

LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
MONDAY, APRIL 18, 2011 – TIME: 4:00 P.M.
COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE
130 S. QUEEN ST., KINSTON, N.C.

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

PUBLIC INFORMATION: Ms. Lucy Marston, Lenoir County Tourism Director:
Presentation of Governor's Service Awards **20 Min.**

1. **Items from Chairman/Commissioners: 10 Min.** Board
Information from the Lenoir County Transportation Committee

2. **Items from County Manager: 5 Min.** Jarman

3. **CONSENT AGENDA: 10 Min.** **ACTION**
Approval of Minutes: Regular Board Meeting: Monday, April 4, 2011 Hall/Jarman

- END OF CONSENT AGENDA**

4. **BUDGET ORDINANCE ADMENDMENT/RESOLUTIONS: 30 Min.** Hollowell/Martin
Budget Ordinance Amendment: School Capital Fund: School Building: \$114,738:
Increase

5. Budget Ordinance Amendment: General Fund: Finance/Jail: \$115,000: Increase Hollowell/Martin

6. Resolution Approving Lenoir County Fund Balance Management Plan Hollowell/Martin

- APPOINTMENTS: 5 Min.**

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

- OTHER ITEMS: 10 Min.**

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

RESOLUTION EXPRESSING CONCERN REGARDING THE NORTH CAROLINA DEPARTMENT OF
TRANSPORTATION HIGHWAY SAFETY IMPROVEMENT PROGRAM TO CONSTRUCT A RAISED MEDIAN
ALONG US 70 IN LENOIR COUNTY FROM WEST OF US 258 AT QUEEN STREET TO NC 58

WHEREAS, the Lenoir County Transportation Committee understands and gratefully acknowledges that the North Carolina Department of Transportation (NCDOT) is committed to connecting people and places in North Carolina – safely and efficiently, with accountability and environmental sensitivity; and

Whereas, the Lenoir County Transportation Committee supports US 70 as a vital commercial corridor via enhancing safety, mobility and economic vitality along the Highway 70 corridor through transportation improvements and economic development strategies for both industry and small business; and

WHEREAS, the subject section of US 70 has been designated as a “strategic highway corridor” and carries an estimated 26,000 vehicles per day and will continue to be the major east/west corridor in Lenoir County for at least the next 15 to 20 years until a US 70 bypass is constructed; and

WHEREAS, safety and efficiency improvements to the existing US 70 corridor are important to the citizens of Lenoir County, who use it on a daily basis, and these improvements to the corridor will encourage the continued use of US 70 as a primary east/west route for those traveling within eastern North Carolina; and

WHEREAS, the Lenoir County Transportation Committee understands that these are difficult economic times and it is in the best interests of our citizens to be supportive of local businesses and their attempts to stay profitable and retain full employment for our citizens;

NOW, THEREFORE BE IT RESOLVED by the Lenoir County Transportation Committee that it wishes to express its concern for the business and property owners along this section of US 70 while recognizing the fact that the safety improvements constructed at the intersection of Highway 70 and Highway 58 have eliminated the possibility of the movement that resulted in the crash that initially made the project eligible for funding, and respectfully request that the NCDOT not construct the raised median along this section of US 70 until such time that the access concerns can be addressed.

Adopted this ^{13th}~~15th~~ day of April, 2011.

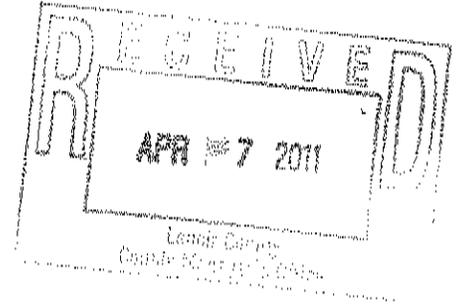


J. Mac Daughety, Interim Chairman

TO: Chairman and Members of the Board
FROM: Mike Jarman, County Manager
DATE: April 18, 2011
SUBJECT: Items of Interest

1. Letter: April 6, 2011: Kinston-Lenoir County Chamber of Commerce Re: US 70 Median Project Resolution is in Support of all Businesses and Property Owners along US 70 in Kinston, Lenoir County, North Carolina
2. Lenoir County Inspections Permit/Inspections Report: March 2011
3. NCACC District Meeting
4. Joint Meeting

KINSTON-LENOIR COUNTY
**CHAMBER OF
COMMERCE**
Leading the Way for 100 Years



April 6, 2011

Mr. Mike Jarman
County Manager
County of Lenoir
Post Office Box 3289
Kinston, NC 28502

Dear Mr. Jarman:

The Kinston-Lenoir County Chamber of Commerce Board of Directors requests that you take whatever action needed to support the business community on US70 and stop all efforts to install a median.

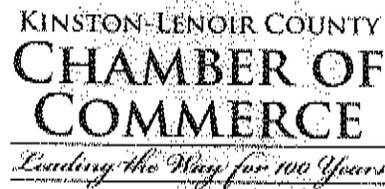
The Chamber of Commerce has resolved that the installation of a median would cause unnecessary economic hardship and is opposed to the Kinston Median Project.

Please present this to the Board of Commissioners at their next meeting and thank them for considering the Kinston-Lenoir County Chamber's position on this project.

Sincerely,

Kevin Zoltek
Chamber of Commerce Board Chair

Enclosure



Resolution is in Support of all Businesses and Property Owners along US70 in Kinston, Lenoir County, North Carolina.

The Kinston-Lenoir County Chamber of Commerce objects to North Carolina Department of Transportation (NC DOT) plans to install a Median along US70 from 1050 feet west of the intersection of US70 and Queen Street to the intersection of US70 and NC58 south (the Kinston Median Project).

Whereas, in the 1950's when this section of US70 was constructed it included a Median,
and

Whereas, median cuts were made to give access to the businesses, and

Whereas, crashes at those openings caused the community to call for an improvement,
and

Whereas, in the 1960's NC DOT install a continuous center turn lane to improve safety
in this area, and

Whereas, the safety study that brought us the Kinston Median Project contained an
error in the form of an improperly labeled mile post marking for a fatal crash,
and

Whereas, that fatal crash was used to justify a spot safety project following that crash,
and

Whereas, today's road conditions do not allow for the movement made that caused
that fatal crash, and

Whereas, that one crash is valued by NC DOT at \$1,800,000 and if it is removed from
the study the remaining crashes are valued at only \$49,800 over a five year
period, and

Whereas, the safety study indicates that the traffic volume in that area is expected to
nearly double in next twenty years yet upon reviewing Average Daily Traffic
(ADT) data from NC DOT for 1999 through 2009, the ADT has reduced by 6% the
ten-year trend line and 16% when comparing 1999 (31,000) and 2009 (26,000),
and

Whereas, the installation of this median is designed to address twenty minor motor vehicle collisions in a corridor that over the same period of time handled 53,290,000 vehicle trips (NC DOT ADT numbers 2004-2008), and

Whereas, the businesses along this road section feel that the median will be a barrier to customer traffic, and

Whereas, then access points or the lack thereof, will be in a direct conflict with the current use of some properties, and

Whereas, this conflict has the potential to cause loss of tenants in this area as soon as lease conditions allow, and

Whereas, some franchise businesses in the area report an expectation of sales reduction as high as 25% as compared to current condition based solely on the introduction of the Median, and

Whereas, the majority of the businesses fear that that introduction of the median will cause a reduction in traffic, a reduction in sales and a reduced need for employees; causing a negative economic impact to their businesses and the community, including lower employment and lower sales tax collection, and

Whereas, NC DOT has plans to bypass this section of road in the near future.

