

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
 MONDAY, JANUARY 19, 2010 – TIME: 4:00 P.M.
 COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE
 130 S. QUEEN ST., KINSTON, N.C.**

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

PUBLIC INFORMATION: Mr. Russell Rhodes and Mr. Alex Rickard
 Re: Memorandum of Understanding **10 Min.**
 Mr. Mark Pope, Economic Development Director: Update **10 Min.**

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

CONSENT AGENDA: 10 Min.

- 3. Approval of Minutes: Regular Board Meeting: January 4, 2010 **ACTION**
Aytch/Jarman
- 4. Budget Ordinance Amendment: General Fund: DSS: \$226.00: Increase Jones/Martin
- 5. Budget Ordinance Amendment: Finance/Sheriff's Dept.: \$2,000: Increase Smith/Martin

END OF CONSENT AGENDA

PROCLAMATION/RESOLUTIONS/BUDGET ORDINANCE AMENDMENTS: 25 Min.

- 6. Resolution Approving Presentation of Badge and Service Weapon to Retiring Lieutenant Add Green Smith Smith/Board
- 7. Resolution Authorizing the Purchase of Year 2010 Vehicle Valuation Service: \$4,243.45 Parrish/Martin
- 8. Resolution Approving 3-year Full Maintenance Service Contract: Southern Elevator: \$30,060 Wiggins/Martin
- 9. **A.** Budget Ordinance Amendment: General Fund: All Departments: \$348,000: Increase Jarman/Martin
B. Budget Ordinance Amendment: State Controlled Substance/Solid Waste Funds: Sheriff Controlled Substance/Landfill: \$35,000: Increase
- 10. Budget Ordinance Amendment: School Capital Fund: School Building: \$41,000: Increase Jarman/Martin
- 11. Budget Ordinance Amendment: General Fund: DSS: \$102,641: Increase Jones/Martin
- 12. Budget Ordinance Amendment: General Fund & Vehicle Replacement Fund: Vehicle Replacement: \$250,000: Increase Jarman/Martin

APPOINTMENTS: 5 Min.

- 13. Resolution Approving Citizens to Boards, Commissions, Etc. **5 Min.** Aytch

OTHER ITEMS: 10 Min.

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

ADJOURN

**Memorandum of Understanding for
Cooperative, Comprehensive and Continuing
Transportation Planning
and the Establishment of a
Rural Transportation Planning Organization
for**

Duplin, Greene, Lenoir, and Wayne Counties and the participating municipalities therein and the North Carolina Department of Transportation.

Witnesseth

Whereas, Section 135 of Title 23, United States Code, declares that it is in the national interest to encourage and promote the development of transportation systems embracing various modes of transportation in a manner that will serve all areas of the State efficiently and effectively; and

Whereas, North Carolina General Statute 136-18 was amended by the North Carolina General Assembly by ratification of Senate Bill 1195 on July 6, 2000, and this same bill was signed by the Governor on July 14, 2000, and subsequently Chaptered, and which Chaptered statute provides for the establishment of Rural Transportation Planning Organizations (RPOs), similar in concept to Metropolitan Planning Organizations (MPOs) for transportation planning in North Carolina's urban areas; and

Whereas, the establishment of a Rural Transportation Planning Organization (RPO), similar in concept to the urban Metropolitan Planning Organizations (MPOs), would provide rural areas the opportunity to work in partnership with the North Carolina Department of Transportation toward the development of sound, short and long-range transportation planning for rural areas; and

Whereas, the establishment of a Rural Transportation Planning Organization for the Eastern Carolina RPO planning area would assist the North Carolina Department of Transportation in complying with the provisions of the Transportation Equity Act for the 21st Century (TEA21), enacted June 9, 1998, relative to the participation of local officials and the public in the transportation planning process; and

Whereas, it is in the best interest and desire of the Eastern Carolina RPO to encourage and promote communications and coordination with adjoining RPOs for a broader, more comprehensive and cooperative long-range transportation planning process through establishing appropriate and timely meetings; and

Whereas, it is the desire of these local governments and agencies to establish a continuing, comprehensive, cooperative transportation planning process with the establishment of a Rural Transportation Planning Organization for Duplin, Greene, Lenoir, and Wayne Counties, which will be known as the Eastern Carolina RPO.

Now, therefore, the following memorandum of understanding is made.

Section 1. It is hereby agreed, that the Counties of Duplin, Greene, Lenoir, and Wayne; the participating municipalities therein that are not members of an MPO; and the North Carolina Department of Transportation intend to establish and participate in a Rural Transportation Planning Organization created for the general purposes and responsibilities outlined below:

1. To develop long-range local and regional multi-modal transportation plans in cooperation with the Goldsboro Urban Area Metropolitan Planning Organization (MPO) and the North Carolina Department of Transportation.
2. To provide a forum for public participation in the rural transportation planning process.
3. To develop and prioritize suggestions for transportation projects that the Rural Transportation Planning Organization believes should be included in the State Transportation Improvement Program.
4. To provide transportation-related information to local governments and other interested organizations and persons.
5. To conduct transportation related studies and surveys for local governments and other interested entities/organizations.
6. To undertake mutually agreed upon transportation related tasks to enhance transportation system development, coordination and efficiency.

Section 2. It is hereby further agreed that transportation plans and programs and land use policies and programs for the Rural Transportation Planning Organization (RPO) will be coordinated by the Eastern Carolina Council of Governments, an agency selected on behalf of participating local governments and the North Carolina Department of Transportation, to be the administrative entity and to serve as the lead local planning agency for coordinating rural transportation planning in the Eastern Carolina RPO planning area. The RPO hereby authorizes the Eastern Carolina Council of Governments to be the recipient of any funds appropriated to the RPO by the North Carolina Department of Transportation pursuant to North Carolina General Statute 136-213(c). If funds provided by the North Carolina Department of Transportation for the Rural Planning Organization are withdrawn at any time, parties to this Memorandum of Understanding shall not be obligated to provide for those missing funds.

Section 3. Establishment of Rural Transportation Advisory Committee (RTAC). A Rural Transportation Advisory Committee (RTAC) is hereby established with the responsibility for serving as a forum for cooperative transportation planning decision making for the Rural Transportation Planning Organization (RPO). The Rural Transportation Advisory Committee (RTAC) shall have the responsibility of keeping the policy boards informed of the status and requirements of the transportation planning process; assisting in the dissemination and clarification of the decisions, inclinations, and policies of the policy boards; and helping ensure meaningful public participation in the rural transportation planning process.

1. The Rural Transportation Advisory Committee will be responsible for carrying out the following:
 - A. Establish goals, priorities, and objectives for the transportation planning process.
 - B. Review and recommend changes to adopted Transportation Plans for the Rural Transportation Planning Organization.
 - C. Review and recommend a work program for transportation planning which defines work tasks and responsibilities for the various agencies participating in the Rural Transportation Planning Organization (RPO).
 - D. Review and recommend transportation improvement projects, which support and enhance intra-county transportation within the four county Rural Transportation Planning Organization (RPO).
2. The membership of the Rural Transportation Advisory Committee shall consist of the following:
 - A. One County Commissioner representing the County of Duplin. One municipal elected official to represent the interest of all the participating municipal governments in Duplin County.
 - B. One County Commissioner representing the County of Greene. One municipal elected official to represent the interest of all the participating municipal governments in Greene County.
 - C. One County Commissioner representing the County of Lenoir. One municipal elected official to represent the interest of all the participating municipal governments in Lenoir County.
 - D. One County Commissioner representing the County of Wayne. One municipal elected official to represent the interest of all the participating municipal governments in Wayne County, except the City of Goldsboro, which is represented by the Goldsboro Urban Area Metropolitan Planning Organization.
 - E. One member of the North Carolina Board of Transportation representing the Department of Transportation.
3. The Board of County Commissioners of each County shall select the County Commissioner representing that County on the RTAC every two (2) years in a regular session meeting. The Board of County Commissioners representing each County shall select in a regular session meeting a participating municipal elected official from within that county to serve as the RTAC Municipal Representative. The term of office for all seats on the RTAC is two years. Re-appointment is possible.

4. Membership of the RTAC may be altered on the basis of a majority vote of its membership. One alternate may be designated for each member providing they meet the same criteria as the original appointee. Membership may be further defined in the duly adopted bylaws. A RPO RTAC membership roster will be compiled and updated at least annually, listing each attendee and alternate, if applicable, for each member county or municipality. The membership of a county or municipality member who fails to send the appointee or alternate to two (2) consecutive RPO meetings will be designated as a vacant seat and will not count towards quorum. Attendance at future meetings will reinstate the member. Ex officio members in the Eastern Carolina RPO will be advisory and non-voting.
5. A quorum is required for the transaction of all business, including conducting meetings or hearings, participating in deliberations, or voting upon or otherwise transacting the public business. A quorum consists of 51% of the members of the RTAC, plus as many additional members as may be required to ensure that 51% of possible votes are present. The Rural Transportation Advisory Committee (RTAC) will meet as often as it is deemed necessary, appropriate and advisable. On the basis of a majority vote of its membership, the Rural Transportation Advisory Committee may elect a member of the committee to act as chairperson with the responsibility for coordination of the committee's activities.
6. The Executive Director and a Transportation Planner of the Eastern Carolina Council of Governments will serve as staff to the RTAC.

Section 4. Establishment of the Rural-Transportation Coordinating Committee (RTCC). A Rural Transportation Coordinating Committee shall be established with the responsibility of general review, guidance, and coordination of the transportation planning process for the Rural Transportation Planning Organization (RPO) and the responsibility for making recommendations to the respective local, state, and federal governmental agencies and the Rural Transportation Advisory Committee (RTAC) regarding any necessary actions relating to the continuing transportation planning process.

1. The RTCC shall be responsible for development, review, and recommendation for approval of the rural transportation planning work program for the RPO, the Transportation Improvement Program, and revisions to the Transportation Improvement Program.
2. Membership of the Rural-Transportation Coordinating Committee (RTCC) shall include technical representatives from all local and state government agencies directly related to and concerned with the transportation planning process for the RPO planning area. Initially, the membership shall include, but may not be limited to, the following:
 - A. County Manager (or his/her designee) from each of the counties of the RPO planning area.

- B. The Chief Administrative Official (or his/her designee) from each municipality in the Eastern Carolina RPO planning area (excluding representatives from Goldsboro which is represented by the Goldsboro Urban Area Metropolitan Planning Organization, for these seats).
 - C. All Division Engineers for the RPO planning area, serving the Division of Highways, North Carolina Department of Transportation, or his/her designated representative.
 - D. Manager, Statewide Planning Branch, Planning and Environment, North Carolina Department of Transportation, or his/her designated representative.
3. When voting, the Chief Administrative Officials from all the participating municipalities within each county will have one vote per county. They will caucus among themselves within that county group and by a majority vote will choose how to cast their one vote. Ex officio members in the Eastern Carolina RPO will be advisory and non-voting.
 4. Membership of the RTCC may be altered on the basis of a majority vote of its membership and approval of the RTAC of the RPO. One alternate may be designated for each member providing they meet the same criteria as the original appointee. Membership may be further defined in the duly adopted bylaws. A RPO RTCC membership roster will be compiled and updated at least annually, listing each attendee and alternate, if applicable, for each member county or municipality. The membership of a county or municipality member who fails to send the appointee or alternate to two (2) consecutive RPO meetings will be designated as a vacant seat and will not count towards quorum. Attendance at future meetings will reinstate the member.
 5. A quorum is required for the transaction of all business, including conducting meetings or hearings, participating in deliberations, or voting upon or otherwise transacting the public business. A quorum consists of 51% of the members of the RTCC, plus as many additional members as required to ensure that 51% of possible votes are present. The Rural-Transportation Coordinating Committee (RTCC) shall meet when it is deemed necessary, appropriate and advisable. The Rural Transportation Coordinating Committee will be staffed by an Eastern Carolina Council of Governments Transportation Planner. On the basis of majority vote of its membership, the Rural-Transportation Coordinating Committee may elect a member of the committee to act as chairperson with the responsibility for coordination of the committee's activities.

