

LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
MONDAY, JANUARY 7, 2013 – TIME: 9:00 AM.
COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE
130 S. QUEEN ST., KINSTON, N.C.

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

Election to fill Vacant Board seat

PUBLIC INFORMATION: Presentation of FY 11-12 Audit Report by C. Dean Horne, C.P.A .
Pittard, Perry & Crone, Inc.

1. **Items from Chairman/Commissioners: 5 Min.**

Board

2. **Items from County Manager: 5 Min.**

Jarman

CONSENT AGENDA: 10 Min.

ACTION

3. Approval of Minutes: Closed Session Meeting: October 1, 2012

Roberts/Jarman

4. Approval of Minutes: Closed Session Meeting: October 15, 2012

Martin/Jarman

5. Approval of Minutes: Closed Session Meeting: October 22, 2012

Roberts/Jarman

6. Approval of Minutes: Regular Board Meeting: December 3, 2012

Roberts/Jarman

7. Budget Ordinance Amendment: DSS: \$73.13: Increase

Moore

END OF CONSENT AGENDA

BUDGET ORDINANCE/RESOLUTIONS: 35 Min.

8. Resolution Approving Presentation of Badge and Service Weapon to Retiring
Detective Randy Blizzard

Smith

9. A. Resolution Approving Purchase of a L3 In-car Camera: \$2,852.50

Smith

B. Budget Ordinance Amendment: Federally Seized Property Fund: Sheriff-Federally
Seized Property: \$2,853: Increase

Smith

10. Resolution Award Contract for Hauling and Disposal of Acceptable Solid Waste:
Republic Services, Inc.

Miller

11. Resolution Authorizing Emergency Repair of TEREX TC400 Trashmaster
Compactor: Road Machinery Services, Inc.: Not to exceed \$46,500

Miller

12. Resolution Approving the Proposed Issuance of General Obligation Refunding
Bonds

Martin/Hollowell

13. Budget Ordinance Amendment: School Capital Fund School Building: \$63,540:
Increase

Martin

14. Budget Ordinance Amendment: Vehicle Replacement Fund: Vehicle
Replacement: \$5,881

Martin

15. Budget Ordinance Amendment: General Fund: Finance/Emergency Services:
\$2,416: Increase

Martin

- | | | |
|-----|---|---------|
| 16. | Budget Ordinance Amendment: General Fund: Health (Immunization Program State) Increase: \$5,033 | Huff |
| 17. | Resolution Approving Hiring M. Charles C. Meeker: Tax Case: NTE: \$6,000 | Parrish |
| 18. | Resolution Approving the Purchase of a Twenty (20) foot Transit Vehicle with FY: 10-11 NCDOT CTP Funds in the Amount of \$45,746 | Harper |
| 19. | Resolution Authorizing the Purchase of Nine- (9) iPads for the Emergency Services Department Not To Exceed \$5,200 | Dail |
| 20. | Resolution Approval of Acceptance of Architectural Contract for the Construction and Renovation of the 911 Centers in Jones and Lenoir Counties: Jacobswyper Architects | Dail |
| 21. | Budget Ordinance Amendment: DSS: \$2,858.54: Increase | Moore |
| 22. | Budget Ordinance Amendment: DSS: \$27,617: Increase | Moore |
| 23. | Budget Ordinance Amendment: DSS: \$91,270: Increase | Moore |
| 24. | Budget Ordinance Amendment: DSS: \$190,150.58: Increase | Moore |
| 25. | Resolution Authorizing Lenoir County Cooperative Extensions' Acceptance of Funds to Support the Lenoir County Parents as Teachers Innovative Approaches to Literacy (IAL) Grant | Kelly |
| 26. | Resolution Authorizing Acceptance of a Grassroots Program Sub-Grant in the Amount of \$2,000 | Kelly |

APPOINTMENTS: 5 Min.

- | | | |
|-----|--|--------|
| 27. | Resolution Approving Citizens to Boards, Commissions, Etc. 5 Min. | Jarman |
|-----|--|--------|

OTHER ITEMS: 10 Min.

- | | | |
|-----|--|--|
| 28. | Items from County Manager / County Attorney / Commissioners Public Comments/Closed Session (if necessary) | |
|-----|--|--|

NORTH CAROLINA

IN THE GENERAL COURT OF JUSTICE

LENOIR COUNTY

SUPERIOR COURT DIVISION

I, _____, do solemnly swear that I will support the Constitution of the United States, so help me GOD.

I, _____, do solemnly and sincerely swear that I will be faithful and bear true allegiance to the State of North Carolina and to the Constitutional Powers and Authorities which are or may be established for the government thereof; and that I will endeavor to support, maintain and defend the Constitution of said State, not inconsistent with the Constitution of the United States, to the best of my knowledge and ability, so help me GOD.

I, _____, do swear that I will well and truly execute the duties of the office as a member of the Lenoir County Board of County Commissioners according to the best of my skill and ability and according to law, so help me, GOD.

Member of Lenoir County Board of County
Commissioners

Sworn to and subscribed to before me this 7th day of **January, 2013**.

Dawn G. Stroud
Clerk of Superior Court, Lenoir County

County of Lenoir

Board of Commissioners

Reuben Davis, Chairman
Jackie Brown, Vice-Chairman
J. Mac Daughety\
Craig Hill
Eric S. Rouse
Linda Rouse Sutton



Lenoir County Courthouse
Post Office Box 3289
130 South Queen Street
Kinston, NC 28502

Telephone: (252) 559-6450
Fax: (252) 559-6454

Michael W. Jarman, County Manager
Tommy Hollowell, Assist. County Manager
Clevette F. Roberts, Clerk to the Board

December 4, 2012

Lenoir County Board of Commissioners
130 S. Queen Street
Kinston, North Carolina 28501

Dear Lenoir County Board of Commissioners:

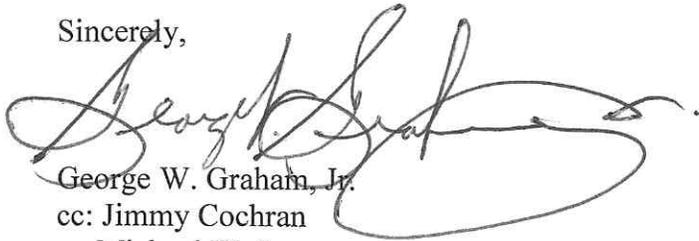
I would like to inform you that I am resigning from my position as Lenoir County Commissioner, effective December 31, 2012.

It has been my pleasure to work alongside commissioners who have dedicated countless efforts to serve the citizens of Lenoir County. It has been an honor and privilege to serve Lenoir County.

Thank you for the opportunities given to serve as a Lenoir County Board of Commissioner for thirty years. I have enjoyed serving Lenoir County and appreciate the support you have provided me during my tenure with the Lenoir County Board of Commissioners.

If I can be of any assistance during this transition, please feel free to contact me.

Sincerely,



George W. Graham, Jr.
cc: Jimmy Cochran
Michael W. Jarman
Dana King

Jimmy Cochran, Chairman
Lenoir County Democratic Party
1411 Saint James Place
Kinston, NC 28504
(252) 560-4555

December 28, 2012

Reuben Davis, Chairman
Lenoir County Board of Commissioners
P.O. Box 3289
Kinston, NC 28502

Dear Chairman Davis:

RE: DISTRICT 5 VACANCY RECOMMENDATION—ROLAND BEST

Pursuant to N.C.G.S. § 153A-27, the Lenoir County Democratic Party convened a meeting of the executive committee on December 28 in accordance with the North Carolina Democratic Party Plan of Organization. The duly elected and qualified executive committee members elected Mr. Roland Best, II of 1909 Northview Drive as our nominee to fill the vacancy to Lenoir County Board of Commissioners District 5 created by the resignation of North Carolina Representative-Elect George Graham, which becomes effective December 31. I have certified the nomination of Mr Best, and hereby transmit it to you for consideration by the Lenoir County Board of Commissioners.

Mr. Best is an outstanding resident of District 5, and is a registered Democrat. He has remained engaged in our county, and would serve the residents of District 5 and the greater county to the best of his ability. Currently, Mr. Best serves as the first vice chairman of the Lenoir County Democratic Party, and has been a very active advocate for state employees. He has great work ethics and knowledge of the issues impacting Lenoir County.

On behalf of the Lenoir County Democratic Party, I am very encouraged by this nomination and believe Mr. Best would make a great addition to the Lenoir County Board of Commissioners. Thank you in advance for your consideration of this recommendation, and I hope the members of the Lenoir County Board of Commissioners will endorse the executive committee's recommendation.

I am available to appear before the Lenoir County Board of Commissioners to discuss the work of the Lenoir County Democratic Party executive committee and share my personal experiences working with Mr. Best. Likewise, Mr. Best has indicated to me his willingness to appear before you to address any questions as it pertains to his qualifications for fulfilling the responsibilities of this office.

If anyone from my team or I may be of any assistance in helping you to prepare to bring this recommendation forward for consideration, please do not hesitate to contact me.

Very respectfully submitted,

A handwritten signature in black ink, appearing to read "Jimmy Cochran". The signature is fluid and cursive, with the first name "Jimmy" written in a larger, more prominent script than the last name "Cochran".

Jimmy Cochran
Chairman

cc:

Jackie Brown
Linda Sutton
Craig Hill
J. Mac Daughety
Eric Rouse
Roland Best

TO: Chairman and Members of the Board

FROM: Mike Jarman, County Manager

DATE: January 7, 2012

SUBJECT: Items of Interest

1. Justin Tilghman: Designated as an Associate Emergency Manager
2. County Officials 2013 Legislative Goals Conference
3. Voting Delegate Designation Form Legislative Goals Conference: January 24-25, 2013
4. Essentials of County Government
5. Lenoir County Annual Secondary Roads Statement
6. Community Services Block Grant Program Application: Greene Lamp
7. Lenoir County Inspections Permit/Inspection Report: November 2012
8. Lenoir County Financial Performance Summary 2012-2013: November 30, 2012

December 4, 2012



Roger Dail
Director
Lenoir County Emergency Services
200 Rhodes Avenue, P.O. Box 3289
Kinston, NC 28501

201 Park Washington Court
Falls Church, VA
22046-4527 USA
Phone 703-538-1795
Fax 703-241-5603
Email: info@iaem.com
URL: www.iaem.com

Dear Mr. Dail:

Congratulations! Justin Tilghman, AEMSM, has this year earned recognition from the International Association of Emergency Managers by being among the group of professionals designated Associate Emergency Manager (AEMSM). This is the second highest honor of professional achievement available from the Council which has in its membership more than 4,500 emergency managers representing local, state, and federal, private and military emergency managers.

Justin qualified as an AEMSM by submitting an extensive credentials package giving personal and professional background achievements and successfully completing a Management Essay and a written examination. In order to maintain certification, he must continue a program of professional development over successive five-year periods in the future. Thus, this is an honor neither easily earned nor maintained.

The AEMSM designation presently is held by 126 men and women in the emergency management profession. As an AEMSM, Justin Tilghman has demonstrated a high level of competence and ethical fitness for emergency management. Your organization is to be commended for having a professional of this caliber on staff.

I hope that you will find an opportunity to share with your officials this singularly high achievement that Justin Tilghman, AEMSM has attained for it reflects credit upon both your organization and Justin.

Sincerely,

A handwritten signature in black ink that reads "Dean P. Larson". The signature is written in a cursive style with a large, sweeping initial "D".

Dean Larson, PhD, CEM
USA-CEM[®] Commission Chair

cc: Justin Tilghman, AEMSM



NORTH CAROLINA ASSOCIATION OF COUNTY COMMISSIONERS

Legislative Goals Conference

Agenda

Register

Accommodations

Newcomer Breakfast Social

**Leading Your
County Governing Board**

Contact Info

County officials to have their say at 2013 Legislative Goals Conference

The NCACC will host its bi-annual Legislative Goals Conference on Jan. 24-25, 2013, at the Sheraton RTP in Durham County. The conference is the culmination of a months-long process to determine the county legislative agenda for the upcoming biennium of the N.C. General Assembly. Each county is encouraged to send at least one representative to make sure your county's voice is heard.

Legislative Goals

Every two years, in the months preceding a long session of the General Assembly, members of the North Carolina Association of County Commissioners (NCACC) engage in a process to determine the legislative goals it should seek in the best interest of the counties. The NCACC

goals-setting process begins in August of each even-numbered year and consists of five stages, beginning with the solicitation of proposals from counties and ending with the adoption of the legislative agenda at the Legislative Goals Conference.



The Association's legislative goals process is thoughtful, deliberative, inclusive and fair. The investment of time and energy, and value of full discourse, strengthens our association as we navigate the legislative currents. The process is designed to create an informed grassroots organization and to build a cohesiveness of purpose within the organization that, in turn, grants a degree of credibility to the association that is unique. All counties and all county officials are invited and encouraged to participate in the legislative goals process.



Voting Process

Every member county appoints a voting delegate to the conference. Every county in attendance has one vote. The voting delegate can be any county official, including non-elected officials, and a county may choose an alternate. No proxies are allowed. Goals are presented by subject category. Upon motion of any voting

delegate, a proposal can be set aside for detailed discussion. Majority votes are required to approve or alter the proposed goals.

- [Voting delegate form](#) (Word)

Screening Committee Process

The Association has a Screening Committee process to allow for consideration of

Screening Committee is composed of the Legislative Goals Committee chairs and the seven Steering Committee chairs. The Screening Committee meets at the end of the first day of the conference to review and hear presentations on any newly submitted proposals.

Leading Your County Governing Board

In conjunction with the Legislative Goals Conference, the NCACC and the School of Government at the University of North Carolina offer a one-day training seminar for county board chairs on Wednesday, Jan. 23, 2013. For more details about this event, please click the tab on the left.

Memorandum

RETURN FORM BY JANUARY 11, 2013

**VOTING DELEGATE DESIGNATION FORM
LEGISLATIVE GOALS CONFERENCE
January 24-25, 2013 (Thursday – Friday)
Sheraton Imperial - RTP**

NOTE: Please place this action on your board meeting agenda.

Each Board of County Commissioners is hereby requested to designate a commissioner or other official as a voting delegate. Each voting delegate should complete and sign the following statement and **RETURN IT TO THE ASSOCIATION NO LATER THAN FRIDAY, JANUARY 11, 2013.**

PLEASE RETURN FORM TO SHEILA SAMMONS, CLERK TO THE BOARD BY EMAIL: SHEILA.SAMMONS@NCACC.ORG OR FAX: 919-733-1065.

I, _____, hereby certify that I am the duly designated voting delegate for _____ County at the North Carolina Association of County Commissioners 2013 Legislative Goals Conference.

Signed: _____

Title: _____

Article VI, Section of the Association's Constitution provides:

“On all questions, including the election of officers, each county represented shall be entitled to one vote, which shall be the majority expression of the delegates of that county. The vote of any county in good standing may be cast by any one of its County Commissioners who is present at the time the vote is taken; provided, if no commissioner be present, such vote may be cast by another county official, elected or appointed, who holds elective office or an appointed position in the county whose vote is being cast and who is formally designated by the Board of County Commissioners. These provisions shall likewise govern district meetings of the Association. A county in good standing is defined as one which has paid the current year's dues.”

ESSENTIALS OF COUNTY GOVERNMENT

AGENDA

Essentials of County Government

January 9-10, 2013 (Asheville)
January 30-31, 2013 (New Bern)
February 12-13, 2013 (Winston-Salem)
February 22-23, 2013 (Chapel Hill)

Day 1

- | | |
|-------------|--|
| 7:30-8:30 | Registration and Continental Breakfast |
| 8:30-8:45 | Welcome
Vaughn Upshaw—School of Government
Patrice Roesler—NC Association of County Commissioners |
| 8:45-9:45 | The Context for NC Counties
Vaughn Upshaw—School of Government |
| 9:45-10:00 | Break |
| 10:00-12:15 | What Counties Do, and How They Do It
Kara Millonzi—School of Government
Amy Bason—NC Association of County Commissioners |
| 12:15-1:00 | Lunch |
| 1:00-1:20 | Help Is Close at Hand
Mike Smith—Dean, School of Government |
| 1:20-2:45 | Roles and Responsibilities for County Governing Boards
Vaughn Upshaw—School of Government
Executive Committee Representative—NC Association of County Commissioners |
| 2:45-3:00 | Break |
| 3:00-5:00 | Ethics for Elected Officials
Norma Houston and Frayda Bluestein —School of Government |
| 5:00 | Adjourn (Dinner on your own) |

ESSENTIALS OF COUNTY GOVERNMENT

Day 2

7:30-8:30	Continental Breakfast
8:30-10:00	General Session Financial Management in County Government: A Top 10 Primer Greg Allison or Bill Rivenbark—School of Government
10:00-10:20	Help Is Close at Hand Patrice Roesler—Deputy Director, NC Association of County Commissioners or David Thompson—Executive Director, NC Association of County Commissioners
10:20-10:30	Break
10:30-11:45	You Can't Govern Alone –Working Together as a Board and with Others in County Government Patrice Roesler and Kevin Leonard—NC Association of County Commissioners Vaughn Upshaw—School of Government
11:45-12:30	Lunch
12:30-2:00	County Responsibility for Public School Financing Kara Millonzi—School of Government Rebecca Troutman—NC Association of County Commissioners
2:00-2:15	Break
2:15-4:45	"Bottom Line"—Putting the Pieces Together in an Interactive Simulation Lydian Altman—School of Government and Greg Allison – School of Government or Rod Visser – Retired Orange County Assistant Manager
4:45-5:00	Closing, Congratulations, Certificates and Adjourn



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

BEVERLY EAVES PERDUE
GOVERNOR

EUGENE A. CONTI, JR.
SECRETARY

December 19, 2012

Mike Jarman
Lenoir County Manager
Post Office Box 3289
Kinston, NC 28502

Mr. Jarman,

Enclosed is a copy of our annual secondary roads statement, as required by general statute 136-44.9. The statement lists which secondary roads the NCDOT has made improvements to for the previous calendar year using Secondary Road Construction Funds, the amount expended for the improvements and the status of the improvements.

