

MINUTES  
LENOIR COUNTY BOARD OF COMMISSIONERS  
BUDGET PLANNING WORK SESSION  
ADMINISTRATION BUILDING CONFERENCE ROOM  
MAY 18, 2015

The Lenoir County Board of Commissioners began their scheduled Budget Work Session on Monday, May 18, 2014 at 2:00 p.m., at the Administration Building Conference Room, 101 North Queen Street, Kinston, NC.

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

Members Absent: None

Also present were: Michael W. Jarman, County Manager; Martha Martin, Finance Officer; Vickie F. King, Clerk to the Board; Department Managers; Roger Dail, EMS; Chris Harper, Transit; Susan Moore, DSS; Tracy Chestnutt, DSS; Mike Wiggins, Maintenance; Bill Ellis, Parks & Recreation; and Media

Mr. Hill welcomed everyone to the budget work session and turned the meeting over to Mr. Jarman.

Mr. Jarman stated, we will go ahead and take a look at where we are with our numbers this year. Our general fund and all funds in the budget that was submitted to you are in balance. The projected general fund amount being \$66,694,918. When you look at last years numbers you see it's an increase of \$1,240,068. This is a 1.9% increase. One of the things we had to work to offset is that .75% of that 1.9% increase was what we had to do to meet the rising cost of our health insurance. To start we will look at the major increases. Health insurance, \$494,148; financial software, \$375,000; election cost, \$130,000; MIS Server Farm, \$110,000; and the Medicaid Reimbursement of \$100,500 from the Health Department we had to reimburse. Joey has called them several times to see if they would go ahead and take the check so we would not have to put it in the budget. Mr. Jarman explained the increases with general departments \$940,789, public assistance, Health \$128,438 and DSS \$545,751, and other county departments \$330,927.

The decrease in transfers of \$705,837 comes from some of our economic development improvement projects that we normally would fund to pay incentives.

We have money in the assigned fund balance and we committed up front to spend the assigned fund balance to cover that to try and keep this increase down. Mr. Jarman reviewed the summary of expenditures for each department and explained the reason for the increases or decreases. For County Administration we are not going to replace the assistant county manager position with the same position. We are going to need some help, I'm not sure what we will call this position, whether it will be a special project person or what. We don't have the exact title yet but we will need some help. Tommy did a lot of work so we have to be able to cover the position in some way. Chris Harper has been helping with several of the things Tommy did. We will structure it a little different than it has been in the past. The \$15,000 contracted services are Tommy helping with budget next year. Tommy and Martha both do a lot of work on the budget and we put contract service monies in to cover moving forward. Next year we have a little room in case we need to bring Tommy back during budget season to help someone with some of the forms and things he has done. The next one on the list is Finance which is up 35%. The reason is Martha Martin will be retiring in December. Martha has done a great job and it is just as hard to describe what she does with the numbers. Between Martha and Tommy we are losing a huge amount of financial knowledge and it does put us in a bit of a burden, and a learning curve. So this area is up because we have 30 days vacation that Martha will get paid for and a new finance person. Our goal would be to have someone in place by the end of October so they can work November and December with Martha. There will be a two month overlap in salaries. We also have extra training so whoever comes on board we can do whatever we need to get their certifications. We also have some contract services monies so that at significant times, such as budget and audit maybe the new person would like to see what the individual in the past did, so we are trying to make sure that training will be available. For those that might not know the search for financial people is difficult. We have several municipalities and counties without and the search is difficult. You are going to have to work and pay to get the right person in here. It's a critical position. Tommy and Martha can take a calculator and a notebook and keep everything going. We don't want to put a new person so this is why a new financial system is so important. You have heard me state that succession planning is important. You will hear that several times in this budget. We have 2 other department heads that will be leaving in this same time frame. I would really like to get the right person on board and the new software in place to get this transition handled in the best way for Lenoir County's future.

Mr. Hill stated, the new software will also allow the county to generate computerized reports, payroll, automate several areas and this is not something unexpected, it is needed. Currently we are using green screen software and I don't know anybody anywhere that is still using that type software.

Ms. Sutton stated, if she was looking for a position that would be one of the first things I would look at and if they had it they would be off the list.

Mr. Jarman stated, our current software was designed for municipalities and they converted it to work for us. With all of the key people that will be leaving, although we have good staff still in place, we need to do some automation and put things in the right perspective to leave it in someone else hands.

