

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA**  
**MONDAY, FEBRUARY 1, 2010 – TIME: 9:00 A.M.**  
**COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE**  
**130 S. QUEEN ST., KINSTON, N.C.**

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

**PUBLIC INFORMATION: Mr. Phillip Ahlschlaer, Suddenlink Communications 10 Min.**

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

**CONSENT AGENDA: 10 Min.**

- |   | <b>ACTION</b>  |
|---|----------------|
| 3. Approval of Minutes: Regular Board Meeting: January 19, 2010                                     | Aytch/Jarman   |
| 4. Resolution Approving the Releases and Refunds to the Individuals Listed Herein                   | Parrish/Martin |
| 5. Budget Ordinance Amendment: Finance/Sheriff's Dept.: 429: Increase                               | Smith/Martin   |
| 6. Budget Ordinance Amendment: Trust and Agency Fund: Extension-Family Caregiver: \$5,000: Increase | Kelly/Martin   |

**END OF CONSENT AGENDA**

**PROCLAMATION/RESOLUTIONS/BUDGET ORDINANCE AMENDMENTS: 25 Min.**

7. Proclamation: Career and Technical Education Month Jarman/Board
8. A. Memo: G.S. 105-369(a): Unpaid Real Estate Taxes Parrish/Martin  
B. Order for Tax Collector to Advertise 2009 Taxes which are a Lien of Real Property
9. Resolution Approving Authorizing Emergency Foam Filling of Case 621C Tires: Colony Tire: NTE: \$6,500 Miller/Martin
10. Resolution by the Board of Commissioners of the County of Lenoir: Selecting Jarman/Martin  
CDBG-ED Project Engineer

**APPOINTMENTS: 5 Min.**

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

**OTHER ITEMS: 10 Min.**

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

**RECESS**

**MINUTES**  
**LENOIR COUNTY BOARD OF COMMISSIONERS**  
**January 19, 2010**

The Lenoir County Board of Commissioners met in open session at 4:00 p.m. on Tuesday, April 6, 2009 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; and members of the general public and the news media.

Chairman Graham called the meeting to order at approximately 4:00 p.m. Ms. Brown offered the invocation and Mr. Graham led the audience in the pledge of allegiance.

**PUBLIC INFORMATION**

Mr. Russell Rhodes and Mr. Alex Rickard addressed the Board regarding the Memorandum of Understanding (MOU) for Cooperative, Comprehensive and Continuing Transportation Planning and the Establishment of a Rural Transportation Planning Organization. Mr. Rickard stated the only major change to the MOU is in regards to attendance. "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." Mr. Rickard stated the RPO has had almost perfect attendance for the past 14 months. Upon a motion by Mr. Humphrey and a second by Ms. Sutton, the MOU was approved as presented. Mr. Rhodes stated the county must appoint one additional member to the Transportation Advisory Committee (TAC) to represent the county's interest. Mr. Humphrey is Chairman-Elect for the TAC. Upon a motion by Ms. Sutton and a second by Ms. Brown the Board appointed Mr. Davis as an alternate member of the TAC.

Mr. Mark Pope, Economic Development Director, addressed the Board. Mr. Pope provided the Board and the viewing public with an economic impact analysis of Sanderson Farms. Mr. Pope stated at full employment, Sanderson Farms' facility in Lenoir County will support 1,650 jobs with an average annual wage of \$24,878, which is 86% of the average annual private sector wage in the county (NC ESC, Quarter 2, 2009). The total economic impact is comprised of direct, indirect, and induced effects. The direct impact is the employment, income, and sales associated with the Sanderson Farms project. These direct impacts include the spending on construction and the employment of workers. The direct impacts result in purchase of goods and services from other Lenoir County firms, which create multiplier effects as they cycle throughout the economy. The indirect impacts result from expenditures related to tangible property purchases as well as contract labor, business services, and other services. The wages paid to Sanderson Farms employees and workers at companies that supply the Sanderson Farms processing plant result in substantial induced consumer spending.

With the addition of Sanderson Farms, in five (5) years, Lenoir County will collect \$8.3 million in taxes; in ten (10) years an additional \$6 million in taxes. Without Sanderson Farms, Lenoir County would have collected \$43,000 in tax revenues in 10 years. The City of Kinston will collect \$5.5 million in utilities revenues over a ten (10) year period. Sanderson Farms will also bring to Lenoir County a \$41 million pay roll. Ms. Sutton stated she wanted the county to be aware that the agreement was between Sanderson and Piedmont in respect of providing gas services, not with Lenoir County. Mr. Pope stated the gas utility was an agreement between those respective parties, but Lenoir County saw the need to address and fix the problem to keep Sanderson Farms in Lenoir County.

### **ITEMS FROM CHAIRMAN/COMMISSIONERS**

Item No. 1 was Items for the Chairman and Members of the Board. Mr. Graham informed the Board members of the TACC-9 Interview Schedule for 2010. Mr. Graham reminded Board members of the upcoming NACo Legislative Conference in Washington, DC: March 6-10, 2010.

### **ITEMS FROM THE COUNTY MANAGER**

Item No. 2 was Items from the County Manager. Mr. Jarman stated a Budget Work Session will be held after the February 1<sup>st</sup> Board of Commissioners meeting. County Administration would like to have the input of the Board on any issues and/or policies they wish to discuss. Mr. Jarman reminded the Board and the viewing public of Census 2010 and also shared the current jail populations numbers.

### **CONSENT AGENDA**

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

- |    |  |              |
|----|--|--------------|
| 3. | Approval of Minutes: Regular Board Meeting: January 4, 2010            | Hall/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 |

### **PROCLAMATION/BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS**

Item No. 6 was a Resolution Approving the Presentation of Badge and Service Weapon to Retiring Lieutenant Add Green Smith. Sheriff Smith stated Lieutenant A.G. Smith began his law enforcement career with the Lenoir County Sheriff's Office on July 1, 1982. North Carolina General Statue 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. Mr. Smith stated it has been a pleasure to serve Lenoir County and its citizens for the past 30 years. Upon a motion by Mr. Davis and a second by Ms. Sutton, Item No. 6 was unanimously approved.

Item No. 7 was a Resolution Authorizing the Purchase of Year 2010 Vehicle Valuation Service: \$4,243.45. Mr. Jarman stated the expenditure is an annual expense incurred by the county to update the vehicle pricing system. The pricing updates are needed to allow for an additional year of vehicles and the correction of values for motor vehicles which are one (1) year older as of January 1,

2010. Upon a motion by Ms. Sutton and a second by Mr. Stroud, Item No. 7 was unanimously approved.

Item No. 8 was a Resolution Approving a 3-Year Full Maintenance Service Contract: Southern Elevator: \$30,060. Mr. Mike Wiggins, Maintenance Coordinator, addressed the Board. Mr. Wiggins stated 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. Upon a motion by Mr. Humphrey and a second by Ms. Sutton, Item No. 8 was unanimously approved.

Item No. 9A was a Budget Ordinance Amendment: General Fund: All Departments: \$348,000: Increase.

Item No. 9B was a Budget Ordinance Amendment: State Controlled Substance/Solid Waste Funds: Sheriff Controlled Substance/Landfill: \$35,000: Increase. Ms. Martin stated both amendments are mid year budget amendments 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. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 9A and 9B were unanimously approved.

Item No. 10 was a Budget Ordinance Amendment: School Capital Fund: School Building: \$41,000: Increase. Ms. Martin stated the amendment appropriates 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. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 10 was unanimously approved.

Item No. 11 was a Budget Ordinance Amendment: General Fund: DSS: \$102,641: Increase. Mr. Jack Jones, Director of Social Services, addressed the Board. Mr. Jones stated the amendment is a line item adjustment to reflect additional allocations received. No County match required. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 11 was unanimously approved.

Item No. 12 was a Budget Ordinance Amendment: General Fund & Vehicle Replacement Fund: Vehicle Replacement: \$250,000: Increase. The budget amendment moves funds from the General Fund's Fund Balance to the Vehicle 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 No. 14. The two old ambulances will be declared surplus and sold on Gov.Deals. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 12 was unanimously approved.

**APPOINTMENTS**

Item No. 13 was a Resolution Appointing Citizens to Boards, Commissions, Etc. The following reflects existing vacancies and appointments.

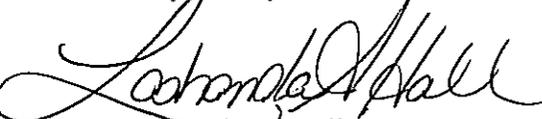
<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
<b>Lenoir County Planning Board</b> 2nd Appearance	Mr. Eric Rouse (Re-Appointment)	January 2013 <b>M: Brown</b> <b>S: Humphrey</b>
<b>Lenoir County Transportation Committee</b> 2nd Appearance	Mr. Brian Lucas (Appointment/Replacement)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

**CURRENT VACANCIES**

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

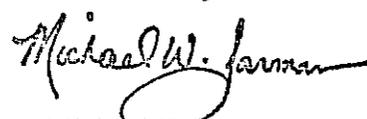
Upon a motion by Mr. Graham and a second by Ms. Sutton the meeting adjourned at 5:01 p.m.

Respectfully submitted,



Lashanda A. Hall  
Clerk to the Board

Reviewed By



Michael W. Jarman  
County Manager

Resolution Approving the Releases and Refunds to the Individuals Listed Herein

**SUBJECT AREA:** Finance

**ACTION REQUESTED:** Approval of Releases and Refunds as Prepared

**HISTORY/BACKGROUND:**

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

**EVALUATION:**

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

**RELEASES OVER \$100**

Year	Name	Account	Amount	Reason
2009	James Alphin	19909	\$111.09	Adjusted Value
2009	James Murray	63577	469.71	Adjusted Value
2009	Dewey Bell	63843	107.22	Corrected Listing
2009	Richard Dougherty	13612	205.69	Corrected Listing
2008	John Vandiford	40370	306.39	Double Listed
2009	John Vandiford	40370	246.81	Double Listed
2009	Dennis McLawhorn	35948	175.77	Double Listed
2007	Russell Peed	13251	102.09	Corrected Listing
2008	Russell Peed	13251	103.92	Corrected Listing
2009	Robert Beckwith	1662	119.50	Corrected Situs
2007	James White	12437	220.65	Corrected Listing
2006	James White	12437	240.77	Corrected Listing
2005	James White	12437	253.62	Corrected Listing
2008	James White	12437	231.00	Corrected Listing
2009	James White	12437	186.21	Corrected Listing
2002	James White	12437	227.04	Corrected Listing
2003	James White	12437	281.03	Corrected Listing
2009	Contrina Smith	26339	640.10	Double Listed
2009	Terrior LLC	42176	1189.55	Adjusted Value
2009	JIL Industrial Recycling LLC	64253	1287.87	Adjusted Value
2009	Kathy White	31982	120.00	Corrected Listing
2009	Jimmie Foss	8938	3264.41	Adjusted Value
2009	James Aldridge	241	1163.03	Corrected Listing
2009	Richard Rouse	25049	168.22	Adjusted Value
2009	Frenchmans Creek Dev.	50156	154.05	Adjusted Value
2009	Frenchmans Creek Dev	50156	1373.79	Adjusted Value
2009	Frenchmans Creek Dev	50156	1364.40	Adjusted Value
2009	Frenchmans Creek Dev	50156	1347.18	Adjusted Value
2009	Lynn Sanderson	889	119.70	Adjusted Value
2009	Franklin Stroud	27846	720.00	Corrected Listing
2009	H & C Seymour Farms	43772	120.00	Corrected Listing
2009	Christopher Seymour	38005	120.00	Corrected Listing
2009	Jeffery Smith	26570	148.38	Adjusted Value
2009	Michael Glover	47725	926.22	Adjusted Value
2009	Michael Glover	47725	124.69	Adjusted Value
2009	Herman Best	1926	115.55	Corrected Listing
2009	Wilmar Thomas	26461	211.19	Corrected Listing
2009	Ned Grady	65575	1665.11	Adjusted Value
2009	Ned Grady	10109	219.00	Adjusted Value
2009	First Citizens Bk	2057	176.33	Adjusted Value
2009	Mattie Blake	58683	519.67	Adjusted Value
2009	James Capps	3985	3338.87	Adjusted Value

2009	Regina Venters	47009	271.80	Adjusted Value
2009	Eastern Housing LLC	13066	101.58	Adjusted Value
2009	Eastern Housing LLC	13066	124.94	Adjusted Value
2009	Eastern Housing LLC	13066	106.86	Adjusted Value
2009	Frenchmans Creek Deve.	50156	270.28	Adjusted Value
2009	Frenchmans Creek Deve.	50156	242.08	Adjusted Value
2009	Frenchmans Creek Deve.	50156	243.67	Adjusted Value
2009	Tessie Koonce	7186	1051.87	Corrected Listing
2009	Gail Cash	12734	871.60	Adjusted Value
2009	Graham King	16901	318.07	Corrected Listing
2009	Graham King	16901	323.48	Corrected Listing
2009	Foss Auto Recycling Inc	8929	5745.76	Corrected Listing
2009	Next Door Inc	47490	633.77	Adjusted Value
2009	William Cauley	4499	806.64	Adjusted Value
2009	Sylvia Deans	6975	516.44	Corrected Listing
2009	Rodney Smith	26789	127.84	Double Listed
2009	James Smith	64262	126.19	Corrected Listing
2007	Arterio Guzman	35281	139.87	Double Listed
2009	Rhonda Leary	36896	253.28	Adjusted Value
2009	Perrys Inc	22726	1281.15	Corrected Listing
2009	Kyle Hardy	54214	141.99	Adjusted Value
2009	Kyle Hardy	54214	141.99	Adjusted Value

### Refunds

Year	Name	Account	Amount	Reason
2009	William Whittington	32304	\$167.75	Adjusted Value
2009	William Whittington	32304	117.57	Corrected Listing
2009	Clyde Austin	52523	602.47	Adjusted Value

### **MANAGER'S RECOMMENDATION:**

Approval of releases as set out above.

