

**MINUTES OF THE MEETING OF THE
ROWAN COUNTY BOARD OF COMMISSIONERS
October 22, 2007 – 7:00 PM
J. NEWTON COHEN, SR. ROOM, ADMINISTRATION BUILDING**

Present: Arnold S. Chamberlain, Chairman
Chad Mitchell, Vice-Chairman
Jon Barber, Member
Tina Hall, Member
Jim Sides, Member

County Manager William Cowan, Clerk to the Board Carolyn Athey, County Attorney Jay Dees and Finance Director Leslie Heidrick were present.

Chairman Chamberlain convened the meeting at 7:00 pm.

Commissioner Barber provided the Invocation.

Boy Scout Troop #476 led the Pledge of Allegiance.

CONSIDER APPROVAL OF THE MINUTES

Commissioner Mitchell moved, Commissioner Sides seconded and the motion to approve the minutes of the September 25, 2007 and October 1, 2007 Commission Meetings passed unanimously.

CONSIDER ADDITIONS TO THE AGENDA

- Commissioner Barber moved to add a Resolution Supporting the Salisbury Rowan United Action Agenda. The motion was seconded by Commissioner Sides.

In response to a query from Chairman Chamberlain, Commissioners Barber and Sides confirmed they were agreeable to adding the item to the Consent Agenda.

The motion passed unanimously.

- Commissioner Barber moved to add a discussion related to the recent resignation of County Manager William Cowan and the process to be used in selecting a new County Manager. The motion was seconded by Commissioner Mitchell and passed unanimously.

Chairman Chamberlain added the issue as agenda item #14a.

- County Manager William Cowan asked the Board to consider adding a discussion regarding the building inspections/planning software.

Commissioner Mitchell moved, Commissioner Barber seconded and the vote to add the discussion as requested passed unanimously.

Chairman Chamberlain added the issue as agenda item #9a.

- Commissioner Barber moved to add a discussion regarding the Relocation and Expansion Assistance Agreement for Wind Tunnel eXtreme. The motion was seconded by Commissioner Mitchell and carried 3-2 with Commissioners Hall and Sides dissenting.

Chairman Chamberlain added the issue as agenda item #5a.

CONSIDER DELETIONS FROM THE AGENDA

Chairman Chamberlain moved to delete Consent Agenda item #D (Set quasi-judicial hearing public hearing for November 5, 2007 for CUP-07-07 for request by Plantation Ridge Partnership). Chairman Chamberlain said the deletion was at the request of Planning Staff. The motion was seconded by Commissioner Sides and passed unanimously.

CONSIDER APPROVAL OF THE AGENDA

Commissioner Mitchell moved, Commissioner Barber seconded and the motion to approve the agenda passed unanimously.

1. CONSIDER APPROVAL OF CONSENT AGENDA

Commissioner Mitchell moved to approve the Consent Agenda. The motion was seconded by Commissioner Barber and passed unanimously.

The Consent Agenda consisted of the following items:

- A. Approval of Reservation of Services Agreement with Johnny Love
- B. Approval of Subdivision Guarantee for Ketner Farms Phase II Section II
- C. Set Quasi-Judicial Public Hearing for November 5, 2007 for PCUR 02-07 for Request By Nelson Lingle
- D. Set Quasi-Judicial Public Hearing for November 5, 2007 for CUP-07-07 for request by Plantation Ridge Partnership

2. PUBLIC COMMENT PERIOD

Chairman Chamberlain opened the Public Comment Period to entertain comments from any citizens who wished to address the Board.

With no one wishing to address the Board, Chairman Chamberlain closed the Public Comment Period.

3. PUBLIC HEARING FOR CONSIDERATION OF UNANIMOUS PETITION FOR PAT'S LOOP

Planning Technician Fredda Greer reported that Staff had received a unanimous petition for the proposed road name of Pat's Loop. The road is currently unnamed and runs south off the 800 block of Old Linn Road. Staff recommended approval of the request.

Chairman Chamberlain opened the public hearing to entertain citizen input regarding the proposed road name of Pat's Loop.

With no one wishing to address the Board, Chairman Chamberlain closed the public hearing.