Therefore, let it be RESOLVED that the Kinston-Lenoir County Chamber of Commerce objects to the Kinston Median Project on US70 and asks all parties involved to stop all efforts to install a median or limit access to the businesses in any form on this important economic corridor for Kinston and Lenoir County.

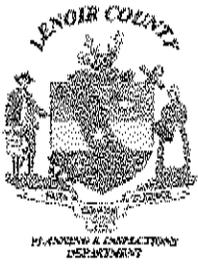


Kevin Zoltek

Kinston-Lenoir County Chamber of Commerce

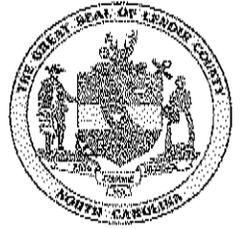
4.5.11

Date



**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 2011

PERMITS ISSUED: 143

PERMITS VALUE: \$1,239,408

PERMIT FEES: \$ 12,369

SINGLE FAMILY DWELLINGS: 1

MOBILE HOMES: 8

COMMERCIAL: 1

ADDITIONS: 4

ELECTRICAL: 51

PLUMBING: 16

MECHANICAL: 28

OTHER: 34

TOTAL INSPECTIONS: 259

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

Printed: 04-05-2011

Designated period: 03/01/11 to 03/31/11 | Prior period: 03/01/10 to 03/31/10
 Code Prms Valuation Fees Paid Units Prms Valuation Fees Paid Units

| NEW RES. HOUSEKEEPING - LENOIR COUNTY | | | | | | | | | | | | | |
|---------------------------------------|------|---|------------|--------|---|---|------------|----------|---|--|--|--|--|
| * Single Family Houses Detached | 101B | 1 | 400,000.00 | 772.00 | 1 | 3 | 375,190.00 | 1,510.00 | 3 | | | | |
| * 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 | | .00 | .00 | 0 | 3 | 549,172.00 | 1,823.00 | 3 |
| * Pickup Garages (Bldg & 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 | 1 | 1,500.00 | 25.00 | 1 |
| * Public Works & Utilities | 325B | | .00 | .00 | 0 | 1 | 70.00 | 175.00 | 1 |
| * 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 | | .00 | .00 | 0 | 2 | 5,140,000.00 | 3,000.00 | 1 |
| * Structures Other than Buildings ... | 329B | 1 | 120,000.00 | 1,300.00 | 1 | 0 | .00 | .00 | 0 |

ADDITIONS, ALTERATIONS, & CONVERSION

| | | | | | | | | | |
|--------------------------------------|------|---|------------|--------|---|---|------------|----------|---|
| * Residential | 434B | 3 | 132,800.00 | 409.00 | 3 | 6 | 559,306.00 | 1,053.00 | 5 |
| * Non-Residential & Non-Housekeeping | 437B | | .00 | .00 | 0 | 0 | .00 | .00 | 0 |
| * Adds of Res. CP/Garages(Atch/Detc) | 438B | 1 | 21,000.00 | 50.00 | 1 | 0 | .00 | .00 | 0 |

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 | 6 | 673,800.00 | 2,531.00 | 6 | 16 | 6,625,238.00 | 7,586.00 | 14 |
|------------------------------|---|------------|----------|---|----|--------------|----------|----|

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

| Designated period: | 03/01/11 to 03/31/11 | | [Prior period: 03/01/10 to 03/31/10] | |
|--------------------------------------|----------------------|------------|--------------------------------------|-------|
| | Code | Valuation | Fees Paid | Units |
| MOBILE/MODULAR OFFICE/CLASSROOM | | | | |
| *MOBILE OFFICE | 740B | .00 | .00 | 0 |
| *MODULAR CLASSROOM | 750B | .00 | .00 | 0 |
| *MODULAR OFFICE | 730B | .00 | .00 | 0 |
| ELFCT./PLUMB/HEAT/A/C/INS/TEMP POLE: | | | | |
| *ELECTRICAL | 800B | 186,600.00 | 3,539.00 | 51 |
| *PLUMBING | 810B | 36,000.00 | 1,016.00 | 16 |
| *HEATING/ AIR CONDITIONING | 820B | 102,693.00 | 1,719.00 | 28 |
| *INSULATION | 830B | 27,700.00 | 568.00 | 11 |
| *TEMPORARY POLE | 840B | 3,100.00 | 200.00 | 4 |
| RESIDENTIAL ACCESSORY STRUCTURES | | | | |
| *STORAGE/PORCHES/PATIOS/DECKS | 900B | 42,000.00 | 120.00 | 1 |
| MISCELLANEOUS: | | | | |
| *CHANGE OF OCCUPANCY | 910B | .00 | .00 | 0 |
| *INSPECT DWELLING | 920B | .00 | .00 | 0 |
| *TENTS | 930B | .00 | .00 | 0 |
| *SATELLITE DISH | 940B | .00 | .00 | 0 |
| *AWNING | 950B | .00 | .00 | 0 |
| *EXTRA INSPECTIONS | 960B | 22,013.00 | 1,364.00 | 15 |
| *FIRE PROTECTION SPRINKLER SYSTEM | 966B | 30,000.00 | 438.00 | 2 |
| *MOVING DWELLING ONLY | 970B | .00 | .00 | 0 |
| *SIGN | 980B | 500.00 | .00 | 1 |
| *FIREWORKS | 985B | .00 | .00 | 0 |
| *SWIMMING POOL | 990B | .00 | .00 | 0 |
| *PARKS | 995B | .00 | .00 | 0 |
| MOBILE HOMES | | | | |
| *SINGLE WIDE MOBILE HOME | 700B | 56,500.00 | 703.00 | 7 |
| *DOUBLE WIDE MOBILE HOME | 710B | 50,000.00 | 125.00 | 1 |
| *MODUR HOME | 720B | .00 | .00 | 0 |

| TOTALS FOR PERMITS ABOVE (incl. pg 1) | 142 | 1,230,908.00 | 12,319.00 | 142 | 163 | 7,732,589.00 | 18,712.00 | 159 |
|---------------------------------------|-----|--------------|-----------|-----|-----|--------------|-----------|-----|
| Totals of other permits in the period | 1 | 8,500.00 | 50.00 | 1 | 3 | 135,050.00 | 516.00 | 1 |
| TOTAL FOR ALL PERMITS IN THE PERIOD | 143 | 1,239,408.00 | 12,369.00 | 143 | 166 | 7,867,639.00 | 19,228.00 | 160 |

