LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
MONDAY, JUNE 15, 2009 – TIME: 4:00 P.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 COMMENTS:	**10 Min.**
	PUBLIC INFORMATION: Brennan Associates, Inc.: Jail Update	**10 Min.**
1.	**Items from Chairman/Commissioners: 5 Min.**	Board
	Proclamation Against HR 2454: The American Clean Energy and Security Act	Pharo
2.	**Items from County Manager: 5 Min.**	Jarman
	CONSENT AGENDA: 5 Min.	**ACTION**
3.	Approval of Minutes: Regular Board Meeting: June 1, 2009 Budget Work Session: June 8, 2009	Aytch/Jarman
	END OF CONSENT AGENDA	
	PUBLIC HEARING/RESOLUTIONS: 30 Min.	
4.	**A.** Public Hearing Regarding the Edward Byrne Memorial Justice Assistance Grant (JAG) Funds **B.** Resolution Approving the Proposed Expenditures of the Recovery Act Edward Byrne Memorial Justice Assistance Grant (JAG) Funds	Smith/Martin
5.	Public Hearing Regarding the Closeout of the 2006 CDBG Scattered Site Project	Jarman/Martin
6.	Public Hearing Regarding the Requirements of all 2009 CDBG Projects as well as a Public Hearing Regarding Fair Housing Requirements	Jarman/Martin
7.	**A.** Resolution by the Board of Commissioners of the County of Lenoir Authorizing Execution of CDBG-TEDG Documents **B.** Resolution Authorizing Individuals to Sign All Requisitions for Funds from the Talent Enhancement Demonstration Grant (TEDG) **C.** Budget Ordinance: Community Development Block Grant Program: 2009 Talent Enhancement Demonstration Grant #08-T-1910 **D.** Resolution Authorizing the Award of a Contract for Demolition Services for the 2006 CDBG Concentrated Needs Project: $2,950	Jarman/Martin
	BUDGET ORDINANCE AMENDMENTS/ RESOLUTIONS: 60 Min.	
8.	Budget Ordinance Amendment: Fire Districts: Fire Protection: $193,965	Jarman/Martin
9.	Budget Ordinance Amendment: Various Funds: Finance: $920,354: Increase	Jarman/Martin
10.	**A.** Resolution Authorizing Purchase Order Execution: Tim McKinnie & Associates, Inc.: Cost Allocation Plan: $5,000 **B.** Resolution Approving/Authorizing Execution of FY 09-10 Insurance Policies with WA Moore Company, Inc., and Discovery Insurance Co.: $383,074	Hollowell/Martin
11.	Resolution Authorizing Support of Continuance of Health Department Clinics and Services through FY 2009-2010	Huff/Martin

12. **A.** Resolution Approving FY 09-10 Position and Pay Classification Plan — Jarman/Martin
    B. Resolution Approving an Increase in Annual Leave for County Employees by Approximately Two (2) Days in Each of the 'Years of Service' Categories Effective July 1, 2009

13. **A.** Resolution for Blanket Approval of Adoption Assistance Requests for Vendor Payments — Jones/Martin
    B. Resolution Approving Blanket Purchase Order for System Sales: $2,500
    C. Resolution Authorizing the Purchase of Radio Advertisements from Curtis Media Group East: $4,686
    D. Resolution Approving Purchase Order and Contract with Thomas Hill of Thomas Hill Service Center: $7,530
    E. Resolution Approving Purchase Order with Anza Mailing Systems (NeoPost): $7,980
    F. Resolution Approving Contract between Lenoir County Department of Social Services and North Carolina Department of Health and Human Resources, Division of Services for the Blind: FY 2009-10: $9,972
    G. Resolution Approving Contract for Commodities Distribution for FY 09-10: $15,000
    H. Resolution Approving Contract and Purchase Order with Enterprise Rent-A-Car: $20,000
    I. Resolution Approving Contract with Salvation Army: $20,000
    J. Resolution Approving Purchase Order with Dell Financial Services: $25,412
    K. Resolution Approving Purchase Order and Contract with Drake Janitorial Service, Inc. for FY 09-10: $34,232
    L. Resolution Approving Blanket Purchase Order for the Following: Floors and Courts: $6,000: Corporate Resources: $35,000
    M. Resolution Approving Contract with Lenoir County Sheriff's Office for FY 09-10: $50,000
    N. Resolution Approving Purchase Order with Coeco Office Systems: $51,208
    O. Resolution Approving Contract with Vanguard Professional Staffing: $60,000
    P. Resolution Approving and Authorizing the Out-Posting of Income Maintenance Caseworkers at Lenoir Memorial Hospital and the Lenoir County Health Department: $69,091
    Q. Resolution Approving Service Contracts for FY 09-10: Interim Health Care: $247,214
    R. Resolution Approving Contracts for Legal Services: Dal Wooten & Chris Rogerson – NTE: $158,000 Annually: Griffin & Griffin and Annette Turick – NTE: $110,000 Annually: Griffin & Griffin – NTE: $500 Annually
    S. Resolution Approving Provider Agreements for Subsidized Day Care: $2,439,887

14. **A.** Resolution Authorizing FY 09-10 Purchase Orders for the Board of Elections: Print Elect/Owen G. Dunn - $2,000: Freedom ENC/The Free Press - $2,000: Weekly Gazette - $1,000: A.G. Smith - $1,500: $6,500 — King/Martin
    B. Resolution Authorizing FY 09-10 Purchase Orders for the Board of Elections: Executive Leasing - $5,818; Corporate Resources - $2,000: $7,818

15. Resolution Authorizing the Sale of Lenoir County Owned Lots to the City of Kinston — Parrish/Martin

16. **A.** Resolution Authorizing the Approval of FY 09-10 Expenditure of Supplies – R. L. Ballard & Associates: $5,000 — Seymour/Martin
B. Resolution Approving FY 09-10 Expenditure of Funds for Leasing Copiers – COECO: $5,508
C. Resolution Authorizing the Approval of FY 09-10 Contract Services for Indexing – COTT Systems: $50,000

17. **A.** Budget Ordinance Amendment: State Controlled Substance: Sheriff-State Controlled Substance: $33,036: Increase — Smith
B. Resolution Approving Purchase of Plumbing Services from the following Vendor: Ed Phillips Heating Air Conditioning & Plumbing: $5,000
C. Resolution Approving Contract for Sheriff's Equipment and Supplies: Lawmen's Safety Supply: $7,500
D. Resolution Approving Purchase of Ammunition: Lawmen's: $7,800
E. Resolution Approving Purchase of Tires from the Following Vendors: BTS Tire: $10,000
F. Resolution Approving Contract for Sheriff's Uniform Supply Vendor: American Uniform Sales: $9,000: Century Uniforms: $5,000
G. Resolution Approving Purchase Order with Gately Communications, Co.: $18,000
H. Resolution Approving Contract for Sheriff's Uniform Supply Vendor: American Uniform Sales: $10,000: Century Uniforms: $18,000
I. Resolution Approving Purchase of Equipment & Monitoring Services from Reliant Management Group: $31,222
J. Resolution Approving Contract for Jail Operating Supply Vendors: Bob Barke Supply: $16,000: Safelle, Inc.: $3,000: Brame: $14,300
K. Resolution Approving Contract for Repair/Maintenance Vendor: Brittain's Garage: $18,000: Fast Forward Signs: $5,000: Webb's Automotive: $13,000: Jarman Tire: $2,500: Fred Moodys Garage: $2,500
L. Resolution Approving Purchase of Night Vision Equipment: $66,071.88
M. Resolution Approving Contract for Jail Food Service Vendors: NC Dept. of Corrections: $18,000: Sysco Food: $32,000: US Foodservice: $30,000: Franklin Baking: $16,000: Maola Milk and Ice: $30,000: Institution Food House: $36,000

18. **A.** Resolution Authorizing Replacement of three 15-Ton Split System Heat Pumps at the Lenoir County Livestock Building: Ed Phillips, Inc.: $33,211 — Wiggins/Martin
B. Resolution Authorizing FY 09-10 Service Contracts and Purchase Orders for Court Facility/Public Buildings Department: $172,170

APPOINTMENTS: 5 Min.

19. Resolution Approving Citizens to Boards, Commissions, Etc. **5 Min.** — Aytch

OTHER ITEMS: 10 Min.

20. **Items from County Manager / County Attorney / Commissioners / Closed Session (if necessary)**

Item No. 1

PROCLAMATION AGAINST H.R. 2454
THE AMERICAN CLEAN ENERGY AND SECURITY ACT

Whereas, The United State of America, The State of North Carolina, The City of Kinston NC, and the County of Lenoir NC are all in an Economic Recession; and

Whereas, All State, City, Local, and County Governments are forced during this economic recession to cut yearly budgets, freeze jobs, institute layoffs, reduce salaries; and

Whereas, Business entities of all types including, but not limited to, manufacturing, agriculture, all goods and service providers, health care, for profit, and not for profit are forced during this economic recession to cut yearly budgets, freeze jobs, institute layoffs, reduce salaries; and

Whereas, Departments at all government levels including, but not limited to, Department of Parks and Recreations, Department of Social Services, and Local Health Departments are forced during this economic recession to cut yearly budgets, freeze jobs, institute layoffs, reduce salaries; and

Whereas, The United State House of Representatives has introduced H.R. 2454, The American Clean Energy and Security Act, introduced by U. S. Representatives Waxman and Markey; and

Whereas, H.R. 2454 has been estimated to increase on average by 20% to 40% the monthly energy usage costs to all, but not limited to, the following entities: Every household in the United State of America, Public and Private Schools, Community Colleges, Universities, All Health Care Facilities, County Office Buildings, Business in General, State Government Buildings, and City Government buildings in the United States; and

Whereas, None of, but not limited to, the above mentioned entities are able during this time of economic recession to absorb increased energy costs due to H.R. 2454 without increased continued yearly budget cuts, job freezes, tax increases, salary reductions, and job losses;

Therefore, **The Lenoir County Board of Commissioners hereby respectfully requests all elected officials that represent North Carolina in the United States Congress in Washington DC to vote against H.R. 2454.**

LENOIR COUNTY BOARD OF COMMISSIONERS

_____
George W. Graham, Jr. Chairman

_____ **Date:** _____
Clerk to the Board

Item No. 2

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

FROM: **Mike Jarman, County Manager**

DATE: **June 15, 2009**

SUBJECT: **Items of Interest**

1. Letter: June 3, 2009: Office of Charlie Albertson Re: Resolution relative to Local ABC Boards

2. Letter: May 27, 2009: The Pink Hill Area Preservation and Development Committee Re: the old Pink Hill Elementary

3. Lenoir County Financial Performance Summary: 2008-09: May 31, 2009

4. Lenoir County Planning & Inspections Permit/Inspection Report: April 2009

5. Minutes: Kinston-Lenoir County Parks and Recreation Commission Meeting: May 14, 2009

North Carolina General Assembly
Senate

SENATOR CHARLIE W. ALBERTSON
10TH DISTRICT

OFFICE ADDRESS: 523 LEGISLATIVE OFFICE BUILDING
300 N. SALISBURY STREET
RALEIGH, NC 27603-5925
TELEPHONE: (919) 733-5705
(919) 715-8329 FAX
EMAIL: albertsonla@ncleg.net
DISTRICT: 136 HENRY DUNN PICKETT RD.
BEULAVILLE, NC 28518
(910) 298-4923

RECEIVED
JUN 5 2009
Lenoir County
County Manager's Office
COMMITTEES

APPROPRIATIONS/BASE BUDGET, CO-CHAIR
AGRICULTURE/ENVIRONMENT/NATURAL RESOURCES
FINANCE
JUDICIARY I
PENSIONS/RETIREMENT/AGING
RULES
SELECT COMM. ON ENERGY/SCIENCE & TECHNOLOGY
STATE & LOCAL GOVERNMENT
WAYS & MEANS

June 3, 2009

Mr. George Graham
County of Lenoir
P. O. Box 3289
Kinston, NC 28502

Dear George:

Thank you for your letter and the Resolution relative to the ABC Boards. I will keep this in mind if/when this moves forward. At this point, I'm not sure what will happen to this legislation.

Thanks for all you do for our people in Lenoir County.

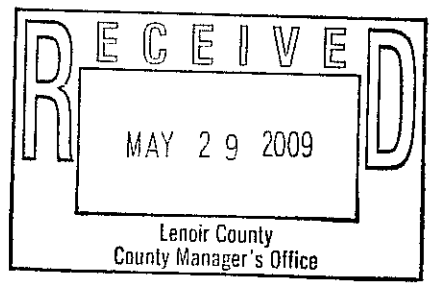
Sincerely,

Charlie

Sen. Charlie W. Albertson

CWA/cjd

255 N NC 11
Pink Hill, NC 28572
May 27, 2009



Dr. Terry Cline, Superintendent
Lenoir County Public Schools
2017 W. Vernon Avenue
Kinston, NC 28504

Dear Dr. Cline:

The Pink Hill Area Preservation and Development Committee, a nonprofit corporation (EIN 27-0196970), met Tuesday, May 19, 2009 to continue discussion on the acqusiition and utilization of the old Pink Hill Elementary School. It was the consensus of the Committee that we should continue to pursue obtaining the property for $1.00. The Town of Pink Hill is in full agreement to receive the property and work with the Committee to develop the property for community use (see attachment).

The school and the recreational facilities are essential to the youth that participate in the recreational programs and to the growth and development of the Town of Pink Hill. The County Parks and Recreation Program would like to continue to utilize the ball fields and the gymnasium. **The Pink Hill Area Preservation and Development Committee would like to work with the County Recreation Department to provide the services to the community.**

Realizing that the Pink Hill Preservation and Development Committee is a nonprofit corporation, the funds are very limited. The Committee does not think that the Lenoir County taxpayers should have to pay for the school again for the use of the community. Any money raised should go toward the preservation and development of the property and not for the purchase of the property.

The mission statement follows: The Pink Hill Area Preservation and Development Committee is united to preserve the historic Pink Hill School property and to restore it to serve the people of Pink Hill and the surrounding communities.

Your cooperation in making the said property available to the Town of Pink Hill and to the Pink Hill Area Preservation and Development Committee would be greatly appreciated.

Sincerely,

Alice S. Scott

Alice S. Scott, Ph.D., President
Pink Hill Area Preservation and Development Committee

Cc: Lenoir County Public School Board Members
Lenoir County Commissioners
Mike Jarman, Lenoir County Manager
Bill Ellis, Lenoir County Recreation Department Director
Pink Hill Town Commissioners
Treva Brigman, Pink Hill Town Mayor

Attachment

The Pink Hill Area Preservation and Development Committee is united to preserve the historic Pink Hill School Property and restore it to serve the people of Pink Hill and the surrounding community.

Recommendations on the Future Utilization of Pink Hill Elementary School

Wellness and Community Center

Aerobic exercise classes

Physical therapy programs

Walking track

Senior daycare and classes'

Personal training

CPR/First Aid

After school program

Karate classes

Art Center

Fitness center

Massage therapy

Child and adult obesity programs

Older adult social clubs and trips

Corporate health and fitness programs

Preschool program

Summer day camps for all youth ages

Community meeting rooms

Addition: Therapeutic Pool

Swimming lessons for all ages

Arthritis aquatic classes

Aquatics for children and adults with disabilities

Water fitness classes

Lifeguard training

LENOIR COUNTY
FINANCIAL PERFORMANCE SUMMARY-2008-09
MAY 31, 2009

REVENUES

91.67%

DESCRIPTION	BUDGET FOR YEAR	REVENUES TO DATE	REMAINING BALANCE	% REC'D
GENERAL FUND:				
Health Department	1,559,454	1,401,534	157,920	89.87%
Public Assistance (DSS)	11,253,674	7,405,016	3,848,658	65.80%
Property Taxes	28,931,103	28,767,862	163,241	99.44%
Sales Taxes	6,940,951	5,128,457	1,812,494	73.89%
Other General	15,985,852	9,845,212	6,140,640	61.59%
TOTAL GENERAL	**64,671,034**	**52,548,081**	**12,122,953**	**81.25%**
OTHER FUNDS:				
Employee Insurance	3,615,000	2,941,922	673,078	81.38%
Vehicle Replacement	361,019	348,855	12,164	96.63%
Fed Seized Property	31,000	44,043	-13,043	142.07%
State Controlled Substance	61,466	17,003	44,463	27.66%
Capital Reserve Fund	5,062,176	4,252,615	809,561	84.01%
School Capital Fund	3,458,227	1,519,762	1,938,465	43.95%
Transportation Fund	1,041,559	658,577	382,982	63.23%
Scrap Tire Disposal	130,000	118,559	11,441	91.20%
Emergency Telephone	598,185	650,857	-52,672	108.81%
Revaluation Fund	103,188	103,188	0	100.00%
Automation-Preservation Fnd	35,000	21,197	13,803	60.56%
MSW Landfill-Debt Service	157,708	157,734	-26	100.02%
Capital Improve Fund	3,567,703	2,814,049	753,654	78.88%
Solid Waste Management	3,345,027	2,566,632	778,395	76.73%
Trust and Agency Fund:				
Smart Start Program	142,376	117,669	24,707	82.65%
Fire Districts	1,113,035	1,079,515	33,520	96.99%
TOTAL OTHER FUNDS	**22,822,669**	**17,412,177**	**5,410,492**	**76.29%**
GRAND TOTAL	**87,493,703**	**69,960,258**	**17,533,445**	**79.96%**

Project Based Revenues:	BUDGET	TO DATE	REMAINING	% REC
CDBG CN GRANT	**735,000**	**212,182**	**522,818**	**28.87%**
CDBG SS GRANT	**400,000**	**361,469**	**38,531**	**90.37%**
SFR 07 HOME PROJECT	**392,000**	**202,723**	**189,277**	**51.72%**
HWY 70 INDUSTRIAL PARK-WATER	**551,268**	**0**	**551,268**	**0.00%**
SCHOOL CONSTRUCTION FUND	**72,541,121**	**72,594,641**	**-53,520**	**100.07%**
CAPITAL PROJECTS FUND	**4,332,550**	**4,332,176**	**374**	**99.99%**
Total Project Based	**78,951,939**	**77,703,191**	**1,248,748**	

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

Project Based Expenditures:	BUDGET	EXPENDED TO DATE	ENCMUMBERED	REMAINING
CDBG CN GRANT	**735,000**	**177,182**	**0**	**557,818**
CDBG SS GRANT	**400,000**	**360,669**	**0**	**39,331**
SFR 07 HOME PROJECT	**392,000**	**224,957**	**0**	**167,043**
HWY 70 INDUSTRIAL PARK-WATER	**551,268**	**0**	**0**	**551,268**
SCHOOL CONSTRUCTION FUND	**72,541,121**	**55,988,953**	**0**	**16,552,168**
CAPITAL PROJECTS FUND	**4,332,550**	**2,375,515**	**141,000**	**1,816,035**
Total Project Based	**78,951,939**	**59,127,276**	**141,000**	**19,683,663**

