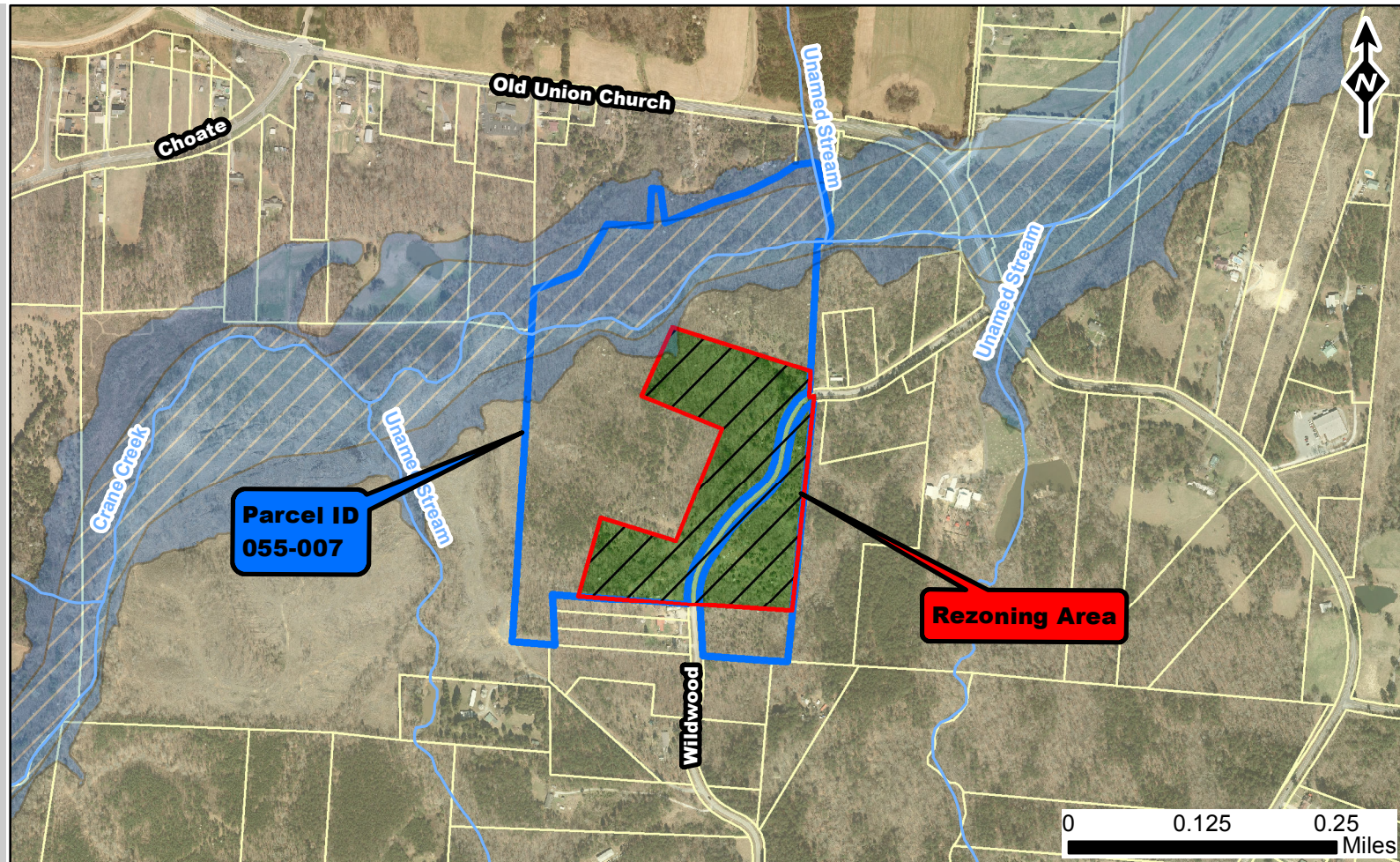
- RA
- MHP

- Site
- Rezoning Area
- East Spencer Town
- East Spencer ETJ
- Streams
- AE
- Floodway
- High Rock Lake
- Parcels
- Roads

5285 Addresses

Feb. / Mar. 18 Aerial

Prepared by Rowan County Planning
& Development Department
November 9, 2020



ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Shane Stewart, Assistant Planning Director
DATE: December 22, 2020
SUBJECT: Public Hearing for Z 05-20: Steinman Storage

Steinman Storage LLC. is requesting an amendment to their existing 7.78 acre conditional zoning district, currently zoned Commercial, Business, Industrial [CBI-CD], to add two (2) additional storage buildings totaling 22,000 sq.ft. and additional outdoor storage behind the existing structures. The property is located at 4290 Long Ferry Road further referenced as tax parcel 606-069.

1. Receive staff report
2. Applicant comments
3. Conduct public hearing
4. Close public hearing
5. Motions to adopt statements
6. Approve / Deny / Table Z 05-20

ATTACHMENTS:

Description	Upload Date	Type
Staff Report	12/22/2020	Exhibit
Site Plan	12/22/2020	Exhibit
GIS Map	12/22/2020	Exhibit
Application	12/22/2020	Exhibit



REZONING PETITION: Z 05-20

Request: Amend existing 7.78 acre CBI-CD to add storage buildings totaling 22,000 sq.ft. and additional outdoor storage

Parcel ID: 606-069

Location: 4290 Long Ferry Rd.

Lot size: 7.78 AC

Owner: Steinman Storage LLC

Applicant: R&L Glover Enterprises Inc.

Watershed: None

Floodplain: None

Existing Improvements:
Two (2) storage buildings totaling 21,500 sq.ft.

BACKGROUND

On March 3, 2008, the Board of Commissioners approved a CBI-CD rezoning request for property owner Dr. William Webb to accommodate four (4) 12,000 sq.ft. storage buildings on his property located at 4290 Long Ferry Road further referenced as tax parcel 606-069. Within two (2) years, two (2) structures were completed which total 21,500 sq.ft. along with a large gravel area, presumably for future structures, but used for outdoor storage (e.g. trailers, campers, boats etc.). Per section 21-62 of the Zoning Ordinance, "an approved conditional district secures a vested right to undertake a project within two (2) years unless a longer duration is requested by the applicant and approved by the Board of Commissioners."

Current owner Steinman Storage LLC's contractor R&L Glover Enterprises Inc. inquired about obtaining zoning permits for two (2) additional buildings and was not aware of the voluntary zoning district requested by previous owner Dr. Webb and approved by the Commission in 2008. Section 21-62(d) of the ordinance indicates alterations to a conditional district and approved site plan shall be treated as amendment to the zoning map.

REQUEST

Steinman Storage LLC. is requesting an amendment to their existing 7.78 acre conditional zoning district, currently zoned Commercial, Business, Industrial [CBI-CD], to add two (2) additional storage buildings totaling 22,000 sq.ft. and additional outdoor storage behind

the existing structures.

CONSISTENCY WITH THE DISTRICTS PURPOSE / INTENT

CBI – This zone allows for a wide range of commercial, business and light to medium industrial activities, which support both the local and / or regional economies. The CBI district is generally appropriate in areas identified by an adopted land use plan that recommend "highway business" along identified NC and US highways; community / regional / potential development nodes; commercial corridors; and existing commercial areas. Areas served by public water / sewer represent significant public investment to foster tax base growth and employment

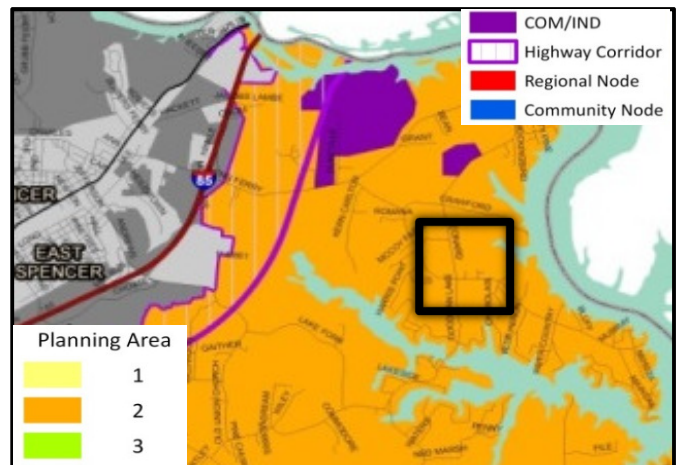
opportunities for the citizens, which could be served through CBI designation. The CBI district may also exist or be created in an area other than listed in this subsection if the existing or proposed development is compatible with the surrounding area and the overall public good is served.

Conditional Districts – Purpose. There are instances where certain uses may have significant impacts on the surrounding area and the county which cannot be predetermined and controlled by general district standards. As a result, a general zoning district designation is clearly inappropriate for a property, but a specific use or uses permitted as a conditional district subject to development requirements to address the anticipated impacts would be consistent with the spirit and intent of this chapter. This voluntary procedure is intended for firm development proposals, and is neither intended nor suited for securing early zoning for tentative uses which may not be undertaken for a long period of time.

**CONFORMITY
WITH ADOPTED
PLANS / POLICIES**

Eastern Area LUP

- Located in Area 2 (land adjacent to municipalities and High Rock lake)
- Medium density residential development is encouraged.
- Expansion of existing businesses that minimize conflict with adjacent residential uses are encouraged.
- The plan also suggests a future study of the High Rock Lake area to determine appropriate retail / service needs for residents and lake visitors.



COMPATIBILITY OF USES

As noted above, warehousing is the only permitted use both current and with the rezoning request.

CONDITIONS IN THE VICINITY

See Enclosed Map –

North

- Undeveloped property listed in farm use.

South

- Six (6) dwellings on Manufactured Home Park (MHP) zoned parcels and 69 acres zoned RA with an Agricultural Overlay (RA-AO).

East

- Hunters Run eighteen (18) lot subdivision containing nine (9) developed parcels.
- Residential uses along Long Ferry Road and Chez Charolais MHP.

West

- Three (3) principal use storage buildings addressed as 155, 175, and 195 Bernard Ln. Two (2) of the structures were constructed in 2001 while the last (155) was approved as a residential storage facility in 2003 (CUP 25-03).
- Several dwellings along the Long Ferry Rd. intersection with Goodman Lake and Leonard Roads.

POTENTIAL IMPACT ON ROADS Long Ferry Rd. –

- Classified as a local road (minor thoroughfare from Goodman Lake Rd. to I-85).
- Annual Average Daily Traffic (AADT) count collected in 2015 (most recent) tallied 1,700 vehicle trips along this section (historical high of 1,800 in 2005).
- The Comprehensive Transportation Plan (CTP) estimates Long Ferry Road's capacity at 11,300 AADT from Goodman Lake Road to I-85.

POTENTIAL IMPACT ON UTILITIES None.

POTENTIAL IMPACT ON SCHOOLS None. Residential is not permitted in the district.

DECISION MAKING In addition to the above criteria, sec. 21-362 (c) of the Zoning Ordinance indicates the primary question before the Board of Commissioners in a rezoning decision is "whether the proposed change advances the public health, safety, or welfare as well as the intent and spirit of the ordinance." Additionally, the board "shall not regard as controlling any advantages or disadvantages to the individual requesting the change but shall consider the impact of the proposed zoning change on the public at large."

PROCEDURES The Board of Commissioners must develop a statement of consistency describing whether its action is consistent with any adopted comprehensive plans and indicate why their action is reasonable and in the public interest. A statement analyzing the reasonableness of the decision is also necessary.

PUBLIC NOTICE December 22nd – Letters mailed to fourteen (14) adjacent property owners (within 100 feet of subject property).

December 21st – Sign posted on property.



December 22nd & 29th – Notice published in the *Salisbury Post*.

**NOVEMBER 23, 2020
PLANNING BOARD MEETING**

No one spoke at the courtesy hearing or provided public comment at the November 25th meeting where the recommendation was ratified. The Planning Board voted 6-0 to recommend approval as requested based on the following statements:

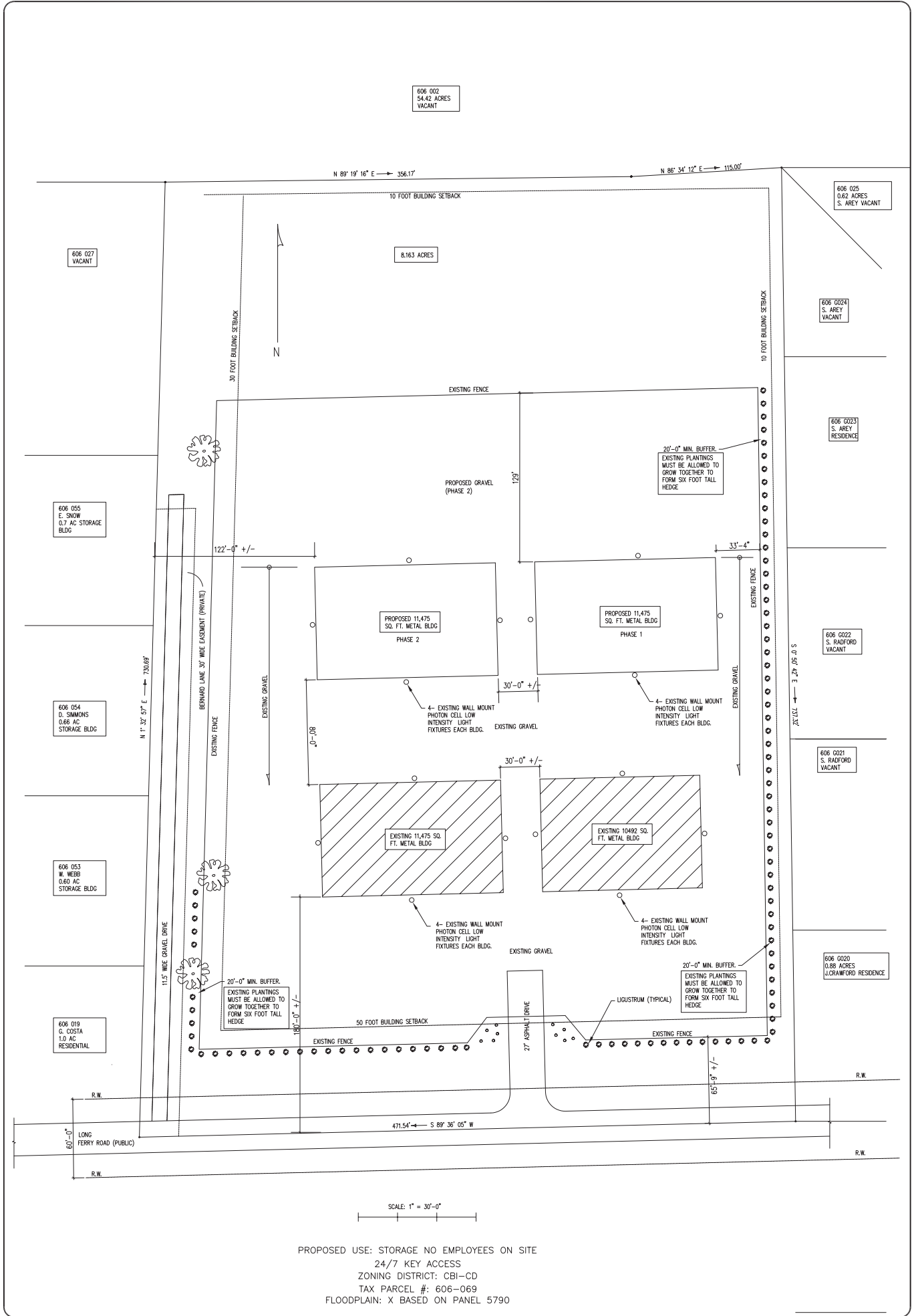
Statement of Consistency – Z 05-20 is consistent with the Eastern Area Land Use Plan based on the following: “The plan was approved in 2008 as CBI-CD; Owner / Applicant are requesting same type of use.”

Statement of Reasonableness – In accordance with section 21-362(j) of the Rowan County Zoning Ordinance and after due consideration, Z 05-20 is reasonable and in the public interest based on the following: “The request is consistent with the Eastern Land Use Plan; the request will service residences in the area.”

STAFF COMMENTS

According to the minutes from the January 28, 2008 Planning Board meeting and the March 3, 2008 Board of Commissioners meeting, only the applicant spoke at each meeting. No specific conditions were placed on the application. Approval of the request would authorize the two (2) structures identified on the initial plan. Current property improvements on adjacent lands appear identical to that present in 2008. The site offers a large boat, rv, trailer, and other equipment storage option in a convenient location for High Rock Lake residents with limited space to accommodate on their own property.

Staff did inform the applicant of the need allow the planted holly shrubs to grow to form a continuous hedgerow of at least 6 feet to comply with the buffer requirements. Staff is uncertain how long the existing vegetation has been pruned to prevent the hedgerow formation.





Z 05-20: Steinman

LEGEND

Zoning

- RA
- RA-AO
- RS
- MFR
- MHP
- CBI
- CBI CD

Site

Parcels

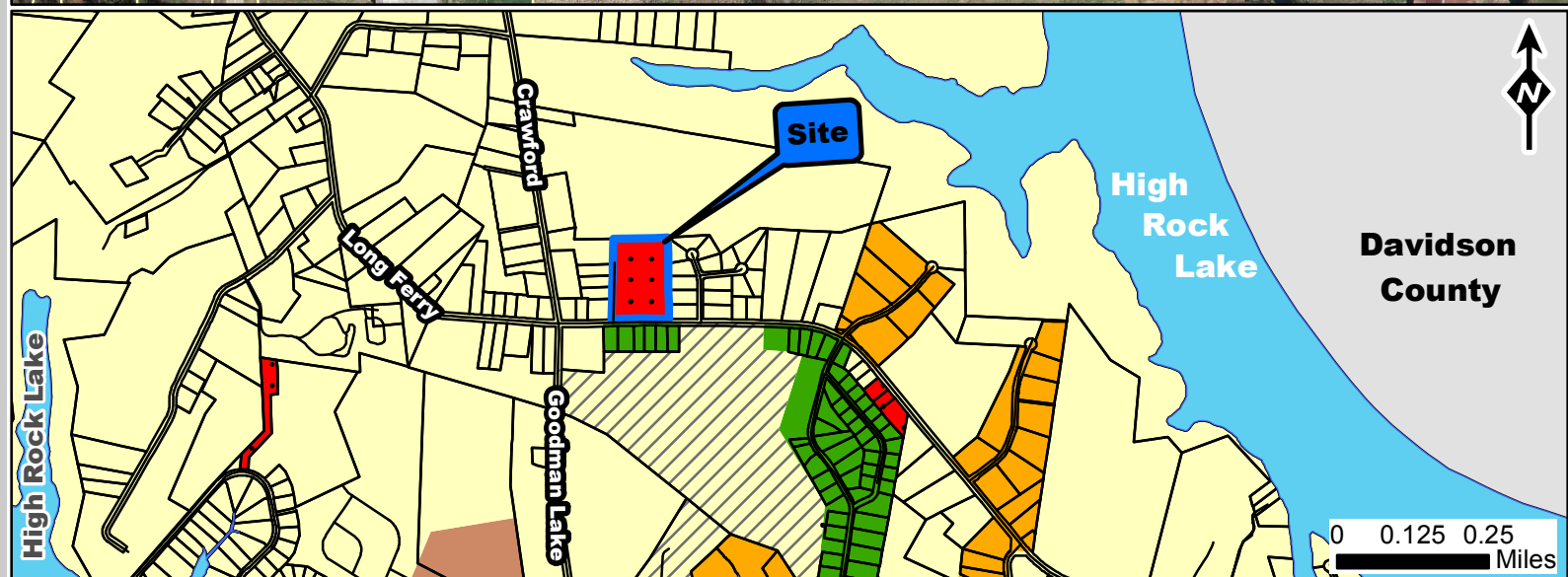
Roads

High Rock Lake

5285 Addresses

Feb. / Mar. 18 Aerial

Prepared by Rowan County Planning
& Development Department
November 9, 2020





Rowan County Department of
Planning & Development
402 N. Main Street Suite 204
Salisbury, NC 28144
Phone (704) 216-8588
Fax (704) 638-3130
www.rowancountync.gov

Case # Z 05-20
Date Filed 10-27-2020
Received By B. Best
Amount Paid 300.00 CK# 8487
Office Use Only

REZONING APPLICATION

OWNERSHIP INFORMATION:

Name: Steigman Storage LLC
Signature: [Signature]
Phone: 704-798-6538 Email: steinman@salisburyanimalhospital.com
Address: 4290 Long Ferry Road

APPLICANT / AGENT INFORMATION: Complete affidavit on back if non-owner

Name: Bryle Evans
Signature: [Signature]
Phone: 704-640-1833 Email: rmglover124@gmail.com
Address: 124 Brandon Drive Salisbury NC 28144

PROPERTY DETAILS:

Tax Parcel(s): 606 069 Size (sq.ft. or acres): 7.78 acres
Property Location: 4290 Long Ferry Road
Current Land Use: Commercial Storage
Date Acquired: 12/31/2014 Deed Reference: Book 1340 Page 661

REQUEST DETAILS:

Existing Zoning District CBI-CD Requested Zoning District CBI-CD

If requesting a conditional zoning district, list proposed use or uses:

2 additional metal storage buildings and gravel parking area. See site plan.

Additional information enclosed restricting the conditional use district? Yes ☐ No ☒

Site plan containing information from sec. 21-52 enclosed? Yes ☒ No ☐

AFFADAVIT OF OWNER

To be completed if applicant is not the property owner

I (We), Steinman Storage LLC, owner(s) of the within described property do hereby request the proposed rezoning and hereby authorize the person listed below to act as my (our) duly authorized agent in this matter.

Signature(s): [Signature]

Date: 10/26/20

Name of Applicant / Agent: Bryce Evans

Address: 129 Brandon Drive

Phone Number: 704-640-1833

IT IS UNDERSTOOD BY ALL PARTIES HERETO INCLUDING OWNER(S) & APPLICANT(S) / AGENT(S) THAT WHILE THIS APPLICATION WILL BE CAREFULLY CONSIDERED AND REVIEWED, THE BURDEN OF PROVIDING ITS NEED RESTS WITH THE ABOVE NAMED APPLICANT WHETHER OWNER, NON-OWNERS, OR OWNER'S AGENT.

STATE OF North Carolina COUNTY OF Rowan

I, Julie Glover Hlavacek, a Notary Public for said County and State, do hereby certify that Bryce Evans personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

My commission expires 4-3, 20 21.

SEAL

JULIE GLOVER HLAVACEK
NOTARY PUBLIC
ROWAN COUNTY
STATE OF NORTH CAROLINA
MY COMMISSION EXPIRES 04/03/2021

OFFICIAL USE ONLY

1. Signature of Rezoning Coordinator: [Signature] 2. Planning Board
Courtesy Hearing: 11/23/20 3. Notifications Mailed: 11/9/20 4. Property Posted:
11/10/20 5. Planning Board Action: Approved 6 Denied 0 6. Board of Commissioners
Public Hearing: 1/4/21 7. Notifications Mailed: 12/22/20 8. Property Posted:
12/21/20 9. Dates Advertised: 1st 12/22/20 2nd 12/29/20 10. BOC Action: Approved
_____ Denied _____ 11. Date Applicant Notified: ____/____/____

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: County Manager Aaron Church
DATE: December 14, 2020
SUBJECT: Public Hearing Regarding Creation of a Consolidated Human Services Agency

ATTACHMENTS:

Description	Upload Date	Type
Notice of Public Hearing	12/14/2020	Cover Memo
Consolidation Options	12/14/2020	Cover Memo

Greg Edds, Chairman
Jim Greene, Vice- Chairman
Mike Caskey
Judy Klusman
Craig Pierce



Aaron Church, County Manager
Carolyn Barger, Clerk to the Board
John W. Dees, II, County Attorney

Rowan County Board of Commissioners

130 West Innes Street • Salisbury, NC 28144
Telephone 704-216-8180 • Fax 704-216-8195

NOTICE OF PUBLIC HEARING

This is a public notice that the Rowan County Board of Commissioners will hold a public hearing on January 4, 2021 at 3 p.m. regarding the creation of a consolidated human services agency.

On or after this date the Board of Commissioner may exercise the power and authority contained in North Carolina General Statue 153A-77 to assume the power, responsibilities and duties of a consolidated human service agency by taking the following steps:

1. Create a consolidated human services agency that has the authority to carry out the functions of the local health department and the department of veteran's services;
2. Create a consolidated human services board having the powers conferred by NCGS 153A-77(c) and further assume all power, responsibilities and duties of said consolidated human services board pursuant to NCGS 153A-77(a).
3. Create an advisory committee consistent with the membership described in NCGS 130A-35.
4. Consolidate the provisions of human services in Rowan County under the direct control of a Human Services Director that will be appointed and supervised by the County Manager in accordance with NCGS 153A-77(b).