### **AMENDMENTS:**

MOVED \_\_\_\_\_ SECOND \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS \_\_\_\_\_

YEA VOTES: Brown \_\_\_\_\_ Davis \_\_\_\_\_ Graham \_\_\_\_\_ Humphrey \_\_\_\_\_

Pharo \_\_\_\_\_ Stroud \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
George W. Graham Jr., Chairman      02/01/10  
Date

\_\_\_\_\_  
ATTEST                      02/01/10  
Date

Item No. 5

BUDGET ORDINANCE AMENDMENT: FINANCE/SHERIFF'S DEPARTMENT: \$429. INCREASE



**LENOIR COUNTY, NORTH CAROLINA**  
**BUDGET AMENDMENT REQUEST**

FY 2009 - 2010  
 Appropriations

Budget Amendment # \_\_\_\_\_  
 Date Approved \_\_\_\_\_

Distribution - Finance Office:

<b>FUND</b> GENERAL FUND	<b>DEPARTMENT</b> FINANCE/SHERIFF DEPARTMENT	<b>LINE ITEM DESCRIPTION</b> 10-3842-8500 INSURANCE - MISCELLANEOUS 10-4310-3530 VEHICLES REPAIR/MAINTENANCE	
<b>Check One Box</b> New Appropriation: <input type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <p style="text-align: center;"><b>REVENUES</b></p>		<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <p style="text-align: center;"><b>EXPENDITURES</b></p>	
<b>Account # and Title</b>	<b>Amount</b>	<b>Account # and Title</b>	<b>Amount</b>
<u>INCREASE</u> 10-3842-8500 INSURANCE-MISCELLANEOUS	429.00	<u>INCREASE</u> 10-4310-3530 VEHICLES REPAIR/MAINTENANCE	429.00
<b>Total</b>		<b>Total</b>	
429.00		429.00	
<b>Reason and Justification for Request:</b>			
TO BUDGET INSURANCE PROCEEDS RECEIVED FROM TRIDENT INSURANCE COMPANY ON 1/28/2010 IN THE AMOUNT OF \$428.90 FOR AN ACCIDENT THAT OCCURRED ON JANUARY 1, 2010. A VEHICLE DRIVEN BY ONE OF OUR DEPUTIES HIT A DEER ON HWY 11/55 SOUTH.			
<b>Department Head Approval</b>		<b>Finance Officer Approval</b>	
Date		Date	
<i>Marta H. Martin</i>		<i>Marta H. Martin</i>	
1/28/2010		1/28/2010	
<b>Budget Officer Approval</b>			
Date			
<b>Board Approval ( When Applicable)</b>			
Date		Date of Minutes	

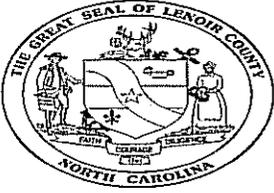
Finance Office - Copy

Department - Copy

Administration - Copy

Item NO. 6

BUDGET ORDINANCE AMENDMENT: TRUST AND AGENCY FUND: EXTENSION-FAMILY CAREGIVER: \$5,000.: INCREASE



LENOIR COUNTY, NORTH CAROLINA  
BUDGET AMENDMENT REQUEST

FY 2009 - 2010  
Appropriations

Budget Amendment # \_\_\_\_\_  
Date Approved \_\_\_\_\_

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
TRUST AND AGENCY		EXTENSION-FAMILY CAREGIVER		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input checked="" type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u> 70-3495-3300 SMART START - EXTENSION	5,000.00	<u>DECREASE</u> 70-4951-6000 EXTENSION-FAMILY CAREGIVER	-767.00		
		<u>INCREASE</u> 70-4951-6900 CONTRACTED SERVICES	5,767.00		
Total	5,000.00	Total	5,000.00		

**Reason and Justification for Request:**  
BUDGET AMENDMENT TO INCREASE BUDGETED AMOUNTS AND TRANSFER SOME AMOUNTS PER PROGRAM REVISION AMENDMENT II RECEIVED JANUARY 20, 2010 FROM THE PARTNERSHIP FOR CHILDREN.

Department Head Approval <i>Jammy A. Keely</i>	Date 01-25-10	Finance Officer Approval <i>Maria H. Marti</i>	Date 1-26-10
Budget Officer Approval <i>Michael W. Jarmann</i>	Date 1/26/10		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

Item NO. 7

**PROCLAMATION**

**Career and Technical Education Month**

WHEREAS, February 1-28 2010 has been designated Career and Technical Education Month by the Association for Career and Technical Education; and

WHEREAS, profound economic and technological changes in our society are rapidly reflected in the structure and nature of work, thereby placing new and additional responsibilities on our educational system; and

WHEREAS, career and technical education provides Americans with a school-to-careers connection and is the backbone of a strong, well-educated workforce, which fosters productivity in business and industry and contributes to America's leadership in the international marketplace; and

WHEREAS, career and technical education gives high school students experience in practical, meaningful applications of basic skills such as reading, writing and mathematics, thus improving the quality of their education, motivating potential dropouts and giving all students leadership opportunities in their fields and in their communities; and

WHEREAS, career and technical education offers individuals lifelong opportunities to learn new skills, which provide them with career choices and potential satisfaction; and

WHEREAS, the ever-increasing cooperative efforts of career and technical educators and business and industry stimulate the growth and vitality of our local economy and that of the entire nation by preparing graduates for career fields forecast to experience the largest and fastest growth in the next decade;

NOW THEREFORE, I George W. Graham, Jr., Chairman of the Lenoir County Board of Commissioners, do hereby proclaim February 1-28, 2010 as

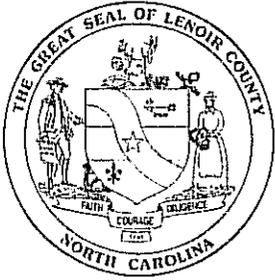
**CAREER AND TECHNICAL EDUCATION MONTH**

in Lenoir County and urge all citizens to become familiar with the services and benefits offered by the career and technical education programs in this community and to support and participate in these programs to enhance their individual work skills and productivity.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of Lenoir County this the 1<sup>st</sup> day of February, 2010.

George W. Graham, Jr., Chairman

February 1, 2010  
Date



Item NO. 8A

## County of Lenoir

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Office of the  
Tax Administrator

Drawer 3289  
Kinston, N.C. 28502

TO: Board of Commissioners  
FROM: Darrell Parrish / Lenoir County Tax Collector  
RE: G.S. 105-369(a) Unpaid Real Estate Taxes  
DATE: February 01, 2010

General Statute G.S. 105-369(a) requires the tax collector to report to the governing body the total of unpaid 2009 taxes that are liens on real property and the governing body shall order the tax collector to advertise such tax liens.

The total of unpaid 2009 taxes that are liens on real property is \$3,139,945.20.

We will advertise these tax liens in the Kinston Free Press and in the Weekly Gazette on Wednesday, March 31, 2010.

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 02/01/10 **ITEM NO.** 8B

Order for Tax Collector to Advertise 2009  
Taxes which are a Lien on Real Property

**SUBJECT AREA:** Legal

**ACTION REQUESTED:**

Order the Tax Collector to advertise 2009 taxes, which are a lien on real property.

**HISTORY/BACKGROUND:**

Pursuant to G.S. 105-369(a), the Governing Body (Lenoir County Board of Commissioners) shall order the Tax Collector to advertise such tax liens.

**EVALUATION:**

The outstanding 2009 taxes which are a lien on real estate are \$3,139,945.20. This figure includes county, fire and late listing penalty as of January 25, 2010.

**MANAGERS RECOMMENDATION:**

To order the Tax Collector to advertise such tax liens.

\_\_\_\_\_  
Initials

**ORDER: NOW THEREFORE BE IT ORDERED BY THE LENOIR COUNTY BOARD OF COMMISSIONERS THAT** the Tax Collector Advertise 2009 taxes which are liens on real property.

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECOND \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS \_\_\_\_\_

YEA VOTES: Brown \_\_\_\_\_ Davis \_\_\_\_\_ Graham \_\_\_\_\_ Humphrey \_\_\_\_\_  
Pharo \_\_\_\_\_ Stroud \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
George W. Graham Jr., Chairman      02/01/10  
Date

\_\_\_\_\_  
ATTEST                      Date

ABSTRACT TOTALS PAGE 1/25/2010 11:12:56

ABSTRACTS TOTALED: 6914 FROM SYO:TAX .COL 1 ->199999

OF WHICH THEY HAD 6914-NAMI 6913-ACCT 6914-MAIN

TOTALS BELOW EXCLUDE FLAG "E" EXEMPT PROPERTIES

TOTALS		TOTAL VALUES	TOTAL EXEMPTIONS
ACRE:	20092.37	REAL 409778901.	ACEX: 7348945.
LOTS:	0	OHHP: 981607.	HHPX: 0.
DEFV:	0.	INVE: 755.	OHK: 0.
NCMH:	429	MACH: 801051.	
NCMV:	106	MOIV: 2938662.	
NCMV:	0	MOIVV 0.	
DOGS:	0	FARM: 1117129.	
LITS;Y,0-9:	291	MINV: 0.	
#VEHICLES			
PENALIZED:	0	415618105.	7348945.
LFUF:	2130.00		
LAND:	0.		
BLDG:	0.		
CELD:	0.		

TOTAL VALUES: 415618105.  
 LESS TOTAL EXEMPT: 7348945.  
 NET TAXABLE VALUE: 408269160.

