

MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS
May 2, 2011

The Lenoir County Board of Commissioners met in open session at 9:00 a.m. on Monday, Monday May 2,, 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, Lashanda A. Hall, Clerk to the Board, 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

Mr. Bob Jones, President and Mr. John Coward, Operations Manager of Eastern Carolina Vocational Center (ECVC) addressed the Board. Mr. Jones stated ECVC is a private not-for-profit corporation. The company provides job training and employment services to persons with disabilities in Pitt and its surrounding counties in Eastern North Carolina. ECVC funds its mission through the manufacturing of picture/certificate frames and battery terminal lugs, battery packaging & distribution, custom framing and chair caning, and commingled recyclables sorting services. Mr. Coward informed the Board of the increase in recyclable goods received from Lenoir County for Fiscal Year 2010-11. Mr. Coward presented the Board with a framed certificate of accomplishment in honor of the increase. The Board thanked Mr. Jones and Mr. Coward for their presentation.

Mr. Ozie Hall, CEO and Principal of Kinston Charter Academy (KCA), addressed the Board. Mr. Hall stated KCA has 350 students, employs over 50 Lenoir County citizens, and was recognized in 2007 as National Charter School of the Year. In 2004, KCA acquired the old Hampton Industries Building and it was confirmed as a charter school. Charter schools receive no monies for capital expenses from state or local government. Under NC General Statute §115C-238.29F(i) the assets of the charter school revert to the local school district in the event the school were to close. Mr. Hall continued stating KCA has struggled to deal with financial issues over several years; the school has worked very hard to reduce its deficit. KCA has struggled to acquire two (2) 50 ton HVAC units; the school's control system is outdated and is no longer working. It will cost \$100,000 to have the system replaced. KCA is requesting emergency capital funding support from the Board of Commissioners in the amount of \$100,000. The funds will cover the cost of replacement of the schools' climate control system. This is a one-time request. Mr. Hall noted End of Grade Testing is fastly approaching; KCA would like to provide a comfortable atmosphere for students during this critical time. Mr. Graham asked Mr. Hall to put his request in writing and submit it to County Administration. Mr. Hall thanked the Board for their time.

ITEMS FROM THE COUNTY MANAGER

Item No. 2 was Items from the County Manager. Mr. Jarman reviewed a letter from NCDOT regarding a request from Ms. Brown to investigate the need for a traffic signal at the intersection of J.P. Harrison and Tower Hill Road. NCDOT has conducted an evaluation to determine if installation of a multi-way stop was justified based on the turning movement volumes. None of the multi-way warrant criteria were met at this location, and therefore the use of multi-way stop is not recommended. Mr. Jarman then reviewed a letter from Mayor BJ Murphy to Mr. Neil Lassiter of NCDOT, thanking his organization for hosting the public information meeting on the South Queen Street bridges on Thursday, April 28th.

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: April 18, 2011 Hall/Jarman
- 4. Resolution Approving the Releases and Refunds to the Individuals Listed Herein Martin/Jarman

PROCLAMATION/BUDGET ORDINANCE/RESOLUTIONS

Item 5 was a Proclamation for Emergency Medical Services Week. Mr. Roger Dail, Emergency Services Director, introduced Mr. Mike Hubel, EMT Supervisor. Mr. Hubel thanked the Board for recognizing emergency service professionals for the hard work they do every day. Upon a motion by Mr. Pharo and a second by Mr. Daughety Item No. 5 was unanimously approved.

Item No. 6 was a Proclamation for Vulnerable Adults and Elder Abuse Awareness. Ms. Susan Moore, Social Services Director, stated in 2008-2009 North Carolina ranked 10th in the nation with the fastest growing population for ages 65 and over. In Fiscal Year 2010, more than 18,000 reports of abuse, neglect and exploitation of vulnerable and older adults were made to North Carolina’s 100 county Department of Social Services. Ms. Brown read the proclamation for the Board and the viewing public. Upon a motion by Mr. Davis and a second by Ms. Brown Item No. 10 was unanimously approved

