

LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
MONDAY, JUNE 4, 2012 – TIME: 9:00 A.M.
COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE
130 S. QUEEN ST., KINSTON, N.C.

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

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

CONSENT AGENDA: 10 Min.

ACTION

- | | |
|--|------------------|
| 3. Approval of Minutes: Regular Board Meeting: May 21, 2012
Special Called Meeting: May 14, 2012 | Martin/Jarman |
| 4. Resolution Approving the Releases and Refunds to Individuals Listed Herein | Parrish/Martin |
| 5. Budget Ordinance Amendment: Trust and Agency Fund: Finance/Extension Family Caregiver: \$1,586.: Increase | Kelly/Martin |
| 6. Budget Ordinance Amendment: General Fund: Finance/Sheriff's Dept.: \$1,952.: Increase | Smith/Martin |
| 7. Budget Ordinance Amendment: General Fund: Process Funds: \$3,230.: Increase | Martin/Hollowell |

PROCLAMATION/RESOLUTIONS/BUDGET ORDINANCE AMENDMENTS: 60 Min.

- | | |
|--|----------------|
| 8. Proclamation Honoring Social Services Employees | Moore/Martin |
| 9. Resolution Honoring Barbara Seymour | Moore/Martin |
| 10. Resolution Authorizing Support of Continuance of Health Department Clinics and Services Through FY 2012-2013 | Huff/Martin |
| 11. A. Resolution Authorizing Lenoir County Cooperative Extension to enter into a one year contract with Charles Hughes Construction LLC for FY 12-13 at a cost of \$3,296 | Kelly/Martin |
| B. Resolution Authorizing Lenoir County Cooperative Extension to enter into a computer lease with Mac Computers for FY 12-13 at a cost of \$5,019. | |
| C. Budget Ordinance Amendment: General Fund: Coop Ext Kate B Reynolds Grant: 76,572. Increase | |
| 12. Resolution Authorizing the Issuance of Blanket Purchase Orders with Various Vendors: \$175,450 | Bryan/Martin |
| 13. Resolution Authorizing the Issuance of Blanket Purchase Orders with Various Vendors: \$104,000 | Bryan/Martin |
| 14. Resolution Authorizing a Lease Agreement of the Tower Site located on Walter Ramsey Road: \$9,000 | Dail/Martin |
| 15. Resolution Authorizing FY 12-13 Service Contracts and Purchase Orders for Court Facility/Public Buildings Department: \$178,973 | Wiggins/Martin |
| 16. A. Resolution Approving Purchase of a Replacement Voice Stress Analyzer: \$4,290 | Smith/Martin |
| B. Resolution Approving Purchase Orders for the 2012-2013 Fiscal Year: \$146,130 | |
| C. Resolution Approving Purchase Orders for the 2012-2013 Fiscal Year: \$773,864 | |

APPOINTMENTS: 5 Min.

17. Resolution Approving Citizens to Boards and Commissions, Etc. **5 Min.**

18. **Items from County Manager / County Attorney / Commissioners Public Comments/Closed Session (if necessary)**

ITEMS FROM COMMISSIONERS

On May 24, 2012 at the noon Rotary Club meeting, Commission Linda Sutton was announced as the winner of the Annual Pinnacle of Achievement Award, presented by the Kinston-Lenoir County Chamber of Commerce. This award is given to a local professional who demonstrates excellence, creativity, and initiative in her profession; provides valuable service by contributing time and energy to improve the quality of life in her community; and assists others in reaching their full leadership potential.

TO: Chairman and Members of the Board
FROM: Mike Jarman, County Manager
DATE: June 4, 2012
SUBJECT: Items of Interest

1. Bids on Property Owned by Lenoir County

5/31/2012

Action Required

Picture Number	MC Pin Number	Record Number	Street #	Street Name	Town	Anything on Property	How Acquired	Taxes Owed	Foreclosure Costs	Tax Value	Previous Bid	Current Bid	Recommendation
								\$	\$	\$	\$	\$	
54.	4325-0648-3849	8553	207	E. Highland Ave.	Kinston	Yes	Tax Foreclosure	\$ 8,045.05		\$ 59,135.00	\$ 2,500.00	\$ 4,000.00	

MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS
May 21, 2012

The Lenoir County Board of Commissioners met in open session at 4:00 p.m. on Monday, May 21, 2012 in the Board of Commissioners Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

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

Members Absent: None

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

Chairman Graham called the meeting to order at approximately 4:00 p.m. Ms. Brown offered the invocation and Mr. Graham led the audience in the pledge of allegiance.

PUBLIC INFORMATION

Ms. Jami Hardee, EMS Shift Commander presented a Proclamation declaring May 20-26 2012 as "Emergency Medical Services Week". Upon a motion by Mr. Pharo and a second by Ms. Brown, the proclamation was unanimously accepted.

ITEMS FROM THE CHAIRMAN/COMMISSIONERS

None reported.

ITEMS FROM THE COUNTY MANAGER

Item No. 2 was items from the County Manager. Mr. Jarman stated that three bids had been received on three of the properties being offered for sale by the County. The first property was 1215 Lincoln Street, Kinston – Mr. Jarman asked that this offer be tabled until he had time to discuss the property with someone from the City of Kinston. He said this property was in close proximity to properties purchased by the City with flood buyout monies, and he would like to see if the City had need of the property before we sold it. The second property he referred to, was 401 E. King Street, LaGrange. The bid on this property is currently \$1,000 – Mr. Jarman suggested the Board accept this bid. The third property was at 207 E. Highland Avenue, Kinston, and the current bid was \$2,500. Mr. Jarman suggested the Board decline this bid, since the tax value on the property is much more than the current bid. Upon a motion by Mr. Davis and a second by Ms. Sutton, the Board unanimously decided to accept only the bid for 401 E. King Street, LaGrange.

Mr. Jarman reminded the public of several road closings that will take place from May 22, 2012 through May 25, 2012 due to work on railroad crossings in the areas of Rouse Road and John Mewborne Road in the County.

CONSENT AGENDA: 10Min.

ACTION

3. Approval of Minutes: Regular Board Meeting: May 7, 2012
Budget Work Session: May 7, 2012 Martin/Jarman
4. Budget Ordinance Amendment: Capital Improvements Fund: Buildings & Hollowell
Grounds: Increase.: \$4,797.15

Upon a motion by Ms. Brown and a second by Mr. Pharo the Board unanimously approved the Consent Agenda.

