

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
MONDAY, FEBRUARY 1, 2016 – 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

None Scheduled

PUBLIC COMMENTS

Scheduled: Michael H. Byrd, Confederate Flag
Virgil Byrd, Jr. Confederate Flag

Non-Scheduled:

CONSENT AGENDA: 10 Min.

ACTION

1. Approval of Minutes: Regular Board Meeting: January 19, 2016.

King

END OF CONSENT AGENDA

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS: 40 Min.

2. Resolution Honoring DSS Employee Edna Futrell.
3. Resolution in Support of Reviewing Traffic Movement at the Intersection of Highway 258 South and Will Baker Road/Central Avenue to Determine if the Temporary Signal Should Become Permanent.
4. Resolution Approving Records Retention Rate and Disposition Schedule.
5. Resolution Approving a Purchase Order to East Coast Equipment for a John Deere Z930 Commercial Mower in the amount of \$8,784.12.
6. Resolution Approving a Purchase Order to Ernie Everett Site Prep for sidewalks throughout the Dog Park in the amount of \$11,250.
7. Budget Ordinance Amendment: Capital Improvements Fund Economic Development: \$37,500. Increase.
8. Resolution Approving the Financing by North Lenoir Fire Protection Association, Inc. of up to \$600,000 for the Financing of a Pierce Enforcer Heavy Duty Rescue Truck.

Moore

Rouse

Ingram

Ellis

Ellis

Chestnutt

Dail

APPOINTMENTS: 5 Min.

9. Resolution Approving Citizens to Boards, Commissions, Etc. **5 Min**

Board

OTHER ITEMS: 10 Min.

- | | |
|---|-------|
| 10. Items from County Manager | Board |
| 11. Items from County Attorney/Commissioners Public Comments/Closed Session
(if necessary) | Board |

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
MONDAY, FEBRUARY 1, 2016 – TIME: 9:00 A.M.
COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE
130 S. QUEEN ST., KINSTON, N.C.**

Summary of Actions Taken at the January 19, 2016 Meeting

- | | | |
|----|---|----------|
| 1. | Approval of Minutes: Regular Board Meeting: January 4, 2016. | Approved |
| 2. | Resolution Approving a Drug and Alcohol Testing Policy for Lenoir County Transit. | Approved |
| 3. | Resolution Approving the Purchase and Installation of a Mac's Lift Gate on one (1) Wheeled Coach Ambulance: Select Custom Apparatus: \$12,135.00. | Approved |
| 4. | Resolution Approving Citizens to Boards, Commissions, Etc. | Approved |
| 5. | Submitted Bids for the Donated Temple Property. | Declined |

MINUTES

LENOIR COUNTY BOARD OF COMMISSIONERS

January 19, 2016

The Lenoir County Board of Commissioners met in open session at 4:00 p.m. on Tuesday, January 19, 2016, in the Board of Commissioners' Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

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

Members Absent: None

Also present were: Michael W. Jarman, County Manager, Tracy Chestnutt, Finance Officer, Lashanda Hall, Deputy Clerk, Joey Bryan, MIS Director, Robert Griffin, County Attorney, members of the general public and news media.

Chairman Hill called the meeting to order at approximately 4:00 p.m. Ms. Brown offered the Invocation and Mr. Best led the audience in the Pledge of Allegiance.

PUBLIC INFORMATION:

Mr. Johnny Craft, Hugo Fire Department, stated he is present to make the Board aware of their future project. When Hugo Volunteer Fire and Rescue began servicing the Grifton Fire District over five years ago, we began researching and thinking of ways to make sure the citizens of this section of Lenoir County were provided with the fire service they deserve. One of our major goals has been to acquire land in the Grifton area to build a station to house at least one fire engine. Residents would see the distance of the nearest fire engine decrease from 3-6 miles down to 1-4 miles. In addition, the construction of this additional station would allow the department to place one of its tankers back into permanent service. This apparatus has been on standby since the acquisition of an aerial platform ladder and tanker over two years ago. By placing this tanker back in service, Hugo will have a sufficient amount of water available to its district, resulting in better grades on the water supply section of the ISO rating. Overall we believe this is the best move for our department versus a past idea of expanding our Station 3. Research by leaders of Hugo Fire and Rescue has been done to inquire the best location for an additional station to house an engine. Following consultation with Management Solutions for Emergency Services, Hugo Fire and Rescue feels that the area around Grifton-Hugo Road and Skeeter Pond Road would best accommodate the department's needs. Hugo Fire and Rescue has negotiated a deal with a private landowner to lease a portion of land on Grifton-Hugo Road to build a one-bay fire station. We believe, for the cost of this project, this would be highly beneficial to the residents of the old Grifton fire district. In addition, this station would also help increase response to the entire Hugo fire district by placing another station within three (3) miles of ten (10) or more firefighters and many residents in the Northern part of the district. Mr. Craft thanked the Board for their time. Mr. Rouse asked about the number of staff. Mr. Craft replied currently on the roster is seventy (70) volunteer and Junior Fireman.

