

MINUTES

LENOIR COUNTY BOARD OF COMMISSIONERS

January 6, 2014

The Lenoir County Board of Commissioners met in open session at 9 a.m. on Monday, January 6, 2014, in the Board of Commissioner 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, Eric Rouse, Linda Rouse-Sutton and Roland Best. Commissioner Mac Daughety was not present.

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

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

Ms. Brown made the motion to excuse Commissioner Daughety's absence and Ms. Sutton seconded the motion. The motion passed unanimously.

PUBLIC INFORMATION:

None

ITEMS FROM CHAIRMAN/COMMISSIONERS:

Chairman Hill said he would like to offer condolences to the Felix Harvey family on behalf of all of the commissioners. He further stated Mr. Harvey had been a vital asset to Kinston and Lenoir County.

Chairman Hill said he would like for the commissioners to meet with both the School Board and the LCC Board in February to get an idea of the goals and objectives of both groups. He said he thought the Board of Commissioners needed to know what the other Boards are looking to accomplish over the next 5,10, 15 years, since a large portion of the General Fund budget is designated for education. Mr. Hill said this will give the Commissioners a better understanding of what education looks like from pre-K all the way through the college level. All of the commissioners agreed with Mr. Hill's concept. Mr. Jarman said in the past, by the time the commissioners have met with these two boards, it was for the purpose of submitting a financial request, but this way those two boards will be a part of the commissioners' planning. Chairman Hill said the commissioners should meet with both boards a few times each year to see where things are going. Mr. Jarman said Administration spends a lot of time preparing the budget and a large portion of the budget is the debt service on the school bonds; therefore, the County needs to

know what the schools are planning and where they are headed.

ITEMS FROM THE COUNTY MANAGER:

1. Monthly Status Report: 2011 CDBG NC Catalyst Project
2012 CDBG Scattered Site Housing Assistance Project
2. Lenoir County Financial Performance Summary: 2013-14: November 30, 2013
3. Lenoir County Inspections Report: November 2013

Mr. Jarman said staff has started on the FY14-15 budget so there will be additional meetings for the commissioners and staff over the next few months.

Commissioner Best handed Mr. Jarman a copy of County Lines and said there is a one day workshop on January 23 and expressed an interest in going. Mr. Jarman said if anyone else would like to go, to please let him know.

CONSENT AGENDA:

3. Approval of Minutes: Regular Board Meeting, December 2, 2013.
4. 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. 5 was a Budget Ordinance Amendment: General Fund: Non- Departmental : \$720: Increase Ms. Martin stated this Budget Amendment is 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. Upon a motion by Mr. Davis and a second by Ms. Sutton, Item No. 5 was unanimously approved.

Item No. 6 was a Budget Ordinance Amendment: General Fund: Non-Departmental \$17,094 Increase. Ms. Martin stated this Budget Amendment is 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. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 6 was unanimously approved.

Item No. 7 was a Budget Ordinance Amendment: General Fund: Transportation Fund: Operations: \$46,443: Increase. Mr. Harper stated this Budget Ordinance Amendment was to appropriate CTP Grant funds for FY 12-13 for the purchase of a van. These funds were appropriated with the FY 12-13 CTP Grant, but the van was not available until FY 13-14. These funds are 90% Federal/State with a 10% local match. 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: Federally Seized Property: \$44,000: Increase. Sheriff Hill stated this Budget Ordinance Amendment was to appropriate funds for the Federally Seized Property Fund. On December 2, 2013, the commissioners approved (Item #27) for the purchase of twelve tasers, twelve taser cams, fifty-six taser holsters and two hundred fifty-six taser cartridges for the sheriff's department. Also approved were Item #20 & #21 which included a partial payment from federally seized property money for the purchase of a Ford utility vehicle for a canine and a Chevy Tahoe for use by the Sheriff. This budget amendment appropriates fund balance in the Federally Seized Property Fund to cover these expenditures. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 8 was unanimously approved.

Item No. 9 was a Budget Ordinance Amendment: General Fund: Jail: \$188,129: Increase. Sheriff Hill stated this Budget Ordinance Amendment was to appropriate funding for five (5) additional jailer positions approved by the County Commissioners on August 19, 2013, Item #16. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 9 was unanimously approved.

Item No. 10 was a Resolution Approving 2014 Calendar of Board Meeting Date and Times. Ms. Sutton made a motion to change the second meeting in April from Monday, April 21 to Tuesday, April 22 in case there were conflicts with the Easter holiday. Ms. Brown seconded the motion, and the motion passed unanimously by common consent. Upon a motion by Ms. Sutton and a second by Ms. Brown, Amended Item No. 10 was unanimously approved.

Item No. 11 was a Resolution Approving 2014 County Holidays. Mr. Jarman stated these were the usual holiday observed by both the County and the State. Upon a motion by Mr. Best and a second by Ms. Brown, Item No. 11 was unanimously approved.

Item No. 12 was a Resolution Approving Mileage Reimbursement for County Employees from 56.5 cents per mile to 56.0 cents per mile effective January 1, 2014. Mr. Jarman said the County follows the mileage reimbursement rate established by the IRS and this rate was revised by the IRS effective January 1, 2014. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 12 was unanimously approved.

