

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
MONDAY, MAY 2, 2016 – TIME: 9:00 A.M.
COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE
130 S. QUEEN ST., KINSTON, N.C.**

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

PUBLIC INFORMATION

Brent Williams, Superintendent, Lenoir County Public Schools
Mineko Holloway, Lenoir County Council on Aging, Inc.

PUBLIC COMMENTS

Scheduled: None

Non-Scheduled:

CONSENT AGENDA: 10 Min.

ACTION

- | | | |
|----|-----------------------------------------------------------------------------|---------|
| 1. | Approval of Minutes: Regular Board Meeting: April 18, 2016. | King |
| 2. | Resolution Approving Releases and Refunds Listed to the Individuals Herein. | Parrish |

END OF CONSENT AGENDA

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS: 40 Min.

- | | | |
|----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 3. | Proclamation: Older Americans Month. | Board |
| 4. | Resolution Approving Presentation of Badge and Service Weapon to Retiring Lieutenant Jeffery Allen Herring. | Sheriff Ingram |
| 5. | Resolution Approving the Increase of the Fee Schedule for the EMS Division for 2016. | Dail |
| 6. | Resolution Authorizing the Release of Parcel Tract Seven (7) from Option Agreement. | Pope |
| 7. | Resolution Authorizing the Sale of County Owned Lot to the City of Kinston: \$3,066.78. | Parrish |
| 8. | Resolution Authorizing Purchase Order for Down East Protection Systems for the Installation of a Video Network at the Lenoir County Landfill at 2949 Hodges Farm Road, La Grange, North Carolina: \$5,998.08. | Harper |
| 9. | Resolution Approving Purchase Order for Stallings Heating & Plumbing for an HVAC System at the Neuseway Nature Park: \$5,067. | Ellis |

- | | | |
|-----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| 10. | Resolution Approving Purchase Order for Churchich Recreation & Design for two (2) Sets of five (5) Rows, Fifteen (15) Foot Bleachers at the Contentnea Recreation District: \$7,290. | Ellis |
| 11. | Budget Ordinance Amendment: General Fund: Health: (Immunization) \$4,269. Increase. | Huff |
| 12. | Budget Ordinance Amendment: General Fund: Health: (General Admin.) \$50,884. Increase. | Huff |
| APPOINTMENTS: 5 Min. | | |
| 13. | Resolution Approving Citizens to Boards, Commissions, Etc. 5 Min | Board |
| OTHER ITEMS: 10 Min. | | |
| 14. | Items from County Manager | Board |
| 15. | Items from County Attorney/Commissioners Public Comments/Closed Session (if necessary). | Board |

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
MONDAY, MAY 2, 2016 – TIME: 9:00 A.M.
COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE
130 S. QUEEN ST., KINSTON, N.C.**

Summary of Actions Taken at the April 18, 2016 Meeting

- | | | |
|----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|
| 1. | Approval of Minutes: Regular Board Meeting: April 4, 2016. | Approved |
| 2. | Resolution Approving Proposal for Advertising and Execution of Contract with Eastern Carolina Council – Area Agency on Aging on one (1) Lenoir County Transit Vehicle: \$775. | Approved |
| 3. | Resolution Authorizing Lenoir County Health Department to Execute a Purchase order to Contract with A & B Cleaning Service, Inc.: \$5,812.96. | Approved |
| 4. | Resolution Authorizing a Proposal to Provide Professional Services to Lenoir County for the 2017 Revaluation: \$65,000. | Approved |
| 5. | Budget Ordinance Amendment: Debt Service: Increase: \$95,156. | Approved |

MINUTES

LENOIR COUNTY BOARD OF COMMISSIONERS

April 18, 2016

The Lenoir County Board of Commissioners met in open session at 4:00 p.m. on Monday, April 18, 2016, in the Board of Commissioners' Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

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

Members Absent: None

Also present were: Michael W. Jarman, County Manager, Tracy Chestnutt, Finance Officer, Vickie F. King, Clerk to the Board, Joey Bryan, MIS Director, Robert Griffin, County Attorney, members of the general public and news media.

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

PUBLIC INFORMATION:

Mr. Andy Bailey, Transportation Engineer, NC DOT, stated he was present today to share with the Board the Lenoir County Comprehensive Transportation Plan. He shared a power point presentation. Mr. Bailey stated the City plan was completed back in 2007, and it identifies multimodal projects and programs planned for population and employment estimates in 2030. Also, it only considered Kinston and immediate surrounding area. He explained the meaning of the Comprehensive Transportation Plan (CTP) for the County. He shared the common long range vision and guide for future development and transportation decisions. He explained how the CTP process involved developing a vision, conducting needs assessments, determine deficiencies, analyze alternatives, develop plans, and adopting the final plan. All involved includes Lenoir County, local municipal governments, school system, parks & recreation, transit, emergency services, community college, health department, planning & development, Global Transpark, NC DOT and the general public. There are many factors that need to be studied like safety, connectivity and mobility, traffic, North Carolina strategic transportation corridor facilities, and federally functionally classified roads. Mr. Bailey stated the State of North Carolina as a whole is growing at 0.9% annually and currently, Lenoir County's population is 58,830. According to the office of state budget and management, Lenoir County is declining at 1.1% annually. Mr. Bailey stated in May they will create a CTP committee develop and adopt another plan and move forward. Mr. Bailey asked if anyone had any questions he could answer at this time, if not feel free to contact him.

