

The Board of Commissioners for the County of Cabarrus met for an Agenda Work Session in the Multipurpose Room at the Cabarrus County Governmental Center in Concord, North Carolina at 4:00 p.m. on Monday, October 2, 2023.

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

live broadcast at 4:00 p.m. on Channel 22  
<https://www.youtube.com/cabarruscounty>  
<https://www.cabarruscounty.us/cabcotv>

Present - Chairman:	Stephen M. Morris
Vice Chairman:	Lynn W. Shue
Commissioners:	Christopher A. Measmer
	Kenneth M. Wortman
	Timothy A. Furr

Also, present were Mike Downs, County Manager; Richard M. Koch, County Attorney; Rodney Harris, Deputy County Manager; Kyle Bilafer, Assistant County Manager; Kelly Sifford, Assistant County Manager; and Lauren Linker, Clerk to the Board.

### 1. Call to Order

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

### 2. Approval of Agenda

UPON MOTION of Commissioner Wortman, seconded by Commissioner Furr and unanimously carried, the Board approved the agenda including changes on page 3.

Additions:

Discussion Items - No Action  
3.6 WSACC - Expansion Update

Updated:

Discussion Items - No Action  
3.2 Chamber of Commerce - Edge Factor Update  
• Presentation

3.4 Infrastructure and Asset Management - Cabarrus County Library and Active Living Center at Mt. Pleasant and Virginia Foil Park Project Update  
• Pictorial Update

3.5 Infrastructure and Asset Management - Courthouse Expansion Project Update  
• Pictorial Update

Discussion Items - For Action

4.5 Finance - Shady Brook Elementary School Chiller Replacement  
• KCS Request Letter

4.7 Behavioral Health - Amended Resolution to Direct the Expenditure of Opioid Settlement Funds  
• Presentation  
• Resolution

4.8 Behavioral Health - North Carolina Opioid Settlement: Collaborative Strategic Planning  
• Presentation

### 3. Discussion Items - No Action

#### **3.1 Active Living and Parks - Comprehensive Masterplan Presentation**

Londa Strong, Active Living and Parks Director, reported the Berry Dunn Group was selected to create the Active Living and Parks Comprehensive Masterplan. Ms. Strong introduced Lisa Wolff, Supporting Consultant, and Nikki Ginger, Project Manager, with the Berry Dunn Group.

Ms. Ginger and Ms. Wolff presented a PowerPoint presentation to include the following:

- Masterplan Process
  - Introductions
  - Understanding Cabarrus County
  - Cabarrus County Centered Approach
    - Complementary skill set
    - Inclusive
    - Sustainable

- Quantitative and qualitative
- Fiscally responsible
- Comprehensive
- Project Approach
  - Project planning
  - Engagement
  - Analysis
  - Visioning
  - Final plan
  - Implementation
- Understanding Cabarrus County ALP
  - Staff
    - Discovery session interviews
    - Survey
  - Community
    - Pop-up events
    - Listening/Discovery sessions
    - Statistically valid survey
    - Online engagement
    - Partner feedback
      - Analyzing your needs
      - Evaluating existing conditions and level of service
      - Developing long range visioning
- Plan Overview Timeline
- Your Role

There was discussion throughout the presentation. During discussion, Ms. Wolff, Ms. Ginger, and Ms. Strong responded to questions from the Board.

### **3.2 Chamber of Commerce - Edge Factor Update**

Barbi Jones, The Chamber of Commerce Executive Director, presented the Edge Factor Update and the progress made by the partnership between The Chamber and the Edge Factor. The PowerPoint presentation included:

- Edge Factor Overview
- Update Overview
- Companies
- K-12 Schools
- Portrait of a Graduate
  - Adaptability
  - Collaboration
  - Communication
  - Critical Thinking
  - Empathy
  - Learner's mindset
  - Personal responsibility
- Key Themes
  - Embrace hope
  - Don't give up
  - Set goals
  - Confidence is key
  - Take risks
  - Be adaptable
  - Learn from failure
  - Build relationships
- The Cabarrus Career Continuum
- Sample Analytics

A discussion ensued. During discussion, Ms. Jones responded to questions from the Board.

### **3.3 Infrastructure and Asset Management - Cabarrus County Library and Active Living Center at Afton Ridge Project Update**

Kyle Bilafer, Assistant County Manager, presented a pictorial update on the Cabarrus County Library and Active Living Center at Afton Ridge Project. Mr. Bilafer advised the P3 developer has been working with the City of Kannapolis for permits needed for the 41,000 sq. ft. project. Discussion of the groundbreaking ceremony for the center will be held on October 17, 2023.

A discussion ensued. During discussions, Mr. Bilafer responded to questions.

Michael Miller, Director of Design and Construction, was present.