This the 3rd day of December, 2020.

Carolyn Barger, MMC, NCMCC
Clerk to the Board
Rowan County Board of Commissioners

Human Services Organization and Governance: Options Under NC Law

Jill D. Moore



UNC

SCHOOL OF GOVERNMENT



Thinking About Change in County Human Services

- Counties are required to provide public health and social services
- In 2012, legislation created new options for these services' departmental organization and governance
- Thinking about change in your county?
 - What are your goals?
 - What are your options?
 - What are some of the lessons learned thus far?



Defining Goals



- What are the county's goals and what route will get you there?
 - Improve service delivery for citizens
 - Create a new vision for human services programs
 - Create a unified personnel system for all county personnel
 - Change the relationship between board of county commissioners and the departments
 - Identify efficiencies and reduce human services spending
 - Others?



Options



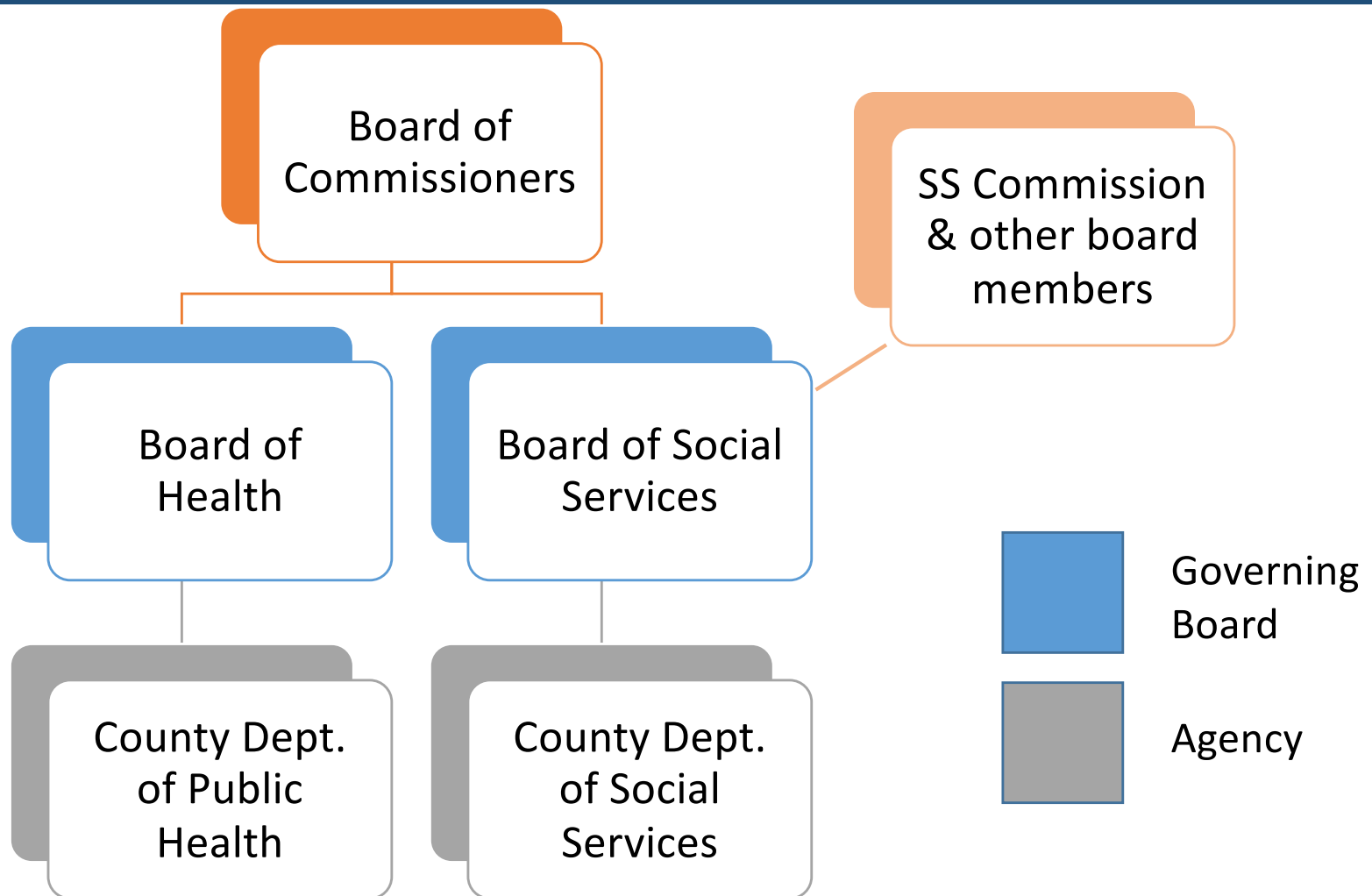
Stay the same

Options under other laws

Options under consolidation
law (GS 153A-77)



Cumberland County



Options Under Other Laws

Public health

- District (multi-county) departments & boards
- Public health authorities
- Public hospital authority (Cabarrus only)

Social services

- Share a director
- ***Beginning March 2019:*** Regional (multi-county) departments and boards

Both

- County departments
- Interlocal agreements
- Intra-county collaboration and consolidation



Consolidation Law Options – Key Decisions

How will local
human services be
governed?

- Appointed board(s)
- BOCC assumes powers/duties of board(s); advisory committee(s)

How will local
human services be
organized?

- Separate agencies
- Consolidated agency (CHSA)

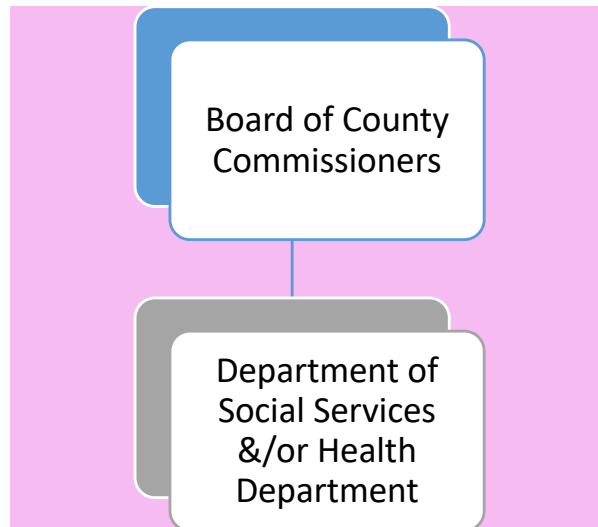
If a CHSA is created,
which personnel
policies apply?

- County personnel policies
- State Human Resources Act

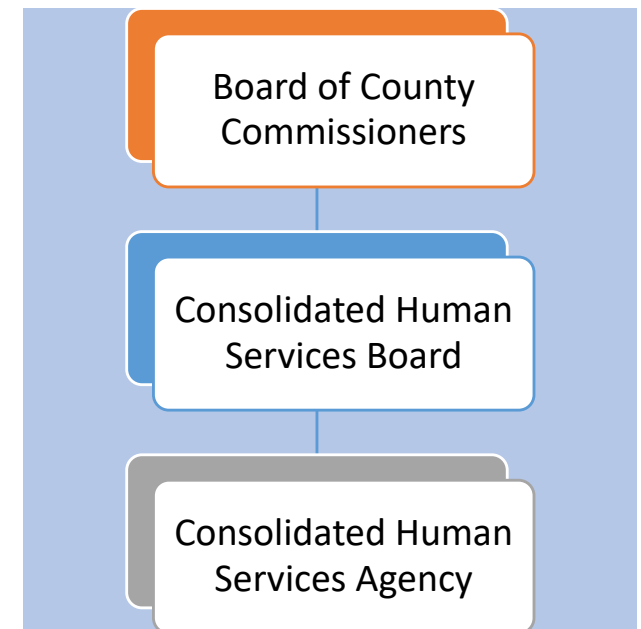


Options Under Consolidation Law

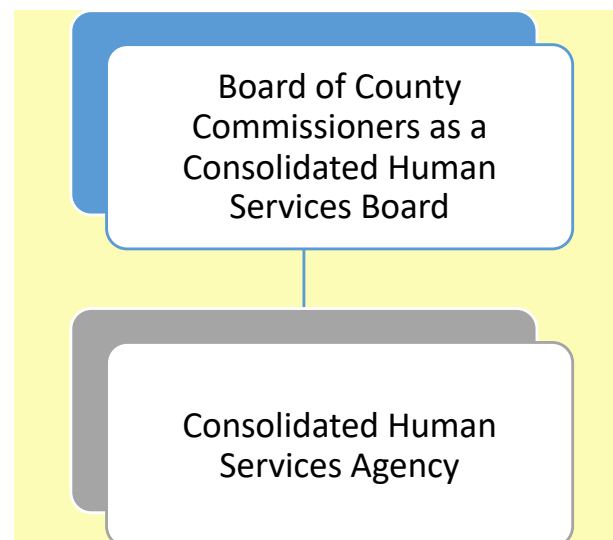
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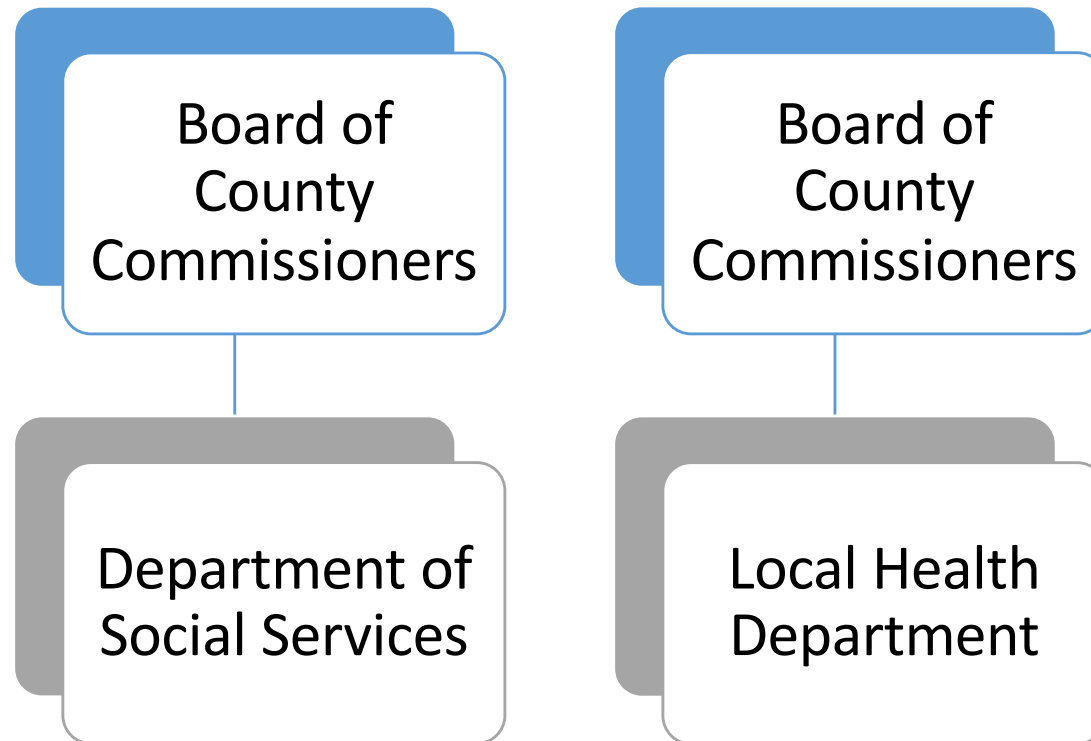
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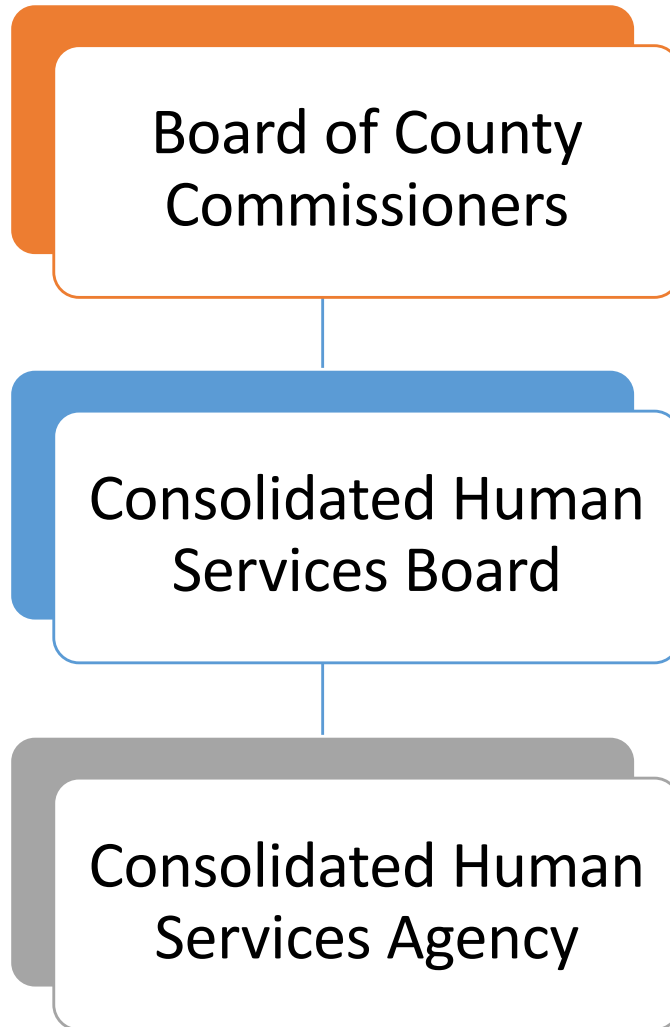
Option One



- Agencies not consolidated
- BOCC assumes powers & duties of board(s) after public hearing
- BOCC appoints dept. directors
- If public health affected, must appoint health advisory committee
- Employees subject to SHRA



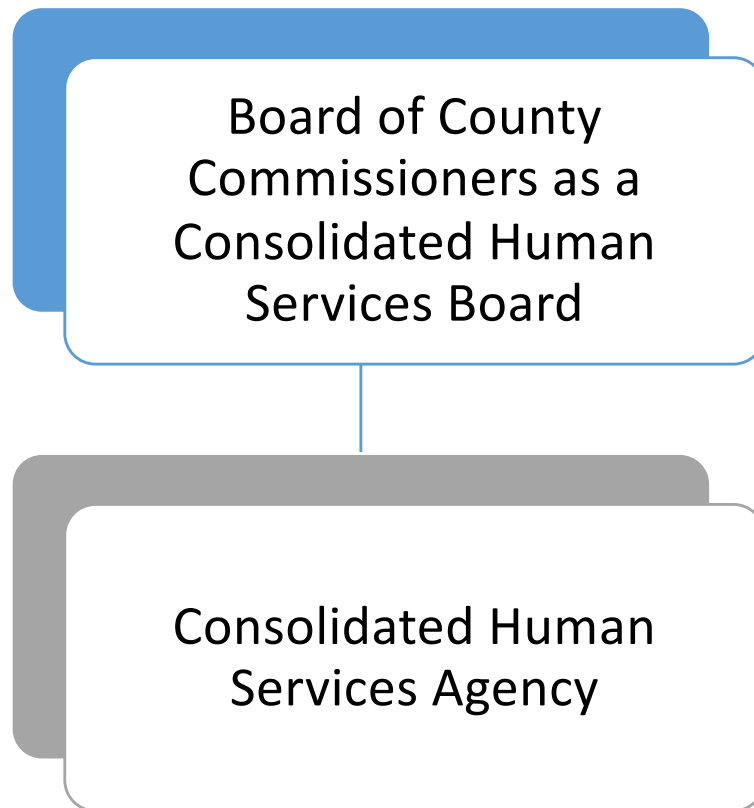
Option Two



- BOCC creates consolidated agency (CHSA) & appoints CHS board
- Manager appoints CHS director w/advice & consent of CHS board
- CHS director appoints person with health director qualifications
- SHRA optional



Option Three

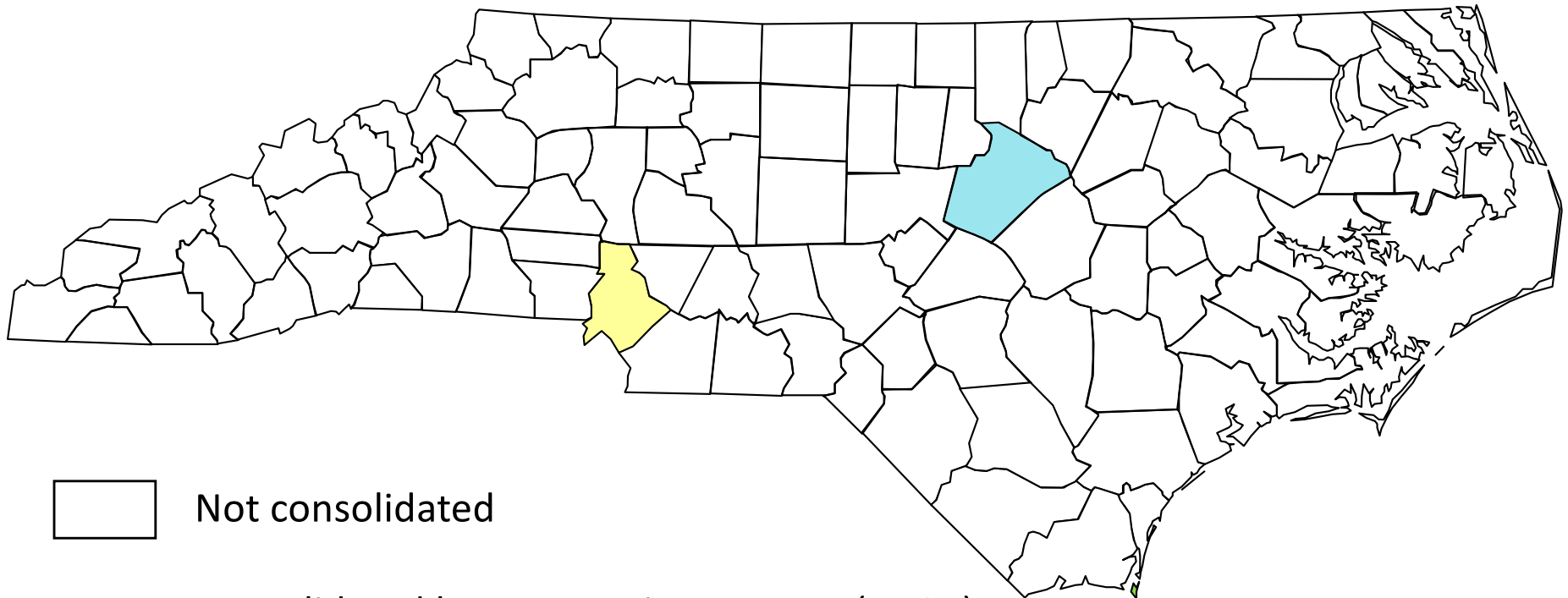


- BOCC creates CHSA & assumes powers & duties of CHS board after public hearing
- Manager appoints CHS director w/advice & consent of BOCC acting as CHS board
- CHS director appoints person with health director qualifications
- SHRA optional
- If agency includes PH, must appoint health advisory committee



PH and SS Organization and Governance

June 2012



Not consolidated



Consolidated human services agency (CHSA)
with a consolidated human services board (Wake)

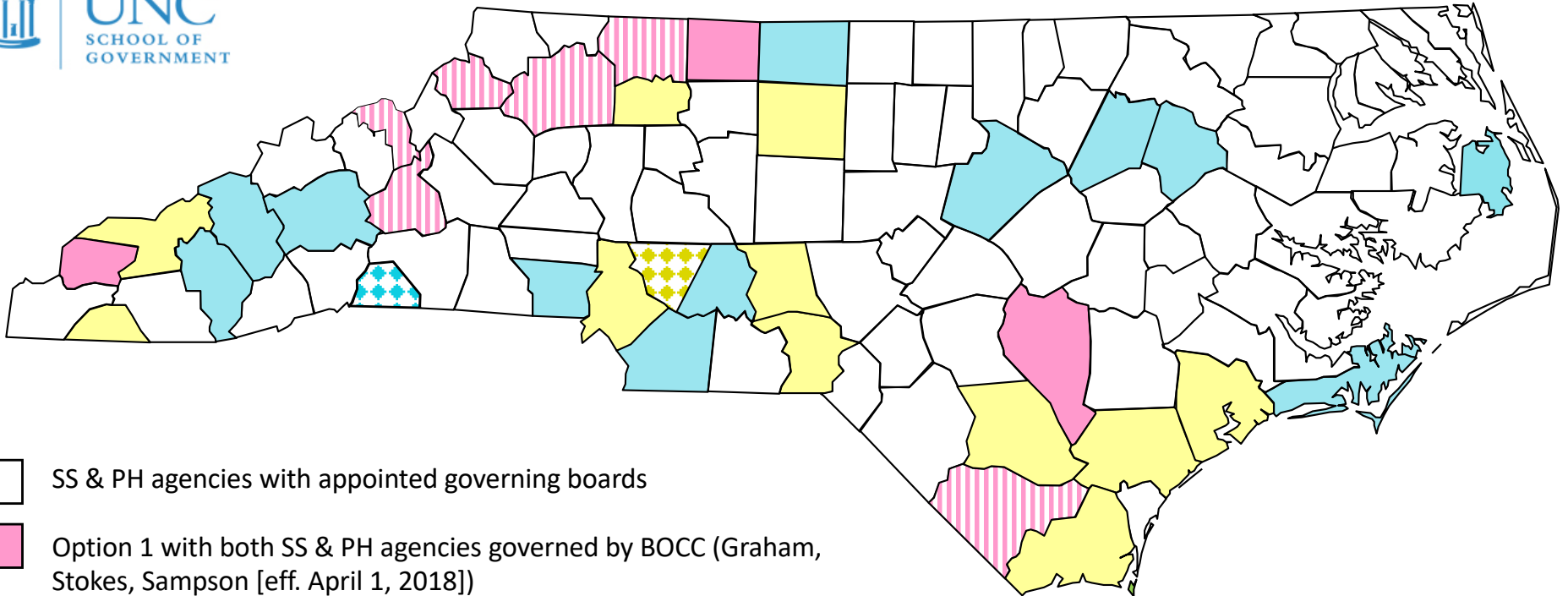


CHSA with BOCC as governing board (Mecklenburg)



PH and SS Organization and Governance

Resolutions as of February 1, 2018



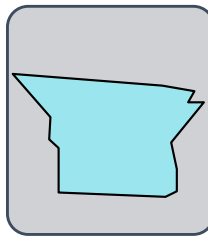
-  SS & PH agencies with appointed governing boards
-  Option 1 with both SS & PH agencies governed by BOCC (Graham, Stokes, Sampson [eff. April 1, 2018])
-  Option 1 with SS agency governed by BOCC, PH agency with appointed governing board (McDowell, Mitchell, Watauga, Wilkes, Surry, Columbus, Pitt)
-  Option 2 with consolidated HS agency including SS & PH, appointed CHS board (Jackson, Haywood, Buncombe, Gaston, Union, Stanly, Rockingham, Wake, Nash, Edgecombe, Carteret, Dare)
-  Option 2 with consolidated HS agency include SS and other human services but not PH, governed by appointed CHS board (Polk)
-  Option 3 with consolidated HS agency including SS & PH, governed by BOCC, health advisory committee (Clay, Swain, Yadkin, Mecklenburg [no advi. comm.], Guilford, Montgomery, Richmond, Bladen, Brunswick, Pender, Onslow)
-  Option 3 with consolidated HS agency including SS & other human services but not PH, governed by BOCC (Cabarrus)

	Agency	Board	Hire Agency Director	Personnel
DSS	Separate	Appointed; 3-5 mem.	Board hires	SHRA
PH	Separate	Appointed; 11 mem.	Board hires	SHRA
One	Separate	Elected*	BOCC hires	SHRA
Two	Consolidated (any combo of human services)	Appointed; up to 25 mem.	Manager hires with advice & consent of CHS board	SHRA Optional
Three	Consolidated (any combo of human services)	Elected*	Manager hires with advice & consent of BOCC	SHRA optional

* If public health affected, must appoint health advisory committee (except in Mecklenburg)

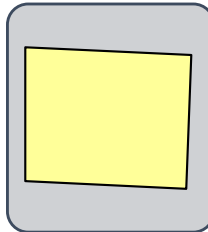
What goes in a CHSA?

