

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
 MONDAY, JUNE 17, 2013 – 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: Ms. Constance Hengel, LMH, Director of Community Programming:
 Healthy Community Institute
 Mr. Johnny Metcalfe, NCDOT: 2012-13 Secondary Road Program

- | | | |
|----|---|---------------|
| 1. | Items from Chairman/Commissioners: 10 Min. | Board |
| 2. | Items from County Manager: 5 Min. | Jarman |
| | CONSENT AGENDA: 10 Min. | ACTION |
| 3. | Approval of Minutes: Budget Work Session Meeting: May 30, 2013 Regular Board Meeting: June 3, 2013 | Mervin/Jarman |

END OF CONSENT AGENDA

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS: 40 Min.

- | | | |
|-----|--|-----------------|
| 4. | Budget Ordinance Amendment: Immun. Fund: Health: Immunizations: \$4,743: Increase | Huff |
| 5. | Budget Ordinance Amendment: Finance/Inspections: \$3,117: Increase | Martin |
| 6. | Budget Ordinance Amendment: General Fund: Tire Disposal: Finance: \$186,200: Increase | Martin |
| 7. | Resolution Approving Program Beneficiaries and Alternates for the 2012 Community Block Grant Scattered Site Project | Martin |
| 8. | Resolution Acknowledging the Execution and Delivery by the Lenoir Community College Board of Trustees of a Guaranteed Energy Savings Contract | Jarman/Hollowel |
| 9. | A. Resolution to Authorize Lenoir County Cooperative Extension to Continue the Lease of Mac Computer: \$4,000 B. Resolution Approving Grounds Maintenance Contract: Charles Hughes Construction, LLC: \$3,296 | Kelly |
| 10. | Resolution Authorizing Contract Amendment for Business Personal Property Audit Services: County Tax Services, Inc. | Parrish |
| 11. | A. Resolution Approving Expenditure for Lease of Copiers/Wide Format Scanner: COECO: \$9,500 B. Resolution Approving of Indexing Services Contract for FY 2013-14: Cott Systems: \$26,500 | Rich |
| 12. | Resolution Authorizing the Issuance of Blanket Purchase Orders to the Following Companies for FY 13-14: \$51,900 | King |
| 13. | Resolution Authorizing Support of Continuance of Health Department Clinics and Services through FY 2013-2014 | Huff/Martin |

- 14. Resolution Authorizing FY 13-14 Service Contracts and Purchase Orders for Court Facility/Public Buildings Department: \$183,119 Wiggins
- 15. A. Resolution Authorizing the Issuance of Blanket Purchase Orders to the Following Companies for FY 13-14: \$122,000 Harper
 B. Resolution Approving an Increase in NCDOT Project #13-CT-034 in the amount of \$3,343 and the Purchase of a Lift Equipped Van with FY 12-13 NCDOT CTP Funds in the amount of \$46,843
- 16. Resolution Authorizing the Issuance of Blanket Purchase Orders to the Following Companies for Yearly Software/Hardware Maintenance: \$191,200 Bryan
- 17. A. Resolution Approving Maintenance Contracts with Tyco Simplex Grinnell: \$6,140 Hill
 B. Resolution Approving Purchase of a 2013 Chevrolet Impala: \$20,150
 C. Resolution Approving Purchase of Equipment, Services and/or Supplies: \$143,130
 D. Resolution Approving Purchase of Equipment, Service and/or Supplies: \$770,362
- 18. A. Resolution Authorizing FY 13-14 Service Contracts and Purchase Orders for Emergency Services: Emergency Management Division: \$44,845 Dail
 B. Resolution Authorizing FY 13-14 Service Contracts and Purchase Orders for Emergency Services: Communications Division: \$124,944
 C. Resolution Authorizing FY 13-14 Service Contracts and Purchase Orders for Emergency Services: Communications Division: Emergency Telephone Fund: \$194,412
 D. Resolution Authorizing FY 13-14 Service Contracts and Purchase Orders for Emergency Services: EMS Division: \$492,256

APPOINTMENTS: 5 Min.

- 19. Resolution Approving Citizens to Boards, Commissions, Etc. **5 Min.** Hall

OTHER ITEMS: 10 Min.

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

RESOLUTION

**APPROVING PROPOSED 2012-2013 SECONDARY ROAD
IMPROVEMENT PROGRAM**

LENOIR COUNTY

WHEREAS, the Department of Transportation has submitted to the Lenoir County Board of Commissioners, the proposed 2012-2013 Secondary Road Improvement Program for Lenoir County; and

WHEREAS, the Lenoir County Board of Commissioners is in agreement with the proposed program:

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners of Lenoir County does hereby approve the proposed 2012-2013 Secondary Road Improvement Program for Lenoir County, as submitted by the Department of Transportation. A copy of the Program, as submitted, is attached and made a part of this Resolution.

Adopted this _____ day of _____, 2013.

LENOIR COUNTY BOARD OF COMMISSIONERS

By _____

Clerk, Board of Commissioners
County of Lenoir

ATTEST:

**Lenoir County
2012-2013 Secondary Road Improvement Program**

| | | |
|-----------------------------------|----|---------|
| 2012-2013 Highway Fund Allocation | \$ | 548,000 |
| 2012-2013 Trust Fund Allocation | \$ | 308,000 |
| 2012-2013 Total Allocation | \$ | 856,000 |

| Map No. | Priority No. | SR No. | Local Name | Length | From | To | Proposed Improvements | Estimated Cost |
|--|--------------|--------|-----------------|--------|---------|--------|---|----------------|
| *1 | N/A | 1001 | Paul's Path Rd. | 1.49 | SR 1556 | US 258 | Widen Pavement from 20' to 26' And Regrade Typical Section (Complete Funding) | \$ 745,000 |
| Maintenance Functions: Stabilization, Pipe & Paved Road Improvements | | | | | | | | \$ 111,000 |
| Countywide Surveys & Right of Way | | | | | | | | \$ - |
| Retained for Road Additions, Overdrafts & Contingencies | | | | | | | | - |
| Total | | | | | | | | \$ 856,000 |

- * Right of Way Existing
- ** Right of Way Acquisition Incomplete

Notes:

- 1 Program Subject to Availability of Funds, Right of Way & Environmental Review. If Right of Way is unavailable on any of the above projects, alternate projects will be set up in priority order.

Unpaved Secondary Roads On Right-Of-Way Hold List

7-May-13 04:49:22

County LENOIR

| PR " | SR | Road Name | From | To | Rural -SubDiv | Unpvd Len | Pvd Len | Date Paved | Frozen | Hold List | Date Programmed |
|---------|------|----------------------|---------|---------|------------------|--------------|------------|---------------|--------|--------------|--------------------|
| 4 | 1317 | KINSEY GIN ROAD | SR 1318 | NC 903 | R | 1.40 | 0 | | X | Y | |
| 5 | 1132 | REX NOBLE ROAD | SR 1131 | SR 1133 | R | 1.50 | 0 | | X | Y | |
| | 1727 | JONES FARM ROAD | SR 1700 | SR 1004 | R | 0.30 | 0 | | X | Y | |
| | 1508 | FIELDS LOOP ROAD | NC 903 | SR 1504 | R | 0 | 0.20 | | X | Y | 26-Oct-07 |
| | 1517 | WATERS MILL ROAD | SR 1603 | SR 1518 | R | 1.30 | 0 | | X | Y | |
| | 1540 | JOHN HUGH BRYAN ROAD | SR 1532 | SR 1536 | R | 1 | 0 | | X | Y | |
| | 1708 | HUGO CHURCH ROAD | SR 1091 | SR 1004 | R | 0.80 | 0 | | X | Y | |
| | 1308 | SUTTON SHORTCUT | SR 1307 | SR 1324 | R | 0.60 | 0 | | X | Y | |
| | 1115 | BOB STROUD ROAD | NC 11 | SR 1116 | R | 0.70 | 0 | | X | Y | |
| | 1333 | ROY SUTTON ROAD | SR 1324 | SR 1331 | R | 1.10 | 0 | | X | Y | |
| | | | | | | 8.70 | 0.20 | | | | |

Unpaved Secondary Roads

8-May-13 08:17:09

County LENOIR

| PR " | SR | Road Name | From | To | Rural -SubDiv | Unpvd Len | Pvd Len | Date Paved | Frozen | Hold List | Date Programmed |
|---------|------|----------------------|-----------|----------|------------------|--------------|------------|---------------|--------|--------------|--------------------|
| 1 | 1902 | BILL SMITH ROAD | US 70 | DEAD END | R | 1 | 0 | | X | N | 5-Jul-11 |
| 2 | 1117 | SMITH DEAD END ROAD | SR 1116 | DEAD END | R | 0.40 | 0 | | X | N | |
| 3 | 1506 | HARRISON FARM ROAD | NC 903 | SR 1502 | R | 1.20 | 0 | | X | N | |
| 4 | 1525 | MONTGOMERY ROAD | SR 1523 | SR 1524 | R | 0.50 | 0 | | X | N | |
| 5 | 1337 | CANAL BANK ROAD | SR 1324 | DEAD END | R | 0.60 | 0 | | X | N | |
| 6 | 1734 | SAVANNAH SCHOOL ROAD | SR 1733 | SR 1735 | R | 0.73 | 0 | | | N | |
| 7 | 1719 | ODHAM ROAD | SR 1718 | NC 11 | R | 0.83 | 0 | | | N | |
| 8 | 1512 | FIELDS DEAD END ROAD | SR 1504 | DEAD END | R | 0.31 | 0 | | | N | |
| 9 | 1702 | SCARBOROUGH ROAD | SR 1700 | SR 1703 | R | 1.31 | 0 | | | N | |
| 10 | 1315 | EARL KINSEY ROAD | SR 1311 | SR 1317 | R | 1.38 | 0 | | | N | |
| 11 | 1749 | PITTMAN LOOP ROAD | SR 1709 | SR 1709 | R | 0.53 | 0 | | | N | |
| 12 | 1329 | FOSS ROAD | SR 1324 | SR 1327 | R | 0.36 | 0 | | | N | |
| 13 | 1526 | EMMETT JONES ROAD | SR 1519 | SR 1524 | R | 0.61 | 0 | | | N | |
| 14 | 1302 | HARDY MILL ROAD | NC 55 | SR 1301 | R | 0.62 | 0 | | | N | |
| 15 | 1736 | ODHAM DEAD END ROAD | SR 1720 | DEAD END | R | 0.50 | 0 | | | N | |
| 16 | 1364 | EARL TYNDALL ROAD | NC 11/55 | SR 1353 | R | 0.12 | 0 | | | N | |
| 17 | 1306 | JIM PARROTT ROAD | NC 55 | DEAD END | R | 0.84 | 0 | | | N | |
| 18 | 1718 | BROOKS FARM ROAD | PAVE 1718 | DEAD END | R | 0.30 | 0 | | | N | |
| 19 | 1355 | SLAUGHTER PEN ROAD | SR 1353 | DEAD END | R | 0.10 | 0 | | | N | |
| 20 | 1354 | EARL TYNDALL ROAD | SR 1353 | DEAD END | R | 0.18 | 0 | | | N | |
| 21 | 1339 | KENNEDY DAIRY ROAD | SR 1339 | DEAD END | R | 0.46 | 0 | | | N | |
| | | | | | | 12.88 | 0 | | | | |

TO: Chairman and Members of the Board
FROM: Mike Jarman, County Manager
DATE: June 17, 2013
SUBJECT: Items of Interest

1. Monthly Status Report: 2011 CDBG NC Catalyst Project
2012 CDBG Scattered Site Housing Assistance Project
2. May 2013: Lenoir County Inspections: Permit/Inspection Report
3. May 31, 2013: Lenoir County Financial Performance Summary 12-13

Monthly Performance Status Report

(Due on 15th of each month)

Grantee Name: County of Lenoir Grant Number: 11-C-2375 Month: May Year: 2013
 Grant Project: 2011 CDBG NC Catalyst Project – Spring Drive Housing and Community Development
 Grant Period: October 12, 2012 – April 12, 2015 Release of Grant Funds: April 2, 2013

| Activity | Performance Schedule (On/Off) | Current Performance Status (If Off Schedule) | Remedy to get back on Schedule (If Off Schedule) |
|--|----------------------------------|---|---|
| Rehabilitation | On | | |
| Rehab/Reconstruction: Replacement Housing | On | | |
| Temporary Relocation | On | | |
| Clearance | On | | |
| Sidewalk Improvements | On | | |
| Flood/Drainage Improvements | On | | |
| Street Improvements | On | | |
| Sewer Improvements | On | | |
| Water Improvements | On | | |
| Administration | On | | |
| | | | |
| | | | |

Prepared By: C. David Harris
 Endorsed By: Michael W. Jarman
 Board of Commissioners Update:
 Person Providing Update: Michael W. Jarman

Title: CDBG Project Manager
 Title: County Manager *(City/County Manager or Clerk)*
 Date: June 17, 2013
 Title: County Manager

Performance Schedule
(Based on Performance Based Contract)
 On/Off Schedule

- ❖ *On* Performance Schedule: Stop and submit report, no current performance status or remedy to get back on schedule is required
- ❖ *Off* Performance Schedule: Provide current performance status and remedy to get back on schedule and submit report

Monthly Performance Status Report

(Due on 15th of each month to DCA)

