

LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
MONDAY, MAY 16, 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: Mr. Ken Jones, Eastpointe Director: Mental Health Update
 Dr. Terry Cline, Superintendent, Lenoir County Schools
 Dr. Brantley Briley, President of Lenoir Community College
 Ms. Judy White, American Red Cross
 Mr. Mark Sutherland, Military Growth Task Force

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

CONSENT AGENDA: 10 Min.

- | | |
|--|------------------------------|
| 3. Approval of Minutes: Regular Board Meeting: May 2, 2011
Budget Work Session: May 2, 2011
Joint Meeting City/County: May 2, 2011 | ACTION
Hall/Jarman |
|--|------------------------------|

PROCLAMATION/BUDGET AMENDMENTS/RESOLUTIONS: 30 Min.

- | | |
|---|------------------|
| 4. Proclamation for "In Support of National Drug Court Month" | Dail/Board |
| 5. Budget Ordinance Amendment: Finance/Sheriff's Department: \$1,149 Increase | Hollowell/Martin |
| 6. Budget Ordinance Amendment: Fire Districts: Fire Protection: \$69,245: Increase | Hollowell/Martin |
| 7. Resolution Approving Purchase Order Execution for Actuarial Valuation of Health Care Plan of Lenoir County: Cavanaugh MacDonald Consulting, LLC: \$5,000 | Hollowell/Martin |
| 8. Resolution Authorizing the Purchase of Laptops and Printers for each of the 22 Voting Precincts at a Cost not to Exceed \$27,664 | King/Martin |
| 9. Resolution Declaring Property as Surplus and Authorizing the Sale of the Surplus Property by Auction | Wiggins/Martin |

APPOINTMENTS: 5 Min.

- | | |
|--|------|
| 10. Resolution Approving Citizens to Boards, Commissioners, Etc. 5 Min. | Hall |
| 11. Items from County Manager / County Attorney / Commissioners Public Comments/Closed Session (if necessary) | |

TO: Chairman and Members of the Board

FROM: Mike Jarman, County Manager

DATE: May 16, 2011

SUBJECT: Items of Interest

1. Letter: April 27, 2011 from NCDOT re: Left Turn Movement on Heritage St. at Vernon Ave.
2. Letter: May 2, 2011 from Mr. Ozie Hall, CEO/Principal of Kinston Charter Academy re: Queen Request for Emergency Capital Funding
3. Letter: May 9, 2011 from Ms. Agnes Ho, Director of Libraries re: Roof Funding
4. NCACC County Assembly Day: May 25, 2011
5. Lenoir County Inspections: Permit/Inspections Report: April 2011



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

BEVERLY EAVES PERDUE
GOVERNOR

EUGENE A. CONTI, JR.
SECRETARY

April 27, 2011

Michael W. Jarman, County Manager
County of Lenoir
P. O. Box 3289
Kinston, NC 28502

Dear Mr. Jarman:

I am writing in response to Commissioner Tommy Pharo's request during the February Commissioners meeting for protected left turn movement on Heritage Street at Vernon Avenue in Kinston. My staff has completed their evaluation of this request and have the following comments and recommendations.

This location has been studied in the past for this same request. The peak traffic volume movements along Heritage occur from 12 noon to 1:00 pm. To update our information, staff members conducted new turning movement counts along Heritage Street on March 22 from about 11:45 am through about 1:10 pm. Results of these counts show that during this period, southbound on Heritage St. there were 64 left turns, 275 through movements, and 25 right turns. During this same period, northbound on Heritage St. there were 108 left turns, 250 through movements, and 26 right turns. NCDOT uses two criteria to evaluate when protected left turn signals are justified. One criteria looks at the product of the left turn volume and the opposing thru and right turn movements. The other criteria is crash history involving the left turn movements. The values of the noon hour for both the north and south bound left turn movements are less than 35% of the value needed to meet the volume criteria.

A crash history report for this location for the 5 year period from March 1, 2006 through February 28, 2011 indicates there were 35 reported crashes at this intersection during this time period. Of those, only one (Oct 15, 2009) involved vehicles making left turns off of Heritage Street. The threshold for considering use of protected left turns is five or more crashes in the last 12 months.

MAILING ADDRESS:
NC DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
POST OFFICE BOX 1587
GREENVILLE, NORTH CAROLINA 27835-1587

TELEPHONE: (252) 830-3490
FAX: (252) 830-3352
WEBSITE: WWW.NCDOT.GOV

LOCATION:
105 PACTOLUS HIGHWAY (NC HIGHWAY 33)
GREENVILLE, NORTH CAROLINA

Mr. Jarman
April 27, 2011
Page 2

During their site visit to get the traffic counts, staff observed the operation of this intersection. During that time, they observed that out of the 49 cycles the signal went through, there were 6 times when either north or south bound left turns did not clear out during their turn. In all of those 6 cases they did all clear the next cycle. During 37 of the cycles, all traffic on Herritage cleared during the green time.

Based on these findings, we do not recommend revising the signal to provide protected left turn movements for Heritage Street. Should you have any questions regarding other highway matters, please feel free to contact me.

Sincerely,



C. E. Lassiter, Jr., PE
Division Engineer

CEL/SJH

cc: Ms. Leigh H. McNairy
Mr. Hugh Overholt
Tommy Pharo, County Commissioner
Lenoir County Transportation Committee
Robert Swinson, City Councilman
Scott Stevens, Kinston City Manager
Dwayne Alligood, PE
Steve Hamilton, PE

KINSTON CHARTER ACADEMY

2000 Dr. Martin Luther King, Jr. Blvd

Kinston, NC 28501

Telephone: (252) 522-0210

Fax: (252) 522-2584

May 2, 2011

Michael W. Jarman
County Manager
Lenoir County Government
130 South Queen Street
Post Office Box 3289
Kinston, NC 28502

RE: REQUEST FOR EMERGENCY CAPITAL FUNDING

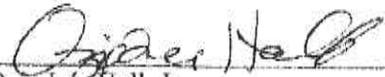
Dear Manager Jarman:

Please consider this letter the request of Kinston Charter Academy for emergency capital funding support from the Lenoir County Government in the amount of \$100,000.00. The funds will cover the cost of replacement of the schools' climate control system. This is a one-time request.

As you know, charter schools do not receive capital funding as part of its regular funding formula. Under *N.C. Gen. Statutes § 115C-238.29F(i)* the assets of the charter school revert to the local school district in the event the school were to close.

Please place this matter on the Board's agenda and let me know what additional information the Board will need.

Very sincerely,


Ozie Lee Hall, Jr.
CEO/Principal

OH: olh, jr.

Attachment(s):



turn to the experts

Carrier Bldg Systems & Services
 9901-N Southern Pine Blvd
 Charlotte, NC 28273
Rich Remke
Area Projects Manager
 (P) 704-889-4396
 (F) 833-693-0865
 richard.remke@carrier.utc.com

TURNKEY CONTROLS

Attention:
 Job Name: Kinston Charter Academy DDC Controls
 Job Location: Kinston, NC

Date: 03/07/2011
 Quote Number: RRC8132010-01

Carrier is pleased to provide pricing for the following equipment and services for the above referenced project in accordance with attached terms and conditions.

