

LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
MONDAY, January 05, 2015 – 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 13-14 Audit Report by C. Dean Horne, C.P.A.

CONSENT AGENDA: 10 Min.

ACTION

- | | | |
|----|---|-------------|
| 1 | Approval of Minutes: Regular Board Meeting: December 1, 2014. | King/Jarman |
| 2. | Budget Ordinance Amendment: General Fund: DSS: \$946.00. Increase. | Moore |
| 3. | Budget Ordinance Amendment: State Controlled Substance: Sheriff-State Controlled Substance: \$2,210.00. Increase. | Ingram |
| 4. | Resolution Approving the Releases and Refunds to the Individual Listed Herein. | Parrish |

END OF CONSENT AGENDA

PUBLIC HEARING

- | | | |
|----|--|---------------|
| 5. | Public Hearing Regarding a program amendment for the 2011 North Carolina Community Development Block Grant Program. (CDBG) | Harris/Martin |
|----|--|---------------|

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS: 40 Min.

- | | | |
|-----|---|---------|
| 6. | Resolution Approving a Mileage Reimbursement Rate Change for County Employees from \$.56 to \$.575 per mile, Effective January 1, 2015. | Martin |
| 7. | Resolution Approving Repair of the Roof at the Hannibal Building on King Street by Curtis Construction Company: \$4,000.00. | Wiggins |
| 8. | Resolution Approving a Purchase Order to Arrow International, Inc.: \$5,000.00. | Dail |
| 9. | Resolution Amending/Authorizing the Sheriff's Office Access to State SBI/DCI Criminal Information. | Ingram |
| 10. | Resolution Approving the Renewal of a Yearly Contract for the CodeRed System Emergency Communications Network, LLC: \$10,000.00. | Ingram |
| 11. | Budget Ordinance Amendment: General Fund: Non-Departmental: \$11,251.00. Increase. | Parrish |
| 12. | Budget Ordinance Amendment: General Fund: Health: Adult Health – TB/CDC: \$815.00. Decrease. | Huff |
| 13. | Resolution Approving Kennel Repair at the Lenoir County/SPCA Animal Shelter by Waters Industrial Services, Inc.: \$13,071.17. | Huff |

- | | | |
|-----|---|--------|
| 14. | Resolution Approving a new Contract to Operate the Evidence Based Youth Prevention Program with Eastpointe Human Services: \$42,997.05. | Kelly |
| 15. | Resolution Declaring Property as Surplus and Authorizing the Sale of Surplus Property by Auction. | Harper |
| 16. | Resolution Approving a Reduction in NCDOT Project 15-CT-034 in the amount of \$18,760 and the Purchase of an ADA Compliant Minivan in the amount of \$43,500. | Harper |
| 17. | Budget Ordinance Amendment: General Fund: DSS: \$36,971.00. Increase. | Moore |
| 18. | Budget Ordinance Amendment: General Fund: DSS: \$398,962.00. Decrease. | Moore |
| 19. | Resolution Approving the 2015 Calendar of Board Meeting Dates and Times. | Jarman |
| 20. | Resolution Approving the 2015 County Holidays. | Jarman |

APPOINTMENTS: 5 Min

- | | | |
|-----|---|-------|
| 21. | Resolution Approving Citizens to Boards, Commissions, Etc. 5 Min | Board |
|-----|---|-------|

PUBLIC COMMENTS

OTHER ITEMS

- | | | |
|-----|--|-------|
| 22. | Items from County Manager/Commissioners Public Comments/County Attorney/Closed Session (if necessary) | Board |
|-----|--|-------|

LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
MONDAY, DECEMBER 01, 2014 – TIME: 9:00 A.M.
COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE
130 S. QUEEN ST., KINSTON, N.C.

Summary of Actions Taken at the December 01, 2014 Meeting

- | | | |
|-----|---|----------|
| 1. | Regular Board Meeting Minutes November 17, 2014. | Approved |
| 2. | Budget Ordinance Amendment: General Fund: Process Funds: \$903.00. Increase. | Approved |
| 3. | Budget Ordinance Amendment: Finance/Sheriff's Department: \$999.00. Increase. | Approved |
| 4. | Budget Ordinance Amendment: General Fund: Sheriff: \$1,368.00. Increase. | Approved |
| 5. | Resolution Approving the Releases and Refunds to the Individuals Listed Herein. | Approved |
| 6. | Resolution Approving Mutual Assistance Agreements for Sheriff's Office. | Approved |
| 7. | Budget Ordinance Amendment: General Fund: Sheriff's Department: \$12,483.00. | Approved |
| 8. | Resolution Authorizing the Purchase of Tax Abstract Mailers: Perfection Business Forms & Systems: \$2,849.60. | Approved |
| 9. | Resolution Approving an Advertising Contract: Lenoir Memorial Foundation. | Approved |
| 10. | Resolution Authorizing Lenoir County Health Department to purchase equipment & installation using State Immunization grant funds: \$8,487.61. | Approved |
| 11. | Budget Ordinance Amendment: General Fund: Health: Immunizations: \$8,565.00. Increase. | Approved |
| 12. | Budget Ordinance Amendment: General Fund: Process Funds: \$8,790.00. Increase. | Approved |
| 13. | Resolution Approving the Purchase Order to Gately Communications for Radio and Furniture Installations: \$13,787.00. | Approved |
| 14. | Resolution Approving the Purchase Order to CenturyLink: Not to Exceed \$24,000.00. | Approved |
| 15. | A. Resolution Approving One New Social Worker II Position at the DSS: \$39,314.00.
B. Budget Ordinance Amendment: DSS: \$39,314.00. Budget Amendment Increase. | Approved |
| 16. | Commissioners' second meeting of the month moved from 4:00pm to 5:00pm starting in January 2015. | Approved |

MINUTES

LENOIR COUNTY BOARD OF COMMISSIONERS

December 1, 2014

The Lenoir County Board of Commissioners met in open session at 9:00 a.m. on Monday, December 1, 2014, in the Board of Commissioners' Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

Members present: Chairman Craig Hill, Vice-Chairman Jackie Brown and Commissioners, Roland Best, Mac Daughety, Reuben Davis, Eric Rouse, and Linda Sutton.

Members Absent: None

Also present were: Michael W. Jarman, County Manager, Tommy Hollowell, Assistant County Manager, Martha Martin, Finance Officer, Vickie F. King, Clerk to the Board, Robert W. Griffin, County Attorney, members of the general public and news media.

Chairman Hill called the meeting to order at approximately 9:00 a.m. Ms. Brown offered the Invocation and Mr. Davis led the audience in the Pledge of Allegiance.

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

Roland Best

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

*J. Mac Daughety
Eric Rouse*

Mr. Hill congratulated Mr. Best, Mr. Daughety and Mr. Rouse, and thanked Ms. Stroud for the Administration of the Oaths of Office, and turned the meeting over to Attorney Robert Griffin.

Election of Chairman

Attorney Robert W. Griffin

Ms. Sutton nominated Mr. Craig Hill with a second by Mr. Davis; there was no opposition to the nomination and no further nominees; Mr. Hill was named Chairman by unanimous approval of the Board – One Year Term.

Mr. Hill thanked the Board for their vote of confidence and stated, I look forward to serving for another year as Chairman. We had a very successful year and I am looking forward to the upcoming year.

Election of Vice-Chairman

Attorney Robert W. Griffin

Ms. Sutton nominated Ms. Jackie Brown with a second by Mr. Best; there was no opposition to the nomination and no further nominees; Ms. Brown was named Vice-Chairman by unanimous approval of the Board – One Year Term.

Ms. Brown stated, I look forward to continuing working with the Chairman and other members of the Board.

Mr. Hill officially called the December 1, 2014 meeting to order.

PUBLIC INFORMATION:

Ms. Sutton read a Resolution honoring Mr. Harold Thomas, DuPont Plant Manager. Ms. Sutton stated, Mr. Thomas has truly been an asset to DuPont and Lenoir County. This is indeed a pleasure and an honor to be able to present this Resolution. I worked with Mr. Thomas for about two years during the time when I was on the Board of Education. He's been an advocate for Lenoir County, and I don't think a lot of people realize how much of a blessing he has been. If it were not for Mr. Thomas, we would not have a DuPont here in Lenoir County.

Mr. Thomas stated, I am grateful and touched by this kind jester. I told Mark, if I knew I was coming to the Commissioners' meeting, I would have put on my Sunday best. However, I just put on work clothes since I have to go back to work. This is a surprise because I thought I was having a meeting with Mark. I would like to thank Mike Jarman and Mark Pope for all the work they have done to help our plant and our company over the past several years. In 2000, when it looked like we were going away and Dacron was shutting down its process, thirteen people decided to pull together and work on a new project called Sorona. Today that wouldn't exist if it were not for those 13 people. Our 13 people had a choice to make because this was a new product at DuPont that had never been developed. Although it had been conceived, no one had figured out how to do it, and we did. I hope Lenoir County will do the same going forward. You can take the high road or take the low road. We decided to become a "can do" plant and make this product work for the company and for the 13 people. Currently, we have a little over 100 employees working for DuPont, 50 resident contractors, and 50-60 other contractors that come and go. We have about 200 jobs with millions of dollars worth of investments. As we speak, we are putting in new equipment to grow that business. So we took 13 people, with nothing existing, and we went from nothing to a multi-million dollar business. The reason we were able to accomplish this is we decided to work together as a team, with no big I's or little U's within our plant, it's about team work. So if Lenoir County, Eastern North Carolina, and North Carolina work as a team, there is no telling what we can accomplish. We went from absolutely nothing with Dacron on its way out, losing a lot of jobs, to the point where we now a multi-million dollar business in Lenoir County.