If you have any questions about this report or desire more information, please contact my office at 252-527-0053.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Metcalfe".

Johnny D. Metcalfe, P.E.
District Engineer

Enclosure

JDM/egs

MAILING ADDRESS:
NC DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
DIVISION TWO – DISTRICT 3
1629 HWY. 258 SOUTH
KINSTON, NC 28504

TELEPHONE: (252) 527-0053
FAX: (252) 527-7920
WEBSITE: WWW.NCDOT.GOV

LOCATION:
1629 HWY 258 SOUTH
KINSTON, NC

LENOIR COUNTY
SECONDARY CONSTRUCTION
2012

SR NUMBER	DESCRIPTION	MILES OF NEW PAVING	WBS ELEMENT	AMOUNT EXPENDED 2012		TOTAL AMOUNT EXPENDED (INCLUDING PREVIOUS YEARS)		CURRENT STATUS OR COMMENTS
				HIGHWAY FUND	TRUST FUND	HIGHWAY FUND	TRUST FUND	
Various	County wide surveys, rights of way, etc.		2C.054015	\$ 32,414.44				Ongoing
Various	Spot Improvements Include Spot Stabilization, and Paved Road Improvements		2C.054016	\$ 18,558.79				Ongoing
SR 1091	Grifton-Hugo Road Widen Pavement from 18' to 22'	4.8	2C.054047	\$ 1,670,572.92		\$ 1,870,009.70		100% Complete
SR 1721	Canady Road Grade, Drain, Base and Pave	1.4	2C.054055		\$ 156,424.13		\$ 643,405.85	100% Complete
SR 1141	John Green Smith Road Widen Pavement from 18' to 22'	5.1	2C.054058	\$ 1,406,335.19		\$ 1,769,850.81		100% Complete
SR 1534	Haywood Hill Road Grade, Drain, Base and Pave	0.5	2C.054060		\$ 233,069.28		\$ 237,006.40	100% Complete
N/A	Sandy Bottom Fire Department Construct apron in front of bays	N/A	2C.054063	\$ 25,000.00		\$ 25,000.00		100% Complete
SR 1902	Bill Smith Road Grade, Drain, Base and Pave	1	2C.054064		\$ 131,452.29		\$ 131,452.29	50% Complete
SR 1340	Pruitt Road Pave	1.7	2C.054065	\$ 182,338.27		\$ 182,338.27		100% Complete

GREENE LAMP
A Community Action Agency
Since 1965

Snow Hill Office
Tel (252) 747-8146
Fax (252) 747-4339

309 Summit Avenue • Kinston, N.C. 28501
Tel. (252) 523-7770 • Fax (252) 523-7733
greenelamp@greenelamp.org

Head Start Offices
Highland (252) 527-5252
Fax (252) 527-7339
Grainger Hill (252) 523-7770
Fax (252) 523-7868

November 26, 2012

Mr. Michael Jarman, County Manager
130 South Queen Street
Kinston, NC 28501

Dear Mr. Jarman:

I am enclosing the Community Services Block Grant Program Application for July 1, 2013- June 30, 2014. The application is for review and comments by the County Commissioners. Enclosed within the application is a Documentation of Submission to County Commissioners to be signed and notarized by the Clerk of the Board. We are also requesting the signed minutes of the Board meeting where this application was presented.

If you need any further information please contact me at 252-523-7770 ext. 232.

Sincerely,



Angela Bates
Executive Director

Contentnea (252) 208-1651
Fax (252) 208-1650
LaGrange (252) 566-2382
Fax (252) 566-2382



Marvin B. Spence Head Start
Tel (252) 522-0322
Fax (252) 522-0322
South Greene I (252) 747-3619
South Greene II & III (252) 747-2732

GREENE LAMP
A Community Action Agency
Since 1965

Snow Hill Office
Tel (252) 747-8146
Fax (252) 747-4339

309 Summit Avenue • Kinston, N.C. 28501
Tel. (252) 523-7770 • Fax (252) 523-7733
greenelamp@greenelamp.org

Head Start Offices
Highland (252) 527-5252
Fax (252) 527-7339
Grainger Hill (252) 523-7770
Fax (252) 523-7868

**SUMMARY OF THE PROPOSED USE OF THE
COMMUNITY SERVICES BLOCK GRANT FUNDS
JULY 1, 2013 - JUNE 30, 2014**

Greene Lamp, a 501(c)3 community action agency is one of a network of nearly 1,000 nonprofit and public organizations across the United States established in 1965 under the Economic Opportunity Act. The mission of community action agencies is to become the pre-eminent community building human service delivery and low income advocacy networks in America.

Greene Lamp and its staff represents the agency and the population it serves in a myriad of ways: by serving on advisory groups; task groups; and local, state, and federal committees or boards. The agency operate three major programs: 1) Head Start Early Childhood Program-Greene and Lenoir Counties; 2) Workforce Investment Act Out of School Youth Program serving Carteret, Craven, Duplin, Greene, Jones, Pamlico, Onslow and Wayne Counties; and 3) Community Service Block Grant Self-Sufficiency Program in Greene and Lenoir Counties.

The purpose of the Community Services Block Grant (CSBG) awards differs from most other grants as it does not focus on funding a particular service; CSBG does not function solely as a stand alone program. Rather, the CSBG funds may support 1) creation of new programs and services, 2) augmentation of existing programs and services, 3) organization infrastructure required to coordinate and enhance the multiple programs and resources that address conditions and barriers to poverty in our area communities.

Greene Lamp has been notified by Ms. Verna P. Best, CSBG Program Administrator for the North Carolina Department of Health and Human Services Office of Economic Opportunity, that the agency's allocation for FY 2013-2014 is \$225,590 with an application due date of February 1, 2013.

These grants funds will be used provide comprehensive case management and supportive services to 40 low income individuals/families in Lenoir and Greene Counties. Case managers work with participants to overcome barriers to poverty such as: inadequate education, lack of training, lack of job-seeking skills, lack of daycare and/or transportation, inadequate housing or poor money management.

Contentnea (252) 208-1651
Fax (252) 208-1650
LaGrange (252) 566-2382
Fax (252) 566-2382



Marvin B. Spence Head Start
Tel (252) 522-0322
Fax (252) 522-0322
South Greene I (252) 747-3619
South Greene II & III (252) 747-2732

North Carolina Department of Health and Human Services



Community Services Block Grant Program

**Fiscal Year 2013-14 Application for Funding
Project Period July 1, 2013 – June 30, 2014
Application Due Date: February 1, 2013**

Applicant Information	
Agency:	Greene Lamp
Federal I.D.	56-0857923
DUNS Number:	040035438
Administrative Office Address:	309 Summit Avenue, Kinston, NC 28501
Mailing Address:	309 Summit Avenue, Kinston, NC 28501
Telephone Number:	(252)-523-7770
Board Chairperson:	William E. Connor
Board Chairperson's Address: (where communications should be sent)	950 Appie Road, Walstonburg, NC 27888
Board Chairperson's Term of Office:	2015
Executive Director:	Angela M. Bates
Executive Director Email Address:	abates@greenelamp.org
Agency Fiscal Officer:	Lee Parker
Fiscal Officer Email Address:	lparker@greenelamp.org
CSBG Program Director:	Mary Lovick
CSBG Program Director Email Address:	mlovick@greenelamp.org

North Carolina Department of Health and Human Services
Office of Economic Opportunity
Verna P. Best, Director
2420 Mail Service Center
Raleigh, North Carolina 27699-2420
verna.best@dhhs.nc.gov
<http://www.ncdhhs.gov/oeo/>

**Community Services Block Grant Program
Fiscal Year 2013-14 Application for Funding
Certification and Assurances**

Public Hearing on the Initial Plan

We herein certify that a public hearing as required by 10A NCAC 97B .0402 Citizen Participation in the Application Process occurred on December 13, 2010 for the initial planning process for the agency's current project plan and the agency has maintained documentation to confirm the process of the public hearing.

For multi-county providers, indicate the date and the county the hearing was held.

Date	County	Date	County
December 13, 2010	Lenoir	December 13, 2010	Greene

County Commissioners' Review

We herein certify that the application for this project period was submitted to the Board of County Commissioners for review and comment on January 7, 2013 as required by 10A NCAC 97C .0111(A).

For multi-county providers, indicate the county and date the application for funding was presented to the Board of County Commissioners as required by 10A NCAC 97C .0111(B).

Date	County	Date	County
December 3, 2012	Lenoir	December 3, 2012	Greene

Board of Directors Approval of the Application

I hereby certify that the information contained in the attached application is true and the Board of Directors has reviewed and approved this application for the Community Services Block Grant Program.

Date of Board Approval: _____

Board Chairperson: _____
(Signature) (Date)

Finance Committee Chairperson: _____
(Signature) (Date)

Board of Directors' Membership Roster

Total Seats Per Agency Bylaws	18	Total Current Vacant Seats	0
Total Number of Seats Reserved for Each Sector	6	6	Private
Total Number of Vacant Seats Per Each Sector	0	0	Private

Name	County of Residence	Address	Community Group/Area Represented	Date Initially Seated [month/year]	Number of Terms Served [completed]	Current Term Expiration [month/year]
Representatives of the Poor						
1. Darlene Lang-Koonce	Greene	275 Glenfield Road, Snow Hill, NC 28580	Greene County Improvement Association	01/2009		12/13
2. Glen Gray	Greene	7648 Hwy 903 S, LaGrange, NC 28551	Greene County Council on Aging	01/2010		12/15
3. Shona White	Lenoir	1122 CB Wade Lane, Kinston, NC 28501	The Salvation Army	8/2012		12/17
4. Lisa Mathis	Lenoir	801 Joyner Drive Apt. B, Kinston, NC 28501	Kinston Housing Authority	03/2011		12/16
5. Christy Nash	Greene	227 Kingold Blvd, Ste. A, Snow Hill, NC 28580	Head Start Policy Council Chairperson	10/2012		10/13
6. Diona McKinney	Lenoir	523 E. Bright Street, Kinston, NC 28501	Head Start Policy Council	10/2012		10/13
Public Elected Officials						
1. Bennie Heath	Greene	P.O. Box 683, Snow Hill, NC 28580	Board of Commissioner	01/2007		12/15
2. Jerry Jones	Greene	424 Sheppard Ferry Road, Snow Hill, NC 28580	Board of Commissioner	01/2009		12/12
3. James T. Shackelford	Greene	230 Pine Street, Snow Hill, NC 28580	Board of Commissioner	01/2009		12/12
4. Tommy Pharo	Lenoir	1303 Ridge Road, Kinston, NC 28501	Board of Commissioner	01/2009		12/12
5. Linda Sutton	Lenoir	1028 Woodington Road, Kinston, NC 28504	Board of Commissioner	01/2009		12/12
6. Maxine Cooper	Lenoir	2839 Gray Grant Road, Kinston, NC 28504	Board of Commissioner	9/2012		12/16
Representatives of Private Organizations						
1. William Connor	Greene	950 Appie Road, Walstonburg, NC 27888	Greene County Health Care	01/2010		12/16
2. Gene Smith	Greene	309 S.E. 4 th Street, Snow Hill, NC 28580	Greene County Chamber of Commerce	01/2010		12/15
3. Rhonda Barrow	Greene	704 SE 2 nd Street, Snow Hill, NC 28580	Persons of Disabilities	01/2010		12/15
4. Richard Basili	Lenoir	1011 Harvey Circle, Kinston, NC 28501	Lenoir County Manufacturing Association	01/2010		12/15
5. Phyllis Harrison	Lenoir	205 Miller Avenue, LaGrange, NC 28551	Town of LaGrange	01/2010		12/15
6. Virginia Cox-Daugherty	Lenoir	404 Duggins Drive, Kinston, NC 28501	Baneker Literacy and Social Club	01/2005		12/15

The signature of the Board of Directors Chairperson certifies that the persons representing the poor were selected by a democratic process and that there is documentation on file that confirms the selection of all board members. In addition, by signing below, the Board of Directors Chairperson confirms that the selection of all board members coincide with the directives outlined in the agency's bylaws. A current Board of Directors Member Profile is on file for each member.

Board of Directors Chairperson

Board of Directors' Officers and Committees

Note: All committees of the board should fairly reflect the composition of the board (10A NCAC 97C .0109). Be sure to identify the chairperson and other committee positions.

Name	Office	Sector Represented	County Represented*
Officers of the Board			
William Connor	Chairperson	Civic, Bus., Private	Greene
James Shackelford Jr.	First Vice Chair	Public Official	Greene
Darlene Lang-Koonce	Second Vice-Chair/Secretary	Poor	Greene
Linda R. Sutton	Third Vice-Chair	Public Official	Lenoir
Virginia Cox Daugherty	Treasurer	Civic, Private	Lenoir
Gene Smith	Secretary	Civic, Private	Greene
Committee Name: Executive			
William Connor	Chairperson	Civic, Bus, Private	Greene
James Shackelford Jr.		Public Official	Greene
Darlene Lang-Koonce		Poor	Greene
Linda Sutton		Public Official	Lenoir
Virginia Cox Daugherty		Civic, Private	Lenoir
Committee Name: Finance			
Virginia Cox-Daugherty	Chairperson	Civic, Bus, Private	Lenoir
Glen Gray		Poor	Greene
Committee Name: Facilities			
Glen Gray	Chairperson	Poor	Greene
Bennie Heath		Public Official	Greene
Darlene Lang-Koonce		Poor	Greene
Virginia Cox-Daugherty		Civic, Bus., Private	Lenoir
Committee Name:			

*To be completed by agencies serving multiple counties.

**Community Services Block Grant Program
Fiscal Year 2013-14 Application for Funding
Planning Process Narrative**

ROMA Goals 1, 3 and 5 Low income People Become More Self-Sufficient; Low income People Own a Stake in their Community; Agencies increase their capacity to achieve results	DHHS Excels-Goal 2 Expand understanding and use of information to enhance the health and safety of North Carolinians
--	---

1. Explain in detail how each of the following was involved in the planning and development of this strategic plan.

- a. **The Poor:** Greene Lamp met with the partners who represent the low-income population. Head Start has a Policy Council with representatives from the low-income population. The committee members consist of: Red Cross, Lenoir and Greene Health Departments, Head Start parents, Department of Social Services, ICOR, Joblink Centers, and the Salvation Army. Public Hearings were held in Greene and Lenoir Counties to get input from the low-income population to determine the greatest needs in the community. Flyers were distributed and posted at grocery stores, gas stations, public buildings and private businesses to notify the low income population.
- b. **The Staff:** Serving on the WIA(Workforce Investment Act) Youth Council, Department of Social Services Child Protection Team, Promise Neighborhood, Common Ground, a newly formed non-profit and the GED Board at Lenoir Community College. The CSBG Director works closely with the representation of the low-income population. CSBG Staff also works closely with the Workforce Investment Act Dislocated Workers, JobLink Career Center in Greene and Lenoir Counties. Staff works closely with our local Job Link Centers in the two county areas to share information with our partnering agencies. Sharing information with other agencies who serve the low income population helps our program to leverage our dollars and avoid duplications of services.
- c. **The Board:** Greene Lamp Board has representation from the low income population for Greene and Lenoir counties. The Greene Lamp Board consists of members from the Policy Council that are of the low income population. The Board meets bi-monthly and Board training is provided for all Board members. The CSBG Director attends board meetings and gives reports on the progress of the program.

ROMA Goal 5 Agencies increase their capacity to achieve results	DHHS Excels-Goals 1 and 2 Manage resources that provide an elevated level of effective and efficient delivery of services and programs to North Carolinians; Expand understanding and use of information to enhance the health and safety of North Carolinians
--	---

2. Describe your agency's method and criteria for identifying poverty causes and list the identified causes. Also describe the methods and criteria used to determine priority and selection of strategies to be implemented that will address the poverty causes.

Based on the latest figures from the state Department of Public Instruction, Greene County School reported their school dropout rates have decreased from 2008-2011. Meanwhile, Lenoir County Schools reported their dropout rates has decreased since the 2009- 2010.

Identified causes of poverty:

- Lack of employment and/or underemployment
- Lack of transportation (back and forth to work)
- Increase in gas prices
- Lack of education, training and/or marketable skills
- Lack of self-sufficiency skills
- Increase in utilities
- Manufacturing jobs leaving the local area causing high unemployment

<p>ROMA Goal 1, 2, 3 and 6 Low income People Become More Self-Sufficient; The conditions in which low income people live are improved; Low-income people own a stake in their community; Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other support systems</p>	<p>DHHS Excels- Goal 4 Provide services to individuals and families identified as being at risk of compromised health and safety.</p>
---	--

3. Describe activities that your agency has undertaken or plans to advocate for and empower low-income individuals and families to achieve a greater sense of authority over their own lives and future.

Greene Lamp collaborates with many organizations and agencies to provide information and services that will empower the low-income population. Our Head Start program is available for children ages 3-4, which gives them valuable learning tools prior to entering kindergarten. Head Start has Fathers R US, a fatherhood initiative that encourages fathers to become more active in the Head Start program and with their children.

The Consumer Credit Counseling of Fayetteville provides participants information on budgeting and handling credit obligations through workshops and one-on-one assistance. The local credit union has developed a program that assists low-income residents in becoming first time homeowners as well the NC Rural Fund for Development. The Boys and Girls Clubs provide mentoring and tutoring for children ages 6 – 18.

