

LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
MONDAY, APRIL 15, 2013 – TIME: 4:00 PM
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:

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

CONSENT AGENDA: 10 Min.

ACTION

- | | | |
|----|---|---------------|
| 3. | Approval of Minutes: Regular Board Meeting: April 1, 2013 | Mervin/Jarman |
|----|---|---------------|

END OF CONSENT AGENDA

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS: 35 Min.

- | | | |
|-----|---|--------|
| 4. | Resolution Honoring Rebecca Jones | Board |
| 5. | Proclamation Honoring Paul F. Miller | Board |
| 6. | Budget Ordinance Amendment: General Fund: Sheriff's Department: \$15,660:
Increase | Hill |
| 7. | Budget Ordinance Amendment: General Fund: Finance/Health Dept: \$15,758:
Increase | Martin |
| 8. | Resolution Requesting the Establishment of Fees for Rabies Vaccinations | Huff |
| 9. | Resolution Approving Deputy Sheriff Position in the Sheriff's Office: \$57,192 | Hill |
| 10. | Resolution Supporting Regional Interstate Connectivity in Easter North Carolina | Board |

APPOINTMENTS:

- | | | |
|-----|--|--------|
| 11. | Resolution Approving Citizens to Boards, Commissions, Etc. 5 Min. | Jarman |
|-----|--|--------|

OTHER ITEMS: 10 Min.

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

TO: Chairman and Members of the Board

FROM: Mike Jarman, County Manager

DATE: April 15, 2013

SUBJECT: Items of Interest

1. Caswell Fire Museum Update
2. Lenoir County Inspections Report: March 2013
3. CDBG Catalyst Project: Monthly Performance Status Report



**LENOIR COUNTY
PLANNING & INSPECTIONS DEPARTMENT**

PO BOX 3289
101 NORTH QUEEN STREET
KINSTON, NC 28502
PHONE: 252-559-2260
FAX: 252-559-2261



**LENOIR COUNTY INSPECTIONS
PERMIT/INSPECTION REPORT**

MARCH 2013

PERMITS ISSUED: 143

PERMITS VALUE: \$ 16,492,743

PERMIT FEES: \$ 19,132

SINGLE FAMILY DWELLINGS: 3

MOBILE HOMES: 9

COMMERCIAL: 6

ADDITIONS: 14

ELECTRICAL: 41

PLUMBING: 21

MECHANICAL: 27

OTHER: 22

TOTAL INSPECTIONS: 232

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

Printed: 03-28-2013

Designated period:	03/01/13 to 03/29/13		[Prior period: 03/01/12 to 03/29/12]						
	Code Prms	Valuation	Fees Paid	Units					
NEW RES. HOUSEKEEPING - LENOIR COUNTY									
* Single Family Houses Detached	101B	2	165,000.00	488.00	2	1	150,000.00	393.00	1
* Single Family Houses Attached	102B		.00	.00	0	0	.00	.00	0
* 2 Family Building	103B		.00	.00	0	0	.00	.00	0
* 3 and 4 Family Buildings	104B		.00	.00	0	0	.00	.00	0
* 5 or More Family Buildings	105B		.00	.00	0	0	.00	.00	0
*TOTAL INFORMATION 101-105	109B		.00	.00	0	0	.00	.00	0
NEW RESIDENTIAL NON-HOUSEKEEPING BL:									
* Hotels, Motels & Tourist Cabins	213B		.00	.00	0	0	.00	.00	0
* Other Non-Housekeeping Shelter	214B		.00	.00	0	0	.00	.00	0
NEW NON-RESIDENTIAL BUILDINGS:									
* Amusement, Social, & Recreational	318B		.00	.00	0	0	.00	.00	0
* Churches & Other Religious	319B		.00	.00	0	0	.00	.00	0
* Industrial	320B	1	85,000.00	379.00	1	0	.00	.00	0
* Prkg Garages (BlDs & Open Decked)	321B		.00	.00	0	0	.00	.00	0
* Service Stations & Repair Garages	322B		.00	.00	0	0	.00	.00	0
* Hospitals & Institutional	323B		.00	.00	0	0	.00	.00	0
* Offices, Banks, & Professional	324B		.00	.00	0	0	.00	.00	0
* Public Works & Utilities	325B	2	15,000,000.00	6,295.00	2	0	.00	.00	0
* Schools & Other Educational	326B		.00	.00	0	0	.00	.00	0
* Stores & Customer Services	327B		.00	.00	0	0	.00	.00	0
* Other Non-Residential Bldgs	328B	1	6,500.00	72.00	1	0	.00	.00	0
* Structures Other than Buildings	329B	1	86,000.00	500.00	1	1	400,000.00	.00	1
ADDITIONS, ALTERATIONS, & CONVERSION									
* Residential	434B	10	457,000.00	1,432.00	10	8	257,000.00	699.00	8
* Non-Residential & Non-Housekeeping	437B	1	5,500.00	138.00	1	1	1,100,000.00	2,750.00	1
* Adds of Res. CP/Garages(Atch/Detc)	438B	4	80,724.00	548.00	4	1	10,000.00	50.00	1
DEMOLITIONS AND RAZING OF BUILDINGS:									
* Single Family Houses (Atch/Detach)	645B		.00	.00	0	0	.00	.00	0
* 2 Family Buildings	646B		.00	.00	0	0	.00	.00	0
* 3 & 4 Family Buildings	647B		.00	.00	0	0	.00	.00	0
* 5 or More Family Buildings	648B		.00	.00	0	0	.00	.00	0
* All Other Buildings and Structures	649B		.00	.00	0	0	.00	.00	0

TOTALS FOR PERMITS THIS PAGE 22 15,885,724.00 9,852.00 22 12 1,917,000.00 3,892.00 12

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

Printed: 03-28-2013

[Designated period: 03/01/13 to 03/29/13] [Prior period: 03/01/12 to 03/29/12]
 Code Prms Valuation Fees Paid Units Prms Valuation Fees Paid Units

MOBILE/MODULAR OFFICE/CLASSROOM																			
*MOBILE OFFICE	740B		.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	
*MODULAR CLASSROOM	750B		.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	
*MODULAR OFFICE	730B		.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	
ELECT./PLUMB/HEAT/A/C/INS/TEMP POLE:																			
*ELECTRICAL	800B	41	65,540.00	2,872.00	41	42	819,325.00	4,337.00	41	42	819,325.00	4,337.00	41	42	819,325.00	4,337.00	41	42	
*PLUMBING	810B	21	62,350.00	1,586.00	20	16	131,209.00	1,181.00	20	16	131,209.00	1,181.00	20	16	131,209.00	1,181.00	20	16	
*HEATING/ AIR CONDITIONING	820B	27	68,650.00	1,473.00	27	29	787,905.00	3,781.00	27	29	787,905.00	3,781.00	27	29	787,905.00	3,781.00	27	29	
*INSULATION	830B	5	12,000.00	250.00	5	5	13,151.00	372.00	5	5	13,151.00	372.00	5	5	13,151.00	372.00	5	5	
*TEMPORARY POLE	840B	2	1,400.00	150.00	2	4	2,350.00	175.00	2	4	2,350.00	175.00	2	4	2,350.00	175.00	2	4	
RESIDENTIAL ACCESSORY STRUCTURES																			
*STORAGE/PORCHES/PATIOS/DECKS	900B		.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	
MISCELLANEOUS:																			
*CHANGE OF OCCUPANCY	910B		.00	.00	0	1	150.00	150.00	0	1	150.00	150.00	0	1	150.00	150.00	0	1	
*INSPECT DWELLING	920B		.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	
*TENTS	930B		.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	
*SATELLITE DISH	940B		.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	
*AWNING	950B		.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	
*EXTRA INSPECTIONS	960B	10	2,650.00	770.00	10	8	725.00	775.00	10	8	725.00	775.00	10	8	725.00	775.00	10	8	
*FIRE PROTECTION SPRINKLER SYSTEM	966B		.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	
*MOVING DWELLING ONLY	970B		.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	
*SIGN	980B	3	11,800.00	750.00	3	0	.00	.00	3	0	.00	.00	3	0	.00	.00	3	0	
*FIREWORKS	985B		.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	
*SWIMMING POOL	990B	1	32,000.00	100.00	1	0	.00	.00	1	0	.00	.00	1	0	.00	.00	1	0	
*TANKS	995B		.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	.00	.00	0	0	
MOBILE HOMES																			
*SINGLE WIDE MOBILE HOME	700B	8	191,229.00	800.00	7	5	23,000.00	500.00	7	5	23,000.00	500.00	7	5	23,000.00	500.00	7	5	
*DOUBLE WIDE MOBILE HOME	710B	1	21,000.00	125.00	1	4	212,927.00	500.00	1	4	212,927.00	500.00	1	4	212,927.00	500.00	1	4	
*MODULR HOME	720B	1	118,400.00	268.00	1	1	136,000.00	394.00	1	1	136,000.00	394.00	1	1	136,000.00	394.00	1	1	
TOTALS FOR PERMITS ABOVE (incl. pg 1)	142	16,472,743.00	18,996.00	140	127	4,043,742.00	16,057.00	126					126						
Totals of other permits in the period	1	20,000.00	136.00	1	0	.00	.00	0				.00	0						
TOTAL FOR ALL PERMITS IN THE PERIOD	143	16,492,743.00	19,132.00	141	127	4,043,742.00	16,057.00	126				.00	126						

