
AGENDA
CUMBERLAND COUNTY BOARD OF COMMISSIONERS
SPECIAL MEETING
FEBRUARY 13, 2020
8:00 AM

1. APPROVAL OF AGENDA
2. REVIEW AND DISCUSSION OF BOARD PRIORITIES AND GOALS
 - A. Review and Discussion of Board Priorities and Goals
3. CONSIDERATION OF AGENDA ITEMS
 - A. Emergency Services Center Design and Committee Review Process
 - B. Contract for Professional Auditing Services
 - C. Budget Ordinance Amendment #200011 to Provide Market Adjustment to Law Enforcement Salaries
 - D. New Blower Skid and Flare and Associated Capital Project Budget Ordinance #200658
4. OTHER

ADJOURN



OFFICE OF THE COUNTY MANAGER

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF FEBRUARY 13, 2020

TO: BOARD OF COUNTY COMMISSIONERS

FROM: AMY H. CANNON, COUNTY MANAGER

DATE: 2/4/2020

SUBJECT: REVIEW AND DISCUSSION OF BOARD PRIORITIES AND GOALS

BACKGROUND

The session to discuss and set the Board's goals and priorities is scheduled for Thursday, February 13 at 8:00 a.m. in Room 564. As you know, we began this process differently this year by meeting with each commissioner to gain an understanding of your individual vision and goals for the county. Thank you for taking the time to meet with us to gather preliminary information providing the basis for your session.

Attached to this email you will find two documents. First you will find a document that provides a quick summary of each priority mentioned during the individual sessions and the number of commissioners that discussed that priority. As you can see from this summary, all seven board members discussed three goals: Public Water in Gray's Creek, the Emergency Services Center and the Performing Arts Center. Many other topics were mentioned by multiple board members as listed on this document.

The second attached document is a PowerPoint presentation that we will use at the February 13 session to guide the review and discussion of the priorities mentioned in the individual interviews. We will begin this session by reviewing each priority area seeking further discussion by the entire Board and ultimately consideration of the top priorities.

This session is important for multiple reasons:

- Board priorities are discussed and established by consensus
- Goals and objectives are developed for each priority
- Management will then create strategies to execute the Board's priorities
- Provides direction for resource allocation in the annual budget and the capital planning model

Since we are utilizing our normal Agenda Session date for this priority session, we do have four items which are time sensitive and need the Board's consideration. It is our recommendation that we add these items at the end of the priority setting session. We believe the entire session can be accomplished before noon.

Please let me know if you have any questions.

ATTACHMENTS:**Description**

Priority Quick Summary 2020

Priority Setting Session Presentation

Type

Backup Material

Backup Material

Priority	
Public Water in Gray's Creek	7
Emergency Services Center (911, Fire Marshal, EOC)	7
Performing Arts Center	7
County Administration Building/General Government Complex	3
Detention Center – Medicaid Inmate Exclusion Policy, more resources, business intelligence review	3
Economic Development – Workforce Development BI review	3
Education – school funding	3
Homelessness – develop a plan to move them into a living arrangement; segment out a group that we can help, support an effort that makes sense	3
Mental Health – more funding, Roxie Center, prevent jail from becoming de facto mental hospital,	3
Sheriff's Office – relationship, SROs, more emphasis on public safety	3
Communications – project updates, transparency	2
Health Department – conceptual plan to move more doctors into the Health Dept. clinics; partner with other agencies; focus on keeping people well	2
HR – salary adjustments, internship programs, sustainable salary, benefits,	2
New E.E. Smith High School	2
Recreation – facilities in the north end of county	2
Children's Museum	1
Farmers' Market/International Farmers' Market	1
Foster Care/Group Homes	1
Judge Maurice Braswell Courthouse – ADA accommodations	1
Security Screenings at DSS/Health Dept	1



Cumberland County
Board of Commissioners

Priority Setting

Agenda

Review feedback on priorities

Discussion, consideration of top priorities

Next steps

Feedback

Public Water in Gray's Creek (7)

