

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
 MONDAY, JUNE 16, 2014 – 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 INFORMATION: None

CONSENT AGENDA: 10 Min.

ACTION

- | | | |
|----|---|-------------|
| 1. | Approval of Minutes: Regular Board Meeting: June 2, 2014. | King/Jarman |
| 2. | Budget Ordinance Amendment: General Fund: Non-Departmental.: \$610.: Increase. | Martin |
| 3. | Resolution Approving the Releases and Refunds to the Individuals Listed Herein. | Parrish |

END OF CONSENT AGENDA

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS: 40 Min.

- | | | |
|-----|---|---------|
| 4. | Budget Ordinance Amendment: General Fund: Health: Adult Health-Family Planning: \$2,678. Increase. | Huff |
| 5. | Approval of Purchase Order: Miracle Recreation Company: \$5,375.41. | Ellis |
| 6. | Resolution Authorizing Emergency Repair of a D6R Dozer: Joyner’s Repair: \$5,774. | Miller |
| 7. | Resolution Approval of Grounds Maintenance Contract: Charles Hughes Construction, LLC.: \$3,296. | Kelly |
| 8. | Resolution Authorizing Lenoir County Cooperative Extension to continue the lease of Mac Computers at \$4,293.(14 computers) | Kelly |
| 9. | Resolution Approving the Appointment of Tax Collector and Tax Assessor. | Parrish |
| 10. | Resolution Approving FY14-15 Pay and Position Classification Plan. | Jones |
| 11. | Resolution Approving Contract with NEOGOV: \$15,000. | Jones |
| 12. | Resolution Approving Expenditure for Lease of Copiers/Wide Format Scanner: COECO: Not to exceed \$9,500. | Rich |
| 13. | Resolution Approval of Indexing Services Contract for FY 2014-15: Cott Systems: \$26,500. | Rich |
| 14. | Budget Ordinance Amendment: General Fund: DSS: \$112,000.: Increase. | Moore |
| 15. | Budget Ordinance Amendment: Fire District Funds: Fire Districts.: \$72,380.: Increase. | Martin |
| 16. | Budget Ordinance Amendment: Fire Districts: Fire Protection: \$126,184.: Increase. | Martin |
| 17. | Budget Ordinance Amendment: General/Employee Insurance/Vehicle Replacement/Federally Seized Property Controlled Substance/Fire Disposal/Solid Waste: Finance: \$1,102,369.: Increase. | Martin |

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|-----|---|---------|
| 18. | Resolution Declaring Property as Surplus and Authorizing the Sale of the Surplus Property by Auction. | Martin |
| 19. | Resolution Authorizing the Issuance of Blanket Purchase Orders for Fiscal Year 2014-2015: Board of Elections: \$54,700. | King |
| 20. | Resolution Authorizing the Issuance of Blanket Purchase Orders for Fiscal Year 2015: Lenoir County Transit: \$126,200. | Harper |
| 21. | Resolution Authorizing Lenoir County to Withdraw from the North Carolina's Eastern Alliance. | Jarman |
| 22. | Resolution Authorizing FY14-15 Service Contracts and Purchase Orders for Court Facility/Public Buildings Department: \$183,119. | Wiggins |
| 23. | Resolution Authorizing the Issuance of Blanket Purchase Orders for Yearly Software Maintenance: MIS: \$221,093 | Bryan |
| 24. | Resolution Authorizing FY 14-15 Service Contracts and Purchase Orders: Emergency Services: Emergency Management Division: \$47,700. | Dail |
| 25. | Resolution Authorizing FY 14-15 Service Contracts and Purchase Orders for Emergency Services: Communications Division: \$93,376. | Dail |
| 26. | Resolution Authorizing FY 14-15 Service Contracts and Purchase Orders for Emergency Services: Communications Division: Emergency Telephone Fund: \$194,412. | Dail |
| 27. | Resolution Authorizing FY 14-15 Service Contracts and Purchase Orders for Emergency Services: EMS Division: \$567,967. | Dail |
| 28. | Resolution Approval of Tower Remediation Work at Tower Sites: Gately Communications: \$19,182. | Dail |
| 29. | Resolution Approval Provider Agreement for Subsidized Day Care: \$2,538,945. | Moore |
| 30. | Resolution Approval of FY 2014-2015 Lenoir County Home and Community Care Block Grant Funding Plan: \$545,766. | Moore |
| 31. | Resolution Authorizing FY 14-15 Service Contracts and Purchase Orders for Department of Social Services: \$1,438,138. | Moore |
| 32. | Resolution Approving Purchase of Equipment, Services and/or Supplies for FY14-15: \$897,134. | Hill |
| 33. | Resolution Approving Purchase of Equipment, Services and/or Supplies for FY14-15: \$225,701. | Hill |
| 34. | Resolution Approving Blanket Purchase Orders for FY14-15: Health Department. | Huff |

APPOINTMENTS: 5 Min

35. Resolution Approving Citizens to Boards, Commissions, Etc. **5 Min.** Jarman

OTHER ITEMS

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

MINUTES

LENOIR COUNTY BOARD OF COMMISSIONERS

June 02, 2014

The Lenoir County Board of Commissioners met in open session at 9:00 a.m. on Monday, June 02, 2014, in the Board of Commissioners' Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

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

Members Absent: None

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

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

PUBLIC INFORMATION:

Mr. Gordon Vermillion, Chairman of the Lenoir County Transportation Committee, thanked the Board for the opportunity to provide them with an update. Mr. Vermillion stated it is a great committee, and he thanked Mr. Daughety for all of his work on the committee. Mr. Vermillion stated the committee met in May to discuss some SPOT projects, which they rated prior to the Rural Planning Organization meeting. Mr. Vermillion stated they met with all Municipalities: Pink Hill, Kinston, LaGrange, and Lenoir County on these projects before attending the committee meeting. Mr. Vermillion stated they received a list of 24 Projects ranking them by category and priority. Mr. Vermillion stated the listing was also broken down by Division; Regional and State, with different criteria and point systems. Mr. Vermillion stated he received input from elected officials as well as committee members. Mr. Vermillion stated he had a copy of the list, but it was too lengthy; however, if the Board desired copies, he would have Amanda Connor with Economic Development to print hard copies. Mr. Vermillion asked if anyone had any questions regarding the priority list. Mr. Vermillion shared with the Board the list of TIP Projects and that the Felix Harvey Parkway was now open from Hwy 70 to US 58. Mr. Vermillion stated that the Parkway had a very low key opening, because NCDOT did not want any fanfare. Mr. Vermillion shared a couple of areas of interest, such as bridge numbers 42 and 43, which are the Queen Street Bridges near Hwy 70.

Mr. Vermillion stated the Queen Street Bridge Project will start in 2015, and Queen Street will be closed for many months. Mr. Vermillion stated Kinston River Walk is in the design stages. Mr. Vermillion stated they are waiting on the path to be established and a committee was working on that. Mr. Vermillion shared information on non TIP Projects such as Smithfield Way, which Mark Pope and Mac Daughety provided a lot of input. Mr. Vermillion stated NCDOT will be extending Smithfield Way, from Hill Farm Road to Hwy 258. It is scheduled to be completed in November 2014. Mr. Vermillion stated there were issues with the left hand turn lanes from Hwy 70 going North on Hill Farm Road. Extending the turn lanes will help with congestion. Mr. Vermillion stated that NCDOT has opened up bids for resurfacing 36 plus miles of rural Lenoir County secondary roads and 3.2 miles of primary roads. Mr. Hill thanked Mr. Vermillion for the work he is doing and appreciates the update. He also thanked Mr. Daughety for helping to make this a smooth transition. Mr. Hill stated we have a lot of work to do, this is important work, and we appreciate the update.

CONSENT AGENDA:

Approval of Minutes: Board Meeting: May 19, 2014. Upon a motion by Ms. Brown and a second by Mr. Best, the minutes were unanimously approved.

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

Item No. 2 was a Resolution honoring Mr. Coley Little, Jr.: Ms. Brown read the resolution. Ms. Betty Little, wife of the late Coley Little, Jr., stated she was eternally grateful to the Board for recognizing Mr. Little. Ms. Little stated since his death, she has learned there were so many lives that Mr. Little had impacted, either in school, coaching, or in other areas. Ms. Little thanked the Board for remembering Mr. Little and stated he will be sorely missed, but this resolution helps her so much with her memories of him. Mr. Hill stated it meant a lot for Ms. Brown to be able to present the Resolution and also meant a lot for him to be able to be in this seat. Mr. Hill stated Mr. Little was his colleague, mentor, and a giant of a citizen in Lenoir County.

Item No. 3 Ms. Brown read a Resolution honoring Ms. Sharon Bryant-Willoughby who is retiring from the Department of Social Services. Ms. Bryant-Willoughby thanked the people of Lenoir County for the opportunity to serve and stated she hoped she was able to make a difference in someone's life during her years of service. Ms. Moore stated Ms. Bryant-Willoughby is one of the long list of baby boomers going home, and the Department of Social Services is losing a lot of good people to retirement.

Item No. 4 was a Public Hearing Regarding the FY14-15 Budget. Ms. Brown made a motion to go into the Public Hearing and this motion was seconded by Ms. Sutton.

No one from the Public wished to comment on the FY14-15 Submitted Budget and Budget Ordinance.

9:22 Ms. Brown made a motion to close Public Hearing and a second by Ms. Sutton.

Mr. Hill asked if any Board member had any questions, or concerns regarding the submitted budget. Mr. Hill stated he had several items brought to him over the course of the week. One was regarding the funding of \$58,000 to the Volunteer Fire Departments. Mr. Hill stated he was asked if this was a new item or one that had been slid in. Mr. Hill stated he was able to respond to a couple of citizens as to what had been done, and it appeared that his response satisfied them. Mr. Hill stated other issues were brought to his attention by commission members regarding to the Ruritian Building at Moss Hill. Mr. Hill stated they questioned the budget impact and our liability. Mr. Hill stated he was not asking for a change at this time, but for staff to look into the situation and get back with the Board. Ms. Brown stated she would like to compliment DSS with the positive impact they had on the budget. In past years, we had huge amounts of funding that had to be given to DSS as the County part. Ms. Brown stated it has been reduced and the County should be thankful. Mr. Hill stated he would like to commend the staff on their work on the budget. Mr. Hill stated the budget process is a difficult process for the Board and for Administration. Mr. Hill stated it takes precautionary measures when you are dealing with the lives and well being of families and citizens. Mr. Hill stated the Board has taken on a budget that has eliminated a department, some positions, and includes a 2% raise for employees to keep them in line with those around us. Mr. Hill stated the Board has weighed it every way that we possibly can. Mr. Hill asked if there is a motion to approve the budget. A motion was made by Ms. Sutton and a second by Ms. Brown to approve the FY14-15 Budget as submitted. All voted in favor. Mr. Hill stated he appreciates the unanimous vote on the budget and the work that has been done to accomplish this. Mr. Hill stated Administration and Department Heads should be commended for holding the lines and continuing to balance services and revenues. Mr. Rouse stated he appreciated all the work everyone did in pulling the team together and allowing them to work together and provide input. Mr. Rouse stated he thinks the team accomplished a lot. He echoed it was a very difficult budget. He felt we will be fine for the next several years. Ms. Sutton stated she felt it was a great compromise of everybody giving and taking and to realize the Board did what was best for the County. Ms. Brown stated she appreciated everyone's input and giving feed back to Mr. Hill. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 4 was unanimously approved.

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS

Item No. 5 was a Resolution Authorizing the Award of Contract for Additional Demolition Services for the Scattered Site Project: Mr. David Harris stated Lenoir County was awarded \$225,000 for the CDBG 2012 Scattered Site Project on March 26, 2013. Mr. Harris stated bids were taken for the demolition of three structures, and the contracts were awarded to Bobby Cahoon Construction. Mr. Harris stated the Lenoir County Health Department inspected the site,

and required installation of a new septic system. Mr. Harris stated in order to install the new septic system, additional clearing of trees, underbrush and debris is necessary to accommodate the location of the new septic system.

Mr. Harris stated this was actually a change order to the existing demolition contract with Bobby Cahoon Construction on the Peter Sutton house. Mr. Harris stated they had received the estimate for the house and demolition. Mr. Harris stated once the Health Department identified the need for the septic system, they worked with the family on the orientation of the house. Mr. Harris stated once they got everything spotted on the lot, it was clear that a lot of trees needed to be removed. In the end the house will be seated on the site and the new septic system in place will best benefit the homeowner. Upon a motion made by Mr. Davis and second by Ms. Sutton, Item No. 5 was unanimously approved.

Item No. 6 was a Resolution to approve the Purchase of a Genie AWP-20S Aerial Work Platform: Gordy's Equipment: \$7,304. Mr. Wiggins stated the tall ceilings in the Courtrooms, atriiums, and the new jail make it extremely difficult to manage repairs. Mr. Wiggins stated the Genie is a one-man compact lift with a 26 ft. working height and a capacity of 350 pounds. It is mobile and conveniently folds-up to fit into a standard elevator. Mr. Wiggins stated they had a lot of places in the courthouse they were not able to reach due to the height. Mr. Wiggins stated upon approval the equipment would be delivered within 5 weeks. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 6 was unanimously approved.

Item No. 7 was a Resolution requesting approval of a Purchase Order: COECO: \$16,000. Ms. Moore stated the Lenoir County Department of Social Services began implementation of a paperless system in FY12-13. Ms. Moore stated this process has streamlined work flow, reduced worker time and prevented the loss of records/information. Ms. Moore stated to continue this process the Department must renew the License Software annually through COECO. Ms. Moore stated this was due the first of June and will allow the department to pay for maintenance for this year, and she will bring another purchase order back at the next meeting for next year. Ms. Moore stated this is already budgeted and will be reimbursed at 50%. Upon a motion made by Ms. Sutton and a second by Ms. Brown, Item No. 7 was unanimously approved.

Item No. 8 was a Resolution requesting approval for DSS to purchase 4 vehicles and 12 tablets. Ms. Moore stated the Department of Social Services has some Temporary Assistance for Needy Families (TANF) money available. It is 100% Federal money. Ms. Moore stated the Lenoir County Department of Social Services currently has nine vehicles in their fleet. Ms. Moore stated there are 20 Child Protective Service Social Workers, 7 Foster Care Social Workers, and 2 Work First Social Workers who can be in the field at any time. Ms. Moore stated the vehicles they currently have are not sufficient for all Social Workers and require workers at times to transport children in their own personal vehicles. Ms. Moore stated the additional 4 vehicles will allow the agency to meet the needs of the Social Workers without incurring any cost to the County. Ms. Moore stated the agency has 9 vehicles serving 22 people. Ms. Moore stated DSS currently spends \$23,000 on maintenance on the vehicles they current have. Mr. Hill asked Ms. Moore what type of transportation the workers use now? Ms. Moore stated they are using their

own vehicles. Ms. Moore stated the department has spent \$22,669 in travel expenses. Ms. Moore stated the vehicles will only be used by Children's Services workers.

Ms. Moore stated CPS placed 12 children into Foster Care this month, which was higher than most Counties east of 95. Ms. Moore stated they are removing children due to substance abuse, domestic violence, and sexual abuse. Ms. Moore stated the majority of the kids have been neglected, and were in need of baths before they were able to be taken into homes. Ms. Moore stated most of the kids are sweet, but the problem is there are so few Foster Homes in Lenoir County. Ms. Moore stated it's getting difficult to keep up with and we need more people to foster the children. Ms. Moore stated they had to place the bulk of the children in Duplin County, because Lenoir County doesn't have enough Foster Homes. Mr. Hill stated it seems to be an urgent need for Foster Care in the community, maybe we can spread the news regarding Foster Care and folks might step up and make a difference. Ms. Sutton stated perhaps Ms. Moore's staff can go around and do presentations at churches and civic groups. Mr. Hill stated we do encourage our citizens to step up, look into the Foster Care or Guardian Ad Litem program, and give the young people the support they need to move forward with their lives. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 8 was unanimously approved.

Item No. 9 was a Resolution requesting approval for a new road name in the Deep Run area. Mr. Jarman stated the Board has a memo from the Planning Board about this subject. Mr. Jarman stated when the new Deep Run bypass was put in, it cut off about a 1/8 mile segment of Tulls Mill Road which ran from old Highway 11. Mr. Jarman stated information was sent to the individuals who live in the area regarding the need for a name change. Mr. Jarman stated only one name was submitted, South Lenoir Drive, and no one objected to the name. Upon a motion by Ms. Davis and a second by Mr. Best, Item No. 9 was unanimously approved.

Item No. 10 was a Resolution authorizing the payroll for eight (8) Precinct Workers for hours worked in the May 2014 Primary. Ms. King stated she would like for the Board to allow her to pay 8 precinct workers. Ms. King stated she was overwhelmed because she had 34 poll workers to either resign, quit or pass away within three or four weeks. She was still looking for poll workers the day before the election. Ms. King stated she was working trying to get the new workers trained. Ms. King stated she did not have the time to get the action forms over before the election date. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 10 was unanimously approved.