This Report was printed on Thursday, March 28, 2013

Item Totals for Inspector ID

Lenoir County

GO	118
GO C	1
VM	112
VM C	1

232 Entries for Inspector ID

- S T A T I S T I C A L R E P O R T -

	<----- Inspections ----->				-----> Re-Inspections ----->				Based On #
#ACTIVITIES	INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	RE-INSPECTIONS	REQUIRED
232	204	170	34	28	26	2		36	
%INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	%RE-INSPECTIONS	REQUIRED	
	88	83	17	12	93	7		16	

Monthly Performance Status Report

(Due on 1st of each month)

Grantee Name: County of Lenoir Grant Number: 11-C-2375 Month: March Year: 2013
 Grant Project: 2011 CDBG NC Catalyst Project - Spring Drive Housing and Community Development
 Grant Period: October 12, 2012 - April 12, 2015 Release of Grant Funds: April 2, 2013

Activity	Performance Schedule (On/Off)	Current Performance Status (If Off Schedule)	Remedy to get back on Schedule (If Off Schedule)
Rehabilitation	On		
Rehab/Reconstruction:			
Replacement Housing	On		
Temporary Relocation	On		
Clearance	On		
Sidewalk Improvements	On		
Flood/Drainage Improvements	On		
Street Improvements	On		
Sewer Improvements	On		
Water Improvements	On		
Administration	On		

Prepared By: C. David Harris
 Endorsed By: Michael W. Jarman
 Board of Commissioners Update:
 Person Providing Update: Michael W. Jarman

Title: CDBG Project Manager
 Title: County Manager *(City/County Manager or Clerk)*
 Date: April 15, 2013
 Title: County Manager

Performance Schedule
(Based on Performance Based Contract)
 On/Off Schedule

- ❖ *On* Performance Schedule: Stop and submit report, no current performance status or remedy to get back on schedule is required
- ❖ *Off* Performance Schedule: Provide current performance status and remedy to get back on schedule and submit report

MINUTES

LENOIR COUNTY BOARD OF COMMISSIONERS

April 01, 2013

The Lenoir County Board of Commissioners met in open session at 9:00 a.m. on Monday, April 01, 2013, in the Board of Commissioner Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

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

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

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

PUBLIC INFORMATION

ITEMS FROM THE CHAIRMAN/COMMISSIONERS

Item No. 6 was a Resolution Approving Presentation of Badge and Service Weapon to retiring Sheriff William Edwin "Billy" Smith. The Board is requested to authorize Sheriff Chris Hill to present to retiring Sheriff William Edwin "Billy" Smith his Lenoir County Sheriff's Office badge and Smith & Wesson .357 caliber service weapon pursuant to state law and past county practices. Sheriff W.E. "Billy" Smith began his law enforcement career with the Lenoir County Sheriff's Office in November of 1972. Sheriff Smith left the Sheriff's Office to pursue a career as an Alcohol Law Enforcement Agent where he remained until December 31, 1988. On January 1, 1989, Agent Smith was appointed as Sheriff, replacing retiring Sheriff Leo Harper. Sheriff Smith has humbly served the citizens of North Carolina and the people of Lenoir County for 40 years. He has been the Sheriff of Lenoir County for the past 24 years and was President of the North Carolina Sheriff's Association in 2000. North Carolina retirement rules state that an officer must have 30 years of credible service or be age 55 with at least 15 years of credible service to retire. Sheriff Smith has more than exceeded those requirements for retirement, which became effective March 31, 2013.

North Carolina General Statute 20-187.2 provides for the presentation of an officer's badge upon his retirement and also provides for the governing body, in its discretion, to present the retiring officer with his service weapon after he receives a permit. Sheriff Smith received a handgun permit in March of 2013, which was made part of his personnel file.

A number of law enforcement officers retire each year in various state and local jurisdictions

within North Carolina. In these instances, the officers have been presented with their badge and service weapon. In keeping with the North Carolina General Statutes and local government practices, it is recommended that Sheriff W.E. "Billy" Smith be presented with his badge and Smith & Wesson, Air Lite, .357 service weapon (serial number DCW9004).

Linda Rouse Sutton, County Commissioner, presented Mr. Smith his Badge and Service Weapon in a short ceremony conducted in the atrium of the courthouse. Chairman Davis congratulated Sheriff Smith on a job well done for Lenoir County. Sheriff Chris Hill stated it is his intention to put forth a resolution in the next Commissioner's Meeting naming the new Lenoir County Jail the William E. "Billy" Smith Detention Center. Sheriff William E "Billy" Smith expressed what an honor it had been to serve Lenoir County.

Upon a motion by Ms. Sutton and a second by Mr. Davis, Item No. 6 was unanimously approved.

Upon a motion by Ms. Sutton and second by Mr. Daughety, Commissioner Eric Rouse was excused.

ITEMS FROM THE COUNTY MANAGER

Mr. Jarman stated the Lenoir County Planning Board Minutes had been provided: January 17, 2013.

Mr. Jarman reminded the County Commissioners about the district meeting hosted by NCACC, April 24, 2013, at the Hilton in Greenville between 5:30 and 8:00 p.m. The information sent out does not give a final submission date but should be available within a few days.

CONSENT AGENDA

3. Approval of Minutes: Regular Board Meeting – March 18, 2013
4. Resolution Approving Releases and Refunds to the Individuals Listed Herein
5. Budget Ordinance Amendment: General Fund: Finance/Sheriff Dept.: \$15,550: Increase

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

PUBLIC HEARINGS

None

BUDGET ORDINANCES/RESOLUTIONS

Item No. 7 was a Proclamation recognizing April as "Child Abuse Prevention Month". Ms. Jackie Brown read the Proclamation and upon a motion by Mr. Hill and a second by Ms. Sutton, Item No.7 was unanimously approved.

Item No. 8 was a Resolution Honoring Rebecca Jones, Department of Social Services. This was pulled until the next meeting date, April 15, 2013.

Item No. 9 was a Budget Ordinance Amendment: General Fund: Finance/ Department of Social Services: \$16,509: Increase. Tommy Hollowell, Assistant County Manager, stated the Budget Amendment was to bring forward unexpended FY11-12 funds from the Federal Adoption Incentive Fund and budget these funds in FY 12-13. The Lenoir County Department of Social Services received these funds in FY 04-05. These funds can only be used to enhance the adoption programs to secure homes for hard to place children and there is no time limit on the expenditure of the funds. The actual amount to roll forward from FY 11-12 was \$21,509, but \$5000 had been budgeted in error - \$16,509. is the net difference. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 9 was unanimously approved.

Item No. 10 was Budget Ordinance Amendment: School Capital Fund: School Building: \$324,705: Increase. Tommy Hollowell, Assistant County Manager, stated the Budget Amendment was to cover additional Public School Building Capital projects that have been approved by the Department of Public Instruction and includes purchasing two new activity buses from Sales Tax funds earmarked for schools. The State's ADM funds will pay for 75% of the project (the State is no longer setting these funds aside) and the 25% balance will come from the sales tax collected for the schools to cover capital expenditures. This will cover replacing a boiler at Woodington (\$33,500), roofing at North Lenoir High School (\$48,900), replacing the track at Kinston High School (\$122,000), and purchasing two new activity buses (\$175,204). Upon a motion by Mr. Hill and a second by Ms Brown, Item No. 10 was unanimously approved.