Mr. Hill thanked Mr. Bailey for the work he is doing. He stated he certainly understands the need for long range planning. We have seen visions come to light recently in our community with some of the things that transportation has had happening for over the past fifteen (15) years. It is a process and we encourage the stakeholders to get involved and become a part of this great work.

PUBLIC COMMENTS:

None

CONSENT AGENDA:

1. Approval of Minutes: Regular Board Meeting: April 4, 2016.
2. Resolution Approving Proposal for Advertising and Execution of Contract with Eastern Carolina Council – Area Agency on Aging on one (1) Lenoir County Transit Vehicle.: \$775.

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

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS:

Item No. 3 was a Resolution Authorizing Lenoir County Health Department to Execute a Purchase Order to Contract with A & B Cleaning Service, Inc.: \$5,812.96. Ms. Tracy Chestnutt, Finance Officer, stated in 2013, Lenoir County Health Department contracted with Drake Janitorial Service, Inc. to supplement two (2) retiring employees. Currently, their work is not satisfactory and we would like to replace them with A & B Cleaning Service, Inc. to exhibit a cleaner and healthier environment for our public and current staff. Upon a motion by Mr. Daughety and a second by Mr. Best, Item No. 3 was unanimously approved.

Item No. 4 was a Budget Ordinance Amendment: General Fund: DSS: \$65,000. Increase. Mr. Darrell Parrish, Tax Administrator, stated In July of 2015 the Tax Department began a software conversion from the “Bormuth” system to Cox & Company’s “ONETax” software. This is the first software conversion the Tax Department has gone through in 25 years. The Software Service’s Agreement with Cox & Company included the conversion and balancing of the data files, on-site training, and on-going support. The Tax Department went “live” with ONETax collections in November, personal property in December, and with real property in January. The collections and personal property conversions have progressed satisfactorily, but there have been issues with the real property conversion. During the 25 years that the Bormuth software was used, a large percentage of the values of real property parcels became based on “sound values”. That is, adjustments were made over the years that resulted in the values being based on manual overrides instead of being driven by valuation codes and tables. The Software Services Agreement with Cox & Company does not include the construction of valuation tables, the analysis, and conversion of override factors or the creation of standardized tables that drive the valuation of structures that are needed for our 2017 revaluation. Cost for Phase 1 is \$25,000 and the estimated timeframe is 2 months (May-June 2016). Phase 2 focuses on the development of commercial and industrial pricing tables and income models. The cost for Phase 2 is \$15,000, with a timeframe of approximately 6 weeks (July-mid-August 2016). Phase 3 involves the creation of the 2017 Schedule of Values, which must be totally rewritten as it will be based on the new ONETax software.

Mr. Parrish stated it is critical to developing a sound Schedule of Values for 2017, as it will be the basis of future Schedules using the ONETax software. The cost for Phase 3 is \$10,000, with a timeframe of 20 work days (September-October 2016). Phase 4 is ongoing throughout the project and includes assistance with neighborhood delineation, running reports and queries for statistical analysis, and acting as a liaison between the Tax Department and Cox & Company. Cost for Phase 4 is \$15,000 (30 days throughout the project). The Tax Department currently has money available in this year's budget, from lapsed salaries and benefits, to fund Phase 1. The balance of the cost of the project (\$40,000) will be reflected in the 2016-2017 Revaluation Budget. Upon a motion by Ms. Sutton and a second by Mr. Davis, Item No. 4 was approved with two dissenting votes by Mr. Daughety and Mr. Rouse.

Mr. Daughety asked Mr. Parrish why they agreed to a contract with Cox & Company that did not appear to include all the necessary information needed. Mr. Parrish replied part could be based on his inexperience in dealing with software conversions. Also, we have a new chief appraiser who has done revaluations throughout the state and he has been able to go in and use existing counties software and make adjustments so it would work for the newly revaluations, but no one in the Tax Department has the experience to build the tables from ground up. Mr. Hill asked wasn't the software the Tax Department converted from a manual based system which required manual changes. Mr. Parrish replied yes, and it's what they have used for over twenty-five (25) years. Mr. Parrish stated one of the issues is the depreciation tables for residents/homes, and anything built prior to 1975 have to be manually done because they cannot adjust them through a table. Each one must be individually touched, and that is not the preferred way to perform the revaluations. Mr. Rouse asked the price of the software recently purchased for the Tax Department. Mr. Parrish replied \$34,000 for the conversion and \$6,000 annually for maintenance. Mr. Rouse asked how were the evaluations done on the older homes with the old system. Mr. Parrish replied it was done manually. Mr. Rouse asked if it could continue being done that way. Mr. Parrish replied that would continue to make the problem worse because they must be able to support the values with each schedule adopted. Mr. Hill stated he understood the process when dealing with large software packages because you have to make the data fit your new service. When converting to new products the expectation from the company is "you are purchasing what they have" so it's possible for things like this to happen. The bottom line is you'll always end up having to go to outside sources to get through the hurdles, which is a standard practice. Mr. Jarman stated for information purposes, the Tax Department has reduced some employees, and the \$25,000 that's being funded this current year was already budgeted, it is not new money. Years ago it was required by the law to place funds in a pot specifically for revaluations, and if you began to do it in-house, which they did in the 90's, you could actually pay an employee out of that fund. In essence, it is a separate fund from the general funds, and each year they budget money for that purpose. Currently, there is a balance of about \$35,000 plus available for next year in that particular fund for revaluation.