Item No. 7 was a Budget Ordinance Amendment: General Fund: Process Funds: \$17,811: Increase. Ms. Martin stated the amendment budgets funds from the EMPG Supplement 2010 Grant from the NC Department of Crime Control and Public Safety. This grant in the amount of \$17,810.94 was received on April 25, 2011 and the proceeds are restricted for use by emergency management to improve capabilities of the local emergency management program. These funds will be used to improve the capabilities of the emergency operations center. This budget also increases the emergency management performance grant to \$19,327; an increase of \$2,327 from the original budgeted amount. This grant is to assist the county in developing and maintain a comprehensive emergency management program. Upon a motion by Ms. Brown and a second by Ms. Sutton Item No. 7 was unanimously approved.

Item No. 8 was a Budget Ordinance Amendment: General Fund: Court Facility: \$20,000: Increase. Ms. Martin stated the amendment appropriates additional unanticipated funding for the housing of juveniles. Per NCGS 143B-503 counties must pay the State of North Carolina a subsidy for the housing of juveniles.

The state in-turn remits a per diem to counties that provide juvenile detention services and meet state standards. Upon a motion by Ms. Sutton and second by Ms. Brown Item No. 8 was unanimously approved.

Item No. 9 was a Resolution Approving Acceptance of Proposal and Execution of Contract for Independent Audit Services: Pittard, Perry & Crone, Inc., LaGrange, NC. Ms. Martin stated the County is required to complete an annual audit of its financial statements and practices. An RFP was advertised on March 27, 2011. Of the three (3) firms responding to the RFP, two (2) firms submitted proposals. The RFP requested proposals for independent audit services for three fiscal years. A new contract must be executed each year and submitted to the Local Government Commission for their approval. Pittard, Perry, & Crone, Inc., has been the County's auditor for seventeen (17) years and is well qualified to conduct the County's audit in compliance with all governmental accounting standards. Pittard, Perry, & Crone, Inc. submitted a proposal with the lowest cost to the County.

	<u>FY 2010-2011</u>	<u>FY 2011-2012</u>	<u>FY 2012-2013</u>
Pittard Perry & Crone, Inc.	\$41,800.00	\$43,100.00	\$44,400.00
Martin Starnes & Assoc.	\$43,500.00	\$43,500.00	\$44,800.00

Upon a motion by Ms. Brown and second Ms. Sutton, Item No. 9 was unanimously approved.

Item No. 10 was Resolution Approving Program Policies and Administrative Guidelines for Community Development Block Grant Programs. Ms. Martin stated Lenoir County has been involved in Community Development Block Grant projects with the State for a number of years. As each cycle of grant funding is awarded, there are certain policies and guidelines that have to be adopted. The "Policies and Guidelines" are amended and refined with each new cycle of projects. The Board must adopt these amended "Policies and Guidelines" to participate in the projects and insure compliance with all applicable rules and regulations. The current "Program Policies and Administrative Guidelines" needs to be approved in order to meet the requirements of the Community Development Block Grant programs. Upon a motion by Ms. Sutton and a second by Ms. Brown Item No. 10 was unanimously approved.

Item No. 11 was an Addendum to Agreement for Professional Services. Ms. Martin stated the County entered into an Agreement for Professional Services with RSM Harris Associates, Inc. on November 12, 2009 for the administration of the 2009 CDBG-Scattered Site Housing Project. Approval of this resolution concludes the County desires for Harris to provide additional CDBG-related administrative and technical services during the course of the Contingency Project. Upon a motion by Ms. Brown second by Ms. Sutton Item No. 11 was unanimously approved.

Item No. 12 was a Resolution by the Board of Commissioners of the County of Lenoir Authorizing Execution of CDBG Documents. Ms. Martin stated the County has applied for funding from the State of North Carolina under the Small Cities Community Development Block Grant Program. The County expects to receive \$80,000 from the Scattered Site Contingency Grant Category. In receipt of the grant funding, Chairman George Graham, Michael Jarman, Thomas Hollowell, and Martha Martin are hereby authorized to accept the grant offer on behalf of the County. Upon a motion by Ms. Brown and a second by Ms. Sutton Item No. 12 was unanimously approved.