Commissioner Mitchell moved, Commissioner Barber seconded and the motion to approve the road name of Pat's Loop passed unanimously.

4. PUBLIC HEARING FOR CONSIDERATION OF MAJORITY PETITION FOR COTTONWOOD ROAD

Planning Technician Fredda Greer reported that Staff had received a majority petition for the proposed road name of Cottonwood Road. Ms. Greer said the road is currently unnamed and runs north off the 100 block of Doublethumb Road. Staff recommended approval of the request.

Chairman Chamberlain opened the public hearing to entertain citizen input regarding the proposed road name of Cottonwood Road.

With no one wishing to address the Board, Chairman Chamberlain closed the public hearing.

Commissioner Mitchell moved, Commissioner Barber seconded and the motion to approve the road name of Cottonwood Road passed unanimously.

5. CONSIDER APPROVAL OF SNIA 07-07 FOR APPLICANT CURTIS KEY

Planning Technician Fredda Greer said a Special Non-Residential Intensity Allocation (SNIA) request had been submitted by applicant, Curtis Key, to allow impervious coverage for lot 2 of Performance Park. Staff recommended approval of the request based on the site plan.

Commissioner Sides moved approval of SNIA 07-07. The motion was seconded by Commissioner Mitchell and passed unanimously.

5a. RELOCATION AND EXPANSION ASSISTANCE AGREEMENT FOR WIND TUNNEL eXTREME

Chairman Chamberlain said the agreement before the Board had been previously provided from County Attorney Jay Dees via email. Chairman Chamberlain said hard copies of the agreement were provided just prior to the start of the meeting. Chairman Chamberlain then moved to accept the agreement for discussion. Commissioner Barber seconded the motion.

Commissioner Mitchell asked Mr. Dees if the agreement before the Board was nothing more than what was voted on at the public hearing in September when the Board had offered the grant to Wind Tunnel eXtreme. Mr. Dees explained that his email indicated there were two (2) items that he had not seen in previous agreements. Mr. Dees said those items were, 1) the hurricane scenario and 2) the employment deficiency ratio. Mr. Dees said these were the only two (2) items that were new based on previous agreements the County had entered with other grant recipients.

Commissioner Mitchell asked, "Other than that, this is exactly what was voted on"? Mr. Dees said the document did reflect the split payment regarding years six and seven, and it also reflected a name change from the previous document that was sent out. Mr. Dees said there was also an issue with an email from Commissioner Hall regarding the assignment language. Mr. Dees said that question had not been answered but his suggestion was to match the grant program language about the assignment with written consent of the County.

Commissioner Mitchell asked Commissioner Hall if her question had been answered and Commissioner Hall responded no. Mr. Dees explained that the County had not yet received an answer from the company; however, the company's attorney had indicated that he did not foresee a problem with the acceptance of the change. Mr. Dees said the change was specifically meant to address assignments only with written consent of the County.

Commissioner Mitchell offered an amendment to the motion that the County will accept the agreement only on the provision that Wind Tunnel eXtreme accepts the language drafted by the County Attorney. Chairman Chamberlain seconded the amendment and the amendment passed 3-2 with Commissioners Hall and Sides dissenting.

Commissioner Hall said the County did not have a formal agreement or protocol in place that had been approved by the Board. Commissioner Hall felt it preferable to have a form agreement in place that would be a "companion document" to the existing incentive program.

Commissioner Hall expressed her displeasure at having little time to review the agreement and being asked to make a quick decision. Commissioner Hall said the company would not be asking for the incentive for “many months” and she felt the Board should be able to work with the EDC first, to establish a form agreement.

Commissioner Mitchell asked Commissioner Hall if there was anything that she wanted to see in writing that was not in the proposed agreement. Commissioner Hall referred to the incentive program previously approved by the Board and she said the County did not have a “form agreement” for the relocation and assistance grant.

Commissioner Barber agreed that the County should have a form agreement in place, however he did not feel the issue before the Board should be further delayed after the work that had been invested by the County Attorney.