Section 5. It is further agreed that all participating agencies will assist in the rural transportation planning process by providing planning assistance (where possible), data, and inventories in accordance with the approved work program. In addition, the lead planning agency will coordinate with each participating local government agency and the adjoining Rural Planning Organizations.

Section 6. Each county and its RPO member jurisdictions shall have the support of the RPO staff in developing local transportation projects and priorities. Each member agrees to coordinate its transportation plans with those of other RPO members. Additionally, by consensus, the RPO may identify projects of a regional nature for development and presentation to NCDOT for consideration.

Section 7. Parties to this Memorandum of Understanding (MOU) may terminate their participation in the continuing transportation planning process by giving 90 days written notice to the other parties to the date of termination.

Section 8. Municipalities desiring to join the RPO following the signing of this Memorandum of Understanding (MOU) must do so no later than 90 days after the date given below in Section 10, by submitting a fully-executed Municipal Statement of Adoption. Any municipality desiring to join the RPO after the initial 90-day period must notify the lead planning agency and the other members of the RPO in writing of its intent to join, and provide each with a copy of a fully-executed Municipal Statement of Adoption. New memberships will become effective on July 1st of each year.

Section 9. This Amended Memorandum of Understanding (MOU) supersedes and replaces any prior memorandum(s) of understanding between the Parties regarding the RPO.

Section 10. In witness whereof, the Parties have been authorized by appropriate and proper resolutions, and/or legislative authority to sign this Amended Memorandum of Understanding, this the 19th day of March, 2009.

BY:

COUNTY OF DUPLIN

Chairman

Clerk to the Board

COUNTY OF GREENE

Chairman

Clerk to the Board

COUNTY OF LENOIR

Chairman

Clerk to the Board

COUNTY OF WAYNE

Chairman

Clerk to the Board

EASTERN CAROLINA COUNCIL OF GOVERNMENTS

Chairman

Executive Director

North Carolina Department of Transportation

Secretary

Assistant Attorney General

MUNICIPAL STATEMENT OF ADOPTION
OF THE
AMENDED MEMORANDUM OF UNDERSTANDING REGARDING
THE RURAL PLANNING ORGANIZATION
FOR DUPLIN, GREENE, LENOIR, AND WAYNE COUNTIES

This Amended Memorandum of Understanding (MOU) for cooperative, comprehensive, and continuing transportation planning and the establishment of a Rural Planning Organization for the Counties of Duplin, Greene, Lenoir, and Wayne and the participating municipalities in each county is hereby adopted by the Town of XXXXXXXXXXXXX, _____ day of _____, 2009.

Mayor, Town of XXXXXXXXXXXXX

Clerk to the Board

**Eastern Carolina Rural Transportation Planning Organization (RPO)
Rural Transportation Advisory Committee (RTAC) By-Laws
Revised March 19, 2009**

ARTICLE I-NAME

The name of this committee shall be the Eastern Carolina RPO Rural Transportation Advisory Committee (RTAC), hereinafter referred to as the RTAC.

ARTICLE II-PURPOSE

The purpose and goals of this committee shall be to:

- review and approve the Eastern Carolina RPO Prospectus.
- review and approve the Eastern Carolina RPO Planning Work Program (PWP), which defines tasks and responsibilities for the various agencies participating in the Eastern Carolina RPO.
- establish goals, priorities, and objectives for the rural transportation planning process in the Eastern Carolina RPO area.
- coordinate efforts with the Eastern Carolina RPO Rural-Transportation Coordinating Committee (RTCC) in meeting the transportation and economic development needs of the Eastern Carolina RPO Area.
- make recommendations to the respective local, state, and federal governmental agencies regarding any necessary actions relating to the continuing transportation planning process.
- review and recommend transportation improvement projects that support and enhance inter-county and intra-county transportation serving the Eastern Carolina RPO area.
- develop and prioritize transportation projects that the Eastern Carolina RPO recommends for inclusion in the State Transportation Improvement Program (TIP).
- develop and amend as necessary the Eastern Carolina RPO Long-Range Multimodal Transportation Plan.
- review and recommend to the North Carolina Department of Transportation (NCDOT) changes to Transportation Plans for the units of government of the Eastern Carolina RPO.
- provide a forum for public participation in the rural transportation planning process.

ARTICLE III-MEMBERS

Section 1- Membership:

As specified in the Eastern Carolina RPO Memorandum of Understanding (MOU) between the Eastern Carolina RPO and North Carolina Department of Transportation (NCDOT), the RTAC shall consist of officials from local and state governmental agencies directly related to and concerned with the transportation planning process for the Eastern Carolina RPO planning area, which includes Duplin, Greene, Lenoir, and Wayne Counties, as well as the incorporated municipalities within each county that are members of the Eastern Carolina RPO. The initial voting membership shall include the following members:

- One County Commissioner representing the County of Duplin.
- One municipal elected official to represent the interest of all the municipal local governments in Duplin County.
- One County Commissioner representing the County of Greene.
- One municipal elected official to represent the interest of all the municipal local governments in Greene County.
- One County Commissioner representing the County of Lenoir.
- One municipal elected official to represent the interest of all the municipal local governments in Lenoir County.
- One County Commissioner representing the County of Wayne.
- One municipal elected official to represent the interest of all the municipal local governments in Wayne County, except the City of Goldsboro, which is represented by the Goldsboro Urban Area Metropolitan Planning Organization.
- One member representing the North Carolina Board of Transportation.

Section 2- Term of Membership:

Term of office for all seats on the RTAC is two years. Re-appointment is possible. To facilitate staggered terms and thereby promote continuity, the initial county commissioner appointments from Duplin, Greene, Lenoir and Wayne Counties to the RTAC shall be for two (2) years, and the initial Municipal appointments shall be for one (1) year. All subsequent appointments shall be for two (2) years.

Vacancies to the RTAC shall be filled in the manner in which the original appointment was made.

Section 3- Ex Officio Membership:

The RTAC shall include a representative from the Goldsboro Urban Area Metropolitan Planning Organization's Transportation Advisory Committee, as ex officio. Ex officio members in the Eastern Carolina RPO will be advisory and non-voting.

ARTICLE IV-OFFICERS

Section 1- Officers Defined:

The officers of the RTAC shall consist of a Chair and a Vice-Chair serving annual terms, but limited to two (2) consecutive terms. They will be elected by a majority vote of the eligible members. The Eastern Carolina Council Executive Director and an RPO Transportation Planner shall serve as staff to the Eastern Carolina RPO. The RPO Transportation Planner shall act as Secretary to the RTAC.

Section 2-Duties of Officers:

2.1 The Chair shall call meetings of the RTAC to order, and shall act as presiding officer of such meetings. The Chair shall see that all orders and action items, including amendments, are carried into effect. The Chair will:

- Sign all official documents of the RTAC
- Preside at all meetings of the RTAC
- Decide all points of order or procedure
- Transmit all recommendations of the RTAC to NCDOT
- With assistance from the RPO Transportation Planner, draft the meeting agendas and make said available to the RTAC members in a timely manner

2.2 The Vice-Chair shall conduct the duties of the Chair in the event of the Chair's absence or unavailability.

2.3 The administrative coordination for the RTAC shall be performed by the RPO Transportation Planner, as staff for the Eastern Carolina RPO. The RPO Transportation Planner shall:

- Keep minutes of the RTAC meetings in proper form for the approval of the RTAC at its next regular meeting
- Send notices of regular meetings of the RTAC, with a copy of the agenda, in accordance with Article V of these rules
- All meetings will be handled in accordance with North Carolina Open Meeting Law
- Maintain all files, records, and correspondence of the RTAC

2.4 Should neither the Chair nor Vice-Chair be able to preside at a meeting, the RTAC shall appoint a Chair Pro-Tem for that meeting or until such time the Chair or Vice-Chair can resume their responsibilities.

2.5 The Chair and Vice-Chair shall be elected annually at the first regularly scheduled meeting of the calendar year. Additional elections may be held if either the Chair or Vice-Chair cannot carry out his/her duties or complete the remainder of their appointed term.

2.6 An elected officer shall continue in office until a replacement is elected or appointed as long as they continue to hold the same or a similar position or office representing the same entity.

ARTICLE V-MEETINGS

Section 1- Regular Meetings:

The RTAC shall meet when it is deemed necessary, appropriate, or advisable. The RTAC shall meet on an as needed (on-call) basis as determined by the Chair of the RTAC and at a time to be determined by the Chair of the RTAC.

Section 2- Special Meetings:

Special meetings may be called by the Chair, or at the request of three (3) eligible voting members of the RTAC petitioning the Chair. Notice of special meetings shall be given in accordance with Open Meeting Laws of the North Carolina General Statutes.

Section 3- Workshops:

The RTAC may choose to hold workshops from time to time. Notification of all workshops shall be sent to RTAC members in the same manner as regular meetings of the RTAC.

Section 4- Attendance:

RTAC members are expected to attend each regular meeting and each special meeting of the RTAC. If a RTAC member is unable to attend a meeting, notice should be given by the member to be absent, to the RPO Transportation Planner. RTAC members are allowed to designate an alternate to attend meetings in their absence, providing such alternate member meets the same membership requirements as the absent member. Should a member fail to attend, or make arrangements for an alternate to attend, fifty percent (50%) or more of the scheduled meetings in any one (1) calendar year period (January to December), the RTAC Chair shall contact the appointing entity to discuss consideration of a replacement member for that unit of government or organization. If an RTAC member and/or their alternate miss two (2) consecutive RTAC meetings, that seat is considered to be vacant and does not count towards the number required for a quorum. If that member later attends a RTAC meeting, the seat is active again and is counted toward the quorum.

Section 5- Agenda:

The agenda is a list of considerations for discussion at a meeting. Any member of the RTAC can place items on the agenda prior to its distribution, by notifying the RTAC Chair and/or the RPO Transportation Planner. Additional items may be placed on the regular agenda at the beginning of the RTAC meeting on the date of the meeting, if approved by a majority vote of the present and eligible voting members.

Section 6- Quorum:

A quorum is required for the transaction of all business, including conducting meetings or hearings, participating in deliberations, or voting upon or otherwise transacting public business. A quorum consists of 51% of the members of the RTAC, plus as many additional members as may be required to ensure that 51% of possible voters are present. An alternate may be appointed to attend meetings should the member not be able to attend. Vacant seats as defined in the bylaws will not count against the quorum. Electronic meetings are allowed as long as public notice is given and a location for listening is provided.

Section 7- Voting Procedures:

The Chair may call for a vote on any issue, provided that it is seconded and within the purposes set forth in Article II and provided the issue is on the agenda as outlined in Section 5 of this article. Each voting member of the RTAC shall have one (1) vote.

Ex officio members in the Eastern Carolina RPO will be advisory and non-voting.

RTCC review and comment is required prior to any vote affecting the Planning Work Program (PWP).

The Chair is permitted to vote. In the event of a tie, where the Chair has already voted, the Chair cannot vote again to break the tie and the motion does not pass. Abstentions on issues requiring a vote is permitted, provided members desiring to abstain, obtain approval by the RTAC for said abstention by a majority vote of the RTAC members present. Any member present and not voting shall be recorded as a positive vote on the motion. In the absence of any direction from these By-Laws or other duly adopted voting procedures pursuant to certain approval actions, Robert's Rules of Order will designate procedures governing voting.

ARTICLE VI-AMENDMENTS TO BY-LAWS

Amendments to these By-Laws shall require the affirmative vote of a majority of the RTAC eligible voting members, provided that written notice of the proposed amendment has been sent seven (7) days prior to the meeting at which the amendment is to be considered and provided that such amendment does not conflict with the letter or fundamental intent of the Memorandum of Understanding (MOU) for the Eastern Carolina RPO, which is the governing document for these By-Laws. In the event of any conflict, the MOU shall carry precedence over these By-Laws.