The reason for the increase in Human Resources is because when we went from four people to two the remaining two people received increased responsibilities and duties. Our personnel policy says after someone has been doing new duties for six months we need to correct their salaries. These employees have had new responsibilities for over a year. The Tax department is another area we are trying to update because our tax software is old technology. Software is the reason for the increase in tax. In buildings and grounds we had a 0.40% decrease and we hope we can maintain that but you never know what's going to happen in that area. We try not to spend the money and roll it over from year to year. With that being said Mike Wiggins will be retiring in December along with Martha. Register of Deeds was a 7% increase. There was a request to take a part time position and made it full time. We did not do that but we did increase the hours. The issue we dealt with regarding elected officials salary had to be adjusted also. Funding in the amount of \$50,000 is in the MIS budget to run cable to the 911 center. We currently use microwave and we don't have any redundancy. We have been lucky but we need to fix that problem. The Sheriff's budget is up 4.73% with the addition of two School Resource Officers. Those were positions added last year and the school system reimburses us. The budget also increased due to the purchase of two cars for LaGrange which LaGrange pays for. The next big item in his department is overtime. The Sheriff came to us and his request was for 4 additional deputies one for each shift. Sheriff Ingram said if he can get \$60,000 more overtime he could move the existing staff around and would not have to add someone every shift. So the \$60,000 keeps us from having to add four people as well as four cars and all the benefits. The jail has a 4% increase, \$75,000 is insurance. The other big increase was house arrest and monitoring was moved to the jail budget. Emergency Management is down because we have not funded a technician position. Thomas Bottoms retired and Roger is not filing that position. Emergency Medical is up 3%. A large part of is due to vehicle maintenance. There is funding in the budget for a new position. That position is a community paramedic which has been in place for two years. Roger utilized an existing supervisory position for 2 years as the community paramedic. In the Medical Examiner line we show no change but the state is considering changing that law. Instead of \$40,000 it could possibly be more than double that amount. Economic Development was up 4%, due to a color copier and added insurance.

Mr. Jarman reviewed the summary of expenditures for general fund public assistance, and general fund other than county departments. He stated, with the Health Department the county cost did go up. Last year was a really good year with keeping cost down. With DSS the budget is up, there are five positions included. Once I complete the summary of expenditures I will review authorized positions.

He briefly explained the summary of expenditures increases with non departmental. There was not a lot of major changes. Recreation was up 5%. You heard discussion in the past about the insurance cost increasing. We had part time salaries that had to be corrected, employees we reimburse the city for, insurance cost has gone up, and changes to what the officials get paid. Everything that changed in recreation was tied to salaries, benefits, and insurance. Mr. Jarman reviewed the percentages for FY15-16 general fund appropriations chart. With the Lenoir County Public Schools comprising 14.8%, if we add the capital and the debt service they would be 23.4% of our budget. Then with Lenoir Community College at 3.4%, you are looking at 27% of your budget for education. The other area that appears high is public assistance 21.9%, but is only 6.3% county funds. So it may be 21% of our budget but it's not that strong on county funds.

Mr. Jarman reviewed the Summary of Revenues General Fund categories, with Property Taxes; Sales Tax; Sales, services, other revenues; intergovernmental revenues; and appropriated fund balance.

Mr. Jarman shared information regarding new positions that are in the budget with Emergency Medical Services adding one and DSS adding five positions. One of the positions needed is an assistant director. Susan Moore has 37 years and could decide to retire at any point. If you are looking at your succession planning and you get someone in here they have time to work with Susan. This doesn't guarantee they will be the next director it just guarantees when Susan decides to go, and the DSS Board is in the process of searching, you will have someone in place that can keep your office going. Another new position that is needed is a Foster Care Link person, someone working with foster care children 13-21 years of age to help prepare them for adulthood, college entry, basic skills or to move on with their life. These are needed positions and Susan can address them in more detail. Two positions, currently with the energy program, we have been contracting with the Salvation Army. They need to have access to online services and the state will not allow that to happen with a contract labor so we are moving those positions back in house. The last position is for a paralegal. Our attorneys volume of work has increased greatly so we need more help. I would like to give Susan some kudos for working with us to get two attorneys on staff. The amount we are spending on attorneys has been reduced drastically. This paralegal will be working with them to continue that service. The abolished positions we have talked about, Roger Dail's technician position and in Health we have abolished one position. This happened last year when the Health Department had a janitorial staff person retire. We used a contract service to provide that service.