PUBLIC HEARING/LENOIR COUNTY BUDGET ORDINANCE INTRODUCTION

Item No. 5 was a Public Hearing: Fiscal Year 2012-13 Lenoir County Submitted Budget & Introduction of Fiscal Year 2012-13 Lenoir County Budget Ordinance. Mr. Graham declared the public hearing open at 4:12 p.m. Mr. Jarman gave a brief description of the submitted budget, stating the General Fund budget was in balance at \$63,122,087 at the same tax rate of \$.80 per \$100 valuation of property listed in Lenoir County as of January 1, 2012. He also stated this would keep all of the provided services at the current level and would keep employee benefits at the same level.

Mr. Graham asked if anyone from the audience had any questions or comments. No one responded. Mr. Graham then asked if any of the Commissioners had any discussion. Mr. Rouse asked to discuss the \$48,340 that was taken out of the budget for the volunteer fire departments. Mr. Daughety made a motion to put this funding back into place, and Mr. Davis seconded the motion. Ms. Sutton stated that she did not realize the burden it would place on the fire departments if it were taken away. Mr. Graham then made a motion to also include an additional \$50,000 be put into the budget for Lenoir Community College, and Mr. Daughety seconded it. Mr. Rouse asked if the additional \$50,000 was to be earmarked for anything in particular. Mr. Graham stated that it would not, it would be placed in their base budget. Mr. Daughety stated that since more general fund money was being used to cover the debt service on the schools, he felt it only right to give more to the college. The two amendments were unanimously approved. Upon a motion by Mr. Graham and a second by Ms. Sutton Item No. 5 (FY12-13 Budget) was approved with Mr. Rouse casting the only no vote.

Mr. Graham asked if there was any other discussion concerning the budget. Ms. Sutton stated that each year there is discussion concerning doing something for the employees. She said she realized this year was not the time to do anything, but she would like to sit down in the near future and develop a plan for doing something for the employees next year.

Mr. Graham stated he would like to see a Blue Ribbon Committee established that would work to implement the ¼ cent sales tax. He stated that most of the counties around us have already passed the tax, and that this was the General Assembly's way of allowing County's to increase their revenues. He asked that each Commissioner bring back 2-3 names of people they thought we would be willing to serve on the

committee. This committee would be educated to understand how the sales tax is generated, how it works in relation to the budget and how it might be used. Ms. Brown stated the last time it was put before the voters there was a lot of negative publicity, to which Mr. Davis added if the environment was not right, it did not need to be placed on the ballot. Upon a motion by Ms. Sutton and a second by Ms. Brown the motion to form a Blue Ribbon Committee to study the sales tax issue was unanimously approved. Mr. Graham closed the public hearing at 4:40 p.m.

PROCLAMATION/BUDGET ORDINANCE/RESOLUTIONS

Item No. 6 was a Proclamation declaring May as Community Action Month and was read by Ms. Sutton. Ms. Angela Bates, Executive Director of Greene Lamp was on hand to accept the proclamation. Ms. Bates introduced other members of her staff and stated that Greene Lamp has been serving Lenoir County for the past 47 years. Upon a motion by Mr. Pharo and a second by Ms. Brown, Item No. 6 was unanimously approved.

Item No. 7-A was a Budget Ordinance Amendment: General Fund: Health Department: Child Health: \$5,005 Increase and Item No. 7-B was a Resolution Authorizing a Purchase Order to Southern Regional AHEC in the amount of \$5,005 for Motivational Interviewing Champions Grant. Upon a motion by Mr. Pharo and a second by Ms. Sutton, both Item No. 7-A and Item No. 7-B were unanimously approved.

Item No. 8 was a Resolution Authorizing the Acceptance of BCBSNC Equipment Only funds in the amount of \$5,000. Tammy Kelly stated that these funds were to be used to assist in buying equipment for the Farmers' Market. Upon a motion by Mr. Daughety and a second by Ms. Brown, Item No. 8 was unanimously approved.

Item No. 9 was a Resolution Authorizing Cooperative Extension to Submit an Application to Participate in the Food Stamp Program at the Farmers' Market. Ms. Kelly stated this was just the first step in a long process which will allow food stamp recipients to purchase fresh local fruits and vegetables from the Farmers' Market. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 9 was unanimously approved.

Item No. 10 was a Budget Ordinance Amendment: General Fund: Social Services: Medicaid: Increase: \$55,000. Ms. Moore stated that due to increased costs by Transit and the increase in fuel costs, the cost of transporting Medicaid patients has risen. These are completely reimbursable federal funds. Upon a motion by Mr. Daughety and a second by Ms. Sutton, Item No. 10 was unanimously approved.

Item No. 11 was a Resolution Accepting a Battlefield Acquisition Grant in the amount of \$120,000. Mr. Lyle Holland spoke on behalf of the Historical Society. He stated that these funds would be used to purchase a conservation easement on 91.24 acres off of Hwy 70 in the Wyse Fork area. This would allow the farm land to still be farmed, but not developed. This grant comes from the American Battlefield Protection Program, with the 50% match coming from the Civil War Preservation Trust. Upon a motion by Mr. Pharo and a second by Ms. Sutton, Item No. 11 was unanimously approved.

Item No. 12 was a Budget Ordinance Amendment: General Fund: Process Funds: 8th Judicial District Community Intervention Grant: Increase: \$145,459. Mr. Milas Kelly addressed the Board and stated these funds were to be used in the three county area covered by the 8th Judicial District (Wayne, Greene and Lenoir) and were to be expended by June 30, 2012. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 12 was unanimously approved.

Item No. 13 was a Budget Ordinance Amendment: Transportation Fund: Operations: Increase: \$45,920. Mr. Hollowell addressed the Board and stated these funds were received from the County's insurance carrier relative to a wreck that occurred March 23, 2012. The van involved in the accident was declared a total loss, and this is the payout less the \$1,000 deductible. These funds will have to be used to purchase a like replacement van. Upon a motion by Mr. Daughety and a second by Ms. Brown, Item No. 13 was unanimously approved.

PUBLIC HEARING/LENOIR COUNTY TRANSPORTATION PROGRAM ROAP GRANT

Item No. 14 was a public hearing regarding the FY 2012-13 Rural Operating Assistance Program (ROAP) grant. Mr. Graham declared the public hearing open at 5:04 p.m. He asked if anyone from the audience had any questions or comments concerning the ROAP grant. No one came forward. Mr. Graham asked Ms. Durst to explain to the Board what the grant funds were used for. She stated the funds were used to offset costs for transporting the Elderly and Disabled, some Employment Transportation and the Rural General Public. Mr. Graham declared the public hearing closed at 5:08 p.m.

PROCLAMATION/BUDGET ORDINANCE/RESOLUTIONS

Item No. 15 was a Resolution Approving the Rural Operating Assistance Program (ROAP) grant funds for FY 12-13. Upon a motion by Mr. Daughety and a second by Ms. Brown, Item No. 15 was unanimously approved.