Item No. 11 was a Resolution approving citizens to boards, commissions, etc. Upon a motion by Ms. Sutton and a second by Mr. Davis, Item No. 11 was unanimously approved for Ms. Brown's re-appointment to the Lenoir County Department of Social Services Board and Ms. Debbie Wise's appointment to the Lenoir County Planning Board. No action was taken for Mr. Mills, ABC Board, Ms. Brown, Lenoir County Tourism, and Mr. Grady, LCC Board since this is the first appearance for the three.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County DSS	Ms. Jackie Brown(Re-Appointment) 2nd Appearance	2017
Lenoir County Planning	Ms. Debbie Wise 2nd Appearance	2015
Lenoir County ABC	Mr. Edward Mills 1st Appearance	2017
Kinston Lenoir County Tourism	Ms. Jackie Brown(Re-Appointment) 1st Appearance	2016
Lenoir Community College	Mr. Grady Bethel(Re-Appointment) 1st Appearance	2018

Ms. Sutton stated congratulations were in order for Ms. Brown, who received the Lenoir County Chamber of Commerce Pinnacle Award. Mr. Hill stated he appreciated the Chamber recognizing Ms. Brown for her leadership, and the service she provides to the community. Mr. Hill stated Ms. Brown has worked hard for many years and unsung ways that people did not even know about. Mr. Hill stated it was a deserving award. Mr. Davis stated the Kinston Free Press did a wonderful job on the article referencing the Presidential Plane touch and go. Ms. Sutton reminded the Board that dinner will be served today at 5:30 p.m. during the annual Red Cross Meeting held at the Woodmen Community Center. Mr. Hill stated a Door Step Prayer Vigil will be held at 6:30 p.m. on Wednesday June 4, 2014, at Westminster United Methodist Church. Ms. Brown reminded the Board that a program will be held regarding Elder Abuse Awareness month at the Veteran's Home on June 13, 2014, at 11:00 a.m.

Item No. 12 was Items from the County Manager. Mr. Jarman stated copies of the Monthly Performance Status Report for the ongoing CDBG Project were self explanatory, and unless anyone had questions, he had nothing further to present. All projects are on time and on schedule.

Ms. Brown made a motion to go into closed session and Ms. Sutton seconded the motion.

Mr. Jarman stated Mr. Pope is on vacation and shared a resolution in support of Project Ellen, to expand its manufacturing facility in Kinston/Lenoir County. Mr. Jarman stated NCDOT will have a meeting next week, and needed this resolution passed prior to its meeting. Mr. Jarman

stated Lenoir County is committed to working with NCDOT to make needed transportation improvements. Mr. Jarman stated this is necessary to protect the safety of the public, contractors, and employees of Project Ellen. Mr. Jarman stated Lenoir County endorses the application to NCDOT for Project Ellen. Mr. Jarman stated this request for financial support from the North Carolina Department of Transportation is to assist in the funding of a rail industrial access track to serve Project Ellen.

Mr. Rouse asked if the County knew the design, was it a loop or just another spur. Mr. Jarman replied he believed it was a spur but the industry had enough acres for a loop.

At 9:50am Mr. Daughety made a motion to go back into open session with a second by Mr. Best

Amanda Connor with Lenoir County Economic Development, read the Project Ellen Resolution to the Board and audience. Upon a motion by Mr. Daughety and a second by Mr. Best, the resolution for Project Ellen was unanimously approved.

Mr. Hill stated he would like to thank everyone for their input on the budget and for a very productive meeting. He asked if anyone had any other business. The meeting was adjourned at 9:55 a.m.

Respectfully submitted,



Vickie F. King
Clerk to the Board

Reviewed By



Michael W. Jarman
County Manager

item No. 2

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: NON-DEPARTMENTAL: \$610.: INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2013 - 2014
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		NON-DEPARTMENTAL		VARIOUS	
Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u>		<u>INCREASE</u>			
10-3214-1100 2014 TAX LEVY	610.00	10-4200-1913 PROF SVCS-BUS PER PROP AUDIT	610.00		
Total	610.00	Total	610.00		

Reason and Justification for Request:
 To appropriate additional property tax revenue received by the County as a result of a business personal property tax audit being conducted by County Tax Services, Inc. The County contracted with County Tax Services, Inc. in May of 2010 to conduct the audit. County Tax Services, Inc. receives a 30% commission on all business personal property discoveries found as a result of the audit. The County pays this commission only after the taxpayer pays the discovery tax bill. The Board approved the contract with County Tax Services, Inc. on May 17, 2010, Item #8.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Marilda H. Martin</i>	<i>6/6/2014</i>	<i>Marilda H. Martin</i>	<i>6/6/2014</i>

Budget Officer Approval	Date
<i>M. Jarman</i>	<i>6/9/14</i>

Board Approval (When Applicable)	Date	Date of Minutes

INTRODUCED BY: Michael W. Jarman, County Manager DATE 6/16/2014 ITEM NO. 3

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

SUBJECT AREA: Finance

ACTION REQUESTED: Approval of Releases and Refunds as Prepared

HISTORY / BACKGROUND: Releases and refunds result from listing and assessing due to incorrect and incomplete information.

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

RELEASES OVER \$100

<u>YEAR</u>	<u>NAME</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>REASON</u>
2013	Edwardo Lopez	70888	\$168.65	Corrected Listing
2013	Lisa Perra	481	109.04	Double Listed
2012	Teresa Haynes	67722	117.17	Double Listed
2013	Teresa Haynes	67722	107.43	Double Listed
2013	Chris Barnette	41276	152.40	Corrected Listing
2012	Chris Barnette	41276	167.10	Corrected Listing
2011	Chris Barnette	41276	184.26	Corrected Listing
2010	Chris Barnette	41276	206.00	Corrected Listing
2013	Warren St George	55630	105.36	Adjusted Value

REFUNDS

<u>YEAR</u>	<u>NAME</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>REASON</u>
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BUDGET ORDINANCE AMENDMENT:
 GENERAL FUND:
 HEALTH:
 (Adult Health-Family Planning)
 Increase to Budget (\$2678.00)

item No. 4



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2014 - 2015
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
GENERAL	HEALTH	VARIOUS
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES
Account # and Title	Amount	Account # and Title Amount
<u>Increase</u>		<u>Increase</u>
10-3502-3300 Family Planning (State) \$	2,678.00	10-5150-2390 Supplies-Medical Family Planning \$
		2,678.00
Total	\$ 2,678.00	Total \$ 2,678.00

Reason and Justification for Request:
 Additional Title X funds to be used to support additional clinical services during the period of June 1 - 29, 2014 only. Those local health departments receiving additional performance-based funds shall purchase birth control supplies with those funds, and are strongly encouraged to purchase long-acting contraceptive devices.

Department Head Approval	Date	Finance Officer Approval	Date
<i>[Signature]</i>	6/9/14	<i>Martha H. Martin</i>	6/10/2014

Budget Officer Approval	Date
<i>[Signature]</i>	

Board Approval (When Applicable)	Date	Date of Minutes

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 06/16/14 **ITEM NO.** 5

RESOLUTION: Approval of Purchase Order: Miracle Recreation Company: \$5,375.41.

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: The board is requested to approve a purchase order to Miracle Recreation Company in the amount of \$5,375.41.

HISTORY/BACKGROUND: The playground equipment at Bill Fay Park and Neuseway Nature Park was built approximately 12 years ago. It is now out of warranty. Two slides and three decks need to be replaced. The equipment was originally purchased from Miracle Playground Equipment. They are the only vendor that can replace the needed parts.

EVALUATION: The playground equipment at Bill Fay Park and Neuseway Nature Park was built approximately 12 years ago. It is now out of warranty. Two slides and three decks need to be replaced. The equipment was originally purchased from Miracle Playground Equipment. They are the only vendor that can replace the needed parts. The equipment has served thousands of youth and needs to be repaired as soon as possible. The County division will replace the equipment so this purchase order is for materials only.

INTRODUCED BY: Michael W. Jarman, County Manager **DATE** 6/16/14 **ITEM NO.** 6

RESOLUTION: Authorizing Emergency Repair of a D6R Dozer: Joyner's Repair: \$5,774.

SUBJECT AREA: Purchase/Bids

ACTION REQUESTED: The Board is requested to authorize the emergency repair of a D6R Dozer (parts and labor) in an amount not to exceed \$5,774.

HISTORY / BACKGROUND: The D6R Dozer owned by the landfill is constantly moving dirt at the landfill. In a routine walk around/safety inspection, it was noted that diesel fuel was in the radiator. To prevent further damage, the dozer was immediately parked until the problem could be evaluated. Mr. Donald Joyner with Joyner's Repair diagnosed the problem to be cracked injection cups. When replacing the injection cups, Mr. Joyner further noted the injectors also were severely worn and recommended replacing the injectors. The Landfill Director agreed and made the decision to replace the six injectors while the equipment was being repaired.

EVALUATION: The D6R Dozer owned by the landfill is constantly moving dirt at the landfill. In a routine walk around/safety inspection, it was noted that diesel fuel was in the radiator. Mr. Donald Joyner with Joyner's Repair diagnosed the problem to be cracked injection cups. When replacing the injection cups, Mr. Joyner further noted the injectors also were severely worn and recommended replacing the injectors. Mr. Joyner has a previous history of working on this dozer, is located in Lenoir County, and was able to begin work immediately. The dozer is an essential piece of equipment at the landfill, so the Landfill Director authorized the emergency repair.

Approval of this resolution will allow for the emergency repair of the D6R Dozer, the encumbrance of funds and the payment of the repair bill.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.



RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the emergency repair of the landfill D6R Dozer by Joyner's Repair of Kinston, N.C., in an amount not to exceed \$5,774 is approved.

Funding Source: Landfill Fund
Capital Outlay-Equipment 66-4720-3520

AMENDMENTS:

MOVED _____ **SECONDED** _____

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

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

Rouse _____ Sutton _____

Craig Hill, Chairman

Date

Attest

Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE** 06-16-2014 **ITEM NO.** 7

RESOLUTION: Approval of Grounds Maintenance Contract: Charles Hughes Construction, LLC.: \$3,296.

SUBJECT AREA: Purchase/Bids

ACTION REQUESTED: The Board is requested to authorize Lenoir County Cooperative Extension to enter into a 1year contract with Charles Hughes Construction LLC. for \$3,296 to provide grounds maintenance and to allow Tammy Kelly, Extension Director to execute the contract.

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

EVALUATION: Charles Hughes Construction LLC has provided quality lawn care and landscape maintenance for the Lenoir County Cooperative Extension Building for the past 8 years.

INTRODUCED BY: Michael W. Jarman, County Manager **DATE** 06-16-2014 **ITEM NO.** 8

RESOLUTION: Approve Computer Lease Agreement: NC State University: \$4,293.00.

SUBJECT AREA: Purchase/Bids

ACTION REQUESTED: The Board is requested to approve a three year computer lease agreement with North Carolina State University in the amount of \$4,293.00 and authorize the Lenoir County Cooperative Extension Director to execute the agreement on behalf of the County.

HISTORY / BACKGROUND: North Carolina Cooperative Extension converted to the Mac Computer lease System in 2007. As a result, the Lenoir County Center of North Carolina Cooperative Extension converted and began participating in the program. This appears to be the most cost effective method to keep our Computer System aligned with the University's, as well as to keep our systems current and up to date. This program involves a three year lease. For the amount of \$4,293.00, our agency will install 14 new Mac Minis and one Mac laptop. This amount includes installation, training, University technical support, and any potential repair. This lease is renewable every three years.

EVALUATION: The Mac Lease program with North Carolina Cooperative Extension/North Carolina State University keeps our agency aligned with our parent agency and educational institution in the most cost effective manner.

INTRODUCED BY: Michael W. Jarman, County Manager DATE 6/16/2014 ITEM NO. 9

RESOLUTION: Approving the Appointment of Tax Collector and Tax Assessor.

SUBJECT AREA: Administrative

ACTION REQUESTED: Approval of a Resolution appointing Darrell Parrish to dually serve as Lenoir County Tax Collector and Lenoir County Tax Assessor.

HISTORY/BACKGROUND: CGS 105-349 charges the governing body of each county to appoint a Tax Collector on or before July 1, to serve a term to be determined by the Board. NCGS 105-294 charges the Board of County Commissioners to appoint at its first meeting in July a County Assessor to serve a term of not less than two nor more than four years. The term previously approved by the Board on July 19, 2010 was for four years. Darrell Parrish has served as Lenoir County Tax Collector and Tax Assessor for the past 10 ½ years.

EVALUATION: CGS 105-349 charges the governing body of each county to appoint a Tax Collector on or before July 1, to serve a term to be determined by the Board. NCGS 105-294 charges the Board of County Commissioners to appoint at its first meeting in July a County Assessor to serve a term of not less than two nor more than four years. The term previously approved by the Board on July 19, 2010 was for four years. Given Mr. Parrish's experience, expertise, and work ethic, I recommend that he be appointed to serve another four year term in a dual capacity as Lenoir County's Tax Collector and Tax Assessor.

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 06/16/14 **ITEM NO.** 10

RESOLUTION: Approving FY 14-15 Pay and Position Classification Plan

SUBJECT AREA: Personnel

ACTION REQUESTED: The Board is requested to approve the attached FY 14-15 Position Pay and Classification Plan, effective July 1, 2014, as the officially adopted Position and Pay Classification Plan for Lenoir County.

HISTORY / BACKGROUND: The Pay and Position Classification Plan shows current positions, salary grade and minimum and maximum salaries of current positions.

EVALUATION: The Human Resources Department has proposed a Pay and Position Classification Plan that promotes uniform and consistent pay and classification practices for all Lenoir County employees. The plan complies with the State Human Resources Act and the County Personnel Policy requirements and is presented in a format most commonly used by local units of Government. The Plan includes all of the position classifications that may be used in the new Fiscal Year.

Recommended amendments or revisions to the Plan may be presented to the County Manager and the Governing Board as needed throughout the year.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the FY 14-15 Pay and Position Classification Plan, as attached and incorporated into this resolution by reference, is approved, effective June 16, 2014.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

06/16/14
Date

ATTEST

06/16/14
Date

**LENOIR COUNTY
PAY AND POSITION CLASSIFICATION PLAN
EFFECTIVE JULY, 2014**

DEPARTMENT CLASSIFICATION	EXEMPT NON-EXEMP*	SALARY GRADE	SALARY RANGE	
			Minimum	Maximum
BOARD OF COMMISSIONERS				
Administrative Secretary/Clk to the Board	Non-Exempt	67	31,269	55,178
BOARD OF ELECTIONS				
Director of Elections	Exempt	72	39,342	69,423
Supervisor of Elections	Non-exempt	59	21,654	38,211
Deputy-Supervisor of Elections	Non-exempt	59	21,654	38,211
Poll Worker	Non-exempt	52	15,701	27,706
BUILDINGS AND GROUNDS				
Maintenance Coordinator	Exempt	65	28,523	50,333
Maintenance Worker I	Non-exempt	56	18,868	33,295
Maintenance Worker II	Non-exempt	58	20,682	36,496
Maintenance Mechanic	Non-exempt	61	23,735	41,882
COUNTY MANAGER				
County Manager	Exempt	88	82,033	144,756
Assistant County Manager	Exempt	80	56,808	100,244
MANAGEMENT INFORMATION SYSTEMS				
MIS Director	Exempt	80	56,808	100,244
MIS Assistant Director	Exempt	74	43,126	76,101
MIS Network Administrator	Exempt	72	39,342	69,423
GIS Coordinator	Non-exempt	72	39,342	69,423
MIS Technician I	Non-exempt	67	31,269	55,178
MIS Technician II	Non-exempt	68	32,739	57,772
MIS Support Services Manager	Non-exempt	69	34,278	60,487
PLANNING & INSPECTIONS				
Chief Building Inspector	Exempt	72	39,342	69,423
Building Inspector-Level III	Non-exempt	70	35,889	63,329
Building Inspector-Level II	Non-exempt	68	32,739	57,772
Building Inspector-Level I	Non-exempt	66	29,867	52,703
Building Permit Technician	Non-exempt	60	22,671	40,005
Planning Specialist	Exempt	68	32,739	57,772
EMERGENCY SERVICES				
Emergency Services Director	Exempt	78	51,823	91,447
Deputy Director of Emergency Services	Exempt	70	35,889	63,329
EMS Commander	Non-exempt	68	* 32,739	57,772
EMS Training Officer	Non-exempt	68	32,739	57,772
Emergency Services Planner	Non-exempt	68	32,739	57,772
Non-Emergency Transport Supervisor	Non-exempt	62	24,854	43,857
EMT-Basic	Non-exempt	62	* 24,854	43,857
EMT-Intermediate	Non-exempt	64	* 27,243	48,074
EMT-Medic	Non-exempt	66	* 29,867	52,703
EMT-Intermediate-Captain	Non-exempt	64	* 27,243	48,074

EMERGENCY SERVICES Cont.