Mr. Hill stated he is sure the community is very excited. Mr. Craft stated they are committed to stay involved with the School system and the community at- large.

PUBLIC COMMENTS:

Ms. Geraldyn E. Barbour, Chairperson, African-American Heritage Commission, stated an article in the Free Press informed our community that Kinston and Lenoir's own Maceo Parker has been selected to receive a 2016 North Carolina Heritage Award. He will be honored at a reception in Raleigh on May 24, 2016, and will receive his award on May 25th. The Commission request that, in honor of our world-renowned musician, the week of May 23rd through May 28th be declared "Maceo Parker Week". At the end of the week, the Commission has planned for a Health and Heritage Festival highlighted by a tribute to Mr. Parker. We expect the Festival will attract thousands of residents and visitors, which will be an economic impetus and also a historical and educational success for our community. For this year's Festival, a budget of \$45,000 will enable us to accomplish this undertaking which will be an advantage to our area economically, culturally, historically, and educationally. Our expenses include partial payment for the exhibit at the Arts Council; rental and decoration of the Adkin High School Complex; rental of lighting and sound equipment; security; professional entertainment; souvenir programs; refreshments; and publicity/marketing. Proceeds will be used for advancing the purpose of the Commission. We ask the Lenoir County Board of County Commissioners for your financial and moral support. Mr. Hill asked about the \$45,000 budget; and if the Commission is searching for funding from various entities. Mr. Jarman stated the Commissioners in the past have not funded any outside agencies beyond what was budgeted for in FY 15-16.

CONSENT AGENDA:

1. Approval of Minutes: Regular Board Meeting: January 4, 2016.

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

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS:

Item No. 2 was a Resolution Approving a Drug and Alcohol Testing Policy for Lenoir County Transit. Ms. Angie Greene, Transit Director, stated on March 10, 2008, Lenoir County Transit (LCT) took over operations in-house. This included complying with North Carolina Department of Transportation (NCDOT) in all areas of operations which involve Safety Sensitive employees. As a sub-recipient of Section 5311 funds, Lenoir County Transit is required to have a Substance Abuse Program in place, including a policy that meets the requirements of 49 CFR 655.15 LCT's Drug and Alcohol Testing. Also, the policy requires that Safety Sensitive employees submit to Drug and/or Alcohol testing in a variety of circumstances, including but not limited to, Pre-Employment and Random Selection. LCT must ensure that all DOT Drug and Alcohol Testing requirements are being met. Upon a motion by Mr. Daughety and a second by Ms. Brown, Item No. 2 was unanimously approved.

Item No. 3 was a Resolution Approving the Purchase and Installation of a Mac's Lift Gate on one (1) Wheeled Coach Ambulance: Select Custom Apparatus: \$12,135.00. Mr. Roger Dail, Emergency Services Director addressed the Board. The Lenoir County Emergency Services Department (EMS) maintains a fleet of twelve (12) ambulances, none of which are equipped to handle an obese patient. Mr. Dail stated North Carolina is currently ranked 13th in the nation for obesity, with 29.1% of its population is classified as obese. According to statistics as recent as May of 2015, 36% of Lenoir County's population is classified as obese. The EMS Director is recommending the purchase and installation of Mac's Lift Gate on one (1) Wheeled Coach Ambulance. The Mac's Lift Gate is a hydraulic lift mounted on the chassis of the ambulance. It has a maximum lift capacity of 1,300 lbs. The installation of this lift will provide a bariatric ambulance, which will minimize lifting injuries. It will also assist in avoiding damaging equipment, and provide a safe means of treatment and transport for the bariatric patients. It is further recommended that the lift gate be installed on the EMS Unit currently being remounted. Approval of this purchase will allow for the encumbrance of funds and payment to the vendor upon delivery of the ambulance. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 3 was unanimously approved.

