

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
 MONDAY, JANUARY 3, 2011 – TIME: 9:00 A.M.
 COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE
 130 S. QUEEN ST., KINSTON, N.C.**

CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE: 5 Min. Est.

PUBLIC INFORMATION: Presentation of FY 09-10 Audit Report by C. Dean Horne, C.P.A.
 Pittard, Perry, & Crone, Inc. 10 Min.

Mr. Bill Ellis, Parks and Recreation Director:
 Parks and Recreation Master Plan 10 Min.

- 1. **Items from Chairman/Commissioners: 10 Min.** Board
- 2. **Items from County Manager: 5 Min.** Jarman

CONSENT AGENDA: 10 Min.

- 3. Approval of Minutes: Regular Board Meeting: December 6, 2010 **ACTION**
Hall/Jarman
- 4. Resolution Approving the Releases and Refunds to the Individuals Listed Herein Parrish/Martin

END OF CONSENT AGENDA

BUDGET ORDINANCE ADMENDMENT/RESOLUTIONS: 30 Min.

- 5. Budget Ordinance Amendment: General Fund: DSS: \$19,925: Increase Jones/Martin
- 6. Resolution Authorizing the Lenoir County Department of Social Services to Discontinue the "Mass Distribution" of Surplus Food Commodities Made Available under the Federal Emergency Food Assistance Program (TEFAP) and to request that the North Carolina Department of Agriculture (NCDA) Deliver Lenoir County's Allocation of TEFAP Food Commodities to the Food Bank of Eastern North Carolina who will Make Such Items Available to the Needy Citizens of Lenoir County through Local Non-Profit and Faith-Based Emergency Feeding Organizations Jones/Martin
- 7. Resolution Approving Presentation of Badge and Service Weapon to Retiring Lieutenant Michael Ray Powell Smith/Board
- 8. Resolution Approving Mileage Reimbursement for County Employees from \$.50 to \$.51 per Mile Effective January 1, 2011 Jarman/Martin
- 9. Resolution Authorizing Lenoir County Health Department to Purchase Equipment from Shor-Line a Six Compartment Unit with Mobile Base: \$2,779.22 Huff/Martin
- 10. Resolution Authorizing the Purchase of Year 2011 Vehicle Valuation Services: \$4,061.27 Parrish/Martin

APPOINTMENTS: 5 Min.

11. Resolution Approving Citizens to Boards, Commissions, Etc. **5 Min.**

Hall

OTHER ITEMS: 10 Min.

12. **Items from County Manager / County Attorney / Commissioners Public Comments/
Closed Session (if necessary)**

TO: Chairman and Members of the Board
FROM: Mike Jarman, County Manager
DATE: January 3, 2011
SUBJECT: Items of Interest

1. Bids on Property
2. Letter: December 15, 2010 from Department of Social Services re: Kinston Regional Training Center

Lenoir County
Department of Social Services

130 W. KING STREET, POST OFFICE BOX 6
PHONE: 252-559-6400
Kinston, North Carolina 28502-0006

DIRECTOR
JACK B. JONES

December 15, 2010

Ms. Sherry Bradsher, Director
NC Department of Health & Human Services
Division of Social Services
325 N. Salisbury Street – MSC 2401
Raleigh, NC 27699-2401

Dear Ms. Bradsher:

The Lenoir County Board of Social Services would like to take this opportunity to express its concerns over the closing of the Kinston Regional Training Center located at Lenoir Community College in Kinston, N.C. at the end of December, 2010. We fully understand that the decision to close the training center was not arbitrary and that the Division, like all of us in government, is faced with many difficult decisions amidst the current economic crisis. However, we are concerned that closing the only training center in this Region will cause an economic hardship for County Departments of Social Services in the Eastern N.C. as they will see substantial increases in travel time and expenses related to training. This decision results in a shift of the financial burden for training costs from the State to the Counties.

We know the Division is committed to providing continuity in training for all Child Welfare staff in North Carolina regardless of their geographical location. We therefore, respectfully, request that the Division reconsider its decision to close the Eastern Regional Training center in Kinston, N.C.

If there is anything that we can do to help in setting aside the decision to close the Kinston site, please let us know. Once again, we thank you for the excellent training that the Division has provided to our staff and to staff in other County Departments of Social Services in North Carolina and we hope that the Kinston Regional Training Center can continue to be one of the official training sites for the Division.

Sincerely,



Mrs. June Cummings, Chairwoman
Lenoir County Board of Social Services

JC:tb

Cc: Mr. Mike Jarman
Lenoir County Manager

Mr. George Graham, Chairman
Lenoir County Board of Commissioners

PARKS AND RECREATION

INTER-OFFICE MEMORANDUM

TO: Mike Jarman, County Manager Date: 12/28/10
From: Bill Ellis, Director Parks & Recreation
Re: Parks & Recreation Master Plan

Clark Planning & Associates, LLC is in the process of completing the Kinston/Lenoir County Parks & Recreation Department's master plan. This plan is necessary to apply for State and Federal grants. I will have a draft copy of this plan to present to the County Commissioners at their Monday, January 3, 2011 meeting. Bob Clark and I will make a presentation at the January 17th meeting and ask the commissioners to adopt this master plan.

One of the recommendations in the master plan is for Lenoir County to apply for a matching Parks & Recreation Trust Fund Grant (PARTF) and use the funds that have been appropriated for the Woodmen project. We will also ask for a resolution on this project at the January 17th meeting.

**MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS
December 6, 2010**

The Lenoir County Board of Commissioners met in open session at 9:00 a.m. on Monday, December 6, 2010 in the Board of Commissioners Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

Members present: Jackie Brown, J. Mac Daughety, Reuben Davis, George W. Graham, Jr. Tommy Pharo, Eric Rouse and Linda Rouse Sutton.

Members absent: None

Also present were: Michael Jarman, County Manager, Tommy Hollowell, Assistant County Manager, Martha Martin, Finance Officer, Robert Griffin, County Attorney; and members of the general public and the news media.

Administration of Oaths of Office: Newly Elected Lenoir County Board of Commissioners: By the Clerk of Court, Ms. Dawn Stroud:

*J. Mac Daughety
Eric S. Rouse
George W. Graham, Jr.*

Election of Chairman **Attorney Robert W. Griffin**
Mr. Davis nominated Mr. George Graham, Jr.; there was no opposition to the nomination and no further nominees; Mr. Graham was named Chairman by unanimous approval by the Board – One Year Term.

Election of Vice-Chairman **Attorney Robert W. Griffin**
Ms. Sutton nominated Mr. Reuben J. Davis; there was no opposition to the nomination and no other nominees; Mr. Davis was named Vice-Chairman by unanimous approval by the Board – One Year Term.

Chairman Graham called the meeting to order at approximately 9:00 a.m. Ms. Brown offered the invocation and Mr. Graham led the audience in the pledge of allegiance.

PUBLIC INFORMATION

Dr. Brantley Briley, President of Lenoir Community College (LCC), thanked the Board for allowing him to speak. Dr. Briley stated enrollment at LCC is up 42% from five (5) years ago; current enrollment is 3,791 students. LCC has something for every adult in Lenoir County from basic life skill classes up to 2 year degree programs. LCC partners with many organizations throughout Lenoir County such as: The Community Council for the Arts, the Neuse Regional Library, Boy Scouts, the Boys and Girls Club and the Department of Social Services just to name a few. Dr. Briley stated LCC is also a partner with local government in helping train today's workforce. LCC thanks the Board for the \$15,000 appropriation for an additional parking lot; the goal was 100 spaces, but with the appropriation a total of 175 parking spaces were created. Again, Dr. Briley thanked the Board for all it has done for LCC throughout the years.

Ms. Sandy Landis, Community Council for the Arts (CCA) Director, addressed the Board. Ms. Landis stated the CCA have been excellent stewards of all funds received from local appropriations to donations. Ms. Landis stated the CCA is a non-profit organization that is dedicated to helping Lenoir County residents experience the joy, promise, and the pursuit of artistic excellence. The Arts Council's home, the Arts Center, is nestled in the heart of downtown Kinston at 400 North Queen Street. The council is housed in a historic building which has been renovated and is handicap accessible. CCA celebrated 45 years in the community in October 2010. Hours of operation are Tuesday through Friday 10:00 a.m. to 6:00 p.m. and Saturday 10-2pm, with 2 1/2 full time employees. The CCA operates six (6) galleries representing 350 artists annually. The CCA annually receives \$75,000-100,000 in grant funding; this year \$1 million in grant funds were received through many applications. The CCA cut its operating budget six (6) years ago and has been operating at a deficit of \$50,000-100,000 annually for the last three years. Ms. Landis concluded her presentation to the Board by thanking them for its recent appropriation to the CCA of \$50,000.

Mr. Rob Bizzell, President of the Committee of 100 thanked the Board for its support for being the local government entity to match the Committee of 100's \$50,000 donation to the CCA.

Ms. Agnes Ho, Neuse Regional Library Director, also thanked the Board for its recent commitment to appropriate funds for a replacement roof for the old section of the library.

ITEMS FROM THE CHAIRMAN/COMMISSIONERS

Mr. Graham reminded Board members that all communities in Lenoir County i.e. Pink Hill, LaGrange, have very important needs. Mr. Graham stated each person represents 1/7 of the Board; as a Board, the County is strong and can move the county forward or hold it hostage. It is important the Board comes together and establish goals. Budget Work Sessions will begin soon so the entire Board will get a full understanding of the county budget. New Board members will see the requests and sacrifices that are made annually to hold down expenditures and increase revenues. The North Carolina Department of Commerce has declared Lenoir County as a Tier 1 County; Tier 1 determines the amount of monies received for new jobs or expanding companies. The Tier 1 category provides a \$12,500 tax credit for each new job or expansion. Mr. Graham concluded his statements by asking each Board member to work together for the good of all Lenoir County.

ITEMS FROM THE COUNTY MANAGER

Item No. 2 was Items from the County Manager. Mr. Jarman informed the Board of the workshops for newly elected and Veteran County Commissioners sponsored by the UNC School of Government. Ethics training will also be available and required for each new Commissioner and re-elected Commissioner at these workshops. The NCACC Legislative Goals Conference will be held January 20-21, 2011; the Board will have to choose a voting delegate to represent the County at the conference. Mr. Jarman stated jail construction is moving forward, there have been a few problems associated with construction, but overall the process has been going very well.

CONSENT AGENDA

Upon a motion by Ms. Brown and a second by Ms. Sutton, the Board approved the Consent Agenda.