- Law does not require any particular mix of human services
- May include:
 - Public health
 - Social services
 - Other county human services departments or programs



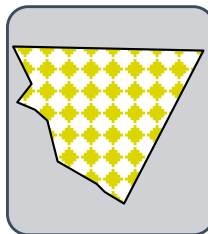
Gaston County

- Public Health, Social Services, Transportation, Aging, Youth Services, Child Advocacy Center, Battered Women's Shelter



Guilford County

- Public Health, Social Services, Transportation, County Veterans' Affairs

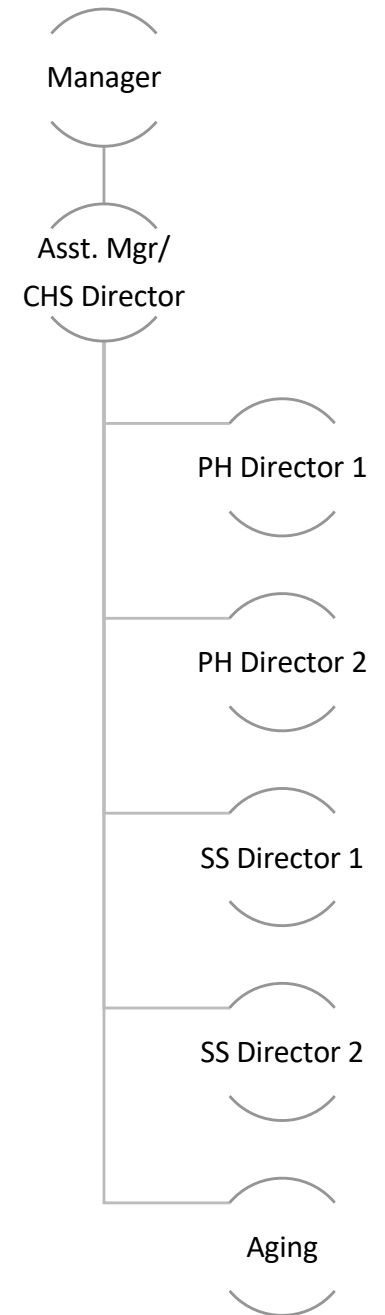
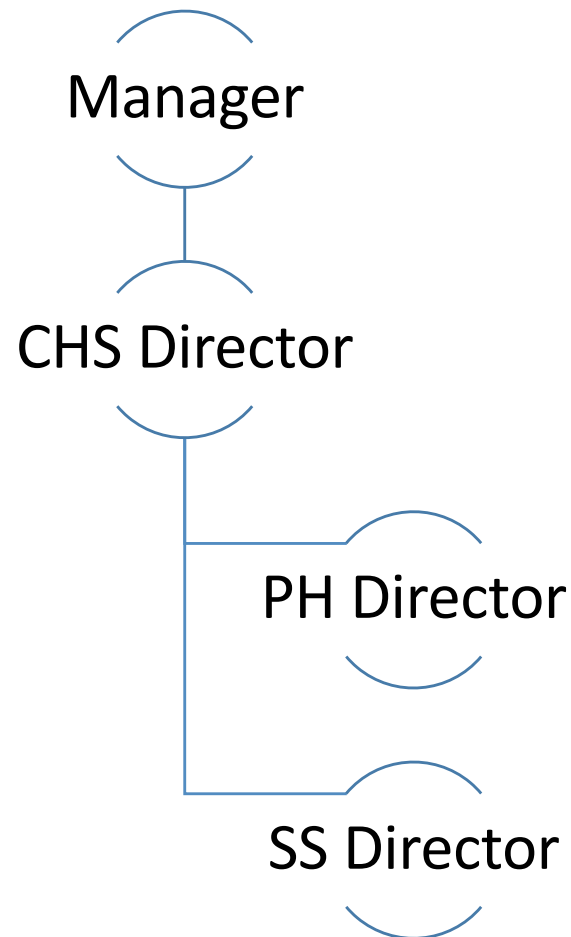
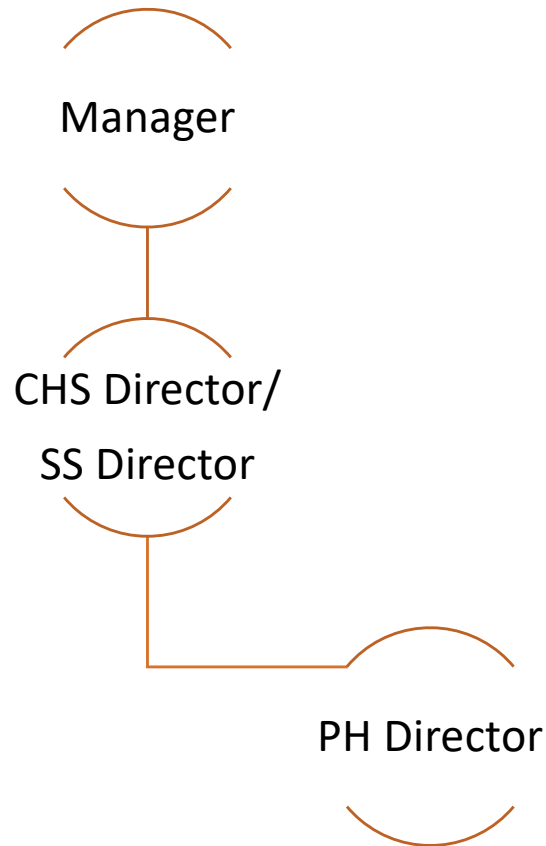


Cabarrus County

- Social Services, Aging, Transportation



CHS Organizations Vary



CHS Board

Membership

- County commissioner
- 4 consumers of human services
- Professionals: psychologist, pharmacist, engineer, dentist, optometrist, veterinarian, social worker, registered nurse, two physicians (one must be a psychiatrist)
- Up to 12 others

Powers and duties

- Assume all powers and duties of PH/SS boards, except hiring director
- Other powers and duties
 - Advise and consent to hiring/firing of director
 - Plan and recommend a budget
 - Assure compliance with state/federal laws
 - Recommend creation of human services programs
 - Perform public relations and advocacy functions



Board of Social Services

Membership

- Two members appointed by BOCC
- Two members appointed by NC Social Services Commission
- One member appointed by the other members

Powers and duties

- Consult with director in preparing agency budget
- Authority to inspect social services and public assistance records
- Authority to make some decisions related to Work First, Special Assistance, and services funded through the Social Services Block Grant
- Review suspected cases of fraud for some public assistance programs



Board of Health

Membership

- County commissioner
- Physician
- Dentist
- Optometrist
- Veterinarian
- Registered nurse
- Pharmacist
- Professional engineer
- Three members of general public

Powers and duties

- Make policy for local public health agency
- Adopt local public health rules
- Adjudicate disputes regarding local rules or locally imposed public health administrative penalties (fines)
- Impose local public health fees
- Satisfy state accreditation requirements for local boards of health



Commissioners as Board

Board of Commissioners

- Assumes legal powers and duties of board(s) that are abolished
- Appoints advisory committee(s)

Advisory Committees

- Required: Health advisory committee, same membership as appointed board of health
- Optional: Additional advisory committees, or expand health advisory committee to include broader HHS with additional members



If commissioners assume health board powers/duties, who must do what?

Board of Commissioners

- Adopt local public health rules
- Adjudicate disputes about local rules or local fines
- Non-delegable accreditation activities:
 - Be trained in service as a public health board
 - Assure the development, implementation, and evaluation of local health services and programs to protect or promote health
 - Participate in the establishment of public health goals & objectives
 - Assure the resources to implement the essential public health services prescribed in law

Advisory Committee

- Advise on public health matters
- Accreditation activities (if delegated by commissioners):
 - Review community health assessment data and citizen input to plan & monitor progress toward health goals; assure that community members have the opportunity to participate in developing goals
 - Communicate with governmental and private entities in support of public health funding and programs, and community health improvement
 - Advocate for public health in the community
 - Promote community-based public health partnerships



Lessons Learned

- Organizational structure
 - Flexibility, but still must comply with state and federal mandates
- Employees
 - Advance discussion about implications of change
 - Update HR policies/ordinance well in advance
 - Open legal question about transitioning career status employees
- Advisory committees
 - Define roles, including appropriate delegation
- Information sharing
 - Don't assume a components of a CHSA will be able to share information more freely than they could before consolidation
- Budget impact
 - Don't assume creating a CHSA will save money



If you decide to take action ...

- Public hearing with 30 days' notice
- Resolution clearly reflecting chosen action

Option 1

- BOCC assumes powers and duties of one or more boards
 - Specify which board(s)
- Don't need to state in resolution, but recognize:
 - No consolidated human services agency
 - No changes to personnel – employees stay under SHRA

Option 2

- BOCC creates CHSA with appointed CHS board
- Specify which departments/programs will be part of CHSA
- Board must be appointed from nominees presented by pre-consolidation boards
- Specify which personnel policies will apply to CHSA
 - If SHRA, say so
 - If county policies, prepare for change

Option 3

- BOCC creates CHSA and assumes powers and duties of CHS board
- Specify which departments/programs will be part of CHSA
- Specify which personnel policies will apply to CHSA
 - If SHRA, say so
 - If county policies, prepare for change



Questions?

- Jill Moore
 - 919.966.4442
 - moore@sog.unc.edu
- Aimee Wall
 - 919.843.4957
 - wall@sog.unc.edu
- CHSA Resources
 - <https://www.sog.unc.edu/resources/microsites/north-carolina-public-health-law/consolidated-human-services-agencies-chsas>

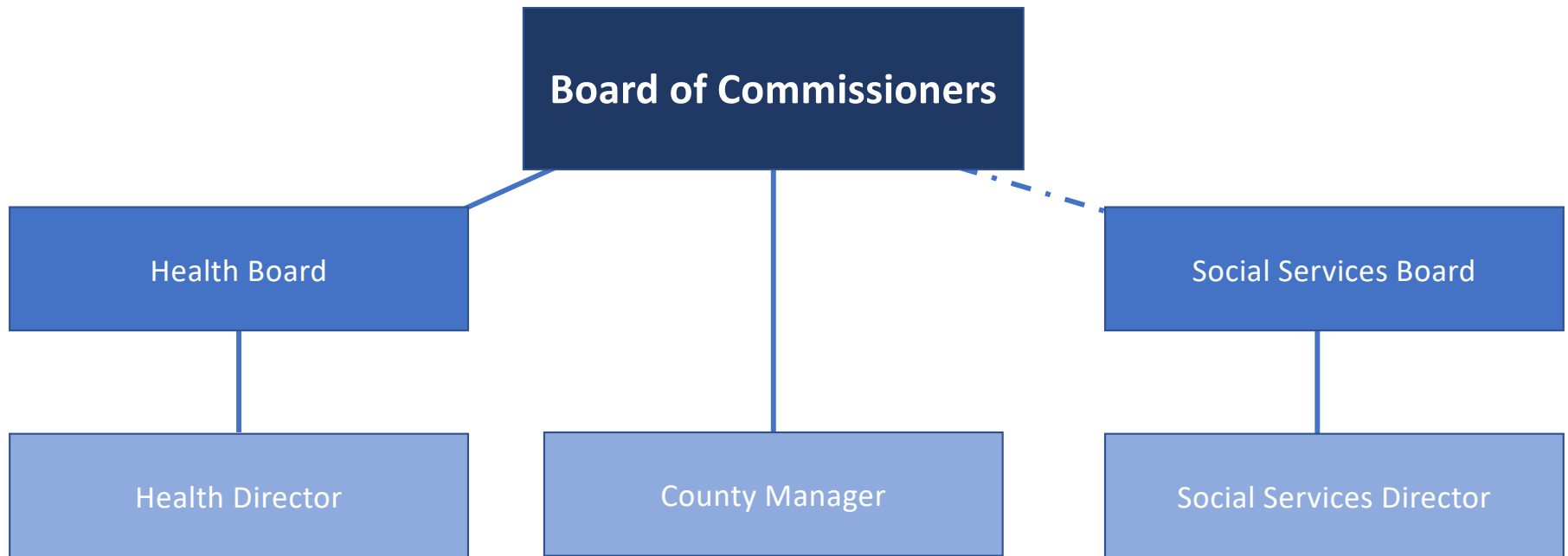


ROWAN COUNTY

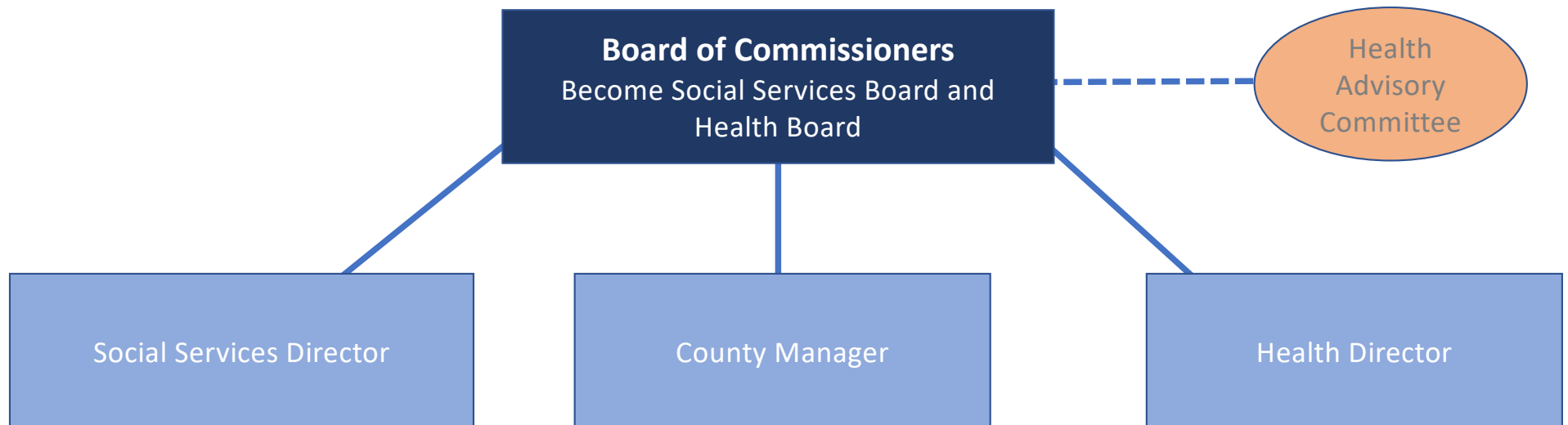
NORTH CAROLINA

Be an original.

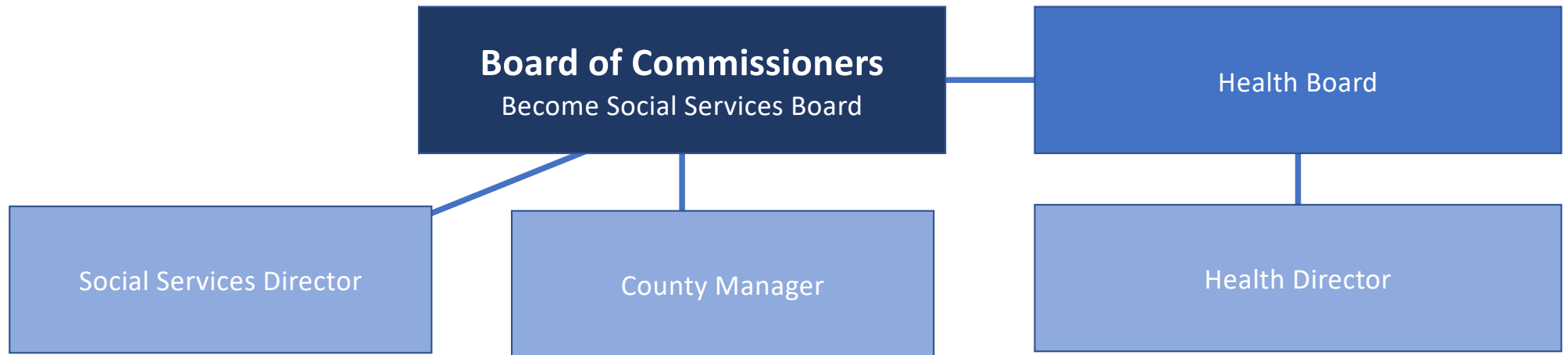
Current Governance



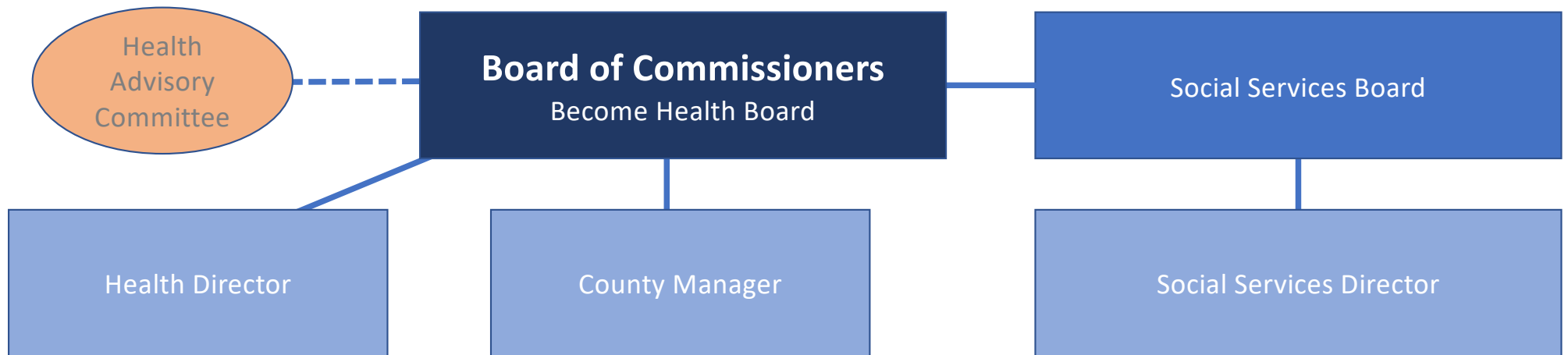
ROWAN COUNTY OPTION 1 – (A)



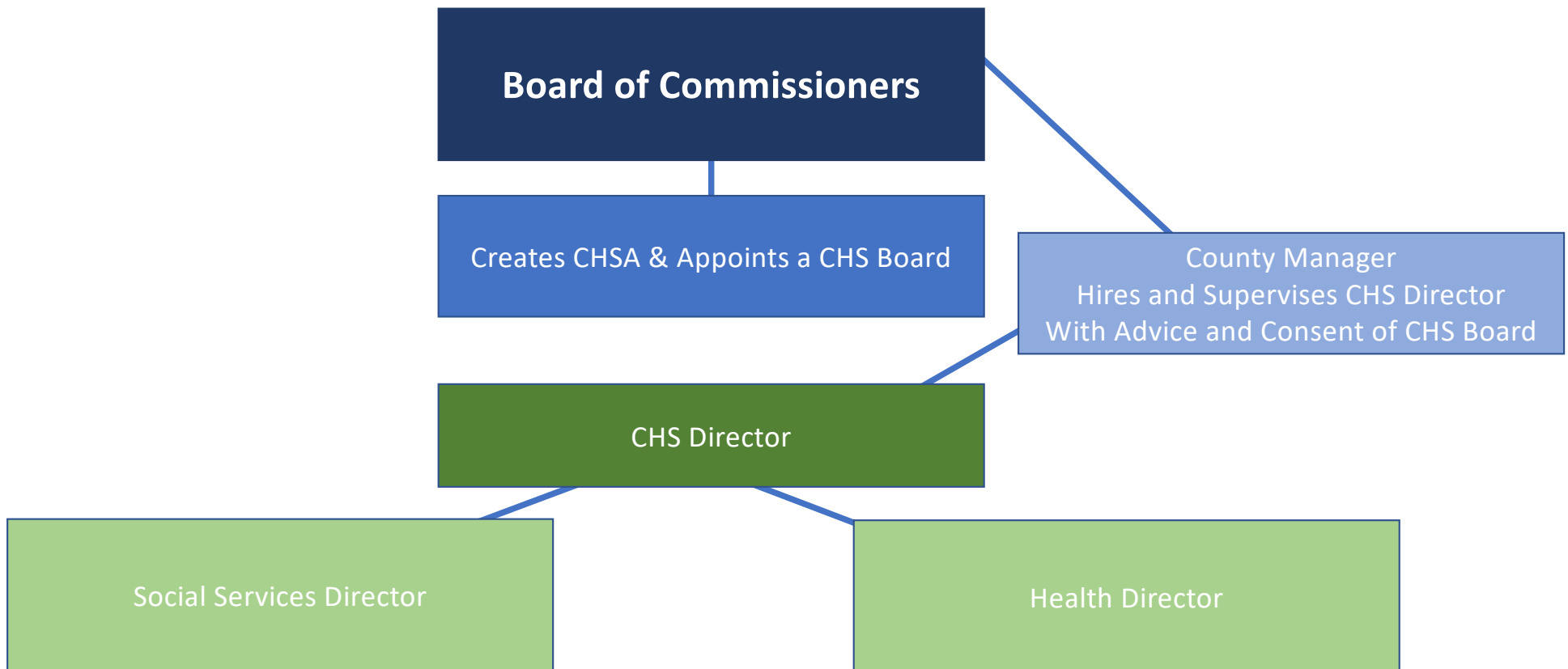
ROWAN COUNTY OPTION 1 – (B)



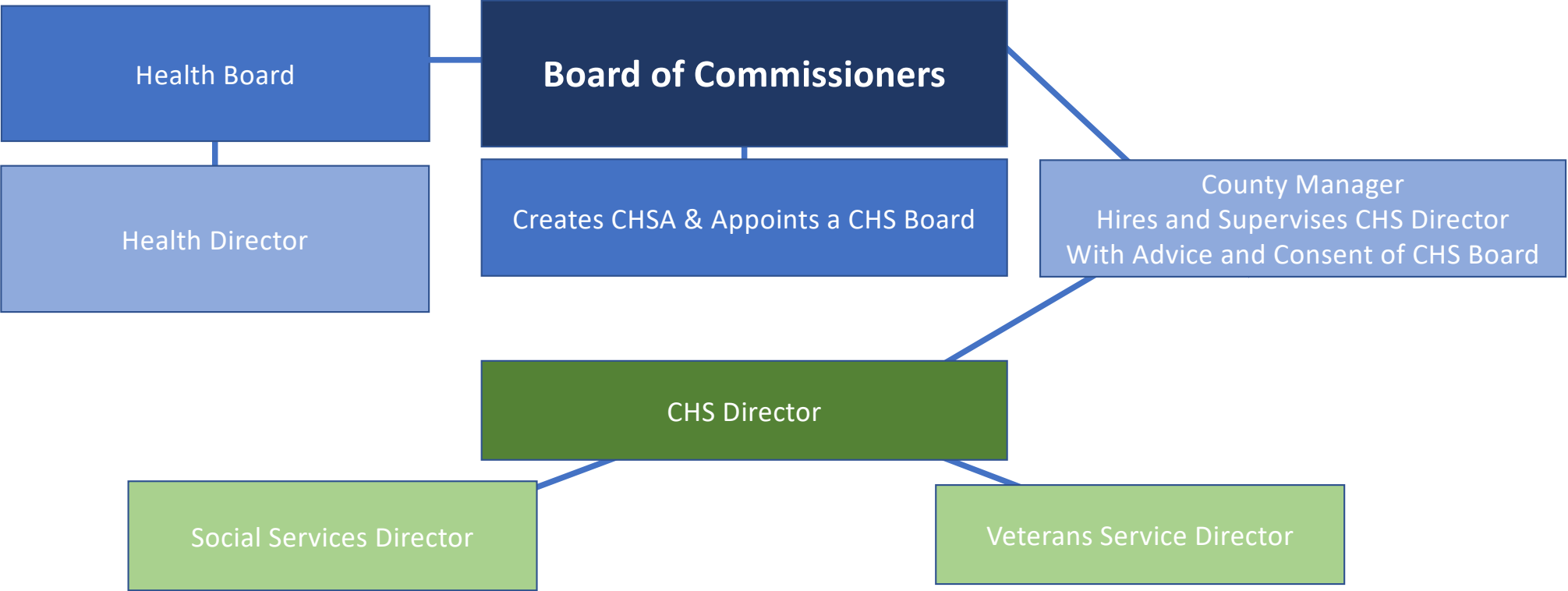
ROWAN COUNTY OPTION 1 – (C)