Competing with other states was one of the things that really helped our business to grow in Kinston. During that time Mike Jarman was Economic Development Director and we went to Raleigh and asked for some assistance. DuPont did not care about the location of the Sorona plant. The question was, did the community really want us to be here, and they did, and that is why the plant is active. We had to work hard to make it as up to date as can be, and we proved that you can take a 60 year old manufacturing plant and modernize it. A lot of places would just tear the buildings down and move on, but we did not want that to happen to our plant. We wanted it to become a successful operation, and that is what we have done for the past 14 years. One of the keys that helped us to do that was Mike working so hard with us to get some economic development money because our competitors said no. If Mike would not have gone to bat for us back then, and went to the Board and asked for assistance, DuPont would not be here today, and neither would the tax base that it has generated. The other key thing we have done is provided a place for future growth. DuPont invents 800 to 900 new products every year. Sorona is one of those, and what we are trying to do is get more new products into this plant. We won't be successful if we don't keep our "can do" attitude. It's an honor for me to be standing here today and I am proud of what we have done. I thank you Commissioners for your support and thanks to economic development for trying to get other industries to come into this area. I have put in 45 1/2 years and it's time for me to do something else.

Mike Jarman, County Manager, stated, Mr. Thomas is a great friend and one who says everybody else does things, when in fact he has been the shepherd of the team. Mr. Thomas was one of the first of the 13 to get the product up and going. He was also a part of our team and it was him who dragged me all over Raleigh. If you hang with Harold, he will make you look good and all you have to do is listen to him.

Mark Pope, Economic Development Director, stated, Mr. Thomas has been a true friend and has always supported Lenoir County. We will miss him dearly. We could not have done it without him, and the DuPont facility wouldn't be here. On a good note, I was able to talk him into staying on our Economic Development Board. I know he will be a big part of what we do, and I am glad.

Mr. Hill thanked Mr. Thomas for everything he has done, and stated Lenoir County owes a debt of service to you. We look forward to continuing working with you as we move forward.

Ms. Brown read a Resolution honoring retiring DSS employee, Elizabeth Lofton. Ms. Brown stated, Ms. Lofton has been a very dedicated employee, and will be greatly missed. Many people do not know that every morning faithfully, Ms. Lofton opens Mock Gym at 4:30 a.m., prior to reporting to work at DSS, and I call that dedication.

Ms. Lofton thanked the Board for giving her the opportunity to stay, come back, and stay again to serve the citizens of Lenoir County, both at DSS and also with Bill Ellis at the Parks and Recreation Department. It's been my pleasure to serve Lenoir County and I am ready for retirement.

Mr. Hill thanked Ms. Lofton for her service and wished her the very best in her retirement.

Upon a motion by Ms. Sutton and a second by Ms. Brown, the Resolutions for Harold Thomas and Elizabeth Lofton was unanimously approved.

CONSENT AGENDA:

1. Approval of Minutes: Regular Board Meeting: November 17, 2014
2. Budget Ordinance Amendment: General Fund: Process Funds: \$903.00. Increase.
3. Budget Ordinance Amendment: Finance/Sheriff's Department: \$999.00. Increase.
4. Budget Ordinance Amendment: General Fund: Sheriff: \$1,368.00. Increase.
5. Resolution Approving the Releases and Refunds to the Individuals Listed Herein.

Upon a motion by Ms. Brown and a second by Ms. Sutton, the consent agenda was unanimously approved.

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS:

Item No. 6 was a Resolution to approve Sheriff Ingram to enter into Mutual Assistance Agreements with outside law enforcement agencies. Mike Jarman, County Manager, stated, Sheriff Ingram was elected by the citizens of Lenoir County to serve as the Sheriff, effective December 1, 2014. This Resolution is needed so we can work with other counties providing mutual aid in several different areas, whether it's law enforcement or emergency services. When we have a new Sheriff we need to pass a Resolution authorizing it under his name so we can continue to offer and receive assistance from others. It is deemed to be in the best interests of the citizen of Lenoir County to adopt a reasonable policy and guidelines; whereby, reciprocal law enforcement assistance can be both rendered to and obtained from other governmental jurisdictions. Such reciprocal assistance is necessary for effective law enforcement for the protection of the citizens of Lenoir County. Because we work with other agencies, when we have a new sheriff we must authorize it under his name. Upon a motion made by Mr. Best and a second by Ms. Sutton, Item No. 6 was unanimously approved.

Item No. 7 was a Budget Ordinance Amendment: General Fund: Sheriffs' Department: \$12,483.00. Increase. Martha Martin, Finance Director, stated, this budget amendment is for the Sheriffs' Department. Each year they receive an appropriation for SCAAP money.

The additional funds are received from the U. S. Department of Justice, and Office of Justice Programs, for the State Criminal Alien Assistance Program (SCAAP). These funds are awarded to Lenoir County to help offset expenses incurred by the County in housing undocumented criminal aliens or aliens of unknown legal status who have been convicted of at least one felony or two misdemeanors and have been incarcerated during the reporting of the award. By law these funds are restricted for use by the Sheriff. Upon a motion made by Ms. Sutton and a second by Mr. Davis, Item No. 7 was unanimously approved.

Item No. 8 was a Resolution to approve the purchase of Tax Abstract Mailers from Perfection Business Forms & Systems in the amount of \$2,849.60. Darrell Parrish, Tax Administrator, stated, this is an annual expense incurred by the Tax Department, and is required by North Carolina law. The funds are already budgeted. North Carolina General Statutes require owners of personal property to list the property in the county where it is located for property tax purposes. The abstracts/listing forms are needed to allow for an additional year of personal property listings by the citizens and businesses of Lenoir County. Upon a motion made by Ms. Sutton and a second by Mr. Davis, Item No. 8 was unanimously approved.

Item No. 9 was a Resolution to approve an advertising contract with the Lenoir Memorial Foundation. Chris Harper, Transit Director, stated, the Lenoir Memorial Foundation wishes to enter into an advertising contract with Lenoir County Transit. The fee is based on a \$600.00 per month cumulative advertisement charge structure by Lenoir County Transit. One advertisement will be placed on eleven vehicles for a period of one year. The advertisement will focus on stroke awareness and we are anticipating net revenue of about \$4,503.57. Upon a motion made by Mr. Daughety and a second by Mr. Best, Item No. 9 was unanimously approved.

Item No 10 was a Resolution to authorize the Lenoir County Health Department to purchase Equipment from Cardinal Health in the amount of \$8,487.61. Joey Huff, Health Director, stated, Federal and State vaccine storage requirements for 2015 impose new refrigerator and freezer specifications. Expenditures of State Funds will allow us to comply with the 2015 vaccine storage equipment specifications. Non-compliance could result in suspension of our participation in the vaccine for the children's program. Since the Health Department participates in the Federal vaccine for children program, there are certain requirements a provider must abide by regarding the safe handling and storage of the vaccine. The Health Department is responsible for the replacement if it is lost due to expiration, spillage, waste, or if the power goes out, or the refrigerator dies. The inventory we maintain is in the tens of thousands of dollars and we would be responsible for replacing it. We can no longer purchase equipment form local vendors. Upon a motion made by Ms. Sutton and a second by Mr. Best, Item No. 10 was unanimously approved.

Item No. 11 was a Budget Ordinance Amendment: General Fund: Health: Immunizations: \$8,565.00. Increase. Joey Huff, Health Director, stated, this amendment is to add additional funding which will allow the Health Department to implement an approved communication plan, purchase supplies, educational materials, and media space Upon a motion made by Ms. Sutton and a second by Mr. Best, Item No. 11 was unanimously approved.

Item No. 12 was a Budget Ordinance Amendment: General Fund: Process Funds: \$8,790.00. Increase. Tammy Kelly, Cooperative Extension Director, stated, this amendment is to appropriate a grant from the NC Tobacco Trust Fund Commission. These funds will be used to correct drainage issues, grade, and pave the parking lot of the Farmers' Market. Upon a motion made by Ms. Sutton and a second by Mr. Daughety, Item No. 12 was unanimously approved.

Ms. Kelly stated, Mr. Jarman wanted her to share information with the Board regarding the Holly Days Celebration, which will be held tomorrow. They are doing it a little different this year, activities will take place in the morning and afternoon, as opposed to the evening. It will end in the evening with the tree lighting ceremony. You can have breakfast at Sweetie Pies. Overland Gallery will offer some discounts and most of Heritage Landings' businesses will be open with discounts available. Harmony Hall will have lunch from 11:30am-1:30pm, offering shrimp and grits; however, you have to purchase a ticket. Santa is going to make a visit to Sweetie Pies and Stitches and Stuff around 3:00pm-3:30pm. They are having activities, including making cup cakes and craft activities. There is a \$25.00 fee. Cooperative Extension is doing something very similar at the Farmers' Market with the 4H program designing ornaments with the Frozen Theme from 3:30pm-5:30pm for \$5.00. Then at 6:00pm, we will be lighting the Christmas tree in front of the Court House, with the Boys and Girls Club Chorus and Parrott Academy Chorus performing. Rick Vernon will be hosting the event.

Item No. 13 was a Resolution to approve a purchase order with Gately Communications for removal and installation of radio equipment and furniture for the Jones/Lenoir County Communication Center project in the amount of \$13,787.00. Roger Dail, EMS Director, stated, for the past two years, Lenoir and Jones County officials have been discussing and implementing a merger of the Jones County E-911 Center with Lenoir County E-911 Center. We need to bring the equipment back from the temporary location to our new equipment shelter. As part of the merger, an upgraded radio system is needed to enable and enhance communications with responders in both Jones and Lenoir County. Upon a motion made by Ms. Sutton and a second by Mr. Best, Item No. 13 was unanimously approved.