Mr. Jarman reviewed the summary of authorized positions and stated, they are all the same until you get to the sheriff's department. That departments number has increased from 70 to 72 due to the two SRO's that were added last year which are reflected in our totals now.

Emergency Management reflects the 1 technician position that was abolished, the community paramedic that we are keeping and filling of the supervisor position which has been vacant for a while. With the authorized positions we see the largest number of employees is in DSS, Sheriff/Jail, and Emergency Services, followed by the Health Department and all other departments.

Mr. Jarman stated, pertaining to the budget as it relates to salaries and benefits there are no changes, however if you look at the cost of living adjustment (COLA) increase at 2% it is \$379,000, 2.5% it is \$474,000 and at 3% it is \$569,000. He shared salary increase information from July 2001 to present. Lenoir County has a good benefit package which is similar to plans of other local government units, and no changes are recommended at this time. Local governments and private employers are experiencing a geometric increase in health insurance cost. As a result of these increases we had to increase both the employer and employee contribution this year.

Mr. Jarman shared information regarding the Lenoir County Public School request, scheduling of funding from FY2005-2016. He briefly reviewed ADM history information from North Carolina Department of Public Instruction website from 1997 to the fifth month of 2015. He included elementary, middle and high school capacity. The public schools have requested \$9.9 million this year in the current operating expense which is the same thing we have been doing for several years. They asked for an additional \$400,000 to accelerate the 1 on 1 initiative program instead of implementing it over three years. They want to move it forward and implement it over two years. We had some discussions with them regarding doing it over a three period and the two boards talked about the quarter cent sales tax and they are asking for additional \$300,000 and \$100,000 for driver's education. The listed capital expenditures we get some request for that every year in addition to what we spend on debt service. This year's request was for activity buses, maintenance, vehicles, Southwood Elementary School cafeteria roof, Rochelle Middle School HVAC, Kinston High School gym roof and South Lenoir High School refurbished bleachers. The school tours were a good thing because you were able to see a lot of the information. What is budgeted in the current budget that you have is the \$9.9 million. The other request of \$400,000 was not included in this budget.

We requested a list of their vehicles and they had several maintenance vehicles and the fleet seemed to look in pretty good shape. It is a mileage issue for the activity buses, so they generally will get one or two per year to keep them below the mileage. The only thing we took off the list that we did not recommend was the \$60,000 maintenance vehicles. I think with what we are doing the meetings, open dialog and requesting the list is getting us to the point where we can work with them just like we do with our department heads. We skipped a couple of years with the ambulances because we could make it another year without one and we need to be able to do that with their vehicles and our working relationship needs to get to that point. Your responsibility as a Board of Commissioners lies more toward the facilities and capital, and over the past ten years we have increase our funding but more on the capital side. There are

several things you might want to talk about to try to help them do it in the right way and to keep the facilities as efficient as possible. 590 students were allowed to transfer to other schools this affects your totals.

Mr. Hill asked, if anyone would like to start the discussion with what they saw during the tours of the school facilities and other locations.

Ms. Brown asked why most of the schools in our district lack male administration?

Mr. Jarman stated, that is a valid concern but that is a Board of Education conversation.

Mr. Daughety stated, it would be nice to see the percentage of population versus capacity for each school that would be a better figure to look.

Mr. Jarman stated, we requested that information but we did not get it.

Mr. Hill stated, he took the liberty to go through a listing of things. Just food for thought for today, and I will give you a chance to think on it. I would like to read what I have. As we reviewed the schools request for additional dollars let me remind you that the \$100,000 request for drivers education has been a function of the state. The current state budget is projecting \$400 million maybe as high as \$600 million in surplus. Please understand the school system has four ways of getting money, either the state provides, we provide, from federal or grants or donations. While I understand the schools need \$100,000 for driver's education I would be cautious in this environment that we jump in to fill that \$100,000 request. With this still going on in the budget state if we do this we can fully expect that we will begin to harbor more responsibility. I will caution against that. While I went out on the limb early and have supported the role out of technology I worked, along with all of you, to try and open some dialog with LCPS.