Item No. 11 was a Resolution Authorizing Purchase Order Execution: Maximus, Inc.: Cost Allocation Plan and EMS Medicaid Reimbursement Report: \$5,750: Tommy Hollowell, Assistant County Manager, stated the Resolution was Authorizing aPurchase Order with Maximus, Inc. for the Cost Allocation Plan and the EMS Medicaid Reimbursement Report: \$5,750: The Board is requested to authorize the execution of a purchase order to Maximus, Inc. for preparation of Lenoir County's Cost Allocation Plan and the EMS Medicaid Reimbursement Report in the amount of \$5, 750, and authorize the County Manager to execute the contract associated with this purchase order. Approval of this resolution will allow the encumbrance of funds and eventual payment for services as billed. Upon a motion by Ms.Sutton and a second by Ms. Brown, Item No. 11 was unanimously approved.

Item No. 12 was a Resolution Approving Acceptance of Proposal and Execution of Contract for Independent Audit Services: Pittard, Perry & Crone, Inc., LaGrange, N.C.: \$44,400. Tommy Hollowell, Assistant County Manager, stated the Resolution was approving the acceptance of proposal and the execution of a contract for Independent Audit Services with Pittard, Perry & Crone, Inc., LaGrange, N.C. The Board is requested to authorize the acceptance of a proposal from Pittard, Perry & Crone to perform independent audit services and to prepare the continuing

disclosure for FY 2012-13 at a cost of \$44,400. Pittard, Perry & Crone's proposal represented the lowest cost to the County of all the proposals submitted. The County has contracted with Pittard, Perry, & Crone Inc. to conduct their fiscal year audits for the past several years with only a marginal increase each year. The Board is reminded that it is mandatory that this independent audit be undertaken. The auditor works at the behest of the Board, not the County Administration. This proposal involves a one year contract. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 12 was unanimously approved.

Item No. 13 was a Resolution Declaring Property as Surplus and Authorizing the Sale of the Surplus Property by Auction. Tommy Hollowell, Assistant County Manager, stated the resolution was to declare property as surplus and authorizing the sale of the surplus property by auction. The Board is requested to declare property as surplus and authorize the sale of the surplus property through the negotiated offer and upset bid process in accordance with procedures set forth in NC General Statute 160A-269. The County has acquired various properties over a period of time, mainly through tax foreclosures. Some of these properties have structures on them and some are vacant lots. These properties add no value to the operations of the County. Upon a motion by Mr. Hill and a second by Mr. Best, Item No. 13 was unanimously approved.

Item No. 14 was a Resolution Appointing Martha H. Martin as Clerk to the Lenoir County Board of Commissioners and Appointing Thomas L. Hollowell, Lashanda A. Hall and Faye H. Mervin as Deputy Clerks to the Board. Mr. Mike Jarman, County Manager, stated the Resolution was Appointing Martha H. Martin as Clerk to the Lenoir County Board of Commissioners and Appointing Thomas L. Hollowell, Lashanda A. Hall and Faye H. Mervin as Deputy Clerks to the Board. The Lenoir County Board of Commissioners is respectfully requested to board appointments. N.C. General Statute 153-111 states that the Board of Commissioners shall appoint a Clerk to the Board. It is recommended that there be multiple Deputy Clerks in order to provide adequate "back-up", should the clerk be unavailable to **attest** to Board actions and carry out the duties of the Clerk when the Clerk is unavailable to perform the duties required by the position. It is anticipated that the absence of the Clerk will be rare, but it could happen. Administration will continually evaluate the effectiveness of this arrangement. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 14 was unanimously approved.

Item No. 15 was a Resolution Authorizing Acceptance of Community Transformation Grant Funds: \$9,319: Tammy Kelly, Cooperative Extension Director, stated the Resolution was to authorize the acceptance of Community Transformation Grant Funds in the amount of \$9,319 to support access to healthy local foods, by providing marketing and supplies to the Lenoir County Farmer's Market and LCFM Annex. With the \$9,319 contribution for our Lenoir County Farmer's Market and Annex, our goal is to increase awareness and participation in the market including the customer base as well as the vendor base. The implementation of this project will allow the purchase of additional vendor tables with wheels, additional produce benches, low-energy light bulbs, multi-purpose tent for additional food demonstrations, and signage. Tammy Kelly thanked Mr. Joey Huff, Health Department, for his help. Ms. Kelly extended an invitation to the Livestock Dinner tomorrow night at 5:00. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 15 was unanimously approved.

Item No. 16 was a Resolution Authorizing the County Manager to execute a \$1 Buyout Lease Agreement with De Lage Landen Public Finance, LLC along with a Product and Services Agreement with Centurylink Sales Solutions, Inc. Joey Bryan stated the Resolution was Authorizing the County Manager to execute a \$1 buyout lease agreement with De Lage Landen Public Finance, LLC along with a Product and Services agreement and a statement of work with Centurylink Sales Solutions, Inc. Lenoir County migrated to its current CISCO Unity/AVVID VOIP equipment 5 years ago. In doing so the County realized a savings of over \$30,000 each month on phone charges. The lease is currently up and we are paying \$5,453.44 each month to hold onto this equipment. Mr. Bryan stated he had looked at upgrading what we have to the latest CISCO Unity/AVVID VOIP with phones and latest software, and it can be done for \$5,019.93 per month. This would allow us to not only have the latest equipment under warranty, but it would realize a savings of \$433.51 or \$5,202.12 per year. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 16 was unanimously approved.

APPOINTMENTS

Item No. 17 was a Resolution Approving Citizens to Boards, Commissions, Etc. Mr. Jarman, County Manager, stated two applications were received after the agenda was completed. Mr. Davis asked that we go ahead and add Mr. Daughety for his first appearance.

Ms. McNairy asked to be on the Hwy 70 Corridor Committee as well as your Member-At-Large on the Lenoir County Transportation Committee. Ms. McNairy was added for her first appearance for the Hwy 70 Corridor Committee. These are on for 1st appearance, so no action was taken.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Transportation Committee Member At-Large (One Vacancy)	Dan Sale (Re-Appointment) Leigh McNairy Michelle A. Nix Barry Seay 1st Appearance	December 2016
Lenoir County Transportation Committee Chairman (One Vacancy)	Mac Daughety 1st Appearance	December 2016
Hwy.70 Corridor Committee (One Vacancy)	B.J. Murphy Leigh McNairy 1st Appearance	
Home and Community Block Grant Committee	Mineko Holloway 1st Appearance	February 2016
Lenoir County Transit Board	Mineko Holloway 1st Appearance	February 2016

Item No. 18-A was a Resolution Authorizing the Renewal of the Contract with the Lenoir County Transit System:\$3,000. Mr. Joey Huff, Health Department, stated the purchase order will utilize Federal funds, and he wanted to place two ads on two buses, one in English and one in Spanish for one year.

Item No. 18-B was a Resolution Authorizing a Purchase Order with Curtis Media Group: \$1,200.00. Mr. Joey Huff, Health Department, stated this also uses Federal funds and is for an ad for Family Planning, that has been approved by the Commissioners and proved to be a success in the past.

Item No. 18-C was a Resolution Authorizing a Purchase Order with Curtis Media Group: \$1,592.00 with the Curtis Media Group. Mr. Joey Huff, Health Department stated N.C. General Statues state that Tattoo Artist must be permitted by the Health Department and only seven (7) are permitted in Lenoir County. Mr. Huff also stated it is illegal for someone to be tattooed under the age of 18. He stated he would like to implement an awareness campaign to educate the public by going into schools, using radio ads and pamphlets using State Grant Funds. This purchase order will cover radio ads on WELS 102.9 and Todays Hits Q97.7. Upon a motion by Ms. Brown and a second by Ms. Sutton, Items No. 18-A, 18-B and 18-C were unanimously approved.

Commissioner Jackie Brown reminded the Board of the NCACC Meeting in Guilford County, Greensboro, N.C. August 22-25, 2013.

CLOSED SESSION

A motion was made by Jackie Brown and seconded by Linda Rouse-Sutton to go into closed session at 9:47 a.m. with the following cited: Number four (4) To discuss matters relating to the location or expansion of industries other businesses in the area served by Lenoir County. No action was taken.

OPEN SESSION

Upon a motion by Roland Best and a second by Jackie Brown Open session was resumed. Mr. Davis stated an Economic Development Issue was discussed, but no action was taken. The Board was recessed to go to the Tax Office for Budget Work Session.