3. Approval of Minutes: Regular Board Meeting: November 15, 2010 Hall/Jarman
4. Resolution Approving the Releases and Refunds to the Individuals Listed Herein Parrish/Martin
5. Budget Ordinance Amendment: Transportation Administration: \$1,261: Increase Bryan/Martin

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS

Item No. 6 was a Resolution Honoring Barbara Sykes. Ms. Sutton read the resolution aloud for the Board and the viewing public. Ms. Sykes thanked the Board for the recognition and stated it had been a pleasure working for the Department of Social Services. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 6 was unanimously approved.

Item No. 7 was a Budget Ordinance Amendment: Capital Projects Fund: Jail Project-BB&T Funds: \$18,500,000: Increase. Mr. Hollowell stated the amendment appropriates loan proceeds from BB&T received on October 14, 2010 for the new jail construction project. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 7 was unanimously approved.

Item No. 8 was a Budget Ordinance Amendment: General Fund/Capital Improvements Fund/Outside Agencies/Contingency/Community Development: \$100,000: Increase. Mr. Pharo requested to recuse himself from the vote due to his association with the agencies involved. Upon a motion by Mr. Davis and a second by Ms. Sutton, the Board excused Mr. Pharo from the vote. Mr. Graham asked Mr. Griffin if a Board member recuses himself from a vote, that vote becomes a "yes" vote for the item. Mr. Griffin stated the information was correct. The amendment budgets \$50,000 for the CCA, \$15,000 for repaving of the parking lot at LCC, and \$35,000 to be used toward re-roofing of the old portion of the Library and for capital improvements at the SPCA. The amounts for the Library and SPCA have not yet been determined. This action was approved by the Board of Commissioners at the November 15, 2010 meeting. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 8 was approved with Mr. Rouse and Mr. Daughety dissenting.

Item No. 9 was a Resolution Approving 2011 County Holidays. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 9 was unanimously approved.

Item No. 10 was a Resolution Approving the 2011 Calendar of Board Meeting Dates and Times. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 10 was unanimously approved.

Item No. 11A was a Resolution Approving the Purchase of a Patrol/Narcotics Canine: \$13,300. Sheriff Smith stated Southern Police Canine, Inc. has been supplying canines to the Sheriff's Office over the past several years. The Sheriff's Office has negotiated with Southern Police Canine, Inc., to purchase a patrol/narcotics canine for \$13,300, which includes canine handler training. The Sheriff will use state controlled substance tax funds and donated funds to facilitate the purchase of this canine. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 11A was unanimously approved.

Item No. 11B was a Budget Ordinance Amendment: Sheriff/Finance: \$13,300 Increase. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 11B was unanimously approved.

Item No. 12 was a Resolution Approving the Endorsement of a Revision to the County HCCBG Funding Plan and Budget Ordinance Amendment Increasing Expenditures and Revenues for the Home & Community Care Block Grant. Mr. Jack Jones, Director of Social Services, addressed the Board. Mr. Jones stated The Home and Community Care Block Grant, effective July 1, 1992, is comprised of funding for in-home and community based services currently available through the Division of Aging as well as a portion of funding targeted for in-home and community based services previously administered by the North Carolina Division of Social Services. Older Americans Act funds constitute approximately 45% of Home and Community Care Block Grant funding and are intended to develop and enhance comprehensive and coordinated community based systems of services, opportunities and protections for older adults. The block grant gives Commissioners maximum discretion in deciding how aging funds will be administered and budgeted in the county. By endorsing a local Funding Plan, Boards of County Commissioners will define the services to be provided, determine funding levels for services, and identify the community service providers to be involved with providing Home and Community Care Block Grant services. These are 90% Federal and State funds requiring 10% county match. We are requesting to use appropriated funds from our Foster Care line item number 10-5346-4971 to fund the 10% county match with no new or additional county funding needed over and above the original County Budget Ordinance. The new HCCBG funds will help to provide additional services to the elderly citizens of Lenoir County. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 12 was unanimously approved.

Item No. 13 was a Resolution Approving Contract Amendments for Legal Services: Dal Wooten & Chris Rogerson- Not to exceed \$165,900 annually Griffin and Griffin and Annette Turik --Not to exceed \$125,000 annually Griffin and Griffin—Not to exceed \$500 annually. Mr. Jones stated Lenoir County Department of Social Services has contracted with different attorneys' to provide legal services for many years. These contracts have historically been established on an annual basis. However, the Department is currently surveying other counties and researching the various options for legal services to ensure quality services at the most competitive rate and costs. The Department expects to report to the Board of Social Services the various Legal Services options available for consideration in the FY 2011/2012 Budget. The continuation of the current contracts in place is necessary for the continuation of legal services for the Department in FY 2010/2011. Sufficient funds were budgeted and appropriated in the current budget to cover all the legal costs noted herein. No new or additional appropriations are needed. The state/federal reimbursable rate is approximately 87.5% for Child Welfare and Adult Services, 66% for Child Support and 61% for personnel/administrative services. Upon a motion by Mr. Davis and a second by Ms. Sutton, Item No. 13 was unanimously approved.

Item No. 14 was a Resolution and Budget Ordinance Amendment Appropriating \$528,000 in Federal TANF Funds and Private Foundation Funds for a New Subsidized Employment Program called JobBoost. Mr. Jones stated The Division of Social Services is taking advantage of approximately \$4 million Federal Temporary Assistance for Needy Families (TANF) and \$1.5 million private foundation funds that are available for a new subsidized employment program called JobBoost. The program will create up to 1,000 jobs for TANF eligible individuals and provide needed experience to maintain long-term employment.