This Report was printed on Tuesday, April 05, 2011

Jenolr County

Item Totals for Inspector ID

| | |
|-------|-----|
| GO | 132 |
| GO DR | 2 |
| GO WH | 1 |
| GO/DR | 1 |
| VW | 121 |
| VW DR | 1 |
| VW GO | 1 |

259 Entries for Inspector ID

- STATISTICAL REPORT -

| | Inspections | | | Re-Inspections | | | Based On # Activities |
|-------------|-----------------------------------|--------|-------------|--------------------------------------|--------|-------------|--------------------------|
| #ACTIVITIES | INSPECTIONS | PASSED | CORRECTIONS | RE-INSPECTIONS | PASSED | CORRECTIONS | RE-INSPECTIONS REQUIRED |
| 259 | 219 | 175 | 44 | 40 | 34 | 6 | 50 |
| | 85 | 80 | 20 | 15 | 85 | 15 | 19 |
| | #INSPECTIONS #PASSED #CORRECTIONS | | | #RE-INSPECTIONS #PASSED #CORRECTIONS | | | #RE-INSPECTIONS REQUIRED |

From: **Todd McGee <todd.mcgee@ncacc.org>**
To: **"mjarman@co.jenoir.nc.us" <mjarman@co.jenoir.nc.us>**
Date sent: **Mon, 11 Apr 2011 16:35:10 -0400**
Subject: **NCACC coming to Eastern N.C. for two district meetings in April**

Michael,

I just wanted to remind you of the upcoming district meetings in eastern North Carolina. The meeting scheduled for Martin County has been officially rescheduled for Wednesday, April 27, at the same location. The deadline to register for either meeting is one week prior to the meeting.

- Registration form: **Word doc | PDF**
- **Legislative feedback form** (Word doc - fill out before and bring to meeting)

Charter schools, lottery funds, housing of prisoners – these and many other issues impacting counties are being debated by the North Carolina General Assembly now, and those discussions will continue as the state budget is developed in April and early May. The NCACC is coming “on the road” with additional information about these discussions and with instructions on advocating the counties’ positions with your Legislators during this critical period of time.

Many non-budget issues of importance to counties are also being discussed, such as annexation reform, workers’ compensation reform, changes to the open records laws and other employment-related legislation, and it is important for you to be aware of these issues as you talk with your legislators. Our upcoming series of district meetings, held during National County Government Month, will also give you an opportunity to tell us about issues of concern in your counties and the challenges you are dealing with as you prepare your budgets.

A complimentary dinner will be provided at each location, and there is no fee to attend. However, pre-registration is necessary to assure that we have adequate food and beverage service.

| Date | County | Location | Address |
|--------------------|------------|--|--|
| April 20 Wednesday | Cumberland | Crown Coliseum | 1950 Coliseum Drive Fayetteville |
| April 27 Wednesday | Martin | Senator Bob Martin Eastern Agricultural Center – Meeting Center | 2900 NC Highway 125 South, Williamson |

MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS
April 4, 2011

The Lenoir County Board of Commissioners met in open session at 9:00 a.m. on Monday, Monday April 4, 2011 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 Reuben Davis and Commissioners, Jackie Brown, Mac Daughety, Linda Rouse Sutton, Tommy Pharo, and Eric Rouse

Members Absent: None

Also present were: Michael W. Jarman, County Manager, Tommy Hollowell, Assistant County Manager, Martha Martin, Finance Officer, Robert Griffin, County Attorney, Latanya L. Green, Clerk to the Board(Interim),* and members of the general public and news media.

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

PUBLIC INFORMATION

Presentation of Item No. 8 was a Proclamation Declaring April "Child Abuse Prevention Month." Ms. Sutton stated she serves on the Social Services Board and volunteers for the Guardian Ad Litem Program. Ms. Sutton commended the members of the organization for their hard work; Ms. Sutton read the proclamation aloud for the Board and the viewing public. Ms. Coleen Kosinski, District Administrator for Guardian Ad Litem Program Judicial District 8, addressed the Board. Ms. Kosinski presented the Board with a proclamation declaring the month of April Child Abuse Prevention and Volunteer Appreciation month. Last year there were approximately 966 reported cases of child abuse. Ms. Kosinski thanked the many volunteers who work in the challenging environment of child abuse and neglect for all their hard work. Ms. Kosinski asked the community to take action in child abuse awareness; last year 17 children died as a result of abuse or neglect. Ms. Kosinski stated the Child Abuse Prevention Month theme is "Pinwheels for Prevention." She asked everyone to wear the pinwheel pins to help stress the importance of child abuse prevention. The child abuse prevention flag represents the one in four children who are affected by child abuse. The flag will be displayed at the courthouse the entire month of April. Mr. Graham asked what the statistics are on child abuse. Ms. Kosinski stated there were 966 reports of abuse or neglect, with 767 children placed in child protective services. There are a lot of families struggling in this difficult economy; the mental health system has good providers to help in areas of domestic violence and substance abuse. Ms. Brown asked about the success of the Parents as Teachers program. Ms. Kosinski stated it is a wonderful resource that many parents can utilize during these difficult times. Judge Beth Heath stated she appreciated the opportunity to be involved in such a wonderful organization as Guardian Ad Litem; she hopes budget cuts will not affect the agency. Upon a motion by Ms. Sutton and a second by Ms. Brown Item No. 8 was unanimously approved.

Mr. Jim McLain, Past Exalted Ruler, Kinston Elks Lodge #740, updated the Board on the Veterans Affairs Assistant Living Facility. Mr. McLain stated the Elks Lodge gives scholarships to deserving high school student annually, but very few applications are received from students in Lenoir County. The North Carolina Elks Organization awarded 20 students with \$1,000 each in scholarships and one \$10,000 scholarship in the field of nursing. Nationally the Elks have distributed \$2,296,000 in scholarships and \$715,350 for their drug awareness campaign. Mr. McLain stated the Elks are here to help the community. Mr. McLain stated he would like to work with County in obtaining a \$10,000 community enhancement grant; the Elks in conjunction with the County will have to apply for the grant. The Kinston Elks Lodge will be hosting a charity poker event on May 14, 2011. Registration will begin at 9:00 a.m. with meals provided. There will also be a 50/50 raffle with all donations going to the Veterans Affairs Assistant Living Facility. Once the Veterans facility is completed there will be no further Federal or State dollars budgeted. The County in conjunction with the City, as well as civic organizations will have to continue fundraising efforts to fully equip the facility. The Veterans facility is on schedule and due to be occupied in October with 100 private rooms. Mr. Davis thanked Mr. Graham for his help in recruiting the Veterans facility. Mr. Graham stated the facility will be vitally important in the growth of Lenoir County. Mr. Graham asked Mr. Jarman to read the letter from the Cumberland County Board of Commissioners thanking Lenoir County for their support of the North Carolina Veterans Park. The park will be dedicated on July 4, 2011 in Fayetteville, North Carolina. The Board thanked Mr. McLain for his presentation.

