

MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS
February 4, 2008

The Lenoir County Board of Commissioners met in regular session at 9:00 a.m. on Monday, February 4, 2008 in the Board of Commissioners Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

Members present: Vice-Chairman George Graham and Commissioners, Jackie Brown, Claude Davis, Earl Harper, Chris Humphrey, and Claude Stroud.

Members absent: Chairman Paul H. Taylor, Jr.

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

Upon a motion by Mr. Harper and a second by Ms. Brown, Mr. Taylor was excused from the meeting by unanimous decision.

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

PUBLIC INFORMATION

None Scheduled.

ITEMS FROM THE COUNTY MANAGER

Item No. 2 was Items from the County Manager. Mr. Jarman stated it was time for budget preparations. County Administration would like to meet with the Board to discuss and review budget policies. The Board and County Administration unanimously agreed to meet on February 18, 2008 at 1:00 p.m. before the scheduled Board meeting at 4:00 p.m.; the public is welcome to attend.

Mr. Jarman stated the Lenoir County School Board would also like to meet to discuss budget information. The School Board has chosen several dates to conduct the meeting. The Board delayed making a decision until the Chairman could provide his input. Mr. Jarman reviewed a memo from the Board of Education regarding reimbursements/payments – 2008-121. In accordance with North Carolina State Statute §115C-546.2 Lenoir County Public Schools wishes to be reimbursed \$495,513.55 for school technology. These monies have not been budgeted. With the possible Medicaid Relief, 60% of the schools Average Daily Membership (ADM) monies will be withheld. That loss will have to be made up by the county which totals \$382,000. Mr. Jarman stated he would present a recommendation at the next Board meeting.

CONSENT AGENDA

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

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| 3. | Approval of Minutes: Regular Board Meeting: January 22, 2008
Closed Session Meeting: January 22, 2008 | Aytch/Jarman |
| 4. | Resolution Approving the Releases and Refunds to the Individuals Listed Herein | Parrish/Hollowell |
| 5. | Budget Ordinance Amendment: General Fund: Finance/Sheriff: \$1,108: Increase | Jarman/Hollowell |
| 6. | Budget Ordinance Amendment: Capital Improvements: Community Development: \$1,700: Increase | Jarman/Hollowell |
| 7. | Budget Ordinance Amendment: General Fund: DSS: \$34,555: Increase | Jones/Hollowell |

PROCLAMATION/RESOLUTIONS

Item No. 8 was a Proclamation for Career and Technical Education Month. Ms. Brown read the Proclamation aloud for members of the Board and the viewing public. Upon a motion by Mr. Harper and a second by Ms. Brown, Item No. 8 was unanimously approved.

Item No. 9A was a memo regarding G. S. 105-369(a) Unpaid Real Estate Taxes. Mr. Darrell Parrish, Tax Administrator, addressed the Board. Mr. Parrish stated the North Carolina General Statutes requires the tax collector to report to the governing body the total of unpaid 2007 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 2007 taxes that are liens on real property total \$2,713,277.44.

Item No. 9B was an Order for the Tax Collector to Advertise 2007 Taxes, which are a Lien on Real Property. Upon a motion by Mr. Humphrey and a second by Mr. Stroud, Item No. 9B was unanimously approved.

Item No. 10 was a Resolution Authorizing County Administration to Enter into Lease Agreements with the N.C. Department of Correction and Coastal Horizon Center, Inc. \$38,200. Mr. Jarman stated in 2007 the County entered into a lease/purchase agreement with the City of Kinston for property located at 301 E. King Street (Hannibal Building) to provide suitable office space for N.C.D.O.C. employees that were located in the sub-standard County facilities on Gordon Street. Office space on the first floor of the Hannibal Building accomplished this task. Lenoir County provided the Gordon Street offices to N.C.D.O.C., as required by statute, as an in-kind contribution. Due to the conditions of the Gordon Street offices, N.C.D.O.C. chose to lease additional necessary office space from another provider other than Lenoir County. With their current lease agreement expiring and with the County acquisition of the improved facilities of the Hannibal Building, N.C.D.O.C. would like to locate all of their employees under one roof. Coastal Horizon Center, Inc. has a need for office space to be used for the purposes of conducting the business of Treatment Accountability for Safer Communities (TASC). N.C.D.O.C. works closely with TASC, and to provide better services to clients desires to have them housed in the Hannibal Building adjacent to N.C.D.O.C. offices. County Administration recommends leasing second floor office space to N.C.D.O.C and TASC and is coordinating with the appropriate parties to accomplish this task. The total annual revenue generated from these two leases is \$38,200. Cost-of-living adjustments and renewal provisions will be incorporated in both lease agreements. Upon a motion by Mr. Harper and a second by Mr. Davis, Item No. 10 was unanimously approved. Mr. Harper invited everyone to attend an Open House at the Hannibal Building for the Criminal Justice Partnership Program on February 21, 2008 from 3-5 p.m.

