

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA**  
**MONDAY, MAY 20, 2013 – TIME: 4:00 PM**  
**COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE**  
**130 S. QUEEN ST., KINSTON, N.C.**

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

**PUBLIC INFORMATION:** Ms. Sandy Landis, Community Council for the Arts  
 Mr. Jerry Henderson, Lenoir County SPCA  
 Roger Smith, Veterans Affairs

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

**CONSENT AGENDA: 5 Min. ACTION**

- |    |   |               |
|----|---|---------------|
| 3. | Approval of Minutes: Regular Board Meeting: May 6, 2013<br>Budget Work Session: May 6, 2013 | Mervin/Jarman |
| 4. | Budget Ordinance Amendment: Finance/Sheriff's Department: \$717: Increase                   | Hill          |

**END OF CONSENT AGENDA**

**BUDGET ORDINANCE AMENDMENTS/PROCLAMATION/RESOLUTIONS: 60 Min.**

- |     |  |             |
|-----|--|-------------|
| 5.  | Budget Ordinance Amendment: General Fund: Process Funds: \$9,319: Increase   | Martin      |
| 6.  | Budget Ordinance Amendment: Trust & Agency Fund: Innovative Approach<br>Literacy (IAL): \$18,000: Increase                         | Kelly       |
| 7.  | Budget Ordinance Amendment: General Fund: Debt Service: \$90,559: Increase   | Martin      |
| 8.  | Budget Ordinance Amendment: Capital Improvements Fund: Economic<br>Development: \$86,356: Increase                                 | Martin      |
| 9.  | Budget Ordinance Amendment: General/Capital Projects Fund: Smithfield Sewer<br>Project: \$750,000: Increase                        | Martin/Pope |
| 10. | Proclamation: Emergency Medical Services Week 2013   | Dail        |
| 11. | Resolution Authorizing the Increase of the Fee Schedule for the EMS Division:<br>2013  | Dail        |
| 12. | Resolution Approving the Hiring of Grantham Geographic to Assist in Merging<br>Jones and Lenoir Counties GIS Database NTE: \$3,750 | Dail        |
| 13. | Resolution Approving Purchase Order with Coeco Office Systems: \$13,500:<br>FY 12-13   | Moore       |

**APPOINTMENTS:**

- |     |   |        |
|-----|---|--------|
| 14. | Resolution Approving Citizens to Boards, Commissions, Etc. <b>5 Min.</b>  | Jarman |
| 15. | <b>Items from County Manager / County Attorney / Commissioners Public<br/>                 Comments/Closed Session (if necessary)</b> |        |

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**TO: Chairman and Members of the Board**

**FROM: Mike Jarman, County Manager**

**DATE: May 20, 2013**

**SUBJECT: Items of Interest**

1. NCACC Legislative Video Report
2. Lenoir County Financial Performance Summary: 2012-13: April 30, 2013
3. Lenoir County Inspections Permit Report: April 2013
4. County Assembly Day



Lenoir County  
Local Government

Mike Jarman <mjarman@co.lenoir.nc.us>

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## NCACC legislative video report for May BoCC meeting

1 message

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**Todd McGee** <todd.mcgee@ncacc.org>

Fri, May 3, 2013 at 3:10 PM

To: "mjarman@co.lenoir.nc.us" <mjarman@co.lenoir.nc.us>

Managers and clerks,

The NCACC has created a video legislative update that we are asking all counties to play during a board meeting in May. The video is on our YouTube channel at the link below:

<http://youtu.be/Pm1Y7gEDv7g>

You can also download a standard definition version from GoogleDocs at the link below:

<https://docs.google.com/file/d/0Bx6fC1oKngQQbnVaNlo2Qk4td0U/edit?usp=sharing>

I hope you will find this format useful. We would appreciate any feedback you can give us about the value of this video. Even if you are unable to use it, please let us know why and if there is another format that we can use (i.e. podcast, PowerPoint presentation, etc.) to deliver this kind of information to you for your commissioners.

Thank you,

Todd McGee

Public Relations Director

(919) 715-7336

**LENOIR COUNTY**  
**FINANCIAL PERFORMANCE SUMMARY - 2012-13**  
**APRIL 30, 2013**

**EXPENDITURES**

83.33%

DESCRIPTION	BUDGET FOR YEAR	EXPENDITURES TO DATE	ENCUMBRANCE	UNENCUMBERED BALANCE	% EXPEND/ENCUMBR
<b>GENERAL FUND:</b>					
Governing Body	227,557	178,523	0	49,034	78.5%
County Manager	272,984	219,699	0	53,285	80.5%
Finance	198,801	161,068	0	37,733	81.0%
Human Resources	231,611	163,171	0	68,440	70.5%
Tax Office	810,610	638,387	2,113	170,110	79.0%
Legal	62,500	20,610		41,890	33.0%
Court Facility	595,887	320,453	51,422	224,012	62.4%
Elections	372,247	341,725	1,373	29,149	92.2%
Register of Deeds	289,960	223,025	10,440	56,495	80.5%
Non-Departmental	1,231,015	1,009,724		221,291	82.0%
Process Funds	1,072,981	744,385	500	328,096	69.4%
Outside Agencies	129,500	82,555		46,945	63.7%
Management Info Systems	934,842	789,764	30,532	114,546	87.7%
Public Buildings	592,187	380,693	16,286	195,208	67.0%
Sheriff	4,588,069	3,586,524	59,090	942,455	79.5%
Sheriff - Civil Process	35,525	478	0	35,047	1.3%
Central Communications	1,243,640	1,006,970	14,130	222,540	82.1%
Jail	4,075,575	3,139,728	317,600	618,247	84.8%
Emergency Management	384,474	308,374	9,120	66,980	82.6%
Emergency Medical Services	3,768,798	3,019,067	114,262	635,469	83.1%
Non-Emergency Services	349,213	242,084	12,494	94,635	72.9%
Fire Protection	48,340	40,283		8,057	83.3%
Inspections	215,631	174,914	347	40,370	81.3%
Medical Examiner	40,000	28,420		11,580	71.1%
Economic Development	319,014	198,504	1,666	118,844	62.7%
Veterans Service Office	33,241	17,652	976	14,613	56.0%
Cooperative Extension	391,949	285,012	4,990	101,947	74.0%
JCPC - Parenting Matters	35,194	26,439		8,755	75.1%
Cooperative Ext-Grants	122,374	43,875	1,414	77,085	0.0%
Soil Conservation	121,047	93,778		27,269	77.5%
Health Department	3,850,929	2,802,483	84,883	963,563	75.0%
BioTerrorism - Health	48,808	33,515	0	15,293	68.7%
M. Health Department	245,715	204,763		40,952	83.3%
CJPP - Day Reporting Center	0			0	0.0%
Public Assistance (DSS)	13,554,467	10,029,928	156,976	3,367,563	75.2%
Education	9,900,000	8,250,000		1,650,000	83.3%
Community College	2,235,000	1,862,500		372,500	83.3%
Cultural	751,579	626,316		125,263	83.3%
Recreation	799,000	599,250		199,750	75.0%
Debt Service	8,215,513	8,288,509		-72,996	100.9%
Transfer to Other Funds	2,454,599			2,454,599	0.0%
Contingency	29,153	0		29,153	0.0%
<b>TOTAL GENERAL</b>	<b>64,879,529</b>	<b>50,183,148</b>	<b>890,614</b>	<b>13,805,767</b>	<b>78.7%</b>
<b>OTHER FUNDS:</b>					
Employee Insurance Fund	3,905,000	3,151,432		753,568	80.7%
Vehicle Replacement Fund	35,828	22,854	0	12,974	0.0%
Fed Seized Property Fund	111,629	43,193	28,826	39,610	64.5%
State Controlled Substance Fund	34,974	10,974	5,926	18,074	48.3%
School Capital Fund	2,792,312	2,792,309		3	100.0%
Transportation Fund	1,369,634	947,641	53,278	368,715	73.1%
Scrap Tire Disposal Fund	135,000	95,767		39,233	70.9%
Emergency Telephone Fund	359,451	206,262	88,464	64,725	82.0%
Revaluation Fund	54,384	40,674		13,710	74.8%
Automation-Preservation Fund	144,000	115,646	3,208	25,146	82.5%
MSW Landfill-Debt Service	0			0	
Capital Improvements Fund	5,263,131	3,454,071	0	1,809,060	65.6%
Solid Waste Management	3,437,853	2,139,058	55,884	1,242,911	63.8%
Trust & Agency Fund					
Family & Caregiver-Smart Start	101,723	71,055	0	30,668	69.9%
Fire Districts	1,336,101	1,255,389	0	80,712	94.0%
<b>TOTAL OTHER FUNDS</b>	<b>19,081,020</b>	<b>14,346,325</b>	<b>235,586</b>	<b>4,499,109</b>	<b>76.4%</b>
<b>GRAND TOTAL</b>	<b>83,960,549</b>	<b>64,529,473</b>	<b>1,126,200</b>	<b>18,304,876</b>	<b>78.2%</b>