APPOINTMENTS

Item No. 16 was a Resolution Approving Citizens to Boards, Commissions, Etc. The following reflects existing vacancies and appointments.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
East Pointe Mental Health 2 nd Appearance	Rita Hodges Eric Rouse Emily Moore (Re-Appointment)	May 2015

East Carolina Workforce Development 2 nd Appearance	Dr. Brantley Briley (Re-Appointment)	June 2014

Mr. Rouse asked why Ms. Moore's name was on the list as a second appearance, when her name was not listed as a first appearance on the last meeting's agenda. Mr. Jarman explained that all three of the people listed were re-appointments and Ms. Moore's name was discussed, but not on the list last time. Ms. Brown made the motion to re-appoint Mr. Rouse and Ms. Moore and Ms. Sutton seconded. Mr. Rouse then asked if both Ms. Hodges and Ms. Moore could be asked to fill out new applications. Ms. Sutton said this was a crucial year for Mental Health, and there were some things explained by the Eastpointe representative that were not true. She asked if both Ms. Hodges and Ms. Moore could serve, and Mr. Rouse serve as a liaison. Mr. Daughety said he thought it was important to have a commissioner on the Eastpointe Board and Mr. Davis agreed.

Mr. Rouse made a motion and Mr. Daughety seconded it, asking to amend the resolution and appoint Mr. Rouse for now and then take applications from the other two. The vote was as follows: Mr. Rouse, Mr. Daughety and Mr. Pharo yes, and Ms. Sutton, Mr. Davis, Mr. Graham and Ms. Brown no. The motion was defeated.

The vote was then taken on the original motion to appoint Mr. Rouse and Ms. Moore. Ms. Sutton, Mr. Davis, Mr. Graham, Ms. Brown and Mr. Daughety voted yes for the motion, with Mr. Rouse and Mr. Pharo voting no. The motion carried.

Ms. Brown made a motion and Ms. Sutton seconded it to appoint Dr. Brantley Briley to the East Carolina Workforce Development Board. The motion was carried unanimously.

Upon a motion by Mr. Daughety and a second by Ms. Sutton, Mr. Graham's name was listed to serve on the Greene Lamp Board. Three commissioners are allowed to serve on Greene Lamp's Board, and at the current time there are only two. Ms. Sutton said she had spoken to Mr. Graham, and he is willing to serve. The motion was carried unanimously.

Mr. Graham adjourned the meeting at 5:26 p.m.

Respectfully submitted,

Reviewed By

Martha H. Martin
Deputy Clerk to the Board

Michael W. Jarman
County Manager

MINUTES
SPECIAL CALLED MEETING
LENOIR COUNTY BOARD OF COMMISSIONERS

May 14, 2012

The Lenoir County Board of Commissioners met in open session at 4:00 P.M. on Monday, May 14, 2012 in the Board of Commissioner Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

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

Also present were: Michael Jarman, County Manager, Martha Martin, Finance Officer, Robert Griffin, County Attorney, and members of the general public.

Chairman Graham called the meeting to order at approximately 4:00 P.M. Ms. Brown offered the invocation and Mr. Graham led the audience in the Pledge of Allegiance.

RESOLUTIONS

This was a special called meeting to consider a resolution that was presented under Public Information, Item #5 at the May 7, 2012 Commissioners' meeting, and tabled until May 14, 2012. This resolution was a "Resolution Urging Non Passage of Senate Bill 655" that was presented by Mr. Jim Perry. Dr. Alec Parker, Executive Director of the North Carolina Dental Society, addressed the Board asking them not to pass the Resolution. Dr. Parker stated that he is in support of businesses such as Affordable Care, Inc., as long as they operate within the law. He said there had been some other dental businesses coming into North Carolina, in which they had trouble enforcing the law as it is written, and that the law had not changed in forty years. He also stated that he did not think passing this particular Senate Bill would affect Affordable Care.

Mr. Graham asked if all of the members on the Dental Society were in favor of the bill. Dr. Parker stated that the Dental Society is out front asking for the legislation, but they do not have the full support of all dentists. He said they had seen misbehavior in some organizations.

Ms. Sutton wanted to know why the local dentists had not contacted her in support of the bill. She said that from her perspective, the employees of Affordable Care were citizens of Lenoir County, and without knowing how they would be affected, she could not be in favor of the bill. She also stated the Affordable Care was a good corporate citizen of the County.

Mr. Rouse said he has a problem with government controlling business, and he thought that trade secrets were involved. He stated it was not fair to punish Affordable Care for the practices of other businesses. He personally thought the bill was too broad.

Mr. Graham stated that the commissioners were not there to interpret or mandate state law they were trying to protect the local citizens.

Ms. Brown stated that "If it isn't broke – don't fix it".

Dr. Parker stated for other businesses not as ethical as ACI, they sometimes had to do things in the legislative arena to protect citizens, and as long as ACI was abiding by the current law, this bill would not affect them.

Mr. Perry then spoke, and said that he agreed with Dr. Parker, that the Society's job was to protect the citizens. He also said that he knew of one dental business that was barred from doing business in North Carolina, and would have to stay out for a total of five years. He said Mr. Parker could go home and not worry about Lenoir County, and they were in the County to provide care for underserved people.

Upon a motion by Mr. Rouse, and a second by Mr. Pharo, the original resolution was passed unanimously.

Mr. Graham adjourned the meeting at approximately 4:26 P.M.

INTRODUCED BY: Michael W. Jarman, County Manager DATE: 04/02/12 ITEM NO. 4

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

SUBJECT AREA: Finance

ACTION REQUESTED: Approval of Releases and Refunds as Prepared

HISTORY/BACKGROUND:

Releases and refunds result from listing and assessing due to incorrect and incomplete information.

EVALUATION:

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

RELEASES OVER \$100

Year	Name	Account	Amount	Reason
2011	Richardson, Lisa Marie	47937	\$335.16	Adjusted Value
2011	Mills, Christine P	46204	287.05	Business Closed
2011	Moore, Jimmy	18153	110.83	Corrected Listing
2009	Source One Aviation	64287	7431.26	Moved out of County
2010	Source One Aviation	64287	4768.33	Moved out of County
2011	Source One Aviation	64287	3171.94	Moved out of County
2011	Blue Montain Enterprises Inc	57243	2396.85	Per CTSI Revised Audit
2011	Blue Montain Enterprises Inc	57243	2387.75	Per CTSI Revised Audit
2011	Judkins, Adam	2264	219.77	Corrected Listing
2010	Judkins, Adam	2264	249.49	Corrected Listing
2007	Perez, Maxwell	15656	135.79	Corrected Listing
2008	Perez, Maxwell	15656	127.15	Corrected Listing
2010	Perez, Maxwell	15656	115.54	Corrected Listing
2011	Perez, Maxwell	15656	106.42	Corrected Listing

Refunds

Year	Name	Account	Amount	Reason
2011	Electrolux Home Products	31909	\$16,420.82	Additional Economic Obsolescence

MANAGER'S RECOMMENDATION:

Approval of releases as set out above.