EMT-Paramedic-Captain	Non-exempt	66	*	29,867	52,703
E-911 Technician	Non-exempt	64		27,243	48,074
Fire Marshal**	Non-exempt	68		32,739	57,772
Telecommunicator I	Non-Exempt	61	*	23,735	41,882
Telecommunicator II	Non-exempt	62	*	24,854	43,857
Telecommunicator III	Non-Exempt	63	*	26,021	45,917
Telecommunications- Commander	Non-exempt	65	*	28,523	50,333
Telecommunications Trainer	Non-exempt	65		28,523	50,333
Telecommunications Operations Manager	Exempt	68		32,739	57,772
Transportation Commander	Non-exempt	62		24,854	43,857
Transportation Coordinator	Non-exempt	62		24,854	43,857
Secretary IV	Non-exempt	61		23,735	41,882
Administrative Assistant I	Non-exempt	63		26,021	45,917
Accounting Clerk IV	Non-exempt	59		21,654	38,211
Vehicle Operator II	Non-exempt	59		21,654	38,211
Vehicle Operator II	Non-exempt	59		21,654	38,211

FINANCE

Finance Officer	Exempt	77		49,498	87,344
Accounting Specialist I	Non-exempt	67		31,269	55,178
Accounting Specialist II	Non-exempt	69		34,278	60,487

HUMAN RESOURCE DEPARTMENT

Human Resource Director	Exempt	80		56,808	100,244
HR Analyst II	Non-exempt	72		39,342	69,423
Personnel Technician II	Non-exempt	66		29,867	52,703
Personnel Technician III	Non-exempt	68		32,739	57,772
HR Payroll Clerk V	Non-exempt	61		23,735	41,882

ECONOMIC DEVELOPMENT

Economic Development Director	Exempt	80		56,808	100,244
Executive Assistant I	Non-exempt	64		27,243	48,074
Executive Assistant II	Non-exempt	66		29,867	52,703
Administrative Assistant I	Non-exempt	63		26,021	45,917
Economic Development Specialist	Non-exempt	66		29,867	52,703
Tourism Coordinator	Exempt	70		35,889	63,329

DETENTION CENTER

Detention Officer I	Non-exempt	63		26,021	45,917
Detention Officer II	Non-exempt	64		27,243	48,074
Detention Center Corporal	Non-exempt	65		28,523	50,333
Detention Center Sergeant	Non-exempt	66		29,867	52,703
Detention Center Lieutenant	Non-exempt	68		32,739	57,772
Detention Center Captain	Non-exempt	71		37,576	66,308
Compliance Officer***	Non-exempt	65		28,523	50,333
Jail Cook	Non-exempt	57		19,753	34,856

SHERIFF

Sheriff	Exempt	81		59,477	104,954
Administrative Assistant I	Non-exempt	63		26,021	45,917
Chief Deputy	Exempt	74		43,126	76,101
Deputy Sheriff Major	Exempt	72		39,342	69,423
Deputy Sheriff Captain	Non-exempt	71		37,576	66,308
Deputy Sheriff Sergeant**	Non-exempt	67		31,269	55,178
Deputy Sheriff Lieutenant	Non-exempt	69		34,278	60,487
Deputy Sheriff Corporal	Non-exempt	66		29,867	52,703
Deputy Sheriff I	Non-exempt	64	*	27,243	48,074
Deputy Sheriff II	Non-exempt	65		28,523	50,333

SHERIFF Cont.

Security Officer	Non-exempt	57	19,753	34,856
Deputy Sheriff Detective	Non-exempt	68	32,739	57,772
Deputy Sheriff Detective Sergeant	Non-exempt	69	34,278	60,487
Deputy Sheriff Detective Lieutenant	Non-exempt	70	35,889	63,329
Deputy Sheriff Detective Captain	Non-exempt	71	37,576	66,308
Processing Assistant IV	Non-exempt	59	21,654	38,211
Telecommunicator I	Non-exempt	61	23,735	41,882
Processing Assistant V	Non-exempt	61	23,735	41,882

SOLID WASTE

Solid Waste Director	Exempt	72	39,342	69,423
Heavy Equipment Mechanic	Non-exempt	65	28,523	50,333
Landfill Manager	Exempt	65	28,523	50,333
Heavy Equipment Operator I	Non-exempt	60	22,671	40,005
Heavy Equipment Operator II	Non-exempt	61	23,735	41,882
Utility Worker	Non-exempt	57	19,753	34,856
Scale House Operator	Non-exempt	57	19,753	34,856
Vehicle Operator II	Non-exempt	59	21,654	38,211
Site Attendants	Non-exempt	55	18,019	31,797
Maintenance Worker I	Non-exempt	56	18,868	33,295

REGISTER OF DEEDS

Register of Deeds	Exempt	75	45,153	79,677
Assistant Register of Deeds	Non-exempt	63	26,021	45,917
Deputy Register of Deeds I	Non-exempt	60	22,671	40,005

SOIL CONSERVATION

District Cost Share Technician II	Non-exempt	67	31,269	55,178
District Cost Share Technician I	Non-exempt	65	28,523	50,333

TAX

Tax Administrator	Exempt	78	51,823	91,447
Tax Collector	Exempt	72	39,342	69,423
Assistant Tax Administrator	Exempt	72	39,342	69,423
Tax Analyst	Non-exempt	64	27,243	48,074
Tax Collections Supervisor	Non-exempt	67	31,269	55,178
Land Records Specialist	Non-exempt	67	31,269	55,178
Tax Appraisal Technician	Non-exempt	61	23,735	41,882
Tax Appraiser I	Non-exempt	65	28,523	50,333
Tax Appraiser II	Non-exempt	67	31,269	55,178
Tax Appraiser III	Non-exempt	69	34,278	60,487
Tax Appraiser Supervisor	Non-exempt	70	35,889	63,329
Tax Assistant I	Non-exempt	60	22,671	40,005
Tax Assistant II	Non-exempt	61	23,735	41,882
Tax Assistant III	Non-exempt	62	24,854	43,857

TRANSPORTATION PROGRAM ADM.

Director of Transit	Exempt	72	39,342	69,423
Safety Officer	Non-exempt	63	26,021	45,917
Operations Manager	Non-exempt	64	27,243	48,074
Administrative Assistant I	Non-exempt	63	26,021	45,917
Administrative Assistant III**	Non-exempt	67	31,269	55,178
Dispatcher	Non-exempt	60	22,671	40,005
Vehicle Operator I	Non-exempt	57	19,753	34,856

COOPERATIVE EXTENSION

Community Coordinator	Non-Exempt	58	20,682	36,496
Housekeeper	Non-Exempt	54	17,211	30,371
Parent Educator	Non-Exempt	61	23,735	41,882
Parent Educator Coordinator	Non-Exempt	63	26,021	45,917
Secretary IV	Non-Exempt	61	23,735	41,882

HEALTH

Local Health Director II	Exempt	81	59,477	104,954
Public Health Physician I	Exempt	89	85,888	151,559
Accounting Clerk IV	Non-exempt	59	21,654	38,211
Accounting Technician II	Non-exempt	61	23,735	41,882
Accounting Technician III	Non-exempt	63	26,021	45,917
Administrative Officer I	Exempt	67	31,269	55,178
Animal Control Officer I	Non-exempt	59	21,654	38,211
Animal Control Officer II	Non-exempt	61	23,735	41,882
Community Health Assistant	Non-exempt	54	17,211	30,371
Environmental Health Specialist	Non-exempt	68	32,739	57,772
Environmental Health Supervisor	Exempt	71	37,576	66,308
Foreign Language Interpreter I	Non-exempt	60	22,671	40,005
Housekeeper	Non-exempt	54	17,211	30,371
Medical Lab Technician II	Non-exempt	64	27,423	48,074
Medical Lab Technologist I	Non-exempt	68	32,097	56,639
Nutritionist II	Non-exempt	66	29,867	52,703
Nutritionist Program Director I	Exempt	70	35,889	63,329
Office Work Unit Supervisor	Non-exempt	61	23,735	41,882
Patient Relations Representative	Non-exempt	59	21,654	38,211
Physician Extender II	Exempt	81	59,477	104,954
Practical Nurse II	Non-exempt	62	24,854	43,857
Processing Assistant III	Non-exempt	57	19,753	34,856
Processing Assistant IV	Non-exempt	59	21,654	38,211
Public Health Educator I	Non-exempt	63	26,021	45,917
Public Health Educator II	Non-exempt	67	31,269	55,178
Public Health Nurse I	Non-exempt	70	35,889	63,329
Public Health Nurse II	Non-exempt	72	39,342	69,423
Public Health Nurse III	Non-exempt	73	41,191	72,686
Public Health Nursing Director I	Exempt	77	49,498	87,344
Public Health Nursing Supervisor I	Exempt	74	43,126	76,101
Public Health Nursing Supervisor II	Exempt	76	47,275	83,421
Social Worker II	Non-exempt	67	31,269	55,178

SOCIAL SERVICES

Attorney I	Exempt	78	51,823	91,447
Attorney II	Exempt	81	59,477	104,954
Co. Social Services Director II	Exempt	81	59,477	104,954
Accounting Specialist I	Non-exempt	67	31,269	55,178
Accounting Specialist II	Non-exempt	69	34,278	60,487
Accounting Technician I	Non-exempt	59	21,654	38,211
Accounting Technician II	Non-exempt	61	23,735	41,882
Administrative Assistant I	Non-exempt	63	26,021	45,917
Administrative Assistant II	Non-exempt	65	28,523	50,333
Administrative Officer I**	Exempt	67	31,269	55,178
Administrative Officer II	Exempt	70	35,889	63,329
Administrative Officer III**	Exempt	72	39,342	69,423
Child Support Agent I	Non-exempt	63	26,021	45,917
Child Support Agent II	Non-exempt	65	28,523	50,333
Child Support Supervisor I	Exempt	67	31,269	55,178
Child Support Supervisor II	Exempt	68	32,739	57,772
Child Support Supervisor III	Exempt	69	34,278	60,487
County Social Services Business Officer I	Exempt	72	39,342	69,423
County Social Services Program Administrator II	Exempt	74	43,126	76,101
Data Entry Operator II	Non-exempt	57	19,366	34,173
Foreign Language Interpreter I	Non-exempt	60	22,671	40,005
Foreign Language Interpreter II	Non-exempt	63	26,021	45,917
Human Resource Placement Specialist	Non-exempt	65	28,523	50,333
Income Maintenance Administrator I	Exempt	74	43,126	76,101
Income Maintenance Caseworker I	Non-exempt	63	26,021	45,917
Income Maintenance Caseworker II	Non-exempt	65	28,523	50,333
Income Maintenance Caseworker III	Non-exempt	67	31,269	55,178
Income Maintenance Investigator II	Non-exempt	67	31,269	55,178
Income Maintenance Supervisor II	Exempt	69	34,278	60,487
Income Maintenance Supervisor III	Exempt	71	37,576	66,308
Income Maintenance Technician	Non-exempt	59	21,654	38,211
Lead Child Support Agent	Non-exempt	66	29,867	52,703

SOCIAL SERVICES Cont.

Lead Worker V	Non-exempt	62	24,854	43,857
Office Assist II	Non-exempt	54	17,211	30,371
Office Assist III	Non-exempt	57	19,753	34,856
Office Assist IV	Non-exempt	59	21,654	38,211
Office Assist V	Non-exempt	61	23,735	41,882
Office Work Unit Supervisor	Non-exempt	61	23,735	41,882
Personnel Technician I**	Non-exempt	63	26,021	45,917
Personnel Technician II	Non-exempt	66	29,867	52,703
Personnel Technician III	Non-exempt	68	32,739	57,772
Processing Assist II	Non-exempt	54	17,211	30,371
Processing Assistant III	Non-exempt	57	19,753	34,856
Processing Assistant IV	Non-exempt	59	21,654	38,211
Processing Assistant V	Non-exempt	61	23,735	41,882
Public Information Assist IV	Non-exempt	59	21,230	37,462
Social Worker Trainee**	Non-exempt	63	26,020	-
Social Worker I	Non-exempt	63	26,021	45,917
Social Worker I-Child Welfare	Non-exempt	63	*	26,021 45,917
Social Worker II	Non-exempt	67	31,269	55,178
Social Worker II-Child Welfare	Non-exempt	67	*	31,269 55,178
Social Worker III	Non-exempt	69	34,278	60,487
Social Worker III-Child Welfare	Non-exempt	69	*	34,278 60,487
Social Worker Program Administrator I	Exempt	75	45,153	79,677
Social Worker Program Manager-Child Welfare	Exempt	74	*	43,126 76,101
Social Services Program Administrator II	Exempt	74	43,126	76,101
Social Worker Supervisor II	Exempt	70	35,889	63,329
Social Worker Supervisor III	Exempt	73	41,191	72,686
Social Worker Supervisor III-Child Welfare	Exempt	73	*	41,191 72,686
Social Worker-Investigative/Assessment & Treatment	Non-exempt	71	*	37,576 66,308
Staff Developmental Specialist I	Exempt	70	35,889	63,329
Staff Developmental Specialist II	Exempt	72	39,342	69,423
Staff Developmental Specialist III	Exempt	74	43,126	76,101

BOARD OF COMMISSIONERS

Commissioner-Chairman	\$ 18,615
Commissioner	\$ 14,850

BOARD OF ELECTIONS

Bd of Elections-Chairman	\$3,920/Annual
Bd of Elections	\$2,953/Annual

COURT FACILITY

Jury Commission	\$10.00 Per hr.
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SOCIAL SERVICES

Bd of Social Services-Chairman	\$150 Per Mtg.
Bd of Social Services	\$100 Per Mtg.

Note:

* Special Entry or Beginning Salary Rates

** New Classification

*** Amended, Revised or Corrected

~~Strikethrough~~ means deleted or inactive classification

Final

Lenoir County Grade/Step Table Listing
FY 2014/2015 Regular

GRADE	STEP 0	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	STEP 11	STEP 12	STEP 13	STEP 14	STEP 15	STEP 16	STEP 17	STEP 18	STEP 19	STEP 20	STEP 21	STEP 22	STEP 23	STEP 24
52	15,700	15,701	16,094	16,496	16,908	17,331	17,764	18,208	18,664	19,130	19,609	20,099	20,591	21,116	21,644	22,185	22,740	23,300	23,861	24,468	25,101	25,728	26,371	27,031	27,706
53	16,437	16,438	16,849	17,270	17,702	18,144	18,598	19,063	19,540	20,028	20,529	21,042	21,568	22,107	22,660	23,228	23,807	24,402	25,012	25,638	26,279	26,936	27,609	28,299	29,007
54	17,210	17,211	17,642	18,083	18,535	18,998	19,473	19,960	20,459	20,970	21,494	22,032	22,583	23,147	23,726	24,319	24,927	25,550	26,189	26,844	27,515	28,203	28,908	29,630	30,371
55	18,018	18,019	18,469	18,932	19,405	19,890	20,387	20,897	21,419	21,955	22,504	23,066	23,643	24,234	24,840	25,461	26,098	26,750	27,419	28,104	28,807	29,527	30,265	31,022	31,797
56	18,857	18,858	19,340	19,823	20,319	20,827	21,347	21,881	22,428	22,989	23,564	24,153	24,766	25,395	26,040	26,701	27,378	28,071	28,780	29,504	30,244	31,001	31,775	32,567	33,377
57	19,732	19,733	20,247	20,773	21,312	21,864	22,429	22,997	23,580	24,179	24,794	25,425	26,072	26,735	27,414	28,109	28,820	29,547	30,290	31,049	31,824	32,615	33,423	34,248	35,091
58	20,681	20,682	21,196	21,729	22,272	22,829	23,400	23,985	24,584	25,199	25,829	26,474	27,135	27,812	28,504	29,212	29,936	30,676	31,432	32,204	32,992	33,796	34,617	35,455	36,310
59	21,653	21,654	22,166	22,701	23,251	23,816	24,396	24,991	25,601	26,226	26,866	27,521	28,191	28,876	29,576	30,291	31,022	31,768	32,530	33,308	34,102	34,912	35,738	36,581	37,441
60	22,670	22,671	23,179	23,719	24,282	24,859	25,451	26,058	26,680	27,317	27,969	28,636	29,318	30,015	30,727	31,454	32,196	32,953	33,725	34,512	35,314	36,132	36,966	37,816	38,683
61	23,734	23,735	24,238	24,766	25,317	25,882	26,461	27,054	27,662	28,285	28,923	29,576	30,244	30,927	31,625	32,338	33,066	33,809	34,567	35,340	36,128	36,932	37,752	38,587	39,438
62	24,853	24,854	25,352	25,881	26,432	26,997	27,576	28,169	28,776	29,399	30,037	30,690	31,358	32,041	32,739	33,457	34,195	34,953	35,731	36,529	37,347	38,185	39,043	39,912	40,792
63	26,020	26,021	26,515	27,030	27,567	28,127	28,709	29,305	29,916	30,541	31,180	31,834	32,503	33,187	33,886	34,600	35,329	36,073	36,832	37,606	38,395	39,200	40,021	40,858	41,711
64	27,242	27,243	27,732	28,243	28,766	29,302	29,851	30,412	30,987	31,567	32,162	32,772	33,397	34,037	34,691	35,359	36,042	36,740	37,453	38,181	38,924	39,682	40,455	41,244	42,048
65	28,522	28,523	29,006	29,501	30,008	30,527	31,058	31,601	32,156	32,724	33,305	33,900	34,509	35,132	35,769	36,420	37,086	37,767	38,463	39,174	39,900	40,641	41,397	42,168	42,955
66	29,866	29,867	30,345	30,836	31,339	31,854	32,382	32,922	33,473	34,036	34,611	35,199	35,799	36,402	37,019	37,650	38,295	38,954	39,627	40,314	41,015	41,730	42,459	43,203	43,962
67	31,268	31,269	31,742	32,228	32,726	33,236	33,758	34,292	34,838	35,396	35,966	36,548	37,142	37,748	38,366	38,996	39,638	40,292	40,958	41,636	42,326	43,028	43,742	44,468	45,206
68	32,738	32,739	33,208	33,689	34,181	34,684	35,198	35,724	36,262	36,811	37,371	37,942	38,524	39,117	39,721	40,336	40,962	41,599	42,247	42,906	43,576	44,257	44,949	45,652	46,366
69	34,277	34,278	34,743	35,219	35,706	36,204	36,714	37,236	37,769	38,313	38,868	39,434	40,011	40,599	41,198	41,808	42,429	43,061	43,704	44,358	45,023	45,698	46,384	47,081	47,790
70	35,889	35,889	36,352	36,826	37,311	37,807	38,314	38,832	39,361	39,901	40,451	41,011	41,581	42,161	42,751	43,351	43,961	44,581	45,211	45,851	46,501	47,161	47,831	48,511	49,201
71	37,575	37,576	38,036	38,507	38,989	39,482	39,986	40,500	41,024	41,558	42,102	42,656	43,220	43,794	44,378	44,972	45,576	46,190	46,814	47,448	48,092	48,746	49,410	50,084	50,768
72	39,341	39,342	39,799	40,267	40,746	41,236	41,737	42,248	42,769	43,299	43,839	44,389	44,949	45,519	46,099	46,689	47,289	47,899	48,509	49,129	49,759	50,399	51,049	51,709	52,379
73	41,190	41,191	41,644	42,108	42,583	43,068	43,563	44,068	44,583	45,108	45,643	46,188	46,743	47,308	47,883	48,458	49,043	49,638	50,243	50,858	51,483	52,118	52,763	53,418	54,083
74	43,125	43,126	43,576	44,037	44,508	44,989	45,480	45,981	46,492	47,013	47,544	48,085	48,636	49,197	49,768	50,349	50,940	51,541	52,152	52,773	53,404	54,045	54,696	55,357	56,028
75	45,152	45,153	45,600	46,068	46,546	47,034	47,532	48,040	48,558	49,086	49,624	50,172	50,730	51,298	51,876	52,464	53,062	53,670	54,288	54,916	55,554	56,202	56,860	57,528	58,206
76	47,274	47,275	47,719	48,174	48,639	49,114	49,600	50,096	50,602	51,118	51,644	52,180	52,726	53,282	53,848	54,424	55,010	55,606	56,212	56,828	57,454	58,090	58,736	59,392	60,058
77	49,497	49,498	49,939	50,390	50,851	51,322	51,803	52,294	52,795	53,306	53,827	54,358	54,899	55,450	56,011	56,582	57,163	57,754	58,355	58,966	59,587	60,218	60,859	61,510	62,171
78	51,822	51,823	52,261	52,710	53,169	53,638	54,117	54,606	55,105	55,614	56,133	56,662	57,201	57,750	58,309	58,878	59,457	60,046	60,645	61,254	61,873	62,502	63,141	63,790	64,449
79	54,257	54,258	54,692	55,147	55,612	56,087	56,572	57,067	57,572	58,087	58,612	59,147	59,692	60,247	60,812	61,387	61,972	62,567	63,172	63,787	64,412	65,047	65,692	66,347	67,012
80	56,807	56,808	57,238	57,687	58,146	58,615	59,094	59,583	60,082	60,591	61,110	61,639	62,178	62,727	63,286	63,855	64,434	65,023	65,622	66,231	66,850	67,479	68,118	68,767	69,426
81	59,476	59,477	59,902	60,347	60,802	61,267	61,742	62,227	62,722	63,227	63,742	64,267	64,802	65,347	65,902	66,467	67,042	67,627	68,222	68,827	69,442	70,067	70,702	71,347	71,992
82	62,272	62,273	62,694	63,139	63,594	64,059	64,534	65,019	65,514	66,019	66,534	67,059	67,594	68,139	68,694	69,259	69,834	70,419	71,014	71,619	72,234	72,859	73,494	74,139	74,794
83	65,199	65,200	65,620	66,059	66,508	66,967	67,436	67,915	68,404	68,903	69,412	69,931	70,460	71,009	71,568	72,137	72,716	73,305	73,904	74,513	75,132	75,761	76,400	77,049	77,708
84	68,263	68,264	68,679	69,113	69,557	70,011	70,475	70,949	71,433	71,927	72,431	72,945	73,469	74,003	74,547	75,101	75,665	76,239	76,823	77,417	78,021	78,635	79,259	79,893	80,537
85	71,471	71,472	71,883	72,314	72,755	73,206	73,667	74,138	74,619	75,110	75,611	76,122	76,643	77,174	77,715	78,266	78,827	79,398	79,979	80,570	81,171	81,782	82,403	83,034	83,675
86	74,832	74,833	75,240	75,661	76,087	76,523	76,969	77,425	77,891	78,367	78,853	79,349	79,855	80,371	80,897	81,433	81,979	82,535	83,101	83,677	84,263	84,859	85,465	86,081	86,707
87	78,350	78,351	78,754	79,172	79,595	80,028	80,471	80,924	81,387	81,860	82,343	82,836	83,339	83,852	84,375	84,908	85,451	86,004	86,567	87,140	87,723	88,316	88,919	89,532	90,155
88	82,032	82,033	82,431	82,843	83,260	83,692	84,139	84,601	85,078	85,569	86,070	86,581	87,102	87,633	88,174	88,725	89,286	89,857	90,438	91,029	91,630	92,241	92,862	93,493	94,134
89	85,887	85,888	86,282	86,691	87,105	87,534	87,978	88,437	88,911	89,390	89,884	90,393	90,907	91,436	91,970	92,519	93,078	93,647	94,226	94,815	95,414	96,023	96,642	97,271	97,910
90	89,924	89,925	90,315	90,720	91,139	91,573	92,022	92,486	92,965	93,459	93,968	94,482	94,991	95,515	96,044	96,578	97,127	97,686	98,255	98,834	99,423	100,022	100,631	101,250	101,879
91	94,151	94,152	94,539	94,941	95,358	95,790	96,237	96,699	97,176	97,658	98,150	98,652	99,164	99,686	100,218	100,760	101,312	101,874	102,446	103,028	103,620	104,222	104,835	105,458	106,091
92	98,575	98,576	98,959	99,361	99,778	100,210	100,657	101,119	101,596	102,088	102,595	103,117	103,654	104,206	104,773	105,345	105,927	106,519	107,121	107,733	108,355	108,987	109,629	110,281	110,943
93	103,209	103,210	103,589	103,988	104,407	104,846	105,305	105,784	106,283	106,802	107,341	107,890	108,449	109,018	109,597										

INTRODUCED BY: Michael W. Jarman, County Manager DATE: 06/16/2014 ITEM NO.: 11

RESOLUTION: Approving Contract with NEOGOV: \$15,000.

SUBJECT AREA: Purchase/Bids

ACTION REQUESTED: The Board is requested to authorize the Human Resources Department to execute and implement a contract with NEOGOV to provide the County with an Online Application Management System in an amount not to exceed \$15,000 for Fiscal Year 2014/2015.

HISTORY/BACKGROUND: The Human Resources Department is seeking approval to implement an online applicant management system with NEOGOV designed to automate and streamline the recruitment, applicant evaluation, and selection process. NEOGOV is an all-inclusive online system specifically designed for governments and used by over 700 government agencies including the City of Kinston, and the State Government of North Carolina.

The Human Resources Department viewed several online application management systems and selected NEOGOV as the company best able to meet the County's objectives and pricing. NEOGOV is a web-based applicant tracking and evaluation system that will allow the Human Resources Department to enhance its service delivery to both departments and applicants by automating the recruitment and selection process.

EVALUATION: The Human Resources Department is responsible for recruiting applicants, accepting applications, and processing applications. The HR Department establishes a list of applicants eligible for hire by the County Departments. The County's current recruitment process including job applications, applicant assessment and evaluation, employment verifications, references and background checks is entirely manual. Prospective job applicants cannot apply for County jobs online. Applicants must prepare a hard copy application and return it either in person or by mail. The Human Resources Department posts an estimated 50 or more job recruitments each year and the County receives over 2,500 job applications annually. The entire recruitment and selection process requires a significant amount of staff time in scanning, proofreading and evaluating applications, and in verifying and entering applicant data in the present manual system. These "offline" tools require extra staff time to maintain and manage. The NEOGOV system will improve the efficiency and effectiveness of the hiring processes while improving services to our County Departments, our applicants, and our citizens.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the County Manager is authorized to execute a contract and any amendments with NEOGOV for an Online Application Management System and service in an amount not to exceed \$15,000 for the period July 1, 2014 through June 30, 2015.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

Date

ATTEST

Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE** 06/16/14 **ITEM NO.** 17

RESOLUTION: Approving Expenditure for Lease of Copiers/Wide Format Scanner: COECO:
Not to exceed \$9,500.

SUBJECT AREA: Purchase/Bids

ACTION REQUESTED: Approval of a Resolution authorizing the expenditure of up to \$9,500.00 for the leasing of two copiers and wide format scanner and authorize the Register of Deeds to execute the agreement on behalf of the County.

HISTORY / BACKGROUND: NC General Statutes require the Registry to be able to furnish copies to the general public. A copier has been used in the office of the Register of Deeds in excess of forty years to allow the public, attorneys, and office staff to make the necessary copies needed for everyday work requirements. This lease agreement is on a cost-per-copy basis; therefore, if the amount actually spent is less than \$9,500.00, the purchase order will be reduced.

EVALUATION: Approval of this resolution will allow the Registry to continue providing copies. The public pays a fee for requested copies. COECO has provided the Register of Deeds with excellent service when leasing, purchasing or repairing any equipment obtained from them. Approval of this resolution will allow for the encumbrance of funds and eventual payment to the vendor.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that a lease agreement with COECO for two copiers and a wide format scanner in the amount not to exceed \$9,500.00 be approved **AND BE IT FUTHER RESOLVED**, the Register of Deeds is authorized to execute the agreement on behalf of the County.

Funding Source: Line Item # 10-4180-3520

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Craig Hill, Chairman
Lenoir County Board of Commissioners

06/16/14
Date

ATTEST

Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE** 06/16/14 **ITEM NO.** 13

RESOLUTION: Approval of Indexing Services Contract for FY 2014-15: Cott Systems: \$26,500

SUBJECT AREA: Purchase/Bids

ACTION REQUESTED: Approval of an Indexing Services Contract with Cott Systems for FY 14-15 in the amount not to exceed \$26,500 and authorize the Register of Deeds to execute the agreement on behalf of the County.

HISTORY / BACKGROUND: Indexing of real estate documents, marriages, births, delayed births, deaths, maps, and DD214's in the Registry has been an ongoing service since the mid 70's. Indexing allows the Registry to have many records on a computer for easy accessibility.

EVALUATION: Approval for this resolution will allow the office of Register of Deeds to continue providing an index of vital and real estate records on the computer. COTT Systems has provided the Register of Deeds with the highest level of support and service for many years. Approval of this resolution will provide for the encumbrance of the funds and eventual payment to the vendor.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners, that an Indexing Services Contract for FY 14-15 with Cott Systems in an amount not to exceed \$26,500.00 is approved, and be it further resolved, the Register of Deeds is authorized to execute the contract on behalf of the County.

Fund Source: Line Item # 10-4180-3800

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Craig Hill, Chairman 06/16/14
Date

ATTEST Date

BUDGET ORDINANCE AMENDMENT:

General Fund:

DSS:

\$112,000 Increase

item No. 14



LENOIR COUNTY, NORTH CAROLINA

BUDGET AMENDMENT REQUEST

FY

13/14

Appropriations

Budget Amendment # _____

Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
GENERAL	SOCIAL SERVICES	VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES	
Account # and Title	Amount	Account # and Title Amount	
INCREASE		INCREASE	
103531-3001		105310-5999	
ADMIN REIMBURSEMENT	\$ 112,000	CAPITAL ITEMS <5000	\$ 12,000
		10-5350-5400	\$ 100,000
		CAPITAL OUTLAY - VEHICLES	
Total	\$ 112,000	Total	\$ 112,000
Reason and Justification for Request:			
INCREASE OF \$ 112,000 FOR NEW PURCHASES FROM TANF (100% FEDERAL) FUNDING. PURCHASING TO INCLUDE 4 VEHICLES AND 12 TABLETS FOR CPS. APPROVED BY COMMISSIONERS ON 6/2/14			
Department Head Approval	Date	Finance Officer Approval	Date
<i>Jessie E Moore</i>	6/9/2014	<i>Martha H. Martin</i>	6/9/2014
Budget Officer Approval	Date		
<i>MW</i>	6/9/14		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

Item No. 15

BUDGET ORDINANCE AMENDMENT: FIRE DISTRICT FUNDS
 FIRE DISTRICTS: \$72,380. INCREASE



LENOIR COUNTY, NORTH CAROLINA
 BUDGET AMENDMENT REQUEST

FY 2013 - 2014
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
FIRE DISTRICTS	FIRE DISTRICTS	VARIOUS
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES
Account # and Title	Amount	Account # and Title Amount
INCREASE		INCREASE
50-3213-1200 2013 Vehicle Taxes-NCVTS	17,000.00	50-4340-4990 Vehicle Taxes - NCVTS 17,000.00
51-3213-1200 2013 Vehicle Taxes-NCVTS	8,600.00	51-4340-4990 Vehicle Taxes - NCVTS 8,600.00
52-3213-1200 2013 Vehicle Taxes-NCVTS	19,500.00	52-4340-4990 Vehicle Taxes - NCVTS 19,500.00
53-3213-1200 2013 Vehicle Taxes-NCVTS	7,000.00	53-4340-4990 Vehicle Taxes - NCVTS 7,000.00
54-3213-1200 2013 Vehicle Taxes-NCVTS	800.00	54-4340-4990 Vehicle Taxes - NCVTS 800.00
55-3213-1200 2013 Vehicle Taxes-NCVTS	5,100.00	55-4340-4990 Vehicle Taxes - NCVTS 5,100.00
56-3213-1200 2013 Vehicle Taxes-NCVTS	3,650.00	56-4340-4990 Vehicle Taxes - NCVTS 3,650.00
57-3213-1200 2013 Vehicle Taxes-NCVTS	4,700.00	57-4340-4990 Vehicle Taxes - NCVTS 4,700.00
58-3213-1200 2013 Vehicle Taxes-NCVTS	4,300.00	58-4340-4990 Vehicle Taxes - NCVTS 4,300.00
59-3213-1200 2013 Vehicle Taxes-NCVTS	1,000.00	59-4340-4990 Vehicle Taxes - NCVTS 1,000.00
60-3213-1200 2013 Vehicle Taxes-NCVTS	700.00	60-4340-4990 Vehicle Taxes - NCVTS 700.00
62-3213-1200 2013 Vehicle Taxes-NCVTS	30.00	62-4340-4990 Vehicle Taxes - NCVTS 30.00
TOTAL	72,380.00	TOTAL 72,380.00
Reason and Justification for Request: Budget Amendment to adjust budgeted revenue and expenditures to more accurately reflect actual revenues and expenditures for the end of FY 13-14. This is the first year of the new NCVTS system, so there was no history for budgeting.		
Department Head Approval	Date	Finance Officer Approval Date
<i>Martha H. Martin</i>	<i>6-9-2014</i>	<i>Martha H. Martin</i> <i>6-9-2014</i>
Budget Officer Approval	Date	
<i>Michael W. Farman</i>	<i>6/9/14</i>	
Board Approval (When Applicable)	Date	Date of Minutes

Finance Office - Copy

Department - Copy

Administration - Copy

item No. 16

BUDGET ORDINANCE AMENDMENT: FIRE DISTRICTS: FIRE PROTECTION: \$126,184. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2013 - 2014
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
FIRE DISTRICTS		FIRE PROTECTION		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u>		<u>INCREASE</u>			
50-3400-0000 REVENUE ADJUSTMENT FY13-14	12,893.00	50-4340-6990 CONTRACTED SERVICES	12,893.00		
51-3400-0000 REVENUE ADJUSTMENT FY13-14	12,099.00	51-4340-6990 CONTRACTED SERVICES	12,099.00		
52-3400-0000 REVENUE ADJUSTMENT FY13-14	11,898.00	52-4340-6990 CONTRACTED SERVICES	11,898.00		
53-3400-0000 REVENUE ADJUSTMENT FY13-14	8,368.00	53-4340-6990 CONTRACTED SERVICES	8,368.00		
54-3400-0000 REVENUE ADJUSTMENT FY13-14	6,869.00	54-4340-6990 CONTRACTED SERVICES	6,869.00		
55-3400-0000 REVENUE ADJUSTMENT FY13-14	21,898.00	55-4340-6990 CONTRACTED SERVICES	21,898.00		
56-3400-0000 REVENUE ADJUSTMENT FY13-14	9,701.00	56-4340-6990 CONTRACTED SERVICES	9,701.00		
57-3400-0000 REVENUE ADJUSTMENT FY13-14	9,149.00	57-4340-6990 CONTRACTED SERVICES	9,149.00		
58-3400-0000 REVENUE ADJUSTMENT FY13-14	10,767.00	58-4340-6990 CONTRACTED SERVICES	10,767.00		
59-3400-0000 REVENUE ADJUSTMENT FY13-14	3,985.00	59-4340-6990 CONTRACTED SERVICES	3,985.00		
60-3400-0000 REVENUE ADJUSTMENT FY13-14	3,043.00	60-4340-6990 CONTRACTED SERVICES	3,043.00		
62-3400-0000 REVENUE ADJUSTMENT FY13-14	15,514.00	62-4340-6990 CONTRACTED SERVICES	15,514.00		
Total	126,184.00	Total	126,184.00		
Reason and Justification for Request: TO APPROPRIATE FUNDS TO COVER ESTIMATED REVENUES AND EXPENDITURES FOR ALL FIRE DISTRICTS FOR THE REMAINDER OF FY 13-14.					
Department Head Approval		Date	Finance Officer Approval		Date
<i>Martha N. Martin</i>		<i>6/3/2014</i>	<i>Martha N. Martin</i>		<i>6/3/2014</i>
Budget Officer Approval		Date			
<i>Michael W. [Signature]</i>		<i>6/3/14</i>			
Board Approval (When Applicable)		Date	Date of Minutes		