Item No. 5 was a Budget Ordinance Amendment: Debt Service: \$95,156. Increase. Ms. Tracy Chestnutt, Finance Officer, stated the purpose of this amendment is to properly appropriate funds for revenue and expenditures related to the series 2015 bond refinance. Upon a motion by Ms. Sutton and a second by Mr. Davis, Item No. 5 was unanimously approved.

Item No. 6 was a Resolution Approving Citizens to Boards, Commissions, Etc. Ms. Brown stated, there are no applicants, so no action is required at this time.

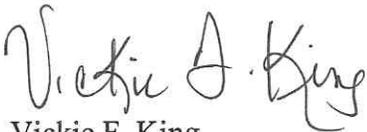
Item No. 7 was items from County Manager. Mr. Jarman stated attached are the regular financial performance summary and the inspections and transit summaries. Also, as a reminder in order to arrive on time to the NCACC District meeting on April 20th, in Duplin County they will need to leave from the courthouse at 4:15 p.m. Mr. Hill reminded everyone of the meeting at the Lenoir County Board of Education at 7:30 a.m. on the same day as the NCACC District meeting.

Item No. 8 was items from Commissioners Eric Rouse. Mr. Rouse shared information from the April 2016 transportation meeting. He stated the bridge project is approximately 55% complete, and stage 1 of the overflow bridge is currently being poured, and the girders are set on the Neuse River Bridge. The Riverwalk multi-use path from downtown through Pearson Park to the Power Plant project is approximately 99% complete with final inspection and vegetation establishment remaining.

Mr. Hill stated Lenoir Memorial Hospital continues to be in negotiations with UNC Health systems. They are not sure of the exact date when it will happen; nevertheless, when it does it will add a significant logo to the community.

Meeting Adjourned at 4:34 p.m.

Respectfully submitted,

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

Vickie F. King
Clerk to the Board

RESOLUTION: Approving the Releases and Refunds to the Individuals Listed Herein.

SUBJECT AREA: Financial

ACTION REQUESTED: Approval of Releases and Refunds as Prepared.

HISTORY/BACKGROUND: Releases and refunds result from listing and assessing due to incorrect and incomplete information.

EVALUATION: Taxpayers will or have overpaid taxes. Board action rectifies the mistake.

RELEASES OVER \$100

<u>YEAR</u>	<u>NAME</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>REASON</u>
2011	Henry Keel	84726	\$172.70	Out of County
2011	Yasmin Vela	84749	174.95	Adjusted Value
2012	Henry Keel	91437	172.70	Out of County
2012	Yasmin Vela	91464	154.21	Adjusted Value
2013	Talesha Baker	97796	194.07	Corrected Listing
2013	Ruth Howell	98035	156.45	Corrected Listing
2013	Henry Keel	98185	179.85	Out of County
2014	Talesha Baker	104213	191.16	Corrected Listing
2014	David Brown	107908	219.74	Corrected Listing
2014	Ruth Howell	104533	149.43	Corrected Listing
2014	Henry Keel	104710	179.85	Corrected Listing
2014	Yasmin Vella	104304	127.49	Adjusted Value
2015	David Brown	25634	216.87	Corrected Listing
2015	Howard Development Inc	63881	112.22	Adjusted Value
2015	Ruth Howell	44864	148.27	Corrected Listing
2015	Henry Keel	47186	182.40	Out of County
2015	London Leasing	40097	254.20	Corrected Listing
2015	Isaac Whitfield	32017	435.47	Corrected Listing
2016	Rokho Enterprises LLC	6190263	102.60	Corrected Listing
2016	Waylon Martinez	6190253	156.26	Corrected Listing
2016	James Wishon	6190270	147.59	Corrected Listing

REFUNDS

<u>YEAR</u>	<u>NAME</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>REASON</u>
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MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the releases and refunds as set above are approved.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Craig Hill, Chairman

05/02/2016
Date

ATTEST

Date

**Older Americans Month 2016
PROCLAMATION**

WHEREAS, Lenoir County includes a community of older Americans who deserve recognition for their contributions to our nation; and

WHEREAS, Lenoir County recognizes that older adults are trailblazers advocating for themselves, their peers, and their communities paving the way for future generations; and

WHEREAS, Lenoir County is committed to raising awareness about issues facing Older Americans and helping all individuals to thrive in communities of their choice for as long as possible; and

WHEREAS, we appreciate the value of inclusion and support in helping older adults successfully contribute to and benefit from their communities; and

WHEREAS, our community can provide opportunities to enrich the lives of individuals of all ages by:

- Promoting and engaging in activity, wellness, and social involvement.
- Emphasizing home- and community-based services that support independent living.
- Ensuring community members of can benefit from the contributions and experience of older adults.

NOW, THEREFORE, BE IT RESOLVED, I, Craig Hill, Chairman of the Lenoir County Commissioners, do hereby proclaim May to be Older Americans Month in Lenoir County and commend its observance to all citizens. I urge every resident to take time this month to celebrate and acknowledge older adults and the people who serve and support them as powerful and vital individuals who greatly contribute to the community.

Craig Hill, Chairman
Lenoir County Board of Commissioners

Date

INTRODUCED BY: Michael W. Jarman, County Manager DATE 05/02/16 ITEM NO. 4

RESOLUTION: Approve Presentation of Badge and Service Weapon to Retiring Lieutenant Jeffery Allen Herring.