The Eastern Carolina RPO Rural Transportation Advisory Committee (RTAC) approved these revised By-Laws on March 19, 2009.

SIGNATORY:

Bennie Heath, Chair Eastern Carolina RPO RTAC

Date

ATTEST:

Alex Rickard, RPO Transportation Planner

Date

**A Eastern Carolina Rural Transportation Planning Organization (RPO)
Rural Transportation Coordinating Committee (RTCC) By-Laws
Revised March 19, 2009**

ARTICLE I-NAME

The name of this committee shall be the Eastern Carolina RPO Rural—Transportation Coordinating Committee (RTCC), hereinafter referred to as the RTCC.

ARTICLE II-PURPOSE

The purpose and goals of this committee shall be to:

- review and recommend the Eastern Carolina RPO Prospectus to the Rural Transportation Advisory Committee (RTAC)
- review and recommend to the RTAC the Eastern Carolina RPO Planning Work Program (PWP), which defines work tasks and responsibilities for the various agencies participating in the Eastern Carolina RPO
- assist the RTAC to establish goals, priorities, and objectives for the rural transportation planning process in the Eastern Carolina RPO
- coordinate work efforts with the RTAC in meeting the transportation and economic development needs of the Eastern Carolina Region
- prepare transportation studies, plans, and programming recommendations required or requested by state or federal agencies or as requested by the RTAC
- provide transportation-related information to local governments and other interested organizations and persons to coordinate transportation related tasks that enhance transportation system development, coordination, and efficiency
- review and recommend to the RTAC transportation improvement projects that support and enhance inter-county and intra-county transportation serving the Eastern Carolina RPO area
- identify and prioritize transportation projects for the RTAC to submit to the North Carolina Department of Transportation (NCDOT) for inclusion in the State Transportation Improvement Program (TIP)
- make recommendations to the respective local, state, and federal governmental agencies and the RTAC regarding any necessary actions relating to the continuing transportation planning process

- review and recommend to the RTAC changes to Transportation Plans for the units of government of the Eastern Carolina RPO
- provide a forum for public participation in the rural transportation planning process

ARTICLE III-MEMBERS

Section 1- Membership:

As specified in the Memorandum of Understanding (MOU) between the Eastern Carolina RPO and NCDOT, the RTCC shall consist of officials from local and state governmental agencies directly related to and concerned with the transportation planning process for the Eastern Carolina RPO planning area, which includes Duplin, Greene, Lenoir, and Wayne Counties, as well as the incorporated municipalities within each County that are members of the Eastern Carolina RPO.

Membership of the RTCC may be altered on the basis of a majority vote of its membership and approval of the RTAC.

The initial voting membership shall include, but not be limited to, the following members:

- County Manager, or his/her designee, from each of the counties of the RPO planning area
- The Chief Administrative Official, or his/her designee, from each municipality in the RPO planning area that is a member of the RPO
- The County Transportation Committee Member or Planner Designated by each county as their representative for this seat
- A representative from the Goldsboro – Wayne Airport Authority and a representative from the North Carolina Global TransPark Authority
- The Base Commander of the Fourth Fighter Wing, at Seymour Johnson Air Force Base (or his/her designee)
- The Director of Duplin County Transportation Department (or his/her designee)
- The Director of Greene County Transportation (or his/her designee)
- The Lenoir County Transportation Coordinator (or his/her designee)
- The Director of Goldsboro – Wayne Transportation Authority (or his/her designee)
- NC DOT Division Engineers of Division 2, 3, and 4, or his/her designated representatives

- Manager, Statewide Planning Branch, Planning and Environment, North Carolina Department of Transportation, or his/her designated representative
- An Area Traffic Engineer, Division of Highways, Traffic Engineering Branch, North Carolina Department of Transportation, or his/her designated representative

Section 2- Ex Officio Membership:

As specified in the Eastern Carolina RPO Memorandum of Understanding (MOU) between the Eastern Carolina RPO and North Carolina Department of Transportation (NCDOT), the RTCC shall include a representative from the Transportation Planner for the Goldsboro Urban Area Metropolitan Planning Organization, as ex officio. Ex officio members in the Eastern Carolina RPO will be advisory and non-voting. Ex Officio Members shall include, but not be limited to, the following members:

- A representative from the Transportation Planner for the Goldsboro Urban Area Metropolitan Planning Organization

Section 3- Subcommittees:

Subcommittees may be formed by the RTCC as deemed necessary. Purpose, title, and membership of any subcommittee is subject to RTCC approval.

ARTICLE IV-OFFICERS

Section 1- Officers Defined:

The officers of the RTCC will consist of a Chair and a Vice-Chair serving annual terms, but limited to two (2) consecutive terms. They will be elected by a majority vote of the eligible members. An RPO Transportation Planner, as staff to the Eastern Carolina RPO, shall act as Secretary to the RTCC.

Section 2- Duties of Officers:

2.1 The Chair shall call meetings of the RTCC to order and shall act as presiding officer of such meetings. The Chair shall see that all orders and action items, including amendments, are carried into effect. The Chair shall:

- Sign all official documents of the RTCC
- Preside at all meetings of the RTCC
- Decide all points of order or procedure

- Transmit all recommendations of the RTCC to the RTAC
- With assistance from the RPO Transportation Planner, draft the meeting agendas and make said available to the members in a timely manner

2.2 The Vice-Chair shall conduct the duties of the Chair in the event of the Chair's absence or unavailability.

2.3 The administrative coordination for the RTCC shall be performed by the RPO Transportation Planner, as staff for the Eastern Carolina RPO. The RPO Transportation Planner shall:

- Keep minutes of the Eastern Carolina RPO RTCC meetings in proper form for the approval of the RTCC at its next regular meeting
- Send notices of regular meetings of the Eastern Carolina RPO RTCC, with a copy of the agenda, in accordance with Article V of these rules
- All meetings will be handled in accordance with North Carolina Open Meeting Law
- Maintain all files, records, and correspondence of the RTCC

2.4 Should neither the Chair nor Vice-Chair be able to preside at a meeting, the RTCC shall appoint a Chair Pro-Tem for that meeting or until such time the Chair or Vice-Chair can resume his/her responsibilities.

2.5 The Chair and Vice-Chair shall be elected annually at the first regularly scheduled meeting of the fiscal year. Additional elections may be held if either the Chair or Vice-Chair cannot carry out his/her duties or complete the remainder of their appointed term.

2.6 An elected officer shall continue in office until a replacement is elected or appointed as long as he/she continues to hold the same or a similar position or office representing the same entity.

ARTICLE V-MEETINGS

Section 1- Regular Meetings:

The RTCC shall meet when it is deemed necessary, appropriate, and advisable. The regular meeting of the RTCC shall be held as determined by RTCC members. Meeting notice and agenda are to be sent no later than seven (7) calendar days prior to the regular RTCC meeting date. Regular meetings may be canceled by the Chair should there be insufficient business for the RTCC to conduct.

Section 2- Special Meetings:

Special meetings may be called by the Chair, or at the request of three (3) eligible voting members of the RTCC petitioning the Chair. Notice of special meetings shall be given in accordance with Open Meeting Laws of the North Carolina General Statutes.

Section 3- Workshops:

The RTCC may choose to hold workshops from time to time. Notification of all workshops shall be sent to RTCC members in the same manner as regular meetings of the RTCC.

Section 4- Attendance:

RTCC members are expected to attend each regular meeting and each special meeting of the RTCC. If a RTCC member is unable to attend a meeting, notice should be given by the member to be absent, to the RPO Transportation Planner. RTCC members are allowed to designate an alternate to attend meetings in their absence, providing such alternate meets the same membership requirements as the absent member. Should a member fail to attend, or make arrangements for an alternate to attend, fifty percent (50%) or more of the scheduled meetings in any one (1) calendar year period (January to December), the RTCC Chair shall contact the appointing entity to discuss consideration of a replacement member.

If a RTCC member misses two (2) consecutive RTCC meetings, that seat is considered to be vacant and does not count towards the number required for a quorum. If that member later attends a RTCC meeting, the seat is active again and is counted toward the quorum.

Section 5- Agenda:

The agenda is a list of considerations for discussion at a meeting. Any member of the RTCC can place items on the agenda prior to its distribution, by notifying the RTCC Chair and/or the RPO Transportation Planner. Additional items may be placed on the regular agenda at the beginning of the RTCC meeting on the date of the meeting, if approved by a majority vote of the present and eligible voting members.

Section 6-Quorum:

A quorum is required for the transaction of all business, including conducting meetings or hearings, participating in deliberations, or voting upon or otherwise transacting public business. A quorum consists of 51% of the members of the RTCC plus as many additional members as may be required to ensure that 51% of possible voters are present. An alternate may be appointed to attend meetings should the member not be able to attend. Vacant seats as defined in the bylaws will not count against the quorum. Electronic meetings are allowed as long as public notice is given and a location for listening is provided. For the purpose of establishing a quorum, only one representative of one member municipality within a county must be present for the voting member representing the municipalities in that county to be deemed as present.

Section 7- Voting Procedures:

The Chair may call for a vote on any issue, provided that it is seconded and within the purposes set forth in Article II and provided the issue is on the agenda as outlined in Section 5 of this article. When voting, the Chief Administrative Officials from all the participating municipalities within each county will have one vote per county. They will caucus among themselves within that county group and by a majority vote will choose how to cast their one vote. Ex officio members in the Eastern Carolina RPO will be advisory and non-voting.

The Chair is permitted to vote. In the event of a tie, where the Chair has already voted, the Chair cannot vote again to break the tie and the vote does not pass. Abstentions on issues requiring a vote are permitted, provided members desiring to abstain obtain approval by the RTCC for said abstention by a majority vote of the RTCC members present. Any member present and not voting shall be recorded as a positive vote on the motion. In the absence of any direction from these By-Laws or other duly adopted voting procedures pursuant to certain approval actions, Robert's Rules of Order will designate procedures governing voting.

ARTICLE VI-AMENDMENTS TO BY-LAWS

Amendments to these By-Laws shall require the affirmative vote of a majority of the RTCC eligible voting members, provided that written notice of the proposed amendment has been mailed seven (7) days prior to the meeting at which the amendment is to be considered and provided that such amendment does not conflict with the letter or fundamental intent of the Memorandum of Understanding (MOU) for the Eastern Carolina RPO, which is the governing document for these By-Laws. In the event of any conflict, the MOU shall carry precedence over these By-Laws.

The Eastern Carolina RPO Rural Transportation Coordinating Committee (RTCC) approved these revised By-Laws on March 19, 2009.

Russell Rhodes, Chair, Eastern Carolina RPO RTCC

Date

ATTEST: _____
Alex Rickard, RPO Transportation Planner

Date

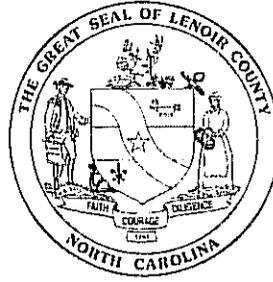
TO: Members of the Board
FROM: George W. Graham, Chairman
DATE: January 19, 2010
SUBJECT: Items from Chairman

1. TACC-9 Interview Schedule: Proposed 2010
2. NCACC Call for Federal Issues

County of Lenoir

Board of Commissioners

George W. Graham, Jr., Chairman
Claude Stroud, Vice-Chairman
Jackie Brown
Reuben Davis
Chris Humphrey
Tommy Pharo
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, Asst. County Manager
Lashanda A. Hall, Clerk to the Board

TO: Members of the Board
FROM: George W. Graham, Jr.
DATE: January 19, 2010
SUBJECT: TACC-9 Interview Schedule: Proposed: 2010

The following is a proposed schedule by Chairman Graham for consideration by all Board members.

