

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
MONDAY, JUNE 6, 2016 – 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

None Scheduled

PUBLIC COMMENTS

Scheduled: None

Non-Scheduled:

CONSENT AGENDA: 10 Min.

ACTION

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| 1. | Approval of Minutes: Regular Board Meeting: May 16, 2016.
Budget Work Session: May 16, 2016. | King |
| 2. | Budget Ordinance Amendment: General Fund: JCPC Parenting Matters: \$2,140.
Increase. | Kelly |

END OF CONSENT AGENDA

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS: 40 Min.

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| 3. | PUBLIC HEARING/LENOIR COUNTY BUDGET ORDINANCE INTRODUCTION
Public Hearing: Fiscal Year 2016-2017 Lenoir County Submitted Budget | Jarman/Board |
| 4. | Resolution Approving Purchase Order for Fast Forward Signs for Placement and
Removal of Mobile Advertisements: \$4,000. | Greene |
| 5. | Budget Ordinance Amendment: Process Funds: \$10,000. Increase. | Chestnutt |
| 6. | Budget Ordinance Amendment: Trust and Agency Fund: Finance/Extension-Family
Caregiver: \$5,000. Increase. | Kelly |
| 7. | Resolution Approving Contract with Johnny Stroud Painting for Removal and
Repainting of Walls in Lobby, Auditorium and Kitchen of the Lenoir County
Cooperative Extension Facility: \$6,150. | Kelly |
| 8. | Resolution Authorizing Lenoir County Health Department to Execute Purchase
Order Contract for TSI, Inc.: \$12,347.60 (includes shipping) for an 8038 PortaCount
Pro + Respirator Fit Tester and a Five Year Warranty Contract: \$4,590. totaling:
\$16,937.60. | Huff |

9. Resolution Authorizing Approval and Execution of Lease Agreement: Lease Period of July 1, 2016 through June 30, 2017: \$62,500. Board

APPOINTMENTS: 5 Min.

10. Resolution Approving Citizens to Boards, Commissions, Etc. **5 Min** Board

OTHER ITEMS: 10 Min.

11. **Items from County Manager** Board

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

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COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE
130 S. QUEEN ST., KINSTON, N.C.

Summary of Actions Taken at the May 16, 2016 Meeting

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| 1. | Approval of Minutes: Regular Board Meeting: May 2, 2016.
Budget Work Session: April 18, 2016. | Approved |
| 2. | Proclamation: Honoring Maceo Parker. | Approved |
| 3. | Proclamation: Mental Health Awareness Month. | Approved |
| 4. | Proclamation: Emergency Medical Services Week. | Approved |
| 5. | Proclamation: Foster Care Month. | Approved |
| 6. | Resolution for Abandonment from State Maintained Secondary Road System. | Approved |
| 7. | Resolution Approving Lease Agreement between John Wesley Creech, Sr., and Lenoir County Public Schools and North Lenoir High School Athletic Booster Club. | Approved |
| 8. | Resolution Authorizing Lenoir County Health Department to Execute Purchase Order for Paragard: \$4,500.60. | Approved |
| 9. | Resolution Authorizing Lenoir County Health Department to Execute Purchase Order for TheraCom: \$10,556. And Nexplanon: \$4,155: total: \$14,711. | Approved |
| 10. | Resolution Approving Purchase Order for Down East Protection Systems for the Installation of Security System at the Lenoir County Transit Office at 201 E. King Street, Kinston, North Carolina: \$6,844.06. | Approved |
| 11. | Resolution Approving the Resurfacing of Parking Lot at the Lenoir County Transit Office at 201 E. King Street, Kinston, North Carolina: \$23,974. | Approved |
| 12. | Resolution Approving Purchase Order for B&G Electronics: \$10,703.50. | Approved |
| 13. | Resolution Approving Purchase Order for Lawmen's: \$16,000. | Approved |
| 14. | Resolution Approving Purchase Order for American Uniform Sales: \$42,000. | Approved |
| 15. | Resolution Approving TANF Block Grant Funds for Child Day Care and Work First Employment Services: \$350,000. | Approved |
| 16. | Resolution Approving FY2016-2017 Lenoir County Home and Community Care Block Grant Funding Plan: \$472,258. | Approved |
| 17. | Resolution in Support of Improvements to Highway 11 N. | Approved |

MINUTES

LENOIR COUNTY BOARD OF COMMISSIONERS

May 16, 2016

The Lenoir County Board of Commissioners met in open session at 4:00 a.m. on Monday, May 16, 2016, in the Board of Commissioners' Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

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

Members Absent: None

Also present were: Michael W. Jarman, County Manager, Tracy Chestnutt, Finance Officer, Vickie F. King, Clerk to the Board, Joey Bryan, MIS Director, Robert Griffin, County Attorney, members of the general public and news media.

Chairman Hill called the meeting to order at approximately 4:00 p.m. Ms. Brown offered the Invocation and Mr. Davis led the audience in the Pledge of Allegiance.

PUBLIC INFORMATION:

Lucy Marston, Lenoir County Tourism, stated, it gives me great pleasure to present the 2016 Governor's Volunteer Service Awards for Lenoir County. This is the 37th year that the State of North Carolina has presented this award. Governor McCrory has called on North Carolinians to renew our efforts in volunteering in our communities. We have no better resources in North Carolina than our people, neighbors, family, friends, and coworkers. Just over 25% of the population in this state volunteers in some form and fashion, adding over \$5 billion in services to our economy. With the economy today, our needs could not be greater. Our recipients today have lived up to the true meaning and understanding of being a good neighbor every day by setting an example for others. They show what it means to give of self, by giving of their time, talents, money, and by being an integral part of our active community. It's been said that service to others is the rent we pay here on earth. I am pleased to introduce our two, 2016 Lenoir County Volunteer Service Awards recipients of the year. Our first recipient is Mr. Richard (Dick) Archie. Mr. Archie is receiving this award in the categories of lifetime, individual, and faith-based achievement. He has served on the Caswell Center Foundation as chairman since its conception in 1999. This foundation has a mission to enhance the quality of life for persons with intellectual and developmental disabilities and their families at Caswell Center and the 38 counties it serves.

He leads with his brilliant mind and a big heart. He is gentle and a hands on leader who has made a significant difference in countless lives that he's worked with in the foundation. He has also volunteered with Mary's kitchen for the past ten (10) years planning Sunday meals and serving as team leader.

Ms. Marston stated our second recipient is Mr. William Henry (Bill) Rowland. He is receiving this award in the area of individual senior achievement. Ms. Marston stated Mr. Rowland has spent fifty-seven (57) documenting the complete history of the CSS Neuse Iron Clad and he has been instrumental in the recovery of its remains. He has written several books and documented the recovery efforts and he has been a steadfast supporter. He has also been instrumental in the opening of the museum on Queen Street. In addition, he has been a Ham radio operator since 1983 and has volunteered his services to our emergency services department. Ms. Marston stated she has a copy of Mr. Rowland's certificate because he will be awarded the Medallion Award which is the state level for the Volunteer Service Award from Governor Pat McCrory at a reception in Raleigh, NC.

PUBLIC COMMENTS:

Geraldine Barbour, Chairperson, African-American Heritage Commission of Kinston and Lenoir County, thanked the Board for their support in the African-American Heritage efforts to have Kinston's first annual Funk Festival, Friday, May 27th and Saturday, May 28th. Ms. Barbour stated the Board has made it possible for them to have many opportunities to meet with other people and to spread the information about the purpose of their organization and they are very grateful for it. She encouraged everyone to take part in the different event areas such as the history of funk display at the Arts Council, and tour of the Kinston African American Music Trail. A meet and greet will be from 6-8 p.m. at the Adkin High School Complex located on Tower Hill Road. Saturday morning, a Cultural Fair will be held at Adkin High School followed by a tribute to Maceo Parker, and an evening of music and refreshments at 6 p.m.

CONSENT AGENDA:

1. Approval of Minutes: Regular Board Meeting: April May 2, 2016.
Budget Work Session: April 18, 2016.

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

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS:

Item No. 2 was a Proclamation honoring Maceo Parker. Ms. Brown read the proclamation. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 2 was unanimously approved.

Item No. 3 was a Proclamation honoring Mental Health Awareness Month. Ms. Brown read the proclamation. Upon a motion by Mr. Davis and a second by Mr. Best, Item No. 3 was unanimously approved.

Item No. 4 was a Proclamation honoring Emergency Medical Services Week. Tammy Pitt-Jones, Captain, EMS read the proclamation. Upon a motion by Mr. Daughety and a second by Mr. Davis, Item No. 4 was unanimously approved.

Item No. 5 was a Proclamation honoring Foster Care Month. Jeff Harrison, Deputy Director, DSS read the proclamation. Upon a motion by Mr. Best and a second by Mr. Davis, Item No. 5 was unanimously approved.

Item No. 6 was a Resolution for Abandonment from State Maintained Secondary Road System. Mr. Jarman, County Manager, stated the Board received this request from NCDOT. Daly Waldrop Road was split in half when the Harvey Parkway was completed and this section is a portion of the dead end of the parkway. All of the property along this road is owned by Parrot Farms LLC, and the one owner that owns the property has signed the petition asking that the road be abandoned because they want to move a gate to where the road meets their property because it's a dead end road or cul-de-sac and people tend to throw trash and there are different activities and loitering going on. Upon a motion by Mr. Rouse and a second by Ms. Brown, Item No. 6 was unanimously approved.

Item No. 7 was a Resolution Approving Lease Agreement between John Wesley Creech, Sr. and Lenoir County Public Schools and North Lenoir High School Athletic Booster Club. Mike Jarman, County Manager, stated this Board has to approve multi-year leases that Lenoir County School Board (LCPS) does. This lease was approved several years ago between John Wesley Creech, Sr., LCPS, and North Lenoir High School Athletic Booster Club. This is a tract of land near North Lenoir High School to allow athletes a safe area close to the school to practice. The lease agreement must be renewed every five years. At that time, either party has the right to extend the terms of the lease for an additional period of five years, provided the lessee notifies the lessor in writing of its intention to extend same and the rent shall be renegotiated and paid by the payor at that time. Upon a motion by Ms. Sutton and a second by Mr. Davis, Item No. 7 was unanimously approved.

