

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA  
 MONDAY, JUNE 6, 2011 – TIME: 9:00 A.M.  
 COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE  
 130 S. QUEEN ST., KINSTON, N.C.**

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

**PUBLIC INFORMATION:** Ms. Tammy Childers, Eastern Carolina Workforce Development: Update

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 16, 2011

Hall/Jarman

Budget Work Session Meeting: May 16, 2011

4. Budget Ordinance Amendment: School Construction Fund: School Construction  
 Bonds-Series 2008: \$1,255: Increase

Hollowell/Martin

5. Budget Ordinance Amendment: Scrap Tire Disposal Fund/Capital Projects Fund:  
 Tire Disposal/MSW Landfill Cell #2: \$1,390: Increase

Hollowell/Martin

**PUBLIC HEARING/LENOIR COUNTY BUDGET ORDINANCE INTRODUCTION**

6. **Public Hearing: Fiscal Year 2011-12 Lenoir County Submitted Budget  
 & Introduction of Fiscal Year 2011-12 Lenoir County Budget Ordinance**

**PROCLAMATION/BUDGET AMENDMENTS/RESOLUTIONS: 30 Min.**

7. Proclamation Honoring Lenoir County Department of Social Services Employees

Jarman/Board

8. Budget Ordinance Amendment: General Fund: Process Funds: \$3,490: Increase

Hollowell/Martin

9. Budget Ordinance Amendment: Trust & Agency Fund: Extension-Family Caregiver:  
 \$14,250: Increase

Kelly/Martin

10. Budget Ordinance Amendment: General Fund: Rural Advance Found International (RAFI):  
 \$22,596: Increase

Kelly/Martin

11. Budget Ordinance Amendment: General/Tire Disposal/Solid Waste: Finance: \$60,800:  
 Increase

Hollowell/Martin

12. Budget Ordinance Amendment: General/Capital Projects Fund: Transfers-Other Funds/Gas  
 Line-Other Funding: \$949,110.24: Increase

Hollowell/Martin

13. Budget Ordinance Amendment: Insurance Fund: Employee Insurance: \$1,900,000: Increase

Hollowell/Martin

14. Budget Ordinance Amendment: General/Capital Reserve Fund/Capital Improvements:  
 Economic Development/Bond Debt Reserve: \$6,892,778.90 : Increase

Hollowell/Martin

15. Resolution Authoring Award of a Contract for Demolition Services for the 2009 CDBG Hollowell/Martin Scattered Site Project: \$4,222
16. Resolution to Approve Purchase Orders to Acquire Hardware and Software for the Purpose of Converting to Digital Document Storage: NTE: \$121,500 Moore/Martin
17. Inter-local Agreement Between the Town of Pink Hill, North Carolina and Lenoir County, North Carolina Jarman/Martin
18. Resolution Approving Easement Relocation Agreement with Adjoining Landowners in Courthouse Block Griffin/Martin

**APPOINTMENTS: 5 Min.**

19. Resolution Approving Citizens to Boards, Commissioners, Etc. **5 Min.** Hall
20. **Items from County Manager / County Attorney / Commissioners Public Comments/Closed Session (if necessary)**

**BUDGET WORK SESSION IMMEDIATELY FOLLOWING TODAY'S MEETING**

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

**FROM:** Mike Jarman, County Manager

**DATE:** June 6, 2011

**SUBJECT:** Items of Interest

1. Email: May 11, 2011 from City Council: Re Sub-Committee Members
2. Letter: May 26, 2011 from Senator Brent Jackson: Re: Pioneer Hi-Bred
3. County of Lenoir/ City of Kinston: Economic Development Shared Expense Reconciliation: May 2011
4. Lenoir County Inspections Permit: Inspection Report: May 2011

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Date sent: **Wed, 11 May 2011 11:33:18 -0400**  
From: **"monique Hicks" <monique.Hicks@ci.kinston.nc.us>**  
To: **<mjarman@co.lenoir.nc.us>**  
Copies to: **<laytch@co.lenoir.nc.us>**  
Subject: **City/County Working Committee**

Good morning Mike,

I hope all is well in Lenoir County today.

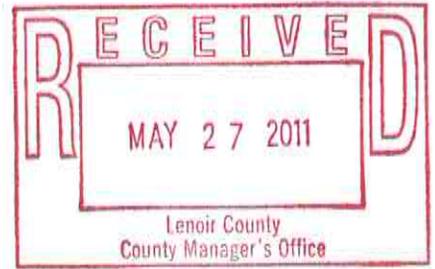
I have a note where Scott has asked me to share with you that Bobby Merritt and Robert Swinson will serve as the working committee members.

Please let me know if you have questions or need contact information for them.

Thank you,  
Monique



North Carolina General Assembly  
Senate



SENATOR BRENT JACKSON  
10TH DISTRICT  
OFFICE ADDRESS: LEGISLATIVE OFFICE BUILDING  
300 N. SALISBURY STREET  
RALEIGH, NC 27603-5925  
TELEPHONE: (919) 733-5705  
(919) 715-8329 FAX  
EMAIL: brent.jackson@ncleg.net  
DISTRICT: DUPLIN, SAMPSON, & LENOIR COUNTIES

May 26, 2011

COMMITTEES:  
AGRICULTURE/ENVIRONMENT/NATURAL  
RESOURCES - VICE CHAIR  
APPROPRIATIONS/BASE BUDGET  
APPROPRIATIONS SUBCOMMITTEE NATURAL &  
ECONOMIC RESOURCES - VICE CHAIR  
COMMERCE  
INSURANCE  
MENTAL HEALTH & YOUTH SERVICES  
RULES - VICE CHAIR  
STATE & LOCAL GOVERNMENT  
TRANSPORTATION

Pioneer Hi-Bred  
P. O. Box 1000  
Johnston, IA 50131-0184

Dear Gentlemen:

I write to say Congratulations and Thank You for choosing Kinston, NC as the home of your new AG Research Center! We are excited that DuPont and Pioneer can use Lenoir County as a testing and breeding center for corn and soybean products. This is not only a positive economic impact for Lenoir County, but a huge step for our farmers. Agriculture is our number one commodity in North Carolina and having the right products is crucial. Being able to test and experiment what works best in our area is important. We appreciate the dedication of your company to continue to strive for the best.

If there is anything that I can do now or in the future, please let me know.

Sincerely,

Sen. Brent Jackson

BJ/cjd

CC: Mark Pope, Director  
Lenoir Co. Economic Development

Mr. Michael Jarman, Lenoir Co. Manager  
Mr. George Graham, Chairman, Co. Comm.



**COUNTY OF LENOIR / CITY OF KINSTON**

**ECONOMIC DEVELOPMENT SHARED EXPENSE RECONCILIATION  
MAY 2011**

TOTAL COST OF SANDERSON LAND ACQUISITION	\$2,092,153.92	
EASTERN REGION FLEX GRANT	<u>-200,000.00</u>	
ADJUSTED COST OF LAND	<u>\$1,892,153.92</u>	
CITY OF KINSTON OBLIGATION (1/2 OF LAND COST)		<b>\$946,076.96</b>
COUNTY OBLIGATIONS TO CITY OF KINSTON		
REMAINING RENT OWED ON HANNIBAL BLDG	357,000.00	
SUBSTATION COST HWY 70 WEST INDUSTRIAL PARK	30,000.00	
COUNTY PORTION STORMWATER - SPIRIT AEROSYSTEMS	<u>500,000.00</u>	
TOTAL COUNTY OBLIGATIONS TO CITY OF KINSTON	<u>887,000.00</u>	<u>-887,000.00</u>
BALANCE DUE TO COUNTY FROM CITY OF KINSTON		<b>\$59,076.96</b>



**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**

**MAY 2011**

**PERMITS ISSUED: 141**

**PERMITS VALUE: \$ 2,040,432**

**PERMIT FEES: \$ 13,941**

**SINGLE FAMILY DWELLINGS: 5**

**MOBILE HOMES: 11**

**COMMERCIAL: 3**

**ADDITIONS: 5**

**ELECTRICAL: 52**

**PLUMBING: 16**

**MECHANICAL: 34**

**OTHER: 15**

**TOTAL INSPECTIONS: 242**

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

Code	Prms	Designated period: 05/01/11 to 05/31/11		Prior period: 05/01/10 to 05/31/10					
		Valuation	Fees Paid	Valuation	Fees Paid				
<b>NEW RES. HOUSEKEEPING - LENOIR COUNTY</b>									
* Single Family Houses Detached	101B	3	674,475.00	1,601.00	3	0	0	0	0
* Single Family Houses Attached	102B		.00	.00	0	0	.00	.00	0
* 2 Family Building	103B	2	143,000.00	784.00	2	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
<b>NEW RESIDENTIAL NON-HOUSEKEEPING BL:</b>									
* Hotels, Motels & Tourist Cabins	213B		.00	.00	0	0	.00	.00	0
* Other Non-Housekeeping Shelter	214B		.00	.00	0	0	.00	.00	0

Code	Prms	Designated period: 05/01/11 to 05/31/11		Prior period: 05/01/10 to 05/31/10					
		Valuation	Fees Paid	Valuation	Fees Paid				
<b>NEW NON-RESIDENTIAL BUILDINGS:</b>									
* Amusement, Social, & Recreational	318B		.00	.00	0	0	.00	.00	0
* Churches & Other Religious	319B		.00	.00	0	0	.00	.00	0
* Industrial	320B	1	750,000.00	3,000.00	1	0	.00	.00	0
* Prkng Garages (BlDs & Open Decked)	321B		.00	.00	0	0	.00	.00	0
* Service Stations & Repair Garages	322B		.00	.00	0	0	.00	.00	0
* Hospitals & Institutional	323B		.00	.00	0	0	.00	.00	0
* Offices, Banks, & Professional	324B		.00	.00	0	0	.00	.00	0
* Public Works & Utilities	325B		.00	.00	0	0	.00	.00	0
* Schools & Other Educational	326B		.00	.00	0	0	.00	.00	0
* Stores & Customer Services	327B		.00	.00	0	0	.00	.00	0
* Other Non-Residential Bldgs	328B		.00	.00	0	2	87,950.00	1,400.00	0
* Structures Other than Buildings	329B		.00	.00	0	0	.00	.00	2

Code	Prms	Designated period: 05/01/11 to 05/31/11		Prior period: 05/01/10 to 05/31/10					
		Valuation	Fees Paid	Valuation	Fees Paid				
<b>ADDITIONS, ALTERATIONS, &amp; CONVERSION</b>									
* Residential	434B	4	48,000.00	200.00	4	10	296,150.00	873.00	10
* Non-Residential & Non-Housekeeping	437B	2	16,500.00	100.00	2	0	.00	.00	0
* Adds of Res. CP/Garages(Atch/Detc)	438B	1	10,864.00	50.00	1	0	.00	.00	0
<b>DEMOLITIONS AND RAZING OF BUILDINGS:</b>									
* 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	13	1,642,839.00	5,735.00	13	12	384,100.00	2,273.00	12
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Lenoir County  
 PERIODIC REPORT OF ISSUED PERMITS (GROUPED BY REPORT CODE)