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

LENOIR COUNTY
FINANCIAL PERFORMANCE SUMMARY - 2008-09
MAY 31, 2009

EXPENDITURES

91.67%

DESCRIPTION	BUDGET FOR YEAR	EXPENDITURES TO DATE	ENCUMBRANCE	UNENCUMBERED BALANCE	% EXPEND/ENCUMBR
GENERAL FUND:					
Governing Body	229,207	204,193	0	25,014	89.1%
County Manager	266,147	235,894	0	30,253	88.6%
Finance	286,587	223,535	0	63,052	78.0%
Tax Office	843,693	761,979	914	80,800	90.4%
Legal	62,500	32,601	0	29,899	52.2%
Court Facility	336,705	249,084	42,637	44,984	86.6%
Elections	349,562	306,743	5,755	37,064	89.4%
Register of Deeds	313,581	248,018	11,309	54,254	82.7%
Non-Departmental	1,469,559	796,198	0	673,361	54.2%
Process Funds	967,188	851,657	372	115,159	88.1%
Outside Agencies	132,000	102,086	0	29,914	77.3%
Management Info Systems	822,497	722,831	16,335	83,331	89.9%
Public Buildings	471,328	381,259	11,509	78,560	83.3%
Sheriff	3,938,495	3,332,096	57,206	549,193	86.1%
Central Communications	1,157,603	976,319	13,556	167,728	85.5%
Jail	2,492,369	2,084,107	157,315	250,947	89.9%
Emergency Management	346,765	284,351	9,579	52,835	84.8%
Emergency Medical Services	3,338,671	3,019,988	62,411	256,272	92.3%
Non-Emergency Services	518,929	383,552	20,667	114,710	77.9%
Fire Protection	51,660	47,355	0	4,305	91.7%
Inspections	210,171	185,783	0	24,388	88.4%
Medical Examiner	40,000	29,050	0	10,950	72.6%
Economic Development	307,045	274,435	609	32,001	89.6%
Veterans Service Office	32,621	21,818	488	10,315	68.4%
Cooperative Extension	380,519	309,844	3,167	67,508	82.3%
JCPC - Parenting Matters	34,388	26,019	0	8,369	75.7%
Cooperative Ext-Grants	75,151	51,359	0	23,792	68.3%
Soil Conservation	116,158	98,276	0	17,882	84.6%
Health Department	3,507,939	2,825,644	117,395	564,900	83.9%
BioTerrorism - Health	50,496	35,285	0	15,211	69.9%
M. Health Department	240,139	220,127	0	20,012	91.7%
CJPP - Day Reporting Center	127,897	110,841	1,873	15,183	88.1%
Public Assistance (DSS)	18,245,311	12,914,822	74,646	5,255,843	71.2%
Education	9,500,000	8,708,333	0	791,667	91.7%
Community College	1,961,221	1,797,786	0	163,435	91.7%
Cultural	720,000	660,000	0	60,000	91.7%
Recreation	653,100	598,675	0	54,425	91.7%
Debt Service	3,807,834	3,807,834	0	0	100.0%
Transfer to Other Funds	6,245,998	6,245,998	0	0	100.0%
Contingency	20,000	0	0	20,000	0.0%
TOTAL GENERAL	**64,671,034**	**54,165,775**	**607,743**	**9,897,516**	**84.7%**
OTHER FUNDS:					
Employee Insurance Fund	3,615,000	2,864,601	0	750,399	79.2%
Vehicle Replacement Fund	361,019	286,856	300	73,863	79.5%
Fed Seized Property Fund	31,000	13,205	14,795	3,000	90.3%
State Controlled Substance Fund	61,466	41,287	6,223	13,956	77.3%
Capital Reserve Fund	5,062,176	309,560	0	4,752,616	6.1%
School Capital Fund	3,458,227	3,533,101	0	-74,874	102.2%
Transportation Fund	1,041,559	708,080	164,975	168,504	83.8%
Scrap Tire Disposal Fund	130,000	106,288	0	23,712	81.8%
Emergency Telephone Fund	598,185	306,346	194,748	97,091	83.8%
Revaluation Fund	103,188	58,010	407	44,771	56.6%
Automation-Preservation Fund	35,000	0	0	35,000	0.0%
MSW Landfill-Debt Service	157,708	157,691	0	17	100.0%
Capital Improvements Fund	3,567,703	2,650,749	34,479	882,475	75.3%
Solid Waste Management	3,345,027	2,090,446	38,851	1,215,730	63.7%
Trust & Agency Fund					
Family & Caregiver-Smart Start	142,376	119,757	0	22,619	84.1%
Fire Districts	1,113,035	1,052,567	0	60,468	94.6%
TOTAL OTHER FUNDS	**22,822,669**	**14,298,544**	**454,778**	**8,069,347**	**64.6%**
GRAND TOTAL	**87,493,703**	**68,464,319**	**1,062,521**	**17,966,863**	**79.5%**

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 2009

PERMITS ISSUED: 111

PERMITS VALUE: $ 2,169,041

PERMIT FEES: $ 12,035

SINGLE FAMILY DWELLINGS: 4

MOBILE HOMES: 7

COMMERCIAL: 3

ADDITIONS: 6

ELECTRICAL: 35

PLUMBING: 8

MECHANICAL: 25

OTHER: 23

TOTAL INSPECTIONS: 302

KINSTON/LENOIR COUNTY

PERIODIC REPORT OF PERMITS ISSUED (GROUPED BY REPORT CODE)

DATE RANGE: 05/01/09 TO 05/31/09 Printed on: JUNE 3, 2009 Page 1

	CODE	PRMS	VALUATION	FEES PAID	UNITS
NEW RES. HOUSEKPING - LENOIR COUNTY					
* Single Family Houses Detached	101B	3	604,400.00	1,516.00	3
* Single Family Houses Attached	102B	0	0.00	0.00	0
* 2 Family Building	103B	0	0.00	0.00	0
* 3 and 4 Family Buildings	104B	0	0.00	0.00	0
* 5 or More Family Buildings	105B	0	0.00	0.00	0
*TOTAL INFORMATION 101-105	109B	0	0.00	0.00	0
NEW RESIDENTIAL NON-HOUSEKEEPING BL:					
* Hotels, Motels & Tourist Cabins ..	213B	0	0.00	0.00	0
* Other Non-Housekeeping Shelter ...	214B	0	0.00	0.00	0
NEW NON-RESIDENTIAL BUILDINGS:					
* Amusement, Social, & Recreational	318B	0	0.00	0.00	0
* Churches & Other Religious	319B	1	140,490.00	1,271.00	1
* Industrial	320B	1	94,950.00	250.00	1
* Prkng Garages (Blds & Open Decked)	321B	0	0.00	0.00	0
* Service Stations & Repair Garages	322B	0	0.00	0.00	0
* Hospitals & Institutional	323B	0	0.00	0.00	0
* Offices, Banks, & Professional ...	324B	0	0.00	0.00	0
* Public Works & Utilities	325B	0	0.00	0.00	0
* Schools & Other Educational	326B	0	0.00	0.00	0
* Stores & Customer Services	327B	0	0.00	0.00	0
* Other Non-Residential Bldgs	328B	0	0.00	0.00	0
* Stuctures Other than Buildings ...	329B	0	0.00	0.00	0
ADDITIONS, ALTERATIONS, & CONVERSION					
* Residential	434B	6	416,200.00	702.00	6
* Non-Residential & Non-Housekeeping	437B	0	0.00	0.00	0
* Adds of Res. CP/Garages(Atch/Detc)	438B	0	0.00	0.00	0
DEMOLITIONS AND RAZING OF BUILDINGS:					
* Single Family Houses (Atch/Detach)	645B	0	0.00	0.00	0
* 2 Family Buildings	646B	0	0.00	0.00	0
* 3 & 4 Family Buildings	647B	0	0.00	0.00	0
* 5 or More Family Buildings	648B	0	0.00	0.00	0
* All Other Buildings and Structures	649B	1	100,000.00	100.00	1
TOTALS FOR PERMITS THIS PAGE		12	1,356,040.00	3,839.00	12

KINSTON/LENOIR COUNTY

PERIODIC REPORT OF PERMITS ISSUED (GROUPED BY REPORT CODE)

DATE RANGE: 05/01/09 TO 05/31/09 Printed on: JUNE 3, 2009

	CODE	PRMS	VALUATION	FEES PAID	UNITS
MOBILE/MODULAR OFFICE/CLASSROOM					
*MOBILE OFFICE	740B	0	0.00	0.00	0
*MODULAR CLASSROOM	750B	0	0.00	0.00	0
*MODULAR OFFICE	730B	0	0.00	0.00	0
ELECT./PLUMB/HEAT/A/C/INS/TEMP POLE:					
*ELECTRICAL	800B	35	82,800.00	2,798.00	35
*PLUMBING	810B	8	63,000.00	907.00	8
*HEATING/ AIR CONDITIONING	820B	25	137,000.00	1,581.00	25
*INSULATION	830B	5	17,930.00	273.00	5
*TEMPORARY POLE	840B	5	1,950.00	250.00	5
RESIDENTIAL ACCESSORY STRUCTURES					
*STORAGE/PORCHES/PATIOS/DECKS	900B	0	0.00	0.00	0
MISCELLANEOUS:					
*CHANGE OF OCCUPANCY	910B	1	0.00	150.00	1
*INSPECT DWELLING	920B	0	0.00	0.00	0
*TENTS	930B	0	0.00	0.00	0
*SATELLITE DISH	940B	0	0.00	0.00	0
*AWNING	950B	0	0.00	0.00	0
*EXTRA INSPECTIONS	960B	11	4,221.00	470.00	11
*FIRE PROTECTION SPRINKLER SYSTEM	966B	0	0.00	0.00	0
*MOVING DWELLING ONLY	970B	0	0.00	0.00	0
*SIGN	980B	0	0.00	0.00	0
*FIREWORKS	985B	0	0.00	0.00	0
*SWIMMING POOL	990B	1	29,000.00	100.00	1
*TANKS	995B	0	0.00	0.00	0
MOBILE HOMES					
*SINGLE WIDE MOBILE HOME	700B	3	14,100.00	500.00	3
*DOUBLE WIDE MOBILE HOME	710B	4	213,000.00	635.00	4
*MODULR HOME	720B	1	241,000.00	532.00	1
TOTALS FOR PERMITS ABOVE (incl. pg 1)		111	2,160,041.00	12,035.00	111
Totals of other permits in the period		0	0.00	0.00	0
TOTAL FOR ALL PERMITS IN THE PERIOD		111	2,160,041.00	12,035.00	111

SUMMARY OF INSPECTIONS COMPLETED BY INSPECTOR ID DURING THE PERIOD 05/01/09 THROUGH 05/31/09

THIS REPORT WAS PRINTED ON JUNE 3, 2009

KINSTON/LENOIR COUNTY

((S T A T I S T I C A L B R E A K O U T))

	(---------- Inspections ----------)			(---------- Re-Inspections ----------)			Based On # Activities
# ACTIVITIES	INSPECTIONS (I)	PASSED	CORRECTIONS	RE-INSPECTIONS (R)	PASSED	CORRECTIONS	RE-INSPECTIONS REQUIRED
302	273	230	36	29	24	5	40
	% INSPECTIONS	% PASSED	% CORRECTIONS	% RE-INSPECTIONS	% PASSED	% CORRECTIONS	% RE-INSPECT. REQUIRED
	90	84	13	10	83	17	13

MINUTES
KINSTON/LENOIR COUNTY PARKS & RECREATION COMMISSION MEETING
MAY 14, 2009
6:30 P.M.
ADMINISTRATIVE OFFICE

MEMBERS PRESENT		MEMBERS ABSENT	
Sue Ellen Maddux	Jill Croom	Bill McMahon	Matt Sullivan
Darrell Parrish	John Jones	Will Barker	
Joel Smith	Garland Nobles, Jr.	Keith King	
Christi Fillippeli	Christopher Bradshaw	Ricky Killinger	

The commission meeting was called to order by the Vice-Chair, Sue Ellen Maddux. The April, 2009 minutes were unanimously approved.

Motion - Jones; Second - Nobles; Vote - Unanimous.

Bill Ellis updated the commission on the Lenoir County School Board's recommendation for the Recreation Department purchasing and operating Contentnea and Pink Hill schools' parks. He informed them that the school board does not want to separate the schools from the gyms and wants to sell Contentnea and Pink Hill as one facility. The Pink Hill Preservation Committee has put together a proposal to purchase and operate the whole school and they have asked if the Parks & Recreation Department would operate the athletic program as normal. The school board has not met to make a decision on the price of the facilities. At this time, Contentnea participants will have to play somewhere else within the county.

The commission was asked to approve renaming the Neuseway Park on Mitchell Street to Pearson Park in honor of the fallen deputy, Allen Pearson. A letter was distributed from Cecelia Parker requesting that the park be renamed. The commission discussed this request and questioned whether we would be setting a precedence for other citizens wanting to name a park in someone's memory or honor. The commission decided to table the request for now and discuss it at a later meeting.

The commission was updated on the Rotary Dog Park. Bill Ellis informed them that we did get the erosion control permit and work on the park will now begin in the fall.

The commission was given the proposed 2009/10 city and county budget requests. Overall, the budgets are in good shape and the only extra request was in the part-time salary accounts, due to the minimum wage increase effective July 24, 2009.

Bill Ellis informed the commission that the Greater Kinston Economic Development Authority, who has been leasing Lovit Hines, wants to give it back to the city. The commission will take requests from other agencies interested in operating Lovit Hines Park and will discuss it further at the next meeting.

Bill Ellis informed the commission that the department will be working with Lenoir Community College to employee summer help, which will be paid 100% by a Federal Government program.

Bill Ellis informed the commission that Movies In The Park will be held at Fairfield Park on Friday, May 15th. The movie Jaws will be shown.

The commission went into a closed session to discuss land acquisition.

The commission received the department's summer list of day camps and activities.

With no further business, the meeting was adjourned.

Debra Wicker, Secretary
Kinston/Lenoir County Parks & Recreation Commission

MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS
June 1, 2009

The Lenoir County Board of Commissioners met in open session at 9:00 a.m. on Monday, June 1, 2009 in the Board of Commissioners Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

Members present: Chairman George Graham, Vice-Chairman Claude Stroud and Commissioners, Jackie Brown, Reuben Davis, Chris Humphrey, Tommy Pharo and Linda Rouse Sutton.

Members absent: None

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

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

PUBLIC HEARING/LENOIR COUNTY BUDGET ORDINANCE INTRODUCTION

Upon a motion by Mr. Graham the Public Hearing regarding the Fiscal Year 2009-10 Lenoir County Submitted Budget & Introduction of Fiscal Year 2009-10 Lenoir County Budget Ordinance was opened at 9:02 a.m. Mr. Jarman stated county staff, have worked hard on the budget for quite some time; historical analysts have been reviewed and completed to compile the FY 2009-10 budget recommendations. The FY 09-10 General Fund Budget of $60,993,669 is in balance with a tax rate of $.81 per $100 of assessed valuation. We have shown appropriations from our Fund Balance in previous years but have not actually used funds. We stated "the year we actually use the appropriation from Fund Balance we will need to take corrective action." It appears we will use fund balance in 2008-2009. The FY 09-10 Budget is $267,125 more than the FY 08-09 Original Budget. This is a 4/10 of one- percent (.4%) increase over what was budgeted last year. General Fund Expenditures increased by only ½ percent (.5%) over 2007-08 Actual Expenditures. There are no furloughs or layoffs of current employees; There are no salary increases shown for employees (with double digit unemployment and many of our citizens facing unusual hardships county employees have a great attitude in working to keep the tax burden for our citizens as low as possible).

PUBLIC COMMENTS:

Jerry Henderson- President of the SPCA – Mr. Henderson stated he was disappointed in the appropriated funding for the SPCA for FY 09-10. State law mandates the picking up of animals by local entities and for them to be kept for 4.2 days; 53% of the animals that arrive at the SPCA are euthanized. The SPCA is a volunteer group and works hard to provide the service to the county. Mr. Henderson stated he wanted one contact person to discuss the concerns of the SPCA; wants the City and County to appropriate monies for the maintenance of the facility; wants a long-term lease agreement finalized before any improvements are made to the facility at the cost of the SPCA.

Mr. Jarman stated City/County have worked together with the help of the Health Director to get some issues resolved at the SPCA. A maintenance agreement has been presented to the County offices, but a lease agreement has not. The Board asked administration to continue to work with the SPCA to resolve the long-term lease issue.

Dr. Brantly Briley-President of Lenoir Community College (LCC) – Dr. Briley stated for the past four (4) years a bottom line budget has been presented to the Board of Commissioners. But with the tough economic times the college has no other options but to ask that the full amount requested be appropriated to LCC (LCC requested $2,134,644 in operations and $250,000 in capital). The County has recommended $2,100,000 in operations and $100,000 in capital expenditures. Dr. Briley stated the utilities are up $70,000 for this year. Currently bills are being paid out of Fund Balance. Dr. Briley stressed the importance of LCC to the entire county; "an investment in LCC is an investment in the future of Lenoir County. If total funding requested is not appropriated the citizens of Lenoir County will start seeing a different LCC.

James Perry- Mr. Perry stated Mr. Jarman and county administration has worked very hard to provide for the needs of Lenoir County. The County has to make very difficult decisions in order to provide those needs. Mr. Perry stated that the current re-valuation numbers seem to be absurd; the methodology has not been explained to the citizens for how the numbers were calculated. Mr. Perry stated with the current economy and slow real estate market, there is no way that re-valuations of property have increased so dramatically. Mr. Perry stated he wants to remind the Commissioners that they are here to serve the citizens of Lenoir County and taking more from the citizens is not the way to make up for any lack of funding. Leadership is needed now.

Diane Lynch- Associate Superintendent of Lenoir County Schools – Ms. Lynch thanked the Board on the behalf of Dr. Terry Cline for supporting Lenoir County public Schools. Ms. Lynch thanked the Board for the increase of $300,000 for FY 2009-10. This funding will retain months of employment for counselors and support staff. The schools will be cutting positions this year in studies such as art and music to ensure there are enough teachers to teach core curriculum classes. The proposed budget from the state is an 11% decrease in funding for schools. Ms. Lynch stated that hard economic times are being experienced everywhere, and the school board is very thankful for the increase from the county to help the children of Lenoir County.

Patsy Basden- Ms. Basden stated she does not understand the methodology in acquiring the new re-valuation numbers. Ms. Basden stated citizens of Lenoir County do not need a tax increase now due to hard economic times. Ms. Basden stated she would be filing an appeal in regards to her re-valuation.

Mr. Graham – It has been eight (8) years since the last revaluation, there have been changes to property values during that length of time. There is a process to work through in regards to the revaluation and citizens are urged to take those steps if they deem them necessary. **Mr. Humphrey** – Re-valuations have hurt many of the citizens of the county. The population of the county has declined over the past years, which make the re-valuation numbers harder to believe; the county can not continue to raise taxes. Citizens are not ready for this type of tax increase; property owners are getting fed up.

Mr. Graham - Everyone needs to work for one Lenoir County. Companies coming into Lenoir County are looking at everything that county government does. If the county begins to pull back we as commissioners will pull the county down in the future. **Mr. Humphrey-** We can not be all things to all people; we must buckle down and cut spending more to help the citizens of Lenoir County. The County can not continue funding projects it should not be funding. With a lower tax rate, citizens may be more receptive to a $.25 cent sales tax increase but better education to the citizens on how the monies will be spent will have to be done. **Mr. Pharo**– The Federal government is spending monies quickly and county governments should not do the same. I do not want to cut any type of funding for education but cuts have to be made somewhere. **Ms. Brown**– Supports funding education in Lenoir County and no further cuts should be made towards education. The state mandates the revaluation every eight (8) years; she urges all citizens to file an appeal if they feel their property has been incorrectly valued. **Ms. Sutton**– The future of Lenoir County has to be looked at now. Social Services along with all the other departments have made budget cuts for several years to help with the budget process. The county is very fortunate to have had the staff and past commissioners in place to be in this current financial standing. The county has to look at long range plans that carry us for years to come. **Mr. Graham-** What would it take for Mr. Humphrey to support a county budget. **Mr. Humphrey-** I would like to see a revenue neutral rate. **Mr. Jarman-** Revenue neutral rate would be $.76 cents; that does not equate to county departments funding the same as last year or providing the same services. Administration has shifted sales tax loss to property taxes; $.06 of the current tax rate was voter approved for school bond debt and library debt, these expenses still must be paid. In regards to lowering the tax rate further it has been reviewed and is not advised. The state is looking to take more money from the school system, child support enforcement will become a responsibility of the county and the construction of a jail is the county's responsibility. County Administration has been very conservative on projected revenues, by reducing property taxes another $.05 the county exposes itself to trouble in the future. There is a lot of uncertainty in regards to the state budget, which should cause the county to use more caution. **Mr. Davis and Mr. Stroud**– Supports a $.79 property tax rate. **Mr. Graham-** The Art of politics is compromise; what has been recommend is taking an additional two cents off the recommended $.81 rate. The Board agreed to hold another budget work session on Monday, June 8, 2009 at 9:00 a.m. in the County Commissioners room. Upon no further comments, the public hearing was closed at 10:03 a.m.

ITEMS FROM CHAIRMAN/COMMISSIONERS

Item No. 1 was Items from the Chairman and Members of the Board. No items were discussed.

ITEMS FROM THE COUNTY MANAGER

Item No. 2 was Items from the County Manager. No items were discussed.

CONSENT AGENDA

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

3.	Approval of Minutes: Regular Board Meeting: May 18, 2009 Budget Work Session : May 18, 2009	Aytch/Jarman
4.	Resolution Approving the Releases and Refunds to the Individuals Listed Herein	Parrish/Martin
5.	Budget Ordinance Amendment: General Fund: DSS: $8,898: Decrease	Jones/Martin
6.	Budget Ordinance Amendment: General Fund: DSS: $199: Increase	Jones/Martin
7.	Budget Ordinance Amendment: Transportation Fund: Operations: $1,500: Increase	Bryan/Martin

PROCLAMATION/BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS

Item No. 9 was a Proclamation Honoring Social Services Employees. Ms. Brown read the proclamation aloud for members of the Board and the viewing public. Upon a motion by Mr. Davis and a second by Mr. Pharo, Item No. 9 was unanimously approved.