Item No. 13 was a Resolution for Approval of Payment of License Coordination Fee for 800 MHz P25 Radio System: ASSHTO: \$4,300. Mr. Dail stated the Board is requested to approve the payment of a license coordination fee to ASSHTO for a new 800MHz P25 radio system: \$4,300.00. Upon a motion by Mr. Davis and a second by Mr. Best, Item No. 13 was unanimously approved. Chairman Hill asked Mr. Dail to relay to Mr. Timmy Mooring the Commissioners' best regards. Mr. Dail said he would relay the message and was sure the family was appreciative of their thoughts and prayers.

Item No. 14 was a Resolution Approving Purchase Order and Contract for Attorney Services: Annette Turick (Child Welfare & Adult Services)-Not To Exceed \$10,000: Dal Wooten (Child Support Services) - Not to exceed \$10,000. Ms. Moore stated the Board is requested to approve and authorize the Social Services Director to execute Contracts and Purchase Orders for Legal Services with Annette Turick and Dal Wooten effective January 2014-June 2014. She further stated there are times when the in-house attorneys may be out, or there may be a conflict of interest, so these contracts would allow for business to continue uninterrupted. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 14 was unanimously approved.

Item No. 15 was a Resolution Approving the Purchase of One Light Transit Vehicle for \$46,013 Three Lift Equipped Vans for \$139,029 (\$46,343 each), and Lease of Trip Master Scheduling Software at a cost of \$11,650. Mr. Harper stated this Resolution was to authorize the Transit Director or his designee to execute all paperwork on behalf of Lenoir County to purchase, receive, and request reimbursement from NCDOT/PTD for one Light Transit Vehicle, three Lift Equipped Vans, and to lease Trip Master Enterprise Edition Scheduling Software. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 15 was unanimously approved. Ms. Sutton asked Mr. Harper how things were going and Mr. Harper replied things are going very well. He said repair costs are currently down due to using two repair vendors and the overtime is drastically down. Mr. Harper also said his current contract for tire purchases has helped to reduce costs. Mr. Harper further stated he had received a lot of good applicants for drivers and all of the drivers they currently use have received good training.

Item No. 16 was a Resolution Authorizing Submittal of FY 14-15 Community Services Block Grant (CSBG) Application by Greene Lamp: \$287,834. Mr. Jarman stated this Resolution was to authorize Greene Lamp to submit a Community Services Block Grant (CSBG) application for FY 14-15 in the amount of \$287,834. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 16 was unanimously approved.

APPOINTMENTS:

Item No. 17 was a Resolution Approving Citizens to Boards, Commissions, Etc. The following reflects existing vacancies and appointments.

No action taken due to 1st Appearance status.

<u>BOARD/COMMITTEE COMMISSION</u>	<u>APPLICANT/CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
US 70 Corridor Commission	Russell Rhodes Gordon Vermillion Bruce Parson Virginia Cox-Daugherty Johnny Craft Randy Brown Saleh "Sam" Youssef 1st Appearance	
Lenoir County Nursing Home and Adult Care Home Community Advisory Committee	Ella Hall 1st Appearance	

Chairman Hill stated this is the first appearance of some board applicants since changing the policy of requiring at least a 30 day period for the board vacancies to be posted. He said it had been a good thing because a lot more applications have been received, and they will all be carefully considered at the next Board meeting. Chairman Hill said he would like to see all of the different boards listed on the website and then any vacancy that may exist on any of the boards. Mr. Rouse asked if there is still a problem in posting the vacancies in a timely matter, and Mr. Jarman answered these are some of the growing pains of change. Mr. Jarman also said he had been made aware of a vacancy on the ABC Board, and by the ABC Board's prior policy, their three members come from three different regions within the County. He said the current vacancy was for a member that resides south of the Neuse River. There was discussion as to how the requirements might affect membership. Chairman Hill said he hoped to address some of these questions/issues once a Clerk to the Board is in place. He said there are little things that need to be clarified regarding the requirements of the boards and commissions where the County Board is making appointments. Chairman Hill said these little things need to be fixed in order to not send mixed messages to the public, because it is very important to have citizen committees. He further stated the importance of growing more leaders from the community, which will happen once there are better guidelines.

Mr. Rouse asked if a motion was needed to indicate one member south of the river outside of Kinston's city limits and one member north of the river outside of Kinston's city limits for the ABC Board. Ms. Sutton said she thought any changes ought to wait until the Board of Commissioners have a chance to sit down and discuss some of these issues with the ABC Board. Chairman Hill agreed the process needs to continue as it is until the two boards can meet. Attorney Griffin asked Mr. Jarman if Mr. Taylor, the ABC Board member leaving, was still attending the ABC Board meetings, and Mr. Jarman answered he was not sure, but prior protocol was that a sitting Board member on all Citizens' Boards continues to serve in that capacity until a replacement is appointed.

CLOSED SESSION:

Upon a motion by Ms. Brown and a second by Mr. Davis, the Board went into closed session at 9:31 a.m. "To discuss matters relating to the location or expansion of industries or other businesses in the area served by Lenoir County.

Upon a motion by Ms. Sutton and a second by Ms. Brown, the Board came out of closed session at 9:40 a.m. with no action taken.

OPEN SESSION:

Chairman Hill said no action was taken during the Closed Session. Chairman Hill mentioned the schedule for commissioners to participate in the TACC9 interviews each month had been handed out, and he asked if someone was not able to attend, to be sure and get someone to cover for them.

With no further discussion Chairman Hill adjourned the meeting at approximately 9:43 a.m.

Respectfully Submitted,

Reviewed By,

Martha H. Martin

Michael W. Jarman

Clerk to the Board

County Manager