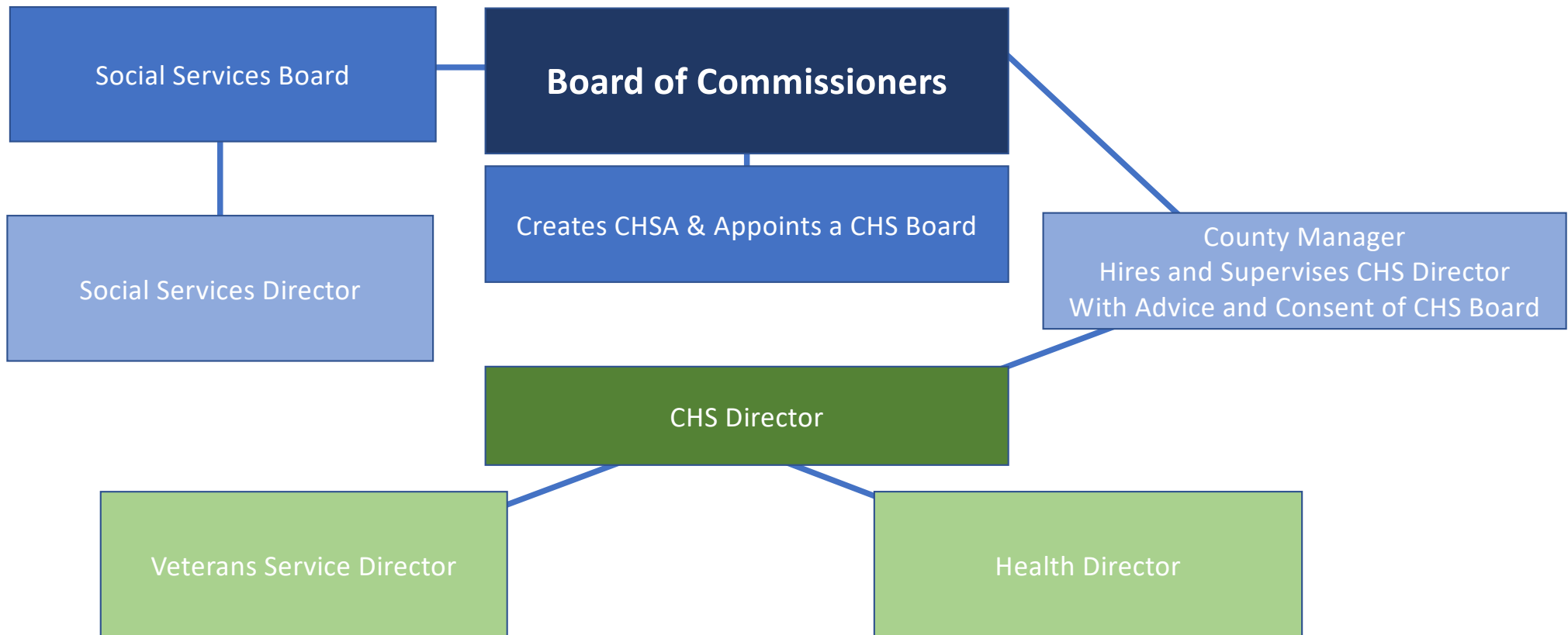
ROWAN COUNTY OPTION 2 – (A)



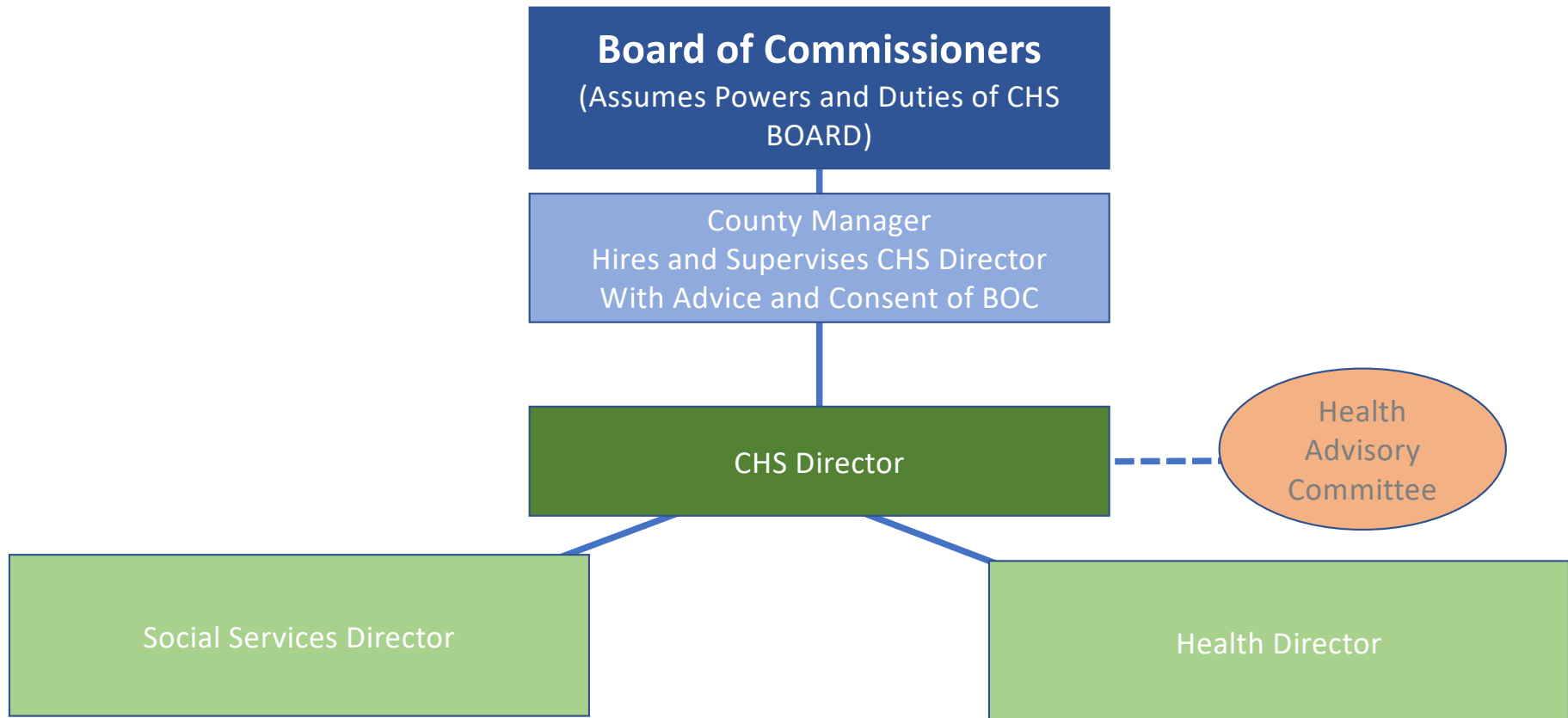
ROWAN COUNTY OPTION 2 – (B)



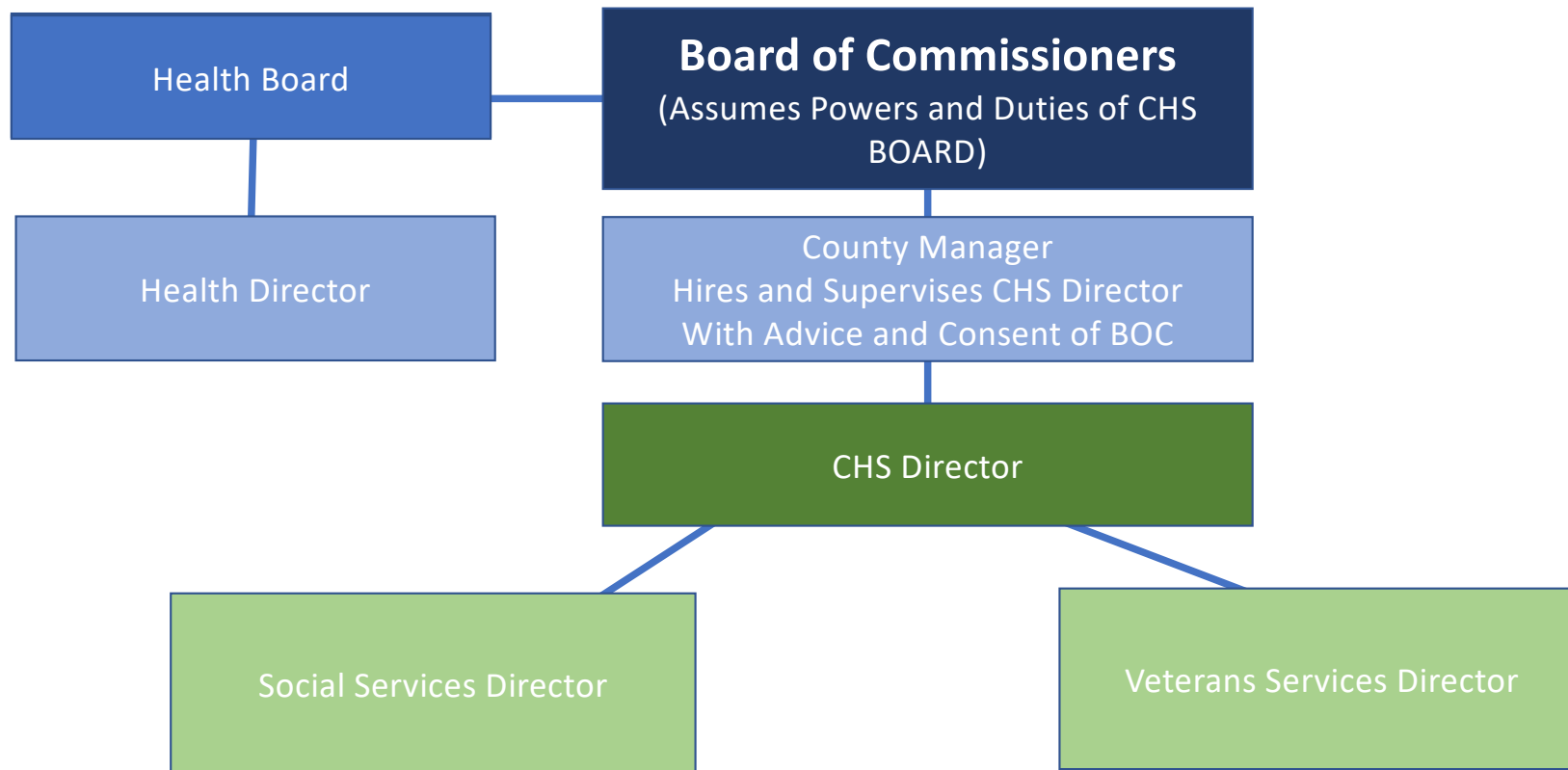
ROWAN COUNTY OPTION 2 – (C)



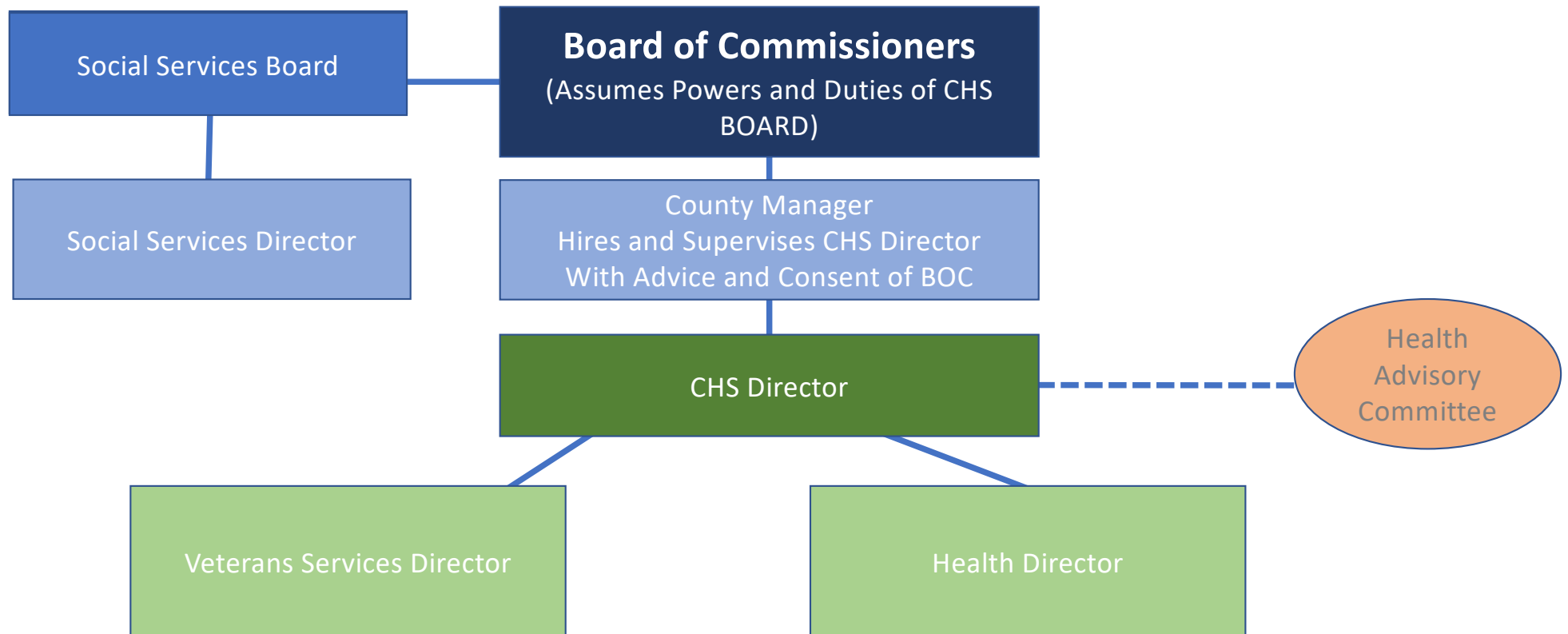
ROWAN COUNTY OPTION 3 – (A)



ROWAN COUNTY OPTION 3 – (B)



ROWAN COUNTY OPTION 3 – (C)



Other options

- Explore creating a district Health Department
- Explore a combined Public Health Authority with Cabarrus County

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Nina Oliver
DATE: 12/27/2020
SUBJECT: Environmental Health Bi-weekly Report

Enclosed is the bi-weekly Environmental Health data report. Current wait time is 3 weeks.

ATTACHMENTS:

Description	Upload Date	Type
EH Report	12/30/2020	Cover Memo

BI-WEEKLY ONSITE REPORTS

NUMBER OF INSPECTIONS

	Well Inspections Completed (W1,W3)	Well Permits Requested	Well Permits Waiting	Soil/Site Evaluations Completed (S1, S1E)	Soil/Site Evaluation Requested	Soil/Site Evaluations Waiting	IP's Completed (S3, S4, S4A, S5)	IP's Requested	IP's Waiting	Existing System Inspections Completed (S12, S13, S13D)	Existing System Inspections Waiting	Nitrite/Nitrate Samples Taken (W14)	Nitrite/Nitrate Applications Waiting	Pesticide Samples Taken (W14)
DATE RANGE														
Oct. 26 - Nov. 6	34	13	5	99	24	45*	29	22	45*	2	0	0	8*	0
Nov. 9 - Nov. 20	16	12	0	78	26	38	28	22	38	2	1	2	10*	0
Nov. 23-Dec. 4	13	11	1	64	19	37	21	19	37	1	0	2	10*	0
Dec. 7 - Dec. 18	15	13	0	62	24	16**	19	24	16**	0	2	5	10*	0
Total	78	49	6	303	93	136	97	87	136	5	3	9	38	0

*Soil/Site Evaluations Waiting does not include 3 applications that are to be getting a Soil Scientist to complete a SL 2018-114

**20 Soil/Site Evaluations were given to contracted Soil Scientist Firm

*Nitrite/Nitrate Applications Waiting are for well kits on new wells that include Nitrite/Nitrate sampling no specific applications have been made for Nitrite/Nitrate individually. Well Kits are part or any new well application, included in the price.

	ADDITION INSPECTOR REQUIREMENTS				ADDITIONAL INFO		
	Final Septic Inspections (S19)	Well Grouts (W2)	Complaints Visited (S25)	Complaints Waiting	Individual Applications (Soil Eval)	Builder Application (Soil Eval)	Backlog
DATE RANGE							
Oct. 26 - Nov. 6	20	23	6	28	21	3	4 weeks 4 days
Nov. 9 - Nov. 20	24	18	7	27	17	9	4 weeks 4 days
Nov. 23-Dec. 4	14	7	1	32	15	3	5 weeks 2 days
Dec. 7 - Dec. 18	15	10	16	23	14	10	4 weeks
Total	73	58	30	110	67	25	

	NUMBER OF SITE VISITS MADE EACH DAY (S1, S1E, S25, W1, W3, W4)				
	Inspector #1	Inspector #2	Inspector #3	Inspector #4	Inspector #5*
DATE					
October					
26	1	3	4	4	1
27	2	3	9	4	1
28	0	1	2	2	0
29	1	0	1	1	0
30	1	7	4	6	0
November					
2	2	3	6	8	0
3	2	5	3	7	0
4	1	1	3	5	0
5	1	8	1	4	0
6	3	5	2	5	0
Total	14	36	35	46	2
9	1	3	0	4	0
10	2	2	0	8	0
11 (Holiday)	0	0	0	0	0
12	0	4	0	0	0
13	2	6	0	4	0
16	2	2	0	6	1
17	1	3	0	4	0
18	1	7	0	9	0

	NUMBER OF PERMITS ISSUED EACH DAY (S3-S13D, S15, S17, S19, W6-12)				
	Inspector #1	Inspector #2	Inspector #3	Inspector #4	Inspector #5*
DATE					
October					
26	2	6	2	1	0
27	1	0	9	0	0
28	0	20	0	3	0
29	1	8	3	2	0
30	1	0	3	1	0
November					
2	1	3	4	0	0
3	0	5	5	1	0
4	2	12	2	5	0
5	1	2	2	2	0
6	1	3	3	5	0
Total	10	59	33	20	0
9	2	8	1	4	0
10	1	10	5	1	0
11 (Holiday)	0	9	5	0	0
12	1	4	6	14	0
13	3	2	4	0	0
16	0	4	0	0	0
17	1	3	0	5	0
18	0	5	0	0	0

19	1	5	0	5	1
20	1	5	0	8	1
Total	11	37	0	48	3
23	0	4	4	5	0
24	3	2	2	3	2
25	0	1	0	2	0
26 (Holiday)	0	0	0	0	0
27 (Holiday)	0	0	0	0	0
30	0	3	2	0	0
December					
1	0	4	3	7	0
2	0	3	1	2	0
3	0	1	1	6	0
4	1	6	1	6	0
Total	4	24	14	31	2
7	0	3	1	1	0
8	1	7	4	6	0
9	0	2	2	5	0
10	1	6	2	1	0
11	0	3	0	5	0
14	0	0	1	1	0
15	2	0	3	10	1
16	0	0	2	0	0
17	2	0	1	3	0
18	0	0	6	6	0
Total	6	21	22	38	1

19	0	8	0	3	0
20	2	2	0	3	2
Total	10	55	21	30	2
23	0	5	1	3	0
24	0	5	3	7	0
25	1	4	2	1	3
26 (Holiday)	0	0	0	0	0
27 (Holiday)	0	0	0	0	0
30	0	5	1	3	0
December					
1	0	0	1	0	0
2	5	1	2	7	0
3	0	3	2	0	0
4	2	2	2	0	0
Total	8	25	14	21	3
7	0	4	2	3	0
8	0	1	0	0	0
9	0	0	2	1	0
10	0	0	2	6	0
11	0	5	4	6	0
14	1	0	1	4	0
15	1	0	2	0	0
16	1	0	2	10	0
17	1	0	1	3	0
18	1	0	0	9	2
Total	5	10	16	42	2

*Inspector #5 time consists mainly of Administrative Duties

	NUMBER OF SOIL/SITE EVALUATIONS EACH DAY (S1, S1E)				
	Inspector #1	Inspector #2	Inspector #3	Inspector #4	Inspector #5 *
DATE					
October					
26	0	2	3	3	1
27	0	3	0	4	1
28	0	1	2	2	0
29	0	0	1	0	0
30	0	6	3	4	0
November					
2	0	2	6	8	0
3	0	4	3	7	0
4	0	1	3	4	0
5	0	8	0	4	0
6	0	5	1	7	0
Total	0	32	22	43	2
9	0	3	0	4	0
10	0	1	0	7	0
11 (Holiday)	0	0	0	0	0
12	0	2	0	0	0
13	0	4	0	3	0
16	0	2	0	6	1
17	0	3	0	4	0
18	0	2	0	9	0
19	0	5	0	5	1

	NUMBER OF HOURS WORKED EACH DAY				
	Inspector #1	Inspector #2	Inspector #3	Inspector #4	Inspector #5 *
DATE					
October					
26	8	8.5	8.5	8	9
27	8	8.5	8	9	9
28	8	8.5	8.5	8.5	9.5
29	8	8	8	8.5	9
30	8	9	8	9	6.5
November					
2	9.5	9	9	13	8.5
3	9	12.5	9.5	10.5	9
4	9	10	9.5	10.5	9.5
5	9.25	12	8.5	14	10
6	9.25	10	8.5	10	9
Total	86	96	86	101	89
9	9	11	8	10.5	8.5
10	9	9.5	8	10	10.75
11 (Holiday)	0	4.5	0	3	0
12	9	10	8	10.5	8
13	10	10	8	9.5	6.5
16	9	10	0	9	12
17	9	10	0	9.5	8.5
18	8.5	10	0	10.5	9.5
19	9	10	0	12	9.5

20	0	5	0	8	1
Total	0	27	0	46	3
23	0	4	3	4	0
24	0	2	2	3	1
25	0	1	0	1	0
26 (Holiday)	0	0	0	0	0
27 (Holiday)	0	0	0	0	0
30	0	1	2	0	0
December					
1	0	3	3	6	0
2	0	3	1	2	0
3	0	1	1	6	0
4	0	5	1	6	0
Total	0	20	13	28	1
7	0	3	1	1	0
8	0	1	3	6	0
9	0	0	2	3	0
10	0	6	2	1	0
11	0	0	0	4	0
14	0	0	1	1	0
15	0	0	1	7	1
16	0	0	0	0	0
17	0	0	1	3	0
18	0	0	6	5	0
Total	0	10	17	31	1

20	9.5	10	0	10	9.5
Total	82	95	32	94.5	82.75
23	9	10	8	10	8.5
24	9	10	8	6	8.5
25	8	8	8	8	8
26 (Holiday)	0	0	0	0	0
27 (Holiday)	0	0	0	0	3.25
29			2.5		
30	0	10	8.5	9.5	0
December					
1	0	10	9	10	0
2	9	10	9	11	0
3	9	10	9	10.5	0
4	10	10	9	10	0
Total	54	78	71	75	28.25
7	9	10	9	9	9.5
8	9	10	9	10	8.5
9	9	10	9	11	9
10	5	9	8	10	8.75
11	2.5	8.5	9	10	8.5
12			3		
13			2		
14	2.5	0	9	9.5	9
15	9	0	9	11	8.75
16	9	0	8	9	8.75
17	9	0	9	10.5	8.5
18	9	0	9	10	9
Total	73	47.5	93	100	88.25

FOOD & LODGING INSPECTION REPORT

BI-WEEKLY FOOD & LODGING REPORTS		
	Completed Inspections	Percent Completed
DATE RANGE		
Oct. 26 - Nov. 6	83	5.47
Nov. 9 - Nov. 20	25	1.44
Nov. 23-Dec. 4	15	0.88
Dec. 7 - Dec. 18	29	2.39
Total	152	10.18

INSPECTION PERCENTAGE		TOTAL INSPECTIONS
Quarterly Inspections Completed	Inspections to Date (Starting July 1)	Total Required Inspections
14.02 (J-S)		1667
	27.68	
	29.13	
	29.99	
	32.58	

*Completed Inspections include regular inspections, critical violation visits and follow up and verification visits.

*Total Inspections of 1667 does not include Critical Violation Visits, Critical Violation Follow Ups or Verification Visits which are required if a violation is found.

*Food Service Facilities are grouped into risk category's from 1-4. Category 1 facilities are inspected once per year, category 2 once per 6 months, category 3 once per 4 months and category 4 once per 3 months (quarter). Food service facilities include; restaurants, food stands, mobile food units, push carts, public and private school cafeterias, institutional food services, educational food services (colleges), elderly nutrition sites, commissaries, meat markets and limited food service establishments. In addition to inspection of food service facilities we also inspect; lodging facilities, school buildings, county jails, residential care facilities, tattoo artist and adult day cares once per year. Childcares, institutions (rest/nursing homes & hospitals), summer camps and resident camps are inspected once each 6 month period. Public swimming pools are either inspected 3 times a year for year around pools or 2 times per year for seasonal pools. Temporary Food

Establishments that operate in conjunction with events, festivals and middle/high school concession stands are inspected and issued permits as well.

Pesticide Applications Waiting
0
0
0
0
0

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: County Manager Aaron Church
DATE: December 14, 2020
SUBJECT: Public Water Supply Application for Chemical Booster Station

Authorize the Manager to sign the Application for Approval of Engineering Plans and Specifications for Water Supply Systems.