TANF eligible individuals must be U.S. citizens or legal residents with a minor child under the age of 18 and the family income is at or below 200% of the federal poverty level. Lenoir County was selected for this program because of its unemployment rate. As of October 2010 data from the NC Employment Security Commission, Lenoir County's unemployment rate was 9.7%. US Census data estimates out of 56,387 people living in Lenoir County, approximately 40.5 percent or 22,837 citizens of Lenoir County are potentially eligible for this program based on information from the North Carolina Budget and Tax Office. The JobBoost program would help to employ more citizens of Lenoir County hopefully lowering the unemployment rate. The Lenoir County Department of Social Services submitted a plan and was approved for \$528,000 to employ 100 citizens in Lenoir County. The program will provide an employment subsidy of \$6.00 per hour to employers for a maximum of 20 weeks or until funds are expended. The Department of Social Services will partner with Mark Pope, Economic Development Director, to place participants in new and expanding businesses in Lenoir County. The JobBoost funds are 100% Federal and private foundation funds requiring NO COUNTY MATCH. The funds are available until spent or a maximum of 20 weeks once implemented. The Department of Social services is allowed 10% of the allocation for administrative costs. Mr. Jarman stated the grant helps to create permanent full time employees for companies throughout Lenoir County. Upon a motion by Mr. Davis and a second by Ms. Sutton, Item No. 14 was unanimously approved.

Item No. 15 Resolution Authorizing Lenoir County to enter into an Operating Agreement with the Woodmen Foundation and the City of Kinston for the Woodmen Community Center. Mr. Bill Ellis, Parks and Recreation Director, addressed the Board. Mr. Ellis stated he is very passionate about the Woodmen of the World Community Center. Mr. Ellis stated this project is the most important thing that Parks and Recreation has done in Kinston-Lenoir County. Mr. Ellis stated the Woodmen Foundation will be contributing \$7 million to the project. Any construction cost overruns shall be paid by the Woodmen Foundation. The City and County shall fund \$500,000 each for this project and the Golden Leaf Foundation shall fund \$350,000. All operational deficits are funded 100% by Woodmen Foundation for the first five (5) years after the pool/water park are opened. The Kinston-Lenoir County Parks and Recreation Department will have additional operating costs of approximately \$100,000 per year, which will include a Center Supervisor, lifeguards and maintenance costs. Those costs will be split between the City and County. Parks and Recreation administrative offices will have a cost of approximately \$550,000 (\$110/sq. ft.). The City will have to reimburse the Woodmen Foundation \$200,000 of this cost and will have 18 months after the center is opened or until the old offices are sold at 0% interest before payment is due. The Woodmen of the World will pay fair market value rent for their office space even though their foundation is paying for the construction of these offices. The term of this agreement shall be 30 years from the first day of the month the center is to open. Mr. Daughety stated he knows the Woodmen is a great organization and that the facility will be great as well. He does have a problem with even more tax payer dollars being used to fund the project. Approving this type of expenditure may set a precedent for future organizations. Mr. Daughety stated the county has declining tax revenues, a possible short fall in school bond debt, jail debt services and up to \$50,000 in debt loss if the community center loses money; that is too much for the citizens of Lenoir County to pay. Mr. Pope stated as the community moves forward, the county will have to provide quality of life pieces in order to continue growing. Mr. Pharo requested to recuse himself from the vote due to his possible association with the agency involved. Upon a motion by Mr. Davis and a second by Ms. Brown, Item No. 15 was approved with Mr. Rouse and Mr. Daughety dissenting.

Item No. 16 was a Resolution Approving Code of Ethics for the Board of County Commissioners Lenoir County, North Carolina. Mr. Hollowell stated each county must adopt a Code of Ethics policy per G.S. 160A-86. Mr. Hollowell noted that Lenoir County's policy has been patterned after the Institute of Government and several surrounding counties. The Code of Ethics Policy charges public officials with upholding the trust of the citizens and residents of Lenoir County and obeying the law. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 16 was unanimously approved.

APPOINTMENTS

Item No. 17 was a Resolution Appointing Citizens to Boards, Commissions, Etc. Item No. 17 was tabled.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Planning Board 1 st Appearance	Morris Barbee, Jr. (Alternate #2)	December 2013

CURRENT VACANCIES

- Lenoir County Economic Development Board – At-Large Member
- Lenoir County Health Board – (1) Veterinarian, (1) Optometrist, (2) Public Members
- Lenoir County Planning Board – Districts One (1) and Four (4)
- Grifton Planning Board – One (1) Vacancy
- CJPP – Three (3) Vacancies
- Kinston Board of Adjustment – Two (2) ETJ Members; (1) Primary – (1) Alternate

Mr. Graham requested that Mr. Daughety be appointed to following Boards and Commissions: Lenoir County Transit Advisory Committee, Lenoir County Transportation Committee, Rural Planning Organization (RPO), and the US 70 Corridor Commission. Mr. Rouse was appointed to the following: Fire and Rescue Task Force, Green Lamp, Lenoir County Board of Health, and the Local Emergency Planning Committee.