A local faith-based organization received the 21st Century grant which they use to provide GED classes on site. The Credit Unions implemented a program that provides financial awareness to preschoolers. The 21st Century grant under the Greater Kinston Credit Union with the Lenoir County Board of Education provides tutoring to young middle school students. The Kinston Promise Neighborhood is designed to build a continuum of solutions to benefit all youth who attend low performing schools. Kinston Promise Neighborhood will become a place that enables all children to learn, grow, and succeed.

<p>ROMA Goals 1, 2 4, 5 and 6 Low income People Become More Self-Sufficient; The conditions in which low income people live are improved; Agencies increase their capacity to achieve results; Partnerships among supporters and providers of services to low-income people are achieved; Low-income people, especially vulnerable populations, achieve their potential by strengthening family and support systems</p>	<p>DHHS Excels-Goals 1 and 2 Manage resources that provide an elevated level of effective and efficient delivery of services and programs to North Carolinians; Expand understanding and use of information to enhance the health and safety of North Carolinians</p>
--	--

4. Describe how your agency plans to make more effective use of, and to coordinate and form partnerships with other organizations and programs including: State welfare reform efforts; public and private resources; religious organizations, charitable groups, and community organizations.

Greene Lamp plans to make more effective use of other agencies by continuing to increase the staff's knowledge of existing programs and services within the counties served by participating in agency meetings such as interagency councils, and serving on boards and committees whenever possible. Our agency plans to collaborate and establish linkages with other human service agencies, faith-based organizations, charitable organizations, private business and industry, economic development programs, government agencies and educational institutions.

Other human service programs that will be utilize are (Head Start) day care, (Employment Security Commission & Job Link) job search and placement, and (Community College) basic skills, GED, and occupational training. An intensive referral system will be implemented by cooperative agreements with local school systems, health departments, local courts, Head Start, Department of Social Services, local libraries, faith-based organizations, Boys and Girls Club, Salvation Army, Consumer Credit Counseling, JobLink Career Centers, Probation Offices, Kinston Community Health Center and the Chamber of Commerce. The cooperative agreements are in place to facilitate collaboration and avoid duplication of services.

**Community Services Block Grant Program
Fiscal Year 2013-14 Application for Funding
Planning Process Narrative (continued)**

5. **Describe how your agency will establish linkages between governmental and other social services programs to assure the effective delivery of such services to low-income individuals, to avoid the duplication of such services and to fill identified gaps in services, through the provision of information, referrals, case management and follow-up consultations.**

Greene Lamp participates in many organizations, councils, and committees designed to coordinate agency services. Area service providers are aware of Greene Lamp’s programs and use these services to fill in the gaps while CSBG staff is very knowledgeable of other programs and referrals as well. Greene Lamp contracts directly with the Workforce Development Board under the Workforce Investment Act Youth program.

The agency is also an active partner with the JobLink centers in Greene and Lenoir counties, which allows access to many other partners that are also located within the center such as: Workforce Solutions formerly the Employment Security Commission, Department of Social Services, (WIA) Workforce Investment Act. The Foster Grandparents Program (seniors 55 and older) donates valuable hours to the Head Start program by assisting in the classroom. Referrals will be made to all programs in the community to leverage our dollars and avoid duplication of services.

<p>ROMA Goal 2, 4 and 6 Low income People Become More Self-Sufficient; Partnerships among supporters and providers of services to low-income people are achieved; Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other support systems</p>	<p>DHHS Excels-Goals 1 and 3 Manage resources that provide an elevated level of effective and efficient delivery of services and programs to North Carolinians; Offer outreach and services to individuals and families identified as being at risk of compromised health and safety.</p>
---	---

6. **Provide a description of how your agency will support innovative community and neighborhood-based initiatives related to the purposes of the Community Services Block Grant (fatherhood initiatives and other initiatives with the goal of strengthening families and encouraging effective parenting).**

Our agency will support innovative community and neighborhood based initiatives by recruitment and referral to the parents of children in the Head Start program and from other agencies to include, but not limited to, Boys & Girls Club of America, after-school programs, and Salvation Army. Greene Lamp’s Head Start program has a specific component for fathers called Fathers R Us. Their involvement is strongly encouraged.

The CSBG program coordinates its services with the Head Start program. The males meet monthly to work on projects, training events and activities. Listed below is an ongoing list of neighborhood based programs that agency takes part in:

1. CSBG has made a special effort to refer our families to Consumer Credit Counseling
2. Adopt-A-Family (Christmas project for Head Start families)
3. Referrals to the Greater Kinston Credit Union for home ownership, car and credit counseling.
4. Partner with the NC Rural Fund for Development for housing and budgeting and job readiness workshops
5. The Nutrition Coordinator has implemented a wellness program for staff
6. Attend the NC Fatherhood Conference
7. Relationship building with interfaith groups and other community groups
8. Real Men of Head Start is a Head Start classroom volunteer initiative that recognizes fathers with the most volunteer hours each month.

<p>ROMA Goal 5 and 6 Agencies increase their capacity to achieve results; Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other support systems</p>	<p>DHHS Excels-Goals 1 and 5 Manage resources that provide an elevated level of effective and efficient delivery of services and programs to North Carolinians; Provide services and protection to individuals and families experiencing serious health and safety needs who are not at least temporarily, able to assist themselves.</p>
--	--

7. Describe activities that your agency has undertaken or plans to undertake, on an emergency basis, for the provision of such supplies and services, nutritious foods, and related services, as may be necessary to counteract conditions of starvation and malnutrition among low-income individuals.

Greene Lamp will coordinate with the Salvation Army for food, clothes, and utility cost; ICOR for utilities and food; and with Interfaith for the residents of Greene County. The agency will also coordinate with local churches in the two-county area that provide food through the Food Bank of NC. The Head Start program provides emergency food to their families when other agencies can't assist. The Greene Lamp offices have boxes placed in each office during Christmas for the staff to help with needy families while Fathers R Us donated food to their Head Start families.

Staff participates in Adopt-A-Family to ensure that Head Start children have gifts on Christmas Day. The Nutrition Coordinator has implemented a wellness program for staff. Greene Lamp CSBG staff has joined with Common Ground, a new non-profit agency to promote community gardening in the Greene and Lenoir counties. The goal of Common Ground is reconnecting people with nature and agricultural tradition to help revitalize our rural economy and create healthier, more sustainable community.

8. Describe how your agency will coordinate the provision of employment and training activities with entities providing activities through statewide and local workforce investment systems under the Workforce Investment Act of 1998.

Greene lamp participates in many organizations, councils, and committees designed to coordinate agency services. Area service providers are aware of Greene lamp's programs and use our services to fill in the gaps while our staff is very knowledgeable of other programs and referrals as well. Greene Lamp contracts directly with the Workforce Development Board under the Workforce Investment Act for the Youth program.

The agency is also an active partner with the JobLink centers in Greene and Lenoir counties. It which allows access to many other services and coordination of activities with agencies such as: Workforce Solutions (WFS), Telamon, Job Corps, DSS Work First, Dislocated Worker under WIA, Head Start for day care and also their mentoring program which targets vulnerable youth to assist with a child. Foster Grandparents donate hours to Head Start by allowing seniors 55 and older to work with children in the classroom. Referrals will be made to all programs in the community to leverage our dollars and avoid duplication of services.

<p>ROMA Goal 4 and 6 Partnerships among supporters and providers of services to low-income people are achieved; Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other support systems</p>	<p>DHHS Excels-Goal 5 Provide services and protection to individuals and families experiencing serious health and safety needs who are not, at least temporarily, able to assist themselves.</p>
--	---

9. Describe how your agency will ensure coordination with the emergency energy crisis intervention program under title XXVI (relating to low-income home energy assistance).

Greene Lamp will make referrals for energy assistance to the Department of Social Services LIEAP Program. The CSBG Director attends the LIEAP meetings at the Department of Social Services. Guidelines are given to each agency to distribute to families they serve. Wages in Goldsboro, NC who is our sister agency, operates the Weatherization Program for Greene and Lenoir Counties. The Salvation Army, ICOR, and Interfaith also accept referrals from Greene Lamp. By utilizing referrals, we are able to avoid duplication of services to families.

**Community Services Block Grant Program
Fiscal Year 2013-14 Application for Funding
Planning Process Narrative (continued)**

<p>ROMA Goals 4 and 5 Partnerships among supporters and providers of services to low-income people are achieved; Agencies increase their capacity to achieve results</p>	<p>DHHS Excels-Goals 1 and 2 Manage resources that provide an elevated level of effective and efficient delivery of services and programs to North Carolinians; Expand understanding and use of information to enhance the health and safety of North Carolinians</p>
--	---

10. Describe the needs of low-income youth and your agency's efforts to promote increased community coordination and collaboration in meeting the needs of low-income youth.

Greene Lamp wrote the Workforce Investment Act (WIA) Out-of-School Youth Program grant and was awarded the grant. The program also received ARRA funds to operate a Summer Youth Program. WIA targets low-income youth between the ages of 16 -21 who have dropped out of school. The goal of the program is to empower the youth to achieve self-sufficiency and long-term employment through education, training, leadership, develop skills and work experience. Our CSBG Program accepts referrals from the WIA Youth as well as the Head Start program. Our area youth are in need of education to include attainment of a high school diploma, equivalency and/or occupational training classes, leadership skills, job training, work experience and mentoring.

Greene Lamp is the service provider for Greene County youth. Referrals are sent to Lenoir Community College WIA Out-Of-School Youth Program in Lenoir County. Our Agency will coordinate and establish linkages with the local Job link Career Centers, local justice and law enforcement officers and collaborate with Lenoir and Greene County Department of Social Services, Public Housing Authority, Community Colleges and other youth initiatives, including those that service homeless youth and other public and private initiatives. We will also establish linkage with public transportation, Head Start, The Boys and Girls Club of Kinston, Kinston Credit Union, North Carolina Rural Fund for Development and Faith-based organizations. The WIA Youth Director attends the WIA board meetings and there are youth participants that also serves on the board. The Executive Director serves on the Eastern Carolina Workforce Development Board.

<p>ROMA Goals 1 and 5 Low-income People Become More Self-Sufficient; Agencies increase their capacity to achieve results</p>	<p>DHHS Excels-Goal 1 Manage resources that provide an elevated level of effective and efficient delivery of services and programs to North Carolinians.</p>
--	--

11. Describe activities that your agency has undertaken or plans to undertake to establish a pool of unrestricted funds to further the agency's mission and reduce dependency on government funding.

- a. Funds to support services for low-income persons:
Greene Lamp has sought funding from private philanthropic organizations, attempted to develop housing which would give us a stream of funding from the rentals, sold doughnuts, sold chicken plates, and raffled off items. We will continue to seek funding from private sources and to develop housing. We are currently exploring the possibilities of internet fund raising through our website, or a foundation.
- b. Funds to support the overall agency:
In the past, we received a small grant from the Reynolds Foundation to operate Operation Clear Program in the coordination with our WIA youth program.

<p>ROMA Goal 2, 4 and 6 Low income People Become More Self-Sufficient; Partnerships among supporters and providers of services to low-income people are achieved; Low-income people, especially vulnerable populations, achieve their potential by strengthening family and other support systems</p>	<p>DHHS Excels-Goals 1 and 3 Manage resources that provide an elevated level of effective and efficient delivery of services and programs to North Carolinians; Offer outreach and services to individuals and families identified as being at risk of compromised health and safety.</p>
---	--

12. Describe your agency’s method for informing custodial parents in single-parent families that participate in CSBG programming about the availability of child support services. In addition, describe your method for referring eligible parents to the child support office[s].

CSBG Case Managers inform clients that in 1975, federal law required that all states establish programs to aid the establishment and collection of child support to ensure that both parents support their children. The North Carolina Child Support Enforcement program is administered by the North Carolina Department of Health and Human services, Division of Social Services. Information is offered in the areas of assistance through Child Support such as: location of non-custodial parents, paternity establishment for children born outside of marriage, establishment & enforcement of support obligations.

Clients are given information on the location, local telephone number and hours of operation of our local Department of Social Services. We inform our clients of the 1-800-NUMBER and the North Carolina child support website (www.ncchildsupport.com) to obtain more information on how to apply for services. Individual counseling is offered on the importance of having children’s needs met by both parents whether it’s the custodial or non custodial parent. Informational brochure on child support basics and how it works are available.

13. Does your agency calculate return on investment for your CSBG program? If so, please explain and give the calculation. N/A

**Community Service Block Grant Program
Fiscal Year 2013-14 Application for Funding
Form 210**

Agency Strategy for Eliminating Poverty

Planning Period: July 2013-June 30, 2014

Section I: Identification of the Problem (use additional sheets if necessary)

1. Give the Poverty Cause name, rank the poverty cause(s) and identify which ones(s) the agency will address. Lack of employment, education and skills to obtain employment and training and move families toward self-sufficiency.

Rank the poverty cause(s) and identify which one(s) the agency will address.

- Lack of employment
- Education and skills
- Training

2. Describe the poverty cause(s) in detail in the community with appropriate statistical data. Explain why the problem exists. Identify the segment of the population and give the number of people experiencing the problem. Explain how the persons are adversely affected.

Section II: Resource Analysis (use additional sheets if necessary)

3. Resources Available:

A. Agency Resources:

• Green County WIA (Out-of-School Youth)	29,881.00
• Head Start Extension	382,500.00
• Head Start (Green Lamp)	2,209,975.00
• Head Start 3 School	8,200.00
• WIA Summer Youth	106,183.00
• WIA (Out of School)	<u>342,007.00</u>
Total:	\$3,078,746.00

B. Community Resources:

• Green County Interfaith	90,000.00
• WIA LCC (Adult Program)	183,009.00
• WIA Dislocated Worker	169,128.00
• Century 21	200,000.00
• WIA Dropout (Lenoir County)	97,000.00
• Salvation Army	200,000.00
• ICOR	100,000.00
• Green County Family Literacy	<u>300,000.00</u>
Total:	\$1,339,137.00

4. Resources Needed

C. Agency Resources:

• Green Lamp WIA (Out-of-School Youth)	200,000.00
• Head Start Extension	2,000,000.00
• Head Start (Green Lamp)	3,000,000.00
• NC Pre-K	2,000,000.00
• Head Start 3 School	200,000.00
• WIA Summer Youth	300,000.00
• WIA (Out of School)	<u>300,000.00</u>
Total:	\$8,000,000.00

B. Community Resources:	
Greene County Interfaith	2,000,000.00
WIA LCC (Adult Program)	450,000.00
WIA Dislocated Worker	400,000.00
Century 21	200,000.00
WIA Dropout (Lenoir County)	625,000.00
Salvation Army	600,000.00
ICOR	500,000.00
Greene County Family Literacy	300,000.00
<hr/>	
Total:	\$5,075,000.00

Section III: Goal and Strategy

5. Long-Range Goal: To move 30 individuals/families above the poverty guidelines by June 30, 2014.
6. Strategies for Achieving Long-Range Goal:
 1. Develop and implement a program to provide services to 40 low income individuals/families to combat poverty.
 2. Collaborate with and provide referrals to other human service agencies in order to provide needed assistance such as training, job placement, day care and transportation.
 3. Coordinate with the WIA Out-of-School Youth Program, Dislocated Worker Program, Adult Program for education and training.
 4. Coordinate with Workforce Solution (WFS) and Job Link Center for job placement in Greene and Lenoir Counties.