ATTACHMENTS:

Description	Upload Date	Type
Application	12/14/2020	Cover Memo

Application for Approval of Engineering Plans and Specifications For Water Supply Systems

Applicant	Design Engineer
Rowan County (Name of Board, Council or Owner – the Applicant)	Sara N. Gibson, P.E. (Name of Design Engineer of Record)
Aaron Church – Rowan County Manager (Name and Title of Authorized Official or Representative of the Applicant)	Hazen and Sawyer (Name of Engineering Firm)
130 West Innes Street (Mailing Address)	4011 WestChase Blvd., Suite 500, (Mailing Address)
Salisbury, NC 28144 (City, State & ZIP)	Raleigh, NC 27607 (City, State & ZIP)
704-216-8180 (Phone Number)	919-755-8652 (Phone Number)
704-216-8195 (FAX Number)	(FAX Number)
Aaron.Church@rowancountync.gov (Email address)	sgibson@hazenandsawyer.com (Email address)
(Signature of Authorized Official or Representative of the Applicant)	

Project Name: Northeast Rowan County Water System Chemical Booster Station
(Name of Project to appear on Public Water Supply Section records and tracking system)

Construction of a chemical booster station and injection manhole to improve lead levels in the Rowan County drinking water source.

(description of project)

1375 Long Ferry Road, Salisbury, NC 28146
(general location of project)

in Rowan County.

Date _____
(for DEQ use only)

Serial No. _____
(for DEQ use only)

Application for Approval of Engineering Plans and Specifications for Water Supply Systems

To: Division of Water Resources,
Department of Environmental Quality

The **Applicant** applies under and in full accord with the provision of NCGS 130A-317, and such other statutes and rules as relate to public water systems. The **Authorized Official** or **Representative** of the **Applicant** represents that he is authorized to act for the **Applicant**. The **Authorized Official** or **Representative** of the **Applicant** understands and agrees to the following:

1. The **Applicant** shall not award contracts or begin construction without first receiving "Authorization to Construct" from DEQ.
2. The **Applicant** shall make no change or deviation from the engineering plans and specifications approved by DEQ except as allowed by 15A NCAC 18C .0306 or with the written consent and approval of DEQ.
3. The **Applicant** shall obtain Final Approval in accordance with 15A NCAC 18C .0306 prior to placing the project (or any portion thereof) into service.
4. Digital (PDF) submittals are true image copy of the original sealed/signed documents.

An authorized representative of the **Public Water System** (not always the same as the **Applicant**) is to complete and sign the following WSMP section.

Status of Water System Management Plan (WSMP)

Check one of the following, and if applicable, provide the required information:

- ☐ The WSMP for the project, as defined in the attached engineering plans and specifications, has not been submitted.
- ☐ Three copies of the WSMP for the project, as defined in the attached engineering plans and specifications, are submitted with this application.
- ☒ The WSMP that includes this project, as defined in the attached engineering plans and specifications, was previously submitted.

Provide the following:

Public Water System Name: Northeast Rowan County Water System

Owner Name: Rowan County

Water System No.: NC 20-80-082

Serial Number of Deemed Complete WSMP: 17-00695

By my signature below, I certify that the previously submitted WSMP contains the information required by 15A NCAC 18C .0307(c) for the project defined in the attached engineering plans and specifications.

Aaron Church

(Type or print name of authorized representative of Public Water System)

Rowan County Manager

(Title of authorized representative of Public Water System)

(Signature of authorized representative of Public Water System)

(Date)

Application for Approval of Engineering Plans and Specifications for Water Supply Systems

In accordance with NCGS 130A-328, the Public Water Supply Section charges a fee for plan review. **Any documents submitted for review must be accompanied by a check payable to DEQ-Public Water Supply Section before the review will begin.**

There is a \$25 fee for returned checks.

The charges for review of plans are shown below. Check one of the following.

Distribution System fees

- | | | |
|-------------------------------------|---|--------------|
| ☐ | Construction of water lines, less than 5000 linear feet | \$150 |
| ☐ | Construction of water lines, 5000 linear feet or more | \$200 |
| ☒ | Other construction or alteration to a distribution system | \$ 75 |

Ground Water System fees

- | | | |
|--------------------------|--|--------------|
| ☐ | Construction of a new ground water system or adding a new well | \$200 |
| ☐ | Alteration to an existing ground water system | \$100 |

Surface water system fees

- | | | |
|--------------------------|---|--------------|
| ☐ | Construction of a new surface water intake or treatment facility | \$250 |
| ☐ | Alteration to existing surface water intake or treatment facility | \$150 |

Other fees

- | | | |
|--------------------------|--|--------------|
| ☐ | Water System Management Plan review | \$ 75 |
| ☐ | Miscellaneous changes or maintenance not covered above | \$ 50 |

Notes:

1. Projects for Tank Rehabilitation use separate "Application for Water Tank Reconditioning Plan Approval."
2. The fee is not refundable if the plans are not approved.
3. Revisions to plans to address the Public Water Supply Section's or other state agency's comments do not incur an additional fee.
4. If one set of plans has multiple related items (such as a new well with construction of water lines) only one fee must be submitted for highest price item. The amounts are not cumulative, except for fees for Water System Management Plans.
5. **If the appropriate plan review fee is not received within ten days after the receipt of plans, specifications, and reports for approval, then all plan documents will be recycled. A new set of documents must then be submitted with the appropriate fee for approval.**

This approval does not address all applicable laws, rules, standards and criteria, and other approvals and licenses that may be required by the local, state or federal government.

The Public Water Supply Section has stamped and sealed the official copies of plans and specifications accompanying this application with the serial number of this application _____. Any erasures, additions or alterations of the proposed improvements except those permitted in 15A NCAC 18C .0306 make this approval null and void.

This approval does not constitute a warranty of the design, construction or future operation of the water system.

Signed: _____
Robert W. Midgette, P.E.
Chief, Public Water Supply Section
Division of Water Resources

Application for Approval of Engineering Plans and Specifications for Water Supply Systems

Other Information and Checklist Page

- ☒ Attached is a check for the proper plan review fee amount, in accordance with NCGS 130A-328. See note 4 on page 3.
-

This-submittal includes one paper original with two digital (PDF) CDs of the following items, each item in separate folders:

- ☒ This completed “*Application for Approval of Engineering Plans and Specifications for Water Supply Systems*”
- ☒ The sealed plan drawings, separate file in PDF format for each drawing. Cover sheet must include drawings index;
- ☒ The project-specific Engineering Report (ER) describing the scope and purpose of the project and addressing each of the items listed in 15A NCAC 18C .0307(b), including the design basis of the project. [15A NCAC 18C .0307(b) (12)];
- ☒ Specifications for this project; **OR**
- ☐ The project will use the following system’s previously approved standard specifications for waterline extensions:

Name of System: _____

Serial Number: _____

The Serial Numbers for previously approved standard specifications can be found at the following website:

<http://www.ncwater.org/?page=424>

One of the following:

- ☐ Attached is a letter signed by an authorized representative of the Public Water System agreeing to serve the project and stating that the system has adequate supply;

OR

- ☒ The **Applicant** is the Public Water System.
-

If the project has sought funding (for example, DWSRF loan) list the program and (if available) the application or funding number below:

Program Name	Application or Funding Number, if available

Yes No

- ☐ ☒ Project will be completed with significant expenditure of state moneys, greater than ten million dollars (\$10,000,000) in accordance with G.S. 113A-9 (7a).
- ☐ ☒ Project will cause substantial, permanent land-disturbing activity of an area greater than 10 acres of public lands in accordance with G.S. 113A-9 (11).

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Valerie Steele, Airport & Transit Director
DATE: 12/22/2020
SUBJECT: Award Bid for Construction Phase NC DOA Grant 36244.56.10.1 for Glideslope Replacement

The Glideslope Replacement project was approved and the grant awarded in 2018. The design phase, including billing, is complete.

The bid process for the Glideslope Replacement construction phase was completed December 15, 2020. J.D. Goodrum was the sole bid received. The base bid came in above the remaining funds for the project. Removing the paved access road from the contract will ensure that additional funding should not be required.

The recommendation is to award the bid to J.D. Goodrum, approve the contract modification to the base bid and authorize the County Manager to enter into the contract as presented not to exceed the amount of \$491,001.28.

ATTACHMENTS:

Description	Upload Date	Type
J.D. Goodrum Proposal for Glideslope Replacement Construction Phase	12/22/2020	Exhibit
J.D. Goodrum Contract for Glideslope Replacement Construction Phase	12/22/2020	Exhibit
Glideslope Replacement Presentation	12/22/2020	Presentation

FORM OF BID BOND

KNOW ALL MEN BY THESE PRESENTS THAT _____

J.D. Goodrum Co., Inc. as
principal, and Fidelity and Deposit Company of Maryland, as surety, who is
duly licensed to act as surety in North Carolina, are held and firmly bound unto
County of Rowan Mid-Carolina Airport as obligee,
in the penal sum of Five Percent of Amount Bid 5% DOLLARS, lawful money of
the United States of America, for the payment of which, well and truly to be made, we bind
ourselves, our heirs, executors, administrators, successors and assigns, jointly and
severally, firmly by these presents.

Signed, sealed and dated this 15th day of December, 2020

WHEREAS, the said principal is herewith submitting proposal for

Mid-Carolina Airport Runway 20 Glideslope
and the principal desires to file this bid bond in lieu of making the cash deposit as required
by G.S. 143-129.

NOW, THEREFORE, THE CONDITION OF THE ABOVE OBLIGATION is such, that
if the principal shall be awarded the contract for which the bid is submitted and shall
execute the contract and give bond for the faithful performance thereof within ten days after
the award of same to the principal, then this obligation shall be null and void; but if the
principal fails to so execute such contract and give performance bond as required by G.S.
143-129, the surety shall, upon demand, forthwith pay to the obligee the amount set forth in
the first paragraph hereof. Provided further, that the bid may be withdrawn as provided by
G.S. 143-129.1

J.D. Goodrum Co., Inc. (SEAL)

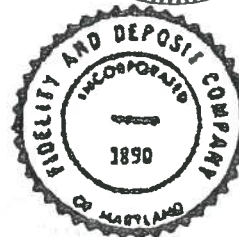
By: [Signature] (SEAL)

(SEAL)

Fidelity and Deposit Company of Maryland (SEAL)

By: [Signature] (SEAL)

Wendy E Lahm, Attorney-in-Fact



Bond Number Bid Bond

Obligee County of Rowan Mid-Carolina Airport

**ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY**

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by **Robert D. Murray, Vice President**, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint Wendy E Lahm, its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: **any and all bonds and undertakings**, and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland., and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland., in their own proper persons.

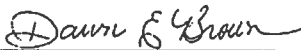
The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND, this 19th day of June, A.D. 2019.

ATTEST:
ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND



By: Robert D. Murray
Vice President



By: Dawn E. Brown
Secretary



State of Maryland
County of Baltimore

On this 19th day of June, A.D. 2019, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, **Robert D. Murray, Vice President and Dawn E. Brown, Secretary** of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, depose and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.



Constance A. Dunn

Constance A. Dunn, Notary Public
My Commission Expires: July 9, 2023

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify or revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Vice President of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies, this 15th day of December, 2020.



Brian M. Hodges, Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056
www.reportsfclaims@zurichna.com
800-626-4577

PROPOSAL REQUIREMENTS AND CONDITIONS

PROPOSAL

RUNWAY 20 GLIDESLOPE REPLACEMENT

MID-CAROLINA REGIONAL AIRPORT

DATE: December 15, 2020

In compliance with the Notice to Bidders, the undersigned hereby proposes to furnish the materials and perform the work for completion of all items, listed below in strict accordance with the Notice to Bidders, Plans, and General Provisions, Special Provisions of the Specifications, and all contract documents for the consideration of the price quoted in the following items and agrees, upon receipt of written notice of the acceptance of this Proposal, that within ninety (90) days after the date of the opening of the Proposals, that it will execute a contract in accordance with the Proposal as accepted, and give the required Performance and Payment Bond with good and sufficient surety or sureties, within fifteen (15) days after receipt of notice of formal award of contract and presentation of the prescribed forms.

The Contractor's attention is directed to the requirements of the Disadvantaged Business Enterprise Program and the Equal Employment Opportunity Requirements (attached), **which must be submitted with the Proposal.** Wages not less than the minimum rates of wages, as predetermined for this project by the Secretary of Labor, shall be used in the preparation of this Proposal. Subcontract requirements to obtain the goals of 0.0 percent (0.0%) MBE (Minority Business Enterprise) and 0.0 percent (0.0%) WBE (Woman Business Enterprise) participation have been established for this contract. The Bidder shall complete and submit, with the Proposal, required information (see "Minority Business Enterprise and Women Business Enterprise" specification section) describing actions taken in order to achieve such goals and understands that meeting or exceeding the stated goals is a condition for being awarded this contract. **Failure to submit the above information with the Proposal will be grounds for rejection of the Proposal.**

Contract award will be made on the basis of the lowest responsive qualified bidder for the base bid. The County of Rowan reserves the right to reject any and all bids and to waive any and all technical defects in the execution and submission of any bid.

The undersigned agrees that, if awarded the contract(s), it will commence work not later than the date set by the ENGINEER in the Notice(s) to Proceed, and that it will complete the work within the time specified above and in accordance with the Specifications. It is

understood that all workmanship and materials under all items of work are guaranteed for one year from the date of final acceptance, unless otherwise specified.

It is understood that the quantities of work to be done are approximate only and are intended principally to serve as a guide in evaluating Proposals.

The bidder shall complete all line items and total amount of Bid. Failure to submit prices and amount for each item shall be cause for rejection of Bid.

ELECTRONIC BID FORM
RUNWAY 20 GLIDESLOPE REPLACEMENT
MID-CAROLINA REGIONAL AIRPORT
TBE PROJECT NO. 3708-1801
12/3/2020

BASE BID

NO.	SPEC.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED TOTAL
1	C-105	MOBILIZATION	1	LS	\$96,965.05	\$96,965.05
2	C-102	TEMPORARY SILT FENCE	540	LF	\$3.94	\$2,127.60
3	C-102	TEMPORARY CONSTRUCTION ENTRANCE	1	EA	\$3,939.00	\$3,939.00
4	P-152	UNCLASSIFIED EXCAVATION	300	CY	\$70.90	\$21,270.00
5	P-152	UNSUITABLE EXCAVATION	250	CY	\$99.79	\$24,947.50
6	RPS	DEMOLISH EXISTING GLIDESLOPE SHELTER AND FOUNDATIONS (COMPLETE)	1	EA	\$3,939.00	\$3,939.00
7	P-209	CRUSHED AGGREGATE BASE COURSE	180	CY	\$147.06	\$26,470.80
8	PMBP	BITUMINOUS CONCRETE INTERMEDIATE COURSE, TYPE I-19.0B	110	TN	\$278.36	\$30,619.60
9	PMBP	BITUMINOUS CONCRETE SURFACE COURSE, TYPE S-9.5B	70	TN	\$286.89	\$20,082.30
10	P-603	BITUMINOUS TACK COAT	75	GAL	\$8.21	\$615.75
11	P-602	BITUMINOUS PRIME COAT	220	GAL	\$50.63	\$11,138.60
12	N-100	INSTALLATION OF NEW GS SHELTER AND ALL ELECTRONICS WITH SHELTER FOUNDATION	1	LS	\$348,579.18	\$348,579.18
13	T-901	SEEDING	2	AC	\$3,282.50	\$6,565.00
14	T-908	MULCHING	2	AC	\$1,969.50	\$3,939.00
BASE BID TOTAL:						\$601,198.38

ADDITIVE ALTERNATE BID 1

NO.	SPEC.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED TOTAL
15	P-152	UNSUITABLE EXCAVATION	30	CY	\$45.96	\$1,378.80
16	P-610	8" CONCRETE PILE CAP	110	SY	\$164.13	\$18,054.30
17	L-105	DEMOLITION OF EXISTING CONCRETE AND STONE FOUNDATIONS	3	EA	\$3,939.00	\$11,817.00
18	L-105	DEMOLITION OF EXISTING END-FIRE GLIDESLOPE ANTENNA AND HARDWARE	1	LS	\$3,282.50	\$3,282.50
19	L-108	CABLE TRENCH	110	LF	\$31.51	\$3,466.10
20	L-108	#6, BARE COPPER COUNTERPOISE, INSTALLED IN TRENCH, DUCTBANK OR CONDUIT	110	LF	\$31.51	\$3,466.10
21	L-108	7/8" AIR DIELECTRIC RF CABLE, INSTALLED IN TRENCH, DUCTBANK OR CONDUIT	110	LF	\$169.38	\$18,631.80
22	L-110	2" PVC, SCHEDULE 40 CONDUIT	110	LF	\$49.24	\$5,416.40
23	N-100	INSTALLATION OF NEW CAT I END-FIRE GLIDESLOPE ANTENNA, COMPLETE	1	LS	\$700,991.01	\$700,991.01
ALTERNATE BID 1 TOTAL:						\$766,504.01

ADDITIVE ALTERNATE BID 2

NO.	SPEC.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED TOTAL
24	RPS	REMOVE EXISTING CABLE AND CONDUIT	1,340	LF	\$2.63	\$3,524.20
25	RPS	REMOVE EXISTING HANDHOLE	20	EA	\$196.95	\$3,939.00
26	L-108	CABLE TRENCH	1,340	LF	\$2.63	\$3,524.20
27	L-108	#6, BARE COPPER COUNTERPOISE, INSTALLED IN TRENCH, DUCTBANK OR CONDUIT	1,340	LF	\$2.63	\$3,524.20
28	L-108	#12-3UF POWER CABLE, INSTALLED IN TRENCH, DUCTBANK OR CONDUIT	840	LF	\$5.25	\$4,410.00
29	L-108	7/8" AIR DIELECTRIC RF CABLE, INSTALLED IN TRENCH, DUCTBANK OR CONDUIT	2,950	LF	\$28.56	\$84,252.00
30	L-110	2" PVC, SCHEDULE 40 CONDUIT	1,590	LF	\$7.22	\$11,479.80
31	L-110	4" PVC, SCHEDULE 40 CONDUIT	600	LF	\$13.13	\$7,878.00
32	L-115	ELECTRICAL HANDHOLE	18	EA	\$10,943.86	\$196,989.48
ALTERNATE BID 2 TOTAL:						\$319,520.88

*Enter this amount on page PRO-7.

CONTRACTOR COMPANY NAME:

 12.15.20

JD Goodrum

BID SUMMARY

TOTAL BASE BID	\$ 601,198.38
TOTAL ADDITIVE ALTERNATE BID 1	\$ 766,504.01
TOTAL ADDITIVE ALTERNATE BID 2	\$ 319,520.88

CONTRACT TIME

BASE BID	14 CALENDAR DAYS
ADDITIVE ALTERNATE BID 1	14 CALENDAR DAYS
ADDITIVE ALTERNATE BID 2	7 CALENDAR DAYS

LIQUIDATED DAMAGES

BASE BID	\$1,500.00 PER CALENDAR DAY
ADDITIVE ALTERNATE BID 1	\$1,500.00 PER CALENDAR DAY
ADDITIVE ALTERNATE BID 2	\$1,500.00 PER CALENDAR DAY

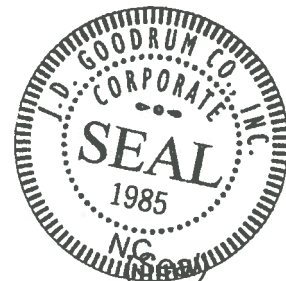
Enclosed is security in the amount of 5% of the total base bid, consisting of (Cash, Certified Check, or Bid Bond) Bid Bond payable to the County of Rowan.

J.D. Goodrum Company, Inc.
Name of Bidder

BY: [Signature]
(Signature)

Jamie Yoxtheimer
(Name and Title of Signing Official)

Contractor's License No. 19284



Spare Parts List

MK20A Spares Detail

1	119918-0002	EE Extender Board
1	120291-0002	CCA, Control Panel Subsystem
1	120293-0001	CCA, DC-DC Converter
1	120321-0001	CCA, Transient Suppressor
1	120494-0004	CCA, Monitor
1	120497-0001	CCA, Audio Generator
1	120498-0001	CCA, Interface
1	120501-0007	CCA, LCSU
1	120502-0003	CCA, RMMC
1	120507-0001	Integral Detector Assembly
1	120509-0003	AC-DC Converter Assembly
1	120496-0003	CCA, Dir Digital Synthesizer, Dual
1	014C02-0018	Cartridge Fuse
1	014C02-0016	Cartridge Fuse
1	014C02-0017	Fuse
1	014C02-0003	Cartridge Fuse
1	014C02-0019	Cartridge Fuse
1	120504-0001	CCA, GS MOD/PA Assembly

Acknowledgement of Receipt of Addendum

Addendum No. #1 Date 11.25.20 Initial JS

Addendum No. #2 Date 11.30.20 Initial JS

Addendum No. #3 Date 12.02.20 Initial JS

Addendum No. #4 Date 12.04.20 Initial JS

For Corporation, provide Name and Post Office Address for the President, Secretary, and Treasurer.

President

Name Jamie Yoxtheimer

Address 18339-F Old Statesville Rd
Cornelius, NC 28031

Secretary

Name Jennifer Yoxtheimer

Address 18339-F Old Statesville Rd
Cornelius, NC 28031

Treasurer

Name Jessica Adamczak

Address 18339- F Old Statesville Rd
Cornelius, NC 28031

For Partnership provide Name and Address for each Partner:

Name _____

Address _____

Name _____

Address _____

Name _____

Address _____

Name _____

Address _____

Individual, provide Name and Post Office Address:

Name _____

Address _____

Note: Failure to complete blank spaces may be grounds for rejecting bid.

PREQUALIFICATION CERTIFICATION

The bidder certifies that he, as well as all subcontractors to be used on this project, is prequalified with the North Carolina Department of Transportation (NCDOT) and is on the current "prequalified bidder's list" published by the NCDOT.

NAME OF BIDDER: J.D. Goodrum Company, Inc.

SIGNATURE: 

NAME: Jamie Yoxtheimer

TITLE: President

DATE: December 15, 2020

PERFORMANCE OF WORK BY SUBCONTRACTORS (BASE BID)

The Bidder hereby states that he proposes, if awarded the Contract, to use the following Subcontractors on this project. List below all proposed Subcontractors and trade specialties. (List only one (1) Subcontractor for each item.) The Bidder shall obtain prior written permission of the Owner should he choose to add or substitute other Subcontractor(s) not shown herein.

<u>Items</u>	<u>Subcontractors</u>	<u>Amount</u>
<u>SouthEast Site Services</u>	<u>Electric</u>	<u>\$11,000.00</u>
<u> </u>	<u> </u>	<u> </u>
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TOTAL DOLLAR AMOUNT FOR SUBCONTRACTORS: \$ \$11,000.00

PERCENT OF TOTAL BID ANTICIPATED TO BE SUBCONTRACTED: 2 %

Certificate of Buy American Compliance for Manufactured Products

As a matter of bid responsiveness, the bidder or offeror must complete, sign, date, and submit this certification statement with their proposal. The bidder or offeror must indicate how they intend to comply with 49 USC § 50101 by selecting one on the following certification statements. These statements are mutually exclusive. Bidder must select one or the other (not both) by inserting a checkmark (✓) or the letter "X".

- ☒ Bidder or offeror hereby certifies that it will comply with 49 USC § 50101 by:
- a) Only installing steel and manufactured products produced in the United States, or;
 - b) Installing manufactured products for which the FAA has issued a waiver as indicated by inclusion on the current FAA Nationwide Buy American Waivers Issued listing, or;
 - c) Installing products listed as an Excepted Article, Material or Supply in Federal Acquisition Regulation Subpart 25.108.

By selecting this certification statement, the bidder or offeror agrees:

- 1. To provide to the Owner evidence that documents the source and origin of the steel and manufactured product.
- 2. To faithfully comply with providing US domestic product
- 3. To furnish US domestic product for any waiver request that the FAA rejects
- 4. To refrain from seeking a waiver request after establishment of the contract, unless extenuating circumstances emerge that the FAA determines justified.

- ☐ The bidder or offeror hereby certifies it cannot comply with the 100% Buy American Preferences of 49 USC § 50101(a) but may qualify for either a Type 3 or Type 4 waiver under 49 USC § 50101(b). By selecting this certification statement, the apparent bidder or offeror with the apparent low bid agrees:
- 1. To submit to the Owner within 15 calendar days of the bid opening, a formal waiver request and required documentation that support the type of waiver being requested.
 - 2. That failure to submit the required documentation within the specified timeframe is cause for a non-responsive determination may result in rejection of the proposal.
 - 3. To faithfully comply with providing US domestic products at or above the approved US domestic content percentage as approved by the FAA.
 - 4. To refrain from seeking a waiver request after establishment of the contract, unless extenuating circumstances emerge that the FAA determines justified.