Item No. 4 was a Resolution Approving Citizens to Boards, Commissions, Etc. Upon a motion by Ms. Brown and a second by Mr. Davis, Item No. 4, was unanimously approved for Ms. Della S. Rouse to the Lenoir County Nursing Home & Adult Care Board, Mr. Bryson Stevens to the Kinston-Lenoir County Tourism Development Board, and Mr. Jim McLain to the Lenoir County Economic Development Board. Since it was the first appearance for others no action was needed at this time.

Item No. 5 was Items from the County Manager. Mr. Jarman shared with the Board information he received regarding Concealed Weapon Permits from the Clerk's Listserve, Pitt County Employee Survey, and Pitt County Ordinance. Mr. Jarman stated he wanted to get the requested information to the Board and allow them the opportunity to review and continue their thought process and determine how they wanted to proceed forward. Mr. Hill stated he was pleased with the contents of Pitt County's survey. Mr. Hill suggested looking at other districts and seeking copies of their resolutions, and moving forward with our employee survey. Once we have all of the information we can determine if we should prepare a resolution or proclamation, or vote on it. This is not something we want to rush into, but at some point in time, we will have to deal with it and arrive at a point where we either make a decision one way or the other. Mr. Hill stated the survey from Pitt County will help the Commissioners understand where county employees stand on the issue. Mr. Hill mentioned the Board would also want to hear from law enforcement about their concerns, both the positive and the negative sides if we decided to move forward with this change of policy. Mr. Hill encouraged the Board to research different articles and literature regarding concealed weapons and shares anything they find of interest. Mr. Jarman stated once he received the results and shared them with Sheriff Ingram they can schedule the meeting. This will give Sheriff Ingram the opportunity to have the information to include in his thought process when he is addressing the issue.

Mr. Jarman stated on last Saturday, there were few bidders present at the auction for the donated Temple property that proceeds would go to Kinston High School for scholarships. For the 29-acre tract, ten (10) of which was cleared, the high bid was \$36,000, and the bid on the 40-acre tract, eleven (11) was cleared, the high bid was \$41,000. Although all of this money will go to the school for scholarships, I still think we need to be as responsible as we can to get a fair value for the land.

We had a lady who works here in Lenoir County and lives in Jacksonville wishing to purchase the smaller tract to build her retirement home. There is a tract right next to that particular acreage of the same size that sold last November for \$ 90,000. We don't know the timber value and I have had a couple of people call since the sell to state they were not aware of the auction taking place. It would be nice to have the property back on the tax books and a new resident here but we still want to do what's fair, and I am asking you to decline the bid at this time. The other property sold for \$41,000 and I think you should turn that one down as well. The gentlemen who placed that bid called back Friday around 6:00 p.m. and I like to continue discussion with him. The proposed buyer stated he had actually starting drawing plans for a small sub-division. Although we can appreciate the sub-division and the economic development growth, the wishes of the person who left the land was that the money would go towards scholarships, we should seek to get a fair price, I haven't discussed this possibility with the attorney yet. This person actually said that if the scholarships and the money were going to the school that would be a good tax right off for him and he may be willing to bid more for the land as well as make a stipulation to give a donation to the school for scholarships. Ultimately what we were trying to accomplish would happen. I am asking you to turn both offers down and let's see if we can be fair to this lady's wishes, and give the right amount of money to Kinston High School. Upon motion by Mr. Davis and a second by Mr. Best both bids submitted for the donated Temple property was declined.

Mr. Hill asked if we would recoup the cost of the sale. Mr. Jarman replied yes. It doesn't hurt us one way or another but we need to honor the donor's last wish in the best way that we can. Mr. Davis asked Mr. Jarman if he knew the Lenoir County tax value on the properties. Mr. Jarman replied one was \$120,000 and the other was \$130,000 and there will be some adjustments taking place in that area with the new revaluation. Based on the most recent sales they will both be somewhere in the \$90,000 - \$110,000 range.

Item No. 6 was Items from Mr. Rouse. Mr. Rouse stated the Bridge project is thirty percent (30%) complete and progressing. Mr. Jarman stated the Sheriff's office called and informed us that the block of Queen Street in front of the courthouse will be closed next week. They need the street clear of cars to allow the huge girders entrance because they have to back the entire way to the bridge. Mr. Rouse stated due to the conditions of the weather the progression of the River Walk has slowed down. Mr. Rouse stated the Association of County Commissioners meeting in Raleigh was very positive. They mentioned several things they wanted to focus on going forward such as: (1) focusing on seeking legislation to repeal the statutory authorization under NCGS 115C-431C that allows local school boards to file suit over county Board of Commissioners dealing with county appropriation for education, (2) seeking legislation to authorize local option revenue sources already given to any other jurisdiction, and (3) to support legislation regulation funding that would preserve local option and authority where needed to employ community broadband systems and ensure community access to all broadband services which is getting internet out to some of your lower income parts of the county that general go without.