Item No. 14 was a Resolution to approve the purchase of 2 Cisco 48 Port High Speed Switches from CenturyLink in an amount not to exceed \$24,000.00. Roger Dail, EMS Director, stated, as part of the Jones/Lenoir County Communications Center (JLECC) merger, new CAD equipment will have to be purchased. It is recommended that we use a virtual connectivity to allow uninterrupted connectivity. In order to meet this requirement, two CISCO 48 port high speed switches need to be purchased and installed at each location.

The purpose of these switches is so the primary center can talk to the back-up center in Jones County. These switches are high speed and allow the CAD Computer Aid Dispatch staff in our regular center to talk to staff in Jones County. We can essentially have people sitting in Jones & Lenoir County dispatching and seeing the same information live. Upon a motion made by Mr. Daughety and a second by Mr. Best, Item No. 14 was unanimously approved.

Item No. 15A was a Resolution to approve one new Social Worker II at DSS. Susan Moore, DSS Director, stated, due to the complexity of the In-Home Service cases, we felt that an additional Social Worker position is necessary. The new allocation will be matched with TANF funds already in the current DSS budget. This position will not require any additional county funds. Last year there were several incidents in the Western part of the State involving the quality of work done by the DSS in the Child Welfare Arena. The Legislators have appropriated additional funds for this purpose. They have pro-rated the money for this year since we're getting it so late in the fiscal year. They are offering us \$39,314.00, which we will match with Federal TANF money, to hire this social worker, so no additional county funds are required for this position. The funding for next year's allocation has been approved. This new position will allow us to reduce our case loads closer to the State's standards. When our Social Workers get a call indicating a problem, they are the ones that will go out and make the assessments. Currently the Social Workers are averaging about 12 cases, and earlier in the year they were up to the 20s and we had as high as 25 cases at one time. The recommendation is 10. Our in-home Social Workers are currently carrying 13 cases and they were as high as 18 earlier in the year. We have had to work a lot of overtime to get our case numbers down to this current level, and overtime is not sustainable in the long run. The Legislators are giving us extra money to add a Social Worker. Upon a motion made by Ms. Brown and a second by Ms. Sutton, Item No. 15A was unanimously approved.

Item No. 15B was a Budget Ordinance Amendment: DSS: \$39,314.00: Increase. Susan Moore, DSS Director, stated, this amendment is for the new Social Worker position and the funds will be 100% State funded. Upon a motion made by Ms. Brown and a second by Ms. Sutton, Item No. 15B was unanimously approved.

Item No. 16 was a Resolution approving appointments of citizens to boards, commissions, etc. None at this time.

CURRENT VACANCIES: Lenoir County Health Board – (1) Optometrist

PUBLIC COMMENTS

Mr. Hill asked if anyone from the public wished to address the Board?
There were none.

Item No. 17 was items from the County Manager. Mike Jarman, County Manager, stated, the Association of County Commissioners asked him to show a video at the December Board meeting which should take about 7 minutes to view. Mr. Jarman stated he only had a couple of reminders and a correction to the Employee's Appreciation Luncheon. It says December 1st and it should read December 12th. We would like all employees to be there on time, so we can start promptly at 11:30am. The other reminder is for the Christmas Dinner with the Board. It is scheduled for December 15th at the Baron and the Beef at 6:00pm.

Item No. 18 was items from Commissioners.

Ms. Brown mentioned I will be in Raleigh tomorrow for the first meeting of the Mental Health Task Force. I asked the members of this Board, at the previously meeting, if you had any concerns as far as mental health, and if you would to get to me I would share them at the meeting. I have not received any. I have asked Emily Moore and some other members that sit on that Board for some suggestions or comments, so it's not too late if the Board has any you would like to voice your opinion on at the meeting.

Mr. Rouse stated, he was on a conference call today with DOT. Smithfield Way is back under construction. The contractor seems to be struggling, so they are projecting it to be finished sometime in the spring. Skinner's By-Pass is on schedule and they have everything down but the top coat and it will be paved all the way into town. Completion should take another three to four weeks once they relocate a lot of the traffic signals. The RPO met and there was really only one thing of concern. A Resolution requesting NC 11/903/24 and I 40 Corridor from Greenville to Fayetteville to be added to the NC basic transportation corridor and that affects us. They have it as the longest corridor of NC Highway 11/903 I 40/24 between Greenville and Fayetteville. This includes East Carolina University, Fayetteville State University, Vidant Medical Center, and the NC Global Transpark. They are trying to link everything together to provide a strategic corridor with I 40, I95, Fort Bragg, and two of the largest agricultural counties, Duplin and Sampson County.

Ms. Sutton mentioned the LaGrange parade was great on Sunday, and reminded the Board of the upcoming Christmas Parades. Pink Hill will be on Sunday and Kinston's will be on the following Saturday.

Mr. Hill stated, the Board was given the suggestion of changing the meeting times on several occasions. I want to know how you felt concerning the issue. Should we remain the same or change the times?

Mr. Rouse made a motion to change the 4:00pm meetings to 6:30pm to make them more accessible to the citizens of Lenoir County.

Mr. Hill stated, he has looked at the proposal along with several different things, keeping one of the meetings in the day and one in the evenings.

Another question is do we stay on Monday's, and if so, we run into interference with the City Council. If we rotate the 9:00am and the 4:00pm times and we change the first meeting to the evening and second to Tuesday then we run into conflict with the City Council and the LCC Board of Trustees. If you move it to another night, we would start running into conflicts with other meeting times, so it's very difficult. I would say that the City Council does have their third meeting starting at 5:30pm as a work session, then they have a 7:00pm meeting.

Mr. Davis stated, he felt like the Board should leave it like it is. A few years ago the time was changed to evening times and it did not improve the attendance during the evenings.

Mr. Hill stated, when we have items that are hot topic items, people will show up for these meetings. In the past, when it concerns people, they have been here. However, I am open to moving it, but at the same time, we need to realize if we move to nights, there will be additional costs, such as Deputies, and employees, which might be a meaningful cost, but at the same time it is going to be an additional cost. In reality we are only required to have Commissioners meetings once a month. Again, do we let it rest and move on, or change the time?

Mr. Best stated, to his knowledge, Mr. Nix is the only citizen who has voiced his concerns regarding the meeting times not being accessible. It would be ok to change the meeting time if it was in the best interest of the community, but not for one person.

Ms. Brown stated, the Board has tried the change of time and we did not have any more people attend. I don't see the need at this time, because if people have issues or hot topics, they will be here no matter the time.

Mr. Jarman stated, staff will be here whenever needed for the meeting. We will have to do whatever the Board wants.

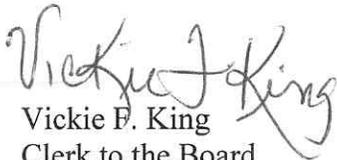
Mr. Rouse stated, how about if we move the second meeting of the month on Monday from 4:00pm to 6:00pm.

Mr. Daughety made a motion to move the meeting time for the second meeting of the month from 4:00pm to 5:00pm. Mr. Rouse seconded the motion. The question was called with the following voting summary: Daughety yes, Best no, Davis no, Hill yes, Brown no, Sutton yes, and Rouse yes. Motion approved.

New meeting times will be at 5:00pm on the second Monday of each month.

Upon a motion by Mr. Hill, the meeting was adjourned at 9:55 a.m.

Respectfully submitted,


Vickie F. King
Clerk to the Board

Reviewed By


Michael W. Jarman
County Manager

BUDGET ORDINANCE AMENDMENT:

General Fund:

DSS:

\$946 Increase

Item No. 2



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 14/15'
Appropriations

Distribution - Finance Office:

Budget Amendment # _____
Date Approved _____

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 103531-3001 ADMIN REIMBURSEMENT	\$ 946.00	INCREASE 105372-1151 CRISIS - CP & L	\$ 946.00
Total	\$ 946.00	Total	\$ 946.00
Reason and Justification for Request: BUDGET AMENDMENT TO REFLECT A INCREASE IN THE CP&L ALLOCATION RECEIVED FOR FY' 14-15 FUNDS ARE 100% STATE.			
Department Head Approval	Date	Finance Officer Approval	Date
<i>Susan Mason</i>	12/12/2014	<i>Martha H. Martin</i>	12/15/2014
Budget Officer Approval	Date		
<i>MW Jarman</i>	12/16/14		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

Item No 3

BUDGET ORDINANCE AMENDMENT: STATE CONTROLLED SUBSTANCE:
 SHERIFF-STATE CONTROLLED SUBSTANCE: \$2,210. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2014 - 2015
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
STATE CONTROLLED SUBSTANCE	SHERIFF-STATE CONTROLLED SUBSTANCE	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
<u>INCREASE</u>		<u>INCREASE</u>	
16-3991-9910 FUND BALANCE APPROPRIATED	2,210.00	16-4317-2900 OTHER SUPPLIES	2,210.00
Total	2,210.00	Total	2,210.00

Reason and Justification for Request:
 BUDGET AMENDMENT TO APPROPRIATE FUNDS FROM THE FUND BALANCE OF THE STATE CONTROLLED SUBSTANCE FUND TO COVER THE COST OF ORDERING MISCELLANEOUS ITEMS WITHIN THE SHERIFF'S DEPARTMENT. THESE ITEMS ARE ELIGIBLE EXPENDITURES WITH THE STATE CONTROLLED SUBSTANCE FUNDS.