Ms. Sutton	January
Mr. Humphrey	February
Mr. Stroud	March
Ms. Brown	April
Mr. Graham	May
Mr. Jarman	June
Mr. Jarman	July
Mr. Davis	August
Mr. Pharo	September
Mr. Humphrey	October
Mr. Stroud	November
Ms. Brown	December

Lenoir County Managers Office

Send reply to: "George Graham" <gwgrahamjr@suddenlink.net>
From: "George Graham" <gwgrahamjr@suddenlink.net>
To: "Lashanda Aytch" <laytch@co.lenoir.nc.us>,
<mjarman@co.lenoir.nc.us>,
<thollowe@co.lenoir.nc.us>
Subject: Fw: NCACC Call for Federal Issues - Respond by Jan. 20
Date sent: Wed, 6 Jan 2010 16:43:30 -0500

To: County Chairmen
cc: County Managers, County Clerks



ISSUES:

- NCACC solicits your county's help in identifying those federal issues of statewide importance to all counties
- NCACC asks that you review NCACC's 2009 Congressional Issues of Interest to Counties and NACo's 2010 Legislative Priorities
- NCACC's Board of Directors will vote Feb. 3 to determine which issues to present to N.C. Congressional delegation during NACo's Legislative Conference, March 6-10, Washington, D.C.

ACTIONS NEEDED:

- Please submit your county's federal issues of statewide importance to all counties to NCACC by Wednesday, Jan. 20 (see below for instructions)
- Please plan to attend N.C. Congressional Breakfast on Wednesday, March 10, Washington, D.C.

NCACC solicits your county's help in identifying those federal issues of statewide importance to all counties

In preparation for the upcoming NACo Legislative Conference and the scheduled Congressional breakfast with North Carolina delegates, NCACC is soliciting **federal issues** of interest to your county that are **statewide** in nature.

Each year, Association staff members compile Congressional issue papers for distribution to our Congressional delegation and their staff. These issue papers, adopted by the NCACC Board of Directors, identify and summarize our counties' concerns regarding specific federal legislation and administrative rule-making that impact North Carolina county government.

NCACC's government relations team considers public employee collective bargaining to be the primary federal issue for North Carolina counties for 2010 and will recommend to the Board of Directors that opposition to any federal preemption of state law regulating public employee collective

bargaining be included in NCACC's 2010 Congressional issues packet.

Please submit your county's federal issues of statewide importance to NCACC by Wednesday, Jan. 20

If you have other issues you would like to be considered, please contact me via e-mail at rebecca.troutman@ncacc.org by Wednesday, Jan. 20. We recognize that there are many potential issues, but we ask that you submit only 1-2 issues of the highest priority so that we may better focus our efforts.

Please fill out the issues form below for each proposal, and reply to this email with your county's proposals. Prospective federal issues will be presented to the NCACC Board of Directors at its Feb. 3 meeting for consideration and approval for inclusion into the 2010 Congressional issues packet. The Board will assess each issue based on its statewide county government impact and whether Congressional action is imminent.

NCACC asks that you review NCACC's 2009 Congressional Issues of Interest to Counties and NACo's 2010 Legislative Priorities

For your information, the NCACC Board of Directors approved four statewide federal issues for 2009. Please find these listed below, along with a legislative status of each issue, based on any action by the 111th Congress:

2009 Congressional Issues for North Carolina Counties

▪ **Issue: Support Remote Sales Tax Collection**

Status: No legislation has been introduced in the 111th Congress, although informal talks have not resolved issues of vendor compensation, small vendor exemption levels, or inclusion of telecommunications services. Legislation introduced in the 110th Congress (S. 34 and H.R. 3396) could not move forward as it inappropriately included telecommunications simplification – such simplification measures are outside of the scope of SSTP. Telecommunications streamlining significantly reduces some existing state and county revenue streams and may impede local land-use planning.

▪ **Issue: Overturn or Continue to Delay CMS Rule Change Redefining Public Hospitals**

Status: CMS rescinded its earlier Medicaid regulations on June 29, 2009, and elected not to finalize its temporary rule to redefine public hospitals.

▪ **Issue: Oppose Federal Preemption of State Law Regulating Collective Bargaining of Public Employees**

Status: S1611/HR 413 would require state and local governments to enter into collective bargaining agreements with all public safety employees. NCACC was alerted that this language was to be inserted into the Defense Appropriations Conference Report – county members and other stakeholders called in protest and no such language was included.

▪ **Issue: Increase Federal Funding for County Infrastructure Needs**

Status: Infrastructure funding was provided via the America Recovery and Reinvestment Act, and additional federal dollars may be made available via reinvestment of TARP proceeds.

Also for your information, please find following NACo's 2010 legislative priorities, as adopted by the NACo Board of Directors at its December 2009 meeting.

- Support the surface transportation and aviation program reauthorizations;
- Support for county priorities in any jobs creation package and promote county fiscal relief;
- Support county priorities in health care reform efforts;
- Repeal the Three Percent Tax Withholding requirement;
- Obtain cosponsors for HR.3332, The Restore the Partnership Act, and seek introduction of a similar bill in the Senate;
- Promote broadband deployment and adoption to provide, and support, county services to the citizens; and
- Oppose and reduce unfunded mandates, support preservation of county revenues and pursue new funding opportunities.

Please plan to attend N.C. Congressional Breakfast on Wednesday, March 10, Washington, D.C.

As a reminder, the NACo Legislative Conference will be held Saturday - Wednesday, March 6-10, at the Marriott Wardman Park Hotel in Washington, D.C. Please complete conference and hotel registrations as soon as possible to ensure your stay at the Marriott Wardman.

NACo's conference schedule should allow convenient participation by our Congressional delegation. The opening educational sessions are on Monday, March 8, beginning at 9 a.m., with the concluding event being visits to Capitol Hill on Wednesday morning. Pre-conference workshops, steering committees and affiliate meetings will start on Saturday, March 6.

NCACC members will caucus on Monday, March 8, from 4 – 5:45 p.m. NCACC will host a state reception for N.C. attendees from 5:45 - 7 p.m.

On Wednesday, March 10, the NCACC will sponsor its annual Congressional breakfast from 8 - 9:30 a.m. in the Capitol Hill Club, 300 First Street SE.

We also suggest that our commissioners schedule individual meetings with their Congressional delegation following the statewide breakfast, or at other times convenient to your representatives. Registration materials for the breakfast will be sent out in early February, but please schedule your conference travel plans to accommodate the breakfast and Capitol Hill visits.

Congressional Issues Proposal Form

Name: _____ County: _____

Issue: _____

Description: _____

Has a bill been introduced in Congress? Yes No

If yes, please provide bill number. Senate Bill No.: _____ House Bill No.: _____

(Please answer the following questions)

How does this issue impact counties?

Does this issue contain a cost to counties? Yes No

Please explain: _____

Does this issue impact county authority? Yes No

Please explain: _____

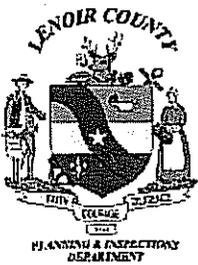


Rebecca Troutman
Intergovernmental Relations Director
Office: 919.715.4360
Cell: 919.744.4718
www.ncacc.org

100 Years of County Unity, 1908 - 2008

TO: Chairman and Members of the Board
FROM: Mike Jarman, County Manager
DATE: January 19, 2010
SUBJECT: Items of Interest

1. Budget Work Session: February 1, 2010
2. Lenoir County Inspections: Permit/Inspection Report:
December 2009 & January to December 2009



**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**

DECEMBER 2009

PERMITS ISSUED: 117

PERMITS VALUE: \$ 1,146,207

PERMIT FEES: \$ 8,617

SINGLE FAMILY DWELLINGS: 2

MOBILE HOMES: 6

COMMERCIAL: 2

ADDITIONS: 13

ELECTRICAL: 39

PLUMBING: 10

MECHANICAL: 29

OTHER: 16

TOTAL INSPECTIONS: 220

KINSTON/LENOIR COUNTY

PERIODIC REPORT OF PERMITS ISSUED (GROUPED BY REPORT CODE)

DATE RANGE: 12/01/09 TO 12/31/09

Printed on: JANUARY 1, 2010

Page 1

	CODE	PRMS	VALUATION	FEES	PAID	UNITS
	-----	-----	-----	-----	-----	-----
NEW RES. HOUSEKPING - LENOIR COUNTY						
* Single Family Houses Detached	101B	1	145,000.00		290.00	1
* Single Family Houses Attached	102B	0	0.00		0.00	0
* 2 Family Building	103B	0	0.00		0.00	0
* 3 and 4 Family Buildings	104B	0	0.00		0.00	0
* 5 or More Family Buildings	105B	0	0.00		0.00	0
*TOTAL INFORMATION 101-105	109B	0	0.00		0.00	0
NEW RESIDENTIAL NON-HOUSEKEEPING BL:						
* Hotels, Motels & Tourist Cabins ..	213B	0	0.00		0.00	0
* Other Non-Housekeeping Shelter ...	214B	0	0.00		0.00	0
NEW NON-RESIDENTIAL BUILDINGS:						
* Amusement, Social, & Recreational	318B	0	0.00		0.00	0
* Churches & Other Religious	319B	0	0.00		0.00	0
* Industrial	320B	0	0.00		0.00	0
* Prkng Garages (Blds & Open Decked)	321B	0	0.00		0.00	0
* Service Stations & Repair Garages	322B	0	0.00		0.00	0
* Hospitals & Institutional	323B	0	0.00		0.00	0
* Offices, Banks, & Professional ...	324B	0	0.00		0.00	0
* Public Works & Utilities	325B	0	0.00		0.00	0
* Schools & Other Educational	326B	1	66,390.00		398.00	1
* Stores & Customer Services	327B	0	0.00		0.00	0
* Other Non-Residential Bldgs	328B	0	0.00		0.00	0
* Structures Other than Buildings ...	329B	0	0.00		0.00	0
ADDITIONS, ALTERATIONS, & CONVERSION						
* Residential	434B	13	393,362.00		1,124.00	13
* Non-Residential & Non-Housekeeping	437B	0	0.00		0.00	0
* Adds of Res. CP/Garages (Atch/Detc)	438B	0	0.00		0.00	0
DEMOLITIONS AND RAZING OF BUILDINGS:						
* Single Family Houses (Atch/Detach)	645B	0	0.00		0.00	0
* 2 Family Buildings	646B	0	0.00		0.00	0
* 3 & 4 Family Buildings	647B	0	0.00		0.00	0
* 5 or More Family Buildings	648B	0	0.00		0.00	0
* All Other Buildings and Structures	649B	0	0.00		0.00	0

TOTALS FOR PERMITS THIS PAGE		15	604,752.00		1,812.00	15

KINSTON/LENOIR COUNTY

PERIODIC REPORT OF PERMITS ISSUED (GROUPED BY REPORT CODE)