Item No. 10 was a Budget Ordinance Amendment: General Fund: DSS: $29,750: Increase. Mr. Jack Jones, Director of Social Services, addressed the Board. Mr. Jones stated the amendment appropriates additional funds in the Medical Transportation lines to reflect increased costs through the remainder of FY 2008-09. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 10 was unanimously approved.

Item No. 11 was a Budget Ordinance Amendment: General Fund: DSS: $50,226: Increase. Mr. Jones stated the amendment allocates unspent cash assistance funds from the Work Fist (TANF) Block Grant to be used for the purchase of vehicles. No county match required. Upon a motion by Ms. Brown and a second by Mr. Davis, Item No. 11 was unanimously approved.

Item No. 12 was a Resolution: Request for Abandonment from State Maintained Secondary Road System. Mr. Jarman stated the resolution is for the abandonment of SR 1328 (Carlyle Road) from the Secondary Road System, the request from NCDOT. Upon a motion by Mr. Davis and a second by Ms. Brown, Item No. 12 was unanimously approved.

Item No. 13 was a Resolution Authorizing Execution of Contract with Unified Recovery Group, LLC for Debris Management Services. Mr. Roger Dail, Emergency Services Director, addressed the Board. Mr. Dail stated in accordance with FEMA Sections 403 (Essential Assistance) and 407 (Debris Removal) of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (hereafter, the Stafford Act), 42 U.S.C. 5121-5206, and implementing regulations at 44 CFR Part 206 FEMA Recovery Strategy Memo RS-2006-2 VII. Strategy: B. Pre-Event Preparation and Planning Section 1. State and Local; *(b) State and local governments are encouraged and expected to establish pre-event contracts and/or arrangements with local or regional debris removal contractors, to assure the immediate availability of coordinated debris removal support following a debris-producing incident.*

On March 31, 2009, the Lenoir County Emergency Services Department formally advertised, issued and distributed the Debris Management Service Request for Proposal (RFP) No. DM09-001 and on May 11, 2009, two (2) responses were received: Unified Recovery Group, LLC and DRC Emergency Services, LLC. On May 21, 2009, the evaluation of both proposals was completed. The evaluation, which was based on qualifications/experience, operational plan for the county, resources/availability, past performance, subject matter knowledge, and presentation of the proposal has determined that Unified Recovery Group, LLC was the better qualified. Both companies submitted pricing schedules that were within standard guidelines. Contracting services with Unified Recovery Group, LLC for Debris Management Services would be effective for a two (2) year period and would only be activated in the case of a need for Debris Removal services in Lenoir County. Situations for such activation will include, but not be limited to, a natural or man- made disaster, requiring the removal of mass debris. At the end of the two (2) year period, Lenoir County may choose to extend the contract or repeat the request for proposal. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 13 was unanimously approved.

Item No. 14 was a Resolution Authorizing that Southwood Fire and Rescue enter into a Contract with K & J Contractors for the Expansion of their Existing Fire Station: $280,000. Mr. Dail stated Southwood Fire & Rescue has been operating out of their existing structure for the past thirty (30) years. This structure is located on Highway 58 south and has served adequately in the past. Due to the increase of their roster, as well as increase in the fire apparatus they now have, the existing structure is longer adequate to house the fire equipment. Staff has met with Southwood Fire & Rescue and has determined that the structure needs to have an addition to meet the needs of the fire department today. Bids were done on the addition and based on that, K & J Contractors are being recommended to be awarded the contract. Southwood Fire & Rescue plans to finance $250,000 at 6 percent interest with their payment not exceeding $24,000 per year for 15 years. Staff has met with the fire department and they have determined that no tax increase is needed for this construction project. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 14 was unanimously approved.

Item No. 15A was a Resolution Approving and Authorizing Purchase of Two (2) New 2007 LT 9500 Sterling Roll-Off Trucks from RDK Truck Sales and Service, Inc.: $187,600. Mr. Hollowell stated the landfill maintains a fleet of three (3) trucks over-the-road roll-off trucks that are used daily to transfer waste from the convenience sites located throughout the county to the landfill. All three roll-off trucks were purchased used several years ago and all have in excess of 300,000 miles and one has over 400,000 miles showing. After evaluating different purchase options over the past year, new or used equipment, management decided that the purchase of two (2) new 2007 Sterling Roll-Off Trucks was the best option. In compliance with formal bidding procedures of NC General Statute 143-129, the bid requirements were advertised on May 22, 2009. Bids were opened on May 29, 2009 and RDK Truck Sales was the lowest responsible bidder. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 15A was unanimously approved.

Item No. 15B was a Budget Ordinance Amendment: Solid Waste Management: Landfill: $150,000: Increase. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 15B was unanimously approved.

Item No. 15C was a Resolution Declaring Property as Surplus and Authorizing the Sale of the Surplus Property by Auction. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 15C was unanimously approved.

APPOINTMENTS

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

BOARD/COMMITTEE/COMMISSION	APPLICANT/ CURRENT MEMBER	TERM EXPIRATION
Lenoir County Economic Development Board 2nd Appearance	James Allen Perry (Appointment)	December 2012 **M: Humphrey S: Sutton**
Lenoir County ABC Board 2nd Appearance	Emmette C. Taylor (Appointment)	June 2012 **M: Humphrey S: Sutton**
Kinston-Lenoir County Parks and Recreation Commission 2nd Appearance	Charles R. Blake, II (Appointment)	June 2012 **M: Humphrey S: Sutton**
North Carolina's Eastern Region 1st Appearance	George W. Graham, Jr. (Re-Appointment)	June 2013

CURRENT VACANCIES

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

ADJOURNMENT

A Resolution Supporting the City of Kinston's Efforts to be Named an All-American City at the 2009 All America City Awards Competition. Upon a motion by Mr. Davis and a second by Ms. Brown, the resolution was unanimously approved.

ADJOURNMENT

Upon a motion by Mr. Graham and a second by Ms. Brown, the meeting adjourned at 10:39 a.m.

Respectfully submitted,

Lashanda Aytch
Clerk to the Board

Reviewed By

Michael W. Jarman
County Manager

MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS
June 8, 2009

The Lenoir County Board of Commissioners met in a special called session at 9:00 a.m. on Monday, June 8, 2009 in the Board of Commissioners Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

Members present: Chairman George Graham, Vice-Chairman Claude Stroud and Commissioners, Jackie Brown (via telephone), Reuben Davis, Chris Humphrey, Tommy Pharo and Linda Rouse Sutton.

Members absent: None

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

Chairman Graham called the meeting to order at approximately 9:00 a.m.

Mr. Graham stated the Board would for go a formal opening to start the discussion regarding the FY 2009-10 budget. Mr. Humphrey stated he would like to a revenue neutral rate of $0.76 per one hundred dollars ($100) of assessed value. He stated times are very difficult for everyone due to the tough economic times. The budget presented by administration offers a few cuts and raises funding in other areas (i.e., schools, education). Property owners do not want anymore increases. He stated he knows the decisions made today will impact prospects in the future. Mr. Graham stated Lenoir County is in a total different economy compared to the 1950s and 60s. It is the Boards responsibility to ensure that Lenoir County keeps growing and prospers. Companies around the world now have their eyes upon Kinston-Lenoir County and we as a county can not look back. We have to give better opportunities to the children of Lenoir County. Mr. Davis stated he does not want to see any types of cuts in funding education. He stated he feels the Board responsibility is to keep the county stable. He would like to see the tax rate cut one cent to $.80 cent. Mr. Stroud stated he agreed with Mr. Davis and feels the county should take the risk and cut the tax rate one cent off of the proposed rate by administration. Mr. Pharo stated he concurred with the statements of Mr. Stroud and Mr. Davis; Lenoir County Public Schools will be eliminating 44 teaching positions. Mr. Pharo stated potential energy costs will be increasing by at 40%, no one needs an additional burden. Mr. Pharo made a motion to lower the tax rate to $0.80 per one hundred dollars ($100) of assessed value contingent upon each department manger making additional cuts where they could; that motion was second by Mr. Stroud.

Mr. Graham stated the county needs the sales tax referendum. Citizens of Lenoir County are already paying the additional tax, but the county is not collecting it. Surrounding counties who have approved the referendum are benefiting from some Lenoir County tax dollars. Mr. Humphrey stated the sales tax referendum should not be earmarked for any particular project.

Mr. Jarman stated there are several projects coming on the line for the county such as: jail debt service, new technology for schools, potential training facility at the old Bynum School. There are many projects that will require an additional revenue source beside property tax revenues. Mr. Jarman stated that each department manger has held the line annual for many years and will continue to do so. The decrease in sales tax revenue totals $1.5 million; the property tax increase totals $1,850,000 million. This totals a $350,000 increase at a $.81 tax rate, but at $.80 it becomes a revenue neutral rate when considering both taxes. Mr. Graham stated that county administration did a very good job in presenting the budget and a vote by the Commissioners is not a reflection on management. Mr. Mark Pope, Economic Development Director, addressed the Board. Mr. Pope stated economic development has been able to be successful through the help of Lenoir County management. Lenoir County has been able to be more attractive to more companies through the work relationship with the City of Kinston. It is very rare to find a City and County government that work together stated Mr. Pope. There is a lot going on in economic development and we as a county are being watched closely. The county needs to stay active and continue to move forward. Mr. Jack Jones, Director of Social Services, addressed the Board. Mr. Jones stated the same situation occurred in Lenoir County in 1996; it was a revaluation year and the debate was started to hold a revenue neutral tax rate. The revenue neutral rate was granted in 1996 and by the next fiscal year the rate had to be raised by $0.06. Mr. Jones asked the Board not to repeat history. The State of North Carolina does not have to adopt a budget until September of this year, which should make the county more cautious and aware of there choices. Management has been very conservative on all revenue projections and is looking to the future very closely. Mr. Jones closed his statement by agreeing with county administrations first recommendation of $0.81. Mr. Jones also stated he felt funds were available to allow for raises for county employees in FY 09-10.

With no further comments, and a motion and second on the floor, the Board approved the FY 2009-10 Budget with a rate of eighty cents/$.80 per one hundred dollars ($100) assessed value, with a six to one vote with Mr. Humphrey dissenting.

The meeting adjourned at 9:55 a.m.

Respectfully submitted,

Lashanda Aytch
Clerk to the Board

Reviewed By

Michael W. Jarman
County Manager

Item No. 4A.

Notice of Public Hearing
Edward Byrne Justice Assistance Grant
FY 2009-2010

The Lenoir County Board of Commissioners will hold a public hearing at 4:00 p.m. on June 15, 2009 at the Board of Commissioners Meeting Room in the Lenoir County Courthouse, 130 South Queen Street, Kinston, North Carolina, on the question of fund expenditures on a grant award in the amount of $53,870. The Lenoir County Sheriff's Office intends to purchase equipment with said award. The application for the Justice Assistance Grant (JAG) is available to the public for inspection during normal business hours at the Lenoir County Managers office.

Submitted by
Mike Jarman
County Manager

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 4B.

Resolution Approving Proposed Expenditure of the Edward Byrne Memorial Justice Assistance Grant (JAG) Funds

SUBJECT AREA: Administrative

ACTION REQUESTED:

Conduct a public hearing for the proposed use of the Edward Byrne Memorial Justice Assistance Grant (JAG) funds by the Lenoir County Sheriff's Office.

HISTORY / BACKGROUND:

The total JAG allocation for the Kinston Department of Public Safety and the Lenoir County Sheriff's Office is $53,870, which is evenly divided between the two entities. The Sheriff's Office is expected to receive $26,935 of JAG funds. During the 2008-2009 fiscal year the Sheriffs Office received $5,396. These funds were used to purchase eight .223 MP15 rifles.

EVALUATION:

The Sheriff's Office is expected to receive $26,935 from the JAG. With these funds the Sheriff intends to phase-out the older flashing blue strobe lights mounted on the top of patrol car cruisers and replace them with LED lights. The LED lights are brighter and require less maintenance than the blue flashing strobe lights. This will enhance the safety of the motoring public as well as for officers who respond to calls or are parked on the highway. The total cost for 12 LED lights is $21,492. With the remaining amount of funds the Sheriff will purchase six .223 MP15 rifles. These rifles will be provided to the patrol division and used in instances where a suspect may be armed with a similar weapon. The total cost for the rifles is $5250.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that a public hearing on the FY 2009-2010 Edward Byrne Memorial Justice Assistance Grant is hereby held to hear comments from the public concerning the expenditure of JAG funds by the Sheriff.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Humphrey _____ Rouse _____ Stroud _____ Graham _____
Pharo _____ Brown _____ Davis _____

_____ 06/15/09
George Graham, Chairman Date

_____ 06/15/09
ATTEST Date

Item No. 5.

PUBLIC HEARING NOTICE

Notice is hereby given that Lenoir County will hold a public hearing on the closeout of the 2006 North Carolina Community Development Block Grant (CDBG) Program – Scattered Site Category on Monday, June 15, 2009 at 4:00 p.m. or thereafter in the Commissioners Board Room at the County Courthouse, Queen Street, Kinston, NC. The County received $400,000 in CDBG grant assistance (representing 100% of project costs) to provide housing assistance to families scattered throughout the County. The public hearing will provide information on the closeout of the project and to review the accomplishments. The public hearing will also provide information on the County's support of fair housing requirements. Additional information is available from Mr. Mike Jarman, County Manager, P.O. Box 3289, Kinston, NC, phone: 252-559-6450. The County of Lenoir is an equal opportunity employer and service provider

Item No. 6

PUBLIC HEARING NOTICE

Notice is hereby given that Lenoir County will hold a public hearing on the requirements of the 2009 North Carolina Community Development Block Grant (CDBG) on Monday, June 15, 2009 at 4:00 p.m. or thereafter in the Commissioners Board Room at the County Courthouse, Queen Street, Kinston, NC. The hearing will provide explanation of the regulations, eligible activities and proposed uses of CDBG funds that could be undertaken in the following categories: Community Revitalization, Scattered Site Housing, Infrastructure, Economic Development and Housing Development. The public hearing will also provide information on the County's support of fair housing requirements. If the County decides to apply in any category, a second public hearing will be held prior to submitting an application to the North Carolina Division of Community Assistance. Additional information is available from Mr. Mike Jarman, County Manager, P.O. Box 3289, Kinston, NC, phone: 252-559-6450. The County of Lenoir is an equal opportunity employer and service provider

Item No. 7A

RESOLUTION BY THE BOARD OF COMMISSIONERS

OF THE COUNTY OF LENOIR

AUTHORIZING EXECUTION OF CDBG -TEDG DOCUMENTS

WHEREAS, the County of Lenoir has the need for planning activities within many areas around the County; and

WHEREAS, the County of Lenoir has applied for funding from the State of North Carolina under the Small Cities Community Development Block Grant Program; and

WHEREAS, the County of Lenoir has been offered a $75,000 grant under the 2006 Small Cities Community Development Block Grant Program – Talent Enhancement Demonstration Grant Category;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the County of Lenoir;

THAT, The County of Lenoir hereby accepts the State of North Carolina Small Cities Community Development Block Grant offer of $75,000 for a Talent Enhancement Demonstration Grant; and

THAT, George W. Graham, Jr., Chairman, Michael W. Jarman, County Manager and Thomas L. Hollowell, Assistant County Manager are hereby authorized to accept this grant offer on behalf of the County of Lenoir and execute the Grant Agreement, Funding Approval Form, and related grant documents; and

THAT, The County of Lenoir has substantially complied with or will substantially comply with all federal, state, and local laws, rules, regulations, and ordinances as applicable to the project.

Adopted this 15th day of June 2009 at Lenoir County, North Carolina.

George W. Graham, Jr.

Chairman

Title

INTRODUCED BY: Michael W. Jarman County Manager **DATE**: 06/15/09 **ITEM NO.**: 7B

Resolution Authorizing Individuals to sign all Requisitions for funds from the Talent Enhancement Demonstration Grant (TEDG)

SUBJECT AREA: Community Development

ACTION REQUESTED:

The Board is requested to approve, Michael W. Jarman, County Manager, Thomas L. Hollowell, Assistant County Manager, Martha H. Martin, Finance Officer, and Rose T. Fox, Accounting Specialist as designated individuals **certified** to sign requisitions for all Talent Enhancement Demonstration Grant (TEDG) requisitions for funds.

HISTORY/BACKGROUND:

Lenoir County applied to the Office of Rural Development Programs for a Talent Enhancement Demonstration Grant on March 16, 2009. These funds will be used to train a County employee to apply and implement Community Development projects. The County will utilize the ECU Office of Engagement, Innovation and Economic Development for training and studies. The funds will also be used to select a housing rehabilitation consultant experienced in housing construction and CDBG projects, to evaluate housing/neighborhood needs across the County. The County received notice of the approval of this grant on May 29, 2009.

EVALUATION:

The need to have documents executed in a timely manner is important to the success of the projects. The above listed individuals are qualified to represent the County in these matters.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

_____
Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: Michael W. Jarman, County Manager, Thomas L. Hollowell, Assistant County Manager, Martha H. Martin, Finance Officer, and Rose T. Fox, Accounting Specialist, be designated as the individuals certified to approve and sign requisitions for funds from the Talent Enhancement Demonstration Grant projects and execute all necessary signature cards required by the Office of Rural Development issuing agencies.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

Item No. 7C

COUNTY OF LENOIR

GRANT PROJECT BUDGET ORDINANCE

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

2009 TALENT ENHANCEMENT DEMONSTRATION GRANT #08-T-1910

BE IT ORDAINED by the Board of Commissioners of the County of Lenoir, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project Ordinance is hereby adopted:

Section I. The project authorized is the Community Development Project described in the work statement contained in the 2009 CDBG application between the County of Lenoir and the NC Office of Rural Development Programs. This project is also referred as the Talent Enhancement Demonstration Grant.

Section II. The officers of the County of Lenoir are hereby directed to proceed with the grant project within the terms of the grant documents, the rules and regulations of the NC Office of Rural Development Programs and the budget contained herein.

Section III. The following revenues are anticipated to be available to complete the project.

1. Community Development Grant	$75,000	
TOTAL REVENUES		$75,000

Section IV. The following amounts are appropriated for the project:

1. Planning	67,500	
2. Administration	7.500	
TOTAL EXPENDITURES		$75,000

Section V. The finance officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant agreement and Federal and State Regulations.

Section VI. Funds may be advanced from the general funds for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner. Reimbursement to the general funds should be made in a timely manner.

Section VII. The finance officer is directed to report monthly on the financial status of each project element in Section IV and on the total grant revenues received or claimed.

Section VIII. The budget officer is directed to include an analysis of past and future costs and revenues on this grant project as a part of every budget submission made to this Board.

Section IX. Copies of this Grant Project Ordinance shall be made available to the budget officer for direction in carrying out this project.

Adopted this 15th day of June 2009 at Lenoir County, North Carolina.

George W. Graham, Jr.

Chairman, Board of Commissioners

Title

INTRO BY: Michael W. Jarman, County Manager DATE: June 15, 2009 ITEM: 7D.

RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR DEMOLITION SERVICES FOR THE 2006 CDBG CONCENTRATED NEEDS PROJECT: $2,950.

SUBJECT AREA: COMMUNITY DEVELOPMENT

ACTION REQUESTED:

Award contracts to the lowest, qualified bidders for the services of a demolition contractor in the 2006 Community Development Block Grant Concentrated Needs Project:

HISTORY/BACKGROUND:

Lenoir County was awarded $700,000 for the CDBG Concentrated Needs project on July 31, 2006. This project has allowed the rehabilitation of homes, acquisition and clearance of parcels, relocation of families and provided water and drainage improvements in the Willie White Road and Mays Store Road area of Lenoir County. Bids were solicited for the demolition of one structure in that area on June 3, 2009. The contract will specify that the contractor will be allowed to do only that approved structure, and only the activities specified by the county and/or the project administrator.

EVALUATION:

On June 3, 2009, bids were solicited from three demolition contractors for the demolition of one structure. The bids that were received are on the attached Bid Recap Sheet. The following contractor is recommended.

4761 Willie White Road	Charles Hughes Constr..	$2,950.00

The recommendation for award is to the lowest qualified bidder.