**LENOIR COUNTY**  
**FINANCIAL PERFORMANCE SUMMARY-2012-13**  
**APRIL 30, 2013**

**REVENUES**

**83.33%**

<b>DESCRIPTION</b>	<b>BUDGET FOR YEAR</b>	<b>REVENUES TO DATE</b>	<b>REMAINING BALANCE</b>	<b>% REC'D</b>
<b>GENERAL FUND:</b>				
Health Department	2,098,805	1,695,335	403,470	80.78%
Public Assistance (DSS)	9,418,843	7,098,675	2,320,168	75.37%
Property Taxes	31,881,198	31,533,556	347,642	98.91%
Sales Taxes	5,650,000	3,676,843	1,973,157	65.08%
Other General	15,830,683	8,350,270	7,480,413	52.75%
<b>TOTAL GENERAL</b>	<b>64,879,529</b>	<b>52,354,679</b>	<b>12,524,850</b>	<b>80.70%</b>
<b>OTHER FUNDS:</b>				
Employee Insurance	3,905,000	2,973,334	931,666	76.14%
Vehicle Replacement	35,828	12,974	22,854	0.00%
Fed Seized Property	111,629	74,698	36,931	66.92%
State Controlled Substance	34,974	2,168	32,806	6.20%
School Capital Fund	2,792,312	1,289,712	1,502,600	46.19%
Transportation Fund	1,369,634	995,511	374,123	72.68%
Scrap Tire Disposal	135,000	90,529	44,471	67.06%
Emergency Telephone	359,451	269,588	89,863	75.00%
Revaluation Fund	54,384	0	54,384	0.00%
Automation-Preservation Fnd	144,000	19,166	124,834	13.31%
MSW Landfill-Debt Service	0	25	-25	
Capital Improve Fund	5,263,131	540,906	4,722,225	10.28%
Solid Waste Management	3,437,853	2,430,464	1,007,389	70.70%
<b>Trust and Agency Fund:</b>				
Smart Start Program	101,723	54,838	46,885	53.91%
Fire Districts	1,336,101	1,268,886	67,215	94.97%
<b>TOTAL OTHER FUNDS</b>	<b>19,081,020</b>	<b>10,022,799</b>	<b>9,058,221</b>	<b>52.53%</b>
<b>GRAND TOTAL</b>	<b>83,960,549</b>	<b>62,377,478</b>	<b>21,583,071</b>	<b>74.29%</b>

<b>Project Based Revenues:</b>	<b>BUDGET</b>	<b>TO DATE</b>	<b>REMAINING</b>	<b>% REC</b>
<b>SCHOOL CONSTRUCTION FUND</b>	<b>72,623,867</b>	<b>72,623,867</b>	<b>0</b>	<b>100.00%</b>
<b>CAPITAL PROJECTS FUND</b>	<b>36,075,003</b>	<b>28,798,875</b>	<b>7,276,128</b>	<b>79.83%</b>
<b>CDBG RELATED PROJECTS</b>	<b>3,588,688</b>	<b>2,793,001</b>	<b>795,687</b>	<b>77.83%</b>
<b>Total Project Based</b>	<b>112,287,558</b>	<b>104,215,743</b>	<b>8,071,815</b>	

\* **Bold** area represents "Project Based" funds in which Revenues to date includes revenues from prior years since the beginning of the project

<b>Project Based Expenditures:</b>	<b>BUDGET</b>	<b>EXPENDED TO DATE</b>	<b>ENCUMBERED</b>	<b>REMAINING</b>
<b>SCHOOL CONSTRUCTION FUND</b>	<b>72,623,867</b>	<b>72,623,867</b>	<b>0</b>	<b>0</b>
<b>CAPITAL PROJECTS FUND</b>	<b>36,075,003</b>	<b>27,506,672</b>	<b>57,280</b>	<b>8,511,051</b>
<b>CDBG RELATED PROJECTS</b>	<b>3,588,688</b>	<b>2,793,001</b>	<b>0</b>	<b>795,687</b>
<b>Total Project Based</b>	<b>112,287,558</b>	<b>102,923,540</b>	<b>57,280</b>	<b>9,306,738</b>

\* **Bold** area represents "Project Based" funds in which Expenditures to date includes expenditures from prior years since the beginning of the project



**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 2013**

**PERMITS ISSUED: 182**

**PERMITS VALUE: \$ 14,402,422**

**PERMIT FEES: \$ 26,335**

**SINGLE FAMILY DWELLINGS: 1**

**MOBILE HOMES: 12**

**COMMERCIAL: 5**

**ADDITIONS: 6**

**ELECTRICAL: 68**

**PLUMBING: 24**

**MECHANICAL: 43**

**OTHER: 23**

**TOTAL INSPECTIONS: 339**

Printed: 05-02-2013

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

NEW RES. HOUSEKEEPING - LENOIR COUNTY	Code Prms	Designated period: 04/01/13 to 04/30/13		Prior period: 04/01/12 to 04/30/12				
		Valuation	Fees Paid	Units	Prms	Valuation	Fees Paid	Units
* Single Family Houses Detached ....	101B	.00	.00	0	1	260,000.00	692.00	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	.00	2	1	1,800,000.00	4,500.00	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	1	0	.00	.00	0
* Offices, Banks, & Professional ...	324B	.00	.00	1	0	.00	.00	0
* Public Works & Utilities .....	325B	.00	.00	1	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	.00	5	2	30,000.00	137.00	2
* Non-Residential & Non-Housekeeping	437B	.00	.00	0	0	.00	.00	0
* Adds of Res. CP/Garages(Atch/Detc)	438B	.00	.00	1	1	10,000.00	50.00	1

DEMOLITIONS AND RAZING OF BUILDINGS:

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

TOTALS FOR PERMITS THIS PAGE

11	13,504,137.00	14,294.50	11	5	2,100,000.00	5,379.00	5
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This Report was printed on Thursday, May 02, 2013

Lenoir County

Item Totals for Inspector ID

GO 190  
 VW 148  
 VW/TB 1

339 Entries for Inspector ID

- S T A T I S T I C A L R E P O R T -

#ACTIVITIES	Inspections				Re-Inspections				Based On #
	INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	REQUIRED	
339	302	270	32	37	34	3	33		
	%INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	REQUIRED	
	89	89	11	11	92	8	10		

## MINUTES

### LENOIR COUNTY BOARD OF COMMISSIONERS

May 6, 2013

The Lenoir County Board of Commissioners met in open session at 9:00 a.m. on Monday, May 06, 2013, in the Board of Commissioner Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

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

Also present were: Michael W. Jarman, County Manager, Tommy Hollowell, Assistant County Manager, Martha Martin, Finance Officer, Robert Griffin, County Attorney, members of the general public and news media.

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

### PUBLIC INFORMATION

Dr. Stephen Mazingo, Superintendent, Lenoir County Public Schools, spoke about challenging times and making tough choices. He stated this is a year in which revenues are up for the state but \$1.5 million has been cut from the schools' budget. Dr. Mazingo addressed the issue with school safety across the nation. He stated he felt the tragedy at Sandy Hook rose to a whole new level in terms of what is possible and what can happen in our schools. He stated Sandy Hook had the right things in place except for an armed trained officer. Dr. Mazingo stated, in his opinion, our schools need someone with law enforcement training in place on a daily basis. He said he was not asking for capital money, but asking the Board to consider a start in increasing the number of resource officers each year, so in time, we have one in each school. Dr. Mazingo states he was encouraged at first with the state grants that were there for resource officers, but that money has been stripped from that state bill. He stated he doesn't think Congress will provide for funds on the Federal level. Dr. Mazingo stated he knows the Sheriff is applying for grants to help offset costs of Resource Officers. Dr. Mazingo gave the figures it would cost to provide additional officers. He stated he realizes there are many needs in this county, but he asked the Board to consider this request, to make our schools as safe as possible. Dr. Mazingo stated he wants an officer in every school, but knows that is not currently feasible. He stated if he had two additional officers, then he would have officers who were more readily available to each school. Mr. Mazingo stated in the last two weeks he has had two cases in the elementary schools where the principal was afraid of what a parent might do. He stated he needed an officer present every day in middle schools and high schools. Dr. Mazingo stated the schools currently reimburse the county for the officers they use, but currently they do not have funds available to

put additional officers in place. Mr. Davis said he appreciated Mr. Mazingo coming, and would take his request under advisement in the budget work session. Mr. Hill stated the resource officer is pro-active in the school and what he does goes beyond the salary it costs. Ms. Sutton concurred that it can be very threatening whenever parents go on campus. Ms. Brown stated she thought it would prohibit people from bypassing the office and going straight to a teacher's classroom if they knew an officer was on duty. Mr. Daughety asked Dr. Mazingo how the current officers are funded. Dr. Mazingo stated they are funded by the school system and these monies come from state funds labeled At Risk monies to reimburse the County and City. He stated if he had extra funds he would pay for the two additional officers.

Upon a motion by Ms. Brown and a second by Ms. Sutton, Commissioner Roland Best was excused from the meeting.

### **ITEMS FROM THE CHAIRMAN/COMMISSIONERS**

Mr. Davis stated he went to the new Veterans' home last week. He said there were about six residents there at that time. Mr. Davis stated they do have a program for volunteers and he feels that would be gratifying to both the institution and the volunteer. He stated they are filling the beds slowly to allow time for proper training. Mr. Davis stated the employees appeared to be extremely cordial and professional. He encouraged everyone to visit.

### **ITEMS FROM THE COUNTY MANAGER**

Mr. Jarman stated Mr. Best was to be at TACC 9 tomorrow and asked if someone would volunteer to be present to discuss today's meeting. Mr. Hill volunteered to be on TACC 9 tomorrow. Mr. Jarman stated County Assembly Day is Wednesday, May 22, 2013. He stated he did not need an answer today, but to look at what is going on for the entire day and talk about who will want to attend.