Designated period:	05/01/11 to 05/31/11				05/01/10 to 05/31/10				
	Code	Prms	Valuation	Fees Paid	Units	Prms	Valuation	Fees Paid	Units
MOBILE/MODULAR OFFICE/CLASSROOM	740B	0	.00	.00	0	0	.00	.00	0
*MODULAR CLASSROOM	750B	0	.00	.00	0	0	.00	.00	0
*MODULAR OFFICE	730B	0	.00	.00	0	0	.00	.00	0
ELECT./PLUMB/HEAT/A/C/INS/TEMP POLE:									
*ELECTRICAL	800B	52	64,618.00	3,197.00	51	54	50,075.00	3,065.00	54
*PLUMBING	810B	16	36,800.00	967.00	16	19	161,642.00	1,050.00	19
*HEATING/ AIR CONDITIONING	820B	34	123,150.00	1,862.00	34	31	87,374.00	1,500.00	31
*INSULATION	830B	0	.00	.00	0	2	2,800.00	105.00	2
*TEMPORARY POLE	840B	6	9,000.00	300.00	6	4	3,100.00	200.00	4
RESIDENTIAL ACCESSORY STRUCTURES									
*STORAGE/PORCHES/PATIOS/DECKS	900B	0	.00	.00	0	0	.00	.00	0
MISCELLANEOUS:									
*CHANGE OF OCCUPANCY	910B	0	.00	.00	0	0	.00	.00	0
*INSPECT DWELLING	920B	0	.00	.00	0	0	.00	.00	0
*TENTS	930B	0	.00	.00	0	0	.00	.00	0
*SATELLITE DISH	940B	0	.00	.00	0	0	.00	.00	0
*AWNING	950B	0	.00	.00	0	0	.00	.00	0
*EXTRA INSPECTIONS	960B	9	2,525.00	755.00	8	18	44,725.00	1,120.00	18
*FIRE PROTECTION SPRINKLER SYSTEM	966B	0	.00	.00	0	0	.00	.00	0
*MOVING DWELLING ONLY	970B	0	.00	.00	0	0	.00	.00	0
*SIGN	980B	0	.00	.00	0	0	.00	.00	0
*FIREWORKS	985B	0	.00	.00	0	0	.00	.00	0
*SWIMMING POOL	990B	0	.00	.00	0	0	.00	.00	0
*TANKS	995B	0	.00	.00	0	0	.00	.00	0
MOBILE HOMES									
*SINGLE WIDE MOBILE HOME	700B	11	161,500.00	1,125.00	10	7	86,950.00	700.00	7
*DOUBLE WIDE MOBILE HOME	710B	0	.00	.00	0	4	186,110.00	500.00	3
*MODULAR HOME	720B	0	.00	.00	0	0	.00	.00	0

TOTALS FOR PERMITS ABOVE (incl. pg 1)	141	2,040,432.00	13,941.00	138	151	1,006,876.00	10,513.00	150
Totals of other permits in the period		.00	.00	0	0	.00	.00	0
TOTAL FOR ALL PERMITS IN THE PERIOD	141	2,040,432.00	13,941.00	138	151	1,006,876.00	10,513.00	150

This Report was printed on Wednesday, June 01, 2011

Item Totals for Inspector ID

Lenoir County

GO 119  
 GO WH 1  
 VW 120  
 VW/DR 2

242 Entries for Inspector ID

- STATISTICAL REPORT -

	Inspections				Re-Inspections				Based On #
ACTIVITIES	INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	REQUIRED	
242	209	170	39	32	29	3		42	
%INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	REQUIRED		
	86	81	19	13	91	9		17	

**MINUTES**  
**LENOIR COUNTY BOARD OF COMMISSIONERS**  
**May 16, 2011**

The Lenoir County Board of Commissioners met in open session at 4:00 p.m. on Monday, Monday May 16, 2011 in the Board of Commissioners Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

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

Members Absent: None

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

**PUBLIC INFORMATION**

Mr. Ken Jones, Eastpointe Director, addressed the Board. Mr. Jones stated Eastpointe's budget totals \$22 million; \$15 million of those funds being in indigent care. Lenoir County's allocation is \$246,342; \$100,000 of this allocation funds the lease of the current Eastpointe facility on Lenoir Memorial's Campus. Since July of FY 10-11, a total of 4,492 new screenings have occurred. In comparison to the population, Lenoir and Duplin are serving above their population percentage while the remaining counties, Sampson and Wayne were close but still remained below their population percentage. From July 2010 through February 2011 Lenoir County has had 1,139 (25%) new consumers at Eastpointe.

Mr. Jones stated the Department of Health and Human Services is pursuing a policy for statewide expansion of a successful existing Medicaid 1915(b)(c) Waiver that has been in operation in North Carolina since 2005 in Davidson, Rowan, Cabarrus, Stanly and Union counties. The primary goals of the waiver are to improve access to services, improve the quality of care, ensure services are managed and delivered within a quality management framework and empower Local Management Entities (LMEs) to build partnerships with consumers, providers and community stakeholders to create a more responsive system of community care. Expansion of the current waiver will result in greater consistency across the state in the services that are provided, in how services are accessed, and in expectations and requirements for providers. As a publically managed waiver it allows for the potential of reinvesting savings into existing or new services and supports predictability and stability in funding. In order to be a waiver site you must have both a Medicaid eligible population of at least 70,000 individuals and a total population of at least 500,000 by 2013. Eastpointe does not meet either of these requirements. LME's not meeting these size requirements have three options: do nothing and let the State decide where to assign your counties, develop a relationship with another LME and create a partner LME relationship under an inter-local agreement, or merge with another LME.

On April 26, 2011 the Eastpointe Board of Directors voted to submit an application jointly and pursue merger with The Beacon Center LME that represents Edgecombe, Nash, Wilson and Greene counties. The merger between Eastpointe and The Beacon Center LME would be accomplished by July 1, 2013. Mr. Jones requested a letter of support for this merger from the Board prior to June 30, 2011. Upon a motion by Mr. Davis and a second by Ms. Sutton, the Board approved a letter of support and a resolution in support of the merger at a later date.

Dr. Terry Cline, Superintendent of Lenoir County Schools, addressed the Board. Dr. Cline thanked the Board for allowing him to speak on behalf of the School Board. Dr. Cline introduced Rita Hodges and Bruce Hill of the School Board and Lisa Davis, Finance Officer for Lenoir County Schools. Dr. Cline stated the Board of Education will be cutting 43 teaching positions, 3.5 Principal's AP's, 4.6 instructional support staff, and 4.6 Career and Technical Education (CTE's). This equates to \$1.23 million from allotments. With the reduction of teacher assistants, the concern is funding levels. The School Board has been funding at a K-2 level; with an expected 10% reduction, legislature will change this to K or K-1 levels, the impact would be as follows: Funding at K-1 level - \$1,560,050 = approx. 32 positions to cut: Funding at K Level - \$823,580 = approx. 55 positions to cut. Over the last three years we have cut over 175 total positions from the budget. Dr. Cline stated the Board of Education is requesting a 4% increase from the County equaling \$396,000. This 4% increase request will assist the schools' with the funding of the loss of teacher assistant positions. The state is also placing the cost of purchasing yellow school busses on the local school system which is another added expense. Dr. Cline thanked the Board for their time and consideration.

Dr. Brantley Briley, President of Lenoir Community College (LCC), addressed the Board. Dr. Briley stated LCC graduated 459 students on May 12, 2011. Dr. Briley stated the mission for LCC is to offer quality educational programs and services that provide opportunities for the intellectual, economic, social and cultural development of its students and the community. Dr. Briley stated the County's allocation was \$2,185,000; the college is currently facing a deficit of \$155,022. To cover that deficit the college will have to carryover \$84,141 from its capital line to help cover this deficit. This will leave a balance of \$40,104 toward the deficit. LCC is requesting at \$224,380 increase in funding from last year for a total of \$2,509,380. Dr. Briley thanked the Board for their time and consideration.

Ms. Judy White, Executive Director Lenoir County American Red Cross, addressed the Board. Ms. White stated when tornadoes hit Greene County three weeks ago citizens of Lenoir County were there to help. These volunteers helped with staffing a shelter, delivering food, water, and helping with clean up. Ms. White introduced the volunteers who responded to the disaster as follows: Bonnie Ard, John Butler, Mary Jo Butler, Blake Curtis, Angie Edwards, Ray Edwards, Cory Gosnell, James Gurganus, David Hansley, Tim Heath, Trent Herring, Kathy Jones, Rickey Jones, Jeff Nice, Harold Swinson, Bob Tolar, Jan Tolar, Bryan Wade, Cari Wade, Judy White and William Wiggins. Ms. White will be retiring this year and introduced Mr. Chuck Waller who will be taking her place. The Board thanked the volunteers for their service to Greene and Lenoir Counties.

Mr. Mark Sutherland of the Military Growth Task Force addressed the Board regarding the importance of the task force in Lenoir County in the future. Mr. Sutherland stated the military in North Carolina employs 151,000 people and has an economic impact of \$26 billion. Mr. Sutherland expressed the importance of North Carolina's two (2) shipping ports and four (4) aerial ports of embarkation. Mr. Sutherland stated the Task Force is requesting \$10-15,000 by June 30, 2011 to show Lenoir County's support and interest in the Military Growth Task Force efforts. Mr. Graham stated the Board is currently working on the FY 2011-12 budget and will discuss this issue at their next budget work session.

**ITEMS FROM THE COUNTY MANAGER**

Item No. 2 was Items from the County Manager. Mr. Jarman reviewed a letter from NCDOT regarding a request from Mr. Pharo to investigate the need for a turn signal on Heritage Street at Vernon Avenue. NCDOT has conducted an evaluation, during that time staff observed out of 49 cycles the signal went through, there were six (6) times when either north or south bound left turns did not clear out during their turn. In all of those cases they did all clear the next cycle. During 37 of the cycles, all traffic on Heritage cleared during the green time. Based on those findings NCDOT does not recommend revising the signal to provide protected left turn movements for Heritage Street. Mr. Jarman informed the Board of Kinston Charter Academy's written request for funding. NCACC will host County Assembly Day on May 25, 2011; please let administration know if you want to attend by May 18<sup>th</sup>. Mr. Jarman reviewed a letter by Ms. Agnes Ho, Library Director, regarding roof funding. Mr. Jarman stated RFP's for the roof have been sent out, and are being handled by the City of Kinston.

Mr. Jarman stated a letter was sent to Ms. Erika Churchill of the North Carolina General Assembly on April 14, 2011; the letter was copied to Senator Brent Jackson and Representatives William Wainwright and Stephen LaRoque. County Administration has yet to hear back from anyone to date. Mr. Graham stated the Board should contract with Mr. Griffin to complete the redistricting work. Mr. Rouse stated maps have already been generated for Lenoir County. Mr. Jarman stated no one has contacted administration in regards to mapping. Mr. Graham stated he does not feel comfortable with one organization doing the redistricting work that has not agreed to do the same for all 100 counties. Mr. Daughety stated someone from the General Assembly' office should have contacted someone in Lenoir County to inform us of any work being done on our behalf. Mr. Griffin informed the Board he would complete the work in a manner fair to all Lenoir County citizens. Mr. Griffin stated he would maintain an open door policy so all plans can be considered. Upon a motion by Ms. Sutton and a second by Ms. Brown the Board agreed to have Mr. Griffin do the redistricting work for Lenoir County; this was approved by a 5 to 2 vote with Mr. Rouse and Mr. Pharo dissenting.

**CONSENT AGENDA**

Upon a motion by Ms. Sutton and a second by Mr. Daughety, the Board approved the Consent Agenda.

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

**PROCLAMATION/BUDGET ORDINACE/RESOULTIONS**

Item 4 was a Proclamation In Support of National Drug Court Month. Judge Beth Heath and Ms. Jamie Roberson of the 8<sup>th</sup> Judicial District addressed the Board. Judge Heath read the resolution aloud for the Board and the viewing public. Ms. Roberson informed the Board of the graduation rate and the effectiveness of the program. Upon a motion by Mr. Davis and a second by Mr. Pharo, Item No. 4 was approved.

Item No. 5 was a Budget Ordinance Amendment: Finance/Sheriff's Department: \$1,149: Increase. Ms. Martin stated the amendment budgets insurance proceeds received from Trident Insurance Company on May 9, 2011 for an accident that occurred on December 13, 2010 when a vehicle driven by one of the county's deputies hit another vehicle while trying to avoid hitting someone crossing the street on a bicycle. Upon a motion by Mr. Graham and a second by Ms. Sutton Item No. 5 was approved.

Item No. 6 was a Budget Ordinance Amendment: Fire Districts: Fire Protection: \$69,245: Increase. Ms. Martin stated the amendment appropriates funds to cover estimated revenues and expenditures for all fire districts for the remainder of FY 10-11. Upon a motion by Ms. Sutton and second Mr. Daughety, Item No. 6 was approved.

Item No. 7 was a Resolution Approving Purchase Order Execution for Actuarial Valuation of Health Care Plan of Lenoir County: Cavanaugh MacDonald Consulting, LLC: \$5,000. Ms. Martin stated an actuarial study of Lenoir County’s post-employment benefits is required to be conducted under GASB Statements 43 and 45. Preparation of the study will be phased in over a three (3) year period based on the size of the unit of government. Lenoir County’s first study was completed in FY07-08. The results of these studies will be presented to the Board prior to budget work sessions. The Board can use these studies to assess the future liability of the County’s post-employment benefits package and determine if changes need to be made to the plan. The North Carolina Association of County Commissioners and the North Carolina League of Municipalities have entered into a long term arrangement with Cavanaugh Macdonald Consulting, LLC to prepare the actuarial studies at a reduced rate for all units of government in North Carolina. This study must be updated each year. Upon a motion by Ms. Sutton and second Mr. Daughety, Item No. 7 was approved.