Item	Scope
Premier DDC Controls	<p>Controls Scope of Work</p> <p>Carrier will install, program and commission a complete DDC control system to replace existing pneumatic controls. All wiring to be plenum rated cable</p> <p>AHU-A (existing A series Rooftop Unit with DDC Controls)</p> <ul style="list-style-type: none"> • Install communication cable to Unit • Re-program unit to use Carrier Zone Linkage Control Algorithm to work with new Terminal Box Controllers <p>AHULR (existing A series Rooftop Unit with DDC Controls)</p> <ul style="list-style-type: none"> • Install communication cable to Unit • Re-program unit to use Carrier Zone Linkage Control Algorithm to work with new Terminal Box Controllers <p>vAV Terminal Boxes TYPICAL FOR 28 (existing Cooling Only Box with pneumatic controls)</p> <ul style="list-style-type: none"> • Replace pneumatic controller with new Carrier 33ZCVAVTRM DDC Controller • Provide and install T56 Space Temperature Sensor with Slidebar • Provide and install 33CZSENSAT Supply Air Temperature Sensor <p>FAN Terminal Boxes TYPICAL FOR 27 (existing Fan Box and Reheat Valve with pneumatic controls)</p> <ul style="list-style-type: none"> • Replace pneumatic controller with new Carrier 33ZCFANTRM DDC Controller • Provide and install T56 Space Temperature Sensor with Slidebar • Provide and install 33CZSENSAT Supply Air Temperature Sensor • Provide and install new 1/2" 2 way electric actuated reheat control valve <p>Boiler Plant Controls</p> <ul style="list-style-type: none"> • Provide, install and program new Carrier 6400 DDC Controller in NEMA 1 enclosure • Provide and install Strap-on Hot Water Supply and Return sensors • Provide and Install Boiler and Pump Start/Stop/Status control • Replace pneumatic bypass valve actuator with modulating electric actuator • Provide and Install end of line differential pressure sensor <p>Other Building Controls</p> <ul style="list-style-type: none"> • Provide and install Start/Stop/Status control for 3 Exhaust Fans • Provide and install Outside Air Temperature and Humidity Sensor • Provide and install Carrier PremierLINK DDC controller and T56 space temperature sensor for 1 existing DX Rooftop

Provide, install and program Carrier i-Vu CCN Web Server

- Create graphics for all pieces of equipment, floor plans, and boiler plant
- Connect to owners Ethernet. Access to i-Vu server is via standard Web Browser using owners existing PC.
- Provide 4 Hours owner Training
- Provide 1 Year Parts and Labor Warranty

Special Notes:

- Any items found to be inoperable or in need of repair will be quoted on a time and material basis.
- All work shall be performed during normal business hours (8 AM to 5 PM Monday through Friday).

Exclusions:

- Conduit. All wiring to be plenum rated cable
- Demolition / Removal of Air Compressor, pneumatic lines or devices. All lines will be capped and abandoned in place.
- Equipment, devices, or services not specifically listed above
- Labor or warranty work outside of regular business hours

TOTAL PRICE:

\$89,473

SPECIAL NOTES:

1. Above prices are firm and will remain in effect for 60 days.
2. All orders subject to credit acceptance.
3. Any items found to be inoperable or in need of repair will be quoted on a time and material basis.
4. Any work or material furnished at Carrier's expense, must have written authorization and approval from Carrier prior to furnishing such service or materials. Immediately upon completion of such work, the approved price shall be invoiced for immediate processing of a credit memo and applied to your account. Deductions from our invoices or back charges for unauthorized work or materials will not be accepted

We appreciate your consideration of this quotation and would like to thank you for your interest in Carrier products and services. Should you have any questions concerning the above quotation, please feel free to contact me.

Thanks,

Rich Remke

Carrier Building Systems & Services
Controls Projects

CARRIER CORPORATION
TERMS AND CONDITIONS OF SALE – EQUIPMENT AND/OR SERVICE

1. **PAYMENT AND TAXES-** Payment shall be made 1.25% 10/ net 30 days from date of invoice. Carrier reserves the right to require cash payment or other alternative method of payment prior to shipment or completion of work if Carrier determines, in its sole discretion, that Customer or Customer's assignee's financial condition at any time does not justify continuance of the net 30 days payment term. In addition to the price, the Customer shall also pay Carrier any taxes or government charges arising from this Agreement.
2. **EXTRAS-** Equipment, parts or labor in addition to those specified in this Agreement will be provided upon receipt of Customer's written authorization and paid for as an extra and subject to the terms of this Agreement.
3. **RETURNS-** No items will be accepted for return without prior written authorization. Returned goods may be subject to a restocking charge. Special order and non-stock items cannot be returned.
4. **SHIPMENT-** All shipments shall be F.O.B. shipping point, freight prepaid and allowed to the job site. Shipment dates quoted are approximate. Carrier does not guarantee a particular date for shipment or delivery.
5. **PARTIAL SHIPMENT-** Carrier shall have the right to ship any portion of the equipment included in this Agreement and invoice Customer for such partial shipment.
6. **DELAYS--** Delays caused by conditions beyond the reasonable control of either party shall not be the liability of either party to this Agreement.
7. **WARRANTY-** Carrier warrants that all equipment manufactured by Carrier Corporation and all Carrier equipment, parts or components supplied hereunder will be free from defects in material and workmanship. Carrier shall at its option repair or replace, F.O.B. point of sale, any equipment, part or component sold by Carrier and determined to be defective within one (1) year from the date of initial operation or eighteen (18) months from date of shipment, whichever is earlier. Carrier does not warrant products not manufactured by Carrier Corporation, but it does pass on to Customer any available manufacturer's warranty for those products. Carrier warrants that all service provided by Carrier hereunder shall be performed in a workmanlike manner. In the event any such service is determined to be defective within ninety (90) days of completion of that service, Carrier shall at its option re-perform or issue a credit for such service. Carrier's obligation to repair or replace any defective equipment, parts or components during the warranty period shall be Customer's exclusive remedy. Carrier shall not be responsible for labor charges for removal or reinstallation of defective equipment, parts or components, for charges for transportation, handling and shipping or refrigerant loss, or for repairs or replacement of such equipment, parts or components, required as a consequence of faulty installation, misapplication, vandalism, abuse, exposure to chemicals, improper servicing, unauthorized alteration or improper operation by persons other than Carrier. THIS WARRANTY IS GIVEN IN LIEU OF ALL OTHER WARRANTIES, EXPRESS, IMPLIED OR STATUTORY INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.
8. **WORKING HOURS--** All services performed under this Agreement including major repairs, are to be provided during Carrier's normal working hours unless otherwise agreed.
9. **ADDITIONAL SERVICE-** Services or parts requested by Customer in addition to those specified in this Agreement will be provided upon receipt of Customer's written authorization and invoiced at Carrier's prevailing labor rates and parts charges. Additional services or parts shall be supplied under the terms of this Agreement.
10. **CUSTOMER RESPONSIBILITIES (Service Contracts only) –** Customer shall:
- *Provide safe and reasonable equipment access and a safe work environment.
 - *Permit access to Customer's site and use of building services including but not limited to: water, elevators, receiving dock facilities, electrical service and local telephone service.
 - *Keep areas adjacent to equipment free of extraneous material, move any stock, fixtures, walls or partitions that may be necessary to perform the specified service.
 - *Promptly notify Carrier of any unusual operating conditions.
 - *Upon agreement of a timely mutual schedule, allow Carrier to stop and start equipment necessary to perform service.
 - *Provide adequate water treatment.
 - *Provide the daily routine equipment operation (if not part of this Agreement) including availability of routine equipment log readings.
 - *Where Carrier's remote monitoring service is provided, provide and maintain a telephone line with long distance direct dial and answer capability.
 - *Operate the equipment properly and in accordance with instructions.
 - *Promptly address any issues that arise related to mold, fungi, mildew or bacteria.
 - *Identify and label any asbestos containing material that may be present. The customer will provide, in writing, prior to the start of a job, a signed statement regarding the absence or presence of asbestos for any job where the building or the equipment to be serviced is older than 1981. Should this document state that no asbestos is present, the customer will also provide in writing the method used to determine the absence of asbestos.
11. **EXCLUSIONS--** Carrier is not responsible for items not normally subject to mechanical maintenance including but not limited to: duct work, casings, cabinets, fixtures, structural supports, grillage, water piping, steam piping, drain piping, cooling tower fill, boiler tubes, boiler refractory, disconnect switches and circuit breakers. Carrier is not responsible for repairs, replacements, alterations, additions, adjustments, repairs by others, unscheduled calls or emergency calls, any of which may be necessitated by negligent operation, abuse, misuse, prior improper maintenance, vandalism, obsolescence, building system design, damage due to freezing weather, chemical/electrochemical attack, corrosion, erosion, deterioration due to unusual wear and tear, any damage related to the presence of mold, fungi, mildew, or bacteria, damage caused by power reductions or failures or any other cause beyond Carrier's control. Carrier shall not be required to perform tests, install any items of equipment or make modifications that may be recommended or directed by insurance companies, government, state, municipal or other authority. However, in the event any such recommendations occur, Carrier, at its option, may submit a proposal for Customer's consideration in addition to this Agreement. Carrier shall not be required to repair or replace equipment that has not been properly maintained.
12. **EQUIPMENT CONDITION & RECOMMENDED SERVICE (Service Contracts only) –** Upon the initial scheduled operating and/or initial annual stop inspection, should Carrier determine the need for repairs or replacement, Carrier will provide Customer in writing an 'equipment condition' report including recommendations for corrections and the price for repairs in addition to this Agreement. In the event Carrier recommends certain services (that are not included herein or upon initial inspection) and if Customer does not elect to have such services properly performed in a timely fashion, Carrier