MANAGER'S RECOMMENDATION:
Respectfully recommend approval.

_____
Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that:

The contract for demolition of the one structure in the Willie White Road and Mays Store Road area of Lenoir County in the 2006 CDBG Concentrated Needs Project be awarded and executed by the Lenoir County Manager with

Charles Hughes Constr.	4761 Willie White Rd.	$ 2,950.00
Funding Source	46-4954-5800	$ 9,179.00

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

LENOIR COUNTY 2006 CDBG-CN

DEMOLITION/CLEARANCE

CONTRACTOR	
	Theresa Weldon
	4761Wilie White Road
	LaGrange, NC
Easy Does It, LLC	
819 Morris BBQ Road	NO BID
Hookerton, NC 28538	
Rick Bostic Construction & Demo	
679 Goodman Road	$3,498.00
Kinston, NC 28504	
Charles Hughes Construction	
4675 Ben Dail Road	$2,950.00
LaGrange, NC 28551	

Item No. 8

BUDGET ORDINANCE AMENDMENT: FIRE DISTRICTS: FIRE PROTECTION: $193,965. INCREASE

LENOIR COUNTY, NORTH CAROLINA

BUDGET AMENDMENT REQUEST

FY 2008 - 2009
Appropriations

Budget Amendment #_____
Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
FIRE DISTRICTS	FIRE PROTECTION	Various

Check One Box
New Appropriation: [x]
Line Item Transfer: [ ]

REVENUES

Account # and Title		Amount
INCREASE		
50-3400-0000	REVENUE ADJUSTMENT FY08-09	34,968.00
51-3400-0000	REVENUE ADJUSTMENT FY08-09	13,832.00
52-3400-0000	REVENUE ADJUSTMENT FY08-09	30,369.00
53-3400-0000	REVENUE ADJUSTMENT FY08-09	21,337.00
54-3400-0000	REVENUE ADJUSTMENT FY08-09	4,217.00
55-3400-0000	REVENUE ADJUSTMENT FY08-09	28,026.00
56-3400-0000	REVENUE ADJUSTMENT FY08-09	14,011.00
57-3400-0000	REVENUE ADJUSTMENT FY08-09	12,615.00
58-3400-0000	REVENUE ADJUSTMENT FY08-09	17,620.00
59-3400-0000	REVENUE ADJUSTMENT FY08-09	7,454.00
60-3400-0000	REVENUE ADJUSTMENT FY08-09	9,516.00
Total		193,965.00

Check One Box
New Appropriation: [x]
Line Item Transfer: [ ]

EXPENDITURES

Account # and Title		Amount
INCREASE		
50-4340-6990	CONTRACTED SERVICES	34,968.00
51-4340-6990	CONTRACTED SERVICES	13,832.00
52-4340-6990	CONTRACTED SERVICES	30,369.00
53-4340-6990	CONTRACTED SERVICES	21,337.00
54-4340-6990	CONTRACTED SERVICES	4,217.00
55-4340-6990	CONTRACTED SERVICES	28,026.00
56-4340-6990	CONTRACTED SERVICES	14,011.00
57-4340-6990	CONTRACTED SERVICES	12,615.00
58-4340-6990	CONTRACTED SERVICES	17,620.00
59-4340-6990	CONTRACTED SERVICES	7,454.00
60-4340-6990	CONTRACTED SERVICES	9,516.00
Total		193,965.00

Reason and Justification for Request:
TO APPROPRIATE FUNDS TO COVER ESTIMATED REVENUES AND EXPENDITURES FOR ALL FIRE DISTRICTS FOR THE REMAINDER OF FY 08-09

Department Head Approval	Date	Finance Officer Approval	Date
Martha H. Martin	6/2/2009	Martha H. Martin	6/2/2009

Budget Officer Approval: Michael W. Jarman — Date: 6/2/09

Board Approval (When Applicable) — Date — Date of Minutes

Finance Office - Copy Department - Copy Administration - Copy

Item No. 9

BUDGET ORDINANCE AMENDMENT: VARIOUS FUNDS
FINANCE: $920,354. INCREASE

LENOIR COUNTY, NORTH CAROLINA

BUDGET AMENDMENT REQUEST

FY 2008 - 2009
Appropriations

Budget Amendment #_____
Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
VARIOUS	VARIOUS	VARIOUS

Check One Box
New Appropriation: [x]
Line Item Transfer: [ ]

REVENUES

Account # and Title		Amount
INCREASE		
10-3100-1700	TAX PENALTIES & INTEREST	35,000.00
10-3100-1800	STATE-SPECIAL VEHICLE INTERES	6,500.00
10-3207-1100	2007 TAX LEVY	150,000.00
10-3208-1100	2008 TAX LEVY	60,000.00
10-3232-1103	LOCAL OPT SLS TAX-1/2% ART 44	100,000.00
10-3320-3300	FINES	10,000.00
10-3322-3100	BEER & WINE TAXES	720.00
10-3329-8902	GRANT-REIMB-SOIL CONSERVATI	4,500.00
10-3431-4100	SHERIFF FEES	8,000.00
10-3431-4101	SHERIFF-VEH STORAGE FEE	3,100.00
10-3431-4110	SHF FEES-CONC WEAPON-STATE	5,000.00
10-3431-4111	SHF FEES-CONC WEAPON-COUNT	5,000.00
10-3431-4113	SHF REIMB-TOWN OF LAGRANGE	50,000.00
10-3437-3100	EMS-MEDICAID REIMBURSEMENT	312,000.00
10-3437-4100	EMERGENY MED SVCS - FEES	575,000.00
10-3834-8611	RENT-LIVESTOCK ARENA	5,000.00
10-3838-3300	LAW ENFORCEMENT RESERVE	9,000.00
10-3840-4011	OCCUPANCY & TOURISM TAX 3%	10,000.00
SUBTOTAL		1,348,820.00

Check One Box
New Appropriation: [x]
Line Item Transfer: [ ]

EXPENDITURES

Account # and Title		Amount
INCREASE		
10-4160-3310	UTILITIES	26,000.00
10-4200-4540	INSURANCE-PEP LIABILITY	10,000.00
10-4200-4990	REFUNDS-TAX DEPT.	3,000.00
10-4200-6330	HWY USE TAX, TITLE & TAGS	3,000.00
10-4200-6460	CONCEALED WEAP-DEPT OF JUSTI	5,000.00
10-4201-6010	SCHOOLS - FINES	10,000.00
10-4201-6013	STATE-SPECIAL VEH INTEREST	6,500.00
10-4201-6107	OCCUP & TOURISM TAX	10,000.00
10-4260-3310	UTILITIES	30,000.00
10-4260-3530	MAINT/REPAIR-VEHICLES	500.00
10-4310-1212	SALARIES & WAGES	40,000.00
10-4310-1260	SALARIES & WAGES-PART-TIME	10,000.00
10-4310-5100	CAPITAL OUTLAY	10,560.00
10-4310-5999	CAPITAL OUTLAY < $5,000	22,476.00
10-4320-1260	SALARIES & WAGES-PART-TIME	10,000.00
10-4320-2200	FOOD & PROVISIONS	20,000.00
10-4320-3999	CONT SVCS-MED SAFEKEEPING	200,000.00
10-4360-1930	PROF FEES-MEDICAL EXAMINER	10,000.00
SUBTOTAL		427,036.00

Reason and Justification for Request:
Budget Amendment to adjust budgeted revenue and expenditures to more accurately reflect actual revenues and expenditures for eleven (11) months of FY 08-09.

Department Head Approval	Date	Finance Officer Approval	Date
Martha H. Martin	6/11/09	Martha H. Martin	6/11/09

Budget Officer Approval — Date

Board Approval (When Applicable) — Date — Date of Minutes

Finance Office - Copy Department - Copy Administration - Copy

Item No. 9 Cont.

BUDGET ORDINANCE AMENDMENT: VARIOUS FUNDS
FINANCE: $920,354. INCREASE

LENOIR COUNTY, NORTH CAROLINA

BUDGET AMENDMENT REQUEST

FY 2008 - 2009
Appropriations

Budget Amendment #_____
Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
VARIOUS	VARIOUS	VARIOUS

Check One Box
New Appropriation: [x]
Line Item Transfer: [ ]

REVENUES

Account # and Title		Amount
INCREASE		
10-3840-4012	5% COLLECT FEE-OCCUPANCY TA	500.00
10-3840-4013	TAX COLLECT FEE - 1.5% LAGRAN	1,000.00
10-3840-4015	TAX COLLECT FEE - 1.5% KINSTON	20,000.00
10-3840-4016	TAX COLLECT FEE - 1.5% GRIFTON	50.00
11-3987-9800	DEDUCTIONS-HEALTH INS	100,000.00
15-3320-1000	FORFEITED DRUG PROCEEDS	25,000.00
21-3593-3300	SCHOOL BLDG CAPITAL FUNDS	186,297.00
21-3991-9910	FUND BALANCE APPROPRIATED	65,099.00
24-3437-4130	E911 REVENUE - STATE	190,726.00
41-3831-4931	INTEREST-SERIES 2008	63,500.00
66-3472-4051	WHITE GOODS TAX DISTR	4,500.00
66-3842-8900	MISCELLANEOUS	12,000.00
DECREASE		
10-3471-4300	INDIRECT COSTS FROM LANDFILL	(10,000.00)
10-3991-9910	FUND BALANCE APPROPRIATED	(928,334.00)
24-3991-9915	FUND BALANCE APPROPRIATED	(74,408.00)
SUBTOTAL		-344,070.00
TOTAL		**1,004,750.00**

Check One Box
New Appropriation: [x]
Line Item Transfer: [ ]

EXPENDITURES

Account # and Title		Amount
INCREASE		
10-4930-3110	TRAVEL & PROMOTIONS	5,000.00
11-4200-1830	INSURANCE CLAIMS PAID	100,000.00
15-4319-2900	OTHER SUPPLIES	25,000.00
21-5900-5001	PUB SCHOOL BLDG CAP FUND	186,297.00
21-5900-5002	PSBCF - LOCAL	62,099.00
21-5900-5810	CAPITAL RESERVE	3,000.00
24-4320-5810	CAPITAL RESERVE	96,318.00
24-4320-6900	CONTRACTED SVCS	20,000.00
41-5908-1990	ARCHITECT/ENGINEER	86,418.75
66-4720-3500	MAINT/REPAIR-BLDGS	7,000.00
66-4720-3520	MAINT/REPAIR-EQUIP	9,500.00
DECREASE		
41-5908-7500	BOND ISSUANCE COSTS	(22,918.75)
SUBTOTAL		577,714.00
TOTAL		**1,004,750.00**

Reason and Justification for Request:
Budget Amendment to adjust budgeted revenue and expenditures to more accurately reflect actual revenues and expenditures for eleven (11) months of FY 08-09.

Department Head Approval	Date	Finance Officer Approval	Date
Martha H. Martin	6/11/09	Martha H. Martin	6/11/09

Budget Officer Approval Date

Board Approval (When Applicable) Date Date of Minutes

Finance Office - Copy Department - Copy Administration - Copy

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 10A.

Resolution Authorizing Purchase Order Execution: Tim McKinnie & Associates, Inc.: Cost Allocation Plan: $5,000

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to authorize the execution of a purchase order to Tim McKinnie & Associates, Inc. for preparation of Lenoir County's Cost Allocation Plan in the amount of $5,000.

HISTORY/BACKGROUND:

The Board approved acceptance on 6/16/08 of a proposal from Tim McKinnie & Associates, Inc. for preparation of the Cost Allocation Plan for a three (3) year period (FY07-08, FY08-09, and FY 09-10), at a fixed cost of $5,000 per year.

Tim McKinnie will be the on-site consultant compiling this plan. He is one of the nations most experienced consultants in the field of cost reimbursements for state and local governments with over 20 years of experience in preparing and negotiating cost allocation plans. He has prepared cost allocation plans for 98 of the 100 counties in North Carolina and all major cities. Prior to forming Tim McKinnie & Associates, Inc., Mr. McKinnie was Vice-President of David M. Griffith & Associates, Ltd. (now Maximus), which conducted the Cost Allocation Plan for Lenoir County for fiscal years 1989-2000. Tim McKinnie & Associates, Inc. has prepared the cost allocation plan or the past seven (7) fiscal years (01-02 thru 07-08) for Lenoir County at a cost to the County of $5,000 per year.

The indirect cost allocation plan is very important to the Social Services Department because it determines the allowable costs incurred by the County to support and administer Federal programs. These costs are reported and reimbursed to the County on a monthly basis. The allowable annual costs for Social Services proposed by the plan ending June 30, 2008 were $999,506.

EVALUATION:

Approval of this resolution will allow the encumbrance of funds and eventual payment for services as billed.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes the Finance Officer to execute a purchase order to Tim McKinnie & Associates, Inc. for preparation of the Lenoir County Cost Allocation Plan, in an amount not to exceed $5,000.

Funding Source: General Fund
10-4200-1911 Professional Services – Cost Allocation

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 06/15/09 ITEM NO. 10B.

Resolution Approving/Authorizing Execution of FY09-10 Insurance Policies with WA Moore Company, Inc. and Discovery Insurance Co.: $383,074

SUBJECT AREA: Administrative

ACTION REQUESTED: To award insurance contracts for auto, property, crime, general, and professional liability to WA Moore Company, Inc. for $229,457 and for workers compensation third party administration to Discovery Insurance Co. for $33,000 and for EMS liability, equipment, auto, and $10 million excess liability to WA Moore Company, Inc. for $83,867 and for excess workers compensation to WA Moore Company, Inc. for $36,750

HISTORY / BACKGROUND: This current fiscal year will be the eighth in which the County contracted out all of the above-referenced insurance policies to local agents. In the past, part of the insurance coverage was taken through local agents and part was through the NCACC/NC Risk Management Pool. In past years, the Pool became increasingly more expensive than the local insurance options so we are recommending continuing with the local companies. For FY09-10 the County increased coverage amounts **by an average of 5%** on all buildings, added additional law enforcement personnel to cover LaGrange, added additional Transit vehicles, and contracted with Discovery Insurance to handle compliance with mandated Medicare Secondary Payer reporting requirements. The JT Sutton Insurance Agency merged with WA Moore Company, Inc., on May 1, 2007; therefore, coverage previously provided by JT Sutton on auto, property, crime, general liability, and professional liability is now provided by WA Moore Company, Inc.. Administration is recommending continuation of insurance coverage on County properties with WA Moore Company, Inc. for FY09-10.

Note: Administration did not bid this out because of the positive prior years' experience we had with these firms. These firms are independent agents and **bid our insurance needs with several companies** to obtain the best renewal quote for the County. There are only a limited number of underwriters that write insurance for units of government. Also, for EMS, there really is only one underwriter – VFIS (Volunteer Firemans' Insurance Services) which offers vehicle, general liability, and equipment coverages. The County is **self-insured** on workers compensation, although we pay Discovery Insurance Company to handle claims and we pay for excess coverage for claims exceeding $400,000. We previously evaluated being fully insured for worker's compensation, but the premiums were too high.

EVALUATION: A comparision of premiums was made between FY07-08, FY08-09, and FY09-10.

Coverage	Agent/Company	FY07-08	FY08-09	FY09-10	%Δ
1. Auto, Property, Crime, General, and Professional Liability	J. T. Sutton Insurance Co./ WA Moore	$197,900	$214,312	$229,457	7.1%
2. Workers Comp. Admin.	Discovery Insurance Co.	$27,821	$28,000	$33,000	17.9%
3. EMS-vehicles, general liability, equipment	WA Moore-VFIS	$76,635	$84,998	$83,867	-1.3%
4. Excess Workers Comp.	WA Moore	$28,739	$30,317	$36,750	21.2%
	Total	**$330,095**	**$357,627**	**$383,074**	**7.1%**

MANAGER'S RECOMMENDATION:

Note: VFIS will continue to cover property and liability for the EMS division. Insurance agents have recommended keeping this coverage separate from other County operations. Funds are appropriated in FY09-10 to pay for this coverage.

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that insurance policies, as recommended and incorporated by reference within this resolution, be awarded to: W.A. Moore Company, Inc. for auto, property, crime, general and professional liability: Discovery Insurance Company for workers compensation third party administration: W.A Moore Company, Inc. for EMS liablity, equipment, auto and $10 million excess liabiltiy: WA Moore Company, Inc.for excess workers compensation, and **be it further resolved** that Michael W. Jarman, County Manager and successors so titled are authorized to execute contracts ensuring these policies are effective on behalf of Lenoir County for FY09-10.

Discovery	Workers Comp Administration	$33,000
WA Moore	Vehicles, PEP Liability, Buildings Commercial Liability, Commercial umbrella	$229,457
WA Moore	Excess Worker's Compensation	$36,750
WA Moore	EMS	$83,867
	Total	**$372,403**

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.** 11

Resolution Authorizing Support of Continuance of Health Department Clinics and Services through FY 2009-2010

SUBJECT: Financial

ACTION REQUESTED:

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

	Expenditure Line	Amount
Contracted Services-	10-5150-1930	146,000
	10-5162-6900	6,500
Pharmacist (Rob Bizzell)	10-5150-2380	6,750
	10-5162-2380	2,250
Apothecus (vc film)	10-5150-2390	3,600
Brame (Janitorial Supplies)	10-5110-3501	9,100
Calloway & Associates	10-5150-2390	2,400
	10-5150-2394	2,400
Cardinal (Medical Supplies)	10-5150-2390	9,000
	10-5150-2392	9,000
	10-5162-2390	2,000
Cardinal Health (Contraceptives)	10-5150-2390	24,500
CopyPro	10-5110-3520	3,050
Corporate Resources	10-5110-2600	16,000
City of Kinston (Utilities)	10-5110-3300	28,150
Glaxo Smith Kline (Hepatitis)	10-5150-2391	9,400
HemoCue (cuvettes)	10-5150-2390	1,785
	10-5150-2392	1,785
	10-5162-2390	1,780
Infolab (Medical Supplies)	10-5150-2390	2,000
	10-5150-2392	2,000
	10-5162-2390	2,000
JOM Pharmaceuticals	10-5150-2390	20,000
Lenoir Memorial Hospital	10-5150-2392	4,150
Medical Waste	10-5162-3991	1,000
	10-5150-3991	3,000
Merck (varivax/pneumonia/mmr)	10-5150-2391	6,000
NC Dept of Administration (courier)	10-5110-3250	4,000
NC State Lab	10-5150-2390	10,000
	10-5150-2392	10,000
	10-5162-2390	5,000
Para-Gard (IUDs)	10-5150-2390	3,000
Pfizer (Depo)	10-5150-2390	16,000
Quill (Office Supplies)	10-5110-2600	5,000
Sanofi Pasteur	10-5150-2393	17,000
	10-5150-2391	1,850
Staples	10-5110-2600	5,000
U.S. Postal Service	10-5110-3250	5,000
	10-5167-3250	1,500
Thera Com	10-5150-2390	16,000
Snowden Insurance (Liability)	10-5150-4541	5,835
Executive Leasing	10-5110-3520	3,000

HISTORY/BACKGROUND:

The requested utilization of funds is based on projected expenditures for FY 2009-2010.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

_____
INITIALS

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

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.** 12A.

Resolution Approving FY 09-10 Position and Pay Classification Plan

SUBJECT AREA: Personnel

ACTION REQUESTED:

The Board is requested to approve the attached FY 09-10 Position and Pay Classification Plan, effective July 1, 2009, as the officially adopted Position and Pay Classification Plan for Lenoir County.

HISTORY / BACKGROUND:

The Position and Pay Classification Plan for FY 09-10 is unchanged from FY 08-09.