Item No. 8 was a Resolution Authorizing the Purchase of Laptops and Printers for each of the 22 Voting Precincts: \$27,664. Ms. Dana King, Board of Elections Director, addressed the Board. Ms. King stated the purchase of laptops and printers at each polling site would reduce the poll workers needed at each site by one person. Board of Elections would be able to provide a more cost efficient and time saving process for the voters of Lenoir County with the aid of laptops and printers. Upon a motion by Ms. Sutton and second Mr. Pharo, Item No. 8 was approved.

Item No. 9 was a Resolution Declaring Property as Surplus and Authorizing the Sale of the Surplus Property by Auction. Mr. Mike Wiggins, Maintenance Coordinator, addressed the Board. Mr. Wiggins stated In accordance with procedures set forth in G.S. 153A-176, the County Manager’s office is requesting the approval of the Board to sell the following vehicles by auction on GovDeals.com within the next 90 days. Proceeds resulting from the sale, less expenses will be appropriated to the Vehicle Replacement Fund. Upon a motion by Mr. Graham and second Ms. Sutton, Item No. 9 was approved.

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

**APPOINTMENTS**

Item No. 10 was a Resolution Approving Citizens to Boards, Commissions, Etc. The following reflects existing vacancies and appointments. Upon a motion by Mr. Pharo and a second by Mr. Daughety the following second appearance applicants were approved.

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

**CURRENT VACANCIES:**

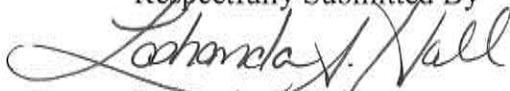
- Lenoir County Health Board – (1) Veterinarian, (1) Optometrist, (1) Pharmacist**
- Lenoir County Planning Board – Districts One (1), Four (4) and Alternate**
- Grifton Planning Board – One (1) Vacancy**
- CJPP – Three (3) Vacancies**
- Kinston Board of Adjustment – Two (2) ETJ Members; (1) Primary – (1) Alternate**

**ADDENDUM**

Mr. Pope presented the Board with a Resolution and Economic Development Agreement for Pioneer Hi-Bred International, Inc. Mr. Pope stated Pioneer is a subsidiary of DuPont and is one of the world’s largest seed companies. Pioneer develops, produces and markets hybrid corn, sorghum, sunflower, soybean, alfalfa, wheat, canola, and vegetable seeds. Pioneer has become more involved in the bio-technology field and holds more than 40% of the North American seed and corn markets. Pioneer now wishes to expand by constructing a new Research and Development Center that represents a \$2.3 million in Lenoir County. Mr. Pope noted the agreement is performance based, as with all economic development agreements in Lenoir County. Upon a motion by Mr. Davis and a second by Ms. Sutton, the Board approved the Resolution and Economic Development Agreement with Pioneer Hi-Bred International, Inc.

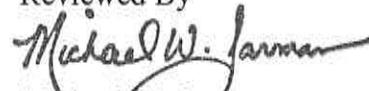
The Board agreed to hold its next budget work session immediately following their regularly scheduled meeting on Monday, June 6, 2011. The Board instructed County Administration to get in contact with the Chamber of Commerce and the Committee of 100 to discuss leadership and support of the quarter-cent sales tax referendum. Upon a motion by Mr. Graham and a second by Mr. Davis the meeting adjourned at 6:35 p.m.

Respectfully Submitted By



Lashanda A. Hall  
Clerk to the Board

Reviewed By



Michael W. Jarman  
County Manager

**MINUTES**  
**LENOIR COUNTY BOARD OF COMMISSIONERS**  
**BUDGET PLANNING WORK SESSION**  
Administration Building Conference Room  
May 16, 2011

The Lenoir County Board of Commissioners began their scheduled retreat on Monday, May 16, 2011 at 2:00 p.m., at the Administration Building Conference Room, 101 North Queen St., Kinston, NC.

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

Members absent: None

Also present were: Michael W. Jarman, County Manager, Tommy Hollowell, Assistant County Manager, Martha Martin, Finance Office, Roger Dail and Jerri King, Emergency Services, Joey Huff, Health Department, Dana King, Board of Elections, Margaret Seymour, Register of Deeds, Darrell Parrish, Tax Department, Sheriff Smith and Chris Hill, Sheriff's Department, David Anderson, Soil and Water, Tammy Kelly, Cooperative Extension, Mark Pope, Economic Development, Jack Jones, Human Resources, Bill Ellis, Parks and Recreation, Lashanda Hall, Clerk to the Board and Martha Bishop, TACC-9.

Chairman Graham called the meeting to order at approximately 2:00 p.m. Ms. Brown offered the invocation and Mr. Graham led the audience in the pledge of allegiance.

Mr. Jarman stated the FY 2011-12 Budget is in balance at \$62,409,894 with a \$.80 tax rate. There is no proposed tax increase, and the budget maintains services at current levels as well as employee benefits at current levels.

Appropriated Fund Balance 2011-12	\$5,579,051
Monies formerly held in a Capital Reserve Fund (Change due to GASB 54 Requirements)	\$3,196,390
Assigned Fund Balance for Jail Debt Service	<u>\$2,062,750</u>
Comparative Appropriated Fund Balance 2011-12	\$319,911
Appropriated Fund Balance 2010-11	\$1,110,527

**MAJOR BUDGET CHANGES FROM 2010-11**

**Jail Debt Service –** **\$2,062,750**  
**EMS Corrections –** Paying employees for **\$200,000**  
 Holidays instead of providing comp time.  
 Comp time was requiring overtime payments

**Salary-January of 2011 (FY 10-11) employees** **\$195,000**  
 received one (1) step increase – this was their  
 first increase since July 1, 2008 (2½ years)

**Retirement Increase** **\$65,000**

**Fuel/Utilities** **\$140,000**

**Total** **\$2,662,750**

**ISSUES/AREAS OF CONCERN WITH FISCAL IMPACT**

➤ **Lottery Funds**

➤	09-10	\$1,100,000
➤	10-11	\$600,000
➤	11-12	\$500,000
➤	12-13	\$500,000
➤	13-14	?

- Funds committed to debt service must be covered
- Work to get funds reinstated

➤ **Loss of ADM Funds**

- Funds are used for Capital Projects (Roofs, boilers, etc.)
- County responsibility for facilities

**ISSUES/AREAS OF CONCERN WITH FISCAL IMPACT CONT.**

- **Additional Education Needs**
  - Lenoir County Public Schools
  - Lenoir Community College
- **Debt Service**
  - Schools Bonds
  - Jail
- **Jail**
  - Cost of housing inmates until facility is complete
  - Cost of housing misdemeanants
  - Utilize available space to create revenue when facility is complete
- **Future Growth**
  - Additional revenues?
  - Infrastructure needs?
- **Economic Recovery**
  - Sales Tax Revenues?
- Budget shifts by State and/or Federal Government
- Radio System
- Quarter-cent Sales Tax

**RECOMMENDATION**

- Adopt FY 11-12 Budget as shown with no tax increase
- Work to pass Quarter Cent Sales Tax
  - The additional revenue plus continued cost saving methods being implemented could allow Lenoir County to meet financial obligations through FY 12-13 and FY 13-14 thus allowing additional time for growth and economic recovery. Hopefully thereby avoiding a large property tax increase

\*The state taking additional funds or passing additional unfunded mandates will affect all budget scenarios.

**OPTIONS**  
**(Without passage of Quarter Cent Sales Tax)**

- Increase Property Tax in FY 13-14 4 to 6 cents.
- OR**
- Reduce the General Fund Budget in FY 13-14 by 5%.
    - A 5% reduction in the General Fund would mean a serious reduction in the services we currently provide.
      - Departments were instructed to hold constant and/or reduce their operational and capital expenditure requests and to hold personnel cost to a zero (0) increase.
      - Each Department submitted their FY 11-12 budget to County Administration.
      - County Administration, Department Heads and key staff members reviewed the requests.
      - Departmental Budgets were finalized. These Budgets reflected numerous cuts to multiple line items.
      - Departments were instructed to report to County Administration what they would cut and the impact of the cut if instructed to reduce their completed budget by an additional 5%.

The following represents how a 5% cut would affect each department and larger outside agencies of the County.  
**5% CUT**

DEPARTMENT	CUT AMOUNT	CUT
Governing Board	\$11,512	➤ Eliminate Travel for Board
County Administration	\$13,669	➤ Cannot cut this amount from Operating Budget and still perform work. Total Operating Budget is \$17,000; would have to implement furloughs
Finance	\$9,469	<ul style="list-style-type: none"> <li>➤ Cannot cut this amount from Operating Budget; total Operating Budget is \$14,200.</li> <li>➤ Furlough or reduce position to part-time – retaining employee could be an issue.</li> <li>➤ Possible audit violation due to required separation of responsibilities</li> </ul>
Tax	\$41,740	<ul style="list-style-type: none"> <li>➤ Total Operating Budget \$96,670-\$48,000 is postage</li> <li>➤ Reduce one (1) position and some Operating</li> <li>➤ Reduction would be in the Collection Area and would probably negatively impact Property Tax Revenues</li> </ul>

MIS	\$44,677	<ul style="list-style-type: none"> <li>➤ Operating Budget is \$50,900 excluding lease payment for machines and contracts for software</li> <li>➤ Reduce one (1) position-currently one (1) tech per 150 units. Industry standard one (1) tech per 100 units. Reduction would yield one (1) tech per 225 units. Downtime for equipment would be prolonged and productivity of other departments could be impacted</li> </ul>
Sheriff	\$223,444	<ul style="list-style-type: none"> <li>➤ Not fund in-car camera replacements</li> <li>➤ Reduce two (2) positions – essential responsibilities would be done by others, some services would not be provided would be delays in providing some services</li> </ul>
Communications	\$60,226	<ul style="list-style-type: none"> <li>➤ Reduce one (1) position (telecommunicator)</li> <li>➤ Could cause the potential of 911 calls going unanswered and/or radio traffic being missed resulting in responder and citizen safety issues</li> </ul>
Jail	\$113,374	<ul style="list-style-type: none"> <li>➤ Eliminate three (3) detention employees – causes service, safety and liability issues</li> </ul>
Emergency Management	\$19,222	<ul style="list-style-type: none"> <li>➤ Eliminate replacement of road signs for one (1) year increases response time to calls</li> </ul>
Emergency Medical Service	\$191,556	<ul style="list-style-type: none"> <li>➤ Eliminates four (4) EMT Paramedics resulting closure of one (1) station and removing one ambulance from service</li> </ul>
Non-Emergency Division	\$24,876	<ul style="list-style-type: none"> <li>➤ Eliminate one (1) wheelchair van driver-results in removal of van from service (loss of revenue)</li> </ul>
Fire Protection	\$2,417	<ul style="list-style-type: none"> <li>➤ Reduce funding to volunteer departments</li> </ul>
Planning Inspections	\$10,808	<ul style="list-style-type: none"> <li>➤ Furloughs-will result in delays and reduction in services</li> </ul>
Economic Development	\$15,989	<ul style="list-style-type: none"> <li>➤ Re-classify assistant position that will be vacant July 1<sup>st</sup></li> <li>➤ Certain duties would not be performed</li> </ul>
Veterans Services	\$1,662	<ul style="list-style-type: none"> <li>➤ Reduce hours of full-time temporary employee</li> </ul>
Cooperative Extension	\$19,503	<ul style="list-style-type: none"> <li>➤ Eliminate extended services for beaver and pigeon control</li> </ul>
Soil & Water	\$6,074	<ul style="list-style-type: none"> <li>➤ Total Operating Budget minus rent \$6,826</li> <li>➤ Furlough</li> </ul>