Required Documentation

Type 3 Waiver – The cost of the item components and subcomponents produced in the United States is more than 60% of the cost of all components and subcomponents of the “item”. The required documentation for a type 3 waiver is:

- a) Listing of all product components and subcomponents that are not comprised of 100% US domestic content (Excludes products listed on the FAA Nationwide Buy American Waivers Issued listing and products excluded by Federal Acquisition Regulation Subpart 25.108; products of unknown origin must be considered as non-domestic products in their entirety).
- b) Cost of non-domestic components and subcomponents, excluding labor costs associated with final assembly at place of manufacture.
- c) Percentage of non-domestic component and subcomponent cost as compared to total “item” component and subcomponent costs, excluding labor costs associated with final assembly at place of manufacture.

Type 4 Waiver – Total cost of project using US domestic source product exceeds the total project cost using non-domestic product by 25%. The required documentation for a type 4 of waiver is:

- a) Detailed cost information for total project using US domestic product
- b) Detailed cost information for total project using non-domestic product

False Statements: Per 49 USC § 47126, this certification concerns a matter within the jurisdiction of the Federal Aviation Administration and the making of a false, fictitious or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code.

December 15, 2020

Date
J.D. Goodrum Company, Inc.

Company Name



Signature

President

Title

CERTIFICATION OF OFFERER/BIDDER REGARDING DEBARMENT

By submitting a bid/proposal under this solicitation, the bidder or offeror certifies that neither it nor its principals are presently debarred or suspended by any Federal department or agency from participation in this transaction.

CERTIFICATION OF LOWER TIER CONTRACTORS REGARDING DEBARMENT

The successful bidder, by administering each lower tier subcontract that exceeds \$25,000 as a "covered transaction", must verify each lower tier participant of a "covered transaction" under the project is not presently debarred or otherwise disqualified from participation in this federally assisted project. The successful bidder will accomplish this by:

1. Checking the System for Award Management at website: <http://www.sam.gov>
2. Collecting a certification statement similar to the Certificate Regarding Debarment and Suspension (Bidder or Offeror), above.
3. Inserting a clause or condition in the covered transaction with the lower tier contract

If the FAA later determines that a lower tier participant failed to disclose to a higher tier participant that it was excluded or disqualified at the time it entered the covered transaction, the FAA may pursue any available remedies, including suspension and debarment of the non-compliant participant.

NAME OF BIDDER: J.D. Goodrum Company, Inc.

IRS NUMBER: 56-1506393

BY: Jamie Yoxtheimer 

TITLE: President

DATE: December 15, 2020

**EQUAL OPPORTUNITY REPORT STATEMENT
AS REQUIRED BY 41 CFR 60-1.7 (b)**

The Bidder (Proposer) shall complete the following statement by checking the appropriate boxes. Failure to complete these blanks may be grounds for rejection of bid:

1. The Bidder (Proposer) has X has not ____ developed and has on file at each establishment affirmative action programs pursuant to 41 CFR 60-1.7 and 41 CFR 60-2.
2. The Bidder (Proposer) has X has not ____ participated in any previous contract or subcontract subject to the equal opportunity clause prescribed by Executive Order 11246, as amended.
3. The Bidder (Proposer) has X has not ____ filed with the Joint Reporting Committee the annual compliance report on Standard Form 100 (EEO-1 Report).
4. The Bidder (Proposer) does ____ does not X employ fifty (50) or more employees.

NAME OF BIDDER: J.D. Goodrum Company, Inc.

IRS NUMBER: 56-1506393

BY: Jamie Yoxtheimer 

TITLE: President

DATE: December 15, 2020

CERTIFICATION REGARDING LOBBYING

The bidder or offeror certifies by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Bidder or Offeror, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

NAME OF BIDDER: J.D. Goodrum Company, Inc.

BY: Jamie Yoxtheimer 

TITLE: President

DATE: December 15, 2020

TRADE RESTRICTION CERTIFICATION

By submission of an offer, the Offeror certifies that with respect to this solicitation and any resultant contract, the Offeror -

- a. is not owned or controlled by one or more citizens of a foreign country included in the list of countries that discriminate against U.S. firms as published by the Office of the United States Trade Representative (U.S.T.R.);
- b. has not knowingly entered into any contract or subcontract for this project with a person that is a citizen or national of a foreign country included on the list of countries that discriminate against U.S. firms as published by the U.S.T.R; and
- c. has not entered into any subcontract for any product to be used on the Federal on the project that is produced in a foreign country included on the list of countries that discriminate against U.S. firms published by the U.S.T.R.

This certification concerns a matter within the jurisdiction of an agency of the United States of America and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

The Offeror/Contractor must provide immediate written notice to the Owner if the Offeror/Contractor learns that its certification or that of a subcontractor was erroneous when submitted or has become erroneous by reason of changed circumstances. The Contractor must require subcontractors provide immediate written notice to the Contractor if at any time it learns that its certification was erroneous by reason of changed circumstances.

Unless the restrictions of this clause are waived by the Secretary of Transportation in accordance with 49 CFR 30.17, no contract shall be awarded to an Offeror or subcontractor:

- (1) who is owned or controlled by one or more citizens or nationals of a foreign country included on the list of countries that discriminate against U.S. firms published by the U.S.T.R. or
- (2) whose subcontractors are owned or controlled by one or more citizens or nationals of a foreign country on such U.S.T.R. list or
- (3) who incorporates in the public works project any product of a foreign country on such U.S.T.R. list;

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by this provision. The knowledge and information of a contractor is not required to exceed that

which is normally possessed by a prudent person in the ordinary course of business dealings.

The Offeror agrees that, if awarded a contract resulting from this solicitation, it will incorporate this provision for certification without modification in in all lower tier subcontracts. The contractor may rely on the certification of a prospective subcontractor that it is not a firm from a foreign country included on the list of countries that discriminate against U.S. firms as published by U.S.T.R, unless the Offeror has knowledge that the certification is erroneous.

This certification is a material representation of fact upon which reliance was placed when making an award. If it is later determined that the Contractor or subcontractor knowingly rendered an erroneous certification, the Federal Aviation Administration may direct through the Owner cancellation of the contract or subcontract for default at no cost to the Owner or the FAA.

NAME OF BIDDER: J.D. Goodrum Company, Inc.

IRS NUMBER: 56-1506393

BY: Jamie Yoxtheimer 

TITLE: President

DATE: December 15, 2020

FORM OF NONCOLLUSION AFFIDAVIT

(This Affidavit is Part of Bid)

STATE OF North Carolina)
) ss. Jamie Yoxtheimer
COUNTY OF Mecklenburg)

being first duly sworn, deposes and says that he is President

(sole owner, a partner, president, secretary, etc.)

of J.D. Goodrum Company, Inc.

the party making the foregoing Proposal or BID that such BID is genuine and not collusive or sham; that said BIDDER has not colluded, conspired, connived, or agreed, directly or indirectly, with any BIDDER or person, to put in a sham BID, or that such other person shall refrain from bidding, and has not in any manner, directly or indirectly sought by agreement or collusion, or communication or conference, with any person, to fix the Bid Price of affiant or any other BIDDER, or to fix any overhead, profit or cost element of said Bid Price, or of that of any other BIDDER, or to secure any advantage against OWNER any person interested in the proposed Contract; and that all statements in said Proposal or Bid are true; and further, that such BIDDER has not, directly or indirectly submitted this BID, or the contents thereof, or divulged information or data relative thereto to any association or to any member or agent thereof.


(Bidder) J.D. Goodrum Company, Inc.

Sworn to and subscribed before me this 15th

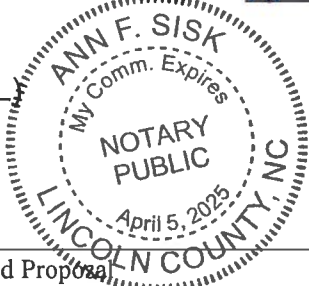
Day of DECEMBER, 2020.


Notary Public in and for

MECKLENBURG County

My Commission expires: APRIL 05, 2025

(SEAL)



CERTIFICATION OF NONSEGREGATED FACILITIES

The federally-assisted construction contractor certifies that he does not maintain or provide, for his employees, any segregated facilities at any of his establishments and that he does not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The federally assisted construction contractor certifies that he will not maintain or provide, for his employees, segregated facilities at any of his establishments and that he will not permit his employees to perform their services at any location under his control where segregated facilities are maintained. The federally assisted construction contractor agrees that a breach of this certification is a violation of the Equal Opportunity Clause in this Contract.

As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, restrooms, and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated on the basis of race, color, religion, or national origin because of habit, local custom, or any other reason. The federally assisted construction contractor agrees that (except where he has obtained identical certifications from proposed subcontractors for specific time periods) he will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity Clause and that he will retain such certifications in his files.

NAME OF BIDDER: J.D. Goodrum Company, Inc.

IRS NUMBER: 56-1506393 

BY: Jamie Yoxtheimer

TITLE: President

DATE: December 15, 2020

END OF PROPOSAL SECTION

LISTING OF MBE/WBE SUBCONTRACTORS

Sheet 1 of 2

Firm Name and Address	Circle One	Item No.	Item Description	* Agreed upon Unit Price	** Dollar Volume of Item
Name	MBE				
Address	WBE				
Name	MBE				
Address	WBE				
Name	MBE				
Address	WBE				
Name	MBE				
Address	WBE				
Name	MBE				
Address	WBE				
Name	MBE				
Address	WBE				

* The Dollar Volume shown in this column shall be the Actual Price Agreed Upon by the Prime Contractor and the MBE/WBE subcontractor, and these prices will be used to determine the percentage of the MBE/WBE participation in the contract.

** Dollar Volume of MBE/WBE Subcontractor Percentage of Total Contract Bid Price:

If firm is a Material Supplier Only, show Dollar Volume as 60% of Agreed Upon Amount from Letter of Intent.

If firm is a Manufacturer, show Dollar Volume as 100% of Agreed Upon Amount from Letter of Intent.

LISTING OF MBE/WBE SUBCONTRACTORS

Sheet 2 of 2

Firm Name and Address	Circle One	Item No.	Item Description	* Agreed upon Unit Price	** Dollar Volume of Item
Name	MBE				
Address	WBE				
Name	MBE				
Address	WBE				
Name	MBE				
Address	WBE				
Name	MBE				
Address	WBE				
Name	MBE				
Address	WBE				
Name	MBE				
Address	WBE				

* The Dollar Volume shown in this column shall be the Actual Price Agreed Upon by the Prime Contractor and the MBE/WBE subcontractor, and these prices will be used to determine the percentage of the MBE/WBE participation in the contract.

** Dollar Volume of MBE/WBE Subcontractor
Percentage of Total Contract Bid Price:

** Dollar Volume of MBE Subcontractor \$ 0

MBE Percentage of Total Contract Bid Price 0 %

** Dollar Volume of WBE Subcontractor \$ 0

WBE Percentage of Total Contract Bid Price 0 %

*If firm is a Material Supplier Only, show Dollar Volume as 60% of Agreed Upon Amount from Letter of Intent.
If firm is a Manufacturer, show Dollar Volume as 100% of Agreed Upon Amount from Letter of Intent.*

CONTRACT

This AGREEMENT, made and entered into this ____ day of _____, 20____, by and between the **County of Rowan**, hereinafter called the OWNER, and **J.D. Goodrum Company, Inc.**, hereinafter called the Contractor.

WITNESSETH: That the Contractor, for the consideration hereinafter fully set out, and the OWNER, for the construction of work performed, agrees that:

1. Scope of Work:

The Contractor shall furnish and deliver all the materials and perform all the work in the manner and form as provided in the following enumerated Plans, Specifications and Contract Documents which are attached hereto and made a part hereof as if fully contained herein:

RUNWAY 20 GLIDESLOPE REPLACEMENT MID-CAROLINA REGIONAL AIRPORT SALISBURY, NORTH CAROLINA

Specifications and Contract Documents:

- a. Project Plans prepared by Talbert, Bright & Ellington, Inc. dated November 2020
- b. Instructions to Bidders
- c. General Conditions, including any Supplementary General Conditions
- d. Project Special Provisions
- e. Technical Provisions (Construction Details)
- f. Proposal Accepted as modified in the amount of \$491,001.28
- g. Performance and Payment Bond
- h. Addendum Nos. 1-4
- i. Contract Modifications

ORIGINAL PROPOSAL: \$ 601,198.33

TOTAL ADDITIONS: \$ 0.00

TOTAL DEDUCTIONS*: \$ -110,197.05

CURRENT CONTRACT AMOUNT: \$ 491,001.28

*Removed line items 4, 7, 8, 9, 10, and 11

1. The Contractor hereby guarantees all materials and workmanship for a period of one year from the date at final acceptance of all items of work set forth under this Contract.
2. The Contractor shall commence the work to be performed under the Contract not later than the date set by the OWNER in written notice to proceed, said date to be not less than ten (10) days after issuance of notice.
3. The OWNER hereby agrees to pay to the Contractor for the faithful performance of this agreement, subject to additions and deductions as provided in the specifications or proposal, in lawful money of the United States, such unit and/or lump sum prices as are set forth in the accepted proposal for quantities of each item actually accomplished.
4. The OWNER shall make partial payments to the Contractor on a basis of a duly certified and approved estimate of work performed during the preceding calendar month by the Contractor within twenty (20) calendar days after receipt of a correct payment request, less ten percent (10%) of the amount of such estimate which is to be retained by the OWNER until all work has been performed strictly in accordance with this Contract and until such work has been accepted by the OWNER.
5. Neither final payment nor any remaining retained percentage shall become due until thirty (30) days after all the following have occurred:
 - a. The Contractor completes all work covered by this Contract;
 - b. The OWNER accepts such work; and
 - c. The Contractor submits to the OWNER all executed closeout items required in the Project Special Provisions, and evidence satisfactory to the OWNER that all payrolls, bills for materials and equipment, and other indebtedness/costs connected with the construction have been paid or otherwise satisfied. OWNER may require other data establishing payment or satisfaction of obligations, such as receipts, releases and waivers of liens, claims, security interests, or encumbrances arising out of the Contract, to the extent and in such form as may be designated by the OWNER. If a Subcontractor refuses to furnish a release or waiver required by the OWNER, the Contractor may furnish a bond satisfactory to the OWNER to indemnify the OWNER against such lien. If such lien remains unsatisfied after payments are made, the Contractor shall refund to the OWNER all money that the OWNER may be compelled to pay in discharging such lien, including all costs and reasonable attorneys' fees.
 - d. The Contractor submits to OWNER a certificate evidencing that insurance

required by the Contract Documents is to remain in full force and effect, and will not be cancelled or allowed to expire until at least thirty (30) days prior written notice has been given to the OWNER;

- e. The Contractor submits a written statement that the Contractor knows of no substantial reason that the insurance will not be renewable to cover the period required by the Contract Documents; and
 - f. The surety, if any, consents to final payment.
6. It is further mutually agreed between the Contractor and the OWNER hereto if, at any time after the execution of this Contract and the Performance and Payment Bond hereto attached for its faithful performance, the second party shall deem the surety or sureties upon such bond to be unsatisfactory; or if, for any reason such bond ceases to be adequate to cover the performance of such work, the Contractor shall, at its expense, within five days after the receipt of notice from the OWNER to do so, furnish an additional bond or bonds in such form and amount, and with such surety or sureties as shall be satisfactory to the OWNER. In such event, no further payment to the Contractor shall be deemed to be due under this Contract until such new or additional security for the faithful performance of the work shall be furnished in a manner and form satisfactory to the OWNER.

IN WITNESS WHEREOF, the OWNER and Contractor hereto have executed this Contract on the day and date first above written in three counterparts, be deemed an original Contract.

Signed and sealed this _____ day of _____, 20____.

By: _____
Owner – Rowan County Manager

By: _____
Contractor

Title Attest Date

Title

Witness

Witness

Executed in triplicate.

PERFORMANCE BOND
100% of the Contract Amount

KNOW ALL MEN BY THESE PRESENT: that

J.D. GOODRUM COMPANY, INC.
18339-F OLD STATESVILLE RD
CORNELIUS, NC 28031

as Principal, hereinafter called Contractor and _____,
a corporation duly organized under laws of the State of North Carolina as Surety,
hereinafter called Surety, are held firmly bound unto:

COUNTY OF ROWAN
130 WEST INNES STREET
SALISBURY, NORTH CAROLINA 28144

hereinafter called OWNER, in the amount of Four hundred ninety-one thousand, one dollar and twenty-eight cents (\$491,001.28) for the payment whereof Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firm by these present.

WHEREAS, Contractor has by written agreement dated _____, 20__
entered into a Contract with OWNER for the **Runway 20 Glideslope Replacement** in
accordance with drawings and specifications prepared by:

TALBERT, BRIGHT & ELLINGTON, INC.
3525 WHITEHALL PARK DRIVE
SUITE 210
CHARLOTTE, NORTH CAROLINA 28273

which contract is by reference made a part hereof, and is hereinafter referred to as the
CONTRACT.

NOW, THEREFORE, THE CONDITIONS OF THIS OBLIGATION is such that, if Contractor
shall promptly and faithfully perform said Contract, then this obligation shall be null and
void; otherwise it shall remain in full force and effect.

The Surety hereby waives notice of any alteration or extension of time made by the OWNER.

Whenever Contractor shall be, and declared by OWNER to be in default under the Contract, the OWNER having performed OWNER'S obligations thereunder, the Surety may promptly remedy the defaults, or shall promptly:

1. Complete the Contract in accordance with its terms and conditions, or
2. Obtain a bid or bids for completing the Contract in accordance with its terms and conditions, and upon determination by Surety of the lowest responsible bidder, or, if the OWNER elects, upon determination by the OWNER and the Surety jointly of the lowest responsible bidder, arrange for a Contract between such bidder and OWNER, and make available as work progresses (even though there should be a default or a succession of defaults under the Contract or Contracts of completion arranged under this paragraph) sufficient funds to pay the cost of completion less the other costs and damages for which the Surety may be liable hereunder, the amount set forth in the first paragraph hereof. The term "balance of contract price" as used in paragraph, shall mean the total amount payable to OWNER to Contractor under the Contract and any amendment thereto, less the amount properly paid by OWNER to Contractor.

Any suit this bond must be instituted before the expiration of two (2) years from the date on which final payment under the Contract falls due.

No right of action shall accrue on this bond to or for the use of any person or corporation other than the OWNER names herein or the heirs, executors, administrators or successors of the OWNER.

Signed and sealed this _____ day of _____, 20____.

BY:

Contractor

Name (Seal)

Title

WITNESS:

BY:

Principal
Surety

Name (Seal)

Title

WITNESS:

BY:

Licensed Resident Agent (Signature)

Licensed Resident Agent (Typed)

Street Address

City, State, Zip

Telephone Number

LABOR AND MATERIAL PAYMENT BOND
100% of the Contract Amount

KNOW ALL MEN BY THESE PRESENT: that

J.D. GOODRUM COMPANY, INC.
18339-F OLD STATESVILLE RD
CORNELIUS, NC 28031

as Principal, hereinafter called Principal, and _____,
a corporation duly organized under laws of the State of North Carolina as Surety,
hereinafter called Surety, are held firmly bound unto:

COUNTY OF ROWAN
130 WEST INNES STREET
SALISBURY, NORTH CAROLINA 28144

as Obligee, hereinafter called OWNER, for the use and benefit of claimants as
hereinbelow defined, amount of Four hundred ninety-one thousand, one dollar and twenty-
eight cents (\$491,001.28) for the payment whereof Principal and Surety bind themselves,
their heirs, executors, administrators, successors and assigns, jointly and severally, firm by
these present.

WHEREAS,

Principal has by written agreement dated _____, 20__ entered
into a contract with OWNER for the **Runway 20 Glideslope Replacement** in accordance
with drawings and specifications prepared by:

TALBERT, BRIGHT & ELLINGTON, INC.
3525 WHITEHALL PARK DRIVE
SUITE 210
CHARLOTTE, NORTH CAROLINA 28273

which contract is by reference made a part hereof, and is hereinafter referred to as the
CONTRACT.

NOW, THEREFORE, THE CONDITIONS OF THIS OBLIGATION is such that, if Principal
shall promptly make payment to all claimants as hereinafter defined, for all labor and
material used or reasonably required for the use in the performance of the Contract, then
this obligation shall be void; otherwise it shall remain in full force and effect, subject,
however, to the following conditions:

1. A claimant is defined as one having a direct contract with the Principal or with a subcontractor of the Principal for labor, material, or both, used or reasonably required for use in the performance of the Contract, labor and material being construed to include that part of water gas, power, light, heat, oil, gasoline, telephone service or rental of equipment directly applicable to the Contractor.
2. The above named Principal and Surety hereby jointly and severally agree with the OWNER that every claimant as herein defined, who has not been paid in full before the expiration of a period of ninety (90) days after the date on which the last of such claimant's work or labor was done or performed, or materials were furnished by such claimant, may sue on this bond for the use of such claimant, prosecute the suit to final judgment for such sums or sums as may be justly due claimant, and have execution thereon. The OWNER shall not be liable for the payment of any costs or expenses of any such suit.
3. No suit or action shall be commenced hereunder by any claimant.
 - a. Unless claimant, other than one having a direct contract with the Principal, shall have given written notice to any two of the following; the Principal, the OWNER, or the Surety above named, within ninety (90) days after such claimant did or performed the last of the work or labor, or furnished the last of the materials for which said claim is made, stating with substantial accuracy the amount claimed and the name of the party to who the materials were furnished, or for whom the work or labor was done or performed. Such notice shall be served by mailing the same by registered mail or certified mail, postage prepaid, in an envelope addressed to the Principal, OWNER, or surety, at any place where an office is regularly maintained for the transaction of business, or served in the state in which the aforesaid project is located, save that such service need not be made by public officer.
 - b. After the expiration of one (1) year following the date of which Principal ceased work on said Contract, it being understood, however, that if any limitation embodied in this bond is prohibited by any law controlling the construction hereof such limitation shall be deemed to be amended so as to be equal to the minimum period of limitation permitted by such law.
 - c. Other than in a state court of competent jurisdiction in and for the county or other political subdivision of the state in which the Project, or any part thereof, is situated or in the United States District Court for the district in which the Project, or any part thereof, is situated, and not elsewhere.

4. The amount of this bond shall be reduced by and to the extent of any payment or payments made in good faith hereunder, inclusive of the payment by Surety of mechanics' liens which may be filed of record against said improvement, whether or not claim for the amount of such lien be presented under and against this bond.

Signed and sealed this _____ day of _____, 20____.

BY:

Contractor

Name (Seal)

Title

WITNESS:

BY:

Principal
Surety

Name (Seal)

Title

WITNESS:

BY:

Licensed Resident Agent (Signature)

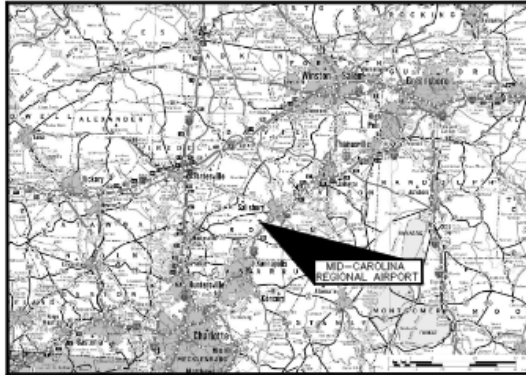
Licensed Resident Agent (Typed)

Street Address

City, State, Zip

Telephone Number

CONSTRUCTION PLANS FOR
RUNWAY 20 GLIDESLOPE REPLACEMENT
MID-CAROLINA REGIONAL AIRPORT
SALISBURY, NORTH CAROLINA
NC D.O.A. PROJECT NO. 36244.56.10.1
NOVEMBER 2020



VICINITY MAP
NOT TO SCALE



SHEET INDEX	
SHEET NO.	SHEET TITLE
1	COVER SHEET
2	SCHEDULE OF QUANTITIES, BIDDING AND GENERAL NOTES
3	CONSTRUCTION SAFETY AND PHASING PLAN
4	FAA PART 77 IMAGINARY SURFACES, RUNWAY OBSTACLE FREE ZONE DETAILS AND NOTES
5	DEMOLITION PLAN
6	GLIDE SLOPE SITE PLAN
7	MISCELLANEOUS DETAILS
8	GLIDESLOPE END FIRE ANTENNA INSTALLATION DETAILS (SHEET 1 OF 2)
9	GLIDESLOPE END FIRE ANTENNA INSTALLATION DETAILS (SHEET 2 OF 2)
10	GLIDESLOPE SHELTER DETAIL
11	GLIDESLOPE SHELTER LAYOUT PLAN



SITE MAP
NOT TO SCALE



TALBERT, BRIGHT & ELLINGTON
ENGINEERING & PLANNING CONSULTANTS
222 WINTERLARK PARK DRIVE, SUITE 100
CHARLOTTE, NORTH CAROLINA 28217
PHONE: 704-384-6710 FAX: 704-384-6000
NO. 00000000-0-1000

August 2018

NCDOT Notification of
Award

November 2020

Design Phase Completed.
Pre-bid conference held

December 2020

Bidding Process for
Construction Phase

Glideslope: Provides vertical guidance

Localizer: Provides horizontal guidance

Pilots use radar/vectors to align the aircraft with runway. Can be used in near zero visibility.