Commissioner Mitchell said a form agreement was a good document to have in place. Commissioner Mitchell said the Board had already voted to provide the incentive and the current document was formalizing the incentive. Commissioner Mitchell said he was not at issue with any details of the contract. Commissioner Mitchell said he did not wish for the Board’s indecision to cost the County the project. Commissioner Mitchell said he supported the contract as it currently existed with the understanding that the County should have a form agreement for future reference.

Commissioner Sides said he had not received satisfactory answers to his questions regarding the various name filings of the company with the Secretary of State. Commissioner Sides said he would like for an approved form agreement to contain language stating that any party that has received a prior incentive, cannot by any negotiable means, receive a second incentive at a later date.

Chairman Chamberlain said the County had not approved a form document “for whatever reason.” Chairman Chamberlain said in working through the County Attorney, the Board would develop a basic document. Chairman Chamberlain said Commissioners Hall and Barber were liaisons to the Economic Development Commission (EDC) and he encouraged them to take the document to the EDC and report back to the Board. Chairman Chamberlain said a company was willing to spend \$63 million in Rowan County and that he was willing to grant the request and not chance the company locating elsewhere.

Upon being put to a vote, the motion on the floor passed 4-1 with Commissioner Sides dissenting. (Commissioner Hall abstained and is recorded as voting in the affirmative).

6. UPDATE ON ENHANCING CITIZENS ACCESS TO BOARD OF COMMISSION MEETINGS

Information Systems Director David Boling updated the Board on the audio and video improvements to the J. Newton Cohen, Sr. Room. Mr. Boling said citizens would be able to access the Commission meetings on Access 16 television, as well as on YouTube.com and other websites. Mr. Boling stated there are still some problems to work out but OneSource, the company hired to do the upfit, did an excellent job of bringing new technology to an old room. Mr. Boling said he appreciated the support from the Board.

Commissioner Hall expressed appreciation to Staff for their work on the project and to the Commissioners for voting to install the new technology for the citizens.

Mr. Boling said eventually he would like to have the meetings indexed on the website so citizens could access the meetings and conduct searches by using specific keywords. Mr. Boling explained that citizens might not wish to listen to an entire meeting and the technology would provide them with the opportunity to hear only the portions that affect them.

7. UPDATE REGARDING ROWAN COUNTY WEB SITE

Information Systems Director David Boling provided a slide show and reviewed the County's new web site currently under development. Mr. Boling said a committee had been formed to assist with the new design and he discussed the concepts behind the committee's decisions. Mr. Boling said the website would make it easier for people to find the information/services they need.

Chairman Chamberlain called for a short break at 7:50 pm.

Chairman Chamberlain reconvened the meeting at 8:00 pm.

8. CONSIDER APPROVAL OF AGREEMENT FOR ARCHITECTURAL SERVICES FOR DSS PROJECT

County Manager William Cowan reviewed the architectural agreement for the Department of Social Services (DSS) renovations/addition at the existing Health Department complex. Mr. Cowan said 30 days ago the Board awarded the contract for design work to Ramsay, Burgin and Smith.

Mr. Cowan referred to page 11 of the contract and discussed the fee for services in the amount of \$307,000, or 6.8% of the construction budget of \$4,515,000. Mr. Cowan said the County Attorney had reviewed and agreed to the form. Mr. Cowan recommended the Board enter into the contract to get the project underway.

Chairman Mitchell asked if the space was large enough to encompass all of the DSS employees. Mr. Cowan responded that Sandra Wilkes, DSS Director, said

the space would be enough to encompass all of DSS. Mr. Cowan said the renovations should be minor since the building is not that old; however there may be new code issues to be dealt with.

Commissioner Hall inquired as to how much additional parking would be needed. Mr. Cowan said previous indicators were that additional parking would be based on the occupancy of the building.

Commissioner Sides moved approval of the architectural services agreement. The motion was seconded by Commissioner Hall and passed unanimously.

9. CONSIDER APPROVAL OF REQUEST TO PURCHASE UPGRADE TO MOBILE AIR SYSTEM FOR THE EMERGENCY SERVICES DEPARTMENT

Fire Marshal Tom Murphy said that a request for bids for the purchase of an upgrade to the mobile air system for the Emergency Services Department had been published in the Salisbury Post and mailed to four vendors. Mr. Murphy said Safe Air Systems was the only vendor that submitted a bid and the net cost of the equipment, including two options, was \$57,946.52.