Grantee Name: County of Lenoir Grant Number: 12-C-2422 Month: May Year: 2013
 Grant Project: 2012 CDBG Scattered Site Housing Assistance Project
 Grant Period: April 15, 2013 - October 15, 2015 Release of Grant Funds: Anticipated September 2013

| Activity | Performance Schedule (On/Off) | Current Performance Status (If Off Schedule) | Remedy to get back on Schedule (If Off Schedule) |
|--|-------------------------------|--|--|
| Rehab/Reconstruction: Replacement Housing | On | | |
| Temporary Relocation | On | | |
| Clearance | On | | |
| Administration | On | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

Prepared By: C. David Harris
 Endorsed By: Michael W. Jarman
 Board of Commissioners Update:
 Person Providing Update: Michael W. Jarman

Title: CDBG Project Manager
 Title: County Manager *(City/County Manager or Clerk)*
 Date: June 17, 2013
 Title: County Manager

Performance Schedule
(Based on Performance Based Contract)
 On/Off Schedule

- ❖ Off Performance Schedule: Provide current performance status and remedy to get back on schedule and submit report
- ❖ On Performance Schedule: Stop and submit report, no current performance status or remedy to get back on schedule is required



**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 2013

PERMITS ISSUED: 161

PERMITS VALUE: \$ 8,986,247

PERMIT FEES: \$ 19,429

SINGLE FAMILY DWELLINGS: 2

MOBILE HOMES: 20

COMMERCIAL: 1

ADDITIONS: 6

ELECTRICAL: 54

PLUMBING: 23

MECHANICAL: 36

OTHER: 19

TOTAL INSPECTIONS: 282

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

Printed: 06-03-2013

| Code | Prms | Designated period: 05/01/13 to 05/31/13 | | Prior period: 05/01/12 to 05/31/12 | | | | | |
|---|------|---|--------------|------------------------------------|-----------|----|--------------|----------|----|
| | | Valuation | Fees Paid | Valuation | Fees Paid | | | | |
| NEW RES. HOUSEKEEPING - LENOIR COUNTY | | | | | | | | | |
| * Single Family Houses Detached | 2 | 430,000.00 | 983.00 | 816,250.00 | 1,797.00 | | | | |
| * Single Family Houses Attached | | .00 | .00 | .00 | .00 | | | | |
| * 2 Family Building | | .00 | .00 | .00 | .00 | | | | |
| * 3 and 4 Family Buildings | | .00 | .00 | .00 | .00 | | | | |
| * 5 or More Family Buildings | | .00 | .00 | .00 | .00 | | | | |
| *TOTAL INFORMATION 101-105 | | .00 | .00 | .00 | .00 | | | | |
| NEW RESIDENTIAL NON-HOUSEKEEPING BL: | | | | | | | | | |
| * Hotels, Motels & Tourist Cabins | 0 | .00 | .00 | .00 | .00 | | | | |
| * Other Non-Housekeeping Shelter | 0 | .00 | .00 | .00 | .00 | | | | |
| NEW NON-RESIDENTIAL BUILDINGS: | | | | | | | | | |
| * Amusement, Social, & Recreational | 0 | .00 | .00 | .00 | 150.00 | | | | |
| * Churches & Other Religious | 0 | .00 | .00 | .00 | .00 | | | | |
| * Industrial | 1 | 7,416,892.00 | 6,493.00 | 51,000.00 | 450.00 | | | | |
| * Prkg Garages (Blds & Open Decked) | | .00 | .00 | 98,000.00 | 288.00 | | | | |
| * Service Stations & Repair Garages | | .00 | .00 | .00 | .00 | | | | |
| * Hospitals & Institutional | | .00 | .00 | .00 | .00 | | | | |
| * Offices, Banks, & Professional | | .00 | .00 | .00 | .00 | | | | |
| * Public Works & Utilities | | .00 | .00 | .00 | .00 | | | | |
| * Schools & Other Educational | | .00 | .00 | .00 | .00 | | | | |
| * Stores & Customer Services | | .00 | .00 | .00 | .00 | | | | |
| * Other Non-Residential Bldgs | 0 | .00 | .00 | 80,000.00 | 500.00 | | | | |
| * Structures Other than Buildings | 0 | .00 | .00 | 24,000.00 | 50.00 | | | | |
| ADDITIONS, ALTERATIONS, & CONVERSION | | | | | | | | | |
| * Residential | 5 | 49,050.00 | 508.00 | 166,970.00 | 439.00 | | | | |
| * Non-Residential & Non-Housekeeping | | .00 | .00 | .00 | .00 | | | | |
| * Adds of Res. CP/Garages(Atch/Detc) | 1 | 24,000.00 | 137.00 | .00 | .00 | | | | |
| DEMOLITIONS AND RAZING OF BUILDINGS: | | | | | | | | | |
| * Single Family Houses (Atch/Detach) | 0 | .00 | .00 | .00 | .00 | | | | |
| * 2 Family Buildings | 0 | .00 | .00 | .00 | .00 | | | | |
| * 3 & 4 Family Buildings | 0 | .00 | .00 | .00 | .00 | | | | |
| * 5 or More Family Buildings | 0 | .00 | .00 | .00 | .00 | | | | |
| * All Other Buildings and Structures | 0 | .00 | .00 | .00 | .00 | | | | |
| TOTALS FOR PERMITS THIS PAGE | | 9 | 7,919,942.00 | 8,121.00 | 9 | 13 | 1,236,220.00 | 3,674.00 | 13 |

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

Printed: 06-03-2013

Designated period: 05/01/13 to 05/31/13 [Prior period: 05/01/12 to 05/31/12]
 Code Prms Valuation Fees Paid Units Prms Valuation Fees Paid Units

| 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 | 38,050.00 | 3,029.00 | 54 | 66 | 99,143.00 | 3,504.00 | 65 |
| *PLUMBING | 810B | 89,250.00 | 1,928.00 | 22 | 20 | 35,000.00 | 1,155.00 | 20 |
| *HEATING/ AIR CONDITIONING | 820B | 170,650.00 | 2,456.00 | 36 | 40 | 136,526.00 | 2,108.00 | 40 |
| *INSULATION | 830B | 12,800.00 | 260.00 | 5 | 6 | 13,100.00 | 300.00 | 6 |
| *TEMPORARY POLE | 840B | 2,000.00 | 150.00 | 3 | 4 | 2,400.00 | 200.00 | 4 |
| 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 |
| *SATELLITE DISH | 940B | .00 | .00 | 0 | 0 | .00 | .00 | 0 |
| *AWNING | 950B | .00 | .00 | 0 | 0 | .00 | .00 | 0 |
| *EXTRA INSPECTIONS | 960B | 50.00 | 475.00 | 7 | 15 | 1,850.00 | 970.00 | 15 |
| *FIRE PROTECTION SPRINKLER SYSTEM | 966B | .00 | .00 | 0 | 0 | .00 | .00 | 0 |
| *MOVING DWELLING ONLY | 970B | .00 | .00 | 0 | 0 | .00 | .00 | 0 |
| *SIGN | 980B | 28,300.00 | 500.00 | 2 | 0 | .00 | .00 | 0 |
| *FIREWORKS | 985B | .00 | .00 | 0 | 0 | .00 | .00 | 0 |
| *SWIMMING POOL | 990B | 35,529.34 | 100.00 | 1 | 1 | 31,600.00 | 100.00 | 1 |
| *TANKS | 995B | .00 | .00 | 0 | 0 | .00 | .00 | 0 |
| MOBILE HOMES | | | | | | | | |
| *SINGLE WIDE MOBILE HOME | 700B | 189,614.00 | 1,200.00 | 11 | 9 | 94,300.00 | 900.00 | 9 |
| *DOUBLE WIDE MOBILE HOME | 710B | 493,062.00 | 1,000.00 | 8 | 2 | 84,805.00 | 250.00 | 2 |
| *MODULR HOME | 720B | .00 | .00 | 0 | 1 | 130,000.00 | 284.00 | 1 |

TOTALS FOR PERMITS ABOVE (incl. pg 1) 160 8,979,247.34 19,219.00 158 177 1,864,944.00 13,445.00 176
 Totals of other permits in the period 1 7,000.00 210.00 1 1 14,500.00 100.00 1

TOTAL FOR ALL PERMITS IN THE PERIOD 161 8,986,247.34 19,429.00 159 178 1,879,444.00 13,545.00 177

Summary of Inspection Results by Inspector ID For the period 05/01/13 through 05/31/13

This Report was printed on Monday, June 03, 2013

Lenoir County

Item Totals for Inspector ID

GO 127
 GO SC 5
 VW 146
 VW S 2
 VW S 2

282 Entries for Inspector ID

- S T A T I S T I C A L R E P O R T -

<----- Inspections -----> <-----> Re-Inspections -----> Based On # Activities

| #ACTIVITIES | INSPECTIONS | PASSED | CORRECTIONS | RE-INSPECTIONS | PASSED | CORRECTIONS | RE-INSPECTIONS | RE-INSPECTIONS REQUIRED |
|-------------|--------------|---------|--------------|-----------------|---------|--------------|-----------------|-------------------------|
| 282 | 260 | 230 | 30 | 22 | 21 | 1 | | 31 |
| | %INSPECTIONS | %PASSED | %CORRECTIONS | %RE-INSPECTIONS | %PASSED | %CORRECTIONS | %RE-INSPECTIONS | REQUIRED |
| | 92 | 88 | 12 | 8 | 95 | 5 | | 11 |

LENOIR COUNTY
FINANCIAL PERFORMANCE SUMMARY - 2012-13
MAY 31, 2013

EXPENDITURES

91.67%

| DESCRIPTION | BUDGET FOR YEAR | EXPENDITURES TO DATE | ENCUMBRANCE | UNENCUMBERED BALANCE | % EXPEND/ENCUMBR |
|---------------------------------|-------------------|----------------------|----------------|----------------------|------------------|
| GENERAL FUND: | | | | | |
| Governing Body | 227,557 | 188,580 | 0 | 38,977 | 82.9% |
| County Manager | 272,984 | 240,988 | 0 | 31,996 | 88.3% |
| Finance | 198,801 | 176,610 | 0 | 22,191 | 88.8% |
| Human Resources | 231,611 | 180,370 | 0 | 51,241 | 77.9% |
| Tax Office | 810,610 | 691,548 | 3,734 | 115,328 | 85.8% |
| Legal | 62,500 | 22,485 | | 40,015 | 36.0% |
| Court Facility | 595,887 | 356,335 | 20,598 | 218,954 | 63.3% |
| Elections | 372,247 | 358,429 | 664 | 13,154 | 96.5% |
| Register of Deeds | 289,960 | 240,796 | 8,755 | 40,409 | 86.1% |
| Non-Departmental | 1,231,015 | 1,102,222 | | 128,793 | 89.5% |
| Process Funds | 1,082,300 | 814,062 | 0 | 268,238 | 75.2% |
| Outside Agencies | 129,500 | 87,678 | | 41,822 | 67.7% |
| Management Info Systems | 934,842 | 855,424 | 19,769 | 59,649 | 93.6% |
| Public Buildings | 592,187 | 419,856 | 41,590 | 130,741 | 77.9% |
| Sheriff | 4,591,273 | 3,931,102 | 37,229 | 622,942 | 86.4% |
| Sheriff - Civil Process | 35,525 | 939 | 0 | 34,586 | 2.6% |
| Central Communications | 1,243,640 | 1,093,830 | 13,769 | 136,041 | 89.1% |
| Jail | 4,075,575 | 3,466,973 | 55,567 | 553,035 | 86.4% |
| Emergency Management | 384,474 | 334,090 | 8,098 | 42,286 | 89.0% |
| Emergency Medical Services | 3,768,798 | 3,292,842 | 101,947 | 374,009 | 90.1% |
| Non-Emergency Services | 349,213 | 261,144 | 11,987 | 76,082 | 78.2% |
| Fire Protection | 48,340 | 44,311 | | 4,029 | 91.7% |
| Inspections | 215,631 | 192,228 | 347 | 23,056 | 89.3% |
| Medical Examiner | 40,000 | 32,820 | | 7,180 | 82.1% |
| Economic Development | 319,014 | 218,075 | 1,526 | 99,413 | 68.8% |
| Veterans Service Office | 33,241 | 19,560 | 389 | 13,292 | 60.0% |
| Cooperative Extension | 391,949 | 311,979 | 4,401 | 75,569 | 80.7% |
| JCPC - Parenting Matters | 35,194 | 29,329 | | 5,865 | 83.3% |
| Cooperative Ext-Grants | 122,374 | 51,166 | 1,414 | 69,794 | 0.0% |
| Soil Conservation | 121,047 | 102,826 | | 18,221 | 84.9% |
| Health Department | 3,859,399 | 3,077,555 | 71,512 | 710,332 | 81.6% |
| BioTerrorism - Health | 48,808 | 36,932 | 2,437 | 9,439 | 80.7% |
| M. Health Department | 245,715 | 225,239 | | 20,476 | 91.7% |
| CJPP - Day Reporting Center | 0 | | | 0 | 0.0% |
| Public Assistance (DSS) | 13,554,467 | 10,987,067 | 130,023 | 2,437,377 | 82.0% |
| Education | 9,900,000 | 9,075,000 | | 825,000 | 91.7% |
| Community College | 2,235,000 | 2,048,750 | | 186,250 | 91.7% |
| Cultural | 751,579 | 688,947 | | 62,632 | 91.7% |
| Recreation | 799,000 | 665,833 | | 133,167 | 83.3% |
| Debt Service | 8,306,072 | 8,305,509 | | 563 | 100.0% |
| Transfer to Other Funds | 3,204,599 | 3,204,599 | | 0 | 100.0% |
| Contingency | 29,153 | 0 | | 29,153 | 0.0% |
| TOTAL GENERAL | 65,741,081 | 57,434,028 | 535,756 | 7,771,297 | 88.2% |
| OTHER FUNDS: | | | | | |
| Employee Insurance Fund | 3,905,000 | 3,436,147 | | 468,853 | 88.0% |
| Vehicle Replacement Fund | 35,828 | 22,854 | 0 | 12,974 | 0.0% |
| Fed Seized Property Fund | 111,629 | 53,365 | 18,654 | 39,610 | 64.5% |
| State Controlled Substance Fund | 34,974 | 12,899 | 4,000 | 18,075 | 48.3% |
| School Capital Fund | 2,792,312 | 2,792,309 | | 3 | 100.0% |
| Transportation Fund | 1,369,634 | 1,073,728 | 6,366 | 289,540 | 78.9% |
| Scrap Tire Disposal Fund | 135,000 | 107,613 | | 27,387 | 79.7% |
| Emergency Telephone Fund | 359,451 | 301,743 | 5,930 | 51,778 | 85.6% |
| Revaluation Fund | 54,384 | 44,827 | | 9,557 | 82.4% |
| Automation-Preservation Fund | 144,000 | 115,646 | 3,208 | 25,146 | 82.5% |
| MSW Landfill-Debt Service | 0 | | | 0 | |
| Capital Improvements Fund | 6,099,487 | 3,572,272 | 15,901 | 2,511,314 | 58.8% |
| Fire Districts | 1,455,000 | 1,275,251 | 0 | 179,749 | 87.6% |
| Solid Waste Management | 3,437,853 | 2,356,826 | 47,523 | 1,033,504 | 69.9% |
| Trust & Agency Fund | | | | | |
| Family & Caregiver-Smart Start | 119,723 | 79,182 | 612 | 39,929 | 66.6% |
| TOTAL OTHER FUNDS | 20,054,275 | 15,244,662 | 102,194 | 4,707,419 | 76.5% |
| GRAND TOTAL | 85,795,356 | 72,678,690 | 637,950 | 12,478,716 | 85.5% |