Initials

. AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

6/04/12
Date

ATTEST

6/04/12
Date

Item No. 5

BUDGET ORDINANCE AMENDMENT: TRUST AND AGENCY FUND:FINANCE/EXTENSION-FAMILY CAREGIVER: 1,586. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2011 - 2012
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
TRUST AND AGENCY		FINANCE/EXTENSION-FAMILY CAREGIVER		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u> 70-3495-3300 SMART START - EXTENSION	1,586.00	<u>INCREASE</u> 70-4951-6000 EXTENSION FAMILY CARGIVER	55,967.00		
		<u>DECREASE</u> 70-4951-6900 CONTRACTED SERVICES	-54,381.00		
Total	1,586.00	Total	1,586.00		

Reason and Justification for Request:
 BUDGET AMENDMENT TO INCREASE THE BUDGETED AMOUNTS OF THE PARTNERSHIP FOR CHILDREN PROGRAM.
 THE COUNTY RECEIVED NOTIFICATION ON May 25, 2012
 BE RECEIVING AN ADDITIONAL \$1,586. FOR ITS PROGRAM. THIS BUDGET AMENDMENT ALSO CORRECTS THE LINE ITEMS
 PER PROGRAM ADMINISTRATOR.

Department Head Approval <i>Jammy O Kelly</i>	Date 5-24-12	Finance Officer Approval <i>Martha H. Martin</i>	Date 5/24/12
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Budget Officer Approval <i>Michael W. Jarm</i>	Date 5/30/12
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Board Approval (When Applicable)	Date	Date of Minutes
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Item NO. 6

BUDGET ORDINANCE AMENDMENT: FINANCE/SHERIFF'S DEPARTMENT: \$1,952. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2011 - 2012
 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
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
10-3842-8500	INSURANCE-MISCELLANEOUS	1,952.00	10-4310-3530	VEHICLES REPAIR/MAINTENANCE	1,952.00
Total		1,952.00	Total		1,952.00

Reason and Justification for Request:
 TO BUDGET INSURANCE PROCEEDS RECEIVED FROM GMAC INSURANCE COMPANY ON 05/22/2012 IN THE AMOUNT OF \$1,951.35 FOR AN ACCIDENT THAT OCCURRED ON MAY 11,2012. THIS OCCURRED WHENEVER THE DRIVER OF A VEHICLE FAILED TO SEE ONE OF OUR DEPUTIES THAT WAS DIRECTING TRAFFIC, AND WHENEVER THEY REALIZED THE DEPUTY WAS THERE, THEY SWERVED TO MISS HIM, AND THUS HIT HIS PARKED VEHICLE.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martina H. Martin</i>	5/22/12	<i>Martina H. Martin</i>	5/22/12
Budget Officer Approval	Date		
<i>Michael W. Lamm</i>	5/30/12		
Board Approval (When Applicable)	Date	Date of Minutes	

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: PROCESS FUNDS: \$3,230.: INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2011 - 2012
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		PROCESS FUNDS		STRUCTURED DAY PROGRAM	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		
REVENUES			EXPENDITURES		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
10-3402-3632	Grant-JCPC-Structured Day	3,230.00	10-4201-6344	JCPC-Structured Day Program	3,230.00
Total		3,230.00	Total		3,230.00

Reason and Justification for Request:
 BUDGET AMENDMENT TO APPROPRIATE ADDITIONAL FUNDING IN THE JCPC STRUCTURED DAY PROGRAM.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martla H. Martin</i>	<i>5/29/2012</i>	<i>Martla H. Martin</i>	<i>5/29/2012</i>
Budget Officer Approval	Date		
<i>Michael W. Johnson</i>	<i>5/31/12</i>		
Board Approval (When Applicable)	Date	Date of Minutes	

**PROCLAMATION
HONORING SOCIAL SERVICES EMPLOYEEES**

- WHEREAS,** March is Professional Social Work Month; and,
- WHEREAS,** April is Eligibility Professionals Appreciation Month; and,
- WHEREAS,** April 25, 2012 is Administrative Professionals Appreciation Day; and,
- WHEREAS,** August is Child Support Workers Appreciation Month; and,
- WHEREAS,** dedicated men and women with the Lenoir County Department of Social Services provide services and support for thousands of our citizens; and,
- WHEREAS,** these Social Services professionals accomplish many goals in their daily work; they provide financial and medical assistance for those unable to meet basic needs; protect children, older adults and the disabled; guide the needy toward self-maintenance through education and job placement; assure that children receive financial support from their parents who are legally responsible for that support; offer services to children, older adults administrative support for program operations; and,
- WHEREAS,** Social Services professionals are dedicated to improving the quality of life for the citizens of Lenoir County. They also strive to improve the delivery of services and to operate social services programs as efficiently and effectively as possible; and,
- WHEREAS,** The Honorable Bev Perdue, Governor of the State of North Carolina has issued proclamations honoring Social Services Employees as denoted above;
- THEREFORE,** The Lenoir County Board of County Commissioners, hereby proclaim **Wednesday, June, 20, 2012 as Social Services Employees Appreciation Day** for staff at the Lenoir County Department of Social Services and we set aside the hours of 11:30 A.M. to 1:30 P.M. on this day for a picnic in honor of an appreciation for the Lenoir County Social Services Employees.

LENOIR COUNTY BOARD OF COUNTY COMMISSIONERS

Mr. George W. Graham, Jr., Chairman

Date: June 4, 2012

Clerk to the Board

**A RESOLUTION HONORING
Barbara Seymour**

WHEREAS, the Lenoir County Board of Commissioners wishes to proudly acknowledge and to publicly recognize employees retiring from the Lenoir County Department of Social Services; and,

WHEREAS, Ms. Barbara Seymour was employed by the County Director of Social Services as a Public Information Assistant IV on November 1, 2006; and,

WHEREAS, Ms. Barbara Seymour became a Processing Assistant IV on December 1, 2009; and,

WHEREAS, Ms. Barbara Seymour has dedicated her professional career at Lenoir County Department of Social Services to public service and to the citizens of Lenoir County; and,

WHEREAS, Ms. Barbara Seymour submitted her notice of retirement from the Lenoir County Department of Social Services effective July 1, 2012; and,

WHEREAS, Ms. Barbara Seymour will retire with over five and a half years of service from the Lenoir County Department of Social Services.