### **CONSENT AGENDA**

3. Approval of Minutes: Regular Board Meeting – April 15, 2013
4. Budget Ordinance Amendment: Finance/Sheriff's Department: \$2,487: Increase

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

## **BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS**

Item No.5 was a Resolution Approving Presentation of Badge and Service Weapon to Retiring Captain Archie Collins Bruton, Jr. The Board is requested to authorize Sheriff Hill to present to retiring Captain Archie Collins Bruton, Jr., his Lenoir County Sheriff's Office badge and Glock.45 caliber service weapon pursuant to state law and past county practices. Captain Archie Bruton began his law enforcement career with the Lenoir County Sheriff's Office on December 6, 1993. Prior to this time, Captain Bruton had been a police officer with the LaGrange Police Department before it merged with the Sheriff's Office. North Carolina retirement rules state that an officer must have 30 years of credible service or be age 55 with at least 15 years of credible service to retire. Captain Bruton has the appropriate amount of time to retire, which became effective April 30, 2013.

North Carolina General Statute 20-187.2 provides for the presentation of an officer's badge upon his retirement and also provides for the governing body, in its discretion, to present the retiring officer with his service weapon after he receives a permit. Captain Bruton received a handgun permit in April of 2013, which was made part of his personnel file.

A number of law enforcement officers retire each year in various state and local jurisdictions within North Carolina. In these instances, the officers have been presented with their badge and service weapon. In keeping with the North Carolina General Statutes and local government practices, it is recommended that Captain Bruton be presented with his badge and Glock .45 caliber service weapon (serial number NNN890).

Jackie Brown, County Commissioner, thanked Captain Bruton for his services to Lenoir County, read the resolution and presented him his Badge and Service Weapon.

Captain Bruton stated he honored his Lord and Savior Jesus Christ for looking over him and that it had been an honor and pleasure to serve the citizens of Lenoir County. He thanked the Commissioners for their support and Former Sheriff Smith for giving him the opportunity to serve. Captain Bruton asked that Lenoir County continue to keep the employees in the forefront and try to keep the employees here. Upon a motion by Ms. Sutton and a second by Ms. Brown Item No. 5 was unanimously approved.

Item No.6 was a Resolution Approving Presentation of Badge and Service Weapon to Retiring Captain James Patrick Oldenburg. The Board is requested to authorize Sheriff Hill to present to retiring Captain James Patrick Oldenburg, his Lenoir County Sheriff's Office badge and Glock.45 caliber service weapon pursuant to state law and past county practices. Captain Jim Oldenburg began his law enforcement career with the Lenoir County Sheriff's Office on November 9, 1998. North Carolina retirement rules state that an officer must have 30 years of credible service or be age 55 with at least 15 years of credible service to retire. Captain Oldenburg has the appropriate amount of time to retire, which became effective April 30, 2013.

North Carolina General Statute 20-187.2 provides for the presentation of an officer's badge upon his retirement and also provides for the governing body, in its discretion, to present the retiring officer with his service weapon after he receives a permit. Captain Oldenburg has a current concealed handgun permit.

A number of law enforcement officers retire each year in various state and local jurisdictions within North Carolina. In these instances, the officers have been presented with their badge and service weapon. In keeping with the North Carolina General Statutes and local government practices, it is recommended that Captain Oldenburg be presented with his badge and Glock .45 caliber service weapon (serial number NNN887).

Sheriff Hill introduced Captain Oldenburg to the Board and stated he hated to see him leave.

Linda Rouse-Sutton, County Commissioner, thanked Captain Oldenburg for his services to Lenoir County, read the resolution and presented him his Badge and Service Weapon. Ms. Sutton stated she considered this an honor.

Captain Oldenburg thanked the Board for today and stated he would like to say two things. He stated number one, it is about the word serve. He stated to serve means to sacrifice family as well as community. Captain Oldenburg asked that it not be forgotten whenever they are out there. He stated people today don't realize how much effort goes on behind the scenes. Captain Oldenburg stated the Sheriff's office is an example of the good and bad that happens everywhere in this county. He stated the last thing he would like to say is to his wife and son He thanked them for all their years of support during the twenty years in the army and 15 years with sheriff's office. He also thanked his brother in law, sister and nephew. Upon a motion by Ms. Sutton and a second by Ms. Brown Item No. 6 was unanimously approved.

Item No.7 was a Proclamation proclaiming May as "Mental Health Month". Mr. Hill read the Proclamation to the Board and upon a motion by Ms. Brown and a second by Mr. Daughety, Item No. 7 was unanimously approved.

Item No. 8 was a Proclamation proclaiming May as "Foster Care Month". Ms. Sutton read the Proclamation to the Board and upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 8 was unanimously approved.

Item No. 9 was a Proclamation proclaiming May as "Vulnerable Adults and Elder Abuse Awareness Month". Ms. Brown read the Proclamation to the Board and upon a motion from Mr. Hill and a second from Ms. Brown, Item No. 9 was unanimously approved.

Item No. 10 was a Budget Ordinance Amendment: General Fund: Health: (Adult Health-CDC-TB): \$8,470: Increase: Mr. Joey Huff, Health Department Director, stated the Budget Amendment is to appropriate additional funds made available from CDC. Upon a motion by Mr. Daughety and a second by Ms. Brown, Item No. 10 was unanimously approved.

Item No. 11 was a Budget Ordinance Amendment: Fire Districts: Fire Protection: \$118,899: Increase: Ms. Martha Martin, Finance Officer, stated the Budget Amendment is to appropriate funds to cover estimated revenues and expenditures for all fire districts for the remainder of FY 12-13. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 11 was unanimously approved.

Item No. 12 was a Resolution approving the Sheriff to apply for the COP'S Grant. Mr. Chris Hill, Lenoir County Sheriff, stated the Board is requested to allow him to apply for the 2013

COPS grant, which if approved, will allow him to hire one school resource officer. Because of recent events surrounding schools, it is imperative that we increase our efforts in protecting our children as they attend school. The COP's grant will fund 75% of an officer's salary and benefits, with the remaining amount funded by the county. The grant will run for three years at which time the position must be absorbed by the county or abolished. Sheriff Hill stated the county would have to pick up the 25% for the next three years. He asked the Board take this very seriously because it was hard to hire someone if their job would only last for a three year span. The approximate salary of the position is \$29,524 with benefits of \$12,576 for a total of \$42,100. The county's portion of this position is \$10,525 for each year of the grant. The Sheriff should be able to fund the officer's equipment from his operating budget and or from asset forfeiture funds. It is the Sheriff's intention to assign this officer to all of the elementary schools in the county. Although there are five elementary schools outside the City of Kinston, he or she will have a presence at each of these schools at various times. While this is a lot of area for one officer to cover, it is a starting point for enhancing safety in our elementary schools. Mr. Davis stated the Board could approve the request but could not assure him that after three years it would be an ongoing thing. He stated there could be a change in the composition of the Board. Mr. Hill said the balance would partially be paid from FSP funds. Mr. Griffin asked Sheriff Hill if he knew he would get this grant and Sheriff Hill stated he did not know - it would have to be applied for. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 12 was unanimously approved.

Item No. 13 was a Resolution Approving the Name of the Lenoir County Jail as the W.E. "Billy" Smith Detention Center. Sheriff Hill stated the Board is requested to dedicate and formally name the new Lenoir County Jail as the W.E. "Billy" Smith Detention Center. Because of Sheriff Smith's dedication to the people of Lenoir County and his tireless efforts to expand the jail system in Lenoir County, it is only fitting to have the new Lenoir County Jail building named the W.E. "Billy" Smith Detention Center. Therefore, Sheriff Christopher Hill, formally requests that the Lenoir County Jail be named the W.E. "Billy" Smith Detention Center. Sheriff Hill stated that Former Sheriff W.E. "Billy" Smith is a fixture in the hearts of many in Lenoir County and Sheriff Hill desires to make his name a permanent fixture on the new jail. Sheriff Hill further requests, that he and the County Manager determine the appropriate type of signage and best location of that signage on the new jail building. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 13 was unanimously approved.

Item No. 14 was a Resolution Approving Purchase Order to Wal-Mart for FY 12-13: \$3,504: Ms. Susan Moore, Director of Department of Social Services, stated the Board is requested to authorize the Social Services Director to execute a purchase order to Wal-Mart for FY 12-13 in the amount of \$3,504. The blanket purchase order is necessary in order for the agency to ensure that the educational needs of our older foster children 13 years of age and older are being met. These funds are 100% Federal funds and require no County match. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 14 was unanimously approved.

Item No. 15 was a Budget Ordinance Amendment: Endorsement of the Revised FY 12-13 Lenoir County Home and Community Block Grand Funding Plan: \$1,524: Ms. Susan Moore, Director of Department of Social Services, stated the Board is requested to endorse the revised FY 12-13 Lenoir County Home and Community Care Block Grant funding plan in the amount of \$ 510,361.

Home Care Community and Block Grant provides essential services such as providing meals, providing transportation, in-home aide care, adult day care and senior center operations to the elderly population of Lenoir County, HCCBG funds are 90% Federal and State funds requiring 10% County match. Upon a motion by Ms. Sutton and as second by Ms. Brown, Item No. 15 was unanimously approved.

Item No. 16 was a Budget Ordinance Amendment: Endorsement of the 2<sup>nd</sup> Revised FY 12-13 Lenoir County Home and Community Care Block Grant Funding Plan to include the \$6,790 cut due to Sequestration. Ms. Susan Moore, Director of Department of Social Services stated the Board is requested to endorse the revised FY 12-13 Lenoir County Home and Community Care Block Grant funding plan in the amount of \$503,571. Home Care Community Block Grant provides essential services such as providing meals, providing transportation, in-home aide care, adult day care and senior center operations to the elderly population of Lenoir County. HCCBG funds are 90% Federal and State funds requiring 10% County Match. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 16 was unanimously approved.