SUBJECT AREA: Personnel

ACTION REQUESTED: The Board is requested to authorize the Sheriff to present to retiring Lieutenant Jeffery Allen Herring, his Lenoir County Sheriff's Office badge and Glock .45 caliber service weapon pursuant to state law and past county practices in recognition of his retirement from the Lenoir County Sheriff's Office and County of Lenoir.

HISTORY/BACKGROUND: Lieutenant Jeffery Allen Herring began his law enforcement career with the Lenoir County Sheriff's Office on September 29, 1991. Lt. Herring has served in numerous capacities in his many years with the Sheriff's Office ranging from Detention Officer, Deputy Sheriff, Field Training Officer, Detective, Sergeant of Detectives and Patrol Division Lieutenant. In his years of service, Lt. Herring has proudly dedicated his adult life and career to arresting criminals who had violated the law and working to provide safety for the citizens of Lenoir County.

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. Lieutenant Herring has served Lenoir County and its citizens for over 25 years until his retirement, which became effective March 1, 2016. Lt. Herring has retired early due to a work related injury, but was approved by the North Carolina Retirement System to retire with his 25 years of service.

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 handgun permit. Lieutenant Herring has obtained a pistol purchase permit to allow legal transfer of this firearm.

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.

EVALUATION: In keeping with the North Carolina General Statutes and local government practices, it is recommended that Lieutenant Jeffery Allen Herring be presented with his badge and Glock 45 caliber service weapon (serial number NMA034).

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 05/02/16 **ITEM NO.:** 5

RESOLUTION: Approve the Increase of the Fee Schedule for the EMS Division for 2016.

SUBJECT AREA: Financial & Administrative

ACTION REQUESTED: The Board is requested to approve an increase of the EMS Division response fee schedule in order to handle the increase in the Medicare and Medicaid charges for the current fiscal year.

HISTORY / BACKGROUND: Lenoir County acquired Emergency Medical Services in 2001 from Lenoir Memorial Hospital. Fees had been established in order to provide and bill for this service. In January 2010, the Emergency Services Department – EMS Division requested and was approved for a fee increase. Since that time, Medicare rates have increased and it is recommended by our third party billing company, EMS Management & Consultants that we raise our rates to be at, or above the Medicare rates.

EVALUATION: The requested action is necessary to keep up with the increase in costs to provide services to our citizens and to bill for those services.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the increase of the Fee Schedule for the EMS Division is approved.

AMENDMENTS:

MOVED _____ **SECOND** _____

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

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

Craig Hill, Chairman

05/02/2016
Date

Attest

05/02/2016
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 05/02/16 **ITEM NO.:** 6

RESOLUTION: Authorizing the Release of Parcel Tract Seven (7) from Option Agreement.

SUBJECT AREA: Economic Development

ACTION REQUESTED: The Board is requested to approve the release of parcel tract seven (7) from the option agreement between Robert Johnson Parrott, William Thomas Parrott III and Lenoir County.

HISTORY/BACKGROUND: On October 29, 2003, Lenoir County entered into an option agreement with Robert Johnson Parrott and William Thomas Parrott III in their capacity as co-trustees for the benefit of Charles Sellers Parrott under the certain Trust Agreement for real property in Lenoir County. The option was an exclusive and irrevocable option for purchase of the property and all rights, ways, alleys, privileges, and appurtenances on either (8) tracts of real property in the Highway 70 Industrial Park with renewals dating every five (5) years. The next renewal will be in 2018. Of the original eight (8) tracts, three (3) tracts remain. The owners have a request to lease tract seven (7) and therefore request release from the Option Agreement with Lenoir County.

EVALUATION: The Parrott family has been proactive in assisting Lenoir County with growth and expansion with companies such as Smithfield Foods and Sanderson Farms. Of the eight (8) original tracts all but three (3) tracts have been sold. Tract seven (7) is a thirteen (13) acre parcel (#37638), (see attached map) that the owner has requested release of the option.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the release of parcel tract seven (7) from option agreement between Robert Johnson Parrott and William Thomas Parrott III and Lenoir County is approved, and that the Chairman of the Lenoir County Board of Commissioners is authorized to execute this agreement on behalf of Lenoir County.

AMENDMENTS:

MOVED _____ **SECOND** _____

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

YEA VOTES: Hill _____ **Brown** _____ **Best** _____ **Daughety** _____

Davis _____ **Rouse** _____ **Sutton** _____

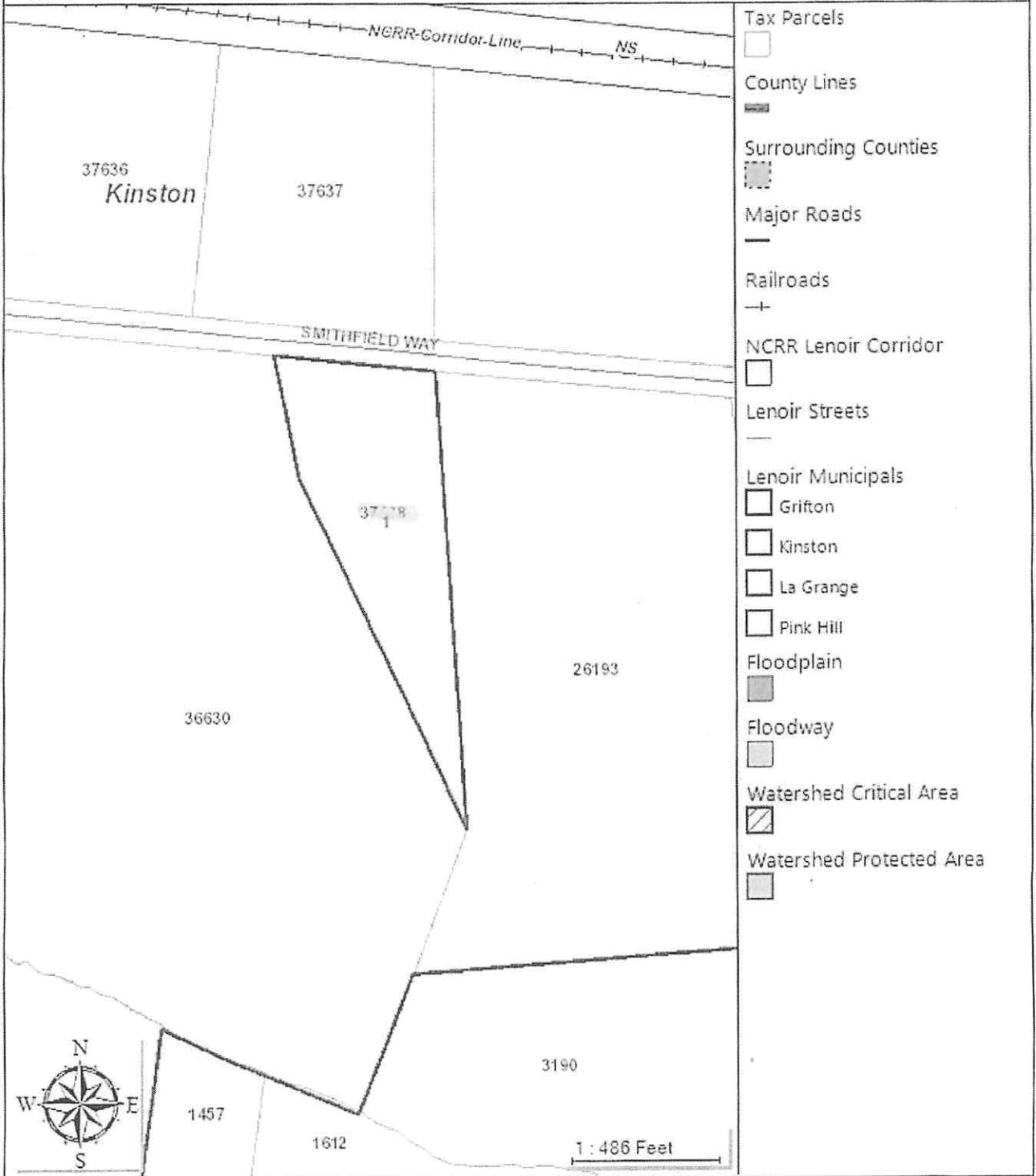
Craig Hill, Chairman

05/02/2016
Date

Attest

05/02/2016
Date

EXHIBIT A



Welcome to Lenoir County's NEW Mapping Service. PLEASE NOTE: The Parcel Record Number is NOT the PIN. Searching the Parcel Record Numbers for a 12 digit number will result in an error!

Release from Option Agreement

THIS RELEASE FROM OPTION AGREEMENT ("Release") is entered into the ____ day of _____, 2016 by (i) Robert Johnson Parrott and William Thomas Parrott, III, in their capacity as Co-Trustees for the benefit of Charles Sellers Parrott under that certain Trust Agreement between William Thomas Parrott, Jr. and the Trustees dated May 16, 1990; for the benefit of George Saxon Parrott under that certain Trust Agreement between Grantor and Trustees dated May 16, 1990; for the benefit of William Thomas Parrott, III, under that certain Trust Agreement between Grantor and Trustees dated May 16, 1990; and for the benefit of Robert Johnson Parrott under that certain Trust Agreement between Grantor and Trustees dated May 16, 1990 (such Co-Trustees and Trusts being referred to collectively as "Grantee" herein, and such Trusts aforesaid being collectively referred to as the "W.T. Parrott, Jr. Trusts") and (ii) Lenoir County, one of the Hundred Counties of North Carolina (the "Grantor" herein). Grantor and Grantee are collectively referred to herein as the "Parties," and in the singular as a "Party."

Recitals

R-1. Grantor and Grantee entered into an Option Agreement dated October 29, 2003 (the "Option Agreement"), that was recorded among the land records of Lenoir County at Book ___, Pages ___, pursuant to which Grantee herein granted to Grantor herein the exclusive and irrevocable option to purchase certain real estate (the "Optioned Property"), and all the rights, ways, alleys, privileges, and appurtenances belonging or in anywise appertaining thereto, as more particularly described in the Option Agreement and exhibits and attachments thereto, subject to the terms and conditions set forth therein.

R-2. The Option Agreement is currently in its Second Renewal Term, and will remain in full force and effect until October 29, 2018, except as otherwise expressly provided in this Release.

R-3. Grantee herein has requested of Grantor herein that a certain section of the Optioned Property (the "Released Section") be released from the terms, restrictions, and limitations of the Option Agreement, with the effect that the Released Section shall no longer be subject to the Option Agreement.

R-4. Grantor herein has agreed to the release of the Released Section as set forth in this Release.