Mr. Hill stated as a result of Gordon Vermillion's recent City Council election, he has resigned from his allotted position as the County Transportation Committee Chairperson. I would like to personally thank and commend Mr. Vermillion for the job he has done, and also his recognition in the transportation area.

I also would like to recommend that we appoint Mr. Bill Whaley into the County allotted spot replacing Mr. Vermillion and also would recommend him to be chairperson of that committee as well. His background in banking and economic development, as well as his service on the Transportation Board would lead him to be a very strong candidate. Upon a motion by Ms. Sutton and a second by Mr. Best, the Board unanimously approved Mr. Bill Whaley's appointment as Chairperson to the Transportation Committee.

Attorney Griffin asked who was responsible for appointing Mr. Whaley in his current position.

Mr. Hill replied Mr. Rouse is the appointee for him, so the Board will have to appoint the chairperson. Mr. Jarman stated Mr. Whaley is currently serving as a representative of the Economic Development Board.

Mr. Hill stated about six (6) months ago there was a discussion regarding the Confederate Flag. With the date of March 4th approaching, I think we need to have some discussion as to rather on not we want to revisit this subject. After waiting several months to see how the state was going to respond, I asked Attorney Griffin to look into Lenoir County and the State of North Carolina Resolution to see what it stated. After reviewing the minutes, we found out that the original proclamation from 1992 only approved flying the flag in March of 1992. As a result, we have continued flying the flag without the supported documentation from this Board. At this time, we would need to notify the group that brought the flag forward and ask them to bring forth another proclamation, or we would not have the authority to fly the flag at this time, or either we could possibly develop a proclamation ourselves. At any rate, we would still need to notify the group.

Attorney Griffin stated the resolution was simply for that one (1) year.

Mr. Hill stated the proclamation for the State was also for one year and had to be renewed each year. Mr. Hill stated at this time, his recommendation is for the County Manager to notify the gentlemen that brings the flag to us of our findings and go from there.

Meeting Adjourned at 4:45 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Vickie F. King". The signature is written in black ink and is positioned above the printed name and title.

Vickie F. King
Clerk to the Board

**A RESOLUTION HONORING
Edna Futrell**

Item No. 2

WHEREAS, the Lenoir County Board of County Commissioners wishes to proudly acknowledge and to publicly recognize employees retiring from the Lenoir County Department of Social Services; and

WHEREAS, Ms. Edna Futrell was employed by the County Director of Social Services as an Child Support Supervisor III on June 18, 2008; and

WHEREAS, Ms. Edna Futrell has dedicated her professional career at Lenoir County Department of Social Services to public service and to the citizens of Lenoir County; and

WHEREAS, Ms. Edna Futrell submitted her notice of retirement from the Lenoir County Department of Social Services effective March 1, 2016; and

WHEREAS, Ms. Edna Futrell will retire with seven years and eight months of service from the Lenoir County Department of Social Services.

NOW, THEREFORE BE IT RESOLVED, this the 1st Day of February in the Year 2016 of our Lord, that the Lenoir County Board of County Commissioners proudly recognizes Ms. Edna Futrell for her efforts, commitment, and compassion that she has so freely given to the citizens of Lenoir County and further resolved that a copy of the Resolution be transmitted to Ms. Edna Futrell by the Clerk to the Board of County Commissioners of Lenoir County.

BOARD OF COMMISSIONERS OF LENOIR COUNTY

BY:

Mr. Craig Hill, Chairman

ATTEST:

Clerk to the Board of Lenoir County Commissioners

DATE:

February 1, 2016



**RESOLUTION IN SUPPORT
OF REVIEWING TRAFFIC MOVEMENT AT THE INTERSECTION OF HIGHWAY
258 SOUTH AND WILL BAKER ROAD/CENTRAL AVENUE TO DETERMINE IF
THE TEMPORARY SIGNAL SHOULD BECOME PERMANENT**

WHEREAS, a temporary light was placed at the intersection of Highway 258 South and Will Baker Road/Central Avenue due to the closure for the Queen Street Bridge project and the resulting detoured traffic; and