Department Head Approval <i>Ronnie T. Engstrom</i>	Date 12/09/14	Finance Officer Approval <i>Morilla H. Martin</i>	Date 12/9/2014
Budget Officer Approval <i>[Signature]</i>	Date 12/10/14		
Board Approval (When Applicable)	Date	Date of Minutes	

RESOLUTION: Approving the Releases and Refunds to the Individuals Listed Herein

SUBJECT AREA: Financial

ACTION REQUESTED: Approval of Releases and Refunds to the Individuals Listed Herein.

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

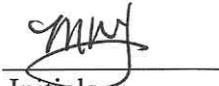
<u>YEAR</u>	<u>NAME</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>REASON</u>
2014	Theresa Redding	23993	\$178.66	Adjusted Value
2014	Wiggins Farms Inc	13288	5032.12	Corrected Listing
2014	Thurman Taylor	34053	107.94	Corrected Listing
2014	Ricky Lanier	35049	975.98	Double Listed
2014	Marlin Leasing	44632	391.25	Double Listed
2014	Robert Taylor	29403	263.74	Corrected Listing

REFUNDS

<u>YEAR</u>	<u>NAME</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>REASON</u>
2014	Roland Smith	53413	\$242.54	Corrected Listing

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the releases and refunds as set above are approved.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____
 Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

01/05/2015
Date

ATTEST

Date

PUBLIC HEARING NOTICE

Notice is hereby given that Lenoir County will hold a public hearing on a program amendment for the 2011 North Carolina Community Development Block Grant (CDBG) Program – Catalyst Category on Monday, January 5, 2015 at 9:00 am or thereafter in the Commissioners Board Room at the Lenoir County Courthouse, 130 S. Queen Street, Kinston, NC. The County has received \$500,000 in CDBG funds (representing 94% of total project costs) for housing acquisition, clearance, replacement and rehabilitation assistance, street and drainage improvements, and water and sewer improvements in the Spring Drive Project Area near the Town of La Grange, NC. The public hearing will provide information on a proposed amendment to delete the street, drainage and sidewalk construction and amend the budget to provide for the water, sewer and housing improvements. No activities are proposed which would result in displacement of families. Citizens will be given the opportunity to provide oral and written comments on the proposed amendment. The public hearing will also provide information on the County's support of state and federal fair housing requirements. Additional information is available from Mr. Michael W. Jarman, County Manager, P.O. Box 3289, Kinston, NC, phone: 252-559-6450. The County of Lenoir is an equal opportunity employer and service provider. Persons with disabilities or who otherwise need assistance should contact Martha Martin, Finance Officer, at 252-559-6464, TDD# 1-800-735-2962 or mmartin@co.lenoir.nc.us before December 29, 2014. 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 Martha Martin, Finance Officer, at 252-559-6464 or at the Lenoir County Courthouse, 130 S. Queen St., Kinston, NC 28502 for accommodations for this request. Esta información está disponible en español o cualquier otra lengua a petición. Entre en contacto con por favor a Martha Martin, oficial de las finanzas, en 252-559-6464 o en Palacio de justicia del condado de Lenoir, 130 S. Queen St, Kinston, NC 28502 para las comodidades para esta petición.

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 1/05/15 **ITEM NO.:** 6

RESOLUTION: Approving Mileage Reimbursement Rate Change for County Employees from \$.56 to \$.575 per mile, Effective January 1, 2015

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 \$.56 to \$.575 per mile, per IRS guidelines.

HISTORY/BACKGROUND: Lenoir County has historically adjusted its mileage reimbursement rate for employees using their personal vehicles to the IRS established rate. In recent years, the IRS has increased and decreased the mileage rate and Lenoir County has responded accordingly. In 2008, the IRS increased the mileage rate from \$.505 to \$.585 and the County implemented the new rate. It was later reduced in 2008 to \$.55 and the County reduced its rate accordingly. In 2009, the rate was adjusted from \$.55 to \$.50 and the County did likewise. In 2010, the IRS rate was increased from \$.50 to \$.51 and the County increased its rate to \$.51 in January of that year. On July 2, 2011, the IRS increased the mileage rate from \$.51 to \$.555 and the County increased its rate accordingly. The IRS bases these standard mileage rates on a study conducted each year by Runheimer International of the fixed and variable costs of operating an automobile. A decrease was announced by the IRS on December 6, 2013 to \$.56 per mile and the County adjusted its rate accordingly on January 1, 2014. Administration was notified on December 10, 2014 of this increase to \$.575.

EVALUATION: Increasing the mileage rate will mean County employees who are required to use their personal vehicles in the delivery of County Government services will be reimbursed at the rate recommended by the IRS. This will require no additional funding requests for FY14-15.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

mwj

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that an increase in the mileage reimbursement rate for county employees, who are required to use their personal vehicles in the delivery of County Government services, from \$.56 to \$.575 per mile is approved, and be it further resolved this rate change is effective as of January 1, 2015.

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

01/05/15
Date

ATTEST

01/05/15
DATE

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 01/05/15 **ITEM NO.** 7

RESOLUTION: Approve Repair of Roof: Curtis Construction: \$4,000.00.

SUBJECT AREA: Purchases / Bids

ACTION REQUESTED: The Board is requested to approve repair of the roof on the Hannibal Building by Curtis Construction of Kinston, N.C., in the amount of \$ 4,000.00.

HISTORY/BACKGROUND: The Hannibal Building on King Street is owned by the County. The building is fully occupied by State Probation and Parole employees and by a private company, Coastal Horizons. The main roof area on the Hannibal Building has developed a number of leaks. The warranty on this roof has expired. Curtis Construction Company, Inc. was called to investigate the cause of the leaks. To address the leaks, Curtis Construction Company proposes to remove old pourable sealer from 17 penetration pockets and install new pourable sealer per the manufacturer's specifications. All flashings on the penetration pockets will be inspected and repaired as necessary. They will also clean and prepare two (2) large HVAC units to receive a Thermoplastic roof coating with fabric reinforcement at the joints.

EVALUATION: The Hannibal Building on King Street is owned by the County. Numerous leaks have appeared in the roof of the Building. Curtis Construction Company, Inc. was called to investigate the cause of the leaks. Curtis Construction Company proposes to remove old pourable sealer from 17 penetration pockets and install new pourable sealer per the manufacturer's specifications. All flashings on the penetration pockets will be inspected and repaired as necessary. They will also clean and prepare two (2) large HVAC units to receive a Thermoplastic roof coating with fabric reinforcement at the joints.

Approval of this resolution will allow for the encumbrance of funds approved in the FY14-15 budget and the payment for services upon satisfactory completion of the project.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

mwj

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the repair of the roof on the Hannibal Building by Curtis Construction Company, Inc. of Kinston, N.C., in the amount of \$4,000.00 is approved.

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

Yea Votes: Hill _____ Brown _____ Best _____ Daughety _____ Davis _____
Rouse _____ Sutton _____

Craig Hill, Chairman

Date

Attest

Date

INTRODUCED BY: Michael W. Jarman, County Manager DATE: 01/05/15 ITEM NO: 8

RESOLUTION: Approval of Purchase Order: Arrow International, Inc.: \$5,000.00

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: The Board is requested to authorize the Emergency Services Director to execute a Purchase Order to Arrow International in the amount of \$5,000.00.

HISTORY/BACKGROUND: All purchase orders in the amount of \$2,500 or greater require approval by the Board of Commissioners. **This action was previously approved on Resolution #27 at the June 16, 2014, Board Meeting; however, it was approved for Vidacare Corporation.** Lenoir County Emergency Services was notified that effective September 29, 2014, Vidacare's commercial operations transitioned to Arrow International, Inc. As a result, there is a change in the order placement and remittance processes for the Vidacare products. **This resolution is to correct the payee information.**

Arrow International, Inc.	Medical Supplies / IO supplies	10-4332-3520	\$5,000.00
---------------------------	--------------------------------	--------------	------------

EVALUATION: Approval of this correcting resolution will allow the encumbrance of funds approved in the FY14-15 budget and the eventual payment of services as billed.

Arrow International, Inc.	Medical Supplies / IO supplies	10-4332-3520	\$5,000.00
---------------------------	--------------------------------	--------------	------------

This action was previously was previously approved on Resolution #27 at the June 16, 2014, Board Meeting; however, it was approved for Vidacare Corporation. This resolution is to correct the payee information.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

mwj
Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that the Emergency Services Director is authorized to execute a Purchase Order to Arrow International in the amount of \$5,000.00.

AMENDMENTS:

MOVED _____ **SECOND** _____

APPROVED _____ **DENIED** _____ **UNANIMOUS** _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____
Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman 01/05/15
Date

Attest 01/05/15
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 1/5/15 **ITEM NO.:** 9

RESOLUTION: Amending Resolution Authorizing the Lenoir County Sheriff's Office to Seek Access to State SBI/DCI Criminal Information and Authorize the Lenoir County Sheriff, or His Designee, as the Official Designated to Make Recommendations to the State ABC Commission Concerning the Suitability of a Person or of a Location for an ABC Permit.

SUBJECT AREA: Administrative

ACTION REQUESTED: The Board is requested to approve this Amending Resolution authorizing the Lenoir County Sheriff's Office to seek access to State SBI/DCI Criminal History Record Information and authorize the Lenoir County Sheriff, or his designee, as the official designated for making recommendations to the State ABC Commission concerning the suitability of a person or of a location for an ABC permit.