CLOSED SESSION

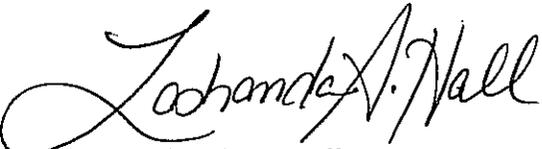
Upon a motion by Mr. Rouse and a second by Ms. Brown, and unanimous approval, closed session was entered at approximately 11:45 a.m. and the following cited: Number five (5) To establish or instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price or other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other materials terms of an employment contract or proposed employment contract. Mr. Jarman addressed the Board regarding the potential to purchase additional property in Lenoir County. After discussion the Board decided to take no action at this time but allow County Administration, Commissioners Rouse and Davis to do more research. Upon a motion by Ms. Brown and a second by Mr. Pharo, the Board moved out of closed session at 12:14 p.m.

Upon a motion by Ms. Brown and a second by Mr. Daughety, and unanimous approval, the Board went back into closed session at approximately 12:16 p.m. and the following cited: Number six (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance, by or against an individual public appointment of a member of the public officer or employee. The Closed Session will not include discussion of the appointment of a member of the public body, or a vacancy on the public body, and any final action on appointment, discharge or removal by the public body will be made in open session. A County employee issue was discussed, after discussion a committee was formed of Mr. Jarman, Mr. Davis and Mr. Rouse to resolve the issue if it arises in the future.

OPEN SESSION AND ADJOURNMENT

Upon a motion by Mr. Graham and a second by Mr. Davis Open Session re-convened at 12:53 p.m. a.m. Mr. Graham stated an employment matter was discussed; no action was taken. The Board adjourned at 12:54 p.m.

Respectfully submitted,



Lashanda A. Hall
Clerk to the Board

Reviewed By



Michael W. Jarman
County Manager

RESOLUTION APPROVING THE RELEASES AND REFUNDS
TO THE INDIVIDUALS LISTED HEREIN

SUBJECT AREA: Finance

ACTION REQUESTED:

Approval of Releases and Refunds as Prepared

HISTORY/BACKGROUND:

Releases and refunds result from listing and assessing due to incorrect and incomplete information.

EVALUATION:

Taxpayers will or have overpaid taxes. Board action rectifies the mistake.

RELEASES OVER \$100

Year	Name	Account	Amount	Reason
2010	Original Free Will Baptist	67422	\$374.61	Legal Exemption
2007	Sleepy Creek Farms Inc	26182	718.14	Corrected Value
2008	Sleepy Creek Farms Inc	26182	667.74	Corrected Value
2009	Sleepy Creek Farms Inc	26182	812.73	Corrected Value
2010	Sleepy Creek Farms Inc	26182	737.17	Corrected Value
2008	James Tucker	30157	155.90	Adjusted Value
2010	K & M Farms Inc	34913	214.32	Adjusted Value
2010	John Flowers	57794	572.32	Adjusted Value
2010	Joseph Hicks	14695	273.32	Corrected Listing
2010	Antonia Guzman	56481	291.64	Double Listed
2010	Javier Diaz	39640	129.06	Corrected Listing
2010	Poole Walter Realty Inc	23239	114.08	Adjusted Value
2010	Jack Grady	10044	168.00	Corrected Listing
2010	Percy Inc	52648	369.08	Adjusted Value
2010	Jimmie Foss	8940	1244.79	Corrected Value
2010	Howard Development	58473	470.48	Adjusted Value
2010	Christopher Coombs	46228	258.49	Corrected Listing
2010	Charles Harper	11516	312.50	Legal Exemption
2010	General Electric Capital	58072	252.30	Corrected Listing
2010	Alanda Liberty	48358	157.00	Adjusted Value
2010	James King	44606	108.04	Adjusted Value
2010	Jerry Smith	22295	192.32	Adjusted Value

Refunds

Year	Name	Account	Amount	Reason
------	------	---------	--------	--------

MANAGER'S RECOMMENDATION:

Approval of releases as set out above.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 1/03/11
Date

ATTEST 1/03/11
Date

Item No. 5

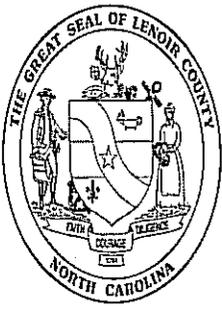
BUDGET ORDINANCE AMENDMENT:

General Fund:

DSS:

\$19,925.00 Increase

LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST



FY 2011
Appropriations

Budget Amendment # _____

Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
GENERAL	SOCIAL SERVICES	VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES	
Account # and Title	Amount	Account # and Title	Amount
INCREASE		INCREASE	
103531.3001		105372.1150	
ADMINISTRATIVE REIMBURSEMENT	\$ 19,925	Crisis Intervention-State	\$ 18,957
	\$ -		
		105372.1151	
		Crisis-CP&L	\$ 968
Total	\$ 19,925	Total	\$ 19,925

Reason and Justification for Request:

Line item adjustments to reflect actual allocation received. Crisis Intervention funds are 100% Federal and State funds to assist with heating and cooling needs.