Item No. 17 was a Resolution Approving an Easement to NC Department of Transportation. Mr. Mike Jarman, County Manager, stated the Board is requested to grant an easement on property owned by the County of Lenoir, located on Wallace Family Road, Kinston, N.C. The NC Department of Transportation will be able to upgrade the bridge over Briery Run on Wallace Family Road when this easement is granted. NC Department of Transportation will compensate Lenoir County the sum of \$250 for the easement. He stated the okay was received from the Office of State Emergency Management. Upon a motion by Mr. Hill and a second by Ms. Sutton, Item No. 17 was unanimously approved.

Item No. 18 was a Resolution Approving an Easement to Progress Energy Carolinas, Inc. Mr. Mike Jarman, County Manager, stated the Board is requested to grant an easement to Progress Energy Carolinas, Inc. on property owned by the County of Lenoir, located on Wallace Family Road, Kinston, N.C. Progress Energy will be able to relocate the guy wire anchor on the existing power pole located on the deed restricted lot. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 18 was unanimously approved.

Item No. 19 was a Resolution by the Board of Commissioners Selecting CDBG Project Administrator. Ms. Martha Martin, Finance Officer, read the Resolution to the Board. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 19 was unanimously approved.

Item No. 20 was a Resolution by the Board of Commissioners Selecting CDBG Project Attorney. Ms. Martha Martin, Finance Officer, read the Resolution to the Board. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20 was unanimously approved.

Item No. 21 was a Resolution by the Board of Commissioners Selecting CDBG Project Engineer. Ms. Martha Martin, Finance Officer, read the Resolution to the Board. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 21 was unanimously approved.

Item No. 22 was a Resolution by the Board of Commissioners of the County of Lenoir Authorizing Execution of SFR Documents. Ms. Martha Martin, Finance Officer, read the Resolution to the Board. Upon a motion by Mr. Daughety and a second by Ms. Brown, Item No. 22 was unanimously approved.

Item No. 23 was a Resolution Approving the Authorized Signers of Single Family Rehabilitation Program (SFR 13) Requisitions for Funds. Ms. Martha Martin, Finance Officer, stated the Board is requested to authorize the following persons to sign Requisition for Funds form for reimbursement of Single Family Rehabilitation Program funds: Michael Jarman, County Manager; Thomas L. Hollowell; Assistant County Manager; Martha H. Martin, Finance Officer; and Rose Fox, Accounting Specialist. The Wooten Company approached the County Manager in January of 2013 and asked if they could submit an application to the North Carolina Housing Finance Agency for Single Family Rehabilitation funds for Lenoir County. The Wooten Company will provide a Program Administrator and a Rehabilitation Specialist to take care of the entire project. The funds will be made available to homeowners who inhabit their dwelling, are 80% below the area median income, are either elderly or disabled and meet certain other criteria that are outlined in the County's Assistance Policy. These funds will be made available as a loan rather than a grant. However, the loan will be forgiven at a rate of \$3,000 per year. The smallest amount of rehab work that will qualify is \$5,000 and the maximum amount will be \$45,000. These funds will assist in rehabilitating approximately four to six homes in Lenoir County. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 23 was unanimously approved.

Item No. 24 was a Budget Ordinance Amendment: 2012 CDBG Program. Ms. Martha Martin, Finance Officer, presented the Ordinance to the Board. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 24 was unanimously approved.

Item No. 25 was a Resolution by the Board of Commissioners Authorizing Execution of CDBG Documents. Ms. Martha Martin, Finance Officer, read the Resolution Authorizing Execution of CDBG Documents to the Board. . Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 25 was unanimously approved.

Item No. 26 was a Resolution Financial Management Resolution 2012 CDBG Scattered Site Project. Ms. Martha Martin, Finance Officer, read the Resolution Financial Management Resolution 2012 CDBG Scattered Site Project to the Board. Upon a motion by Ms. Brown and a second by Ms. Stroud, Item No. 26 was unanimously approved.

Item No. 27 was a Resolution Approving the Department of Juvenile Justice and Delinquency Prevention's FY 13-14 Grant Funding for the Lenoir County Juvenile Crime Prevention Council: \$206,571: Ms. Martha Martin, Finance Officer, stated the Board is requested to approve the FY 2013-2014 Department of Juvenile Justice and Delinquency Prevention's (DJJDP) grant allocation of \$206,571 for the Lenoir County Juvenile Crime Prevention Council and the recommended Program allocations.

The Lenoir County Juvenile Crime Prevention Council (JCPC) met in regular session on April 8, 2013 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 2013-2014: Structured Day Reporting Center and Restitution Program \$133,348, Parenting Matters \$35,194, Teen Court \$33,029, Administrative Funds \$5,000. The total is \$206,571. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 27 was unanimously approved

Ms. Brown stated she wanted to add that the annual legislative breakfast will be on May 20, 2013 and advised the Board they would be receiving an invitation.

**APPOINTMENTS**

Item No. 28 was a Resolution Approving Citizens to Boards, Commissions; Etc.

<b><u>BOARD/COMMITTEE/COMMISSION</u></b>	<b><u>APPLICANT/CURRENT MEMBER</u></b>	<b><u>TERM EXPIRATION</u></b>
Lenoir County Board of Health	Randy G. Jones 2 <sup>nd</sup> Appearance	April 2017
Lenoir Community College Board of Trustees	Tom Salter 2 <sup>nd</sup> Appearance	June 2017
Lenoir County ABC Board	Wiley Dawson (Re-Appointment) 1 <sup>st</sup> Appearance	June 2017

Upon a motion by Ms. Brown and a second by Mr. Daughety Item no. 28 was approved.

Mr. Jarman presented a letter to the Board from Mr. Ken Jones, Eastpointe. He stated Eastpointe's Board structure is being changed by the General Assembly. Mr. Jarman stated there are currently two representatives, Ms. Emily Moore and Ms. Rita Hodges, and said now there will be only one representative, and they will have to be chosen before July 1.

**CLOSED SESSION**

A motion was made by Ms. Brown and seconded by Ms. Sutton to go into closed session at 9:55 a.m. with the following cited: Number four (4) To discuss matters relating to the location or expansion of industries other businesses in the area served by Lenoir County. No action was taken.

**OPEN SESSION**

Upon a motion by Ms. Brown and a second by Mr. Sutton open session was resumed at 10:15 a.m. Mr. Davis stated the Board went into closed session to discuss Economic Development issues and no action was taken. The Board was recessed to go to the Tax Office for Budget Work Session at 10:17 a.m.

## BUDGET WORK SESSION

Mr. Davis reconvened the meeting at 10:35 a.m.

Mr. Jarman stated the budget is not a simple thing and certain services are required. He stated about 70% of the budget is mandated and there is only 30% that Commissioners have control over. Mr. Jarman thanked everyone who had worked on the budget. He stated one example of department heads working together to reduce cost was the reduction from five postage machines to two machines and after July 1, 2013 there will be only one machine located at the Tax Building. All departments will carry their mail to one location.

Mr. Jarman stated that Captain Bruton mentioned the employees and he wanted to reiterate that the employees as well as the department heads were to be commended. He stated he appreciated the "lack of complaints" as we continue to cut budgets.

Mr. Jarman presented the slide presentation. He stated the numbers he has at this point have been compiled to show the 2013-2014 projected expenditures at \$63,789,826. 2012-2013 was at \$63,220,427 so this is an increase over last year's budget of \$569,399. Mr. Jarman summarized the major increases. He reviewed the Summary of Expenditures and Ms. Sutton stated she would like to commend the Department Heads. Mr. Jarman stated several different things have been done such as reviewing the phone lines, multiple fax lines have been eliminated, as technology changes the MIS Department works to assist with the changes. He stated some things have been put on the table and some had been taken off. Mr. Jarman stated the Emergency Medical Department was looking at approximately \$300,000 a year in overtime. He stated they discussed cutting overtime by taking one unit off the road from 4:00 a.m. until 7:00 a.m. for a savings of \$100,000 in a year's time. Mr. Jarman stated the issue with this was during that time frame commuters are leaving for work as well as citizens arising to find health issues in their families and therefore it is not the best time to take a unit out of service. He stated after more consideration this was not included in the budget. Mr. Jarman elaborated on the non-departmental and stated it was up 18%. He spoke about adding the jail, increase in insurance due to the new wind zone and workers compensation as reasons for the increase.

Mr. Jarman stated the abolished positions include, Governing Body, 1 position effective 06/30/13. Human Resources, 1 position effective 06/30/13 and 1 position effective 06/30/14. Economic Development, 1 position effective 06/30/13. Tax, 1 position effective 12/31/13. DSS, 2 positions effective 06/30/13. Register of Deeds and Elections are both converting 1 full time position each to part time. He stated with the implementation of NCFAST, DSS will have reductions over the next 12 -24 months.

Mr. Jarman stated there have been three new positions added. Two positions in Central communication which revenue from Jones County will fund and one Lieutenant position in the Sheriff's Department which revenue from Civil Process Fees will fund.

Mr. Jarman presented the Summary of Authorized Positions. He stated there are 468 full time employees and by the end of the year the previous three mentioned will be off so the total will be 465. Mr. Jarman stated that 290 part time appears to be a lot but 185 of these are Board of Election employees that work on Election Day.

Mr. Jarman presented the Salary and Benefit information. He stated local governments and private employers are experiencing a geometric increase in health insurance cost and this situation could occur in Lenoir County. He stated we are self-insured and have been fortunate this year that we were not impacted by the major cost increase in health insurance. Mr. Jarman stated with being self-insured it could change quickly. He stated that Lenoir County has a good benefit package which is similar to plans of other Local Government units. Mr. Jarman stated no changes are recommended at this time.

Mr. Jarman presented the Salary study and stated based on an In-House Salary Study completed in 2013 Lenoir County Employees salaries are 9% to 10% behind counties with similar populations and tax bases. He stated the employees have had one increase in the last 4 FY's. Mr. Jarman stated a 1% increase it would cost \$180,000. A 2% increase would cost \$360,000. A 2.5% increase would cost \$450,000 and a 3% increase would cost \$540,000. He stated it would take a 2% to off-set the social security increase that we all experienced to put the pay checks back to where they were.