DATE RANGE: 12/01/09 TO 12/31/09

Printed on: JANUARY 1, 2010

Page 2

	CODE	PRMS	VALUATION	FEEES	PAID	UNITS
	-----	-----	-----	-----	-----	-----
MOBILE/MODULAR OFFICE/CLASSROOM						
*MOBILE OFFICE	740B	1	20,000.00	0.00	0.00	1
*MODULAR CLASSROOM	750B	0	0.00	0.00	0.00	0
*MODULAR OFFICE	730B	0	0.00	0.00	0.00	0
ELECT./PLUMB/HEAT/A/C/INS/TEMP POLE:						
*ELECTRICAL	800B	39	64,116.00	2,189.00	0.00	39
*PLUMBING	810B	10	14,295.00	649.00	0.00	10
*HEATING/ AIR CONDITIONING	820B	29	122,791.00	1,649.00	0.00	29
*INSULATION	830B	4	6,900.00	200.00	0.00	4
*TEMPORARY POLE	840B	1	750.00	25.00	0.00	1
RESIDENTIAL ACCESSORY STRUCTURES						
*STORAGE/PORCHES/PATIOS/DECKS	900B	0	0.00	0.00	0.00	0
MISCELLANEOUS:						
*CHANGE OF OCCUPANCY	910B	1	150.00	150.00	0.00	1
*INSPECT DWELLING	920B	0	0.00	0.00	0.00	0
*TENTS	930B	0	0.00	0.00	0.00	0
*SATELLITE DISH	940B	0	0.00	0.00	0.00	0
*AWNING	950B	0	0.00	0.00	0.00	0
*EXTRA INSPECTIONS	960B	8	650.00	716.00	0.00	8
*FIRE PROTECTION SPRINKLER SYSTEM	966B	1	4,603.00	199.00	0.00	1
*MOVING DWELLING ONLY	970B	0	0.00	0.00	0.00	0
*SIGN	980B	1	1,200.00	50.00	0.00	1
*FIREWORKS	985B	0	0.00	0.00	0.00	0
*SWIMMING POOL	990B	0	0.00	0.00	0.00	0
*TANKS	995B	0	0.00	0.00	0.00	0
MOBILE HOMES						
*SINGLE WIDE MOBILE HOME	700B	4	33,500.00	400.00	0.00	4
*DOUBLE WIDE MOBILE HOME	710B	2	122,500.00	250.00	0.00	2
*MODULR HOME	720B	1	150,000.00	328.00	0.00	1

TOTALS FOR PERMITS ABOVE (incl. pg 1)		117	1,146,207.00	8,617.00	0.00	117

Totals of other permits in the period		0	0.00	0.00	0.00	0

TOTAL FOR ALL PERMITS IN THE PERIOD		117	1,146,207.00	8,617.00	0.00	117

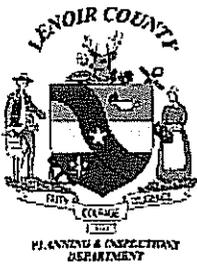
THIS REPORT WAS PRINTED ON JANUARY 1, 2010

KINSTON/LENDIR COUNTY

((STATISTICAL BREAKOUT))

(----- Inspections -----) (----- Re-Inspections -----) Based On # Activities

# ACTIVITIES	INSPECTIONS (I)	PASSED	CORRECTIONS	RE-INSPECTIONS (R)	PASSED	CORRECTIONS	RE-INSPECTIONS REQUIRED
220	200	172	26	19	14	3	29
	% INSPECTIONS	% PASSED	% CORRECTIONS	% RE-INSPECTIONS	% PASSED	% CORRECTIONS	% RE-INSPECT. REQUIRED
	91	86	13	9	74	16	13



**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**

JANUARY to DECEMBER 2009

PERMITS ISSUED: 1439

PERMITS VALUE: \$ 57,319,439

PERMIT FEES: \$ 154,620

SINGLE FAMILY DWELLINGS: 34

MOBILE HOMES: 117

COMMERCIAL: 22

ADDITIONS: 98

ELECTRICAL: 467

PLUMBING: 150

MECHANICAL: 311

OTHER: 240

TOTAL INSPECTIONS: 3,225

KINSTON/LENOIR COUNTY

PERIODIC REPORT OF PERMITS ISSUED (GROUPED BY REPORT CODE)

DATE RANGE: 01/01/09 TO 12/31/09

Printed on: JANUARY 1, 2010

Page 1

	CODE	PRMS	VALUATION	FEES	PAID	UNITS
	-----	-----	-----	-----	-----	-----
NEW RES. HOUSEKPING - LENOIR COUNTY						
* Single Family Houses Detached	101B	19	4,294,395.00	10,319.00		19
* Single Family Houses Attached	102B	0	0.00	0.00	0.00	0
* 2 Family Building	103B	0	0.00	0.00	0.00	0
* 3 and 4 Family Buildings	104B	0	0.00	0.00	0.00	0
* 5 or More Family Buildings	105B	0	0.00	0.00	0.00	0
*TOTAL INFORMATION 101-105	109B	0	0.00	0.00	0.00	0
NEW RESIDENTIAL NON-HOUSEKEEPING BL:						
* Hotels, Motels & Tourist Cabins ..	213B	0	0.00	0.00	0.00	0
* Other Non-Housekeeping Shelter ...	214B	0	0.00	0.00	0.00	0
NEW NON-RESIDENTIAL BUILDINGS:						
* Amusement, Social, & Recreational	318B	0	0.00	0.00	0.00	0
* Churches & Other Religious	319B	3	210,830.00	1,887.00		3
* Industrial	320B	7	28,291,761.00	645.00		7
* Prkng Garages (Blds & Open Decked)	321B	1	26,000.00	112.00		1
* Service Stations & Repair Garages	322B	0	0.00	0.00	0.00	0
* Hospitals & Institutional	323B	0	0.00	0.00	0.00	0
* Offices, Banks, & Professional ...	324B	1	345,000.00	1,064.00		1
* Public Works & Utilities	325B	0	0.00	0.00	0.00	0
* Schools & Other Educational	326B	4	6,078,940.00	18,506.00		4
* Stores & Customer Services	327B	1	0.00	150.00		1
* Other Non-Residential Bldgs	328B	0	0.00	0.00	0.00	0
* Structures Other than Buildings ...	329B	0	0.00	0.00	0.00	0
ADDITIONS, ALTERATIONS, & CONVERSION						
* Residential	434B	94	3,529,827.00	10,281.00		94
* Non-Residential & Non-Housekeeping	437B	2	143,000.00	524.00		2
* Adds of Res. CP/Garages (Atch/Detc)	438B	4	129,560.00	303.00		4
DEMOLITIONS AND RAZING OF BUILDINGS:						
* Single Family Houses (Atch/Detach)	645B	0	0.00	0.00	0.00	0
* 2 Family Buildings	646B	0	0.00	0.00	0.00	0
* 3 & 4 Family Buildings	647B	0	0.00	0.00	0.00	0
* 5 or More Family Buildings	648B	0	0.00	0.00	0.00	0
* All Other Buildings and Structures	649B	1	100,000.00	100.00		1

TOTALS FOR PERMITS THIS PAGE		137	43,149,313.00	43,891.00		137

KINSTON/LENOIR COUNTY

PERIODIC REPORT OF PERMITS ISSUED (GROUPED BY REPORT CODE)

DATE RANGE: 01/01/09 TO 12/31/09

Printed on: JANUARY 1, 2010

Page 2

	CODE	PRMS	VALUATION	FEES	PAID	UNITS
	-----	-----	-----	-----	-----	-----
MOBILE/MODULAR OFFICE/CLASSROOM						
*MOBILE OFFICE	740B	1	20,000.00	0.00		1
*MODULAR CLASSROOM	750B	0	0.00	0.00		0
*MODULAR OFFICE	730B	1	50,000.00	375.00		1
ELECT./PLUMB/HEAT/A/C/INS/TEMP POLE:						
*ELECTRICAL	800B	467	2,304,931.00	31,462.00		467
*PLUMBING	810B	150	839,633.00	14,260.00		149
*HEATING/ AIR CONDITIONING	820B	311	3,854,503.00	24,296.00		311
*INSULATION	830B	64	146,503.00	3,298.00		64
*TEMPORARY POLE	840B	29	21,300.00	1,375.00		29
RESIDENTIAL ACCESSORY STRUCTURES						
*STORAGE/PORCHES/PATIOS/DECKS	900B	0	0.00	0.00		0
MISCELLANEOUS:						
*CHANGE OF OCCUPANCY	910B	5	200.00	375.00		5
*INSPECT DWELLING	920B	0	0.00	0.00		0
*TENTS	930B	0	0.00	0.00		0
*SATELLITE DISH	940B	0	0.00	0.00		0
*AWNING	950B	1	500.00	25.00		1
*EXTRA INSPECTIONS	960B	127	119,668.00	7,499.00		127
*FIRE PROTECTION SPRINKLER SYSTEM	966B	5	1,844,583.00	1,465.00		5
*MOVING DWELLING ONLY	970B	1	100.00	25.00		1
*SIGN	980B	2	6,200.00	300.00		2
*FIREWORKS	985B	0	0.00	0.00		0
*SWIMMING POOL	990B	2	90,342.00	200.00		2
*TANKS	995B	0	0.00	0.00		0
MOBILE HOMES						
*SINGLE WIDE MOBILE HOME	700B	74	851,910.00	12,900.00		74
*DOUBLE WIDE MOBILE HOME	710B	43	2,032,377.00	7,135.00		43
*MODULR HOME	720B	15	1,976,376.00	5,564.00		15

TOTALS FOR PERMITS ABOVE (incl. pg 1)	1435		57,308,439.00	154,445.00		1434
---------------------------------------	------	--	---------------	------------	--	------

Totals of other permits in the period	4		11,000.00	175.00		2
---------------------------------------	---	--	-----------	--------	--	---

TOTAL FOR ALL PERMITS IN THE PERIOD	1439		57,319,439.00	154,620.00		1436
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THIS REPORT WAS PRINTED ON JANUARY 1, 2010

KINSTON/LENDIR COUNTY

((STATISTICAL BREAKOUT))

(----- Inspections -----) (----- Re-Inspections -----) Based On # Activities

# ACTIVITIES	INSPECTIONS (I)	PASSED	CORRECTIONS	RE-INSPECTIONS (R)	PASSED	CORRECTIONS	RE-INSPECTIONS REQUIRED
3,225	2,815	2,416	384	409	337	62	440
	% INSPECTIONS	% PASSED	% CORRECTIONS	% RE-INSPECTIONS	% PASSED	% CORRECTIONS	% RE-INSPECT. REQUIRED
	87	86	14	13	82	15	14

MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS
January 4, 2010

The Lenoir County Board of Commissioners met in open session at 9:00 a.m. on Monday, January 4, 2010 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 Claude Stroud and Commissioners, Jackie Brown, Reuben Davis, Chris Humphrey, Tommy Pharo and Linda Rouse Sutton.

Members absent: None

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

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

PUBLIC INFORMATION

Presentation of the Lenoir County, North Carolina Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2009 by the Lenoir County Finance Department and Pittard, Perry & Crone: Mr. C. Dean Horne, CPA. Mr. Horne stated the section entitled "Management Discussion and Analyst" comes from Mr. Jarman and Ms. Martin, Finance Officer. This is the sixth year this section has been implemented in the report. The highest level of opinion that an auditor can give is called an "unqualified opinion." This means that all audit tests were complete and no items were reported. Lenoir County government has received an "unqualified opinion." Under Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual – General Fund (page 18) shows the reader what the county's original budget was, and what changes were made to that budget throughout the year. Total revenues budgeted were \$56,614,580 and actual revenues were \$54,318,963, represents a total of \$2,295,617 less in revenue than was anticipated. Total expenditures budgeted were \$58,478,480 and actual expenditures were \$52,260,219. Mr. Humphrey asked how the Department of Social Services (DSS) Funds affected the General Fund. DSS expenditures budgeted were \$18,281,836; actual expenditures were \$14,461,629, which represents \$3,820,206 in savings. Mr. Jarman stated the Undesignated Unreserved Fund Balance stands at 18%. The Board requested 20% Fund Balance, which County Administration continues to strive for. Mr. Humphrey asked what does the county actually have in its savings account. Mr. Jarman stated \$9.5 million is in the undesignated Fund. Mr. Jarman stated Non-Emergency would be discussed at length during the budget process. Mr. Graham thanked the management team and commissioners for their hard work in keeping Lenoir County moving forward. The Board thanked Mr. Horne and his staff for all their work as well.