Department Head Approval *[Signature]* Date 12/28/10

Finance Officer Approval *[Signature]* Date 12/28/10

Budget Officer Approval *[Signature]* Date _____

Board Approval (When Applicable) Date _____

Date of Minutes _____

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 01/03/11 **ITEM NO.:** 6

A Resolution Authorizing the Lenoir County Department of Social Services to Discontinue the "Mass Distribution" of Surplus Food Commodities Made Available under the Federal Emergency Food Assistance Program (TEFAP) and to request that the North Carolina Department of Agriculture (NCDA) Deliver Lenoir County's Allocation of TEFAP Food Commodities to the Food Bank of Eastern North Carolina who will Make Such Items Available to the Needy Citizens of Lenoir County through Local Non-Profit and Faith-Based Emergency Feeding Organizations

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to authorize the Department of Social Services to discontinue the "Mass Distribution" of TEFAP Surplus Food Commodities; to cancel the Agreement/Contract with NCDA establishing Lenoir County Social Services as an Emergency Feeding Organization under the Federal Emergency Food Assistance Program (TEFAP); and, to request that NCDA allocate Lenoir County's share of Surplus Food Commodities made available under TEFAP to the Food Bank of Eastern North Carolina.

HISTORY/BACKGROUND:

The Emergency Food Assistance Program (TEFAP) is a federal program that helps supplement the diets of low-income Americans, including the elderly, by providing emergency food and nutrition assistance and services. TEFAP is more commonly known in the community as the "Commodities Program."

Under TEFAP, the United States Department of Agriculture (USDA) makes commodity foods available to the North Carolina Department of Agriculture (NCDA). NCDA then provides the commodity foods to local Emergency Feeding Organizations such as Departments of Social Services, Non-profits and Faith-based organizations. TEFAP is handled in two different ways in North Carolina. Some counties choose to have the county department of social services administer TEFAP while others have non-profit organizations administering the program. Regardless of the method of delivery, individuals who are eligible for the Food and Nutrition Services are also eligible for TEFAP commodities. Others Citizens are eligible for assistance based on income.

DSS has historically contracted with the National Guard Armory for the distribution of USDA surplus commodities in Lenoir County. In recent months, DSS has received complaints about long lines, inclement weather conditions for those waiting in line, lengthy wait-periods, inequities in the distribution of food, and reduced administrative revenues to cover the costs of distributions. With the increase in the number of citizens receiving food stamps and with the current economic climate, more people are requesting assistance in providing meals to their families. In a recent MEMO, the Director of the NCDA's Consumer Services Food Distribution Division, Mr. Gary Gay, stated:

In the past few months, our office has received many complaints from citizens who have been at mass distributions. My challenge to you: please step back and look at what you are doing. Are you doing the citizens of your county a service, or are you placing a burden upon them by making them wait in long lines as well as the elements.”

Currently there are only eleven (11) County Social Services distributing TEFAP Food Commodities in North Carolina including Lenoir County. Most Counties are now using the Food Banks of North Carolina and Local Emergency Feeding Organizations. Lenoir County currently has three Emergency Feeding Organizations including St. Mark’s, St. Mary’s Soup Kitchen, and ICOR. DSS hopes to work with the Food Bank of Eastern North Carolina and NCDA in developing other potential food distribution sites in Lenoir County if this resolution is approved.

We have been very fortunate in Lenoir County to have partnered with the National Guard Armory who conducted quarterly Distributions of TEFAP Food Commodities from their facility on Dobbs School Road. Unfortunately, the value of the Food Commodities and the revenues from NCDA are down significantly to approximately \$2,500 per quarter- which is insufficient to cover the Amory’s cost of distribution.

As a result of the information and conditions as described above, we believe that the citizens of Lenoir County could be better served by discontinuing the Department’s participation in the program as an Emergency Feeding Organization with Quarterly Distributions and to begin using the Food Bank Model as described above with local distribution sites or emergency feeding organizations as recipients of the TEFAP Food Commodities. Upon termination of our agreements with the National Guard Amory and USDA, the commodities can be redistributed to other agencies in the County through the Food Bank of Eastern North Carolina.

EVALUATION:

This resolution is necessary to cancel the next mass distribution of TEFAP commodities scheduled in February as we are required to give the NCDA 30 days notice of cancellation and would need to inform our partner Agency, the National Guard Armory, of this decision. The National Guard is aware of this recommendation and is supportive of the County and the Agency in this decision. The National Guard has been an outstanding Community Partner for almost 20 years and they are to be commended for their services to the Community, our Agency and to Lenoir County.

Should the County prefer to continue with the Mass Distribution Model, the costs would be approximately \$6,000 per quarter or \$24,000 per year. The Revenue for the last distribution was \$2,405.53 and is expected to be less in February.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners approves the Department of Social Services requests to cancel the TEFAP contract with NCDA and to discontinue the "Mass Distribution" of Surplus Food Commodities and to request that NCDA deliver Lenoir County's allocation of TEFAP Food Commodities to the Food Bank of Eastern North Carolina and made available to Non-Profit and Faith-based Emergency Feeding Organizations in Lenoir County.

AMENDMENTS

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Daughtey _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George Graham, Chairman 01/03/11
Date

ATTEST 01/03/11
DATE

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 01/03/11 **ITEM NO.** 7

Resolution Approving Presentation of Badge and Service Weapon to Retiring Lieutenant
Michael Ray Powell

SUBJECT AREA: PERSONNEL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to present to retiring Lieutenant Michael Ray Powell his Lenoir County Sheriff's Office badge and Glock .45 caliber service weapon pursuant to state law and past county practices.