ITEMS FROM THE COUNTY MANAGER

Item No. 2 was Items from the County Manager. Mr. Jarman asked the Board to review an email from Mr. Frederick Balboni Jr. of West Pharmaceuticals who is responsible for media events. Mr. Balboni thanked Mr. Mark Pope, Economic Development Director for his hard work in helping West Pharmaceuticals with their expansion. Mr. Jarman stated the Association of County Commissioners District Meeting scheduled for April 21, 2011 in Martin County will rescheduled to April 27 2011, but no confirmation has been received to date. It is being reported the Governors Budget will still take lottery proceeds away from counties. Inmates convicted of misdemeanors will have to be held in county jail facilities resulting in a cost to the County of \$800,000. This will have a large impact on the citizens and the county budget; County Administration will keep the Board informed. Mr. Jarman reviewed a letter from Mr. Griffin regarding a proposal to provide legal services for 2011 Redistricting. Mr. Griffin will provide services at the rate of \$150.00 per hour, not to exceed \$14,500. This will include a creation of multiple alternative redistricting plans from which the Board can choose. Mr. Rouse stated the State Legislature will do the redistricting process for free; the County does not need to take on \$14,500 in cost now. It has been suggested Ms. Erica Churchill, of the State Legislature, will draw up a redistricting proposal at no cost. Mr. Griffin stated he would like to know if Ms. Churchill will be available to answer questions from the Board and the public and be available for county meetings if necessary. Mr. Griffin stated he has called Ms. Churchill several times, and sent several emails, but has not heard from her to date. Mr. Jarman stated the surrounding counties are using outside firms to complete this process. Mr. Griffin mentioned a software program that can be utilized by the County's GIS Department to complete initial leg work to keep cost down. Mr. Joey Bryan, MIS Director, stated the software program is free, but will need to be tested to ensure compatibility with the County's current GIS system.

During discussion all members agreed the goal is to get the redistricting process completed correctly at the lowest cost possible to the citizens. Several members voiced concern with allowing the State Legislature to complete the redistricting process for the County. The Board requested Mr. Jarman to send a letter to Ms. Churchill asking her to answer questions relating to cost and process of completion. Mr. Graham was in support of Mr. Griffin completing the redistricting process do to his years of service not just to Lenoir County, but all county citizens. The Board agreed to table the issue until further information is received by County Administration. Mr. Jarman stated the County has received a \$12,000 bid on 211 W. Washington in LaGrange. Mr. Jarman suggested the bid be tabled until the next meeting so signage can be placed on the property. Upon a motion by Mr. Pharo and second Ms. Brown the bid was tabled. Mr. Jarman asked the Board to review the Notice of a Citizens Informational Workshop regarding replacement of bridges 42, 43, 26 and 28 on Queen Street. Mr. Jarman stated there is some concern growing from citizens regarding the closure of these bridges. Mr. Daughety stated Department of Transportation (DOT) officials are aware of some of the public concern of the closure of the bridges. Representatives Stephen LaRoque and Brent Jackson are aware of the concerns and have been in contact with DOT and County officials. Mr. Daughety stated the closure of the bridges need to be discussed completely; the bridges are scheduled to be closed for a minimum of two (2) years with a maximum of four (4). This closure will have a large impact on businesses on the South end of the County. Congestion will also be a major problem for the County as well as the City when the bridges close. Members of the Board discussed the concealed weapons bill and the impact it may have on counties. There has been no determination on the final interpretation of the bill.

CONSENT AGENDA

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

- | | | |
|----|--|---------------|
| 3. | Approval of Minutes: Regular Board Meeting: March 21, 2011 | Green/Jarman |
| 4. | Resolution Approving the Releases and Refunds to the Individuals Listed Herein | Martin/Jarman |
| 5. | Budget Ordinance Amendment: General Fund: Health: \$1,450.00: Increase | Huff/Martin |
| 6. | Budget Ordinance Amendment: Non-Departmental: \$2,180.00: Increase | Martin/Jarman |
| 7. | Budget Ordinance Amendment: General Fund: DSS: \$3,650.00: Increase | Jones/Martin |

PROCLAMATION/BUDGET ORDINACE/RESOULTIONS

Item 9 was a Proclamation Declaring April 12, 2011 “Caswell Development Center Day Mr. Graham read the proclamation aloud for the Board and viewing public. Mr. Graham stated Caswell Developmental Center specializes in residential, programmatic, and support services for people with developmental disabilities. Caswell Center is celebrating its 100th anniversary and will continue to be a leader in serving people with intellectual and developmental disabilities. Upon a motion by Mr. Davis and a second by Ms. Sutton Item No. 9 was unanimously approved.

Item No.10 was a Proclamation Declaring April 10-16, 2011 "Public Safety Communicators" Week. Ms. Jeri Daffron, Deputy Director of Emergency Services, read the proclamation aloud for the Board and the viewing public. Ms. Daffron stated emergency staff members are rarely seen by the public. They work long hours answering the public's daily cries for help. They are often instrumental in saving lives and reducing property damage when tragedy strikes. Upon a motion by Ms. Brown and a second by Ms. Sutton Item No. 10 was unanimously approved.

Item No.11 was a Resolution Approving Conveyance of Real Property for Arnold Family Road CDBG Project to the North Carolina Department of Transportation. Ms. Martin stated Lenoir County received a federal grant to improve dilapidated housing on a dirt path named Arnold Family Road, which is located off Lemuel Dawson Road adjacent to NC Hwy 11 (Greenville Highway). Dilapidated housing was removed and replaced with modular homes. The dirt path was paved and brought up to State secondary road standards. The CDBG project has been completed. As Lenoir County is not in the business of owning and maintaining roads, the North Carolina Department of Transportation agreed to accept ownership of the road and drainage easements from Lenoir County. Upon a motion by Mr. Davis and a second by Ms. Sutton Item No. 11 was unanimously approved.