### 3.4 Infrastructure and Asset Management - Cabarrus County Library and Active Living Center at Mt. Pleasant and Virginia Foil Park Project Update

Michael Miller, Director of Design and Construction, presented an update of the last 30 days for the project that included:

- Mass grading the entire site
- Tree removal and grubbing
- Contractors installed erosion control measures and fencing around the perimeter
- A temporary basement basin has been installed and approved by the North Carolina Department of Environmental Quality (NCDEQ)
- The permanent basin has been started
- The site has been staked out and approved for compaction
- The site office has been set up and is in the process of getting utilities

Work to be done in the next 30 days is as follows:

- Contractors will complete all sediment basins and erosion control measures
- Complete building pad and subgrade
- Deliver concrete reinforcing materials
- Start library foundations and layout and install the anchor bolts
- Layout and install the mechanical, electrical, plumbing, and underground utilities
- Start underground storm water pipes for all the structures
- Continuation of mass grading the site and install construction fencing along Washington Street
- Set a pole for temporary power to site
- Continuous submittal and procurement processes for materials

Mr. Miller provided pictorial updates on the project.

A brief discussion ensued. During discussion Mr. Miller and Kyle Bilafer, Assistant County Manager, responded to questions from the Board.

### 3.5 Infrastructure and Asset Management - Courthouse Expansion Project Update

Michael Miller, Director of Design and Construction, presented an update of the last 30 days on the courthouse expansion project (1975) which included:

- Contractors began work on the chiller redundancy project
- Continued demolition of exterior façade and interior slabs
- Continued construction of new concrete and masonry shear walls inside the building
- Installed temporary shoring for demolition processes
- Installed pipe and duct hangars for plumbing and mechanical rough ends in the basement
- Completed underground plumbing in the basement
- Started steel installation in basement and first floor levels
- Began insulation in the new wall tract of the basement

Work to be done in the next 30 days is as follows:

- Continuation of interior and exterior demolition processes
- Continuation of steel erection
- Continuation of plumbing and mechanical hangar installations
- Continuation of pipe installation on the chiller redundancy project
- Continuation of new shear walls

Mr. Miller presented a pictorial update. Mr. Bilafer provided additional comments.

A discussion occurred. During discussion, Mr. Bilafer and Mr. Miller responded to questions from the Board.

### 3.6 WSACC - Expansion Update

Chad Von Cannon, Water and Sewer Authority of Cabarrus County, Engineering Director, presented a PowerPoint presentation on the Capacity Expansion and Master Plan, which included:

- Rocky River Regional Overview
  - Constructed late 1970s
  - Several upgrades in early 2000s
  - Re-rated to 26.5 million gallons per day in 20212
  - Flow dramatically increased and a plan put into place to expand in 2018
  - Plant expansion began in 2019
- Regional Capacity
- Regional Flows and Capacity
- Regional Expansion
  - Phase 3 – Summer 2024
  - Phase 4 – 2027
- Flow Factor Reduction
- Planning for the future

A lengthy discussion ensued. During discussion, Mr. Von Cannon responded to questions from the Board.

#### 4. Discussion Items - For Action

##### **4.1 Active Living and Parks - Matching Incentive Grant Project Approval**

Ian Sweeney, Active Living and Parks Project and Event Manager, requested Board approval for four matching incentive grant projects. All applications were received by the Active Living and Parks Commission on Thursday, September 21, 2023; it is recommended to fund all of them. A county match of \$24,533 will be required. Projects included:

- Cabarrus County 4H Program for a new outdoor picnic table ADA learning space at Cooperative Extension
- Hartsell Athletic Association for field maintenance equipment at Rocky River Elementary School. The equipment will be maintained by Hartsell Athletic Association
- Concord Rotary Club to install bicycle repair stations throughout three Concord Park sites. The City of Concord will maintain these stations
- Weddington Hills Elementary School Parent Teacher Organization (PTO) requested the beautification of the nature trail and to create a new outdoor classroom

Mr. Sweeney presented a budget amendment for the Board's consideration.

##### **4.2 BOC - Appointments to Boards and Committees**

Chairman Morris reported information regarding appointments to boards and committees was provided in the agenda. He announced for the benefit of the public, that there are always vacancies, and encouraged people to get involved. He advised these appointment requests would be included in the Consent section of the October 16, 2023, regular meeting agenda.

#### **Break**

The Board took a break at 5:42 p.m.; the meeting resumed at 6:00 p.m.

##### **4.3 DHS - Budget Revision for Adult Protective Services Essential Services Fund**

Anthony Hodges, Adult and Aging Services Program Manager, reported the North Carolina division of Aging and Adult Services has allocated additional funding for the Adult Protective Services Essential Services Fund. This funding allows departments within social services to provide essential services to adults where protective services have been substantiated.