Mr. Jarman stated Dr. Mazingo had presented his request to the Board earlier and it was much more reasonable than what had been requested in the past. He presented the chart and reminded the Board that .05 cent of property taxes have been committed to the school bond, 1.5 million of sales tax is committed and whatever lottery funds are received. He stated as a Board \$4 million dollars per year has been committed for debt service and the debt service for School Bonds alone is \$5,900,000. He stated originally the county was banking money and there was savings to contribute and now there wasn't any. Mr. Jarman stated an extra \$560,000 has been spent in the current year out of the general fund monies after taking the .5 million out of the fund balance.

Mr. Hill asked if there is a department anywhere that has not seen a reduction in their operating cost. Mr. Jarman stated that funding has not been cut to Lenoir Community College, library or the Arts Council. He stated it had been internal to County departments. Mr. Hill stated as much as he would like to see the schools funded he has questions.

Mr. Jarman stated the school bonds were passed by the citizens of Lenoir County and that is where the source to pay for it should come from and not just do it on the backs of the employees.

Mr. Hill stated his concern is if a significant change is not made now, then the same thing will happen in Lenoir County that has happened in Greene County. Mr. Jarman agreed with Mr. Hill.

Mr. Jarman stated that Lenoir Community College's operating budget is \$2.2 million and they are requesting \$2,451,430. He stated according to the presentation by Lenoir Community College staff and "ranked by square foot", they are grossly underfunded. He stated looking at it in a different perspective, Lenoir Community College ranks at #9 by population. Mr. Jarman stated out of the eleven counties eight of these counties are larger than Lenoir. He stated Lenoir is at #2 when looking at the percent of the general fund budget that is going to the community college. Mr. Jarman expressed appreciation for what Lenoir Community College does and stated he believes the Board of Commissioners has made a strong commitment to them. Mr. Jarman summarized the requested vs. the recommended amounts for the outside agencies. He stated he had taken \$48,000 out of the volunteer fire department again and if they need additional monies it should come from the fire district tax.

Mr. Jarman stated the bulk of the County's revenue has always come from property and sales tax. He stated revenue \$600,000 of lottery funds had been lost and the county has to make up the difference out of pocket. He mentioned the jail bond rebate had been cut by 8% and the Emergency Management Grant that pays a small portion of Mr. Roger Dail's salary, also has to be made up. Mr. Jarman stated there are other changes, unemployment insurance, the cost of housing juveniles and the Affordable Care Act, medical safe keeping and the loss of ADM funds that cost the County extra funds. He stated the ADM funds will be exhausted after the 2013-2014 year. Mr. Jarman stated after the funds are exhausted the schools would be coming to the county for funds and Article 40 and 42 funds will have to be utilized. He stated other changes are not costing the county money, but as we lose state and federal monies we have to reduce our services. Mr. Jarman stated this is impacting the county and the citizens in multiple ways.

Next Mr. Jarman presented several slides and charts reflecting a "General Fund Analysis of Lenoir County FY13-14 projected revenues and expenditures". These slides included information concerning historical analysis of our budgets.

Mr. Jarman expressed concern over the situation in Greene County where multiple persons said they were not aware of the situation. He then stated the next portion of the worksession was to make sure the position of the Local Government Association and County Administration was plainly known. First he presented the position of the LGC. He reviewed the Resolution stating intent to proceed with a referendum for Lenoir County general obligation school bonds, approved February 6, 2006 that was approved by LGC stating the need for additional revenue.

Next Mr. Jarman reviewed the recommendation from the FY11-12 Budget. The recommendation was for no tax increase but to work to pass the ¼ cent sales tax. The recommendation stated without the sales tax, the County would need a 4 to 6 cents property tax increase in FY13-14. The FY12-13 Budget recommended basically the same thing. Mr. Jarman stated the recommendation for FY 2013-2014 is to increase the property tax rate 3.5 cents effective July 1, 2013 and reminded the Board that this amount does not provide excess revenue for General Fund expenditures; it only meets the funding requirement of the voter approved school bonds. He stated the ¼ cent sales tax would have to be approved in November 2013, to be in effect in time to lower the rate July 1, 2014. Mr. Jarman stated the refinancing that had been done was reflected in the projected numbers.

Mr. Davis asked if the ¼ cent tax was put on the ballot in November 2013 would it directly 'kick-in' in April 2014 and Mr. Jarman stated that it would come in effect FY 14-15. Mr. Davis stated he had studied the different precincts on the ¼ cents sales tax, and it appeared that people who should not have voted for the increase did and the ones who should have voted for it did not. He stated the county is facing the dilemma now of negative publicity. Mr. Davis stated he thought Mr. Jarman presented a good budget and it needed to be analyzed.

Mr. Jarman stated his intention was to present the budget in the next meeting, May 20, 2013 and asked for ideas or changes today.

Mr. Hill stated that 3.5 cents is quite an increase. He stated looking at the departments internally with their decreases and he would like to see the county take a look at all the outside agencies. He stated looking at what a 1-2% decrease would be and then determine how much property tax would be needed. Mr. Jarman stated a 1% would be equal to approximately \$125,000 and 2% would be approximately \$250,000. Mr. Hill stated these were just questions at this time.

Mr. Davis stated he doesn't like to exercise threats, but prefers diplomacy instead. He stated he thought all aspects were to be considered and asked Mr. Jarman if the 3<sup>rd</sup> Monday of May would give him ample time.

Mr. Jarman stated he would present the Board with the Budget on May 20, 2013, to be reviewed. He stated a special meeting could be called and they did not have to make a decision today.

Mr. Hill stated if the tax increase was not passed but sales tax was increased the fund balance would still have to be "dipped into" because that resource would not be available until much later. Mr. Jarman stated that was correct. Ms. Sutton stated she agreed with Mr. Davis but in her opinion it was not a threat but a fact.

Mr. Jarman stated it has been repeated over and over again that 2012 would be when the debt service shortfall hit. He stated the reality is the citizens approved the school bonds and he is sorry the current board is now facing what others in the past have decided on. Ms. Sutton stated she thought a special meeting should be called to discuss the in's and the out's.

Mr. Jarman stated the county was re-rated this year by the bond rating agencies and Lenoir County looks good and is financially strong. He stated failure to act on this would reduce the bond rating and it would be a different scenario.

Mr. Rouse stated he would like to see what services would be changed in writing. Ms. Sutton stated that was a good idea as it should be unanimous and she would like to hear from the department heads verbally and also in writing. Mr. Jarman stated he would put some suggestions together.

Mr. Roger Dail discussed two different scenarios for the EMS Department. He stated one option would be to take a unit off the road completely, which he does not feel is a very viable option. Mr. Dail stated the second scenario would be taking a unit off the road at a specific time, as Mr. Jarman discussed earlier. He stated that could be done but the time frame, as Mr. Jarman mentioned, was a busy time for EMS and would likely result in a disservice to the citizens of Lenoir County.

Mr. Rouse asked Mr. Dail if maintenance expense for the vehicles has increased enough that a new vehicle could have been purchased. Mr. Dail stated a new "remounted" truck could have been purchased with the funds spent on maintenance cost. Mr. Jarman stated the other issue with this is not that direct. He stated the increase is enough to offset remounting a truck but you also have that truck breaking down and therefore delays of service as well as other factors. Mr. Rouse asked when the last new vehicle was purchased and Mr. Dail stated it had been two years ago. Mr. Jarman stated his concern is if the wait is too long there could be a negative impact. He stated he was not a fan of financing ambulances.

Mr. Davis stated there was a tough decision to be made and the voters of this county have forced the Board into this decision by approving the School Bonds. Mr. Jarman stated that was correct and the county is accountable for how the monies are spent. Mr. Hill stated regarding the lottery, it was a game change after the game started that the voters did not have control over. Mr. Jarman stated the lottery has been successful but the funds have been redirected. He stated if the rate had been left as they said it would be, then the full amount would be available and there would be approximately an additional 5 million dollars. Mr. Jarman stated that money would be in the fund balance now. He stated there would still be a shortfall but less significant.

Mr. Jarman stated he welcomed dialoged among each other and with him. He stated the information they had requested would be compiled and presented to them. Ms. Sutton asked if they would get a copy and Mr. Jarman assured her they would.

Ms. Susan Moore stated it is hard to cut her budget since most of it is mandated service and requires a match. She stated if county money was pulled from the DSS budget then a substantial amount of federal and state funds there to provide services would be lost. She stated the first cut would be in general assistance funds which is money set aside for big disasters such as hurricanes. Ms. Moore stated the second cut would be to cut down on staff, which would increase overtime.

Mr. Davis stated when he leaves the Board of Commissioners, whenever that maybe, he does not want to leave with the County on "shaky circumstances". He stated he wants to make financial decisions that are beneficial to the County. Mr. Jarman thanked Mr. Davis for his comment and expressed the same concern.

With no further discussion and Upon a motion by Mr. Davis and a second by Ms. Brown, Mr. Davis adjourned the meeting at approximately 12:16 p.m.