Emergency Services Center (7)

Performing Arts Center (7)

Feedback

Admin. Bldg./General Govt Complex	(3)
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Detention Center	(3)
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Economic Development	(3)
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Education funding	(3)
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Homelessness	(3)
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Mental Health	(3)
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Sheriff's Office	(3)
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Feedback

Communications	(2)
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Health Department	(2)
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Human Resources	(2)
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New High School	(2)
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Recreation	(2)
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Feedback

Children's Museum	(1)
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Courthouse ADA changes	(1)
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Farmers' Markets	(1)
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Foster Care/Group Homes	(1)
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Security Screenings	(1)
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Feedback

Children's Museum	(1)
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Courthouse ADA changes	(1)
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Farmers' Markets	(1)
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Foster Care/Group Homes	(1)
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Security Screenings	(1)
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Discussion and Consideration of top priorities

Next Steps



Staff teams develop goals/objectives for each priority (SMART: specific, measurable, achievable, relevant, time-bound); and action steps – responsible parties, time lines, resources

Return for Board Consideration



ASSISTANT COUNTY MANAGER - ENVIRONMENTAL/ COMMUNITY SAFETY

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF FEBRUARY 13, 2020

TO: BOARD OF COUNTY COMMISSIONERS

**FROM: TRACY JACKSON, ASSISTANT COUNTY MANAGER FOR
ENVIRONMENTAL AND COMMUNITY SAFETY**

DATE: 2/5/2020

**SUBJECT: EMERGENCY SERVICES CENTER DESIGN AND COMMITTEE REVIEW
PROCESS**

BACKGROUND

The County's 9-1-1 Committee met on February 3, 2020 and was provided an update on the design of 500 Executive Place which will serve as the new home of Cumberland County Emergency Services. The Committee responded favorably to the presentation of the proposed schematic design and agreed the full Board of Commissioners should receive an update at the February 13, 2020 Agenda Session.

The 9-1-1 Committee also indicated it would like the full Board to give the Committee authority to review and approve steps along the way to the final design and bidding of the project. This will save time and allow the project to proceed with minimal procedural delays.

RECOMMENDATION / PROPOSED ACTION

The County 9-1-1 Committee requests approval of the architect's schematic design plans and approval for the committee to receive progress reports and direct staff through the remainder of the pre-construction process. This item is requested for consideration on the February 17, 2020 Consent Agenda of the Board of Commissioners.



FINANCE OFFICE

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF FEBRUARY 13, 2020

TO: BOARD OF COUNTY COMMISSIONERS

FROM: VICKI EVANS, FINANCE DIRECTOR

DATE: 2/6/2020

SUBJECT: CONTRACT FOR PROFESSIONAL AUDITING SERVICES

BACKGROUND

An audit review team, made up of finance department staff, conducted a formal Request for Proposals (RFP) process for professional auditing services. The RFP was emailed to audit firms listed on the Local Government Commission's website, the state procurement website, and was posted on the County's website through Vendor Self Service. A total of five proposals were received; four of those proposals were responsive.

The proposals were reviewed in two phases based on a requirement of the RFP for each firm to submit two separately sealed packets. The firm's educational and technical qualifications were detailed in packet one. The firm's audit approach and proposed cost were detailed in packet two. Based on a review of packet one, the review team determined that all four proposals met the educational and technical qualifications. The review team then considered the second packet, reviewed and ranked the firms based on audit approach and cost.

The top three ranked firms were then interviewed on site by the audit review team. A standardized interview process was conducted and all three firms were asked questions that were designed to provide the team clarity on audit approach and other value-added services. A best and final cost offer was requested.