shall not be responsible for any equipment or control failures, operability or any long-term damage that may result. Carrier at its option will either continue to maintain equipment and/or controls to the best of its ability, without any responsibility, or remove such equipment from this Agreement, adjusting the price accordingly.

13. PROPRIETARY RIGHTS (Service Contracts only)- During the term of this Agreement and in combination with certain services, Carrier may elect to install, attach to Customer equipment, or provide portable devices (hardware and/or software) that shall remain the personal proprietary property of Carrier. No devices installed, attached to real property or portable device(s) shall become a fixture of the Customer locations. Customer shall not acquire any interest, title or equity in any hardware, software, processes, and other Intellectual or proprietary rights to devices that are used in connection with providing service on Customer equipment.

14. LIMITATION OF LIABILITY- Under no circumstances shall Carrier be liable for any incidental, special or consequential damages, including loss of revenue, loss of use of equipment or facilities, or economic damages based on strict liability or negligence. Carrier shall be liable for damage to property, other than equipment provided under this Agreement, and to persons, to the extent that Carrier's negligent acts or omissions directly contributed to such injury or property damage. Carrier's maximum liability for any reason (except for personal injuries) shall consist of the refunding of all moneys paid by Customer to Carrier under this Agreement.

15. CANCELLATION- Customer may cancel this Agreement only with Carrier's prior written consent, and upon payment of reasonable cancellation charges. Such charges shall take into account costs and expenses incurred, and purchases or contract commitments made by Carrier and all other losses due to the cancellation including a reasonable profit.

16. CUSTOMER TERMINATION FOR CARRIER NON-PERFORMANCE - Customer shall have the right to terminate this Agreement for Carrier's non-performance provided Carrier fails to cure such non-performance within 30 days after having been given prior written notice of the non-performance. Upon early termination or expiration of this Agreement, Carrier shall have free access to enter Customer locations to disconnect and remove any Carrier personal proprietary property or devices as well as remove any and all Carrier-owned parts, tools and personal property. Additionally, Customer agrees to pay Carrier for all incurred but unamortized service costs performed by Carrier including overheads and a reasonable profit.

17. CARRIER TERMINATION - Carrier reserves the right to discontinue its service any time payments have not been made as agreed or if alterations, additions or repairs are made to equipment during the term of this Agreement by others without prior agreement between Customer and Carrier.

18. CLAIMS- Any suits arising from the performance or nonperformance of this Agreement, whether based upon contract, negligence, and strict liability or otherwise, shall be brought within one (1) year from the date the claim arose

19. GOVERNMENT PROCUREMENTS- The components, equipment and services provided by Carrier are "commercial items" as defined in Section 2.701 of the Federal Acquisition Regulations ("FAR"), and the prices of such components, equipment and services are based on Carrier's commercial pricing policies and practices (which do not consider any special requirements of U.S. Government cost principles, FAR Part 31, or any similar procurement regulations). As such, Carrier will not agree to provide or certify cost or pricing data, nor will Carrier agree to comply with the Cost Accounting Standards (CAS). In addition, no federal government procurement regulations, such as FARs or DFARS, shall apply to this Agreement except those regulations expressly accepted in writing by Carrier.

20. HAZARDOUS MATERIALS- Carrier is not responsible for the identification, detection, abatement, encapsulating or removal of asbestos, products or materials containing asbestos, similar hazardous substances, or mold, fungi, mildew, or bacteria. If Carrier encounters any asbestos or other hazardous material while performing this Agreement, Carrier may suspend its work and remove its employees from the project until such material and any hazards associated with it are abated. The time for Carrier's performance shall be extended accordingly, and Carrier shall be compensated for the delay.

21. WASTE DISPOSAL - Customer is wholly responsible for the removal and proper disposal of waste oil, refrigerant and any other material generated during the term of this Agreement

22. SUPERSEDEURE, ASSIGNMENT and MODIFICATION- This Agreement contains the complete and exclusive statement of the agreement between the parties and supersedes all previous or contemporaneous, oral or written, statements. Customer may assign this Agreement only with Carrier's prior written consent. No modification to this Agreement shall be binding unless in writing and signed by both parties

Accepted By: _____
Title: _____
Date: _____

Quote Date: 8/18/2010
Quote Number: RR08182010-01
PO Number:
Job Name: Kinston Charter Academy DDC Controls

**NEUSE
REGIONAL
LIBRARY**

*Headquarters at the
Kinston-Lenoir County Public Library*

*Agnes W. Ho
Director of Libraries*

510 N. Queen Street

Kinston, N.C. 28501

(252) 527-7066

Fax: (252) 527-8220

May 9, 2011

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

Dear Mike:

At the December 5, 2010 Lenoir County Board of Commissioners meeting, the Commissioners set aside funding for the Kinston-Lenoir County Public Library for the purposes of assisting the Kinston-Lenoir County Public Library with its ongoing roof issues. As stated in the meeting's minutes, "The amendment budgets \$50,000 for the CCA, \$15,000 for repaving of the parking lot at LCC, and \$35,000 to be used toward re-roofing of the old portion of the Library and for capital improvements at the SPCA. The amounts for the Library and SPCA have not yet been determined."