HISTORY / BACKGROUND:

Lieutenant Mike Powell began his law enforcement career with the Lenoir County Sheriff's Office on February 3, 1982. North Carolina retirement rules state that an officer must have 30 years of credible service or be age 55 with at least 15 years of credible service to retire. Lieutenant Powell had the appropriate amount of time to retire, which became effective December 31, 2010.

North Carolina General Statute 20-187.2 provides for the presentation of an officer's badge upon his retirement and also provides for the governing body, in its discretion, to present the retiring officer with his service weapon after he receives a permit. Lieutenant Powell received a handgun permit in December of 2010, which was made part of his personnel file.

A number of law enforcement officers retire each year in various state and local jurisdictions within North Carolina. In these instances, the officers have been presented with their badge and service weapon.

EVALUATION:

In keeping with the North Carolina General Statutes and local government practices, it is recommended that Lieutenant Powell be presented with his badge and service weapon (Glock .45 caliber, serial number NMA030).

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners authorize the Sheriff to present to Lieutenant Michael Ray Powell his Lenoir County Sheriff's Office badge and Glock .45 caliber service weapon.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 1/03/11
Date

ATTEST 1/03/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 1/03/11 **ITEM NO.:** 8

Resolution Approving Mileage Reimbursement for County Employees from \$.50 to \$.51 per Mile Effective January 1, 2011

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to increase the mileage reimbursement rate for County Employees who are required to use their personal vehicles in the delivery of County Government services from \$.50 to \$.51 per mile- the IRS maximum.

HISTORY/BACKGROUND:

The current rate of mileage reimbursement, \$.50, was implemented in January 2010. The IRS rate is based on an annual study of the fixed and variable costs of operating an automobile. The County historically follows the IRS established mileage rates. The last adjustment to the County reimbursement rate was approved January 4, 2010 based on the IRS's decision to reduce the standard mileage rate from \$.55 to \$.50 reflecting lower transportation costs last calendar year.

EVALUATION:

Increasing the mileage rate by \$.01 takes into account overall costs of operating an automobile as determined by the IRS.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Lenoir County Board of Commissioners approves an increase in Mileage Reimbursement for County Employees from \$.50 to \$.51 cents per mile effective January 1, 2011.

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Daughtey _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham, Jr., Chairman

01/03/11
Date

ATTEST

01/03/11
DATE

INTRODUCED BY: Michael Jarman, County Manager DATE: 01/3/11 ITEM NO. 9

Resolution Authorizing Lenoir County Health Department to Purchase Equipment from
Shor-Line a Six Compartment Unit with Mobile Base: \$2779.22

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is asked to grant permission for Lenoir County Health Department to execute a purchase order to cover a purchase for SPCA a six compartment unit for outside to replace existing unit.

Animal Control-
10-5182-3500- Maint./Repair/Bld./Grds.

HISTORY / BACKGROUND:

These existing cages are located outside and are unable to repair and need to be replaced with a six compartment unit with a mobile base.

EVALUATION:

This action is necessary to comply with applicable laws.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners to authorize a purchase order to Shor-Line not to exceed \$2779.22

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Daughety _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham, Jr. Chairman 01/03/11
Date

ATTEST 01/03/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 1/03/11 **ITEM NO.:** 10

Resolution Authorizing the Purchase of Year 2011 Vehicle Valuation Service: \$4,061.27

SUBJECT AREA: Purchase

ACTION REQUESTED:

To approve the expenditure of \$4,061.27 to cover the cost of the vehicle valuation services provided by TEC Data Systems.

HISTORY/BACKGROUND:

This expenditure is an annual expense incurred by the county to update our vehicle pricing system.

EVALUATION:

The pricing updates are needed to allow for an additional year of vehicles and the correction of values for motor vehicles which are 1 year older as of January 1, 2011.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the county execute a purchase order for \$4,061.27 to TEC Data Systems for vehicle valuation services.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Pharo _____

Daughety _____ Rouse _____ Sutton _____

Chairman 01/03/11
Date

ATTEST 1/03/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 01/03/11 **ITEM NO.** 11

Resolution Approving Citizens to Boards, Commissions, Etc.

SUBJECT AREA: Boards and Commissions

ACTION REQUESTED:

Officially and publicly appoint various applicants to various vacancies on boards, commissions, task forces, etc.

HISTORY / BACKGROUND:

The County Manager/County Clerk advertises vacancies on boards, commissions, committees, task forces, etc. The County Manager/County Clerk serves only clearinghouse functions with respect to the appointment process; no influence is exerted in this role. Commissioners are welcome to recruit applicants, or citizens may apply on their own free will.

EVALUATION:

The following Boards currently have existing vacancies/expiring terms.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Planning Board 2 nd Appearance	Morris Barbee, Jr. (Alternate #2)	December 2013
Criminal Justice Partnership Program 1 st Appearance	Jamie Wallace	December 2012

CURRENT VACANCIES:

- Lenoir County Health Board – (1) Veterinarian, (1) Optometrist, (1) Pharmacist**
- Lenoir County Planning Board – Districts One (1), Four (4) and Alternate**
- Grifton Planning Board – One (1) Vacancy**
- CJPP – Three (3) Vacancies**
- Kinston Board of Adjustment – Two (2) ETJ Members; (1) Primary – (1) Alternate**

MANAGER'S RECOMMENDATION:

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the following appointments are made:

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Planning Board 2nd Appearance	Morris Barbee, Jr. (Alternate #2)	December 2013
Criminal Justice Partnership Program 1st Appearance	Jamie Wallace	December 2012

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

Chairman

01/03/11
Date

ATTEST

01/03/11
Date

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

The Lenoir County Board of Commissioners believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the County's advisory boards. If you want to be considered for appointment to an advisory board, please complete the Application below and mail it to the Lenoir County Clerk to the Board, P.O. Box 3289, Kinston, NC 28502, or fax to (252) 559-6454.