THEREFORE BE IT RESOLVED, this the 4th Day of June in the Year 2012 of our Lord, that the Lenoir County Board of Commissioners recognizes Ms. Barbara Seymour for her efforts, commitment and compassion that she has so freely given to the citizens of Lenoir County and further resolved that a copy of this Resolution be transmitted to Ms. Barbara Seymour by the Clerk to the Board of Commissioners of Lenoir County.

BOARD OF COMMISSIONERS OF LENOIR COUNTY

BY: _____
Mr. George W. Graham, Jr., Chairman

ATTEST: _____
Clerk to the Board of Lenoir County Commissioners

DATE: _____

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/4/2012 **ITEM NO.:** 10

Resolution: Authorizing Support of Continuance of Health Department Clinics and Services Through FY 2012-2013: \$363,976

SUBJECT AREA: Financial

ACTION REQUESTED:

Permission to utilize funds as requested to support health department services:

10	5110	3211 ADVANCED IMAGING	9,200
10	5110	3501 BRAME	9,100
10	5150	2390 CALLOWAY	1,400
10	5150	2392 CALLOWAY	500
10	5150	2394 CALLOWAY	2,500
10	5150	2395 CALLOWAY	500
10	5150	2390 CARDINAL	9,000
10	5150	2392 CARDINAL	6,000
10	5150	2393 CARDINAL	500
10	5150	2394 CARDINAL	3,000
10	5150	2395 CARDINAL	2,000
10	5150	2396 CARDINAL	200
10	5162	2390 CARDINAL	2,000
10	5150	2390 CARDINAL HEALTH	7,000
10	5110	3210 CENTURY LINK	21,900
10	5167	3210 CENTURY LINK	3,500
10	5110	3300 CITY OF KINSTON	37,650
10	5167	3300 CITY OF KINSTON	4,000
10	5162	6900 CONTRACT PERRY	6,500
10	5110	2600 CORPORATE	17,500
10	5167	2600 CORPORTATE	10,000
10	5110	3520 DAUGHETYS	5,700
10	5150	2390 DHHS	8,000
10	5150	2392 DHHS	2,000
10	5150	2393 DHHS	2,000
10	5150	2394 DHHS	2,000
10	5150	2395 DHHS	1,000
10	5150	2396 DHHS	600
10	5162	2390 DHHS	1,000
10	5180	5100 GARRISON	7,500
10	5150	2391 GLAXO	7,000
10	5150	2390 HEMOCUE	1,785
10	5150	2394 HEMOCUE	1,100
10	5150	2395 HEMOCUE	1,100
10	5162	2390 HEMOCUE	600
10	5110	3210 ITS	2,500
10	5150	2390 JOM	12,434

10	5150	1930 KCHC	39,000
10	5150	1930 KMS	6,000
10	5150	2392 LMH	4,150
10	5150	2393 LMH	500
10	5150	1930 LUCAS CONTRACT	20,600
10	5150	3991 MEDICAL WASTE	3,000
10	5162	3991 MEDICAL WASTE	1,200
10	5150	2391 MERCK	6,000
10	5150	2380 PHARMACISTS	8,100
10	5150	2390 REALO	1,000
10	5150	2392 REALO	1,000
10	5150	2393 REALO	1,500
10	5150	2394 REALO	500
10	5150	2395 REALO	500
10	5162	2389 REALO	500
10	5150	2391 SANOFI	6,350
10	5150	4541 SNOWDEN INS	5,770
10	5150	2390 SOLSTAS	4,300
10	5150	2392 SOLSTAS	2,000
10	5150	2393 SOLSTAS	1,250
10	5110	3520 SOUTHERN ELEV	6,146
10	5110	2600 STAPLES	2,500
10	5167	2600 STAPLES	5,000
10	5150	2390 THEROCOM	4,000
10	5110	3210 US CELL	1,600
10	5150	3210 US CELL	1,035
10	5170	3210 US CELL	2,076
10	5171	3210 US CELL	2,130
10	5180	3210 US CELL	2,000
10	5182	3210 US CELL	3,100
10	5190	3210 US CELL	1,200
10	5110	3250 US POSTAL SERV	6,000
10	5167	3250 US POSTAL SERV	3,700
		TOTAL	\$363,976

HISTORY / BACKGROUND:

The requested utilization of funds is based on projected expenditures for FY 2012-2013.

EVALUATION:

This action is necessary to provide sufficient accounting of expenditures and to comply with applicable laws.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners to authorize utilization of funds as requested.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Daugherty _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham, Jr. Chairman 06/04/12
Date

ATTEST 06/04/12
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6-4-12 **ITEM NO.:** 11A.

RESOLUTION: Authorizing Lenoir County Cooperative Extension to enter into a one year contract with Charles Hughes Construction LLC for FY 12-13 at a cost of \$3,296.

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the acceptance of 1 year contract of \$3,296 bid for grounds maintenance by Charles Hughes Construction LLC (formerly Wheat Swamp Landscaping).

HISTORY/BACKGROUND:

Charles Hughes Construction LLC has provided service for all of Lenoir County Cooperative Extension grounds maintenance for the past six years. We have been very pleased with this service and wish to continue to extend a contract for the upcoming year. Contract fees remain the same as in the previous year.

EVALUATION: Appearance of lawn and landscape of Lenoir County Cooperative Extension

MANAGER'S RECOMMENDATION:

MWJ
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that Lenoir County Cooperative Extension be authorized to enter into a contract for grounds maintenance with Charles Hughes Construction LLC for FY12-13 in the amount of \$3,296.

Line Item 10-4950-6900 – Contracted Services.

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Graham _____ Davis _____ Brown _____

Daughety _____ Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 06/04/12
Date

ATTEST 06/04/12
DATE

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 06/04/12 **ITEM NO.:** 113.

RESOLUTION: Authorizing Lenoir County Cooperative Extension to enter into a computer lease with Mac Computers at a cost of \$5,019.

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize Lenoir County Cooperative Extension's participation in the North Carolina Cooperative Extension/ North Carolina State University Mac Computer Lease program at a cost of \$5,019.

HISTORY/BACKGROUND:

North Carolina Cooperative Extension converted to the Mac Computer lease System approximately 5 years ago in 2007. As a result the Lenoir County Center of North Carolina Cooperative Extension converted and began participating in the program. This appears to be the most cost effective method to keep our Computer System aligned with the University's as well as to keep our systems current and up to date. This program involves a three year lease. At this time we are beginning a third round of the program. For the amount \$5,019 our agency will install 14 new hard drives and one Mac laptop. This amount includes installation, training, University technical support and any potential repair. This lease will conclude in three years.