HISTORY/BACKGROUND: North Carolina General Statute 18B-904(f) provides that the governing body of a county may designate an official of the county to make recommendations to the State ABC Commission on behalf of the County concerning the suitability of a person or of a location for an ABC permit, when the proposed location is within the County. In order to make said recommendation, the Lenoir County Sheriff's Office desires State access to the SBI/DCI Criminal History Record Information to obtain criminal history information on all persons applying for ABC permits for a proposed location within Lenoir County. A Resolution was approved by the Lenoir County Board of Commissioners on June 20, 2011 (Item 18-A) naming Major Christopher Hill as the official designated to make these recommendations on behalf of the governing body. This amending Resolution authorizes the Lenoir County Sheriff's Office to seek access to the State SBI/DCI Criminal History Record Information and authorizes the Lenoir County Sheriff, or his designee, as the official designated to make these recommendations on behalf of the governing body.

EVALUATION: North Carolina General Statute 18B-904(f) provides that the governing body of a county may designate an official of the county to make recommendations to the State ABC Commission on behalf of the County concerning the suitability of a person or of a location for an ABC permit, when the proposed location is within the County. In order to make said recommendation, the Lenoir County Sheriff's Office desires State access to the SBI/DCI Criminal History Record Information to obtain criminal history information on all persons applying for ABC permits for a proposed location within Lenoir County. The Lenoir County Sheriff's Office will obtain said criminal history information on each applicant, based on identification information regarding the applicant contained in the notice of permit application received from the State ABC Commission. If said criminal history information reveals that an applicant has been convicted of any felony, a misdemeanor involving drugs and/or alcohol, or any offense in violation of Article 26 of Chapter 14 of the North Carolina General Statutes, the Lenoir County Sheriff, or his designee, as the official designated to make recommendations to the State ABC Commission, may file a written objection to the issuance of the permit. The State ABC Commission is the government agency responsible for the issuance of all ABC permits.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval


INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that this Amending Resolution authorizing the Lenoir County Sheriff's Office to seek access to State SBI/DCI Criminal History Record Information and authorizing the Lenoir County Sheriff, or his designee, as the official designated for making recommendations to the State ABC Commission concerning the suitability of a person or of a location for an ABC permit is approved.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

1/5/15
Date

ATTEST

1/5/15
DATE

INTRODUCED BY: Michael W. Jarman, County Manager DATE 01/05/2015 ITEM NO. 10

RESOLUTION: To Approve Renewal of Yearly Contract for CodeRed System: Emergency Communications Network, LLC: \$10,000.00.

SUBJECT AREA: Purchases / Bids

ACTION REQUESTED: The Board is requested to authorize the Sheriff to continue an agreement with the Emergency Communication Network, LLC. for the CodeRed System in the amount of \$10,000.00.

HISTORY / BACKGROUND: The Lenoir County Sheriff's Office commissioned the CodeRed system in 2013 to have the ability to notify Lenoir County citizens in the event of an emergency, natural disaster or other situation that would require the mass communication of an emergency message. This system has been used so far in serious hazardous materials situations, inclement weather, manhunts for criminals, and searches for the missing elderly persons. We have seen a benefit to keep citizens informed and request them assist in investigations when needed.

EVALUATION: This system has proven useful for the Sheriff's office over the past year. Since our beginning use, we have shown that the system will not be misused or overused for purposes not related to law enforcement emergencies. The Sheriff wishes to continue the yearly contract as previously agreed with Emergency Communications Network, LLC.

The initial purchase of the system was made with Federal Drug Asset Forfeiture Funds and the Sheriff wishes to pay the yearly contract fee with the same Federal Drug Asset Forfeiture Funds.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

mwj

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff is authorized to execute a purchase order with Emergency Communications Network, LLC for the CodeRed System for the yearly service fee in the amount of \$10,000.00.

Funding Account #: 15-4316-6900 \$ 10,000.00

AMENDMENTS

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____
 Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman Date

Attest Date

Item No 11

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: NON-DEPARTMENTAL: \$11,251.: INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2014 - 2015
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
GENERAL	NON-DEPARTMENTAL	VARIOUS
Check One Box New Appropriation: <input 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
<u>INCREASE</u>		<u>INCREASE</u>
10-3214-1100 2014 TAX LEVY	11,251.00	10-4200-1913 PROF SVCS-BUS PER PROP AUDIT 11,251.00
Total	11,251.00	Total 11,251.00

Reason and Justification for Request:
 To appropriate additional property tax revenue received by the County as a result of a business personal property tax audit being conducted by County Tax Services, Inc. The County contracted with County Tax Services, Inc. in May of 2010 to conduct the audit. County Tax Services, Inc. receives a 30% commission on all business personal property discoveries found as a result of the audit. The County pays this commission only after the taxpayer pays the discovery tax bill. The Board approved the contract with County Tax Services, Inc. on May 17, 2010, Item #8.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Daniel Tamsil</i>	12/29/14	<i>Thomas J. Hollowell</i>	12-30-14

Budget Officer Approval	Date
<i>M. J. ...</i>	12/29/14

Board Approval (When Applicable)	Date	Date of Minutes
----------------------------------	------	-----------------

BUDGET ORDINANCE AMENDMENT:
 GENERAL FUND:
 HEALTH:
 (Adult Health -TB/CDC)
 Decrease Budget (\$815.00)

Item No 12



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2014 - 2015
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		HEALTH		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
Decrease			Decrease		
10-3513-3300	Tuberculosis-CDC (state)	\$ (815.00)	10-5150-2393	Medical Supples-Comm Dis & TB	\$ (815.00)
Total		\$ (815.00)	Total		\$ (815.00)

Reason and Justification for Request:

Funding reduced by State as the CDC's Tuberculosis Elimination grant was reduced for the budget period which begins January 1, 2015.

Department Head Approval	Date	Finance Officer Approval	Date
<i>[Signature]</i>	11/24/14	<i>Martina H. Martin</i>	11/25/2014
Budget Officer Approval	Date		
<i>[Signature]</i>	11/25/14		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

INTRODUCED BY: Michael W. Jarman, County Manager **DATE** 01/05/2015 **ITEM NO.** 13

RESOLUTION: Approve Kennel Repair at Lenoir County / SPCA Animal Shelter: Waters Industrial Services, Inc.: \$13,071.17.

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: To approve repair of the kennels at the Lenoir County / SPCA Animal Shelter by Waters Industrial Services, Inc., in the amount of \$13,071.17.

HISTORY / BACKGROUND: NCGS 19A-26 requires Animal Shelters (as defined in the Animal Welfare Act) to be issued a certificate of registration by the Dept. of Agriculture. Registered Animal Shelters are subject to periodic inspection by Animal Welfare Section/Veterinary Division and must comply with Animal Welfare Act rules. Rule .0204, Primary Enclosures, states "Primary enclosures shall be constructed so as to prevent contamination from waste and wastewater from animals in other enclosures. All surfaces with which an animal comes in contact shall be impervious to moisture." Existing block wall construction at the shelter does not conform to the current rule and is a frequent violation cited during the inspections due to flaking and peeling paint. To comply with the law and avoid substantial fines, County Maintenance along with the Health Director, searched for a solution to the peeling paint on the block walls of the kennels. Waters Industrial Services, Inc. of Kinston will supply labor, materials, and equipment to install 20-gauge #304 stainless steel plating on the walls of eighteen (18) kennels at the Lenoir County / SPCA Animal Shelter. Funding for these repairs is already budgeted in the Maintenance / Repair / Buildings and Grounds line item in the Animal Control Budget of the Health Department (Line Item # 10-5182-3500).

EVALUATION: NCGS 19A-26 requires Animal Shelters (as defined in the Animal Welfare Act) to be issued a certificate of registration by the Dept. of Agriculture. Registered Animal Shelters are subject to periodic inspection by Animal Welfare Section/Veterinary Division and must comply with Animal Welfare Act rules. Shelters are either 'Approved' or 'Disapproved' by the state inspector based on the findings during the inspection. Violations that are not corrected in a timely manner or are consistent violations can result in the shelter receiving a Notice of Warning or being fined by the Animal Welfare Section director. Work to be performed is necessary for the protection of the animals and compliance with Rule .0204. Funding for these repairs is already budgeted in the Maintenance / Repair / Buildings and Grounds line item in the Animal Control Budget of the Health Department (Line Item # 10-5182-3500).

INTRODUCED BY: Michael W. Jarman, County Manager DATE: 01-05-15 ITEM NO 14

RESOLUTION: Approve Contract to Operate Evidence Based Youth Prevention Program: Eastpointe Human Services: \$42,997.05.

SUBJECT AREA: Administrative

ACTION REQUESTED: To approve a new contract with Eastpointe Human Services, for the purpose of operating an evidence-based youth prevention program for the period of July 1, 2014 to June 30, 2015, in the amount of \$42, 997.05 and authorize the Lenoir County Cooperative Extension Director to execute the contract on behalf of the County.

HISTORY/BACKGROUND: This new contract with Eastpointe Human Services, for the purpose of operating an evidence-based youth prevention program for the period of July 1, 2014 to June 30, 2015, in the amount of \$42, 997.05 reflects a mid-year reduction from the original allocated amount of \$48,119.00. These dollars support the 4-H Prevention Program, including the Coordinator for the Program. The program is designed to educate elementary, middle and high school age youth. Students and program participants are given a pre-test and a post-test to determine knowledge gained and behavior changed as a result of program efforts. Some of the target topics include Risky Lifestyle Choices, Goal Setting, Character Building, Positive Self Esteem, Substance Abuse Prevention and Education, Team Building, Bullying and other 4-H related curriculum. The 4-H Prevention Program also works with afterschool programs, Kennedy Home, Early College, Dobbs Youth Detention Center and Sampson Suspension School. The program hosts many events such as Red Ribbon Week, Great American Smoke Out, Prom Promises, Kick Butts Day, Students Against Destructive Decisions and an Impaired Driving Simulation Experience. 4-H Prevention serves the populations throughout Lenoir County. This program is in its 7th year of operation.