LENOIR COUNTY
FINANCIAL PERFORMANCE SUMMARY-2012-13
MAY 31, 2013

REVENUES

91.67%

| DESCRIPTION | BUDGET FOR YEAR | REVENUES TO DATE | REMAINING BALANCE | % REC'D |
|---|-------------------|-------------------|-------------------|---------------|
| GENERAL FUND: | | | | |
| Health Department | 2,107,275 | 1,827,899 | 279,376 | 86.74% |
| Public Assistance (DSS) | 9,418,843 | 7,859,812 | 1,559,031 | 83.45% |
| Property Taxes | 31,881,198 | 31,994,516 | -113,318 | 100.36% |
| Sales Taxes | 5,650,000 | 4,199,451 | 1,450,549 | 74.33% |
| Other General | 16,683,765 | 9,060,817 | 7,622,948 | 54.31% |
| TOTAL GENERAL | 65,741,081 | 54,942,495 | 10,798,586 | 83.57% |
| OTHER FUNDS: | | | | |
| Employee Insurance | 3,905,000 | 2,973,334 | 931,666 | 76.14% |
| Vehicle Replacement | 35,828 | 12,974 | 22,854 | 0.00% |
| Fed Seized Property | 111,629 | 74,698 | 36,931 | 66.92% |
| State Controlled Substance | 34,974 | 2,168 | 32,806 | 6.20% |
| School Capital Fund | 2,792,312 | 1,289,712 | 1,502,600 | 46.19% |
| Transportation Fund | 1,369,634 | 995,511 | 374,123 | 72.68% |
| Scrap Tire Disposal | 135,000 | 90,529 | 44,471 | 67.06% |
| Emergency Telephone | 359,451 | 269,588 | 89,863 | 75.00% |
| Revaluation Fund | 54,384 | 0 | 54,384 | 0.00% |
| Automation-Preservation Fnd | 144,000 | 19,166 | 124,834 | 13.31% |
| MSW Landfill-Debt Service | 0 | 25 | -25 | |
| Capital Improve Fund | 6,099,487 | 540,906 | 5,558,581 | 8.87% |
| Fire Districts | 1,455,000 | 1,268,886 | 186,114 | 87.21% |
| Solid Waste Management | 3,437,853 | 2,430,464 | 1,007,389 | 70.70% |
| Trust and Agency Fund: Smart Start Program | 119,723 | 54,838 | 64,885 | 45.80% |
| TOTAL OTHER FUNDS | 20,054,275 | 10,022,799 | 10,031,476 | 49.98% |
| GRAND TOTAL | 85,795,356 | 64,965,294 | 20,830,062 | 75.72% |

| Project Based Revenues: | BUDGET | TO DATE | REMAINING | % REC |
|---------------------------------|--------------------|--------------------|------------------|----------------|
| SCHOOL CONSTRUCTION FUND | 72,623,867 | 72,623,867 | 0 | 100.00% |
| CAPITAL PROJECTS FUND | 36,075,003 | 28,798,875 | 7,276,128 | 79.83% |
| CDBG RELATED PROJECTS | 3,588,688 | 2,793,001 | 795,687 | 77.83% |
| Total Project Based | 112,287,558 | 104,215,743 | 8,071,815 | |

* **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 | 36,075,003 | 27,651,752 | 56,239 | 8,367,012 |
| CDBG RELATED PROJECTS | 3,588,688 | 2,793,001 | 0 | 795,687 |
| Total Project Based | 112,287,558 | 103,068,620 | 56,239 | 9,162,699 |

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

MINUTES

LENOIR COUNTY BOARD OF COMMISSIONERS

June 3, 2013

The Lenoir County Board of Commissioners met in open session at 9:00 a.m. on Monday, June 03, 2013, in the Board of Commissioners' Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

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

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

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

PUBLIC INFORMATION

Bill Ellis, Director of Parks and Recreation recognized Ms. Rachel Dawson. Ms. Dawson was one of the 75 young people that started the lifeguard training course on April 9, 2013. Part of this lifeguard training is CPR. Her parents, Mr. and Mrs. Tripp Dawson were introduced. Mr. Ellis continued by saying, on the morning of April 10, 2013, her dad had a massive heart attack. Rachael at once began CPR on her dad and continued until EMS units arrived on the scene, stabilized him, and transferred him to Vidant Medical Center. Mr. Dawson said he was very thankful for all of the prayers, EMS, and the training his daughter had received, which was instrumental in saving his life. Mr. Ellis introduced Scott Austin, Woodmen Center Supervisor, who taught the lifeguard course. He was responsible for providing the lifeguard training to the 75 young people. He also introduced Galen Treble, Recreation Program Supervisor, who was responsible for completing all of the paperwork necessary to hire these 75 lifeguards, as well as 50 additional young people to work at the Woodmen Center.

Roger Dail, EMS Director, stated the importance of every person knowing how to perform CPR.

Mr. Ellis said he would be submitting a resolution declaring June 13, 2013, as Rachael Dawson and Lifeguard Day in Lenoir County. A motion was made by Ms. Sutton and a second by Mr. Daughety, to declare June 13th as Rachael Dawson and Lifeguard Day. The motion was unanimously approved.

Commissioner Sutton asked Mr. Ellis about the success thus far with the Woodmen Waterpark. He stated there were 2,350 people that attended Memorial Day weekend and this past weekend there were so many visitors, 1,500 had to be turned away. The people that were turned away were given free passes to come back and were directed to the West Waterpark for the day. Mr. Ellis commented on what a good project this had been for Lenoir County and the Woodmen

Center currently has 2,100 members. He is hopeful that additional things can be added to the waterpark to make it an even larger attraction, such as a wave pool. Mr. Ellis also said six (6) thirty (30) foot shade canopies had been ordered to provide shade at the waterpark.

Mr Bobby Merritt, Director of Industry Training at Lenoir Community College, introduced Mr. John Chaffee, President/CEO of North Carolina's Eastern Region, who discussed the Work Ready Community project. Mr. Chaffee stated the Work Ready Community project started over a year ago. He recognized Ms. Kelly Jarman and Mr. Mac Daughety as committee members, who also worked on the project. Mr. Chaffee stated the committee received a grant from the NC Rural Center to aid in the project, and although this was not the first such project in the State, he hoped it would be one of the best. He said the Work Ready project is comprised of different components of the community working together to complete a project where there would be better jobs and better workers who are certified Work Ready. He also said in order to be a certified Work Ready community, the project had to have 50% of the largest companies on board – nineteen have currently signed up to participate.. Another portion of the project is you have to have a certain percentage of students graduate from high school and Lenoir County is currently just under the State's average. Lenoir County is currently ranked 7th in the State as a Certified Work Ready Community. He emphasized this is not a static award, as there are benchmarks to achieve, and those benchmarks change over time. Mr. Chaffee presented a plaque to Mr. Davis on behalf of the Eastern Region, recognizing Lenoir County's achievement.

ITEMS FROM THE CHAIRMAN/COMMISSIONERS

Mr. Davis wanted to make everyone aware of the death of Mr. Darrell Parrish's father over the weekend.

ITEMS FROM THE COUNTY MANAGER

Mr. Jarman stated than a bid had been received on the property owned by the County at 1201 Sycamore Road in the amount of \$1,000. Upon a motion by Ms. Sutton, and a second by Ms. Brown, the Board declined the bid on the property.

Mr. Jarman stated he had received information from Mr. Durwood Stephenson concerning the County appointing a member to the Steering Committee of the U.S. 70 Economic Impact Study. Mr. Jarman said this could be handled at the end of the meeting along with other Board appointments if the Board chose to do so.

Mr. Jarman acknowledged receipt of a letter from Ms. Agnes Ho, of the Library, thanking Roger Dail and the EMS crew for their professional handling of a situation that occurred at the Library recently. Mr. Jarman also thanked Mr. Huff for his assistance in handling the situation, since this incident did involve exposure to blood borne pathogens.

Mr. Jarman also said there were minutes from other boards included in the agenda packet as well.

CONSENT AGENDA

3. Approval of Minutes: Regular Board Meeting: May 20, 2013 Mervin/Jarman
Budget Work Session: May 20, 2013

4. Resolution approving Releases and Refunds to the Individuals Listed Herein Parrish

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

PUBLIC HEARING/RESOLUTION

Item No. 5 was a Public Hearing: Regarding the Exchange of Real Property between Lenoir County and Alpat Properties, LLC. Upon a motion by Ms. Brown and a second by Ms. Sutton, the Public Hearing was opened at 9:20 a.m. Ms. Brown read the purpose of the public hearing. Mr. Davis asked if there were any questions or comments regarding the purpose of the public hearing. There were none. Upon a motion by Ms. Sutton and a second by Ms. Brown, the public hearing was closed at 9:25 a.m.

Item No. 6 was a Resolution approving the exchange of real property between Lenoir County and Alpat Properties, LLC. Mr. Jarman stated both of the properties to be exchanged had a value of approximately \$5,000 and were located in the Hwy 70 West Industrial Park. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 6 was unanimously approved.

Item No. 7 was a Public Hearing: Fiscal Year 2013-14 Lenoir County Submitted Budget & Introduction of Fiscal Year 2013-14 Lenoir County Budget Ordinance. Upon a motion by Ms. Brown and a second by Ms. Sutton, the Public Hearing was opened at 9:25 a.m. Mr. Jarman gave a few comments concerning the FY 13-14 budget. He stated the currently submitted General Fund budget in the amount of \$64,185,379 was in balance with a 3-1/2 cents increase in property tax. He mentioned that the property tax increase was necessary, due to a prior Board's decision to reduce the property tax rate several years ago, although the LGC had recommended a 5 cent property tax increase in order to meet the debt service of the School Improvement bonds. The decision by the State to decrease the Counties' allotments of lottery funds has also impacted this decision. Mr. Jarman stated the debt service on the school bonds was in excess of \$5 million for the next six years. He said he wanted to clarify something that had been said, and that was this tax increase is due to the school debt service, not the jail construction. Housing of prisoners is mandated by the General Assembly, whether on site, or in another location. Mr. Jarman then gave a breakdown of the major departments and the percentage of the budget they comprise.

Mr. Davis then asked if anyone from the audience would like to make a comment regarding the budget.

Mr. Bill Howard, from the Hugo VFD addressed the Board. Mr. Howard said it was his

understanding the current budget did not include the monthly appropriation for the fire districts. Mr. Jarman responded by saying the budget does not include the General Fund appropriation that has been given annually to the fire districts, but the fire district tax revenues are still in the budget. Mr. Howard answered by saying he had heard it would be okay for the fire departments to raise the fire district tax, but they were not going to raise taxes on the citizens. He also said he did not understand why the fire departments were cut, when \$245,000 was being left in the budget to construct a soccer field. Mr. Jarman answered by presenting slides to show the amount of the cut from each fire district and the amount of the cut in relation to their total appropriation. He also showed the percentage each department, including the GTP and the City of Kinston should receive based on their percentage of the overall taxing power of all districts. Mr. Jarman also said he had nothing against the fire departments and he was okay with the fire districts raising taxes to compensate. Ms. Sutton responded by saying the soccer complex was a one-time appropriation. Mr. Howard then said the fire departments would not raise the tax rate just because they could – they would make up their shortfall by having fund raisers.

Mr. Hill said it was his understanding these funds had been appropriated for a long time, but had decreased over time. He thought the fire districts were told last year this funding would be cut in this fiscal year. He said the funding should come from the appropriate source and needed to be resolved so there would be a stable funding source from year to year. Mr. Hill said he has a lot of respect for all of the volunteer fire departments, but he thought raising the fire district tax would be a better funding source. Mr. Howard said the tax base changes from year to year and the fire departments struggle to keep things the same as they are currently. Mr. Howard said it was a slap in the face to have the funding removed – to please reconsider.