I casually mentioned this amendment to you at our March meeting for the Library's yearly budget request, but we did not discuss the matter in depth. Several members of the Kinston-Lenoir County Library Board have inquired into the status of this funding. Additionally, one of the Lenoir County Commissioners approached me and asked me whether we had received this funding. I told him we had not yet received the funding. A week later he mentioned that he had looked into the matter and that the Arts Council had received their funding after writing a letter to request it.

Last week I spoke to Tommy Hollowell and asked him about the status of the funding, and he also mentioned requesting the funding through a letter addressed to you. While composing the letter, we realized that we did not know exactly what amount to request, since the funding was shared between the Library and the SPCA, so we contacted Finance Officer Martha Martin. Martha mentioned that we should submit invoices for work done on the roof before receiving the funding. Was this funding intended only for the replacement of the roof, or was it also intended to support the Library's repairs to the current roof? If we may use this funding for repairs, how far back can we pull invoices for reimbursement? Can we include repairs from previous fiscal years? Please let me know the specifics of how this money is intended for use so that I will be able to keep the Board updated.

SERVING:

*Lenoir County
Kinston • La Grange
Pink Hill*

*Jones County
Pollocksville • Maysville
Trenton • Comfort*

*Greene County
Snow Hill*

Mr. Mike Jarman, County Manager
May 9, 2011
Page 2

Thank you for your assistance in this matter. We are grateful for Lenoir County taking steps to address the current status of the roof. If you have any questions, please contact me at 252-527-7066, Ext. 130.

Best regards,



Agnes W. Ho
Director of Libraries

js

cc: Kinston-Lenoir County Library Board

Three events; Three reasons!

1 May 25 - NCACC County Assembly Day and Legislative Reception Raleigh PRE-REGISTRATION FEE WAIVED FOR COUNTY COMMISSIONERS

(Pre-registration deadline is May 18)
For information/registration - www.ncacc.org/countyassemblyday.html.

2 July 15-19 - NACo Annual Conference Oregon Convention Center Portland, Oregon

Visit www.naco.org for more information and to register.

3 Aug. 18-21 - NCACC Annual Conference Cabarrus County

More information is online at www.ncacc.org/annualconf.htm.



OVERCOMING



CHALLENGES

Represent • Learn • Share
Make the Difference



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

APRIL 2011

PERMITS ISSUED: 141

PERMITS VALUE: \$1,013,054

PERMIT FEES: \$ 10,087

SINGLE FAMILY DWELLINGS: 1

MOBILE HOMES: 12

COMMERCIAL: 1

ADDITIONS: 4

ELECTRICAL: 56

PLUMBING: 15

MECHANICAL: 38

OTHER: 14

TOTAL INSPECTIONS: 199

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

Printed: 05-02-2011

[Designated period: 04/01/11 to 04/30/11] [Prior period: 04/01/10 to 04/30/10]
 Code Prms Valuation Fees Paid Units Prms Valuation Fees Paid Units

NEW RES. HOUSEKEEPING - LENOIR COUNTY											
* Single Family Houses Detached	101B	.00	.00	0	1	150,000.00	437.00	1			
* Single Family Houses Attached	102B	.00	.00	0	0	.00	.00	0			
* 2 Family Building	103B	.00	.00	0	0	.00	.00	0			
* 3 and 4 Family Buildings	104B	.00	.00	0	0	.00	.00	0			
* 5 or More Family Buildings	105B	.00	.00	0	0	.00	.00	0			
* TOTAL INFORMATION 101-105	109B	.00	.00	0	0	.00	.00	0			
NEW RESIDENTIAL NON-HOUSEKEEPING BL:											
* Hotels, Motels & Tourist Cabins	213B	.00	.00	0	0	.00	.00	0			
* Other Non-Housekeeping Shelter	214B	.00	.00	0	0	.00	.00	0			

NEW NON-RESIDENTIAL BUILDINGS:											
* Amusement, Social, & Recreational	318B	.00	.00	0	0	.00	.00	0			
* Churches & Other Religious	319B	.00	.00	0	0	.00	.00	0			
* Industrial	320B	.00	348,000.00	1	1	870.00	350,000.00	1	975.00	1	
* Prkng Garages (Blds & Open Decked)	321B	.00	.00	0	0	.00	.00	0			
* Service Stations & Repair Garages	322B	.00	.00	0	0	.00	.00	0			
* Hospitals & Institutional	323B	.00	.00	0	0	.00	.00	0			
* Offices, Banks, & Professional	324B	.00	.00	0	0	.00	.00	0			
* Public Works & Utilities	325B	.00	.00	0	0	.00	.00	0			
* Schools & Other Educational	326B	.00	.00	0	0	.00	.00	0			
* Stores & Customer Services	327B	.00	.00	0	0	.00	.00	0			
* Other Non-Residential Bldgs	328B	.00	.00	0	0	.00	.00	0			
* Structures Other than Buildings	329B	.00	.00	0	0	.00	.00	0			

ADDITIONS, ALTERATIONS, & CONVERSION											
* Residential	434B	.00	72,000.00	3	8	193.00	227,900.00	8	953.00	8	
* Non-Residential & Non-Housekeeping	437B	.00	.00	0	2	.00	20,000.00	2	150.00	2	
* Adds of Res. CP/Garages(Atch/Detc)	438B	.00	28,000.00	1	0	140.00	.00	0	.00	0	

DEMOLITIONS AND RAZING OF BUILDINGS:											
* Single Family Houses (Atch/Detach)	645B	.00	.00	0	0	.00	.00	0	.00	0	
* 2 Family Buildings	646B	.00	.00	0	0	.00	.00	0	.00	0	
* 3 & 4 Family Buildings	647B	.00	.00	0	0	.00	.00	0	.00	0	
* 5 or More Family Buildings	648B	.00	.00	0	0	.00	.00	0	.00	0	
* All Other Buildings and Structures	649B	.00	.00	0	0	.00	.00	0	.00	0	

