



**ROWAN COUNTY COMMISSION AGENDA  
SPECIAL MEETING**

**January 27, 2022 - 2:00 PM**

**Join from a PC, Mac, iPad, iPhone or Android device:**

**<https://bit.ly/rowanboc012722>**

**Password: 012722**

**Or join by phone:**

**Dial: (602) 753-0140 (720) 928-9299 (213) 338-8477**

**Webinar ID: 979 7976 4618**

**Password: 012722**

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Call to Order

Invocation

- Provided By: Chaplain Michael Taylor

Pledge of Allegiance

Consider Approval of the Agenda

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

1 Consent Agenda

- A. Authorize the Application of the FY2022 NC Governor's Crime Commission Local Enforcement Block Grant Application
- B. Authorize the Library to Apply for an Adaptive Technology Grant
- C. Schedule Public Hearing for February 21, 2022 to Closeout the CDBG-ED18-E 3052 Grant

2 Adjournment

*Individuals with disabilities who need modifications to access the services or public meetings of Rowan County Government may contact the Clerk to the Board of*

*Commissioners three days prior to the meeting by calling (704) 216-8181 or by utilizing the North Carolina relay number at 1-800-735-2962 (English) or 1-888-825-6570 (Spanish). For additional communication options, please consult: <https://relaync.com>.*

**ROWAN COUNTY  
A COUNTY COMMITTED TO EXCELLENCE**



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

**MEMO TO COMMISSIONERS:**

**FROM:** Sheriff Kevin Auten  
**DATE:** January 25, 2022  
**SUBJECT:** Authorize the Application of the FY2022 NC Governor's Crime Commission Local Enforcement Block Grant Application

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Memorandum - FY2022 Local Law Enforcement Block Grant	1/25/2022	Cover Memo



# ROWAN COUNTY SHERIFF'S OFFICE

## KEVIN L. AUTEN, SHERIFF

232 NORTH MAIN STREET, SALISBURY, NORTH CAROLINA 28144  
TELEPHONE: 704-216-8700 FAX: 704-216-8674

### MEMORANDUM

TO: Aaron Church, County Manager  
FROM: Sheriff Kevin Auten  
REF: FY2022 NC Governor's Crime Commission Local Law Enforcement Block Grant  
DATE: January 20, 2022

The Rowan County Sheriff's Office has been notified that there is a Local Law Enforcement Block Grant available for our office to make an application for. The grant is for a one-time maximum amount of \$24,500 for various types of law enforcement related equipment, and the grant is paid to the county via an electronic transfer of funds once all grant requirements have been met. This grant **does not** require any matching funds from Rowan County. The application is due January 31, 2022, but the awards are for the period of October 1, 2022 until September 31, 2023. The Rowan County Sheriff's Office would like to request equipment that we feel will greatly improve the investigative ability of both our Criminal and Narcotic Investigation Units in the daily challenges that they face.

The Rowan County Sheriff's Office proposes to use the grant funds to purchase the following items:

- 1.) The Rowan County Sheriff's Office proposes to purchase two UFED Touch 2 Ultimate (Rugged) Portable Cellebrite Kits. The Criminal Investigative Division and the Special Investigative Unit would each be issued one of these pieces of equipment that would provide them with an efficient mobile extraction device that could be used to collect evidence and intelligence from cell phones in the field.

Our Criminal and Narcotics Investigators encounter multiple persons each day during investigations, traffic stops, and calls for service. Most everyone encountered has a cellphone that they use to communicate with other persons via texts, emails, and phone calls. Cell phones contain a digital profile of their owner that can be important potential evidence should the cell phone owner be guilty of a crime. The UFED Touch 2 device can be used to gather digital information consensually in the field which would aid our Investigators solve crimes and make arrests quicker. Each unit has a price of \$12,125, so the total cost for two units would be \$24,250. The cost of shipping would be \$125 for each unit, which would be a total of \$24,500.