**Community Services Block Grant Program
Fiscal Year 2013-14 Application for Funding
One-Year Work Program
Form 212**

Section I: Project Identification							
1. Project Name:	Self-Sufficiency						
2. Poverty Cause Name:	Lack of employment, education and skills to obtain employment and training and move families toward self-sufficiency						
3. Long-Range Goal:	To move 30 low-income families above the poverty guidelines by June 30, 2014						
4. Selected Strategy:	To provide 40 low income individuals/families with comprehensive services to alleviate poverty.						
5. Project Period:	July 1, 2013	To	June 30, 2014	Plan Year	3	of	3
6. CSBG Funds Requested for this Project:	\$225,590.00						
7. Total Number Expected to Be Served:	40						
a. Expected Number of New Clients	28						
b. Expected Number of Carryover Clients	12						
8. Number expected to be moved above Federal Poverty Guidelines this year (Self-Sufficiency Projects):							10
9. Percent of Long-Range Goal Expected to be Met this Year (For projects other than Self-Sufficiency):							N/A

Section II: One-Year CSBG Program Objective and Activities						
Activities	Position Title(s)	Implementation Schedule				
		First Quarter	Second Quarter	Third Quarter	Fourth Quarter	
Objective: To assist 40 low-income individuals/families with comprehensive services by June 30, 2014.	CSBG Director Case Managers Program Assistant	8 (12) carryovers 7/1/13 - 6/30/14	28 (8) 7/1/13 - 6/30/14	38 (10) 7/1/13 - 6/30/14	40 (2) 7/1/13 - 6/30/14	
Case Management is the provision of a client-centered approach in the delivery of services, designed to: a. To prepare and coordinate comprehensive service plans, such as service strategies, for participants to ensure access to necessary CSBG activities and supportive services, using where feasible, computer based technologies. b. To provide job and career counseling during program participation and after placement.	Case Managers	8 (12) carryovers	28 (8)	38 (10)	40 (2)	

**Community Services Block Grant Program
Fiscal Year 2013-14 Application for Funding
One-Year Work Program
Form 212 (continued)**

Section II: One-Year CSBG Program Objective and Activities (continued)						
Activities	Position Title(s)	Implementation Schedule				
		First Quarter	Second Quarter	Third Quarter	Fourth Quarter	
Activities						
Outreach and recruitment						
Recruit and identify 28 potentially eligible families and/or individuals for the CSBG program. Brochures, flyers, newspapers ads, referrals, telephone, e-mails, walk-ins, local Joblink centers and community network to make all efforts to inform potential participants of the services available through the program.	CSBG Director Case Managers Program Assistant	8 (12) carryovers 7/1/13 - 6/30/14	28 (8) 7/1/13 - 6/30/14	38 (10) 7/1/13 - 6/30/14	40 (2) 7/1/13 - 6/30/14	
A. Case Management						
Intake and Eligibility						
a. Prior to enrollment in the CSBG program, all applicants' must be income eligible according to the HHS Poverty Guidelines.	CSBG Director Case Managers	8 (12) carryovers	28 (8)	38 (10)	40 (2)	
b. Case Managers are responsible for reviewing the CSBG application to ensure that services are provided only to applicants who have been determined income eligible.	Case Managers Program Assistant	8 (12) carryovers	28 (8)	38 (10)	40 (2)	
c. Upon acceptance into the program, an individual file will be compiled for each participant that includes: application, income verification, case notes, and other documents.	Case Managers Program Assistant	8 (12) carryovers	28 (8)	38 (10)	40 (2)	
B. Guidance and Career Counseling						
a. Case managers will assist participants with their Action Plan outlining realistic immediate short and long term goals. The Action Plan also includes a projected target date to complete the goals sets.	Case Managers Program Assistant	8 (12) carryovers	28 (8)	38 (10)	40 (2)	
C. Orientation						
The CSBG Program will provide individual/group orientation to all CSBG participants to outline and detail the program. Handbooks will also be provided to the participants at orientation.	CSBG Director Case Managers Program Assistant	8 (12) carryovers	28 (8)	38 (10)	40 (2)	
D. Assessment						
The CSBG Program will provide an objective assessment for each eligible participant. This assessment provides the necessary foundation for the case manager in partnership with the participant. The assessment consists of the Choice Interest & Ability Profiler test to determine reading, math levels and career interest.	Case Managers Program Assistant	8 (12) carryovers	28 (8)	38 (10)	40 (2)	

<p>H. Agency/Community Collaboration</p> <p>a. Core and intensive services will be provided to participants through coordination with the local JobLink Center. Currently, Greene Lamp is a partner among many partners with the Job Link Center and Workforce Solutions. Case Managers co-late there.</p> <p>b. Schedule and attend meetings with existing community partners and organizations.</p> <p>c. Partner with advisory councils, community organizations and other groups on issues to obtain additional resources for Self-Sufficiency Project Participants.</p>	<p>CSBG Director Case Managers</p> <p>CSBG Director Case Managers Program Assistant</p> <p>CSBG Director Case Managers</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p>
---	--	--	--	--	--

**Community Services Block Grant Program
Fiscal Year 2013-14 Application for Funding
One-Year Work Program
Form 212 (continued)**

10. Use the tables below to enter your agency's projected outcome results (targets). The outcome measures will be included in the agency's CSBG contract.

All CSBG grantees operating self-sufficiency projects are required to complete Table 1. All CSBG grantees operating non self-sufficiency projects are required to enter applicable outcomes in the Table 2. If your agency operates more than one non self-sufficiency project, please add tables as needed. There should be one table of outcome measures per project.

Table 1 Outcome Measures for Self-Sufficiency Projects	
Project Name:	Expected to Achieve the Outcome in Reporting Period (Target)
Outcome Measures	
Number of persons served	40
The number of low-income families rising above the poverty level	10
The average change in annual income per participant family (in whole #'s)	\$17,100.00
The number of participants obtaining employment	12
The number of participants obtaining jobs with medical benefits	5
The participant average wage rate	\$8.25
The number of participants completing education/training programs	20
The number of participants securing standard housing	1
The number of participants provided emergency assistance	15

Table 2 Outcome Measures for Non Self-Sufficiency Projects	
Project Name:	Expected to Achieve the Outcome in Reporting Period (Target)
Outcome Measures	
Number of persons served	

**Community Services Block Grant Program
Fiscal Year 2013-14 Application for Funding
Monitoring, Assessment and Evaluation Plan**

1. Describe the role and responsibilities of the following in the assessment and evaluation of agency programs.
 - a. **Board of Directors:** The board meets bi-monthly carrying on agency business and includes assessments and evaluations. The executive committee meets as often as necessary to carry on agency business. The board and board committees have members that represent the population the agency serves. The Executive Director meets regularly with supervisory staff to review program reports and financial information. At regular board meetings staff present reports to the Board. Full staff meetings are held for in-depth studies and discussions, and through regular progress reports and discussion with the Board recommendations are made to the Board for approval.
 - b. **Low-Income Community:** Low income representatives serve on the Board in equal numbers with other groups. Appointments to committees provide that committee membership be divided equitably between interest groups. Every Board member's comments are taken with interest. Suggestions and recommendations are invited, and questions concerning on-going activities are answered. Board members involvement in learning about areas of interest is invited. Obtaining Board member expertise to enhance programs is desirable.
 - c. **Program Participants:** Each CSBG participant will be given a survey to complete once a year in accordance with ROMA to evaluate program goals, staff accessibility to training, supportive services, etc. Participants meet with their case managers monthly for input on the program and to discuss their needs as well. A participant's ability to meet their personal goals is an evaluation of the program also.

Others: All Greene Lamp programs are monitored by the funding agency to ensure the program meets their planned activities, goals, and objectives as stated in the grant agreement.

The Executive Director has a vital role in the operation and monitoring of the programs within the agency. The Executive Director uses the following procedures to monitor the Community Services Block Grant funds:

1. Holds regular staff meetings with Project Directors and staff.
2. Makes observations of the components on a daily basis.
3. Requires monthly statistical and financial reports that include planned and actual results.
4. Requires all forms of receipts/records and/or documentation to be approved by the administrative office.
5. Requires that any problem be reported to the Executive Director the day it occurs.
6. Assures that the funding agency receives required reports.

The Executive Director monitors the following administrative policies and procedures:

1. Personnel Administration (including civil rights compliance and Affirmative Action).
2. Financial administration and control
3. Property management and Procurement
4. Information/reporting system
5. General administration
6. Compliance with terms and conditions of the grant agreement

2. Describe how administrative policies and procedures are monitored by the Board of Directors. The Executive/Personnel Committee of the Board of Directors approves all changes – additions or deletions – of administrative policies and procedures. The Executive Director provides supporting documentation for each revision or addition of policy and procedure to be voted upon prior to each bi-monthly board meeting.

At the meeting, the Board discusses each change individually, asking questions and/or giving recommendations that will further clarify the purpose and intent of the change. Once approved, rejected, or tabled, the change is then presented to the full board for approval of the Executive Committee's actions.
3. Describe how the Board acts on monitoring, assessment and evaluation reports. The Board will receive, review, and accept reports on a regular basis. Each Board member will receive a complete copy of each monitoring report. When necessary, the Board will request change in procedures and/or establish policy. The Executive Director implements board policy
4. Describe the Board's procedure for conducting the agency self-evaluation. Evaluations are ongoing through regular bi-monthly reports to the Board from each program. Each report states the goal, objectives, and achievements of the program. Financial data is included in the bi-monthly report as well as a separate line-item expense report provided by the Finance Department for each program. Program Directors are present at the board meeting to answer any questions concerning their program.
5. Summarize the results of the Board's most recent self-evaluation. Describe how the information has been or will be used to develop the agency's next Strategy for Eliminating Poverty. Indicate when the next evaluation will begin and be completed.
Our Board's self-evaluation is scheduled for July 1, 2013. Completion date will be July 31, 2013.



**Community Services Block Grant [CSBG]
Documentation of Submission to County Commissioners**

Background: The North Carolina Administrative Code [10A NCAC 97C.0111 (b)(1)(A)] requires that each CSBG grant recipient submit its Community Anti-Poverty Plan [grant application] to each County Commissioner Board that it serves.

Instructions: This form is to be completed and notarized by the Clerk to the Board.

Agency Name: _____

County: _____

Date of Application Submission: _____

[Note: This application should be submitted to the County Commissioners at least thirty [30] days prior to application submission to the Office of Economic Opportunity [OEO]. The grant application is due OEO Friday, February 1, 2013.]

Clerk to the Board should initial all items below.

_____ The agency submitted a complete grant application for Commissioner review.

_____ The Clerk to the Board will be responsible for assuring that the application is distributed to the Commissioners.

_____ Commissioners' comments provided those to the agency. (If applicable)

Clerk to the Board

Date

Witness/Notary

Date



**Community Services Block Grant [CSBG]
Documentation of Submission to County Commissioners**

Background: The North Carolina Administrative Code [10A NCAC 97C.0111 (b)(1)(A)] requires that each CSBG grant recipient submit its Community Anti-Poverty Plan [grant application] to each County Commissioner Board that it serves.

Instructions: This form is to be completed and notarized by the Clerk to the Board.

Agency Name: _____

County: _____

Date of Application Submission: _____

[Note: This application should be submitted to the County Commissioners at least thirty [30] days prior to application submission to the Office of Economic Opportunity [OEO]. The grant application is due OEO Friday, February 1, 2013.]

Clerk to the Board should initial all items below.

_____ The agency submitted a complete grant application for Commissioner review.

_____ The Clerk to the Board will be responsible for assuring that the application is distributed to the Commissioners.

_____ Commissioners' comments provided those to the agency. (If applicable)

Clerk to the Board

Date

Witness/Notary

Date



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 2012

PERMITS ISSUED: 138

PERMITS VALUE: \$ 4,542,404

PERMIT FEES: \$ 21,764

SINGLE FAMILY DWELLINGS: 3

MOBILE HOMES: 8

COMMERCIAL: 5

ADDITIONS: 9

ELECTRICAL: 49

PLUMBING: 17

MECHANICAL: 30

OTHER: 17

TOTAL INSPECTIONS: 214

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

Printed: 12-05-2012

Designated period: 11/01/12 to 11/30/12] [Prior period: 11/01/11 to 11/30/11]

Code	Prms	Valuation	Fees Paid	Units	Prms	Valuation	Fees Paid	Units
NEW RES. HOUSEKEEPING - LENOIR COUNTY								
* Single Family Houses Detached	101B	2	365,000.00	788.00	2	330,000.00	616.00	2
* Single Family Houses Attached	102B		.00	.00	0	.00	.00	0
* 2 Family Building	103B		.00	.00	0	.00	.00	0
* 3 and 4 Family Buildings	104B		.00	.00	0	.00	.00	0
* 5 or More Family Buildings	105B		.00	.00	0	.00	.00	0
* TOTAL INFORMATION 101-105	109B		.00	.00	0	.00	.00	0
NEW RESIDENTIAL NON-HOUSEKEEPING BL:								
* Hotels, Motels & Tourist Cabins ..	213B		.00	.00	0	.00	.00	0
* Other Non-Housekeeping Shelter ...	214B		.00	.00	0	.00	.00	0

NEW NON-RESIDENTIAL BUILDINGS:

* Amusement, Social, & Recreational	318B		.00	.00	0	.00	.00	0
* Churches & Other Religious	319B		.00	.00	0	.00	.00	0
* Industrial	320B	2	2,825,000.00	9,124.00	2	253,000.00	735.00	1
* Prkn Garages (Blds & Open Decked)	321B		.00	.00	0	17,000.00	100.00	1
* Service Stations & Repair Garages	322B		.00	.00	0	.00	.00	0
* Hospitals & Institutional	323B		.00	.00	0	.00	.00	0
* Offices, Banks, & Professional ...	324B		.00	.00	0	.00	.00	0
* Public Works & Utilities	325B		.00	.00	0	.00	.00	0
* Schools & Other Educational	326B		.00	.00	0	.00	.00	0
* Stores & Customer Services	327B		.00	.00	0	.00	.00	0
* Other Non-Residential Bldgs	328B	3	75,000.00	750.00	3	305,000.00	500.00	1
* Structures Other than Buildings ...	329B		.00	.00	0	.00	.00	0

ADDITIONS, ALTERATIONS, & CONVERSION

* Residential	434B	8	420,533.00	1,197.00	8	66,840.00	368.00	5
* Non-Residential & Non-Housekeeping	437B		.00	.00	0	22,800.00	260.00	2
* Adds of Res. CP/Garages(Atch/Detc)	438B	1	29,724.00	130.00	1	.00	.00	0

DEMOLITIONS AND RAZING OF BUILDINGS:

* Single Family Houses (Atch/Detach)	645B		.00	.00	0	.00	.00	0
* 2 Family Buildings	646B		.00	.00	0	.00	.00	0
* 3 & 4 Family Buildings	647B		.00	.00	0	.00	.00	0
* 5 or More Family Buildings	648B		.00	.00	0	.00	.00	0
* All Other Buildings and Structures	649B		.00	.00	0	.00	.00	0

TOTALS FOR PERMITS THIS PAGE	16	3,715,257.00	11,989.00	16	12	994,640.00	2,579.00	12
------------------------------	----	--------------	-----------	----	----	------------	----------	----

Printed: 12-05-2012

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

Designated period:	11/01/12 to 11/30/12				11/01/11 to 11/30/11			
	Code Prms	Valuation	Fees Paid	Units	Prms	Valuation	Fees Paid	Units
MOBILE/MODULAR OFFICE/CLASSROOM	740B	.00	.00	0	0	.00	.00	0
*MOBILE OFFICE	750B	.00	.00	0	0	.00	.00	0
*MODULAR CLASSROOM	730B	.00	.00	0	0	.00	.00	0
ELECT./PLUMB/HEAT/A/C/INS/TEMP POLE:								
*ELECTRICAL	800B	330,455.00	4,356.00	48	70	177,241.00	4,799.00	70
*PLUMBING	810B	17,300.00	850.00	17	22	21,750.00	1,150.00	22
*HEATING/ AIR CONDITIONING	820B	94,475.00	1,587.00	29	42	196,675.00	2,342.00	42
*INSULATION	830B	20,300.00	301.00	6	4	5,588.00	200.00	4
*TEMPORARY POLE	840B	750.00	50.00	1	4	2,000.00	200.00	4
RESIDENTIAL ACCESSORY STRUCTURES								
*STORAGE/PORCHES/PATIOS/DECKS	900B	8,500.00	120.00	1	0	.00	.00	0
MISCELLANEOUS:								
*CHANGE OF OCCUPANCY	910B	.00	.00	0	0	.00	.00	0
*INSPECT DWELLING	920B	.00	.00	0	2	7,500.00	50.00	1
*TENTS	930B	.00	.00	0	0	.00	.00	0
*SATELLITE DISH	940B	.00	.00	0	0	.00	.00	0
*AWNING	950B	.00	.00	0	0	.00	.00	0
*EXTRA INSPECTIONS	960B	3,175.00	385.00	7	5	81,500.00	190.00	5
*FIRE PROTECTION SPRINKLER SYSTEM	966B	40,000.00	768.00	1	1	238,000.00	595.00	1
*MOVING DWELLING ONLY	970B	.00	.00	0	0	.00	.00	0
*SIGN	980B	.00	.00	0	0	.00	.00	0
*FIREWORKS	985B	.00	.00	0	0	.00	.00	0
*SWIMMING POOL	990B	.00	.00	0	0	.00	.00	0
*TANKS	995B	.00	.00	0	0	.00	.00	0
MOBILE HOMES								
*SINGLE WIDE MOBILE HOME	700B	74,400.00	600.00	6	10	146,279.00	1,000.00	10
*DOUBLE WIDE MOBILE HOME	710B	37,657.00	250.00	2	7	851,399.00	875.00	7
*MODULAR HOME	720B	185,000.00	458.00	1	1	80,000.00	275.00	1

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

TOTAL FOR ALL PERMITS IN THE PERIOD

137	4,527,269.00	21,714.00	135	180	2,802,572.00	14,255.00	179
1	15,135.00	50.00	1	1	5,000.00	60.00	1
138	4,542,404.00	21,764.00	136	181	2,807,572.00	14,315.00	180

This Report was printed on Wednesday, December 05, 2012

Item Totals for Inspector ID

Lenoir County

GO 92
 GO DR 6
 GO CON 1
 GOVWDR 5
 VM 109
 VM/DR 1

214 Entries for Inspector ID

- STATISTICAL REPORT -

#ACTIVITIES	<----- Inspections ----->				-----> Re-Inspections ----->				Based On # Activities
	INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	
214	184	159	25	30	26	4	29		
%INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	RE-INSPECTIONS REQUIRED		
	86	86	14	14	87	13	14		

LENOIR COUNTY
FINANCIAL PERFORMANCE SUMMARY-2012-13
NOVEMBER 30, 2012

REVENUES

41.67%

DESCRIPTION	BUDGET FOR YEAR	REVENUES TO DATE	REMAINING BALANCE	% REC'D
GENERAL FUND:				
Health Department	1,819,005	949,261	869,744	52.19%
Public Assistance (DSS)	9,414,136	3,400,468	6,013,668	36.12%
Property Taxes	31,865,940	12,978,282	18,887,658	40.73%
Sales Taxes	5,650,000	1,194,897	4,455,103	21.15%
Other General	15,091,373	5,749,695	9,341,678	38.10%
TOTAL GENERAL	63,840,454	24,272,603	39,567,851	38.02%
OTHER FUNDS:				
Employee Insurance	3,905,000	1,479,392	2,425,608	37.88%
Vehicle Replacement	0	5,880	-5,880	0.00%
Fed Seized Property	68,370	22,963	45,407	33.59%
State Controlled Substance	24,000	1,731	22,269	7.21%
School Capital Fund	2,404,067	282,559	2,121,508	11.75%
Transportation Fund	1,366,649	453,855	912,794	33.21%
Scrap Tire Disposal	135,000	37,798	97,202	28.00%
Emergency Telephone	359,451	119,817	239,634	33.33%
Revaluation Fund	54,384	0	54,384	0.00%
Automation-Preservation Fnd	144,000	9,362	134,638	6.50%
MSW Landfill-Debt Service	0	14	-14	
Capital Improve Fund	4,908,580	87,221	4,821,359	1.78%
Solid Waste Management	3,419,089	1,702,368	1,716,721	49.79%
Trust and Agency Fund:				
Smart Start Program	101,723	22,904	78,819	22.52%
Fire Districts	1,336,101	490,983	845,118	36.75%
TOTAL OTHER FUNDS	18,226,414	4,716,847	13,509,567	25.88%
GRAND TOTAL	82,066,868	28,989,450	53,077,418	35.32%