TOTALS FOR PERMITS THIS PAGE											
	5	448,000.00	1,203.00	5	12	747,900.00	2,515.00	12			

Printed: 05-02-2011

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

Code	Prms	Designated period: 04/01/11 to 04/30/11			Prior period: 04/01/10 to 04/30/10		
		Valuation	Fees Paid	Units	Valuation	Fees Paid	Units
MOBILE/MODULAR OFFICE/CLASSROOM							
*MOBILE OFFICE	740B	.00	.00	0	.00	.00	0
*MODULAR CLASSROOM	750B	.00	.00	0	.00	.00	0
*MODULAR OFFICE	730B	.00	.00	0	20,000.00	100.00	2
ELECT./PLUMB/HEAT/A/C/INS/TEMP POLE:							
*ELECTRICAL	800B	68,600.00	3,269.00	56	57,290.00	2,897.00	48
*PLUMBING	810B	18,100.00	750.00	15	86,917.00	995.00	14
*HEATING/ AIR CONDITIONING	820B	133,600.00	2,140.00	38	177,513.00	2,195.00	38
*INSULATION	830B	10,000.00	180.00	1	2,500.00	50.00	2
*TEMPORARY POLE	840B	1,000.00	50.00	1	2,200.00	150.00	3
RESIDENTIAL ACCESSORY STRUCTURES							
*STORAGE/PORCHES/PATIOS/DECKS	900B	.00	.00	0	.00	.00	0
MISCELLANEOUS:							
*CHANGE OF OCCUPANCY	910B	.00	.00	0	500.00	25.00	1
*INSPECT DWELLING	920B	.00	.00	0	.00	.00	0
*TENTS	930B	.00	.00	0	.00	.00	0
*SATELLITE DISH	940B	.00	.00	0	.00	.00	0
*ANNING	950B	.00	.00	0	.00	.00	0
*EXTRA INSPECTIONS	960B	29,050.00	845.00	11	2,720.00	400.00	6
*FIRE PROTECTION SPRINKLER SYSTEM	966B	.00	.00	0	9,895.00	296.00	1
*MOVING DWELLING ONLY	970B	.00	.00	0	.00	.00	0
*SIGN	980B	.00	.00	0	.00	.00	0
*FIREWORKS	985B	.00	.00	0	.00	.00	0
*SWIMMING POOL	990B	.00	.00	0	.00	.00	0
*TANKS	995B	.00	.00	0	.00	.00	0
MOBILE HOMES							
*SINGLE WIDE MOBILE HOME	700B	110,904.00	800.00	8	70,000.00	400.00	4
*DOUBLE WIDE MOBILE HOME	710B	92,300.00	500.00	4	101,000.00	250.00	2
*MODULAR HOME	720B	100,000.00	300.00	1	175,000.00	396.00	1

TOTALS FOR PERMITS ABOVE (incl. pg 1)
 Totals of other permits in the period

140	1,011,554.00	10,037.00	140	134	1,453,435.00	10,669.00	134
1	1,500.00	50.00	1	0	.00	.00	0
141	1,013,054.00	10,087.00	141	134	1,453,435.00	10,669.00	134

TOTAL FOR ALL PERMITS IN THE PERIOD

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 ORDINACE/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.

BOARD/COMMITTEE/COMMISSION	<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,



Lashanda A. Hall

Clerk to the Board

Reviewed By



Michael W. Jarman

County Manager

MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS
BUDGET PLANNING WORK SESSION
Administration Building Conference Room
May 2, 2011

The Lenoir County Board of Commissioners began their scheduled retreat on Monday, May 2, 2011 at 10:30 a.m., at the Administration Building Conference Room, 101 North Queen St., Kinston, NC.

Members present included: Chairman George Graham, Vice-Chairman Reuben Davis and Commissioners, Jackie Brown, J. Mac Daugherty, Tommy Pharo, Eric Rouse and Linda Rouse Sutton.

Members absent: None

Also present were: Michael W. Jarman, County Manager, Tommy Hollowell, Assistant County Manager, Martha Martin, Finance Office, Roger Dail, Emergency Services, Joey Huff, Health Department, Dana King, Board of Elections, Margaret Seymour, Register of Deeds, Darrell Parrish, Tax Department, Sandy Landis, Community Council for the Arts (CCA), Mr. Jerry Henderson, SPCA and Lashanda Hall, Clerk to the Board.

Mr. Graham welcomed the Board members, Department Managers, and other agencies to the session.

Ms. Landis stated the Community Council for the Arts (CCA) are and have been excellent stewards of all funds received from local appropriations and donations. Ms. Landis stated the CCA is a non-profit organization that is dedicated to helping Lenoir County residents experience the joy, promise, and the pursuit of artistic excellence. The CCA annually receives \$75,000-100,000 in grant funding; last year, \$1 million in grant funds were received through many applications. The CCA cut its operating budget six (6) years ago and has been operating at a deficit of \$50,000-100,000 annually for the last three years. Ms. Landis thanked the Board for its appropriation to the CCA of \$50,000. The CCA is requesting an allocation of \$25,000 for FY 11-12; \$7,500 was received for FY 10-11. Ms. Landis thanked the Board for their time and consideration.

Mr. Henderson thanked the Board for the time, allocations, and consideration given to the SPCA. Mr. Henderson also thanked Mr. Huff for all of his assistance in helping the Lenoir County Animal Shelter. Mr. Henderson stated there is still a funding issue as it relates to the operations of the animal shelter. Maintenance of the facility has been paid by the SPCA since inception of the facility; Mr.

Henderson stated maintenance of the facility should be a government expense; Mr. Henderson noted the County provided maintenance this year. The SPCA has held numerous fundraisers throughout the years to generate monies for the operations and maintenance of the facility. Due to state and local ordinance, animals have to remain at the shelter for a certain length of time before being euthanized.

At times the shelter has housed 65-70 animals within a month; the shelter has a strong adoption policy and sends animals to other states for possible adoption to avoid euthanization. Mr. Henderson stated the shelter is in need of a larger location; the SPCA may receive the old Massey Motor Company for a location to operate the animal shelter. Mr. Henderson thanked the Board for their time and consideration.

SALES TAX

Mr. Graham stated the need across the county is very great, a way to help with some of the county's request is to get the sales tax referendum passed by Lenoir County citizens. Mr. Graham stated sales tax is the most fair and equitable tax for all Lenoir County citizens. All citizens would be required to pay. Citizens are already paying the additional monies, but the state is collecting the revenues generated. Mr. Daugherty along with Mr. Rouse stated the sales tax referendum would not get passed without proper education to citizens and a compromise on county property taxes. Mr. Daugherty stated citizens have an anti-government sentiment and it will be very hard to get more taxes added without removing some tax burden. Ms. Seymour stated she is a property owner and felt citizens were not well educated when the referendum first appeared on ballots. Ms. Seymour stated she along with other county departments have already cut their budgets in years past; more cuts would result in loss of employees. Mr. Jarman stated deeper cuts in the county budget could possibly mean an ambulance being taken off the road, making response times longer; taking deputies off the road, or longer lines at the tax department. Mr. Jarman stated County Administration will do whatever the Board deems as appropriate, but the Board must be prepared to answer the tough questions from citizens, as services are cut. Mr. Graham stated employee pay/benefits need to be addressed in the budget as well. Lenoir County is falling further behind in regards to compensation; County employees are the backbone to the organization.

ADJOURNMENT

Upon a motion by Mr. Graham and a second by Mr. Davis, the Board concluded the meeting at 12:00 p.m.

Respectfully submitted,

Reviewed By


Lashanda A. Hall
Clerk to the Board


Michael W. Jarman
County Manager

Minutes
Joint Meeting with the City of Kinston and
The Lenoir County Board of Commissioners

Administration Conference Room
101 North Queen Street
Kinston, NC 28501

Monday, May 2, 2011

7:30-8:40 A.M.

Attendees: City of Kinston: Mayor BJ Murphy, Council Members, Mayor Pro Team Robert A. Swinson, IV; Council members Bobby Merritt, Joseph M. Tyson, Alice Tingle, Jimmy Cousins; City Manager Scott Stevens, and City Clerk, Christina Alphin.