Item No. 11 was a Resolution Amending Payroll and Position Classification Plan. Mr. Jarman stated currently the assistant county manager serves as both assistant manager and finance director. Increasing responsibilities, duties, and needs in both areas make it impossible for one person to manage the workload of both positions. Prior to FY05-06 both positions were included in the payroll and position classification plan and both positions were filled. With the retirement of the prior assistant manager, current administration combined the duties of the two positions, created a maintenance supervisor position, and transferred transit responsibilities to the M.I.S. Director. Transit now offers expanded services, which are being utilized by a much larger number of county residents. Improvements in our county facilities and increased maintenance efforts are obvious to everyone. New requirements of the Government Accounting Standards Board (GASB), multiple bond issues, additional grant funding and opportunities, etc. require additional time and attention to financial and accounting functions. These additional responsibilities prevent the finance director from assisting county administration in other areas. The increased demands on a finance director to fulfill statutory obligations of the position and keep abreast of ever-changing legal and accounting standards mandated by state and federal regulations, necessitates complete undivided attention to the duties of the finance position. Efficient and proactive leadership of our community requires the utilization of the assistant management position. This position is needed to assist with day-to-day management needs and special projects. Special projects such as the implementation of an employee wellness program, construction projects, facility needs, building utilization, risk management assessment and administration, investigation of grant and other funding opportunities, and numerous other special assignments will provide increased opportunities for Lenoir County to reduce costs, increase savings, and improve services. With the reinstatement of this position, county administration will become more efficient and proactive due to the ability to interact more with staff, to be more involved with community activities, economic development projects and state and regional issues that impact the citizens of Lenoir County. Upon a motion by Mr. Harper and a second by Ms. Brown, Item No. 11 was unanimously approved.

APPOINTMENTS

Item No. 12 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>
Lenoir County Board of Health 2nd Appearance	Clifton J. Miller, Jr. Richard Carlyle Bruce L. Reese (Re-Appointment)	January 2011 M: Brown S: Davis Unanimous Approval
Lenoir County Equalization and Review Board 2nd Appearance	Meredith Craig Forrest Dawson William Whittington (Re-Appointment)	January 2011 M: Brown S: Davis Unanimous Approval
Kinston-Lenoir Parks and Recreation Department 1st Appearance	Darrell Parrish (Re-Appointment)	January 2011 Tabled

CURRENT VACANCIES:

Lenoir County Health Board – One (1) Vacancy; (1) Veterinarian

Grifton Planning Board – One (1) Vacancy

JCPC – One (1) Vacancy; 1-Juvenile Attorney

Lenoir County Planning Board – K-6 Precinct & At-Large

CJPP – Four (4) Vacancies

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

Lenoir County Transportation Committee – At Large Member – Business Community

Mr. Jarman reminded everyone of the industry announcement for Premier Trailers /Double D Distributors at 403 Neuse Road Kinston at 11:00 a.m.

ADJOURNMENT

Upon a motion by Mr. Graham, the meeting was adjourned at 9:31 a.m.

Respectfully submitted,

Reviewed By

Lashanda Aytch
Clerk to the Board

Michael W. Jarman
County Manager

MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS
January 31, 2008

The Lenoir County Board of Commissioners met in a special called session at 9:00 a.m. on Thursday, January 31, 2008 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 Paul Taylor and Commissioners, Claude Davis, Jackie Brown Earl Harper, Chris Humphrey, and Claude Stroud.

Members absent: None

Also present were: Robert Griffin, County Attorney; Lashanda Aytch, Clerk to the Board; and members of the general public and the news media.

Chairman Taylor called the meeting to order at approximately 9:00 a.m. to discuss an economic development project.

Mr. Mark Pope, Economic Development Director, presented a Resolution Approving an Economic Development Grant Agreement with Premier Trailer, Inc.: \$25,000. Double D is a privately held corporation that has been in Lenoir County for approximately 10 years. The company has been successful in the manufacturing of Galvaneal over steal equestrian trailers. Due to their success and desire to broaden current products, and increase market share, Double D pursued a joint venture to manufacture all aluminum products under a private label. With careful consideration, the decision was made to bring the manufacturing site to North Carolina. The new company is Premier Trailer, Inc. Premier Trailer will revitalize an existing building that has been vacant for over five years in Lenoir County, thus increasing the tax base along with the creation of 55 new jobs. The company expects the new product to capture about two percent of the market in the first twelve months. Governor's One NC Funds totaling \$25,000 will be distributed along with a \$25,000 county match. Premier Trailer, Inc. will be spending over \$300,000 to renovate the old UniVar building located at 403 Neuse Road in Kinston. Premier will lease the building for 5 years, with an option to purchase at the end of the lease.

As with previous grants, this grant will be performance-based. In the event that the owner is unable to meet the total investment goals, the grant will be prorated based upon the actual investment.

Upon a motion by Mr. Harper and a second by Mr. Davis, the Board approved the Economic Development Agreement with Premier Trailer, Inc.

The meeting adjourned at 9:17 a.m.