EVALUATION: This new contract with Eastpointe Human Services, for the purpose of operating an evidence-based youth prevention program for the period of July 1, 2014 to June 30, 2015, in the amount of \$42, 997.05 reflects a mid-year reduction from the original allocated amount of \$48,119.00. A new contract is required to reflect the reduction in funding. These dollars support the 4-H Prevention Program, including the Coordinator for the Program. The program is designed to educate elementary, middle and high school age youth.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval


Initials

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that a contract with Eastpointe Human Services, for the period of July 1, 2014 to June 30, 2015, in the amount of \$42, 997.05 reflecting a mid year reduction from the original allocated amount of \$48,119.00 is approved and be it further resolved the Lenoir County Cooperative Extension Director is authorized to execute the contract on behalf of the County.

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____
Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

Date

Attest

Date

RESOLUTION: Declaring Property as Surplus and Authorizing the Sale of Surplus Property by Auction.

SUBJECT AREA: Administrative

ACTION REQUESTED: The Board is requested to declare property as surplus and authorize the sale of the surplus property by auction on GovDeals.com.

HISTORY/BACKGROUND: The Transit Department has five vehicles which have outlived their useful life. These vehicles are no longer of use to any County Department and there are no plans to put them back into service.

EVALUATION: In accordance with procedures set forth in G.S. 153A-176, County Administration is requesting the approval of the Board to sell the following vehicles by auction on GovDeals.com within the next 90 days. Proceeds resulting from the sale of these vehicles, less expenses, will be appropriated to the Transportation Fund.

	<u>Vehicle</u>	<u>Serial Numbers</u>	<u>Mileage (approximate)</u>
1.	2008 Chevrolet LTV	1GBE5V1GX8F404274	157,112
2.	2010 Ford E350	1FTDS3EL2ADA22608	160,126
3.	2010 Ford E350	1FTDS3EL4ADA22609	190,749
4.	2010 Ford E350	1FTDS3EL0ADA22610	166,080
5.	2010 Ford E350	1FTDS3EL9ADA22640	166,007

INTRODUCED BY: Michael W. Jarman, County Manager **DATE** 1/5/2015 **ITEM NO.** 16

RESOLUTION: Approve a Reduction in NCDOT Project 15-CT-034 in the Amount of \$18,760 and the Purchase of an ADA Compliant Minivan with 15-CT-034 Funds in the Amount of \$43,500.

SUBJECT AREA: Financial

ACTION REQUESTED: Approve a decrease of \$18,760 in the NCDOT Project 15-CT-034 and the purchase of an ADA compliant Minivan with NCDOT CTP (Community Transportation Program) FY 14-15 Funds at a cost of \$43,500.

HISTORY/BACKGROUND: On October 21, 2013, the Lenoir County Board of Commissioners approved a Resolution (Item 11) allowing Lenoir County Transit to apply to NCDOT for Community Transportation Grant funds for FY 2014-2015. The original CTP application contained a request for one twenty-two foot Light Transit vehicle. A review of current transit vehicle needs revealed a lift-equipped minivan to be a more appropriate vehicle choice than a twenty-two ft. LTV. Vehicles purchased under CTP are funded 80% Federal, 10% State and 10% local match. The purchase of an ADA compliant minivan at a cost of \$43,500 rather than the twenty-two ft. LTV at \$62,260 reduces the CTP project cost by \$18,760 and the local share match by \$1,876.

EVALUATION: Lenoir County Transit suggests that the reduction in CTP funding due to the purchase of a less expensive minivan can be justified when considering the minivan better meets the needs of the transit system and will cost less to operate than the originally requested twenty-two foot LTV.

BUDGET ORDINANCE AMENDMENT:
 General Fund:
 DSS:
 \$36,971 Increase

Item No. 17



LENOIR COUNTY, NORTH CAROLINA
 BUDGET AMENDMENT REQUEST

FY 14/15'
 Appropriations

Distribution - Finance Office:

Budget Amendment # _____
 Date Approved _____

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 103531-3001 ADMIN REIMBURSEMENT	\$ 36,971.00	INCREASE 105372-1156 LIEAP-VENDOR PAYMENT \$ 36,971.00
Total	\$ 36,971.00	Total \$ 36,971.00

Reason and Justification for Request:
 BUDGET AMENDMENT TO REFLECT A INCREASE IN THE LIEAP ALLOCATION RECEIVED FOR FY' 14-15
 FUNDS ARE 100% STATE.

Department Head Approval <i>Susan Moody</i>	Date 12/12/2014	Finance Officer Approval <i>Martha H. Martin</i>	Date 12/15/2014
Budget Officer Approval <i>Michael Williams</i>	Date 12/16/14		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

BUDGET ORDINANCE AMENDMENT:

General Fund:

DSS:

(\$398,962) Decrease

Item No. 18



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 14/15
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	
DECREASE 103585-3990 CHILD CARE DEVELOPMENT FUND	\$ (398,962.00)	DECREASE 105351-4974 CHILD CARE DEVELOPMENT FUND	\$ (398,962.00)
Total	\$ (398,962.00)	Total	\$ (398,962.00)
Reason and Justification for Request: BUDGET AMENDMENT TO REFLECT AN DECREASE IN THE CHILD CARE DEVELOPMENT FUND ALLOCATION RECEIVED FOR FY 14-15 FUNDS ARE 100% STATE.			
Department Head Approval <i>Susan Moore</i>	Date 12/12/2014	Finance Officer Approval <i>Martha H. Martin</i>	Date 12/12/2014
Budget Officer Approval <i>M.W. Jam</i>	Date 12/16/14		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 01/05/15 **ITEM NO.:** 19

RESOLUTION: Approving 2015 Calendar of Board Meeting Dates and Times

SUBJECT AREA: Administrative

ACTION REQUESTED: Formally approve all meeting dates and times of the Lenoir County Board of Commissioners.

HISTORY / BACKGROUND: It is good practice to officially adopt an annual calendar. This calendar can then be published as well as sent to all news media.

EVALUATION: The Clerk to the Board is responsible for maintaining this calendar so that citizens and staff have proper advance notice of times, days and dates of meetings. Commissioners can modify the calendar if situations or emergencies warrant it to be changed. Historically, the Board meets only once during the months of July and December.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the attached 2015 calendar of Board meeting dates and times, herein incorporated into this resolution by reference, is approved.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____
Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

01/05/15
Date

ATTEST

01/05/15
Date

**2015 CALENDAR
REGULAR MEETINGS
LENOIR COUNTY BOARD OF COMMISSIONERS**

DAY	DATE	TIME
Monday	January 5	9:00 a.m.
Tuesday	January 20	5:00 p.m.
Monday	February 2	9:00 a.m.
Monday	February 16	5:00 p.m.
Monday	March 2	9:00 a.m.
Monday	March 16	5:00 p.m.
Monday	April 6	9:00 a.m.
Monday	April 20	5:00 p.m.
Monday	May 4	9:00 a.m.
Monday	May 18	5:00 p.m.
Monday	June 1	9:00 a.m.
Monday	June 15	5:00 p.m.
Monday	July 20	5:00 p.m.
Monday	August 3	9:00 a.m.
Monday	August 17	5:00 p.m.
Tuesday	September 8	9:00 a.m.
Monday	September 21	5:00 p.m.
Monday	October 5	9:00 a.m.
Monday	October 19	5:00 p.m.
Monday	November 2	9:00 a.m.
Monday	November 16	5:00 p.m.
Monday	December 7	9:00 a.m.

All meetings held in the First Floor Main Meeting Room of the Lenoir County Board of Commissioners, Lenoir County Courthouse, 130 S. Queen Street, Kinston, North Carolina, unless modified and the media notified. The above-referenced calendar of regular meetings was unanimously adopted by the Lenoir County Board of Commissioners on January 5, 2015.

Michael W. Jarman
County Manager

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 01/05/15 **ITEM NO.:** 20

RESOLUTION: Approving 2015 County Holidays

SUBJECT AREA: Administrative

ACTION REQUESTED: Formally approve dates of County Holidays

HISTORY / BACKGROUND: It is good management practice to officially adopt an annual calendar of County holidays in order to reduce ad hoc questions (when holidays arise) and in order to better schedule completing tasks and managing workload.

EVALUATION: It is good management practice to officially adopt an annual calendar of County holidays. As per prior policy and practice, the County holidays are patterned after the schedule adopted by the State of North Carolina.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval

MWJ

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the attached 2015 Schedule of County Holidays, herein incorporated into this resolution by reference, is approved.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman 01/05/15
Date

ATTEST 01/05/15
Date

LENOIR COUNTY GOVERNMENT



2015 HOLIDAY SCHEDULE

<u>Holiday</u>	<u>Observance Date(s)</u>	<u>Day(s) Scheduled Off Work</u>
New Year's Day	January 1, 2015	Thursday
Martin Luther King, Jr.'s Birthday	January 19, 2015	Monday
Good Friday/Easter Holiday	April 03, 2015	Friday
Memorial Day	May 25, 2015	Monday
Independence Day	July 3, 2015	Friday
Labor Day	September 7, 2015	Monday
Veteran's Day	November 11, 2015	Wednesday
Thanksgiving/Holidays	November 26 & 27, 2015	Thursday & Friday
Christmas/Holidays	December 23, 24, & 25, 2015	Wednesday, Thursday, Friday

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 01/05/15 **ITEM NO.:** 21

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 Economic Development	Carol Sykes Harold Thomas Victor Kosinski 1 st Appearance	2018 2018 2018

CURRENT VACANCIES: Lenoir County Health Board – (1) Optometrist

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


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>

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Davis _____

Daughety _____ Rouse _____ Sutton _____

Craig Hill, Chairman

01/05/15
Date

ATTEST 01/05/15
Date

1st appearance

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

DEC 29 2014

LENOIR COUNTY
MANAGER'S OFFICE

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:

(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: CAROL SYKES
Address: 105 W. Lynwood Ave.
City/State/Zip: Pink Hill, N.C. 28572
Telephone: (Home) 568-3445 (Work) N/A
Occupation: Retired - Currently Mayor of Town of Pink Hill
Business Address: _____
Age: (Optional): 72
Number hours available per month for this position: _____
Training: _____
Business and Civic Experience/Skills: Town Clerk - Pink Hill 30+ years

Other County Boards/Committees/Commissions presently serving on: _____
United Way - L.M.H. Volunteer + Foundation Board
Expiration date of Term: Various other boards in the past.