BUDGET WORK SESSION

Mr. Davis reconvened the meeting at 10:30 a.m.

Mr. Jarman stated he will be meeting with Department Heads this week and would have more information to share afterward. He stated there would be other Budget Work sessions to provide the specifics of what is being requested. But today's meeting is to lighten the load of future meetings.

Mr. Jarman stated the both the Arts Council and the SPCA have requested meetings which may be scheduled in the Public Session of the Commissioners Meeting or in a Budget Work Session. He stated we need to offer to meet with the schools and view their presentation. He also reminded the Board that LCC has requested to share with the Board on April 16, 2013.

Mr. Jarman stated there have been some questions regarding the new jail and he has some numbers to share. He also stated the Fire Museum would be discussed, in addition to some of the changes made by the State and Federal Government and how those changes affect the County.

Mr. Jarman stated there has been some question about closing the old jail and only operating the new jail. He stated that jail operation plans (prior to construction) were based on the availability of all our facilities. He stated the new jail is designed with a capacity of 192 beds, four housing units with 48 beds per unit. Mr. Jarman stated with the old facility shut down, 48 beds would have to be dedicated to females. With the old facility shut down the Out of County Housing Cost for September 2012 through February 2013 would have been \$385,500. The Deputy I cost for this time frame would have been \$39,621.01. Personnel Cost for Transporting Inmates, Two (2) Deputies required, for this six month period would have been \$39, 621.01. The Total Cost for Housing Inmates Out of the County would have been \$425,121.01. The Jailer Cost would have been \$36,621.06. The total savings by not staffing the old jail would have been \$146,284.24. The additional cost to taxpayers if we only staff the new facility (6 months) would have been \$278,836.77. He stated if we close the downstairs jail it has a potential negative impact due to having to ship prisoners out, and lose potential revenue. Mr. Jarman stated the state will no longer be lenient on us over housing prisoners since we have the new facility.

He stated the Revenue available for the last 6 months with 60-80 beds available to rent as follows: Ten beds rented for 6 months generates \$91,250.00. Twenty beds rented for 6 months generates \$182,500.00 and thirty beds rented for 6 months generates \$27,750.00. In a 6 months summary, the negative impact on the budget would be approximately \$840,000.00.

Ms. Sutton asked Sheriff Hill to give an update regarding the new jail. He stated they began moving the inmates on Thursday and has already moved trustees. Sheriff Hill states there are still inmates outside the county and plans are to move them back this week. He stated there are 60-70 inmates in the new jail now and Wayne County has approached us about housing their inmates. Wayne County stated they have between 30 and 50 inmates to be housed.

Mr. Jarman stated that Mr. McLain and others have come before the Board asking that the Caswell No. 1 Fire Museum be renovated. He stated it is currently housing the Fire Museum and Maintenance Shop on the first floor and MIS, Teen Court and the Assistant District Attorney's Office on the second floor.

Mike Wiggins met with representatives from the East Group regarding the renovation of the museum and they have issues with the following: the structural integrity, the front brick wall is bowed, there is cracking in the brick lintels over the first story windows, mold, it is without

handicap accessibility, and there is possible lead paint and asbestos to be abated, due to the age of the building.

Mr. Jarman stated there had been a request from the Fireman's Association to renovate. He stated that Mike Wiggins worked with his staff and a contractor in the last couple of years to install a rubber roof on the building, which was done at a reasonable price. There has been demolition of two walls, wallpaper removed, a portion of the second floor painted and the carpet has been cleaned. He stated there has been \$8,000.00 spent on repairs. Mr. Jarman stated the County pays all the utilities and insurance for the entire facility.

He stated the proposal he handed out, was an Engineering Study for \$2,900.00. The construction costs associated with the study would be \$3,000.00 - \$4,000.00. He stated if structural issues were found, then the cost would depend on the findings. Mr. Jarman stated there are multiple options. Perform the study and if structurally sound, occupy as is until renovation funds are available. If the building is not structurally sound, relocate the occupants until renovation funds are available. Funds can be budgeted for renovations for FY 2013-2014 or the building can be donated to the Fireman's Association or the Historical Society. He stated that Teen Court and the Assistant District Attorney could be moved to the Courthouse and MIS could be moved into the building purchased from the IRS on McLewean St.

Ms. Sutton asked if she understood him to say that there had been correspondence from the Fire Association. Mr. Jarman stated that Mr. Guy Basden and Mr. Jim McLain had inquired about where the commissioners stand on renovating the building. He stated there has been no discussion with anyone regarding donating the building.

Mr. Davis asked Mr. Jarman if we could approach Mr. Basden to see if any groups would be willing to accept the building and Mr. Jarman stated we need to give them an idea where the Board stands. He stated if the building is not structurally sound then the building may have to be closed down.

Mr. Hill asked if liability was an issue and Mr. Jarman stated we may need to fix the building or close the doors.

Ms. Sutton stated she thought we should do the study and if it is not structurally sound, then lock the doors and donate it to the Fireman's Association/Fire Museum, giving them the option to do what needs to be done.

Roger Dail, EMS Director, stated that the City has a local union that has done some work. Mr. Jarman stated he would proceed to do the study and if structurally sound would work on it whenever funds were available and if not sound, then it would be closed down.

Mike Wiggins stated there had been termite damage found in the walls and he had it treated 5 years ago but there is still damage showing up from previous years. He stated the floors were dirt

at one time and then there was concrete poured without treating the problem first.

Mr. Hill asked if the close proximity to the courthouse should be considered if the decision was made to give it up. He questioned the need for the building 20 or 30 years down the road.

Mr. Jarman stated Mr. Hill had a good point and we would need to stipulate if the County gave the building to a historical group that it be returned to the county in the event the status changed. He stated he could bring forth a resolution to do the study to the next meeting.

Ms. Sutton asked that the Fireman's Group be approached first and Mr. Davis stated he thought the study needed to be done without spending money. Ms. Sutton stated interested parties could possibly get assistance from historical grants and/or Tourism.

Mr. Davis suggested asking Mr. William Jarman of Jarman Construction to do an evaluation. He stated Mr. Jarman has experience with these kinds of buildings and can possibly do a walk through evaluation without "boring holes" in the structure.

Mr. Jarman stated he could contact Mr. William Jarman to get an opinion and also ask the Inspections Department to look at it but at some point a decision had to be made due to the integrity of the building being questioned. Mr. Jarman stated an engineer should look at it.

Roger Dail stated it would be expensive to renovate the building if lead based paint/asbestos were found. He stated OSHA would require an engineered seal.

Mr. Jarman stated he would get back to the Board concerning this issue.

Mr. Tommy Hollowell stated the closing is tomorrow, April 02, 2013. He commented on refunding \$18,970,000 of Series 2007 Bonds. He stated the actual savings for FY 13-14 is \$34,411, which was less than he had hoped for. The savings for FY 14-15 thru FY 27-28 is \$40,000 minimum per year. The total savings achieved by refunding is \$636,386.

Ms. Linda Rouse-Sutton commented this was a "good job".

Mr. Jarman stated we would not see the \$34,411.00 gain because of sequestration and Mr. Hollowell commented that sequestration was affecting the budget. The RZEDB (Recovery Zone Economic Development Bond) Debt 8.7% reduction in interest rebate, reduction for FY 13-14 is \$40,089.

The EM EMPG (Emergency Management Grant Money) 8.7% reduction in grant funding, reduction for FY 13-14 is \$1,800.

Ms. Susan Moore, Department of Social Services, commented on how the cuts would affect that department.

Mr. Jarman stated we were hoping to see a reduction of \$70,000 in refinancing of the bonds but

he is still thankful that it did not go up.

Mr. Hollowell stated another issue affecting the budget is the Affordable Health Care Act. He stated beginning in January 2014, all employers who offer health insurance and who have more than 50 employees, will have to pay an annual tax of \$63.00. Calculation for FY 13-14

$\$63 \times 704 + \$44,352 / 2 = \$2,176.$

Mr. Hollowell stated a State issue that is affecting the budget is Unemployment Insurance. He stated an Unemployment Insurance Account would have to be established at the state level. Mr. Hollowell stated this has to be 1% of taxable wages and for Lenoir County this is an estimate of \$170,000. We must contribute \$209.00 per employee until U.I. Account is funded at the 1% level. Based on FY 13-14 the estimate is \$99,484. In FY-12-13 our budget was \$30,000.

Mr. Hollowell commented that this will definitely impact Lenoir County's budget.