Mr. Murphy explained that a mobile air system is a unit that responds to structure fires, HAZMAT incidents and anything that requires extended air to the fire fighters air packs.

Commissioner Sides moved approval of the Resolution awarding the contract for the purchase of an upgrade to the Emergency Services mobile air system. The motion was seconded by Commissioners Hall and Mitchell and carried unanimously.

9a. BID AWARD FOR INSPECTIONS SOFTWARE

County Manager William Cowan said during the retreat and the budget process one of the goals adopted by the Board had been to enhance communications in the Inspections Department.

Finance Director Leslie Heidrick said a Request for Proposals (RFP) was sent to 6 vendors and the following 2 bids were received:

- City Solutions \$242,519
- EnerGov \$139,724

Ms. Heidrick said the recommendation is to accept the lowest bid from enerGov. Ms. Heidrick noted the amount had changed to \$178,730, due to an increase in the number of systems.

Mr. Boling said after looking at the RFP, it was determined that the County would benefit by purchasing 10 systems instead of 6. Mr. Boling said the program would allow field and mobile capabilities to send the status of permits back to the

office. Mr. Boling said the County would still have to purchase hardware (laptops, etc.) once the software is purchased.

Planning and Development Director Ed Muire said the system would allow the inspectors to work more efficiently and faster and the software would be invaluable for employees and citizens.

Commissioner Mitchell asked for an estimate on the other costs, including the hardware. Mr. Boling replied the County would need to purchase 11 laptops and have them installed in vehicles but he did not have the cost per laptop readily available.

Commissioner Mitchell asked for a status on the budget for the project. Mr. Boling responded that there was \$278,000 budgeted and the software would use \$178,000 of the budget.

Commissioner Barber asked when to expect the systems to be “up and running” and Mr. Boling estimated 3 to 5 months.

Commissioner Mitchell moved approval of the Resolution. Commissioner Barber seconded and the motion passed unanimously.

10. UPDATE ON TRAFFIC SITUATION AT JESSE CARSON HIGH SCHOOL

Commissioner Sides reported that he and Commissioner Hall had visited Jesse Carson High School on Thursday, October 4, 2007 to witness the morning traffic situation prior to the start of school. Commissioner Sides said it was amazing to see the volume of traffic that early in the morning and that he didn't see how a major accident had not occurred at the site prior to the traffic officer being placed at the school. Commissioner Sides said while he and Commissioner Hall were visiting, there were several instances where traffic did not obey the officer. Commissioner Sides said the traffic officer also agreed that the speed limit should be reduced and that a traffic light is needed.

Commissioner Mitchell asked for an update on the study being conducted by the North Carolina Department of Transportation (NCDOT) as he did not wish for the Board to make an uninformed decision. Commissioner Sides responded that the Board should receive the update soon.

Chairman Chamberlain suggested the Board contact the Highway Patrol to watch and ticket individuals who are not slowing down.

Commissioner Hall said the school zone is so short that you can see the 45 mph sign while in the 35 mph zone; therefore it essentially allowed vehicles to move at 45 mph.

Commissioner Hall said Henry Kluttz, Principal of Jesse Carson High School, was concerned with the length of the school zone and the speed limit.

Chairman Chamberlain suggested that Commissioner Sides, Commissioner Hall and the County Manager get an update from the NCDOT and provide it to the Board at the first meeting in November.

In response to a query from Commissioner Hall, Clerk to the Board, Carolyn Athey, said an email had been received from the NCDOT on September 18, 2007 that indicated the study of the site would be completed within 3 weeks.

11. CONSIDER APPROVAL OF RIGHT OF ENTRY REQUEST FROM DUKE ENERGY

County Manager William Cowan said Duke Energy had submitted a Right of Entry Request for the right to enter and use a portion of the fairgrounds property on Julian Road during electric power restoration resulting from storm damage. Mr. Cowan said the County Attorney had also reviewed the request.

Commissioner Sides moved approval of the right of entry request as presented. The motion was seconded by Commissioner Hall and passed unanimously.