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) | <u>Pink Hill 2 (Pink Hill Rescue Station)</u> |
| 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 (Army Reserve Center, Airport) |
| 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.

Carol Sykes
Signature of Applicant

11-21-14
Date

1st appearance

RECEIVED

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

DEC 29 2014

LENOIR COUNTY
MANAGER'S OFFICE

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:

(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: Harold Thomas
Address: 703 Greenridge Road
City/State/Zip: Snow Hill, NC 28580
Telephone: (Home) 252.747.5249 (Work) 252.560.2821
Occupation: Retired Plant Manager (DuPont)
Business Address: N/A
Age: (Optional): _____
Number hours available per month for this position: 8 hours
Training: Manufacturer/Textile
Business and Civic Experience/Skills: Manufacturing management, Lenoir Committee of 100 member, Lenoir County Manufacturers Association member
Other County Boards/Committees/Commissions presently serving on: Lenoir County Economic Development Board
Expiration date of Term: 12/31/2014

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 (Army Reserve Center, Airport) |
| 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.

Harold Thomas

Signature of Applicant

12/10/2014

Date

1st appearance

RECEIVED

APPLICATION FOR APPOINTMENT

to

LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

DEC 29 2014

LENOIR COUNTY
MANAGER'S OFFICE

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:

(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: VILTOR JOSINSKI

Address: 1407 WIESE ROAD

City/State/Zip: KINSTON, NC 28501

Telephone: (Home) (252) 523-7730 (Work) CALL PREPARED 252-268-4626 WORK 252-526-4443

Occupation: DISABLED VETERANS OUTREACH PROGRAM SPECIALIST WILL CHAIRMAN SO

Business Address: 2106 PRESBYTERIAN LANE, KINSTON, NC 28501

Age: (Optional): _____

Number hours available per month for this position: (1-3)

Training: _____

Business and Civic Experience/Skills: EASTERN DISTRICTS COMMANDER OF AMATEURS

Other County Boards/Committees/Commissions presently serving on: _____

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) |
| <u>K-5 (Spillman Baptist Church)</u> | 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 (Army Reserve Center, Airport) |
| 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.

[Signature]
Signature of Applicant

11/25/14
Date

TO: Chairman and Members of the Board
FROM: Mike Jarman, County Manager
DATE: January 05, 2015
SUBJECT: Items from County Manager

1. Budget Work Session 2/2/2015
2. Financial Performance Summary
3. Lenoir County Planning & Inspections Report

LENOIR COUNTY
FINANCIAL PERFORMANCE SUMMARY-2014-15
NOVEMBER 30, 2014

REVENUES

41.67%

DESCRIPTION	BUDGET FOR YEAR	REVENUES TO DATE	REMAINING BALANCE	% REC'D
GENERAL FUND:				
Health Department	2,109,587	683,100	1,426,487	32.38%
Public Assistance (DSS)	10,653,069	3,403,435	7,249,634	31.95%
Property Taxes	33,842,854	15,792,639	18,050,215	46.66%
Sales Taxes	6,150,000	1,072,044	5,077,956	17.43%
Other General	14,234,043	5,976,465	8,257,578	41.99%
TOTAL GENERAL	66,989,553	26,927,683	40,061,870	40.20%
OTHER FUNDS:				
Employee Insurance	4,149,700	1,523,205	2,626,495	36.71%
Vehicle Replacement	435,570	5,896	429,674	0.00%
Fed Seized Property	49,521	3,242	46,279	6.55%
State Controlled Substance	38,770	494	38,276	1.27%
School Capital Fund	2,884,800	340,697	2,544,103	11.81%
Transportation Fund	1,537,000	474,774	1,062,226	30.89%
Scrap Tire Disposal	170,000	18,912	151,088	11.12%
Emergency Telephone	1,143,977	114,423	1,029,554	10.00%
Revaluation Fund	55,604	0	55,604	0.00%
Automation-Preservation Fnd	21,900	8,224	13,676	37.55%
MSW Landfill-Debt Service	0	6	-6	
Capital Improve Fund	6,247,925	923,800	5,324,125	14.79%
Fire Districts	1,297,550	542,067	755,483	41.78%
Solid Waste Management	3,147,744	1,616,745	1,530,999	51.36%
Trust and Agency Fund:				
Smart Start Program	59,018	10,023	48,995	16.98%
TOTAL OTHER FUNDS	21,239,079	5,582,508	15,656,571	26.28%
GRAND TOTAL	88,228,632	32,510,191	55,718,441	36.85%

Project Based Revenues:	BUDGET	TO DATE	REMAINING	% REC
CAPITAL PROJECTS FUND	29,399,574	26,406,255	2,993,319	89.82%
CDBG RELATED PROJECTS	755,000	218,876	536,124	28.99%
Total Project Based	30,154,574	26,625,131	3,529,443	

* **Bold** area represents "Project Based" funds in which Revenues to date includes revenues from prior years since the beginning of the project

Project Based Expenditures:	BUDGET	EXPENDED TO DATE	ENCUMBERED	REMAINING
CAPITAL PROJECTS FUND	29,399,574	26,431,714	111,942	2,855,918
CDBG RELATED PROJECTS	755,000	196,222	0	558,778
Total Project Based	30,154,574	26,627,936	111,942	3,414,696

* **Bold** area represents "Project Based" funds in which Expenditures to date includes expenditures from prior years since the beginning of the project

LENOIR COUNTY
FINANCIAL PERFORMANCE SUMMARY - 2014-15
NOVEMBER 30, 2014

EXPENDITURES

41.67%

DESCRIPTION	BUDGET FOR YEAR	EXPENDITURES TO DATE	ENCUMBRANCE	UNENCUMBERED BALANCE	% EXPEND/ENCUMBR
GENERAL FUND:					
Governing Body	216,675	103,969	0	112,706	48.0%
County Manager	285,288	133,425	0	151,863	46.8%
Finance	219,124	93,500	0	125,624	42.7%
Human Resources	163,140	52,041	0	111,099	31.9%
Tax Office	747,255	300,334	4,726	442,195	40.8%
Legal	62,500	15,868		46,632	25.4%
Court Facility	593,861	145,105	43,694	405,062	31.8%
Elections	333,075	150,556	15,193	167,326	49.8%
Register of Deeds	254,774	100,832	24,820	129,122	49.3%
Non-Departmental	1,484,837	1,004,599	0	480,238	67.7%
Process Funds	948,102	352,696	1,167	594,239	37.3%
Outside Agencies	187,500	36,556		150,944	19.5%
Management Info Systems	946,052	426,469	113,921	405,662	57.1%
Public Buildings	598,021	247,779	72,570	277,672	53.6%
Sheriff	4,677,238	1,900,682	141,974	2,634,582	43.7%
Sheriff - Civil Process	215,081	44,331	1,652	169,098	21.4%
Sheriff - Concealed Weapon	18,483	12,302	0	6,181	66.6%
Central Communications	1,339,755	548,169	46,215	745,371	44.4%
Jail	3,912,382	1,689,226	390,160	1,832,996	53.1%
Emergency Management	427,405	170,463	26,365	230,577	46.1%
Emergency Medical Services	3,974,597	1,687,714	272,566	2,014,317	49.3%
Non-Emergency Services	0	1,230	0	-1,230	
Fire Protection	58,000	0	58,000	0	100.0%
Inspections	223,650	91,898	0	131,752	41.1%
Medical Examiner	40,000	5,850		34,150	14.6%
Economic Development	266,703	106,438	0	160,265	39.9%
Veterans Service Office	33,241	7,258	557	25,426	23.5%
Cooperative Extension	372,260	109,944	12,079	250,237	32.8%
JCPC - Parenting Matters	28,194	6,851		21,343	24.3%
Cooperative Ext-Grants	208,890	35,874	449	172,567	0.0%
Soil Conservation	123,509	49,567		73,942	40.1%
Health Department	4,173,860	1,555,533	236,992	2,381,335	42.9%
BioTerrorism - Health	33,664	14,175	80	19,409	42.3%
M. Health Department	245,715	102,381		143,334	41.7%
Public Assistance (DSS)	14,828,331	5,034,966	716,744	9,076,621	38.8%
Education	9,900,000	4,125,000		5,775,000	41.7%
Community College	2,260,000	941,667		1,318,333	41.7%
Cultural	740,500	308,542		431,958	41.7%
Recreation	855,530	285,177		570,353	33.3%
Debt Service	7,791,888	3,001,987		4,789,901	38.5%
Transfer to Other Funds	3,150,473	0		3,150,473	0.0%
Contingency	50,000	0		50,000	0.0%
TOTAL GENERAL	66,989,553	25,000,954	2,179,924	39,808,675	40.6%
OTHER FUNDS:					
Employee Insurance Fund	4,149,700	1,202,923		2,946,777	29.0%
Vehicle Replacement Fund	435,570	301,156	90,801	43,613	0.0%
Fed Seized Property Fund	49,521	12,446	24,096	12,979	73.8%
State Controlled Substance Fund	38,770	39,012	1,650	-1,892	104.9%
School Capital Fund	2,884,800	2,700,000	0	184,800	93.6%
Transportation Fund	1,537,000	386,204	327,161	823,635	46.4%
Scrap Tire Disposal Fund	170,000	41,654		128,346	24.5%
Emergency Telephone Fund	1,143,977	137,163	443,836	562,978	50.8%
Revaluation Fund	55,604	23,235		32,369	41.8%
Automation-Preservation Fund	21,900	0	0	21,900	0.0%
MSW Landfill-Debt Service	0			0	
Capital Improvements Fund	6,247,925	3,168,333	5,075	3,074,517	50.8%
Fire Districts	1,297,550	382,716	0	914,834	29.5%
Solid Waste Management	3,147,744	952,473	65,752	2,129,519	32.3%
Trust & Agency Fund					
Family & Caregiver-Smart Start	59,018	17,318	0	41,700	29.3%
TOTAL OTHER FUNDS	21,239,079	9,364,633	958,371	10,916,075	48.6%
GRAND TOTAL	88,228,632	34,365,587	3,138,295	50,724,750	42.5%