Mr. Jarman stated he is meeting with the Department Heads regarding the budgets and will bring more information to the Board in the future.

With no further discussion and Upon a motion by Linda Rouse-Sutton and a second by Roland Best, Mr. Davis adjourned the meeting at 11:30 a.m.

Respectfully Submitted,

Reviewed By,

Faye H. Mervin

Deputy Clerk



Michael W. Jarman

County Manager

A RESOLUTION HONORING REBECCA JONES

Item NO. 4

- WHEREAS, the Lenoir County Board of Commissioners wishes to proudly acknowledge and to publicly recognize employees retiring from the Lenoir County Department of Social Services; and,
- WHEREAS, Ms. Rebecca Jones was employed by the County Director of Social Services as a Typist III on February 1, 1983; and,
- WHEREAS, Ms. Rebecca Jones was promoted to a Social Services Eligibility Specialist I on August 1, 1985; and,
- WHEREAS, Ms. Rebecca Jones transferred to a Typist III position on May 26, 1988; and,
- WHEREAS, Ms. Rebecca Jones' position was reallocated as a Clerk Typist III on January 1, 1989; and,
- WHEREAS, Ms. Rebecca Jones' position was reclassified to an Office Assistant III on July 1, 1993; and,
- WHEREAS, Ms. Rebecca Jones was promoted to an Income Maintenance Caseworker II on August 15, 1993; and,
- WHEREAS, Ms. Rebecca Jones was promoted to an Income Maintenance Caseworker III on April 21, 1997; and,
- WHEREAS, Ms. Rebecca Jones was promoted to an Income Maintenance Supervisor II on August 14, 2006; and,
- WHEREAS, Ms. Rebecca Jones 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. Rebecca Jones submitted her notice of retirement from the Lenoir County Department of Social Services effective May 1, 2013; and,
- WHEREAS, Ms. Rebecca Jones will retire with thirty years of service from the Lenoir County Department of Social Services.

THEREFORE BE IT RESOLVED, this the 15th Day of April in the Year 2013 of our Lord, that the Lenoir County Board of Commissioners recognizes Ms. Rebecca Jones 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 this Resolution be transmitted to Ms. Rebecca Jones by the Clerk to the Board of Commissioners of Lenoir County.

BOARD OF COMMISSIONERS OF LENOIR COUNTY

BY:

Mr. Reuben Davis, Chairman

ATTEST:

Clerk to the Board of Lenoir County Commissioners

Proclamation Honoring Paul F. Miller

WHEREAS; the Lenoir County Board of Commissioners wish to recognize the services of Paul F. Miller, who is retiring as Executive Director of the N.C. State Firemen's Association this 2013; and

WHEREAS; Paul Miller has worked over 30 years as an advocate for firefighters, rescue, and EMS personnel in Lenoir County and the State of North Carolina; and

WHEREAS; Paul Miller has been an integral factor in establishing and maintaining retirement and death benefits for our emergency services personnel in Lenoir County and the State of North Carolina; and

WHEREAS; Paul Miller used his teaching skills to provide fire, rescue and EMS training for the N.C. Department of Insurance and the N.C. Department of Community Colleges; and

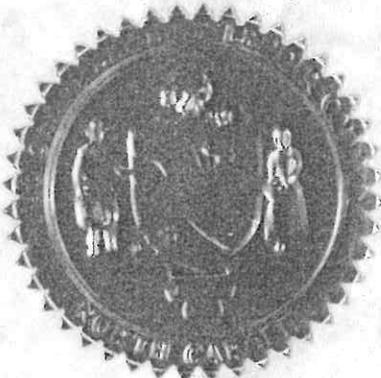
WHEREAS; Paul Miller has spent the majority of his life involved with and providing assistance to the fire, rescue and EMS services in our County and State, and has been an instrumental voice for fire, rescue and EMS in Lenoir County; and

WHEREAS; Paul Miller must be commended for his diligence, heart and compassion for emergency services personnel; and

WHEREAS; Lenoir County and the State of North Carolina will continue to reap the benefits of Mr. Miller's dedication, service and friendship;

NOW THEREFORE BE IT RESOLVED , this 15th day of April 2013, that the Lenoir County Board of Commissioners recognize Mr. Paul F. Miller for his commitment and dedication in the field of emergency services to Lenoir County and to the State of North Carolina

LENOIR COUNTY BOARD OF COMMISSIONERS



Reuben J. Davis, Chairman

Date

Clerk to the Board

Date

Item No. 6

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: SHERIFF'S DEPARTMENT: \$15,660. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2012 - 2013
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		SHERIFF DEPARTMENT		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES		
Account # and Title	Amount	Account # and Title	Amount		
INCREASE		INCREASE			
10-3991-9910 FUND BALANCE APPROPRIATED	15,660.00	10-4310-1212 OVERTIME	15,660.00		
Total	15,660.00	Total	15,660.00		

Reason and Justification for Request:
 TO BUDGET FUNDS FROM HIDTA (HIGH INTENSITY DRUG TRAFFICKING AREA) , OCADET (ORGANIZED CRIME DRUG ENFORCEMENT TASK FORCE) AND ICE (IMMIGRATION & CUSTOMS ENFORCEMENT) GRANTS. THESE ARE FEDERAL PROGRAMS THAT TARGET ORGANIZED CRIME, NARCOTICS & IMMIGRATION ISSUES. THESE FUNDS REIMBURSE THE COUNTY FOR OVERTIME INCURRED.

Department Head Approval <i>Christy L. H.</i>	Date 4/9/13	Finance Officer Approval <i>Martha H. Martin</i>	Date 4/9/2013
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Budget Officer Approval <i>Michael W. Jarman</i>	Date 4/10/13
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Board Approval (When Applicable)	Date	Date of Minutes
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Item No. 7

BUDGET ORDINANCE AMENDMENT: GENERAL FUND:FINANCE/ HEALTH DEPT: \$15,758. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2012 - 2013
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		FINANCE/HEALTH:ANIMAL CONTROL		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u>		<u>INCREASE</u>			
10-3991-9910 FUND BALANCE APPROPRIATED	15,758.00	10-5182-3500 MAINT/REPAIR BLDGS/GRNDS	15,758.00		
Total	15,758.00	Total	15,758.00		

Reason and Justification for Request:

TO BRING FORWARD UNEXPENDED FUNDS FROM THE HEALTH DEPARTMENT'S LINE FOR MAINTENANCE AND REPAIRS OF THE BUILDINGS AND GROUNDS AT THE SPCA CENTER. A TOTAL OF \$20,000 WAS BUDGETED IN FY 11-12, AND \$7,982. WAS ROLLED FORWARD FROM FY 10-11, GIVING A BALANCE OF \$27,982. FOR FY 11-12. ONLY \$12,224.56 OF THAT AMOUNT WAS SPENT IN FY11-12, SO THE BALANCE OF \$15,758. IS BEING ROLLED FORWARD INTO FY12-13.

Department Head Approval <i>Martha H. Martin</i>	Date <i>4/3/2013</i>	Finance Officer Approval <i>Martha H. Martin</i>	Date <i>4/3/2013</i>
Budget Officer Approval <i>Murphy Warman</i>	Date <i>4/4/13</i>		
Board Approval (When Applicable)	Date	Date of Minutes	

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 4/15/2013 **ITEM NO.** 8

Resolution Requesting the Establishment of Fees for Rabies Vaccinations

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is asked to establish the fee for rabies vaccinations to be administered at the county sponsored Rabies Vaccination Clinics at \$7.00.

HISTORY / BACKGROUND:

NCGS 130A-187 requires the local health director to organize and assist other organizations to conduct rabies vaccination clinics at least annually. NCGS 130A-188 requires the board of county commissioners to establish the fee for rabies vaccination at county sponsored vaccination clinics. Rabies Vaccination Clinics have been scheduled for Tuesday, April 16, 2013 (Riverbank Animal Hospital, Northside Animal Hospital, Countryview Animal Hospital and Animal Hospital of Lenoir County LaGrange).

EVALUATION:

This action is necessary to comply with applicable laws.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.



Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners to establish the fee for a rabies vaccination to be administered at county sponsored Rabies Vaccination Clinics at the rate of \$7.00.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Reuben Davis, Chairman

04/15/13
Date

ATTEST

Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 04/15/2013 **ITEM NO.** 9

Resolution Approving Deputy Sheriff Position in the Sheriff's Office: \$57,192

SUBJECT AREA: PERSONNEL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to add (1) certified deputy sheriff's position to the Sheriff's Office in the amount of \$57,192 with funding provided from Civil Process Fees collected by the Sheriff.