12. DISCUSSION REGARDING ROWAN COUNTY TRANSPORTATION SUMMIT

Chairman Chamberlain said he and Commissioner Barber had been contacted by Phil Conrad, Director of the Cabarrus Rowan MPO regarding a Transportation Summit.

Commissioner Barber said a meeting had been held between himself, Chairman Chamberlain, Mr. Conrad, Planning and Development Director Ed Muire, and Rowan County's local legislators to provide an update on the transportation needs in Rowan County. Commissioner Barber said locally, the County could not influence a lot of the projects within the County's responsibility. Commissioner Barber said the opportunity existed to raise transportation as a critical issue for economic development in Rowan County. Commissioner Barber said Chairman Chamberlain had suggested holding a transportation summit. Commissioner Barber recommended the Board hold a summit to educate the elected officials and the public about Rowan County's transportation needs.

Commissioner Barber reviewed the topics that might be included in a transportation summit:

- What is the MPO process?
- Review of Rowan's transportation projects being proposed
- What are funding methods for transportation improvement?
- Replacement of Yadkin River Bridge
- I-85 widening in southern Rowan and the associated Old Beatty Ford Road interchange at exit 68

- Improvements in aviation updates
- Rail update

Commissioner Barber proposed holding the summit on January 30, 2007 at the Agricultural Center. Commissioner Barber said the only costs incurred for the summit would be the cost of providing lunch.

Commissioner Sides asked how long the meeting would last and Commissioner Barber estimated that the meeting would be from 9:30 am to 3:00 pm.

Chairman Chamberlain said Representatives Fred Steen and Lorene Coates and Senator Andrew Brock had also suggested holding a transportation summit.

Commissioner Barber moved to have Rowan County's first transportation summit on January 30, 2008. Commissioner Mitchell seconded and the motion passed unanimously.

13. DISCUSSION REGARDING REQUEST FOR PROPOSALS FOR ROWAN COUNTY FAIR

Chairman Chamberlain recalled that the Board had entered into an agreement with the Rowan County Tourism Development Authority (TDA) on August 20, 2007 to manage the annual rental agreements for the fairgrounds property. The agreement did not include operations of the Rowan County Fair.

Chairman Chamberlain opened the floor for discussion regarding the Request for Proposals (RFP) process to determine the agency that will operate the Rowan County Fair. Chairman Chamberlain said the Board needed to determine the amount of time for which to let the contract, qualifications, etc. Chairman Chamberlain said he was in favor of performing background checks for those operating the fair.

Commissioner Mitchell said he would like to see a requirement for the fair to be an agricultural and industrial fair. Commissioner Mitchell also said he understood that most groups who set up the rides ask for a 3-year commitment and he said he would like for the Board to take the 3-year commitment into consideration.

Commissioner Sides said he would like for the Board to consider a cancellation clause in the event the opportunity arose for the County to sell the property and also to consider language to rebate a portion of the money if the County had to cancel.

Chairman Chamberlain repeated the suggestions of the Board members, which were to, 1) Make sure the name is Agricultural/Industrial Fair and 2) 3-year revert/rebate clause.

Commissioner Mitchell said the title of agricultural/industrial fair ensured that the event did not turn into a carnival and that the fair maintained its agricultural focus. Commissioner Mitchell said he had no problem with the RFP being sent to the County Manager's Office or to the TDA. Commissioner Mitchell said the proposals would end up at the County Manager's Office and that he suspected it would be easier to have them sent to the County Manager's Office.

Commissioner Barber said the current Fair Association had the ability to use the property across from the fairgrounds for parking vehicles. Commissioner Barber said the Board needed to make clear in the RFP process that the chosen party also had the ability to use the property for parking. Commissioner Barber said the current Fair Association had the charter for the "agricultural and industrial fair". Commissioner Barber asked if another party would be able to get a charter, or if the Fair Association was not chosen in the RFP process, could its charter be transferred? Chairman Chamberlain responded that the County Manager would have to look into the query.

Chairman Chamberlain said the County was ready and willing to take applications and that he hoped the current Fair Association submitted an application. Chairman Chamberlain said he hoped the County also received qualified applications from others. Chairman Chamberlain said for the record, that he had no problem with the present Fair Association continuing with the fair, per new contract and per qualifications the Board puts into place.