Finance Office - Copy

Department - Copy

Administration - Copy

item NO. 17

BUDGET ORDINANCE AMENDMENT: GENERAL/EMPLOYEE INSURANCE /VEHICLE REPLACE/FEDERALLY SEIZED PROPERTY CONTROLLED SUBSTANCE/TIRE DISPOSAL/SOLID WASTE:FINANCE: \$1,102,369. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

Page 1 of 3

FY 2013 - 2014
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
VARIOUS	VARIOUS	VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES	
Account # and Title	Amount	Account # and Title Amount	
INCREASE		INCREASE	
10-3100-1100	INSOLVENT TAXES 25,000.00	10-4201-6014	ROD-FLOODPLAIN MAPPING 3,000.00
10-3100-1700	TAX PENALTIES & INTEREST 10,000.00	10-4201-6107	OCCUPANCY & TOURISM TAX 3% 15,000.00
10-3211-1100	2011 TAX LEVY 65,000.00		
10-3212-1100	2012 TAX LEVY 100,000.00	10-4320-3990	CONTRACTED SVCS-MEDICAL 120,000.00
10-3213-1100	2013 TAX LEVY 2,200,000.00		
10-3214-1100	2014 TAX LEVY 30,000.00	10-9800-8505	TRNSF TO INSURANCE FUND 150,000.00
10-3232-1103	LOCAL OPT SLS TAX-1/2% ART44 2,200.00		
10-3260-1100	TAX-MOTOR VEH RENTALS 6,000.00	10-9910-9910	CONTINGENCY 2,578.00
10-3320-3100	JAIL FEES/FICA BENEFITIS 5,200.00		
10-3322-3100	BEER & WINE TAXES 10,857.00		
10-3328-3125	GRANT-HIDTA/OCDETF 2,500.00		
10-3328-3126	GRANT-ICE 2,500.00		
10-3329-8903	GRANT-REIMB-VETERANS OFFICE 52.00		
10-3329-8907	REIMB-ELECTIONS-PINK HILL 493.00		
10-3418-4101	REAL ESTATE-TRANSFER FEES 24,000.00		
10-3418-4102	ROD-FLOODPLAIN MAPPING FEE 3,000.00		
10-3431-4100	SHERIFF FEES 30,000.00		
10-3431-4101	SHERIFF-VEHICLE STORAGE FEE 1,000.00		
SUBTOTAL-PAGE 1 2,517,802.00		SUBTOTAL-PAGE 1 290,578.00	

Continued on Page 2

Reason and Justification for Request:

Budget Amendment to adjust budgeted revenue and expenditures to more accurately reflect actual revenues and expenditures for eleven (11) months of FY 13-14.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	6-10-14	<i>Martha H. Martin</i>	6-10-14
Budget Officer Approval	Date		
<i>Maria L. Lamm</i>	6/11/14		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

No. 17 Cont.

BUDGET ORDINANCE AMENDMENT: GENERAL/EMPLOYEE INSURANCE /VEHICLE REPLACE/FEDERALLY SEIZED PROPERTY
 CONTROLLED SUBSTANCE/TIRE DISPOSAL/SOLID WASTE:FINANCE: \$1,102,369. INCREASE



LENOIR COUNTY, NORTH CAROLINA
 BUDGET AMENDMENT REQUEST

Page 3 of 3
 FY 2013 - 2014
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
VARIOUS	VARIOUS	VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES	
Account # and Title	Amount	Account # and Title	Amount
INCREASE		INCREASE	Continued from Page 2
11-3987-9802 TRNSF FROM GENERAL FUND	150,000.00	11-4200-1830 CLAIMS PAID-HEALTH INS	236,000.00
11-3987-9800 DEDUCTIONS-HEALTH INSURANCI	140,000.00	11-4200-1832 ADMINISTRATIVE COSTS	54,464.00
11-3991-9910 FUND BALANCE APPROPRIATED	464.00		
14-3981-8201 SALE OF VEHICLES	300.00	14-4200-6330 TAX, TAGS, TITLS	1,356.00
15-3320-1000 FORFEITED DRUG PROCEEDS	30,000.00	15-4316-2900 OTHER SUPPLIES	41,000.00
15-3320-1500 ICE SEIZURE PROCEEDS	11,000.00		
16-3320-2000 CONTROLLED SUBSTANCE TAX	25,000.00	16-4317-5100 CAPITAL OUTLAY-EQUIPMENT	25,000.00
23-3472-4010 TIRE DISPOSAL FEES-STATE	13,173.00	23-4961-6901 TIRE DISPOSAL-CONTRACT SVCS	13,173.00
24-3812-3300 JONES CNTY-TRNSFD FUND BALA	357,974.00	24-4320-3210 TELEPHONE EXPENSE	11,400.00
24-3991-9910 FUND BALANCE APPROPRIATED	71,000.00	24-4320-5100 CAPITAL OUTLAY-EQUIPMENT	56,200.00
		24-4320-5105 JLECC-CAPITAL OUTLAY	357,974.00
66-3472-4050 RECYCLING	9,000.00	24-4320-6900 CONTRACTED SERVICES	3,400.00
66-3472-4051 WHITE GOODS TAX DISTRIBUTION	971.00		
66-3472-4053 WHITE GOODS GRANT	6,324.00	66-4720-3500 MAINT/REPAIR-BLDGS & GRNDS	3,870.00
		66-4720-4520 INS LIAB-VEH & HEAVY EQUIP	555.00
		66-4720-4550 INSURANCE-BLDG/COMM	455.00
		66-4720-6902 CONTRACT SVCS-ELECT RECY	8,000.00
DECREASE		DECREASE	
66-3991-9910 RETAINED EARNINGS-APPROPRIA	(3,415.00)	14-4200-5400 CAPITAL OUTLAY-VEHICLES	(1,056.00)
SUBTOTAL-PAGE 3	811,791.00	SUBTOTAL- PAGE 3	811,791.00
GRAND TOTAL	1,102,369.00	GRAND TOTAL	1,102,369.00

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 13-14.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	6/10/14	<i>Martha H. Martin</i>	6/10/14

Budget Officer Approval	Date
<i>Muriel W. Jern</i>	6/11/14

Board Approval (When Applicable)	Date	Date of Minutes

NO. 17 Cont.

BUDGET ORDINANCE AMENDMENT: GENERAL/EMPLOYEE INSURANCE /VEHICLE REPLACE/FEDERALLY SEIZED PROPERTY CONTROLLED SUBSTANCE/TIRE DISPOSAL/SOLID WASTE:FINANCE: \$1,102,369. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

Page 2 of 3
FY 2013 - 2014
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
VARIOUS	VARIOUS	VARIOUS
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES
Account # and Title	Amount	Account # and Title
INCREASE		Continued from Page 1
10-3431-4110 SHF FEES-CONC WEAP APP-ST	9,000.00	
10-3431-4111 SHF FEES-CONC WEAP APP-CNTY	7,000.00	
10-3431-4112 SHERIFF FEES-TAX EXECUTIONS	400.00	
10-3519-3300 MEDICAID REIMB-HLTH-PRIOR YR	380,663.00	
10-3834-8611 RENT-LIVESTOCK ARENA	100.00	
10-3840-4011 OCCUPANCY & TOURISM TAX	15,000.00	
10-3840-4012 5% COLLECT FEE-OCCUPANCY T/	750.00	
10-3840-4013 TAX COLLECT FEE-1/5%-LAGRANC	1,250.00	
10-3840-4014 COLLECT FEE-1/5%-PINK HILL	1,400.00	
10-3840-4015 COLLECT FEE-1.5%-KINSTON	12,000.00	
10-3842-8900 MISCELLANEOUS	2,000.00	
10-3842-8903 FILING FEES-ELECTIONS	2,500.00	
10-3842-8906 FLOOD BUYOUT/LAND LEASE	80.00	
10-3842-8910 COMMISSION-JAIL TELEPHONE	30,000.00	
DECREASE		Continued on Page 3
10-3471-4300 INDIRECT COST FROM LANDFILL	(12,650.00)	
10-3991-9910 FUND BALANCE APPROPRIATED	(2,676,717.00)	
SUBTOTAL-PAGE 2	-2,227,224.00	SUBTOTAL-PAGE 2 0.00
SUBTOTAL - GENERAL FUND	290,578.00	SUBTOTAL - GENERAL FUND 290,578.00
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 13-14.		
Department Head Approval	Date	Finance Officer Approval
<i>Martha H. Martin</i>	6-10-14	<i>Martha H. Martin</i>
Budget Officer Approval	Date	
<i>Michael W. Jarman</i>	6/11/14	
Board Approval (When Applicable)	Date	Date of Minutes

Finance Office - Copy

Department - Copy

Administration - Copy

Item No. 18

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 06/16/2014 **ITEM NO.**

RESOLUTION: Declaring Property as Surplus and Authorizing the Sale of the Surplus Property by Auction.

SUBJECT AREA: Administrative

ACTION REQUESTED: The Board is requested to declare property as surplus and authorize the sale of the surplus property through the negotiated offer and upset bid process in accordance with procedures set forth in NC General Statute 160A-269.

HISTORY/BACKGROUND: The County has acquired various properties over a period of time mainly through tax foreclosures. Some of these properties have structures on them and some are vacant lots. These properties add no value to the operations of the County.

EVALUATION: The County owns various properties that are of no useful value to the County. In accordance with procedures set forth in N.C. General Statute 160A-269, County Administration is requesting the approval of the Board to sell the following listed properties through the negotiated offer and upset bid process. The sale of these properties will return them to private owners and add them once again to the tax scrolls.

<u>Tax Department Record Number</u>	<u>Property Description</u>
11791	601 Hines Avenue, Kinston, NC
16111	209 E. Washington Street, LaGrange, NC

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

MWJ
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the County owned property listed in this resolution be declared as surplus and authorize the County Manager to sell the property through the negotiated offer and upset bid process in accordance with N.C. General Statute 160A-269.

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

Yea Votes: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

Date

ATTEST

Date

INTRODUCED BY: Mike Jarman, County Manager **DATE** 06/16/14 **ITEM NO.** 19

RESOLUTION: Authorizing the Issuance of Blanket Purchase Orders to the following Companies for Fiscal Year 2014-2015: \$54,700.

Election Systems & Software	\$ 29,000.00	10-4170-3990
Election Systems & Software	\$ 5,000.00	10-4170-1720
Owen G. Dunn/Print Elect	\$ 3,000.00	10-4170-1720
J & M Executive Leasing LL	\$ 4,200.00	10-4170-3990
A G Smith Janitorial Services	\$ 3,000.00	10-4170-1720
A G Smith Janitorial Services	\$ 1,200.00	10-4170-3500
Corporate Resources	\$ 3,000.00	10-4170-1720
Corporate Resources	\$ 3,000.00	10-4170-2600
Freedom ENC Communications	\$ 2,000.00	10-4170-1720
The Weekly Gazette	\$ 800.00	10-4170-1720
Cooke Communications LLC	\$ 500.00	10-4170-1720

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: The Board is requested to authorize the execution of FY 14-15 purchase orders for the Board of Elections in the amount of \$54,700.

HISTORY / BACKGROUND: Each year, the Board of Elections issues purchase orders to various vendors for supplies and services needed to operate the department. All purchases \$100 and greater require the issuance of a purchase order. Purchases of \$2,500 and greater require the Board's approval. Election Systems & Software provides the Board of Elections with software licensing, programming, election night reporting hardware, a maintenance agreement, and upgrades for 145 iVotronic voting machines and 2 M100 voting machines. Election Systems & Software also provides the layout, coding, and audio for all ballot styles. The Board of Elections contracts with J & M Executive Leasing for copiers. The Board of Elections contracts with Print Elect/Owen G. Dunn for the printing of ballots and elections supplies. Required advertising for elections are placed in the Kinston Free Press, The Weekly Gazette, and Duplin Times. A. G. Smith Janitorial Services provides monthly cleaning for the Board of Elections' offices and the delivery and setup of voting equipment for each election. Office and Election supplies are purchased from Corporate Resources in Kinston.

EVALUATION: Approval of this resolution will allow for the encumbrance of funds in the FY 14-15 budget and the eventual payment to vendors for products and services received.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Board of Elections is authorized to execute the following purchase orders for FY 2014-2015 in the amount of \$54,700.

Election Systems & Software	\$ 29,000.00	10-4170-3990
Election Systems & Software	\$ 5,000.00	10-4170-1720
Owen G. Dunn/Print Elect	\$ 3,000.00	10-4170-1720
J & M Executive Leasing LL	\$ 4,200.00	10-4170-3990
A G Smith Janitorial Services	\$ 3,000.00	10-4170-1720
A G Smith Janitorial Services	\$ 1,200.00	10-4170-3500
Corporate Resources	\$ 3,000.00	10-4170-1720
Corporate Resources	\$ 3,000.00	10-4170-2600
Freedom ENC Communications	\$ 2,000.00	10-4170-1720
The Weekly Gazette	\$ 800.00	10-4170-1720
Cooke Communications LLC	\$ 500.00	10-4170-1720

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Craig Hill, Chairman

06/16/2014
Date

ATTEST

06-16-2013
Date

INTRODUCED BY: Michael W. Jarman, County Manager DATE 6/16/2014 ITEM NO. 20

RESOLUTION: Authorizing the Issuance Of Blanket Purchase Orders To The Following Companies For Fiscal Year 2014-2015: \$126,200.

Squires Auto and Generator Service – Vehicle Repairs/Maintenance	30,000
Corporate Resources – Office Supplies	3,800
CTS Software – Software Contract	12,500
Fred Moody and Sons-Vehicle Repairs/Maintenance	30,000
Gardner’s Detailing – Cleaning & Washing Vans - Eighteen (18) Vehicles	8,700
Grant’s Service Company – Braun Wheelchair Lift Repairs	7,000
Kinston Auto Parts- Oil/Replacement Parts/Maintenance	5,000
Joe Jones Tire Co-Tire Replacement/Maintenance	10,000
Fast Forward – Installing & Removing Mobile Ads & Adding Logos to New Vehicles	1,500
Lion’s Industries– Safety Vests for thirty-five (35) Drivers	2,000
Coastal Connections Marketing – Promotional Items for Festival, Fairs, & Events	4,000
Absolute Assurance Drug Testing – New Employee Drug Test, Random Testing, and Reasonable Drug and/or Alcohol Testing	1,000
Carolina Quick Care-Alcohol Testing	1,500
Gately Communications-Repairs/Maintenance and Installation of radios	4,000
Michael Everheart-Surveillance camera installation/repair	4,000
Kinston Wheel Alignment-Front End alignment and repair	1,200
Total	\$ 126,200

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: Approve the issuance of blanket purchase orders for Fiscal Year 2013-2014 for the following: Office Supplies 22-4510-2600, Software 22-4510-2910, Installing & Removing Mobile Advertising 22-4510-1990, Safety Vests for Drivers 22-4510-2120, Promotional Items for Festivals, Fairs, and Events 22-4510-3700, Drug & Alcohol Testing 22-4510-2380, Washing & Cleaning Inside of Vans 22-4510-3530, Lift Repairs 22-4510-3530, Tires & Repairs 22-4510-3530 and Maintenance-Communications/Miscellaneous 22-4510-4991.

HISTORY/BACKGROUND: Beginning March 10, 2008, Lenoir County Transit began operations in-house and utilizing these various companies for repairs, office supplies, washing and cleaning the inside of the vans, and a certified Braun lift repair service, installing & removing mobile advertising, installing and removing surveillance equipment, promotional items for festivals, fairs, and events, drug & alcohol testing.

EVALUATION: These Blanket Purchase Orders for Fiscal Year 2014-2015 will allow Lenoir County Transit to operate more efficient by having the Purchase Orders in place when the need for the service of one of the companies arises.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.


INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the issuance of purchase orders totaling \$126,200 to the companies listed above for Fiscal Year 2014-2015 is approved.

AMENDMENTS

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

Date

ATTEST

Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6/16/14 **ITEM NO.** 21

RESOLUTION: Authorizing Lenoir County to Withdraw from the North Carolina's Eastern Alliance.

SUBJECT AREA: Administrative

ACTION REQUESTED: The Board is requested to authorize the withdrawal of Lenoir County from the North Carolina's Eastern Alliance effective July 1, 2014.

HISTORY/BACKGROUND: In 1993 the N.C. General Assembly created four additional Regional Partnerships to market the rural areas of the State for economic development purposes. The entity, now named North Carolina's Eastern Region, was one of these regional partnerships. Lenoir County is one of the Counties that makes up the 13 County NC Eastern Region. In 2013, the NC General Assembly stipulated in HB402 (The Budget Bill), that the rural economic development partnerships be dissolved by June 30, 2014. It is the intent of the General Assembly that economic development services and activities be provided through non-profit organizations. The NC Eastern Region has formed a non-profit entitled, the North Carolina's Eastern Alliance, to be this non-profit entity. Current members of the NC Eastern Region may remain members of the new NC Eastern Alliance, with current NC Eastern Region unspent and unencumbered reserve administration/operating funds, paying their dues for 5 years. Counties choosing to withdraw from the NC Eastern Alliance can request their portion of the unspent and unencumbered reserve administrative/operating funds. These funds cannot be withdrawn before July 1, 2014. Lenoir County's share of these funds is estimated to be about \$136,000.