HISTORY / BACKGROUND:

The Lenoir County Sheriff's Office, excluding the jail, has a total compliment of 70 employees and is a 24/7 operation. Of those 70 employee's, 63 are sworn officers, authorized to serve civil process and make arrests. One position is cannibalized to fund (3) part-time door guards in the courthouse. The remaining employees are the civilian staff that perform clerical functions for the office. The office is broken down into divisions which carry out various critical functions for the Sheriff. Twenty-five deputies (5) per shift serve civil process, make transports, and answer 911 calls (approximately 15K per year) in the County. Nine deputies provide law enforcement to the Town of LaGrange. The remaining sworn staff consists of investigators, execution paper service and collection, child support enforcement, school resource officers, and courtroom security.

EVALUATION:

The Sheriff is attempting to find ways in which to move the office more toward proactive law enforcement by reducing the day to day requirements of paper service. In an effort to enhance the service of civil process and increase enforcement, the Sheriff intends to split Support Services into two distinct divisions. The Process Services Division will be responsible for the service of civil process. The Court Services Division will be responsible for courtroom and courthouse security. This will necessitate the funding of an additional supervisor to assist in serving civil process and to supervise the other deputies who will be serving various forms of civil process. By doing this, the responsibilities of civil process is removed from the patrol officers, thereby providing them more time to patrol the schools that do not have SRO's, patrol within their assigned areas and perform proactive enforcement, which might reduce crime. The costs associated with funding this position will come from the Sheriff's civil process service fee's line. This line is designed to be spent exclusively by the Sheriff to enhance the service of civil process. These funds are not derived from property taxes. At present, this line accumulates funds at a rate of about 60K per year. Salary and benefits for this position are \$57,192.

The Sheriff respectfully requests that he be allowed to add a deputy sheriff position to the Sheriff's Office, bringing the Sheriff's Office staff to a total of 71 employees.

RESOLUTION SUPPORTING REGIONAL INTERSTATE CONNECTIVITY IN EASTERN NORTH CAROLINA

WHEREAS, Metropolitan Planning Organizations (MPO's) and Rural Planning Organizations (RPO's) exist to serve as intergovernmental organizations with the purpose of addressing transportation needs and prioritizing improvement projects for assisting the North Carolina Department of Transportation (NCDOT) with developing a Statewide Transportation Improvement Program; and

WHEREAS, members of a coalition of MPO's and RPO's known as the Eastern North Carolina MPO/RPO Coalition or "Coalition", which now include all transportation planning organizations east of I-95 in North Carolina, have met to discuss, advocate, and conceptualize a regional interstate highway system for Eastern North Carolina; and

WHEREAS, the Coalition members are committed to regional cooperation in project prioritization and the top priority highway projects for each organization; and

WHEREAS, the upgrading to Interstate standards of the existing corridors of US264 and US70 to provide direct connection to I795, along with the NC11 corridor between US264 and Harvey Parkway Section C, will provide regional, State, and National access to our region; and

WHEREAS, development of such an Interstate Highway System will provide for long-term economic sustainability in eastern North Carolina, improved mobility and enhanced connectivity among the region's industrial, military, educational, medical, multi-modal transportation, airports and other regionally significant assets, provide economic development opportunities, and improve emergency evacuations; and

NOW, THEREFORE, BE IT RESOLVED, that the Lenoir County Board of Commissioners support NCDOT's development and construction to Interstate Highway standards of a regional interstate system along US 264 and US 70.

ADOPTED this the 15 day of April, 2013

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Reuben Davis, Chairman 04/15/13
Date

ATTEST 04/15/13
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 04/15/13 **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.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Transportation Committee Member At-Large (One Vacancy)	Dan Sale (Re-Appointment) Leigh McNairy Michelle A. Nix Barry Seay 2nd Appearance	December 2016
Lenoir County Transportation Committee Chairman (One Vacancy)	Mac Daughety 1st Appearance	December 2016
Hwy. 70 Corridor Committee (One Vacancy)	B. J. Murphy Leigh McNairy 2nd Appearance	
Home and Community Block Grant Committee	Mineko Holloway 2nd Appearance	February 2016
Lenoir County Transit Board	Mineko Holloway 2nd Appearance	February 2016
Lenoir County Board of Health	Randy G. Jones 1st Appearance	April 2017
Lenoir Community College Board of Trustees	Tom Salter 1st Appearance	June 2017

CURRENT VACANCIES:

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

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

Lenoir County Transportation Committee – (1) Member At-Large, (1) Chariman

Hwy. 70 Corridor Committee

MANAGER'S RECOMMENDATION:

Initials

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

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Transportation Committee Member At-Large (One Vacancy)	Dan Sale (Re-Appointment) Leigh McNairy Michelle A. Nix Barry Seay 2nd Appearance	December 2016
Lenoir County Transportation Committee Chairman (One Vacancy)	Mac Daughety 1st Appearance	December 2016
Hwy. 70 Corridor Committee (One Vacancy)	B. J. Murphy Leigh McNairy 2nd Appearance	
Home and Community Block Grant Committee	Mineko Holloway 2nd Appearance	February 2016
Lenoir County Transit Board	Mineko Holloway 2nd Appearance	February 2016

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Davis _____ Brown _____ Best _____ Daughety _____

Hill _____ Rouse _____ Sutton _____

Reuben J. Davis., Chairman

04/15/13
Date

ATTEST

04/15/13
Date

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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

Advisory Board/Committee/Commission interested in:

Lenoir County Transportation Committee

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

* * * * *

Name: DANIEL K. SALE
Address: 1611 CAMBRIDGE DRIVE
City/State/Zip: KINSTON | NC | 28504
Telephone: (Home) 252-523-2371 (Work) 252-522-3611
Occupation: AUTO DEALER
Business Address: 1053 HWY 258 N KINSTON | NC | 28504
Age: (Optional): 48
Number hours available per month for this position: 6-8
Training: BACHORS IN BUSINESS ADMIN.
Business and Civic Experience/Skills: OWN + OPERATE SALE AUTO MALL AND SALE FORD APPROX 125 PEOPLE.
Other County Boards/Committees/Commissions presently serving on: COMMITTEE 100, THE ART COUNCIL,
Expiration date of Term: 2008

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) |
| <u>K-4 (Northwest Elementary School)</u> | 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.

Signature of Applicant

Date

Daniel K. Sale

6/11/07

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:

The Lenoir County Transportation Committee

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

* * * * *

Name: Leigh Harvey McNaury
 Address: 1101 Walker Drive
 City/State/Zip: Kinston, NC 28501
 Telephone: (Home) 252-523-3155 (Work) 252-522-5963
 Occupation: Consultant
 Business Address: P.O. Box 189 Kinston, NC 28502
 Age: (Optional): _____
 Number hours available per month for this position: 80+ hrs
 Training: _____
 Business and Civic Experience/Skills: NC DOT for Ports/Aviation ('10-'13); Chairman of The Hwy. 70 Committee of the DOT ('10-'13); NC Eastern Region Economic Development Commission ('05-'10); see "*" below
 Other County Boards/Committees/Commissions presently serving on: Presently, I do not serve on any boards/committees/commissions in Lenoir County
 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) |
| <u>K-4 (Northwest Elementary School)</u> | Pink Hill 1 (Bethel Baptist Church) |
| K-5 (Spillman Baptist Church) | Pink Hill 2 (Pink Hill Rescue Station) |
| K-6 (Teachers Memorial School) | Sand Hill (Sand Hill VF Department) |
| K-7 (Emma Webb Recreation Center) | Southwest (Southwest VF Department) |
| K-8 (Holloway Recreation Center) | Trent 1 (Deep Run VF Department) |
| K-9 (Kinston Number 4 Fire Station) | Trent 2 (Moss Hill Ruitan Building) |
| Contentnea (Contentnea Ruitan Building) | Vance (GTP Ed & Training CTR.) |
| 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.