Commissioner Mitchell said if the Board decided to award a 3-year contract, it might want to begin within the next year looking into the next 3-year period so that if another group were chosen, it would not cause any conflict.

Commissioner Hall said the Board needed to agree on the contract fee. Commissioner Hall referred to the RFP and said in addition to listing qualifications, an agency should be required to list in narrative form as to why their agency should be selected.

Commissioner Mitchell agreed that the narrative would be an opportunity for agencies to showcase how they intended to work with the agricultural community to continue the focus of the fair as being on agriculture.

Commissioner Barber said the Board had previously agreed that no carnival-type event could be held 30 days before and 30 days after the fair.

Commissioner Barber asked who would manage the fairgrounds property after November 1, 2007 when the current lease with the Fair Association expired. Commissioner Barber said there was a potential for code issues on the property and he asked who would be responsible for paying to rectify those changes.

Commissioner Sides said the code issues had been resolved before the start date of the fair back in September.

County Manager William Cowan said the facility meets the minimum code but there were improvements to be made, especially in the food areas.

Commissioner Sides said the responsibility of the property would become the County's, effective November 1, 2007. Commissioner Sides said the Jaycees had put forth a good effort this year and had done an amazing job of keeping the site clean. Commissioner Sides said the 2007 fair was probably the best the County ever had. Commissioner Sides said if the County was going to invest in the property and be responsible for the maintenance, it should get some of the money back through ticket sales.

Chairman Chamberlain said the TDA would manage the property and lease it to different entities throughout the year but the Commissioners would handle leasing the property for the fair. Chairman Chamberlain said he was not willing to lease the property for the purpose of a fair for no less than a payment of \$10,000 to Rowan County.

Commissioner Sides pointed out that the Jaycees take part of the proceeds and put those funds back into the community but another agency would not be required to do so. Commissioner Sides said if a different agency is selected to operate the fair, the Board might consider requiring the selected agency to put a percentage of the proceeds back into the community.

Chairman Chamberlain asked the Board to consider the suggestions that had been made and to come back to the November 5, 2007 Commission Meeting with specific language for the RFP.

Commissioner Mitchell said the Board should also establish a deadline to make its decision.

Commissioner Barber said he did not want the County to take in more monies than necessary so the majority of the funds could be put back into the community.

Commissioner Hall asked how the County would determine the amount that would be needed to recoup the expense of maintaining the property. Chairman Chamberlain humorously said the County Attorney could provide the figure.

Commissioner Mitchell pointed out that the County might have to subsidize the costs in order to have the fair.

Chairman Chamberlain repeated the Board members suggestions for the RFP process as follows:

- Name (Agricultural and Industrial Fair)
- 3-year contract with revert/rebate clauses
- Require background checks
- Determine required qualifications
- Parking will be available across street
- Fee
- Narrative as to why the agency should be selected to operate the fair

Chairman Chamberlain instructed the Clerk to put a discussion regarding the fair on the November 5, 2007 agenda.

Commissioner Hall requested that County Attorney Jay Dees prepare a draft form agreement for the November 5, 2007 meeting.

14. CONSIDER REQUEST TO HIRE ATTORNEY TO HANDLE TAX APPEALS FOR ALCOA AND GENERAL ELECTRIC

County Attorney Jay Dees requested that the Board consider retaining Attorney Charles Meeker to consult with his office and the County Assessor's Office regarding two (2) very complex tax appeals with Alcoa and General Electric. Mr. Dees said the County Assessor had provided a handout and was also present to answer any questions the Board might have.

Commissioner Sides questioned Mr. Meeker's hourly rate and County Assessor Jerry Rowland estimated \$300 per hour.

Mr. Dees said a previous attorney from the Parker Poe firm had charged the County a government rate of \$200 per hour. Mr. Dees offered to discuss the rate with Mr. Meeker and come back to the Board with a figure.

Commissioner Sides said the County should press for the government rate.

Commissioner Sides moved to hire Mr. Meeker if the County could get the governmental rate. Chairman Chamberlain said he wanted to hire Mr. Meeker "period" and to allow Mr. Dees to negotiate for the best possible rate.