Health	\$105,320	<ul style="list-style-type: none"> <li>➤ Eliminate PHN 1 Position</li> <li>➤ Eliminate Professional Medical Services (Physician Contract)</li> <li>➤ Would need to eliminate two (2) additional positions</li> <li>➤ Reduction in force would result in less people being served and less revenue</li> <li>➤ State Personnel Act Guidelines for a reduction in force would cause service delivery issues in multiple areas</li> </ul>
DSS	\$200,682	<ul style="list-style-type: none"> <li>➤ Eliminate Social Worker III Position (1)</li> <li>➤ Keep the following positions in the classification Plan but hold vacant: <ul style="list-style-type: none"> <li>▪ Income Maintenance Caseworker (2)</li> <li>▪ Social Worker IV Investigator (1)</li> <li>▪ Staff Development Specialist (1)</li> <li>▪ Deputy Director (1)</li> </ul> </li> <li>➤ Reduce services provided in the following areas: <ul style="list-style-type: none"> <li>▪ General Assistance (14%)</li> <li>▪ Foster Care All-County (71%)</li> <li>▪ Block Grant In Home Services (20%)</li> <li>▪ Child Support Attorney (33%)</li> </ul> </li> <li>➤ Vacant Positions and Service Area cuts will impact service to vulnerable populations <ul style="list-style-type: none"> <li>▪ Eliminate Funding for Software and Automation <ul style="list-style-type: none"> <li>▪ Requires rental of additional storage area and delays future cost savings</li> </ul> </li> </ul> </li> <li>➤ Cuts reduce Agency efficiency and effectiveness</li> <li>➤ State Personnel Act issues</li> </ul>
LCPS	\$495,000	<ul style="list-style-type: none"> <li>➤ Funding levels may drop to the point where the School Board takes the issue of County Funding to court</li> </ul>
LCC	\$109,250	<ul style="list-style-type: none"> <li>➤</li> </ul>
Library	\$37,025	<ul style="list-style-type: none"> <li>➤ MOE amount will not be met so library will lose additional State funding</li> </ul>

Recreation	\$38,000	<ul style="list-style-type: none"> <li>➤ Move Contentnea youth athletics to Southwood and Banks</li> <li>➤ Not accept Pink Hill Gym or Ball field</li> <li>➤ There would be no recreation programs in Pink Hill or Contentnea which have been offered for 30 years</li> </ul>
Solid Waste	\$171,056	<ul style="list-style-type: none"> <li>➤ Close Landfill and Dropoff Sites on Wednesdays</li> <li>➤ Close (2) Dropoff Sites completely</li> <li>➤ Reduce Dropoff Site hours from 7:00 am until 7:00pm until 5:00pm</li> </ul>
Board of Elections	\$19,520	<ul style="list-style-type: none"> <li>➤ Eliminate 140 poll workers. <ul style="list-style-type: none"> <li>▪ Would only have three (3) poll workers at each site and for the one stop sites.</li> <li>▪ Would make long lines and hours of wait time at voting sites</li> </ul> </li> <li>➤ Furloughs would be the other option</li> </ul>

Mr. Graham invited each department manager to make a statement regarding the budget process and County Administration's recommendation. Sheriff Smith stated the Board of Commissioners have a very difficult job; with that said Sheriff Smith stated the benefits County employee's have today have come in lieu of pay increases throughout the years. Many of these benefits have been the retention source in the Sheriff's Department; before the current benefits, deputies were leaving to other law enforcement agencies. The Sheriff's Department has always held a very tight budget, but if asked to cut further, services will be cut and/or deputies will be taken off the road. Major Hill stated he feels the sales tax increase is fairest tax for everyone in Lenoir County. All citizens would be required to pay this tax, not just property owners. Mr. Anderson stated this was his first budget work session; all Lenoir County citizens should view and be a part of this process. Mr. Dail stated he has been a Lenoir County employee for 20 years; county departments have been cutting their budgets since the early 2000's and have been able to provide if not increase county services.

Mr. Dail stated when economic times are hard, that is when emergency services are utilized the most; cutting the EMS budget more will not stop services but will take people and trucks off the road. Ms. Moore echoed Mr. Dail's statement regarding the increase in services when the economy is bad. Ms. Moore stated business is booming at Social Services when the economy is down. Social Service is need of automation services and storage. Providing the department with automation services would help with the current storage problem. Ms. Moore noted the turn-over rate in her department and the difficulty in finding quality applicants when the starting salaries are so low. Ms. Seymour stated she supports the quarter-cent sales tax; she feels it is the fairest tax for all citizens. Ms. Seymour voiced concern over employee pay and asked the Board not to decreased county benefits. Ms. King reiterated Ms. Seymour statements regarding the quarter-cent sales tax. Mr. Parrish stated he was a School Board member at the time the lottery was passed and is very upset about how the state has taken lottery proceeds away from counties. Mr. Parrish stated employee salaries should be addressed; members of his department are at or below poverty level.

Mr. Huff stated he has worked in several different counties and has always been instructed to hold the line during the budgeting process. Mr. Huff stated department manager's have held the line for several years and are good stewards with county funds. Mr. Pope stated Lenoir County is growing and with growth there are growing pains. Mr. Pope urged the Board to think proactively when making budget decisions. Mr. Ellis stated the budget that was presented was very fair; Mr. Ellis is also in support of the sales tax increase. Ms. Kelly stated Cooperative Extension employees have not had raises in four (4) years; she finds that all department managers have worked very hard to hold the line in their budgets. Mr. Jones stated the county is behind in many areas, especially salaries. Mr. Bryan echoed Mr. Parrish's statement regarding the lottery proceeds; Mr. Bryan was a School Board member at the time the lottery was passed. Mr. Bryan stated any cuts in personnel for his department would have a great affect on the entire county in regards to technology.

Mr. Graham thanked all department managers for their comments; the Board will choose another date and time to discuss the budget in greater detail. Upon a motion by Mr. Graham and a second by Ms. Brown, the Board recessed to the regularly scheduled Board meeting.

### RECESS

Respectfully submitted,



Lashanda A. Hall  
Clerk to the Board

Reviewed By



Michael W. Jarman  
County Manager

BUDGET ORDINANCE AMENDMENT: SCHOOL CONSTRUCTION FUND  
 SCHOOL CONSTRUCTION BONDS-SERIES 2008: \$1,255. INCREASE



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

FY 2010 - 2011  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
SCHOOL CONSTRUCTION		SCHOOL CONSTRUCTION BONDS-SERIES 2008		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>		
41-3831-4931	Interest-Series 2008 Bonds	1,255.00	41-5908-5850	Construction - Series 2008 Bonds	1,255.00
SUBTOTAL		1,255.00	SUBTOTAL		1,255.00

**Reason and Justification for Request:**

The construction and renovation of the elementary schools through the use of School Construction Bonds is nearing completion. This will budget the additional interest that has been received on these funds.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	5/19/11	<i>Martha H. Martin</i>	5/19/11

Budget Officer Approval	Date
<i>Michael W. Jarmon</i>	5/19/11

Board Approval ( When Applicable)	Date	Date of Minutes
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BUDGET ORDINANCE AMENDMENT: SCRAP TIRE DISPOSAL FUND/CAPITAL PROJECTS FUND  
TIRE DISPOSAL/MSW LANDFILL CELL #2: \$1,390. INCREASE



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

FY 2010 - 2011  
Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
SCRAP TIRE DISPOSAL FUND CAPITAL PROJECTS FUND		TIRE DISPOSAL MSW LANDFILL CELL #2		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>		
43-3915-9104	Trnsf from Solid Waste Fund	1,390.00	43-4722-1990	Architect/Engineer Fees	1,390.00
66-3991-9910	Retained Earnings Appropriated	1,390.00	66-4720-9802	Trnsf to MSW LF Cell #2	1,390.00
SUBTOTAL		1,390.00	SUBTOTAL		1,390.00

**Reason and Justification for Request:**  
Budget Amendment to move funds from the Solid Waste Fund to the Capital Projects fund to cover the costs of permits required by the State. Originally, \$225,000. was moved from Solid Waste to Capital Projects to pay for engineering/design of the new landfill cell.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Maisha H. Martin</i>	5/19/11	<i>Maisha H. Martin</i>	5/19/11
Budget Officer Approval	Date		
<i>Michael W. Farman</i>	5/19/11		
Board Approval (When Applicable)	Date	Date of Minutes	

BOARD OF COMMISSIONERS

Item No. 6

LENOIR COUNTY

INTRODUCED BY: Michael W. Jarman, County Manager

BUDGET ORDINANCE FOR THE FISCAL YEAR BEGINNING

JULY 1, 2011

BE IT ORDAINED by the Board of Commissioners of Lenoir County, North Carolina:

Section 1 A. (Fund 10) The following amounts are hereby appropriated in the General Fund for the operation of the County Government and its activities for the fiscal year beginning July 1, 2011, and ending June 30, 2012, in accordance with the chart of accounts heretofore established for this County:

Governing Body	230,255
County Manager	273,381
Finance	199,058
Human Resources	242,784
Tax Office	829,528
Legal	62,500
Court Facilities/Public Buildings	897,243
Elections	390,399
Register of Deeds	296,134
Non-Departmental	1,076,930
Process Funds	954,377
Outside Agencies	132,000
Management Information Systems	894,568
Sheriff/Jail	6,736,353
Emergency Services	5,857,030
Fire Protection	48,340
Planning and Inspections	216,153
Medical Examiner	40,000

Economic Development	319,769
Veterans Service Office	33,241
N.C. Cooperative Extension Service	390,057
N.C. Coop. Ext-JCPC-Parenting Matters	35,194
Soil Conservation	121,488
Health Department	3,602,368
Mental Health	245,715
CJPP-Day Reporting	125,382
Public Assistance	13,935,065
Lenoir County Schools	
Current Expense	9,900,000
Community College-Current Expense	2,185,000
Public Library	740,500
Recreation	760,000
Debt Service	8,406,900
Transfer to:	
Capital Improvements Fund	1,952,182
Vehicle Replacement Fund	230,000
Contingency	50,000
Total Expenditures	62,409,894

**Section 1 B.** It is estimated that the following revenues will be available in the **General Fund** for the fiscal year beginning July 1, 2011, and ending June 30, 2012:

Property Taxes	30,953,640
Sales Tax	5,600,000
Intergovernmental Revenues	13,366,931
Service Fees and Other Revenues	6,910,272
Appropriated Fund Balance	5,579,051
Total Revenues	62,409,894

**Section 1 C.** There is hereby levied a tax at the rate of eighty cents/.80 per one hundred dollars (\$100) valuation of property listed as of January 1, 2011, for the purpose of raising revenue included in "Property Taxes" in the General Fund in Section 1 B of this ordinance. This rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$3,850,000,000 and an estimated collection rate of 94.83%.

**Section 2 A. (Fund 11)** The following amounts are hereby appropriated in the **Employee Insurance Fund** for the needs of the County for the fiscal year beginning July 1, 2011, and ending June 30, 2012, in accordance with the chart of accounts heretofore established for this County:

Claims Paid-Health Insurance	3,400,000
Premiums Paid-Life Insurance	100,000
Administrative Costs	420,000
Total Expenditures	3,920,000

**Section 2 B.** It is estimated that the following revenues will be available to the **Employee Insurance Fund** for the fiscal year beginning July 1, 2011, and ending June 30, 2012:

Payroll Deductions-From General Fund	1,600,000
Deductions –Life Insurance	100,000
Fund Balance Appropriated	2,168,000
Refunds/Interest on Investments	52,000
Total Revenues	3,920,000

**Section 3 A. (Fund 14)** The following amounts are hereby appropriated in the **Vehicle Replacement Fund** for the purchase of replacement vehicles for the fiscal year beginning July 1, 2011, and ending June 30, 2012, in accordance with the chart of accounts heretofore established for this County:

Capital Outlay - Vehicles	330,000
Capital Reserve	0
Vehicle Auction Expense	33,000
Total Expenditures	363,000

**Section 3 B.** It is estimated that the following revenues will be available to the **Vehicle Replacement Fund** for the fiscal year beginning July 1, 2011, and ending June 30, 2012:

Transfer from General Fund	230,000
Sale of Vehicles	8,000
Fund Balance Appropriated	125,000
Total Revenues	363,000

**Section 4 A. (Fund 15)** The following amounts are hereby appropriated in the **Federally Seized Property Fund** for the operation of the Sheriff's Department Drug and Controlled Substance Programs for the fiscal year beginning July 1, 2011, and ending June 30, 2012, in accordance with the chart of accounts heretofore established for this County:

Federally Seized Property Program	20,000
Total Expenditures	20,000

**Section 4 B.** It is estimated that the following revenues will be available to the **Federally Seized Property Fund** for the fiscal year beginning July 1, 2011, and ending June 30, 2012:

Forfeited Drug Proceeds	10,000
Interest	1,000
Fund Balance Appropriated	9,000
Total Revenues	20,000

**Section 5 A. (Fund 16)** The following amounts are hereby appropriated in the **Controlled Substance Program Fund** for the operation of the Sheriff's Department Drug and Controlled Substance Programs for the fiscal year beginning July 1, 2011, and ending June 30, 2012, in accordance with the chart of accounts heretofore established for this County:

Controlled Substance Program	20,000
Total Expenditures	20,000

**Section 5 B.** It is estimated that the following revenues will be available to the **Controlled Substance Program Fund** for the fiscal year beginning July 1, 2011, and ending June 30, 2012:

Controlled Substance Tax	10,000
Fund Balance Appropriated	10,000
Total Revenues	20,000

**Section 6 A. (Fund 20)** The following amounts are hereby appropriated in the **Capital Reserve Fund** for the fiscal year beginning July 1, 2011, and ending June 30, 2012, in accordance with the chart of accounts heretofore established for this County.