WHEREAS, Lenoir County Transportation Committee has received several letters of support requesting permanent placement of the temporary signal (Sandy Bottom Volunteer Fire and Rescue, Sandy Bottom Baptist Church, Jackson Heights Free Will Baptist Church, Southwood Volunteer Fire and Rescue, Rivermont Baptist Church, and Lenoir County Public Schools); and

WHEREAS, traffic will resume its natural flow after the completion of the Queen Street bridge project; and

WHEREAS, the traffic signal adds a systematic traffic flow for the intersection; and

WHEREAS, the traffic signal provides additional safety for adults and children attending the adjacent church and restaurant; and

WHEREAS, Lenoir County organizations and citizens have expressed a need for a traffic signal at this intersection; and

WHEREAS, the traffic signal removes potential danger for through traffic.

NOW, THEREFORE, BE IT RESOLVED that the Lenoir County Board of Commissioners do hereby support reviewing traffic movement at the intersection of Highway 258 South and Will Baker Road/Central Avenue to determine if the temporary signal should become permanent.

Craig Hill, Chairman
Lenoir County Board of Commissioners

ATTEST:

Date: _____

Clerk to the Board

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 02/01/16 **ITEM NO.:** 4

RESOLUTION: Approving Records Retention Rate and Disposition Schedule.

SUBJECT AREA: Administrative

ACTION REQUESTED: The Board is requested to approve the North Carolina Department of Natural and Cultural Resources records retention and disposition schedule for County Sheriff's Offices.

HISTORY/BACKGROUND: According to N.C.G. S. 121-5 and N.C.G.S. 132-3, agencies may only destroy public records with the consent of the N.C. Department of Natural and Cultural Resources. The records retention and disposition schedule is the primary way the DCR gives its consent. Without approving this schedule, agencies are obligated to obtain the Department's permission to destroy any record, no matter how insignificant.

EVALUATION: The County Sheriff's Office records retention and disposition schedule has been published by the N.C. Department of Natural and Cultural Resources and a copy has been made available to the county manager's office for review by the Board of Commissioners. The Lenoir County Sheriff's Office generates an enormous amount of documentary data which is stored both electronically and in paper form. Many of these documents are identified in the records and disposition schedule. The Sheriff respectfully requests that the Board of Commissioners approve the records retention and disposition schedule.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the North Carolina Department of Natural and Cultural Resources records retention and disposition schedule for County Sheriff's Offices is hereby approved.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Craig Hill 02/01/16
Date

ATTEST 02/01/16
Date

County Sheriff's Office Records Retention and Disposition Schedule

The records retention and disposition schedule and retention periods governing the records series listed herein are hereby approved. In accordance with the provisions of Chapters 121 and 132 of the *General Statutes of North Carolina*, it is agreed that the records do not and will not have further use or value for official business, research, or reference purposes after the respective retention periods specified herein and are authorized to be destroyed or otherwise disposed of by the agency or official having custody of them without further reference to or approval of either party to this agreement. The local government agency agrees to comply with 07 NCAC 04M .0510 when deciding on a method of destruction. Confidential records will be destroyed in such a manner that the records cannot be practicably read or reconstructed. However, records subject to audit or those legally required for ongoing official proceedings must be retained until released from such audits or official proceedings, notwithstanding the instructions of this schedule. **Public records, including electronic records, not listed in this schedule are not authorized to be destroyed.**

This local government agency and the Department of Natural and Cultural Resources agree that certain records series possess only brief administrative, fiscal, legal, research, and reference value. These records series have been designated by retention periods that allow these records to be destroyed when "reference value ends." The local government agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Natural and Cultural Resources has scheduled with the disposition instruction "destroy when reference value ends." If a local government agency does not establish internal policies and retention periods, the local government agency is not complying with the provisions of this retention schedule and is not authorized by the Department of Natural and Cultural Resources to destroy the records with the disposition instruction "destroy when reference value ends."

The local government agency and the Department of Natural and Cultural Resources concur that the long-term and/or permanent preservation of electronic records requires additional commitment and active management by the agency. The agency agrees to comply with all policies, standards, and best practices published by the Department of Natural and Cultural Resources regarding the creation and management of electronic records.

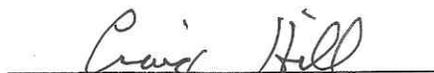
It is further agreed that these records may not be destroyed prior to the time periods stated; however, for sufficient reason they may be retained for longer periods. This schedule is to remain in effect from the date of approval until it is reviewed and updated.