Project Based Revenues:	BUDGET	TO DATE	REMAINING	% REC
SCHOOL CONSTRUCTION FUND	72,623,867	72,623,867	0	100.00%
CAPITAL PROJECTS FUND	36,055,617	28,674,461	7,381,156	79.53%
CDBG RELATED PROJECTS	3,588,688	2,781,001	807,687	77.49%
Total Project Based	112,268,172	104,079,329	8,188,843	

* **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
SCHOOL CONSTRUCTION FUND	72,623,867	72,623,867	0	0
CAPITAL PROJECTS FUND	36,055,617	27,100,798	110,882	8,843,937
CDBG RELATED PROJECTS	3,588,688	2,781,001	0	807,687
Total Project Based	112,268,172	102,505,666	110,882	9,651,624

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

LEONOR COUNTY
FINANCIAL PERFORMANCE SUMMARY - 2012-13
NOVEMBER 30, 2012

EXPENDITURES

41.67%

DESCRIPTION	BUDGET FOR YEAR	EXPENDITURES TO DATE	ENCUMBRANCE	UNENCUMBERED BALANCE	% EXPEND/ENCUMBR
GENERAL FUND:					
Governing Body	227,557	106,560	0	120,997	46.8%
County Manager	272,984	112,989	0	159,995	41.4%
Finance	198,801	82,134	0	116,667	41.3%
Human Resources	231,611	82,078	0	149,533	35.4%
Tax Office	810,610	312,863	8,270	489,477	39.6%
Legal	62,500	9,375		53,125	15.0%
Court Facility	595,887	136,279	75,112	384,496	35.5%
Elections	343,572	166,736	15,359	161,477	53.0%
Register of Deeds	289,960	132,767	22,505	134,688	53.5%
Non-Departmental	1,045,069	733,674		311,395	70.2%
Process Funds	949,487	329,056	500	619,931	34.7%
Outside Agencies	129,500	36,369		93,131	28.1%
Management Info Systems	934,842	469,933	48,671	416,238	55.5%
Public Buildings	592,187	175,722	33,627	382,838	35.4%
Sheriff	4,559,791	1,818,527	106,789	2,634,475	42.2%
Sheriff - Civil Process	35,525	0	0	35,525	0.0%
Central Communications	1,243,640	541,633	17,146	684,861	44.9%
Jail	3,380,276	1,478,409	591,220	1,310,647	61.2%
Emergency Management	384,474	157,681	16,724	210,069	45.4%
Emergency Medical Services	3,764,116	1,532,609	223,262	2,008,245	46.6%
Non-Emergency Services	349,213	131,291	23,680	194,242	44.4%
Fire Protection	48,340	20,142		28,198	41.7%
Inspections	215,631	85,815	901	128,915	40.2%
Medical Examiner	40,000	11,320		28,680	28.3%
Economic Development	319,014	99,167	3,869	215,978	32.3%
Veterans Service Office	33,241	8,995	319	23,927	28.0%
Cooperative Extension	391,949	127,029	12,792	252,128	35.7%
JCPC - Parenting Matters	35,194	11,989		23,205	34.1%
Cooperative Ext-Grants	122,374	20,921	1,414	100,039	0.0%
Soil Conservation	121,047	47,614		73,433	39.3%
Health Department	3,820,187	1,376,615	124,506	2,319,066	39.3%
BioTerrorism - Health	48,808	16,794	199	31,815	34.8%
M. Health Department	245,715	102,381		143,334	41.7%
CJPP - Day Reporting Center	0			0	0.0%
Public Assistance (DSS)	13,591,661	4,821,258	319,047	8,451,356	37.8%
Education	9,900,000	4,125,000		5,775,000	41.7%
Community College	2,235,000	931,250		1,303,750	41.7%
Cultural	751,579	313,158		438,421	41.7%
Recreation	799,000	266,333		532,667	33.3%
Debt Service	8,215,513	3,310,688		4,904,825	40.3%
Transfer to Other Funds	2,454,599			2,454,599	0.0%
Contingency	50,000	0		50,000	0.0%
TOTAL GENERAL	63,840,454	24,243,154	1,645,912	37,951,388	40.6%
OTHER FUNDS:					
Employee Insurance Fund	3,905,000	1,352,637		2,552,363	34.6%
Vehicle Replacement Fund	0			0	0.0%
Fed Seized Property Fund	68,370	1,921	16,384	50,065	26.8%
State Controlled Substance Fund	24,000		4,000	20,000	16.7%
School Capital Fund	2,404,067	2,217,704		186,363	92.2%
Transportation Fund	1,366,649	386,811	185,815	794,023	41.9%
Scrap Tire Disposal Fund	135,000	46,586		88,414	34.5%
Emergency Telephone Fund	359,451	147,476	100,062	111,913	68.9%
Revaluation Fund	54,384	20,539		33,845	37.8%
Automation-Preservation Fund	144,000	94,057	24,796	25,147	82.5%
MSW Landfill-Debt Service	0			0	
Capital Improvements Fund	4,908,580	2,838,839	4,625	2,065,116	57.9%
Solid Waste Management	3,419,089	981,539	82,591	2,354,959	31.1%
Trust & Agency Fund					
Family & Caregiver-Smart Start	101,723	32,019	0	69,704	31.5%
Fire Districts	1,336,101	312,750	0	1,023,351	23.4%
TOTAL OTHER FUNDS	18,226,414	8,432,878	418,273	9,375,263	48.6%
GRAND TOTAL	82,066,868	32,676,032	2,064,185	47,326,651	42.3%

MINUTES—CLOSED SESSION**LENOIR COUNTY BOARD OF COMMISSIONERS****October 1, 2012**

Upon a motion by Ms. Sutton and a second by Mr. Daughety, and unanimous approval, closed session was entered at approximately 10:10 a.m. and the following cited: Number five (5) To establish or instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price or other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other materials terms of an employment contract or proposed employment contract.

Members present: Chairman George Graham, Vice-Chairman Reuben Davis and Commissioners, J. Mac Daughety, Tommy Pharo, Linda Rouse-Sutton and Eric Rouse

Members absent: Jackie Brown

Also present were: Michael W. Jarman, County Manager, Tommy Hollowell, Assistant County Manager, Ms. Martha Martin, Finance Officer, Robert W. Griffin, County Attorney, and Clevette Roberts, Interim Clerk to the Board.

Mr. Jarman stated the County would like to continue to have an Elks Lodge. Mr. Jarman stated the owner of the Elks Lodge would like to sell the building. Mr. Jarman stated if the building is sold, the building may be demolished and utilized as a parking lot. Mr. Jarman stated the house that the MIS Department once utilized, may be a potential place to relocate the Elks Lodge. Mr. Jarman stated if the house remains vacant; it may be demolished and used as a parking lot for the Department of Social Services. Mr. Jarman stated the IRS currently has the building behind the courthouse located on McLewan Street for auction. Mr. Jarman stated at this point no other information has been provided.

Ms. Sutton mentioned per discussion with Dr. Brantley Briley at the Lenoir Community College Trustee Board Meeting, it was stated the Emergency Medical Services Training site at Lenoir Community College may be relocating to Greene County. Mr. Daughety stated he received a call regarding the Emergency Medical Services Training site's possible relocation. Mr. Jarman stated the Emergency Medical Services Training site may be moved to the Greene County site, due to the inadequate classroom space at Lenoir Community College. Mr. Graham stated he was not made aware of the possible changes taking place at Lenoir Community College. Ms. Sutton stated if a commissioner receives a call from a board he/she is not appointed on; she encourages all commissioners to please give a courtesy call to the commissioner that sits on that particular board.

Ms. Sutton stated there is a need to have a list of boards and committees that each Commissioner is a member of. The list of board and committees should be posted on the County's website.

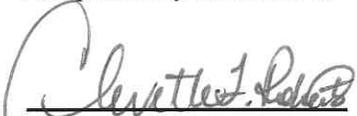
Mr. Pope stated he has been invited to Lenoir Community College at 10 a.m. on Wednesday, October 3, 2012 to discuss grant funding. Mr. Pope stated there has been discussion regarding swapping properties near Smithfield Way. Mr. Rouse inquired who will pay for the property? Mr. Pope stated the swapping has to be even and if it is not an even swap the difference has to be paid before acquiring the property. Mr. Daughety stated the initial goal is to swap properties. Upon a motion by Mr. Daughety and a second by Ms. Sutton; the Board moved out of closed session at approximately 10:50 a.m.

OPENED SESSION

Mr. Graham stated during closed session, there was discussion about land purchase options and no decision was made.

Mr. Graham adjourned the meeting at 10:56 a.m.

Respectfully submitted,


Clevette F. Roberts
Interim Clerk to the Board

Reviewed By


Michael W. Jarman
County Manager

MINUTES--CLOSED SESSION

LENOIR COUNTY BOARD OF COMMISSIONERS

October 15, 2012

The Lenoir County Board of Commissioners reconvened at 4:30 p.m. on Monday, October 15, 2012 in the Board of Commissioners Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC to discuss land options.

Members Present: Chairman George Graham, Vice-Chairman Reuben Davis and Commissioners; Jackie Brown, Tommy Pharo, Mac Daughety, Linda Rouse Sutton, and Eric Rouse.

Members Absent: None

Also present were: Michael W. Jarman, County Manager, Tommy Hollowell, Assistant County Manager, Martha Martin, Finance Officer, and Robert Griffin, County Attorney.

Chairman George Graham called the meeting to order at approximately 4:30 p.m.

Upon a motion by Ms. Sutton and a second by Mr. Davis, and unanimous approval, closed session was entered at approximately 9:41 a.m. and the following cited: Number five (5) To establish or instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price or other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other materials terms of an employment contract or proposed employment contract.

The Board discussed the property located at 103 McLewean Street which is being offered for sale by the IRS. After much discussion the Board directed the County Attorney to prepare a title search on the Philson Property located at 103 McLewean Street and report the findings to the Board at their October 22, 2012 meeting. Upon a motion by Ms. Sutton and a second by Mr. Davis; the Board moved out of closed session at approximately 5:14 p.m.

OPEN SESSION

Mr. Graham stated during closed session, there was discussion about land options and no decision was made.

Mr. Graham adjourned the meeting at 5:14 p.m.

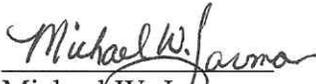
Respectfully submitted,

Reviewed By

Respectfully submitted,

Martha Martin
Finance Director

Reviewed By


Michael W. Jarman
County Manager

MINUTES--CLOSED SESSION

LENOIR COUNTY BOARD OF COMMISSIONERS

October 22, 2012

The Lenoir County Board of Commissioners reconvened at 9:00 a.m. on Monday, October 22, 2012 in the Board of Commissioners Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC to discuss land options.

Members Present: Vice-Chairman Reuben Davis and Commissioners, Jackie Brown, Mac Daughety, Linda Rouse Sutton, and Eric Rouse.

Members Absent: Chairman George Graham and Tommy Pharo.

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

Vice Chairman Reuben Davis called the meeting to order at approximately 9:41 a.m.

Upon a motion by Ms. Sutton and a second by Mr. Daughety, and unanimous approval, closed session was entered at approximately 9:41 a.m. and the following cited: Number five (5) To establish or instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price or other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other materials terms of an employment contract or proposed employment contract

Mr. Griffin stated \$80,000 will cover the total cost of the property adjacent to the new jail that has been seized for nonpayment of Internal Revenue taxes due from Philsons Personal Care Associates. The property is located at 103 McLewean Street, Kinston, NC 28501. The structure is a brick building exterior on a concrete slab, 4095 sq. ft. with a flat roof. The property's intended use is for commercial offices. Mr. Griffin stated the IRS has established a minimum bid at the public auction sale on October 29, 2012 of \$33,224.93. Based on his title search Mr. Griffin found two judgments which may come ahead of the IRS liens: One is a judgment docketed June 20, 2005 against Philson Personal Care in favor of The Willows for \$299.00 plus interest and costs. The second is a judgment docketed November 26, 2007 against Clarence Philson d/b/a Philson Personal Care in favor of Capitol City Insurance Company in Columbia, South Carolina for \$31,480.00 plus \$12,329.81 interest through October 17, 2012 and \$110.00 court costs for a total of \$43,919.81. Mr. Griffin stated that it is questionable whether that is a lien against the property because it was filed against Clarence Philson personally, doing business

as Philson Personal Care and not against the owner of property which was the corporation Philson's Personal Care Associates, Inc. If Lenoir County was the high bidder on the property and the judgment holder attempted to force the county to pay the Capitol City Insurance Company judgment, Mr. Griffin encouraged the Board to deny payment and question the lien on the seized property. Both judgments will expire ten years from the date they were docketed, if they are not collected before then.

Mr. Davis suggested the County bid on the property in the amount of the minimum IRS bid of \$33,225.00 with authority to bid up to \$56,000 if there are competing bidders. Mr. Jarman stated the building may be used as office space for Department of Social Services. Mr. Rouse inquired if the money was set aside for the jail or for Courthouse Square? Mr. Jarman stated that this money would be part of the \$180,000 budgeted for land acquisition for the new jail. The new jail has been built with kitchen and laundry facilities to allow a doubling of jail capacity in the future. At such time as this became necessary, the Philson property along with the recently acquired Jackson property, would be the site of the future jail expansion. Mr. Rouse suggested the County utilize the funds towards the \$2.2 million shortfall rather than purchasing this property, and Mr. Daughety agreed. Upon a motion by Ms. Sutton and a second by Ms. Brown, the Board authorized the County Manager to bid up to \$56,000 for the property, with Mr. Rouse and Mr. Daughety dissenting. Upon a motion by Mr. Daughety and a second by Ms. Sutton; the Board moved out of closed session at approximately 10:05 a.m.

AMENDMENTS:

MOVED Sutton SECOND Brown

APPROVED X DENIED _____ UNANIMOUS _____

YEA VOTES: Brown Yes Davis Yes Graham _____ Daughety No
Pharo _____ Rouse No Sutton Yes

OPEN SESSION

Mr. Davis stated the Board voted in closed session to make an offer on a piece of property which is scheduled for sale. Mr. Davis stated details will be made public when the closed session minutes are released after the sale.

Mr. Davis adjourned the meeting at 10:56 a.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Clevette F. Roberts", written over a horizontal line.

Clevette F. Roberts
Interim Clerk to the Board

Reviewed By

A handwritten signature in cursive script, appearing to read "Michael W. Jarman", written over a horizontal line.

Michael W. Jarman
County Manager

MINUTES

LENOIR COUNTY BOARD OF COMMISSIONERS

December 3, 2012

The Lenoir County Board of Commissioners met in open session at 9:00 a.m. on Monday, December 3, 2012 in the Board of Commissioners Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

Members Present: Chairman George Graham, Vice-Chairman Reuben Davis and Commissioners, Mac Daughety, Linda Rouse Sutton, Jackie Brown, Craig Hill, and Eric Rouse

Members Absent: None

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

Chairman Graham called the meeting to order at approximately 9:05 a.m. Reverend Howard Johnson, Jr. offered the invocation and Mr. Graham 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:

Craig Hill

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

*Jackie Brown
Reuben Davis
Linda Rouse-Sutton*

Administration of Oaths of Office: Register of Deeds: By the Clerk of Court, Ms. Dawn Stroud:

Pam Rich

Election of Chairman

Attorney Robert W. Griffin

Ms. Brown nominated Mr. Reuben J. Davis; there was no opposition to the nomination and no further nominees; Mr. Davis was named Chairman by unanimous approval by the Board – One Year Term.

Election of Vice-Chairman

Attorney Robert W. Griffin

Mr. Graham nominated Ms. Jackie Brown; there was no opposition to the nomination and no other nominees; Ms. Brown was named Vice-Chairman by unanimous approval by the Board – One Year Term.

PUBLIC INFORMATION

Dr. Lonnie Blizzard, Historian of the Historical Preservation Group, stated he has studied the Civil War for several years. Dr. Blizzard stated the first Battle of Kinston took place on December 13 and 14, 1862. Dr. Blizzard stated Thursday, December 13, 2012, will be the 150th Anniversary of the first Battle of Kinston. Dr. Blizzard in conjunction with Lucy Marston, Lenoir County Tourism Development Director, will present a Power Point presentation of the first Battle of Kinston to the public on Thursday, December 13, 2012, at 3:00 p.m., at the Kinston-Lenoir County Visitor & Information Center. Dr. Blizzard stated a narrated bus tour of the battlefield will be held on Friday, December 14, 2012 at 1:00 p.m. Dr. Blizzard stated there will be a nominal fee for the narrated bus tour. Dr. Blizzard stated the number of visitors to the Kinston-Lenoir County Visitor & Information Center has grown significantly throughout the years. Dr. Blizzard stated after the bus tour was posted on the Chamber of Commerce's website, he received a call from Mr. Peck of Connecticut, whose great grandfather served in the Civil War in the 10th Connecticut Regimen. Mr. Peck will be attending the events held on December 13 and 14, 2012.

Mark Pope, Economic Development Director, stated a dedication will be held at the Veteran's Nursing Home on December 11, 2012 at 1:00 p.m. Mr. Pope stated N.C. Commerce Secretary Keith Crisco, announced the county tier designations for 2013. The designations, which are mandated by state law, determine a variety of state funding opportunities to assist in economic development. Mr. Pope stated Lenoir County remained a Tier 1 county.