Agreements

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by each Party, the Parties agree as follows:

1. **Legal description.** The description of the Released Section is:

Parcel No. 37638 on the Lenoir County GIS Map as of April 15, 2016 (the "Parcel"), attached as Exhibit A and incorporated herein, and lands immediately adjacent to such Parcel located within the boundaries of Smithfield Way as shown on Exhibit A and presently belonging to the W.T. Parrott, Jr. Trusts.

2. **Release.** Grantor herein grants the release of the Released Section from the terms, restrictions, and limitations of the Option Agreement, with the effect that the Released Section shall no longer be subject to the Option Agreement, effective upon full execution of this Release. Grantee herein accepts such release, effective upon full execution of this Release.

3. **Interpretation.** North Carolina law governs, without reference to its conflicts of law principles. If part of this Release is held to be invalid or unenforceable, the valid and enforceable provisions will continue to be binding, so long as the essential purposes hereof may be satisfied. The Parties intend to be bound hereby, and agree that their respective heirs, legal representatives, successors, and assignees will also be bound. All such Parties and persons will execute and deliver appropriate documents and otherwise exert their best efforts at all times in good faith to accomplish the objectives and provisions set forth in this Release. The provisions of this Release may be revoked or modified only in writing. No waiver of a breach or default will be deemed a waiver of any subsequent breach or default. Unless expressly provided otherwise herein, the remedies in this Release are cumulative, and do not limit any remedy any Party will otherwise have. This Release and any exhibits hereto will be construed without the aid of any canon or rule of law requiring interpretation against the Party drafting or causing the drafting of an agreement or the portions of an agreement in question. The Section headings used in this Release are for convenience purposes only and shall not be used in the interpretation of this Release. All exhibits and schedules attached hereto are incorporated by reference and made a part of this Release. Whenever the context permits, a singular shall include the plural and one gender shall include all.

4. **Entire agreement.** This Release and the exhibit hereto set forth the entire understanding of the Parties with respect to the Release from Option Agreement and the subject areas addressed herein. All prior oral and written understandings and agreements between the Parties with respect thereto are revoked.

[signature and notary pages follow]

IN WITNESS WHEREOF the Parties have duly executed this Release and affixed their seals as of the date set forth above.

GRANTOR:

LENOIR COUNTY

[Affix County Seal]

By: _____

Chairman, Board of County
Commissioners

ATTEST:

Clerk to the Board

GRANTEE:

(Seal)
Name: Robert Johnson Parrott
Title: Co-Trustee of the W.T. Parrott, Jr. Trusts

(Seal)
Name: W. Thomas Parrott, III
Title: Co-Trustee of the W.T. Parrott, Jr. Trusts

List of Exhibits

Exhibit A Legal Description

STATE OF NORTH CAROLINA
COUNTY OF LENOIR

I, _____, a Notary Public in and for the State and County aforesaid, do hereby certify that _____ personally came before me this day and acknowledged that he is Clerk to the Lenoir County Board of Commissioners and that by authority duly given, the foregoing instrument was signed in the name of Lenoir County, by the Chairman of said Board of Commissioners, sealed with the common seal of Lenoir County, and attested by himself as Clerk to the said Board.

WITNESS my hand and Notarial Seal this _____ day of _____, 2016.

Notary Public

My Commission Expires: _____

[OFFICIAL SEAL]

STATE OF NORTH CAROLINA
WAKE COUNTY

I, _____, a Notary Public of Wake County, State of North Carolina, do hereby certify that Robert Johnson Parrott, solely in his capacity as Co-Trustee of the W.T. Parrott, Jr. Trusts, personally appeared before me this day and acknowledged the due execution of the foregoing instrument as the act and deed of said W.T. Parrott, Jr. Trusts.

Witness my hand and official seal, this the _____ day of _____, 2016.

Notary Public

My Commission Expires: _____

[OFFICIAL SEAL]

COMMONWEALTH OF VIRGINIA
COUNTY OF FAIRFAX

I, _____, a Notary Public of Fairfax County, Commonwealth of Virginia, do hereby certify that William Thomas Parrott, III, solely in his capacity as Co-Trustee of the W.T. Parrott Trusts, personally appeared before me this day and acknowledged the due execution of the foregoing instrument as the act and deed of said W.T. Parrott, Jr. Trusts.

Witness my hand and official seal, this the _____ day of _____, 2016.

Notary Public

My Commission Expires: _____

[OFFICIAL SEAL]

EXHIBIT A
Legal Description

Parcel No. 37638 on the Lenoir County GIS Map as of April 15, 2016, attached.

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 05/02/16 **ITEM NO.** 7

RESOLUTION: Authorizing Sale of County Owned Lot to the City of Kinston: \$3,066.78.

SUBJECT AREA: Legal

ACTION REQUESTED: The Board is requested to approve the sale of a lot (tax parcel # 8439, vacant lot on Dr. MLK Jr Blvd) that was foreclosed on to the City of Kinston for an amount sufficient to cover the delinquent taxes and legal cost associated with Lenoir County obtaining ownership.

HISTORY/BACKGROUND: The lot was offered for sale to the public at the Lenoir County Courthouse, and the minimum bid was not met. The City of Kinston has offered to purchase the lot for an amount that would cover the delinquent taxes and the legal cost incurred with the foreclosure.