EVALUATION: Although Lenoir County feels strongly that we should continue to pursue economic development interest from a regional perspective, we do not feel that continued membership in the NC Eastern Alliance is the best way to accomplish this goal. It is difficult to measure the results of the marketing efforts performed by the NC Eastern Region for the past several years. In addition to not having documented successful recruiting statistics, Lenoir County also has to consider that our N.C. General Assembly is in the process of changing our Commerce Department to a Public-Private partnership and creating 8 Prosperity Zones. Once we know the areas included in each Prosperity Zone, we will then better know how to focus our regional efforts in alignment with the plans of the NC General Assembly. With no documented success stories from the NC Eastern Region and the yet to be determined plans of the N.C. General Assembly for our Economic Development Prosperity Zones, we do not feel spending \$27,200 per year for membership in the NC Eastern Alliance is the best use of tax payers funds at this time.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

MWJ By JH
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that Lenoir County withdraw from the North Carolina's Eastern Alliance effective July 1, 2014.

AMENDMENTS:

MOVED _____ **SECONDED** _____

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

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

Daughety ___ Sutton ___

Craig Hill, Chairman

Date

Attest

Date

RESOLUTION: Authorizing FY14-15 Service Contracts and Purchase Orders for Court Facility / Public Buildings Department: \$183,119.

Brame Specialty Co.	\$12,400	Atlantic Coastal	\$2,000
Brinson Home Repair	\$ 5,000	Blizzard Bldg. Supply	\$1,000
City of Kinston	\$30,000	Fast Forward Signs	\$2,000
Ed Phillips, Inc.	\$ 5,000	Peco Electric	\$4,000
Elevator Service	\$10,020	Wheeler Exterminating	\$2,928
Janitorial Services	\$79,842	Down East Protection	\$5,929
Lowes	\$ 5,000	McCalls	\$2,500
Mayer Electric	\$ 8,000	D & L Supply	\$2,500
National Air Filters	\$ 2,500	United Refrigeration	\$2,500

SUBJECT AREA: Purchases / Bids

ACTION REQUESTED: The Board is requested to authorize the execution of FY14-15 Service Contracts and Purchase Orders.

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

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

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

City of Kinston \$30,000: The City of Kinston’s Parks and Recreation Dept. provides grounds maintenance for the Courthouse, EMS, Health, Resource Development Building, Social Services, MIS, Wachovia Building, and Hannibal Bldg.

Ed Phillips, Inc. \$5,000: Provides preventative maintenance service and on-call emergency maintenance services for the Courthouse HVAC systems on an “as needed basis,” which results in significant savings when compared to a preventative maintenance service contract.

Elevator Service \$10,020: Southern Elevator currently provides preventative maintenance and on-call emergency maintenance services for the four elevators located at the Lenoir County Courthouse and the elevators located at the Wachovia Building and Health Department.

Janitorial Services \$79,842: A & B Cleaning Services currently provides janitorial services for the cleaning maintenance of the Courthouse, the offices located on the second floor of the Courthouse Annex Building adjacent to the Courthouse, the Hannibal Building, the Wachovia Building at 101 N. Queen St., 911 Communications, Courthouse Square, the Resource Development Building, and New Jail (Administrative & Magistrates’ Offices). D.S.S. has a separate 1-year contract.

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

Mayer Electric \$8,000: Miscellaneous electrical needs on the State Contract not available through local vendors.

Atlantic Coastal \$2,000: Specialized plumbing supplies for jail.

Blizzard Building Supply \$1,000: Miscellaneous building supplies.

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

Peco Electric \$4,000: Provide routine and emergency electrical repairs.

Wheeler Extermination \$2,928: Pest control of County buildings.

Down East Protection \$5,929: Routine maintenance and monitoring of Courthouse.

McCalls Supply \$2,500: Specialized HVAC parts & supplies

D & L Parts Co. \$2,500: Specialized HVAC parts & supplies

United Refrigeration \$2,500: Specialized HVAC parts & supplies (local)

National Air Filters: \$2,500: Specialized & general HVAC filters

EVALUATION: Approval of this resolution will allow the encumbrance of funds approved in the FY14-15 budget and the eventual payment for services as billed.

INTRODUCED BY: Michael W. Jarman, County Manager DATE: 06/16/2014 ITEM NO: 23

RESOLUTION: Authorizing the Issuance of Blanket Purchase Orders to the Following Companies for Yearly Software/Hardware Maintenance: \$221,093.

Software Maintenance / Visions Software	26,000
Software Maintenance / Logics Software	16,000
Software/Hardware Maintenance / Bormuth - Associates, Inc.	25,000
Software Maintenance / ESRI	8,600
Software Maintenance / Cloud Sherpahs	31,000
Software Maintenance / Jolly Giant Software	1,500
Communications Service / Centurylink	33,540
Software Maintenance / System Commander Software / Jury	2,000
AFIS Livescan Fingerprinting	6,000
Minisoft software maintenance	350
Connect GIS	3,600
Morphotrax for Jail Security	4,800
Replacement for Firewall asa	9,674
TEAM-ia Support Contract on VMWARE and Networker	51,529
Carolina Software/Software Maintenance	1,500
Total	221,093

SUBJECT AREA: Purchase/Bids

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

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

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

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.


Initials

RESOLUTION: NOW, THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that the issuance of 15 purchase orders totaling \$221,093 to the companies listed above for yearly recurring software/hardware maintenance costs is approved.

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

Yea Votes Hill ___ Brown ___ Best ___ Daughety ___

Davis ___ Rouse ___ Sutton ___

Craig Hill, Chairman

Date

ATTEST

Date

INTRODUCED BY: Michael Jarman, County Manager DATE: 06/16/14 ITEM NO: 24

RESOLUTION: Authorizing FY14-15 Service Contracts and Purchase Orders: Emergency Services: Emergency Management Division: \$47,700.00

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: The Board is requested to authorize the Emergency Services Director to execute the following FY14-15 Service Contracts and Purchase Orders: Emergency Management Division: in the amount of \$47,700.00.

Fast Forward Signs and NC Department of Corrections	Road Signs – Fast Forward Signs Associated Hardware – NC Department of Corrections	10-4330-3590	\$10,000.00
CopyPro	Lease/Maintenance Agreement	10-4330-3990	\$7,486.00
SafeAir Breathing Air System	Air System for Fire Departments	10-4330-3990	\$2,855.00
Dell	Computer Lease	10-4330-7100	\$5,641.00
De Lage Alnden Public Finance LLC	Administrative Telephone System Lease	10-4330-7100	\$21,718.00

HISTORY/BACKGROUND: All purchase orders in the amount of \$2,500 or greater require the approval by the Board of Commissioners. Maintenance contracts and service contracts allow us to receive upgrades and place calls for service at no additional cost to the County.

EVALUATION: Approval of this resolution will allow encumbrance of funds approved in the FY14-15 budget and the eventual payment of services as billed.

INTRODUCED BY: Michael Jarman, County Manager DATE: 06/16/14 ITEM NO: 25

RESOLUTION: Authorizing FY14-15 Service Contracts and Purchase Orders for: Emergency Services: Communications Division: \$93,376.00

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: The Board is requested to authorize the Emergency Services Director to execute the following FY14-15 Service Contracts and Purchase Orders: Communications Division: in the amount of \$93,376.00.

Rouse Towers LLC	Radio Tower Lease – Hugo Site	10-4315-6900	\$9,000.00
Trenton Tower LLC	Radio Tower Lease – WSFL, Jones Co.	10-4315-6900	\$36,300.00
Gately Communications	Radio Management & Maintenance	10-4315-6900	\$32,598.00
Cummins Atlantic	Generator Maintenance	10-4315-6900	\$6,000.00
Price Communications	Radio Tower Maintenance	10-4315-6900	\$2,978.00
Wheeler Exterminator	Pest/Termite Control at Tower Sites	10-4315-6900	\$2,500.00
DCI/SBI	DCI/Ominixx Equipment Rental	10-4315-4390	\$4,000.00

HISTORY/BACKGROUND: All purchase orders in the amount of \$2,500 or greater require the approval by the Board of Commissioners. Maintenance contracts allow us to receive upgrades and place calls for service at no additional cost to the County.

EVALUATION: Approval of this resolution will allow encumbrance of funds approved in the FY14-15 budget and the eventual payment of services as billed.

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/16/14 **ITEM NO:** 26

RESOLUTION: Authorizing FY14-15 Service Contracts and Purchase Orders for: Emergency Services: Communications Division: Emergency Telephone Fund: \$194,412.00

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: The Board is requested to authorize the Emergency Services Director to execute the following FY14-15 Service Contracts and Purchase Orders: Communications Division: Emergency Telephone Fund: in the amount of \$194,412.00.

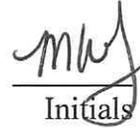
Gately Communications	NICE Recorder	24-4320-6900	\$30,000.00
VisionAir	CAD Maintenance	24-4320-6900	\$29,605.00
GeoSpatial Technologies	Mapping Maintenance	24-4320-6900	\$26,995.00
CenturyLink	911 Telephone Maintenance	24-4320-6900	\$2,336.00
Priority Dispatch	Protocol Maintenance	24-4320-6900	\$16,310.00
Neverfail	SQL Server Maintenance	24-4320-6900	\$3,600.00
Various	Jones/Lenoir Co merger project	24-4320-5100	\$85,566.00

HISTORY/BACKGROUND: All purchase orders in the amount of \$2,500 or greater require the approval by the Board of Commissioners. Maintenance contracts allow us to receive upgrades and place calls for service at no additional cost to the County.

EVALUATION: Approval of this resolution will allow encumbrance of funds approved in the FY14-15 budget and the eventual payment of 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 Emergency Services Director is authorized to execute the above listed service contracts and purchase orders for FY14-15: Communications Division: Emergency Telephone Fund: in the amount of \$194,412.00.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Craig Hill, Chairman 06/16/14
Date

Attest 06/16/14
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/16/14 **ITEM NO:** 27

RESOLUTION: Authorizing FY14-15 Service Contracts and Purchase Orders for: Emergency Services: EMS Division: \$567,967.00

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: The Board is requested to authorize the Emergency Services Director to execute the following FY14-15 Service Contracts and Purchase Orders: EMS Division: in the amount of \$567,967.00.

Apollo MD	Medical Director's Contract	10-4332-6900	\$27,000.00
AlSCO	Linen Maintenance	10-4332-6900	\$18,432.00
EMS Management & Consultants	EMS Billing Management	10-4332-6901	\$160,000.00
Boundtree Medical; Vidacare; ZOLL Medical; Southeastern Emergency Equipment; Henry Schein/Matrix Medical; Best Value Pharmacy; Emergency Medical Products; AirGas; Cardinal Health	Medical Supplies	10-4332-2390	\$145,368.00
Pope Automotive; Select Custom Apparatus; West Chatham Warning	Vehicle Maintenance	10-4332-3530	\$120,000.00
Century Uniforms and Uniforms Plus; Southeastern Emergency Equipment	Employee Uniforms	10-4332-2120	\$17,000.00
P&L Capital / Zoll Medical	Cardiac Monitors - Lease	10-4332-7100	\$80,167.00

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

EVALUATION: Approval of this resolution will allow encumbrance of funds approved in the FY14-15 budget and the eventual payment of services as billed.

INTRODUCED BY: Michael W. Jarman, County Manager DATE: 06/16/14 ITEM NO: 28

RESOLUTION: Approval of Tower Remediation Work at Tower Sites: Gately Communications: \$19,182.00.

SUBJECT AREA: Purchases / Bids

ACTION REQUESTED: The Board is requested to approve tower remediation work by Gately Communications at the Hugo Tower on Walter Ramsey Road and the tower to be located at the Jones County Backup 911 in the amount of \$19,182.00.

HISTORY/BACKGROUND: For the past two years, Lenoir and Jones County officials have been discussing and implementing a merger of the Jones County E-911 Center with the Lenoir County E-911 Center. As part of the Jones/Lenoir County Communications Center (JLECC) merger, a new radio system is being purchased to allow the first responders in Lenoir and Jones Counties to communications both with the primary PSAP in Lenoir County and the backup PSAP in Jones County. Radio towers are required to meet certain specifications in order to pass inspection, with a minimum specification of Rev G Classification II.

EVALUATION: For the past two years, Lenoir and Jones County officials have been discussing and implementing a merger of the Jones County E-911 Center with the Lenoir County E-911 Center. In order to meet the minimum specifications of Rev G Classification II in both Lenoir and Jones County, remediation work is required at two- (2) of the tower sites. This work will also include coordinating the geotechnical work at the Hugo tower site located on Walter Ramsey Road in Kinston, reviewing tower load study analysis for the Hugo tower site and the Jones County 911 Center tower site, coordination of engineering work at both sites, coordinating and making modifications at the Hugo tower site, and making modifications at the Jones County 911 tower site. Below is the cost break-down for each site:

Hugo Tower Modifications: \$15,655.00.

Jones County 911 Center Modifications: \$3,427.00 – contingent on the ability to remove existing antennas and line.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that the tower remediation work for the Hugo tower site and the Jones County 911 Center tower site to be completed by Gately Communications in the amount of \$19,182.00, is approved.

Funding Source: 43-4325-4991

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Craig Hill, Chairman

06/16/2014
Date

Attest

06/16/2014
Date

INTRODUCED BY: Michael W. Jarman, County Manager DATE: 6/16/14 ITEM NO. 29

RESOLUTION: Approving Provider Agreements for Subsidized Day Care:
\$ 2,538,945.00.

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, 2014 through June 30, 2015:

A to Z Child Care	Lil' Tots Nursery & Preschool
ABC - 123 Academy	Linda's Family Childcare
Amazing Giants	Little Footprints Christian Childcare Home
BRIGHT BEGINNINGS CHRISTIAN CENTER INC	Little People's Day Care
Charlie's Angels Child Care Center	LITTLE PEOPLE'S DAY CARE 2
Cheryl's Country Kids Childcare	Little Saints Day Care
Children's Castle Childcare	Lora's Child Care Home
Children's Village Academy Day Camp & After Sch Prog	Memorable Moments FCCH
Country Kids, Inc.	Miss Charlie's Child Care I
Deep Run Child Care Center	Miss Charlie's Child Care II
Discovery Land, Inc. Child Care Center	New Beginning Christian Child Care Center
Doris' Little Darlings	New Beginning Home Child Care
Down Home Child Care 2	New Life Child Care
Farmer N Dell Learning Center	New Season Community Development Center
Grainger-Hill Head Start	Pink Hill Child Care Center
Heart To Heart	Precious Angels Day Care
Jacobs Little Giants	RAINBOW CHILDCARE
Kid City Child Care	Sandi's Childcare
Kids Incorporated Learning Center	Sandra Cox Day Care Home
KIDS OF JOY	Small World Day Care Center
Julia Smith (Kidz R Us Child Care Center)	Sonshine Christian Child Care
KING TIGER ACADEMY INC	Star Day Care
Kinston Child Care Center	Sycamore Chapel's Tender Touch Child Care
Lil Tots Development Center	Teacher's Memorial Pre-School
	The Joy In Caring Child Care

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 2014/2015, Lenoir County's allocation for Child Care Developmental Funds is nearly 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 year agreement, renewable with modification annually, subject to acceptable performance of the individual provider. 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 authorize contracting with the current list 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, 2014 through June 30, 2015: \$ 2,538,945.00

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

Yea Votes: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

Date

Attest

Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 06/16/14 **ITEM NO.** 30

RESOLUTION: Approval of FY 2014-2015 Lenoir County Home and Community Care Block Grant Funding Plan: \$545,766.

SUBJECT AREA: Financial

ACTION REQUESTED: The Board is requested to approve the revised FY 2014-2015 Lenoir County Home and Community Care Block Grant funding plan in the amount of \$ 545,766.

HISTORY/BACKGROUND: The Home and Community Care Block Grant began July 1, 1992. It is comprised of funding for in-home and community based services, currently available through the Division of Aging, as well as a portion of funding targeted for in-home and community based services previously administered by the North Carolina Division of Social Services. Funds from the Older Americans Act constitute approximately 45% of Home and Community Care Block Grant funding and are intended to develop and enhance comprehensive and coordinated community based systems of services, opportunities, and protections for older adults. Future funds appropriated by the General Assembly for this purpose will also be included in the Home and Community Care Block Grant. Area Agencies on Aging will fund county programs on aging through grant agreements with Boards of County Commissioners and community service providers.

Home and Community Care Block Grant funds provide services to the elderly population of Lenoir County by providing meals, Level I, II and III in-home care services, operation of local senior centers, adult day care services and transportation. These grant funds are utilized by DSS and the local Council on Aging to provide senior services. The majority of the funds, \$409,323, are used by the Lenoir County Council on Aging.

The block grant gives County Commissioners maximum discretion in deciding how aging funds will be administered and budgeted in their County. By endorsing a local Funding Plan, Boards of County Commissioners will define the services to be provided, determine funding levels for services, and identify the community service providers to be involved with providing Home and Community Care Block Grant services.

EVALUATION: Home and Community Care Block Grant funds provide essential services such as meals, in-home aide care, operation of local senior centers, adult day care services and transportation to the elderly population of Lenoir County. HCCBG funds are 90% Federal and State funds and require a 10% County match.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval


Initials

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the FY2014-2014 Lenoir County Home and Community Care Block Grant Funding Plan in the amount of \$545,766 is approved

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

Yea Votes: Hill _____ Brown _____ Best _____ Daughety _____
Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

Date

Attest

Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6/16/14 **ITEM NO.** 31

RESOLUTION: Authorizing FY14-15 Service Contracts and Purchase Orders for Department of Social Services: \$1,438,138.