TOTALS BY POLITICAL SUBDIVISIONS, DISTRICTS:

CODE	NAME	NUMBER	VALUE-	EXEMPT=	NET TAXABLE-	DEFERRED=	NON-DEFERRED=	MHS-ADJUST=	NET BILLED
23	SOUTHWOOD FIRE DIST	505	29323987.-	663181=	28660806.-	0=	28660806.+	0=	28660806.
24	NORTH LENOIR FIRE D	957	66361530.-	947473=	65414057.-	0=	65414057.+	0=	65414057.
27	SEVEN SPRINGS FIRE	58	3215452.-	0=	3215452.-	0=	3215452.+	0=	3215452.
28	SANDY BOTTOM FIRE D	432	27214224.-	391790=	26822434.-	0=	26822434.+	0=	26822434.
29	DEEP RUN FIRE DIST	494	27431418.-	386967=	27044451.-	0=	27044451.+	0=	27044451.
30	HUGO FIRE DIST	437	26719725.-	483128=	26236597.-	0=	26236597.+	0=	26236597.
31	SAND HILL FIRE DIST	240	10711265.-	223060=	10488205.-	0=	10488205.+	0=	10488205.
32	CHERRY TREE FIRE DI	237	12206985.-	286873=	11920112.-	0=	11920112.+	0=	11920112.
33	MOSELEY HALL FIRE D	363	23335762.-	225292=	23110470.-	0=	23110470.+	0=	23110470.
34	WYSE FORK FIRE DIST	64	4621586.-	0=	4621586.-	0=	4621586.+	0=	4621586.
35	GRIFTON FIRE DIST	165	7505426.-	198358=	7307068.-	0=	7307068.+	0=	7307068.
41	MUNICIPAL SERVICE D	84	4029836.-	0=	4029836.-	0=	4029836.+	0=	4029836.
43	WAYNE DRAINAGE DIST	3	657477.-	0=	657477.-	0=	657477.+	0=	657477.
44	LENOIR/CRAVEN/JONES	38	1909650.-	0=	1909650.-	0=	1909650.+	0=	1909650.
55	TOWN OF LA GRANGE	414	18168054.-	392410=	17775644.-	0=	17775644.+	0=	17775644.
56	CITY OF KINSTON	2348	147010746.-	2922698=	144088048.-	0=	144088048.+	0=	144088048.
57	TOWN OF PINK HILL	75	6148172.-	25000=	6123172.-	0=	6123172.+	0=	6123172.
58	TOWN OF GRIFTON	48	1546210.-	57744=	1488466.-	0=	1488466.+	0=	1488466.
64	LANDFILL USER FEE	2046	158081298.-	3394002=	154687296.-	0=	154687296.+	0=	154687296.

TOTAL EXEMPT FLAG "E" RECORDS: 0 VALUED: 0.

COLLECTIONS TOTALS PAGE 1/25/2010 11:12:56

NUMBER OF UNPAID TAX BILLS: 6914

TAXES:	CHARGE	BALANCE	NET
LENOIR COUNTY TAX DEPARTMENT	3265778.44	3024994.63	240783.81
LATE LISTING	1827.46	1611.75	215.71
DCG	0.00	0.00	0.00

TOTALS BY POLITICAL SUBDIVISIONS, DISTRICTS:

CODE	NAME	NUMBER			
23	SOUTHWOOD FIRE DIST	505	17196.59	16414.36	782.23
24	NORTH LENOIR FIRE D	957	29432.98	26105.04	3327.94
27	SEVEN SPRINGS FIRE	58	1286.19	1176.73	109.46
28	SANDY BOTTOM FIRE D	432	21458.01	20165.93	1292.08
29	DEEP RUN FIRE DIST	494	10817.86	10452.62	365.24
30	HUGO FIRE DIST	437	10494.72	10042.23	452.49
31	SAND HILL FIRE DIST	240	7322.67	6964.11	358.56
32	CHERRY TREE FIRE DI	237	9536.14	8916.62	619.52
33	MOSELEY HALL FIRE D	363	9231.38	8498.58	732.80
34	WISE FORK FIRE DIST	64	3004.02	2552.42	451.60
35	GRIFFON FIRE DIST	165	2203.88	2050.18	153.70
SUB-TOTAL			3389590.34	3139945.20	249645.14
INTEREST STATE 3%			0.00	0.00	0.00
DISCOUNT			0.00	0.00	0.00
INTEREST			64599.76	62767.11	1832.65
LIEN SALE COST			227.22	157.37	69.85
TOTAL			3454417.32	3202869.68	251547.64
10	PREPAYMENTS	0	0.00	0.00	0.00
LATE LISTING			0.00	0.00	0.00
SUB-TOTAL			0.00	0.00	0.00
DISCOUNT			0.00	0.00	0.00
INTEREST			0.00	0.00	0.00
TOTAL			0.00	0.00	0.00
11	BEER LICENSES	0	0.00	0.00	0.00
LATE LISTING			0.00	0.00	0.00
SUB-TOTAL			0.00	0.00	0.00
DISCOUNT			0.00	0.00	0.00
INTEREST			0.00	0.00	0.00
TOTAL			0.00	0.00	0.00
12	WINE LICENSES	0	0.00	0.00	0.00
LATE LISTING			0.00	0.00	0.00
SUB-TOTAL			0.00	0.00	0.00
DISCOUNT			0.00	0.00	0.00
INTEREST			0.00	0.00	0.00
TOTAL			0.00	0.00	0.00
13	SCHEDULE B LICENSES	0	0.00	0.00	0.00
LATE LISTING			0.00	0.00	0.00
SUB-TOTAL			0.00	0.00	0.00
DISCOUNT			0.00	0.00	0.00
INTEREST			0.00	0.00	0.00
TOTAL			0.00	0.00	0.00
41	MUNICIPAL SERVICE D	84	10880.58	10744.97	135.61
LATE LISTING			1.64	1.64	0.00
SUB-TOTAL			10882.22	10746.61	135.61
DISCOUNT			0.00	0.00	0.00
INTEREST			217.40	214.96	2.44
TOTAL			11099.62	10961.57	138.05
43	WAYNE DRAINAGE DIST	3	776.07	126.39	649.68
LATE LISTING			0.13	0.13	0.00
SUB-TOTAL			776.20	126.52	649.68
DISCOUNT			0.00	0.00	0.00
INTEREST			15.52	2.53	12.99
TOTAL			791.72	129.05	662.67
44	LENOIR/ CRAVEN/ JONES	38	428.74	422.90	5.84
LATE LISTING			0.00	0.00	0.00
SUB-TOTAL			428.74	422.90	5.84
DISCOUNT			0.00	0.00	0.00
INTEREST			8.47	8.45	0.02
TOTAL			437.21	431.35	5.86
55	TOWN OF LA GRANGE	414	79990.63	71743.27	8247.36
LATE LISTING			39.65	31.57	8.08

	SUB-TOTAL	80030.28	71774.84	8255.44
DISCOUNT		0.00	0.00	0.00
INTEREST		1469.53	1435.42	34.11
	TOTAL	81499.81	73210.26	8289.55
56 CITY OF KINSTON	2348	950854.14	881398.10	69456.04
LATE LISTING		223.27	204.70	18.57
	SUB-TOTAL	951077.41	881602.80	69474.61
DISCOUNT		0.00	0.00	0.00
INTEREST		18073.34	17605.26	468.08
	TOTAL	969150.75	899208.06	69942.69
57 TOWN OF PINK HILL	75	33677.53	32881.84	795.69
LATE LISTING		21.98	21.98	0.00
	SUB-TOTAL	33699.51	32903.82	795.69
DISCOUNT		0.00	0.00	0.00
INTEREST		673.67	658.09	15.58
	TOTAL	34373.18	33561.91	811.27
58 TOWN OF GRIFTON	48	0.00	0.00	0.00
LATE LISTING		0.00	0.00	0.00
	SUB-TOTAL	0.00	0.00	0.00
DISCOUNT		0.00	0.00	0.00
INTEREST		0.00	0.00	0.00
	TOTAL	0.00	0.00	0.00
64 LANDFILL USER FEE	2046	127740.00	119916.01	7823.99
LATE LISTING		144.26	137.50	6.76
	SUB-TOTAL	127884.26	120053.51	7830.75
DISCOUNT		0.00	0.00	0.00
INTEREST		2450.21	2401.17	49.04
	TOTAL	130334.47	122454.68	7879.79
TOTAL TAXES		4594368.96	4257576.20	336792.76
TOTAL LIEN COST		227.22	157.37	69.85
TOTAL DISCOUNT		0.00	0.00	0.00
TOTAL INTEREST		87507.90	85092.99	2414.91
TOTAL 3% STATE INTEREST		0.00	0.00	0.00
GRAND TOTAL		4682104.08	4342826.56	339277.52

TRANSACTIONS 07012009->99992027	1139 PAYMENTS	238 DISC/CORR	66 RELEASES	TOTAL CREDIT (PAYMENT+RELEASE)	NET CREDIT (TOTAL-DISC/CORR)	
LENOIR COUNTY TAX DEPARTMENT	240783.81	147967.75	-12322.95	253106.76	105139.01	
LATE LISTING	215.68	360.71	-13.80	229.48	-131.23	
DCG	0.00	0.00	0.00	0.00	0.00	
CODE DISTRICT NAME						
23 SOUTHWOOD FIRE DIST	782.23	1111.07	-112.55	894.78	-216.29	
24 NORTH LENOIR FIRE D	3327.94	2240.44	-53.37	3381.31	1140.87	
27 SEVEN SPRINGS FIRE	109.46	0.00	0.00	109.46	109.46	
28 SANDY BOTTOM FIRE D	1292.08	722.45	-13.82	1305.90	583.45	
29 DEEP RUN FIRE DIST	365.24	120.80	-3.74	368.98	248.18	
30 HUGO FIRE DIST	452.49	701.45	-1.12	453.61	-247.84	
31 SAND HILL FIRE DIST	358.56	139.23	-42.44	401.00	261.77	
32 CHERRY TREE FIRE DI	619.52	0.00	-13.55	633.07	633.07	
33 MOSELEY HALL FIRE D	732.80	503.05	-17.07	749.87	246.82	
34 WYSE FORK FIRE DIST	451.60	0.55	-79.46	531.06	530.51	
35 GRIFTON FIRE DIST	153.70	81.51	0.00	153.70	72.19	
	SUB-TOTAL	249645.11	153949.01	-12673.87	262318.98	108369.97
STATE 3PCT INTEREST	0.00	0.00	0.00	0.00	0.00	
DISCOUNT	0.00	0.00	0.00	0.00	0.00	
INTEREST	1832.76	1.06	-109.28	1942.04	1940.98	
LIEN SALE COST	69.85	227.22	0.00	69.85	-157.37	
	TOTAL	251547.72	154177.29	-12783.15	264330.87	110153.58
41 MUNICIPAL SERVICE D	135.61	10.72	0.00	135.61	124.89	
LATE LISTING	0.00	1.07	0.00	0.00	-1.07	
	SUB-TOTAL	135.61	11.79	0.00	135.61	123.82
DISCOUNT	0.00	0.00	0.00	0.00	0.00	
INTEREST	2.44	0.00	0.00	2.44	2.44	
	TOTAL	138.05	11.79	0.00	138.05	126.26
43 WAYNE DRAINAGE DIST	649.68	776.07	0.00	649.68	-126.39	
LATE LISTING	0.00	0.00	0.00	0.00	0.00	
	SUB-TOTAL	649.68	776.07	0.00	649.68	-126.39
DISCOUNT	0.00	0.00	0.00	0.00	0.00	
INTEREST	12.99	0.00	0.00	12.99	12.99	
	TOTAL	662.67	776.07	0.00	662.67	-113.40
44 LENOIR/ CRAVEN/JONES	5.84	428.74	0.00	5.84	-422.90	
LATE LISTING	0.00	0.00	0.00	0.00	0.00	
	SUB-TOTAL	5.84	428.74	0.00	5.84	-422.90

DISCOUNT	0.00	0.00	0.00	0.00	0.00
INTEREST	0.02	0.00	0.00	0.02	0.02
TOTAL	5.86	428.74	0.00	5.86	-422.88
55 TOWN OF LA GRANGE	8247.36	565.55	-200.19	8447.55	7882.00
LATE LISTING	8.08	7.24	0.00	8.08	0.84
SUB-TOTAL	8255.44	572.79	-200.19	8455.63	7882.84
DISCOUNT	0.00	0.00	0.00	0.00	0.00
INTEREST	34.10	0.00	0.00	34.10	34.10
TOTAL	8289.54	572.79	-200.19	8489.73	7916.94
56 CITY OF KINSTON	69456.04	45930.77	-5747.60	75203.64	29272.87
LATE LISTING	18.59	86.46	0.00	18.59	-67.87
SUB-TOTAL	69474.63	46017.23	-5747.60	75222.23	29205.00
DISCOUNT	0.00	0.00	0.00	0.00	0.00
INTEREST	468.09	0.00	-90.16	558.25	558.25
TOTAL	69942.72	46017.23	-5837.76	75780.48	29763.25
57 TOWN OF PINK HILL	795.69	0.00	0.00	795.69	795.69
LATE LISTING	0.00	0.00	0.00	0.00	0.00
SUB-TOTAL	795.69	0.00	0.00	795.69	795.69
DISCOUNT	0.00	0.00	0.00	0.00	0.00
INTEREST	15.59	0.00	0.00	15.59	15.59
TOTAL	811.28	0.00	0.00	811.28	811.28
64 LANDFILL USER FEE	7823.99	2280.00	-480.00	8303.99	6023.99
LATE LISTING	6.77	0.01	0.00	6.77	6.76
SUB-TOTAL	7830.76	2280.01	-480.00	8310.76	6030.75
DISCOUNT	0.00	0.00	0.00	0.00	0.00
INTEREST	48.92	0.00	0.00	48.92	48.92
TOTAL	7879.68	2280.01	-480.00	8359.68	6079.67
TOTAL TAXES	336792.76	204035.64	-19101.66	355894.42	151858.78
TOTAL LIEN COST	69.85	227.22	0.00	69.85	-157.37
TOTAL DISCOUNT	0.00	0.00	0.00	0.00	0.00
TOTAL INTEREST	2414.91	1.06	-199.44	2614.35	2613.29
TOTAL STATE 3PCT INTEREST	0.00	0.00	0.00	0.00	0.00
GRAND TOTAL	339277.52	204263.92	-19301.10	358578.62	154314.70

TAX SCROLL 2009 TAX YEAR RAN FROM 11:11:48 TO 11:12:56 ON: 01252010

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 2/01/10 **ITEM NO.** 9

Resolution Authorizing Emergency Foam Filling of Case 621C Tires; Colony Tire;  
Not to Exceed \$6,500

**SUBJECT AREA:** Purchases - Bids

**ACTION REQUESTED:**

The Board is requested to authorize the emergency foam filling of the tires on the Case 621C loader at the landfill by Colony Tire of Kinston, N.C., in an amount not to exceed \$6,500.