Leigh Harvey McNaury
Signature of Applicant

02-15-13
Date

* Voting member of the Greenville Metropolitan Planning Commission (2012-2014)

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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

Advisory Board/Committee/Commission interested in:

Lenoir County Transportation Committee

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

Name: Michelle A Nix
 Address: 3003 Hillman Rd.
 City/State/Zip: Kinston, NC 28504
 Telephone: (Home) 252-560-4811 (Work) 252-522-5931
 Occupation: Financial Consultant - First Citizens Investments
 Business Address: 607 Plaza Blvd., Kinston, NC 28501
 Age: (Optional): _____
 Number hours available per month for this position: as needed
 Training: _____
 Business and Civic Experience/Skills: Registered Representative, Licensed NC Life agent, Chamber of Commerce Ambassador
 Other County Boards/Committees/Commissions presently serving on: Lenoir County BOP Chair
 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) |
| <u>K-9 (Kinston Number 4 Fire Station) ISEPHC</u> | 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

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.

Michelle Nix
Signature of Applicant

2-18-2013
Date

APPLICATION FOR APPOINTMENT to LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

Transportation Committee

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

Name: Barry F. Seay

Address: 1800 Queens Rd | 1416 Harriette Dr

City/State/Zip: Kinston, NC 28501 | Kinston, NC 28504

Telephone: (Home) (252) 560-0627 (Work) (252) 560-0627

Occupation: Insurance Broker, Real Estate Broker and RTTRP

Business Address: 1609 West Vernon Avenue 1st A Kinston, NC 28504

Age: (Optional): 51

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

Training: See Attached

Business and Civic Experience/Skills: See Attached

Other County Boards/Committees/Commissions presently serving on: Lenoir County Planning Board and its liaison to the Transportation Committee

Expiration date of Term: _____

Circle your voting precinct

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

[Signature]
Signature of Applicant

03/01/2013
Date

Barry E. Seay

Mailing: 1416 Harriette Dr.
 Kinston NC 28504 Cell: (252) 560-0627
 Physical: 1800 Queens Rd. E-mail: barryeseay@gmail.com
 Kinston, NC 28504

Objective To serve the citizens of the Lenoir County, North Carolina.

- Work Experience**
- 2007-Present Real Estate Broker, Malone Realty, Inc. Kinston, NC
- 2011 Exceeded \$1 Million in real estate sales,
 - 2012 Exceeded \$1 Million in real estate sales,
 - 2013 Currently have \$5 Million in real estate sales pending.
- 2007-Present Insurance Broker, H.L. Malone Ins. Agency, Inc. Kinston, NC
- Manage approximately \$1.5 Million in insurance policy premium.
- 2009-Present Tax Preparer, Jackson Hewitt Tax Service Kinston, NC
- Completing requirements for IRS Registered Tax Return Preparer,
 - Beginning course work for Enrolled Agent designation.
- 2011- Present Teacher, Kinston High School Kinston, NC
- Taught Algebra and Geometry for six months,
 - Approved Substitute Teacher.
- 2001–2008 President, Kinsey Mill & Seay, Inc. Kinston, NC
- Incorporated a tax preparation service and obtained license through the Internal Revenue Service for electronic filing.
 - Approved by the North Carolina Banking Commission to provide anticipation loans and established a relationship with Chase Bank to provide tax refund loans.
- 1995–2008 Instructor, Lenoir Community College Kinston, NC
- Instructor for Real Estate Math courses as pre-requisite for the Real Estate Pre-licensing course.
 - Approved by the North Carolina Department of Insurance to instruct courses on all lines of insurance for Pre-Licensing, Continuing Education and courses for the general public, Wrote the insurance continuing education courses for college.
 - Approved by the North Carolina Department of Motor Vehicles to instruct Pre-Licensing and Continuing Education courses for Non-franchised Auto Dealers,
 - Instruct Adult Basic Education/GED Preparation Courses with concentration on Mathematics, Geometry and Algebra. Also taught Algebra 1a in the Adult High School program,
 - Taught Physics 131 for the engineering students.

- 2006–2008 President, Seay Mortgage Services Kinston, NC
- Licensed as a Mortgage Loan Officer by the North Carolina Commissioner of Banks,
 - Completed the North Carolina Mortgage Professional Association Courses.
- 2005–2007 President, Seay Real Estate Services, Inc. Kinston, NC
- Incorporated a Real Estate Firm,
 - Licensed Real Estate Salesperson, Broker and designated as Broker-in-Charge by the North Carolina Real Estate Commission.
 - Completed the Carlton Sheets Real Estate Investor Courses.
- 2005–2007 President, Seay Financial Group, Inc. Goldsboro, NC
- Incorporated as a financial services corporation,
 - The company focuses on Life, Accident and Health plans for individuals and small regional corporations,
 - Completed Pre-licensing courses for variable products, mutual funds and securities required for NASD series #6, NASD series #63 and SEC series #7.
- 1988–2007 President, Seay Insurance Services, Inc. Kinston, NC
- Increased sales from \$0 to slightly less than \$1 million.
 - Cut operating expenses by implementing technology and reducing personnel cost.
 - Implemented QuickBooks Pro accounting software, accounting procedures, and audits.
 - Implemented and managed a 6 user Microsoft BackOffice NT Server with Intranet and Internet capabilities, proxy server, fax server, and SQL server.
 - Moved the agency from 70 % direct bill to 96% direct bill by premium volume or from 82% direct bill to 99% direct bill of total policies.
- 1986–1988 Statistical Process Engineer, The West Company Kinston, NC
- Increased production yield from 68% to 94% on BD Hard pack shields.
 - Conceived, developed, and coordinated with DuPont to implemented a continuous real time Chlorine monitoring system to replace a manual titration method used in production of Pharmaceutical rubber products
 - Responsible for designing manufacturing processes, training the employees, and reducing product variance.
 - Implementing the Deming and JIT management philosophy in a production driven manufacturing facility.
 - Taught management and employees on rainbow charts, X and R charts, factorial experiments, Box-Wilson experiments, and Time Variation Analysis.
 - Conducted process time studies.

Civic Activity

2008 – 2013	Kinston/Lenoir County Board of Realtors, Vice-President
2008 – Present	Kinston Lenoir County Chamber of Commerce, Ambassador
2010-2012	Kinston Home Builders Association, Director
2011-Present	Lenoir County Planning Board, Member
2011-Present	Lenoir County Transportation Committee, Liaison
2006-2008	Junior Achievement of Lenoir County, Inc., Executive Director
1982-Present	Richard Caswell Masonic Lodge #705, Past Master
1983-2007	New Bern Scottish Rite, Master of the Ceremony 32°
1983-2005	New Bern Ancient Order of the Mystic Shrine , Noble
2005-2007	Lenoir County Republican Party, Vice Chairperson

Reference Supplied upon request.

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

US 70 Corridor Commission

(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: BJ Murphy
 Address: 1703 Sunset Ave
 City/State/Zip: Kinston, NC 28504
 Telephone: (Home) 252-468-2206 (Work) _____
 Occupation: Sales
 Business Address: same
 Age: (Optional): 32
 Number hours available per month for this position: As needed
 Training: Already familiar with Commission's role. No training necessary.
 Business and Civic Experience/Skills: Mayor, City of Kinston

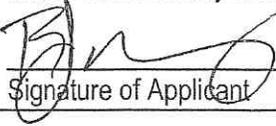
Other County Boards/Committees/Commissions presently serving on: _____
Lenoir County Transportation Committee
 Expiration date of Term: _____

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) |
| <input checked="" type="radio"/> K-4 (Northwest Elementary School) | Pink Hill 1 (Bethel Baptist Church) |
| K-5 (Spillman Baptist Church) | Pink Hill 2 (Pink Hill Rescue Station) |
| K-6 (Teachers Memorial School) | Sand Hill (Sand Hill VF Department) |
| K-7 (Emma Webb Recreation Center) | Southwest (Southwest VF Department) |
| K-8 (Holloway Recreation Center) | Trent 1 (Deep Run VF Department) |
| K-9 (Kinston Number 4 Fire Station) | Trent 2 (Moss Hill Ruitan Building) |
| Contentnea (Contentnea Ruitan Building) | Vance (GTP Ed & Training CTR.) |
| 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.