Mr. Rouse said the same situation came up last year. Mr. Timmy Mooring, President of the Fireman's Association, said there was discussion last year and the money was put back into the budget, but he was not aware until a few days ago it was taken out this year. He said if this was implied, it was not communicated properly. Ms. Sutton said it was not fair to the fire departments, not knowing the funding had been removed.

Mr. Rouse said the Board could do the same as last year by adding the funding back in, with the understanding it would not be in next year's budget. Roger Dail said he had spoken with most of the fire chiefs, and the chiefs said they would not have enough time to convene their boards to make decisions about raising fire district tax rates. He said he had not heard from all of them.

Mr. Jarman said the Board could decide to put the funding back into the budget and there were many options to look at.

Timmy Mooring spoke and said the fire departments were willing to take a reduction and they were willing to give a fair share to the GTP and the City of Kinston and distribute the balance

equitably. Mr. Daughety said he felt this was a fair request. Mr. Davis said the cutting of this portion of funding was not properly relayed to the fire departments. Mr. Jarman re-emphasized the complaints he received about the General Fund money going to the fire districts came from a city resident.

Mr. Hill said whenever he talked about sustainable cuts he had no problem with the funding staying in the budget. He was looking at comprehensive cuts from the entire budget, not just the fire districts. He said he was concerned after all of the discussion, and he was not happy this was the only cut made. Mr. Hill stated he supports 100% the efforts of the volunteer firemen. Ms. Sutton stated the method of the funding source needed to be changed so it would be a stable amount each year, and suggested the Board appoint a liaison to keep the volunteer fire departments informed. Mr. Daughety said everyone knows he is for giving the money to the volunteer fire departments, since the money is being used for the citizens. He stated City residents are covered if they are out in the County and an event occurs requiring volunteer fire services. Mr. Daughety also said it looks to him as if the departments with the greatest needs are the ones receiving the largest share, and he knows Wyse Fork and Seven Springs do struggle to provide services. He agrees with Mr. Mooring the funding should be put back. Mr. Hill responded by saying the citizens of Kinston are County residents as well and pay both city and county taxes. He said they are paying twice and there was no way to isolate the City and County.

Mr. Mooring asked once again if the Commissioners would reconsider and put the funding back into the budget. Mr. Davis responded by saying they would take it under advisement.

Mr. Jerry Henderson also addressed the Board. He said he had appeared before the Board several weeks prior and had asked for additional funding for the SPCA. He asked if SPCA was an outside agency, and if so, were any of the outside agencies being cut. Mr. Jarman responded by saying SPCA was unique in they are an outside agency, but is housed under Animal Control at the Health Department. He then told him SPCA had not been cut. Mr. Jarman also said SPCA is different in another way – at the end of the year all other agencies with unexpended funds, roll those unspent funds into fund balance. Any unspent funds for SPCA are rolled over to be used the next year.

Upon a motion by Ms. Brown and a second by Ms. Sutton, the public hearing closed at 10:06 a.m.

PROCLAMATIONS/BUDGET ORDINANCES/RESOLUTIONS

Item No. 8 was a Resolution Honoring Ella Miller. Ms. Brown read the proclamation honoring Ms. Miller, a Social Services employee retiring with twenty-four and one half years of service. Ms. Brown thanked Ms. Miller for her service to Lenoir County. Ms. Miller stated it had been a

long road with both good and bad, but it had been a very rewarding career. Ms. Miller said she was going to miss her clients and coworkers, and felt she had been able to help folks that were unable to help themselves. She also said she was proud of being a DSS worker. Upon a motion by Mr. Daughety and a second by Mr. Best, Item No. 8 was unanimously approved.

Item No. 9 was a Resolution Honoring Gay Humphrey. Ms. Sutton read the proclamation honoring Ms. Humphrey, a Social Services employee retiring with twenty-four years and five months of service. Ms. Sutton thanked Ms. Humphrey and stated since she has been on the DSS Board, Ms. Humphrey has always worked with them in a leadership capacity. Ms. Humphrey thanked the Board for the opportunity to work at DSS. She said whenever she first started, she was not aware of all of the programs offered by DSS. Ms. Humphrey said she had been fortunate to work mainly with one program during her tenure, but she had worked in other programs as well, whenever needed. Ms. Susan Moore, DSS Director, stated some of those small jobs had turned into large projects and named several of the projects Ms. Humphrey had been involved in. Ms. Moore also said they were not only losing good employees, but were losing a wealth of knowledge as well. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 9 was unanimously approved.

Item No. 10 was a Budget Ordinance Amendment: Vehicle Replacement Fund: \$8,625: Increase
Item No. 11 was a Budget Ordinance Amendment: Vehicle Replacement Fund: \$12,721: Increase
Mr. Hollowell suggested the Board look at both Budget Amendments together. He stated both were insurance proceeds received for two vehicles that were totalled in the Sheriff's Department. He said the Sheriff would be coming before the Board to obtain approval to spend these funds to purchase one new Dodge Charger. Upon a motion by Ms. Brown and a second by Ms. Sutton Items No. 10 and No. 11 were unanimously approved.

Item No. 12 was a Budget Ordinance Amendment: General Fund: Process Funds: \$24,544: Increase
Mr. Hollowell stated this Budget Amendment was to appropriate additional funding received by the Structured Day Program of the Division of Juvenile Justice from the Department of Public Safety. These funds are a pass through. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 12 was unanimously approved.

Item No. 13 was a Budget Ordinance Amendment: Transportation: Administration: \$99,177.: Decrease
Ms. Martin explained this Budget Amendment was to correct budget lines within the Transportation budget due to no additional vans being purchased this fiscal year. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 13 was unanimously approved.

Item No. 14 was Resolution Authorizing Acceptance of JCPC Discretionary Matching Funds: \$11,057.
Ms. Tammy Kelly addressed the Board and stated her department has been searching for funding to purchase a van for some time. These monies will be used along with other funding to purchase the van. Upon a motion by Mr. Daughety and a second by Ms. Sutton, Item No. 14 was

unanimously approved. Ms. Kelly mentioned to the Board “Business After Hours” would be held on June 11th at 5:30 p.m. and all of the commissioners are invited to attend.

Item No. 15 was a Resolution re-adopting the CDBG Policies, Plans and Guidelines. Mr. David Harris addressed the Board and said these same policies, plans and guidelines had been adopted for the 2011 CDBG Catalyst Grant and are being re-adopted to make them applicable to the 2012 CDBG Scattered Site Grant. Upon a motion by Mr. Daughety and a second by Ms. Sutton, Item No. 15 was unanimously approved.

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

APPOINTMENTS

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

| <u>BOARD/COMMITTEE/COMMISSION</u> | <u>APPLICANT/CURRENT MEMBER</u> | <u>TERM EXPIRATION</u> |
|---|---|-------------------------------|
| Department of Social Services | June Cummings 2 nd Appearance | July 2017 |
| Steering Committee U.S. 70 Economic Impact Study | Gordon Vermillion Appointee | |

Mr. Daughety stated Mark Pope had been appointed by the State to head the Steering Committee of the U.S. 70 Economic Impact Study. Mr. Daughety said he would like to nominate Gordon Vermillion to this committee. Upon a motion by Mr. Daughety and a second by Mr. Rouse Item No. 16 was unanimously approved.

PROCLAMATIONS/BUDGET ORDINANCES/RESOLUTIONS

Item No. 17 was an add on Resolution from DSS Endorsing the Revised FY 2012-13 Lenoir County Home and Community Care Block Grant Funding Plan to include the reallocation of \$18,000 from In Home Aid Level I services to Senior Center Operations. Ms. Moore addressed the Board and stated this was just to move HCCBG money around within the budget. Upon a motion by Ms. Brown and a second by Mr. Best, Item No. 17 was unanimously approved.

Mr. Daughety said since the Board was concluding the budget discussions, he would like to say the Board fundamentally disagrees and he appreciates Mr. Davis allowing discussions from all sides. He said in the more than usual work sessions, the Board has been able to meet without anger or animosity. Mr. Rouse said he felt it had been a very productive process this year, and appreciates it and wanted to thank everyone.

Mr. Davis said he felt the Board was a very good, diverse Board, and he never wanted to be accused of not being fair.

Ms. Sutton made a motion to approve the FY 2013-14 Budget and Budget Ordinance, amending the Budget to include the General Fund funding for the Fire Departments – a total amount of

\$28,279, with the stipulation this funding allocation will not be in the budget next year and to appoint a liaison to meet with the Fire Departments. Ms. Brown seconded the motion.

Mr. Davis opened the floor for discussion.

Ms. Sutton amended her motion to take out the liaison appointment.

Mr. Jarman asked how was the \$28,279. to be distributed. Mr. Rouse asked if no notice had been given, how do we divide differently? Ms. Sutton said there should be some way to compromise. Mr. Hill said he knew the VFD's needed the \$48,340. Roger Dail said the fire departments did know now, the money was to come out, but they were down to the wire in being able to make any changes to their rates. Mr. Rouse said to leave the funding as it is currently.

The motion to pass the FY 2013-14 Budget and FY 2013-14 Budget Ordinance passed with Mr. Rouse and Mr. Daughety casting the only dissenting votes.

Ms. Sutton made the motion for Mr. Davis to appoint a liaison with the fire departments and Ms. Brown seconded the motion. The motion passed unanimously. Mr. Davis then appointed Mr. Hill to serve as the liaison.

The meeting adjourned at 10:44 a.m.

MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS
BUDGET PLANNING WORK SESSION
Administration Building Conference Room
May 30, 2013

The Lenoir County Board of Commissioners began their scheduled retreat on Thursday, May 30, 2013 at 2:14 p.m., at the Administration Building Conference Room, 101 North Queen St., Kinston, NC.

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

Members absent: None

Also present were: Michael W. Jarman, County Manager, Tommy Hollowell, Assistant County Manager, Martha Martin, Finance Officer , Department Managers, media and others.

Mr. Davis called the meeting to order at approximately 2:14 p.m. Mr. Jarman gave the invocation and Mr. Rouse led the Pledge of Allegiance.

Mr. Davis welcomed the Board members, Department Managers, and other visitors to the session.

Mr. Davis asked Mr. Jarman to recap the major items of the proposed budget, such as the funding for the volunteer fire departments.

Mr. Daughety asked if the budget that had been posted online on the County's webpage was the same as the budget that was presented at the last budget meeting. Mr. Jarman replied it was the same as the one presented at the last budget meeting with the exception of a few grammatical corrections.

Mr. Hill said some ideas were thrown out at the last budget meeting, but no action was taken, so the budget remained the same, so what is the task today?

Ms. Sutton said it was to either make changes to the presented budget, or accept it as presented.

Mr. Davis asked if there was anything that would prohibit one of the Board members from voting for the proposed budget, to please bring it up so it could be discussed.

Mr. Hill asked if we move forward with the 3-1/2 cents property tax increase, how would the FY 2014-15 budget be impacted?

Mr. Jarman stated there was a guest present who would like to discuss the DSS budget. Ms. Sutton suggested waiting for Ms. Brown, who was running a little late.

Mr. Jarman said even with the 3-1/2 cents property tax increase, \$400,000 of General Fund Fund Balance would have to be used in order to balance the budget. He also gave the amounts of Fund Balance that would be needed to cover the debt service for the next three years. Mr. Davis asked if there might be any additional property tax revenues coming in within the next few years. Mr. Jarman answered in estimating property tax revenues, a 1% multiplier is used for each future year.

Mr. Daughety asked about the funds for the soccer complex. Mr. Jarman said they are currently in the Fund Balance of the Capital Improvements fund, and would have to be moved back to the General Fund in order to be used against the General Fund deficit. Ms. Sutton asked if the soccer funds were a one time appropriation. Mr. Jarman replied yes. He also said if the soccer funds were used this year, it would be a one-time fix, and the same issue would occur next year. Mr. Davis said if we use the soccer funds this year, then we probably would never build the complex. He said he would rather leave that money alone.

Mr. Daughety said he had hoped rather than cutting the volunteer fire departments, which is an ongoing thing, we would use the money set aside for the soccer complex. Bill Ellis said he would be speaking with a group on Monday, June 3rd, who is committed to raising more funds to promote soccer. He also said he had 30+ years of service, but said he would build the soccer complex before he retires if the commissioners would leave those funds alone. Mr. Ellis also said soccer is currently the number one sport, and whenever the new soccer field is built, it could be used along with existing fields to host soccer tournaments. Those tournaments would fill local hotels and eating establishments, bringing in additional revenue.

Mr. Hill said he had previously thought about taking a portion of the money set aside for the soccer complex, but has changed his mind. He said he would like to look at sustainable cuts, but he wanted to know how the other commissioners feel about a 2% cut to the outside agencies. Mr. Hill said he knew it would be painful, but this would send a message the Board is serious about change. He said a combination of cuts and the tax increase would not be easy, but as managers, the agencies should be able to handle a 2% reduction. Mr. Hill also said he thought the agencies would rather take a 2% cut over consecutive years, than to have the funding cut completely down the road. He said the tax increase, as well as cuts were needed. Mr. Hill stated he would love to see the ¼ cents sales tax implemented. He noted if the 3-1/2 cent property tax increase was approved, the tax rate would be back at the tax rate of 2009.