Ms. Ann Davis and Ms. Isabel Fletcher Perry addressed the Board regarding the November 2012 Founding of Kinston. Ms. Davis stated the Founding of Kinston celebration would take place on November 3, 2012. Planning for this event actually began in 2008 to ensure total community support for the event. Ms. Davis stated the celebration has a lot of potential and is an opportunity to help the community economically as well. Ms. Davis noted that Ms. Perry was involved in the planning and celebration of the founding of Kinston celebration. Ms. Davis asked that the Board be involved in the planning stages of this event. Mr. Graham noted that Ms. Perry helped in the design process of the Lenoir County Seal and was a former commissioner. Mr. Graham nominated Ms. Sutton, Mr. Pharo and Ms. Brown to serve on a committee to bring planning information back to the Board.

ITEMS FROM THE COUNTY MANAGER

Item No. 2 was Items from the County Manager. Mr. Jarman recommended the Board decline the following bid: 307 E. Blount St. Kinston, NC (\$200). Upon a motion by Ms. Sutton and a second by Ms. Brown the recommendation was approved. Mr. Jarman also noted the annual secondary road statement as required by general statute 136-44.9 by NCDOT. Mr. Jarman stated the statement lists which secondary roads the NCDOT has made improvements to for the previous calendar year using Secondary Road Construction Funds.

Mr. Jarman stated the county is in the middle of constructing a second landfill cell. The current landfill cell is nearing capacity, which caused a minor accident over the holiday week. The “Pan” used at the landfill slid down the pile and tumbled over; there were no injuries reported and the equipment received minor damage. Due to the wet and poor condition the landfill was closed Thursday, December 31st to allow the landfill to dry-out. County Administration is in the process of working out a Solid Waste Transfer and Disposal Agreement with Waste Industries. The agreement will operate the Transfer Station for four (4) days a week and will allow hauling material to Waste Industries landfill site. Waste Industries will charge \$34 per ton which leaves the county \$5 per ton; to operate the Transfer Station. Upon a motion by Mr. Davis and a second by Ms. Brown, the Board approved the Transfer and Disposal Agreement as presented.

CONSENT AGENDA

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

- | | | |
|----|--|---------------|
| 3. | Approval of Minutes: Regular Board Meeting: December 7, 2009 | Kelly/Martin |
| 4. | Resolution Approving the Releases and Refunds to the Individuals Listed Herein | Martin/Jarman |
| 5. | Budget Ordinance Amendment: Finance/Sheriff’s Department: \$100: Increase | Huff/Martin |
| 6. | Budget Ordinance Amendment: General Fund: Finance/Sheriff Dept.: \$180: Increase | Huff/Martin |
| 7. | Budget Ordinance Amendment: General Fund: DSS: \$404: Increase | Martin/Jarman |

PUBLIC HEARING

Item No. 8 is a Public Hearing Regarding the 2009 North Carolina Community Development Block Grant (CDBG) Program – Economic Development Category. Upon a motion by Mr. Graham and a second by Ms. Brown the Public Hearing opened at 9:48 a.m. Mr. Mark Pope, Economic Development Director addressed the Board. Mr. Pope stated the County intends to apply for \$1,000,000 in CDBG grant assistance under the Economic Development Category and \$1,000,000 in NC Rural Center Economic Development Infrastructure funds to install a 6-mile natural gas transmission pipeline from the intersection of NC 58/US 70 to the Sanderson Farms Plant in the US 70 Industrial Park west of Kinston, NC. Total project costs are estimated to be \$3,400,000. The pipeline will serve Sanderson Farms, Inc. who intends to construct a poultry processing plant and related facilities, and will allow for excess capacity in the Industrial Park. Mr. Pope stated in order to apply for the grant; the city and county had to agree to put up \$700,000 a piece to install the gas line. The county is also applying to the Tobacco Trust Fund for a \$1.4 million grant to help cover the potential costs. Mr. Humphrey and Mr. Pharo stated they did not feel comfortable voting to approve spending the \$700,000 for the gas line, when Piedmont Natural Gas agreed it would provide the gas to Sanderson Farms at the beginning of negotiations. After much discussion and no comments from the public, upon a motion from Ms. Sutton and a second by Ms. Brown the Public Hearing closed at 10:10 a.m.

Item No. 9B was a Resolution Supporting Agreement with Piedmont Natural Gas for Construction, Operating and Resale. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 9B was approved by a 5 to 2 vote with Mr. Humphrey and Mr. Pharo dissenting.

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS

Item No. 10 was a Resolution Approving Mileage Reimbursement for County Employees from \$.55 to \$.50 Per Mile Effective January 1, 2010. Mr. Jarman stated the Board is requested to decrease the mileage reimbursement rate for County Employees who are required to use their personal vehicles in the delivery of County Government services from \$.55 to \$.50 per mile- the IRS maximum. Upon a motion by Mr. Davis and a second by Ms. Brown, Item No. 10 was unanimously approved.

Item No. 11 was a Resolution Awarding Contract: Grinding Services: Landfill Vegetative Debris: John A. Powell Contracting. Mr. Tom Miller, Landfill Director, addressed the Board. Mr. Miller stated since the landfill fires, the landfill has taken a different approach to managing vegetative debris normally carried to the landfill. In short, instead of covering it with dirt (personnel and equipment intensive), the landfill now annually grinds the debris where the mulch can be used for cover material or removed from the landfill. A Request for Proposals was advertised in the Kinston Free Press. Bidders were instructed to submit proposals for the grinding of vegetative debris twice each year for a 3-year period. Sealed bids were publicly opened on December 10, 2009 at 4:30 p.m. in the County Manager's Office. The County Manager, Assistant County Manager, Finance Officer, and Maintenance Supervisor were present at the bid opening as witnesses.

The following bids were received:

Contractor	Price per Ton
JD & L Operations, Kinston, NC	\$12.25
John A. Powell Contracting, Fuquay-Varina, NC	\$7.75

Upon a motion by Mr. Humphrey and a second by Mr. Stroud, Item No. 11 was unanimously approved.

Item No. 12 was a Budget Ordinance Amendment: General Fund: DSS: \$26,754: Increase. Mr. Jack Jones, Director of Social Services, addressed the Board. Mr. Jones stated the amendment reflects line item adjustments to reflect new funding from Home and Community Care Block Grant. A 10% county match is required. Upon a motion by Ms. Brown and a second by Mr. Stroud, Item No. 12 was unanimously approved.

Item No. 13 was a Budget Ordinance Amendment: General Fund: DSS: \$103,730: Increase. Mr. Jones stated the amendment reflects additional allocations received. No county match required. Upon a motion by Ms. Brown and a second by Mr. Stroud, Item No. 13 was unanimously approved.

Item No. 14 was a Resolution Authorizing FY 2009-2010 Purchase for Two 2010 Ambulances from Select Customs Apparatus, Inc., WheeledCoach NTE: \$250,000. Mr. Roger Dail, Emergency Services Director, addressed the Board. Mr. Dail stated Lenoir County Emergency Services operates twelve ambulances and the two current models that need replacing are a 1995 E-350 and a 1999 F-450 ambulance. Both of these units have high miles and have high maintenance cost. Lenoir County Emergency Services did a Request for Proposal in December 2009 to purchase the two ambulances. Select Custom Apparatus won the bid at a price not to exceed \$125,000 per unit. Southeastern Emergency Vehicles also bid for a unit price of \$129,812. Staff has evaluated both proposals and recommends that the bid be awarded to Select Custom Apparatus. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 14 was unanimously approved.

Item No. 15 was a Resolution Authorizing the Chairman of Lenoir County Commissioners to Sign a Golden Leaf Grant for \$450,000 for the Woodmen Community Center. Mr. Bill Ellis, Parks and Recreation Director addressed the Board. Mr. Ellis stated Lenoir County and the City of Kinston have entered into an agreement with Woodmen of the World to construct a community center. This grant will help with the construction of this facility. The county's commitment to the project will be up to \$500,000. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 15 was unanimously approved. Mr. Ellis noted Mr. Johnny Sheppard will donate the ball fields and gymnasium of the old Pink Hill Elementary School to Lenoir County.

Item No. 16 was a Resolution Requesting an Addition to State Maintained Secondary Road System: Industrial Drive. Upon a motion by Mr. Davis and a second by Ms. Brown, Item No. 16 was unanimously approved.

APPOINTMENTS

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

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Planning Board 1 st Appearance	Mr. Eric Rouse (Re-Appointment)	January 2013
Lenoir County Transportation Committee 1 st Appearance	Mr. Brian Lucas (Appointment/Replacement)	January 2013
Lenoir Memorial Hospital Board of Directors 1 st Appearance	Ms. Mary Cauley-(Primary) James Tull Hill, Jr.-(Alt.)	January 2014
Regional Aging Advisory Committee 1 st Appearance	Walter LaRoque (Re-Appointment)	January 2013

CURRENT VACANCIES:

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

Lenoir County Planning Board – Districts One (1), Four (4) and Alternate

Grifton Planning Board – One (1) Vacancy

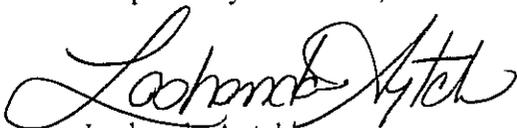
CJPP – Three (3) Vacancies

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

ADJOURNMENT

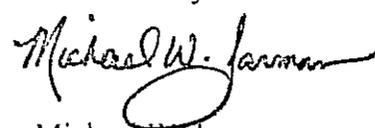
Upon a motion by Mr. Graham and a second by Ms. Brown, the Board adjourned at 10:46 a.m.

Respectfully submitted,



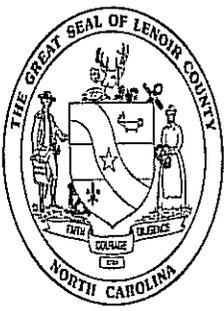
Lashanda Aytch
Clerk to the Board

Reviewed By



Michael W. Jarman
County Manager

□



BUDGET ORDINANCE AMENDMENT:

General Fund:

DSS:

\$226.00 Increase

Item No. 4

LENOIR COUNTY, NORTH CAROLINA

BUDGET AMENDMENT REQUEST

F^Y 09/10
Appropriations

Budget Amendment # _____

Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		SOCIAL SERVICES		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u>		<u>INCREASE</u>			
103531.3001		105372.1151			
ADMINISTRATIVE REIMBURSEMENT	\$ 226.00	CRISIS-CP&L	\$ 226.00		
Total		Total			
	\$ 226.00		\$ 226.00		

Reason and Justification for Request:

Line item adjustments to reflect allocation received. No County match required.

Department Head Approval _____ Date 1-13-10

Finance Officer Approval Marta H. Mante Date 1/13/2010

Budget Officer Approval Michael W. Farmer Date 1/13/10

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

BUDGET ORDINANCE AMENDMENT: FINANCE/SHERIFF'S DEPARTMENT: \$2,000. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2009 - 2010
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		FINANCE/SHERIFF DEPARTMENT		10-3842-8900 MISCELLANEOUS 10-4310-2900 OTHER SUPPLIES	
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>		
10-3842-8900	MISCELLANEOUS	2,000.00	10-4310-2900	OTHER SUPPLIES	2,000.00
Total		2,000.00	Total		2,000.00

Reason and Justification for Request:
 BUDGET AMENDMENT TO BUDGET A DONATION THAT WAS RECEIVED ON JANUARY 7, 2009 IN THE AMOUNT OF \$2,000., FROM THE NORFOLK SOUTHERN FOUNDATION. THIS MONEY WILL BE USED TO OFFSET THE COST OTHER SUPPLIES.