Economic Development Projects	0
Bond Debt Service Reserve	0
Transfer to General Fund – School Debt	0
Total Expenditures	0

**Section 6 B.** It is estimated that the following revenues will be available to the **Capital Reserve Fund** for the fiscal year beginning July 1, 2011, and ending June 30, 2012.

Transfer from General Fund	0
Fund Balance Appropriated	0
Total Revenues	0

**Section 7 A. (Fund 21)** The following amounts are hereby appropriated in the **School Capital Fund** for the expenditures associated with the debt service and other school capital projects funded by the State and County for the fiscal year beginning July 1, 2011, and ending June 30, 2012, in accordance with the chart of accounts heretofore established for this County:

Transfer to General Fund – Debt Service	1,500,000
Capital Reserve	211,335
Total Expenditures	1,711,335

**Section 7 B.** It is estimated that the following revenues will be available to the **School Capital Fund** for the fiscal year beginning July 1, 2011, and ending June 30, 2012:

Sales Tax-Art 40	525,000
Sales Tax-Art 42	1,075,000
Interest on Investments	10,000
Fund Balance Appropriated	101,335
Total Revenues	1,711,335

**Section 8A. (Fund 22)** The following amounts are hereby appropriated in the **Transportation Fund** for the maintenance of the County's Transportation system for the fiscal year beginning July 1, 2011, and ending June 30, 2012, in accordance with the chart of accounts heretofore established for this County:

Transportation Program	952,706
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**Section 8 B.** It is estimated that the following revenues will be available to the **Transportation Fund** for the fiscal year beginning July 1, 2011, and ending June 30, 2012:

Reimb-State-Vehicles	78,300
Grant-State	223,059
Grant-Rural General Public	49,299
Supplemental RGP	43,617
Rural General Public-Ticket Sales	12,000

Grant-EMP and Supplemental	27,436
Grant-EDTAP and Supplemental	84,575
Loop Fares and Other Trips	425,150
Other Revenue	9,270
Fund Balance Appropriated	0
Total Revenues	952,706

**Section 9 A. (Fund 23)** The following amounts are hereby appropriated in the **Tire Disposal Fund** for the fiscal year beginning July 1, 2011, and ending June 30, 2012, in accordance with the chart of accounts heretofore established for this County:

Tire Disposal	130,000
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**Section 9 B.** It is estimated that the following revenues will be available to the **Tire Disposal Fund** for the fiscal year beginning July 1, 2011, and ending June 30, 2012:

Tire Disposal - State Fees	60,000
State Grant – Tire Disposal	20,000
Transfer from Solid Waste Fund	50,000
Total Revenue	130,000

**Section 10 A. (Fund 24)** The following amounts are hereby appropriated in the **E911 Fund** for the emergency telephone system during the fiscal year beginning July 1, 2011, and ending June 30, 2012, in accordance with the chart of accounts heretofore established for this County:

E911 Appropriation	382,440
--------------------	---------

**Section 10 B.** It is estimated that the following revenues will be available to the **E911 Fund** for the fiscal year beginning July 1, 2011, and ending June 30, 2012:

E911 Revenue – State	382,440
Total Revenues	382,440

**Section 11 A. (Fund 25)** The following amounts are hereby appropriated in the **Revaluation Fund** for the revaluation of property in Lenoir County for the fiscal year beginning July 1, 2011, and ending June 30, 2012, in accordance with the chart of accounts heretofore established for this County:

Revaluation	54,460
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**Section 11 B.** It is estimated that the following revenues will be available to the **Revaluation Fund** for the fiscal year beginning July 1, 2011, and ending June 30, 2012:

Property Tax Revenues 2011 Levy	54,460
Total Revenues	54,460

**Section 12 A. (Fund 27)** The following amounts are hereby appropriated in the **Automation-Preservation Fund** for the fiscal year beginning July 1, 2011 and ending June 30, 2012, in accordance with the chart of accounts heretofore established for this County:

Automation-Preservation	24,000
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**Section 12 B.** It is estimated that the following revenues will be available to the **Automation-Preservation Fund** for the fiscal year beginning July 1, 2011, and ending June 30, 2012.

Automation – Preservation Fees	21,000
Interest on Investments	500
Fund Balance Appropriated	2,500
Total Revenues	24,000

**Section 13 A. (Fund 40)** The following amounts are hereby appropriated in the **Capital Improvements Program Fund** for the capital projects for the fiscal year beginning July 1, 2011 and ending June 30, 2012, in accordance with the chart of accounts heretofore established for this County:

<b>Economic Development</b>	
Hangar Agreement	40,000
Smithfield-Deli	100,000
West Company	200,000
Dupont-Sorona-County	125,000
Electrolux	100,000
S.I.S.-County	10,300
Premier Trailers	4,000
West Company II	100,000
Sanderson Processing	300,000
Sanderson Hatchery	40,000
Sanderson Feed Mill	65,000
Best Diamond	15,000
Mother Earth Brewery	4,867
Dopaco II	97,000
Electrolux II	63,000
Spirit Aerosystems - Alpha	206,100
Spirit Aerosystems - Beta	180,570
Spirit Aerosystems - Delta	1,945
DuPont – Project POI	25,000
Masterbrand Cabinets II	18,600
Industrial Development Engineering/Design	5,000
Shell Building #3 Interest	50,800
	Subtotal
	1,752,182
<b>Community Development</b>	
Lenoir Community College-Capital	100,000
Parks & Recreation-Capital	75,000
Hwy 70 Corridor Project	25,000
	Subtotal
	200,000
<b>Buildings &amp; Grounds</b>	
Building Upgrades	0
	Subtotal
	0
	Total Expenditures
	1,952,182

**Section 13 B.** It is estimated that the following revenues will be available to the **Capital Improvements Program Fund** for the fiscal year beginning July 1, 2011, and ending June 30, 2012:

Transfer from General Fund	1,952,182
Total Revenues	1,952,182

**Section 14 A. (Funds 50-60, 62)** The following amounts are hereby appropriated in the **Fire District Funds** for the operation of volunteer fire departments for the fiscal year beginning July 1, 2011, and ending June 30, 2012, in accordance with the chart of accounts heretofore established for this County:

Fire Districts	1,290,299
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**Section 14 B.** It is estimated that the following revenues will be available to the **Fire District Funds** for the fiscal year beginning July 1, 2011, and ending June 30, 2012:

North Lenoir	376,765
Southwood	137,074
Sandy Bottom	176,833
Deep Run	97,786
Seven Springs	17,434
Hugo	118,314
Sand Hill	66,593
Cherry Tree	86,855
Mosely Hall	93,692
Wyse Fork	22,570
Griflon	16,383
Global Transpark-Kinston	80,000
Total Revenues	1,290,299

**Fund 50.** There is hereby levied a tax at the rate of four and one-half cents/.045 per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2011, located within the **North Lenoir Fire District** for the purpose of supplementing the revenues of the **North Lenoir Fire Department**.

**Fund 51.** There is hereby levied a tax at the rate of seven cents/.07 per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2011, located within the **Southwood Fire District** for the purpose of supplementing the revenues of the **Southwood Fire Department**.

**Fund 52.** There is hereby levied a tax at the rate of eight cents/.08 per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2011, located within the **Sandy Bottom Fire District** for the purpose of supplementing the revenues of the **Sandy Bottom Fire Department**.

**Fund 53.** There is hereby levied a tax at the rate of four cents/.04 per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2011, located within the **Deep Run Fire District** for the purpose of supplementing the revenues of the **Deep Run Fire Department**.

**Fund 54.** There is hereby levied a tax at the rate of four cents/.04 per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2011, located within the **Seven Springs Fire District** for the purpose of supplementing the revenues of the **Seven Springs Fire Department**.

**Fund 55.** There is hereby levied a tax at the rate of four cents/.04 per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2011, located within the **Hugo Fire District** for the purpose of supplementing the revenues of the **Hugo Fire Department**.

**Fund 56.** There is hereby levied a tax at the rate of seven cents/.07 per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2011, located within the **Sand Hill Fire District** for the purpose of supplementing the revenues of the **Sand Hill Fire Department**.

**Fund 57.** There is hereby levied a tax at the rate of eight cents/.08 per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2011, located within the **Cherry Tree Fire District** for the purpose of supplementing the revenues of the **Cherry Tree Fire Department**.

**Fund 58.** There is hereby levied a tax at the rate of four cents/.04 per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2011, located within the **Mosely Hall Fire District** for the purpose of supplementing the revenues of the **Mosely Hall Fire Department**.

**Fund 59.** There is hereby levied a tax at the rate of six and one-half cents/.065 per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2011 located within the **Wyse Fork Fire District** for the purpose of supplementing the revenues of the **Wyse Fork Fire Department**.

**Fund 60.** There is hereby levied a tax at the rate of three cents/.03 per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2011, located within the **Griffon Fire District** for the purpose of supplementing the revenues of the **Griffon Fire Department.**

**Fund 62.** There is hereby levied a tax at the rate of three cents/.045 per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2011, located within the **Global Transpark Fire District** for the purpose of supplementing the revenues of the **Kinston Fire Department.**

**Section 15 A. (Fund 66)** The following amounts are hereby appropriated in the **Solid Waste Management Fund** for the operation of the collection and disposal of solid waste for the fiscal year beginning July 1, 2011, and ending June 30, 2012, in accordance with the chart of accounts heretofore established for this County:

Solid Waste Management	3,421,113
------------------------	-----------

**Section 15 B.** It is estimated that the following revenues will be available to the **Solid Waste Management Fund** for the fiscal year beginning July 1, 2011 and ending June 30, 2012:

Landfill Fees	1,900,000
Household User Fees	1,000,000
Recycling and Other Revenues	10,000
White Goods Tax Distribution	17,500
White Goods Grant	15,000
Solid Waste Disposal Tax	25,000
Sale of Scrap Metal	25,000
Miscellaneous	3,200
Interest on Investment	5,000
Retained Earning Appropriated	420,413
Total Revenues	3,421,113

**Section 16 A. (Fund 70)** The following amounts are hereby appropriated in the **Smart Start-Family Caregiver Fund** for the operation of the Family Caregiver Program for the fiscal year beginning July 1, 2011, and ending June 30, 2012, in accordance with the chart of accounts heretofore established for this County:

Family Caregiver Program	136,962
--------------------------	---------

**Section 16 B.** It is estimated that the following revenues will be available to the **Smart Start-Family Caregiver Fund** for the fiscal year beginning July 1, 2011, and ending June 30, 2012:

Smart Start Revenues	136,962
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**Section 17.** The Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a. He may transfer amounts between line item expenditures within a department without limitation and without a report being required. These changes should not result in increases in recurring obligations such as salaries.
- b. He may transfer amounts up to \$2,500 between departments, including contingency appropriations, within the same fund. He must make an official report on such transfers at the next regular meeting of the Board of Commissioners.
- c. He may not transfer any amounts between funds, except as approved by the Board of Commissioners in the Budget Ordinance as amended.

**Section 18.** Copies of this Budget Ordinance shall be furnished to the Clerk to the Board of Commissioners and to the Budget Officer and Finance Officer to be kept on file by them for their direction in the disbursement of funds.