I have to say I was surprised by the request to see them wanting to move this project up a year forward than we originally expected. As you recall our discussion with them we needed additional revenue the third year of the project and after that it would continue to roll over. Our discussion centered over the need to have the quarter cent sales tax as a means to acquire the additional revenue. They were requesting the \$300,000 in the third year but also be in every year thereafter. While moving the project forward may be what the school system would like to do, but it does not take into consideration the internal needs the county has and our employees and internal needs the county at large. There seems to be a disconnection of the nexus between the LCPS Board budget and our total budget as we make decisions. It runs counter through the ability of the relationship we tried to develop when we sat down with them two years ago and we had a good meeting. We sat down this year and talked about it and in the fall and we had no indication they

would speed this project up during the course of the year and our first notification came in late April early May of this year. The budget in front of us does not include the \$100,000 or \$300,000 request to roll out the middle and high school. I am not sure the section of the school budget as it is should be adopted as it is now. That's just my opinion. I hope each of you read the article in the local Free Press May 7th by the LCPS Public Information Officer. If you look at the number amount of dollars we spend and how it has increased I would say we have been a very good partner with our local schools in reference to our ability to pay and tax base based on those numbers and based on the numbers of school enrollment and the cost we look at across the board. We certainly do have a financial stake in public education according to our ability to pay for service over the past several years and as evidenced by the numbers on the slides we seen here today. With increased spending while the enrollment is down by over 1,000 students most of you in here as commissioners have toured the class rooms and saw firsthand and heard the needs of the schools. You also saw how many of the classrooms spaces that are being heated and cooled everyday that were vacant or either being used for storage or office spaces where all the lights in the classrooms were being used by one or two people. You saw a staff development and preschool center at Teachers Memorial that most of us and the public thought would be closed with the building of Northeast Elementary school. I am a strong supporter of public education as it was my career, but I just think our schools need to better utilize our facilities. I would throw this recommendation out for food for thought to reduce the county schools current budget by \$390,000 from the 990,000 and return those funds to the citizens in a 1cent reduction of property tax and then I recommend we place a quarter cent sales tax on the ballot in front of the citizens to establish capital for education which would include LCPS and LCC. Also use some of those dollars to reduce our current debt or further reduce the tax rate. I know this recommendation might not be a popular thing to say but I do think we all see the need for better utilization of current facilities. It also gives some relief to our citizens on the property tax and could possibly establish a revenue stream to assist in our Pre K and early college with current and future needs. It could be used to reduce our debt or balancing the future or something that is pending down the road the lost of the revenue from the sale of the hospital. Again, that's just food for thought.

I know that is an unprecedented place to be but we seen some unusual things at our schools and we are not the only county looking at these things. I saw recently where in Carteret County, Croatan High School requested that they add classrooms and the commissioners are saying we have space at some other high schools. We have several other counties with the same issues as well, some on growth and some on reduction. The budget works both ways and I know cost goes up and very seldom goes down but enrollment is going down and facility use is not at capacity very well. We can't tell them what to do but we can sure do different with the budget and I do this with a heavy heart.

Ms. Brown stated, she was told by one school board member that all the commissioners had to do was give them the money and they could not tell them what to do with the money.

Ms. Sutton, stated this is a big discussion and a hot topic and the NCACC has had many discussions about that.

Ms. Brown stated, this is one of the main topics in the meetings with the education steering committee how the dollars are being spent.

Mr. Hill stated, it's a tough dilemma for the schools and us to be in but when you see numbers dropping.

Ms. Sutton stated, they are also talking about K-8, so there has to be some planning and money somewhere to fit the vision.

Mr. Hill stated, I do not want to get into details about what they do with the dollars we give them I want to look at where we are with the numbers and we saw this firsthand.

Mr. Rouse stated, looking at the numbers since 1997 it's a big drop about 1,500 that's basically two schools on the average capacity when you look at the figures on the slide.

Mr. Hill stated, inside that capacity there are 600 students that are transferred in the district which make it more difficult and that's the privilege of the board how they operate but it puts us in a quandary. Establishing facilities in the right place when they make decisions and are they fully utilizing that and nobody wants to talk about it because it's a tough subject that needs to be discussed.

Mr. Davis stated, what surprises me as much as anything else and I should have already been aware of it was the schools transfer policy seems to be very liberal and I don't know how that works.

Ms. Sutton stated, when I was on the board we allowed transfers until it affected the capacity of the school and we stopped it.