Elliott Davis meets the best overall expectation of experience, audit approach, and cost. The firm has been in business for over 95 years and has audited governmental entities for over 60 years. They have dedicated teams of professional staff that are focused almost exclusively on service to governmental clients, including other local governments in North Carolina. In addition, this firm provided the best description of a smooth transition plan. The overall annual proposed cost by fiscal year totals: FY2020 \$103,340; FY2021 \$105,407; FY2022 \$107,515.

Annual cost is inclusive of auditing the primary government unit - Cumberland County, the Cumberland County Tourism Development Authority, and Fayetteville-Cumberland County Economic Development

Corporation, as well as writing the financial statements for all. As a comparison, the annual cost for the FY2019 audit totaled \$124,050 and was not inclusive of all report writing sections that Elliot Davis has proposed.

RECOMMENDATION / PROPOSED ACTION

Staff recommend that the following action be placed on the February 17, 2020 Board of Commissioners Consent Agenda:

Approval of bid award to Elliott Davis for professional audit services for fiscal years ending 2020, 2021, and 2022; and approval of the FY2020 audit contract with Elliott Davis totaling \$103,340.

ATTACHMENTS:

Description

Type

20-13-CTY Professional Audit Services - Results

Backup Material

BID TAB - 20-13-CTY
PROFESSIONAL AUDITING SERVICES

Bidder Name	Packet 1 Prior Experience & Qualifications	Packet 2 Audit Approach & Cost Rank	Interviews Rank
Cherry Bekaert	✓	3	3
Elliott Davis	✓	1	1
Mauldin & Jenkins	✓	2	2
Thompson, Price, Scott, Adams & Co (TPSA)	✓	4	-

20-13-CTY PROFESSIONAL AUDITING SERVICES
COST SHEET

Services	ELLIOT DAVIS PLLC FY 2020	ELLIOT DAVIS PLLC FY 2021	ELLIOT DAVIS PLLC FY 2022	MAULDING & JENKINS FY 2020	MAULDING & JENKINS FY 2021	MAULDING & JENKINS FY 2022	CHERRY BEKAERT LLP FY 2020	CHERRY BEKAERT LLP FY 2021	CHERRY BEKAERT LLP FY 2022	TPSA FY 2020	TPSA FY 2021	TPSA FY 2022
Primary Government Unit - Cumberland County												
Audit	\$80,000	\$81,600	\$83,232	\$86,000	\$89,000	\$93,000	\$85,700	\$87,000	\$88,500	\$83,750	\$83,750	\$83,750
Writing Financial Statements	\$15,000	\$15,300	\$15,606	\$6,500	\$6,500	\$6,500	\$19,500	\$20,000	\$20,500	\$15,000	\$15,000	\$15,000
	includes notes section			includes notes section			excludes notes section					
Discretely Presented Component Unit - Cumberland County Tourism Development Authority												
Audit	\$3,500	\$3,570	\$3,641	\$4,000	\$4,000	\$4,500	\$3,800	\$3,900	\$4,000	\$4,750	\$4,750	\$4,750
Writing Financial Statements	\$950	\$969	\$988	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000			
Discretely Presented Component Unit – Fayetteville Cumberland County Economic Development Corporation (FCEDC) – Separate Financial Statements												
Audit	\$2,940	\$2,999	\$3,060	\$4,000	\$4,000	\$4,500	\$4,100	\$4,200	\$4,300	\$3,950	\$3,950	\$3,950
Writing Financial Statements	\$950	\$969	\$988	\$1,000	\$1,000	\$1,000	\$1,000	\$10,000	\$1,000			
Other Optional Services	OTHER OPTIONAL SERVICES WERE NOT CONSIDERED WITHIN THE CONTRACT TOTALS											
Preparation of the Annual Financial Information Report required to be filed with the staff of the Local Government Commission.	\$1,000	\$1,020	\$1,040	\$750	\$750	\$750	\$5,000	\$5,000	\$5,000			
Completion of the Schedule of Expenditures of Federal and State Awards (SEFSA).	\$2,000	\$2,040	\$2,081	N/A	N/A	N/A	\$5,000	\$5,000	\$5,000			
Other (please specify).							\$350	\$350	\$350			
Totals	\$103,340	\$105,407	\$107,515	\$102,500	\$105,500	\$110,500	\$115,100	\$126,100	\$119,300	\$107,450	\$107,450	\$107,450