APPROVAL RECOMMENDED

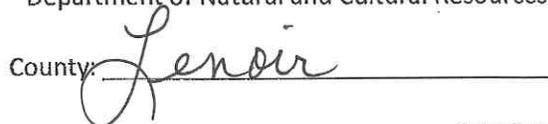

County Sheriff


Sarah E. Koonts, Director
Division of Archives and Records

APPROVED


Chairman, Bd. County Commissioners


Susan W. Klutz, Secretary
Department of Natural and Cultural Resources

County: 

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 02/01/16 **ITEM NO.** 5

RESOLUTION: Approving a Purchase Order for a John Deere Z930 Commercial Mower: East Coast Equipment: \$8,784.12.

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: The Board is requested to approve a purchase order to East Coast Equipment for a John Deere Z930 Commercial Mower in the amount of \$8,784.12.

HISTORY/BACKGROUND: This mower will be used for mowing county ballfields, the dog park and county government buildings. The current mower is 11 years old and has become a maintenance issue.

EVALUATION: The county division mows approximately 177 acres of grass weekly including the county ball fields, nature center, campground and the dog park. The current mower is 11 years old and is not worth repairing. Bids were solicited for the mower and East Coast Equipment was the lowest bidder.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

mwj
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Board hereby approves a purchase order to East Coast Equipment for a John Deere Z930 Commercial Mower in the amount of \$8,784.12.

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Craig Hill, Chairman

Date

Attest

Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 02/01/16 **ITEM NO. 6**

RESOLUTION: Approving a Purchase Order for Sidewalks throughout the Dog Park: Ernie Everett Site Prep: \$11,250.

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: The Board is requested to approve a purchase order to Ernie Everett Site Prep in the amount of \$11,250 to construct sidewalks throughout the dog park. This will make the dog park American Disability Act (ADA) compliant.

HISTORY/BACKGROUND: The dog park currently has dirt trails leading to each activity. In order for the dog park to be in compliance with the American Disability Act (ADA) guidelines, a hard surface is required to allow citizens in wheelchairs and on crutches safe access of all areas of the dog park. There is approximately 1,450 feet of sidewalk needed.

EVALUATION: The Parks & Recreation Department is maintaining the dog park. These sidewalks will make the dog park more aesthetically pleasing and will allow all citizens to access the primary features of the dog park. The Randall family contributed \$25,000 for a memorial garden and this sidewalk will help citizens walk to the gardens in a safe manner. Bids were solicited for the sidewalks and Ernie Everett Site Prep was the lowest bidder.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

MWJ
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Board hereby approves the purchase order to Ernie Everett Site Prep in the amount of \$11,250 for the construction of sidewalks at the dog park.

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Craig Hill, Chairman

Date

Attest

Date

BUDGET ORDINANCE AMENDMENT: CAPITAL IMPROVEMENTS FUND
 ECONOMIC DEVELOPMENT: \$37,500. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2015 - 2016
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		FINANCE/RECREATION		CONTRACT SERVICES	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
10-3991-9910	FUND BALANCE APPROPRIATED	15,434.00	10-6120-6962	CONTRACT-SALT WOOD PURCH/	15,434.00
Total		15,434.00	Total		15,434.00

Reason and Justification for Request:
 TO APPROPRIATE COUNTY FUNDS IN THE PARKS AND RECREATION DEPARTMENT FOR THE PURCHASE OF THE \$ SALT WOOD PRODUCTS PROPERTY APPROVED DURING THE SEPTEMBER 8, 2015 COMMISSIONER MEETING.

Department Head Approval	Date	Finance Officer Approval	Date
		<i>Nancy Christmitt</i>	1/20/16
Budget Officer Approval	Date		
<i>M. W. Jarman</i>	1/20/16		
Board Approval (When Applicable)	Date	Date of Minutes	

**Resolution Approving the Financing by North Lenoir Fire Protection Association, Inc.
of up to \$600,000 for the Financing of a Pierce Enforcer Heavy Duty Rescue Truck**

WHEREAS:

North Lenoir Fire Protection Association, Inc. has determined to finance an amount of up to \$600,000 for a Pierce heavy duty rescue truck. The United States Internal Revenue Code requires that for such financing to be carried out on a tax-exempt basis, this Board must first approve the financing. The Fire Department has held a public hearing on the financing after published notice, as required by the Code. The Fire Department has reported the proceedings of such hearing to this Board.