**HISTORY/BACKGROUND:**

In an effort to extend the life of the MSW Landfill Cell #1, the Landfill Director reopened the MSW transfer station in January of 2010. The Case 621C loader owned by the landfill is constantly moving dirt and garbage. The Case loader was brought over to the transfer station to move garbage from the concrete pad in the transfer station into the empty trailers that haul the garbage to Sampson County. The bias tires on the loader immediately began to experience flat tires. The landfill operations must continue; therefore, it was necessary to foam fill the tires on the loader. This will prevent costly flats from reoccurring. Each time the loader experienced a flat tire, it would be out of service for a considerable amount of time and the repair would be between \$400 and \$500. New bias tires for the Case loader cost between \$2,000 and \$3,000 each.

**EVALUATION:**

When the Case 621C loader was moved over to the MSW Transfer station, it began experiencing flat tires. Repair of the flat tires is \$400 to \$500 each time a flat occurs. Foam filling of the tires is the best solution to prevent future flats and downtime of the loader. The Landfill Director received prices for foam filling from Colony Tire in Kinston and Black's Tire in New Bern. Colony Tire provided the best price for the foam filling and was able to perform the task over a weekend and disrupt the transfer station operations as little as possible. A breakdown of the prices to foam fill the tires follows:

Colony Tire	Kinston, N.C.	\$6,414.90
Black's Tire	New Bern, N.C.	\$7,033.20

Approval of this resolution will allow for the emergency foam filling of the tires on the Case 621C loader, the encumbrance of funds, and the payment of the repair bill.



**RESOLUTION BY THE BOARD OF COMMISSIONERS  
OF THE COUNTY OF LENOIR  
SELECTING CDBG-ED PROJECT ENGINEER**

**WHEREAS**, the County of Lenoir has authorized the filing of applications for grant funds under the NC Community Development Block Grant Program – Economic Development Category, the NC Industrial Development Fund and the NC Rural Economic Infrastructure Fund; and

**WHEREAS**, the County of Lenoir anticipates receiving grant funds for the installation of natural gas pipelines to serve Sanderson Farms, Inc.; and

**WHEREAS**, the County of Lenoir has procured professional engineering services in accordance with all applicable Federal, State, and local requirements; and

**WHEREAS**, the County of Lenoir has received proposals from more than one qualified firm to provide professional engineering services for the natural gas pipe line construction project.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Commissioners of the County of Lenoir;

**THAT**, M A Engineering Consultants, Inc. of Cary, NC submitted a proposal that demonstrates they are the most qualified to provide the professional engineering services necessary to complete the pipe line construction project in the best interests of the County; and

**THAT**, their lump-sum fee of \$378,151.21 for complete engineering, design, inspections and contract administration services is reasonable and acceptable for the size and scope of the natural gas pipe line construction project; and

**THAT**, M A Engineering Consultants, Inc. of Cary, NC be selected to provide the professional engineering services required for the pipe line construction project; and

**THAT**, Michael W. Jarman, County Manager, is hereby authorized to execute an engineering services agreement with M A Engineering Consultants, Inc. based on their lump-sum fee submitted for professional services. Any obligation for services to be paid by grant funds will be subject to the execution of the Grant Agreement and Funding Approval and adoption of a Grant Project Budget Ordinance. The provision of professional engineering services is subject to satisfaction of all grant conditions and release of funds conditions where applicable.

*Adopted this 1<sup>st</sup> day of February 2010 at Lenoir County, North Carolina.*

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George W. Graham, Jr.

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Chairman  
Title



## M A Engineering Consultants, Inc.

January 28, 2010

Mr. Michael W. Jarman  
County Manager  
County of Lenoir  
130 N. Queen St.  
Kinston, NC 28502

RE: Proposal for Engineering/Inspection Services  
2009 CDBG Economic Development Project  
Sanderson Farms – Lenoir County, NC

Mr. Jarman,

MAEC is pleased to submit this proposal for services for the above referenced project. The attached "Engineering/Inspection Services Agreement" document will discuss our understanding of the project and the tasks MAEC will perform.

MAEC proposes to provide the design/inspection services detailed in the attached for a lump sum fee amount of \$378,151.21. This lump sum amount is based upon the current understanding of services that we've been able to determine from conversations with the Grant Agency, Lenoir County and Piedmont Natural Gas. The fee is not meant to be an all inclusive estimate of costs as certain facets of the project and associated costs are uncertain at this time.

We trust you find this proposal satisfactory. If you should have any questions or need additional information, please call me at (877) 623-2123 x201.

Sincerely,  
MA Engineering Consultants, Inc.

W. Keith Gualtieri, PE  
Associate

44965 Aviation Drive  
Suite 110C  
Dulles, VA 20166

v: 877.623.2123  
f: 703.661.6999  
www.maec.com

Cary, NC  
Charleston, SC  
Dulles, VA

Cc: Mr. David Harris  
Mr. Mark Pope

//attachments

**ENGINEERING/INSPECTION SERVICES AGREEMENT  
FOR  
THE 2009 CDBG ECONOMIC DEVELOPMENT PROJECT  
IN LENOIR COUNTY**

This Agreement is entered into this the \_\_\_\_\_ day of \_\_\_\_\_, 2010, by and between MA Engineering Consultants, Inc. hereinafter referred to as the "Engineer" and the Lenoir County, a political subdivision of the State of North Carolina, hereinafter referred to as the "County";

WITNESSETH:

Whereas the County desires to retain an Engineer to act as an agent for the County to provide engineering, permitting and construction administration/inspection services in support of the extension of gas service from the Piedmont Natural Gas Company, Inc. ("Piedmont") transmission pipeline system to the Sanderson Farms Processing Plant and Feed Mill Facility to be located outside of Kinston, NC in the vicinity of the US 70 West Industrial Park;

Whereas the Engineer submitted a proposal to perform said services,

Now, therefore, the County and the Engineer agree as follows:

**ARTICLE I - SCOPE OF SERVICES**

**I.A. Preliminary Engineering Report**

MAEC will develop a Preliminary Engineering Report (PER) that will include the following as relates to this specific project:

1. Description of Project Area, including maps showing a schematic layout.
2. Description of existing natural gas system serving the project area.
3. Description of critical need for the project.
4. Description of alternatives for service considered and a full description of the preferred alternative.
5. Description of the project design.
6. Discussion of easements or rights-of-way necessary for the improvement.
7. Development of construction cost estimate.
8. Development of a project schedule for design, permitting, bidding and construction.
9. Description of permits needed for the improvement.
10. Conclusions and recommendations for the improvement.

Meetings will be held with Piedmont and other stakeholders as needed to determine the ultimate best route of this pipeline and to fully define the design requirements for this pipeline extension.

## **I.B. Base Mapping Develop**

MAEC will utilize, as a starting point for a project base map, available GIS data from Lenoir County. This mapping information will be supplemented with field topographic surveys to better define features such as edge of pavements for state maintained roads, drive ways, parking lots and city streets; location of existing NC DOT Right-of-Way markers and existing grade in areas where horizontal directional drills (HDD) will need to be engineered for permitting purposes. Additionally, MAEC will conduct utility records research to ascertain the extent and location of all utility lines located within the proposed corridor where the pipeline will be installed. This research will be supplemented with planimetric field surveys to identify the location of above ground utility appurtenances such as valve boxes, hydrants and utility poles. Lastly, MAEC will perform surveys to develop hydraulic cross sections for the Neuse River and any other streams that may be crossed by this pipeline extension.

## **I.C. Gas Utility Design -90% Plans**

MAEC will develop a set of plans we consider to be representative of a 90% completion effort that will detail the alignment of the gas transmission pipeline, profiles for the engineered HDD crossings and associated standard gas details.

Specifically, the design will consist of the following:

1. 35,200 LF of 6-inch steel gas transmission main from the Piedmont transmission pipeline tap location near intersection of US 70 and NC Hwy 58.
2. 1,400 LF of 6-inch steel gas transmission service from Pruitt Rd. to the Sanderson Farms Processing Plant.
3. 945 LF of 6-inch steel gas transmission main to connect the new transmission line to Sanderson Farms Processing Plant to an existing Piedmont High Pressure Gas Pipeline located on Enterprise Blvd.
4. 600 LF of 6-inch steel high pressure gas service to Sanderson Farms Feed Mill Facility located off of Banks School Rd.
5. One impressed current rectifier groundbed system (specific location TBD)
6. Standard gas details including, but not limited to, valve installations, cathodic test stations and other appurtenances associated with this gas pipeline improvement.

Note: All metering and regulating and pressure reducing facilities to be designed by Piedmont, as well as the details for connections to their existing pipeline systems. MAEC will coordinate with them as necessary on this design.

Upon completion of this design effort, MAEC will provide a set of these plans to Piedmont and the County for review. A design review meeting will be held to discuss any comments or changes to the design and those changes will be incorporated into the final design set.

## **I.D. Gas Utility Design -Final Plans**

Based upon the comments and/or changes requested from the 90% Design Review, MAEC will advance the design drawings to final completion and provide a set of final drawings to Piedmont and the County for final review. Upon review and acceptance of the design, the plans will be issued for construction.

### **I.E. Erosion and Sedimentation Control Plan**

MAEC will prepare the Erosion & Sediment Control design in accordance with NCDENR Land Quality specifications and submit the plans for review with the State's regional office in Washington, NC for permit approval. Any revisions to the approved E&S plans due to scope changes by the client will be considered additional work and is not a part of this proposal.

### **I.F. Permitting**

MAEC will conduct the required research and prepare the paperwork and associated plans necessary to secure NC DOT and environmental permits from the governing agencies. MAEC will engage the services of S & ME to perform the applicable environmental assessments and secure the necessary permits for the construction of the pipeline. The actual cost of the permits has not been included in our fee proposal as we understand these costs will be paid for directly by the County. Environmental services for this type of project typically include the following:

1. Wetlands Delineation
2. USACE Jurisdictional Determination
3. USACE Section 404 Permitting
4. NC DWQ Section 401 Permitting
5. Nationwide Permit No. 12
6. USACE Individual Permit
7. Endangered Species Survey
8. SHPO Form Only
9. Archaeological Survey

### **I. G. Construction Procurement**

MAEC will prepare the necessary bid package documents including, but not limited to plans, construction specifications, material specifications and other contract documents as needed to procure bids from contractors for the construction of the project. Construction specifications, material specifications and a list of acceptable contractors to be provided by Piedmont.

MAEC will work closely with the County to conduct a pre-bid conference, review the submitted bid proposals and make the ultimate contract award.