Signature of Applicant

3/7/2013
Date

APPLICATION FOR APPOINTMENT

to

LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

The Lenoir County Transportation Committee

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

* * * * *

Name: Leigh Harvey McNairy
 Address: 1101 Walker Drive
 City/State/Zip: Kinston, NC 28501
 Telephone: (Home) 252-523-3155 (Work) 252-522-5963
 Occupation: Consultant
 Business Address: P.O. Box 189 Kinston, NC 28502
 Age: (Optional): _____
 Number hours available per month for this position: 80+ hrs
 Training: _____
 Business and Civic Experience/Skills: NC DOT for Ports/Aviation ('10-'13); Chairman of The Hwy. 70 Committee of the DOT ('10-'13); NC Eastern Region Economic Development Commission ('05-'10); see "*" below
 Other County Boards/Committees/Commissions presently serving on: Presently, I do not serve on any boards/committees/commissions in Lenoir County
 Expiration date of Term: _____

Circle your voting precinct

- | | |
|--|--|
| <ul style="list-style-type: none"> K-1 (Carver Courts Recreation Center) K-2 (Old Plummer Daniel's Building) K-3 (Fairfield Recreation Center) <u>K-4 (Northwest Elementary School)</u> 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) | <ul style="list-style-type: none"> 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.

Leigh Harvey McNairy
 Signature of Applicant

02-15-13
 Date

* Voting member of the Greenville Metropolitan Planning Committee ('10-'13):

Corridor Commissioners

Commissioners by County	Contact Info					Address	City	ST	Zip
	Phone	Cell	Fax	Email					
Carroll									
Robin Comer	252-393-6646 H	252-393-3244	252-728-2092	robin.comer@carrollcountync.gov	322 C Wood Farm Road	Cape Fear	NC	28584	
David Whitlow	252-726-6848	252-903-7659	252-222-3082	jhill@bizcrr.com	706 Arendell St.	Morehead City	NC	28557	
Joan Pulley	252-241-0539	252-728-6455	252-728-6406	jhpulley@gmail.com	100 Cedar St.	Beaufort	NC	28516	
Tom Sleepy	252-728-4754	252-646-5186		tsleepy@ecr.com	217 Rudolph Dr	Beaufort	NC	28517	
Craven									
Vacant									
Jack B. Veit, III	252-636-6600		252-637-0526	jveit@cravencountync.gov	406 Craven St	New Bern	NC	28560	
Tom Mark	252-636-6600		252-637-0526	tmark@cravencountync.gov	5504 Blackbeard Lane	New Bern	NC	28560	
Danny Walsh	252-447-5630			boones@bizcrr.com	317 US Highway 70 W	Havelock	NC	28532	
Johnston									
Frank Price	919-851-8077	919-524-2362	919-851-8107	frank@wetherilleng.com	559 Jones Franklin Road, Ste 164	Raleigh	NC	27606	
Donald B. Rains	919-936-3141	919-273-0569	919-936-0458	dtrains@embarqmail.com	P.O. Box 67	Princeton	NC	27569	
Richard Hicks	919-938-3885	252-341-6805	919-938-0955	kmradm@strator.wilsonsmills.com	P.O. Box 448	Wilson's Mills	NC	27593	
Ted Godwin	919-965-4383			tedgodwin@bellsouth.net	395 Hawkins Road	Selma	NC	27576	
Lenoir									
J. Mac Daugherty	252-527-5900	252-939-2957		mdaugherty@gmail.com	772 Central Avenue	Kinston	NC	28504	
Brian Lucas	252-939-3316			brian.lucas@cl.kinston.nc.us	P.O. Box 339	Kinston	NC	28502	
Mark Pope	252-527-1963		252-527-1914	mpope@lenoirredc.com	P.O. Box 897	Kinston	NC	28502	
Vacant									
Wayne									
Chris Boyette	919-751-9077			chrisboyette@hotmail.com	P.O. Box 986	Goldsboro	NC	27533	
Joe Daugherty		919-273-6065		joedaugherty@waynegov.com	310 Walnut Creek Drive	Goldsboro	NC	27534	
Steve Keen		919-920-7023	919-736-7849	Steve.Keen@waynegov.com	412 NC Highway 581 South	Goldsboro	NC	27530	
Bill Pale		919-922-4991		Bill.Pale@waynegov.com	108 Torhunta Drive	Goldsboro	NC	27534	

3/12/2013

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

Transit Advisory 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: Mineko Holloway
 Address: _____
 City/State/Zip: _____
 Telephone: (Home) 252 236 6716 (Work) 252 527-1545
 Occupation: Executive Director, Lenoir County Council on Aging
 Business Address: 112 E. Blyant St, Kinston 28501
 Age: (Optional): _____
 Number hours available per month for this position: _____
 Training: 0
 Business and Civic Experience/Skills: 8 years experience in aging services
contracting with local providers & moderating services
 Other County Boards/Committees/Commissions presently serving on: _____
NC Association on aging
 Expiration date of Term: _____

Circle your voting precinct

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

Mineko Holloway
Signature of Applicant

3/15/13
Date

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

Home & Community Care Block Grant Advisory Committee
(I understand that this application will be kept on the active file for two years only, and I, hereby, authorize Lenoir County to verify all information included in this application.)

* * * * *

Name: Mineko Holloway
 Address: 1
 City/State/Zip: _____
 Telephone: (Home) 252-286-6716 (Work) 252-527-1545
 Occupation: Executive Director, Lenoir County Council on Aging
 Business Address: 112 E. Blount Street, Kinston, NC 28501
 Age: (Optional): _____
 Number hours available per month for this position: _____
 Training: _____
 Business and Civic Experience/Skills: 7+ years in aging services
contracting & monitoring with local service agencies
 Other County Boards/Committees/Commissions presently serving on: _____
 Expiration date of Term: _____

Circle your voting precinct N/A

- | | |
|---|--|
| K-1 (Carver Courts Recreation Center) | Institute (Institute Methodist Church) |
| K-2 (Old Plummer Daniel's Building) | Moseley Hall (Frink Middle School Gym) |
| K-3 (Fairfield Recreation Center) | Neuse (Agricultural Center) |
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| Falling Creek (Banks Elementary School Gym) | Woodington (Woodington Middle School) |

CERTIFICATION

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Mineko Holloway
Signature of Applicant

3/13/13
Date

LENOIR COUNTY COUNCIL ON AGING, INC.

112 E. Blount Street • Kinston, N.C. 28501

Telephone 252-527-1545, 252-527-1549 • Fax 252-527-8899

Website LENOIRCCOA.ORG



April Banks
Lenoir County Managers Office
PO Box 3289
Kinston, NC 28502



March 13, 2013

Ms. Banks,

Please accept the enclosed application for appointment to the Home and Community Care Block Grant Advisory Committee.

If you need any further information from me please call or email me.

mh.lccoa@suddenlinkmail.com

Thank you,

Mineko Holloway
Mineko Holloway

Executive Director

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

Lenoir County Board of Health
(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: Randy G. Jones DVM
 Address: 3501 Lakeview Trail
 City/State/Zip: Kinston, NC 28504
 Telephone: (Home) 252-527-9584 (Work) 252-527-4960
 Occupation: Veterinarian
 Business Address: 1308 Hug 258N Kinston, NC 28501
 Age: (Optional): 54
 Number hours available per month for this position: _____
 Training: BS Animal Science NCSU 1981 DVM NCSU 1985
 Business and Civic Experience/Skills: Owner of a veterinary practice since 1995 Former member + President Kinston Host Lions Club
 Other County Boards/Committees/Commissions presently serving on: _____
None
 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) |
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| K-5 (Spillman Baptist Church) | Pink Hill 2 (Pink Hill Rescue Station) |
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| K-8 (Holloway Recreation Center) | Trent 1 (Deep Run VF Department) |
| K-9 (Kinston Number 4 Fire Station) | Trent 2 (Moss Hill Ruitan Building) |
| Contentnea (Contentnea Ruitan Building) | Vance (GTP Ed & Training CTR.) |
| <u>Falling Creek (Banks Elementary School Gym)</u> | Woodington (Woodington Middle School) |

CERTIFICATION

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Signature of Applicant

3/27/2013
Date



March 28, 2013

Mr. Reuben Davis, Chairman
Lenoir County Board of Commissioners
2141 Oakridge Road
Kinston, NC 28504

Dear Mr. Davis:

Mr. Tom Salter was appointed to our Board of Trustees by the Lenoir County Commissioners. His term is due to expire on June 30, 2013.

Mr. Salter is a good trustee and faithful member of our Board. We would be pleased if he is reappointed for a four-year term.

Please contact me if you need additional information.

Sincerely,

Brantley Briley, Ed.D.
President

BB/lkw

cc: Mr. Grady Bethel, LCC Board Chair
Mr. Mike Jarman, Lenoir County Manager
Mr. Tom Salter