EVALUATION:

Listed below are changes to the Plan:

Department/Division	Action
Lenoir County Transit (LCT)	**One (1) Grant Writer**

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the FY 09-10 Position and Pay Classification Plan, as attached and incorporated into this resolution by reference, is approved, effective July 1, 2009.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Harper _____

Humphrey _____ Stroud _____ Taylor _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

LENOIR COUNTY
POSITION AND PAY CLASSIFICATION
EFFECTIVE JULY 1, 2009

DEPARTMENT/JOB TITLE	EXEMPT NON-EXEMPT	GRADE	ANNUAL SALARY RANGE MINIMUM	MAXIMUM
BOARD OF COMMISSIONERS				
Administrative Secretary/Clk to the Board/Payroll Adm.	Non-Exempt	67	29,322	51,742
BOARD OF ELECTIONS				
Director of Elections	Exempt	72	36,892	65,100
Supervisor of Elections	Non-exempt	59	20,306	35,832
Deputy-Supervisor of Elections	Non-exempt	59	20,306	35,832
Poll Workers	Non-exempt		Hrly.	
BUILDINGS AND GROUNDS				
Maintenance Coordinator	Exempt	65	26,747	47,198
Bldg./Grounds Maintenance Worker	Non-exempt	56	17,693	31,221
COUNTY MANAGER				
County Manager	Exempt	88	76,924	135,741
Assistant County Manager	Exempt	80	53,270	94,001
MANAGEMENT INFORMATION SYSTEMS				
MIS Director	Exempt	80	53,270	94,001
MIS Network Administrator	Exempt	72	36,892	65,100
Systems Technical Specialist	Non-exempt	70	33,654	59,386
User Support Technician I	Non-exempt	67	29,322	51,742
GIS Coordinator	Non-exempt	72	36,892	65,100
User Support Technician II	Non-exempt	68	30,700	54,174
Support Service Manager	Non-exempt	68	30,700	54,174
PLANNING & INSPECTIONS				
Chief Building Inspector	Exempt	72	36,892	65,100
Building Inspector-Level III	Non-exempt	70	33,654	59,386
Building Inspector-Level II	Non-exempt	68	30,700	54,174
Building Inspector-Level I	Non-exempt	66	28,007	49,421
Permit Technician	Non-exempt	60	21,259	37,514
Planning Specialist	Exempt	68	30,700	54,174
EMERGENCY SERVICES				
Emergency Services Director	Exempt	74	40,441	71,362
EMS Office Assistant I	Non-exempt	59	20,306	35,832
Secretary IV	Non-exempt	61	22,257	39,274
Fire Marshall	Non-exempt	68	30,700	54,174
EMT Manager	Exempt	70	33,654	59,386
EMT Shift Supervisor	Non-exempt	68	30,700	54,174
EMT-Training Officer	Non-exempt	68	30,700	54,174
EMT-Medic	Non-exempt	66	28,007	49,421
EMT-Intermediate	Non-exempt	64	25,547	45,080
EMT-Basic	Non-exempt	62	23,306	41,126
Telecommunications Operations Manager	Exempt	68	30,700	54,174
Telecommunicator	Non-exempt	62	23,306	41,126
Telecommunicator Squad Supervisor	Non-exempt	65	26,747	47,198
Telecommunicator Training Coordinator	Non-exempt	65	26,747	47,198
Wheelchair Van Supervisor	Non-exempt	62	23,306	41,126
Wheelchair Van Assistant	Non-exempt	60	21,259	37,514
Wheelchair Van Drivers	Non-exempt	59	20,306	35,832
Transportation Coordinator	Non-exempt	62	23,306	41,126
E-911				
Database Coordinator	Non-exempt	65	26,747	47,198
Field Technician	Non-exempt	64	25,547	45,080

FINANCE				
Finance Officer	Exempt	77	46,415	81,905
Human Resource Administrator	Non-exempt	72	36,892	65,100
Accts Spec/Accts Payable Adm/Purchasing Agent	Non-exempt	67	29,322	51,742
Accounting Specialist/Benefit Coordinator	Non-exempt	67	29,322	51,742
Deputy Finance Officer	Non-exempt	69	32,143	56,720
ECONOMIC DEVELOPMENT				
Executive Director	Exempt	80	53,270	94,001
Director Assistant	Exempt	72	36,892	65,100
Secretary	Non-exempt	59	20,306	35,832
Tourism Director	Exempt	70	33,654	59,386
JAIL				
Chief Jailer	Non-exempt	70	33,654	59,386
Court Liaison Ofcr./AMP Supervisor	Non-exempt	69	32,143	56,720
Compliance Officer	Non-exempt	65	26,747	47,198
Jail Cook	Non-exempt	57	18,523	32,686
Jail Shift Leader	Non-exempt	66	28,007	49,421
Jailer I	Non-exempt	63	24,400	43,057
Jailer II	Non-exempt	64	25,547	45,080
SHERIFF				
Sheriff	Exempt	80	53,270	94,001
Administrative Assistant I	Non-exempt	63	24,400	43,057
Chief of Administration	Exempt	72	36,892	65,100
Chief of Enforcement	Exempt	72	36,892	65,100
Civil Supervisor	Non-exempt	69	32,143	56,720
Deputy Sheriff I	Non-exempt	64	25,547	45,080
Deputy Sheriff II	Non-exempt	65	26,747	47,198
ID Officer/Investigator	Non-exempt	68	30,700	54,174
Information Processing Asst. II	Non-exempt	61	22,257	39,274
Investigator	Non-exempt	68	30,700	54,174
Investigator Supervisor	Non-exempt	71	35,236	62,178
Lead Civil Officer	Non-exempt	68	30,700	54,174
Lead Investigator	Non-exempt	69	32,143	56,720
Narcotics Officer	Non-exempt	68	30,700	54,174
Patrol Area Leader	Non-exempt	67	29,322	51,742
Patrol Shift Supervisor	Non-exempt	69	32,143	56,720
Records Clerk IV	Non-exempt	59	20,306	35,832
Telecommunicator	Non-exempt	60	21,259	37,514
SOLID WASTE				
Solid Waste Director	Exempt	72	36,892	65,100
Heavy Equipment Oprt/Mechanic/Driver	Exempt	65	26,747	47,198
Landfill Manager	Exempt	65	26,747	47,198
Heavy Equipment Operator I	Non-exempt	60	21,259	37,514
Heavy Equipment Operator II	Non-exempt	61	22,257	39,274
Utility Worker	Non-exempt	57	18,523	32,686
Scale House Operator	Non-exempt	57	18,523	32,686
Secretary/Scale Operator	Non-exempt	59	20,306	35,832
Truck Driver	Non-exempt	60	21,259	37,514
REGISTER OF DEEDS				
Register of Deeds	Exempt	75	42,341	74,715
Assistant Register of Deeds	Non-exempt	63	24,400	43,057
Deputy Register of Deeds I	Non-exempt	60	21,259	37,514
SOIL CONSERVATION				
District Cost Share Technician II	Non-exempt	67	29,322	51,742
District Cost Share Technician I	Non-exempt	65	26,747	47,198

TAX				
Tax Administrator (Tax Assessor)	Exempt	78	48,595	85,752
~~Tax Collector~~	~~Exempt~~	~~72~~	~~36,892~~	~~65,100~~
Assistant Tax Administrator/Personal Property Manager	Exempt	72	36,892	65,100
Data Processing Coordinator	Non-exempt	67	29,322	51,742
Collections Supervisor	Non-exempt	67	29,322	51,742
Land Records Manager	Non-exempt	67	29,322	51,742
Real Property Data Entry Specialist/Tax Assistant II	Non-exempt	61	22,257	39,274
~~Business Personal Property Tech.~~	~~Non-exempt~~	~~61~~	~~22,257~~	~~39,274~~
Tax Assistant II/Business Property Specialist	Non-exempt	61	22,257	39,274
Real Property Appraiser II (was Appraiser)	Non-exempt	67	29,322	51,742
Senior Appraiser/Reval Coordinator	Non-exempt	70	33,654	59,386
~~Tax Appraiser II~~	~~Non-exempt~~	~~68~~	~~30,709~~	~~54,174~~
Tax Assistant I	Non-exempt	59	20,306	35,832
Tax Assistant II	Non-exempt	60	21,259	37,514
Tax Assistant II	Non-exempt	61	22,257	39,274
~~Tax Assistant II/Personal Property Specialist~~	~~Non-exempt~~	~~61~~	~~22,257~~	~~39,274~~
Tax Collections Specialist	Non-exempt	61	22,257	39,274
Real Property Appraiser	Non-exempt	67	29,322	51,742
TRANSPORTATION PROGRAM ADM.				
Assistant Director of Transit	Exempt	65	26,747	47,198
Grant Writer/Safety Officer	Non-exempt	63	24,400	43,057
Operations Manager	Non-exempt	64	25,547	45,080
Administrative Assistant	Non-exempt	60	21,259	37,514
Dispatcher/Scheduler	Non-exempt	60	21,259	37,514
Drivers	Non-exempt	56	17,693	31,221
CRIMINAL JUSTICE PARTNERSHIP PROGRAM				
Program Director	Exempt	70	33,654	59,386
Program Assistant	Non-Exempt	63	24,400	43,057
COOPERATIVE EXTENSION				
Custodian	Non-Exempt		Hrly.	
Prevention Educator	Non-Exempt		Hrly.	
Program Coordinator	Non-Exempt		Hrly.	
Parenting Matters Coordinator	Non-Exempt		Hrly.	
VETERANS AFFAIRS				
Asst Co Veterans Srvc Ofcr: Secretary	Non-exempt	57	18,523	32,686

HEALTH

Local Health Director II	Exempt	80	53,270	94,001
Accounting Clerk IV	Non-exempt	59	19,811	28,692
Accounting Technician II	Non-exempt	61	22,257	39,274
Accounting Technician III	Non-exempt	63	24,400	43,057
Administrative Officer I	Exempt	67	29,322	51,742
Animal Control Officer I	Non-exempt	59	20,306	35,832
Animal Control Officer II	Non-exempt	61	22,257	39,274
Community Health Assistant	Non-exempt	54	16,139	28,480
Environmental Health Specialist	Non-exempt	68	30,700	54,174
Environmental Health Supervisor	Exempt	71	35,236	62,178
Foreign Language Interpreter	Non-exempt	60	21,259	37,514
Housekeeper	Non-exempt	54	16,139	28,480
Medical Lab Technician II	Non-exempt	64	25,547	45,080
Medical Lab Technologist I	Non-exempt	68	30,700	54,174
Nutritionist II	Non-exempt	66	28,007	49,421
Nutritionist Program Director I	Exempt	70	33,654	59,386
Office Work Unit Supervisor	Non-exempt	61	22,257	39,274
Patient Relations Representative	Non-exempt	59	20,306	35,832
Physician Extender II	Exempt	81	55,773	98,418
Practical Nurse II	Non-exempt	62	23,306	41,126
Processing Assistant III	Non-exempt	57	18,523	32,686
Processing Assistant IV	Non-exempt	59	20,306	35,832
Public Health Educator I	Non-exempt	63	24,400	43,057
Public Health Educator II	Non-exempt	67	29,322	51,742
Pubic Health Nurse I	Non-exempt	70	33,654	59,386
Public Health Nurse II	Non-exempt	72	36,892	65,100
Public Health Nurse III	Non-exempt	73	38,626	68,160
Public Health Nursing Director I	Exempt	77	46,415	81,905
Public Health Nursing Supervisor I	Exempt	74	40,441	71,362
Public health Nursing Supervisor II	Exempt	76	44,331	78,227
Social Worker II	Non-exempt	67	29,322	51,742

SOCIAL SERVICES				
Co. Social Services Director II	Exempt	80	53,270	94,001
Accounting Technician I	Non-exempt	59	20,306	35,832
Accounting Technician II	Non-exempt	61	22,257	39,274
Administrative Assistant I	Non-exempt	63	24,400	43,057
Administrative Assistant II	Non-exempt	65	26,747	47,198
Administrative Officer II	Exempt	70	33,654	59,386
Child Support Agent I	Non-exempt	63	24,400	43,057
Child Support Agent II	Non-exempt	65	26,747	47,198
Child Support Supervisor I	Exempt	67	29,322	51,742
Child Support Supervisor II	Exempt	68	30,700	54,174
Child Support Supervisor III	Exempt	69	32,143	56,720
County Social Services Business Officer I	Exempt	72	36,892	65,100
Data Entry Operator II	Non-exempt	57	18,523	32,686
Day Care Coordinator	Non-exempt	68	30,700	54,174
Foreign Language Interpreter I	Non-exempt	60	21,259	37,514
Foreign Language Interpreter II	Non-exempt	63	24,400	43,057
Human Resource Placement Specialist	Non-exempt	65	26,747	47,198
Income Maintenance Administrator I	Exempt	74	40,441	71,362
Income Maintenance Caseworker I	Non-exempt	63	24,400	43,057
Income Maintenance Caseworker II	Non-exempt	65	26,747	47,198
Income Maintenance Caseworker III	Non-exempt	67	29,322	51,742
Income Maintenance Investigator I	Non-exempt	65	26,747	47,198
Income Maintenance Investigator II	Non-exempt	67	29,322	51,742
Income Maintenance Supervisor II	Exempt	69	32,143	56,720
Income Maintenance Supervisor III	Exempt	71	35,236	62,178
Income Maintenance Technician	Non-exempt	59	20,306	35,832
Lead Child Support Agent	Non-exempt	66	28,007	49,421
Office Assist III	Non-exempt	57	18,523	32,686
Office Assist IV	Non-exempt	59	20,306	35,832
Office Assist V	Non-exempt	61	22,257	39,274
Personnel Technician II	Non-exempt	66	28,007	49,421
Personnel Technician III	Non-exempt	68	30,700	54,174
Processing Assistant III	Non-exempt	57	18,523	32,686
Processing Assistant IV	Non-exempt	59	20,306	35,832
Processing Assistant V	Non-exempt	61	22,257	39,274
Public Information Assist IV	Non-exempt	59	20,206	35,832
Social Worker I	Non-exempt	63	24,400	43,057
Social Worker II	Non-exempt	67	29,322	51,742
Social Worker III	Non-exempt	69	32,143	56,720
Social Worker III (Perm/Part-time)	Non-exempt	69	32,143	**56,720**
Social Worker Program Manager	Exempt	74	40,441	71,362
Social Worker Supervisor II	Exempt	70	33,654	59,386
Social Worker Supervisor III	Exempt	73	38,626	68,160
Social Worker-Investigative/Assessment &Treatment	Non-exempt	71	35,236	62,178
Staff Developmental Specialist III	Exempt	74	40,441	71,362
Staff Psychologist I	Exempt	71	35,236	62,178
Clinical Social Worker	Exempt	72	36,892	65,100

BOARD OF COMMISSIONERS	
Commissioner-Chairman	17,805.00
Commissioner	14,204.00
BOARD OF ELECTIONS	
Bd of Elections-Chairman	$3,920/Annual
Bd of Elections	$2,953/Annual
COURT FACILITY	
Jury Commission	$10 Per Hr.
SOCIAL SERVICES	
Bd of Social Services-Chairman	$150 per mtg.
Bd of Social Services	$100 per mtg.

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 12B.

Resolution Approving an Increase in Annual Leave for County Employees by Approximately Two (2) Days in Each of the 'Years of Service' categories Effective July 1, 2009

SUBJECT AREA: Personnel

ACTION REQUESTED:

The Board is requested to approve the Annual Leave for County Employees according to the following chart:

> *Annual leave earned.* Each full-time regular, probationary, or trainee employee occupying an officially budgeted position shall earn annual leave on a monthly basis in accordance with the following schedule for total years of service:

Years	37.5 Hour Employees Month/Annual	40.0 Hour Employees Month/Annual
Less than 2 years	7.50 hrs 12 days	8.00 hrs 12 days
2 but less than 5	8.75 hrs 14 days	9.33 hrs 14 days
5 but less than 10	10.625 hrs 17 days	11.33 hrs 17 days
10 but less than 15	12.50 hrs 20 days	13.33 hrs 20 days
15 but less than 20	14.375 hrs 23 days	15.33 hrs 23 days
20 but less than 25	16.25 hrs 26 days	17.33 hrs 26 days
25 years or more	18.125 hrs 29 days	19.33 hrs 29 days

HISTORY/BACKGROUND:

In the 1980's, most counties and municipalities had a leave accrual plan called "Petty Leave". These plans included 14 to 16 hours of leave awarded to employees to use to take care of personal business. In the late 1980's, most units of government discontinued the Petty Leave program and added those 14 to 16 hours of Petty Leave to the Annual Leave Accrual rates. Lenoir County discontinued the Petty Leave program but it did not add the Petty Leave hours to its Annual Leave accrual rates. A study has been conducted that indicates Lenoir County's accrual rates are approximately 14 hours or two (2) days behind many of our surrounding counties (please refer to the attached charts). This would be a good time to rectify the accrual rates and reward the employees.

EVALUATION:

In order to retain knowledgeable and experienced employees as well as attract potential employees to our County, we must take whatever steps we can in order to compete in the future. We ask to be placed at least at a competitive level as our neighboring Counties and the State.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Lenoir County Board of Commissioners approves the following Annual Leave schedule for Lenoir County Employees:

> *Annual leave earned.* Each full-time regular, probationary, or trainee employee occupying an officially budgeted position shall earn annual leave on a monthly basis in accordance with the following schedule for total years of service:

Years	37.5 Hour Employees Month/Annual	40.0 Hour Employees Month/Annual
Less than 2 years	7.50 hrs 12 days	8.00 hrs 12 days
2 but less than 5	8.75 hrs 14 days	9.33 hrs 14 days
5 but less than 10	10.625 hrs 17 days	11.33 hrs 17 days
10 but less than 15	12.50 hrs 20 days	13.33 hrs 20 days
15 but less than 20	14.375 hrs 23 days	15.33 hrs 23 days
20 but less than 25	16.25 hrs 26 days	17.33 hrs 26 days
25 years or more	18.125 hrs 29 days	19.33 hrs 29 days

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

Annual Leave Accrual Rates
37.5 Hour Workweek

Years of Service	Wayne	State	Lenoir	*Recommended
0 – 2	8 hrs. /mo.	7 hrs. 50 min. /mo.	6 hrs. 15 min. /mo.	7 hrs. 30 min. /mo.
2 – 5	9 hrs. 20 min. /mo.	9 hrs. 10 min. /mo.	7 hrs. 30 min. /mo.	8 hrs. 50 min. /mo.
5 – 10	11 hrs. 20 min. /mo.	11 hrs. 10 min. /mo.	9 hrs. 23 min. /mo.	10 hrs. 50 min. /mo.
10 – 15	13 hrs. 20 min /mo.	13 hrs. 10 min. /mo.	11 hrs. 15 min. /mo.	12 hrs. 50 min. /mo.
15 – 20	15 hrs. 20 min. /mo.	15 hrs. 10 min. /mo.	13 hrs. 8 min. /mo.	14 hrs. 50 min. /mo.
20 - 24	17 hrs. 20 min. /mo.	17 hrs. 10 min. /mo.	15 hrs. /mo.	16 hrs. 50 min. /mo.
25 or more	N/A	N/A	N/A	18 hrs. 50 min. /mo.

Annual Leave Accrual Rates
40 Hour Workweek

Years of Service	Wayne	State	Lenoir	*Recommended
0 – 2	8 hrs. /mo.	7 hrs. 50 min. /mo.	6 hrs. 15 min. /mo.	8 hrs. /mo.
2 – 5	9 hrs. 20 min. /mo.	9 hrs. 10 min. /mo.	7 hrs. 30 min. /mo.	9 hrs. 20 min. /mo.
5 – 10	11 hrs. 20 min. /mo.	11 hrs. 10 min. /mo.	9 hrs. 23 min. /mo.	11 hrs. 20 min. /mo.
10 – 15	13 hrs. 20 min /mo.	13 hrs. 10 min. /mo.	11 hrs. 15 min. /mo.	13 hrs. 20 min /mo.
15 – 20	15 hrs. 20 min. /mo.	15 hrs. 10 min. /mo.	13 hrs. 8 min. /mo.	15 hrs. 20 min. /mo.
20 - 24	17 hrs. 20 min. /mo.	17 hrs. 10 min. /mo.	15 hrs. /mo.	17 hrs. 20 min. /mo.
25 or more	N/A	N/A	N/A	19 hrs. 20 min. / mo.

Leave Comparison Rates

	Lenoir	Franklin	Granville	Hertford	Hyde	Jones	Lee	Martin	Montgomery	Nash	North Hampton	Pitt	Polk	Robeson	Rockingham	Surry	Swain	Union	Wake	Warren	Washington	Watauga	Wayne	Wilson	State
	Number of Days Accrued																								
Years of Service																									
0 to 2 yrs	10	12	12	11.5	12	11.75	15.75	12	12	12	11	11.63	12	12	12	12	11.75	12	12	11	10	12	12	12	12
2 to 5 yrs	12	13.50	14	14	13	13.75	15.75	14	15	14	13	13.50	12	12	14	13.50	13.75	14	14	13	12	12	12	14.25	15
5 to 10 yrs	15	16.50	17	17	17	16.75	18.75	17	18	17	16	16.50	15	15	17	16.50	16.75	17	17	16	15	15	14	17	18
10 to 15 yrs	18	19.50	20	20	19	19.75	21.75	20	21	20	19	19.50	18	18	20	19.50	19.75	20	20	19	18	18	17	20	21
15 to 20 yrs	21	22.50	23	23	23	22.75	24.75	23	24	22	22	22.50	20	21	23	22.50	22.75	23	23	22	21	21	20	24	24
20 to 24 yrs	24	25.50	26	25.50	25	25.75	27.75	26	27	25	26	25.50	22	24	26	25.50	25.75	26	26	25	24	24	23	27	24
25 or more yrs	24	25.50	26	25.50	25	25.75	27.75	26	27	25	26	25.50	25	27	26	25.50	25.75	26	26	25	27	24	26	27	24

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 13A.