The glideslope is intercepted from underneath and then a gradual decent is made towards the runway.

During the decent the localizer and glideslope indicators move and provide indication to fly left/right or increase/decrease rate to stay on course.

As the aircraft moves closer to the runway the signal is more sensitive and therefore smaller corrections are needed.

Instrument Landing System (ILS)

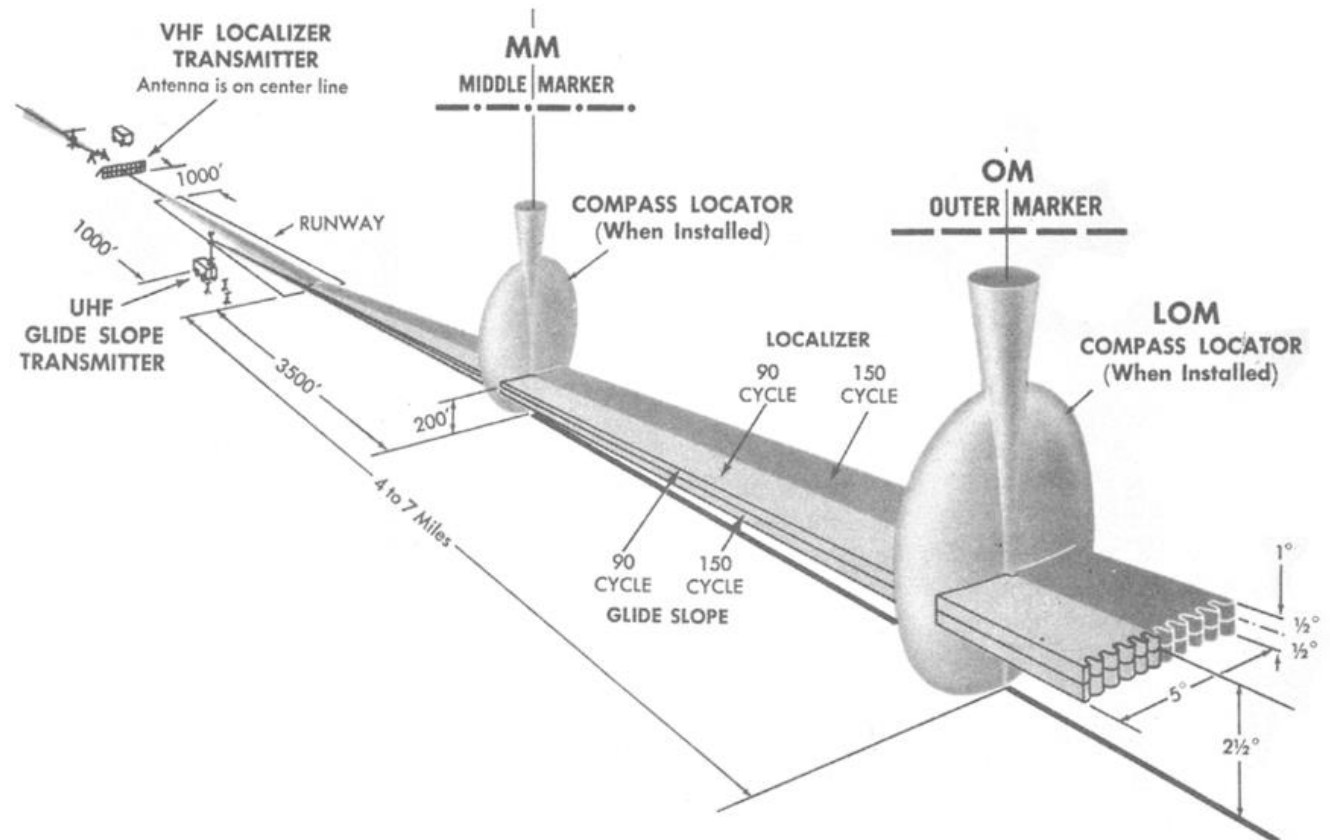
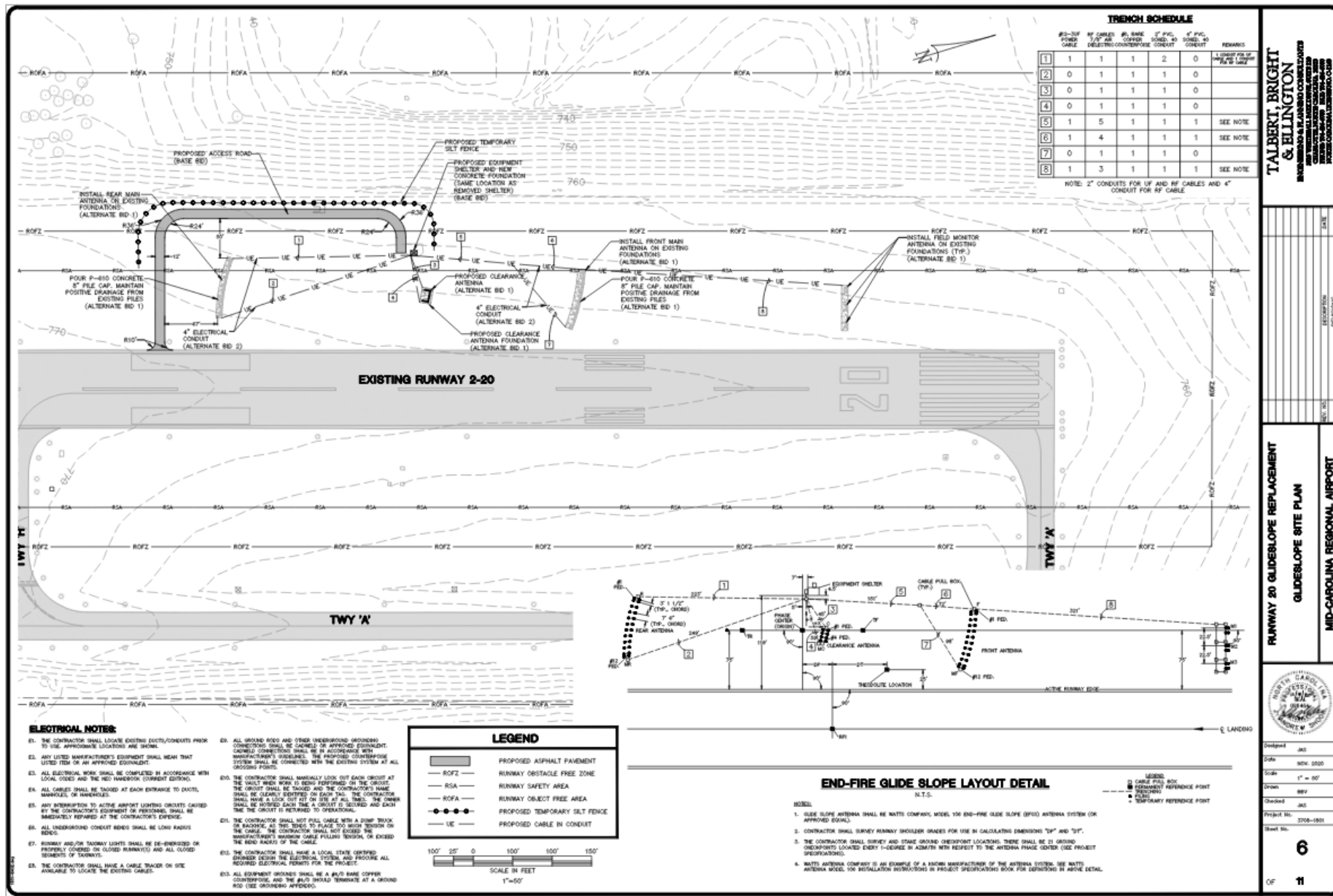


Photo: <http://www.aviationchief.com/ils.html>



Photo: <https://www.boldmethod.com/learn-to-fly/systems/how-an-ils-works/>



TALBERT, BRIGHT & ELLINGTON
 REGISTERED PROFESSIONAL ENGINEERS
 1000 W. 10TH STREET, SUITE 200
 FAYETTEVILLE, NC 28404
 PHONE: 704-344-4400 FAX: 704-344-4401
 WWW.TB&E.COM

RUNWAY 20 GLIDESLOPE REPLACEMENT
GLIDESLOPE SITE PLAN
MID-CAROLINA REGIONAL AIRPORT



Designed: JES
 Date: NOV. 2020
 Scale: 1" = 80'
 Drawn: BBV
 Checked: JES
 Project No.: 2708-1801
 Sheet No.: **6**
 OF **11**

MID-CAROLINA
REGIONAL AIRPORT
Be an original.

BASE BID:

ELECTRONIC BID FORM
RUNWAY 20 GLIDESLOPE REPLACEMENT
MID-CAROLINA REGIONAL AIRPORT
TBE PROJECT NO. 3708-1801
12/3/2020

NO.	SPEC.	DESCRIPTION	QUANTITY
1	C-105	MOBILIZATION	1
2	C-102	TEMPORARY SILT FENCE	540
3	C-102	TEMPORARY CONSTRUCTION ENTRANCE	1
4	P-152	UNCLASSIFIED EXCAVATION	300
5	P-152	UNSUITABLE EXCAVATION	250
6	RPS	DEMOLISH EXISTING GLIDESLOPE SHELTER AND FOUNDATIONS (COMPLETE)	1
7	P-209	CRUSHED AGGREGATE BASE COURSE	180
8	PMBP	BITUMINOUS CONCRETE INTERMEDIATE COURSE, TYPE I-19.0B	110
9	PMBP	BITUMINOUS CONCRETE SURFACE COURSE, TYPE S-9.5B	70
10	P-603	BITUMINOUS TACK COAT	75
11	P-602	BITUMINOUS PRIME COAT	220
12	N-100	INSTALLATION OF NEW GS SHELTER AND ALL ELECTRONICS WITH SHELTER FOUNDATION	1
13	T-901	SEEDING	2
14	T-908	MULCHING	2



BASE BID

NO.	SPEC.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED TOTAL
1	C-105	MOBILIZATION	1	LS	\$96,965.05	\$96,965.05
2	C-102	TEMPORARY SILT FENCE	540	LF	\$3.94	\$2,127.60
3	C-102	TEMPORARY CONSTRUCTION ENTRANCE	1	EA	\$3,939.00	\$3,939.00
4	P-152	UNCLASSIFIED EXCAVATION	300	CY	\$70.90	\$21,270.00
5	P-152	UNSUITABLE EXCAVATION	250	CY	\$99.79	\$24,947.50
6	RPS	DEMOLISH EXISTING GLIDESLOPE SHELTER AND FOUNDATIONS (COMPLETE)	1	EA	\$3,939.00	\$3,939.00
7	P-209	CRUSHED AGGREGATE BASE COURSE	180	CY	\$147.06	\$26,470.80
8	PMBP	BITUMINOUS CONCRETE INTERMEDIATE COURSE, TYPE I-19.0B	110	TN	\$278.36	\$30,619.60
9	PMBP	BITUMINOUS CONCRETE SURFACE COURSE, TYPE S-9.5B	70	TN	\$286.89	\$20,082.30
10	P-603	BITUMINOUS TACK COAT	75	GAL	\$8.21	\$615.75
11	P-602	BITUMINOUS PRIME COAT	220	GAL	\$50.63	\$11,138.60
12	N-100	INSTALLATION OF NEW GS SHELTER AND ALL ELECTRONICS WITH SHELTER FOUNDATION	1	LS	\$348,579.18	\$348,579.18
13	T-901	SEEDING	2	AC	\$3,282.50	\$6,565.00
14	T-908	MULCHING	2	AC	\$1,969.50	\$3,939.00
BASE BID TOTAL:						\$601,198.38 *

J.D. Goodrum Co., Inc.

Modifications:

ORIGINAL PROPOSAL: \$ 601,198.33

TOTAL ADDITIONS: \$ 0.00

TOTAL DEDUCTIONS*: \$ -110,197.05

CURRENT CONTRACT AMOUNT: \$ 491,001.28

*Removed line items 4, 7, 8, 9, 10, and 11

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Finance Department
DATE: December 22, 2020
SUBJECT: CRF Expenditure Report

The CRF Expenditure report will be distributed at the meeting.

Please consider approval of the CRF Expenditure Report to be filed with the State by January 8, 2020. All expenditures for invoices and time worked listed on the Report were paid for COVID-related purposes and meet the requirements of the CRF legislation.

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Finance Department
DATE: December 22, 2020
SUBJECT: CRF Funds Update

Update on CRF expenditures.

ATTACHMENTS:

Description

Upload Date

Type

No Attachments Available

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Caleb Sinclair, Director, Environmental Management
DATE: December 14, 2020
SUBJECT: Year End Litter Report

ATTACHMENTS:

Description

Litter Report

Upload Date

12/14/2020

Type

Cover Memo

Litter Mitigation Report for 2020 Calendar Year

Program Summary:

Rowan County Environmental Management works closely with Rowan County Code Enforcement and Law Enforcement officers to help alleviate the growing problem of roadside litter and illegal dumping within our borders. Through roadside litter removal, educational programs, law enforcement and by working closely with community partners, we have achieved some success in mitigating litter issues for Rowan County.

Rowan County has 2,498.58 shoulder miles of roadway.

During 2020 calendar year, the Department of Environmental Management removed approximately:
120 Tons of litter and roadside debris.

In July of 2020 the Rowan County Department of Environmental Management in partnership with the Rowan County Sheriff's Office established a new program which focuses law enforcement efforts to address illegal dumping and litter issues within our county. Since the creation of the program, our Enforcement Officer has issued **(39) Citations and initiated (48) Dumpsite Clean-ups.**

2020	Litter Removed (Tons)	Citations	Clean-ups
1 st Quarter	16.42		
2 nd Quarter	39.10		
3 rd Quarter	36.64		
4 th Quarter	27.84		
Totals	120.00 Tons	39	48

Reporting Litter:

Littering North Carolina roadways is illegal and can result in fines for those that commit the offense. The N.C Department of Transportation's Swat-A-Litterbug Program encourages the public to report people who litter in an effort to help make North Carolina roadways cleaner. The public can report those who litter to NCDOT's Litter Management Section by filling out an on-line form or calling NCDOT Litter Management at 1-800-331-5864.

Upon receipt of the reported information, NCDOT will mail the registered owner of the vehicle that was reported a formal notification, signed by the N.C. State Highway Patrol, that informs them about the littering offense, the penalties of littering and urges them to help keep North Carolina clean.

For additional resources for citizens who wish to assist with litter control efforts, please visit the NCDOT Litter Management Division's website.

Respectfully Submitted, Caleb Sinclair

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Carolyn Barger, Clerk to the Board
DATE: December 14, 2020
SUBJECT: Selection of NCACC Voting Delegate for Legislative Goals Conference

The North Carolina Association of County Commissioners (NCACC) will hold its Legislative Goals Conference by virtual platform Thursday and Friday, January 14-15, 2021. Each county will be entitled to vote on legislative goal proposal submissions brought before the membership.

Each county is asked to designate one (1) voting delegate (and may also assign an alternate in the event the delegate is unable to participate). The voting delegate designation is due to the NCACC no later than January 11, 2021.

Voting will take place via an electronic format.

ATTACHMENTS:

Description	Upload Date	Type
No Attachments Available		

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Carolyn Barger, Clerk to the Board
DATE: December 14, 2020
SUBJECT: Discussion Regarding Annual Planning Retreat

The Board is asked to discuss its preferences as to whether it wishes to hold an annual planning retreat in 2021. The time-frame for holding the retreat is normally during the month of January or early February. The Board voted to hold its last annual planning retreat on Friday, January 10, 2020 from 9:00 a.m. until 4:00 p.m.

ATTACHMENTS:

Description

Upload Date

Type

No Attachments Available

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Finance Department
DATE: December 22, 2020
SUBJECT: Budget Amendments

Please review attached budget amendments.

Please approve attached budget amendments.

ATTACHMENTS:

Description

Budget Amendments

Upload Date

12/22/2020

Type

Budget Amendment

DEPARTMENTAL REQUEST FOR BUDGET ACTION

ACCOUNT TITLE		ACCOUNT #	INCREASE	DECREASE
Grant-Outdoor Ed Lrng Ctr-Rev	R	1145010-433101-31000	2,500	
Grant-Outdoor Ed Lrng Ctr-Exp	E	1155010-585000-31000	2,500	
DEPARTMENT HEAD		COUNTY MANAGER	ACCOUNTING USE ONLY	
Approved: ✓		Approved:	Budget Revision # 05-645	
Disapproved:		Disapproved:	Date Posted:	
Amended:		Amended:	Group Number:	
Date: 11/25/20		Date:	Posted by:	
Signature: J Howden		Signature:	Approved by:	



NCFSWC Grant Agreement (9.18.2020)

This Grant Agreement is provided to assure the North Carolina Foundation for Soil and Water Conservation, Inc. (Foundation) that the awarded Grant meets all requirements of the Tax Reform Act of 1969 including amendments. A signed Grant Agreement indicates the grantee accepts the terms and conditions of the Grant.

Name of Grantee: Rowan Soil and Water Conservation District (District)

Project Name: Outdoor Education Learning Center Initiative **Project #:** EPA-19-10

Date Approved by the Foundation: 9.30.2020 **Amount Approved:** \$ 2,500.00

Purpose of Grant: Provide financial support to the Soil and Water Conservation District for the establishment of an Outdoor Educational Learning Center (OELC) to educate and demonstrate the importance of soil health, food and crop production, and conservation of natural resources. The Grant is conditioned on the Foundation paying no more than receipt supported actual costs per funding category cap as described later in the Grant Agreement.

Deadline for Start of the Project: 10.1.20

Deadline for Completion of the Project: 8.15.2021

Deadline for Submitting Final Invoice and Report: 8.30.2021

The Grant Agreement is accepted for implementation by the Foundation and the Grantee at the appropriate time and under the following conditions:

1. Grantee confirms that it is a soil and water conservation district or other governmental agency; or that the Internal Revenue Service has determined that it is an organization described in section 501(c)(3) of the Internal Revenue Code and is a publicly-supported organization and not a private foundation, and that determination has not been revoked. Grantee will promptly notify the Foundation if the Grantee's tax-exempt status is revoked or modified.
2. The Grant will be used for the purpose specifically set forth under Purpose of Grant. Any condition set forth in the Purpose of Grant or in the Grant Agreement shall take precedence over any conflicting provision in the Grantee proposal.



3. No funds generated from the Grant will be used to carry out propaganda or otherwise attempt to influence legislation, the outcome of any public election, or to carry on directly or indirectly a voter registration drive.
4. Grantee will not use any of the funds generated from the Grant to implement a project that does not comply with the Foundation's approved operations under Sections 501(c)(3) and 170(c)(2) of the Internal Revenue Code. Grantee agrees to not participate in any transaction using the Grant that subjects the Foundation to excise tax liability as stated in Internal Revenue Code Section 4958.
5. All project related records will be maintained by Grantee for five years from the close of the project and such records will be made available to the Foundation or its representatives(s) upon request.
6. Grantee agrees to not discriminate based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family / parental status for any of the purposes for which this Grant Agreement is awarded.
7. Conservation District Board Members and District Staff will avoid any and all conflicts of interest, or the appearance of a conflict of interest, in all decisions and actions concerning management of the Grant.
8. Grantee agrees to include the funder recognition of the NC Foundation for Soil and Water Conservation and the EPA by logo or by name reference in all publicity generated materials, including online / social media outlets.
9. Grantee acknowledges that the Grantee is responsible for project implementation including supervision of its employees. Grantee will hold the Foundation harmless for any third-party claims arising out of any act or omission of the Grantee or its employees related to the project.
10. All reporting and documentation requirements must be met by Grantee from any previous Foundation Grant Programs.
11. Grantee agrees to comply with any addendums signed by both parties.
12. Grantee agrees to comply with all other project technical details stated in the Multi-Species Cover Crop Demonstration Guidance Document.

Grant OELC Establishment Process

The Foundation makes the following recommendations for the establishment of a successful Outdoor Educational Learning Center (OELC).

1. **OELC School Champion:** Identify a motivated educator, an OELC Champion, at the school that will serving as the school's liaison. The school must be committed to the establishment of the Garden within the OELC.



2. **Project Support Team:** Identify a Support Team that can provide the educational over-site and coordination, such as County Extension Service agents, Master Gardener program volunteers, and District Board members (District to select final member types).
3. **Innovative Soils Component:** Districts will need to insure there is an innovative soils component in the OELC. The Project needs to include signage that describes the soils in the area, additional technical resources will be provided to assist in the design of the sign.
4. **OELC Management Plan:** Develop a concept and long term monitoring plan for the OELC and Garden that is acceptable to a variety of stakeholders and makes the project easy to access.

Payment Process

- The Grant is approved as a reimbursement of actual expenses and supported by receipts. The Foundation will pay up to the actual costs of the project component not to exceed the total project cap; in no case will the Foundation be obligated to make a payment beyond the originally approved project Grant.
- The Foundation will review the request in a timely manner and consult with the Grantee if additional information is needed. Grant payment cannot be requested until the District provides the Foundation with documentation, photos, and final reports.
- Funds cannot be used to install irrigation wells or to reimburse staff time either at the Conservation District or school level.
- **To ensure timely processing submit documentation by the 1st of the month. The final invoice is due August 30, 2021. It is the Grantee's responsibility to make aware any subcontractors of the expected delay in payment.**

Category	Description
Planning, development, and implementation of OELC	\$2,500 per District: Reimbursable expenses include materials to build/construct raised garden beds, soil (planting mix), plants, mulch, water line or water hose for irrigation, fencing materials, and printing educational materials. Funds can be used to rent small equipment needed to construct. Any other specific costs will be considered on a case by case basis but must be approved by the Foundation prior to the purchase.

The following documentation is needed for a payment request and should be emailed to the Foundation c/o Michelle Lovejoy at ncfswc@gmail.com;



NC FOUNDATION for
**SOIL & WATER
CONSERVATION**

NC Foundation for Soil and Water Conservation, Inc.
5171 Glenwood Avenue, Suite 330, Raleigh NC 27612-3266
PH: 919.510.4599 / www.ncsoilwater.org

1. Cover letter signed by chairperson requesting funds; include total amount requested, what party to make the payment to and a W9.
2. All receipts and a final budget indicating funding sources and cash or in-kind contributions; if more than 3 receipts are provided a receipt summary form is required to be completed as well
3. Electronic pictures before, during, and after implementation of the OELC and any training events
4. Workshop Agenda & Registration List (If training session can be completed before deadline)
5. Final Report on Foundation approved form

Reporting Requirements:

Grantee will complete and submit the Interim Report form online by December 10 and July 10. Grantee will complete the Foundation Final Report form upon project completion, exhibiting expenditures of funds and final progress made in accomplishing the purposes of the Grant.

Certification of Agreement

The persons signing the Foundation Grant Agreement certify they understand the purpose of the Grant and the contents of the Agreement and accept all terms and conditions. The signers certify they are the authorized officials to execute the Agreement. **The Agreement is effective as of October 1, 2020.**

Grantee:

Brian J. Miller
District Board of Supervisors Chairperson
Date: 10/15/2020

J. J. B. King
District Board of Supervisors Officer
Date: 10/15/20

Foundation:

James S. Suty
Board of Directors President
Date: 11-24-2020

Michelle Gregory
Executive Director
Date: 11/24/2020

ROWAN COUNTY

DEPARTMENTAL REQUEST FOR BUDGET ACTION

TO: Rowan County Commissioners

FROM: Melissa Oleen, Library Director

EXPLANATION IN DETAIL: To decrease Rowan Public Library revenue and expense to agree with the decrease in State Aid Grant funding.

BUDGET INFORMATION:

Prepared by:
Date: 12/1/2020

[illegible]

MEMORANDUM

To: Rowan Public Library
From: Tanya Prokrym, Director of Library Development
Date: November 23, 2020
Re: 2020 - 2021 Aid to Public Libraries Fund - Estimated Total Payment

This memorandum is to inform you that Rowan Public Library will receive **\$173,569** from the Aid to Public Libraries Fund for FY2020-21. The total authorized allocation for distribution is **\$14,182,131** for public libraries qualifying to receive State Aid. If there is a change in the allocation, you will receive a notification of the change.