Mr. Daughety said he would like to see the 3% cuts across the board, but leave in the funding for the volunteer fire departments.

Mr. Davis stated anything that would hurt employees needed to be left alone. Mr. Daughety said it would be difficult for the volunteer fire departments to raise their taxes. He also said the volunteer fire fighters were not County employees and they needed to be concerned for them since they are essentially doing the job for free.

Mr. Hill said he had no problem with volunteer fire departments receiving the funds, but felt the funding needed to come from a different source. He stated he knows the volunteer firemen are committed, but it was time to lay the issue to rest, and if not settled now, the same problem would occur year after year.

Mr. Davis said everyone knows if the Fire Association folks decided to walk off, it would create chaos.

Mr. Rouse asked if the 3-1/2 cents property tax increase was approved, would we still need additional revenue next year. Mr. Jarman replied he was looking at a four year window, and it may be an amount that could be lived with for the next four years, although they are the toughest years regarding debt service.

Mr. Davis stated that even if the property tax increase was approved, we still need to work toward getting the ¼ cents sales tax approved. Mr. Jarman replied it may be passed, if we agree to reduce the property tax rate. The entire amount of property tax increase could not be reduced.

Timmy Mooring, President of the Fireman's Association, stated we all need to do our part in educating the public. He said he would be upset if the commissioners raised his property tax and also cut out the funding for the fire departments.

Mr. Hill disagreed – he said if we decrease in all areas, then it adds up.

Ms. Sutton stated you could not do a 2% reduction across the board, since it would hurt some departments more than others. Mr. Hill said it would not be fair and equitable to cut 2% across the board.

Mr. Daughety said a Democrat friend of his said when you deal with the job as a commissioner, there is a science and then there is political science. He said if the commissioners wanted the sales tax referendum approved, they would need the help of the volunteer fire departments, and if their funding was cut, they may not work with them. Ms. Sutton replied said you couldn't look at the politics.

Mr. Rouse asked if the \$48,340 for the fire departments was taken out, would the fire districts be able to increase their tax rates? Mr. Mooring answered about half of the districts were against raising the fire tax. He said it was hard for them to look at the citizens and ask for an increase.

Ms. Sutton asked if the money was originally set up to pay for fire trucks? Roger Dail, EMS Director said many years ago it was used to assist in purchasing fire trucks and revolved from one department to the next. Several years ago that method was changed to a set amount based on the number of stations and whether or not the station was in Lenoir County. Roger said he had explained to the fire chiefs they could still get the money, but they would have to implement a fire tax increase. He also said he told them he was tired of dealing with this issue. Mr. Mooring said one department had told him they would have to ask for a 1.3 cents fire tax increase and that was on top of the proposed 3-1/2 cents property tax increase.

Mr. Jarman said he would need to go back and add up the tax values of the fire districts, including the City of Kinston and the GTP and then pro rate the money according to those values. He said if the funding was left in, it needed to be equitable. Mr. Jarman stated the Board would need to vote and give specific instructions.

Mr. Daughety made a motion to leave the VFD money in the budget.

Mr. Rouse asked Mr. Mooring how many of the fire districts would not ask for the fire tax increase. Mr. Mooring answered he thought probably six of the ten districts would not.

Mr. Dail said if the Board decided to take out the \$48,340, then he and Mr. Mooring would call all of the fire chiefs to see if they wanted to increase their rates. Mr. Davis said the commissioners had never denied the fire districts raising their taxes. Mr. Daughety said he felt we were like the government, the Federal passing to the State, and the State then passing to the County. Mr. Hill said this issue needed to be resolved.

Mr. Daughety's motion failed due to no second.

Judge Beth Heath addressed the Board and said she wanted to educate them concerning a DSS issue. She said she had spoken with Ms. Susan Moore, DSS Director, concerning Abuse and Neglect court. She stated she had heard about DSS cutting contract attorneys from the budget and replacing them with in-house attorneys. She said she wanted to be involved in the hiring process. Ms. Heath said the attorneys involved in Abuse and Neglect court answer to her. She has spent a lot of time and years working with Abuse and Neglect court, the most difficult of the nine courts. Ms. Heath said a lot of the decisions are appealed and reversed, costing a lot of money. She said there are certain things required by law the in-house counsel would be required to do. The attorneys will have to be able to get the right

information, especially keeping an audit trail. She said it was important the attorneys hired were qualified to do the work, and she would like to be part of the group making that decision. Ms. Heath said she was not sure getting fresh attorneys out of law school is the right thing to do, that it may be a cost savings now, but how about down the road? She said Lenoir County could not be compared to Wake County. Ms. Heath said small communities like ours who have in house counsel have a lot of turnover. She advised the commissioners to look at this decision carefully.

Ms. Moore said Abuse and Neglect court was important, but just one of the courts they have to attend. She said the FY 2012-13 budget contained \$342,000 for contracts with three different attorneys in order to provide services. She stated in order to cut the budget as requested, she had cut supplies, purchased software, cut two positions and attorneys was the next place she looked. Ms. Moore said she had talked with other counties about how they handled attorneys. She said she could hire two in house attorneys at about \$65,000 per year each, which would be a cost savings. Ms. Moore said this would eliminate about \$109,000 in County funding. She also said she was not dissatisfied with the service provided by the attorneys currently under contract, but was trying to cut the budget as well as provide services. Ms. Sutton said the attorneys they hire would probably be retirees or fresh out of law school, but whatever was done would depend on what the commissioners want. She also said there was training available if they hired in house. Mr. Jarman stated Ms. Moore had met with the attorneys currently under contract and asked them if there was any way possible for them to reduce their fees, but they said there was no way they could. Ms. Brown said whenever the attorneys were asked to reduce their fee, only one or two were willing to cut just a tiny bit, and the others were not willing to cut at all. Ms. Sutton said the issue had been discussed at length. Judge Heath said she wanted this group to know who will be responsible for the training in order to get the case correct, and she was not sure that could be done with an in house person.

Mr. Davis asked the group if they were going to discuss what they might want pulled from the budget? Mr. Rouse asked if anyone was interested in doing the 3% cut that had been asked of the department managers.

Mr. Rouse then made a motion to make a 3% cut across the board from all of the departments. Mr. Daughety seconded the motion.

Bill Ellis said if the 3% cut was made to the Recreation budget, it would cut out all activities at Pink Hill and would close the Moss Hill Ruritan building. Mack said that would mean all of the cuts affected the southern end of the County. Bill answered by saying Pink Hill is the only County owned facility, all of the other facilities are school facilities. He also said 20% of youth athletics overall would be cut.

Mr. Hill said this is the reason he wanted to look at the outside agencies – the outside agencies funding have either increased and/or remained the same for the last several years. He said it is hard to lump all departments together. Ms. Sutton agreed.

Darrell Parrish, Tax Administrator, addressed the Board and said his department has already cut 5% from their budget, and if an additional 3% was cut, it would mean the collection rate would not be as high. He said he would have to cut a position and reduce legal fees.

Mike Wiggins, Maintenance Director, said he would be in the same position. Most of his budget is comprised of fixed costs, such as utilities, so he would have no choice but to cut a position.

Roger Dail, EMS Director, said a 3% cut in the Emergency Management budget would mean road signs would not be replaced. In the Emergency Services Department there are some things where he has no leeway. The only option would be to reduce overtime, which would mean taking a truck off the road from 5:00 a.m. to 7:00 a.m. Monday through Thursday. This would mean taking a truck off of the road at the time everyone was getting up to go to work. Not only would it take a truck off of the road at a critical time, but it would also take money out of those employees' salaries. In Communications, Roger said he would have to lay off one telecommunicator, his operational money is already locked in.

Mr. Hill said he was talking about cutting the outside agencies, he thought the inside agencies had already been cut enough.

Joey Bryan, MIS Director said his department supports all of the other departments – this is where all computer paper, all software contracts and such are charged. He said his only option would be to cut one of his technician positions, resulting in a longer wait on answering calls. Susan Moore said everything her department does is done on computers. She said a lot of money had been spent on automation and there are new State programs that have to be implemented in the next couple of months. All of her programs have Federal requirements as to when things have to be completed. If they are not done in a timely manner, the funds will have to be paid back, so she needs the availability of MIS technicians.

Mark Pope, Economic Development Director, said there had been a lot of changes in Raleigh with the change of Administration. Positions have been cut and offices have been moved around, so it is almost like starting over. With this change, it is likely there will have to be more information sent from the County office in order to attract and go after new clients. Taking another 3% from the current budget, which has already been reduced 13%, would put his office in a crunch.

Mr. Rouse said in his business he has gone through lean times and has always been able to get the job done. He said he realized it is tough, and he knows there are certain things that have to be done, but he was depending on Department Managers to make the decisions as to what to cut. Mr. Rouse stated he is in a position where he does not want to raise taxes, and he feels like cuts can be done.

Tommy Hollowell asked if the Solid Waste and Transit departments were included in the 3% budget cut request. Mr. Rouse answered no.

Mr. Daughety asked if the 3% cuts which were given to the commissioners were a 3% cut off of the current year's budget, or the upcoming FY 2013-14 budget? Mr. Jarman replied the cuts were from the FY 2013-14 submitted budget. Mr. Hill asked if these cuts were made, did that mean the property tax rate would not be increased? Mr. Rouse answered yes. Mr. Hill stated the outside agencies have not had to make adjustments on County funded dollars, but the inside departments have already made cuts.

Mr. Daughety said there are two sides to everything and the public has been struggling with this same issue of cuts as well. Mr. Jarman replied the County is in this situation due to the voters voting in the School Bonds. Joey Bryan responded by saying he was on the School Board at the time the School Bonds were placed on the ballot, and it was explained to the voters what those bonds would cost.

Ms. Moore said whenever things are economically bad, business was booming at DSS. In bad times DSS is placed in a situation where they are serving more working people. She said she was fully aware of how the economy is and with the implementation of the new Affordable Health Care Act, DSS will then assume the responsibility of processing those applications as well. She also stated they are in the process of automating the application process, but still does not know how many people she will need in the transition. Ms. Moore stated the County's portion of the DSS budget was small in comparison to all of the services they provide.

Mr. Best said the commissioners need to look at the big picture and do what was best for the taxpayers.

Mr. Davis asked for the question to be called on Mr. Rouse's motion. Mr. Rouse and Mr. Daughety voted yes, with Mr. Best, Ms. Brown, Mr. Davis, Mr. Hill and Ms. Sutton voting no. The motion failed.

Mr. Hill then made a motion to cut the outside agencies by 2%.

Ms. Sutton asked what would be the impact of this 2% cut? Mr. Hill read the amounts to be cut from the outside agencies, and then said the 3-1/2 cents property tax increase would still be needed. Mr. Rouse seconded Mr. Hill's motion.

Bill Ellis then addressed the Board and said if the additional 2% cut was taken from Parks and Recreation's budget, he would have to cut \$16,000 from a budget of \$800,000. Mr. Hill responded by saying he was reluctantly cutting his budget, and he knew everything outside of the City of Kinston is paid by the County.

Ms. Brown asked about the impact the cut would have on the schools. Mr. Hill replied the schools have Fund Balance of their own they can fall back on.

Mr. Davis asked for the question to be called on Mr. Hill's motion. Mr. Hill and Mr. Rouse cast the only two yes votes, with Mr. Best, Ms. Brown, Mr. Daughety, Mr. Davis and Ms. Sutton voting no. The motion failed.

Mark Pope asked the commissioners to consider asking for the ¼ cents sales tax to be put back on the ballot, and to get behind it. He said with the opening of the Woodmen waterpark, there are more people visiting Lenoir County and spending money here. This would result in more revenue for the County. Mr. Davis responded by saying if the sales tax issue was placed on the ballot, the commissioners should let all citizens know if the additional sales tax is passed, the commissioners may be able to reduce the property tax rate. He said this decision is left up to the Board.

Mr. Daughety asked if the Board would be voting on the budget at the Monday, June 3rd meeting? Mr. Jarman replied all of the legal requirements have been met, but it doesn't have to be voted on Monday, it could wait until the June 17th meeting, but would have to be adopted before July 1st. Mr. Daughety asked if the sales tax referendum would be in the budget. Mr. Jarman answered no.

ADJOURNMENT

Mr. Davis adjourned the meeting at 4:00 p.m.