Resolution for Blanket Approval of Adoption Assistance Requests for Vendor Payments

SUBJECT AREA: Financial

ACTION REQUESTED

The Board is requested to give the Director of Social Services blanket approval to authorize Adoption Assistance vendor payments for eligible children.

HISTORY/BACKGROUND:

Vendor payments are allowable costs on behalf of children who are eligible for adoption assistance under any of the three funding categories, which are IV-E Adoption Assistance, IV-B Adoption Assistance and State Adoption Assistance. The maximum payment per child is $2400 for any combination of medical and non-medical services or treatment not covered by any medical insurance program. The required county financial participation rate is 25% for children who participate in the IV-B and IV-E Adoption Assistance Programs; there is no county financial participation for vendor payments for children covered under the State Adoption Fund.

Currently, DSS will encumber up to $2400 on several different vendors that provide various services. However, since several of the adoptive parents use the same vendors, there is a potential for more than $2500 to be spent per vendor. This resolution will waive the need to bring back to the Board any request that exceeds the $2500 purchase order limit.

EVALUATION:

Funding is available to access Special Needs Services for adoptive children. A doctor or other professional such as a psychiatrist, psychologist, etc. must certify requests for Special Needs Services. This resolution will enable these services to be provided in a more timely manner since the DSS director will not have to go to the Board each time the $2500 limit is exceeded.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners gives the Director of Social Services blanket approval to authorize Adoption Assistance vendor payments for eligible children.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George Graham, Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 13B.

Resolution Approving Blanket Purchase Order for System Sales: $2,500

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute a blanket purchase order for $2,500 to Systems Sales Company, Inc. for file folders, TabQuik labels and the maintenance support agreement for TabQuik Software.

HISTORY/BACKGROUND:

The case record labeling process at DSS was automated in 2004 through the purchase of TABQuik software from Systems Sales Company, Inc. The system is easy to use, more professional looking and it also included installation in four locations within the agency and four printers. The blanket PO will cover the cost of a $200 maintenance agreement, file folders and TabQuik labels.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners approves a blanket purchase order for System Sales, Inc.: $2500.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 13C .

Resolution Authorizing the Purchase of Radio Advertisements from
Curtis Media Group East: $4,686

SUBJECT AREA: Financial

ACTION REQUESTED

The Board is requested to authorize the Social Services Director to execute a purchase order with Curtis Media Group East for three (3) months of radio advertisements, promoting Foster Parent/Adoptive Parent recruitment through the MAPP program.

HISTORY/BACKGROUND:

The need for Foster Parents and Adoptive Parents in Lenoir County as well as nationwide continues to increase. MAPP (Model Approach to Partnerships in Parenting) is a program through which prospective foster (and adoptive) parents can be selected and prepared to work with child welfare agencies as team members in helping troubled children and teens. It provides these parents with information about children's feelings regarding their birth families, the realties of separation and attachment, the impact of a new child on one's own family, and how to parent children who have been sexually abused. With the right attitude, skills and proper support, foster parenting can be a very rewarding experience for all the people involved.

In order to reach a broader base of prospective foster/adoptive parents to participate in the MAPP program, a three- (3) month period of radio advertisements is requested. The advertisements will run July, August and September of 2009. These advertisements will be paid through the Federal Adoption Assistance Fund and no County funds will be used.

EVALUATION:

The MAPP program provides training for prospective foster and adoptive parents. Radio advertisement will assist Lenoir Co. DSS in increasing public awareness of this program. The end goal is to increase the number of adults who are qualified to be foster/adoptive parents. No County match is required.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners approves the purchase of radio advertisements for a 3 (three)-month period from Curtis Media Group East.

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AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George Graham, Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 13D.

Resolution Approving Purchase Order and Contract with
Thomas Hill of Thomas Service Center: $7,530

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute a purchase order and contract with Thomas Hill of Thomas Service Center for lease of a storage facility adjacent to the DSS building.

HISTORY/BACKGROUND:

The elimination of the county storage facility on McLewean Street in 2002 created a dire need for adequate long-term storage space for Social Services to house records, equipment, etc. Social Services is therefore contracting with Thomas Hill of Thomas Service Center to lease a 1944 square foot building across the street from DSS. Note that six (6) vendors were previously contacted concerning rental space and Mr. Hill offered the most competitive rate (22¢ per square foot or $427.50 per month) for those located in the DSS vicinity. DSS began contracting with Thomas Hill in April 2004 and the rate remains the same for FY 2009-10. DSS will also be responsible for utilities at this location that run $200 or less monthly.

EVALUATION:

This is a one (1) year contract renewable with modification annually and is necessary to maintain DSS records and equipment.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that

the Lenoir County Board of Commissioners authorizes the Director of Social Services to execute a purchase order and contract totaling $7530 with Thomas Hill of Thomas Service Center for lease of a storage facility adjacent to the DSS building for FY 09-10.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 13E.

Resolution Approving Purchase Order with Anza Mailing Systems (NeoPost): $7,980

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute a purchase order with Anza Mailing Systems (NeoPost) for lease and maintenance on a postage mailing system effective July 1, 2009 through June 30, 2010.

HISTORY/BACKGROUND:

DSS contracts with Anza Mailing Systems for the lease of a postage machine at a rate of $7980 yearly. These costs include charges for all equipment, meter rental, maintenance and rate change protection, as well as a desktop folder/inserter for mass mailings.

EVALUATION:

This agreement is necessary in order to accomplish the day to day work activities at DSS that include the processing of over one hundred and six thousand pieces of outgoing mail annually.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes the Director of Social Services to execute a purchase order with Anza Mailing Systems (NeoPost) for lease and maintenance on a postage machine at a cost of $7,980 yearly for FY 09-10.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 13F.

Resolution Approving Contract between Lenoir County Department of Social Services and North Carolina Department of Health and Human Resources, Division of Services for the Blind: FY 2009-10: $9,972

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute a contract with the North Carolina Department of Health and Human Resources, Division of Services for the Blind effective July 1, 2009 through June 30, 2010.

HISTORY/BACKGROUND:

Each year the County is drafted its share of the costs of Services to the Blind. This includes Special Assistance for the Blind, Chore Services and Blind Services Salary Administration. The County portion for Fiscal Year 2009/10 is $9,972.

EVALUATION:

This will be a one (1) year contract, renewable with modification annually and is necessary to continue Blind Services through DSS in Lenoir County.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes the Director of Social Services to contract with the North Carolina Department of Health and Human Resources, Division of Services for the Blind, for Blind Services through Lenoir County DSS for fiscal year 2009/10: $9,972.

Account #105356.4970

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 13G.

Resolution Approving Contract for Commodities Distribution for Fiscal Year 2009-10: $15,000

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to approve a contract and purchase order between the Lenoir County Department of Social Services and Kinston Armory Commission for the coordination of the Commodity Foods Program in Lenoir County.

HISTORY/BACKGROUND:

DSS historically contracts with the National Guard Armory for the distribution of USDA surplus commodities. The Department is planning four issuances in the upcoming fiscal year and the costs of the contract are 100% reimbursable by USDA-no local match required. Costs are for the actual administration, storage and distribution costs incurred by the Kinston Armory Commission in the amount of up to (18%) of the total value of products distributed, not to exceed $15,000 annually.

EVALUATION:

This resolution is necessary for the continuation of the Commodity Foods Program in Lenoir County and is effective July 1, 2009 through June 30, 2010.
Generally, the Guard uses the moneys paid under this contract for some charitable purpose.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners approves a contract between the Lenoir County Department of Social Services and Kinston Armory Commission for fiscal year 2009-10 for the coordination of the Commodity Foods Program in Lenoir County not to exceed $15,000.

Account # 105362.4970

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ _____
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 13H.

Resolution Approving Contract and Purchase Order with
Enterprise Rent-A-Car: $20,000

SUBJECT AREA: Financial

ACTION REQUESTED

The Board is requested to authorize the Social Services Director to execute purchase orders and contracts with Enterprise Rent-A-Car for lease of vehicles for FY 09-10.

HISTORY/BACKGROUND:

The Medicaid program requires DSS to assist Medicaid recipients with transportation to obtain necessary non-emergency medical services when requested. For out-of-town trips, DSS seeks the most cost efficient means of transport. DSS contracts with Enterprise Rent-A-Car when it is the most cost effective means for trips over 50 miles or trips to multiple out-of-county appointments.

DSS will also contract with Enterprise Rent-A-Car for out-of-county work-related travel for DSS staff on an as-needed basis. This will reduce travel costs and Medicaid costs as well.

EVALUATION:

This contract is necessary in order to provide continued transportation services for Medicaid recipients and to reduce travel expenditures for DSS staff.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes the Social Services Director to execute a contract and purchase order with Enterprise Rent-A-Car for FY 09-10: $20,000.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George Graham, Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 13I.

Resolution Approving Contract with Salvation Army: $20,000

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to contract with the Salvation Army to administer the Crisis Intervention, Share the Warmth and Energy Neighbor Programs in FY 2009/10.

HISTORY/BACKGROUND:

In prior years, DSS has contracted with a temp agency or an individual to take and process crisis related applications for needy individuals. For FY 2009/10, DSS will contract with the Salvation Army (4th consecutive year) to take and process applications for the Crisis Intervention, Share the Warmth and Energy Neighbor programs to assist low income families with heating or cooling related crises.

An initial allocation of up to $25,000 for Crisis Intervention payments to clients and up to the maximum allocation for Energy Neighbor and Share the Warmth programs will be paid upon approval of the contract. Subsequent cash advances will be made upon written request based on the availability of funding, spending patterns, or weather conditions.

An initial allocation not to exceed $20,000 or the State allocation will be paid to the Salvation Army upon approval of the contract for administrative expenses.

EVALUATION:

This will be a one (1) year contract and is necessary in order to administer the CIP, Energy Neighbor and Share the Warmth programs through DSS. No county funds are included in either payments to clients or the administrative costs.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Social Services Director is authorized to contract with the Salvation Army to administer the Crisis Intervention, Share the Warmth and Energy Neighbor Programs in FY 2009/10: $20,000.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 13J.

Resolution Approving Purchase Order with Dell Financial Services: $25,412

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED

The Board is requested to authorize the Social Services Director to execute purchase orders with Dell Financial Services for lease and maintenance on one hundred thirty-five (135) Dell Opti 360 computers effective July 1, 2009 through June 30, 2010.

HISTORY/BACKGROUND:

DSS contracts with Dell Financial Services for the lease of one hundred thirtyfive (135) Dell Opti 360 computers at a rate of $25,412 yearly. These costs include charges for all equipment and maintenance.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes the Social Services Director to execute a purchase order with Dell Financial Services for lease and maintenance on one hundred thirty-five Dell Opti 360 computers at a cost of $25,412 yearly for FY 09-10.

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 13K.

Resolution Approving Purchase Order and Contract with Drake Janitorial Service, Inc. for Fiscal Year 09-10: $34,232

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute a purchase order and contract with Drake Janitorial Service, Inc. for maintenance of the Social Services building located at 130 W. King St., Kinston, NC effective July 1, 2009 through June 30, 2010.

HISTORY/BACKGROUND:

Janitorial services at DSS changed from direct staff to contracted services effective July 1, 2003. Drake Janitorial has agreed to continue their services at a modest 1.5% increase of $2,852.66 per month for general cleaning (includes cleaning supplies) to be done five times per week. This includes a person to work from 8:30 AM to 4:30 PM as well as a night crew to complete duties that cannot be accomplished during regular work hours.

EVALUATION:

This is a one (1) year contract renewable with modification annually and is necessary to maintain the DSS building.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes the Director of Social Services to execute a purchase order and contract totaling $34,232 to Drake Janitorial Service, Inc. for Fiscal Year 2009/10 for maintenance of the DSS building.

AMENDMENTS:

MOVED_____SECONDED_____

APPROVED_____DENIED_____UNANIMOUS_____

YEA VOTES: Brown_____Davis_____Graham_____Humphrey_____

Pharo_____ Stroud _____Sutton_____

_____ 06/15/09
George W, Graham, Jr., Chairman Date

_____ 06/15/09
ATTEST DATE

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 13L.

Resolution Approving Blanket Purchase Order for the following:

Floors and Courts: $6,000
Corporate Resources: $35,000

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute blanket purchase orders for $6,000 to Floors and Courts and $35,000 to Corporate Resources for fiscal year 2009/10.

HISTORY/BACKGROUND:

DSS historically executes blanket purchase orders for miscellaneous office and maintenance supplies at the beginning of the fiscal year. County Department representatives have met with representatives of Floors and Courts and Corporate Resources and both have offered competitive prices.

EVALUATION:

These blanket purchase orders are necessary in order to accomplish the day to day work activities at DSS.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners approves blanket purchase orders for the following:

Floors and Courts: $6,000
Corporate Resources: $35,000

Account #105310.3500
Account #105310.2600
Account #105310.3410

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 13M.

Resolution Authorizing Contract with Lenoir County Sheriff's Office for FY 2009-10: $50,000

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to contract with the Lenoir County Sheriff's Office for a full-time Deputy.

HISTORY/BACKGROUND:

In previous years the Lenoir County Department of Social Services initiated a Memorandum of Understanding with the Lenoir County Sheriff's Office whereby all Child Support legal documents requiring service by the Sheriff's Office required a $15 service fee for service attempted or perfected. This year, as in the previous three fiscal years, DSS will contract with the Sheriff's Office for a dedicated Deputy to serve papers, work DSS court, and locate absent parents in the Child Support Program.

Funds have been budgeted for the Deputy's salary, fringes, Christmas bonus and longevity pay, uniforms, guns, radio and vehicle fuel/maintenance. Revenues from the State and Federal Governments are available at 66% making the total County costs approximately $17,000.

EVALUATION:

This contract is necessary in order to accomplish the day to day work activities within the Child Support Unit.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes the Social Services Director to contract with the Lenoir County Sheriff's Office for a dedicated Deputy for FY 2009-10: $50,000.

AMENDMENTS

MOVED_____SECONDED_____

APPROVED_____DENIED_____UNANIMOUS_____

YEA VOTES: Brown_____Davis_____Graham_____Humphrey_____

Pharo_____ Stroud_____Sutton_____

_____ 06/15/09
George Graham, Chairman Date

_____ 06/15/09
ATTEST DATE

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 13A.

Resolution Approving Purchase Order with Coeco Office Systems: $51,208

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED

The Board is requested to authorize the Social Services Director to execute purchase orders with Coeco Office Systems for lease and maintenance on eleven Multifunctional Copiers effective July 1, 2009 through June 30, 2010.

HISTORY/BACKGROUND:

DSS contracts with Coeco Office Systems for the lease of eleven Multifunctional Copiers at a rate of $31,908 yearly. These costs include charges for all equipment, maintenance, copies and all supplies (excluding paper and staples). $19,300 is budgeted yearly to cover the cost per copy.

EVALUATION:

This agreement is necessary in order to accomplish the day to day work activities at DSS that include the printing and copying of over 2.5 million documents annually.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes the Social Services Director to execute a purchase order with Coeco Office Systems for lease and maintenance on eleven Multifunctional Copiers at a cost of $51,208 yearly for FY 09-10.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 13O .

Resolution Approving Contract with Vanguard Professional Staffing: $60,000

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to approve a budget resolution for a continuation of the contract with Vanguard Professional Staffing for Social Workers and Income Maintenance Caseworkers at DSS as well as Program Specific training.

Account # 105310.3930 Temporary Employees $ 60,000

HISTORY/BACKGROUND:

In an effort to assist with continual recruitment, retention and quality assurance, the DSS Board is seeking to temporarily contract with Vanguard Professional Staffing for Social Workers and Income Maintenance Caseworkers to staff vacancies in the Child Welfare Program, Work First Services and Economic Services. Vanguard offers temporary experienced employees to cover vacancies for full-time or part-time schedules.

Protecting and serving abused and neglected children is a difficult, stressful, and litigious, but very important role of County Government and Social Services. Systems must be in place to recruit and retain sufficiently trained and qualified Social Workers to serve and protect abused and neglected children in Lenoir County. Vanguard will be used to staff long-term absences and difficult-to-fill vacancies.

DSS has numerous vacancies in the Work First and Economic Services Divisions that have proven difficult to fill. Vanguard has agreed to provide qualified temporary Income Maintenance Caseworkers to work in the Medicaid and Food Stamp programs as necessary.

EVALUATION:

Lenoir County DSS has contracted with Vanguard Professional Staffing for the last several years and has found their services satisfactory and this contract is necessary in order to accomplish the day to day work activities in several units within the agency.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that a continuation of the contract with Vanguard Professional Services be approved for Staffing for Social Workers and Income Maintenance Caseworkers at DSS: $60,000.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 13P.

Resolution Approving and Authorizing the Out-Posting of Income Maintenance Caseworkers at Lenoir Memorial Hospital and the Lenoir County Health Department: $69,091

SUBJECT AREA: Financial/Personnel

ACTION REQUESTED:

The Board is requested to approve and authorize the out-posting of two (2) Income Maintenance Caseworkers at Lenoir Memorial Hospital and one (1) Income Maintenance Caseworker at the Lenoir County Health Department. Lenoir Memorial Hospital and Lenoir County Health Department will reimburse DSS 50% of the non-federal share of these positions.

HISTORY/BACKGROUND:

Lenoir Memorial Hospital and DSS entered into a mutual agreement on July 1, 1989 establishing an Income Maintenance Caseworker position at the hospital with the intent to provide maximum services and assistance to persons who need medical services and financial assistance in paying for these services. A second position was added at a later date. DSS and the Lenoir County Health Department entered into a mutual agreement on August 15, 1993 establishing an Income Maintenance Caseworker position at the Health Department with the same intent and purpose. The Hospital and Health Department reimburse DSS 50% of the non-federal share of these positions.

EVALUATION:

This resolution is necessary to continue the timely initiation and processing of Medicaid applications taken at Lenoir Memorial Hospital and the Lenoir County Health Department. These Memoranda of Understanding are effective July 1, 2009 through June 30, 2010 and modifications require the consent of all parties.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners approve and authorize the out-posting of two (2) Income Maintenance Caseworkers at Lenoir Memorial Hospital and one (1) Income Maintenance Caseworker at the Lenoir County Health Department for FY 08-09 with the Hospital and Health Department reimbursing DSS 50% of the non-federal share of these positions: $69,091

Account #103535.0150 Lenoir Memorial Hospital
Account #103535.0160 Lenoir County Health Department

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 13Q.

Resolution Approving Services Contracts for Fiscal Year 2009/10:
Interim Health Care: $247,214

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to approve a service contract for Interim Health Care to provide in-home aide services to clients referred by the Lenoir County Department of Social Services effective July 1, 2009 through June 30, 2010.

HISTORY/BACKGROUND:

DSS contracts with an In-Home Aide service provider for in-home or chore services for aged and/or disabled adults. In-Home Aide Services means the provision of care for a person or assistance to persons by performing home management or personal care tasks that are essential to daily living. Such tasks are performed to enable individuals to remain in their own homes when they are unable to carry out the activities of daily living for themselves and when no responsible person is available for these tasks. In Lenoir County, Level I chore services are provided by the Council on Aging and Level II and III are provided by the Department of Social Services.

The Lenoir County Board of Social Services awarded the In-Home Aide Services Contract to Interim Health Care on April 26, 2007. (Note: In-Home Aide Services are required to be bid every third year.) Interim Health Care agreed to provide these services to clients referred by the Lenoir County Department of Social Services at a unit cost of $12.50 for both Level II and Level III In-Home Aide services. These services are funded by allocations from the Home and Community Care Block Grant, State In-Home, and Social Services Block Grant funding sources.

Approximately 32 citizens were provided chore services during fiscal year 2008/09 that would otherwise not have received care or may have required higher cost institutionalization.