This memorandum is to request that this matter be placed on the consent agenda for approval at the earliest possible time.

cc: Chief Deputy David Ramsey  
Major C. A. Moose

Major J. C. Sifford  
Captain G. L. Hannold  
Jim Howden, Finance Director  
file

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TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** Melissa Oleen, Library Director  
**DATE:** January 25, 2022  
**SUBJECT:** Authorize the Library to Apply for an Adaptive Technology Grant

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**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Memorandum	1/25/2022	Cover Memo
Library Technology Grant	1/25/2022	Cover Memo

MEMO FROM: Melissa J. Oleen, Library Director  
Laurie Lyda, Library Services Manager

RE: Adopting Technology Grant Application

The State Library is offering an Adaptive Technology Grant Program with the opportunity for the Library to receive up to \$40,000 in funding. The Library would like authorization to submit the attached application for self check kiosks. The deadline to submit is Tuesday, February 1, 2022. No matching funds are required. The equipment being sought is something we had planned on including in our FY23 budget request. This is a good opportunity to secure almost \$40,000 in funding from other means.

Thank you for considering this application.

**STATE LIBRARY OF NORTH CAROLINA**

**ADAPTING TECHNOLOGY GRANT APPLICATION**

<https://fs25.formsite.com/res/submitOrder>

**Submission deadline: February 1, 2022**

**Library Information**

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Institution/Library: Rowan Public Library  
Mailing Address: 201 West Fisher Street, Salisbury, NC 28144

Project Manager: Amber Covington  
Project Manager, Email Address: [Amber.Covington@rowancountync.gov](mailto:Amber.Covington@rowancountync.gov)

Library Director: Melissa J. Oleen  
Library Director, Email Address: [Melissa.Oleen@rowancountync.gov](mailto:Melissa.Oleen@rowancountync.gov)  
Library Director Phone Number: 704-216-8233

Authorizing Official, Name: Aaron Church  
Authorizing Official, Email Address: [Aaron.Church@rowancountync.gov](mailto:Aaron.Church@rowancountync.gov)

**Grant Information**

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**Project Title:** Provide Mobile and self service checkout options for library users

**Total grant amount requested, in whole dollars.\*** \$38,000

**1. Describe the technology supplies and equipment that you plan to purchase with the funds and how the technology will improve library operations in support of the grant program's purpose.**

Rowan Public Library sees to improve the accessibility of its current checkout options. Replacing RPL's current self-service stations, which are over 7 years old and running on an operating system that is no longer supported by Windows, would provide customers an additional consistently available, contactless checkout option. The four self-service checkout stations would be implemented at all four RPL branches: Headquarters (Salisbury), East (Rockwell), South (China Grove), and West (Cleveland).

Acquiring this technology would advance the evolution of RPL's digital inclusion initiative. In particular, it would increase the accessibility of check out for those with disabilities, who are caretakers of others, and those in other situations that can prevent someone from visiting a checkout desk. More customers would be guaranteed the freedom to check out. Additionally, modern self-service stations increase protections that remain necessary due to the ongoing evolution of COVID-19 health and safety protocols for both staff and customers.

From the customer's perspective, limited service desk staffing leads to longer lines and wait times and more crowded spaces/person-to-person exposure. Under normal conditions, let alone during a pandemic, there are many factors that can deter a customer from visiting a check out desk and engaging in a face-to-face exchange. Those factors are magnified now, and many customers would rather not check out materials at all than take the risk of interacting with someone at a service desk. The requested self-service stations



would offer these customers a choice, ensuring they have access to checking out materials without increasing their risk of person-to-person exposure.

From the Operations side, while limited staffing due to isolations and quarantines is accepted as an unavoidable byproduct of vitally necessary protocols to protect staff and the public, it also presents new challenges almost daily. Currently, all RPL staff are cross-trained to work in other areas of the Library when needed because supervisors must often re-assign staff from different areas to keep service desks fully operational. For January and February 2022, an additional challenge has been avoiding assigning staff to different branches, in an effort to control staff-to-staff exposures as a response to Rowan County's rising COVID-19 numbers. These elements alone mean that supervisors are reworking schedules and job assignments to ensure coverage on an almost daily basis. Fully functional, up-to-date self-service kiosks would provide much-needed relief for service desk staff, allowing desk staff numbers to decrease without negatively impacting the number of customers served. Ensuring that customers have a contactless option decreases the number of face-to-face transactions, reduces wait times and length-of-lines, and lessens the likelihood of person-to-person exposure.

Rowan Public Library and its staff want to serve the community in beneficial ways. Contributing to the safety of the community and Library staff enables the continued access to and exchange of resources and materials. Reliable, modern self-service stations would allow a consistent option of checkout for customers while also supplementing limited service desk staffing. The requested stations will contribute significantly towards the inclusivity of each RPL branch and move each closer to the goal of digital equity.