Department Head Approval <i>WE Smith</i>	Date 1/8/10	Finance Officer Approval <i>Marcia H. Martin</i>	Date 1/8/2010
Budget Officer Approval <i>Michael W. Perman</i>	Date 1/13/10		
Board Approval (When Applicable)	Date	Date of Minutes	

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 01/19/10 **ITEM NO.:** 10

Resolution Approving Presentation of Badge and Service Weapon to Retiring
Lieutenant Add Green Smith

SUBJECT AREA: Personnel

ACTION REQUESTED:

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

HISTORY / BACKGROUND:

Lieutenant AG Smith began his law enforcement career with the Lenoir County Sheriff's Office on July 1, 1982. North Carolina retirement rules state that an officer must have 30 years of credible service or be age 55 with at least 15 years of credible service to retire. Lieutenant Smith had the appropriate amount of time to retire, which became effective December 31, 2009.

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

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

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

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

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Humphrey _____ Sutton _____ Stroud _____ Graham _____

Pharo _____ Brown _____ Davis _____

George W. Graham, Jr., Chairman 01/19/10
Date

ATTEST

01/19/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 1/19/2010 **ITEM NO.** 7

Resolution Authorizing the Purchase of Year 2010 Vehicle Valuation Service: \$4,243.45

SUBJECT AREA: Purchase

ACTION REQUESTED:

To approve the expenditure of \$4,243.45 to cover the cost of the vehicle valuation services provided by TEC Data Systems.

HISTORY/BACKGROUND:

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

EVALUATION:

The pricing updates are needed to allow for an additional year of vehicles and the correction of values for motor vehicles which are 1 year older as of January 1, 2010.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the county execute a purchase order for \$4,243.45 to TEC Data Systems for vehicle valuation services.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 01/19/10
Date

ATTEST

Date

INTRODUCED BY: Michael W. Jarman, County Manager DATE: 1/19/10 ITEM NO. 8

Resolution Approving 3-year Full Maintenance Service Contract: Southern Elevator:
\$30,060

SUBJECT AREA: Purchases - Bids

ACTION REQUESTED:

The Board is requested to approve a 3 year full maintenance service contract with Southern Elevator Company and authorize the County Manager to execute the contract in the amount of \$30,060.

HISTORY/BACKGROUND:

In FY06-07 the County awarded a 3-year service contract to Southern Elevator Company to provide inspection, maintenance, and repairs to all elevators located in the Lenoir County Courthouse, Tax Administration Building, and Health Department Building. For FY09-10, Southern Elevator Company agreed to a one-year extension of the contract at a price of \$9,480 per year, which was the same price the County paid in the prior fiscal year. This extension expires on June 30, 2010. On January 12, 2010, the main elevator in the Courthouse stopped operating. Southern Elevator Company discovered that the original electric motor operating the pumps was burned out. Southern Elevator Company located a new replacement motor in Florida and is in the process of installing the motor. This was an emergency situation because this is the main elevator in the Courthouse providing access to all courtrooms and the basement jail. The cost of this emergency motor replacement to the County is \$3,650. Southern Elevator Company management provided a proposal to the County to enter into a new 3-year full maintenance service contract and hold the pricing structure for the 3-year term of the new contract at a fixed rate. In addition, Southern Elevator Company agreed to cover the cost of the emergency motor replacement in the new contract at no expense to the County.

EVALUATION:

On January 12, 2010, the main elevator in the Courthouse broke down. Southern Elevator Company located a new replacement motor and is in the process of installation. The cost to Lenoir County under the current service contract would be \$3,650. Southern Elevator Company management officials agreed to cover the cost of the replacement if the County would approve a new 3-year **full maintenance** service contract. The cost of this new 36 month full maintenance service contract is \$45 per month more than the cost of the old service contract. This equates to \$540 more per year or \$1,620 more over the course of the 3-year period. This amount of this increase over 3 years is less than ½ of the cost of the emergency repair. The new full maintenance service contract covers this type of motor replacement repair for the Courthouse, Tax Administration, and Health Department Building.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval. _____

RESOLUTION: NOW THEREFORE BE IT RESOLVED that the Board approves a 3-year full maintenance service contract with Southern Elevator Company in the amount of \$30,060 and authorizes the County Manager to execute the contract.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown ____ Davis ____ Graham ____ Humphrey ____

Pharo ____ Stroud ____ Sutton ____

George W. Graham Jr., Chairman 01/19/10
Date

ATTEST 01/19/10
Date

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: ALL DEPARTMENTS: \$348,000. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2009 - 2010
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
GENERAL	ALL	VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES	
Account # and Title	Amount	Account # and Title	Amount
INCREASE		INCREASE	
10-3232-1103 LOCAL OPT SALES TAX - 1/2% ART 44	205,722.00	10-4200-4989 CLOSING COSTS-FORECLOSURES	1,000.00
10-3432-2100 SCAAP - SHERIFF	12,000.00	10-4201-6107 OCCUPANCY & TOURISM TAX 3%	15,000.00
10-3433-4130 PLANNING FEES	1,000.00	10-4260-3310 UTILITIES	20,000.00
10-3452-4100 REIMB FROM TRANSP VEH INS	21,000.00	10-4310-3980 SCAAP EXPENSES	12,000.00
10-3834-8611 RENT - LIVESTOCK ARENA	1,000.00		
10-3840-4011 OCCUPANCY & TOURISM TAX-3%	15,000.00		
10-3840-4012 5% COLLECTION FEE - TOURISM	750.00		
10-3991-9910 FUND BALANCE APPROPRIATED	247,528.00	10-4200-4560 WORKERS COMPENSATION	300,000.00
DECREASE			
10-3329-8910 SCHOOL RES OFFCR-BD OF ED	-6,000.00		
10-3831-4910 INTEREST ON INVESTMENTS	-150,000.00		
Subtotal	348,000.00	Subtotal	348,000.00
Reason and Justification for Request: MID YEAR BUDGET AMENDMENT TO MORE ACCURATELY REFLECT ACTUAL REVENUE AND EXPENDITURE NUMBERS AND TO TAKE INTO ACCOUNT PROJECTIONS FOR THE REMAINDER OF THIS FISCAL YEAR IN THE GENERAL FUND			
Department Head Approval		Finance Officer Approval	
Date		Date	
<i>Martha H. Mault</i>		<i>Martha H. Mault</i>	
1/14/2010		1/14/2010	
Budget Officer Approval		Date	
Board Approval (When Applicable)		Date of Minutes	

BUDGET ORDINANCE AMENDMENT: STATE CONTROLLED SUBSTANCE/SOLID WASTE FUNDS:
SHERIFF CONTROLLED SUBSTANCE/LANDFILL: \$35,000. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2009 - 2010
Appropriations

Budget Amendment # _____

Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
STATE CONTROLLED SUBSTANCE SOLID WASTE		SHERIFF - STATE CONTROLLED SUBSTANCE LANDFILL		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES		
Account # and Title		Amount	Account # and Title		Amount
INCREASE			INCREASE		
16-3320-2000	STATE CONTROLLED SUBSTANCE	4,000.00	16-4317-5999	CAPITAL ITEMS < \$5,000	19,000.00
16-3991-9910	FUND BALANCE APPROPRIATED	15,000.00			
66-3472-4010	LANDFILL-HOUSEHOLD FEE	10,000.00	66-4720-5100	CAPITAL OUTLAY EQUIPMENT	16,000.00
66-3472-4054	SOLID WASTE DISPOSAL TAX DIST	6,000.00			
Subtotal		35,000.00	Subtotal		35,000.00

Reason and Justification for Request:
MID YEAR BUDGET AMENDMENT TO MORE ACCURATELY REFLECT ACTUAL REVENUE AND EXPENDITURE NUMBERS AND TO TAKE INTO ACCOUNT PROJECTIONS FOR THE REMAINDER OF THIS FISCAL YEAR IN FUNDS OTHER THAN THE GENERAL FUND.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Meite</i>	1/14/2010	<i>Martha H. Meite</i>	1/14/2010
Budget Officer Approval	Date		
<i>Michael W. Jarman</i>	1/15/10		
Board Approval (When Applicable)	Date	Date of Minutes	

Item NO. 10

BUDGET ORDINANCE AMENDMENT: SCHOOL CAPITAL FUND
 SCHOOL BUILDING: \$41,000. INCREASE



LENOIR COUNTY, NORTH CAROLINA
 BUDGET AMENDMENT REQUEST

FY 2009 - 2010
 Appropriations

Budget Amendment # _____
 Date Approved _____

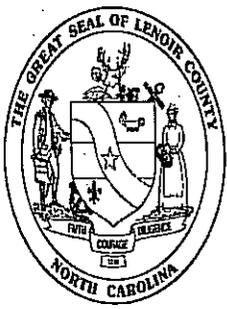
Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
SCHOOL CAPITAL	SCHOOL BUILDING	21-3991-9910	Fund Balance Appropriated
		21-5900-5810	Capital Reserve
Check One Box New Appropriation: <input type="checkbox"/> <input checked="" type="checkbox"/> REVENUES Line Item Transfer: <input type="checkbox"/>		Check One Box New Appropriation: <input checked="" type="checkbox"/> <input type="checkbox"/> EXPENDITURES Line Item Transfer: <input type="checkbox"/>	
Account # and Title	Amount	Account # and Title	Amount
<u>INCREASE</u>		<u>INCREASE</u>	
21-3991-9910 FUND BALANCE APPROPRIATED	41,000.00	21-5900-5810 CAPITAL RESERVE	41,000.00
Total	41,000.00	Total	41,000.00

Reason and Justification for Request:

To appropriate additional funds from the Fund Balance of the Public School Building Capital Fund (School Sales Tax) to assist in the purchase of two (2) new activity buses. Buses are an allowable expenditure in this fund.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Meets</i>	1/8/2010	<i>Martha H. Meets</i>	1/8/2010
Budget Officer Approval	Date		
<i>Michael W. Jarman</i>	1/13/10		
Board Approval (When Applicable)	Date	Date of Minutes	



BUDGET ORDINANCE AMENDMENT:
 General Fund:
 DSS:
 \$102,641 Increase

Item No. 11

LENOIR COUNTY, NORTH CAROLINA
 BUDGET AMENDMENT REQUEST

F^N 09/10
 Appropriations

Budget Amendment # _____

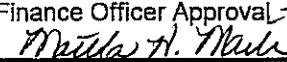
Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		SOCIAL SERVICES		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES		
Account # and Title	Amount	Account # and Title	Amount		
INCREASE		INCREASE			
103531.3001		105372.1150			
ADMINISTRATIVE REIMBURSEMENT	\$ 102,641	CRISIS INTERVENTION-STATE	\$ 102,641		
Total	\$ 102,641	Total	\$ 102,641		

Reason and Justification for Request:

Line item adjustments to reflect additional allocations received. No County match required.

Department Head Approval  Date <u>1-13-10</u>	Finance Officer Approval  Date <u>1/13/2010</u>
Budget Officer Approval  Date <u>1/13/10</u>	
Board Approval (When Applicable)	Date
	Date of Minutes

BUDGET ORDINANCE AMENDMENT: GENERAL FUND & VEHICLE REPLACEMENT FUND:
 VEHICLE REPLACEMENT: \$250,000 INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2009 - 2010
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL/VEHICLE REPLACEMENT		VEHICLE REPLACEMENT		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	Account # and Title	Amount
<u>INCREASE</u> 10-3991-9910 FUND BALANCE APPROPRIATED	250,000.00	<u>INCREASE</u> 10-9800-8508 TRNSF TO VEHICLE REPLACE FL	250,000.00		
<u>INCREASE</u> 14-3842-9800 TRNSF FROM GENERAL FUND	250,000.00	<u>INCREASE</u> 14-4200-5402 CAPITAL OUTLAY-AMBULANCES	250,000.00		
Total	250,000.00	Total	250,000.00		

Reason and Justification for Request:
 BUDGET AMENDMENT TO MOVE FUNDS FROM THE GENERAL FUND'S FUND BALANCE TO THE VEHILCE REPLACEMENT FUND. THIS IS TO COVER THE COST OF TWO (2) NEW AMBULANCES THAT WILL BE PURCHASED TO REPLACE TWO (2) OLDER AMBULANCES. BIDS WERE RECEIVED ON DECEMBER 28, 2009 FOR THE PURCHASE OF THE TWO (2) NEW AMBULANCES. THIS PURCHASE WAS APPROVED BY THE COMMISSIONERS AT THEIR JANUARY 4, 2010 MEETING - ITEM #14. THE TWO OLD AMBULANCES WILL BE DECLARED SURPLUS AND SOLD ON GOV.DEALS.