EVALUATION:

The Mac Lease program with North Carolina State University keeps our agency in sync with our parent agency and educational institution in the most cost effective manner.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that Lenoir County Cooperative Extension is authorized to participate in the North Carolina Cooperative Extension/ North Carolina State University Mac Computer Lease program at a cost of \$5,019.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Graham _____ Davis _____ Brown _____

Daughety _____ Pharo _____ Rouse _____ Sutton _____

George W. Graham, Jr., Chairman
Lenoir County Board of Commissioners

06/04/12
Date

ATTEST 06/04/12
DATE

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: COOP EXT-KATE B REYNOLDS: \$76,572. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2011 - 2012
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		COOP EXT: KATE B. REYNOLDS GRANT		Various	
Check One Box New Appropriation: <input type="checkbox"/> <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <input type="checkbox"/>			Check One Box New Appropriation: <input type="checkbox"/> <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <input type="checkbox"/>		
REVENUES			EXPENDITURES		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u>		<u>INCREASE</u>			
10-3329-3617 GRANT-KATE B REYNOLDS	76,572.00	10-4952-1210 Salaries & Wages	24,960.00		
		10-4952-1260 Salaries & Wages-Part-Time	7,800.00		
		10-4952-1810 Employer-FICA	1,376.00		
		10-4952-1811 Employer-Medicare	475.00		
		10-4952-1820 Employer-Retirement	3,275.00		
		10-4952-1830 Employer-Insurance	5,192.00		
		10-4952-1850 Employer-Unemployment	115.00		
		10-4952-2300 EFNEP Demonstration Supplies	3,784.00		
		10-4952-2301 Producers-Ag Boxes	6,000.00		
		10-4952-2302 Consumer-Produce Boxes	7,500.00		
		10-4952-2600 Office Supplies	1,000.00		
		10-4952-2700 Restaurant Coupons	7,500.00		
		10-4952-3110 Travel	3,330.00		
		10-4952-3210 Telephone	3,515.00		
		10-4952-4560 Workers' Compensation	750.00		
Total	76,572.00	Total	76,572.00		

Reason and Justification for Request:
 BUDGET AMENDMENT TO APPROPRIATE GRANT FUNDS FROM THE KATE B REYNOLDS GRANT. THE COMMISSIONERS APPROVED THE ACCEPTANCE OF THESE GRANT FUNDS ON JANUARY 7, 2102 - ITEM #6. THESE FUNDS WILL BE USED TO INCREASE HEALTHY FOOD ACCESS FOR LOWER INCOME FOLKS THROUGH LOCAL BUSSINESS OPPORTUNITES. THIS GRANT WILL RUN FROM APRIL 2012 THROUGH MARCH 2015, WITH UNSPENT FUNDS BEING ROLLED FORWARD AT THE BEGINNING OF EACH FISCAL YEAR. THIS IS THE FIRST OF THREE INSTALLMENT PAYMENTS.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Jammy D. Kelly</i>	5-29-12	<i>Martha N. Martin</i>	5/30/12

Budget Officer Approval	Date
<i>Michael Farmer</i>	5/31/12

Board Approval (When Applicable)	Date	Date of Minutes

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 06/04/12 **ITEM NO.:** 12

Resolution Authorizing The Issuance Of Blanket Purchase Orders To The Following Companies For Yearly Software/Hardware Maintenance: \$ 175,450.

Software Maintenance / Visions Software	26000
Software Maintenance / Logics Software	16000
Software/Hardware Maintenance / Bormuth - Associates, Inc.	19200
Software Maintenance / ESRI	8600
Software Maintenance / Novell	11000
Software Maintenance / Jolly Giant Software	1500
Communications Service / Centurylink	34000
Software Maintenance / System Commander Software / Jury	2000
AFIS Livescan Fingerprinting	6000
IronPort email maintenance	6000
Minisoft software maintenance	350
CenturyLink Trend card Maintance	5000
Connect GIS	3600
Morphotrax for Jail Security	4500
TEAM-ia Support Contract on VMWARE and Networker	11200
Google Mail Maintenance for storage and Postini	19000
Carolina Software/Software Maintenance	1500
Total	175450

SUBJECT AREA: Purchases / Bids

ACTION REQUESTED:

Approval of a Resolution authorizing the issuance of blanket purchase orders for yearly software/hardware maintenance out of account 10-4210-3800 – Contracted Services.

HISTORY/BACKGROUND:

Lenoir County has many software maintenance obligations that allow for all of the County's services to continue. These maintenance contracts allow for us to get upgrades, place calls for service, allow use of the software, etc.

EVALUATION:

Without these service contracts, any software/hardware malfunction or failure would cause that service to no longer be available to anyone in the County, and would place us in the position of not having anyone to call to gain access and repair the application.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.



RESOLUTION: NOW, THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that the County execute 16 purchase orders totaling \$175,450 to the companies listed above for yearly recurring software/hardware maintenance costs.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Graham _____ Davis _____ Brown _____

Daughety _____ Pharo _____ Rouse _____ Sutton _____

George W. Graham, Jr., Chairman
Lenoir County Board of Commissioners

06/04/12
Date

ATTEST

06/04/12
DATE

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 06/04/12 **ITEM NO.:** 13

Resolution Authorizing The Issuance Of Blanket Purchase Orders
To The Following Companies For Fiscal Year 2012-2013

Auto and Generator Service – Preventive maintenance and repairs	70,000
Corporate Resources – Office Supplies	3,500
CTS Software – Software Contract	8,000
Sparkle Right – Cleaning & Washing Vans - Eighteen (18) Vehicles	9,000
Grant’s Service Company – Braun Lift Repairs and Inspections	3,500
UniFirst Corporation – Driver Uniforms for Drivers	7,000
Capps Promotions – Promotional Items for Festival, Fairs, & Events	3,000
Total	\$ 104,000

SUBJECT ARE: Purchases / Bids

ACTION REQUESTED:

Approval of a Resolution authorizing the issuance of blanket purchase orders for Fiscal Year 2012-2013 for the following: Office Supplies 22-4510-2600, Software 22-4510-2910, Uniforms for Drivers 22-4510-2120, Promotional Items for Festivals, Fairs, and Events 22-4510-3700, Washing & Cleaning Inside of Vans 22-4510-3530, Lift Repairs 22-4511-3530, Tires, Preventive Maintenance & Repairs 22-4512-3530

HISTORY/BACKGROUND:

Beginning March 10, 2008, Lenoir County Transit began Operations in-house and is utilizing these various companies for repairs, office supplies, washing and cleaning the inside of the vans, certified Braun lift repair service, and promotional items for festivals, fairs, and events, for the Fiscal Year 2012-2013.