Item No. 12 was a Resolution Requesting the Establishment of Fees for Rabies Vaccinations. Mr. Joey Huff, Health Director stated NCGS 130A-187 requires the local health director to conduct rabies vaccination clinics annually. NCGS 130A-188 requires the Board of County Commissioners to establish the fee (\$7.00) for rabies vaccination at County sponsored vaccination clinics. The clinics are conducted with local vets in the spring at a discount to citizens. Mr. Huff stated there is a correction to the date of the clinic instead of Tuesday, September 28, 2010 it should be Tuesday, April 12, 2011. This action is necessary to comply with applicable laws. Mr. Huff stated this will save the County money, and it is done in the spring and fall with a great response. Upon a motion by Ms. Brown and a second by Ms. Sutton Item No. 12 was unanimously approved.

Item No. 13 was a Resolution Authorizing the Emergency Repair of a D6R Dozer, by Riley's Welding Service in the amount of \$2,987.50. Mr. Tom Miller, Landfill Director stated the D6R Dozer owned by the landfill is constantly moving dirt all over the landfill. The unit was purchased in 2003 from Gregory Poole Inc., at the cost of \$250,326.50. When the engine was removed for repair, it was discovered that the equalizer bar pinholes needed to be line bored bushings replaced. Replacing the bushings while the engine is out will greatly reduce the labor cost to perform this function. Mr. Miller stated after bids were received, Riley's Welding Service was the lowest bid. Upon a motion by Ms. Sutton and second by Ms. by Ms. Brown Item No. 13 was unanimously approved.

Item 14 was a Resolution to Authorize the Acceptance of Exceptional Children's Assistance Center (ECAC) Financial Support in Recognition as the Southeastern Center for Parents as Teachers Educational Program, and Authorize Tammy Kelly to Execute the Contract. Ms. Tammy Kelly, Cooperative Extension Director, stated the Parents as Teachers Program is currently in its 16th year under Lenoir County Cooperative Extension and is funded by the Lenoir Greene Partnership for Children.

Parents as Teachers is a voluntary, preschool education program that allows disadvantaged parents to become educators of their children in their own homes. The NC Exceptional Children's Assistance Center has one of its learning components, the Parent Educator model and traditionally has a center in three regions of NC. The funding will serve to support salaries, supplies, training and travel. Ms. Kelly stated since they have been selected, hopefully this will offset cuts. Mr. Daughety stated this is one the most impactful programs, and they are doing an outstanding job. Upon a motion by Ms. Brown and second Ms. Sutton, Item No. 14 was unanimously approved.

Item No. 15 was a resolution authorizing the Lenoir County Cooperative Extension to Continue to manage and facilitate the Senior Health Insurance Information Program (SHIIP) and authorize Ms. Tammy Kelly County Extension Director to Execute the Contract in the amount of \$3,490. Ms. Kelly stated Lenoir County Cooperative Extension assumed the role of host to the SHIIP Program in FY 2006-2007. The program is implemented by a staff of trained volunteers, administered by Lenoir County Cooperative Extension. Volunteers are trained and updated by the Division of Seniors Health Insurance. Currently there are 3-4 trained volunteers who have agreed to continue to provide the consultations with seniors searching for information. The SHIIP Program is currently housed at Cooperative Extension in several surrounding cities. The SHIIP Program is an important resource for the senior citizens of Lenoir County. Upon a motion by Ms. Brown and a second by Mr. Daughety Item No. 15 was unanimously approved.

ADDENDUM - Ms. Kelly presented the Board with the RAFFI- USA (Rural Advancement Foundation International) grant in the amount of \$22,596. Ms. Kelly stated the Lenoir County Farmers' Market provides community access to local foods and produce through local farmers that produce fresh vegetables and other vendors that produce and provide other items such as homemade baked goods, fresh eggs, local honey, etc. The RAFI-USA grant will provide support to the Farmers' Market for renovations and upgrades to the bathrooms, permeable parking, lighting, and ventilation improvements. The grant will also provide for additional supplies and funding for the market manager. The grant will be managed by the Lenoir County Cooperative Extension Director. Ms. Kelly stated the department is waiting until the City completes sewer system repairs before start of renovations. There will be an invitation sent concerning the grand opening of the Farmer's Market on April 15, 2011. Upon a motion by Mr. Pharo and a second by Ms. Sutton this item was unanimously approved.

Item No. 16 was a Resolution Approving the Contract for Intensive Outpatient, Regular Outpatient, and Individual Counseling with Acumen Counseling Services, LLC in the amount of \$20,000. Mr. Carl Early, Criminal Justice Partnership Program Director, stated on March 21, 2011, the Commissioners approved the Criminal Justice Partnership Program to make application and receive funding relevant to its program through the Department of Corrections. The Criminal Justice Partnership Program began in March 2007. Substance abuse assessment and treatment is one of the faucets of the Day Reporting Program. In the past, the Day Reporting Program Center has contracted with Acumen Counseling Associates, LLC in Goldsboro for its substance abuse treatment services. The Criminal Justice Partnership Program's Day Reporting Center has attained a 52% success rate thereby saving the County and state approximately \$800,000 vs. the cost of incarcerating those offenders. Acumen has been very successful in the past, in its work with offenders. Upon a motion by Ms. Sutton second by Ms. Brown Item No. 16 was unanimously approved.

Item No. 17 was a Resolution to Approve the Contract for Preparation of Central Cost Allocation Plan and EMS Medicaid Reimbursement Report for periods ending in June 30, 2011, 2012, and 2013: Maximus Inc. Mr. Hollowell stated for the past nine years, the County has contracted with T. H. McKinnie & Associates to prepare the Central Cost Allocation Plan and the EMS Medicaid Reimbursement Report. County Administration and the County Finance Officer decided not to extend the contract with T. H. McKinnie and Associates. The Central Cost Allocation Plan is very important to the Social Services Department. The allowable cost for Social Services proposed by the plan ending June 30, 2010 was \$1,094,937. The EMS Report is also vital to the Emergency Services Department, since it is the basis of the annual EMS Medicaid Reimbursement. Emergency and non-emergency Medicaid trips are considered in this report and the reimbursement of the County is based on average cost per trip of all EMS systems in the State. The proposal by Maximus for FY 10-11, also includes the option to renew the contract for the next two (2) fiscal years (FY11-12 and FY12-13) at the same cost per year. Upon a motion by Mr. Pharo and a second by Ms. Sutton Item No. 17 was unanimously approved.

APPOINTMENTS

Item No. 18 was a Resolution Approving Citizens to Boards, Commissions, Etc. The following reflects existing vacancies and appointments. Upon a motion by Ms. Brown and a second by Ms. Sutton the Board approved Kendall W. Huffman to the Parks and Recreation Board.

| <u>BOARD/COMMITTEE/COMMISSION</u> | <u>APPLICANT/ CURRENT MEMBER</u> | <u>TERM EXPIRATION</u> |
|---|---|-----------------------------------|
| Parks and Recreation Board 2 nd Appearance | Kendall W. Huffman (Appointment) | March 2014 |
| Pink Hill Planning Board 1 st Appearance | Ashley Keffer (Appointment) | April 2014 |

CURRENT VACANCIES:

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

Mr. Rouse stated he would like the Planning Board Districts to reflect the Commissioners voting districts. Mr. Rouse asked if there are any requirements that need to meet in order to obtain these districts. Mr. Griffin stated there are areas outside of the Planning Board Districts that cannot be revised to fit Commissioners jurisdictions. Mr. Graham stated he received a letter from Dr. Brantley Briley, President of Lenoir Community College, regarding the reappointment of Earl Heath whose appointment expires June 30, 2011. Mr. Graham also requested that Ms. Brown to be reappointed to the Social Services Board. Mr. Jarman stated the two requests will be placed on the next Board meeting agenda.