ITEMS FROM THE CHAIRMAN/COMMISSIONERS

Mr. Daughety expressed thanks to Bruce & Becky Rose, Mayor and First Lady of Wilson, and Reverend Howard Johnson, Jr. for attending the Board of Commissioners Meeting.

Ms. Sutton commended Maxine Cooper and Jackie Brown for their appointments on the Greene Lamp Advisory Board. Ms. Sutton stated funds were allotted to Lenoir and Greene County for the Pre-Kindergarten slots, however, the funds were returned to the State. Ms. Sutton stated the counties are working diligently to save the funds returned to the State. Ms. Sutton commended Lenoir Community College's Trustees on a job well done. Ms. Sutton stated 5,280 citizens have received their Career Readiness Certificates from Lenoir Community College. Ms. Sutton stated there will be a new digital sign placed at Lenoir Community College.

Mr. Daughety commended the Town of Pink Hill and LaGrange for a job well done at their Christmas Parades.

ITEMS FROM THE COUNTY MANAGER

Mr. Jarman stated the County Commissioners Employee Appreciation Luncheon will be on Friday, December 14, 2012 at King's Restaurant at 11:30 a.m. Mr. Jarman stated the County Commissioners Christmas Dinner will be on Monday, December 17, 2012 at the Baron Beef at 6:00 p.m.

Mr. Jarman stated a new photo will be taken of the Board of Commissioners in January 2013, once George W. Graham, Jr.'s seat has been filled.

CONSENT AGENDA: 10Min.

ACTION

3. Approval of Minutes: Regular Board Meeting: November 19, 2012 Roberts/Jarman
4. Resolution Approving the Releases and Refunds to the Individuals Listed Herein.
5. Budget Ordinance Amendment: Tax Department: \$18.00: Increase.

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

PUBLIC HEARING: 5 MIN.

Item No. 6 was a Public Hearing on Proposed Lenoir County Community Transportation Program Application. Upon a motion by Ms. Brown and a second by Mr. Daughety, the Public Hearing was opened at 9:25 a.m. Mr. Chris Harper, Transit Director, stated the Community Transportation Program provides assistance to coordinate existing transportation programs operating in Lenoir County as well as provides transportation options and services for the communities within the service area. These services are currently provided using Demand Response, Subscription, and Deviated Fixed Routes. Mr. Harper stated services are rendered by Lenoir County Transit. Mr. Harper stated the purpose of the transportation funds is to provide grant monies to local agencies for the provision of rural public transportation services consistent with the policy requirements for planning, community and agency involvement, service design, service alternatives, training and conference participation, reporting and other requirements. The Public Hearing was closed.

Item No. 6A was a Resolution Approving the Community Transportation Program Grant Application for FY: 2013-2014. Mr. Chris Harper, Transit Director, stated Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds. Mr. Harper stated the North Carolina Department of Transportation will apply for a grant from the US Department of Transportation, Federal Transit Administration and receives funds from the North Carolina General Assembly to provide assistance for rural public transportation projects. Mr. Harper stated the purpose of these transportation funds is to provide grant monies to local agencies for the provision of rural public transportation services consistent with the policy requirements for planning, community and agency involvement, service design, service alternatives, training and conference participation, reporting and other requirements (drug and alcohol testing policy and program, disadvantaged business enterprise program, and fully allocated costs analysis).

Mr. Harper stated the County of Lenoir hereby assures and certifies that it will provide the

required local matching funds; that its staff has the technical capacity to implement and manage the project, prepare required reports, obtain required training, attend meetings and conferences; and agrees to comply with the federal and state statutes, regulations, executive orders, Section 5333 (b) Warranty, and all administrative requirements related to the applications made to and grants received from the Federal Transit Administration, as well as the provisions of Section 1001 of Title 18, U. S. C. Mr. Harper stated there are no county funds used to apply for the Community Transportation Grant Application. Upon a motion by Ms. Brown and a second by Daughety, Item No. 6A was unanimously approved.

Item No. 6B was a Resolution Authorizing Persons to Execute Required Documents for Community Transportation Grant: FY: 2013-2014. Mr. Harper stated the resolution was to authorize the Lenoir County Transportation Advisory Board, the Chairman of the Board of Commissioners, County Manager, or staff so designated to execute the required documents to obtain the necessary grant funds from the Community Transportation Grant Program for FY: 2013-2014. Upon a motion by Ms. Brown and a second by Daughety, Item No. 6B was unanimously approved.

BUDGET ORDINANCES/RESOLUTIONS

Item No. 7 was a Resolution Honoring Margaret Seymour. Ms. Jackie Brown, Vice Chairman, stated the Lenoir County Board of County Commissioners wishes to proudly acknowledge and to publicly recognize employees retiring from the Register of Deeds. Ms. Brown stated Ms. Seymour was employed by Register of Deeds on May 1, 1980. Ms. Seymour was elected as Register of Deeds on December 1, 2000 and remained the Register of Deeds for three consecutive terms. Ms. Seymour has dedicated her professional career at the Register of Deeds to public service and to the citizens of Lenoir County. Ms. Seymour submitted her notice of retirement from the Register of Deeds effective November 30, 2012. Ms. Seymour will retire with thirty-two years of service from the Register of Deeds. Ms. Brown stated that the Lenoir County Board of Commissioners recognizes Ms. Margaret Seymour for her efforts, commitment and compassion that she has so freely given to the citizens of Lenoir County.

Item No.8 was a Resolution Honoring Jackie Rhodes. Item No. 8 was tabled.

Item No. 9 was a Resolution Honoring Mary Smith. Ms. Brown stated the Lenoir County Board of Commissioners wishes to proudly acknowledge and to publicly recognize employees retiring from the Lenoir County Department of Social Services. Ms. Brown stated Ms. Smith was employed by the County Director of Social Services as a Clerk Typist III on July 25, 1983. Ms. Smith was promoted to an Accounting Technician I on November 2, 1992. Ms. Mary Smith's position was reclassified to an Accounting Technician II on July 1, 2000. Ms. Brown stated Ms. Smith has dedicated her professional career at Lenoir County Department of Social Services to public service and to the citizens of Lenoir County. Ms. Smith submitted her notice of retirement from the Lenoir County Department of Social Services effective January 1, 2013. Ms. Mary Smith will retire with over twenty-nine years of service from the Lenoir County Department of Social Services.

Ms. Brown stated the Lenoir County Board of Commissioners recognizes Ms. Mary Smith for

her efforts, commitment and compassion that she has so freely given to the citizens of Lenoir County.

Item No. 10 was a Resolution Honoring Sue Stroud. Ms. Linda Sutton, Commissioner, stated the Lenoir County Board of Commissioners wishes to proudly acknowledge and to publicly recognize employees retiring from the Lenoir County Department of Social Services. Ms. Stroud was employed by the County Director of Social Services as a Social Services Eligibility Specialist I on May 1, 1988. Ms. Stroud's position was reclassified as an Income Maintenance Caseworker I on July 1, 1988. Ms. Stroud's position was reclassified as an Income Maintenance Caseworker II on May 1, 1989. Ms. Stroud was promoted to an Income Maintenance Caseworker III on September 23, 1991. Ms. Stroud's position was reclassified as an Income Maintenance Supervisor II on July 1, 1993. Ms. Sue Stroud's position was reclassified as an Income Maintenance Caseworker III on July 1, 1996. Ms. Sue Stroud's position was reclassified as an Income Maintenance Caseworker II on July 1, 2009. Ms. Stroud has dedicated her professional career at Lenoir County Department of Social Services to public service and to the citizens of Lenoir County. Ms. Stroud submitted her notice of retirement from the Lenoir County Department of Social Services effective January 1, 2013. Ms. Stroud will retire with over twenty-four and a half years of service from the Lenoir County Department of Social Services. Ms. Sutton stated the Lenoir County Board of Commissioners recognizes Ms. Sue Stroud for her efforts, commitment and compassion that she has so freely given to the citizens of Lenoir County

Item No. 11 was a Resolution Honoring Wanda Aldridge. Ms. Sutton stated the Lenoir County Board of Commissioners wishes to proudly acknowledge and to publicly recognize employees retiring from the Lenoir County Department of Social Services. Ms. Aldridge was employed by the County Director of Social Services as an Income Maintenance Caseworker I on November 20, 2000. Ms. Wanda Aldridge's position was reclassified as an Income Maintenance Caseworker II on November 20, 2001. Ms. Aldridge submitted her notice of resignation effective June 25, 2004. Ms. Wanda Aldridge was rehired as a Public Assistant IV on July 18, 2005. Ms. Sutton stated Ms. Aldridge was promoted to an Accounting Technician II on May 10, 2006. Ms. Aldridge has dedicated her professional career at Lenoir County Department of Social Services to public service and to the citizens of Lenoir County. Ms. Aldridge submitted her notice of retirement from the Lenoir County Department of Social Services effective January 1, 2013. Ms. Aldridge will retire with eleven years of service from the Lenoir County Department of Social Services. Ms. Sutton stated the Lenoir County Board of Commissioners recognizes Ms. Wanda Aldridge for her efforts, commitment and compassion that she has so freely given to the citizens of Lenoir County. Ms. Sutton and Mr. Davis commended the retirees on a job well done.

Item No. 12 was a Resolution Honoring Pat Hemby. Item No. 12 was tabled.

Item No. 13 was a Resolution Authorizing the Purchase of Year 2013 Vehicle Valuation Service: \$4,188.73. Mr. Darrell Parrish, Tax Administrator, stated this expenditure is an annual expense incurred by the county to update our vehicle pricing system. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 13 was unanimously approved.

Item No. 14 was a Budget Ordinance Amendment: General Fund: Health: (Adult Health-

CDC-TB) Budget Increase: \$5,026. Mr. Joey Huff, Health Department Director, stated the budget amendment was to appropriate additional funds made available from CDC for medical supplies. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 14 was unanimously approved.

Item No. 15 was a Budget Ordinance Amendment: General Fund: Health: (Adult Health-Family Planning) Budget Increase: \$11,163: Increase. Mr. Huff stated the budget amendment was to appropriate additional State funds (TANF) for out of wedlock birth prevention funds. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 15 was unanimously approved.

Item No. 16 was a Resolution Approving Community Development Block Grant Policies, Plans and Guidelines. Mr. David Harris of RSM Harris Associates, stated the County of Lenoir has the need for housing and neighborhood improvements within many areas of the County. The County of Lenoir has applied for funding from the State of North Carolina under the Small Cities Community Development Block Grant (CDBG) Program. The County of Lenoir has been awarded a \$500,000 NC Catalyst grant under the 2011 Small Cities Community Development Block Grant Program. The County of Lenoir is required by NC Community Investment and Assistance to update the policies, plans and guidelines used to implement the CDBG grants. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 16 was unanimously approved.

Item No. 17A was a Resolution Accepting the Prevention and Treatment Center of Lenoir County FY 2012-2013 Grant funding for the 8th Judicial District Community Intervention Program: \$117,000. Mr. Milas Kelly, Lenoir County Structured Day Program Manager, stated historically, there has been little emphasis placed on gang intervention, gang prevention and parenting intervention programming in the 8th Judicial District, which includes Wayne, Lenoir and Greene Counties. According to DJJDP risk assessment data for 2009-2010, over 60% of youth assessed in the district have serious behavior problems in school. According to the NC Department of Juvenile Justice, by the end of the fiscal year that ended June 2011, the 8th Judicial District was ranked 1st in the state for the number of assaults and deadly weapon with intent to kill charges. Moreover, these counties ranked 4th in the state for 1st degree murder charges. Mr. Kelly stated these rates are alarming because they are significantly higher than most NC Court Districts. The Prevention and Treatment Center of Lenoir County, Parenting Matters Program and the Department of Public Safety have collaborated on an 8th Judicial District Community Intervention Program (CIP) to address this growing epidemic at the community level. In order to identify and reduce the risk of gang and youth violence, this collaboration proposes to make gang intervention, gang prevention and parenting intervention services more accessible and reduce the number of people that experience significant negative effects of youth and gang violence. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 17A was unanimously approved.

Item No. 17B was a Budget Ordinance Amendment: General Fund: Process Funds: \$117,000: Increase. Mr. Kelly stated the budget amendment was to appropriate the funds from the NC Department of Juvenile Justice and Delinquency Prevention (DJJDP).

This grant will provide funding for the 8th Judicial District to identify and reduce the risk of gang and youth violence. Mr. Kelly stated the money will be paid to and handled by the Lenoir County Structured Day Program. This is a pass through grant. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 17B was unanimously approved.

Item No. 18 was a Resolution Authorizing Hugo Fire and Rescue to Purchase One (1) 2000 Pierce 85 Ft. Platform Ladder Truck. Mr. Roger Dail, Emergency Medical Services Director, stated the contract signed between Lenoir County and the Volunteer Fire Departments states that any purchase of fire apparatus over \$100,000 must be approved by the Lenoir County Board of Commissioners. Hugo Fire and Rescue will provide a \$115,000 down payment. These funds are a combination of tax and fundraising revenue. Hugo Fire and Rescue will be replacing a 1986 Pierce 75 ft. Ladder Truck. The age and high cost of maintenance of the existing truck are the factors for replacing the truck. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 18 was unanimously approved.

Item No. 19 was a Resolution Approving the Addition of Two Part-Time Positions. Mr. Chris Hill, Chief Deputy, stated the Sheriff's Office is responsible to move inmates from the Lenoir County jail to other jails, prisons, and medical facilities in North Carolina. The Sheriff's Office recently purchased a transport van to move 10 inmates at a time in an effort to reduce the work load on patrol officers and to keep more deputies in the county. The Sheriff desires to hire two retired deputies to make these transports. The Lenoir County Board of Commissioners previously approved setting up the part-time line and funding the line with civil process funds. Mr. Jarman stated in an effort keep the Board informed, whenever a position is being created within the County; County Administration will inform the Board. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 19 was unanimously approved.

Item No. 20 was a Resolution Approving Purchase of Dell Computers: \$9,185.15. Chief Hill stated all bookings and records from bookings are electronically stored and retrieved from the Sheriff's records management system. Chief Hill stated in addition, other administrative functions are carried out using computers. The new jail has numerous posts and administrative offices that require computers to properly function. Mr. Rouse inquired what is the remaining amount of forfeiture funds? Chief Hill stated the remaining amount of forfeiture funds is estimated at about \$60,000. Mr. Jarman commended the Sheriff's Office for their constant efforts to save and utilize funds within their budget. Upon a motion by Brown and a second by Mr. Hill, Item No. 20 was unanimously approved.

Item No. 21A was a Resolution Approving Purchase of (6) Raptor Radar Units: \$10,974. Chief Deputy Chris Hill, stated for the past decade the Sheriff's Office has equipped several cars with radar units to monitor traffic speed and enforce the speed limit laws within the county. The radar systems are also used in conjunction with operations that involve drug interdictions. The current radar system that the Sheriff's Office utilizes was donated to the Office by the State. These antiquated radar units are being removed by the State from the approved list of radar units that can be lawfully used to indicate the speed of a vehicle. Chief Deputy Chris Hill, stated the Sheriff's Office is forced to replace the units with an approved radar unit. Mr. Daughety inquired if the speed limit will be enforced with the new Raptor Radar Units?

Chief Deputy Chris Hill, stated the speed limit laws have been enforced for many years, and radar systems are also used in conjunction with operations that involve drug interdictions. Upon a motion by Ms. Brown and a second by Mr. Hill, Item No. 21A was unanimously approved.

Item No. 21B was a Budget Ordinance Amendment: State Controlled Substance Fund: \$10,974: Increase. Chief Deputy Chris Hill, stated the budget amendment was to appropriate funds from the State Controlled Substance Funds' Fund Balance to purchase six Raptor RP-1 Radar Units. These are allowable expenditures from controlled substance proceeds. The radar systems are also used in conjunction with operations that involve drug interdictions. The current radar system that the Sheriff's Office utilizes was donated to the Office by the State. These antiquated radar units are being removed by the State from the approved list of radar units that can be lawfully used to indicate the speed of a vehicle. Because of this, the Sheriff's Office is forced to replace the units with an approved radar unit. Upon a motion by Ms. Brown and a second by Mr. Hill, Item No. 21B was unanimously approved.

Item No. 22 was a Resolution Approving Purchase of Radio's and Repeater System: \$16,219.55. Chief Deputy Chris Hill, stated the detention staff in the jail currently use Motorola radio's that work without the use of a repeater or other device to enhance the signal. Detention staff must have radio communications to carry out their duties and to have communications during emergencies. Because the new jail is located 90 feet from the old jail and because the older (1982) jail will continue to operate in conjunction with the new jail, radio communications between the jails must be enhanced. Testing of the current analog radio system failed to perform adequately. The solution to enhance the in-house communications system is to purchase digital handheld radio's in conjunction with a digital repeater and strategically located antenna's. The new system was tested and was found to work very well under these conditions. Mr. Craig Hill, Commissioner, inquired if the new radio system will replace the old radio system? Chief Deputy Chris Hill, stated they will keep the old radio system, however, they cannot be used in the new jail. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 22 was unanimously approved.

Item No. 23 was a Budget Ordinance Amendment: Federally Seized Property Fund: Sheriff-Federally Seized Property: \$25,406. Chief Deputy Chris Hill, stated the budget amendment was to appropriate funds from the Federally Seized Property Funds' Fund Balance to purchase thirteen computers and 16 digital radios for the new jail. These are allowable expenditures from Drug Forfeiture Proceeds. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 23 was unanimously approved.