Item No. 8 was a Resolution Authorizing Lenoir County Health Department to Execute Purchase Order for Paragard: \$4,500.60. Tracy Chestnutt, Finance Officer, asked the Board to authorize the Lenoir County Health Department to execute a purchase order for Paragard in the amount of \$4,500.60 for the purchase of Intrauterine Devices (IUD). The additional funding was made available for the Health Department from the Infant Mortality Reduction funds for long-term contraceptives. Upon a motion by Ms. Brown and a second by Mr. Best, Item No. 8 was unanimously approved.

Item No. 9 was a Resolution Authorizing Lenoir County Health Department to Execute Purchase Order for TheraCom: \$10,556. And Nexplanon: \$4,155: Total: \$14,711. Tracy Chestnutt, Finance Officer, asked the Board to grant permission to the Lenoir County Health Department to execute a purchase order to TheraCom for Nexplanon and Mirena for the amount of \$14,711.00. The additional funding was made available from the Infant Mortality Reduction funds for long-term contraceptives. Upon a motion by Mr. Davis and a second by Mr. Best, Item No. 9 was unanimously approved.

Item No. 10 was a Resolution Approving Purchase Order to Down East Protection Systems for the Installation of Security System at the Lenoir County Transit Office at 201 E. King Street, Kinston, North Carolina: \$6,844.06. Angie Greene, Transit Director, stated the Lenoir County Transportation Department began its operation in October 1994 with six vehicles to provide transportation to Lenoir County residents. The LCT Program is a partnership between the North Carolina Department of Transportation/Public Transportation Division (DOT/PTD) and Lenoir County Government. On November 3, 2014, the Lenoir County Board of Commissioners approved a resolution (Item No. 5C) allowing Lenoir County Transit to apply to NCDOT/PTD for Community Transportation Program Grant funds for FY 2015-2016. Included in the CTP grant was funding in the amount of \$6844.06 to cover the cost of a security system to provide better security for the Lenoir County Transit employees and equipment located inside the office building. There is a need for added security measures at LCT office to be diligent in maintaining the protection of LCT employees and its property. All local match monies will be generated by Transit revenues. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 10 was unanimously approved.

Item No. 11 was a Resolution Approving the Resurfacing of Parking Lot at the Lenoir County Transit Office at 201 E. King Street, Kinston, North Carolina: \$23,974. Angie Greene, Transit Director, stated. The Lenoir County Transportation Department began its operation in October 1994, to provide transportation to Lenoir County residents. The LCT Program is a partnership between the North Carolina Department of Transportation/Public Transportation Division (DOT/PTD) and Lenoir County Government. On November 3, 2014, the Lenoir County Board of Commissioners approved a resolution (Item No. 5C) allowing Lenoir County Transit to apply to NCDOT/PTD for Community Transportation Program Grant funds for FY 2015-2016. Included in the CTP grant was funding in the amount of \$23,974 to cover the cost of resurfacing the parking lot at Lenoir County Transit offices. There is a need for the resurfacing of the parking lot at LCT offices due to the current conditions of the parking lot. The parking lot poses a potential risk of personal injury or property damage for LCT employees, LCT equipment and the citizens of Lenoir County. To be diligent in maintaining the safety of LCT employees, its property and the safety of the citizens of Lenoir County, the resurfacing of LCT Parking lot is a necessity for the prevention of any loss. All local match monies will be generated by Transit revenues. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 11 was unanimously approved.

Item No. 12 was a Resolution Approving Purchase Order for B&G Electronics: \$10,703.50. Sheriff Ingram stated the Lenoir County Sheriff's Office currently issues deputies shotguns which are a quick and easy tool to use for protection, but currently, they are stored away from the deputy in the trunk. This does not allow the deputy to have quick access to these guns in emergency situations which could prevent them from protecting themselves or another person. By allowing the shotgun to be stored next to the deputy aids in preventing theft from the vehicle by securely locking the shotgun in a holder. We will install these in 30 patrol vehicles with cages when purchased. Upon a motion by Mr. Best and a second by Ms. Sutton, Item No. 12 was unanimously approved.

Item No. 13 was a Resolution Approving Purchase Order for Lawmen's: \$16,000. Sheriff Ingram stated the Lenoir County Sheriff's Office currently issues patrol rifles or shotguns to deputies for protection during long range incidents. Shotguns and rifles have different applications in the law enforcement field just as handguns have a specific purpose. Handguns are for close range protection and shotguns are for close to medium range protection and rifles are for medium to long range protection. With these different uses of weapons, a law enforcement officer is best equipped when he/she has access to all of these. The Sheriff's Office employees 67 sworn deputies, but only have 38 shotguns and 30 rifles, which leaves 29 deputies without shotguns and 37 deputies without rifles. We will purchase an additional 12 shotguns and 12 rifles to work towards having every deputy with a shotgun and rifle. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 13 was unanimously approved.

Item No. 14 was a Resolution Approving Purchase Order for American Uniform Sales: \$42,000. Sheriff Ingram stated the Lenoir County Sheriff's Office currently issues each deputy a bullet proof vest to wear while on duty. Approximately 80 to 90 % of these vests were all purchased at one time 5 years ago. These vests have a 5-year warranty which requires our agency to purchase vests for each officer every 5 years. We do not wish to purchase all the vests at one time. To assist with creating a revolving replacement cycle rather than all being purchased at once we will use current excess fuel funds to purchase 25 undershirt vests and 12 SRT vests this fiscal year. Another order will be placed in the 16-17 fiscal year with funds that have been requested in that budget. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 14 was unanimously approved.

Item No. 15 was a Resolution Approving TANF Block Grant Funds for Child Day Care and Work First Employment Services: \$350,000. Jeff Harrison, DSS Deputy Director, stated Lenoir County Department of Social Services Subsidized Child Care Program is a service-oriented program that is administered by local purchasing agencies (LPA's) that purchase child care services for low income and other eligible families. LPA's determines if families are qualified for child care services based on state and federal rules and requirements. Families of children ages 0-5 and families of children with special needs are eligible for subsidies if their countable income is less than or equal to 200% of the federal poverty level for the family size. Families of children ages 6-12 are eligible for subsidies if their countable income is less than or equal to 133% of the federal poverty level for the family size. Families may need child care for one of the following reasons – maintain employment or seek employment; pursue education or job training that leads to employment; Child Welfare Services; Child Protective Services or to meet the child's developmental need. In addition, eligible families are required to pay a portion of the cost of care based on countable income. To appropriately spend these funds, counties must document a child or a family with a child is being served. The child or family must have income at or below 200% of the federal poverty level, per Section 404(d) (3) (B) of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996. The funds are 100% TANF and will be reimbursed by the state. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 15 was unanimously approved.

Item No. 16 was a Resolution Approving FY2016-17 Lenoir County Home and Community Care Block Grant Funding Plan: \$472,258. Jeff Harrison, DSS Deputy Director, stated the Home and Community Care Block Grant began July 1, 1992. It is comprised of funding for in-home and community based services, currently available through the Division of Aging, as well as a portion of funding targeted for in-home and community-based services previously administered by North Carolina Division of Social Services. Funds from the Older Americans Act constitute approximately 45% of Home and Community Care Block Grant funding and are intended to develop and enhance comprehensive and coordinated community-based systems of services, opportunities, and protections for older adults. Future funds appropriated by the General Assembly for this purpose will also be included in the Home and Community Care Block Grant. Area Agencies on Aging will fund county programs on aging through grant agreements with Boards of County Commissioners and community service providers. Home and Community Care Block Grant funds provide services to the elderly population of Lenoir County by providing meals, Level I, II and III in-home care services, the operation of local senior centers, adult day care services, and transportation. These grant funds are utilized by DSS and the local Council on Aging to provide senior services. Upon a motion by Mr. Daughety and a second by Mr. Best, Item No. 16 was unanimously approved.

Item No. 17 was a Resolution in Support of Improvements to Highway 11 N. from Kinston to Jacksontown Road in Ayden by NC DOT. Commissioner Eric Rouse read the resolution. Mr. Rouse stated they are removing several turning lanes. The majority of property owners that will be affected are in support of this action. Upon a motion by Ms. Sutton and a second by Mr. Davis, Item No. 17 was unanimously approved.

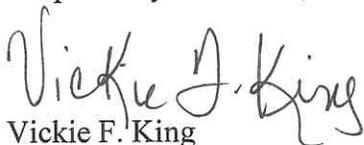
Item No. 18 was a Resolution Approving Citizens to Boards, Commissions, Etc. Ms. Brown stated since this was the first appearance no action is required at this time.

Item No. 19 was items from County Manager. Mr. Jarman reminded the Board that the Public Hearing on the budget will be June 6th at the next Commissioners meeting.

Item No. 20 was items from Commissioner Eric Rouse. Mr. Rouse shared information from the May 2016 transportation meeting. He stated the bridge project is approximately 65% complete, and the contractors are anticipating pouring the deck of stage 2 on the overflow bridge by May 13th and all pours should be complete by the end of May. The Riverwalk project is complete and has been turned over to the City of Kinston. He shared information regarding Lenoir County Statewide and Regional projects as of April 13, 2016.

Meeting Adjourned at 4:50 p.m.

Respectfully submitted,



Vickie F. King
Clerk to the Board

MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS
BUDGET PLANNING WORK SESSION
ADMINISTRATION BUILDING CONFERENCE ROOM
MAY 16, 2016

The Lenoir County Board of Commissioners began their scheduled Budget Work Session on Monday, May 16, 2016, at 2:00 p.m., at the Administration Building Conference Room, 101 North Queen Street, Kinston, NC.

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

Members Absent: None

Also present were: Michael W. Jarman, County Manager; Joey Bryan, MIS Director; Tracy Chestnutt, Finance Officer; Vickie F. King, Clerk to the Board; Department Managers: Roger Dail, EMS, Jerri King, EMS, and the media.