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

The County approves the Fire Department's entering into the financing, as required under the Code for the financing to be carried out on a tax-exempt basis. The Fire Department's conduct of the required public hearing is approved.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Clerk to the Lenoir County Board of Commissioners

02/01/16
Date

ATTEST

02/01/16
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 2/1/16 **ITEM NO.:** 9

RESOLUTION: Approving Citizens to Boards, Commissions, Etc.

SUBJECT AREA: Boards and Commissions

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

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

EVALUATION: The following Boards currently have existing vacancies/expiring terms.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Planning & Inspection	Gary Alphin (District 3) 2nd Appearance	2019
Lenoir County Nursing Home & Adult Care	Anne Gaddis 1st Appearance	2018
Lenoir County Economic Development	Dean Baker 1st Appearance	2019

CURRENT VACANCIES:

Lenoir County Health Board - (1) Optometrist

Lenoir County Nursing Home & Adult Care – (1)

Lenoir County Planning & Inspections (3), Districts 5, 6 and Alternate #1

Respectfully Request Approval.

mwj
Initials

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

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Planning & Inspection	Gary Alphin (District 3) 2 nd Appearance	2019

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

2/1/16
Date

ATTEST 2/1/16
Date

2nd Appearance

APPLICATION FOR APPOINTMENT

RECEIVED

to

LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

JAN 8 2015

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 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:

City (County Planning Board) 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: Mary L. Alphin * * * * * district 3
Address: 3798 Rouse Loop Rd.
City/State/Zip: La Grange, NC 28551
Telephone: (Home) 252 566 4595 (Work) 252 522 3424
Occupation: Business Owner Hobart Sales and Service
Business Address: 1311 East New Bern Road Kinston NC 28501
Age: (Optional): 52
Number hours available per month for this position: whatever needed to perform duties
Training: N/A - Common sense, forward Thinker, open minded
Business and Civic Experience/Skills: Successful Business owner with 10 employees
Church Pastors Council (Deacon Board)
Other County Boards/Committees/Commissions presently serving on: N/A
Expiration date of Term: N/A 2019

Circle your voting precinct

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

Mary L. Alphin
Signature of Applicant

1/7/16
Date

1st Appearance

APPLICATION FOR APPOINTMENT

RECEIVED

to

LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

JAN 22 2015

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.

LENOIR COUNTY
MANAGER'S OFFICE

Advisory Board/Committee/Commission interested in:

Community Advisory Committee (Nursing Homes)

(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: Anne Gaddis
Address: 4379 Hwy 11 N
City/State/Zip: Gritton NC 28530
Telephone: (Home) 252-523-9339 (Work) —
Occupation: Retired
Business Address: same as home
Age: (Optional): 88
Number hours available per month for this position: 10
Training: continued training by COB staff over several terms on this board
Business and Civic Experience/Skills: Retired Real Estate Broker, teacher, local, district + state positions in Extension and Community Assn., Rural Club, Election judge.
Other County Boards/Committees/Commissions presently serving on: Home + Community Care Block Grant Committee
Expiration date of Term: 2017

Circle your voting precinct

- K-1 (Carver Courts Recreation Center)
- K-2 (Old Plummer Daniel's Building)
- K-3 (Fairfield Recreation Center)
- K-4 (Northwest Elementary School)
- K-5 (Spillman Baptist Church)
- K-6 (Teachers Memorial School)
- K-7 (Emma Webb Recreation Center)
- K-8 (Holloway Recreation Center)
- K-9 (Kinston Number 4 Fire Station)
- Contentnea (Contentnea Ruitan Building) Hugo FWB Church
- Falling Creek (Banks Elementary School Gym)
- Institute (Institute Methodist Church)
- Moseley Hall (Frink Middle School Gym)
- Neuse (Agricultural Center)
- Pink Hill 1 (Bethel Baptist Church)
- Pink Hill 2 (Pink Hill Rescue Station)
- Sand Hill (Sand Hill VF Department)
- Southwest (Southwest VF Department)
- Trent 1 (Deep Run VF Department)
- Trent 2 (Moss Hill Ruitan Building)
- Vance (GTP Ed & Training CTR.)
- 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.