Department Head Approval <i>Martha H. Martin</i>	Date 1/8/2010	Finance Officer Approval <i>Martha H. Martin</i>	Date 1/8/2010
Budget Officer Approval <i>Michael W. Jarman</i>	Date 1/13/10		
Board Approval (When Applicable)	Date	Date of Minutes	

INTRODUCED BY: Michael Jarman, County Manager DATE: 01/19/10 ITEM NO. 13

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. No applications at this time.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Planning Board 2 nd Appearance	Mr. Eric Rouse (Re-Appointment)	January 2013
Lenoir County Transportation Committee 2 nd Appearance	Mr. Brian Lucas (Appointment/Replacement)	January 2013
Lenoir Memorial Hospital Board of Directors 2 nd Appearance	Ms. Mary Cauley-(Primary) James Tull Hill, Jr.-(Alt.)	January 2014
Regional Aging Advisory Committee 2 nd Appearance	Walter LaRoque (Re-Appointment)	January 2013
Lenoir County Economic Development Board 1 st Appearance	Mr. Bill Whaley Dr. Jack Harrell (Re-Appointments)	December 2012

CURRENT VACANCIES:

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

MANAGER'S RECOMMENDATION:

Initials

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

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Planning Board 1 st Appearance	Mr. Eric Rouse (Re-Appointment)	January 2013
Lenoir County Transportation Committee 1 st Appearance	Mr. Brian Lucas (Appointment/Replacement)	January 2013
Lenoir Memorial Hospital Board of Directors 1 st Appearance	Ms. Mary Cauley-Primary James Tull Hill, Jr.-Alt.	January 2014
Regional Aging Advisory Committee 1 st Appearance	Walter LaRoque (Re-Appointment)	January 2013
Regional Aging Advisory Committee 2nd Appearance	Walter LaRoque (Re-Appointment)	January 2013
Lenoir County Economic Development Board 1st Appearance	Mr. Bill Whaley Dr. Jack Harrell (Re-Appointments)	December 2012

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____
Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 01/19/10
Date

ATTEST 01/19/10
Date

APPLICATION FOR APPOINTMENT to LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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

Advisory Board/Committee/Commission interested in:

Lenoir County Planning Board

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

Name: ERIC ROUSE

Address: 2856 AFTON PHILLIPS ROAD

City/State/Zip: KINSTON NC 28504

Telephone: (Home) 252-526-0000 (Work) 526-8876

Occupation: _____

Business Address: 2488 OLD POOLE ROAD

Age: (Optional): 37

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 (GTP Ed & Training CTR.) |
| <u>Falling Creek (Banks Elementary School Gym)</u> | 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.

Eric Rouse
Signature of Applicant

11-22-09
Date

APPLICATION FOR APPOINTMENT

to

LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

Lenoir County Transportation Committee

(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: Brian Inman Lucas

Address: 3603 Hillshade Dr

City/State/Zip: Kinston, NC 28504

Telephone: (Home) 527-0187 (Work) 939-3316

Occupation: Street Superintendent - City of Kinston

Business Address: P.O. Box 339 Kinston, NC 28502

Age: (Optional): 34

Number hours available per month for this position: _____

Training: _____

Business and Civic Experience/Skills: 10 years City of Kinston

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 (Frnk 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) |
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| K-8 (Holloway Recreation Center) | Trent 1 (Deep Run VF Department) |
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| Contentnea (Contentnea Ruitan Building) | Vance (GTP Ed & Training CTR.) |
| Falling Creek (Banks Elementary School Gym) | Woodington (Woodington Middle School) |

CERTIFICATION

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

Brian Inman Lucas
Signature of Applicant

12-7-09
Date

MARY M. CAULEY

Mary M. Cauley is a native of Lenoir County, North Carolina. She is married to J. P. Cauley, Jr., who is a DuPont retiree and also a retired President and General Manager of a transportation corporation. They reside at 3275 Faulkner Road in Kinston and have one son, Jim, who serves as legal counsel for the City of Kinston.

Mrs. Cauley received a B.S.B.A. in Education and a Masters degree in Educational Administration from East Carolina University in Greenville, North Carolina. She completed doctoral studies in Educational Administration at North Carolina State University, in Raleigh, North Carolina. Additional studies include: Community College Finance at North Carolina State University; Leadership/Management Program at Hankamer School of Business; Professional Development Center at Baylor University, Waco, Texas; and Gregg Business Methods at the University of South Florida in Tampa, Florida.

Mrs. Cauley retired from East Carolina University in 2002 where she served as Director of Cooperative Education, Lecturer, and as Adjunct Faculty member of the ECU College of Education Graduate School. Prior to joining East Carolina University, she was employed for a number of years by Lenoir Community College. There she held positions as Business Instructor, Director of Institutional Research and Planning, Director of College Union Programs and Student Activities, Director for Institutional Development, and Assistant to the President. Mrs. Cauley is currently self-employed as an educational consultant.

Some of her many activities and honors include the following:

- Former member of N. C. and National Cooperative Education Associations and recipient of the 2002 Cooperative Education Association's Jon A. Young Award for outstanding service to the state organization and the field.

- Former member of Delta Pi Epsilon, National Honor Professional Graduate Society in Business Education, and Past President of the Gamma Psi Chapter at East Carolina University.
- Member of The Delta Kappa Gamma Society International, holding local, state, and international positions. Former Chairman of the International Research Committee (1998-2000), member of the International Insurance Committee (2002-2004), and, currently, member of the International Editorial Board (2004-2008). Past North Carolina Organization (Eta State) President (1999-2001).
- 1974 and 1975 recipient of the Eta State, Delta Kappa Gamma Scholarship for Doctoral Study.
- 1973-1975 recipient of N. C. State Board of Education Internship for Doctoral Study.
- 1993 recipient of Delta Kappa Gamma Special Study Stipend to present at the Eighth World Conference on Cooperative Education in Dublin, Ireland.
- Participant in European Meetings of Delta Kappa Gamma in England, Iceland, and Finland.
- 1996 participant in the Cooperative Education Symposium in Nuermberg, Germany.
- Former Pitt County Volunteer Action Center Advisory Committee member and Board Secretary.
- Former Board member and Volunteer Tutor Trainer for Literacy Volunteers of America in Pitt County.
- Former North Carolina Coordinator for Women Administrators in NC Higher Education.
- Published - Marketing Community College/Technical Institute Education and published many journal and newsletter articles.

Mrs. Cauley is a member of Faith Fellowship Church in Kinston, where she is actively involved in the Faith Choir and is a former Sunday School teacher. She has also participated in mission work in Springs, South Africa. At other times, Mrs. Cauley enjoys

JAMES TULL HILL, JR.

James Tull Hill, Jr. is a native of Lenoir County. He graduated from North Carolina State University with a degree in Agricultural Economics and Animal Husbandry. He and his wife, Jacqueline, reside at 296 Hugo Road, Kinston, North Carolina. They have two sons, Jay and Jeff, who also reside in Kinston.

Mr. Hill is President and Co-Owner/Manager of Tull Hill Farms, a family-farm operation in Lenoir, Greene, and Pitt Counties. Prior to settling down to help run the family farm, Mr. Hill was employed by British American Tobacco Company and Phillip Morris Tobacco Company. He and his wife spent ten years in South America, in the countries of Venezuela, Argentina, and Columbia.

Mr. Hill is a member of Sharon United Methodist Church and currently serves as treasurer. He is also a member of the board of directors of the North Carolina Growers Association, the board of directors of the Flue Cured Tobacco Stabilization, and the board of directors of "the little bank".

Mr. Hill was appointed to the Lenoir Memorial Hospital Board of Directors in January of 1998. He was reappointed for a second four-year term in 2002. He was an active participant of the board, serving on the Finance & Investment Committee and the Retirement Committee from 1998 through 2006. He served as chairman of the Retirement Committee from 2002 through 2006, as assistant treasurer from 2003 through 2004, and as secretary and member of the Executive Committee during 2005.

Mr. Hill has proven to be an outstanding member of the Lenoir Memorial Hospital Board of Directors and is an excellent candidate for another appointment to the board.

spending time as a wife, mother, grandmother, equestrienne, technical writer, workshop/seminar leader, international traveler, reader, and friend.

Mrs. Cauley was appointed to the Lenoir Memorial Hospital Board of Directors in August, 2006, and has been an active member of the board since that time. Mrs. Cauley currently serves as Board Treasurer. She is a member of the Credentials Committee, Quality Assurance Committee, Executive Committee, Executive Compensation Committee, Nominating Committee, and chairs the Finance & Investment Committee and Audit Committee. She previously served on the Human Resources Committee.

Mrs. Cauley has completed one four-year term and is eligible to serve another four-year term.

APPLICATION FOR APPOINTMENT
to
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Advisory Board/Committee/Commission interested in:

Reappointment to the Regional Aging Advisory Committee

(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: Walter LaRoque

Address: 1501 Surry Street,

City/State/Zip: Kinston, NC 28504

Telephone: (Home) 252-522-2056 (Work) 252-559-0080

Occupation: Realtor

Business Address: 825 Hardee Rd; P.O. Box 888; Kinston, N.C. 28502-0888

Age: (Optional): 53

Number hours available per month for this position: As required for this position

Training: _____

Business and Civic Experience/Skills: Current President-Lenoir County Council on Aging; Current Vice-Chairman-Regional Aging Advisory Committee; Past President-Kinston Board of Realtors; Past Chairman-Kinston Planning Board; Past Member-Historic District Commission; Past Chairman-Pride of Kinston; Member-Kinston/Lenoir County Chamber of Commerce; Past Member-Committee of 100; Past State Director-Kinston Board of Realtors; Past Chairman-Lenoir County Nursing Home Advisory Committee and Rest Home Committee; Past Division Chairman-Lenoir County United Way; Past Member and Vice-President-Kinston Jaycees; have served in numerous other volunteer capacities, ie Heart Fund, MDA, Kinston Unified Development Ordinance Committee; Board Secretary-Kinston County Club; Current Treasurer-Crows Nest Yacht Club, etc.

Other County Boards/Committees/Commissions presently serving on: None

Expiration date of Term: 01/2010

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) |
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| 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) |

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Advisory Board/Committee/Commission interested in:

Economic Development Board

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

Name: Dr. Jack Harrell
Address: PO Box 1337
City/State/Zip: Kinston NC 28503
Telephone: (Home) 252 560-8098 (Work) 252 522-2575
Occupation: Orthodontist
Business Address: same
Age: (Optional): 65
Number hours available per month for this position: as needed, depending on my work schedule
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) |
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CERTIFICATION

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[Signature]
Signature of Applicant

1/12/2010
Date

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Advisory Board/Committee/Commission interested in:

Economic Development Board

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

* * * * *

Name: Bill Whaley
Address: 1402 St. James Place
City/State/Zip: Kinston, NC 28504
Telephone: (Home) 522-2298 (Work) 939-3060
Occupation: Banker
Business Address: 800 N. Queen St., Kinston, NC 28501
Age: (Optional): 57
Number hours available per month for this position: unlimited
Training: _____
Business and Civic Experience/Skills: 25 years of various civic activities in the community
Other County Boards/Committees/Commissions presently serving on: Committee of 100
Expiration date of Term: 12/31/09

Circle your voting precinct (shown in bold print below)

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)
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Bill Whaley
Signature of Applicant

January 4, 2010
Date