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

Mr. Jarman stated the submitted budget will be placed online for access. This Board has requested in past years to see each departments request by line item along with their justifications and the reason for each request. The public hearing is scheduled for June 6, 2016. Mr. Jarman stated as he prepares to go through the budget if anyone has any questions or see something that needs to be added, deleted or changed, feel free to share at any time during the presentation. The budget as it is put together in the general fund is \$67,398,451 which is what we are projecting with this budget. The 2015-16 budget was \$66,694,918 and this budget represents a \$703,533 about (1.2%) increase over the previous year's budget. The reason for the bulk of the increase is due to employee salaries, and the radio maintenance and monitoring system which is needed for the radio system that was put in with grant money that Mr. Dail and his staff worked on with a joint venture with Jones County.

Mr. Jarman summarized increases/decreases, with general departments, public assistance, other than county departments, and transfers which totaled \$703,533.

Mr. Jarman reviewed and shared information regarding the summary of expenditures for each department. He shared some of the major changes within the departments. County Administration is up 9.21%. Last year we removed the funding for the assistant county manager's position and we had a special projects person in place that we were trying to see how it would work out. Things did not go as planned so we decided to go another route in order to move forward in a timely and productive manner. In January 2016, we moved Joey Bryan over to our offices which has greatly improved where we are and what we are accomplishing. At the same time Joey has still been handling the responsibilities of MIS as well. This budget will show this position in county administration. Mr. Daughety stated since we moved Mr. Bryan's salary into the administration line is there a corresponding move in this budget removing him from MIS? Mr. Jarman replied they removed Joey's salary and budgeted a lower salary for an additional person in MIS.

Mr. Jarman stated Finance is down 11.8% because last year Ms. Chestnutt was coming on board and there were several months that we had two finance officers in place. Also, when an employee retires they may have 30 days of leave they are able to receive, therefore, those extra months and 30 days were reflected. Human Resources up 10% due to cost of living increase in the budget, Tax down 9% because one position was abolished, Legal was reduced. Last year it was increased because we thought there were some issues that might require the extra. Building and Grounds up 2%, Elections shows down 26%, because there were no municipal elections. The bulk of the Sheriff Department increase is due to the new certification program. With EMS, the bulk of its increase was for the maintenance and monitoring of the radio system. Health was down 3% and up slightly on county dollars. DSS was up 2%. Mr. Daughety asked if the 2% for DSS was county dollars. Mr. Jarman replied it was an increase in county dollars. Ms. Chestnutt stated it would have been about half because they had an increase in their state foster care program because of the additional number of children they had to take into custody. That alone was at \$200,000 which is a 50% reimbursement so \$100,000 would have been county money and they had to budget appropriately for that increase. Mr. Jarman stated Recreation is at 0% increase and could change depending on what happens within the next couple of weeks. The county might have to do something because there are 9 employees that are city employees but are funded by the county. If the city does a raise or increase the county may have to cover its portion. Mr. Jarman stated other than that, salary increases will be the biggest difference for all other increases.

Mr. Jarman highlighted and shared breakdowns on revenues and expenditures from the FY16-17 general fund appropriations graph chart showing major areas of appropriation on expenditures. He pointed out public assistance at 22.3% being the largest portion, 10% of that amount is county dollars, and there is a lot of funds that come through the DSS budget that are not reflected in our general fund budget.

Mr. Jarman shared the summary of revenues general fund 16-17. For property taxes \$35,470,059, Sale Tax \$6,400,000, Sales, Service and other Revenues \$7,570,658, Inter-governmental revenues \$15,604,079, and appropriated fund balance \$2,353,655.

Mr. Jarman stated for years Lenoir County historically has averaged 1-2% increase per year which is relatively flat. Not a large appreciation in our real property values that actually helped. During the recession we did not see a great decrease as others did. In times past in a revaluation year we generally saw 8-10% increase, however, next year we are not expecting that big of an increase. If we can maintain relatively flat in the revaluation year we will be pleased. Mr. Best asked in regards to the sales tax what percent does the county keep and what percent does the state keep? Mr. Jarman replied we get article 40, 42 which is about 2%. Ms. Chestnutt stated there is a formula based on per capital amounts and there are different ones figured different ways. One area of concern is property tax which is over 53% of our revenue source and this year it is up a percent which continues to be a burden on the property taxpayers.

Mr. Jarman shared information regarding Summary of Authorized Positions. The total for Fiscal Year 16-17 is 472 and the total for the current year is 468 which is a difference of four. The Board approved last year positions for DSS, and we abolished one position in the Tax Department, and one in the Health Department. The only new position reflected in the budget is the detention center transport officer, which would keep the sheriff from having to pull deputies out of their area to do transports. Sheriff Ingram felt if he could get a full-time employee performing transports, deputies would be able to patrol their areas more.

Mr. Jarman stated Board of Elections came before the Board of Commissioners and requested several things. We met with them and at that meeting they requested a postage machine, an additional full-time position, and also they requested that the chief judge, the judge and the assistant salaries be changed to \$12, \$11, and \$10 dollars. The current salaries are \$7.25, \$7.50 and \$8.50. The salaries we included in the budget are \$7.50 \$8.50 and \$9.50. If this Board desires to honor Board of Elections wishes we will need to be instructed to go back and include the figures in the budget. Mr. Jarman shared statistics from 2012-2015 pertaining to registered voters in Lenoir County that was vital in forming their decision. Mr. Jarman stated they didn't see a large increase as they saw some decreases and nothing in the workload statistics made them feel there needed to be additional employees. He shared information from comparable counties including population sizes, registered voters, the number of employees, and rate of pay for chief judges, judges, and assistant positions.

We didn't see where other communities were using more employees than Lenoir County to get the job done based on the workload. We did include in the budget for a part-time employee that could possibly work for a three month period prior to the elections and maybe a month after to try and take some of the burdens off.

Ms. Sutton stated Lenoir County salary is not that far off from the others listed. Mr. Jarman stated Board of Elections requested \$12 for chief judge \$11 for a judge and \$10 for an assistant. Currently, we are paying \$7.25 assistant and raised it to meet the minimum wage requirement and then \$7.50 and \$8.50. In the budget, you will see the chief judges and judges with a \$1 increase and the assistant a .25 cent increase. We polled the comparable size counties and those surrounding that were larger to see what they paid. There were some variations which were hard to track and they are not reflected because some added fees for training, set up, and travel, and some pay an hourly rate, travel reimbursement, etc. The hourly range for the chief judge was \$9.50-\$10.67 by hour, by week \$130.00-\$310.00. Based on the information we received our recommendation for Lenoir County is as follows: \$7.50, \$8.50 and \$9.50 and the request was for \$10, \$11 and \$12. Mr. Daughety asked what would a postage machine cost the county each month. Joey Bryan replied \$189 per month.

Mr. Jarman shared information, budgeted amounts and estimated pieces of postage from other departments. In the past the county had three (3) postage machines in different departments, but now there is one (1) postage machine centrally located in the Tax building. During the recession, we looked for ways to cut back on the budget so we went back to one postage machine being centrally located. We did not feel comfortable recommending Board of Elections to have a postage machine when you have three other departments that handle a larger quantity of postage. Mr. Hill stated one of the things that happens when you reduce the number of postage machines is you might increase the emails but you decrease the number of postage items. The tendency is if you have postage machines nearby you will most likely place items in the mail rather than communicating in another way. There are some hidden cost that you can't see because of your expenses and upkeep, and lease agreement on the machines grows and creeps up on you and you don't realize what's happening until the end of the year. Mr. Hill stated he understands what was done and it makes a lot of sense. Ms. Sutton asked if Board of Elections Board knew the recommendation Mr. Jarman was making to this Board. Mr. Jarman replied yes. They received an email, and a telephone call. They were also advised if they felt different they could appear before the Board, which they did at the very next meeting.

Mr. Jarman shared information regarding the sheriff office and detention center number of employees. He shared comparisons between several other counties which showed the average being about 62 and Lenoir County is at 72.

Mr. Jarman stated the starting salary for Lenoir County deputies is \$28,000 and the average starting salary for deputies is \$31,000 for all of the comparable counties and three adjoining counties. Our average is \$30,000 - \$34,000 and we are 10% behind the starting and 11% behind the average salary. We are thinking the certification pay that was put in this budget will help close that gap and it will also provide us with a more highly trained staff.

We have met with the sheriff's office and we agreed this would be the best way to get to the next level. Mr. Hill asked if this figure reflects the 3% increase or is it the old salary. Mr. Jarman replied this is current salary range that was used. Mr. Daughety stated it worries him that we are almost \$2,000 behind Duplin County's starting salary and almost \$3,000 behind the average salary. We are next to the lowest in starting salary on this list and next to lowest in average salary. He stated he could understand with Pitt and Onslow but with comparable it causes concerns. Mr. Jarman stated not only are we behind in law enforcement it is the same for starting salaries in multiple departments as well. Mr. Jarman shared different scenarios regarding other counties with deputies. Mr. Jarman stated Sheriff Ingram would be able to better answer questions pertaining to his department and deputies and detention officer issues. There are a lot of other relevant factors that were not shown that we were not able to get in such a short period of time. This Board asked for a total number compared to others and that is what we were able to provide.

Mr. Best stated it will also depend on how each sheriff runs their jail, and make things happen, the operational procedure and how they choose to manage it. Mr. Jarman continued to share salary percentages for the sheriff's department and the detention center as presented in the budget. Mr. Jarman shared turnover rate in the detention center. He stated that with 61 employees 11 left, which represents an 18% turnover rate. Part-time employees had a 61% turnover rate. We had two counties to report information to us. Our turnover rate as a county this year was 11.9% which was pretty high and the two counties that reported were Duplin and Franklin County. Duplin County is having more issues, where we are at 4.2% in sheriff office they are at 9.1%, and Franklin is at .15% and .13% in both categories. Duplin County on their detention side is 1.5% and we are at 18%. Mr. Hill stated to keep in mind that turnover rates can come from a variety of things like, change of personnel or management, a new sheriff which can change a lot of things, and retirement etc. Currently, these numbers reflect the 2015 calendar year and for this year up until this point, we had three to leave in the sheriff's office and four are in the process of leaving. Mr. Rouse stated in speaking with other people, Pitt County has a big turnover rate also. Those higher paid employees must be going somewhere or are dissatisfied which is why he was hoping we had the numbers. Mr. Hill stated the work itself causes turnover rates. Mr. Jarman stated he is not sure how you would get a true and accurate turnover rate. Mr. Best asked in regards to salary how does the 2 ½ % increase and the 3% across the board work.