Respectfully submitted,

Martha H. Martin
Clerk to the Board

Reviewed By

Michael W. Jarman
County Manager

BUDGET ORDINANCE AMENDMENT
 IMMUN FUND:
 HEALTH:
 Budget Amendment Increase(Immunizatons \$4,743.00)

Item No. 4



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2012-2013
 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> 10-3516-3302 Immunizations | 4,743.00 | <u>Increase</u> <u>Immunizations</u> 10-5114-2390 Departmental Supplies \$ 4,743.00 |
| Total | 4,743.00 | Total 4,743.00 |

Reason and Justification for Request:

State Funds increased for Immunizations

| | | | |
|----------------------------------|---------|--------------------------|----------|
| Department Head Approval | Date | Finance Officer Approval | Date |
| <i>[Signature]</i> | 5/30/13 | <i>Martha H. Martin</i> | 6/4/2013 |
| Budget Officer Approval | Date | | |
| <i>Michael W. Jarman</i> | 6/6/13 | | |
| Board Approval (When Applicable) | Date | Date of Minutes | |

Finance Office - Copy

Department - Copy

Administration - Copy

Item NO. 5

BUDGET ORDINANCE AMENDMENT: FINANCE/INSPECTIONS: \$3,117. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2012 - 2013
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

| FUND | | DEPARTMENT | | LINE ITEM DESCRIPTION | |
|--|----------|--|--|-----------------------|--|
| GENERAL FUND | | FINANCE/INSPECTIONS DEPARTMENT | | 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> | | | |
| 10-3842-8500 INSURANCE-MISCELLANEOUS | 3,117.00 | 10-4350-3530 VEHICLES REPAIR/MAINTENANCE | 3,117.00 | | |
| Total | 3,117.00 | Total | 3,117.00 | | |

Reason and Justification for Request:

TO BUDGET INSURANCE PROCEEDS RECEIVED FROM ARGONAUT GREAT CENTRAL INSURANCE COMPANY ON 6/4/2013 IN THE AMOUNT OF \$3,116.3 FOR AN ACCIDENT THAT OCCURRED ON MAY 14, 2013 WHEN A COUNTY VEHICLE PARKED IN FRONT OF THE TAX/ADMINISTRATION BUILDING WAS STRUCK BY ANOTHER VEHICLE.

| | | | |
|----------------------------------|----------|--------------------------|----------|
| Department Head Approval | Date | Finance Officer Approval | Date |
| <i>Martha H. Martin</i> | 6/5/2013 | <i>Martha H. Martin</i> | 6/5/2013 |
| Budget Officer Approval | Date | | |
| <i>Mattie W. Jarnan</i> | 6/6/13 | | |
| Board Approval (When Applicable) | Date | Date of Minutes | |

Finance Office - Copy

Department - Copy

Administration - Copy

BUDGET ORDINANCE AMENDMENT: GENERAL FUND / TIRE DISPOSAL
FINANCE: \$186 200. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2012 - 2013
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

| FUND | | DEPARTMENT | | LINE ITEM DESCRIPTION | |
|--|--|------------------------------|---|-----------------------|--|
| GENERAL / TIRE DISPOSAL | | VARIOUS | | 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> | | | |
| 10-3100-1100 | INSOLVENT TAXES 20,000.00 | 10-4170-3250 | POSTAGE 5,000.00 | | |
| 10-3100-1700 | TAX PENALTIES & INTEREST 75,000.00 | 10-4170-3990 | CONTRACT SERVICES 10,000.00 | | |
| 10-3100-1800 | STATE-SPECIAL VEH INTEREST 5,000.00 | 10-4200-4560 | WORKERS COMPENSATION 50,000.00 | | |
| 10-3211-1100 | 2011 TAX LEVY 100,000.00 | 10-4200-4991 | MISCELLANEOUS 5,000.00 | | |
| 10-3212-1100 | 2012 TAX LEVY 350,000.00 | 10-4200-6460 | CONCEAL WEAP-DEPT OF JUSTICE 13,000.00 | | |
| 10-3221-1000 | CABLEVISION FEES 500.00 | 10-4201-6013 | STATE SPEC VEHICLE INTEREST 5,000.00 | | |
| 10-3221-1005 | VIDEO SERVICE TAX-STATE 9,000.00 | 10-4201-6014 | ROD-FLOODPLAIN MAPPING 4,200.00 | | |
| 10-3232-1101 | LOCAL OPT SLX TAX-1/2% ART 40 200,000.00 | 10-4310-1300 | LEO - SEPARATION ALLOWANCE 20,000.00 | | |
| 10-3232-1102 | LOCAL OPT SLX TAX-1/2% ART 42 50,000.00 | 10-4320-3999 | CONTRACT SVCS-MED SAFEKEEPIN 50,000.00 | | |
| 10-3232-1103 | LOCAL OPT SLX TAX-1/2% ART 44 10,000.00 | | | | |
| 10-3260-1100 | TAX-MOTOR VEH RENTALS 4,000.00 | | | | |
| 10-3260-1101 | HEAVY EQUIP RENTAL TAX 10,000.00 | | | | |
| 10-3328-3125 | GRANT-HIDTA/OCDETF 5,000.00 | | | | |
| 10-3328-3126 | GRANT-ICE 4,000.00 | | | | |
| 10-3329-3624 | GRANT-COOP EXT-SHIIP 1,000.00 | | | | |
| 10-3329-8902 | GRANT-REIMB-SOIL CONSERV 895.00 | | | | |
| SUBTOTAL - PAGE 1 844,395.00 | | SUBTOTAL - PAGE 1 162,200.00 | | | |

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 12-13 and projection for the remainder of the fiscal year.

| | | | |
|----------------------------------|-----------|--------------------------|-----------|
| Department Head Approval | Date | Finance Officer Approval | Date |
| <i>Martha H. Martin</i> | 6/11/2013 | <i>Martha H. Martin</i> | 6/11/2013 |
| Budget Officer Approval | Date | | |
| <i>Michael J. ...</i> | 6/11/13 | | |
| Board Approval (When Applicable) | Date | Date of Minutes | |

BUDGET ORDINANCE AMENDMENT: GENERAL FUND / TIRE DISPOSAL
FINANCE: \$186 200. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2012 - 2013
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

| FUND | | DEPARTMENT | | LINE ITEM DESCRIPTION | |
|---|--|------------------------|--|-----------------------|--|
| GENERAL / TIRE DISPOSAL | | VARIOUS | | VARIOUS | |
| Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input type="checkbox"/> | | | Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> | | |
| REVENUES | | | EXPENDITURES | | |
| Account # and Title | Amount | Account # and Title | Amount | | |
| <u>INCREASE</u> | | <u>INCREASE</u> | | | |
| 10-3329-8903 | GRANT-REIMB-VETERANS OFF 52.00 | | | | |
| 10-3418-4102 | ROD-FLOODPLAIN MAPPING FEE 4,200.00 | | | | |
| 10-3431-4100 | SHERIFF FEES 15,000.00 | | | | |
| 10-3431-4101 | SHERIFF-VEHICLE STORAGE FEE 3,500.00 | | | | |
| 10-3431-4110 | SHF FEES-CONC WEA APP-STATE 13,000.00 | | | | |
| 10-3431-4111 | SHF FEES-CONC WEA APP-CNTY 14,000.00 | | | | |
| 10-3431-4112 | SHF FEES-TAX EXECUTIONS 1,200.00 | | | | |
| 10-3431-4113 | SHERIFF-REIMB-LAGRANGE 942.00 | | | | |
| 10-3834-8601 | RENT-MULTI-PURPOSE FACILITY 1,200.00 | | | | |
| 10-3834-8611 | RENT-LIVESTOCK ARENA RENTAL 100.00 | | | | |
| 10-3834-4013 | COLLECT FEE-1 1/2%-LAGRANGE- 200.00 | | | | |
| 10-3840-4014 | COLLECT FEE-1 1/2%-PINK HILL-VI 100.00 | | | | |
| 10-3840-4015 | COLLECT FEE-1 1/2%-KINSTON 11,000.00 | | | | |
| 10-3842-8900 | MISCELLANEOUS 5,000.00 | | | | |
| 10-3842-8910 | COMMISSION-JAIL TELEPHONE 10,000.00 | | | | |
| 10-3842-8914 | COMMISSION-INMATE ACCT FUNC 17,000.00 | | | | |
| SUBTOTAL- PAGE 2 96,494.00 | | SUBTOTAL - PAGE 2 0.00 | | | |

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 12-13 and projection for the remainder of the fiscal year.

| | | | |
|--------------------------|------------------|--------------------------|------------------|
| Department Head Approval | Date | Finance Officer Approval | Date |
| <i>Martha H. Martin</i> | <i>6/11/2013</i> | <i>Martha H. Martin</i> | <i>6/11/2013</i> |

| | |
|-------------------------|------|
| Budget Officer Approval | Date |
| | |

| | | |
|-----------------------------------|------|-----------------|
| Board Approval (When Applicable) | Date | Date of Minutes |
| | | |

BUDGET ORDINANCE AMENDMENT: GENERAL FUND / TIRE DISPOSAL
FINANCE: \$186,200. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2012 - 2013
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

| FUND | | DEPARTMENT | | LINE ITEM DESCRIPTION | |
|---|-------------|-------------------------------------|--|-----------------------|-------------------|
| GENERAL / TIRE DISPOSAL | | VARIOUS | | VARIOUS | |
| Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input type="checkbox"/> | | | Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> | | |
| REVENUES | | | EXPENDITURES | | |
| Account # and Title | Amount | Account # and Title | Amount | | |
| <u>DECREASE</u> | | | | | |
| 10-3322-3100 BEER & WINE TAXES | -2,100.00 | | | | |
| 10-3437-4101 EMS-NON-EMERG TRNSTP | -100,000.00 | | | | |
| 10-3991-9910 FUND BALANCE APPROPRIATED | -676,589.00 | | | | |
| <u>INCREASE</u> | | | <u>INCREASE</u> | | |
| 23-3422-4010 TIRE DISIPOSAL FEES-STATE | 12,000.00 | 23-4961-6901 TIRE DISPOSAL-CONTRACT | 24,000.00 | | |
| 22-3472-4011 GRANT-TIRE DISPOSAL | 12,000.00 | | | | |
| SUBTOTAL- PAGE 3 | | -754,689.00 | SUBTOTAL - PAGE 3 | | 24,000.00 |
| GRAND TOTAL | | 186,200.00 | GRAND TOTAL | | 186,200.00 |

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 12-13 and projection for the remainder of the fiscal year.

| | | | |
|--------------------------|------------------|--------------------------|------------------|
| Department Head Approval | Date | Finance Officer Approval | Date |
| <i>Martha H. Martin</i> | <i>6/11/2013</i> | <i>Martha H. Martin</i> | <i>6/11/2013</i> |

| | |
|-------------------------|------|
| Budget Officer Approval | Date |
| | |

| | | |
|-----------------------------------|------|-----------------|
| Board Approval (When Applicable) | Date | Date of Minutes |
| | | |

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 06/17/13 **ITEM NO.:** 7

RESOLUTION: Approving “Program Beneficiaries and Alternates” for the 2012 Community Development Block Grant Scattered Site Project

SUBJECT AREA: Administrative

ACTION REQUESTED:

The Board is requested to approve the “Program Beneficiaries and Alternates” for the 2012 Community Development Block Grant Scattered Site program.

HISTORY/BACKGROUND:

Lenoir County has been involved in Community Development Block Grant projects with the State for a number of years. As each cycle of grant funding is awarded, there are funds available to reconstruct or replace units for low income families in Lenoir County. The Board is asked to approve the list of Program Beneficiaries and Alternates for the 2012 cycle of the CDBG Scattered Site program.

EVALUATION:

The current list of program beneficiaries and alternates meet the requirements to be eligible for the 2012 CDBG Scattered Site Program.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: the County adopt the "Program Beneficiaries and Alternates", which are attached and made a part of this resolution by reference, as directed by the 2012 Community Development Block Grant Scattered Site program.

AMENDMENTS:

MOVED _____ SECONDED _____

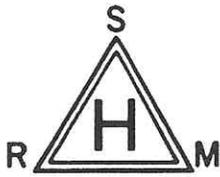
APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: DAVIS _____ BROWN _____ BEST _____ DAUGHETY _____
HILL _____ ROUSE _____ SUTTON _____

Reuben J. Davis, Chairman Date

ATTEST

DATE



R S M HARRIS ASSOCIATES, INC.

PLANNERS-CONSULTANTS-DEVELOPERS

POST OFFICE BOX 10037
GOLDSBORO, NORTH CAROLINA 27532
TELEPHONE 919-751-0909

2719 GRAVES DRIVE, SUITE 2
GOLDSBORO, NORTH CAROLINA 27534
EMAIL cdharris@rsmharris.com

MEMORANDUM

TO: Martha Martin
Finance Officer

FROM: C. David Harris
CDBG Project Manager

SUBJECT: County of Lenoir 2012 CDBG-SS Program
Selection of Program Beneficiaries

DATE: June 10, 2013

Lenoir County's application for 2012 CDBG Scattered Site Housing Assistance was approved, but with funding for only two replacement houses. Since last fall we have been reviewing applications and inspecting houses to determine the home owners to include in the 2012 Scattered Site Project. Two weeks ago we invited representatives from each of the towns in the County to meet and review the home owners we were recommending. We included with the invitation a list of the two families that were recommended and two families that would be alternates in case any of the primary beneficiaries could not participate. None of the Town representatives attended the meeting that was held on May 31, 2013. We have not heard from any of the representatives objecting to the home owners recommended. The Towns are not required to submit a recommendation, but they are to be provided an opportunity to comment.

We ask that the County Commissioners approve the families to be included in the 2012 CDBG Scattered Site Project at the June 17 meeting. Attached is a list of the names and addresses of the home owners. These families demonstrate a high level of housing need, including living in dilapidated houses that need to be replaced, are low income (less than 50% of median income) and have special needs, such as elderly, handicapped, or female-headed household.

Please contact me if there are any questions.

