

Harnett County Board of Commissioners

Special Session

Tuesday, April 15, 2014

9:00 am

- 9:00 am General Services: - Harnett Area Rural Transit System (HARTS)
 - Animal Services
 - Harnett Regional Jetport
- 10:00 am Budget Discussion
- 10:30 am County Manager's Report:
 - Regular Meeting Agenda Review
- 10:45 am Closed session



HARTS

GENERAL SERVICES

Harnett Area Rural Transit System



- ▶ Ridership – Demand Response System
 - ▶ General Public - \$3 Dial-a-Ride
 - ▶ Medical Transportation
 - ▶ Senior Centers
 - ▶ JCI/HPE – Includes Vocational Rehab riders

Harnett Area Rural Transit System



- ▶ Obstacles to Effective and Efficient Operations
 - ▶ Part-Time Drivers
 - ▶ Fleet Allocation to Non-Paying Entities
 - ▶ Low Reimbursement Rate
 - ▶ JCI/HPE move to Dunn, NC



ANIMAL SERVICES

GENERAL SERVICES

Service Partners



- ▶ Harnett Animal Welfare Coalition
 - ▶ Agreement
 - ▶ Vehicle Transfer
- ▶ Harnett County Veterinarians
 - ▶ Building a Strong Relationship
 - ▶ Developing a Better Understanding of Our Roles
- ▶ Advisory Committee
 - ▶ Building Continuity between Department, Public and BoC



HARNETT REGIONAL JETPORT

GENERAL SERVICES

Harnett Regional Jetport

- ▶ Hangar / Ground Leases
 - ▶ Lease Negotiations
 - ▶ Advice Forward
- ▶ Open House / Event
 - ▶ Working toward an 're-opening event'



FY2012/2013 Transportation Total Expenditures, Grants Received, and Fees Collected

Reimbursements			
Midcarolina COG	\$ 24,000.00	Total Expenditures	\$ 957,422.16
Administration	\$ 186,242.00	Total Grants	\$ 620,807.00
EDTAP	\$ 85,399.00	Total Fees Collected	\$ 170,832.08
Capital	\$ 110,700.00	County Expenses	\$ 165,783.08
Medical Trans	\$ 80,784.00		
RGP	\$ 133,682.00		
Total Grants	\$ 620,807.00		
Accounts	4650	Accounts	4651
11-00	\$ 46,032.62	11-00	\$ 62,362.98
11-05	\$ 4,519.63	21-00	\$ 10,323.15
11-06	\$ 129.36	21-04	\$ 2,250.00
11-13	\$ 1,007.10	21-05	\$ 575.00
12-00	\$ 251,120.11	22-00	\$ 4,971.06
21-00	\$ 8,078.10	23-00	\$ 4,651.10
21-04	\$ 1,500.00	25-10	\$ 488.09
21-05	\$ 450.00	26-08	\$ 3,164.40
22-00	\$ 23,120.10	30-22	\$ 11,453.00
23-00	\$ 12,538.72	32-92	\$ -
25-10	\$ 2,871.38	33-45	\$ 8,460.00
26-08	\$ 22,766.48	41-09	\$ 992.65
32-70	\$ 197,595.09	41-12	\$ 104.60
33-45	\$ 32,764.80	41-50	\$ 2,519.37
41-22	\$ -	41-51	\$ 465.18
43-16	\$ -	41-52	\$ 384.95
43-21	\$ 43,621.08	41-53	\$ 253.05
52-54	\$ -	41-54	\$ -
54-26	\$ -	43-16	\$ 3,526.48
54-27	\$ -	52-54	\$ 14,155.00
55-12	\$ -	54-26	\$ 65.00
58-01	\$ -	54-27	\$ 119.71
58-14	\$ -	54-28	\$ -
60-28	\$ 16,995.94	55-12	\$ -
60-31	\$ 149,999.60	58-01	\$ -
60-33	\$ 1,967.41	58-12	\$ -
60-36	\$ -	58-14	\$ 227.71
60-53	\$ -	60-33	\$ 700.00
60-57	\$ -	60-36	\$ 7,326.52
74-74	\$ -	60-53	\$ 805.64
Total Expenditures	\$ 817,077.52		
		\$ 140,344.64	\$ 957,422.16

Total of both Accounts

as of 10 April 2014

Harnett Area Rural Transit System

FY 2013/2014 JOHNSTON COUNTY INDUSTRIES (JCI)