Mr. Daughety stated, I agree and disagree with you. I went in every school there were a lot of things I observed that brings questions when you look at Kinston High school and Teachers Memorial. When you look at the excess it has to be Kinston High because that building appears to be grossly underutilized. And you look at Teachers its more Pre-K, storage, and staff development. You say you can move a lot of those items into something with excess capacity like Kinston High this could be relieved. North Lenoir I also look at the line that runs across the street from Kinston High school could that be adjusted and we got a lot of schools that in my personal

opinion like Frink, Woodington and Southwood that at some point they will need to be replaced within the next few years. The point I'm making is that there could be better utilization with the facilities and I see that and I agree with you there and I hope that they take this under consideration. Sometimes it's good to have someone on the outside take a fresh look at what you are doing and how it might can help. I also look at the declining attendance numbers and I've said since I've been on this board and I firmly believe this the only way Lenoir County is going to get better is we improve our transportation and education system here. It's not a bad system but we have a lot of improving to do to make these schools attractive. I look at some of the diversity issues in schools and say maybe we are creating some of those issues ourselves by where our school system is. Some of those folks are choosing home school, private schools and so I asked the same questions that legislators, principals around the state are asking. When I look at the declining rolls and I ask is it because we are losing population or because our schools need changes and changes are on the way. I look at the impact that I've seen in schools with the 1 on 1 technology and I think that is something that will go a ways in helping us attract young parents and their children back in schools because we are modernizing because we are way behind. Even the town of Whiteville has had the 1 on 1 program for 7 or 8 years and we are that far behind. It is my understanding the reason they are bumping it ahead is because they struck a deal and are getting a significant savings. I think they should roll out the 1 on 1 project and get it in all of our schools and begin to attract students back to the school system.

Mr. Hill stated, I am not against the roll out 1 on 1 initiative but I think the timing is bad. Just because we struck a deal does not mean it fits in our budget. Secondly it's not the same deal that was presented to us earlier because that consisted of lap tops at the high schools. It's a whole different deal and it just put us in a bad place and he has already said if we don't do anything he has the ability to put Phase Two in as it is. It gives us time to get it out there on the ballot and let the public decide with the sale tax if they want to put the capital in that area. Again I am not against what is happening there I think you are correct in modernizing our schools and get the technology we need. I just know there is a disconnect in the budget we just can't come up in May and suddenly change a three year plan.

We will have the other agreement facing us again and it will be very difficult for me to stand in front of this group and support another three year lease when I'm not sure what the next step will be that's the issue. I don't think that money is the only way we can improve schools. A better use of our current monies that we are doing and facilities. I want to stay out of the instructional side as much as my heart wants me to go there. As a County Commissioners it's about facilities and staying in the right lane and I have crossed that but I discussed it with the superintendant and I have moved forward.

Ms. Brown stated, at the LCPS Board meeting they mentioned getting a deal with Apple and it would not cost them the same amount and they are able to do the middle and high schools at the beginning of the 2015-2016 school year.

Mr. Jarman stated, boards across the state are looking at the same issues. You have the Board of County Commissioners saying we know we need more capacity but we are not going to spend any money to build additional capacity until you fill up the schools you have, and you have other counties in situations like we are in, other counties closing schools and those are some of the efficiencies you have to look at. We will have a public hearing June 1, 2015 during the regular meeting at 9:00am.

Mr. Jarman shared Lenoir Community College operating and capital figures from 2012-2015 along with percent changes.

Mr. Jarman shared outside agencies requested vs. recommended and difference FY2015-2016 information. Mr. Jarman stated the projected FY2015-2016 expenditures was \$66,694,918, revenues \$63,841,126 and fund balance appropriated \$2,853,792. The revenues include \$1,200,000 from the Public School Capital Fund Fund Balance article 40 and 42 sales tax. Mr. Jarman ended the presentation with projected fund balance usage and historical adjustment figures. Mr. Jarman stated, he was open for comments and discussions.

Ms. Sutton stated, I would like the board to rethink the East Carolina Council situation because everything is going more regional and I would hate to see us miss out on some great opportunities. I think we are one of the few counties that are not a member anymore. I know there are some opportunities because it's connected to a lot of other things.

Mr. Rouse stated, at the \$1,703.00, \$140.00 a month I would recommend us getting back in. At the time it was right for us to pull out but now honestly speaking at that price it's a service.