CLOSED SESSION

Upon a motion by Ms. Sutton second by Ms. Brown, and unanimous approval closed session was entered into at 10:58 a.m. and the following was cited: Number five (5) to establish or instruct the public body's staff or negotiating (i) the price or other material terms of contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; (ii) the amount of compensation and other materials terms of an employment contract or proposed employment contract. Mr. Jarman discussed the purchase of property with the Board, no decision was made. Upon a motion by Ms. Sutton and a second by Ms. Brown the Board moved out of closed out of closed session at 11:26 a.m.

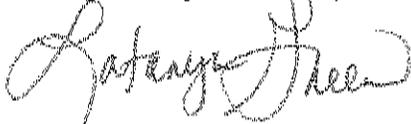
OPEN SESSION AND ADJOURNEMNT

Ms Brown stated as a matter of courtesy she would like for everyone to turn off their cell phones or put them on vibrate while County Business is being conducted. Ms. Brown suggested that a reminder be made at the beginning of every meeting relaying the use of cell phones during county meetings is prohibited. Upon a motion by Ms. Brown and a second by Mr. Daughety, the Board unanimously agreed.

Mr. Graham asked Mr. Mark Pope, Economic Development Director to update the Board on economic activity in Lenoir County. Mr. Pope stated the Shell Building will be shown tomorrow. Sanderson Farms is up to 750 employees at the processing site and Spirit has 250 employees. Mr. Pope stated Ms. Nita Brinson Lee will be retiring in June and she will be missed. A program called "Job Boost" is funded through the Department of Health and Human Services (DHHS), and the Governors' office. Job Boost refers people to available jobs to help them get off public assistance. Mr. Pope stated items in Raleigh remain very busy, but incentives are still being used to attract new business to Eastern North Carolina. Some Board members agreed that incentives are a major component in attracting new industry and Lenoir County has to market themselves accordingly. Bio-tech companies are growing rapidly and the expansion of West Pharmaceuticals in Lenoir County is a testament to the county's growth. The Board thanked Mr. Pope for his presentation.

Mr. Jarman asked for prayers from the Board for Mr. Graham's upcoming surgery and for continued prayers due to the loss of his sister. Upon a motion by Mr. Graham and a second by Ms. Brown, the Board adjourned at 11:48 a.m.

Respectfully submitted,



Lafanya Green

Interim Clerk to the Board

Reviewed By



Michael W. Jarman

County Manager

BUDGET ORDINANCE AMENDMENT: SCHOOL CAPITAL FUND
SCHOOL BUILDING: \$114,738. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2010 - 2011
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

| FUND | | DEPARTMENT | | LINE ITEM DESCRIPTION | |
|--|---------------------------|-----------------|--|--|------------|
| SCHOOL CAPITAL | | SCHOOL BUILDING | | 21-3991-9910 Fund Balance Appropriated 21-5900-5810 Capital Reserve | |
| Check One Box New Appropriation: <input 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> | | |
| 21-3991-9910 | FUND BALANCE APPROPRIATED | 114,738.00 | 21-5900-5810 | CAPITAL RESERVE | 114,738.00 |
| Total | | 114,738.00 | Total | | 114,738.00 |
| Reason and Justification for Request: To appropriate additional funds from the Fund Balance of the Public School Building Capital Fund (School Sales Tax) to assist in the purchase of two (2) new buses. Buses are an allowable expenditure in this fund. | | | | | |
| Department Head Approval | | Date | Finance Officer Approval | | Date |
| <i>Marilyn H. Marti</i> | | 3/31/2011 | <i>Marilyn H. Marti</i> | | 3/31/2011 |
| Budget Officer Approval | | Date | | | |
| <i>Marilyn H. Marti</i> | | 4/1/11 | | | |
| Board Approval (When Applicable) | | Date | Date of Minutes | | |
| | | | | | |

approve this for payment &
return to me so I can copy

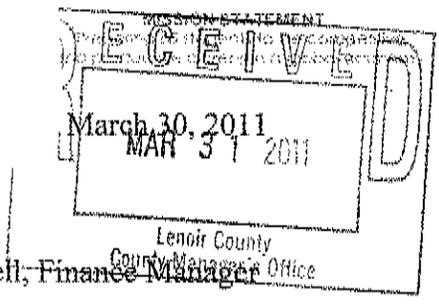
County Public Schools
ment to Excellence for All Children

FERRY L. CL
Superintendent

DIANE H. LY.
Associate Supe

Thanks!
Martha

BOARD OF EDUCATION
Rita Hodges, Chair
Giles Stroud, Vice Chair
David J. Filippelli, Jr.
Bruce Hill
Garland Nables, Jr.
Billy Davis
C. L. Braxton



TO: Tommy Hollowell, Finance Manager
Lenoir County

FROM: Lisa M. Davis, Finance Director *LMD*
Lenoir County Public Schools

RE: Pay Request 2011-003

Please reimburse Lenoir County Public Schools in the amount of **\$138,323.00** from half cent sales tax for activity bus purchases as noted in our approved budget.

The invoices are attached and signed as approved for payment.

Thank you for your attention in this matter. If you should have any questions, please give me a call at 252-527-1109 ext. 239.

APPROVED BY _____
DATE APPROVED 3/31/2011
ACCT. 21-5900-5810

LKM

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: FINANCE/JAIL: \$115,000. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2010 - 2011

Appropriations

Budget Amendment # _____

Date Approved _____

Distribution - Finance Office:

| FUND | | DEPARTMENT | | LINE ITEM DESCRIPTION | |
|--|---------------------------|--------------|--|---------------------------|------------|
| GENERAL FUND | | FINANCE/JAIL | | 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 | 115,000.00 | 10-4320-3999 | CONTRACT SVC-MED SAFEKEEP | 115,000.00 |
| Total | | 115,000.00 | Total | | 115,000.00 |
| Reason and Justification for Request: TO APPROPRIATE ADDITIONAL FUNDS TO COVER THE HOUSING EXPENSE OF SENDING INMATES TO ANOTHER COUNTY DUE TO OVERCROWDING IN OUR JAIL. | | | | | |
| Department Head Approval | | Date | Finance Officer Approval | | Date |
| Budget Officer Approval | | Date | | | |
| <i>M. K. W. [Signature]</i> | | 4/14/11 | | | |
| Board Approval (When Applicable) | | Date | Date of Minutes | | |

Finance Office - Copy

Department - Copy

Administration - Copy

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 4/18/11 **ITEM NO.** 6

RESOLUTION: Approving Lenoir County Fund Balance Management Plan

SUBJECT AREA: Administration

ACTION REQUESTED: The Board is requested to approve the attached Fund Balance Management Plan.