### **I.H. Construction Administration**

In support of the construction of the pipeline, MAEC will provide the following services to the County:

1. Conduct preconstruction conference
2. Monthly site visits by Project Engineer to observe progress and quality of work.
3. Determination of consistency with construction work and contract documents, plans and specifications.
4. Interpretation of the contract documents, plans and specifications.

5. Shop drawing review and approval.
6. Processing of contract change orders that don't substantially change the scope of the project.
7. Review and processing of contractor's application for payments.
8. Final inspections to insure compliance with the contract documents, plans and specifications.
9. Written approval of final payments to contractor.
10. Furnishing of one set of final as-built drawings
11. Engineering supervision of resident inspection.
12. Complete resident inspection

**I.I. Work Standards**

1. All work shall be produced in conformity with current standards and practices of the Piedmont Natural Gas, NCDOT and the County as outlined in the various County Manuals and County Guidelines in regard to presentation, media, sheet sizes, scales, billing of pay items, special drawings, and summaries thereof.
2. All original calculations, field notes, quantity calculations, any necessary project special provisions, and other material in addition to the drawings prepared under this Agreement shall be the property of the County and shall be turned over to the County upon completion of the work.

**I.J. Reproduction**

1. The Engineer shall be responsible for reproduction of all plans, as necessary to complete the work of the Engineer.
2. The Engineer shall submit one (1) copy of plan sheets and one (1) disk, together with appropriate certifications, the pipeline design and specifications produced pursuant to this Agreement.

**I.K. Subcontracts**

1. The Engineer shall not sublet any portion of the work covered by this Agreement without prior approval by the County.
2. The Engineer shall be responsible for the schedule of any work sublet to others so as to assure that the overall schedule of the project is maintained,
3. The Engineer shall be responsible for the completeness, accuracy, presentation, inclusion of data into the design and plans, and reviews of any work sublet to others.

- I.L.** The Engineer shall perform all the required services set forth herein by providing services equal to or better than the practice prevalent within the subject area of the work and commensurate with the magnitude and intricacy of the work under consideration, Such services shall be so complete that it will not be necessary for the County to supplement any of the operation by its own personnel.

### **I.M. Assumptions and Exclusions**

1. The design effort associated with the metering and regulating stations and the tap details for connecting to the existing Piedmont pipeline system will be Piedmont's responsibility. MAEC will be responsible for the design up the inlet side of each metering and regulating facility.
2. The easement needed for the tap and associated appurtenances at the intersection of NC 58 and US 70 in front of the community college will be secured by Piedmont.
3. All contract and material specifications associated with this project will be provided by Piedmont.
4. MAEC will provide design and construction inspection services to the County for those pipeline facilities required to serve the Sanderson Farms Processing Plant and Feed Mill facility. Service to the Hatchery is not part of our scope of work.
5. Any necessary construction supplemental conditions will be provided by the County.
6. The cost of all permits required to construct this improvement will be paid for directly by the County and/or Grant Agency ("Others").
7. Property appraisal costs will be paid for by Others.
8. Easement costs and/or right of entry costs will be paid for by Others.

### **ARTICLE II - ADDITIONAL SERVICES**

- II.A It is not anticipated between the County and the Engineer that Engineer shall perform any services under this Agreement except as set forth in Article I. If requested in writing by the County and accepted by the Engineer, the Engineer shall furnish or obtain from others Additional Services which are not included under Article I. The Additional Services will be paid for by the County at rates to be agreed upon by the County and the Engineer. Equitable adjustments shall be made to the time of completion for the Additional Services.

### **ARTICLE III - THE COUNTY'S RESPONSIBILITIES**

- III.A. Designate a person to act as the County's representative with respect to the services to be rendered under this Agreement.
- III.B. Provide the Engineer with a list of property owner names and parcel identification numbers as compiled. Provide a copy of the Permission to Survey letter as prepared and transmitted. Provide copies of any plats adjacent to the project.
- III.C. Provide the Engineer other support data pertinent to the completion of services defined within this scope of service.
- III.D. Arrange for and make provision for the Engineer to enter upon public and private property as required for the Engineer to perform services under this Agreement.
- III.E. Give prompt written notice to the Engineer whenever the County observes or otherwise becomes aware of any development that affects the scope or timing of Engineer's services, or any defect or non-conformance of the work.
- III.F. Direct the Engineer to provide Additional Services as stipulated in paragraph II.1 of this Agreement or other services as required.
- III.G. Bear all costs incident to compliance with the requirements of this Article.

## **ARTICLE IV - TIME OF BEGINNING AND COMPLETION**

Work shall begin immediately following written notice to proceed of this Agreement and authorization to begin work.

The work shall be completed as follows:

- IV.A. Completion of a Preliminary Engineering Report (PER).
- IV.B. Completion of all field investigations necessary to develop a project base map for the pipeline design and identify all potential environmental impacts.
- IV.C. Development of a complete set of design plans and specifications to support the extension of gas service.
- IV.D. Preparation and submission of all paperwork and plans needed to secure the necessary permits to construct the gas pipeline extension.
- IV.E. Preparation of all necessary bid documents to solicit proposals from prospective contractors.

## **ARTICLE V - PAYMENTS TO ENGINEER**

### **V.A Lump Sum Fee**

The County will pay the Engineer a Lump Sum Fee of \$ 378,151.21 as detailed in the man day estimate provided in this Agreement in Appendix B. Any additional services requested by the County, or its representatives of the Engineer not covered in Article I of this Agreement shall be considered Additional Services and compensated as stated in Article II of this Agreement.

### **V.B. Payment**

V.B.1. The Engineer will invoice the County Monthly Progress billings based on the Engineer's estimate of completion. Each bill will be sent directly to designated personnel in the County. In addition to the units and amounts billed, the bill will include the Agreement Date, the County Project Number, the Progress or Final Billing, and a Progress Report stating work completed during the Invoice Period, Any Outstanding Issues and Anticipated Work for the next Invoice Period. Engineer will submit no more than one (1) invoice per project per month.

V.B.2 If and when the scope of work changes, the County will notify the Engineer either orally or in writing, at that time the County and the Engineers will review the work progress and determine the amount of additional work and the need for a supplemental agreement. This review can be made without interruption of the current work in progress.

## **ARTICLE VI - GENERAL CONSIDERATION**

### **VI.A Termination**

The obligation to provide further services under this Agreement may be terminated by either party upon thirty days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. The County will compensate the Engineer for all work completed to the date of termination. If the County requires additional services to complete the Project following the termination date, the Engineer will be compensated utilizing the firm's hourly billing rates in effect at that time.

**VI.B Availability of Information**

The Engineer agrees to maintain all books, documents, papers, accounting records, and other information pertaining to cost incurred on this project and to make such materials available at its offices at all reasonable times during the contract period and for three (3) years from the date of final payment for inspection by the County.

The Engineer further agrees to require all subcontractors to whom a portion of this contract may be sublet, to maintain all such books, documents, papers, accounting records, and other information pertaining to cost , and further to require that said subcontractors make these materials available to the County at all reasonable times during the contract period and for three (3) years from the date of final payment, and to require said subcontractors to furnish copies of such documents to the County upon request. The Engineer shall affirmatively enforce this provision of this contract with the subcontractor.

**VI.C Insurance**

The Engineer shall procure and maintain insurance for protection from claims under Worker's Compensation acts, claims for damages because of bodily injury including personal injury, sickness or disease or death of any and all employees or of any person other than such employees, and from claims or damages because of injury to or destruction of property including loss of use resulting there performance of this Agreement. The Engineer shall procure and maintain professional liability insurance in the amount of at least \$1,000,000.

**VI.D Controlling Law**

The Agreement is to be governed, applied, construed and interpreted under the law of the State of North Carolina. In the event that arbitration becomes necessary, the County Manager's decision is final.

**VI.E Successors and Assigns**

VI.E.1 County and Engineer each is hereby bound and the partners, successors, executors, administrators, and legal representatives of the County and the Engineer (and to the extent permitted by paragraph VI.5.2 the assigns of the County) are hereby bound to the other party to this Agreement and to the partners, successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements and obligations of this Agreement.

VI.E.2 Neither County nor Engineer shall assign, sublet or transfer any rights under or interest in (including, but without limitation, moneys that may become due or moneys that are due) this Agreement without the written consent of the other, except to the extent that any assignment, subletting or transfer is mandated by law or the effect of this limitation may be restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent Engineer from employing such independent professional associates and consultants as Engineer may deem appropriate to assist in the performance of service hereunder.

VI.E.3 Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than the County and Engineer, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of County and Engineer and not for the benefit of any other party.

- VI.E.4 Supporting data for the fee set forth in paragraph V.1 is attached hereto as Appendix B – MAEC Estimate of Engineering Fees and made part of this Agreement. The fee stipulated in paragraph V.1 shall prevail.
- VI.E.5 The Engineer shall not sublet any portion of the work covered by the Agreement without approval of the County. The Engineer shall be responsible for the work performed and the schedule of any work sublet to others so as to assure that the overall schedule of the Project is maintained.
- VI.E.6 Approval and acceptance of the plans by the County does not relieve the Engineer of liability or the responsibility to correct errors in the plans or computations. The Engineer and the County shall save harmless each other from claims and liability due to errors or negligence.

**VI.F General Indemnity**

To the fullest extent permitted by Laws and Regulations, the Engineer shall indemnify and hold harmless the County from and against all claims, costs, civil penalties, fines, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys and other professionals and all court or arbitration or other dispute resolution costs), by whomsoever brought or alleged, arising out of or relating to the performance of the Engineer's Services hereunder, provided that any such claim, cost, civil penalty, fine, loss or damage are caused by any negligent acts, error or omission of the Engineer.”

**ARTICLE VII - SPECIAL PROVISIONS**

VII.A This Agreement constitutes the entire Agreement between the County and the Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

**ARTICLE VIII - NONDISCRIMINATION ASSURANCES**

In consideration of the signing of this contract, the parties hereto for themselves, their agents, officials, employees and servants agree not to discriminate in any manner on the basis of race, color, creed, national origin, sex, age, handicap, or sexual orientation with reference to the subject matter of this contract, no matter how remote.

This agreement shall be binding on the successors and assigns of the parties with reference to the subject matter of this contract.

IN WITNESS THEREOF, the parties hereto have made and executed this Agreement as of the day and year first written above.

**OWNER:**

**ENGINEER:**

**LENOIR COUNTY**

**MA ENGINEERING CONSULTANTS, INC.**

By: \_\_\_\_\_  
County Manager

By: \_\_\_\_\_  
Arvin K. Maniktala, President

ATTEST:

ATTEST:

\_\_\_\_\_  
(Affix County Seal)

\_\_\_\_\_  
Secretary  
(Affix Company Seal)

## APPENDIX A

### MA Engineering Consultants, Inc. Hourly Rate Table

PROJECT MANAGER	\$172.11 per hour
PROFESSIONAL LAND SURVEYOR	\$134.14 per hour
SENIOR ENGINEER	\$96.81 per hour
SURVEY ANALYST	\$120.90 per hour
UTILITY COORDINATOR	\$92.47 per hour
SENIOR TECHNICIAN	\$69.81 per hour
TECHNICIAN II	\$55.80 per hour
TECHNICIAN I	\$49.60 per hour
TEST HOLE SERVICES	\$865/TH

The above rates will be utilized to prepare estimates utilizing the following established parameters for overhead and fee.