EVALUATION:

These Blanket Purchase Orders for Fiscal Year 2012-2013 will allow Lenoir County Transit to operate more efficient by having the Purchase Orders in place when the need for the service of one of the companies arises.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.


INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that the County execute 7 purchase orders totaling \$104,000 for Fiscal Year 2012-2013 for the companies listed above for: vehicle maintenance, office supplies, washing and cleaning the inside of the vans, certified Braun lift repair service, and promotional items for festivals, fairs, and events.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Graham _____ Davis _____ Brown _____

Daughety _____ Pharo _____ Rouse _____ Sutton _____

George W. Graham, Jr., Chairman
Lenoir County Board of Commissioners

06/04/12
Date

ATTEST

06/04/12
DATE

INTRODUCED BY: Michael Jarman, County Manager DATE: June 4, 2012 ITEM: 14

RESOLUTION: AUTHORIZING THE LEASE AGREEMENT OF THE WALTER RAMSEY ROAD (HUGO REPEATER), IN THE AMOUNT OF \$9,000.00

SUBJECT AREA: Financial

ACTION REQUESTED: Authorize the lease agreement of the tower site located on Walter Ramsey Road, henceforth known as the Hugo Repeater in the amount of \$9,000.00 from budget line 10-4315-6900.

HISTORY/BACKGROUND:

The Lenoir County 800MHz radio system was purchased in 1994. To support county-wide coverage at that time, the original system structure was for a primary site and two- (2) non-trunked 800MHz conventional repeater sites. The original primary site was located at 604 Plaza Boulevard, Kinston; however, that site was moved to 272 Central Avenue in 2001. The original 800MHz conventional repeater sites remain in LaGrange and Deep Run. The locations of these sites were to provide the optimum radio coverage for the entire county.

EVALUATION:

There has been a degradation of signal strength in the Hugo/Grifton area over the last five- (5) years. Through a series of tests, staff has eliminated the possibility of interference with other public safety 800MHz radio systems, as well as local cellular companies as a reason for the increasing loss of coverage in that area. The result of the degradation of signal strength in this area has become an increasing concern to the public safety responders in that area. Staff has determined that by placing a non-trunked 800MHz conventional repeater site identical to LaGrange and Deep Run would temporarily resolve the signal issues in that area, pending an overall upgrade of the 800MHz radio system to a digital system in Lenoir County. The owner of the tower located on Walter Ramsey Road has agreed, through written agreement, to lease the tower to Lenoir County for use as a non-trunked repeater site to allow for coverage in this northeast sector of the County. This site will be called the "Hugo Repeater" site and is physically located at 2971 Walter Ramsey Rd, Kinston and is owned by Les Rouse. Mr. Rouse is leasing this tower to Lenoir County at a cost of \$750.00 per month, in comparison to an estimated \$1,200.00 per month lease from other tower companies.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

mwj
Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: the lease agreement for the tower site located on Walter Ramsey Rd, in the amount of \$9,000.00 from budget line 10-4315-6900 be approved.

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham, Jr., Chairman 6/4/12
Date

ATTEST 6/4/12
 DATE

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6/04/12 **ITEM NO.** 15

RESOLUTION: Authorizing FY12-13 Service Contracts and Purchase Orders for Court Facility / Public Buildings Department: \$178,973.

Brame Specialty Co.	\$12,400	Atlantic Coastal	\$2,000
Brinson Home Repair	\$ 5,000	Blizzard Bldg. Supply	\$1,000
City of Kinston	\$30,000	Fast Forward Signs	\$2,000
Ed Phillips, Inc.	\$14,000	Peco Electric	\$5,000
Elevator Service	\$10,020	Wheeler Exterminating	\$2,928
Janitorial Services	\$75,696	Down East Protection	\$5,929
Lowes	\$ 5,000		
Mayer Electric	\$ 8,000		

SUBJECT AREA: Purchases / Bids

ACTION REQUESTED: The Board is requested to authorize the execution of FY12-13 Service Contracts and Purchase Orders.

HISTORY/BACKGROUND: All purchase orders in the amount of \$2,500 and greater require approval by the Board of Commissioners:

- Brame Specialty Co. \$12,400: The County is responsible for paper supplies including bathroom supplies for all County buildings.
- Brinson Home Repair \$5,000: Miscellaneous emergency repairs / renovations / minor construction for the Courthouse and other County buildings.
- City of Kinston \$30,000: The City of Kinston's Parks and Recreation Dept. provides grounds maintenance for the Courthouse, EMS, Health, Mental Health, Probation / CJPJ Office Complex, Resource Development Building, Social Services, MIS, Wachovia Building, and Hannibal Bldg.
- Ed Phillips, Inc. \$14,000: Provides preventative maintenance service and on-call emergency maintenance services for the Courthouse HVAC systems on an "as needed basis," which results in significant savings when compared to a preventative maintenance service contract.
- Elevator Service \$10,020: Southern Elevator currently provides preventative maintenance and on-call emergency maintenance services for the four elevators located at the Lenoir County Courthouse and the elevators located at the Wachovia Building and Health Department.
- Janitorial Services \$75,696: A & B Cleaning Services currently provides janitorial services for the cleaning maintenance of the Courthouse, the offices located on the second floor of the Courthouse Annex Building adjacent to the Courthouse, the Hannibal Building, the Wachovia Building at 101 N. Queen St., 911 Communications, Courthouse Square, and the Resource Development Building. D.S.S. has a separate 1-year contract.
- Lowes of Kinston/Greenville \$5,000: Miscellaneous maintenance needs not available through local vendors. Lowes of Greenville is an established that has been used in the past; with an account at the Kinston Lowes, the Greenville location will be used only as a back up.
- Mayer Electric \$8,000: Miscellaneous electrical needs on the State Contract not available through local vendors.
- Atlantic Coastal \$2,000: Specialized plumbing supplies for jail.
- Blizzard Building Supply \$1,000: Miscellaneous building supplies.
- Fast Forward Signs \$2,000: Miscellaneous signs and decals.
- Peco Electric \$5,000: Provide routine and emergency electrical repairs.
- Wheeler Extermination \$2,928: Pest control of County buildings.
- Down East Protection \$5,929: Routine maintenance and monitoring of Courthouse.