Citizen Divisions	JULY 2013	AUGUST 2013	SEPTEMBER 2013	OCTOBER 2013	NOVEMBER 2013	DECEMBER 2013	JANUARY 2014	FEBRUARY 2014	MARCH 2014	APRIL 2014	MAY 2014	JUNE 2014	FY YEAR TOTAL
HPE													
Miles	8,530.514	8,483.990	8,994.120	9,985.029	7,546.190								43,539.843
\$1.40 per Mile (Not Invoiced)	\$ 11,942.72	\$ 11,877.59	\$ 12,591.77	\$ 13,979.04	\$ 10,564.66								\$ 60,955.78
# of Trips	1,318	1,475	1,357	1,552	1,200								6,902
HPE Central Carolina													
Miles	1,714.679	317.400	2,940.460	3,738.858	2,790.010								11,501.407
\$1.40 per Mile (Not Invoiced)	\$ 2,400.55	\$ 4,364.36	\$ 4,116.64	\$ 5,234.40	\$ 3,906.01								\$ 20,021.96
# of Trips	341	630	517	641	462								2,591
JCI-VR													
Miles	2,028.443	1,761.589	1,235.764	1,070.500	1,329.429								7,425.725
\$1.40 per Mile (Invoiced)	\$ 2,839.82	\$ 2,466.22	\$ 1,730.07	\$ 1,498.70	\$ 1,861.20								\$ 10,396.01
# of Trips	308	288	197	234	249								1,276

Total Miles	62,466.975
Not Invoiced	\$ 80,977.74
Invoiced	\$ 10,396.01
Total Trips	10,769

<p>JCI-HPE Pax</p> <p>27 pax M - F</p> <p>6 pax T - F</p> <p>4 pax M - W - F</p> <p>8 pax T TH or M W</p> <p>1 pax M - F (afternoon only)</p> <hr/> <p>46 Total Pax</p>	<p>JCI - HPE Fleet Requirements</p> <p>40% fleet asset committed everyday</p>
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SERVICES AGREEMENT

by and between

COUNTY OF HARNETT

and

HARNETT ANIMAL WELFARE COALITION (a North Carolina non-profit corporation)

**NORTH CAROLINA
HARNETT COUNTY**

THIS AGREEMENT, is made and entered into this ____ day of April, 2014 by and between the County of Harnett, North Carolina (the 'County') party of the first part; and Harnett Animal Welfare Coalition ('HAWC', 'Provider'), party of the second part;

WITNESSETH:

For the purpose and subject to the terms and conditions hereinafter set forth, the County hereby contracts for the services of the Provider, and the Provider agrees to provide the services to the County in accordance with the terms of the Agreement.

SERVICES TO BE PROVIDED:

The services to be performed by the Provider is described in attached 'Scope of Services.'

Provider shall not sub-contract all or part of the services provided for in this Agreement without written approval of the County.

TERM:

The services of the Provider shall begin on *July 1, 2014*, and shall be provided until June 30, 2015, contingent upon continuing State of North Carolina reimbursement via *THE PROGRAM*.

AGREEMENT PAYABLES:

Provider will be responsible for all costs incurred while performing services under this agreement. The County will, upon receiving all required documents for spay/neuter fee reimbursement from the NC Department of Agriculture and Consumer Services, submit said documents for available reimbursement funds by the last day of January, April, July and October for the duration of the agreement. Reimbursed fees received from the NC Department of Agriculture and Consumer Services will be distributed directly to the Provider. All funds payable to the Provider pursuant to this Agreement must be used for the benefit of applicants residing in Harnett County. The County is under no obligation to pay for any service provided by Provider except for those funds received directly from the NC Department of Agriculture and Consumer Services Spay/Neuter Program established under N.C.G.S. 19A-61.

RELATIONSHIP OF PARTIES:

Provider is an independent contractor of the County. Provider represents that it has and will secure, at its own expense, all personnel required in performing the services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the County. All personnel engaged in work under this Agreement shall be fully qualified and shall be authorized or permitted under state and local law to perform such services. It is further agreed that the Provider services called herein. Neither Provider nor any employee of the Provider shall be deemed an officer, employee or agent of the County.

CANCELLATION:

This Agreement may be canceled by Provider upon thirty (30) days written notice to the County, and the County may terminate this agreement upon thirty (30) days written notice to the Provider.

INSURANCE REQUIREMENTS:

The Provider shall obtain, at his own expense, all insurance required in the following paragraphs and shall not commence work until such insurance is in effect and certification thereof has been received by Harnett County's Finance Office.

Professional Liability Insurance – applicable to all services provided under this Contract with limits of no less than \$1,000,000 each occurrence and \$2,000,000 aggregate.