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: The Board is requested to authorize the Department of Social Services Director to execute the following FY14-15 Service Contracts and Purchase Orders in the amount of \$1,438,138.

City of Kinston	Gas for Vehicles	10-5310-2500	\$15,000
Staples	Office Supplies	10-5310-2600	\$8,000
Corporate Resources	Office Supplies	10-5310-2600	\$15,000
Office Depot	Office Supplies	10-5310-2600	\$40,000
Coeco	Alchemy Indexing License	10-5310-2650	\$16,000
USPS	Postage	10-5310-3250	\$36,000
City of Kinston	Lawn Service	10-5310-3500	\$3,400
Drake Janitorial	Janitorial Service	10-5310-3500	\$31,800
Floors & Courts	Janitorial Supplies	10-5310-3500	\$8,500
Daughety's Office	Copier lease, service & toners	10-5310-3520	\$40,000
Coeco	Alchemy Maintenance	10-5310-3520	\$34,000
Freedom ENC	Advertising – employment	10-5310-3700	\$10,000
VanGuard	Temporary Employees	10-5310-3930	\$30,000
Mega Force Staffing	Temporary Employees	10-5310-3930	\$170,000
BLR	Employee Training	10-5310-3950	\$3,106
Dell	Computer lease	10-5310-7100	\$58,000
Information Inc	Daysheet Program & Maint	10-5310-2650	\$3,050
Addus Health	In Home Services	10-5321-4972 10-5330-4970 10-5332-4010	\$260,908
Daybreak	Adult Services	10-5330-4971	\$40,000
Enterprise, R & W Transport, Illie Dawson, James Ingram, All About Transportation & Anthony's Taxi	Medicaid Transportation	10-5352-4971	\$525,000
Div of Services for the Blind	Social Worker for the blind	10-5356-4970	\$7,479
Lenoir County Sheriff Dept.	Deputy	10-5361-4970	\$47,895
Salvation Army	Contracting - Energy Program	10-5372-1152	\$35,000

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

EVALUATION: Approval of this resolution will allow encumbrance of funds approved in the FY14-15 budget and the eventual payment of services as billed.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

MWJ
Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: the Department of Social Services Director is authorized to execute the above listed service contracts and purchase orders for FY14-15 in the amount of \$1,438,138.

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

Yea Votes: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

Date

Attest

Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE** 06/16/14 **ITEM NO.** 32

RESOLUTION: Approve Purchase of Equipment, Services and/or Supplies: \$897,134

VENDOR:	AMOUNT:	FUNDING ACCOUNT#:
ABL Management	\$317,352.00	10-4320-2200
American Uniforms	\$20,000.00	10-4320-2120
Bob Barker	\$13,000.00	10-4320-2110
Brame	\$25,000.00	10-4320-2110
CharmTex	\$15,000.00	10-4320-2110
Corporate Resources	\$2,500.00	10-4320-2110
Ecolab Inc.	\$7,500.00	10-4320-2110
Southern Health Partners	\$382,700.00	10-4320-3990
Siemens HVAC (Maint. Contract)	\$7,081.00	10-4320-6900
Simplex Grinnell (Maint. Contract)	\$36,840.00	10-4320-6900
Schindler Elevator (Maint. Contract)	\$5,604.00	10-4320-6900
Envirocon (Maint. Contract)	\$27,682.00	10-4320-6900
Georgia Detention Services (Maint.)	\$8,000.00	10-4320-6900
Creech's Painting	\$28,875.00	10-4320-3520

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: The Board is requested to authorize the Sheriff to execute purchase orders with the above referenced vendors to provide equipment and/or services and supplies for the operation and maintenance of the Lenoir County Sheriff's Detention Center.

HISTORY/BACKGROUND: The Sheriff's Office Detention Center has been very pleased with the equipment, services and/or supplies offered by the above listed vendors in past years and wishes to continue with them during this fiscal year. The Sheriff will complete new maintenance contracts with the above listed vendors for maintenance of the new detention center upon expiration of the warranties that expire or will expire during the 2013-2014 fiscal year. The Sheriff respectfully requests that he be permitted to execute blanket purchase orders with the listed vendors for the 2014 – 2015 fiscal year. Creech's Painting won an open bid for repainting the 1982 jail in the basement. Painting of the old jail is required by the jail inspectors (DHHS) and has been repeatedly listed as a violation and must be addressed. This project is approved in the 2014-2015 jail budget.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

MWJ By [Signature]
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Lenoir County Sheriff is authorized to execute blanket purchase orders for the Detention Center with the below listed vendors:

VENDOR:	AMOUNT:	FUNDING ACCOUNT#:
ABL Management	\$317,352.00	10-4320-2200
American Uniforms	\$20,000.00	10-4320-2120
Bob Barker	\$13,000.00	10-4320-2110
Brame	\$25,000.00	10-4320-2110
CharmTex	\$15,000.00	10-4320-2110
Corporate Resources	\$2,500.00	10-4320-2110
Eco Lab, Inc.	\$7,500.00	10-4320-2110
Southern Health Partners	\$382,700	10-4320-3990
Siemens HVAC (Maint. Contract)	\$7,081.00	10-4320-6900
Simplex Grinnell (Maint. Contract)	\$36,840.00	10-4320-6900
Schindler Elevator (Maint. Contract)	\$5,604.00	10-4320-6900
Envirocon (Maint. Contract)	\$27,682.00	10-4320-6900
Georgia Detention Services (Maint.)	\$8,000.00	10-4320-6900
Creech's Painting	\$28,875.00	10-4320-3520

AMENDMENTS

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

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

Craig Hill, Chairman

Date

ATTEST

Date

RESOLUTION: Approve Purchase of Equipment, Services and/or Supplies for FY14-15: \$ 225,701.

VENDOR:	AMOUNT:	FUNDING ACCOUNT#:
American Uniforms	\$25,000.00	10-4310-2120
Century Uniforms	\$5,000.00	10-4310-2120
Corporate Resources	\$3,000.00	10-4310-2600
Forms and Supply	\$2,500.00	10-4310-2600
Lawmen's Inc. (Supplies)	\$4,000.00	10-4310-2900
Petsense	\$2,500.00	10-4310-2900
Five Oaks Animal Hospital	\$2,500.00	10-4310-2900
Lawmen's Inc. (Ammunition)	\$15,000.00	10-4310-3950
Gately Communications (Radio Maint.)	\$2,500.00	10-4310-3290
B&G Electronics	\$2,500.00	10-4310-3290
Lights and Sirens East	\$2,500.00	10-4310-3290
Solar Creations	\$2,500.00	10-4310-3290
Blacks Tire	\$15,000.00	10-4310-3530
Brittain's Garage	\$20,000.00	10-4310-3530
Moody and Son's Garage	\$15,000.00	10-4310-3530
Kinston Wheel Alignment	\$3,500.00	10-4310-3530
Kinston Radiator	\$3,500.00	10-4310-3530
Garriss Body Shop	\$6,000.00	10-4310-3530
Bobby's Transmission	\$5,000.00	10-4310-3530
Fast Forward Signs	\$2,500.00	10-4310-3530
AFIX	\$5,501.00	10-4310-6900
Reliant Management	\$64,000.00	10-4310-6900
L3 Mobile Vision (Maint. Contract)	\$8,500.00	10-4310-3520
Cellebrite (Maint. Contract)	\$3,000.00	10-4310-6900
Safran MorphoTrak (Maint. Contract)	\$4,700.00	10-4312-2900

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: The Board is requested to authorize the Sheriff to execute purchase orders with the above referenced vendors to provide equipment and/or services and supplies for the operation and maintenance of the Lenoir County Sheriff's Office.

HISTORY/BACKGROUND: The Sheriff's Office has been very pleased with the equipment, services and/or supplies offered by the above listed vendors in past years and desires to continue with them. The Sheriff respectfully requests that he be permitted to execute blanket purchase orders with the listed vendors for Fiscal Year 2014-2015.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

MWJ By BJH
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Lenoir County Sheriff is authorized to execute blanket purchase orders with the below listed vendors for Fiscal Year 2014-2015.

VENDOR:	AMOUNT:	FUNDING ACCOUNT#:
American Uniforms	\$25,000.00	10-4310-2120
Century Uniforms	\$5,000.00	10-4310-2120
Corporate Resources	\$3,000.00	10-4310-2600
Forms and Supply	\$2,500.00	10-4310-2600
Lawmen's Inc. (Supplies)	\$4,000.00	10-4310-2900
Petsense	\$2,500.00	10-4310-2900
Five Oaks Animal Hospital	\$2,500.00	10-4310-2900
Lawmen's Inc. (Ammunition)	\$15,000.00	10-4310-3950
Gately Communications (Radio Maint.)	\$2,500.00	10-4310-3290
B&G Electronics	\$2,500.00	10-4310-3290
Lights and Sirens East	\$2,500.00	10-4310-3290
Solar Creations	\$2,500.00	10-4310-3290
Blacks Tire	\$15,000.00	10-4310-3530
Brittain's Garage	\$20,000.00	10-4310-3530
Moody and Son's Garage	\$15,000.00	10-4310-3530
Kinston Wheel Alignment	\$3,500.00	10-4310-3530
Kinston Radiator	\$3,500.00	10-4310-3530
Garriss Body Shop	\$6,000.00	10-4310-3530
Bobby's Transmission	\$5,000.00	10-4310-3530
Fast Forward Signs	\$2,500.00	10-4310-3530
AFIX	\$5,501.00	10-4310-6900
Reliant Management	\$64,000	10-4310-6900
L3 Mobile Vision (Maint. Contract)	\$8,500.00	10-4310-3520
Cellebrite (Maint. Contract)	\$3,000.00	10-4310-6900
Safran MorphoTrak (Maint. Contract)	\$4,700.00	10-4312-2900

AMENDMENTS

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

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

Craig Hill, Chairman

Date

ATTEST

Date

RESOLUTION: Approve FY14-15 Blanket Purchase Orders for Clinics and Services

SUBJECT AREA: Purchases / Bids

ACTION REQUESTED: Approval of FY14-15 blanket purchase orders to utilize funds as requested to support Health Department services:

Advanced Imaging	10-5110-3211	\$4,200
Brame	10-5110-3501	\$9,100
Calloway	10-5150-2390	\$1,400
	10-5150-2392	\$500
	10-5150-2394	\$2,500
	10-5150-2395	\$500
Cardinal Health Pharmaceuticals	10-5150-2390	\$16,000
	10-5150-2392	\$300
Cardinal Health	10-5114-2390	\$1,000
	10-5150-2390	\$9,000
	10-5150-2392	\$6,000
	10-5150-2393	\$500
	10-5150-2394	\$3,000
	10-5150-2395	\$2,000
	10-5150-2396	\$200
	10-5162-2390	\$2,000
Corporate Resources	10-5110-2600	\$15,000
	10-5167-2600	\$10,000
Daughety's Office	10-5110-3520	\$4,464
DHHS	10-5114-2390	\$500
	10-5150-2390	\$8,000
	10-5150-2392	\$2,500
	10-5150-2393	\$2,000
	10-5150-2394	\$2,000
	10-5150-2395	\$1,000
	10-5150-2396	\$500
	10-5162-2390	\$1,000
Dr. King	10-5150-1930	\$22,800
Drake Janitorial	10-5110-3501	\$28,806
Garrison Enterprises	10-5180-5100	\$7,500
Glaxo Smith Kline	10-5150-2391	\$7,000
JOM Pharmaceuticals	10-5150-2390	\$8,000
LMH	10-5150-2392	\$4,150
Merck	10-5150-2391	\$6,000
Pharmacists	10-5162-2380	\$900
	10-5150-2380	\$8,100
State Grant-Positive Parenting Program	10-5150-6902	\$221,143
USPS / Courier	10-5110-3250	\$6,300
	10-5167-3250	\$3,700
	10-5170-3250	\$504
	10-5171-3250	\$504
Snowden Insurance	10-5150-4541	\$6,400
Carr, Riggs, & Ingram	10-5110-1910	\$6,400

INTRODUCED BY: Michael W. Jarman, County Manager DATE: 06/16/14 ITEM NO.: 35

RESOLUTION: Approving Citizens to Boards, Commissions, Etc.

SUBJECT AREA: Boards and Commissions

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

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

EVALUATION:

The following Boards currently have existing vacancies/expiring terms.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County ABC Board	Edward Mills 2 nd Appearance	
Kinston-Lenoir County Tourism	Jackie Brown 2 nd Appearance	
Lenoir Community College	Grady Bethel 2 nd Appearance	
Lenoir County Planning	Donna Hardy 1 st Appearance	

CURRENT VACANCIES:

Lenoir County Health Board – (1) Optometrist

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

Lenoir County ABC Board – One Vacancy (must reside South of the Neuse River)

MANAGER'S RECOMMENDATION:

mw

 (Initials)

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

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County ABC Board	Edward Mills 2 nd Appearance	
Kinston-Lenoir County Tourism	Jackie Brown 2 nd Appearance	
Lenoir Community College	Grady Bethel 2 nd Appearance	

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Davis _____

Daughety _____ Rouse _____ Sutton _____

 Craig Hill, Chairman

06/16/14
 Date

 ATTEST

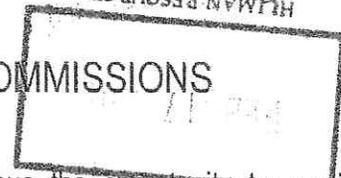
06/16/14
 Date

and Mr. Carver

APPLICATION FOR APPOINTMENT

to

LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS



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

Advisory Board/Committee/Commission interested in:

Lenoir County ABC Board

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

* * * * *

Name: Edward L. Mills

Address: 916 Lynn Drive

City/State/Zip: Kinston, NC 28504

Telephone: (Home) 252-527-5367 (Work)

Occupation: Retired

Business Address: _____

Age: (Optional): _____

Number hours available per month for this position: AS many hours needed to be effective

Training: Masters - Business Management

Business and Civic Experience/Skills: Dept. of Social Services Board of Directors;

Kinston/Lenoir County Recreation Commission; Council on Aging Board

Other County Boards/Committees/Commissions presently serving on: _____

Expiration date of Term: _____

Circle your voting precinct

K-1 (Carver Courts Recreation Center)

K-2 (Old Plummer Daniel's Building)

K-3 (Fairfield Recreation Center)

K-4 (Northwest Elementary School)

K-5 (Spillman Baptist Church)

K-6 (Teachers Memorial School)

K-7 (Emma Webb Recreation Center)

K-8 (Holloway Recreation Center)

K-9 (Kinston Number 4 Fire Station)

Contentnea (Contentnea Ruitan Building)

Falling Creek (Banks Elementary School Gym)

Institute (Institute Methodist Church)

Moseley Hall (Frink Middle School Gym)

Neuse (Agricultural Center)

Pink Hill 1 (Bethel Baptist Church)

Pink Hill 2 (Pink Hill Rescue Station)

Sand Hill (Sand Hill VF Department)

Southwest (Southwest VF Department)

Trent 1 (Deep Run VF Department)

Trent 2 (Moss Hill Ruitan Building)

Vance (GTP Ed & Training CTR.)

Woodington (Woodington Middle School)

CERTIFICATION

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

Edward L. Mills
Signature of Applicant

2-14-2014
Date

2nd Appearance



Kinston-Lenoir County Tourism Development Authority

301 N. Queen Street, Kinston, NC 28501

Embracing the past...Defining the present...Shaping the future

April 24, 2014

Mike W. Jarman
County Manager
County of Lenoir
PO Box 3289
130 South Queen Street
Kinston, NC 28502

Dear Mr. Jarman,

In 2010, Mrs. Jackie Brown was appointed by Lenoir County Board of Commissioners to fill a seat on the Kinston-Lenoir County Tourism Development Authority Board. In July 2013 her seat came back up for re-appointment.

The Tourism Development Authority Board Recommendation Committee respectfully suggests that the Board of Commissioners re-appoint Ms. Jackie Brown, to fill the county commissioner seat on the TDA board. Ms. Brown has been a valuable member of the Tourism Development Authority Board. Her commitment and understanding of tourism development serves Lenoir County well.

She will be re-appointed to a three year term position which will expire in June, 2016.

Sincerely,

A handwritten signature in cursive script that reads "Laura Lee".

Laura Lee Sylvester
Executive Director
Kinston-Lenoir County Tourism Development Authority



2nd appearance

OFFICE OF THE PRESIDENT

RECEIVED

MAY 15 2014

**LENOIR COUNTY
MANAGER'S OFFICE**

May 7, 2014

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

Dear Mr. Hill:

Mr. Grady Bethel was appointed to our Board of Trustees by the Lenoir County Commissioners. His term is due to expire on June 30, 2014.

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

Please contact me if you need additional information.