Mr. Jarman stated, the situation as we discussed it before and the reason we brought it to you was the numbers have changed and the cost is much more reasonable at \$1,703.00 even if the benefit is going to smaller municipalities around you it will still benefit our county. I don't have a problem with it.

Mr. Hill stated, maybe by us and other counties dropping out caused them to reduce the price, if so that was a good thing.

Mr. Daughety made a motion with a second by Ms. Sutton to put the East Carolina Council back in the budget at \$1,703.00.

Mr. Hill asked the clerk to call to question.

Mr. Jarman asked if there were any other changes on the screen if not I will leave them as they are.

Mr. Hill asked if we will meet again before we have a public hearing?

Mr. Jarman stated, the next meeting will be June 1, 2015.

Mr. Hill stated, he would like the opportunity to go through the budget one more time and we might need to meet one more time before the public hearing.

Mr. Jarman stated, I am fine with another meeting, I need to know if you need more information or you want everyone to just show up?

Mr. Hill stated, he would like for the board to have more time to think about what everyone said regarding the school budget to leave it or decrease it.

Mr. Jarman stated, technically when we have our public hearing we submit this budget and on June 1<sup>st</sup> have the public hearing and you can think about it for two weeks and make the decision that night or we can have a special meeting.

Mr. Hill stated, let's continue with what you are presenting and we will have discussion at the meeting.

Mr. Jarman shared information regarding the general fund analysis to show how we think it will affect us over a multiyear period.

Mr. Rouse asked, if the board could get a copy of the power point?

Mr. Jarman replied, I will send a copy of the power point to the Commissioners this week. Our next meeting will be Thursday, May 28, 2015 at 3:00 p.m. in the Commissioners room.

Recessed at 4:06 p.m.

Respectfully submitted,

Vickie F. King

Clerk to the Board

**MINUTES**

**LENOIR COUNTY BOARD OF COMMISSIONERS**

**May 18, 2015**

The Lenoir County Board of Commissioners met in open session at 5:00 p.m. on Monday, May 18, 2015, 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 and Commissioners, Roland Best, Mac Daughety, Reuben Davis, Eric Rouse and Linda Rouse Sutton.

Members Absent: None

Also present were: Michael W. Jarman, County Manager, Martha Martin, Finance Officer, Vickie F. King, Clerk to the Board, Attorney Robert Griffin, members of the general public and news media.

Chairman Hill called the meeting to order at approximately 5:00 p.m. Ms. Brown offered the Invocation and Mr. Daughety led the audience in the Pledge of Allegiance.

**PUBLIC INFORMATION:**

None

**PUBLIC COMMENTS:**

Edwin Jones stated, on May 2, 2015 his organization held their 2<sup>nd</sup> annual motorcycle/bike ride fundraiser. The proceeds from the event went towards scholarships for high school students. He thanked the Sheriff's department for their help with and contribution to the event. The fundraiser was a big success because of the support and coordination of Lenoir County. This year we had an increase of over 35%. Next year the event will take place on May 7, 2016.

**CONSENT AGENDA:**

1. Budget Ordinance Amendment: General Fund: Process Funds: \$1,773.25. Increase.
2. Budget Ordinance Amendment: General Fund: Tobacco Trust Fund: Process Funds: \$2,120.20. Increase.

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 Approving Bid Proposal for Auction of donated Property: East Carolina Auction Company. Chris Harper, Transit Director, stated, the Lenoir County Board of Commissioners was notified during the February 3, 2014 meeting that Lenoir County had received two (2) donated parcels of property from the trust of Mary Temple. The donation included stipulations that the property should either be developed for parks and recreation use or sold to create scholarships for students at Kinston High School. The property was deemed to have minimal parks and recreation value and a request for proposal was mailed to local vendors and posted on the Lenoir County website seeking competitive bids to auction this donated property. After a thorough review of four proposals, East Carolina Auction Company was deemed to be the most suitable and competitively priced in fee structure. Upon a motion by Mr. Davis and a second by Ms. Sutton, item No 3 was unanimously approved.

Item No. 4 was a Proclamation: Mental Health Awareness Month. Mr. Best read the proclamation. Upon a motion by Ms. Brown and a second by Ms. Sutton, item No 4 was unanimously approved.