**AMENDMENTS**

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

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

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

Pharo \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

George W. Graham, Jr., Chairman \_\_\_\_\_ Date \_\_\_\_\_

Attest-Clerk to Board of Comm. \_\_\_\_\_ Date \_\_\_\_\_

County Manager \_\_\_\_\_

**PROCLAMATION  
HONORING SOCIAL SERVICES EMPLOYEEES**

- WHEREAS,** March is Professional Social Work Month; and,
- WHEREAS,** April is Eligibility Professionals Appreciation Month; and,
- WHEREAS,** April 27, 2011 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, 8, 2011 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 COMMISSIONERS**

\_\_\_\_\_  
George W. Graham, Jr. - Chairman

\_\_\_\_\_  
Clerk to the Board

Date: \_\_\_\_\_

Item NO. 8

BUDGET ORDINANCE AMENDMENT: GENERAL FUND:PROCESS FUNDS: \$3,490. INCREASE



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

FY 2010 - 2011

Appropriations

Budget Amendment # \_\_\_\_\_

Date Approved \_\_\_\_\_

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		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>			
10-3329-3624 Senior Health Ins Information Program	3,490.00	10-4201-6034 COOP EXT - SHIP GRANT	3,490.00		
Total	3,490.00	Total	3,490.00		

**Reason and Justification for Request:**

To appropriate the revenue and expenditure budget amounts for the Senior Health Insurance Information Program (SHIIP) that were approved by the Commissioner on April 4, 2011 - Item #15.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Marti</i>	5/20/11	<i>Martha H. Marti</i>	5/20/11
Budget Officer Approval	Date		
<i>Michael W. Johnson</i>	5/23/11		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

Item No. 9

BUDGET ORDINANCE AMENDMENT; TRUST & AGENCY FUND;  
EXTENSION-FAMILY CAREGIVER: \$14,250. INCREASE



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

FY 2010 - 2011  
Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
TRUST AND AGENCY		EXTENSION-FAMILY CAREGIVER		70-3580-3600 EXCEPT CHILD ASST CENTER 70-5830-6900 CONTRACTED SERVICES	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>			Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input checked="" type="checkbox"/>		
<b>REVENUES</b>			<b>EXPENDITURES</b>		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u> 70-3580-3600 EXCEPTIONAL CHILDREN'S ASST. CTR	14,250.00	<u>INCREASE</u> 70-5830-6900 CONTRACTED SERVICES	14,250.00		
Total	14,250.00	Total	14,250.00		

**Reason and Justification for Request:**  
TO SET UP AND APPROPRIATE FUNDS FOR THE EXCEPTIONAL CHILDREN'S ASSISTANCE CENTER (ECAC) FINANCIAL SUPPORT. THE COMMISSIONERS APPROVED THE ACCEPTANCE OF THESE FUNDS ON APRIL 4, 2011, ITEM #14. THIS IS IN CONJUNCTION WITH LENOIR COUNTY COOP EXTENSION BEING RECOGNIZED AS THE SOUTHEASTER CENTER FOR PARENT AS TEACHERS EDUCATIONAL PROGRAM. THE FUNDS WILL BE USED TO SUPPORT SALARIES, SUPPLIES, TRAINING AND TRAVEL AND WILL SUPPLEMENT THE SMART START PROGRAM.

Department Head Approval <i>Jammy O'Keefe</i>	Date 5-20-11	Finance Officer Approval <i>Maria H. Martin</i>	Date 5/23/11
Budget Officer Approval <i>Murriel W. Jarman</i>	Date 5/23/11		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

Item No. 10

BUDGET ORDINANCE AMENDMENT: GENERAL FUND;  
RURAL ADVANCE FOUND INTNTL (RAFI): \$22,596. INCREASE



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

FY 2010 - 2011  
Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		RURAL ADVANCEMENT FOUNDATION INTERNATIONAL		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		
INCREASE		INCREASE			
10-3329-3629 Grant-Rural Advance Found Intnt'l (RAFI)	22,596.00	10-4951-1260 Salaries/Wages-Part-Time	6,000.00		
		10-4951-1810 Employer-FICA	372.00		
		10-4951-1811 Employer-Medicare	87.00		
		10-4951-2900 Other Supplies	670.00		
		10-4951-3500 Maint/Repairs-Bldgs&Grnds	14,385.00		
		10-4951-5999 Capital Items <\$5,000	1,082.00		
Total	22,596.00	Total	22,596.00		

**Reason and Justification for Request:**  
 TO SET UP AND APPROPRIATE FUNDS FOR THE RURAL ADVANCEMENT FOUNDATION INTERNATIONAL (RAFI) GRANT. THE COMMISSIONERS APPROVED THE ACCEPTANCE OF THESE FUNDS ON APRIL 4, 2011, ITEM #15 ADDENDUM. THESE FUNDS WILL BE USED TO SUPPORT THE FARMERS' MARKET BY PROVIDING FUNDS FOR RENOVATIONS AND FUNDING FOR THE MARKET MANAGER.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Jimmy O'Keefe</i>	5-26-11	<i>Maida N. Maiti</i>	5-26-2011
Budget Officer Approval	Date		
<i>Michelle Farman</i>	5/26/11		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

Item No. 11

BUDGET ORDINANCE AMENDMENT: GENERAL/TIRE DISPOSAL/SOLID WASTE  
 FINANCE: \$60,800. INCREASE



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

Page 1 of 3

FY 2010 - 2011  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
General/Tire Disposal/Solid Waste		VARIOUS		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		
<b>INCREASE</b>		<b>INCREASE</b>			
10-3100-1700	Tax Penalties & Interest	15,000.00			
10-3260-1100	Tax-Motor Vehicle Rentals	7,000.00			
10-3260-1101	Heavy Equip Rental Tax	4,500.00			
10-3322-3100	Beer & Wine Taxes	68,000.00			
10-3325-3520	Gas Tax Refund	300.00			
10-3431-4110	Sher Fees-Conc Weap App-State	7,000.00			
10-3431-4111	Sher Fees-Conc Weap App-Cnty	3,500.00			
10-3431-4113	Sheriff-Reimb-LaGrange	13,000.00			
10-3433-4110	Inspections-Permit Fees	30,000.00			
10-3433-4130	Planning Fees	500.00			
10-3437-3100	EMS-Medicaid Reimbursement	169,484.00			
10-3437-4100	Emerg Med Service-Fees	30,000.00			
10-3834-8605	Rent-Sign Hwy 11 & 55	1,200.00			
10-3834-8611	Rent-Livestock Arena	2,400.00			
10-3838-3300	Law Enforcement Reserve	1,500.00			
10-3840-4011	Occupancy & Tourism Tax-3%	35,000.00	10-4201-6107	Occupancy & Tourism Tax-3%	35,000.00
10-3840-4012	5% Collect Fee-Occupany & Tourism	1,750.00	10-4360-1930	Prof Fees-Medical Examiner	10,000.00
10-3840-4014	Collect Fee-1-1/2%-Pink Hill	500.00			
10-3840-4015	Collect Fee-1-1/2%-Kinston	15,000.00			
<b>SUBTOTAL-PAGE 1</b>		<b>405,634.00</b>	<b>SUBTOTAL-PAGE 1</b>		<b>45,000.00</b>

Continued on Page 2

**Reason and Justification for Request:**

Budget Amendment to adjust budgeted revenue and expenditures to more accurately reflect actual revenues and expenditures for eleven (11) months of FY 10-11 and project ending balances through August 15, 2011.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	6/1/2011	<i>Martha H. Martin</i>	6/1/2011
Budget Officer Approval	Date		
<i>Michael W. Jarmen</i>	6/2/11		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy



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

Page 2 of 3  
 FY 2009 - 2010  
 Appropriations

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

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
General/Tire Disposal/Solid Waste	VARIOUS	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
<b>DECREASE</b>		
10-3320-3100 Jail Fees/FICA Benefits	(30,000.00)	Continued from Page 1
10-3323-3300 Court Facility Fees	(20,000.00)	
10-3991-9910 Fund Balance Appropriated	(310,634.00)	
SUBTOTAL-PAGE 2		-360,634.00
SUBTOTAL-PAGE 2		0.00

Continued on Page 3

**Reason and Justification for Request:**

Budget Amendment to adjust budgeted revenue and expenditures to more accurately reflect actual revenues and expenditures for eleven (11) months of FY 10-11 and project ending balances through August 15, 2011.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Maude H. Marti</i>	6/1/2011	<i>Maude H. Marti</i>	6/1/2011

Budget Officer Approval	Date
<i>Michael W. Jarmon</i>	6/2/11

Board Approval (When Applicable)	Date	Date of Minutes
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**LENOIR COUNTY, NORTH CAROLINA**  
**BUDGET AMENDMENT REQUEST**

Page 3 of 3  
 FY 2010 - 2011  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
General/Tire Disposal/Solid Waste		VARIOUS		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
<b>INCREASE</b>			<b>INCREASE</b>		Continued from Page 2
23-3472-4010	Tire Disposal Fees-State	2,100.00			
23-3472-4011	Grant-Tire Disposal	7,600.00			
66-3472-4010	Landfill-Household Fee	6,000.00	66-4720-2120	Uniforms	6,000.00
66-3991-9910	Retained Earnings Appropriated	159,800.00	66-4720-4800	Indirect Costs To General Fund	19,500.00
<b>DECREASE</b>			<b>DECREASE</b>		
23-3979-9800	Transfer from Solid Waste	(9,700.00)			
66-3472-4000	Landfill User Fees-Cash	(150,000.00)	66-4720-8503	Transfer to Tire Disposal Fund	(9,700.00)
SUBTOTAL-PAGE 3		15,800.00	SUBTOTAL-*PAGE 3		15,800.00
<b>TOTAL</b>		<b>60,800.00</b>	<b>TOTAL</b>		<b>60,800.00</b>

**Reason and Justification for Request:**

Budget Amendment to adjust budgeted revenue and expenditures to more accurately reflect actual revenues and expenditures for eleven (11) months of FY 10-11 and project ending balances through August 15, 2011.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	6/1/2011	<i>Martha H. Martin</i>	6/1/2011
Budget Officer Approval	Date		
<i>Michael W. [Signature]</i>	6/2/11		
Board Approval ( When Applicable)	Date	Date of Minutes	

Item No. 12

BUDGET ORDINANCE AMENDMENT: GENERAL/CAPITAL PROJECTS FUND  
 TRANSFERS-OTHER FUNDS/GAS LINE-OTHER FUNDING: \$949,110.24 INCREASE



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

FY 2010 - 2011  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL CAPITAL PROJECTS		TRANSFERS-OTHER FUNDS GAS LINE - OTHER FUNDING		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>			
10-3991-9910 Fund Balance Appropriated	820,158.87	10-9800-8519 Trnsf to Capital Projects Fund	820,158.87		
43-3915-9106 City of Kinston Contribution	64,475.69	43-8158-5800 Other Funding - Construction	128,951.37		
43-3915-9107 Trnsf from Gen Fund-Gas Line Proj	64,475.68				
<b>SUBTOTAL</b>		949,110.24	<b>SUBTOTAL</b>	949,110.24	

**Reason and Justification for Request:**

To transfer County's contribution for the Gas Line project to the Capital Projects' Fund and to correct the original budgeted lines for the County's contribution and the City of Kinston's contribution to the project. Original budgets for each were \$755,683.19 & \$755,683.18 and the final budgets after construction were \$820,158.87 each.  
 (See attached G-8 E)

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Marti</i>	5/19/11	<i>Martha H. Marti</i>	5/19/11
Budget Officer Approval	Date		
<i>Michael W. Freeman</i>	5/19/11		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

ITEM NO. 00

BUDGET ORDINANCE AMENDMENT: CAPITAL PROJECTS FUND: SANDERSON GAS LINE PROJECT: \$1,634,366.37. INCREASE



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

#10

FY 2010 - 2011  
Appropriations

Budget Amendment # G-8  
Date Approved \_\_\_\_\_

Distribution - Finance Office:

8-510 RA

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
CAPITAL PROJECTS		SANDERSON GAS LINE		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	Account # and Title	Amount
<b>INCREASE</b>		<b>INCREASE</b>			
43-3915-9107	LENOIR COUNTY CONTRIBUTION	755,683.19	43-8158-1000	ADMINISTRATION	30,400.00
43-3915-9106	CITY OF KINSTON CONTRIBUTION	755,683.18	43-8158-1991	INSPECTIONS/COMMISSION	422,108.19
43-3915-9105	SANDERSON FARM CONTRIBUTION	123,000.00	43-8158-4991	CONTINGENCY	200,641.49
			43-8158-5800	CONSTRUCTION	981,216.69
<b>Total</b>		<b>1,634,366.37</b>	<b>Total</b>		<b>1,634,366.37</b>