EVALUATION:

This will be a one (1) year contract renewable with modification annually, subject to acceptable performance of the contractor. The contractor has provided acceptable services at a competitive price for nine years.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the County Director of Social Services is authorized to execute a one (1) year contract and purchase order with Interim Health Care to provide In-Home or Chore services to clients referred by the Lenoir County Department of Social Services effective July 1, 2009 through June 30, 2010 at a cost not to exceed $247,214.

Funding Account #105321.4972 SSBG
#105330.4970 State In-Home
#105332.4010 HCCBG

AMENDMENTS"

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 13R.

Resolution Approving Contracts for Legal Services:

Dal Wooten & Chris Rogerson- Not to exceed $158,000 annually
Griffin and Griffin and Annette Turick --Not to exceed $110,000 annually
Griffin and Griffin—Not to exceed $500 annually

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute contracts for legal services with Dal Wooten, Chris Rogerson, Robert Griffin and Annette Turick for Fiscal Year 2009-10.

HISTORY/BACKGROUND:

Lenoir County Department of Social Services historically contracts with Griffin and Griffin to provide legal services for the agency in the provision of protective services for abused, neglected and dependent children or adults and for termination of parental rights. Attorney Griffin's rate is $90 per hour. A secondary contract is necessary for the continuity of legal services when the primary attorney is unavailable, in cases where a conflict-of-interest may arise for the primary attorney, and during times when the Department and the primary attorney are faced with a high volume of Child Welfare cases. The secondary provider of these services is Annette Turick at a rate of $90 per hour. Charges for both attorneys are not to exceed $110,000 in FY 2009-10. The department also contracts with Griffin and Griffin to provide administrative/legal services in personnel and other matters at the same rate and not to exceed $500 during the fiscal year.

Dal Wooten, Attorney at Law, is the primary provider and Chris Rogerson is the secondary provider of legal services for the department in the provision of Child Support services. Mr. Wooten served five years as the secondary provider before becoming the primary provider of Child Support legal services in 1997. The hourly rate for both is $90 not to exceed $158,000 in FY 2009-10.

EVALUATION:

This will be a one (1) year contract subject to acceptable performance of the contractor and renewable with modification annually.

The state/federal reimbursable share is approximately 87.5% for protective services, 66% for child support and 61% for personnel/administrative services.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes the Social Services Director to execute contracts and purchase orders for legal services with Robert Griffin, Dal Wooten, Chris Rogerson and Annette Turick for Fiscal Year 2009-10 not to exceed $110,000 for Child Welfare and Adult Services, $500 for personnel/administrative services and $158,000 for Child Support.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 13S.

Resolution Approving Provider Agreements for
Subsidized Day Care: $2,439,887

SUBJECT AREA: Financial

ACTION REQUESTED

The Board is requested to authorize contracting with the following current listing of individual child care providers and child care centers (list is subject to change monthly) to provide subsidized child day care in Lenoir County effective July 1, 2009 through June 30, 2010:

A To Z Child Care II
Amazing Giants
ABC 1-2-3 Academy
Children Village Academy Day Camp/After School
Anne's Little Angels Home
A To Z Child Care
Emma Lee Clark
Greene Lamp Head Start Highland
Country Kids, Inc.
Kid City Child Care
Doris' Little Darlings
Peach Tree Play School
Falling Creek Day Care
New Beginnings Child Care
Heart to Heart
Pink Hill Child Care Center
Kidz R Us Child Care Center
Madlena Lawson
Sandi's Child Care
Star Day Care
River of Life
Linda's Family Child Care
Little Peoples Day Care
Lora's Child Care
Gospel Workshop Inc
Farmer N Dell II
Miss Charlie's II
New Beginning Christian CC
New Beginnings Christian CC
New Season Community Development
Small World Child Care Center
Alpha & Omega Christian
New Beginnings Home Child Care
Little Saints Day Care
Deep Run Child Care
Bright Beginnings
Dean's Friendly Day Care
Barb's Loving Arms
Little Footprints Child Care
Clem's Christian Child Care
Waine's DayCare
Discovery Land, Inc.
Precious Angels Day Care
Farmer N Dell
Pat's Day Care #2
Jacob's Little Giants
Nettie Carr
Nell's Day Care
Kinston Child Care Center
LaGrange United Methodist
Miss Charlie's Child Care I
Little Miracles Child Care
Liz's Child Care
Order My Steps Day Care
Peach Tree Kids Club
Kinder Care Learning Center
Linda Parks
Mount Olive Kiddie Kollege
S&S Development Center
The Play Palace Child Care
Cheryl's Country Kids
Kids Incorporated
M&E Wonderland
Nanny's
Charlie's Angels Child Care
Mt Pleasant Little Kiddies

Nancy Wade
Lil Tots Development Ctr
Lou Anna's Child Care
Sheila Ellison
Terry Edwards
Nancy's Christian Child Care
Nanny's Afterschool
Soundra Parks
The Bear Patch III
Vision Child Care Center

HISTORY/BACKGROUND:

Child Care funding in Lenoir County and the State of North Carolina has expanded enormously since 1990 when the allocation for Lenoir County was only $219,000. For fiscal year 2009/10, Lenoir County's allocation for the Child Care Developmental Fund is over three million state and federal dollars. In order to receive payments from DSS providers must abide by state and federal regulations.

EVALUATION:

This will be a one- (1) year contract, renewable with modification annually, subject to acceptable performance of the individual contractor. The staff will not bring back before the Commissioners any changes to the list of providers.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

_____
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes contracting with the current listing of individual child care providers and child care centers (list is subject to change monthly) to provide subsidized child day care in Lenoir County effective July 1, 2009 through June 30, 2010: $2,439,887

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud_____ Sutton _____

_____ 06/15/09
George Graham, Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 14A

Resolution Authorizing FY 2009-2010 Purchase Orders for the Board of Elections: Print Elect/Owen G. Dunn - $2,000; Freedom ENC/Kinston Free Press - $2,000; Weekly Gazette - $1,000; A. G. Smith - $1,500: $6,500

SUBJECT AREA: Purchase/Lease

ACTION REQUESTED:

Authorize fiscal year 2009-2010 Purchase Orders.

HISTORY / BACKGROUND:

All Purchase Orders in the amount of $2,500 and greater require the Board's Approval. Print Elect/Owen G. Dunn provides the Board of Elections (BOE) with printing ballots and election supplies. Freedom ENC/Kinston Free Press provides BOE service with running ads. Weekly Gazette provides BOE service with running ads. A. G. Smith provides BOE service with cleaning the office.

EVALUATION:

The requested action is necessary in order to encumber monies the Board previously approved in the fiscal year 2009-2010 budget.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the county execute the following purchase orders for the fiscal year 2009-2010:

Print Elect/Owen G. Dunn:	$2,000
Freedom ENC/ Kinston Free Press:	$2,000
Weekly Gazette	$1,000
A. G. Smith	$1,500

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Sutton _____
Humphrey _____ Stroud _____ Pharo _____

_____ 06/15/09
Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 14B.

Resolution Authorizing fiscal year 2009-2010 Purchase Orders for the Board of Elections: Executive Leasing - $5,818; Corporate Resources - $2,000: $7,818

SUBJECT AREA: Purchase/Lease

ACTION REQUESTED:

Authorize fiscal year 2009-2010 Purchase Orders.

HISTORY / BACKGROUND:

All Purchase Orders in the amount of $2,500 and greater require the Board's Approval. Executive Leasing provides us with copier service. Corporate Resources provides us with office supplies.

EVALUATION:

The requested action is necessary in order to encumber monies the Board previously approved in the fiscal year 2009-2010 budget.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the county execute the following purchase orders for the fiscal year 2009-2010:

Executive Leasing: $5,818
Corporate Resources: $2,000

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Sutton _____

Humphrey _____ Stroud _____ Pharo _____

_____ 06/15/09
Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 15

Resolution Authorizing Sale of Lenoir County Owned Lots to the City of Kinston

SUBJECT AREA: Legal

ACTION REQUESTED:

Approval of a Resolution authorizing the sale of three (3) lots that were foreclosed on: tax parcel ID numbers 452520802152, 452519607100, and 452407598587 to the City of Kinston for an amount sufficient to cover the delinquent taxes and legal costs associated with Lenoir County obtaining ownership. Also request that the County Manager be given the authority to sign the deeds over to the City of Kinston to finalize the transaction.

HISTORY/BACKGROUND:

After the flood of 1999, many of the flooded homes were bought out in east Kinston. The City of Kinston has since received a Clean Water Management Trust Fund Grant that can be used to purchase lots that were flooded that do not have a permanent structure located on them. The parcels that the Lenoir County Tax Department has foreclosed on are listed on the submitted properties that have been approved for purchase by the grant funds. The lots were offered for sale to the public at the Lenoir County Courthouse, and the minimum bids were not met. The City of Kinston has offered to purchase the lots for an amount that would cover the delinquent taxes and the legal costs incurred with the foreclosure.

EVALUATION:

The North Carolina general statutes allow one government agency to transfer property to another government agency without going through a public bid process. All of these parcels were offered for sale to the public at the foreclosure sale. The total tax value of the properties was $8,000. The County has a total investment in the property of $7,898.69 (delinquent taxes and foreclosure costs). The City of Kinston has offered to purchase the property for the amount that the County has invested- $7,898.69.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the county sell the lots with parcel ID numbers 452520802152, 452519607100, and 452407598587 to the City of Kinston for $7,898.69, and that the Lenoir County Manager be given the authority to sign the deed to finalize the transaction.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Pharo _____

Humphrey _____ Stroud _____ Sutton _____

_____ 06/15/09
Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 10A .

Resolution Authorizing the Approval FY 2009-10 Expenditure of Supplies ---
R. L. Ballard & Associates: $5,000

SUBJECT AREA: Purchase/Bids

ACTION REQUESTED:

To approve the expenditure of $5,000 to cover the cost of purchasing real estate binders, vital record binders, miscellaneous binders/books and supplies needed annually to house the hard copies of documents that are recorded in the Register of Deeds office. This amount was budgeted in the line item specified on the next page.

HISTORY/BACKGROUND:

This line item expenditure is to allow the Register of Deeds to continue to purchase binders/supplies, etc, as needed in order to maintain records in a neat and orderly fashion for the public to be able to review these records as requested. If the amount actually spent is less than $5,000 then the purchase order will be reduced.

EVALUATION:

With the approval of this expenditure, it will allow the Register of Deeds to operate in an efficient and professional manner that the county would be proud of. R. L. Ballard and Associates has provided this service for the Registry for over 30 years plus in the most professional and highest of quality possible.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval

_____
Initials

RESOLUTION: NOW, THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that a purchase order for R. L. Ballard & Associates in the amount of $5,000 be approved for books/binders, supplies and etc. that is needed for the operation of the Register of Deeds.

Line Item Account # 10-4180-2600

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 16B.

Resolution Approving FY 2009-10 Expenditure of Funds for Leasing Copiers ---COECO $5,508

SUBJECT AREA: Purchase/Bids

ACTION REQUESTED:

Approval of a Resolution authorizing the expenditure of $5,508.00 to cover the estimated cost of leasing two new copiers (cost per copy) needed for the required use of copying records for the Register of Deeds office and the use by the public. The amount was budgeted in the line item specified on the next page.

HISTORY/BACKGROUND:

A copier has been used in the office of the Register of Deeds in an excess of thirty-five years to allow the public, attorneys, office staff and etc. the ability to make the necessary copies needed in everyday work requirements. The law requires some method for the Registry to be able to furnish copies to the general public. If the amount actually spent is less that that of $5,508.00 then the purchase order will be reduced.

EVALUATION:

With the approval of this expenditure, it will allow the Registry to continue furnishing copies (the public pays a fee for copies) to customers as in the past. COECO has provided the Register of Deeds with the up most in service when leasing, purchasing and/or repairing any equipment that has been obtained from them. COECO is a very qualified equipment company.

MANAGER'S RECOMMMENDATION:

Respectfully Recommend Approval

_____
Initial

RESOLUTION: NOW, THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that a purchase order contract with COECO be approved for leasing the said copiers in the amount not to exceed $5,508.
Line Item #10-4180-3520

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 16C.

Resolution Authorizing the Approval FY 2009-10 Contract Services
Indexing ---- COTT Systems $50,000

SUBJECT AREA: Purchase/Bids

ACTION REQUESTED:

Approval of a Resolution authorizing the expenditure of $50,000 to cover the estimated cost of indexing the real estate documents, marriage license, births, delayed births, death, maps and etc. that are recorded in the Register of Deeds office. This amount was budgeted in the line item specified on the next page.

HISTORY/BACKGROUND:

This has been an ongoing service since the mid 70's. In this same line item it has allowed the Registry to have computer-generated indexes for easy accessibility for the many records in the Register of Deeds office.

EVALUATION:

With the approval of this expenditure, it will allow the office of the Register of Deeds to continue the service of computer indexing and having the ability to further help the public's needs for vital and real estate records. COTT Systems has provided the county with the highest of quality of service and support to the Register of Deeds office available.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval

_____
Initial

RESOLUTION: NOW, THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that a purchase order contract with COTT Systems in an amount not to exceed $50,000 be approved for indexing records for the Register of Deeds. Line Item Account #10-4180-3800

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

Item No. 17A.

BUDGET ORDINANCE AMENDMENT: STATE CONTROLLED SUBSTANCE:
SHERIFF-STATE CONTROLLED SUBSTANCE: $33,036. INCREASE

LENOIR COUNTY, NORTH CAROLINA

BUDGET AMENDMENT REQUEST

FY 2008 - 2009
Appropriations

Budget Amendment #_____
Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
STATE CONTROLLED SUBSTANCE	SHERIFF-STATE CONTROLLED SUBSTANCE	VARIOUS

REVENUES

Check One Box
New Appropriation: [X]
Line Item Transfer: [ ]

Account # and Title	Amount
INCREASE	
16-3991-9910 FUND BALANCE APPROPRIATED	33,036.00
Total	33,036.00

EXPENDITURES

Check One Box
New Appropriation: [X]
Line Item Transfer: [ ]

Account # and Title	Amount
INCREASE	
16-4317-5100 CAPITAL OUTLAY	10,560.00
16-4317-5999 CAPITAL OUTLAY ITEMS < $5,000	22,476.00
Total	33,036.00

Reason and Justification for Request:
BUDGET AMENDMENT TO BUDGET FUNDS FROM THE FUND BALANCE OF THE STATE CONTROLLED SUBSTANCE FUND.
THESE FUNDS WILL BE USED TO HELP COVER THE COSTS OF NEW NIGHT VISION EQUIPMENT.

Department Head Approval	Date	Finance Officer Approval	Date
W E Smith	06/09/09	Martha H. Martin	6/9/09

Budget Officer Approval	Date
Michael W Jarman	06/09/09

Board Approval (When Applicable)	Date	Date of Minutes

Finance Office - Copy Department - Copy Administration - Copy

INTRODUCED BY: Michael Jarman, County Manager DATE *06/15/09* ITEM NO. 17B.

Resolution approving purchase of plumbing services from the following vendor:

Ed Phillips Heating Air Conditioning & Plumbing------ $ 5,000

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a purchase order with Ed Phillips Heating Air Conditioning & Plumbing for plumbing maintenance and repair services for fiscal year 2009-2010.

HISTORY / BACKGROUND:

Lenoir County currently has two operating jails in the Lenoir County Courthouse. Both jails are over 25 years old. As such, both have plumbing issues that have to be constantly maintained and repaired.

EVALUATION:

Ed Phillips Heating Air Conditioning & Plumbing has been repairing plumbing issues in the jails for the past several years. This vendor is very familiar with the plumbing in the cell blocks including the toilets, sinks and showers as well as the plumbing in the jail kitchen. This vendor has provided outstanding service to the County at reasonable prices. The Sheriff respectfully request permission from the Board of Commissioners to execute a purchase order with this vendor to provide maintenance and repair services for the plumbing in the jails.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff execute a purchase order with Ed Phillips Heating Air Conditioning and Plumbing for the 2009-2010 fiscal year.

Ed Phillips Heating Air Conditioning & Plumbing----------$ 5,000

Funding Account #: 10-4320-3520 $ 5,000

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Pharo _____
Humphrey _____ Stroud _____ Sutton _____

_____ _____
George W. Graham, Jr. Chairman Date

_____ _____
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager DATE *06/15/09* ITEM NO. 17C.

Resolution Approving Contract for Sheriff's Equipment and Supplies:

Lawman's Safety Supply----------$ 7,500.00

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a contract with Lawmen's Safety Supply 2009-2010.

HISTORY / BACKGROUND:

The Sheriff's Office requires that its officers be equipped with various tools in order to perform their duties. Among these items are holsters, flashlights, blue lights, sirens, handcuffs, shields, cages for the cars, cardboard target backings, targets, shotguns, handguns, etc.

Due to poor delivery performance by others (sometimes several months), limited access to requested items, and much higher prices, the cheapest most dependable vendor found through the numerous years of experience has been determined to be Lawmen's Safety Supply.

EVALUATION:

This will be a one (1) year contract with Lawmen's Safety Supply, subject to acceptable performance of the contractor.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff execute a contract and purchase order for the purchase of Sheriff's equipment and law enforcement supplies with:

Lawmen's Safety Supply -------- $ 7,500.00

Funding Account #: 10-4310-2900 $7,500.00

AMENDMENTS:
MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Pharo _____
Humphrey _____ Stroud _____ Sutton _____

_____ _____
George W. Graham, Jr., Chairman Date

_____ _____
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager DATE *06/15/09* ITEM NO. 17D.

Resolution approving purchase of ammunition:

Lawmen's.....$7,800.00

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a purchase order with Lawmen's for the purchase of various types of ammunition for annual firearms qualification.

HISTORY / BACKGROUND:

Certified law enforcement officers in North Carolina are required to qualify with their issued firearms twice per year including a combat course. Sheriff's deputies are currently issued .45 caliber H&K semi-automatic side arms, 200 grain +P ammunition, and 12 gauge shotguns. In addition the Sheriff's Office has several officers that are issued specialized weaponry for tactical incidents.

EVALUATION:

For the past several years the Sheriff's Office has been purchasing ammunition from a couple of ammunition suppliers in North Carolina. Lawmen's, located in Raleigh, N.C., has been found to provide the most competitive pricing for the ammunition required. Lawmen's has provided a price of $7800 for 18 cases of .45 rounds, 10 cases of .223 rounds, 1 case of .308 rounds, 4 cases of 12 gauge rounds. The Sheriff respectfully recommends that the Board of Commissioners approve the request to purchase the ammunition from Lawmen's.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff execute a purchase order with Lawmen's to purchase ammunition.

Lawmen's----------$7,800.00

Funding Account #: 10-4310-3950 $7,800.00

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Pharo _____
Humphrey _____ Stroud _____ Sutton _____

_____ _____
George W. Graham, Jr. Chairman Date

_____ _____
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager DATE *06/15/09* ITEM NO. 17E.

Resolution approving purchase of tires from the following vendors:

BTS Tire---------- $ 10,000.00

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a purchase order with BTS Tire for the purchase of tires for fiscal year 2009-2010.

HISTORY / BACKGROUND:

The Sheriff currently operates a fleet of patrol vehicles used for various purposes such as patrol, transportation, traffic control and response to calls. These vehicles utilize Goodyear tires that are purchased from the State contract. The Sheriff has historically purchased tires from BTS Tire because both of these vendors have the ability to sell Goodyear tires on the State contract.

EVALUATION:

Both of these vendors sell Goodyear tires on the State contract. State contract prices for high speed Goodyear tires are significantly less than purchasing the same tire off of the State contract. The Sheriff respectfully requests that the Board of Commissioners grant the Sheriff permission to execute a purchase order with BTS Tire for the purchase of tires for the fiscal year 2009-2010.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff execute a purchase order with BTS Tire for the purchase of tires for the 2009-2010 fiscal year.

BTS Tire----------$ 10,000.00

Funding Account #: 10-4310-2520 $ 10,000

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Pharo _____
Humphrey _____ Stroud _____ Sutton _____

_____ _____
George W. Graham, Jr., Chairman Date

_____ _____
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager DATE *06/15/09* ITEM NO. 17F.

Resolution Approving Contract for Sheriff's Uniform Supply Vendor:

American Uniform Sales --------- $9,000.00
Century Uniforms----------$5,000.00

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a contract with the American Uniform Sales and Century Uniforms for fiscal year 2009-2010.

HISTORY / BACKGROUND:

The Lenoir County Sheriff's Office must replace some uniforms on an as needed basis due to wear and/or destruction. Uniforms worn by deputies of this office are occasionally subject to destruction by normal wear, chasing criminals in wooded, briar infested areas, and through disturbances with persons being arrested.