**LENOIR COUNTY
PLANNING & INSPECTIONS DEPARTMENT**

PO BOX 3289
101 NORTH QUEEN STREET
KINSTON, NC 28502
PHONE: 252-559-2260
FAX: 252-559-2261



**LENOIR COUNTY INSPECTIONS
PERMIT/INSPECTION REPORT**

NOVEMBER 2014

PERMITS ISSUED: 87

PERMITS VALUE: \$ 14,170,014

PERMIT FEES: \$ 14,714

SINGLE FAMILY DWELLINGS: 1

MOBILE HOMES: 9

COMMERCIAL: 3

ADDITIONS: 6

ELECTRICAL: 24

PLUMBING: 12

MECHANICAL: 24

OTHER: 8

TOTAL INSPECTIONS: 158

Lenoir County
 PERIODIC REPORT OF ISSUED PERMITS (GROUPED BY REPORT CODE)

Printed: 12-01-2014

Code	Prms	Designated period: 11/01/14 to 11/30/14		Prior period: 11/01/13 to 11/30/13		
		Valuation	Fees Paid	Valuation	Fees Paid	
NEW RES. HOUSEKEEPING - LENOIR COUNTY						
* Single Family Houses Detached	101B	1	480,000.00	802.00	1,186,500.00	2,680.00
* Single Family Houses Attached	102B		.00	.00	.00	.00
* 2 Family Building	103B		.00	.00	.00	.00
* 3 and 4 Family Buildings	104B		.00	.00	.00	.00
* 5 or More Family Buildings	105B		.00	.00	.00	.00
* TOTAL INFORMATION 101-105	109B		.00	.00	.00	.00
NEW RESIDENTIAL NON-HOUSEKEEPING BL:						
* Hotels, Motels & Tourist Cabins	213B		.00	.00	.00	.00
* Other Non-Housekeeping Shelter	214B		.00	.00	.00	.00
NEW NON-RESIDENTIAL BUILDINGS:						
* Amusement, Social, & Recreational	318B	1	150.00	150.00	.00	.00
* Churches & Other Religious	319B		.00	.00	.00	.00
* Industrial	320B		.00	.00	.00	.00
* Prkng Garages (Blds & Open Decked)	321B		.00	.00	.00	.00
* Service Stations & Repair Garages	322B		.00	.00	.00	.00
* Hospitals & Institutional	323B		.00	.00	.00	.00
* Offices, Banks, & Professional	324B		.00	.00	.00	.00
* Public Works & Utilities	325B	1	8,500,000.00	5,334.50	.00	.00
* Schools & Other Educational	326B		.00	.00	.00	.00
* Stores & Customer Services	327B		.00	.00	.00	.00
* Other Non-Residential Bldgs	328B		.00	.00	23,000.00	50.00
* Structures Other than Buildings	329B		.00	.00	19,600.00	500.00
ADDITIONS, ALTERATIONS, & CONVERSION						
* Residential	434B	4	427,050.00	1,185.00	118,525.00	540.00
* Non-Residential & Non-Housekeeping	437B	1	129,485.00	718.00	.00	.00
* Adds of Res. CP/Garages(Atch/Detc)	438B	2	53,500.00	600.00	13,600.00	50.00
DEMOLITIONS AND RAZING OF BUILDINGS:						
* Single Family Houses (Atch/Detach)	645B		.00	.00	.00	.00
* 2 Family Buildings	646B		.00	.00	.00	.00
* 3 & 4 Family Buildings	647B		.00	.00	.00	.00
* 5 or More Family Buildings	648B		.00	.00	.00	.00
* All Other Buildings and Structures	649B		.00	.00	.00	.00

TOTALS FOR PERMITS THIS PAGE 10 9,590,185.00 8,789.50 10 14 1,361,225.00 3,820.00 14

Lenoir County
 PERIODIC REPORT OF ISSUED PERMITS (GROUPED BY REPORT CODE)

Printed: 12-01-2014

Designated period: 11/01/14 to 11/30/14 [Prior period: 11/01/13 to 11/30/13]
 Code Prms Valuation Fees Paid Units Prms Valuation Fees Paid Units

MOBILE/MODULAR OFFICE/CLASSROOM																				
*MOBILE OFFICE	740B		.00		.00	0	0		.00		.00		.00		.00		.00		.00	0
*MODULAR CLASSROOM	750B		.00		.00	0	0		.00		.00		.00		.00		.00		.00	0
*MODULAR OFFICE	730B		.00		.00	0	0		.00		.00		.00		.00		.00		.00	0
ELECT./PLUMB/HEAT/A/C/INS/TEMP POLE:																				
*ELECTRICAL	800B	24	4,262,940.00		2,243.00	24	39		39,150.00		2,100.00		39		2,100.00		39		2,100.00	39
*PLUMBING	810B	12	41,900.00		875.00	12	17		30,650.00		997.00		17		997.00		17		997.00	17
*HEATING/ AIR CONDITIONING	820B	24	85,240.00		1,397.00	24	23		65,300.00		1,150.00		23		1,150.00		23		1,150.00	23
*INSULATION	830B	3	11,500.00		150.00	3	0		.00		.00		0		.00		0		.00	0
*TEMPORARY POLE	840B	1	1,000.00		50.00	1	4		2,350.00		200.00		4		200.00		4		200.00	4
RESIDENTIAL ACCESSORY STRUCTURES																				
*STORAGE/PORCHES/PATIOS/DECKS	900B		.00		.00	0	0		.00		.00		0		.00		0		.00	0
MISCELLANEOUS:																				
*CHANGE OF OCCUPANCY	910B		.00		.00	0	0		.00		.00		0		.00		0		.00	0
*INSPECT DWELLING	920B		.00		.00	0	0		.00		.00		0		.00		0		.00	0
*TENTS	930B		.00		.00	0	0		.00		.00		0		.00		0		.00	0
*SATELLITE DISH	940B		.00		.00	0	0		.00		.00		0		.00		0		.00	0
*AWNING	950B		.00		.00	0	0		.00		.00		0		.00		0		.00	0
*EXTRA INSPECTIONS	960B	4	2,525.00		260.00	4	3		350.00		150.00		3		150.00		3		150.00	3
*FIRE PROTECTION SPRINKLER SYSTEM	966B		.00		.00	0	0		.00		.00		0		.00		0		.00	0
*MOVING DWELLING ONLY	970B		.00		.00	0	0		.00		.00		0		.00		0		.00	0
*SIGN	980B		.00		.00	0	1		19,000.00		100.00		1		100.00		1		100.00	1
*FIREWORKS	985B		.00		.00	0	0		.00		.00		0		.00		0		.00	0
*SWIMMING POOL	990B		.00		.00	0	0		.00		.00		0		.00		0		.00	0
*TANKS	995B		.00		.00	0	0		.00		.00		0		.00		0		.00	0
MOBILE HOMES																				
*SINGLE WIDE MOBILE HOME	700B	7	107,374.00		700.00	7	7		145,055.00		600.00		7		600.00		7		600.00	7
*DOUBLE WIDE MOBILE HOME	710B	2	67,350.00		250.00	2	2		55,000.00		250.00		2		250.00		2		250.00	2
*MODULR HOME	720B		.00		.00	0	1		165,000.00		452.00		1		452.00		1		452.00	1

TOTALS FOR PERMITS ABOVE (incl. pg 1)
 Totals of other permits in the period

TOTAL FOR ALL PERMITS IN THE PERIOD

87	14,170,014.00	14,714.50	87	111	1,883,080.00	9,819.00	111
87	14,170,014.00	14,714.50	87	112	2,005,279.00	9,869.00	112
	.00	.00	0	1	122,199.00	50.00	1

Summary of Inspection Results by Inspector ID For the period 11/01/14 through 11/30/14
 This Report was printed on Monday, December 01, 2014

Item Totals for Inspector ID

Lenoir County

GO 75
 GO VW 2
 GON 1
 VW 80

158 Entries for Inspector ID

- S T A T I S T I C A L R E P O R T -

#ACTIVITIES	INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	REQUIRED
158	148	135	13	10	9	1		14
	%INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	REQUIRED
	94	91	9	6	90	10		9

<----- Inspections -----> <-----> Re-Inspections -----> Based On # Activities