**Reason and Justification for Request:**

BUDGET AMENDMENT TO SET UP ADDITIONAL REVENUE AND EXPENDITURE LINES FOR THE HWY 70 (SANDERSON FARMS) GAS LINE PROJECT. THE COUNTY WAS PREVIOUSLY AWARDED FUNDING FROM THE CDBG-ED FUND (\$1,000,000.), THE COMMERCE IDF FUND (\$500,000.), AND THE RURAL CENTER'S ECONOMIC DEVELOPMENT FUND (\$1,000,000.) IN THE AMOUNT OF \$2.5 MILLION DOLLARS. THESE ADDITIONAL FUNDS ARE NECESSARY TO SEE THE PROJECT TO COMPLETION.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Marta H. Marti</i>	7/30/10	<i>Marta H. Marti</i>	7/30/10
Budget Officer Approval	Date		
<i>Michael W. [unclear]</i>	7/30/10		
Board Approval (When Applicable)	Date	Date of Minutes	
<i>M. Davis</i> <i>S. Sutton</i>			

Finance Office - Copy

Department - Copy

Administration - Copy

BUDGET ORDINANCE AMENDMENT: INSURANCE FUND  
 EMPLOYEE INSURANCE: \$1,900,000. INCREASE



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

FY 2010 - 2011  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
INSURANCE		EMPLOYEE INSURANCE		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>		
11-3991-9910	Fund Balance Appropriated	1,270,000.00	11-4200-1830	Claims Paid - Health Insurance	1,850,000.00
11-3987-9804	Refunds	630,000.00	11-4200-1832	Administrative Costs	50,000.00
SUBTOTAL		1,900,000.00	SUBTOTAL		1,900,000.00

**Reason and Justification for Request:**  
 Budget Amendment to adjust budgeted revenue and expenditures to more accurately reflect actual revenues and expenditures for eleven (11) months of FY 10-11 and project ending balances through August 15, 2011. There has been a significant increase in the number of health insurance claims in the last quarter of this fiscal year.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Maisha H. Maisha</i>	5/19/11	<i>Maisha H. Maisha</i>	5/19/11

Budget Officer Approval	Date
<i>Michael Williams</i>	5/19/11

Board Approval (When Applicable)	Date	Date of Minutes

Item No. 14

BUDGET ORDINANCE AMENDMENT: GENERAL/CAPITAL RESERVE FUND/CAPITAL IMPROVEMENTS  
 ECONOMIC DEVELOPMENT/BOND DEBT RESERVE: \$6,892,778.90 INCREASE



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

FY 2010 - 2011  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL CAPITAL RESERVE CAPITAL IMPROVEMENTS		ECONOMIC DEVELOPMENT BOND DEBT RESERVE		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>			
10-3981-9801 Trnsf from Bond Debt Svc Fund	3,196,389.45	10-4200-7001 School Bond Debt Reserve	3,196,389.45		
20-3991-9910 Fund Balance Appropriated	3,196,389.45	20-9800-8501 Trnsf to Capital Improve Fund	500,000.00		
		20-9930-9800 Trnsf to Gen Fund-School Bonds	3,196,389.45		
		20-4920-6901 Economic Development	-500,000.00		
40-3980-9816 Trnsf from Cap Res Fund	500,000.00	40-4930-5121 Woodmen Project	500,000.00		
<b>SUBTOTAL</b>	<b>6,892,778.90</b>	<b>SUBTOTAL</b>	<b>6,892,778.90</b>		

**Reason and Justification for Request:**  
 To transfer the fund balance of Fund 20 (Capital Reserve Fund) to the General Fund and the Capital Improvements Fund. This transfer is necessary due to the implementation of GASB 54, which eliminates Capital Reserve Funds after July 1, 2011. The fund balance of the Capital Reserve Fund consisted of \$3,196,389.45, which was "assigned" for future school bond debt service and \$500,000, which was "banked" from the proceeds of the sale of Lenoir Memorial Hospital and "committed" by the Board to be used for a future Economic Development Project.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Marta H. Martin</i>	5/19/11	<i>Marta H. Martin</i>	5/19/11

Budget Officer Approval	Date
<i>Michael W. Farmer</i>	5/23/11

Board Approval ( When Applicable)	Date	Date of Minutes

Finance Office - Copy

Department - Copy

Administration - Copy

**INTRODUCED BY:** Michael Jarman, County Manager **DATE:** 06/06/11 **ITEM NO.:** 15

Resolution Authorizing the Award of a Contract for Demolition Services for the  
2009 CDBG Scattered Site Project: \$4,222

**SUBJECT AREA:** Community Development

**ACTION REQUESTED:**

Award a contract to the lowest, qualified bidders for the services of a demolition contractor in the 2009 Community Development Block Grant Scattered Site Project:

**HISTORY/BACKGROUND:**

Lenoir County was awarded an additional \$80,000 for the CDBG Scattered Site project on April 8, 2011. This project will allow the clearance of an existing dilapidated dwelling and the replacement of that dwelling in the LaGrange area of the County. Bids were taken for the demolition of that structure on May 20, 2011. The contract will specify that the contractor will be allowed to do only that approved structure, and only the activities specified by the county and/or the project administrator.

**EVALUATION:**

On May 20, 2011, bids were received from three demolition contractors for the demolition of one structure. The bids that were received are on the attached Bid Recap Sheet. The following contractor is recommended.

203 E. Boundary Street, LaGrange	Rick Bostic Constr/Demo.	\$4,222.00
----------------------------------	--------------------------	------------

The recommendation for award is to the lowest qualified bidder.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

  
Initials

**RESOLUTION: NOW THEREFORE, BE IT RESOLVED** by the Lenoir County Board of Commissioners that the contract for demolition of one structure in the 2009 CDBG Scattered Site Project be awarded and executed by the Lenoir County Manager with

203 E. Boundary Street, LaGrange      Rick Bostic Constr/Demo      \$ 4,222.00

Funding Source      46-4962-5800      \$4,222.00

**AMENDMENTS:**

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

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

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

Pharo \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
George W. Graham Jr., Chairman      06/06/11  
Date

\_\_\_\_\_  
ATTEST      06/06/11  
Date

**INTRODUCED BY:** Michael Jarman, County Manager **DATE:** 06/06/11 **ITEM NO.:** 16

Resolution to Approve Purchase Orders to Acquire Hardware and Software for the Purpose of Converting to Digital Document Storage not to exceed \$121,500

**SUBJECT AREA:** Purchases/Bids

**ACTION REQUESTED:**

The Board is requested to approve purchase orders in the amount of \$82,000 to Team IA to purchase server and digital storage space, \$31,000 to COECO to purchase imaging software, and \$8,500 to CDS to purchase server licenses, not to exceed a total of \$121,500 for the purpose of converting to digital document storage.

**HISTORY/BACKGROUND:**

The Department of Social Services utilizes office space and off-site storage to accommodate the large and growing number of records that are required to be retained by the Federal and State government. The records in the off-site storage facility are damaged by mold and mildew and we have no room in the agency to store records. We store all files in the building in boxes or in filing cabinets and our off-site case records in boxes. Our caseloads have increased steadily over the years and we are predicted to see a 50% increase in Medicaid caseloads in 2014 as a result of Healthcare Reform, according to the North Carolina Department of Medical Assistance. The State and Federal governments create record retention schedules which range from Fiscal Year 2004 to permanent records. Our agency is facing issues with damaged records and a lack of space to house our increasing caseloads and record retention periods.

In 2012, the State will implement NCFAST, an automated case management system. The State recommends all agencies purchase a digital imaging system to fully utilize the new software provided by the State. The State is encouraging local agencies to automate in an effort to streamline and create efficiencies in service delivery.

We currently have 500 file cabinets, 1,344 shelves of files in our main file room, and approximately 1,500 boxes in the off-site storage building. An intra-department study showed that department employees spend an average of 4.5 hours per week working with current paper file system. Twelve percent of the department's salary and fringe budget is \$766,727 annually. We believe that a digital records storage system will create greater efficiencies and reduce the time staff spent locating and storing paper records. The Department also spends \$20,000 on office supplies, \$1,500 on on-site shredding services, and \$5,600 on renting off-site storage space each year to support our paper file system. Purchasing the hardware and software to support a digital records storage system would save administrative time and money. The costs of the digital storage system will save money compared to how we are operating now.

## **EVALUATION:**

The Lenoir County Department of Social Services desires to buy hardware and software for the purpose of converting to digital document storage at a price of \$121,500. We solicited quotes for digital storage solutions that range anywhere from \$121,500 (the proposed solution) to \$750,000. The determining factors, other than the initial purchase costs, are the proposed system has an ongoing annual maintenance cost of \$5,600 compared to other systems that ranged up to \$72,000 of annual costs and the proposed system will allow "Google-type" searches to quickly locate and retrieve stored case information. State and Federal revenues are available to reimburse 50% of this cost. The County cost is \$60,750. We are requesting to use administrative funds from lapsed salary in our current budget to fund this project. The lapsed salary funds are available because we froze several vacant positions until the new budget is completed and because of our 30%+ turnover rate.

We feel, in summary, the Department of Social Services could realize the following benefits by implementing a digital storage system:

1. Savings of administrative time spent filing or looking for records
2. Savings of office supplies and rental space
3. Improve customer service with quicker turnaround time.
4. Delay the need to request additional staff
5. Reduce lost benefits because of lost paperwork/files
6. Avoid damage of records because of inadequate storage facilities
7. Prepare the agency for implementation of NCFAST

## **MANAGER'S RECOMMENDATION:**

Respectfully recommend approval

  
INITIALS

## **RESOLUTION: NOW, THEREFORE BE IT RESOLVED** that

The Lenoir County Board of Commissioners approves purchase orders in the amount of \$82,000 to Team IA to purchase server and digital storage space, \$31,000 to COECO to purchase imaging software, and \$8,500 to CDS to purchase server licenses, total not to exceed \$121,500 for the purpose of converting to digital document storage.

**AMENDMENTS**

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

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

YEA VOTES: Brown \_\_\_\_\_ Daughety \_\_\_\_\_ Davis \_\_\_\_\_ Graham \_\_\_\_\_  
Pharo \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
George W. Graham Jr., Chairman      06/06/11  
Date

\_\_\_\_\_  
ATTEST                      Date

---

STATE OF NORTH CAROLINA

COUNTY OF LENOIR

---

**INTERLOCAL AGREEMENT  
BETWEEN THE TOWN OF PINK HILL, NORTH CAROLINA,  
AND LENOIR COUNTY, NORTH CAROLINA**

---

**THIS AGREEMENT**, made and entered into the \_\_\_\_ day of May, 2011, by and between the County of Lenoir, a subdivision of the State of North Carolina and a body politic, acting by and through its governing body, the Board of Commissioners (hereinafter referred to as "County") and the Town of Pink Hill, a body politic and corporate of the State of North Carolina, acting by and through its governing body, the Pink Hill Town Commission (hereinafter referred to as "Town");

**WHEREAS**, the County enforces the North Carolina Building Code in accordance with the provisions adopted by the Building Code Council and the Commissioner of Insurance; and

**WHEREAS**, the Town has an existing agreement for the County to extend its building inspection program to include the Town; and

**WHEREAS**, the County has adopted and enforces a Flood Damage Prevention Ordinance, and the Town has adopted such an Ordinance but does not have the facilities for enforcing it; and

**WHEREAS**, the Town has requested that the County enforce the Town's Flood Damage Prevention Ordinance within the Town, and the County has agreed to provide such services to the Town; and

**WHEREAS**, this Interlocal Agreement is made pursuant to the authority of North Carolina General Statutes §§ 160A-460 *et seq.* in order to set out the provisions and conditions under which said services will be provided to the Town by the County; and

**WHEREAS**, each governing body finds that the performance of this Agreement is in the best interest of both parties, that the undertaking will benefit the public;

**NOW THEREFORE**, the County and Town agree as follows:

1. **Purpose.** The purpose of this Interlocal Agreement is to set forth in writing the terms and conditions upon which the County will furnish to the Town flood damage prevention administration and enforcement within the Town.
2. **Term.** This Agreement shall cover the period of one (1) year beginning with the date hereof and it shall be automatically renewed from year to year unless one party shall give

the other written notice of its intention to terminate the agreement at the end of the then current term, such notice to be given at least ninety (90) days prior to the end of such current term.