Workers' Compensation Liability – with limits for Coverage A Statutory-State of North Carolina and Coverage B Employers Liability \$1,000,000 each accident, disease policy limit and disease Each Employee.

Commercial General Liability – Combined single limits of no less than \$1,000,000 each occurrence and \$3,000,000 aggregate. This insurance shall include Comprehensive Broad Form Coverage including contractual liability.

Commercial Automobile Liability – with limits no less than \$1,000,000 Combined Single Limit for bodily injury and property damage. Evidence of commercial automobile coverage is only necessary if vehicles are used in the provision of services under this Agreement and/or are brought on a Harnett County site.

Insurance with limits no less than those specified above and proof of rating if requested shall be evidenced by a Certificate of Insurance (COI) issued by a duly authorized representative of the insurer with the County of Harnett as 'additional insured'

The Provider shall be responsible for providing immediate notice of cancellation or non-renewal during the term of this Agreement to the Harnett County Animal Services. Copies of originals of correspondence, certificates, endorsements or other items pertaining to insurance shall be sent to:

Harnett County General Services
PO Box 940
Lillington, NC 27546

INDEMNIFICATION:

Provider agrees to defend, indemnify, and hold harmless the County, for all loss, liability, claims or expense (including reasonable attorney's fees) arising from bodily injury, including death or property damage, to any person or persons caused in whole or in part by the negligence or misconduct of the County. It is the intent of this section to require Provider to indemnify Harnett County to the extent permitted under North Carolina law.

NON-ASSIGNMENT:

Provider shall not assign all or any portion of this Agreement, including rights to payments to any other party without the prior written consent of the County.

ENTIRE AGREEMENT:

The parties have read this Agreement and agree to be bound by all of its terms, and further agree that it constitutes the complete and exclusive statement of the Agreement between the parties unless and until modified in writing and signed by the parties. Modifications may be evidenced by telefacsimile signatures.

NON-APPROPRIATION:

Provider recognized that Harnett County is a governmental entity, and the contract validity is based upon the availability of public funding under the authority of its statutory mandate.

In the event of a legal change in Harnett County's statutory authority, mandate and mandated functions which adversely affects Harnett County's authority to continue its obligations under this Agreement, then this Agreement shall automatically expire without penalty to Harnett County and without the thirty (30) day notice requirement set forth in Section ____.

GOVERNING LAW:

Both parties agree that this Agreement shall be governed by the laws of the State of North Carolina.

HARNETT COUNTY, NORTH CAROLINA

PROVIDER

By: _____

By: _____

Date: _____

Date: _____

By: _____

By: _____

By: _____

Mailing Address

Date: _____

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Finance Officer

The person responsible for monitoring the contract performance requirements is:

_____ Department Head Initials

SCOPE OF SERVICES

This Scope of Services is integral part of the contract between Harnett County and Harnett Animal Welfare Coalition (hereafter referred to as "Contractor", HAWC), which contract is dated _____.

CONTRACTOR hereby agrees to provide services and/or materials to Harnett County pursuant to the provisions set forth below.

I. Background/Purpose:

The contractor seeks to facilitate spay/neuter services to low-income Harnett County residents through delivery of *THE PROGRAM* financial assistance program. This service is provided in an effort to reduce the annual number of impounded and euthanized animals at the Animal Services shelter by significantly decreasing unwanted litters and the associated burdens they place on the local population and budget. Reimbursement of eligible expenses will be sought through the NC Department of Agriculture and Consumer Services Spay/Neuter Program (N.C.G.S. 19A-60 through 19A-66) to reinvest into the program to maximize delivery of these subsidized services. The County of Harnett is not obligated to expend funds for *THE PROGRAM* but will apply for reimbursement on the behalf of the Provider, for expenditures' directly related to spay/neuter services, with the NC Department of Agriculture.

- II. **References:** The following documents are incorporated herein by reference to them:
THE PROGRAM application
NCGS 19A-60 through 19A-66

III. Work/Requirements:

Services to be provided by CONTRACTOR:

1. Partner with government, private, and non-profit entities to promote and provide spay/neuter services to low-income Harnett County citizens for as little as \$15 per procedure.
2. Deliver program services in accordance with the above referenced NC Statutes to ensure eligibility for reimbursement.
3. Provide public outreach, counseling by telephone and application assistance.
4. Review applications and determine eligibility.
5. Provide eligible applicants pet spay/neuter vouchers and instructions on how to redeem the voucher.
6. Receive and pay in a timely manner the veterinarian invoices associated with program delivery.
7. Prepare application for reimbursement of Spay/Neuter Services and related documentation, forward to the County of Harnett by 15th of the month following the end of each quarter.
8. Ensure all funds provided pursuant to this contract will be spent on veterinary fees offered through the spay/neuter voucher assistance program for low-income Harnett County residents.
9. Maintain accurate and complete records of all program performance activities and applications. Address and household income/financial status of each owner served with *THE PROGRAM* shall be included in these records.
 10. Maintain accurate and complete records of program financial activity.