Item No. 13 was a Financial Management Resolution: Scattered Site Housing Project – Contingency Grant. Ms. Martin stated the North Carolina Administrative Code Resolution requires the County of Lenoir to designate a Grant Finance Officer, authorized individuals to execute grant requisitions, and a Depository for CDBG revenues. Ms. Martin will serve as Grant Finance Officer, First Citizens Bank is hereby designated as the official depository for revenues budgeted for the 2009 CDBG Scattered Site Contingency Grant Project. Michael Jarman, Thomas Hollowell, Martha Martin, and Rose Fox are designated as individuals certified to sign requisitions for 2009 CDBG Scattered Site Contingency Grant funds. Mr. George Graham is hereby directed to sign the “Signatory Forms and Certifications” as the “Certifying Official. Upon a motion by Ms. Sutton and a second by Ms. Brown Item No. 13 was unanimously approved.

Item No. 14 was a Grant Project Budget Ordinance: 2009 Community Development Block Grant Program. Upon a motion by Ms. Sutton and a second by Mr. Daughety Item No. 14 was unanimously approved.

Item No. 15 was a Resolution Approving the Department of Juvenile Justice and Delinquency Prevention’s FY 2011-12 Grant Funding for the Lenoir County Juvenile Crime Prevention Council: \$206,571. Ms. Martin stated The Lenoir County Juvenile Crime Prevention Council (JCPC) met in regular session on April 11, 2011 and unanimously approved recommending to the Lenoir County Board of Commissioners that available DJJDP’s grant funds in the amount of \$206,571 are approved for the Juvenile Crime Prevention Council and allocated as follows for FY 2011-2012.

Structured Day Reporting Center and Restitution Program	\$133,348
Parenting Matters	\$ 35, 194
Teen Court	\$33, 029
Administrative Funds*	\$5,000
Total	\$206,571

Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 15 was unanimously approved.

APPOINTMENTS

Item No. 16 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 following second appearance applicants were approved.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Board of Health 2 nd Appearance	Cliff Miller (Re-Appointment)	January 2014
Regional Aging and Advisory Committee 2 nd Appearance	Audrey Tyson Elaine Patterson (Re-Appointment)	May 2014
Board of Social Services 2 nd Appearance	Jackie Brown (Re-Appointment)	June 2014
Lenoir Community College Board of Trustees 2 nd Appearance	Earl Heath (Re-Appointment)	June 2015
Lenoir County ABC Board 1st Appearance	Coley Little (Re-Appointment)	June 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**

CLOSED SESSION

Upon a motion by Mr. Graham and a second by Mr. Davis, and unanimous approval, closed session was entered at approximately 9:43 a.m. and the following cited: Number four (4) To discuss matters relating to the location or expansion of industries or other business in the area served by Lenoir County. Upon motion by Ms. Brown and a second Mr. Daughety and unanimous approval, the Board moved out of closed session at approximately 10:05 a.m.

OPEN SESSION AND RECESS

Upon a motion by Ms. Brown and a second by Mr. Daughety Open Session re-convened at 10:06 a.m. Mr. Graham stated the Board discussed two potential economic development projects; no action was taken. Ms. Sutton congratulated Cooperative Extension on the success of the opening of the Farmer’s Market. There was lots of activity and great produce for everyone. Mr. Pharo stated the Iron Clad Motor Sports event sponsored by the Fair Association was a great event during the weekend.

Mr. Graham stated the Board needed to choose liaisons to serve on a sub-committee for the quarterly meetings that will be held between the City of Kinston, the Town of LaGrange and the Town of Pink Hill. Mr. Rouse, Mr. Daughety and Ms. Sutton volunteer to be sub-committee members. Mr. Graham stated the County, City and Town Managers of each entity should serve as ex-officio members to the sub-committee. Upon a motion by Ms. Brown and a second by Mr. Pharo the Board approved the sub-committee and ex-officio members. Upon a motion by Mr. Graham and a second by Ms. Brown, the Board recessed until 10:30 a.m. for the start of the Budget Work Session.

Respectfully submitted,

Reviewed By

Lashanda A. Hall
Clerk to the Board

Michael W. Jarman
County Manager