Item No. 24 was a Resolution Authorizing the Purchase of Toner Cartridges for Precincts and One Stop Sites at a Cost not to Exceed \$2,924.10. Ms. Dana King, Board of Elections Director, stated with the purchase of printers at each polling site the cartridges are needed for the printers to print the forms for the voters that actually go to the polls to vote. The process at the precincts makes it faster for the voter to vote. The MIS Department orders the toner cartridges for the Board of Elections at the best price they have available to them. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 24 was unanimously approved.

Item No. 25 was a Resolution Approving Purchase Order with Information Inc.: \$1,550

for FY 2012-2013. Ms. Moore stated DSS will purchase the automated day sheet program from Information Inc. Ms. Moore stated they currently have five retirees and a few more in the following year. Ms. Moore stated the Department of Social Services is currently using paper forms which require each staff member to write in entries for every client they see and code to the correct funding source for reimbursement purposes. Ms. Moore stated these forms are then passed to the accounting staff and each sheet has to be keyed into the state system. Ms. Moore stated the Accounting staff is currently spending approximately 20 hours per month keying day sheets. Once all sheets are keyed they are then uploaded into a report for the accounting staff to pull in reimbursement. The day sheets are then stored at the agency for years. Ms. Moore stated the new day sheet program will make this entire process paperless and make the agency more efficient. Ms. Moore stated staff will key their day sheet into a computer system which uploads directly to the state and can be pulled by the accounting staff. Ms. Moore stated it will reduce staff data entry time and make the agency more cost effective. Ms. Moore stated it will also eliminate errors due to illegible handwriting, cutting down on the possibility of audit findings. The monthly charge for the program is \$150 per month for all 75 users and the yearly maintenance fee to administer and make changes or updates to the program will be \$650.00. Ms. Moore stated 80% of their recipients receiving assistance from the Department of Social Services are working either full-time or part-time. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 25 was unanimously approved.

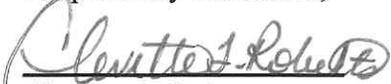
APPOINTMENTS

Item No. 26 was a Resolution Approving Citizens to Boards, Commissions, Etc. Upon a motion by Ms. Brown and a second by Mr. Daughety, Item No. 26 was unanimously approved.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Firemen’s Relief Fund Board of Trustees 2 nd Appearance	William “Bill” Gray	November 2014
Lenoir County Economic Development Board 2 nd Appearance	Bill Whaley (Reappointment)	December 2016
Lenoir County Economic Development Board 2 nd Appearance	Jack Harrell (Reappointment)	December 2016

Mr. Davis adjourned the meeting at 10:20:a.m.

Respectfully submitted,


 Clevette F. Roberts
 Interim Clerk to the Board

Reviewed By


 Michael W. Jarman
 County Manager



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2012 - 2013
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		DEPARTMENT OF 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
<u>INCREASE</u>			<u>INCREASE</u>		
10-3531-3001	ADMINISTRATIVE REIMBURSEMEN	73.13	10-5372-1155	SHARE TH E WARMTH	73.13
Total		73.13	Total		73.13

Reason and Justification for Request:
 BUDGET AMENDMENT TO COVER THE INCREASED ALLOCATION RECEIVED THIS YEAR. FUNDS ARE 100% FEDERAL / NO COUNTY COST.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Susan E. Moore</i>	12/28/2012	<i>Marcia H. Martin</i>	12/28/2012

Budget Officer Approval	Date
<i>Michael J. Jarmen</i>	1/2/13

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

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 1/07/13 **ITEM NO.:** 8

RESOLUTION: Approving Presentation of Badge and Service Weapon to Retiring Detective
Randy Blizzard

SUBJECT AREA: Personnel

ACTION REQUESTED: The Board is requested to authorize the Sheriff to present to retiring Detective Randy Blizzard his Lenoir County Sheriff's Office badge and Glock .45 Caliber service weapon pursuant to state law and past county practices.

HISTORY / BACKGROUND: Detective Randy Blizzard began his law enforcement career with the Lenoir County Sheriff's Office on December 1, 1986. Prior to this time, Det. Blizzard had been a police officer with the Kinston Police Department. North Carolina retirement rules state that an officer must have 30 years of credible service or be age 55 with at least 15 years of credible service to retire. Det. Blizzard had the appropriate amount of time to retire, which became effective December 31, 2012. North Carolina General Statute 20-187.2 provides for the presentation of an officer's badge upon his retirement and also provides for the governing body, in its discretion, to present the retiring officer with his service weapon after he receives a permit. Detective Randy Blizzard received a handgun permit in November of 2012, which was made part of his personnel file. A number of law enforcement officers retire each year in various state and local jurisdictions within North Carolina. In these instances, the officers have been presented with their badge and service weapon.

EVALUATION: In keeping with the North Carolina General Statutes and local government practices, it is recommended that Det. Blizzard be presented with his badge and Glock .45 caliber service weapon (serial number NNN889).

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.



Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners authorize the Sheriff to present to Detective Randy Blizzard his Lenoir County Sheriff's Office badge and Glock .45 Caliber service weapon.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Reuben J. Davis, Chairman _____
Date

ATTEST _____
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 1/7/13 **ITEM NO.:** 9A

RESOLUTION: Approving Purchase of a L3 In-car Camera: \$2,852.50

SUBJECT AREA: Financial

ACTION REQUESTED: The Board is requested to authorize the Sheriff to execute a purchase order with L3 Mobile Vision Inc., for the purchase of a L3 Mobile Vision in-car camera.

HISTORY / BACKGROUND: The Sheriff's Office has been installing in-car digital cameras in LCSO patrol cars for the past several years. These cameras are an invaluable tool used to document events that occur inside of and in front of a patrol car. Because the prior in-car supplier filed bankruptcy, the Sheriff has been replacing the systems with L3 Mobile Vision cameras. The Sheriff currently has (10) L3 cameras in operation at this time.

EVALUATION: The Sheriff's Office received its annual allocation of funds from the 2012 Edward Byrne Justice Assistance Grant, in the amount of \$17,887.50. The cost of each L3 camera is \$5185. The Sheriff intends to expend all of the available JAG funds on the purchase of (4) L3 cameras at a cost of \$20,740. The remainder of the purchase will come from Federal Asset Forfeiture Funds in the amount of \$2852.50. Because the Kinston Department of Public Safety administered the JAG application in 2012, the City will be directly invoiced by L3 for \$17,887.50. The Sheriff respectfully requests that he be permitted to execute a purchase order with L3 Mobile Vision, Inc., to purchase a L3 Mobile Vision in-car camera.

BUDGET ORDINANCE AMENDMENT: FEDERALLY SEIZED PROPERTY FUND:
SHERIFF-FEDERALLY SEIZED PROPERTY: \$2,853. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2012 - 2013
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
FEDERALLY SEIZED PROPERTY	SHERIFF-FEDERALLY SEIZED PROPERTY	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>	
15-3991-9910 FUND BALANCE APPROPRIATED	2,853.00	15-4316-5100 CAPITAL OUTLAY - EQUIPMENT	2,853.00
Total	2,853.00	Total	2,853.00

Reason and Justification for Request:

BUDGET AMENDMENT TO APPROPRIATE FUNDS FROM THE FEDERALLY SEIZED PROPERTY FUNDS' FUND BALANCE TO ASSIST IN THE PURCHASE OF FOUR L3 IN CAR CAMERAS. THE SHERIFF'S OFFICE RECEIVED ITS ANNUAL ALLOCATION OF FUNDS FROM THE EDWARD BYRNE JUSTICE ASSISTANCE GRANT (JAG) IN THE AMOUNT OF \$17,887.50. THESE FUNDS WILL BE ADMINISTERED BY THE CITY OF KINSTON. THE COUNTY WILL BE PURCHASING FOUR OF THE L3 CAMERAS AT A COST OF \$5,185. EACH - A TOTAL OF \$20,740. THE BALANCE OF \$2,852.50 WILL COME FROM THE FEDERAL ASSET FORFEITURE FUNDS' FUND BALANCE.

Department Head Approval	Date	Finance Officer Approval	Date
<i>William E. Smith</i>	12-28-12	<i>Martha H. Martin</i>	12-28-2012
Budget Officer Approval	Date		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 1/07/13 **ITEM NO.** 10

RESOLUTION: Award Contract for Hauling and Disposal of Acceptable Solid Waste: Republic Services, Inc.

SUBJECT AREA: Purchases - Bids

ACTION REQUESTED: The Board is requested to approve a proposal from Republic Services, Inc., for hauling and disposal of acceptable solid waste from the Lenoir County Landfill Transfer Station and authorize the County Manager to execute a contract with Republic Services, Inc.

HISTORY / BACKGROUND: In 2003, the Lenoir County Landfill began construction of a 5-year municipal solid waste (msw) cell to properly dispose of household trash generated within the County. In 2008, the Landfill Director submitted an application to the NCDENR, Solid Waste Division, for a permit to construct a new 5-year cell. Due to increased regulations and requirements by NCDENR, the application process took over two (2) years to complete. In the meantime, it became increasingly difficult and dangerous to dispose of incoming trash at the top of the original cell. In January 2010, the County contracted with Waste Industries to haul and properly dispose of all msw generated within Lenoir County. As a result of the delays in permitting and more stringent regulations from DENR, the cost of constructing a new cell escalated. Along with escalating construction costs, the landfill would have to purchase a new compactor at a cost of \$750,000. Dirt for daily cover is no longer available on-site; therefore, the landfill would have to purchase dirt from outside vendors. The Landfill Director and Administration decided to delay construction of a new cell until the economy improves and the landfill can generate a sufficient fund balance to pay for the construction of the cell without going to the market to borrow construction funds. The hauling and disposal contract with Waste Industries, executed in January 2010, has expired and the landfill has been operating on a month-to-month basis until now. Requests for Hauling Proposals were placed on the County website in October 2012. Proposals were analyzed by the Landfill Director, County Manager, Assistant County Manager, and Municipal Engineering. Republic Services, Inc., provided the landfill with the best costs savings proposal for hauling and proper disposal of all msw generated within Lenoir County.

EVALUATION: Due to delays in permitting and increased costs, the Landfill Director and Administration decided to postpone construction of a new 5-year msw cell. The contract with Waste Industries for hauling and disposal has expired. Waste Industries, Republic Services, Inc., and Guy Shavender Trucking, Inc., submitted proposals. Proposals were evaluated by the Landfill Director, County Manager, Assistant County Manager, and Municipal Engineering. Republic Services, Inc., provided the landfill with the best costs savings proposal for hauling and proper disposal of all msw generated within Lenoir County.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


_____ Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners, that a proposal submitted by Republic Services, Inc., for hauling and proper disposal of acceptable solid waste from the Lenoir County Landfill Transfer Station be approved and be it further resolved that the County Manager is authorized to execute a contract with Republic Services, Inc., for these hauling and disposal services.

Acct. # 66-4720-6900

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Reuben Davis., Chairman Date 1/07/13

ATTEST 1/07/13
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 1/07/13 **ITEM NO.** 11

RESOLUTION: Authorizing Emergency Repair of TEREX TC400 Trashmaster Compactor:
Road Machinery Services, Inc.: Not to exceed \$46,500.

SUBJECT AREA: Purchases - Bids

ACTION REQUESTED: The Board is requested to authorize the emergency repair of a TEREX TC400 Trashmaster Compactor by Road Machinery Services, Inc., of Statesville, N.C, in an amount not to exceed \$46,500.

HISTORY/BACKGROUND: The TEREX TC400 compactor owned by the landfill is constantly moving and compacting C & D waste. On December 26, 2012, the compactor broke-down and needed emergency repairs. The landfill operations must continue; therefore, it was necessary to diagnose and repair the equipment as soon as possible. This unit was purchased in 2007 from Road Machinery Services, Inc. at a cost of \$434,331. This is a specialized piece of equipment designed exclusively for landfill operations; therefore, the dealer was contacted to diagnose and repair the unit as soon as possible. The problem was determined to be a broken planetary gear, front axle and sheared bearings in the drive-train. This was caused by stress from the constant packing and moving back and forth every day for the past 5 years across the construction and demolition debris deposited in the C&D cell of the landfill. Parts were ordered from the factory to repair the unit as soon as possible so that the machine could be placed back into service

EVALUATION: Road Machinery Services, Inc. of Statesville, N.C, is the only authorized TEREX sales and repair facility in the state. This specialized piece of equipment was purchased in June of 2007. The TEREX is an essential piece of equipment and is used daily to compact and bury C&D debris as required by the State. The unit would not move from the site where it broke down, so Road Machinery Services will repair the unit on-site. Approval of this resolution will allow for the emergency repair of the TEREX TC400 compactor, the encumbrance of funds, and the payment of the repair bill.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

MW
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED that the Board authorizes the emergency repair of the landfill TEREX TC400 Trashmaster Compactor by Road Machinery Services, Inc. of Statesville, N.C. in an amount not to exceed \$46,500.

Funding Source: Landfill Fund
 Maintenance / Repairs 66-4720-3520

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

Yea Votes: Davis _____ Brown _____ Daughety _____

Hill _____ Rouse _____ Sutton _____

Reuben J.Davis., Chairman 1/7/2013
Date

Attest 1/7/2013
Date

Resolution Approving the Proposed Issuance Of General Obligation Refunding Bonds

WHEREAS:

In 2007 the County issued general obligation bonds for schools and library facilities (the "Prior Bonds"). Because of low market interest rates, it now appears that the County can realize savings by refinancing all or a portion of the Prior Bonds.

BE IT RESOLVED by the Board of Commissioners of Lenoir County, North Carolina, as follows:

1. **Approval for Refunding Bonds** -- The Board makes a preliminary determination to proceed with the refinancing of the Prior Bonds through the sale of new general obligation refunding bonds. The Board will make a final determination to proceed with the refunding, and to give final approval of the terms of any refunding bonds, by one or more subsequent Board actions.

2. **Staff to proceed with refunding issue** -- The County Manager, the Finance Officer and all other County officers are directed to take all proper steps to proceed with the refunding, including proceeding with an application to the North Carolina Local Government Commission for its required approval of refunding bonds. The Board appoints the Finance Officer as the County's authorized representative with respect to the LGC application process.

3. **Approval of Professionals** -- The County appoints Robert M. Jessup of Sanford Holshouser LLP as the County's bond counsel with respect to the proposed refunding bonds, and appoints Branch Banking and Trust Company to serve as the County's financial advisors.

4. **Miscellaneous Provisions** -- All County officers and employees are authorized to take all such further action as they may consider necessary or desirable in connection with the furtherance of the purposes of this resolution. All such prior actions of County officers and employees are ratified. All other resolutions, or parts thereof, in conflict with this resolution are repealed, to the extent of the conflict. This resolution takes effect immediately.

* * * * *

I certify as follows: that the foregoing resolution was properly adopted at a meeting of the Board of Commissioners of Lenoir County, North Carolina; that this meeting was properly called and held on January 7, 2013; that a quorum was present and acting throughout the meeting; and that this resolution has not been modified or amended, and remains in full effect as of today.

Dated this 7th day of January, 2013.

[SEAL]

Clerk, Board of Commissioners
Lenoir County, North Carolina

BUDGET ORDINANCE AMENDMENT: SCHOOL CAPITAL FUND
SCHOOL BUILDING: \$63,540. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2012 - 2013
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
SCHOOL CAPITAL		SCHOOL BUILDING		VARIOUS	
Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input checked="" 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>		
21-3593-3300	School Building Capital Funds	51,372.00	21-5900-5001	Public School Bldg Capital	51,372.00
21-3991-9910	Fund Balance Appropriated	12,168.00	21-5900-5002	Public School Bldg-Local Match	12,168.00
Total		63,540.00	Total		63,540.00

Reason and Justification for Request:
Budget amendment to cover additional Public School Building Capital projects that have been approved by the Department of Public Instruction. The State's ADM funds will pay for 75% of the project (the State is no longer setting these funds aside) and the 25% balance will come from the sales tax collected for the schools to cover capital expenditures

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	12-11-2012	<i>Martha H. Martin</i>	12-11-2012

Budget Officer Approval	Date
<i>Michael W. Jarman</i>	12/11/12

Board Approval (When Applicable)	Date	Date of Minutes

BUDGET ORDINANCE AMENDMENT:VEHICLE REPLACEMENT FUND: VEHICLE REPLACEMENT: \$5,881.: INCREASE



LENOIR COUNTY, NORTH CAROLINA

BUDGET AMENDMENT REQUEST

FY 2012-2013
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
VEHICLE REPLACEMENT FUND	VEHICLE REPLACEMENT	VARIOUS
Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input checked="" type="checkbox"/> <b style="text-align: center;">REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b style="text-align: center;">EXPENDITURES
Account # and Title	Amount	Account # and Title Amount
<u>INCREASE</u>		<u>INCREASE</u>
14-3831-8500 INSURANCE PROCEEDS	5,881.00	14-4200-5810 CAPITAL RESERVE 5,881.00
Total	5,881.00	Total 5,881.00

Reason and Justification for Request:
 BUDGET AMENDMENT TO APPROPRIATE INSURANCE PROCEEDS OF \$5,880.44 RECEIVED FROM GMAC INSURANCE ON 11/29/2012. THIS IS THE PAYOUT FOR A 2001 CHEVROLET FROM THE HEALTH DEPARTMENT THAT WAS INVOLVED IN A REAR-END CRASH ON 11/8/2012 AND WAS TOTALLED BY THE INSURANCE COMPANY.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	<i>11/30/12</i>	<i>Martha H. Martin</i>	<i>11/30/12</i>

Budget Officer Approval	Date
<i>Michael Williams</i>	<i>12/3/12</i>

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

BUDGET ORDINANCE AMENDMENT: GENERAL FUND:
 FINANCE/ EMERGENCY SERVICES: \$2,416. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2012 - 2013
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		FINANCE/EMERGENCY SERVICES DEPARTMENT		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		
REVENUES			EXPENDITURES		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
10-3842-8500	INSURANCE-MISCELLANEOUS	2,416.00	10-4332-3530	MAINT/REPAIR-VEHICLES	2,416.00
Total		2,416.00	Total		2,416.00

Reason and Justification for Request:
 TO BUDGET INSURANCE PROCEEDS RECEIVED FROM VFIS INSURANCE COMPANY ON 11/28/2012 IN THE AMOUNT OF \$2,415.26. THIS IS TO COVER COST OF REPAIRS TO THE 2009 CHEVROLET AMBULANCE THAT WAS STRUCK BY A DEER ON 11/01/2012.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	11/28/2012	<i>Martha H. Martin</i>	11/28/2012
Budget Officer Approval	Date		
<i>Michael Whinn</i>	12/3/12		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy



LENOIR COUNTY, NORTH CAROLINA BUDGET AMENDMENT REQUEST

FY 2012-2013
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"/> <b style="text-align: center;">REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b style="text-align: center;">EXPENDITURES	
Account # and Title		Account # and Title	
Amount		Amount	
<u>INCREASE</u>		<u>INCREASE</u>	
<u>Immunization Action Plan(State)</u> 10-3516-3302		<u>Immunization Medical Supplies</u> 10-5114-2390	
5,033.00		5,033.00	
Total		Total	
\$ 5,033.00		\$ 5,033.00	

Reason and Justification for Request:
 Additional State Funding from Immunization Branch to help clinic improve its capability to provide immunization services.