Commissioner Hall seconded the motion.

Commissioner Mitchell commented that the motion "makes it a no deal if he doesn't agree to the \$200".

Mr. Dees suggested that he discuss the hourly rate with Mr. Meeker and bring the issue back to the Board.

The Board agreed to Mr. Dees' suggestion and Commissioner Sides withdrew the motion.

14a. DISCUSSION REGARDING PROCESS FOR HIRING A COUNTY MANAGER

Chairman Chamberlain opened the floor for discussion pertaining to the process for hiring a County Manager.

Commissioner Mitchell expressed appreciation to County Manager William Cowan for the service he had provided to Rowan County. Commissioner Mitchell continued by saying he would like to see Human Resources (HR) advertise the position and he also said the Board would need to discuss the qualifications to be listed in the advertisement. Commissioner Mitchell said the Board should discuss the background educational requirements. Commissioner Mitchell said he did not want the Board to hire a company to perform the search.

Chairman Chamberlain said if the Board determined that the search process was not working well through HR and advertisements, the Board could seek outside help at that time.

Commissioner Mitchell said once the applications were received, it was his preference for the entire Board to be involved in the interview process.

Commissioner Hall suggested that the Board advertise in the North Carolina Association of County Commissioners magazine.

Mr. Cowan said the International City/County Managers Association (ICMA) would also be a good source of advertisement.

Commissioner Barber agreed with Commissioner Hall and he also suggested working with the Centralina Council of Governments and the National Association of Counties. Commissioner Barber felt the Board should not limit the target audience to those currently living in North Carolina. Commissioner Barber thanked Mr. Cowan for his service and said he hated to see him leave Rowan County. Commissioner Barber said selecting a County Manager was one of the most important decisions he would make in his service as a County Commissioner. Commissioner Barber said the full Board must determine the qualifications and be involved in each step of the process. Commissioner Barber said the selection would not be a quick process.

Commissioner Mitchell added that if the process became too drawn out the Board would need to appoint an Interim Manager.

Commissioner Barber agreed with Commissioner Mitchell and said the Board may have to call a Special Meeting in order to quickly begin the process.

Mr. Cowan said there was a “boiler plate” spec for the job in regards to the minimum number of years of experience and background education. Mr. Cowan said he thought the County already had a prepared job posting.

Chairman Chamberlain asked that Darlene Boling in HR email the job posting to the Board “yesterday” for the Board to review and to “get out there”.

Commissioner Barber said Rowan County was getting ready to experience growing pains and it was an opportune time to consider an applicant that would “think outside the box” and challenge the Board with new ideas.

Mr. Cowan felt the Board would receive a good selection of applicants from the two (2) publications that had been mentioned.

In response to a query from Commissioner Hall, Mr. Cowan said the ICMA publication would circulate internationally.

Commissioner Mitchell said he didn’t have a problem with getting the job posted; however, the Board needed to begin to talk about the qualifications it desired for the position. Commissioner Mitchell said he didn’t have a problem posting the “boiler plate” job description in order to get the applications coming in.

Chairman Chamberlain suggested contacting Ms. Boling in HR to get the process started and request that she email the information to the Commissioners. He also suggested that the Board establish a cut-off date of December 15, 2007 for receipt of applications.

Commissioner Sides said he preferred for November 30, 2007 to be the cut-off date for receipt of applications and Commissioner Barber agreed.

Chairman Chamberlain said the Board would use November 30, 2007 as the cut-off and he asked the Board to agree to allow HR to receive and hold all applications until the deadline. Chairman Chamberlain said at that point the Board could call a meeting and also that the Board would have an additional discussion regarding its expectations of the County Manager’s position at the November 5, 2007 Commission Meeting.

Commissioner Mitchell asked if HR would advertise using the job description already in place. Mr. Cowan responded that the Board would receive that job description “tomorrow”.

Director of Administration Ken Deal expressed concern with the cut-off date of November 30th due to the time it requires to get job openings listed in publications.

Mr. Cowan suggested that the job posting list the vacancy as “open until filled” and the Board agreed with the suggestion.