Respectfully Submitted,

Reviewed By,

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Faye H. Mervin

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Michael W. Jarman

Deputy Clerk

County Manager

Item NO. 4

BUDGET ORDINANCE AMENDMENT: FINANCE/SHERIFF'S DEPARTMENT: \$717. INCREASE



**LENOIR COUNTY, NORTH CAROLINA**  
**BUDGET AMENDMENT REQUEST**

FY 2012 - 2013  
 Appropriations

Budget Amendment # \_\_\_\_\_  
 Date Approved \_\_\_\_\_

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		FINANCE/SHERIFF DEPARTMENT		10-3842-8500 INSURANCE - MISCELLANEOUS 10-4310-3530 VEHICLES REPAIR/MAINTENANCE	
<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>			<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		
<b>REVENUES</b>			<b>EXPENDITURES</b>		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
10-3842-8500	INSURANCE-MISCELLANEOUS	717.00	10-4310-3530	VEHICLES REPAIR/MAINTENANCE	717.00
Total		717.00	Total		717.00

**Reason and Justification for Request:**

TO BUDGET INSURANCE PROCEEDS RECEIVED FROM ARGONAUT GREAT CENTRAL INSURANCE COMPANY ON 05/06/2013 IN THE AMOUNT OF \$716.51. THIS IS PAYMENT FOR DAMAGES RECEIVED TO A SHERIFF'S VEHICLE ON APRIL 9, 2013, AS A RESULT OF AN INCIDENT WHERE A DEER RAN INTO THE SIDE OF A FORD CROWN VIC THAT WAS ENROUTE TO A CALL. THIS IS FOR THE AMOUNT OF ESTIMATED CHARGES TO REPAIR THE VEHICLE, LESS THE COUNTY'S \$1,000. DEDUCTIBLE.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martla H. Martin</i>	<i>5/8/2013</i>	<i>Martla H. Martin</i>	<i>5/8/2013</i>
Budget Officer Approval	Date		
<i>Michael W. Farman</i>	<i>5/8/13</i>		
Board Approval (When Applicable)	Date	Date of Minutes	

Item No. 5

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: PROCESS FUNDS: \$9,319 INCREASE



**LENOIR COUNTY, NORTH CAROLINA**  
**BUDGET AMENDMENT REQUEST**

FY 2012 - 2013  
 Appropriations

Budget Amendment # \_\_\_\_\_  
 Date Approved \_\_\_\_\_

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		PROCESS FUNDS		Various	
<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
10-3329-3633	GRANT-COOP EXT-COMMUNITY TRANSFOI	9,319.00	10-4201-6042	COOP EXT-COMMUNITY TRANSFORMATI	9,319.00
Total		9,319.00	Total		9,319.00

**Reason and Justification for Request:**

BUDGET AMENDMENT TO APPROPRIATE FUNDS FOR THE COMMUNITY TRANSFORMATION GRANT FOR COOPERATIVE EXTENSION. THE ACCEPTANCE OF THIS GRANT WAS APPROVED BY THE COMMISSIONERS AT THE 4/1/2013 MEETING- ITEM #15. THESE FUNDS ARE TO BE USED TO SUPPORT ACCESS TO HEALTHY LOCAL FOODS, BY PROVIDING MARKETING AND SUPPLIES TO THE LENOIR COUNTY FARMERS' MARKET AND LCFM ANNEX.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martina N. Martin</i>	<i>5/16/2013</i>	<i>Martina N. Martin</i>	<i>5/16/2013</i>
Budget Officer Approval	Date		
Board Approval ( When Applicable)	Date	Date of Minutes	

Item NO. 6

BUDGET ORDINANCE AMENDMENT: TRUST & AGENCY FUND:  
 INNOVATIVE APPROACH LITERACY (IAL): \$18,000. INCREASE



**LENOIR COUNTY, NORTH CAROLINA**  
**BUDGET AMENDMENT REQUEST**

FY 2012 - 2013  
Appropriations

Budget Amendment # \_\_\_\_\_  
 Date Approved \_\_\_\_\_

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
TRUST AND AGENCY		INNOVATIVE APPROACH TO LITERACY		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u> 70-3580-3601 GRANT-INNOVATIVE APP LITERACY	18,000.00	<u>INCREASE</u> 70-5831-6000 GRANT-HIGH SCOPE EXPENSES	18,000.00		
Total	18,000.00	Total	18,000.00		

**Reason and Justification for Request:**  
 BUDGET AMENDMENT TO SET UP FUNDING FOR THE INNOVATIVE APPROACH TO LITERACY GRANT. THE COMMISSIONERS AUTHORIZED THE ACCEPTANCE OF THE FUNDS ON JANUARY 7, 2013 - ITEM #25. THESE FUNDS WILL COVER A TWO YEAR PERIOD BEGINNING ON JANUARY 1, 2013 AND ENDING SEPTEMBER 30, 2014 AND WILL BE USED TO AUGMENT THE CURRENT PARENTS AS TEACHERS PROGRAM.

Department Head Approval <i>James O Kelly</i>	Date 5-13-13	Finance Officer Approval <i>Marilyn H. Martin</i>	Date 5/13/2013
Budget Officer Approval <i>Michael W. Jarmen</i>	Date 5/13/13		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

Item NO. 7

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: DEBT SERVICE: \$90559. INCREASE



**LENOIR COUNTY, NORTH CAROLINA**  
**BUDGET AMENDMENT REQUEST**

FY 2012 - 2013  
Appropriations

Budget Amendment # \_\_\_\_\_  
 Date Approved \_\_\_\_\_

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		DEBT SERVICE		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
10-3910-9100	BOND PREMIUM-SERIES 2013 REFUND	90,559.00	10-9100-7513	SERIES 2013 REFUNDING COSTS	90,559.00
Subtotal		90,559.00	Subtotal		90,559.00

**Reason and Justification for Request:**

BUDGET AMENDMENT TO APPROPRIATE BOND PREMIUM AS A RESULT OF THE REFINANCING OF THE SERIES '07 SCHOOL BONDS. THESE FUNDS WILL BE USED TO OFFSET THE COSTS ASSOCIATED WITH THE REFUNDING OF THE BONDS. THE ACTUAL AMOUNT RECEIVED WAS \$90,558.57.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	5/10/2013	<i>Martha H. Martin</i>	5/10/2013
Budget Officer Approval	Date		
<i>MW Arman</i>	5/13/13		
Board Approval ( When Applicable)	Date	Date of Minutes	

Item No. 8



**LENOIR COUNTY, NORTH CAROLINA**  
**BUDGET AMENDMENT REQUEST**

FY 2012 - 2013  
 Appropriations

Budget Amendment # \_\_\_\_\_  
 Date Approved \_\_\_\_\_

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
CAPITAL IMPROVEMENTS		ECONOMIC DEVELOPMENT		40-3980-9851 GRANT-PACTIV- NCDOT RAIL 40-4920-5893 PACTIV - RAIL GRANT- NCDOT	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title	Amount	Account # and Title	Amount		
<b>INCREASE</b>		<b>INCREASE</b>			
40-3980-9851 GRANT-PACTIV-NCDOT RAIL	86,356.00	40-4920-5893 PACTIV-RAIL GRANT-NCDOT	86,356.00		
Total	86,356.00	Total	86,356.00		

**Reason and Justification for Request:**

BUDGET AMENDMENT TO APPROPRIATE FUNDS FROM THE NCDOT FOR A RAIL INDUSTRIAL ACCESS GRANT. THIS GRANT WAS APPROVED BY THE NC BOARD OF TRANSPORTATION ON JUNE 7, 2012 FOR THE CONSTRUCTION OF AN ADDITIONAL RAIL SPUR AT DOPACA/PACTIV. THE GRANT IS TO REIMBURSE PACTIV FOR A PORTION OF ITS COSTS OF THE RAIL SPUR. GRANT FUNDS IN THE AMOUNT OF \$86,355.87 WERE RECEIVED ON 5/8/2013. THESE ARE PASS THROUGH FUNDS.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	<i>5/9/2013</i>	<i>Martha H. Martin</i>	<i>5/9/2013</i>
Budget Officer Approval	Date		
<i>Michael W. Jarman</i>	<i>5/10/13</i>		
Board Approval (When Applicable)	Date	Date of Minutes	

Item NO. 9

BUDGET ORDINANCE AMENDMENT: GENERAL/CAPITAL PROJECTS FUND: SMITHFIELD SEWER PROJECT: \$750,000. INCREASE



**LENOIR COUNTY, NORTH CAROLINA**  
**BUDGET AMENDMENT REQUEST**

FY 2012 - 2013  
 Appropriations

Budget Amendment # \_\_\_\_\_  
 Date Approved \_\_\_\_\_

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL CAPITAL PROJECTS		TRANSFER-OTHER FUNDS SMITHFIELD FOODS SEWER PROJECT		VARIOUS	
<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>			<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		
<b>REVENUES</b>			<b>EXPENDITURES</b>		
Account # and Title	Amount	Account # and Title	Amount	Account # and Title	Amount
<u>INCREASE</u> 40-3980-9818 TRNSF FROM GEN FUND-SEWER SM	750,000.00	<u>INCREASE</u> 40-4920-5899 SEWER PROJ-SMITHFIELD FOOL	775,000.00	<u>DECREASE</u> 40-4920-3500 INDUSTRIAL PARK IMPROVEMEN	-25,000.00
<u>INCREASE</u> 10-3991-9910 FUND BALANCE APPROPRIATED	750,000.00	<u>INCREASE</u> 10-9800-8522 TRNSF TO CAP PROJ-SEWER SM	750,000.00		
Total	750,000.00	Total	750,000.00		

**Reason and Justification for Request:**

BUDGET AMENDMENT TO APPROPRIATE GENERAL FUND FUND BALANCE TO SMITHFIELD SEWER PROJECT THAT WAS APPROVED BY THE COMMISSIONERS ON JANUARY 3, 2012 - ITEM #7. THIS IS FOR THE COUNTY'S PORTION OF THE SANITARY SEWER PROJECT AS PART OF THE EXPANSION OF SMITHFIELD FOODS. \$750,000 OF GENERAL FUND FUND BALANCE WAS SET ASIDE IN ASSIGNED FUND BALANCE WITH THE REMAINING \$25,000 TO COME FROM THE CAPITAL PROJECTS FUND'S INDUSTRIAL PARK IMPROVEMENTS LINE (SEE ATTACHED RESOLUTION)