Item No. 5 was a Resolution Approving Revision #2 FY2014-2015 Lenoir County Home and Community Care Block Grant Funding Plan. Susan Moore, DSS Director, stated, the Home and Community Care Block Grant began July 1, 1992. It is comprised of funding for in-home and community based services, currently available through the Division of Aging, as well as a portion of funding targeted for in-home and community based services previously administered by the North Carolina Division of Social Services. The block grant gives County Commissioner's maximum discretion in deciding how aging funds will be administered and budgeted in the County. By endorsing a local Funding Plan, Boards of County Commissioners will define the services to be provided, determine funding levels for services, and identify the community service providers to be involved with providing Home and Community Care Block Grant services. DSS is the lead agency on Aging in Lenoir County. Upon a motion by Ms. Brown and a second by Mr. Best, Item No. 5 was unanimously approved.

Item No. 6 was a Proclamation: Emergency Medical Services Week. Jamie Hardee, Commander Lenoir County EMS, read the proclamation. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 6 was unanimously approved.

Roger Dail, stated, Jamie Hardee was selected as the EMS Division Employee of the Year.

Ms. Sutton commended EMS Department for their dedication and hard work.

Mr. Hill acknowledged Ms. Hardee for being employee of the year. We appreciate your services. Thanks for all you do. I hope folks watching will appreciate your services as well.

Item No. 7 was a Resolution Approving Execution of Debris Monitoring and Recovery Services Contract to Tetra Tech, Inc. Roger Dail, EMS Director, stated, State and local governments are encouraged and expected to establish pre-event contracts and/or arrangements with local or regional debris removal contractors, to assure the immediate availability of coordinated debris removal support following a debris-producing incident. On March 29, 2015, the Lenoir County Emergency Services Department formally advertised, issued and distributed the Debris Monitoring and Recovery Services (RFP) #15-001; and on April 30, 2015 two (2) responses were received from True North Emergency Management, LLC and Tetra Tech, Inc. Staff determined that Tetra Tech, Inc. was the most qualified of the contractors submitting proposals. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 7 was unanimously approved.

Item No. 8 was a Resolution Approving the Adoption of the 2015 Neuse River Basin Regional Hazard Mitigation Plan. Roger Dail, EMS Director, stated, the citizens and property within Lenoir County are subject to the effects of natural and man-made hazard events that pose threats to lives and cause damage to property and, with knowledge and experience that certain areas of the county are particularly vulnerable to flooding, high winds, and severe winter weather, Lenoir County desires to seek ways in which to mitigate the impact of identified hazard risks. Every county had to write a plan after Hurricane Floyd in 1999, the plan had to be updated so this is from that plan. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 8 was unanimously approved.

Item No. 9 was a Resolution Approving the Purchase of a 2004 E-450 Wheeled Coach Ambulance to Select Custom Apparatus. Roger Dail, EMS Director, stated, the goal of the Lenoir County Emergency Services Department is to maintain a fleet of twelve (12) ambulances. This is an aging fleet of ambulances with approximately one-half (1/2) of the units in the fleet in need of replacement as soon as possible, but budget constraints have hampered this objective. Regular replacements have not been possible in the past few years. I was able to locate a used 2004 Ford E-450 Wheeled Coach Ambulance with mileage of 66,953 and negotiated a purchase price of \$35,000.00. The unit can be placed into service by the first of June and will allow the Department to replace a unit that has been out of service since July 2013. This will ease the pressure on our fleet. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 9 was unanimously approved.

Item No. 10 was a Resolution approving appointments of citizens to boards, commissions, etc. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 10, was unanimously approved for William S. Harvey, II appointment to the Lenoir County Board of Health, Valerie Williams, appointment to Lenoir County Transit and Earl Heath, to Lenoir Community College Board of Trustees.

**CURRENT VACANCIES: Lenoir County Health Board – (1) Optometrist, (1) Member, Equalization & Review (1), Lenoir County Parks & Recreation (1).**

Item No. 11 was items from the County Manager, Mike Jarman. Mr. Jarman stated, at this time I have a couple of items, as a reminder the special meeting will be Thursday, May 28, 2015 at 3:00 p.m. Our public hearing is scheduled for Monday, June 1, 2015 during the regular Commissioners meeting.

Mr. Hill read a letter he received from an out of town citizen regarding the good work and deed of Commissioner Reuben Davis.

Mr. Hill congratulated Parrott baseball and softball team for winning their championship games.

Meeting Adjourned at 5:29 p.m.

Respectfully submitted,

Vickie F. King  
Clerk to the Board