15. CONSIDER APPROVAL OF BUDGET AMENDMENTS

Finance Director Leslie Heidrick submitted the following budget amendments for the Board's consideration:

- Parks – To recognize additional revenue from Barnyard Zoo fees and budget funds to cover credit card bank fees - \$2,500
- Sheriff – Recognize check from F&M Bank to be used for SRT Team training exercise - \$400
- Social Services – One Church-One Child is a partnership with DSS and the faith-based community. The faith-based community provides ongoing support of identified children in the custody of DSS - \$483

Commissioner Sides moved, Commissioner Mitchell seconded and the motion to approve the budget amendments as presented passed unanimously.

16. CONSIDER APPROVAL OF BOARD APPOINTMENT

SALISBURY-ROWAN COMMUNITY ACTION AGENCY

Rodney Queen submitted an application to serve on the Salisbury-Rowan Community Action Agency. The term would be for two (2) years beginning November 1, 2007, expiring October 31, 2007.

Commissioner Sides nominated Rodney Queen and the nomination passed unanimously.

17. DISCUSSION REGARDING APPOINTMENT OF ADDITIONAL TECHNICAL ADVISORY COMMITTEE MEMBERS FOR AIRPORT MASTER PLANNING PROCESS

Chairman Chamberlain recalled that the Board had met on September 25, 2007 to kickoff the airport master planning process. During that meeting, Chairman Chamberlain appointed several individuals to serve on the Technical Advisory Committee (TAC). Chairman Chamberlain opened the floor for further discussion regarding the number of additional appointments to be made to the TAC.

Commissioner Sides suggested that the Board appoint 3 additional members and by consensus, the Board agreed.

Chairman Chamberlain asked what process the Commissioners wished to use in appointing the additional members. Commissioner Sides responded that he would like for the Commissioners to receive copies of all board applications and for the appointments to take place during a Commission Meeting.

Commissioner Mitchell asked if the appointments would be made as to various sectors of the public. Commissioner Sides said the process was open to the public and the application itself would demonstrate the applicant's qualifications.

Chairman Chamberlain asked Carolyn Athey, Clerk to the Board, if any applications had been received. Ms. Athey said she had a list of potential applicants that had phoned the County Manager's Office and verbally expressed an interest in serving.

Chairman Chamberlain said the engineering firm handling the airport master planning process, Talbert and Bright, had encouraged the Board to appoint a diverse TAC that did not necessarily include airplane pilots.

Commissioner Sides commented that the Board had the technical expertise of the pilots through the services of Talbert and Bright.

Chairman Chamberlain instructed Ms. Athey to provide the Board with applications from the potential TAC board applicants.

18. COUNTY MANAGER'S MONTHLY ACTIVITY REPORT

Chairman Chamberlain opened the floor for any questions regarding the County Manager's Monthly Activity Report.

County Manager William Cowan discussed Medicaid relief and said the County, by law, had to transfer all but \$530,000 into the school system's Capital Reserve Fund.

Mr. Cowan commented on Codes Enforcement and discussed the changes in the department's organizational structure.

Commissioner Sides said he and Commissioner Hall had recently attended a meeting with Planning Staff. Commissioner Sides said the meeting had been very productive and had provided staff with the opportunity to air their concerns. Commissioner Sides said there had been major improvements in the department in a short while.

Chairman Chamberlain said Mr. Cowan had realized the needed changes in the Planning Department when he had first started working in Rowan County.

Mr. Cowan attributed the success of the organizational restructuring to Planning & Development Director Ed Muire.

Mr. Cowan said after months of delay, the Justice Center/Jail Project was now on the fast track. Mr. Cowan said bids for the project would be received on December 21, 2007 and the Board would be in a position to award a contract early in 2008. Mr. Cowan said Finance Director Leslie Heidrick was working on the budget.

Commissioner Hall praised Mr. Cowan for his involvement and for the monthly report that he provided to the Board.

19. ADJOURNMENT

There being no further business to come before the Board, Commissioner Barber moved to adjourn at 9:30 pm. The motion was seconded by Commissioner Mitchell and passed unanimously.

Respectfully Submitted,

Carolyn Athey
Clerk to the Board