Department Head Approval <i>Martha H. Martin</i>	Date <i>5/10/2013</i>	Finance Officer Approval <i>Martha H. Martin</i>	Date <i>5/10/2013</i>
Budget Officer Approval <i>Michael W. Jarman</i>	Date <i>5/10/13</i>		
Board Approval (When Applicable)	Date	Date of Minutes	

**RESOLUTION IN SUPPORT OF THE FILING OF APPLICATIONS FOR ECONOMIC DEVELOPMENT ASSISTANCE BY THE CITY OF KINSTON**

**WHEREAS,** Smithfield Foods, Inc. has a need for additional sanitary sewer improvements as part of the proposed expansion of its facility in the US Highway 70 Industrial Park; and

**WHEREAS,** the City of Kinston has resolved to submit applications for economic development assistance to the Department of Commerce for Industrial Development Funds (IDF) in the amount of \$500,000, to the NC Rural Center for Economic Infrastructure Program (EIP) funds in the amount of \$1,000,000 and to the Golden Leaf Foundation for Economic Catalyst Funds (ECF) in the amount of \$1,250,000 to provide the needed sanitary sewer improvements; and

**WHEREAS,** if IDF, EIP and ECF Funds are received, the City of Kinston and Lenoir County have agreed to share equally in the local cost of the sewer improvements.

**NOW, THEREFORE, BE IT RESOLVED BY THE LENOIR COUNTY BOARD OF COMMISSIONERS**

**THAT,** the County of Lenoir supports and endorses the City of Kinston's applications for economic development assistance; and

**THAT,** the County of Lenoir agrees to provide up to half of the cost of the sewer improvements that will not be covered by the grant funds requested by the City of Kinston; and

**THAT,** based on an estimated project cost of \$4,300,000, estimated grant revenues of \$2,750,000 and the City of Kinston's commitment to provided up to \$775,000 towards the local project costs, the County of Lenoir hereby agrees to provide up to \$775,000 as its portion of the local cost of the sewer improvements; and

**THAT,** the Chairman of the Board of Commissioners, the County Manager and the Finance Officer be authorized and directed to provide the City of Kinston such additional information as may be required by the grantor agencies and to execute any and all documents in support of said City of Kinston grant applications.

**DULY ADOPTED THIS 3<sup>RD</sup> DAY OF JANUARY 2012 BY THE LENOIR COUNTY BOARD OF COMMISSIONERS.**

  
George W. Graham, Jr., Chairman

  
April L. Banks, Clerk to the Board

**EMERGENCY MEDICAL SERVICES WEEK**

**2013**

**A PROCLAMATION**

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, the emergency medical services system consists of emergency physicians, emergency nurses, emergency medical technicians, paramedics, medical dispatchers, firefighters, educators, administrators, and others; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; and

NOW, THEREFORE, WE, THE BOARD OF COMMISSIONERS OF LENOIR COUNTY, NC, do hereby proclaim May 19 – 25, 2013, as “**EMERGENCY MEDICAL SERVICES WEEK**” in Lenoir County and urge our citizens to acknowledge the contributions of these loyal public servants and encourage the community to observe this week with appropriate programs, ceremonies, and activities.

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*By: Reuben J. Davis, Chairman, Lenoir County Board of Commissioners*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Attested by: Clerk, Lenoir County Board of Commissioners*

**RESOLUTION: AUTHORIZING FEE SCHEDULE INCREASE: EMS DIVISION**

**SUBJECT AREA:** Financial & Administrative

**ACTION REQUESTED:**

Authorize an increase of the EMS Division response fee schedule in order to accommodate the increase in the Medicare and Medicaid charges for the current fiscal year.

**HISTORY/BACKGROUND:**

Lenoir County acquired Emergency Medical Services in 2001 from Lenoir Memorial Hospital. Fees had to be established in order to provide and bill for these services. Periodically these fees must be adjusted in an effort to handle increases in Medicare and Medicaid charges. Lenoir County Emergency Services' –billing company, EMS|MC, recommends an EMS Agency's charges to be at 130% - 150% of the Medicare Fee Schedule, which is standard for the EMS Industry. Indications are that our current charges are less than the Medicare allowed amount. Medicare's reimbursement is based on the Medicare Fee Schedule or the Charged Amount, whichever is less. Currently, Lenoir County EMS is not maximizing the potential revenue for Medicare claims.

Listed below are the scheduled increases:

<u>Type</u>	<u>Current Charge</u>	<u>Projected Increase</u>
ALS 2	\$575.00	\$755.39
Specialty Care	\$675.00	\$892.73
Rural Mileage 1 – 17	\$9.90	\$13.96

**EVALUATION:**

The requested action is necessary to keep up with the increase in costs incurred to provide services to our citizens.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

\_\_\_\_\_  
Initials

**RESOLUTION: NOW THEREFORE, BE IT RESOLVED** by the Lenoir County Board of Commissioners that the EMS Division be authorized to increase the EMS response fee schedule in order to accomodate the increase in the Medicare and Medicaid charges for current fiscal year.

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECOND \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS \_\_\_\_\_

YEA VOTES: Davis \_\_\_\_\_ Brown \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_  
Hill \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
Reuben J. Davis., Chairman      05/20/13  
Date

\_\_\_\_\_  
ATTEST      05/20/13  
Date

**INTRODUCED BY:** Michael Jarman, County Manager **DATE:** 05/20/13 **ITEM:** 12.

**RESOLUTION:** APPROVE A CONTRACT WITH GRANTHAM GEOGRAPHIC TO ASSIST IN MERGING JONES AND LENOIR COUNTIES GIS DATABASES: NTE: \$3,750

**SUBJECT AREA:** Administrative

**ACTION REQUESTED:**

The Board is requested to approve a contract with Grantham Geographic to assist the Lenoir County GIS Department in merging the Jones and Lenoir County GIS databases for an amount not to exceed \$3,750.00. This will be funded out of the NC911 Board approved grant.

**HISTORY/BACKGROUND:**

Lenoir and Jones Counties will be combining their E911 Public Safety Answering Point (PSAP) dispatch centers. In an effort to save costs, Lenoir County will be assuming the role of lead agency in the receipt of 911 emergency calls, non-emergency calls, as well as dispatching all emergency responders in Jones County. A portion of this project consists of the merging of two- (2) different County centerline and addressing files in to one (1) ArcGIS GDB for the purposes of providing E911 data and mapping support to the Computer Aided Dispatch system located within the Lenoir County PSAP. The Lenoir County data is currently in a shape-file format (v9.3.1). The Jones County data is currently in an ArcGIS v10 geo-database format. The final data product should be one- (1) geo-database, ArcGIS v9.3.1. Combining both Counties data sets will assist in emergency dispatching and routing in both Counties.

**EVALUATION:**

Staff researched, and received two (2) proposals. Staff recommends Grantham Geographic for this project. This project will be funded from the NCS911 Board approved grant.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

\_\_\_\_\_  
Initials

**RESOLUTION: NOW THEREFORE, BE IT RESOLVED** by the Lenoir County Board of Commissioners that a contract with Grantham Geographic, to assist the Lenoir County GIS Department with merging the Jones and Lenoir County GIS databases for an amount of \$3,750.00 be approved **AND BE IT FURTHER RESOLVED** the Lenoir County EMS Director is authorized to execute the contract on behalf of the County.

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECOND \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS \_\_\_\_\_

YEA VOTES: Davis \_\_\_\_\_ Brown \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_

Hill \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
Reuben J. Davis., Chairman 05/20/13  
Date

\_\_\_\_\_  
ATTEST 05/20/13  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 05/20/13 **TEM NO.** 13

**RESOLUTION:** Approving Purchase Order with Coeco Office Systems:  
Alchemy Software Indexing Licenses: \$13,500: FY 2012-13

**SUBJECT AREA:** Purchases/Bids

**ACTION REQUESTED**

The Board is requested to authorize the Social Services Director to execute a purchase order with Coeco Office Systems in the amount of \$ 13,500 for Alchemy Software indexing licenses.

Account # 10-5310-2650 Computer Software \$13,500.00 for FY 2012-2013

**HISTORY/BACKGROUND:**

The Department of Social Services is requesting approval to purchase 30 additional Alchemy Software indexing licenses which will allow several additional departments' access to our paperless system.

**EVALUATION:**

This agreement is necessary in order to accomplish the day to day work activities at DSS.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval

\_\_\_\_\_  
**INITIALS**

**RESOLUTION: NOW, THEREFORE BE IT RESOLVED** that the Lenoir County Board of Commissioners authorizes the Social Services Director to execute a purchase order with Coeco Office Systems for the 30 additional Alchemy Software indexing licenses at a cost of \$13,500.00 for FY 2012-2013.