The allocation for this fund for FY24 is \$7,559.74. A county match is not required. A budget amendment was provided for the Board's review.

##### **4.4 DHS - Transportation FY24 Rural Operating Assistance Program (ROAP)**

Charles Ratliff, Operations and Training Supervisor, advised the Rural Operating Assistance Program provides trip funding for the elderly handicapped, and the rural general public and employment. For FY24, the department will receive \$73,838 with a 10% match requirement. The match will come from the RGP ticket sales. No public hearing is required.

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

Bob Bushey, Transportation Manager, was present.

#### 4.5 Finance - Shady Brook Elementary School Chiller Replacement

Scott Rodgers, Kannapolis City Schools (KCS), Assistant Director, advised the chiller compressor at Shady Brook Elementary School was replaced. While working on the compressor, it was discovered the seals were in bad condition. The chiller is 20 years old and with the unknown factors of patching current issues, it was recommended the chiller be replaced in its entirety. The estimated costs would be more than \$100,000, but not to exceed \$450,000; the anticipated cost is \$325,000. Additionally, there is a significant waiting period to receive the chiller. Therefore, if approved, KCS would like to order the chiller as soon as possible and have it installed prior to the warmer weather. A motion to suspend the rules of procedure and to approve the budget amendment is required.

A discussion ensued. During the discussion Mr. Rodgers; Chuck Taylor, Cabarrus County Schools (CCS), Director of Facilities; and Mr. Jim Howden, Cabarrus County Finance Director, responded to questions from the Board.

Commissioner Wortman **MOVED** to suspend the rules of procedure due to time constraints, Commissioner Measmer seconded the motion.

Following discussion, the **MOTION** was unanimously carried.

**UPON MOTION** of Chairman Morris, seconded by Commissioner Measmer, and unanimously carried, the Board approved the budget amendment to not exceed \$450,000 for the chiller replacement at Shady Brook Elementary School.

Date: 10/2/2023	Amount: 450,000.00						
Dept. Head: James Howden	Department: FUND 390 - School Capital Projects						
<input type="checkbox"/> Internal Transfer Within Department	<input type="checkbox"/> Transfer Between Departments/Funds	<input checked="" type="checkbox"/> Supplemental Request					
<b>Budget amendment for emergency replacement of Chiller at Shady Brook Elementary School funded by Community Investment Fund.</b>							
Fund	Indicator	Department/ Object/ Project	Account Name	Approved Budget	Increase Amount	Decrease Amount	Revised Budget
390	6	7230-6902-SHADY	Contributions from CIF/GF	-	450,000.00		450,000.00
390	9	7230-9860-SHADY	Equipment	-	450,000.00		450,000.00
100	9	0000-9708	Contribution to Capital Project Fund	28,678,626.00	450,000.00		29,128,626.00
100	9	9120-9830-AVAIL	Other Improvements	5,576,867.00		450,000.00	5,126,867.00

#### 4.6 Finance - Updated Annual Budget Ordinance

Jim Howden, Finance Director, advised originally Cabarrus County among other counties receiving opioid settlement funds were instructed that a grant project ordinance could be established and used to track funding and appropriations. However, during a recent Local Government Commission Opioid meeting, all the counties were informed due to the State's agreement, a grant project ordinance was not a lawful budgeting option. Local government must re-budget the funds in an annual budget ordinance unless the funds are being used for capital purposes. Mr. Howden further advised staff has revised the annual budget ordinance to reflect the funds and provided a copy along with the appropriate budget amendment for the Board's consideration.

#### 4.7 Behavioral Health - Amended Resolution to Direct the Expenditure of Opioid Settlement Funds

Dr. Aalece Pugh-Lily, Behavioral Health Director, presented an overview of the North Carolina opioid settlement. In connection with the settlement funds for Cabarrus County, on January 17, 2023, the Board adopted a resolution to direct the expenditure of Opioid Settlement funds to one strategy, recovery support services (Strategy 3). Staff has identified and confirmed an additional strategy, Naloxone Distribution (Strategy 7), as an expenditure of Opioid Settlement funds for the harm reduction wellness program. Dr. Pugh-Lily presented for the Board's consideration an amended resolution to direct the expenditure of Opioid settlement funds.

#### 4.8 Behavioral Health - NC Opioid Settlement: Collaborative Strategic Planning

Dr. Pugh-Lily reported on the development of the Cabarrus County's Strategic Plan in connection with the North Carolina Opioid Settlement. She then introduced Mr. John Eller, Health Management Associates, Managing Principal, who presented a PowerPoint presentation to include the following:

- The Health Management Associates Overview

- Opioid Settlement Strategic Planning Process
- Stakeholder Engagement
- Timeline - October 2023 through June 2024
  - Phase 1 - Data gathering and stakeholder engagement
  - Phase 2 - Analysis and recommendation development
  - Phase 3 - Final report and presentation
- Phases and Deliverables

Dr. Pugh-Lily requested an expenditure not to exceed \$250,000 for the collaborative strategic planning process.