2012 LENOIR COUNTY CDBG-SS PROJECT BENEFICIARIES

| <u>Name</u> | <u>Number in Household</u> | <u>% Median Income</u> | <u>Number Elderly</u> | <u>Number Handicapped</u> | <u>Female Head of Household</u> | <u>Housing Conditions</u> | <u>Housing Type</u> | <u>Source of Water</u> | <u>Type of Sewer</u> | <u>Housing Treatment</u> |
|--|----------------------------|------------------------------|-----------------------|---------------------------|---------------------------------|---------------------------|---------------------|------------------------|----------------------|--------------------------|
| Peter Sutton 2554 Promise Land Road LaGrange, NC 28551 | 2 | Low- 31-50% Median | 2 | 2 | No | Severely Dilapidated | Frame-Built | Public | Septic System | Replacement House |
| Lucille Belcher 3112 Poole Rd Kinston, NC 28504 | 1 | Very Low- < 30% Median | 1 | 1 | Yes | Severely Dilapidated | Frame-Built | Public | Septic System | Replacement House |

ALTERNATES

| | | | | | | | | | | |
|--|---|------------------------------|---|---|-----|-------------------------|-------------|--------|---------------|----------------------|
| Marian D. Hines 105 Hill Street LaGrange, NC 28551 | 2 | Very Low- < 30% Median | 0 | 1 | Yes | Severely Dilapidated | Block House | Public | Public | Replacement House |
| Alton Sutton 4715 Levi Sutton Lane Kinston, NC 28504 | 1 | Very Low- < 30% Median | 0 | 1 | No | Severely Dilapidated | Frame-Built | Public | Septic System | Replacement House |

**RESOLUTION ACKNOWLEDGING THE EXECUTION AND DELIVERY BY THE
LENOIR COMMUNITY COLLEGE BOARD OF TRUSTEES OF A
GUARANTEED ENERGY SAVINGS CONTRACT**

BE IT RESOLVED by the Board of Commissioners (the "Board") of the County of Lenoir, North Carolina (the "County") as follows:

1. The Board hereby finds, determines and acknowledges that:

(a) the Board of Trustees of Lenoir Community College (the "Trustees") plans to enter into a not less than \$4,080,000⁰⁰ guaranteed energy savings contract pursuant to G.S. 143-64.17 et. seq. for the purpose of providing certain energy conservation measures authorized thereby (the "Project") so as to reduce energy consumption and/or energy-related operating costs;

(b) the Trustees intends to finance the Project by entering into an installment contract (the "Contract") pursuant to G.S. 143-64.17 and G.S. 160A-20, as amended;

(c) the energy savings resulting from the Project are expected to equal or exceed the total costs payable under the Contract as shown in an evaluation performed by a licensed engineer on behalf of the Trustees;

(d) the payments under the Contract are not expected to require any additional appropriations to be made to the Trustees nor any increase in taxes; and

(e) the Board does not intend to reduce appropriations to the Trustees based upon a reduction of energy costs in a manner that would inhibit the ability of the Trustees to make the payments under the Contract, provided that the County is not bound in any manner to appropriate funds to the Trustees in amount sufficient for the Trustees to make such payments.

2. This resolution shall take effect upon its passage.

[SEAL]

Chairman, Board of Commissioners
of the County of _____

I DO HEREBY CERTIFY that this is a true and correct copy of the resolution duly adopted by the Board of Commissioners of the County of _____ at a regular meeting held on _____, 20____.

Date

Clerk to the Board

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 06/17/13 **ITEM NO.:** 9A.

RESOLUTION: To Authorize Lenoir County Cooperative Extension to Continue the Lease of Mac Computer: \$4,000

SUBJECT AREA: Administrative

ACTION REQUESTED:

The Board is requested to authorize Lenoir County Cooperative Extension's participation in the North Carolina Cooperative Extension/ North Carolina State University Mac Computer Lease program.

HISTORY/BACKGROUND:

North Carolina Cooperative Extension converted to the Mac Computer lease System in 2007. 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 \$4,000 our agency will install 14 new hard drives and one Mac laptop. This amount includes installation, training, University technical support and repair. This lease is renewable every three years.

EVALUATION:

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

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/17/13 **ITEM NO.:** 9B

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

SUBJECT AREA: Purchase/Bids

ACTION REQUESTED:

To authorize acceptance of a 1-year contract for grounds maintenance in the amount of \$3,296 from Charles Hughes Construction LLC.

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

EVALUATION: Appearance of lawn and landscape at Lenoir County Cooperative Extension is important. Charles Hughes Construction, LLC has performed the service satisfactory for the past seven years.

MANAGER'S RECOMMENDATION:

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that a one year contract for Grounds Maintenance at Cooperative Extension with Charles Hughes Construction, LLC, in the amount of \$3,296 be approved **AND BE IT FURTHER RESOVLED**, the Lenoir County Cooperative Extension Director is authorized to execute the contract.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Hill _____

Daughety _____ Best _____ Sutton _____ Rouse _____

Reuben Davis, Chairman
Lenoir County Board of Commissioners

06/17/13
Date

ATTEST

DATE

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/17/2013 **ITEM NO.** 10

Resolution: Authorizing Contract Amendment for Business Personal Property Audit Services:
County Tax Services, Inc.

SUBJECT AREA: Financial

ACTION REQUESTED:

To authorize the Lenoir County Tax Department to amend its contract with County Tax Services, Inc. Due to Legislative changes set forth in House Bill 462, as it relates to compensation and authorize the Lenoir County Tax Administrator to execute the amended contract on behalf of the County.

HISTORY/BACKGROUND:

The Lenoir County Board of Commissioners approved a resolution on May 17th, 2010 authorizing the Tax Department to enter into a contract with County Tax Services, Inc. (CTSI) to audit Business Personal Property accounts. The original agreement called for CTSI to be compensated based on a contingency fee of 30% of all taxes discovered and paid. In 2010, the contingency fee method of compensation for audit companies was the preferred and most common. In 2012, the passage of House Bill 462 by the NC Legislature requires property tax audit companies to be paid based on a fee basis. This law change becomes effective with any audits assigned and started after July 1st, 2013.

EVALUATION:

The purpose of an audit program is to insure equity among taxpayers and assist with the education of taxpayers concerning the methodology for reporting business personal property. Since the original agreement was entered into with CTSI, they have completed 158 audits resulting in \$151,553 taxes discovered and paid. Currently, there are 32 audits in progress, and these will be completed and CTSI will be reimbursed based on the original agreement. Lenoir County has approximately 2700 businesses that report machinery and equipment subject to property taxes. The Tax Department does not think it will be cost effective to audit all of the businesses in Lenoir County, but based on the results of the audit program thus far, there will certainly be more accounts that should be audited in the future.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Lenoir County Tax Department is authorized to amend its contract with County Taxes Services, Inc. as it relates to compensation **AND BE IT FURTHER RESOLVED** the Lenoir County Tax Administrator is authorized to execute the attached amended contract, which is made apart of this resolution by referene, on behalf of the County.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Best _____ Daughety _____

Hill _____ Rouse _____ Sutton _____

Chairman 06/17/13
Date

ATTEST 06/17/13
Date

**NORTH CAROLINA
LENOIR COUNTY**

CONTRACT AMENDMENT

THIS CONTRACT AMENDMENT is made and entered into this ____ day of _____, 2013 by and between the **COUNTY OF LENOIR** (hereinafter referred to as “**County**”) and **County Tax Services** (hereinafter referred to as “**Contractor**”).

This **CONTRACT AMENDMENT** is a result of Legislative changes set forth in House Bill 462 as it relates to compensation.

WITNESSETH:

THAT WHEREAS, the County and Contractor entered into a contract dated May 20, 2010, for the provision of auditing Business Personal Property Tax Listing, (hereinafter the “Original Agreement”) and

WHEREAS, the County and Contractor desire to amend the Original Agreement, while keeping in effect all terms and conditions of the Original Agreement not inconsistent with the terms and conditions set forth below.

NOW THEREFORE, for and in consideration for the mutual covenants and agreements made herein, the parties agree to amend the Original Agreement as follows:

All audits assigned and started prior to July 1, 2013 will remain under the compensation as outlined in the Agreement dated May 20, 2010. All audits assigned and started after July 1, 2013 will be compensated based on this Amendment.

6. COMPENSATION

For **AUDITING SERVICES** outlined in the Original Agreement provided by CTSI under this Agreement, **COUNTY** agrees to compensate CTSI as follows:

A. AUDITING SERVICES

Fee Determination

For auditing services provided by CTSI, County will pay to CTSI a fee in accordance with the schedule shown below.

*The fee paid will be based on utilizing the most current audited Business Personal Property Tax Listing form to determine the final Total Tax Value assessed.

| Size | *Total Tax Value per Current Listing | Fee per Acct# |
|------|--------------------------------------|---------------|
| S-0 | 0 - 50,000 | 400.00 |
| S-1 | 50,001 - 399,000 | 600.00 |
| S-2 | 400,000 - 999,000 | 1,000.00 |
| S-3 | 1,000,000 - 4,999,999 | 2,000.00 |
| S-4 | 5,000,000 - 14,999,999 | 6,000.00 |
| S-5 | 15,000,000 - 29,999,999 | 10,000.00 |
| S-6 | 30,000,000 - 49,999,999 | 10,000.00 |
| S-7 | 50,000,000 up | 10,000.00 |

For audit categories S-0 through S-3 CTSI’s services will include the performance of the audit and all levels of the appeal process until the audit is resolved.

For audit categories S-4 through S-7 CTSI's fees will include the performance of the audit and any involvement through the assessor's conference level. If a second appeal occurs past the assessor's conference stage, CTSI will be compensated at the rate of \$100.00 per hour. CTSI will keep an hourly log on additional hours worked which would be added to the final fee and invoiced together. At no time will CTSI invoice the county for more than what the Contingency Fee would have been.

Invoicing Procedures

If COUNTY has appropriated funds for the audit program CTSI will invoice the COUNTY after all appeal rights have expired.

If COUNTY has NOT appropriated funds for the audit program the COUNTY will provide CTSI with copies of taxpayer's paid bills so that CTSI can generate invoices to COUNTY for services. If it is determined that the amount COUNTY has collected totals more than the total fees due up to that date then CTSI will invoice all audits completed up to that date.

CTSI shall invoice COUNTY; Payment to CTSI for services provided under this Agreement will be due 30 days from the date of funds collected.

IN WITNESS WHEREOF, the parties have expressed their agreement to these terms by causing this Contract Amendment to be executed by their duly authorized office or agent. This Contract Amendment shall be effective as of the date herein.

CONTRACTOR

LENOIR COUNTY

By: *Tonia Bowen*

By: _____
Name and Title

Name/Title: *Tonia Bowen, President*

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

Lenoir County Finance Director

INTRODUCED BY: Michael W. Jarman, County Manager: **DATE:** 06/17/13 **ITEM NO.** 11A.

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 new copiers and wide format scanner.

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 Recommended Approval

Initials

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that a lease agreement with COECO for two new copiers and a wide format scanner in the amount not to exceed \$9,500.00 be approved **AND BE IT FURTHER 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: Davis _____ Brown _____ Hill _____ Sutton _____

_____ Daughety _____ Best _____ Rouse _____

_____ 06/17/13
Reuben Davis, Chairman Date
Lenoir County Board of Commissioners

ATTEST DATE

INTRODUCED BY: Michael W. Jarman, County Manager: **DATE:** 06/17/13 **ITEM NO:** 11B.

RESOLUTION: Approval of Indexing Services Contract for FY 2013-14: Cott Systems:
\$26,500

SUBJECT AREA: Purchase/Bids

ACTION REQUESTED: Approval of an Indexing Services Contract with Cott Systems for FY 13-14 in the amount not to exceed \$26,500.

HISTORY/BACKGROUND: Indexing of real estate documents, marriages, births, delayed births, deaths, and maps 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 the Register of Deeds to continue providing an index of vital and real estate records on a 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 Recommended Approval

Initials

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners, that an Indexing Services Contract for FY 13-14 with Cott Systems in an amount not to exceed \$26,500.00 be 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: Davis _____ Brown _____ Hill _____ Sutton _____

_____ Daughety _____ Best _____ Rouse _____

_____ 06/17/13
Reuben Davis, Chairman Date
Lenoir County Board of Commissioners

_____ _____
ATTEST DATE

INTRODUCED BY: Michael Jarman, County Manager DATE 06/17/13 ITEM NO. 12

RESOLUTION: Authorizing the Issuance of Blanket Purchase Orders to the following Companies for Fiscal Year 2013-2014: \$ 51,900

| | | |
|-------------------------------|--------------|--------------|
| Election Systems & Software | \$ 29,000.00 | 10-4170-3990 |
| Election Systems & Software | \$ 3,000.00 | 10-4170-1720 |
| Owen G. Dunn/Print Elect | \$ 3,000.00 | 10-4170-1720 |
| J & M Executive Leasing LL | \$ 6,400.00 | 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 |
| 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 13-14 purchase orders for the Board of Elections in the amount of \$ 51,900

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 \$2500 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 supplies are purchased from Corporate Resources in Kinston.

EVALUATION: Approval of this resolution will allow for the encumbrance of funds in the FY 13-14 budget and the eventual payment to vendors for products and services received.