## **2. Budget Table (in whole dollars; enter zero in blank cells)\***

### **Supplies/Materials**

**Short Description:** N/A

**Estimated Amount:** 0.00

### **Equipment (per item cost over \$5,000)**

**Short Description:** Four (4) self-service checkout kiosks. One each for RPL Headquarters (Salisbury), RPL East (Rockwell), RPL South (China Grove), and RPL West (Cleveland). Estimated cost per kiosk is \$8,000 plus freight.

**Estimated Amount:** \$36,000

### **IDC (IDC is allowable out of the maximum funding, not in addition to the maximum funding)**

**Short Description:** RPL-West will need minor electrical work done to prep its self-service checkout kiosks location.

**Estimated Amount:** \$2,000

**Total:** \$38,000

1/25/2022 11:50 AM

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**TELEPHONE: 704-216-8180 \* FAX: 704-216-8195**

**MEMO TO COMMISSIONERS:**

**FROM:** County Manager Aaron Church  
**DATE:** January 25, 2022  
**SUBJECT:** Schedule Public Hearing for February 21, 2022 to Closeout the CDBG-ED18-E 3052 Grant

---

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
Memorandum	1/25/2022	Cover Memo
Public Hearing Notice	1/25/2022	Cover Memo

**To:** Rowan County Board of Commissioners  
**From:** Siobhan Allen, Assistant to the County Manager/Management Analyst  
**Date:** 1/25/2022  
**Subject:** Public Notice request for CDBG-ED 18-E-3052 Installation of Sewer Line at Chewy Facility

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The purpose of this memorandum is to request a public hearing for the completion of the sewer line installation at the Chewy facility. All activities for this project have been completed.

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



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

## Rowan County Board of Commissioners

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

### ROWAN COUNTY PUBLIC HEARING NOTICE CLOSEOUT OF CDBG ECONOMIC DEVELOPMENT PROJECT 18-E-3052

Notice is hereby given that Rowan County will conduct a public hearing on February 21, 2022, at 6:00 p.m., or as soon thereafter as the agenda will allow, at the J. Newton Cohen, Sr. Rowan County Administration Building, J. Newton Cohen Sr. Room, Second Floor, 130 West Innes Street, Salisbury, NC 28144 relative to the closeout of the Community Development Block Grant for Economic Development (CDBG-ED). The County received a grant of \$1,500,000 in Community Development Block Grant Funds (CDBG) to install approximately 5,145 linear feet of sewer line to the Chewy facility.

The purpose of this public hearing is to review the expenditures and activities that have been accomplished through the CDBG-Economic Development Project (18-E-3052).

All activities are complete, and the County is in the process of closing out the grant. Total CDBG-ED expenditures for the project are approximately: \$1,500,000. All CDBG-ED funds were spent on sewer improvements. The project benefited approximately 70% low-moderate income employees that were hired.

Citizens will be given the opportunity to provide oral and written comment on the County's use of CDBG-ED funds at the public hearing. All interested citizens are encouraged to attend.

If additional information is needed, please contact the Assistant to the County Manager, Siobhan Allen at 704-216-8193 or at the J. Newton Cohen, Sr. Rowan County Administration Building, 130 West Innes Street, Salisbury NC 28144. Formal written complaints or comments concerning the CDBG-ED Project (18-E-3052) that are submitted to the Assistant to the County Manager prior to or following the public hearing will be responded to within ten (10) working days by the County.

Persons with disabilities or who otherwise need assistance should contact the Clerk to the Board at 704-216-8181 or at the J. Newton Cohen, Sr. Rowan County Administration Building, 130 West Innes Street, Salisbury NC 28144, or Relay North Carolina # 711 by February 16, 2022. Accommodations will be made for all who request assistance with participating in the public hearing.

This information is available in Spanish or any other language upon request. Please contact the Clerk to the Board, at 704-216-8181 or at the J. Newton Cohen, Sr. Rowan County Administration Building, 130 West Innes Street, Salisbury NC 28144 for accommodations for this request.

Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con Clerk to the Board al 704-216-8181, J. Newton Cohen, Sr. Rowan County Administración Building, at 130 West Innes Street Salisbury, NC 28144, de alojamiento para esta solicitud.

This the 27th day of January, 2022.



Carolyn Barger, MMC, NCMCC  
Clerk to the Board