Mr. Jarman replied the 2 ½ % would be for the detention officers, the 2 ½% is the step increase. The 3% as we proposed for all employees is the COLA but that amount is one step and the whole table being raised ½%. The certification program was for the sheriff office, not the detention center. In the sheriff's office, it would vary on their level of certification the amount of the increase. Mr. Daughety asked if the detention center will be getting a 5 ½% increase. Mr. Jarman replied in the budget there are funds included to give them 5 ½% increase.

Mr. Jarman shared COLA increase information from 2005-2015. In 2005 3%, 2006 2.5%, 2007 2.5% 2008 5% (2.5% COLA 2.5% Step) no increase in 2009 and 2010, 2011 2.5%, 2012 none, 2013 2%, 2014 2%, 2015 none. Mr. Jarman shared the cost of increases at five different percentages: 2.0% \$379,000 2.5% \$474,000 3.0% \$569,000 3.5% \$664,000, and at 4.0% \$759,000. Mr. Daughety asked if the Board went with 3% and with the revaluation coming along with other variables in and out of the budget the next 2-3 years, by looking at the numbers would the 3% be sustainable the next 3-5 years. Mr. Jarman replied there will always be some uncertainty. He can't say where the revaluation will be. However, he does think that this is the right time and year and that we can do this without it affecting any tax rates. We are getting far enough behind that we really need to increase the salaries. Mr. Jarman stated if you look back at the salary increase, when we started getting into tough years, employees continued to work without saying anything when we did nothing. We may be faced with some of those kinds of things in the future and as this Board knows and can see from the final predictions, we budget conservatively, and we left it flat for the revaluation because we don't know. It's just like we said about the fund balance we showed using fund balance just to keep from affecting the tax rate or unnecessarily cutting services. The budget message always has the same sentence. The year we are actually using savings we have to change what we do because that is not a sustainable practice. We really need to be looking at the sales tax. There are multiple reasons because it's not right for 50% of our revenue to come from our property tax and the numbers continue to increase. Mr. Jarman stated he would like to see that decrease. The school capital will no longer get the average daily member (ADM) funds and lottery funds are reduced and we are going to have to fund the capital items. Mr. Jarman stated it is time to seriously work with these other groups for an alternative revenue source for multiple reasons. I am comfortable as far as what the revaluation will do for us and comfortable for making the attempt to bring our employees closer to where they need to be. Mr. Hill stated if we are ever going to have an impact on the property tax moving in a downward spiral we are going to have to make a move on the sales tax. While that might not happen immediately it's the area that could have the quickest impact on being able to drop a penny or whatever at any point in time, especially with what's happening across the state with the changes with revenue sources that you can't do one without the other. Mr. Rouse stated at this point there is nothing saying that we can't cut services. I understand where you are coming from with the sales tax but that ship sailed. The money has to come from somewhere and we need to start looking at the reality of what we have and that's what we are going to adjust our services accordingly and pick and choose. I would like to see where we are doing matches and the individual programs and what they amount to and take a long hard look at those programs and determine what we need to keep and get rid of and in order to free up some income until we can get things trending back in favor of the tax rate.

Mr. Jarman shared county benefits information. He stated Lenoir County has a good benefit package which is similar to plans of other Local Government Units. There are no changes recommended at this time. Mr. Jarman stated Lenoir County increased both the employer and employee contribution for insurance in FY2015-2016 and no change is recommended at this time.

Mr. Jarman shared information regarding Lenoir County Public Schools operating current expenses and other capital expenditures. He shared their schedule of funding from 2005 to 2016-2017. Mr. Hill stated he felt like the schools made a reasonable request this year and are heading in the right direction.

Mr. Jarman shared information regarding Lenoir Community College operating and capital expenditures from 2013-2016.

Mr. Jarman shared outside agencies requested versus recommended FY2016-2017.

Mr. Jarman shared general fund analysis showing expenditures, revenues, and fund balance appropriated figures for projected FY2016-2017. Mr. Jarman stated revenues shown include \$1,200,000 from the public school capital fund fund balance article 40 & 42 Sales Tax. Mr. Jarman shared the projected fund balance usage for fiscal years 2016 through 2021.

Mr. Jarman reviewed the revenue/expenditure general fund/fund balance forecast for the fiscal year 2016-2017. Mr. Jarman asked if anyone had any questions or comments. Mr. Jarman commended department heads and the finance staff for their preparation of the budget.

Recessed at 3:49 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Vickie F. King". The signature is written in black ink and is positioned above the printed name and title.

Vickie F. King
Clerk to the Board



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2015-2016
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
GENERAL	JCPC PARENTING MATTERS	10-4954-2300 Other Supplies-Demonstrations	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES	
Account # and Title		Amount	Account # and Title
INCREASE			
10-3402-3633 Grant - Parenting Matters		2,140.00	10-4954-2300 othersupplies - Demonstrations 2,140
Total		2,140.00	Total 2,140.00

Reason and Justification for Request:

Discretionary funds awarded for FY 2015-2016 in the amount of \$2,140

Department Head Approval	Date	Finance Officer Approval	Date
<i>Jammy O Keely</i>	5-31-16	<i>Nancy Chesto</i>	5-1-16
Budget Officer Approval	Date		
<i>M. J. Jarmor</i>	6/2/16		
Board Approval (When Applicable)	Date	Date of Minutes	

Item No. 3

NOTICE OF PUBLIC HEARING Lenoir County Fiscal Year 2016-17 Submitted Budget

The Lenoir County Board of Commissioners will conduct a Public Hearing on **Monday, June 6, 2016**, during the regular meeting of the Commissioners which begins at 9:00 a.m. in the Board's Main Meeting Room of the Lenoir County Courthouse, 130 South Queen Street, Kinston, North Carolina, in accordance with N.C.G.S. 159-12(b) for the purpose of taking comments from the public with regards to the Fiscal Year 2016-17 Budget, as proposed and submitted by the County's Budget Officer on **May 16, 2016**. At the time of the Public Hearing, the Board may adopt the FY16-17 Budget and Budget Ordinance or they may adopt these measures at a later date, but no later than June 30, 2016. The recommended date for adoption of these measures is **Monday, June 20, 2016**.

The Fiscal Year 2016-17 Budget, as submitted, for Lenoir County Government, proposes General Fund Appropriations of \$67,398,451 and revenues of \$67,398,451 with a tax rate of **\$.835 per \$100** valuation of property listed in Lenoir County for taxation as of January 1, 2016.

Copies of the budget and budget summaries will be available in the County Finance Office, located, at 130 S. Queen St., Kinston, NC on Thursday, May 17, 2016. Also the budget may be accessed on the county's web page – www.co.lenoir.nc.us

Submitted by
Michael W. Jarman
Budget Officer

AFFIDAVIT OF PUBLICATION

NORTH CAROLINA
LENOIR COUNTY] ss

Before the undersigned, a Notary Public of said County and State, duly commissioned, qualified and authorized by law to administer oaths, personally appeared

Becky Brown

Who being first duly sworn, deposes and says

That (she) is a Customer Service Representative of

The Free Press

Engaged in the publication of a newspaper known as

The Free Press

Published, issued, and entered as second class mail in The City of Kinston in said County and State; that he (she) is authorized to make this affidavit and sworn statement; that the notice of other legal advertisement, a true copy of which is attached hereto, was published in

The Free Press

On the following dates: Monday May 23, 2016

And that the said newspaper in which such notice paper document of legal advertisement was published was, at the time of each and every such publication, a newspaper meeting all of the requirements and qualifications Of Section 1-597 of the General Statutes of North Carolina and was a qualified newspaper within the Meaning of Section 1-597 of the General Statutes of North Carolina.

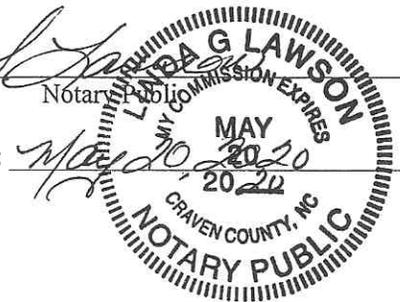
This 23rd day of May, 2016.

Becky Brown 5-23-16

Sworn to and subscribed before me, this 23rd day of May, 2016.

Amia Lawson
Notary Public

My Commission expires:




**LENOIR COUNTY
PUBLIC NOTICE**

**NOTICE OF PUBLIC HEARING
Lenoir County Fiscal Year 2016-17
Submitted Budget**

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Submitted by
Michael W. Jarman
Budget Officer

601-6060833

BUDGET ORDINANCE

BOARD OF COMMISSIONERS
LENOIR COUNTY
INTRODUCED BY: Michael W. Jarman, County Manager
BUDGET ORDINANCE FOR THE FISCAL YEAR BEGINNING
JULY 1, 2016

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, 2016, and ending June 30, 2017, in accordance with the chart of accounts heretofore established for this County:

Governing Body	219,782
County Manager	309,580
Finance	262,632
Human Resources	178,963
Tax Office	715,865
Legal	47,500
Court Facilities/Public Buildings	1,183,462
Elections	340,247
Register of Deeds	279,660
Non-Departmental	1,830,961
Process Funds	815,571
Outside Agencies	129,500
Management Information Systems	1,116,729
Sheriff/Civil Procoss/Conceal Weapon/Jail	9,492,353
Emergency Services	6,087,604
Planning and Inspections	231,404
Medical Examiner	55,000
Economic Development	296,404

Veterans Service Office	33,241
N.C. Cooperative Extension Service	377,046
N.C. Coop. Ext-Prevention Grant	32,973
Kate B. Reynolds Grant	61,363
Soil Conservation	120,916
Health Department	4,172,734
Mental Health	245,715
Public Assistance	15,018,581
Lenoir County Schools Current Expense	10,100,000
Community College-Current Expense	2,260,000
Public Library	740,500
Recreation	899,000
Debt Service	7,384,790
Transfer to:	
Capital Improvements Fund	1,863,973
Vehicle Replacement Fund	444,402
Contingency	50,000
Total Expenditures	67,398,451

Section 1 B. It is estimated that the following revenues will be available in the **General Fund** for the fiscal year beginning July 1, 2016, and ending June 30, 2017:

Property Taxes	35,470,059
Sales Tax	6,400,000
Intergovernmental Revenues	15,604,079
Service Fees and Other Revenues	7,570,658
Appropriated Fund Balance	2,353,655
Total Revenues	67,398,451

Section 1 C. There is hereby levied a tax at the rate of eighty-three and one-half cents/.835 per one hundred dollars (\$100) valuation of property listed as of January 1, 2016, 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 \$4,180,000,000 and an estimated collection rate of 96.33%.