Attendees: Lenoir County Board: Chairman, George Graham; Vice-Chairman, Reuben Davis; Commissioners Jackie Brown, Mac Daughety, Tommy Pharo, Eric Rouse and Linda Rouse Sutton, Michael Jarman, County Manager, Tommy Hollowell, Assistant County Manager, and Lashanda A. Hall, Clerk to the Board.

Absent: William Barker; City Council

Mr. Graham started the meeting at 7:30 a.m. and offered a welcome to everyone. Mr. Graham detailed the past working relationship between the City and County. City and County government use to have several joint ventures, but the relationship went astray. City and County officials have worked very hard together to get Kinston-Lenoir County to the status it is today. The goal is to keep the successes going by working hard for all of Lenoir County; the City and County need each other to accomplish this task.

Mayor Murphy welcomed everyone to the meeting as well and agreed with Mr. Graham's statement of Kinston-Lenoir County's success. Members of both entities discussed the need to meet more often to keep the lines of communication open and transparent. Ms. Sutton suggested that both entities meet quarterly to discuss current and future issues that affect Kinston-Lenoir County. Mr. Daughety supported Mr. Sutton's suggestion stating it will keep both entities in sync with each other. Mr. Tyson stated he supports having meetings, but wants to have meetings with a purpose, so the true work of the City and County can be accomplished, not just discussed.

Both entities agreed to the quarterly meetings concept and would like to have the Town of Pink Hill and the Town of LaGrange at the table for the discussions. Mr. Jarman suggested sub-committees be formed that represent both entities. Issues can be debated by the sub-committee and reported back to the larger bodies for greater discussion. City and County officials agreed to this arrangement; County Administration will be responsible for contacting the Towns of Pink Hill and LaGrange to share the sub-committee information.

CONSOLIDATION

Mr. Stevens stated an agreement has been drafted to consolidate Planning and Inspection services. The agreement has not be viewed by County Administration to date, but will be delivered soon. After review and agreement by both entities, consolidation of the departments could begin July 1st. Neither City nor County officials had any other suggestions for joint ventures at this time. Mayor Murphy requested that consolidation of MIS and Finance be reviewed.

TRANSPORTATION ISSUES

Mr. Daughety stated the Lenoir County Transportation Committee has been very active in dealing with transportation issues throughout the City and County. A northern or southern bypass must be determined, the Queen Street bridges are a concern for the entire area, and a square loop at Skinner's Bypass is being discussed, as well as a Hwy. 11 connector. Mr. Daughety stated open communication will be the key in addressing and being successful in all those issues.

Mr. Stevens stated the zoning of billboards must be discussed along the Felix Harvey Parkway. City officials agree billboards should be prohibited. There is no County Ordinances in place prohibiting billboards. When created, the sub-committee could discuss this issue at length to find a resolution.

SALES TAX ISSUE

Mr. Graham stated the City and the County need to work together to get the \$0.025 sales tax referendum passed. The Chamber or Committee of 100 needs to lead the way on this issue. Educating the citizens has to be a joint effort from all organizations in Kinston-Lenoir County.

ECONOMIC DEVELOPMENT

Mr. Stevens stated the Industrial Park is in need of more sewer availability. If there were a major announcement today at the park, it would take 2-3 years to make sewer available to the industry.

Adjourn – 8:50 a.m.

Submitted by



Lashanda A. Hall
Clerk to the Board



Item No. 4

Proclamation

In Support of
"National Drug Court Month"

WHEREAS, Drug Courts are a proven budget solution that benefit all facets of society; and

WHEREAS, Drug Courts are an essential component of our justice system which save vast criminal justice resources and return individuals to their communities as productive, tax-paying citizens; and

WHEREAS, Drug Courts are the most effective tool in the criminal justice system for saving money, cutting crime and serving veterans; and

WHEREAS, Results of more than 100 program evaluations and at least four meta-analytic studies have yielded definitive evidence that Drug Courts significantly improve substance-abuse treatment outcomes, substantially reduce drug abuse and crime, and do so at less expense than any other justice strategy; and

WHEREAS, Drug Courts facilitate community-wide partnerships, bringing together public safety and public health professionals in the fight against drug abuse and criminality; and

WHEREAS, The Drug Court movement has grown from the 12 original Drug Courts in 1994 to over 2,500 operational Drug Courts; and

WHEREAS, Drug Courts demonstrate that when one person rises out of drugs and crime, we ALL RISE; and

WHEREAS, The time has come to put a Drug Court within reach of every eligible person in need; and

WHEREAS, The month of May marks *National Drug Court Month*, which celebrates the promise of recovery and restored hope to Drug Court graduates and their families.

THEREFORE, BE IT RESOLVED, that Lenoir County declares that Drug Court Month be established during the Month of May, 2011, recognizing the significant contributions Drug Courts have made toward reducing substance abuse, crime, and recidivism while saving valuable resources.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of Lenoir County this the 16TH day of May, 2011.

George W. Graham, Jr., Chairman

May 16, 2011
Date

Item No. 5

BUDGET ORDINANCE AMENDMENT: FINANCE/SHERIFF'S DEPARTMENT: \$1,149. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2010 - 2011
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND GENERAL FUND	DEPARTMENT FINANCE/SHERIFF DEPARTMENT	LINE ITEM DESCRIPTION 10-3842-8500 INSURANCE - MISCELLANEOUS 10-4310-3530 VEHICLES REPAIR/MAINTENANCE	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <p style="text-align: center;">REVENUES</p>		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <p style="text-align: center;">EXPENDITURES</p>	
Account # and Title	Amount	Account # and Title	Amount
<u>INCREASE</u> 10-3842-8500 INSURANCE-MISCELLANEOUS	1,149.00	<u>INCREASE</u> 10-4310-3530 VEHICLES REPAIR/MAINTENANCE	1,149.00
Total		Total	
1,149.00		1,149.00	
Reason and Justification for Request:			
TO BUDGET INSURANCE PROCEEDS RECEIVED FROM TRIDENT INSURANCE COMPANY ON 5/9/2011 IN THE AMOUNT OF \$1,149. FOR AN ACCIDENT THAT OCCURRED ON DECEMBER 13,2010 WHEN A VEHICLE DRIVEN BY ONE OF OUR DEPUTIES HIT ANOTHER VEHICLE WHILE TRYING TO AVOID HITTING SOMEONE CROSSING THE STREET ON A BICYCLE.			
Department Head Approval		Finance Officer Approval	
_____ Maisha H. Maite		_____ Maisha H. Maite	
Date		Date	
5/10/11		5/10/11	
Budget Officer Approval			
_____ Michael W. [Signature]			
Date			
5/10/11			
Board Approval (When Applicable)		Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