Established Overhead Rate: **162%**      Fee: **10.00%**      Multiplier: **2.88**



## FEE SCHEDULE

Lenoir County Natural Gas Pipeline  
Kinston, North Carolina  
S&ME Proposal No. 023-10E

### FIELD EXPLORATION SERVICES

1. Crane Rental, per day .....	\$ 2,500.00
2. Barge Mobilization, each .....	\$ 2,000.00
3. Support Boat Rental, per day .....	\$ 150.00
4. Land Rig Mobilization, each .....	\$ 500.00
5. Remobilization/Down Time, per hour.....	\$ 125.00
6. SPT Sampling, per ft .....	\$ 13.00
7. Undisturbed TubeSamples, each .....	\$ 140.00
8. Rock Coring, per ft.....	\$ 70.00
9. Casing, per ft .....	\$ 11.00

### LABORATORY SERVICES

1. Grain Size Analysis (sieve only), each.....	\$ 85.00
2. Grain Size Analysis w/ hydrometer, each .....	\$ 125.00
3. Atterberg Limits, each .....	\$ 75.00
4. Natural Moisture Content, each.....	\$ 10.00
5. Rock Unconfined Strength, each.....	\$ 150.00

### ENGINEERING SERVICES

1. Staff Professional (P1), per hour .....	\$ 85.00
2. Staff Professional Engineer (P2), per hour.....	\$ 100.00
3. Staff Professional Engineer (P3), per hour.....	\$ 125.00
4. Senior Professional Engineer (P4), per hour .....	\$ 140.00
5. Field Technician, per hour.....	\$ 50.00
6. Secretarial, per hour .....	\$ 40.00
7. CAD Services, per hour.....	\$ 60.00

Note: P1 through P4 levels include Hydrogeologist, Soils and Wetlands Scientists, and Cultural Resources personnel.

### MISCELLANEOUS

1. Mileage, per mile.....	\$ 0.50
2. Per Diem (1 person), per day.....	\$ 130.00

**APPENDIX B**  
**MAEC ESTIMATE OF ENGINEERING FEES**

# MAEC ESTIMATE OF ENGINEERING FEES

Installation of new 6in Gas Line for Poultry Plant on US 70  
 Lenior County, NC  
 Design Assumptions:

See attached scope of services.

Prepared By/Date:  
 Revised By/Date:

K. Gualtieri

Direct Labor Estimate:	Manhours by Classification								Total
	PM	PLS	SE	SURAN	UC	STECH	TECH2	TECH1	
Task 1 (Agency Coordination and Meetings)	148	0	0	0	0	0	0	0	148
Task 2 (Field Surveys)	10	109	0	0	0	351	254	254	978
Task 3 (SUE)	0	0	0	0	0	0	0	0	0
Task 4 (Soils/Environmental Assessment/Permitting)	0	0	0	0	0	0	0	0	0
Task 5 (Utility Coordination)	20	40	16	72	0	0	0	0	148
Task 7 90% Gas Utility Plans)	102	0	0	0	0	136	0	0	238
Task 8 (Final Gas Utility Construction Plans)	52	0	0	0	0	64	0	0	116
Task 9 (Erosion Control Design)	12	0	48	0	0	160	0	0	220
Task 10 (Quantities and Specifications)	24	0	0	0	0	8	0	0	32
Task 11 (Construction Bid Package Preparation and Contractor Bid Selection)	32	0	0	0	0	4	0	0	36
Task 12 (Construction Administration Services)	128	0	0	0	0	952	0	0	1110
<b>Manhour Totals:</b>	<b>528</b>	<b>149</b>	<b>64</b>	<b>72</b>	<b>0</b>	<b>1705</b>	<b>254</b>	<b>254</b>	<b>3028</b>
<b>Billing Rate:</b>	<b>\$172.11</b>	<b>\$134.14</b>	<b>\$98.81</b>	<b>\$120.00</b>	<b>\$92.47</b>	<b>\$69.81</b>	<b>\$55.80</b>	<b>\$49.00</b>	
<b>TOTAL DL + OH + FEE:</b>	<b>\$90,674.06</b>	<b>\$19,886.60</b>	<b>\$6,185.84</b>	<b>\$8,704.80</b>	<b>\$0.00</b>	<b>#####</b>	<b>\$14,173.20</b>	<b>\$12,508.40</b>	

**Direct Non-Salary Cost (DNSC) Estimate:**

	UNITS	UNIT COST*	ITEM COST
Travel (mileage), per vehicle-mile	17,825	\$0.395	\$7,040.88
Air Fare, per airline ticket	0	\$600.00	0.00
Ground Transport, per vehicle-trip	0	30.00	0.00
Meals, per person per day	147	30.50	4,483.50
Lodging, per room-night	138	65.00	8,970.00
Photocopies, per copy	2,000	0.10	200.00
Blackline or Blue-line Prints, per sheet	597	0.80	477.60
Bond or Vellum Reproductions, per sheet	0	1.00	0.00
Paper Separators, per sheet	0	3.00	0.00
Mylar Separators, per sheet	0	10.00	0.00
Photographs, per roll (including development)	0	12.00	0.00
Long Distance Telephone, per call	0	3.00	0.00
Facsimile, per call	0	2.00	0.00
Overnight Postage, per package	8	20.00	160.00
other (describe):	0	0.00	0.00
other (describe):	0	0.00	0.00
other (describe):	0	0.00	0.00
<b>TOTAL DNSC:</b>			<b>\$21,331.98</b>

Summary	
<b>Hourly</b>	
TOTAL DL + OH:	\$336,059.23
TOTAL DNSC:	21,331.98
<b>Unit Costs</b>	
TOTAL SUE	20,760.00
COFC:	0.00
<b>Grand Total:</b>	<b>\$376,151.21</b>

\* Included In Unit Cost

# MAEC ESTIMATE OF ENGINEERING FEES

Installation of new 6in Gas Line for Poultry Plant on US 71  
 Lenior County, NC  
 Design Assumptions:

See attached scope of services.

Prepared By/Date:  
 Revised By/Date:

K. Gualtieri

Direct Labor Estimate:	Manhours by Classification								Total
	PM	PLS	SE	SURAN	UC	STECH	TECH2	TECH1	
<b>Task 1 (Agency Coordination and Meetings)</b>									
- Eight Project Meetings	68								68
- Coordination	80								80
<b>Manhour Totals:</b>	<b>148</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>148</b>
<b>Billing Rate:</b>	<b>\$172.11</b>	<b>\$134.14</b>	<b>\$98.81</b>	<b>\$120.90</b>	<b>\$92.47</b>	<b>\$69.81</b>	<b>\$55.80</b>	<b>\$49.60</b>	
<b>TOTAL DL + OH + FEE:</b>	<b>\$25,472.28</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

Direct Non-Salary Cost (DNSC) Estimate:	UNITS	UNIT COST*	ITEM COST
Travel (mileage), per vehicle-mile	3,000	\$0.395	\$1,185.00
Air Fare, per airline ticket	0	\$600.00	0.00
Ground Transport, per vehicle-trip	0	30.00	0.00
Meals, per person per day	4	30.50	122.00
Lodging, per room-night	4	65.00	260.00
Photocopies, per copy	500	0.10	50.00
Blackline or Blue-line Prints, per sheet	100	0.80	80.00
Bond or Vellum Reproductions, per sheet	0	1.00	0.00
Paper Sepias, per sheet	0	3.00	0.00
Mylar Sepias, per sheet	0	10.00	0.00
Photographs, per roll (including development)	0	12.00	0.00
Long Distance Telephone, per call	0	3.00	0.00
Facsimile, per call	0	2.00	0.00
Overnight Postage, per package	0	20.00	0.00
other (describe):	0		0.00
other (describe):	0		0.00
other (describe):	0		0.00
<b>TOTAL DNSC:</b>			<b>\$1,697.00</b>

\* - rates are suggested; modify as needed

Summary	
<b>TOTAL DL + OH:</b>	<b>\$25,472.28</b>
<b>TOTAL DNSC:</b>	<b>1,697.00</b>
<b>TOTAL SUBS:</b>	<b>0.00</b>
<b>COFC:</b>	<b>0.00</b>
<b>Grand Total:</b>	<b>\$27,169.28</b>

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# MAEC ESTIMATE OF ENGINEERING FEES

Installation of new 6in Gas Line for Poultry Plant on US 71  
 Lenior County, NC  
 Design Assumptions:

See attached scope of services.

Prepared By/Date:  
 Revised By/Date:

J. Decoursey/

Direct Labor Estimate:	Manhours by Classification								Total
	PM	PLS	SE	SURAN	UC	STECH	TECH2	TECH1	
<b>Task 2 (Field Surveys)</b>									
Horizontal & Vertical Control		1				8	40	40	89
Planimetrics Filed Locations		5				48	128	128	309
DTM at Road and River Crossings		3				24	48	48	123
Location of Gravity Utilities and Pipe Inverts									0
Locate wetlands (delineated by others)									0
Production of Level 'C' Mapping		10				80			90
Property owner tax and deed information (127 Parcels)		8				64			72
Field locate property front corners (not boundary surveys)									0
Property strip map		8				127			135
Safety							32	32	64
Travel Time		4					6	6	16
Project Coordination	10	70							80
<b>Manhour Totals:</b>	<b>10</b>	<b>109</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>351</b>	<b>254</b>	<b>254</b>	<b>978</b>
<b>Billing Rate:</b>	<b>\$172.11</b>	<b>\$134.14</b>	<b>\$96.81</b>	<b>\$120.90</b>	<b>\$92.47</b>	<b>\$69.81</b>	<b>\$55.80</b>	<b>\$49.60</b>	
<b>TOTAL DL + OH + FEE:</b>	<b>\$1,721.10</b>	<b>\$14,621.26</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$24,503.31</b>	<b>\$14,173.20</b>	<b>\$12,598.40</b>	

Direct Non-Salary Cost (DNSC) Estimate:	UNITS	UNIT COST*	ITEM COST
Travel (mileage), per vehicle-mile	800	\$0.395	\$316.00
Air Fare, per airline ticket	0	\$600.00	0.00
Ground Transport, per vehicle-trip	0	30.00	0.00
Meals, per person per day	36	30.50	1,098.00
Lodging, per room-night	34	65.00	2,210.00
Photocopies, per copy	0	0.10	0.00
Blackline or Blueline Prints, per sheet	0	0.80	0.00
Bond or Vellum Reproductions, per sheet	0	1.00	0.00
Paper Sepias, per sheet	0	3.00	0.00
Mylar Sepias, per sheet	0	10.00	0.00
Photographs, per roll (including development)	0	12.00	0.00
Long Distance Telephone, per call	0	3.00	0.00
Facsimile, per call	0	2.00	0.00
Overnight Postage, per package	0	20.00	0.00
other (describe):	0		0.00
other (describe):	0		0.00
other (describe):	0		0.00
<b>* - rates are suggested; modify as needed</b>			<b>\$3,624.00</b>

Summary	
TOTAL DL + OH:	\$67,617.27
TOTAL DNSC:	3,624.00
TOTAL SUBS :	0.00
COFC:	0.00
<b>Grand Total:</b>	<b>\$71,241.27</b>

# MAEC ESTIMATE OF ENGINEERING FEES

Installation of new 6in Gas Line for Poultry Plant on US 7  
 Lenior County, NC  
 Design Assumptions

See attached scope of services

Prepared By/Date:  
 Revised By/Date:

J. Decoursey/

Direct Labor Estimate:	Manhours by Classification								Total
	PM	PLS	SE	SURAN	UC	STECH	TECH2	TECH1	
Task 3 (SUE)									
- Level B Services (Underground - 15000 LF +/-)	*	*	*	*	*	*	*	*	*
- Level C Services (Underground - 0 LF +/-)	*	*	*	*	*	*	*	*	*
- Aerial -( 8000 LF +/-)	*	*	*	*	*	*	*	*	*
- Level A - ( 8 Test Holes +/-)	*	*	*	*	*	*	*	*	*
- Travel Time	*	*	*	*	*	*	*	*	*
<b>Manhour Totals:</b>	*	*	*	*	*	*	*	*	*
<b>Billing Rate:</b>	\$172.11	\$134.14	\$96.81	\$120.90	\$92.47	\$69.81	\$55.80	\$49.60	
<b>TOTAL DL + OH + FEE:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

Direct Non-Salary Cost (DNSC) Estimate:	UNITS	UNIT COST*	ITEM COST
Travel (mileage), per vehicle-mile	*	\$0.395	*
Air Fare, per airline ticket	*	\$600.00	*
Ground Transport, per vehicle-trip	*	30.00	*
Meals, per person per day	*	30.50	*
Lodging, per room-night	*	65.00	*
Photocopies, per copy	*	0.10	*
Blackline or Blueline Prints, per sheet	*	0.80	*
Bond or Vellum Reproductions, per sheet	*	1.00	*
Paper Sepias, per sheet	*	3.00	*
Mylar Sepias, per sheet	*	10.00	*
Photographs, per roll (including development)	*	12.00	*
Long Distance Telephone, per call	*	3.00	*
Facsimile, per call	*	2.00	*
Overnight Postage, per package	*	20.00	*
other (describe):	*		*
other (describe):	*		*
other (describe):	*		*
* - rates are suggested; modify as needed			\$0.00

<b>Summary</b>	
Level B Underground:	0
**Unit Cost:	\$1.25
	\$0.00
 Aerial:	 0
Unit Cost:	\$0.65
	\$0.00
 Level A Test Holes:	 24
Unit Cost:	\$865.00
	\$20,760.00
 <b>Grand Total:</b>	 <b>\$20,760.00</b>

\* Included in Unit Cost  
 \*\*Level C by record will be paid at /

# MAEC ESTIMATE OF ENGINEERING FEES

Installation of new 6In Gas Line for Poultry Plant on US 71

Lenior County, NC

Design Assumptions:

See attached scope of services.