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, 2016, and ending June 30, 2017, in accordance with the chart of accounts heretofore established for this County:

Claims Paid-Health Insurance	3,972,080
Premiums Paid-Life Insurance	80,000
Administrative Costs	720,000
Costs Associated with Affordable Care	51,700
Total Expenditures	4,823,780

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, 2016, and ending June 30, 2017:

Deductions -Health Insurance	4,643,280
Deductions -Life Insurance	80,000
Fund Balance Appropriated	0
Refunds/Interest on Investments	100,500
Total Revenues	4,823,780

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, 2016, and ending June 30, 2017, in accordance with the chart of accounts heretofore established for this County:

Capital Outlay - Vehicles	444,402
Capital Reserve	0
Vehicle Auction Expense	0
Total Expenditures	444,402

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, 2016, and ending June 30, 2017:

Transfer from General Fund	444,402
Sale of Vehicles	0
Fund Balance Appropriated	0
Total Revenues	444,402

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, 2016, and ending June 30, 2017, in accordance with the chart of accounts heretofore established for this County:

Federally Seized Property Program	30,000
Total Expenditures	30,000

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, 2016, and ending June 30, 2017:

Forfeited Drug Proceeds	20,000
ICE Proceeds	0
Interest	100
Fund Balance Appropriated	9,900
Total Revenues	30,000

Section 5 A. (Fund 16) The following amounts are hereby appropriated in the **State Controlled Substance Program Fund** for the operation of the Sheriff's Department Drug and Controlled Substance Programs for the fiscal year beginning July 1, 2016, and ending June 30, 2017, in accordance with the chart of accounts heretofore established for this County:

Controlled Substance Program	15,000
Total Expenditures	15,000

Section 5 B. It is estimated that the following revenues will be available to the **State Controlled Substance Program Fund** for the fiscal year beginning July 1, 2016, and ending June 30, 2017:

Controlled Substance Tax	5,000
Interest	100
Fund Balance Appropriated	9,900
Total Revenues	15,000

Section 6 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, 2016, and ending June 30, 2017, in accordance with the chart of accounts heretofore established for this County:

Transfer to General Fund – Debt Service	2,700,000
Capital Reserve	749,883
Total Expenditures	3,449,883

Section 6 B. It is estimated that the following revenues will be available to the **School Capital Fund** for the fiscal year beginning July 1, 2016, and ending June 30, 2017:

Sales Tax-Art 40	600,000
Sales Tax-Art 42	1,200,000
Interest on Investments	200
Fund Balance Appropriated	1,649,683
Total Revenues	3,449,883

Section 7A. (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, 2016, and ending June 30, 2017, in accordance with the chart of accounts heretofore established for this County:

Transportation Program	1,181,056
------------------------	-----------

Section 7 B. It is estimated that the following revenues will be available to the **Transportation Fund** for the fiscal year beginning July 1, 2016, and ending June 30, 2017:

Reimb-State-Vehicles	60,350
Grant-State	278,176
Grant-Rural General Public	80,284
Supplemental RGP	0
Rural General Public-Ticket Sales	55,000
Grant-EMP and Supplemental	16,712
Grant-EDTAP and Supplemental	67,934
Grant – JARC - Operations	0
Loop Fares and Other Trips	595,600
Other Revenue	27,000
Fund Balance Appropriated	0
Total Revenues	1,181,056

Section 8 A. (Fund 23) The following amounts are hereby appropriated in the **Scrap Tire Disposal Fund** for the fiscal year beginning July 1, 2016, and ending June 30, 2017, in accordance with the chart of accounts heretofore established for this County:

Tire Disposal	170,000
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Section 8 B. It is estimated that the following revenues will be available to the **Scrap Tire Disposal Fund** for the fiscal year beginning July 1, 2016, and ending June 30, 2017:

Tire Disposal - State Fees	70,000
State Grant – Tire Disposal	50,000
Fund Balance Appropriated	50,000
Total Revenue	170,000

Section 9 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, 2016, and ending June 30, 2017, in accordance with the chart of accounts heretofore established for this County:

E911 Appropriation	648,545
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Section 9 B. It is estimated that the following revenues will be available to the **E911 Fund** for the fiscal year beginning July 1, 2016, and ending June 30, 2017:

E911 Revenue – State	648,545
Total Revenues	648,545

Section 10 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, 2016, and ending June 30, 2017, in accordance with the chart of accounts heretofore established for this County:

Revaluation	142,051
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Section 10 B. It is estimated that the following revenues will be available to the **Revaluation Fund** for the fiscal year beginning July 1, 2016, and ending June 30, 2017:

Property Tax Revenues 2015 Levy	142,051
Total Revenues	142,051

Section 11 A. (Fund 27) The following amounts are hereby appropriated in the **Automation-Preservation Fund** for the fiscal year beginning July 1, 2016 and ending June 30, 2017, in accordance with the chart of accounts heretofore established for this County:

Automation-Preservation	19,025
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Section 13 B. It is estimated that the following revenues will be available to the **Fire District Funds** for the fiscal year beginning July 1, 2016, and ending June 30, 2017:

North Lenoir	484,094
Southwood	172,295
Sandy Bottom	184,111
Deep Run	148,888
Seven Springs	19,726
Hugo	155,775
Sand Hill	75,597
Cherry Tree	94,681
Mosely Hall	103,454
Wyse Fork	24,693
Grifton	30,921
Global Transpark-Kinston	73,084
Total Revenues	1,567,319

Fund 50. There is hereby levied a tax at the rate of five and three-quarter cents/.0575 per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2016, 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/.085 per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2016, 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, 2016, 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 six cents/.06 per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2016, 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, 2016, 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/.05 per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2016, 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, 2016, 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, 2016, 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, 2016, 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, 2016 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/.05 per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2016, located within the **Grifton Fire District** for the purpose of supplementing the revenues of the **Grifton Fire Department**.

Fund 62. There is hereby levied a tax at the rate four and one-half cents /.045 per hundred dollars (\$100.00) valuation of property listed for taxes as of January 1, 2016, located within the **Global Transpark Fire District** for the purpose of supplementing the revenues of the **Kinston Fire Department**.

Section 14 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, 2016, and ending June 30, 2017, in accordance with the chart of accounts heretofore established for this County:

Solid Waste Management	3,105,590
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Section 14 B. It is estimated that the following revenues will be available to the **Solid Waste Management Fund** for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

Landfill Fees	1,400,000
Household User Fees	1,005,000
Recycling and Other Revenues	5,000
White Goods Tax Distribution	20,000
White Goods Grant	20,000
Solid Waste Disposal Tax	25,000
Sale of Scrap Metal	20,000
Miscellaneous	6,900
Interest on Investment	1,000
Retained Earning Appropriated	602,690
Total Revenues	3,105,590

Section 15 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, 2016, and ending June 30, 2017, in accordance with the chart of accounts heretofore established for this County:

Family Caregiver Program	60,888
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Section 15 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, 2016, and ending June 30, 2017:

Smart Start Revenues	60,888
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Section 16. 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 17. 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 _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill

Attest-Clerk to Board of Comm. Date

County Manager

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 06/06/16 **ITEM NO.** 4

RESOLUTION: Approve Purchase Order for Fast Forward Signs for Placement and Removal of Mobile Advertisements: \$4,000.

SUBJECT AREA: Purchases

ACTION REQUESTED: The Board is requested to approve a purchase order for Fast Forward Signs to cover the cost of services for placement and removal of mobile advertisements.

HISTORY/BACKGROUND: Lenoir County Transportation began operations in October 1994 to provide transportation to the citizens of Lenoir County. The Lenoir County Transportation Program is a partnership between the North Carolina Department of Transportation/Public Transportation Division (DOT/PTD) and Lenoir County Government. In July of 2007, Lenoir County Transit chose to market advertisements to allow all revenues to be allocated to the Transit System. In doing so, there are costs associated with the removal and placement of each advertisement.

EVALUATION: Fast Forward Signs provides services to Lenoir County Transit for placement and removal of advertisements. Lenoir County Transit is requesting approval by the Lenoir County Board of Commissioners for a purchase order for \$4,000 to Fast Forward Signs to cover the costs associated with the placement and removal of mobile advertisements.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval

MWJ
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that a purchase order be approved in the amount of \$4,000 for Fast Forward Signs.