HISTORY/BACKGROUND: In February 2009, the Governmental Accounting Standards Board (GASB) issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. This statement requires the Board to make certain decisions regarding the use of resources and classifications of ending fund balance in order for the annual financial reports (audit) to be in compliance with generally accepted accounting principles (GAAP). Fiscal year 2010-2011 is the first year the County must implement GASB 54. The intent of GASB 54 is to improve the usefulness of the amounts reported in ending fund balances in the year-end financial reports by clarifying and standardizing fund balance classifications, so they may be more easily understood.

GASB 54 creates a hierarchy of fund balance classifications which are based primarily on the constraints placed on resources reported in those funds. Previously these fund balances were reported as: Reserved by State Statute, Reserved for the Register of Deeds, Unreserved/Designated for Subsequent Years, and Unreserved/Undesignated. The new GASB 54 fund balance classifications will be: Non-spendable Fund Balance, Restricted Fund Balance, Committed Fund Balance, Assigned Fund Balance, and Unassigned Fund Balance.

Along with classifying fund balances, GASB 54 allows the Board to designate a position or positions that would have the authority to assign fund balances for specific purposes. The Lenoir County Manager is also the Budget Officer and has been the authority to designate fund balances prior to GASB 54. It is recommended that the County Manager/Budget Officer continue to assign fund balances under GASB 54.

EVALUATION: In February 2009, the Government Accounting Standards Board issued Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*. Fiscal year 2010-2011 is the first year the County must implement GASB 54. A hierarchy of fund balance classifications has been created by GASB 54. The County Manager/Budget Officer should continue to be the authority to assign fund balances for specific purposes.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.



RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Lenoir County Fund Balance Management Policy, which is attached and made a part of this resolution by reference, be approved.

AMENDMENTS:

MOVED _____ **SECONDED** _____

APPROVED _____ **DENIED** _____ **UNANIMOUS**

Yea Votes: Graham ___ Davis ___ Brown ___ Daughety ___ Pharo ___

Rouse ___ Sutton ___

George W. Graham, Jr., Chairman

Date

Attest

Date

LENOIR COUNTY FUND BALANCE MANAGEMENT POLICY

The purpose of this policy is to establish a fund balance policy to address the needs of Lenoir County and establish adequate reserves to ensure against unanticipated events that could adversely affect the financial condition of the County and jeopardize the continuation of necessary public services. This policy will ensure the County maintains adequate fund balances and reserves in the County's Governmental Funds to provide the capacity to:

1. Provide sufficient cash flow for daily financial needs,
2. Secure and maintain investment grade bond ratings,
3. Provide adequate reserves to offset significant economic downturns or revenue shortfalls,
4. Provide adequate reserves for unforeseen expenditures related to emergencies,
5. Provide reserves for capital projects/improvements and one-time capital expenditures (pay-as-you-go financing).

Fund Balance for the County's Governmental Funds will be comprised of the following categories:

1. Non-spendable – Amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.
2. Restricted – Amounts externally imposed by creditors (debt covenants), grantors, contributors, laws, or regulations of other units of government.
3. Committed – Amounts used for a specific purpose pursuant to constraints imposed by formal action of the Board of Commissioners.
 - a. Amounts set aside based on self imposed limitations established and set in place prior to year end, but can be calculated after year end.
 - b. Limitation imposed by the Board and requires board action to remove or modify.
 - c. Ordinances that lapse at year end.
4. Assigned – Amounts that are constrained by the government's intent to be used for specific purposes, but are neither restricted nor committed.
5. Unassigned – Amounts that are not reported in any other classification

The General Fund is the only fund that will have an unassigned fund balance. Special Revenue Funds and Capital Project Funds will consist of only non-spendable, restricted, committed and assigned categories of fund balance.

Assigned Fund Balance

The Board authorizes the County Manager/Budget Officer as the designated official to assign fund balances for designated purposes, but these assigned fund balances are neither restricted nor committed.

Unassigned Fund Balance – General Fund

Lenoir County has adopted a fiscal policy that provides for capital projects/expenditures to be financed with debt and pay-as-you-go funding. In order to obtain the best possible financing, Lenoir

County will strive to adhere to policies that maintain or better our current bond ratings of A1 (Moody's Investor Services) and A+ (Standard & Poor's). Part of the County's fiscal health is maintaining a fund balance position that is adequate to meet the County's ever-changing needs and challenges.

The County will strive to maintain an unassigned fund balance in the General Fund of 20% of budgeted general fund operating expenditures each year. The amount of unassigned fund balance maintained during each fiscal year should not fall below 8% of budgeted general fund operating expenditures, as recommended by the North Carolina Local Government Commission.

The County's budget and revenue spending policy provides for programs with multiple revenue sources. The Finance Officer will use resources in the following hierarchy: Bond Proceeds, Federal Funds, State Funds, Local Non-County Funds, County Funds. For purposes of fund balance classification, expenditures are to be spent from restricted fund balance first, followed in order by committed fund balance, assigned fund balance, and lastly unassigned fund balance. The Finance Officer has the authority to deviate from this policy, if it is in the best interest of the County.

Adopted by the Lenoir County Board of Commissioners this 18th day of April 2011

George W. Graham, Jr., Chairman

Attest:

Clerk to the Board

INTRODUCED BY: Michael Jarman, County Manager DATE: 04/18/11 ITEM NO. 7

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> |
|--|--|----------------------------|
| Parks and Recreation Board 2 nd Appearance | Kendall W. Huffman (Appointment) | March 2014 |
| Lenoir County Board of Health 1 st Appearance | Cliff Miller (Re-Appointment) | January 2014 |
| Regional Aging and Advisory Committee 1 st Appearance | Audrey Tyson Elaine Patterson (Re-Appointment) | May 2014 |
| Board of Social Services 1 st Appearance | Jackie Brown (Re-Appointment) | June 2014 |
| Lenoir Community College Board of Trustees | Earl Heath (Re-Appointment) | June 2015 |

CURRENT VACANCIES:

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

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

Grifton Planning Board – One (1) Vacancy

CJPP – Three (3) Vacancies

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

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:

Parks and Recreation 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: Kendall W. Huffman
 Address: 2654 Stroud Hill Road
 City/State/Zip: Pink Hill, NC 28572
 Telephone: (Home) 252-568-2080 (Work) 252-526-1446
 Occupation: Manager-Murphy Family Ventures
 Business Address: P.O. Box 1139 Wallace, NC 28466
 Age: (Optional): 42
 Number hours available per month for this position: 10
 Training: B.A. History East Carolina University
 Business and Civic Experience/Skills: Deacon-First Baptist Church-Deep Run, Farm Owner, Recreation Ball Coach-8 yrs., Volunteer coach-South Lenoir High football
 Other County Boards/Committees/Commissions presently serving on: N/A
 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) | <u>Pink Hill 2 (Pink Hill Rescue Station)</u> |
| 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.