OFFICE OF THE COUNTY MANAGER

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF FEBRUARY 13, 2020

TO: BOARD OF COUNTY COMMISSIONERS

FROM: MELISSA C. CARDINALI, ASSISTANT COUNTY MANAGER

DATE: 2/4/2020

**SUBJECT: BUDGET ORDINANCE AMENDMENT #200011 TO PROVIDE MARKET
ADJUSTMENT TO LAW ENFORCEMENT SALARIES**

BACKGROUND

The issue of detention center pay has been in the forefront across this state and this region. Only last month, our northern neighbor Harnett County increased the entry level pay for a detention officer to \$35,222. Cumberland County entry level pay for the same position is \$34,225. Further, the turnover rate at the detention center remains high with a vacancy rate hovering around 45%.

At the request of county management, the Human Resources department spent the last few months researching comparable counties and detention officer pay. The result of the research is our entry level pay is 10% lower than comparable counties while average pay is 16% below the same counties.

In an effort to have some impact on the turnover rate and the resulting tenure, it is recommended to adjust the entry level detention officer pay to \$36,500, an increase of \$2,300. This increase would apply to each detention officer's pay by \$2,300 effective March 1, 2020. Further, to maintain the standard differential in entry level pay between sworn (deputy sheriff) and unsworn (detention officer) it is recommended to adjust the entry level for deputy sheriff to \$39,237.50, an increase of \$1,750. This increase would apply to all deputy classifications excluding the rank of captain and up.

As we approach the upcoming budget, we will continue to explore a variety of options to recruit the best employees and retaining them countywide.

RECOMMENDATION / PROPOSED ACTION

County Management recommends the following action be placed on the February 17, 2020 Board of Commissioners consent agenda:

Approve BR#200011 in the amount of \$354,233 to:

Adjust the entry level detention officer pay to \$36,500, an increase of \$2,300 and increase each detention officers pay by \$2,300 effective March 1, 2020.

Adjust the entry level for deputy sheriff to \$39,237.50, an increase of \$1,750 for all deputy classifications excluding the rank of captain and up effective March 1, 2020.

This revision requires the use of fund balance.



SOLID WASTE MANAGEMENT

MEMORANDUM FOR BOARD OF COMMISSIONERS AGENDA OF FEBRUARY 13, 2020

TO: BOARD OF COUNTY COMMISSIONERS

FROM: AMANDA L. BADER, PE, SOLID WASTE DIRECTOR

DATE: 2/4/2020

**SUBJECT: NEW BLOWER SKID AND FLARE AND ASSOCIATED CAPITAL PROJECT
BUDGET ORDINANCE #200658**

BACKGROUND

The landfill gas collection and control system (GCCS) extract landfill gas (LFG) from the landfill to control surface emissions and odors. The GCCS is a requirement of the landfill's Title V Air Operating Permit and State and federal regulations. The GCCS includes LFG extraction wells, piping, valves, sumps and a blower skid and flare. Our permit requires continuous operation of the blower and flare. The blower and flare cannot be down for more than 120 hours ever. In addition to the blower and flare needed for compliance, the system can treat and send gas to Cargill. The gas is pumped to Cargill by a separate blower than the blower associated with the flare that is used for compliance with our Title V Air Operating Permit. The blower skid and flare have been operational since 1998.