Item NO. 6

BUDGET ORDINANCE AMENDMENT: FIRE DISTRICTS: FIRE PROTECTION: \$69,245. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2010 - 2011
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
FIRE DISTRICTS		FIRE PROTECTION		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>			
50-3400-0000	REVENUE ADJUSTMENT FY10-11	15,412.00	50-4340-6990	CONTRACTED SERVICES	15,412.00
51-3400-0000	REVENUE ADJUSTMENT FY10-11	6,708.00	51-4340-6990	CONTRACTED SERVICES	6,708.00
52-3400-0000	REVENUE ADJUSTMENT FY10-11	7,090.00	52-4340-6990	CONTRACTED SERVICES	7,090.00
53-3400-0000	REVENUE ADJUSTMENT FY10-11	3,716.00	53-4340-6990	CONTRACTED SERVICES	3,716.00
54-3400-0000	REVENUE ADJUSTMENT FY10-11	1,921.00	54-4340-6990	CONTRACTED SERVICES	1,921.00
55-3400-0000	REVENUE ADJUSTMENT FY10-11	10,598.00	55-4340-6990	CONTRACTED SERVICES	10,598.00
56-3400-0000	REVENUE ADJUSTMENT FY10-11	3,294.00	56-4340-6990	CONTRACTED SERVICES	3,294.00
57-3400-0000	REVENUE ADJUSTMENT FY10-11	3,352.00	57-4340-6990	CONTRACTED SERVICES	3,352.00
58-3400-0000	REVENUE ADJUSTMENT FY10-11	8,478.00	58-4340-6990	CONTRACTED SERVICES	8,478.00
59-3400-0000	REVENUE ADJUSTMENT FY10-11	1,799.00	59-4340-6990	CONTRACTED SERVICES	1,799.00
60-3400-0000	REVENUE ADJUSTMENT FY10-11	1,877.00	60-4340-6990	CONTRACTED SERVICES	1,877.00
62-3400-0000	REVENUE ADJUSTMENT FY10-11	5,000.00	62-4340-6990	CONTRACTED SERVICES	5,000.00
Total		69,245.00	Total		69,245.00

Reason and Justification for Request:

TO APPROPRIATE FUNDS TO COVER ESTIMATED REVENUES AND EXPENDITURES FOR ALL FIRE DISTRICTS FOR THE REMAINDER OF FY 10-11.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	<i>5/4/2011</i>	<i>Martha H. Martin</i>	<i>5/4/2011</i>
Budget Officer Approval	Date		
<i>Michael W. Jarman</i>	<i>5/4/11</i>		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 05/16/11 **ITEM NO.** 7

Resolution Approving Purchase Order Execution for Actuarial Valuation of Health Care Plan of Lenoir County: Cavanaugh MacDonald Consulting, LLC: \$5,000

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to authorize the Finance Officer to execute a purchase order to Cavanaugh Macdonald Consulting, LLC to prepare an Actuarial Valuation Study of the Lenoir County Health Care Plan in an amount not to exceed \$5,000.

HISTORY/BACKGROUND:

In 2004 the Government Accounting Standards Board (GASB) issued Statements 43 and 45 regarding the accounting and reporting requirements for "Other Post-Employment Benefits" (OPEB). These two statements created issues that management must address beyond the basics of accounting and reporting. Statement 43 established accounting and reporting standards for post-employment benefit plans established as "irrevocable trusts". Statement 45 established the accounting and reporting requirements for an employer's expenses and liabilities related to their post-employment benefit plan regardless of how it is funded. Statement 45 requires the calculation of actuarial liabilities for benefits related to past service and assess to what extent those benefits have been funded. It will provide information for the assessment of future cash needs to fund OPEB Plans.

Other post-employment benefits are defined as those benefits paid at retirement, that are not offered through a pension plan **and** post-employment healthcare regardless of how long it is provided. OPEB can include such items as life insurance, disability insurance, and long-term care insurance for retirees and their dependents. Post-employment healthcare; however, is always classified as a post-employment benefit regardless of whether or not it is included in a pension plan. Statement 45 affects every local government unit that offers post-employment benefits.

EVALUATION:

An actuarial study of Lenoir County's post-employment benefits is **required** to be conducted under GASB Statements 43 and 45. Preparation of the study will be phased in over a three (3) year period based on the size of the unit of government. Lenoir County's first study was completed in FY07-08. The results of these studies will be presented to the Board prior to budget work sessions. The Board can use these studies to assess the future liability of the County's post-employment benefits package and determine if changes need to be made to the plan. The North Carolina Association of County Commissioners and the North Carolina League of Municipalities have entered into a long term arrangement with Cavanaugh Macdonald Consulting, LLC to prepare the actuarial studies at a reduced rate for all units of government in North Carolina. **This study must be updated each year.**

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED that the Board authorizes the Finance Officer to execute a purchase order to Cavanaugh Macdonald Consulting, LLC to prepare an Actuarial Valuation Study of the Lenoir County Health Care Plan in an amount not to exceed \$5,000.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 05/16/11
Date

ATTEST 05/16/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE** 05/16/11 **ITEM NO.** 8

RESOLUTION Authorizing the Purchase of Laptops and Printers for each of the 22 Voting Precincts at a Cost not to Exceed \$27,664.

SUBJECT AREA: Purchases – Bids

ACTION REQUESTED:

The Board is requested to authorize the purchase of 22 wireless printer and laptops for each of the voting precincts.

HISTORY / BACKGROUND:

In past years, Board of Elections has budgeted approximately \$28,000 per year for software and hardware agreements on voting equipment. Fortunately the State Board of Elections has provided Federal HAVA (Help America Vote Act) funds for the past five years to assist counties with those expenses. This has equated to an approximate \$138,320 savings to the County for those five years. Counties again received funding in this fiscal year to assist in the software/hardware agreements for voting equipment.

The purchase of laptops and printers at each polling site would reduce the poll workers needed at each site by one person. The ATV forms and labels would not have to be pre-printed for all 37,500 eligible registered voters rendering a cost reduction in supplies. The forms and labels would be printed for only the voters that actually go to the polls to vote. The process at the precincts would also be faster with the laptops and printers, since the poll worker would be able to look up information, print the form, the voter signs and then votes, thus completing the process. The reduction in the number of poll workers would be a savings of about \$2,310 for each election. This application is already in process at the One Stop sites, and makes an easier and faster process. Board of Elections will work with the State Board of Elections to purchase the printers and laptops at state contract price.

EVALUATION:

Board of Elections would be able to provide a more cost efficient and time saving process for the voters of Lenoir County with the aid of the laptops and printers at each precinct. The money saved this fiscal year by the aid of the HAVA funds would cover the cost of this improvement.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that Board of Elections be authorized to purchase 22 wireless laptops and printers at a cost not to exceed \$27,664.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Sutton _____

Rouse _____ Daughety _____ Pharo _____

George W. Graham, Jr., Chairman 05/16/11
Date

ATTEST

Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 5/16/11 **ITEM NO.** 9

Resolution Declaring Property as Surplus and Authorizing the
Sale of the Surplus Property by Auction

SUBJECT AREA: Administrative

ACTION REQUESTED:

The Board is requested to declare property as surplus and authorize the sale of the surplus property by auction

HISTORY/BACKGROUND:

The County has a small inventory of various vehicles that have outlived their useful life. These vehicles are no longer of use to any County Department and there are no plans to put them back into service.

EVALUATION:

In accordance with procedures set forth in G.S. 153A-176, the County Manager's office is requesting the approval of the Board to sell the following vehicles by auction on GovDeals.com within the next 90 days. Proceeds resulting from the sale, less expenses, will be appropriated to the Vehicle Replacement Fund.