Advisory Board/Committee/Commission interested in:

CJPP/DRC Advisory Board

(I understand that this application will be kept on the active file for two years only, and I, hereby, authorize Lenoir County to verify all information included in this application.)

Name: Jamie Wallace
Address: 2100 Presbyterian Ln.
City/State/Zip: Kinston, NC 28501
Telephone: (Home) (919) 750-9600 (Work) (952) 526-4435
Occupation: ESC Manager
Business Address: _____
Age: (Optional): 36
Number hours available per month for this position: open
Training: _____
Business and Civic Experience/Skills: CJPP - Duplin Co., Duplin Partnership for Career Planning
Other County Boards/Committees/Commissions presently serving on: 0
Expiration date of Term: 12-16-2012

Circle your voting precinct

- | | |
|---|--|
| K-1 (Carver Courts Recreation Center) | Institute (Institute Methodist Church) |
| K-2 (Old Plummer Daniel's Building) | Moseley Hall (Frink Middle School Gym) |
| K-3 (Fairfield Recreation Center) | Neuse (Agricultural Center) |
| K-4 (Northwest Elementary School) | Pink Hill 1 (Bethel Baptist Church) |
| K-5 (Spillman Baptist Church) | Pink Hill 2 (Pink Hill Rescue Station) |
| K-6 (Teachers Memorial School) | Sand Hill (Sand Hill VF Department) |
| K-7 (Emma Webb Recreation Center) | Southwest (Southwest VF Department) |
| K-8 (Holloway Recreation Center) | Trent 1 (Deep Run VF Department) |
| K-9 (Kinston Number 4 Fire Station) | Trent 2 (Moss Hill Ruitan Building) |
| Contentnea (Contentnea Ruitan Building) | Vance (GTP Ed & Training CTR.) |
| Falling Creek (Banks Elementary School Gym) | Woodington (Woodington Middle School) |

CERTIFICATION

I certify that I have read and understand the 75% attendance requirement established in the Lenoir County Board Appointment Policy. I further certify, that I am aware, if my attendance drops below the 75% attendance requirements that I will be automatically removed from said Board appointment.

Jamie Wallace
Signature of Applicant

12-16-10
Date

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

The Lenoir County Board of Commissioners believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the County's advisory boards. If you want to be considered for appointment to an advisory board, please complete the Application below and mail it to the Lenoir County Clerk to the Board, P.O. Box 3289, Kinston, NC 28502, or fax to (252) 559-6454.

Advisory Board/Committee/Commission interested in:

PLANNING BOARD

(I understand that this application will be kept on the active file for two years only, and I, hereby, authorize Lenoir County to verify all information included in this application.)

* * * * *

Name: MORRIS H BARBEE JR (MORRIS)
 Address: 2677 WALLACE FAMILY RD
 City/State/Zip: KINSTON NC 28501
 Telephone: (Home) 252-527-7200 (Work) 252-523-3558 Cell 252-560-4074
 Occupation: MODULAR HOME SALES
 Business Address: 2488 OLD POOLE RD KINSTON
 Age: (Optional): 44
 Number hours available per month for this position: AS NEEDED
 Training: BUSINESS OWNER IN CONSTRUCTION 13 YEARS
 Business and Civic Experience/Skills: PLANT MAN, AUTO-RITE PLASTIC 12 YEARS, NORT LENOIR, VP 19 YEARS, HUGO VED, EX DIRECTOR IA 3 YEARS, WINTER WAY BOARD
 Other County Boards/Committees/Commissions presently serving on: NONE

Expiration date of Term: _____

Circle your voting precinct

- | | |
|---|--|
| K-1 (Carver Courts Recreation Center) | Institute (Institute Methodist Church) |
| K-2 (Old Plummer Daniel's Building) | Moseley Hall (Frink Middle School Gym) |
| K-3 (Fairfield Recreation Center) | Neuse (Agricultural Center) |
| K-4 (Northwest Elementary School) | Pink Hill 1 (Bethel Baptist Church) |
| K-5 (Spillman Baptist Church) | Pink Hill 2 (Pink Hill Rescue Station) |
| (K-6) Teachers Memorial School | Sand Hill (Sand Hill VF Department) |
| K-7 (Emma Webb Recreation Center) | Southwest (Southwest VF Department) |
| K-8 (Holloway Recreation Center) | Trent 1 (Deep Run VF Department) |
| K-9 (Kinston Number 4 Fire Station) | Trent 2 (Moss Hill Ruitan Building) |
| Contentnea (Contentnea Ruitan Building) | Vance (GTP Ed & Training CTR.) |
| Falling Creek (Banks Elementary School Gym) | Woodington (Woodington Middle School) |

CERTIFICATION

I certify that I have read and understand the 75% attendance requirement established in the Lenoir County Board Appointment Policy. I further certify, that I am aware, if my attendance drops below the 75% attendance requirements that I will be automatically removed from said Board appointment.

MABall
Signature of Applicant

11/2/10
Date