Account # 10-5310-2650 Computer Software \$13,500.00

**AMENDMENTS**

MOVED \_\_\_\_\_ SECOND \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS \_\_\_\_\_

YEA VOTES: Davis \_\_\_\_\_ Brown \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_

Hill \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
Reuben J. Davis, Chairman

05/20/13  
Date

\_\_\_\_\_  
ATTEST

05/20/13  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 05/20/13 **ITEM NO.:** 14

**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	Wiley Dawson (Re-Appointment) <b>2<sup>nd</sup> Appearance</b>	June 2017
Eastpointe Board	Rita Hodges Emily Moore (Need to Appoint one)	
Department of Social Services	June Cummings <b>1<sup>st</sup> Appearance</b>	July 2017

**CURRENT VACANCIES:**

**Lenoir County Health Board – (1) Optometrist**

**Lenoir County Planning Board – Districts One (1), Four (1)**

**MANAGER'S RECOMMENDATION:**

\_\_\_\_\_  
Initials

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

BOARD/COMMITTEE/COMMISSION	APPLICANT/ CURRENT MEMBER	TERM EXPIRATION
Lenoir County ABC Board	Wiley Dawson (Re-Appointment) <b>2<sup>nd</sup> Appearance</b>	June 2017
Eastpointe Board	Rita Hodges Emily Moore (Need to Appoint one)	
Department of Social Services	June Cummings <b>1<sup>st</sup> Appearance</b>	July 2017

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECOND \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS \_\_\_\_\_

YEA VOTES: Davis \_\_\_\_\_ Brown \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_  
Hill \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
Reuben J. Davis., Chairman

05/20/13  
Date

\_\_\_\_\_  
ATTEST

05/20/13  
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 Wiley Dawson

Date: 4/12/2013

Dear Commissioners,

The Lenoir County ABC Board wishes to have Wiley Dawson re-appointed to his current position on the ABC Board. Mr. Dawson's term expires June of 2013. Mr. Dawson 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. Wiley Dawson's re-appointment.

Sincerely,



Brantley Uzzell  
General Manger  
Lenoir County ABC Board



**Corporate Office:**  
514 East Main Street  
Post Office Box 369  
Beulaville, N.C. 28518  
Administration: 800-513-4002  
Access to Care: 800-913-6109

Kenneth E. Jones, CEO

TO: County Managers  
FROM: Ken Jones, CEO  
DATE: April 30, 2013  
RE: Eastpointe Board Representatives

At Eastpointe Human Services, we are fortunate to have a strong Board of Directors. The dedication and commitment of this Board, and their passion for mental health, is inspiring and helpful to the long term viability of our organization and the constituents we serve. It is as strong as any I have had the pleasure to serve upon.

We know, however, that the current membership of 27 Directors has to shrink to 21 to be compliant with North Carolina law (see attached – Article 4, Section 122C-118.1). We have been working to find a way to meet both the spirit and the letter of this law while maintaining the level of excellence that this Board has set for us. After collaboration and much debate, both at the committee and the Board level, we have approved a Board selection process for the 2013 – 2014 fiscal year.

We felt strongly that, although we had to move away from our historic regional representation approach where each County gets a certain number of Board members, we wanted to ensure County representation even beyond what the new law requires.

Our Board selection process for the 2013 – 2014 fiscal year includes the following (in sequence):

- **Step 1:** include 1 representative from each County (either County Commissioner or designee) – provides our initial 12 Board seats;
- **Step 2:** fill in with current Board membership to the extent possible according to mandated representation requirements – provides up to 9 remaining Board seats; and
- **Step 3:** fill remaining seats to complete representation requirements in State law.

*Managing Behavioral Healthcare for the Citizens of Bladen, Columbus, Duplin, Edgecombe, Greene, Lenoir, Nash, Robeson, Sampson, Scotland, Wayne, and Wilson Counties*

**In order to complete Step 1, we need you to designate your County representative for the Eastpointe Board of Directors for the 2013 – 2014 fiscal year. We ask that you complete your selection by May 24, 2013.** This representative can be either your County Commissioner or your designee. Your designee should be willing to serve on the Eastpointe Board of Directors for a minimum of 1 year, with terms to be finalized within the first quarter of the 2013 – 2014 fiscal year.

The complexities of recent changes that converted Eastpointe to a Managed Care Organization (MCO) and likely future changes to our health management responsibilities will continue to require significant investment of time and expertise within this Board.

We believe this process is a workable one, given the requirements that we face with the new State law and our desire to balance County representation while meeting both the spirit and the letter of these new requirements. We thank you for your thoughtful consideration of your selection for this important role.

## Senate Bill 191 Changes required to Eastpointe Area Board

- Board Size – Senate Bill 191 reduces the maximum size of the LME Board from 30 members to 21 members, while keeping the minimum size at eleven members.
- Term Limits- The act increases the statutory limit on terms of service from 2 to 3.
- Appointment – The new law deletes provisions that specified a particular process for appointing LME Board members. The process permitted each County Board of Commissioners to appoint one Commissioner to serve an LME Board member, with the resulting group of County Commissioner LME Board members then responsible for appointing the rest of the Board. The law allowed the Counties to follow this process or collectively agree to appoint the remaining Board members in a different manner. **As amended the statute is now silent** as to the method or manner of appointment, leaving Counties that participate in a multi-County area authority the discretion to devise and agree to their own appointment process, with no fall back or de-facto process.
- Composition – The law (Section 122C-118.1 Structure of Area Board) leaves Counties much less discretion when it comes to Board composition, prescribing the following :
  1. At least one member who is currently County Commissioner.
  2. The chair of the LMEs CFAC or the Chair’s designee.
  3. At least one family member of the CFAC, as recommended by the CFAC, representing the interests of individuals with MI, in recovery from Addictions, or with IDD.
  4. At least one openly declared consumer member of the CFAC, as recommended by the CFAC, representing the interest of individuals with MI, in recovery from addiction, or with intellectual or other developmental disabilities. (The appointment of consumer and family members as set forth in items 2 through 4 must provide for at least one member representing each of the three disability groups: mh, idd, and addiction.)
  5. An individual with health care expertise and experience in the fields of MH, IDD or SA.

6. An individual with health care administration expertise consistent with the scale and nature of managed care organization.
  7. An individual with financial expertise consistent with the scale and nature of the managed care organization.
  8. An individual with insurance expertise consistent with the scale and nature of the managed care organization.
  9. An individual with social services expertise and experience in the fields of MH, IDD or SA services
  10. An attorney with health care expertise.
  11. A member who represents the general public and who is not employed by or affiliated with the Department of HHS as appointed by the Secretary of HHS.
  12. The president of the LME's Provider Council or the president's designee to serve as a nonvoting member and who shall participate only in the open meetings.
  13. An administrator of a hospital providing mental health, developmental disabilities and substance abuse emergency services to serve as a nonvoting member and who shall participate only in open meetings.
- LME Board members can fill more than one category.
  - LME Boards must meet the compositional requirements by October 1, 2013. If the Board does not comply, the Secretary of HHS must appoint the unrepresented categories.
  - ONE exception to the Board required composition...if the population represented is more than 1.25 Million, all Boards of County Commissioners unanimously adopts a resolution to that effect and receives written approval from the Secretary.

**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 Department of Social Services

(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: June S. Cummings  
 Address: 1611 St. Andrews Place  
 City/State/Zip: Kinston, NC 28504  
 Telephone: (Home) 252-522-2124 (Work) 252-527-0734  
 Occupation: Director - Lenoir/Greene United Way  
 Business Address: 327 N. Queen St., Suite 112, Kinston, NC 28501  
 Age: (Optional): \_\_\_\_\_  
 Number hours available per month for this position: 3-5  
 Training: B.S. in Social Work, ECU  
 Business and Civic Experience/Skills: Mental health director for 20 years, Kinston Rotary Club, 1st Presbyterian Church Elder, etc.  
 Other County Boards/Committees/Commissions presently serving on: Lenoir Co. JCPC  
 Expiration date of Term: June, 2013

**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)            |
| <input checked="" type="radio"/> 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)    |
| K-8 (Holloway Recreation Center)                                   | Trent 1 (Deep Run VF Department)       |
| K-9 (Kinston Number 4 Fire Station)                                | Trent 2 (Moss Hill Ruitan Building)    |
| Contentnea (Contentnea Ruitan Building)                            | Vance (GTP Ed & Training CTR.)         |
| Falling Creek (Banks Elementary School Gym)                        | Woodington (Woodington Middle School)  |

**CERTIFICATION**

I certify that I have read and understand the 75% attendance requirement established in the Lenoir County Board Appointment Policy. I further certify, that I am aware, if my attendance drops below the 75% attendance requirements that I will be automatically removed from said Board appointment.

June S. Cummings  
Signature of Applicant

4/29/13  
Date

**Lenoir County**  
**Department of Social Services**

130 W. KING STREET – P.O. BOX 6  
PHONE 559-6400

**Kinston, North Carolina 28502-0006**

**DIRECTOR**  
**SUSAN E. MOORE**

April 30, 2013

Mr. Reuben Davis, Chairman  
Lenoir County Board of Commissioners  
130 South Queen Street  
Kinston, North Carolina 28501

Dear Mr. Davis:

We have had the good fortune to have Ms. Dorethea Branch as a member of the Lenoir County Board of Social Services since July 1, 2007. We are very grateful for Ms. Branch's many years of friendship, support, and service to this Agency. She will be missed when she completes her second three-year term on June 30, 2013.

North Carolina General Statute 108A-4 states that no DSS Board Member may serve more than two consecutive terms. When asked whom she recommended to replace her on the DSS Board, Ms. Branch said that she believes that Ms. June Cummings is the best candidate for the job. She said that Ms. Cummings was an excellent Board member in the past and has a long history of advocating for DSS. The DSS Board members agreed and unanimously nominated Ms. Cummings to fill the soon-to-be vacant position.

Ms. Cummings is the Director for the Lenoir/Greene United Way. She has a B. S. degree in Social Work from East Carolina University. She served as the Director of the Lenoir County Mental Health Agency for twenty years and previously served as Chairwoman of the Lenoir County DSS Board until her term ended on June 30, 2011.

We have enclosed Ms. Cummings' application and respectfully request that you appoint her to the Lenoir County Board of Social Services effective July 1, 2013.

Sincerely,



Susan Moore  
Enclosure