Anne Gaddis
Signature of Applicant

1/18/16
Date

RECEIVED

APPLICATION FOR APPOINTMENT

RECEIVED

to

LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

JAN 22 2015

DEC 2 2015

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:

Dean Baker ECONOMIC DEVELOPMENT

(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: Dean Baker
Address: 2641 Westridge Rd.
City/State/Zip: Kinston NC 28504
Telephone: (Home) 252-527-9401 (Work) 252-560-5648
Occupation:
Business Address:
Age: (Optional):
Number hours available per month for this position:
Training:
Business and Civic Experience/Skills:
Other County Boards/Committees/Commissions presently serving on:
Expiration date of Term:

Circle your voting precinct

- K-1 (Carver Courts Recreation Center)
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Sand Hill (Sand Hill VF Department)
Southwest (Southwest VF Department)
Trent 1 (Deep Run VF Department)
Trent 2 (Moss Hill Ruitan Building)
Vance (Army Reserve Center, Airport)
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 of Applicant: Dean Baker

Date: Dec 8th 2015

Item No. 10

TO: Chairman and Members of the Board
FROM: Mike Jarman, County Manager
DATE: February 1, 2016
SUBJECT: Items from County Manager

1. NC Association of County Commissioners District Meetings
2. Lenoir County Transit Monthly Statistics



Lenoir County
Local Government

Mike Jarman <mjarman@co.lenoir.nc.us>

Registration open for NCACC District Meetings

1 message

North Carolina Association of County Commissioners

Wed, Jan 20, 2016 at 3:47

<communications@ncacc.org>

PM

Reply-To: North Carolina Association of County Commissioners <communications@ncacc.org>

To: Michael <mjarman@co.lenoir.nc.us>



North Carolina Association of County Commissioners

215 N. Dawson St. Raleigh | www.ncacc.org | communications@ncacc.org



Registration open for NCACC district meetings

Each spring, the NCACC hosts a series of District Meetings throughout the state. The meetings offer county commissioners and management staff an opportunity to learn about the latest legislative developments in Raleigh, to share information from their conversations with legislators, to network with officials from other counties, and to learn about the latest NCACC programs and services that benefit counties.

There is no cost to attend the meetings, which begin at 5:30 p.m. and include a dinner. Each meeting will conclude by 8 p.m. Commissioners who attend a district meeting earn 3 credits in the "Association Sponsored Programs" category toward Practitioner, Master or Mentor status through the Local Elected Leaders Academy (LELA) Recognition Program.

Click on the county name to register for that meeting.

[2016 District Meetings Schedule](#)

Date	County	Location
March 31	<u>Granville</u>	<u>Granville County Expo & Convention Center</u> 4185 US Highway 15 South, Oxford
April 6	<u>Washington</u>	<u>Vernon James Center</u> 207 Research Station Road, Plymouth
April 7	<u>Cabarrus</u>	<u>Cabarrus Arena And Event Center</u> 4751 NC Highway 49 North, Concord
April 13	<u>Haywood</u>	<u>The Waynesville Inn</u> 176 Country Club Drive, Waynesville
April 14	<u>Surry</u>	<u>Cross Creek Country Club</u> 1129 Greenhill Road, Mount Airy
April 20	<u>Duplin</u>	<u>The Mad Boar</u> 110 River Village Place, Wallace



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You are receiving this communication because you are listed with the NCACC as a County Manager.

Our mailing address is:

North Carolina Association of County Commissioners
215 N. Dawson Street
Raleigh, NC 27603

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You can [update your preferences](#) or [unsubscribe from this list](#)

Lenoir County Transit

Monthly Statistics

Month of December

Days of Service 27

Passenger Trips	Total
Ambulatory Passengers	4623
Non Ambulatory Passengers	575
Total Passenger Trips	5705

Purpose of Trips	
Medical (including Dialysis)	2386
Education	442
Employment	1095
Other	1782
Total Passenger Trips by Purpose	5705

Revenue	Total
Invoice Revenue	76,145.44
RGP Ticket Sales	4,156.00
EDTAP Ticket Fares	448.00
Fares Collected by Vehicle Operators	11,382.00
Total Monthly Revenue	92,131.44

Explanation of Purpose of Trips:

Medical: riders being taken to medical appointments; to doctor's appointments, dialysis, etc.

Education: riders being taken to LCC for classes

Employment: riders being taken back and forth to work

Other: riders being taken to day care, for financial services, human services, legal appointments, nutrition, pharmacy, recreation, shopping and social outings

Explanation of Revenue Terms:

Invoice Revenue: Rides billed by Transit to DSS, Work First, Council on Aging, ECU, and Vocational Rehab

RGP Ticket Sales: Rural General Public

EDTAP Ticket fares: Elderly Disabled Transportation Assistance Program

Fares Collected by Vehicle Operators: Cash collected by drivers for riders who have not purchased tickets in advance