EVALUATION: The North Carolina general statutes allow one government agency to transfer property to another government agency without going through a public bid process. The tax value of the property is \$4,500. The County has a total investment in the property of \$3,066.78 (delinquent taxes and foreclosure cost). The City of Kinston has offered to purchase the property for the amount that the County has invested: \$3,066.78.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the County sell the lot to the City of Kinston for \$3,066.78, and the Lenoir County Manager is authorized to sign the deed to finalize the transaction is approved.

AMENDMENTS:

MOVED _____ **SECONDED** _____

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

Yea Votes: Hill ___ **Brown** ___ **Best** ___ **Daughety** ___ **Davis** ___

Rouse ___ **Sutton** ___

Craig Hill, Chairman

Date

Attest

Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 05/2/16 **ITEM NO.** 8

RESOLUTION: Authorizing Purchase Order for Down East Protection Systems for the Installation of a Video Network at the Lenoir County Landfill at 2949 Hodges Farm Rd., LaGrange, North Carolina: \$5,998.08.

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: The Board is requested to approve a proposal from Down East Protection Systems for installation of a video network at the Lenoir County Landfill on Hodges Farm Rd. in LaGrange at a cost of \$5,998.98 and authorize the County Manager or his designee to execute a Purchase Order in this amount.

HISTORY/BACKGROUND: The Lenoir County Landfill installed the current video network approximately twenty (20) years ago. Currently the system has two (2) cameras that are not operational and two (2) that have extensive performance issues. The current video monitor is extensively faded and not viewable by office staff. The lack of performance causes multiple delays throughout the work day for the scale-house operators and causes the Landfill users to have longer wait times.

EVALUATION: Down East Protection Systems currently provides security monitoring services to the Lenoir County Landfill. Down East has installed multiple video systems within other County departments. Completion of this project will allow the Landfill staff to operate more efficiently and serve Landfill users more effectively. This video network will also reduce wait times for Landfill users and allow for better flow of Landfill traffic.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

mw
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes the issuance of a purchase order in the amount of \$5,998.08 to Down East Protection System and further authorizes the Lenoir County Manager or his designee to execute the necessary paperwork on behalf of the County for the completion of the video network.

AMENDMENTS:

MOVED _____ **SECONDED** _____

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

Yea Votes: Hill ___ **Brown** ___ **Best** ___ **Daughety** ___

Davis ___ **Rouse** ___ **Sutton** ___

Craig Hill, Chairman

Date

Attest

Date



Down East Protection Systems
 2006 N Queen St
 Kinston, NC 28501
 www.depsnet.com
 252-939-9500 • 1-800-215-0238

Quote

NC Alarm License #1012-CSA • (919) 875-3611
 NCASLB 1631 Midtown Pl. Ste 104, Raleigh, NC 27609

Number AAAQ4089
Date Apr 25, 2016

Bill To	Work Site	Your Sales Rep
Lenoir County Landfill Chris Harper 2949 Hodges Rd. La Grange, NC 28551 United States Phone (252) 566-4194 Fax	Lenoir County Landfill Chris Harper 2949 Hodges Rd. La Grange, NC 28551 United States Phone (252) 566-4194 Fax	Tom Vermillion (252) 939-9500 tvermillion@depsnet.com

Expected Service Date	Expected Service Time	Comments
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Product/Service	Description	Qty.	Unit Price	Extended Price
mx-MxControlCenter	Mobotix Video Management Software	1	\$0.00	\$0.00
MX-Q25-D016	Mobotix Q25 6MP Day Camera 360 degree	4	\$837.00	\$3,348.00
MX-OPT-AP-10DEG	Mobotix 10 Degree Wall Mount for a Q25 Hemispheric	4	\$148.00	\$592.00
9B-22-107-183	2-Bay Personal Cloud NAS Diskless	1	\$283.19	\$283.19
9SIV00Y1PJ3802	WD Purple video 4TB NAS Sata drive.	1	\$257.75	\$257.75
9B-33-122-817	NetGear 8 Port Gigabit Switch with 4 Port POE	1	\$148.48	\$148.48
TC-BCPERS450	Tripplite 450VA UPS w/ 3 Outlets	1	\$140.23	\$140.23
Job Labor Security Cameras	Job Labor - Security Cameras	10	\$85.00	\$850.00

1 Year Warranty on all Parts and Labor except for physical abuse and acts of nature.	SubTotal	\$5,619.65
We will provide a switch to power the cameras but LC will have to provide connection on their switch to their network. IP addresses will also, be needed for each camera.	Tax	\$379.33
Video Software will be loaded on LC Computer and a second monitor can be added to use for viewing.	Shipping	\$0.00
	Total	\$5,998.98

DEPS proposes to furnish materials and labor in accordance with specifications for the above total. Price is good for 30 days from date of proposal. Payments will be made as follows:

Half due upon acceptance of proposal and the remainder due upon completion of the installation.

Acceptance

The above prices, specifications and conditions are satisfactory and are hereby accepted. Signing and returning this proposal constitutes a contract. I understand that I have the right to cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. DEPS is authorized to do work as specified by the undersigned.

 Authorized DEPS Representative

 Date

 Signature

 Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 05/02/16 **ITEM NO.** 9

RESOLUTION: Approve a Purchase Order for Stallings Heating & Plumbing for an HVAC System at the Neuseway Nature Park: \$5,067.

SUBJECT AREA: Community

ACTION REQUESTED: The Board is requested to approve a purchase order for Stallings, Plumbing & Heating for the emergency replacement of an 18 year old HVAC system in the Exchange Meeting Room at the Neuseway Nature Park in the amount of \$5,067.