Department Head Approval	Date	Finance Officer Approval	Date
<i>[Signature]</i>	12/26/12	<i>[Signature]</i>	12/31/2012

Budget Officer Approval	Date
<i>[Signature]</i>	1/2/13

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

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 1/07/13 **ITEM NO.:** 17

RESOLUTION: Approving Hiring Mr. Charles C. Meeker: Tax Case: NTE: \$6,000.

SUBJECT AREA: Legal

ACTION REQUESTED: To approve the hiring of Charles C. Meeker as legal counsel to represent Lenoir County (Tax Department) in defending the appeal by Elderly Housing Corporation of Kinston, NC before the North Carolina Property Tax Commission in Raleigh.

HISTORY / BACKGROUND: In 2011, Elderly Housing Corporation requested the Lenoir County Tax Dept. exempt from taxes their real property located at the corner of Mitchell and W. North St., known as Riverview Townes Apartments. These apartments are designated as a low-income housing development and have received federal tax credits from the IRS. Based on advice from the NC Department of Revenue, the Tax Dept. denied the request for exemption. Elderly Housing Corporation proceeded to appeal this decision to the Lenoir County Board of Equalization and Review. On April 11th, 2011, the Lenoir County Board of Equalization and Review heard the appeal, and the Board upheld the decision of the Tax Dept. In May 2011, Elderly Housing Corporation appealed to the North Carolina Property Tax Commission. Historically, cases that are appealed to the Property Tax Commission take about 18-24 months to be scheduled and heard, so it is expected that this appeal will be heard in 2013.

EVALUATION: It is required that an attorney represent both parties in cases that are brought before the Property Tax Commission. The assessed value of the real property under appeal is \$558,823 and the annual tax bill is \$9,667. Lenoir County has 8 (eight) additional low-income housing developments that have received federal tax credits, and would be subject to exemption if the Taxpayer wins their appeal. In dealing with a property of this value, it was recommended the Lenoir County Tax Dept. retain an attorney who has considerable knowledge of tax law, and experience in appearing before the Property Tax Commission. Mr. Meeker has experience representing counties and taxpayers in trying cases before the Property Tax Commission. Mr. Meeker's practice is located in Raleigh, and his experience and proximity to the Property Tax Commission hearing site were the determining factors in hiring him for this case.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

MW
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the county retain Charles C. Meeker as legal counsel with regards to the appeal by Elderly Housing Corporation of Kinston, NC at a fee not-to-exceed \$6,000.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Reuben J. Davis, Chairman 1/07/13
Date

ATTEST Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** Jan. 7, 2013 **ITEM NO.** 18

RESOLUTION: Approving the Purchase of a Twenty (20) foot Light Transit Vehicle with FY 10-11 NCDOT CTP Funds in the Amount of \$45,746.

SUBJECT AREA: Financial

ACTION REQUESTED: Approve the Purchase of a Light Transit Vehicle with NCDOT CTP (Community Transportation Program) FY 10-11 Funds at a cost of \$45,746.

HISTORY / BACKGROUND: On June 3, 2010, the Board of Transportation approved Lenoir County's request for a 5311 grant. A portion of that grant was to be used to replace a twenty five (25) foot LTV that had met its useful life at a cost of \$66,500. However, the 10% match, the maintenance, fuel and labor (would require a CDL driver) of the larger van was determined be cost prohibitive. NCDOT approved the change to a smaller van requiring a reduction of the original Project #11-CT-034 agreement. This change was also approved locally on July 16, 2012. NCDOT now advises that the smaller van is not currently available and has approved replacement with a twenty (20) foot LTV which has the same passenger capacity but which will accommodate larger wheelchairs. The State will reimburse the County at a rate of 90% (\$41,171) with the 10% match (\$4,575) coming from locally generated funds, an increase of \$460 in local match funding.

EVALUATION: Lenoir County Transit cannot justify the costs of purchase, maintenance, fuel, and wages for a CDL driver, which would result from the purchase of a twenty five foot LTV. A twenty (20) foot LTV will adequately meet the needs of Lenoir County Transit at this time.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval

INITIALS



RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the purchase of a twenty (20) foot LTV with FY 10-11 NCDOT CTP funds in the amount of \$45,746 is approved.

AMENDMENTS

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

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

Reuben J. Davis, Chairman 01/07/2013
Date

ATTEST 01/07/2013
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 1/7/13 **ITEM NO.:** 19

RESOLUTION: Authorizing the Purchase of Nine- (9) iPads for the Emergency Services Department Not To Exceed \$5,200

SUBJECT AREA: Financial

ACTION REQUESTED: Authorize the purchase of nine- (9) iPad's from Verizon Wireless for a price not to exceed \$5,200.00. Purchase will be made with EMPG grant money.

HISTORY/BACKGROUND: With the rapidly evolving nature of emergency services, we have been evaluating four- (4) phases of our department: preparedness, response, recovery and mitigation. The one main component we have discovered is that all four- (4) phases must work simultaneously. With its own set of unique protocols, each phase must be accessed by personnel at a moment's notice. Technological advances provide the abilities to access multiple resources from one singular device.

EVALUATION: Staff researched a variety of technologies. This research included the purchase of two- (2) iPad's for testing purposes. Personnel have determined that, in the emergency services line of work, the iPad offers a wide variety of capabilities including multiple apps allowing individuals to access resources in a seamless and efficient manner, to include plans, protocols, procedures, etc. Further research has shown that the use of iPad technology is quickly becoming an industry standard. It has also been determined that the department can save approximately \$700.00 per year in paper cost and copier overage charges.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

MW
Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: the Emergency Services Department is approved to purchase nine- (9) iPad's from Verizon Wireless at a cost not to exceed \$5,200.00.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Davis ___ Brown ___ Daughety ___
Hill ___ Rouse ___ Sutton ___

Reuben J. Davis, Chairman 1/7/13
Date

ATTEST 1/7/13
DATE

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 1/7/13 **ITEM NO.:** 20

RESOLUTION: Approval of Acceptance of Architectural Contract for the Construction and Renovation of the 911 Centers in Jones and Lenoir Counties: Jacobswyper Architects.

SUBJECT AREA: Administrative

ACTION REQUESTED: The Board is requested to approve an architectural contract with Jacobswyper Architects for the construction and renovation of the 911 centers in Jones and Lenoir Counties.

HISTORY/BACKGROUND: Over the past five- (5) months, officials from Jones and Lenoir Counties have been meeting with our consultants to update our consolidation plan. Parallel to these meetings, staff has been working with different vendors to obtain pricing and contracts. The construction phase of the project requires a licensed architect to design the plans for construction of the back-up 911 center in Jones County and the renovations of the 911 center in Lenoir County. North Carolina rules require that, if an architect service goes to bid, those bids be selected only on qualifications. Lenoir County placed a RFP on the web-site and asked for the following qualifications:

- Demonstrated background and understanding of E911 communications facilities and systems and the E911 communications environment.
- At least five- (5) years of experience performing similar or relevant 911 facility projects.
- Demonstrated background and experience in applying program management principals in the implementation of a 911 emergency telecommunications project.
- Responding firms must be independent of all 911 emergency vendors, system providers, telephone companies, wireless carriers, and third party database providers.
- Ability to establish timelines and schedules and to complete tasks within those timelines and schedules.
- Demonstrated success related to telecommunication with vendors, customer presentations, and project summaries.
- Demonstrated success in documentation of projects, written reports and status reports.
- Narrative that demonstrates how the respondent will complete the scope.

EVALUATION: Staff received six- (6) responses from architectural firms. After reviewing all proposals, staff is recommending the contract be awarded to Jacobswyper Architects. This firm was involved with the initial grant application and has a thorough knowledge of the project. Due to time constraints on this project, staff feels Jacobswyper already has the expertise and necessary background information to complete this project in a timely manner.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: the approval of an architectural contract be granted with Jacobswyper Architects for the construction and renovation of the 911 centers in Jones and Lenoir Counties.

AMENDMENTS:

MOVED _____ SECOND _____
APPROVED _____ DENIED _____ UNANIMOUS _____

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

Reuben J. Davis., Chairman 1/7/13
Date

ATTEST 1/7/13
DATE

BUDGET ORDINANCE AMENDMENT: DSS: \$2858.54 INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2012 - 2013
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		DEPARTMENT OF SOCIAL SERVICES		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>			Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input checked="" type="checkbox"/>		
REVENUES			EXPENDITURES		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u>		<u>INCREASE</u>			
10-3531-3001 ADMINISTRATIVE REIMBURSEMEN	2,858.54	10-5372-1151 CRISIS CP&L	2,858.54		
Total	2,858.54	Total	2,858.54		

Reason and Justification for Request:
 BUDGET AMENDMENT TO COVER THE INCREASED ALLOCATION RECEIVED THIS YEAR. FUNDS ARE 100% FEDERAL / NO COUNTY COST.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Susan E. Moore</i>	12/28/2012	<i>Marta H. Martin</i>	12/28/2012
Budget Officer Approval	Date		
<i>M. J. [Signature]</i>	1/3/13		
Board Approval (When Applicable)	Date	Date of Minutes	

BUDGET ORDINANCE AMENDMENT: DSS: \$27,617.00 INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2012 - 2013
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		DEPARTMENT OF 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
<u>INCREASE</u>			<u>INCREASE</u>		
10-3531-3001	ADMINISTRATIVE REIMBURSEMEN	27,617.00	10-5372-1152	LIEAP/CIP ADMIN CONTRACT	27,617.00
Total		27,617.00	Total		27,617.00

Reason and Justification for Request:
 BUDGET AMENDMENT TO COVER THE INCREASED ALLOCATION RECEIVED THIS YEAR. FUNDS ARE 100% FEDERAL / NO COUNTY COST.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Susan E. Moore</i>	12/20/2012	<i>Martha H. Martin</i>	12/20/2012
Budget Officer Approval	Date		
<i>Michael G. Jarmon</i>	12/20/12		
Board Approval (When Applicable)	Date	Date of Minutes	

BUDGET ORDINANCE AMENDMENT: DSS: \$91,270.00 INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2012 - 2013
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		DEPARTMENT OF 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
<u>INCREASE</u>			<u>INCREASE</u>		
10-3531-3001	ADMINISTRATIVE REIMBURSEMEN	91,270.00	10-5372-1156	LIEAP-VENDOR PYMT	91,270.00
Total		91,270.00	Total		91,270.00

Reason and Justification for Request:
 BUDGET AMENDMENT TO COVER THE INCREASED ALLOCATION RECEIVED THIS YEAR. FUNDS ARE 100% FEDERAL / NO COUNTY COST.

Department Head Approval <i>Susan E. Moore</i>	Date 12/20/2012	Finance Officer Approval <i>Martha H. Martin</i>	Date 12/20/2012
Budget Officer Approval <i>Michele Harmon</i>	Date 12/20/12		
Board Approval (When Applicable)	Date	Date of Minutes	

BUDGET ORDINANCE AMENDMENT: DSS: \$190,150.58 INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2012 - 2013
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		DEPARTMENT OF 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
<u>INCREASE</u>			<u>INCREASE</u>		
10-3531-3001	ADMINISTRATIVE REIMBURSEMEN	190,150.58	10-5372-1150	CRISIS INTERVENTION STATE	190,150.58
Total		190,150.58	Total		190,150.58

Reason and Justification for Request:
 BUDGET AMENDMENT TO COVER THE INCREASED ALLOCATION RECEIVED THIS YEAR. FUNDS ARE 100% FEDERAL / NO COUNTY COST.

Department Head Approval <i>Susan E. Moore</i>	Date 12/20/2012	Finance Officer Approval <i>Martha H. Martin</i>	Date 12/20/2012
Budget Officer Approval <i>M. J. Jorman</i>	Date 12/20/12		
Board Approval (When Applicable)	Date	Date of Minutes	

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 1/7/13 **ITEM NO:** 25

RESOLUTION: Authorizing Lenoir County Cooperative Extensions' Acceptance of Funds to Support the Lenoir County Parents As Teachers Innovative Approaches to Literacy (IAL) Grant.

SUBJECT AREA: Administrative

ACTION REQUESTED: To authorize acceptance of the Innovative Approaches to Literacy (IAL) financial support to be recognized as a registered Imagination Library Community.

HISTORY/BACKGROUND: Parents As Teachers is currently in its 17th year functioning under Lenoir County Cooperative Extension and funded by the Lenoir Greene Partnership for Children. The program currently reaches 40 families per month per Parent Educator (there are two Parent Educators). PAT is a voluntary, preschool education program that allows parents to become educators of their children in their own homes. As a result of decreased available funding, each year for the past several years the PAT Program has suffered repeated budget cuts. Resulting in a decrease in the number of Parent Educators from 2 to 1, and the elimination of an Administrative Assistant. Other programming supplies, certifications and trainings have been eliminated as a result of the budget cuts as well.

EVALUATION: This grant funding will serve to support recertification fees for the Parent Educators each year, complete OAE (Otoacoustic Emission) training, purchase OAE equipment, pay PAT affiliate fee each year, purchase Imagination Library books and be able to provide 18 books to each participating child during the grant period and honorarium for each Parent Educator at specific benchmarks of the program to be used at their discretion in the administration of the program.

The agreement will commence the date of this approved document and continue until September 30, 2014 for the amount of \$18,000 and will be managed and executed by County Extension Director, Tammy Kelly.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that Lenoir County Cooperative Extension be authorized to accept \$9,000 each year for two years from the Parents as Teachers National Center for Innovative Approaches to Literacy grant. The agreement will cover present time to September 30, 2014

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Reuben J. Davis, Chairman
Lenoir County Board of Commissioners

1/7/13
Date

ATTEST

1/7/13
DATE

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 1/7/13 **ITEM NO:** 26

RESOLUTION: Authorizing Acceptance of a Grassroots Program Sub-grant in the amount of \$2,000.

SUBJECT AREA: Administrative

ACTION REQUESTED: To authorize the acceptance of a Grassroots Program Sub-grant in the amount of \$2,000.00. The grantor for this contribution is Community Council for the Arts, and the NC Arts Council. These dollars will support a “public art” project that will be applied to the front of the Lenoir County Farmer’s Market Annex. This grant will be executed and managed by Tammy Kelly, County Extension Director representing Lenoir County Cooperative Extension.

HISTORY/BACKGROUND: The Lenoir County Farmer’s Market provides community access to local foods and produce through local farmers that produce fresh vegetables and other vendors that produce and provide other items such as homemade baked goods, fresh eggs, local honey, etc.

EVALUATION: The addition of “public art” to the front of the Lenoir County Farmer’s Annex will not only add to the aesthetic of the downtown area, but will be a depiction of Agriculture in Lenoir County. The goal is to provide another reason for customers and citizens to visit the Lenoir County Farmer’s Market.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that Lenoir County Cooperative Extension be authorized to accept a Grassroots Program Sub-grant in the amount of \$2,000.00. This grant will be executed and managed by Tammy Kelly, County Extension Director representing Lenoir County Cooperative Extension.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Reuben Davis, Chairman

Date

ATTEST

DATE

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 1/7/13 **ITEM NO.:** 27

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 Juvenile Crime Prevention Council	Jennifer A. Short 1 st Appearance	January 2014

CURRENT VACANCIES:

Lenoir County Health Board – (1) Veterinarian, (1) Optometrist

Lenoir County Planning Board – Districts One (1), Four (1)

Kinston Board of Adjustment – Two (2) ETJ Members; (1) Primary – (1) Alternate

MANAGER'S RECOMMENDATION:

Initials

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

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Juvenile Crime Prevention Council	Jennifer A. Short	January 2014

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Reuben J. Davis, Chairman 1/7/13
Date

ATTEST 1/7/13
Date

APPLICATION FOR APPOINTMENT to LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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

Advisory Board/Committee/Commission interested in:

Lenoir Co. Juvenile Crime Prevention Council

(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: Jennifer A. Short
Address: 408 Woodland Dr.
City/State/Zip: Wilson, NC 27893
Telephone: (Home) (252) 813-8466 (Work) (919) 731-7918
Occupation: Chief Court Counselor - NCDPS, DJJ
Business Address: 201 E. King St., Kinston, NC 28501
Age: (Optional): 41
Number hours available per month for this position: _____
Training: _____
Business and Civic Experience/Skills: _____

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) |
| 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.

Jennifer A. Short
Signature of Applicant

9/10/12
Date