EVALUATION: Approval of this resolution will allow the encumbrance of funds approved in the FY12-13 budget and the eventual payment for services as billed.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval. _____

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the County executes the following purchase orders for FY12-13:

Brame Specialty Co.:	\$12,400	1041603500 \$4,700; 1042603500 \$4,700; 1043323500 \$3,000
Brinson Home Repair:	\$5,000	1041603500 \$2,500; 1042603500 \$2,500
City of Kinston:	\$30,000	1041603500 \$10,369; 1042603500 \$10,369; 1053103500 \$3,356 1043323500 \$5,906
Ed Phillips, Inc.:	\$14,000	1041603500 \$7,000; 1042603500 \$7,000
Southern Elevator	\$10,020	1041606910 \$6,780; 1042606910 \$3,240 Monthly Service
A&B Cleaning	\$75,696	1041603500 \$51,000; 1042603500 \$24,696
Lowe's	\$5,000	1041603500 \$2,500; 1042603500 \$2,500
Mayer Electric	\$8,000	1041603500 \$4,000 1042603500 \$4,000
Atlantic Coastal	\$2,000	1041603500 \$1,000; 1042603500 \$1,000
Bilzard Bldg. Supply	\$1,000	1041603500 \$500; 1042603500 \$500
Fast Forward Signs	\$2,000	1041603500 \$1,000; 1042603500 \$1,000
Peco Electric	\$5,000	1041603500 \$2,500; 1042603500 \$2,500
Wheeler Ext	\$2,928	1041603500 \$1,464; 1042603500 \$1,464
Down East Protection	\$5,929	1041603500 \$5,929

AMENDMENTS:

MOVED _____ **SECONDED** _____

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

Yea Votes: **Graham** ___ **Davis** ___ **Brown** ___ **Daughety** ___ **Pharo** ___

Rouse ___ **Sutton** ___

George W. Graham, Jr., Chairman

Date

Attest

Date

INTRODUCED BY: Michael Jarman, County Manager DATE 06/04/12 ITEM NO. 16A

Resolution Approving Purchase of a Replacement Voice Stress Analyzer: \$4290

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a purchase order with NITV for the purchase of a computerized voice stress analyzer (CVSA).

HISTORY / BACKGROUND:

The Sheriff's Office has been using voice stress analysis for the past 17 years to detect deception during investigative and pre-employment interviews. Recently the Computerized Voice Stress Analyzer (CVSA) hard drive failed, rendering the device inoperable. As a result, the Sheriff's Office was forced to quickly purchase a new CVSA so that the Sheriff's Office could continue the applicant process for new detention officers. The current CVSA instrument is 8 years old.

EVALUATION:

The CVSA is a product sold exclusively by the National Institute for Truth Verification (NITV), which is located in West Palm Beach, Florida. The NITV has agreed to replace the inoperable CVSA for a new one, at half the cost. In addition, the Sheriff's Office will be permitted to send one detective through the CVSA certification course at a discounted price. The price of the CVSA instrument is \$3795 and the course is \$495 for a total of \$4290. The funds to purchase this piece of equipment will come from the Sheriff's Federal Asset Forfeiture line, and not tax money.

INTRODUCED BY: Michael Jarman, County Manager **DATE** 06/04/12 **ITEM NO.** 16B.

Resolution Approving Purchase Orders for the 2012-2013 Fiscal Year: \$146,130

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute purchase orders with the below-referenced vendors to provide equipment and/or services and supplies for the operation of the Lenoir County Sheriff's Office. The vendors listed have been providing these services to the Sheriff's Office for years.

HISTORY / BACKGROUND:

The Sheriff's Office utilizes many vendors to purchase equipment and supplies so that the Office can provide a wide variety of essential services to the people of Lenoir County. In addition, many of these Lenoir County vendors provide maintenance type services for equipment used by the Sheriff's Office.

The Sheriff respectfully requests that he be permitted to execute blanket purchase orders with the below listed vendors to provide equipment, services, and/or supplies for the Lenoir County Sheriff's Office.

Vendor:	Amount	Funding Account #:
Reliant Management Group:	\$ 24,729	10-4310-6900
AFIX (Maintenance Agreement)	\$ 5,501	10-4310-6900
Brittain's Garage:	\$ 33,000	10-4310-3530
Fast Forward Signs	\$ 5,000	10-4310-3530
Webb's Automotive	\$ 13,000	10-4310-3530
Fred Moody's Garage	\$ 3,500	10-4310-3530
Sale Auto Mall	\$ 3,000	10-4310-3530
Lawmen's	\$ 10,900	10-4310-3950
Lawmen's	\$ 7,500	10-4310-2900
Gately Communications	\$ 20,000	10-4310-3290
American Uniforms Sales	\$ 15,000	10-4310-2120
Forms & Supply	\$ 2,500	10-4310-2600
Corporate Resources	\$ 2,500	10-4310-2600

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff is permitted to execute purchase orders with above mentioned vendors to provide services, equipment, and supplies for the Lenoir County Sheriff's Office.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham, Jr. Chairman Date

ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager DATE 06/04/12 ITEM NO. 116C.

Resolution Approving Purchase Orders for the 2012-2013 Fiscal Year: \$773,864

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute purchase orders with the below-referenced vendors to provide equipment and/or services and supplies for the operation and maintenance of the detention center.

HISTORY / BACKGROUND:

The Sheriff's Office utilizes many vendors to purchase equipment and supplies so that the Office can provide a wide variety of essential services to the people of Lenoir County, such as providing a detention center to house, feed, and care for inmates.

The Sheriff respectfully requests that he be permitted to execute blanket purchase orders with the listed vendors to provide equipment, services, and/or supplies for the Lenoir County Sheriff's Office detention center.

Vendor:	Amount	Funding Account #:
Ed Phillips Heating & AC	\$ 6,000	10-4320-3520
Bob Barker Supply	\$ 13,000	10-4320-2110
Safelle, Inc.	\$ 3,000	10-4320-2110
Brame	\$ 17,300	10-4320-2110
American Uniforms	\$ 15,000	10-4320-2120
Charm-Tex	\$ 20,000	10-4320-2110
Southern Health Partners	\$332,700	10-4320-3999
ABL Management	\$366,864	10-4320-2200

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff is permitted to execute purchase orders with the above mentioned vendors to provide equipment, services and supplies for the Lenoir County Sheriff's Office detention center.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham, Jr. Chairman Date

ATTEST Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 06/04/12 **ITEM NO.:** 17

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. **None Scheduled**

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>

CURRENT VACANCIES:

Lenoir County Health Board – (1) Veterinarian, (1) Optometrist, (1) Pharmacist

Lenoir County Planning Board – Districts One (1), Four (4)

CJPP – Three (3) Vacancies

Kinston Board of Adjustment – Two (2) ETJ Members; (1) Primary – (1) Alternate

MANAGER'S RECOMMENDATION:

Initials

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

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham, Jr., Chairman

06/04/12
Date

ATTEST

06/04/12
Date