Sincerely,

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

Brantley Briley, Ed.D.
President

BB/lkw

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

RECEIVED

APPLICATION FOR APPOINTMENT

to

JUN - 9 2014

LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

LENOIR COUNTY
MANAGER'S OFFICE

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

Advisory Board/Committee/Commission interested in:

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

Name: Donna Harrison Hardy

Address: 8078 Hwy 55W

City/State/Zip: Seven Springs, NC 28578

Telephone: (Home) _____ (Work) 252-560-7848

Occupation: Farmer/Reactor

Business Address: same

Age: (Optional): _____

Number hours available per month for this position: _____

Training: Business Owner

Business and Civic Experience/Skills: current board member

Other County Boards/Committees/Commissions presently serving on: Planning Board

Expiration date of Term: _____

Circle your voting precinct

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

CERTIFICATION

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

Donna H. Hardy
Signature of Applicant

6-6-14
Date

TO: Chairman and Members of the Board

FROM: Mike Jarman, County Manager

DATE: June 16, 2014

SUBJECT: Items of Interest

1. Lenoir County Inspections Report, Permit/Inspection Report
2. NC Association of County Commissioners
3. Financial Performance Summary Revenues/Expenditures
4. July 7, 2014 Board of Commissioners Meeting



**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 2014

PERMITS ISSUED: 158

PERMITS VALUE: \$ 1,139,697

PERMIT FEES: \$ 12,322

SINGLE FAMILY DWELLINGS: 2

MOBILE HOMES: 7

COMMERCIAL: 8

ADDITIONS: 6

ELECTRICAL: 54

PLUMBING: 22

MECHANICAL: 44

OTHER: 15

TOTAL INSPECTIONS: 237

Printed: 06-02-2014

Le noir County
PERIODIC REPORT OF ISSUED PERMITS (GROUPED BY REPORT CODE)

Code	Prms	Designated period: 05/01/14 to 05/31/14		Prior period: 05/01/13 to 05/31/13	
		Valuation	Fees Paid	Valuation	Fees Paid
NEW RES. HOUSEKEEPING - LENOIR COUNTY					
* Single Family Houses Detached	101B	.00	.00	430,000.00	983.00
* Single Family Houses Attached	102B	.00	.00	.00	.00
* 2 Family Building	103B	.00	.00	.00	.00
* 3 and 4 Family Buildings	104B	.00	.00	.00	.00
* 5 or More Family Buildings	105B	.00	.00	.00	.00
*TOTAL INFORMATION 101-105	109B	.00	.00	.00	.00
NEW RESIDENTIAL NON-HOUSEKEEPING BL:					
* Hotels, Motels & Tourist Cabins	213B	.00	.00	.00	.00
* Other Non-Housekeeping Shelter	214B	.00	.00	.00	.00
NEW NON-RESIDENTIAL BUILDINGS:					
* Amusement, Social, & Recreational	318B	.00	.00	.00	.00
* Churches & Other Religious	319B	5,000.00	50.00	.00	.00
* Industrial	320B	.00	.00	7,416,892.00	6,493.00
* Prkng Garages (Blds & Open Decked)	321B	25,000.00	101.00	.00	.00
* Service Stations & Repair Garages	322B	.00	.00	.00	.00
* Hospitals & Institutional	323B	.00	.00	.00	.00
* Offices, Banks, & Professional	324B	.00	.00	.00	.00
* Public Works & Utilities	325B	.00	.00	.00	.00
* Schools & Other Educational	326B	.00	.00	.00	.00
* Stores & Customer Services	327B	.00	.00	.00	.00
* Other Non-Residential Bldgs	328B	180,000.00	1,306.00	.00	.00
* Structures Other than Buildings	329B	65,000.00	550.00	.00	.00
ADDITIONS, ALTERATIONS, & CONVERSION					
* Residential	434B	43,100.00	490.00	49,050.00	508.00
* Non-Residential & Non-Housekeeping	437B	.00	.00	.00	.00
* Adds of Res. CP/Garages(Atch/Detc)	438B	15,000.00	123.00	24,000.00	137.00
DEMOLITIONS AND RAZING OF BUILDINGS:					
* Single Family Houses (Atch/Detach)	645B	.00	.00	.00	.00
* 2 Family Buildings	646B	.00	.00	.00	.00
* 3 & 4 Family Buildings	647B	.00	.00	.00	.00
* 5 or More Family Buildings	648B	.00	.00	.00	.00
* All Other Buildings and Structures	649B	.00	.00	.00	.00

TOTALS FOR PERMITS THIS PAGE	14	333,100.00	2,620.00	12	9	7,919,942.00	8,121.00	9
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Printed: 06-02-2014

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

Designated period:	05/01/14 to 05/31/14		[Prior period:		05/01/13 to 05/31/13]			
	Code Prms	Valuation	Fees Paid	Units	Prms	Valuation	Fees Paid	Units
MOBILE/MODULAR OFFICE/CLASSROOM								
*MOBILE OFFICE	740B	.00	.00	0	0	.00	.00	0
*MODULAR CLASSROOM	750B	.00	.00	0	0	.00	.00	0
*MODULAR OFFICE	730B	.00	.00	0	0	.00	.00	0
ELECT./PLUMB/HEAT/A/C/INS/TEMP POLE:								
*ELECTRICAL	800B	56,700.00	2,982.00	53	54	38,050.00	3,029.00	54
*PLUMBING	810B	47,600.00	1,384.00	22	23	89,250.00	1,928.00	22
*HEATING/ AIR CONDITIONING	820B	158,350.00	2,484.00	39	36	170,650.00	2,456.00	36
*INSULATION	830B	2,627.00	100.00	2	5	12,800.00	260.00	5
*TEMPORARY POLE	840B	1,500.00	100.00	2	3	2,000.00	150.00	3
RESIDENTIAL ACCESSORY STRUCTURES								
*STORAGE/PORCHES/PATIOS/DECKS	900B	.00	.00	0	0	.00	.00	0
MISCELLANEOUS:								
*CHANGE OF OCCUPANCY	910B	.00	.00	0	0	.00	.00	0
*INSPECT DWELLING	920B	.00	.00	0	0	.00	.00	0
*TENTS	930B	.00	.00	0	0	.00	.00	0
*SAATELLITE DISH	940B	.00	.00	0	0	.00	.00	0
*AWNING	950B	.00	.00	0	0	.00	.00	0
*EXTRA INSPECTIONS	960B	750.00	250.00	4	7	50.00	475.00	7
*FIRE PROTECTION SPRINKLER SYSTEM	966B	32,000.00	426.00	1	0	.00	.00	0
*MOVING DWELLING ONLY	970B	.00	.00	0	0	.00	.00	0
*SIGN	980B	8,400.00	300.00	2	2	28,300.00	500.00	2
*FIREWORKS	985B	.00	.00	0	0	.00	.00	0
*SWIMMING POOL	990B	65,000.00	150.00	2	1	35,529.34	100.00	1
*TANKS	995B	.00	.00	0	0	.00	.00	0
MOBILE HOMES								
*SINGLE WIDE MOBILE HOME	700B	72,670.00	300.00	3	12	189,614.00	1,200.00	11
*DOUBLE WIDE MOBILE HOME	710B	78,500.00	500.00	4	8	493,062.00	1,000.00	8
*MODULAR HOME	720B	279,000.00	626.00	2	0	.00	.00	0
TOTALS FOR PERMITS ABOVE (incl. pg 1)	156	1,136,197.00	12,222.00	148	160	8,979,247.34	19,219.00	158
Totals of other permits in the period	2	3,500.00	100.00	1	1	7,000.00	210.00	1
TOTAL FOR ALL PERMITS IN THE PERIOD	158	1,139,697.00	12,322.00	149	161	8,986,247.34	19,429.00	159



NORTH CAROLINA
ASSOCIATION OF COUNTY COMMISSIONERS

June 4, 2014

RECEIVED

The Honorable Craig Hill
Lenoir County Chairman of the Board
2804 Westbrook Dr.
Kinston, NC 28504

JUN - 9 2014

COUNTY
MANAGER'S OFFICE

Dear Chairman Hill:

The counties in the North Carolina Association of County Commissioners District 3 (Carteret, Craven, Duplin, Greene, Jones, Lenoir, Onslow, Pamlico and Wayne) need to select a district director for the remainder of the 2013-15 term. Former District Director Steve Keen resigned his seat as a member of the Wayne County Board of Commissioners in April after he was appointed by Gov. Pat McCrory to serve as his Eastern N.C. Representative.

A quorum of the counties in the district must be present to appoint the director. The appointed director will serve through the 2015 Annual Conference.

I have designated NCACC staff members Amy Bason and Todd McGee to convene a meeting of the district via conference call on Wednesday, June 25, 2014, at 2 p.m. Please make sure a representative from your county is available to join us on the call to select the next director for District 3. The representative may be a county commissioner or a county staff member. Below is the information for the conference call:

Call-in number: (866) 819-2058

Conference call code: 7191190

Please let Todd know who will represent your county on the call at (919) 715-7336 or todd.mcgee@ncacc.org. You may also contact Todd if you have any questions.

Sincerely,

B. Ray Jeffers
NCACC President
Person County Vice Chair

cc: **Lenoir County Manager**
Lenoir County Clerk to the Board

**NORTH CAROLINA ASSOCIATION OF COUNTY COMMISSIONERS
 DISTRICT DIRECTORS CAUCUS NOMINATION FORM
 2013-2015**

DISTRICT THREE

Recent History

Counties

Year	Director	County		
1985-1987	Osborne Coward	Jones	Carteret	_____
1987-1989	Louise Muse	Pamlico		_____
1989-1991	Louise Muse	Pamlico	Craven	_____
1991-1993	Frank Harper	Greene		_____
1993-1994*	Frank Harper	Greene	Duplin	_____
1994-1995	Earl Wright (app.)	Craven		_____
1995-1996*	J. Hardy Sullivan	Wayne	Greene	_____
1996-1997	Atlas Price (app.)	Wayne		_____
1997-1999	George Graham	Lenoir	Jones	_____
1999-2000*	Tony Padgett	Onslow		_____
2000-2001	W.C. Jarman (app.)	Onslow	Lenoir	_____
2001-2003	Arliss M. Albertson	Duplin		_____
2003-2005*	George N. Brown, Jr.	Craven	Onslow	_____
2005-2006*	Pat McElraft (app.)	Carteret		_____
2006-2007	Doug Harris (app.)	Carteret	Pamlico	_____
2007-2009	Joe Wiggins	Jones		_____
2009-2011	Christine Mele	Pamlico	Wayne	_____
2011-2013	Jerry Jones	Greene		_____
2013-2014	Steve Keen	Wayne*		_____
2014-2015	TBD			_____

 2013-2015 District Director

An * denotes a person who did not complete their term.

LENOIR COUNTY
FINANCIAL PERFORMANCE SUMMARY-2013-14
MAY 31, 2014

REVENUES

91.67%

DESCRIPTION	BUDGET FOR YEAR	REVENUES TO DATE	REMAINING BALANCE	% REC'D
GENERAL FUND:				
Health Department	1,921,738	1,794,111	127,627	93.36%
Public Assistance (DSS)	9,296,891	7,412,198	1,884,693	79.73%
Property Taxes	33,849,079	35,123,852	-1,274,773	103.77%
Sales Taxes	6,153,000	4,137,033	2,015,967	67.24%
Other General	14,434,398	10,075,929	4,358,469	69.80%
TOTAL GENERAL	65,655,106	58,543,123	7,111,983	89.17%
OTHER FUNDS:				
Employee Insurance	3,970,000	3,318,163	651,837	83.58%
Vehicle Replacement	356,935	17,234	339,701	0.00%
Fed Seized Property	161,200	128,483	32,717	79.70%
State Controlled Substance	31,000	21,983	9,017	70.91%
School Capital Fund	3,209,826	1,456,611	1,753,215	45.38%
Transportation Fund	1,382,999	978,690	404,309	70.77%
Scrap Tire Disposal	135,000	73,173	61,827	54.20%
Emergency Telephone	1,653,287	369,451	1,283,836	22.35%
Revaluation Fund	54,549	0	54,549	0.00%
Automation-Preservation Fnd	21,600	19,728	1,872	91.33%
MSW Landfill-Debt Service	0	23	-23	
Capital Improve Fund	6,554,396	2,162,901	4,391,495	33.00%
Fire Districts	1,381,816	1,362,818	18,998	98.63%
Solid Waste Management	3,443,899	2,441,293	1,002,606	70.89%
Trust and Agency Fund:				
Smart Start Program	67,680	54,457	13,223	80.46%
TOTAL OTHER FUNDS	22,424,187	12,405,008	10,019,179	55.32%
GRAND TOTAL	88,079,293	70,948,131	17,131,162	80.55%

Project Based Revenues:	BUDGET	TO DATE	REMAINING	% REC
SCHOOL CONSTRUCTION FUND	72,623,867	72,623,867	0	100.00%
CAPITAL PROJECTS FUND	36,077,663	31,772,056	4,305,607	88.07%
CDBG RELATED PROJECTS	3,813,688	2,858,691	954,997	74.96%
Total Project Based	112,515,218	107,254,614	5,260,604	

* **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	ENCUMBERED	REMAINING
SCHOOL CONSTRUCTION FUND	72,623,867	72,623,867	0	0
CAPITAL PROJECTS FUND	36,077,663	31,975,532	6,361,275	-2,259,144
CDBG RELATED PROJECTS	3,813,688	2,922,344	0	891,344
Total Project Based	112,515,218	107,521,743	6,361,275	-1,367,800

* **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 - 2013-14
MAY 31, 2014

EXPENDITURES

91.67%

DESCRIPTION	BUDGET FOR YEAR	EXPENDITURES TO DATE	ENCUMBRANCE	UNENCUMBERED BALANCE	% EXPEND/ENCUMBR
GENERAL FUND:					
Governing Body	195,273	156,756	0	38,517	80.3%
County Manager	277,122	245,420	0	31,702	88.6%
Finance	213,541	190,901	0	22,640	89.4%
Human Resources	196,775	163,161	0	33,614	82.9%
Tax Office	773,628	700,735	1,195	71,698	90.7%
Legal	62,500	26,394		36,106	42.2%
Court Facility	594,232	388,480	22,490	183,262	69.2%
Elections	371,136	271,501	4,685	94,950	74.4%
Register of Deeds	278,053	213,411	5,951	58,691	78.9%
Non-Departmental	1,780,609	1,308,052		472,557	73.5%
Process Funds	1,052,534	809,413	630	242,491	77.0%
Outside Agencies	129,500	82,707		46,793	63.9%
Management Info Systems	917,862	822,376	31,811	63,675	93.1%
Public Buildings	599,030	437,534	54,703	106,793	82.2%
Sheriff	4,530,367	3,968,617	38,494	523,256	88.5%
Sheriff - Civil Process	279,886	68,546	0	211,340	24.5%
Sheriff - Concealed Carry	14,315	1,674	0	12,641	11.7%
Central Communications	1,387,913	1,212,133	8,628	167,152	88.0%
Jail	3,738,069	3,352,694	86,723	298,652	92.0%
Emergency Management	427,040	347,123	26,685	53,232	87.5%
Emergency Medical Services	3,751,880	3,370,219	98,207	283,454	92.4%
Non-Emergency Services	353,271	296,136	15,947	41,188	88.3%
Hurricane Irene		-499		499	
Fire Protection	28,279	28,279	0	0	100.0%
Inspections	221,884	195,239	0	26,645	88.0%
Medical Examiner	40,000	24,975		15,025	62.4%
Economic Development	276,225	220,086	2,716	53,423	80.7%
Veterans Service Office	33,241	16,286	686	16,269	51.1%
Cooperative Extension	390,984	295,240	5,452	90,292	76.9%
JCPC - Parenting Matters	35,194	27,773	1,350	6,071	82.7%
Cooperative Ext-Grants	170,550	62,274	1,500	106,776	0.0%
Soil Conservation	121,263	103,308	0	17,955	85.2%
Health Department	4,135,233	3,116,975	77,686	940,572	77.3%
BioTerrorism - Health	34,237	32,119	0	2,118	93.8%
M. Health Department	245,715	225,239		20,476	91.7%
Public Assistance (DSS)	13,415,941	10,477,268	129,647	2,809,026	79.1%
Education	9,900,000	9,075,000		825,000	91.7%
Community College	2,235,000	2,048,750		186,250	91.7%
Cultural	740,500	678,792		61,708	91.7%
Recreation	799,000	665,833		133,167	83.3%
Debt Service	7,989,715	7,989,714		1	100.0%
Transfer to Other Funds	2,882,324	0		2,882,324	0.0%
Contingency	35,285	0		35,285	0.0%
TOTAL GENERAL	65,655,106	53,716,634	615,186	11,323,286	82.8%
OTHER FUNDS:					
Employee Insurance Fund	3,970,000	3,884,561		85,439	97.8%
Vehicle Replacement Fund	356,935	250,415	63,963	42,557	0.0%
Fed Seized Property Fund	161,200	129,476	7,628	24,096	85.1%
State Controlled Substance Fund	31,000	32,459	1,332	-2,791	109.0%
School Capital Fund	3,209,826	3,099,176		110,650	96.6%
Transportation Fund	1,382,999	1,118,102	38,335	226,562	83.6%
Scrap Tire Disposal Fund	135,000	100,545		34,455	74.5%
Emergency Telephone Fund	1,653,287	1,404,096	1,211	247,980	85.0%
Revaluation Fund	54,549	48,171	0	6,378	88.3%
Automation-Preservation Fund	21,600	0	0	21,600	0.0%
MSW Landfill-Debt Service	0			0	
Capital Improvements Fund	6,554,396	3,960,433	12,676	2,581,287	60.6%
Fire Districts	1,381,816	1,330,102	0	51,714	96.3%
Solid Waste Management	3,443,899	2,175,106	47,549	1,221,244	64.5%
Trust & Agency Fund					
Family & Caregiver-Smart Start	67,680	58,918	0	8,762	87.1%
TOTAL OTHER FUNDS	22,424,187	17,591,560	172,694	4,659,933	79.2%
GRAND TOTAL	88,079,293	71,308,194	787,880	15,983,219	81.9%