	<u>Vehicle</u>	<u>Serial Numbers</u>
1.	2005 Ford	2FAHP71W55X141509
2.	2004 Ford	2FAHP71WX4X137907
3.	2001 Chevrolet	2G1WX15KX19121785
4.	2007 Ford (Wrecked)	2FAFP71W57X136708
5.	2004 Ford	2FAHP71WX4X137910
6.	2005 Ford	2FAHP71WX5X141507
7.	2001 Ford Truck	1FTYR10U21PB27360
8.	1999 Ford	1FAFP6535XK167759
9.	2002 Ford	2FAFP71W82X134380
10.	2001 Dodge	1B4HS28N51F603157

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that property listed in this resolution be declared surplus and authorize the County Manager to sell the property at auction on GovDeals.com.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 05/16/11
Date

ATTEST 05/16/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 05/16/11 **ITEM NO.** 10

Resolution Approving Citizens to Boards, Commissions, Etc.

SUBJECT AREA: Boards and Commissions

ACTION REQUESTED:

Officially and publicly appoint various applicants to various vacancies on boards, commissions, task forces, etc.

HISTORY / BACKGROUND:

The County Manager/County Clerk advertises vacancies on boards, commissions, committees, task forces, etc. The County Manager/County Clerk serves only clearinghouse functions with respect to the appointment process; no influence is exerted in this role. Commissioners are welcome to recruit applicants, or citizens may apply on their own free will.

EVALUATION:

The following Boards currently have existing vacancies/expiring terms.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County ABC Board 2 nd Appearance	Coley Little (Re-Appointment)	June 2014
Eastpointe Board Members 1 st Appearance	Rita Hodges Emily Moore (Re-Appointments)	June 2013
East Carolina Workforce Development Board 1 st Appearance	Debbie Beech-Burrell Bruce Parson (Re-Appointments)	June 2013

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

MANAGER'S RECOMMENDATION:

Initials

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

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County ABC Board 2 nd Appearance	Coley Little (Re-Appointment)	June 2014
Eastpointe Board Members 1st Appearance	Rita Hodges Emily Moore (Re-Appointments)	June 2013
East Carolina Workforce Development Board 1st Appearance	Debbie Beech-Burrell Bruce Parson (Re-Appointments)	June 2013

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____
Pharo _____ Rouse _____ Sutton _____

George W. Graham, Jr., Chairman

05/16/11
Date

ATTEST

05/16/11
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 ABC 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: *Coley D. Little Jr.*
 Address: *600 E. 20th Rd.*
 City/State/Zip: *Kinston, N.C. 28502*
 Telephone: (Home) *252-328-1111* (Work) *Retired*
 Occupation: *Lenoir County (Part Time)*
 Business Address: _____
 Age: (Optional): _____
 Number hours available per month for this position: *As many as necessary*
 Training: _____
 Business and Civic Experience/Skills: *20 yrs.*
 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) | Pink Hill 2 (Pink Hill Rescue Station) |
| K-6 (Teachers Memorial School) | Sand Hill (Sand Hill VF Department) |
| K-7 (Emma Webb Recreation Center) | Southwest (Southwest VF Department) |
| <u>K-8 (Holloway Recreation Center)</u> | 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.

Coley D. Little Jr.
Signature of Applicant

5-11-2011
Date

Lenoir County ABC Board

*110 South Heritage Street
Post Office Box 3188
Kinston North Carolina 28502*



To: Appointing Authority
From: The Lenoir County ABC Board

Re: Re-Appointment of Coley Little

Date: 4/19/2011

Dear Commissioners,

The Lenoir County ABC Board wishes to have Coley Little re-appointed to his current position on the ABC Board. Mr. Little's term expires June of 2011. Mr. Little has been a contributing member to the Board and has expressed interest in continuing to contribute on matters regarding the ABC Board in serving the public. The Board hopes that you will consider this matter and also expresses appreciation for the time spent with regards to Mr. Coley Little's re-appointment.

Sincerely,

A handwritten signature in black ink, appearing to read "B. Uzzell".

Brantley Uzzell
General Manger
Lenoir County ABC Board



Administration: 800-513-4002
Access to Care: 800-913-6109
TTY Service: 888-819-5112

Managing Behavioral Healthcare for the citizens of Duplin, Lenoir, Sampson and Wayne Counties

100 South James Street, Box B
Goldsboro, NC 27530
Fax: (910) 298-7180

2901 North Heritage Street
Kinston, NC 28501
Fax: (910) 298-7188

PO Box 369
Beulaville, NC 28518
Fax: (910) 298-7180

April 21, 2011

Mr. Mike Jarman
Lenoir County Manager
130 South Queen Street
Kinston, N.C. 28501



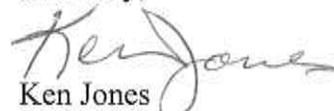
Re: Re-Appointment of Eastpointe Board Members

Dear Mike:

According to the N.C. State Statutes, Rita Hodges and Emily Moore should have been re-appointed to our Board of Directors last year for an additional three year term each, as their current terms expired on June 30, 2010. We need this documentation in our Board Appointments file indicating they were re-appointed by Lenoir County

Would you please be so kind as to add this to the Consent Agenda for the next Commissioners Meeting? Thank you for your assistance in this matter.

Sincerely,


Ken Jones
Eastpointe CEO

KEJ/cwp

Kenneth E. Jones, MPA
Area Director/CEO

An Equal Opportunity/Affirmative Action Employer

Lee Smith
Board Chairman

"Renewing the mind, restoring the spirit"

www.eastpointe.net



May 5, 2011

George W. Graham, Chairman
Lenoir County Chief Elected Official
419 Duggins Drive
Kinston, NC 28501

Dear Mr. Graham:

This letter will serve as a follow-up to our letter of March 21, 2011 regarding appointment of members to the Eastern Carolina Workforce Development Board.

We are requesting that the Lenoir County Board of Commissioners consider the reappointment of two of our current board members whose terms expire on June 30th to represent the **Private Sector** for a two-year term beginning July 1, 2011 and expiring June 30, 2013.

Debbie Beech-Burrell, FACILITATE, CEO, a board member since 2002, has agreed to serve another term. She is the Chairman of the Youth Council and serves on the JobLink and Executive Committees; and also serves as the Chairman of the RFP Subcommittee for procurement of WIA contracts in the Youth, Adult and Dislocated Worker programs.

Bruce Parson, owner of The Blind Shop, a board member since 1998, has also agreed to serve another term. Mr. Parson is an active board member serving on the WIA Oversight Committee; and also has served as the past Chairman and member of various ad hoc committees.

"Private Sector" is defined as: Owners of business concerns, chief executives or chief operating officers of non-governmental employers, or other private sector executives who have a substantial management or policy responsibility.

Please feel free to call me at (252) 636-6901 if you have questions. Thank you for your support.

Sincerely,

Tammy Childers
Executive Director

cc: Michael Jarman, County Manager
Debbie Beech-Burrell
Bruce Parson

1341 South Glenburnie Road • New Bern, NC 28562
(252)636-6901 voice (252)638-3569 fax email: admin@ecwdb.org
An Equal Opportunity/Affirmative Action Employer