**Harnett County Solid Waste Management
Fiscal Year 2014 - 2015 Budget**

Acct Code: 580-0000.300	Line Item Description	FY 2012 - 2013 Actual	FY 2013 - 2014 Original Budget	FY 2013 - 2014 Adjusted Budget	FY 2014 - 2015 Department Request	Request Detail	Budget Officer Recommended	Board Approved
311.91-00	Charged-Off Taxes	14	0	0	0		0	0
318.57-01	Solid Waste Disposal Tax	64,526	75,000	75,000	75,000			
318.58-00	Solid Waste Tire Tax	145,176	144,000	144,000	144,000			
318.59-00	White Goods Tax	17,512	40,000	40,000	40,000			
341.10-00	Landfill Fees (Tipping)	1,536,956	1,600,000	1,600,000	1,600,000			
341.11-00	Delinquent Fees	24,315	24,000	24,000	24,000			
341.12-00	User Fees	3,191,870	3,183,505	3,183,505	3,183,505			
341.13-00	Recycled Goods	22,667	15,000	15,000	40,000			
341.14-00	Permit Fees - Residual	480	600	600	5,000			
341.15-00	Recycling Fee	0	244,885	244,885	244,885			
350.00-00	Processing Fees - Returned Checks	250	400	400	400			
351.00-00	Miscellaneous	77	0	0	0			
354.01-00	Sale of Other Assets	(139,047)	2,000	2,000	2,000			
354.20-00	Capital Outlay Offset	777,682	0	0	0			
354.21-00	Gain/Loss on Assets	0	0	0	0			
354.58-01	Landfill Property Lease	0	0	0	0			
356.30-00	Insurance Claim	0	0	0	0			
356.66-01	Scrap Tire Reimbursement	0	0	0	0			
361.10-00	Interest	430	0	0	0			
370.20-00	Capital Lease	582,662	0	157,101	0			
389.43-17	Interfund Transfer - Solid Waste Transfer Project	0	0	0	0			
389.90-10	Interfund Transfer - General Fund	0	0	0	0			
399.00-00	Fund Balance Appropriated	0	0	56,380	0			
	Total Projected Revenues/Approp:	\$6,225,570	\$5,329,390	\$5,542,871	\$5,358,790		\$0	\$0
	Local/County Appropriations	(\$1,152,262)	\$0	\$0	\$92,472		\$0	\$0
	Total Projected Revenues/Approp:	\$5,073,308	\$5,329,390	\$5,542,871	\$5,451,262		\$0	\$0