AMENDMENTS

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____
Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman 06/06/16
Date

ATTEST 06/06/16
Date

BUDGET AMENDMENT-PROCESS FUNDS
INCREASE \$10,000



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2015 - 2016
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
GENERAL FUND	FINANCE/PROCESS FUNDS	VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES	
Account # and Title	Amount	Account # and Title	Amount
<u>INCREASE</u>		<u>INCREASE</u>	
10-3329-3644 GRANT-AG. VENT. SCALES	10,000	10-4201-6303 GRANT-AG VENT. SCALES	10,000
Total	10,000	Total	10,000
Reason and Justification for Request:			
THE PURPOSE OF THIS AMENDMENT IS TO APPROPRIATE FUNDS FOR THE AG VENTURE GRANT RECEIVED BY LENOIR COUNTY COOPERATIVE EXTENSION FOR THE PURPOSE OF PURCHASING LIVESTOCK SCALES 100% STATE FUNDS			
Department Head Approval	Date	Finance Officer Approval	Date
<i>Leacy Chestnutt</i>	5/31/2016	<i>Leacy Chestnutt</i>	5/31/2016
Budget Officer Approval	Date		
<i>Musjerman</i>	6/2/16		
Board Approval (When Applicable)	Date	Date of Minutes	



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2015-2016
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
TRUST AND AGENCY	Finance/Extension-Family Caregiver	Service Related Supplies and Materials	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>	
REVENUES		EXPENDITURES	
Account # and Title	Amount	Account # and Title	Amount
INCREASE 70-3495-3301 SMART START - EXTENSION	\$5,000.00	<u>Increase</u> 70-4951-6000 Extension-Family Caregiver	5,000.00 <i>2c</i>
Total	5,000.00	Total	<i>2c</i> 5,000.00
Reason and Justification for Request:			
\$5,000.00 Discretionary funds awarded to purchase supplies and materials to families with children Birth to K. Purchase curriculum kits, age appropriate books, toys, storage containers, etc. for each age group - Purchase shelving for playgroup room for storage - other needed supplies and materials related to the program.			
Department Head Approval		Finance Officer Approval	
<i>Jammy D. Keely</i>		<i>Nancy Chestnut</i>	
Date		Date	
5-31-16		6/11/16	
Budget Officer Approval		Date	
<i>Matthew</i>		6/2/16	
Board Approval (When Applicable)		Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

INTRODUCED BY: Michael W. Jarman, County Manager **DATE** 06/06/16 **ITEM NO.** 7

RESOLUTION: Approval of Contract with Johnny Stroud Painting Contractor, for Wallpaper removal and repainting of walls in the lobby, auditorium and kitchen of the Lenoir County Cooperative Extension Facility: \$6,150.

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: The Board is requested to authorize Lenoir County Cooperative Extension to enter into a contract with Johnny Stroud Painting Contractor to provide wallpaper removal and repainting for the lobby, auditorium and kitchen area of the Cooperative Extension Facility and to allow Tammy Kelly, Extension Director to execute the contract.

HISTORY/BACKGROUND: The Cooperative Extension Facility was renovated in 1999 following Hurricane Floyd. Since that time the wallpaper has been removed from the lobby and it has been repainted. The lobby, kitchen and auditorium have not been upgraded and the wallpaper installed in 1999 has begun to peel. We have made attempts in the past to have the paper re-glued; however, it no longer will stay on the wall. Three bids were obtained for the project and the lowest bid is reflected in this quote from Johnny Stroud Painting Contractor.

EVALUATION: Johnny Stroud Painting Contractor will successfully complete the wallpaper removal and re-painting of the lobby, auditorium and kitchen.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

MWJ
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that Lenoir County Cooperative Extension be authorized to enter into a contract with Johnny Stroud Painting Contractor in the amount of \$6,150. and allow Tammy Kelly, County Extension Director to execute the contract.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____
Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman Date

ATTEST Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 06/06/16 **ITEM NO.** 8

RESOLUTION: Authorizing Lenoir County Health Department to Execute a Purchase Order Contract for TSI, Inc.:\$12,347.60 (includes shipping) for an 8038 PortaCount Pro + Respirator Fit Tester and a Five Year Warranty Contract: \$4,590. totaling: \$16,937.60.

SUBJECT AREA: Financial

10-5190-2900 Other Supplies	\$4,590.00
10-5190-5999 BT Capital Outlay	\$12,347.60

ACTION REQUESTED: The Board is asked to grant permission to the Lenoir County Health Department to execute a purchase order for TSI, Inc. for the amount of \$16,937.60. This order is placed under GSA Schedule number 142-GS07F-0428U State/local Disaster Recovery under the authority of the GSA Disaster Purchasing Program. The products and services purchased will be used in preparation or response to disaster or recovery from major disaster declared by the President, or recovery from terrorism, nuclear, biological, chemical or radiological attack.

HISTORY/BACKGROUND: The additional funding was made available for the Health Department from the Ebola Funds to plan and facilitate Personal Protective Equipment (PPE) training for staff and partners for responding to EVD (Ebola Virus Disease) by May 31, 2016.

EVALUATION: This action is necessary to focus on its response system including risk communication, training and response materials and because of that quick response system; public health plans that are coordinated within their public health authority are able to function effectively.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

mw
Initials

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

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____
Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

06/06/16
Date

ATTEST

06/06/16
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6/6/16 **ITEM NO.** 9

RESOLUTION: Authorizing Approval and Execution of Lease Agreement: Eastpointe: \$62,500 for Lease Period of July 1, 2016 through June 30.2017.

SUBJECT AREA: Administrative

ACTION REQUESTED: The Board is requested to authorize approval of a lease agreement for the Lenoir County Mental Health Building located at 2901 N. Herritage Street in Kinston, N.C., between Lenoir County and Eastpointe and authorize the County Manager or his designee to execute the agreement.

HISTORY/BACKGROUND: Eastpointe provides mental health services to the citizens of Lenoir and a host of other Counties. Eastpointe wishes to continue to lease the Lenoir County owned Mental Health Facility located at 2901 N. Herritage Street in Kinston, N.C. so as to offer a central location for service providers who serve the citizens of Lenoir County.

EVALUATION: Lenoir County owns the land and building located at 2901 N. Herritage Street, Kinston, N.C. that has been the home for mental health services in Lenoir County for a number of years. Eastpointe provides mental health services to the citizens of Lenoir County. In an effort to provide a central location for service providers who offer mental health services to the citizens of Lenoir County, Eastpointe wishes to continue to lease the mental health facility from the County of Lenoir. Approval of this lease agreement will provide Eastpointe with a well-known, established location to offer their services to the citizens of Lenoir County and assure the County that the building will only be used as a mental health facility for years to come.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval

mwj
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners approves the lease agreement, which is attached and made a part of this resolution by reference, between the County of Lenoir and Eastpointe and be it further resolved that the County Manager or his designee is authorized to execute the agreement on behalf of the County of Lenoir.

AMENDMENTS:

MOVED _____ **SECONDED** _____

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

Yea Votes: Hill ___ **Brown** ___ **Best** ___ **Daughety** ___

Davis ___ **Rouse** ___ **Sutton** ___

Craig Hill, Chairman

Date

Attest

Date

COUNTY OF LENOIR
AND
EASTPOINTE HUMAN SERVICES
LEASE AGREEMENT

This agreement is made and entered into this 1st day of July 2016 by and between the County of Lenoir, hereinafter referred to as the Lessor, and Eastpointe Human Services, hereinafter referred to as Lessee.

WITNESSETH:

The Lessee does hereby agree to the rental of a total of approximately 20,000 square feet of office space at \$62,500 per year. The Lessor does hereby agree to lease to said Lessee the offices areas, work areas, and common areas at 2901 N. Herritage Street, Kinston, NC 28501 to conduct the necessary and normal business activities of the Lessee.

The parties agree to the following:

1. The period of this lease shall be from July 1, 2016 through June 30, 2017.
2. All Lessees' equipment must be cleared of said property within 96 hours in case of termination of the lease agreement.
3. The Lessee agrees to use the premises during the above-mentioned time only for the purpose of conducting MH/DD/SA Services.
4. The Lessee agrees that lands, buildings, and equipment which are made available under this agreement will not be used by any person, firm, corporation, or other group for the purpose of conducting an exhibition, display, entertainment, or other event, in which other than members of such group may participate, with or without charge, unless admission, participation, and use of such lands, buildings and equipment will be made without regard to race, color, or national origin.
5. The Lessee agrees it will not make permanent alterations or repairs to the building grounds, or walkways without the written consent of the Lessor.
6. The Lessee shall have the right to sublease the premises or assign any privileges hereunder to anyone for the previously agreed upon purpose. Any and all improvements made to the premises become the sole property of the Lessor.
7. The annual lease payments for said premises for said purpose during the above-mentioned period shall be \$ 62,500 payable by the lessee to the lessor in monthly installments of \$ 5,208.33 and due before the 10th day of each month. The Lessee will be responsible for all utility services to include electrical, heating and air conditioning, water, and sewage to the facility. The Lessee will also be responsible for providing Housekeeping.
8. The Lessee will also be responsible for the general routine maintenance and upkeep of the assigned facility. This will include such items as minor repairs to the facility plumbing and electrical components, replacement of interior light bulbs, broken or inoperable office furniture or equipment, lawn maintenance, and upkeep of parking area.

9. The Lessee agrees not to engage in or permit the premises to be used for any unlawful or offensive purpose. The Lessee agrees in the use and occupancy of the premises to abide by all regulations of the Lessor, local laws, and ordinances, the laws of the state of North Carolina and of the United States Government.
10. The Lessee agrees to maintain a professional appearance to the overall facility. This includes but is not limited to insuring that all interior signage and lettering is of the same style, color, and font. No exterior signage is allowed without the written consent of the lessor.
11. The Lessor assumes no control over the manner or method of operation by the Lessee regarding employment of the Lessee's personnel. The Lessor will not be liable for the loss of or damage to any article belonging to the Lessee regardless of whether such loss or damage is due to the negligence of the Lessor, its officers, agency, or employees. The Lessor will not be liable for the loss of or damage to any article handled by the Lessee in the operation of the premises, nor will the Lessor be liable for any injuries to persons or property sustained as the result of anything done or not done by Lessee.
12. The Lessee agrees to deliver up the premises at the expiration of the lease in as good order and condition as at the beginning of the term of the lease, fire, and other unavoidable accidents accepted.
13. Lessor and Lessee shall each maintain appropriate insurance on all assigned vehicles and for their respective interests in the Premises and property located on the Premises. Lessee shall purchase and continuously maintain liability insurance on the building and premises in a total aggregate sum of at least \$3,000,000. Lessee shall deliver appropriate evidence to lessor as proof that adequate insurance is in force issued by companies reasonably satisfactory to Lessor. Lessor shall receive advance written notice from Lessee prior to any termination of such insurance policies.
14. The Lessee may terminate the lease agreement immediately if State and/or Local funds granted for the program are revoked or terminated by the funding agencies in a manner beyond the control of the Lessee and shall immediately provide written notice to the lessor of such termination. This lease agreement may be terminated at any time upon mutual consent of both parties or after thirty (30) days written notice of termination by one of the contracting parties. Any unearned rent paid in advance by the Lessee shall be apportioned and refunded to Lessee in case of termination of this lease agreement.
15. If the Lessee fails to comply with any of the provisions of this agreement then all of its rights hereunder shall terminate at once and the Lessor may enter the premises and expel the Lessee therefrom without prejudice to other remedies. Notice to quit possessions and every other formality is hereby expressly waived by the Lessee in case of default or violation of any of the terms of this agreement.
16. The Lessee agrees to recognize and admit any representative of the Lessor upon request for inspecting the premises.
17. Any equipment other than furnished by the Lessor shall be brought in, set up, and then taken out at the Lessee's expense. Any equipment belonging to the Lessee left overnight or stored on the premises shall be the responsibility of the Lessee. The Lessee must replace any equipment belonging to the Lessor being used by the Lessee that is destroyed, stolen, or abused.