3. **Services to be Provided.** The County shall provide administration and enforcement of the Town's Flood Damage Prevention Ordinance.
4. **Compensation.** The County will receive and retain as its compensation for the services provided the Town under this Agreement all fees provided by law for such services.
5. **Amendments.** Any amendments to this Agreement shall be in writing and executed by the County and the Town.

IN WITNESS WHEREOF, the Town of Pink Hill, upon authority duly given, has caused this instrument to be signed by its Mayor, attested by its Town Clerk, and its corporate seal affixed hereto; and Lenoir County, upon authority duly given, has caused this instrument to be signed by the Chairman of the County's Board of Commissioners, attested by the Clerk to the Board, and its corporate seal affixed hereto; all in duplicate originals, one of which is retained by each party, the day and year first above written.

County of Lenoir

*[Seal]*

by: \_\_\_\_\_  
Clerk to the Board

by: \_\_\_\_\_  
Chairman of Board of Commissioners

Town of Pink Hill

*[Seal]*

by: Kimberly Mitchell  
Town Clerk

by: Irva H. Brinson  
Mayor

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 6/6/11 **ITEM NO.** 18

**RESOLUTION:** Approving Easement Relocation Agreement with Adjoining Landowners in Courthouse Block.

**SUBJECT AREA:** Administrative

**ACTION REQUESTED:** The Board is requested to approve the attached easement relocation agreement for landowners at 104 and 106 S. Queen Street.

**HISTORY/BACKGROUND:** Construction of the new Lenoir County Jail has blocked access over the legally granted easement for landowners at 104 and 106 S. Queen Street from their back doors out to S. McLewean Street. Approval of the attached Easement Relocation Agreement will terminate the old easement to S. McLewean Street and grant a new easement to E. Caswell Street. The landowners agree to this change without any compensation from Lenoir County.

**EVALUATION:** Construction of the new jail will permanently block access over the exiting easement for 104 and 106 S. Queen Street. The new Easement Relocation Agreement will terminate the old easement and create a new easement to E. Caswell Street for the back entrances of 104 and 106 S. Queen Street. The owners of these properties agree to this change without any compensation from the County.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.



**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the old easement is terminated and a new easement is granted in the Courthouse block as shown on the attached proposed Easement Relocation Agreement. The Chairman and Clerk to the Board are authorized to sign the Easement Relocation Agreement and affix the County Seal.

**AMENDMENTS:**

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

**Yea Votes:** **Graham** \_\_\_ **Davis** \_\_\_ **Brown** \_\_\_ **Daughety** \_\_\_ **Pharo** \_\_\_  
**Rouse** \_\_\_ **Sutton** \_\_\_

\_\_\_\_\_  
**George W. Graham, Jr., Chairman**

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

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date

This instrument prepared by Robert W. Griffin, Attorney.

NORTH CAROLINA        ]  
  ]  
LENOIR COUNTY            ]

THIS EASEMENT RELOCATION AGREEMENT, made and entered into this 7th day of April, 2011, by and between LENOIR COUNTY, a body politic and one of the counties of the State of North Carolina, whose mailing address is P O Drawer 3289, Kinston, NC 28502, party of the first part; and CHARLES H. BOWEN and wife, BARBARA R. BOWEN, P O Box 696, Kinston, NC 28502; and RITCH PROPERTIES, LLC, 2215 Stallings Dr., Kinston, NC 28504 (hereinafter Property Owners”), parties of the second part;

WITNESSETH, that

WHEREAS, Property Owners own property which faces Queen Street and which has access to McLewean Street out the back doors of their properties across an easement over the courthouse lot owned by Lenoir County; and

WHEREAS, the property owned by Charles H. Bowen was conveyed to him by deed dated May 12, 1976, recorded in Book 689, Page 291 (second tract), Lenoir County Registry (104 S. Queen Street, PIN 4525 63 32 6537) and the property owned by Ritch Properties, LLC was conveyed to it by deed dated December 22, 2003, recorded in Book 1361, Page 429 (Parcel 1 & 9), Lenoir County Registry (106 S. Queen Street, PIN 4525 63 32 6533); and

WHEREAS, upon the conveyance of the properties to Property Owners they also received all rights of access to the back side of their properties held by their predecessors in title, including a 20-foot wide access easement from the back of their properties (which front on S. Queen Street) to S. McLewean Street along the area of the “Existing Alley” in Map

Book 5, Page 33, and the "Existing Access Easement" in Deed Book 771, Page 102, all as shown on the map in Plat Cabinet 12, Page 180; and

WHEREAS, Lenoir County currently has a building under construction which will house a new Lenoir County Jail, and it has become necessary to block off the easement which Property Owners have used to go from the back doors of their property to S. McLewean Street for the construction of this new building and the secure area which will surround the jail; and

WHEREAS, since the removal of some existing buildings on E. Caswell Street, it is no longer necessary for Property Owners to use the access to S. McLewean Street, as there is more direct access provided now to the public streets by way of E. Caswell Street; and

WHEREAS, for some time Property Owners have been using this back door access to and from E. Caswell Street rather than the legal access which still exists to S. McLewean Street, but which is no longer of practical use; and

WHEREAS, all parties desire to formalize the change in access by the execution of this agreement to close the easement to S. McLewean Street and open an easement to E. Caswell Street:

NOW, THEREFORE, pursuant to the foregoing, it is agreed between Lenoir County and the Property Owners as follows:

(1) Lenoir County does hereby grant, bargain, sell and convey to the Property Owners, their heirs and assigns, to be used as a part of the right of way and easement granted to them by the deeds by which they acquired their property, a perpetual right of way and easement for ingress, egress and regress over and upon the following portion of the land owned by Lenoir County:

Lying and being in Kinston Township, Lenoir County, North Carolina, and more particularly described as follows:

BEING all of Lots A and B as shown on a map entitled "Easement Survey for Lenoir County" dated March 22, 2011, prepared by Atlantic Surveying, P.A., recorded in Plat Cabinet 12, Page 284, Lenoir County Registry.

The Property Owners are granted easement rights only in the above land, while the underlying ownership is retained by Lenoir County.

(2) The Property Owners do hereby release, remise and quitclaim unto Lenoir County all right, title, and interest of the Property Owners in and to that certain portion of the existing alley and existing access easements over and upon the following portion of the land owned by Lenoir County:

Lying and being in Kinston Township, Lenoir County, North Carolina, and more particularly described as follows:

BEING all of Lots C, D, and E as shown on a map entitled "Easement Survey for Lenoir County" dated March 22, 2011, prepared by Atlantic Surveying, P.A., recorded in Plat Cabinet 12, Page 284, Lenoir County Registry.

The parties agree that the existing alley and existing access easements shall be closed and terminated.

(3) Lenoir County and the Property Owners agree that the following alleyway and easement agreements have been superceded by this Easement Relocation Agreement, and the following are terminated and declared null and void and no longer of any effect:

That 1919 alleyway agreement recorded in Book 62, Page 76, that 1925 agreement shifting the alley two feet to the north recorded in Book 79, Page 171, that 1952 agreement closing the alley to Queen Street and opening it to King Street as shown in Map Book 5, Page 33 and recorded in identical copies in Book 332, Page 400 and Book 342, Page 87, and the 1981 agreement with Lenoir County closing the alley to King Street and opening it to McLewean Street recorded in Book 771, Page 102, Lenoir County Registry.

IN TESTIMONY WHEREOF, the parties have caused the due execution of this instrument, the day and year first above written.

LENOIR COUNTY

[Affix County Seal]

By: \_\_\_\_\_

**COPY**  
George W. Graham, Jr., Chairman  
Board of County Commissioners

ATTEST:

**COPY**

\_\_\_\_\_  
Martha H. Martin  
Deputy Clerk to the Board

Charles H. Bowen (SEAL)  
Charles H. Bowen

Barbara R. Bowen (SEAL)  
Barbara R. Bowen

RITCH PROPERTIES, LLC

By: Orice A. Ritch, Jr. (SEAL)  
Orice A. Ritch, Jr., Manager

NORTH CAROLINA     ]  
COUNTY OF LENOIR    ]

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

WITNESS my hand and Notarial Seal this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

**COPY**  
\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

NORTH CAROLINA  
JONES COUNTY

I, a Notary Public of the County and state aforesaid, certify that CHARLES H. BOWEN and wife, BARBARA R. BOWEN, personally appeared before me this day and acknowledged the execution of the foregoing instrument.

Witness my hand and official stamp or seal, this 16th day of May, 2011.



Janice J. Rich  
Notary Public

My Commission Expires: September 11, 2012

NORTH CAROLINA

JONES COUNTY

I, Janice J. Rich, a Notary Public, do hereby certify that personally appeared before me this day **Orice A. Ritch, Jr., Manager of Ritch Properties, LLC, a North Carolina limited liability company**, and acknowledged on behalf of the company the due execution of the foregoing and annexed conveyance, for the purposes therein expressed.

WITNESS my hand and official stamp or seal, this 11<sup>th</sup> day of April, 2011.

Janice J. Rich  
Notary Public

My Commission Expires: 9-11-2012



D:\Client Files\Lenoir County\Courthouse Property\Bowen, Charles & Ritch OA-Easement Relo Agr.wpd



**INTRODUCED BY:** Michael Jarman, County Manager **DATE:** 06/06/11 **ITEM NO.** 19

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>
<b>Eastpointe Board Members</b> 2 <sup>nd</sup> Appearance	Rita Hodges Emily Moore (Re-Appointments)	June 2013
<b>East Carolina Workforce Development Board</b> 2 <sup>nd</sup> Appearance	Debbie Beech-Burrell Bruce Parson (Re-Appointments)	June 2013

**CURRENT VACANCIES:**

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

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

**Grifton Planning Board – One (1) Vacancy**

**CJPP – Three (3) Vacancies**

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

**MANAGER'S RECOMMENDATION:**

\_\_\_\_\_  
Initials

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

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Eastpointe Board Members 2 <sup>nd</sup> Appearance	Rita Hodges Emily Moore (Re-Appointments)	June 2013
East Carolina Workforce Development Board 2 <sup>nd</sup> Appearance	Debbie Beech-Burrell Bruce Parson (Re-Appointments)	June 2013

**AMENDMENTS:**

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

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

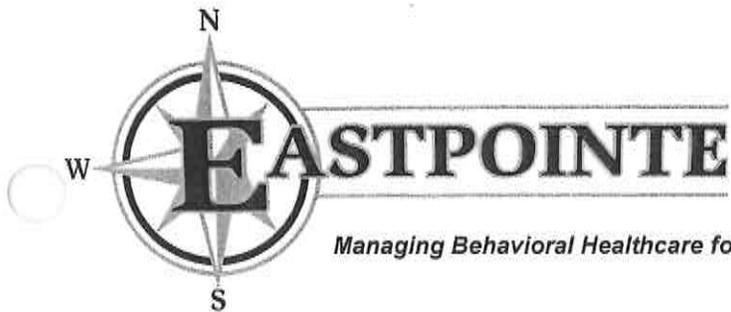
YEA VOTES: Brown \_\_\_\_\_ Daughety \_\_\_\_\_ Davis \_\_\_\_\_ Graham \_\_\_\_\_  
Pharo \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
George W. Graham, Jr., Chairman

06/06/11  
Date

\_\_\_\_\_  
ATTEST

06/06/11  
Date



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

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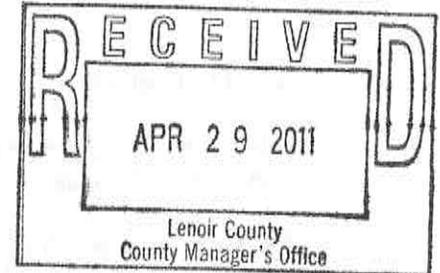
100 South James Street, Box B  
Goldsboro, NC 27530  
Fax: (910) 298-7180

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

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

April 21, 2011

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



Re: Re-Appointment of Eastpointe Board Members

Dear Mike:

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

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

Sincerely,

  
Ken Jones  
Eastpointe CEO

KEJ/cwp

Kenneth E. Jones, MPA  
Area Director/CEO

An Equal Opportunity/Affirmative Action Employer

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[www.eastpointe.net](http://www.eastpointe.net)

Lee Smith  
Board Chairman



May 5, 2011

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

Dear Mr. Graham:

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

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

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

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

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

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

Sincerely,

Tammy Childers  
Executive Director

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

1341 South Glenburnie Road • New Bern, NC 28562  
(252)636-6901 voice (252)638-3569 fax email: admin@ecwddb.org  
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