The Sheriff's Office has a room assigned for the recycling of clothes through the attrition of personnel. However, because of the various sizes of people it is difficult to stock every available size of a product.

This office did a price comparison and now uses American Uniform Sales and Century Uniforms as its primary providers based on price and performance standards.

EVALUATION:

This will be a one-(1) year contract with American Uniform Sales and Century Uniforms subject to acceptable performance of the contractors.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners authorizes the Sheriff to execute a contract and purchase order for sheriff uniform provisions with American Uniform Sales and Century Uniforms:

American Uniform Sales --------- $9,000.00
Century Uniforms----------$5,000.00

Funding Account #: 10-4320-2120 $ 14,000.00

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Pharo _____
Humphrey _____ Stroud _____ Sutton _____

_____ _____
George W. Graham, Jr., Chairman Date

_____ _____
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager DATE *06/15/089* ITEM NO. 17G.

Resolution approving purchase order with **Gately Communications, Co.: $18,000**

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a purchase order with Gately Communications, Co., to provide radio installation and repair services for the Sheriff's Office for the 2009-2010 fiscal year.

HISTORY / BACKGROUND:

The Sheriff's Office has been using Gately Communications, which is located in Kinston, for the past year. Gately Communications repairs, removes and installs radio and emergency equipment on patrol vehicles.

EVALUATION:

The Sheriff respectfully recommends that the Board of Commissioners approve the request for a purchase order with Gately Communications to perform radio/emergency equipment repair, removal, and installation. This is purchase order covers services for the 2009-2010 fiscal year.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff execute a purchase order with Gately Communication, Co.

Gately Communications, Co.----------$18,000

Funding Account #: 10-4310-3290 $18,000

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Pharo _____
Humphrey _____ Stroud _____ Sutton _____

_____ _____
George W. Graham, Jr. Chairman Date

_____ _____
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager DATE *06/15/09* ITEM NO. 17H .

Resolution Approving Contract for Sheriff's Uniform Supply Vendor:

American Uniform Sales --------- $10,000.00
Century Uniforms----------$18,000.00

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a contract with the American Uniform Sales and Century Uniforms for fiscal year 2009-2010.

HISTORY / BACKGROUND:

The Lenoir County Sheriff's Office must replace some uniforms on an as needed basis due to wear and/or destruction. Uniforms worn by deputies of this office are occasionally subject to destruction by normal wear, chasing criminals in wooded, briar infested areas, and through disturbances with persons being arrested.

The Sheriff's Office has a room assigned for the recycling of clothes through the attrition of personnel. However, because of the various sizes of people it is difficult to stock every available size of a product.

This office did a price comparison and now uses American Uniform Sales and Century Uniforms as its primary providers based on price and performance standards.

EVALUATION:

This will be a one-(1) year contract with American Uniform Sales and Century Uniforms subject to acceptable performance of the contractors.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners authorizes the Sheriff to execute a contract and purchase order for sheriff uniform provisions with American Uniform Sales and Century Uniforms:

American Uniform Sales --------- $10,000.00
Century Uniforms----------$18,000.00

Funding Account #: 10-4310-2120 $ 28,000.00

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Harper _____
Humphrey _____ Stroud _____ Taylor _____

_____ _____
George W. Graham, Jr., Chairman Date

_____ _____
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager DATE *06/15/09* ITEM NO. 17I.

Resolution Approving Purchase of Equipment & Monitoring Services
from Reliant Management Group: $31,222.00

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a purchase order with Reliant Management Group to provide equipment and monitoring services for inmates released under the electronic house arrest program.

HISTORY / BACKGROUND:

The Lenoir County Sheriffs Office began electronic monitoring of jail inmates in April of 2007. Previously, G4S and the NCDOC provided the monitoring equipment and the monitoring service for the Sheriff's Office. These services were replaced in January of 2009. Thereafter, the Sheriffs Office began using Reliant Management Group, which is a North Carolina based company. The Sheriff's Office has been very pleased with the equipment and service offered by Reliant.

EVALUATION:

There are a number of businesses that offer both equipment leasing and monitoring services for inmates. Reliant Management Group is a North Carolina based company located in Hillsborough, North Carolina. The monitoring rate is currently $1.28 per day per inmate. The lease amount of each transmitter is $1.45 per day per inmate. The total anticipated cost for the combined services is $ 31,222.

The Sheriff respectfully requests that the Sheriff be permitted to execute a blanket purchase order with Reliant Management Group to provide equipment and monitoring services for the Lenoir County Sheriff's Office.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff is permitted to execute a purchase order with Reliant Mangement Group to provide equipment and monitoring services for the Lenoir County Sheriff's Office.

Reliant Management Group------ $ 31,222

Funding Account #: 10-4310-6900 $31,222.00

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Sutton _____ Humphrey _____ Stroud _____ Graham _____
Pharo _____ Brown _____ Davis _____

_____ _____
George W. Graham, Jr. Chairman Date

_____ _____
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager DATE *06/15/09* ITEM NO. 17D.

Resolution Approving Contract for Jail Operating Supply Vendors:

Bob Barker Supply --------- $16,000.00
Safelle, Inc. ---------- $ 3,000.00
Brame---------- $14,300.00

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute contracts with the jail equipment supply vendors listed above for fiscal year 2009-2010.

HISTORY / BACKGROUND:

As a detention facility, the Lenoir County Jail must stock certain supplies which include cleaning chemicals, plates, knives, forks, spoons, mattresses, blankets, pillows, toothpaste, toothbrush, film, food trays, etc.

Cleaning chemicals are bought in bulk quantities and are non-toxic. This reduces this risk of ingestion from inmates and potential lawsuits. Mattresses, pillows, and blankets must meet certain fire restriction codes and be of institutional quantity in order to be approved by the N.C. Division of Human Resources.

While this agency conducts a small amount of business with local vendors, these particular vendors can only provide the products and services required. Competitive pricing has limited the field to these three for this facility.

EVALUATION:

This will be a one-(1) year contract with each of the jail supply vendors, subject to acceptable performance of the contractor.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff is hereby permitted to execute contracts and purchase orders for jail operating supplies to the Lenoir County Jail with the following named vendors for the designated monetary amounts:

Bob Barker Supply -------- $16,000.00
Safelle, Inc. ---------- $ 3,000.00
Brame ---------- $14,300.00

Funding Account #: 10-4320-2110 $ 33,300.00

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Pharo _____
Humphrey _____ Stroud _____ Sutton _____

_____ _____
George W. Graham, Jr. Chairman Date

_____ _____
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager DATE *06/15/089* ITEM NO. 17K

Resolution Approving Contract for Repair/Maintenance Vendor:

Brittain's Garage.....	**$ 18,000.00**
Fast Forward Signs.....	**$ 5,000.00**
Webb's Automotive.....	**$ 13,000.00**
Jarman Tire	**$ 2,500.00**
Fred Moodys Garage.....	**$ 2,500.00**

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a contract with Brittain's Garage, Fast Forward Signs, Webb's Automotive, Fred Moody's Garage, and Jarman Tire for fiscal year 2009-2010.

HISTORY / BACKGROUND:

The Sheriff's Office operates more than fifty vehicles. It has shown to be cost-efficient for the county in terms of vehicle maintenance to assign vehicles to single users who are then responsible for the maintenance of the assigned vehicle. Additionally, this system readily identifies those who may use and abuse their assigned vehicle.

Lenoir County has a number of mechanics in the area. The Sheriffs Office utilizes several of these vendors for both small and large vehicle maintenance issues. The Sheriff currently uses Kinston Wheel Alignment, Brittains Garage, Fast Forward Signs (stripping marked cars), Jarman Tire, Fred Moody's Garage, and Webb's Automotive who have traditionally offered quick and low cost mechanical services. In addition, we have set up blanket purchase orders with other vehicle service vendors in an amount less than $2,500.00 to cover purchases from them.

EVALUATION:

This will be a one – (1) year contract with Brittain's Garage, Fast Forward Signs, Jarman Tire, Fred Moody's Garage, and Webb's Automotive subject to acceptable performance of the contractor.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff execute a purchase order for vehicle repairs and maintenance with the following named vendors for the designated monetary amounts:

Brittain's Garage.....$	**18,000.00**
Fast Forward Signs.....$	**5,000.00**
Webb's Automotive..... $	**13,000.00**
Jarman Tire .....$	**2,500.00**
Fred Moodys Garage.....$	**2,500.00**

Funding Account #: 10-4320-3530 $41,000

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Pharo _____
Humphrey _____ Stroud _____ Sutton _____

_____ _____
George W. Graham, Jr., Chairman Date

_____ _____
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.:** 17L.

Resolution Approving Purchase of Night Vision Equipment: $66,071.88

SUBJECT AREA: Administrative

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to purchase (12) night vision goggles and (2) night vision sights from Arrington's.

HISTORY / BACKGROUND:

The Sheriff is charged with the responsibility of enforcing the laws of North Carolina in Lenoir County. As such, the Sheriff and his deputies must apprehend and bring to justice dangerous individuals who mean to do harm within our society. Within the Sheriff's Office is a detachment of deputies (Special Response Team- SRT) who perform specialized duties such as apprehending high risk individuals. These deputies are typically called-out when armed persons are barricaded within buildings or at other high-risk incidents. Although this team has been outfitted with contemporary equipment the team lacks the ability to adequately see in low-light conditions while performing these high-risk functions. Having the ability to see in low-light conditions greatly enhances the team's ability to identify the target and take appropriate actions to protect themselves.

EVALUATION:

The Sheriff has been gathering information on night vision equipment. Arrington's of Greenboro, NC will provide (12) Generation 3 Night Vision goggles, one for each team member, as well as the helmet mounting hardware for $44,951.88. In addition this same company will provide (2) Pinnacle Generation 3 universal night sights for specialized weaponry for a total cost of $21, 120. The total to purchase for all of this equipment is $66,071.88. Lawmen's Safety Supply proposed a price for the exact type of equipment but their price came in at $68,514.

It is the intent of the Sheriff to partially fund this purchase with Controlled Substance Tax funds and the other funded from Capital Outlay-Equipment. The Sheriff respectfully request that the Board of Commissioners authorize the Sheriff to execute a purchase order with Arrington's to purchase the aforementioned night vision equipment.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners hereby authorizes the Sheriff to execute a purchase order with Arrington's to purchase night vision equipment.

Funding Account #:	16-4317-5199	$ 22,475.94
	16-4317-5100	$ 10,560.00
	10-4310-5999	$ 22,475.94
	10-4310-5100	$ 10,560.00

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Humphrey _____ Sutton _____ Stroud _____ Graham _____

Pharo _____ Brown _____ Davis _____

_____ 06/15/09
George W. Graham, Jr., Chairman Date

_____ _____
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager DATE *06/15/09* ITEM NO. 17H.

Resolution Approving Contract for Jail Food Service Vendors:

NC Dept of Corrections----------$18,000.00
Sysco Foods----------$32,000.00
US Foodservice----------$30,000.00
Franklin Baking----------$16,000.00
Maola Milk and Ice----------$30,000.00
Institution Food House----------$36,000.00

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute contracts with the food service vendors listed above for fiscal year 2009-2010.

HISTORY / BACKGROUND:

The Lenoir County Jail operates its own kitchen and meal preparation service. This has proven to be a very cost efficient system for Lenoir County. The Lenoir County Jail provides meals to inmates three times a day, which must meet certain dietary requirements. The current average daily population for fiscal year 2008-2009 was 137.

The kitchen staff of the Lenoir County Jail is responsible for making monthly comparisons of the food service vendor price lists and ordering the cheapest available products. In this respect we can be assured of getting the best available products at the most competitive prices.

EVALUATION:

This will be a one-(1) year contract with each of the food service vendors, subject to acceptable performance of the contractor and the delivery of monthly food service price sheets.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff is authorized to execute contracts and purchase orders for food service provisions to the Lenoir County Jail with the following named vendors for the designated monetary amounts:

NC Dept of Corrections----------$18,000.00
Sysco Foods----------$32,000.00
US Foodservice----------$30,000.00
Franklin Baking----------$16,000.00
Maola Milk and Ice----------$30,000.00
Institution Food House----------$36,000.00

Funding Account #: 10-4320-2200 $ 162,000.00

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Pharo _____
Humphrey _____ Stroud _____ Sutton _____

_____ _____
George W. Graham, Jr., Chairman Date

_____ _____
ATTEST Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6/15/09 **ITEM NO.** 8A.

Resolution Authorizing Replacement of three 15 Ton Split System Heat Pumps at the Lenoir County Livestock Building: Ed Phillips, Inc.: $33,211

SUBJECT AREA: Purchases - Bids

ACTION REQUESTED:

The Board is requested to authorize Ed Phillips, Inc., of Kinston, N.C. to replace three 15 ton split system heat pumps at the Lenoir County Livestock Building in an amount not to exceed $33,211.

HISTORY/BACKGROUND:

In July of 2005 it was reported to the Lenoir County Maintenance Department that the air conditioning in the Lenoir County Livestock Building was not working. Upon investigation, it was discovered that all three (3) air conditioning units had not worked for some time. All of these units have exhibited maintenance problems for a number of years. It was determined that one (1) compressor was shorted-out and one (1) had a bad condenser. The County Manager authorized the emergency repair of the third unit to restore partial air-conditioning to the building. In June of 2008 the compressor in this unit shorted-out. Since this time there has been no climate control in the building. These units are the original equipment installed at the facility. The building is used quite extensively during the summer months by local and state extension services. To provide the most efficient air flow to the entire building, all three (3) units need to be replaced.

EVALUATION:

For a number of years, the air conditioning system at the Livestock Building has exhibited maintenance problems. In an effort to keep the building open, one (1) unit was repaired. In June of 2008 the compressor of this unit shorted out and shut down. These are the original air conditioning units in the Livestock Building and are over 30 years old.

Maintenance requested and received quotes from three local HVAC contractors. Ed Phillips, Inc. of Kinston provided the lowest quote for replacement of the three (3) units. A summary of the quotes follows:

J&J Mechanical	$54,872	Carrier units
Tyson Electrical & Air	$33,785	Trane units
Ed Phillips, Inc.	$33,211	Trane units

Approval of this resolution will allow the encumbrance of funds and payment to the contractor upon completion of the replacement.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED that the Board authorizes Ed Phillips, Inc., of Kinston, N.C. to replace three 15 ton split system heat pumps at the Lenoir County Livestock Building and authorize the Finance Officer to execute a purchase order to Ed Phillips, Inc., in an amount not to exceed $33,211.

Funding Source: Capital Improvements Fund
Re-roofing - HVAC 40-4935-5800

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6/15/09 **ITEM NO.** 18B.

Resolution Authorizing FY 09-10 Service Contracts and Purchase Orders for Court Facility / Public Buildings Department: $172,170

Brame Specialty Co.	$12,400	Lowes	$5,000
Brinson Home Repair	$5,000	Mayer Electric	$7,000
City of Kinston	$28,000	Sky Enterprises	$1,000
Ed Phillips, Inc.	$14,000	Atlantic Coastal	$5,000
Elevator Service	$9,970	Blizzard Bldg. Supply	$1,000
Janitorial Services	$76,800	Fast Forward Signs	$2,000
Peco Electric	$5,000		

SUBJECT AREA: Purchases / Bids

ACTION REQUESTED: The Board is requested to authorize the execution of FY09-10 Service Contracts and Purchase Orders.

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

Brame Specialty Co. $12,400: The County is responsible for paper supplies including bathroom supplies for all County buildings.

Brinson Home Repair $5,000: Miscellaneous emergency repairs / renovations / minor construction for the Courthouse and other County buildings.

City of Kinston $28,000: The City of Kinston's Parks and Recreation Dept. provides grounds maintenance for the Courthouse, EMS, Health, Mental Health, Probation / CJJP Office Complex, Resource Development Building, Social Services, MIS, Wachovia Building, and Hannibal Bldg.

Ed Phillips, Inc. $14,000: Provides preventative maintenance service and on-call emergency maintenance services for the Courthouse HVAC systems on an "as needed basis," which results in significant savings when compared to a preventative maintenance service contract.

Elevator Service $9,970: Southern Elevator currently provides preventative maintenance and on-call emergency maintenance services for the four elevators located at the Lenoir County Courthouse and the elevators located at the Wachovia Building and Health Department.

Janitorial Services $76,800: A & B Cleaning Services currently provides janitorial services for the cleaning maintenance of the Courthouse, the offices located on the second floor of the Courthouse Annex Building adjacent to the Courthouse, the Hannibal Building, the Wachovia Building at 101 N. Queen St., and the Resource Development Building. D.S.S. has a separate 1-year contract.

Lowes of Kinston/Greenville $5,000: Miscellaneous maintenance needs not available through local vendors. Lowes of Greenville is an established that has been used in the past; with an account at the Kinston Lowes, the Greenville location will be used only as a back up.

Mayer Electric $7,000: Miscellaneous electrical needs on the State Contract not available through local vendors.

Sky Enterprises $1,000: The County is responsible for chemical and cleaning supplies for the Courthouse and other County public buildings.

Atlantic Coastal $5,000: Specialized plumbing supplies for jail.

Blizzard Building Supply $1.000: Miscellaneous building supplies.

Fast Forward Signs $2,000: Miscellaneous signs and decals.

Peco Electric $5,000: Provide routine and emergency electrical repairs.

EVALUATION: Approval of this resolution will allow the encumbrance of funds approved in the FY09-10 budget and the eventual payment for services as billed.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

_____
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the County executes the following purchase orders for FY09-10:

Brame Specialty Co.:	$12,400	1041603500 $4,700; 1042603500 $4,700; 1043323500 $3,000
Brinson Home Repair:	$5,000	1041603500 $2,500; 1042603500 $2,500
City of Kinston:	$28,000	1041603500 $9,869; 1042603500 $9,869; 1053103500 $2,856 1043323500 $5,406
Ed Phillips, Inc.:	$14,000	1041603500 $7,000; 1042603500 $7,000
Southern Elevator	$7,970	1041606910 $6,458; 1042606910 $1,512 Monthly Service
Southern Elevator	$2,000	1041606911 $1,000; 1042606911 $1,000 Blanket for Emergencies
A&B Cleaning	$76,800	1041603500 $51,000; 1042603500 $25,800
Lowes	$5,000	1041603500 $2,500; 1042603500 $2,500
Mayer Electric	$7,000	1041603500 $3,500; 1042603500 $3,500
Sky Enterprises	$1,000	1041603500 $500; 1042603500 $500
Atlantic Coastal	$5,000	1041603500 $1,000; 1042603500 $1,000
Bilzzard Bldg. Supply	$1,000	1041603500 $500; 1042603500 $500
Fast Forward Signs	$2,000	1041603500 $1,000; 1042603500 $1,000
Peco Electric	$5,000	1041603500 $2,500; 1042603500 $2,500

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/15/09 **ITEM NO.** 19

Resolution Approving Citizens to Boards, Commissions, Etc.

SUBJECT AREA: Boards and Commissions

ACTION REQUESTED:

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

HISTORY / BACKGROUND:

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

EVALUATION:

The following Boards currently have existing vacancies/expiring terms. No applications at this time.

BOARD/COMMITTEE/COMMISSION	APPLICANT/ CURRENT MEMBER	TERM EXPIRATION
North Carolina's Eastern Region 2nd Appearance	George W. Graham, Jr. (Re-Appointment)	June 2013

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

MANAGER'S RECOMMENDATION:

_____
Initials

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

BOARD/COMMITTEE/COMMISSION	**APPLICANT/ CURRENT MEMBER**	**TERM EXPIRATION**
North Carolina's Eastern Region 1st Appearance	George W. Graham, Jr. (Re-Appointment)	June 2013

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

_____ 06/15/09
George W. Graham Jr., Chairman Date

_____ 06/15/09
ATTEST Date

NORTH CAROLINA'S
EASTERN REGION

May 15, 2009

Mr. Mike Jarman
Lenoir County Manager
PO BOX 3289
Kinston, NC 28502

Dear Mr. Jarman,

On June 30, 2009, the 4-year term for Mr. George Graham on North Carolina's Eastern Region Board will expire. Lenoir County may either reappoint Mr. Graham or appoint another representative to our Board. Please notify our office of your appointment decision by June 30, 2009 to ensure Lenoir County is adequately represented by our Board.

Sincerely,

John D. Chaffee
President & CEO

cc: ✓Mr. George Graham