**Harnett County Solid Waste Management
Fiscal Year 2014 - 2015 Budget**

Acct Code: 580-6600-461	Line Item Description	FY 2012 - 2013 Actual	FY 2013 - 2014 Original Budget	FY 2013 - 2014 Adjusted Budget	FY 2014 - 2015 Department Request	Request Detail	Budget Officer Recommended	Board Approved
11-00	Salaries & Wages	498,208	578,693	578,693	577,353			
	Department Request Includes:							
	Salary reclassifications					7,758		
11-05	Salaries & Wages - Overtime	4,430	20,000	20,000	0			
11-06	Salaries & Wages - Comp Time Payout	0	0	0	50,000			
11-11	Salaries & Wages - Car Allowance	0	0	0	4,800			
12-00	Salaries & Wages - Part-time	12,797	20,000	20,000	30,000			
21-00	Group Insurance Expense	65,496	78,353	78,353	101,452			
21-01	Group Insurance Expense - Retirees	30,374	25,532	25,532	42,800			
21-02	Group Insurance Expense - Health Reimb Acct (HRA)	0	0	0	0			
21-04	Group Insurance Expense - Health Savings Account (HSA)	14,000	18,005	18,005	17,050			
21-05	Group Insurance Expense - Employee Clinic	4,500	4,215	4,215	5,115			
22-00	FICA Tax Expense	38,593	47,183	47,183	50,287			
23-00	Retirement	33,877	42,191	42,191	44,354			
23-01	Supplemental Retirement	0	0	0	0			
25-10	Unemployment Insurance	0	6,143	6,143	6,574			
26-08	Worker's Compensation	40,922	56,155	56,155	60,000			
30-04	Professional Services	136,901	200,000	280,000	200,000			
30-22	Reimbursement (Indirect Cost)	100,000	174,778	174,778	150,000			
30-24	Recycling Services	7,530	9,000	9,000	9,000			
32-52	Overages & Shortages	20	0	0	0			
33-45	Contracted Services	2,548,453	2,466,220	2,462,220	2,743,604			
33-50	Contracted Services - Miscellaneous	2,942	0	4,000	4,000			
35-13	Solid Waste Excise Tax	44,842	60,000	60,000	60,000			
	Effective July 1, 2008, every owner or operator of a landfill							
	or transfer station in North Carolina will be required to register							
	and remit a \$2 per ton excise tax imposed on the disposal							
	of municipal solid waste and construction and demolition							
	debris in any landfill and on the transfer of municipal solid							
	waste and construction and demolition debris to a transfer							
	station for disposal outside of North Carolina. (G.S. 5G 105)							
	The amount approved for excise tax assumes that 40,000							
	tons of construction and demolition debris will be disposed							
	in Harnett County's C&D Landfills located at the Dunn/Erwin							
	and Anderson Creek Landfills. Municipal Solid Waste (MSW)							
	will be transferred to a regional landfill and any excise tax							
	will be paid by the receiving landfill owner and the cost to us							
	will be paid as part of our contract.							
35-47	Post Closure	0	250,000	165,400	20,000			
41-11	Telephone & Postage	6,833	8,500	8,500	9,000			

**Harnett County Solid Waste Management
Fiscal Year 2014 - 2015 Budget**

Acct Code: 580-6600-461	Line Item Description	FY 2012 - 2013 Actual	FY 2013 - 2014 Original Budget	FY 2013 - 2014 Adjusted Budget	FY 2014 - 2015 Department Request	Request Detail	Budget Officer Recommended	Board Approved
41-13	Utilities	15,347	17,600	17,600	17,000			
43-15	Maintenance & Repair - Building	15,938	30,000	57,096	60,000			
43-16	Maintenance & Repair - Equipment	187,938	230,000	200,000	200,000			
43-21	Maintenance & Repair - Auto	0	0	0	5,000			
44-21	Building & Equipment Rent	5,858	25,000	25,000	35,000			
44-22	Issuance Cost	0	0	0	0			
52-54	Insurance & Bonds	7,486	7,500	7,500	7,500			
54-26	Advertising	0	300	300	1,000			
55-12	Printing & Binding	2,610	9,000	8,000	5,000			
58-01	Training & Meetings	4,100	3,000	3,000	8,000			
58-14	Travel Admin	4,040	3,000	3,000	3,000			
60-31	Gas, Oil & Auto Supplies	89,587	180,000	130,000	150,000			
60-33	Materials & Supplies	6,616	7,000	7,000	10,000			
60-36	Uniforms	4,865	6,000	7,000	12,000			
60-39	Other Materials	14,466	18,000	18,000	20,000			
60-53	Dues & Subscriptions	427	600	600	1,000			
60-57	Miscellaneous Expense	202	200	200	300			
64-23	Permitting Fees	15,957	14,000	18,600	30,000			
64-27	Property Tax	0	0	0	0			
74-71	Capital Outlay - Land	0	0	0	0			
74-74	Capital Outlay - Equipment	195,000	0	109,284	150,000			
	Wheeled Excavator							
74-76	Lease - Other Financing Uses	582,662	0	157,101	0			
75-10	Interest Expense - Lease	0	154,980	24,516	24,516			
76-00	Accumulated Depreciation	159,440	0	0	0			
86-16	Interest Expense - COPS 2007	77,618	0	0	0			
86-22	Capital Lease - Interest	0	0	9,138	9,012			
86-31	Interest	26,916	127,529	127,529	130,000			
86-91	Cost of Issuance	0	0	0	0			
87-16	Principal Expense - COPS 2007	65,517	0	0	0			
87-22	Capital Lease - Interest	0	0	121,326	147,545			
87-31	Capital Lease - Principal	0	230,713	230,713	240,000			
90-10	Interfund Transfer - General Fund	0	0	0	0			
90-68	Interfund Transfer - Abandoned Manufactured Home	0	0	0	0			
90-90	Interfund Transfer - Closure/Postclosure Care	0	200,000	200,000	0			
	Total Proposed Expenditure Budget	\$5,073,308	\$5,329,390	\$5,542,871	\$5,451,262		\$0	\$0