HISTORY/BACKGROUND: The compressor broke on the old unit which was eighteen (18) years old and numerous large events were scheduled in the building. Stallings had a unit in stock and was able to replace it the same day.

EVALUATION: The compressor went out of commission and the facility was the host for the several events, and it was necessary to replace the HVAC unit prior to time the scheduled events were to take place.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that a purchase order to Stallings, Heating & Plumbing in the amount of \$5,067 for the replacement of a HVAC unit in the Exchange Meeting Room at the Neuseway Nature Park be approved.

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Craig Hill, Chairman

Date

Attest

Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 05/02/16 **ITEM NO.** 10

RESOLUTION: Approve a Purchase Order for Churchich Recreation & Design for Bleachers at the Contentnea Recreation District: \$7,290.

SUBJECT AREA: Community

ACTION REQUESTED: The Board is requested to approve a purchase order for Churchich Recreation & Design for two (2) sets of five (5) row, fifteen (15) foot bleachers for the Contentnea Recreation district in the amount of \$7,290.

HISTORY/BACKGROUND: Currently, there are no bleachers on the baseball/softball field at the Contentnea baseball/softball field. During the games spectators have to bring chairs and blankets to sit on. Money was budgeted for purchasing bleachers in the 2015/2016 budget.

EVALUATION: Due to safety reason and constantly changing specifications, 5 row 15 foot bleachers are now required to have double foot planks, and a chain link guard rail system around the top bleacher. We received quotes from three companies and Chuchhich Recreation provided the lowest price. The costs of the bleachers are \$3,145 each not including freight.

Flaghouse	\$3,620
ABC Sports	\$3,600
Chuchhich Recreation	\$3,145

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

msj
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that a purchase order to Churchich Recreation & Design in the amount of \$7,290 for the purchase of bleachers for Contentnea Recreation district be approved.

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

Yea Votes: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

Date

Attest

Date

BUDGET ORDINANCE AMENDMENT:

GENERAL FUND:

HEALTH:

(Immunization)

Increase to Budget \$4269.00

Item No. 11

LENOIR COUNTY, NORTH CAROLINA

BUDGET AMENDMENT REQUEST



FY 2015 - 2016
Appropriations

Budget Amendment # _____

Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
GENERAL	HEALTH	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> 10-3516-3302 Immunization Action Plan(State)	4,269.00	<u>Increase</u> 10-5114-2390 Medical Supplies \$ 4,269.00
Total	\$ 4,269.00	Total \$ 4,269.00

Reason and Justification for Request:
 Additional State funding provided to health department to support immunization activities.

Department Head Approval <i>[Signature]</i>	Date 4/25/16	Finance Officer Approval <i>[Signature]</i>	Date 4/26/16
Budget Officer Approval <i>[Signature]</i>	Date 4/26/16		
Board Approval (When Applicable)	Date	Date of Minutes	

BUDGET ORDINANCE AMENDMENT:
 GENERAL FUND:
 HEALTH:
 (General Admin)
 Increase to Budget \$50,884.00

Item No. 12



LENOIR COUNTY, NORTH CAROLINA
 BUDGET AMENDMENT REQUEST

FY 2015 - 2016
 Appropriations

Distribution - Finance Office:

Budget Amendment # _____
 Date Approved _____

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
GENERAL	HEALTH	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> 10-3510-2600 POSITIVE PARENTING PROGRAM	\$ 50,884.00	<u>Increase</u> 10-5110-6902 POSITIVE PARENTING PROGRAM \$ 50,884.00
Total	\$ 50,884.00	Total \$ 50,884.00

Reason and Justification for Request:
 Increase in State Funding to support implementation of Triple P for families of children ages 0-5, by providing for increased purchases of training and support materials for the the period of March 1, 2016 - May 31, 2016.

Department Head Approval	Date	Finance Officer Approval	Date
<i>[Signature]</i>	4/14/16	<i>Nancy Christnall</i>	4/26/16
Budget Officer Approval	Date		
<i>Michael W. [Signature]</i>	4/26/16		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 05/0216 **ITEM NO.:** 13

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>
None		

CURRENT VACANCIES:

Lenoir County Health Board - (1) Optometrist

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

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


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>

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

05/02/16
Date

ATTEST

05/02/16
Date

TO: Chairman and Members of the Board
FROM: Mike Jarman, County Manager
DATE: May 02, 2016
SUBJECT: Items from County Manager

1. 902 Herbert Drive Property
Randolph Farrow Road Property
911 Chestnut Street Property

Action Required

	NC Pin Number	Record Number	Street #	Street Name	Town	Anything on Property	How Acquired	Taxes Owed	Foreclosure Costs	Tax Value	Previous Bid	Current Bid	Recommendation
65.	4535-1036-6578	34456	902	Herbert Drive	Kinston	Yes	Tax Foreclosure	\$ 11,071.18		\$ 34,258.00	\$ 2,000.00	\$ 2,000.00	Decline
19.	4547-0344-3975	601		Randolph Farrow Rd	Kinston	No	Tax Foreclosure	\$ 280.34	\$ 2,115.86	\$ 3,444.00	\$ 500.00	\$ 1,000.00	Decline
1.	4525-1573-4532	12725	911	Chestnut Street	Kinston	No	Tax Foreclosure	\$ 1,421.86	\$ 1,546.60	\$ 3,000.00	\$ 300.00	\$ 300.00	Decline