The blower skid was significantly damaged by water intrusion during Hurricane Florence. Water entered the large blower that sends the gas to the flare. Eventually bearings for that blower had to be replaced on site. Water also entered the second blower that sends gas to Cargill. That blower was so badly damaged that it had to be taken off-line and rebuilt. We were able to maintain compliance by sending the gas to flare, but we were not able to deliver gas to Cargill. In the weeks after Hurricane Florence, the magnitude of water in the system became increasingly apparent. The gas collection system was watered in and manual pumping could not evacuate the water at a rate to protect the system. Pneumatic pumps were installed to continuously pump out the gas collection header. We have not been able to consistently deliver gas to Cargill since the hurricane.

To prevent damage in the future by excessive wet conditions, the new blower skid and flare project will include a generator. The generator will not only operate the blowers in the event of a power outage, it will operate the compressor which operates the pneumatic pumps. The generator will allow the system to continuously operate to purge water from headers even during a power outage. We have also

included additional and replacement force mains to convey excess water from the system. The weight of water in a system designed for air can cause catastrophic damage to mechanical equipment as experienced in the aftermath of Hurricane Florence.

The new skid will include two blowers for redundancy for sending gas to the flare. The new skid and flare are sized to handle the maximum expected gas flow for the life of the landfill. We will continue to operate the treatment system and a remanufactured blower to send gas to Cargill.

The project is being funded by FEMA reimbursement for damages associated with Hurricane Florence. There were damages to the landfill, gas system, and landfill borrow pit. The County has elected to proceed with a Section 428 Alternative Procedures for Permanent Work Project. Instead of restoring all damaged landfill areas back to pre-disaster conditions, such as the borrow pit, the New Blower Skid and Flare project will be funded. Any excess funds will be used to purchase a new equipment for the landfill in accordance with FEMA policies. We plan to clear additional areas on the landfill for new borrow areas instead of repairing the damaged areas.

The estimated cost was provided by SCS Engineers for budgetary purposes. The project is expected to be completed within 1 year.

RECOMMENDATION / PROPOSED ACTION

County Management recommends the proposed action be placed on the February 17, 2020 Board of Commissioners agenda as a consent item:

Approve the Blower Skid and Flare project and the associated Capital Project Budget Ordinance #200658.

ATTACHMENTS:

Description

Type

Capital Project Budget Ordinance #200658

Backup Material

CAPITAL PROJECT BUDGET ORDINANCE #200658
NEW BLOWER SKID AND FLARE

The Cumberland County Board of Commissioners hereby adopt the following Capital Project Ordinance in accordance with North Carolina General Statutes 159-13.2:

Section 1. The project authorized is the New Blower Skid and Flare. The revenue source will be FEMA reimbursement for damage to the landfill from Hurricane Florence.

Section 2. The following projected expenditure is appropriated for this project:

	<u>Expenditure</u>
Capital Outlay – New Blower Skid and Flare	\$1,087,399
Capital Outlay – New Equipment	330,000
Engineering	<u>108,657</u>
	\$1,526,056

Section 3. The following associated revenue is appropriated for this project:

	<u>Revenue</u>
FEMA Reimbursement	\$1,526,056

Section 4. The County Manager, as Budget Officer, is hereby authorized to transfer funds between line items within this capital project ordinance, however, any net increases or decreases to total capital project ordinance appropriations shall require a capital project ordinance amendment by the Board of Commissioners.

Section 5. Within five days after adoption, copies of this ordinance shall be filed with the Finance Officer, Budget Officer, and Clerk to the Board, to be kept on file by them for their direction in the disbursement of County funds for this project.

Adopted this _____ day of _____, 2020.

Attest:

Clerk to the Board

Chairman,
Board of County Commissioners

Project Description: The landfill gas collection and control system (GCCS) extracts landfill gas (LFG) to control surface emissions and odors. The GCCS is a requirement of the landfill's Title V Air Operating Permit and State and federal regulations. The GCCS includes LFG extraction wells, piping, valves, sumps and a blower skid and flare. The blower skid and flare have been operational since 1998. The blower skid and flare are nearing the end of their service life.

The estimated cost was provided by SCS Engineers for budgetary purposes. The project is expected to be completed within 1 year.