18. The Lessee will be responsible for its own installation to the offices leased under this agreement any additional computers, printers, copiers, fax machines, fax lines, telephone lines or Internet connectivity requirements of the Lessee to conduct its business affairs.
19. The Lessee will be responsible for locking the exit door at the close of business each day.

The initial period of this lease is for one year with annual automatic renewal for a period of ten years at the discretion of the lessee. The lease amount of the automatic renewal periods will be negotiated and agreed upon prior to the renewal date.

IN WITNESS WHEREOF, the parties hereto set their hands and seals the day and year first above written.

Sarah Stroud
Manager Eastpointe Human Services
PO Box 369
Beulaville, NC 28518

Michael W. Jarman, County
County of Lenoir

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

Catherine Dalton, Chief of Business Operations
Eastpointe Human Services

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 06/06/16 **ITEM NO.:** 10

RESOLUTION: Approving Citizens to Boards, Commissions, Etc.

SUBJECT AREA: Boards and Commissions

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

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

EVALUATION: The following Boards currently have existing vacancies/expiring terms.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County ABC Board	Wiley Dawson 2nd Appearance	June 2019
Lenoir County Department of Social Services	June Cummings 2nd Appearance	June 2019
Lenoir Community College Board of Trustees	Jim Hardison 1st Appearance	June 2020
Eastern Carolina Workforce Development	Dr. Brantley Briley Bruce Parson Mark Pope 1st Appearance	June 2018 June 2018 June 2018
LC Nursing Home & Adult Care	Nell Smith Jane Phillips Pat Humphreys 1st Appearance	June 2019 June 2019 June 2019

CURRENT VACANCIES:

- Lenoir County Health Board - (1) Optometrist**
- Lenoir County Planning & Inspections Districts 5, 6 and Alternate #1**
- Lenoir County ABC Board (1)**
- Lenoir County Department of Social Services (1)**

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


Initials

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

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County ABC Board	Wiley Dawson 2nd Appearance	June 2019
Lenoir County Department of Social Services	June Cummings 2nd Appearance	June 2019

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

06/06/16
Date

ATTEST 06/06/16
Date

2nd Appearance

LENOIR COUNTY
ALCOHOLIC BEVERAGE CONTROL BOARD RECEIVED



MAY - 2 2016

Wiley Dawson, Chairman
E. Clyde Sutton, Member
Edward Mills, Member
Brantley Uzzell, General Manager

110 S. Heritage St.
PO Box 3188
Kinston, NC 28501
Phone: (252) 523-0775
Fax: (252) 523-3472
Email: lenoircoabc@embarqmail.com

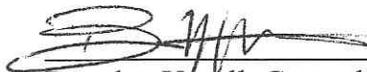
LENOIR COUNTY
MANAGER'S OFFICE

To: Lenoir County Commissioners
From: Lenoir County ABC Board
Re: Wiley Dawson Reappointment
Date: 4-20-16

Dear Commissioners,

The Lenoir County ABC Board wishes to have Wiley Dawson re-appointed to his current position on the ABC Board. Mr. Dawson's term expires June of 2016. Mr. Dawson has been a contributing member to the Board and has expressed interest in continuing to contribute on matters regarding the ABC Board in serving the public. The Board hopes that you will consider this matter and also expresses appreciation for the time spent with regards to Mr. Wiley Dawson's re-appointment.

Sincerely,



Brantley Uzzell, General Manager
Lenoir County ABC Board

2nd Appearance

RECEIVED

APPLICATION FOR APPOINTMENT

RECEIVED

to

MAY - 4 2016 LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS 2016

LENOIR COUNTY
MANAGER'S OFFICE

LENOIR COUNTY
MANAGER'S OFFICE

The Lenoir County Board of Commissioners believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the County's advisory boards. If you want to be considered for appointment to an advisory board, please complete the Application below and mail it to the Lenoir County Clerk to the Board, P.O. Box 3289, Kinston, NC 28502, or fax to (252) 559-6454.

Advisory Board/Committee/Commission interested in:

Lenoir County Department of Social Services Board

(I understand that this application will be kept on the active file for two years only, and I, hereby, authorize Lenoir County to verify all information included in this application.)

Name: June S. Cummings

Address: 1611 St. Andrews Place

City/State/Zip: Kinston, NC 28504

Telephone: (Home) 252-522-2124 (Work) 252-527-0734

Occupation: United Way Director

Business Address: 327 N. Queen St, Suite 112, Kinston, NC 28501

Age: (Optional): _____

Number hours available per month for this position: 5-10

Training: BS degree in Social Work

Business and Civic Experience/Skills: Mental Health Center Director 20 years
United Way Director 15 years

Other County Boards/Committees/Commissions presently serving on: Lenoir Co. JCPC

Expiration date of Term: Annual appointment

Circle your voting precinct

- | | |
|---------------------------------------------|----------------------------------------|
| K-1 (Carver Courts Recreation Center) | Institute (Institute Methodist Church) |
| K-2 (Old Plummer Daniel's Building) | Moseley Hall (Frink Middle School Gym) |
| K-3 (Fairfield Recreation Center) | Neuse (Agricultural Center) |
| <u>K-4 (Northwest Elementary School)</u> | Pink Hill 1 (Bethel Baptist Church) |
| K-5 (Spillman Baptist Church) | Pink Hill 2 (Pink Hill Rescue Station) |
| K-6 (Teachers Memorial School) | Sand Hill (Sand Hill VF Department) |
| K-7 (Emma Webb Recreation Center) | Southwest (Southwest VF Department) |
| K-8 (Holloway Recreation Center) | Trent 1 (Deep Run VF Department) |
| K-9 (Kinston Number 4 Fire Station) | Trent 2 (Moss Hill Ruitan Building) |
| Contentnea (Contentnea Ruitan Building) | Vance (GTP Ed & Training CTR.) |
| Falling Creek (Banks Elementary School Gym) | Woodington (Woodington Middle School) |

CERTIFICATION

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

June S. Cummings
Signature of Applicant

4/28/16
Date



North Carolina Department of Health and Human Services
Division of Social Services – Social Services Commission

Pat McCrory,
Governor

Wayne E. Black
Division Director

Richard O. Brajer
DHHS Secretary

Larry W. Potts
Chairman

March 18, 2016

MEMORANDUM

TO: Susan Moore, Director
Lenoir County Department of Social Services

FROM: Angela Green *Angela R Green*
Staff to the Social Services Commission

RE: Notice of Expiration of Term of County Commissioner Appointees to
Local Social Services Boards

According to our records, the term of **June Cummings** expires on June 30, 2016. This board member is eligible for reappointment. If your records indicate that this information is incorrect, please contact me as soon as possible. Please share this information with your County Board of Social Services. Information regarding the limitation of terms is as follows.

G.S. 108A-4: Terms of Appointment

“Each member of a county board of social services shall serve for a term of three years. No member may serve more than two consecutive terms. Notwithstanding the previous sentence, the limitation on consecutive terms does not apply if the member of the social services board was a member of the board of county commissioners at any time during the first two consecutive terms, and is a member of the board of county commissioners at the time of reappointment.”

In summary, if a social services board member has served two consecutive terms and is a county commissioner on June 30, 2016, that person can be reappointed.

G.S. 108A-6: Members Filling an Unexpired Term

All appointments made to fill vacancies "... shall be for the remainder of the former member's term of office and shall not constitute a term for the purposes of G. S. 108A-4."

Please provide the information regarding the new appointee by submitting the attached form to me via email at angela.green@dhhs.nc.gov. or by mailing to my attention at:

N.C. Social Services Commission
2401 Mail Service Center
Raleigh, North Carolina 27699-2401

www.ncdhhs.gov • www.ncdhhs.gov/dss
Tel 919-527-6335 • Fax 919-334-1018

Location: McBryde Bldg. • 820 S. Boylan Avenue • Raleigh, NC 27603
Mailing Address: 2401 Mail Service Center • Raleigh, NC 27699-2401
An Equal Opportunity / Affirmative Action Employer



NOTICE OF APPOINTMENT BY THE COUNTY COMMISSIONERS
TO THE
_____ COUNTY BOARD OF SOCIAL SERVICES

TERM OF APPOINTMENT

Date: _____

This is to notify the NC Department of Health and Human Services, Division of Social Services that the County Commissioners of the above-mentioned county have named as their appointee to the County Board of Social Services the following person:

Name _____

Address _____

City _____ Zip Code _____

Race _____ County Commissioner: yes _____ no _____

Gender _____

Signature _____, Clerk
Board of County Commissioners

Please see information regarding eligibility for board membership on the reverse of this form.

PLEASE RETURN THIS FORM TO:

Angela Green
NC Division of Social Services
2401 Mail Service Center
Raleigh, North Carolina 27699-2401

Please also forward a copy to your county director of social services. Thank you.

**RESTRICTIONS REGARDING
COUNTY SOCIAL SERVICES BOARD MEMBERSHIP**

G.S. 108A-3: Residential Qualifications

Each member of the county social services board "...shall be bona fide residents of the county from which they are appointed to serve..."

G.S. 108A-4: Term of Appointment

"Each member of a county board of social services shall serve for a term of three years. No member may serve more than two consecutive terms. Notwithstanding the previous sentence, the limitation on consecutive terms does not apply if the member of the social services board was a member of the board of county commissioners at any time during the first two consecutive terms, and is a member of the board of county commissioners at the time of reappointment."

G.S. 108A-6: Member Filling an Unexpired Term

All appointments made to fill vacancies "... shall be for the remainder of the former member's term of office and shall not constitute a term for the purposes of G.S. 108A-4."