State Aid payments are distributed monthly and should be received no later than the fifteenth of each month. The following chart shows the payments already distributed from July 2020 through November 2020 and the adjusted payments to be distributed from December 2020 through June 2021.

Please contact me at tanya.prokrym@ncdcr.gov if you have any questions and/or would like to go over your individual State Aid calculations.

Library Name: Rowan Public Library

July 2020 Payment	Aug 2020 Payment	Sept 2020 Payment	Oct 2020 Payment	Nov 2020 Payment	Dec 2020 Payment
\$14,522	\$14,522	\$14,522	\$14,522	\$14,522	\$14,423

Jan 2021 Payment	Feb 2021 Payment	Mar 2021 Payment	Apr 2021 Payment	May 2021 Payment	June 2021 Payment
\$14,423	\$14,423	\$14,423	\$14,423	\$14,423	\$14,421

Please provide a copy of this memo to your Finance Officer and Auditor.

Roy Cooper, Governor
Susí H. Hamilton, Secretary
Timothy G. Owens, State Librarian
Susan Forbes, Asst. State Librarian

Physical Address
109 East Jones Street
Raleigh, NC 27601
(919)-814-6780

Mailing Address
4640 Mail Service Center
Raleigh, NC 27699-4600

DEPARTMENTAL REQUEST FOR BUDGET ACTION

[illegible]

LOCAL GOVERNMENT GRANT AGREEMENT

THE ONE NORTH CAROLINA FUND

Local Government Name: County of Rowan

Grant No. 2018-23212

Project Name: Continental Structural Plastics of North Carolina, Inc.

STATE OF NORTH CAROLINA

GRANT AGREEMENT

COUNTY OF WAKE

This Local Government Grant Agreement (the “LGGA”) is effective the 20th day of August, 2020 (the “Effective Date”) by and between the **County of Rowan, North Carolina** (hereinafter referred to as the “Local Government”), and the **North Carolina Department of Commerce** (hereinafter referred to as “DOC”);

WITNESSETH:

WHEREAS; the Local Government desires to stimulate and develop the local economy of its region, alleviate the problems of unemployment and underemployment by creating and/or retaining jobs for its citizens, and develop its local tax base; and

WHEREAS; the General Assembly has created the One North Carolina Fund (the “Program”) to make funding available within North Carolina “to secure commitments for the recruitment, expansion or retention of new or existing businesses”; and

WHEREAS; the General Assembly has authorized Program funds to be used for installation or purchase of equipment; structural repairs, improvements, or renovations to existing buildings to be used for expansion; construction of or improvements to new or existing water, sewer, gas or electric utility distribution lines or equipment for existing buildings; and construction of or improvements to new or existing water, sewer, gas or electric utility distribution lines or equipment for new or proposed buildings to be used for manufacturing and industrial operations; and

WHEREAS; the Local Government has applied for funds in connection with activity to be undertaken by Continental Structural Plastics of North Carolina, Inc. (the “Company”), a business that has competitively chosen to locate or expand operations for the following project (the “Project”) in North Carolina:

A plant (the “Facility”) at which the Company will manufacture lightweight materials and composite solutions for the automotive, HVAC and construction industries located in or around 6701 Statesville Boulevard in the City of Salisbury in Rowan County, North Carolina.

WHEREAS; the Local Government has committed to provide matching funds and resources for the Project equal to at least the amount set forth in N.C. Gen. Stat. § 143B-437.72(c)(1) (the “**Match**”); and

WHEREAS; the Local Government’s application (the “**Local Government Application**”) has been approved by DOC for funding, based on the Local Government’s commitments, and the commitments made by the Company in its Program application (the “**Company Application**”); and

WHEREAS, the Company has executed an agreement (the “**Company Performance Agreement**” or “**CPA**”) with the Local Government reflecting the Company’s commitments to expand, create and/or retain jobs and to take other actions that will support North Carolina’s economic development, and the terms on which funds will be made available for such activity from the Program.

NOW THEREFORE, in consideration of the mutual covenants and promises set forth below, the Local Government and DOC hereby agree as follows:

I. DOC COMMITMENTS AND GRANT CONDITIONS

- (a) DOC agrees to provide Program fund in the maximum amount of One Hundred Thousand Dollars (\$100,000.00) for the Project (the “**Grant**”), in accordance with the terms of this LGGA and the CPA.
- (b) Grant payments disbursed under this LGGA will be disbursed to the Local Government pursuant to N.C. Gen. Stat. § 143B-437.70 *et seq.*, the terms of the Program Guidelines and Procedures for Commitment of Funds from the One North Carolina Fund, established pursuant to N.C. Gen. Stat. § 143B-437.73 and in effect as of the effective date of this LGGA (the “**Program Guidelines**”), consistent with the terms and schedule established in the CPA.
- (c) Grant disbursements are conditioned upon the execution of the CPA between the Local Government and the Company, and any other required parties thereto, in a form acceptable to DOC. In addition to the Company and the Local Government, the following are required parties to the CPA: Teijin Limited (the “**Guarantor**”).
- (d) To receive a Grant disbursement, the Local Government must provide or cause to be provided to DOC a properly executed CPA, proof that the Company has performed its obligations under the CPA, proof that the Local Government has met its obligation to provide the Match, a duly executed completed disbursement request and certification in the form of Exhibit A hereof (the “**Local Government Disbursement Request**”), and a duly executed completed Company’s disbursement request and certification in the form of Exhibit A to the CPA (the “**Company Disbursement Request**”).

II. LOCAL GOVERNMENT’S COMMITMENTS

- (a) The Local Government agrees to perform the Program and to abide by all commitments, terms and representations in the Local Government Application.
- (b) The Local Government agrees to provide the Match in a manner consistent with N.C. Gen. Stat. § 143B-437.72(c)(1), the Program Guidelines and Procedures, and the Local Government Application. The Local Government will provide to the DOC a copy of the duly executed agreement between the Local Government (or other local entity) and the Company governing the local incentives that will be provided to the Company for the Project (the “**Local Incentive Agreement**”), at the time the Local Government returns the executed LGGA. The Company will be ineligible for a Grant disbursement until the Local Incentive Agreement is provided to the DOC. The Local Government will report to the DOC the amount of each incentive payment that is provided to the Company under the Local Incentive Agreement, within thirty (30) days of the date on which it is provided, whether or not the CPA remains in effect.

ROWAN COUNTY
A COUNTY COMMITTED TO EXCELLENCE



130 West Innes Street - Salisbury, NC 28144
TELEPHONE: 704-216-8180 * FAX: 704-216-8195

MEMO TO COMMISSIONERS:

FROM: Carolyn Barger, Clerk to the Board
DATE: December 14, 2020
SUBJECT: Consider Approval of Board Appointments

ATTACHMENTS:

Description

January Board Appointments

Upload Date

12/30/2020

Type

Cover Memo

MONTHLY BOARD APPOINTMENTS
January 4, 2021
COMMISSION MEETING

BOSTIAN HEIGHTS VOLUNTEER FIRE DEPARTMENT FIRE COMMISSIONERS

Randall Faggart, Jody Scott Burleyson and Randy St. Clair have applied for reappointment. The terms would be for two (2) years and expire on January 31, 2023.

CLEVELAND COMMUNITY VOLUNTEER FIRE DEPARTMENT FIRE COMMISSIONERS

Craig Myers applied for reappointment for a two-year term that will expire December 31, 2022.

HOME AND COMMUNITY CARE BLOCK GRANT ADVISORY COMMITTEE

Michael Agee, Amber Phillips and Patricia Murtaugh have applied for two (2) vacant seats.

The bylaws of the Committee state the membership should consist of at least a minimum of one-third older adults, age 60 and older. Based on this requirement, Nan Buehrer recommended Mr. Agee be appointed as the Region F Aging Advisory Committee Alternate for a term that would expire June 30, 2021, (at which time Mr. Agee would be eligible for reappointment).

Ms. Buehrer recommended Ms. Murtaugh be appointed to fill the At-Large seat for a term that would expire June 30, 2020 (at which time Ms. Murtaugh would also be eligible for reappointment).

JUVENILE CRIME PREVENTION COUNCIL

Erin Smith applied for the vacant General Public Seat. If approved, the term would expire on June 30, 2022.

SALISBURY-ROWAN COMMUNITY ACTION AGENCY, INC.

There is one seat available on this Board and Amy-Archer Brown has applied for reappointment. A second application was also received for this seat from Machica Davis.

While Ms. Brown's term expired June 30, 2020 she has continued to actively serve. Dione Tate-Adkins, Executive Director of the Agency, submitted a letter requesting the reappointment.

The term for the selected applicant will expire on June 30, 2023.

THERAPEUTIC RECREATION BOARD

Renita Ritchie applied for reappointment. The term would be for three (3) years, expiring on November 30, 2023.

Home / Manage Applications / Mr. Randall Max Faggart

View Application

Application

 Renew  Edit  Delete

Status

Name

Mr. Randall Max Faggart

Application Date

12/10/2020

Expiration Date

12/10/2022

Board Member

Randall Max Faggart

Status

Validated

Board**Vacancies****Status**

Bostian Heights Volunteer Fire Department Fire Commissioners

0

Pending

Basic Information

Name

Mr. Randall Max Faggart

Gender

Male

Business/Civic Experience and why you feel you are qualified for this appointment:

I have been the Rowan County Fire Marshal from 1987 to 2000. Worked with all county departments and the City of Salisbury. Held the position of Division Chief with Kannapolis Fire Department until my retirement in 2011. I have created budgets and administered them for many years. I have lived almost my whole life in the Bostian Heights community and will continue to support the fire department any way I can.

Have you ever been convicted of a felony?

No

County of Residence

Yes

Request for Waiver of Term Limits

None

Contact Information

Address

2670 Daugherty Road
China Grove, NC 28023

Resident

Yes

Phone

000-000-0000

Cell Phone

704-960-9539

Email

rfaggart@gmail.com

Occupation

Employer

Kannapolis Fire Department

Occupation

Retired

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Home / Manage Applications / Lieutenant Jody Scott Burleyson

View Application

Application

 Renew

 Edit

 Delete

Status

Name

Lieutenant Jody Scott Burleyson

Application Date

12/9/2020

Expiration Date

12/9/2022

Board Member

Jody Scott Burleyson

Status

Validated

Board**Vacancies****Status**

Bostian Heights Volunteer Fire Department Fire Commissioners

0

Pending

Basic Information

Name

Lieutenant Jody Scott Burleyson

Gender

Male

Business/Civic Experience and why you feel you are qualified for this appointment:

- * BS Degree from Wingate College, 1990.
- * Warehouse / Fleet Manager for Premium Industries, 1991-93.
- * General Manager for Laidlaw Transit, 1993-98.
- * Rowan Transit Board Member, 1993-98.
- * Rowan County Sheriff's Office, 1998 to present. Current position, Patrol Lieutenant.
- * Bostian Heights Fire Commissioner, February 2019 to present.

Have you ever been convicted of a felony?

No

County of Residence

Rowan

Contact Information

Address

10120 Old Concord Rd.
China Grove, NC 28023

Resident

Yes

Ward/District

Bostian Heights

Phone

704-856-2315

Cell Phone

704-202-0432

Email

jody.burleyson@rowancountync.gov

Occupation

Employer

Rowan County Sheriff's Office

Occupation

Patrol Lieutenant

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[Home](#) / [Manage Applications](#) / [Randy St. Clair](#)

View Application

Application

 Renew Edit Delete

Status

Name

Randy St. Clair

Application Date

12/15/2020

Expiration Date

12/15/2022

Board Member

Larry Randall St. Clair

Status

Validated

Board

Bostian Heights Volunteer Fire Department Fire Commissioners

Vacancies

0

Status

Pending

Basic Information

Name

Randy St. Clair

Gender

Male

Business/Civic Experience and why you feel you are qualified for this appointment:

Currently a Bostian Heights Fire Commissioner

Have you ever been convicted of a felony?

No

County of Residence

Rowan

Contact Information

Address

1185 E NC 152
China Grove, NC 28023

Resident

Yes

Phone

704 239 4468

Email

randy.st.clair@rowancountync.gov

Occupation

Employer

Rowan County Sheriffs Office

Occupation

Criminal Division Captain

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[Home](#) / [Manage Applications](#) / [Craig Myers](#)

View Application

Application

 Renew Edit Delete

Status

Name

Craig Myers

Application Date

12/2/2020

Expiration Date

12/2/2022

Board Member

Craig Cline Myers

Status

Validated

Board**Vacancies****Status**

Cleveland Community Volunteer Fire Department Fire Commissioners

0

Pending

Basic Information

Name

Craig Myers

Gender

Male

Have you ever been convicted of a felony?

No

County of Residence

Rowan

Contact Information

Address

110 Winterberry Lane
Cleveland, NC 27013

Resident

Yes

Phone

704-278-4532

Email

craigmyers10@bellsouth.net

Occupation

Employer

Myers Forest Products

Occupation

President

OnBoard2 - Powered by ClerkBase

Barger, Carolyn M

From: Nan Buehrer <director@ruftyholmes.org>
Sent: Wednesday, December 16, 2020 3:42 PM
To: Barger, Carolyn M
Subject: County Appointment Recommendations

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Report suspicious emails by clicking the **"Report Phish"** button.

Carolyn,
I would like to recommend for appointment by the County Commissioners;

Region F Aging Advisory Committee Alternate - Term 7/1/2020 to 6/30/2021
Michael Warren Agee

HCCBG Advisory Committee

Michael Warren Agee – Region F Aging Advisory Committee Alternate - Term 7/1/2020 to 6/30/2021
Patricia Murtaugh, At-Large Consumer – Term 7/1/2020 to 6/30/2023

I have spoken with both and they look forward to working on behalf of older adults in our County.
Please let me know if you should have any questions.

Nan Buehrer, Executive Director
Rufty-Holmes Senior Center
1120 S. MLK, Jr. Avenue
Salisbury, NC 28144-5692
704-216-7715
director@ruftyholmes.org
www.ruftyholmes.org

Accredited by 
National Institute of
Senior Centers



Home / Manage Applications / Michael Agee

View Application

Application

 Renew

 Edit

 Delete

Status

Name

Michael Agee

Application Date

12/2/2020

Expiration Date

12/2/2022

Board Member

Michael Warren Agee

Status

Validated

Board	Vacancies	Status
Home and Community Care Block Grant Advisory Committee	2	Pending

Basic Information

Name

Michael Agee

Gender

Male

Resume File

View / Download

Business/Civic Experience and why you feel you are qualified for this appointment:

Retired from Duke Energy after 39 years serving in various engineering and management positions. Currently serving on Scout Units 448 Scout Committee and secretary of the 501C3 organization. Served on United Way organizations in NC and SC most recently with allocation committee Rowan County United Way. Served on Rowan County Planning Board. Past civic clubs include Rowan Rotary Club and Lions Club.

I retired in 2011 and was able to spend more time helping my parents and my wife's mother in the final stages of the lives. They transitioned from independent living to assisted facilities. The experience provide me a better understanding of their challenges and the difficulties they faced.

Have you ever been convicted of a felony?

No

County of Residence

NC

Contact Information

Address

104 Buckingham Pl
Salisbury, NC 28144

Resident

Yes

Phone

704-636-7583

Email

ageemw@gmail.com

Occupation

Employer

Retired

Occupation

Electrical Engineer

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Home / Manage Applications / Amber Phillips

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Application

⌂ Renew

✎ Edit

🗑 Delete

Status

Name

Amber Phillips

Application Date

9/3/2020

Expiration Date

9/3/2022

Board Member

Amber Phillips

Status

Validated

Board	Vacancies	Status
Region F Aging Advisory Committee	1	BoC Meeting

Basic Information

Name

Amber Phillips

Resume File

View / Download

Business/Civic Experience and why you feel you are qualified for this appointment:

My passion for working in aging services stems over 14 years of experience between staff and volunteer management, program development and implementation, non profit strategic planning initiatives, options counseling, and public relations for aging programs and services. Working in various community settings and aging services institutions has made me well versed with the functionality and importance of the aging network, which exists to serve and advocate for senior citizens, their families and communities.

In my efforts to professionally serve various communities, I have obtained degrees including a Masters in Nonprofit Management with a concentration in Human Services, Graduate Certificate in Gerontology, and a Bachelor of Arts in Gerontology with a minor in Business Administration. My education and work experience has assisted with my professional success and as a result, has made me a well rounded Gerontologist. I have made it a priority to learn and apply my knowledge to compliment my core values while providing service to the senior population.

Professionally, my job duties have consisted of the following:

Supervising and coordinating center and facility operations (staff, volunteers, special events, virtual and onsite continuing education programs)

Managing program certification requirements

Preparing and monitoring fiscal year budgets for grant reporting

Strategic planning and program coordination and implementation

Community planning for needs based assessments

Public Relations and Print/Digital Marketing-public speaking engagements

Options Counseling for long term care options

Memberships: REACH, Cooperative Extension Advisory Board

Becoming the alternate for the Region F Aging Advisory Committee will allow me to:

-Advocate for the senior community on a macro level

-Enhance my knowledge of aging programs and services

-Provide me with the opportunity to understand the needs of senior citizens on a regional level

-Build working relationships with community dwelling individuals and aging professionals

My lifetime goal is to dedicate exceptional service to the aging population and their families. This opportunity will provide personal growth and development for achieving success as an Aging Enthusiast.

Have you ever been convicted of a felony?

No

County of Residence

Rowan

Contact Information

Address

315 Ashbrook Rd

Apt 5

Salisbury, NC 28147

Resident

Yes

Phone

336-391-1143

Email

gerofin88@yahoo.com

Occupation

Occupation

Gerontologist

[Home](#) / [Manage Applications](#) / [Patricia Murtaugh](#)

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Application

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Status

Name

Patricia Murtaugh

Application Date

10/26/2020

Expiration Date

10/26/2022

Board Member

Patricia Murtaugh

Status

Validated

Board	Vacancies	Status
Home and Community Care Block Grant Advisory Committee	2	Pending

Basic Information

Name

Patricia Murtaugh

Business/Civic Experience and why you feel you are qualified for this appointment:

Having lived in Salisbury since 1997, my husband and I have raised our family and worked in service types of careers making Rowan County our home of choice since arriving. As a retired educator I've had the opportunity to be involved in the community in many ways; Special Olympics, sports teams, scouts, volunteering at the public library, Rowan Helping Ministries and serving on the Meals On Wheels Board besides delivering meals. I'd like to continue contributing to improving the quality of life in this county in my retirement years. If you would like references, I'll be glad to provide them.

Have you ever been convicted of a felony?

No

County of Residence

Rowan

Request for Waiver of Term Limits

One year term

Contact Information

Address

3507 Mooresville Rd
Salisbury, NC 29147

Resident

Yes

Phone

704-636-9237

Cell Phone

704-640-3529

Email

pmmurt@gmail.com

Occupation

Employer

Rowan-Salisbury School System

Occupation

Retired

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[Home](#) / [Manage Applications](#) / [Mrs. Erin M Smith](#)

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Application

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Status

Name

Mrs. Erin M Smith

Application Date

10/19/2020

Expiration Date

10/19/2022

Board Member

Erin M Smith

Status

Validated

Board	Vacancies	Status
Juvenile Crime Prevention Council	8	Pending

Basic Information

Name

Mrs. Erin M Smith

Resume File[View](#) / [Download](#)**Business/Civic Experience and why you feel you are qualified for this appointment:**

For the past 20 years I have worked with the youth from ages ranging from 5 to 18, within the special needs department to the at risk youth. I currently work for Rowan County Department of Social Services helping families in the Food and Nutrition Program. Prior to moving to North Carolina from Hawaii, I worked for Hawaii Behavioral Health and work with students that were just released from juvenile detention and before they were allowed back into general education in a public school they first had to complete a special course that also included their education portion. It is my belief that assisting our young at the juvenile level, rehabilitation is possible. We are able to help our young turn a new leaf, give them the tools to achieve success, to become contributing members of society. Young education is the foundation to build a love of learning and being able to build a love of learning and education can change their future.

Have you ever been convicted of a felony?

No

County of Residence

Rowan County

Contact Information

Address

6720 Highway 152 E
Rockwell, NC 28138

Resident

Yes

Phone

704-798-8760

Cell Phone

704-798-8760

Email

erin.smith14@icloud.com

Occupation

Employer

Rowan County Department of Social Services

Occupation

Income Maintenance II

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Salisbury-Rowan COMMUNITY ACTION AGENCY, INC.

December 14, 2020

Rowan County Board of Commissioners
Rowan County Administration Building
J. Newton Cohen Sr. Room, 2nd Floor
130 W Innes Street
Salisbury, NC 28144

Re: Reappointment request

Dear Board of Commissioners,

I am writing to request the reappointment of Ms. Amy Brown to the Salisbury-Rowan Community Action Agency, Inc.'s Board of Directors until June 30, 2023.

Ms. Brown has remained an active and valued member of SRCAA, Inc.'s governing Board of Directors, and with the agency having much work ahead, experienced governing members are necessary for us to advance our work in serving our county's most vulnerable population.

Sincerely,



Dione Adkins-Tate
Executive Director

CC: Carolyn Barger, Clerk to the Board
Wendell Fant, Board Chairman

[Home](#) / [Manage Applications](#) / [Mrs. Amy A. Brown](#)

View Application

Application

 Renew Edit Delete

Status

Name

Mrs. Amy A. Brown

Application Date

12/21/2020

Expiration Date

12/21/2022

Board Member

Amy A. Archer Brown

Status

Validated

Board

Salisbury-Rowan Community Action Agency, Inc.

Vacancies

1

Status

BoC Meeting

Basic Information

Name

Mrs. Amy A. Brown

Gender

Female

Resume File[View](#) / [Download](#)**Business/Civic Experience and why you feel you are qualified for this appointment:**

I have been a member of the SRCAA Board of Directors since April 2018, so I have a strong knowledge of the SRCAA staff and policies and procedures. I am also the Executive Director of Smart Start Rowan, a community partner of SRCAA. I have extensive early childhood knowledge, such as Head Start and Early Head Start, both of which are implemented by SRCAA in two counties. I also have knowledge of family support programs and needs in our community, which is a function of SRCAA's work. ^

Have you ever been convicted of a felony?

No

County of Residence

Rowan

Request for Waiver of Term Limits

No

Contact Information

Address

1415 Miller Road
China Grove, NC 28023

Resident

Yes

Phone

704-239-1351

Cell Phone

704-239-1351

Email

abrown@smartstartrowan.org

Occupation

Employer

Smart Start Rowan

Occupation

Executive Director

[Home](#) / [Manage Applications](#) / [Mrs. Machica Davis](#)

View Application

Application

 Renew Edit Delete

Status

Name

Mrs. Machica Davis

Application Date

10/1/2020

Expiration Date

10/1/2022

Board Member

Machica Davis

Status

Validated

Board	Vacancies	Status
Salisbury-Rowan Community Action Agency, Inc.	1	Pending

Basic Information

Name

Mrs. Machica Davis

Resume File[View / Download](#)**Business/Civic Experience and why you feel you are qualified for this appointment:**

My experience and qualities for both business and civic duties makes me qualified for the appointment. I feel I am qualified because I have 20 years experience working in corporate America with a background in Accounting, Customer Service and Data Analysis. I have served as a Deaconess and children's church volunteer at a church in Charlotte and now serving at our church in Kannapolis. I have also served on the Community Improvement Commission for the City of Kannapolis for 1 year. I know what is like to be without many of the things that you desire physically and emotionally. I love outreaches which are tangible and not just spiritual and believe that I can make a difference by serving others.

Have you ever been convicted of a felony?

No

County of Residence

Rowan

Contact Information

Address

1065 Winding Creek Rd.
Salisbury, NC 28146

Resident

Yes

Phone

7042730411

Cell Phone

7042730411

Email

mrochelledavis@gmail.com

Occupation

Employer

ACN

Occupation

Senior Provisioning Operations Analyst

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Home / Manage Applications / Ms. Renita J Ritchie

View Application

Application

 Renew

 Edit

 Delete

Status

Name

Ms. Renita J Ritchie

Application Date

12/17/2020

Expiration Date

12/17/2022

Board Member

Renita Ritchie

Status

Validated

Board	Vacancies	Status
Therapeutic Recreation Board	3	Pending

Basic Information

Name

Ms. Renita J Ritchie

Gender

Female

Resume File

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Business/Civic Experience and why you feel you are qualified for this appointment:

Retired TR Supervisor, 35 years experience, have served on the Board previously.

Have you ever been convicted of a felony?

NO

County of Residence

Rowan

Contact Information

Address

603 S Whitehead Ave
Spencer, NC 28159

Resident

Yes

Phone

704-636-7315

Cell Phone

704-640-3258

Email

renitaritchie@gmail.com

Occupation

Occupation

Retired

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