Prepared By/Date:

S & ME

Revised By/Date:

## Direct Labor Estimate:

## Manhours by Classification

### Task 4 (Soils/Environmental Assessment/Permitting)

	Total
- Geotechnical Field Exploration (28 borings)	\$ 17,500.00
- Laboratory Testing	\$ 4,250.00
- Engineering Evaluation and Report	\$ 12,000.00
- Wetlands Delineation & USACE Jurisdictional Determination	\$ 7,000.00
- Agency Permitting	\$ 10,000.00
- Endangered Species Survey	\$ 3,000.00
- SHPO & Archaeological Survey	\$ 10,750.00
<b>TOTAL DL + OH + FEE:</b>	<b>\$ 64,500.00</b>

## Direct Non-Salary Cost (DNSC) Estimate:

	UNITS	UNIT COST*	ITEM COST
Travel (mileage), per vehicle-mile	0	\$0.395	\$0.00
Air Fare, per airline ticket	0	\$600.00	0.00
Ground Transport, per vehicle-trip	0	30.00	0.00
Meals, per person per day	0	30.50	0.00
Lodging, per room-night	0	65.00	0.00
Photocopies, per copy	0	0.10	0.00
Blackline or Blueline Prints, per sheet	0	0.80	0.00
Bond or Vellum Reproductions, per sheet	0	1.00	0.00
Paper Seplas, per sheet	0	3.00	0.00
Mylar Seplas, per sheet	0	10.00	0.00
Photographs, per roll (including development)	0	12.00	0.00
Long Distance Telephone, per call	0	3.00	0.00
Facsimile, per call	0	2.00	0.00
Overnight Postage, per package	0	20.00	0.00
other (describe):	0		0.00
other (describe):	0		0.00
other (describe):	0		0.00
	0		\$0.00

\* - rates are suggested; modify as needed

### Summary

TOTAL DL + OH:	\$ 64,500.00
TOTAL DNSC:	0.00
TOTAL SUBS :	0.00
COFC:	0.00
<b>Grand Total:</b>	<b>\$64,500.00</b>

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# MAEC ESTIMATE OF ENGINEERING FEES

Installation of new 6in Gas Line for Poultry Plant on US 71  
Lenior County, NC

Design Assumptions: See attached scope of services.

Prepared By/Date: W. White/

Revised By/Date:

Direct Labor Estimate:	Manhours by Classification								Total
	PM	PLS	SE	SURAN	UC	STECH	TECH2	TECH1	
<b>Task 5 (Utility Coordination)</b>									
- Municipal Encroachment Permits for SUE	4	8							12
- Research and Map Existing Utility Easements				16					16
- Early Coord/Obtain Records/Provide Prel. Plans		8	16	16					40
- Preliminary Review Meeting		8							8
- Draft Station and Offsets for Appurtenances				40					40
- Monthly Status Reports	8								8
- Early Relocation Costs / New Easements									0
- Provide Final R/W Plans									0
- Research Prior Rts./Prel. Utility Status Report									0
- Collect "No Cost" Letters and Util. Agreements									0
- "No Cost" Letters/Agreements Review									0
- Review Provided Relocation Plans for Conflicts									0
- Final Utility Report									0
- Utility Conflict & Resolution Plans									0
- Coordination with Prime Consultant	8	16							24
- Attend Pre-Bid & Pre-Construction Meetings									0
<b>Manhour Totals:</b>	<b>20</b>	<b>40</b>	<b>16</b>	<b>72</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>148</b>
<b>Billing Rate:</b>	<b>\$172.11</b>	<b>\$134.14</b>	<b>\$98.81</b>	<b>\$120.90</b>	<b>\$92.47</b>	<b>\$69.81</b>	<b>\$55.80</b>	<b>\$49.80</b>	
<b>TOTAL DL + OH + FEE:</b>	<b>\$3,442.20</b>	<b>\$5,365.60</b>	<b>\$1,548.96</b>	<b>\$8,704.80</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	

Direct Non-Salary Cost (DNSC) Estimate:	UNITS	UNIT COST*	ITEM COST
Travel (mileage), per vehicle-mile	1,200	\$0.395	\$474.00
Air Fare, per airline ticket	0	\$600.00	0.00
Ground Transport, per vehicle-trip	0	30.00	0.00
Meals, per person per day	0	30.50	0.00
Lodging, per room-night	0	65.00	0.00
Photocopies, per copy	0	0.10	0.00
Blackline or Blueline Prints, per sheet	0	0.80	0.00
Bond or Vellum Reproductions, per sheet	0	1.00	0.00
Paper Sepias, per sheet	0	3.00	0.00
Mylar Sepias, per sheet	0	10.00	0.00
Photographs, per roll (including development)	0	12.00	0.00
Long Distance Telephone, per call	0	3.00	0.00
Facsimile, per call	0	2.00	0.00
Overnight Postage, per package	0	20.00	0.00
other (describe):	0		0.00
other (describe):	0		0.00
other (describe):	0		0.00
<b>* - rates are suggested; modify as needed</b>			<b>\$474.00</b>

Summary	
TOTAL DL + OH:	\$19,061.56
TOTAL DNSC:	474.00
TOTAL SUBS :	0.00
COFC:	0.00
<b>Grand Total:</b>	<b>\$19,535.56</b>

# MAEC ESTIMATE OF ENGINEERING FEES

Installation of new 6in Gas Line for Poultry Plant on US 71  
 Lenior County, NC  
 Design Assumptions:

See attached scope of services.

Prepared By/Date:  
 Revised By/Date:

K. Gualtieri/

Direct Labor Estimate:	Manhours by Classification								Total
	PM	PLS	SE	SURAN	UC	STECH	TECH2	TECH1	
<b>Task 7 (90% Gas Utility Plans)</b>									
- Cover Sheet	2					8			10
- Horizontal Alignment	16					40			56
- Gas Details	16					40			56
-HDD Bore Profiles (4 CA, 2 River/Creek & Typica	36					28			64
- Impressed Current Groundbed Rectifier System	8					16			24
- Cost Estimates	8					4			12
Meetings (Assume 1 Design Review Meeting w/ PNG)	16								16
									0
									0
									0
									0
									0
<b>Manhour Totals:</b>	<b>102</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>136</b>	<b>0</b>	<b>0</b>	<b>238</b>
<b>Billing Rate:</b>	<b>\$172.11</b>	<b>\$134.14</b>	<b>\$96.81</b>	<b>\$120.90</b>	<b>\$92.47</b>	<b>\$69.81</b>	<b>\$55.80</b>	<b>\$49.80</b>	
<b>TOTAL DL + OH + FEE:</b>	<b>\$17,555.22</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$9,494.16</b>	<b>\$0.00</b>	<b>\$0.00</b>	

Direct Non-Salary Cost (DNSC) Estimate:	UNITS	UNIT COST*	ITEM COST
Travel (mileage), per vehicle-mile	750	\$0.395	\$296.25
Air Fare, per airline ticket	0	\$600.00	0.00
Ground Transport, per vehicle-trip	0	30.00	0.00
Meals, per person per day	2	30.50	61.00
Lodging, per room-night	1	65.00	65.00
Photocopies, per copy	500	0.10	50.00
Blackline or Blue-line Prints, per sheet	110	0.80	88.00
Bond or Vellum Reproductions, per sheet	0	1.00	0.00
Paper Sepias, per sheet	0	3.00	0.00
Mylar Sepias, per sheet	0	10.00	0.00
Photographs, per roll (including development)	0	12.00	0.00
Long Distance Telephone, per call	0	3.00	0.00
Facsimile, per call	0	2.00	0.00
Overnight Postage, per package	3	20.00	60.00
other (describe):	0		0.00
other (describe):	0		0.00
other (describe):	0		0.00
			<b>\$620.25</b>

\* - rates are suggested; modify as needed

Summary	
<b>TOTAL DL + OH:</b>	<b>\$27,049.38</b>
<b>TOTAL DNSC:</b>	<b>620.25</b>
<b>TOTAL SUBS :</b>	<b>0.00</b>
<b>COFC:</b>	<b>0.00</b>
<b>Grand Total:</b>	<b>\$27,669.63</b>

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# MAEC ESTIMATE OF ENGINEERING FEES

Installation of new 6in Gas Line for Poultry Plant on US 71  
 Lenior County, NC  
 Design Assumptions:

See attached scope of services.

Prepared By/Date:  
 Revised By/Date:

K. Gualtieri/

Direct Labor Estimate:	Manhours by Classification								Total
	PM	PLS	SE	SURAN	UC	STECH	TECH2	TECH1	
<b>Task 8 (Final Utility Construction Plans)</b>									
- Cover Sheet	1					2			3
- Horizontal Alignment	12					24			36
- Gas Details	6					16			24
- HDD Bore Profiles	8					14			22
- Impressed Current Groundbed Rectifier System	3					6			9
- Cost Estimates	4					2			6
- Design Review Meeting (1)	16								16
									0
<b>Manhour Totals:</b>	<b>52</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>64</b>	<b>0</b>	<b>0</b>	<b>116</b>
<b>Billing Rate:</b>	<b>\$172.11</b>	<b>\$134.14</b>	<b>\$96.81</b>	<b>\$120.90</b>	<b>\$92.47</b>	<b>\$69.81</b>	<b>\$55.80</b>	<b>\$49.60</b>	
<b>TOTAL DL + OH + FEE:</b>	<b>\$8,949.72</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,467.84</b>	<b>\$0.00</b>	<b>\$0.00</b>	

Direct Non-Salary Cost (DNSC) Estimate:	UNITS	UNIT COST*	ITEM COST
Travel (mileage), per vehicle-mile	750	\$0.395	\$296.25
Air Fare, per airline ticket	0	\$600.00	0.00
Ground Transport, per vehicle-trip	0	30.00	0.00
Meals, per person per day	2	30.50	61.00
Lodging, per room-night	1	65.00	65.00
Photocopies, per copy	500	0.10	50.00
Blackline or Blue-line Prints, per sheet	110	0.80	88.00
Bond or Vellum Reproductions, per sheet	0	1.00	0.00
Paper Sepias, per sheet	0	3.00	0.00
Mylar Sepias, per sheet	0	10.00	0.00
Photographs, per roll (including development)	0	12.00	0.00
Long Distance Telephone, per call	0	3.00	0.00
Facsimile, per call	0	2.00	0.00
Overnight Postage, per package	3	20.00	60.00
other (describe):	0		0.00
other (describe):	0		0.00
other (describe):	0		0.00
			<b>\$620.25</b>

\* - rates are suggested; modify as needed

<b>Summary</b>	
TOTAL DL + OH:	\$13,417.56
TOTAL DNSC:	620.25
TOTAL SUBS:	0.00
COFC:	0.00
<b>Grand Total:</b>	<b>\$14,037.81</b>

# MAEC ESTIMATE OF ENGINEERING FEES

Installation of new 6in Gas Line for Poultry Plant on US 7  
 Lenior County, NC  
 Design Assumptions

See attached scope of services

Prepared By/Date:  
 Revised By/Date:

R. Weadon/

Direct Labor Estimate:	Manhours by Classification								Total
	PM	PLS	SE	SURAN	UC	STECH	TECH2	TECH1	
Task 9 (Erosion Control Design)									
- Erosion Control Design & Plan Production	12		48			160			220
<b>Manhour Totals:</b>	<b>12</b>	<b>0</b>	<b>48</b>	<b>0</b>	<b>0</b>	<b>160</b>	<b>0</b>	<b>0</b>	<b>220</b>
<b>Billing Rate:</b>	<b>\$172.11</b>	<b>\$134.14</b>	<b>\$96.81</b>	<b>\$120.90</b>	<b>\$92.47</b>	<b>\$69.81</b>	<b>\$55.80</b>	<b>\$49.60</b>	
<b>TOTAL DL + OH + FEE:</b>	<b>\$2,065.32</b>	<b>\$0.00</b>	<b>\$4,646.88</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$11,169.60</b>	<b>\$0.00</b>	<b>\$0.00</b>	

Direct Non-Salary Cost (DNSC) Estimate:	UNITS	UNIT COST*	ITEM COST
Travel (mileage), per vehicle-mile	600	\$0.395	\$237.00
Air Fare, per airline ticket	0	\$600.00	0.00
Ground Transport, per vehicle-trip	0	30.00	0.00
Meals, per person per day	0	30.50	0.00
Lodging, per room-night	0	65.00	0.00
Photocopies, per copy	0	0.10	0.00
Blackline or Blueline Prints, per sheet	52	0.80	41.60
Bond or Vellum Reproductions, per sheet	0	1.00	0.00
Paper Sepias, per sheet	0	3.00	0.00
Mylar Sepias, per sheet	0	10.00	0.00
Photographs, per roll (including development)	0	12.00	0.00
Long Distance Telephone, per call	0	3.00	0.00
Facsimile, per call	0	2.00	0.00
Overnight Postage, per package	2	20.00	40.00
other (describe):	0		0.00
other (describe):	0		0.00
other (describe):	0		0.00
			<b>\$318.60</b>

\* - rates are suggested; modify as needed

<b>Summary</b>	
<b>TOTAL DL + OH:</b>	<b>\$17,881.80</b>
<b>TOTAL DNSC:</b>	<b>318.60</b>
<b>TOTAL SUBS :</b>	<b>0.00</b>
<b>COFC:</b>	<b>0.00</b>
<b>Grand Total:</b>	<b>\$18,200.40</b>

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# MAEC ESTIMATE OF ENGINEERING FEES

Installation of new 6in Gas Line for Poultry Plant on US 7  
 Lenior County, NC  
 Design Assumptions

See attached scope of services

Prepared By/Date:  
 Revised By/Date:

K. Gualtieri/

Direct Labor Estimate:	Manhours by Classification								Total
	PM	PLS	SE	SURAN	UC	STECH	TECH2	TECH1	
<b>Task 10 (Quantities and Specifications)</b>									
- Quantities & Specifications	24					8			32
<b>Manhour Totals:</b>	24	0	0	0	0	8	0	0	32
<b>Billing Rate:</b>	\$172.11	\$134.14	\$96.81	\$120.80	\$92.47	\$69.81	\$55.80	\$49.60	
<b>TOTAL DL + OH + FEE:</b>	\$4,130.64	\$0.00	\$0.00	\$0.00	\$0.00	\$558.48	\$0.00	\$0.00	

Direct Non-Salary Cost (DNSC) Estimate:	UNITS	UNIT COST*	ITEM COST
Travel (mileage), per vehicle-mile	0	\$0.395	\$0.00
Air Fare, per airline ticket	0	\$800.00	0.00
Ground Transport, per vehicle-trip	0	30.00	0.00
Meals, per person per day	0	30.50	0.00
Lodging, per room-night	0	65.00	0.00
Photocopies, per copy	0	0.10	0.00
Blackline or Blueline Prints, per sheet	0	0.80	0.00
Bond or Vellum Reproductions, per sheet	0	1.00	0.00
Paper Seplas, per sheet	0	3.00	0.00
Mylar Seplas, per sheet	0	10.00	0.00
Photographs, per roll (including development)	0	12.00	0.00
Long Distance Telephone, per call	0	3.00	0.00
Facsimile, per call	0	2.00	0.00
Overnight Postage, per package	0	20.00	0.00
other (describe):	0		0.00
other (describe):	0		0.00
other (describe):	0		0.00
			<b>\$0.00</b>

\* - rates are suggested; modify as needed

Summary	
TOTAL DL + OH:	\$4,689.12
TOTAL DNSC:	0.00
TOTAL SUBS:	0.00
COFC:	0.00
<b>Grand Total:</b>	<b>\$4,689.12</b>

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# MAEC ESTIMATE OF ENGINEERING FEES

Installation of new 6in Gas Line for Poultry Plant on US 70  
 Lenior County, NC  
 Design Assumptions:

See attached scope of services.

Prepared By/Date:  
 Revised By/Date:

K. Gualtieri/

**Direct Labor Estimate:**

**Task 11 (Construction Procurement Services)**  
 - Contract Bid Preparation  
 - Pre-Bid Conference  
 - Contractor Bid Proposal Reviews

	Manhours by Classification								
	PM	PLS	SE	SURAN	UC	STECH	TECH2	TECH1	Total
	8					4			12
	16								16
	8								8
<b>Manhour Totals:</b>	<b>32</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>36</b>
<b>Billing Rate:</b>	<b>\$172.11</b>	<b>\$134.34</b>	<b>\$98.01</b>	<b>\$120.00</b>	<b>\$92.47</b>	<b>\$69.01</b>	<b>\$55.00</b>	<b>\$49.00</b>	
<b>TOTAL DL + OH + FEE:</b>	<b>\$5,507.52</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$279.24</b>	<b>\$0.00</b>	<b>\$0.00</b>	

**Direct Non-Salary Cost (DNSC) Estimate:**

	UNITS	UNIT COST*	ITEM COST
Travel (mileage), per vehicle-mile	0	\$0.395	\$0.00
Air Fare, per airline ticket	0	\$600.00	0.00
Ground Transport, per vehicle-trip	0	30.00	0.00
Meals, per person per day	0	30.50	0.00
Lodging, per room-night	0	65.00	0.00
Photocopies, per copy	0	0.10	0.00
Blackline or Blueline Prints, per sheet	100	0.80	80.00
Bond or Vellum Reproductions, per sheet	0	1.00	0.00
Paper Seals, per sheet	0	3.00	0.00
Mylar Seals, per sheet	0	10.00	0.00
Photographs, per roll (including development)	0	12.00	0.00
Long Distance Telephone, per call	0	3.00	0.00
Facsimile, per call	0	2.00	0.00
Overnight Postage, per package	0	20.00	0.00
other (describe):	0		0.00
other (describe):	0		0.00
other (describe):	0		0.00
			<b>\$0.00</b>

\* - rates are suggested; modify as needed

<b>Summary</b>	
<b>TOTAL DL + OH:</b>	<b>\$5,786.76</b>
<b>TOTAL DNSC:</b>	<b>80.00</b>
<b>TOTAL SUBS:</b>	<b>0.00</b>
<b>COFC:</b>	<b>0.00</b>
<b>Grand Total:</b>	<b>\$5,866.76</b>

INTRODUCED BY: Michael Jarman, County Manager DATE: 02/01/10 ITEM NO. 11

Resolution Approving Citizens to Boards, Commissions, Etc.

SUBJECT AREA: Boards and Commissions

**ACTION REQUESTED:**

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

**HISTORY / BACKGROUND:**

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

**EVALUATION:**

The following Boards currently have existing vacancies/expiring terms. No applications at this time.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Economic Development Board 2 <sup>nd</sup> Appearance	Mr. Bill Whaley Dr. Jack Harrell (Re-Appointments)	December 2012
Home and Community Care Block Grant Committee 1 <sup>st</sup> Appearance	Mr. Chris Harper Ms. Ava G. Humphrey (Re-Appointments)	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

**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>
<b>Lenoir County Economic Development Board</b> 2nd Appearance	Mr. Bill Whaley Dr. Jack Harrell (Re-Appointments)	December 2012
<b>Home and Community Care Block Grant Committee</b> 1st Appearance	Mr. Chris Harper Ms. Ava G. Humphrey (Re-Appointments)	January 2013

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECOND \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS \_\_\_\_\_

YEA VOTES: Brown \_\_\_\_\_ Davis \_\_\_\_\_ Graham \_\_\_\_\_ Humphrey \_\_\_\_\_

Pharo \_\_\_\_\_ Stroud \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
George W. Graham Jr., Chairman      02/01/10  
Date

\_\_\_\_\_  
ATTEST                      02/01/10  
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:

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)            |
| <b>K-4 (Northwest Elementary School)</b>    | Pink Hill 1 (Bethel Baptist Church)    |
| K-5 (Spillman Baptist Church)               | Pink Hill 2 (Pink Hill Rescue Station) |
| K-6 (Teachers Memorial School)              | Sand Hill (Sand Hill VF Department)    |
| K-7 (Emma Webb Recreation Center)           | Southwest (Southwest VF Department)    |
| K-8 (Holloway Recreation Center)            | Trent 1 (Deep Run VF Department)       |
| K-9 (Kinston Number 4 Fire Station)         | Trent 2 (Moss Hill Ruitan Building)    |
| Contentnea (Contentnea Ruitan Building)     | Vance (Army Reserve Center, Airport)   |
| Falling Creek (Banks Elementary School Gym) | Woodington (Woodington Middle School)  |

**CERTIFICATION**

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

Bill Whaley  
Signature of Applicant

January 4, 2010  
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:

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) |
| K-2 (Old Plummer Daniel's Building)                | Moseley Hall (Frink Middle School Gym) |
| K-3 (Fairfield Recreation Center)                  | Neuse (Agricultural Center)            |
| K-4 (Northwest Elementary School)                  | Pink Hill 1 (Bethel Baptist Church)    |
| K-5 (Spillman Baptist Church)                      | Pink Hill 2 (Pink Hill Rescue Station) |
| K-6 (Teachers Memorial School)                     | Sand Hill (Sand Hill VF Department)    |
| K-7 (Emma Webb Recreation Center)                  | Southwest (Southwest VF Department)    |
| K-8 (Holloway Recreation Center)                   | Trent 1 (Deep Run VF Department)       |
| K-9 (Kinston Number 4 Fire Station)                | Trent 2 (Moss Hill Ruitan Building)    |
| Contentnea (Contentnea Ruitan Building)            | Vance (Army Reserve Center, Airport)   |
| <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.

[Signature]  
Signature of Applicant

1/12/2010  
Date

APPLICATION FOR APPOINTMENT  
to  
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

Home and Community Care Block Grant 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: Chris Harper  
Address: 1698W Pleasant Hill Rd.  
City/State/Zip: Pink Hill NC 28572  
Telephone: (Home) 252-939-0391 (Work) 252-559-6251  
Occupation: Adult and Family Services Program Manager  
Business Address: P.O. Box 6 Kinston, NC 28502  
Age: (Optional): 42  
Number hours available per month for this position: 2-4  
Training: various training in Adult Services and Social Work  
Business and Civic Experience/Skills: 19 years at D.S.S.

Other County Boards/Committees/Commissions presently serving on: Lenoir Co. Transit

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)     |
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| K-9 (Kinston Number 4 Fire Station)         | Trent 2 (Moss Hill Ruitan Building)        |
| Contentnea (Contentnea Ruitan Building)     | Vance (GTP Ed & Training CTR.)             |
| Falling Creek (Banks Elementary School Gym) | Woodington (Woodington Middle School)      |

**CERTIFICATION**

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Chris Harper

Signature of Applicant

1-21-10

Date

**APPLICATION FOR APPOINTMENT**  
to  
**LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS**

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**Advisory Board/Committee/Commission interested in:**

Home and Community Care Block Grant Committee / Aging  
(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: Ava C. Humphrey  
 Address: 690 New Liberty Rd  
 City/State/Zip: New Bern, NC 28563  
 Telephone: (Home) 252-637-6504 (Work) 252-559-6231  
 Occupation: Adult Services Supervisor, Lenoir Co DSS  
 Business Address: PO Box 6, Kinston, NC 28501  
 Age: (Optional): 64  
 Number hours available per month for this position: 2-4  
 Training: BA Degree  
 Business and Civic Experience/Skills: Itccac board for 10 yrs, adult social worker for 25 years  
 Other County Boards/Committees/Commissions presently serving on: none  
 Expiration date of Term: \_\_\_\_\_

**Circle your voting precinct**

- |   |  |
|---|--|
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Ava C. Humphrey  
Signature of Applicant

1-21-10  
Date