Rodney Harris, Deputy County Manager, provided additional comments on the timeline and the investment funds.

#### **4.9 Human Resources - Personnel Ordinance Update**

Lundee Covington, Human Resources Director, presented for the Board's consideration an addition to the current Personnel Ordinance. Currently, policy allows unpaid leave for non-disciplinary suspension, but allows employees to use their own time available. The addition would include paid leave under certain circumstances, which would need approved by the County Manager or the Sheriff where the utilization of the employee's leave time is not the best resolution for pending personnel investigations.

Ms. Covington provided an update regarding the Employee Longevity Pay. Some gaps have been identified: length of time separated from the county in calculating longevity pay and calculating county longevity pay in coordination with the State for the Cooperative Extension employees.

#### **4.10 Sheriff's Office - Budget Amendment for the Purchase of Console Furniture for Backup 911 Center**

Chief Deputy Tessa Burchett and Lieutenant Travis McGee presented a budget amendment for the Board's consideration to purchase console furniture for the backup center at the Milestone building (previously located at 1303 S. Canon Blvd.). By State statute, the backup center must be able to accommodate the number of staff at the primary 911 call center.

A brief discussion ensued. During discussion, Chief Burchett and Lieutenant McGee responded to questions from the Board.

#### **4.11 Tax Administration - Adoption of Schedule of Values**

David Thrift, Tax Administrator, presented the schedule of values standards and rules for use with the 2024 Revaluation for the Board's consideration. The public hearing was held at the last meeting. Upon adoption, the schedule can be challenged to the North Carolina Property Tax Commission within 30 days. If not challenged, the schedule will be finalized on November 1, 2023. A motion to suspend the rules of procedure is needed.

**UPON MOTION** of Commissioner Measmer, seconded by Commissioner Furr, and unanimously carried, the board approved to suspend the rules of procedure due to time constraints.

**UPON MOTION** of Chairman Morris, seconded by Vice Chairman Shue, and unanimously carried, the board adopted the 2024 Schedule of Values and Rules for Market Value.

**UPON MOTION** of Chairman Morris, seconded by Commissioner Wortman, and unanimously carried, the board adopted the 2024 Schedule of Values for Standards and Rules for Present Use Value.

### **5. Approval of Regular Meeting Agenda**

#### **5.1 BOC - Approval of Regular Meeting Agenda**

**UPON MOTION** of Commissioner Measmer, seconded by Commissioner Wortman, and unanimously carried, the Board approved the agenda as follows for the October 16, 2023, regular meeting as presented and to schedule all public hearings.

##### **Recognitions and Presentations**

- Planning Department - Weatherization Day 2023
- Veterans Services - Operation Green Light Proclamation
- Veterans Services - Veterans Day Proclamation

##### **Consent**

- Active Living and Parks- Matching Incentive Grant Project Approval
- Appointments - Early Childhood Task Force Advisory Board
- Appointments and Removals - Juvenile Crime Prevention Council
- Behavioral Health - Amended Resolution to Direct the Expenditure of Opioid Settlement Funds
- DHS - Budget Revision for Adult Protective Services Essential Services Fund
- DHS - Transportation FY24 Rural Operating Assistance Program (ROAP)
- Finance - Shady Brook Elementary School Chiller Replacement
- Finance - Updated Annual Budget Ordinance
- Human Resources - Personnel Ordinance Update
- Sheriff's Office - Budget Amendment for the Purchase of Console Furniture for Backup 911 Center
- Sheriff's Office - Awarding of Service Weapon to Deputy Thomas Hooks
- Tax Administration - Refund and Release Reports - September 2023
- Behavioral Health - NC Opioid Settlement: Collaborative Strategic Planning

## 6. Closed Session

### **6.1 Closed Session - Pending Litigation and Economic Development**

**UPON MOTION** of Vice Chairman Shue, seconded by Commissioner Furr and unanimously carried, the Board moved to go into closed session to discuss matters related to pending litigation and economic development as authorized by NCGS 143-318.11(a)(3) and (4).

Prior the start of closed session, Chairman Morris announced the Board of Commissioners received the 2023 North Carolina Public Health Association's Partners in Public Health Award for their work regarding behavioral health.

**UPON MOTION** of Commissioner Measmer, seconded by Commissioner Furr and unanimously carried, the Board moved to come out of closed session.

## 6. Adjourn

**UPON MOTION** of Commissioner Furr, seconded by Commissioner Wortman, and unanimously carried, the meeting adjourned at 7:15 p.m.



*Lauren Linker*  
Lauren Linker, Clerk to the Board