G.S. 108A-47: State/County Special Assistance for Adults - Limitations on Payments

"No payment for assistance. . .shall be made for the care of any person in an adult care home that is owned or operated in whole or in part by. . a member. . .of any county board of social services."

G.S. 108A-55: Medical Assistance Program - Payments

"No payments shall be made for the care of any person in a nursing home or intermediate care home which is owned or operated in whole or in part by a member of. . .any county board of social services. . .or by a spouse of any such person."

G.S. 128-1.1: Dual-Office Holding Allowed

Any person who holds an elective or appointive office in State or local government is authorized by the General Assembly, pursuant to Article VI, Sec. 9 of the North Carolina Constitution to hold concurrently one other appointive office, place of trust or profit, in either State of local government.

10A NCAC 68 .0301: Employment of Relatives of County Board Members

"No person shall be considered for employment in a county department of social services during the time a member of his immediate family is serving on the county board of social services or the board of county commissioners in the same county. This regulation in no way effects the status of a person who is already an employee of a county department of social services and of whose immediate family member becomes a candidate for or is appointed or elected to the county board of social services or the board of commissioners of the same county. (emphasis added) 'Immediate family member,' is for purposes of this Regulation defined as a spouse, parent, sibling, child, grandparent, grandchild, stepparent, mother-in-law, father-in-law, son-in-law, daughter-in-law, brother-in-law, sister-in-law, aunt, uncle, niece, or nephew."

10A NCAC 70E .0402(d): Criteria for the Foster Family - County Social Services Board Members

The homes of Agency Employees, Social Services Board Members, and County Commissioners may be licensed if such licensure does not constitute a conflict of interest regarding supervision of children placed in the home. The agency's position concerning conflict of interest questions shall be documented in the family's record.

1st Appearance

RECEIVED

APPLICATION FOR APPOINTMENT

RECEIVED

MAY 18 2016

to LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS 2016

LENOIR COUNTY MANAGER'S OFFICE

LENOIR COUNTY MANAGER'S OFFICE

The Lenoir County Board of Commissioners believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the County's advisory boards. If you want to be considered for appointment to an advisory board, please complete the Application below and mail it to the Lenoir County Clerk to the Board, P.O. Box 3289, Kinston, NC 28502, or fax to (252) 559-6454.

Advisory Board/Committee/Commission interested in:

Nursing Home / Adult Care Committee

(I understand that this application will be kept on the active file for two years only, and I, hereby, authorize Lenoir County to verify all information included in this application.)

* * * * *

Name: Nell Harper Smith

Address: 452 Smith-Gray Road

City/State/Zip: Seven Springs, N.C. 28578

Telephone: (Home) 252-569-4641 (Work) Retired FARM OWNER

Occupation:

Business Address: SAME

Age: (Optional):

Number hours available per month for this position: 12 hours

Training: serve on BOARD Registered Nurse - Retired

Business and Civic Experience/Skills:

Other County Boards/Committees/Commissions presently serving on:

Expiration date of Term:

Circle your voting precinct

- K-1 (Carver Courts Recreation Center)
- K-2 (Gordon Street Christian Church)
- K-3 (Fairfield Recreation Center)
- K-4 (Northwest Elementary School)
- K-5 (Spillman Baptist Church)
- K-6 (Teachers Memorial School)
- K-7 (Emma Webb Recreation Center)
- K-9 (First Pentecostal Holiness Church)
- Contentnea (Hugo Volunteer Fire Station)
- Falling Creek (Banks Elementary School Gym)
- Institute (Institute Methodist Church)
- Moseley Hall (LaGrange Volunteer Fire Station)
- Neuse (Cooperative Extension Office)
- Pink Hill 1 (Bethel Baptist Church)
- Pink Hill 2 (Pink Hill Rescue Station)
- Sand Hill (Sand Hill VF Department)
- Southwest (Southwood VF Department)
- K-8 (Holloway Recreation Center)
- Trent 1 (Deep Run VF Department)
- Trent 2 (Moss Hill Ruritan Building)
- Vance (Grace Fellowship Church)
- Woodington (Woodington Middle School)

CERTIFICATION

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

Nell H. Smith

Signature of Applicant

Date 5-9-16

RECEIVED

APPLICATION FOR APPOINTMENT

to

MAY 18 2016

LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

LENOIR COUNTY
MANAGER'S OFFICE

The Lenoir County Board of Commissioners believes that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a citizen member of one of the County's advisory boards. If you want to be considered for appointment to an advisory board, please complete the Application below and mail it to the Lenoir County Clerk to the Board, P.O. Box 3289, Kinston, NC 28502, or fax to (252) 559-6454.

Advisory Board/Committee/Commission interested in:

Nursing Home / Adult care

(I understand that this application will be kept on the active file for two years only, and I, hereby, authorize Lenoir County to verify all information included in this application.)

* * * * *

Name: Jane Phillip
Address: 1602 west Road
City/State/Zip: Kinston NC.
Telephone: (Home) 252-522-0540 (Work) 252-468-1424
Occupation: PT Kinston Chamber of Commerce
Business Address: 301 N. Queen St.
Age: (Optional): 76
Number hours available per month for this position: 12 Hrs.
Training: Been on board for 12 yrs.
Business and Civic Experience/Skills: Retired Ins Agent - Been a caregiver
Other County Boards/Committees/Commissions presently serving on: _____
Expiration date of Term: _____

Circle your voting precinct

- | | |
|----------------------------------------------------------------|------------------------------------------------|
| K-1 (Carver Courts Recreation Center) | Moseley Hall (LaGrange Volunteer Fire Station) |
| K-2 (Gordon Street Christian Church) | Neuse (Cooperative Extension Office) |
| K-3 (Fairfield Recreation Center) | Pink Hill 1 (Bethel Baptist Church) |
| K-4 (Northwest Elementary School) | Pink Hill 2 (Pink Hill Rescue Station) |
| <input checked="" type="radio"/> K-5 (Spillman Baptist Church) | Sand Hill (Sand Hill VF Department) |
| K-6 (Teachers Memorial School) | Southwest (Southwood VF Department) |
| K-7 (Emma Webb Recreation Center) | K-8 (Holloway Recreation Center) |
| K-9 (First Pentecostal Holiness Church) | Trent 1 (Deep Run VF Department) |
| Contentnea (Hugo Volunteer Fire Station) | Trent 2 (Moss Hill Ruritan Building) |
| Falling Creek (Banks Elementary School Gym) | Vance (Grace Fellowship Church) |
| Institute (Institute Methodist Church) | Woodington (Woodington Middle School) |

CERTIFICATION

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

Jane Phillip
Signature of Applicant

5-9-16
Date

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LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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MANAGER'S OFFICE

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Advisory Board/Committee/Commission interested in:

Nursing Home - Adult Care Committee

(I understand that this application will be kept on the active file for two years only, and I, hereby, authorize Lenoir County to verify all information included in this application.)

* * * * *

Name: Pat Humphreys
Address: 843 Westminster Lane
City/State/Zip: Kinston N.C. 28501
Telephone: (Home) 252-522-0051 (Work) cell 560-1506
Occupation: retired
Business Address: - - -
Age: (Optional): _____
Number hours available per month for this position: 12 hrs.
Training: _____
Business and Civic Experience/Skills: Activity director in an assisted living facility
Other County Boards/Committees/Commissions presently serving on: _____
Expiration date of Term: _____

Circle your voting precinct

- | | |
|---------------------------------------------|------------------------------------------------|
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Patricia M. Humphreys
Signature of Applicant

May 9, 2016
Date



RECEIVED

APR 27 2016

**LENOIR COUNTY
MANAGER'S OFFICE**

April 21, 2016

Mr. Craig Hill, Chairperson
Lenoir County Board of Commissioners
2804 Westbrook Drive
Kinston, NC 28504

Dear Mr. Hill:

Mr. Jim Hardison was appointed to our Board of Trustees by the Lenoir County Commissioners. His term is due to expire on June 30, 2016.

Mr. Hardison is a good trustee and faithful member of our Board. We would be pleased if he is reappointed for a four-year term.

Please contact me if you need additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Brantley Briley", written over a horizontal line.

Brantley Briley, Ed.D.
President

BB/lkw

cc: Mr. Grady Bethel, LCC Board Chair
Mr. Mike Jarman, Lenoir County Manager
Mr. Jim Hardison

1st Appearance



RECEIVED

MAY 25 2016

LENOIR COUNTY
MANAGER'S OFFICE

May 23, 2016

Mr. Roland Best, Chairman
Lenoir County Board of Commissioners
1909 Northview Drive
Kinston, NC 28502

Dear Mr. Best:

As you are aware, chief elected officials continue to have a central role in the administration of workforce investment activities. Specifically, chief elected officials are responsible for appointing members to the local Workforce Development Board to represent their counties' workforce needs.

We are requesting that the Lenoir County Board of Commissioners reappoint the following individuals to the Eastern Carolina Workforce Development Board:

- Dr. Brantley Briley, President, Lenoir Community College, representing Adult Basic Education
- Mr. Bruce Parson, Owner, Blind Shop, representing Small Business.

Additionally, we are requesting that the Lenoir County Board of Commissioners appoint:

- Mr. Mark Pope, Lenoir County Economic Developer, representing Economic Development.

These appointments are for a two-year term beginning July 1, 2016, and expiring June 30, 2018.

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

Sincerely,

Tammy Childers
Executive Director

cc: Mr. Michael Jarman, County Manager
Dr. Brantley Briley, Lenoir Community College
Bruce Parson, Blind Shop
Mark Pope, Lenoir County Economic Development

Item No. 11

TO: Chairman and Members of the Board
FROM: Mike Jarman, County Manager
DATE: June 6, 2016
SUBJECT: Items from County Manager

1. Inspections & Permit Report



**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 2016

PERMITS ISSUED: 149

PERMITS VALUE: \$ 1,572,444

PERMIT FEES: \$ 11,045

SINGLE FAMILY DWELLINGS: 2

MOBILE HOMES: 9

COMMERCIAL: 0

ADDITIONS: 3

ELECTRICAL: 50

PLUMBING: 21

MECHANICAL: 39

OTHER: 25

TOTAL INSPECTIONS: 342