Kendall W. Huff
Signature of Applicant

3-10-11
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 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: Cliff Miller
Address: 2119 W Pleasant Hill Rd
City/State/Zip: Pink Hill, NC, 28572
Telephone: (Home) 521-1345 (Work) 523-3197
Occupation: Funeral Dir/Embalmer
Business Address: 1608 W Vernon Ave Kinston NC 28504
Age: (Optional): 42
Number hours available per month for this position: Whenever Needed
Training: _____
Business and Civic Experience/Skills: _____

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) |
| K-4 (Northwest Elementary School) | Pink Hill 1 (Bethel Baptist Church) |
| K-5 (Spillman Baptist Church) | <u>Pink Hill 2 (Pink Hill Rescue Station)</u> |
| 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.

Cliff Miller
Signature of Applicant

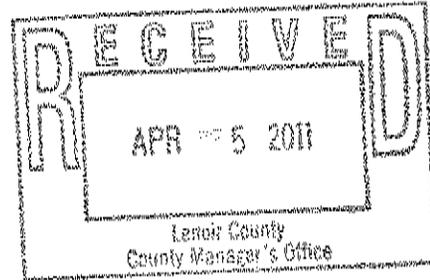
4-4-11
Date



Eastern Carolina Council

March 31, 2011

Mr. Michael Jarman
Lenoir County Manager
130 South Queen Street
PO Box 3289
Kinston NC 28502



Dear Mr. Jarman,

The Regional Aging and Advisory Committee (RAAC) will have two (three year terms) vacancies regarding Lenoir County's representation.

Ms. Audrey Tyson, 734 Dawson Station Road, Kinston, 28504, phone number 252.527.1740, currently serves on the committee and we would like to recommend her reappointment to the RAAC.

Ms. Elaine Patterson, 1277 Patterson Road, Kinston, 28501, phone number 252.527.2837, currently serves on the committee and we would like to recommend her reappointment to the RAAC.

I would like to request that this matter be included on the agenda for discussion at the next Lenoir County Commissioner's meeting.

If you have any questions, please contact me at 252.638.3185 ext. 3009. Thank you for your efforts in regard to this matter.

Sincerely,

Tonya Cedars

Tonya Cedars, Director
Eastern Carolina Council Area Agency on Aging

Cc: RAAC files
Audrey Tyson
Elaine Patterson



North Carolina Department of Health and Human Services
Division of Social Services

2401 Mail Service Center • Raleigh, North Carolina 27699-2401
Courier # 56-20-25 Fax 919-334-3018

Beverly Eaves Perdue, Governor
Lanier M. Cansler, Secretary

Sherry S. Bradsher, Director
(919) 733-3055

March 22, 2011

To: County Commissioner of Lenoir County

From: Belivia Aponte, Staff to the *Belivia S Aponte*
North Carolina Social Services Commission

Re: County Boards of Social Services
County Commissioners Member

According to our records, the term of Jackie Brown, who was appointed to the county board of social services by the county commissioners, expires on June 30, 2011. In making either a new appointment or reappointment, the board should adhere to the following guidelines:

G.S. 108A-4: "Each member of a county board of social services shall serve for a term of three years. No member may serve more than two consecutive terms. Notwithstanding the previous sentence, the limitation on consecutive terms does not apply if the member of the social services board was a member of the board of county commissioners at any time during the first two consecutive terms, and is a member of the board of county commissioners at the time of reappointment."

In summary, if a social services board member has served two consecutive terms and is a county commissioner on June 30, 2011, that person may be reappointed.

G.S. 108A-6: All appointments made to fill vacancies "... shall be for the remainder of the former member's term of office and shall not constitute a term for the purposes of G. S. 108A-4."

I encourage your board to consider men and women who are representative of all ethnic groups and reflective of the citizens of the county.

The attached application should be completed as soon as possible but no later than August 1, 2011 and returned to me at the Division of Social Services, 2401 Mail Service Center, Raleigh, NC 27699-2401. If you have any questions or need additional information, please contact me at Belivia.Aponte@dhhs.nc.gov or telephone (919) 334-1007.

As always, thank you for your assistance and dedication.

Attachment

c (memo only): Director, Lenoir County Department of Social Services
Chair, Lenoir County Board of Social Services

NOTICE OF APPOINTMENT BY THE COUNTY COMMISSIONERS
TO THE
COUNTY BOARD OF SOCIAL SERVICES

TERM OF APPOINTMENT
July 1, 2011-June 30, 2014

Date: _____

This is to notify the NC Department of Health and Human Services, Division of Social Services that the County Commissioners of the above-mentioned county have named as their appointee to the County Board of Social Services the following person:

Name _____

Address _____

City _____ Zip Code _____

Race _____ County Commissioner: yes _____ no _____

Gender _____

Signature _____, Clerk
Board of County Commissioners

Please see information regarding eligibility for board membership on the reverse of this form.

PLEASE RETURN THIS FORM TO:

Belivia Aponte
NC Division of Social Services
2401 Mail Service Center
Raleigh, North Carolina 27699-2401

Please also forward a copy to your county director of social services. Thank you.



March 30, 2011

Mr. George Graham, Chairperson
Lenoir County Board of Commissioners
419 Duggins Drive
Kinston, NC 28501

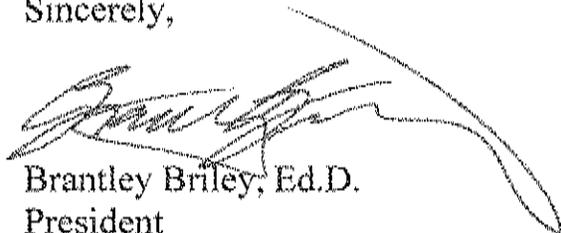
Dear Mr. Graham:

Mr. Earl Heath was appointed to our Board of Trustees by the Lenoir County Commissioners. His term is due to expire on June 30, 2011.

Mr. Heath 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,

A handwritten signature in black ink, appearing to read "Brantley Briley", is written over a horizontal line. The signature is fluid and cursive, with a long, sweeping tail that extends to the right.

Brantley Briley, Ed.D.
President

BB/lkw

cc: Mr. Grady Bethel, LCC Board Chair
Mr. Mike Jarman, Lenoir County Manager
Mr. Earl Heath