Resolution: Authorizing Support of Continuance of Health Department Clinics and Services through FY 2013-2014

SUBJECT AREA: Financial

ACTION REQUESTED:

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

| TOTALS | | |
|--|---------|-----------------------|
| AIS (Conversion/Imaging Inactive Charts) | | 10-5110-3211 4,200. |
| Brame (Janitorial Supplies) | | 10-5110-3501 9,100. |
| Calloway & Associates(Condoms) | 4,900. | 10-5150-2390 1,400. |
| | | 10-5150-2392 500. |
| | | 10-5150-2394 2,500. |
| | | 10-5150-2395 500. |
| Cardinal (Medical Supplies) | 22,700. | 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. |
| Cardinal Health (Contraceptives) | | 10-5150-2390 7,000. |
| Clinician Fees (Physicians) | 70,500. | 10-5150-1930 70,500. |
| | 6,500. | 10-5162-6900 6,500. |
| Pharmacist (Rob Bizzell) | 9,000. | 10-5150-2380 8,100. |
| | | 10-5162-2380 900. |
| Corporate Resources | 24,000. | 10-5110-2600 14,000. |
| (Office Supplies) | | 10-5167-2600 10,000. |
| City of Kinston (Utilities) | 35,750. | 10-5110-3300 31,750. |
| | | 10-5167-3300 4,000. |
| Garrison Enterprises(Software) | 7,500. | 10-5180-5100 7,500. |
| GlaxoSmithKline (hepatitis) | 7,000. | 10-5150-2391 7,000. |
| HemoCue (cuvettes) | 3,870. | 10-5150-2390 1,785. |
| | | 10-5150-2392 785. |
| | | 10-5150-2393 200. |
| | | 10-5150-2395 1,100. |
| JOM Pharmaceuticals (pills) | | 10-5150-2390 12,434. |
| Lenoir County School Nurse (Grant) | | 10-5110-6901 150,000. |
| Lenoir Memorial Hospital(U/S) | | 10-5150-2392 4,150. |
| Merck (varivax/pneumonia/mmr) | | 10-5150-2391 6,000. |
| NC Dept. of Administration (courier service) | | 10-5110-3250 2,000. |

| | | | |
|-----------------------------|---------|--------------|--------|
| NC State Lab | 16,600. | 10-5150-2390 | 8,000. |
| | | 10-5150-2392 | 2,000. |
| | | 10-5150-2393 | 2,000. |
| | | 10-5150-2394 | 2,000. |
| | | 10-5150-2395 | 1,000. |
| | | 10-5150-2396 | 600. |
| | | 10-5162-2390 | 1,000. |
| Realo (Drugs) | 5,000. | 10-5150-2390 | 1,000. |
| | | 10-5150-2392 | 1,000. |
| | | 10-5150-2393 | 1,500. |
| | | 10-5150-2394 | 500. |
| | | 10-5150-2395 | 500. |
| | | 10-5162-2390 | 500. |
| SanofiPasteur(Rabies/Flu) | 6,350. | 10-5150-2391 | 5,250. |
| (Tubersol) | | 10-5150-2393 | 1,100. |
| Staples (Office Supplies) | 7,500. | 10-5110-2600 | 2,500. |
| | | 10-5167-2600 | 5,000. |
| TheraCom (IUD's) | 4,000. | 10-5150-2390 | 4,000. |
| U.S. Postal Service Postage | 4,000. | 10-5110-3250 | 4,000. |
| Postage (WIC) | 3,700. | 10-5167-3250 | 3,700. |

HISTORY/BACKGROUND:

The requested utilization of funds is based on projected expenditures for FY 2013-2014.

EVALUTION:

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

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED BY THE Lenoir County Board of Commissioners authorize utilization of funds as requested to support Health Department services is approved.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Best _____ Sutton _____

Hill _____ Daughety _____ Rouse _____

Reuben J. Davis, Chairman

06/17/13
Date

ATTEST

06/17/13
Date

INTRODUCED BY: Michael W. Jarman, County Manager DATE: 6/17/13 ITEM NO. 14

RESOLUTION: Authorizing FY13-14 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 |
| Lowe's | \$ 5,000 | McCalls | \$2,500 |
| Mayer Electric | \$ 8,000 | D & L Supply | \$2,500 |
| National Air Filters | \$ 2,500 | CC Dickson | \$2,500 |

SUBJECT AREA: Purchases / Bids

ACTION REQUESTED: The Board is requested to authorize the execution of FY13-14 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.

Lowe's of Kinston/Greenville \$5,000: Miscellaneous maintenance needs not available through local vendors. Lowe's of Greenville is an established that has been used in the past; with an account at the Kinston Lowe's, 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

CC Dickson \$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 FY13-14 budget and the eventual payment for services as billed.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval. _____

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the County executes the following purchase orders for FY13-14:

| | | |
|----------------------|----------|--|
| Brame Specialty Co.: | \$12,400 | 1041603500 \$4,700; 1042603500 \$4,700; 1043323500 \$3,000 |
| Brinson Home Repair: | \$5,000 | 1041603500 \$2,500; 1042603500 \$2,500 |
| City of Kinston: | \$30,000 | 1041603500 \$10,369; 1042603500 \$10,369; 1053103500 \$3,356 1043323500 \$5,906 |
| Ed Phillips, Inc.: | \$5,000 | 1041603500 \$2,500; 1042603500 \$2,500 |
| Southern Elevator | \$10,020 | 1041606910 \$6,780; 1042606910 \$3,240 Monthly Service |
| A&B Cleaning | \$79,842 | 1041603500 \$56,400; 1042603500 \$23,442 |
| Lowes | \$5,000 | 1041603500 \$2,500; 1042603500 \$2,500 |
| Mayer Electric | \$8,000 | 1041603500 \$4,000 1042603500 \$4,000 |
| Atlantic Coastal | \$2,000 | 1041603500 \$1,000; 1042603500 \$1,000 |
| Bilzard Bldg. Supply | \$1,000 | 1041603500 \$500; 1042603500 \$500 |
| Fast Forward Signs | \$2,000 | 1041603500 \$1,000; 1042603500 \$1,000 |
| Peco Electric | \$4,000 | 1041603500 \$2,000; 1042603500 \$2,000 |
| Wheeler Ext | \$2,928 | 1041603500 \$1,464; 1042603500 \$1,464 |
| Down East Protection | \$5,929 | 1041603500 \$5,929 |
| McCalls Supply | \$2,500 | 1041603500 \$1,250; 1042603500 \$1,250 |
| D & L Parts | \$2,500 | 1041603500 \$1,250; 1042603500 \$1,250 |
| CC Dickson | \$2,500 | 1041603500 \$1,250; 1042603500 \$1,250 |
| National Air Filters | \$2,500 | 1041603500 \$1,250; 1042603500 \$1,250 |

AMENDMENTS:

MOVED _____ **SECONDED** _____

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

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

Rouse ___ **Sutton** ___

Reuben J. Davis., Chairman

Date

Attest

Date

Resolution Authorizing the Issuance Of Blanket Purchase Orders
To The Following Companies for Fiscal Year 2013-2014 \$122,000

| | |
|--|-------------------|
| Squires Auto and Generator Service – Vehicle Repairs/Maintenance | 35,000 |
| Corporate Resources – Office Supplies | 3,500 |
| CTS Software – Software Contract | 8,000 |
| Fred Moody and Sons-Vehicle Repairs/Maintenance | 35,000 |
| 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 | 1,000 |
| Lion’s Industries– Safety Vests for thirty-five (35) Drivers | 2,000 |
| Capps Promotions – Promotional Items for Festival, Fairs, & Events | 3,000 |
| Professional Nursing Services – New Employee Drug Test, Random Testing, and Reasonable Drug and/or Alcohol Testing | 600 |
| Carolina Quick Care-Alcohol Testing | 1,200 |
| Gately Communications-Repairs/Maintenance and Installation of radios | 2,000 |
| Total | \$ 122,000 |

SUBJECT AREA: Purchases

ACTION REQUESTED:

Approval of a Resolution authorizing 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 are 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, promotional items for festivals, fairs, and events, drug & alcohol testing, for the Fiscal Year 2013-2014.

EVALUATION:

These Blanket Purchase Orders for Fiscal Year 2013-2014 will allow Lenoir County Transit to operate more efficient by having the Purchase Orders in place when the need for the service of one of the companies arises.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that the County execute 14 purchase orders totaling \$122,000 to the companies listed above for Fiscal Year 2013-2014 recurring repairs, new tires installation and maintenance, office supplies, washing and cleaning the inside of the vans, and a certified Braun lift repair service, installing and removing mobile advertising, promotional items for festivals, fairs, and events, and drug/alcohol testing.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Best _____ Sutton _____

Hill _____ Daughety _____ Rouse _____

Reuben J. Davis, Chairman 06/17/13
Date

ATTEST 06/17/13
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** Jun. 17, 2013 **ITEM NO.** 15B

RESOLUTION: Approving an Increase in NCDOT Project #13-CT-034 in the Amount of \$3,343 and the Purchase of a Lift Equipped Van with FY 12-13 NCDOT CTP Funds in the Amount of \$46,843.

SUBJECT AREA: Financial

ACTION REQUESTED: Approve an increase of \$3,343 in the NCDOT Project #13-CT-034 and the purchase of a Lift Equipped Van with NCDOT CTP (Community Transportation Program) FY 12-13 Funds at a cost of \$46,843.

HISTORY / BACKGROUND: On June 7, 2012, the Board of Transportation approved Lenoir County's request for a 5311 grant. A portion of that grant was to be used to replace a Lift Equipped Van that had met its useful life at a cost of \$43,500. On June 10, 2013, NCDOT made available the forms required to place the order for the Lift Equipped Vans. At that time, NCDOT also advised that the pricing for the vans came in higher than anticipated and each will cost \$46,843. The originally approved cost of \$43,500 would have been covered 80% by Federal funds: \$34,800, 10% State funds: \$4,350 and 10% local match: \$4,350. At the same percentages, Federal funds for the actual cost of the van increase by \$2,674 to \$37,474 and State funds increase by \$334 to \$4,684. A budget amendment will be submitted to NCDOT to cover these increases. The cost of the local match will increase by \$335 to \$4,685. The local match is covered by other grant funding and Transit revenues. NCDOT has advised that Lift Equipped vans to be purchased with FY 12-13 funds must be ordered no later than June 30, 2013.

EVALUATION: Lenoir County Transit feels that the increased cost for a replacement Lift Equipped Van can be justified when considering the decreased reliability and increased maintenance costs incurred during the daily use of a van with over 190,00 miles on it.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval

INITIALS

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that an Increase in NCDOT Project #13-CT-034 in the Amount of \$3,343 and the Purchase of a Lift Equipped Van with FY 12-13 NCDOT CTP Funds in the Amount of \$46,843. is approved.

AMENDMENTS

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Reuben J. Davis, Chairman 06/17/2013
Date

ATTEST 06/17/2013
Date

Capital

| | Approved | Actuals | Increase |
|-------------|-------------|-------------|------------|
| Fed (80%) | \$34,800.00 | \$37,474.00 | \$2,674.00 |
| State (10%) | \$4,350.00 | \$4,684.00 | \$334.00 |
| Local (10%) | \$4,350.00 | \$4,685.00 | \$335.00 |
| Total | \$43,500.00 | \$46,843.00 | \$3,343.00 |

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/17/2013 **ITEM NO.** 16

Resolution Authorizing The Issuance Of Blanket Purchase Orders To The Following Companies
For Yearly Software/Hardware Maintenance: \$ 191,200.

| | |
|--|--------|
| Software Maintenance / Visions Software | 26000 |
| Software Maintenance / Logics Software | 16000 |
| Software/Hardware Maintenance / Bormuth - Associates, Inc. | 25000 |
| Software Maintenance / ESRI | 8050 |
| Software Miantenance / Cloud Sherpahs | 29050 |
| Software Maintenance / Jolly Giant Software | 1500 |
| Communications Service / Centurylink | 34000 |
| Software Maintenance / System Commander Software / Jury | 2000 |
| AFIS Livescan Fingerprinting | 6000 |
| Minisoft software maintenance | 350 |
| CenturyLink Trend card Maintance | 5000 |
| Connect GIS | 3600 |
| Morphotrax for Jail Security | 4500 |
| TEAM-ia Support Contract on VMWARE and Networker | 28650 |
| Carolina Software/Software Maintenance | 1500 |
| Total | 191200 |

SUBJECT ARES: Purchases / Bids

ACTION REQUESTED:

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

HISTORY/BACKGROUND:

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

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that the County execute 16 purchase orders totaling \$191,200 to the companies listed above for yearly recurring software/hardware maintenance costs.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Rouse _____ Sutton _____ Brown _____ Davis _____

Hill _____ Best _____ Daughety _____

Reuben Davis, Chairman 06/17/13
Date

ATTEST 06/17/13
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/17/2013 **ITEM NO.:** 17A.

Resolution: Approving Maintenance Contract with Tyco Simplex Grinnell: \$6,140

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a purchase order with Tyco Simplex Grinnell to cover maintenance issues with the security electronics located in the new jail.

HISTORY / BACKGROUND:

The new jail has a vast array of security electronics such as touch screens, DVR's, cameras, video visitation electronics, etc. These systems require yearly maintenance and repair when a component fails. All of the security electronics were designed and installed by Tyco Simplex Grinnell.

EVALUATION:

Simplex Grinnell has proposed an annual contract of \$36,840 to provide maintenance on all of the security electronics installed by Simplex Grinnell, which includes service calls when needed, replacement of components, etc. The warranty period for these components will expire in April 30, 2014. The amount requested is prorated for a two month time period (May 1, 2014-June 30, 2014). The total prorated amount is \$6,140. Funding for the prorated contract will come from the jail maintenance line.

The Sheriff respectfully requests that he be permitted to execute a purchase order with Tyco Simplex Grinnell, to purchase two months of contracted maintenance for all of the security electronics located in the new jail.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff is permitted to execute a purchase order with Tyco Simplex Grinnell, for the purchase of two months of contracted maintenance on all of the security electronics designed and installed by Simplex Grinnell.

Tyco Simplex Grinnell----- \$ 6,140

Funding Account #: 10-4320-3520 \$ 6,140

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Rouse _____ Sutton _____ Brown _____ Davis _____

Hill _____ Best _____ Daughety _____

Reuben Davis, Chairman 06/17/13
Date

ATTEST 06/17/13
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/17/2013 **ITEM NO.** 17B.

Resolution Approving Purchase of a 2013 Chevrolet Impala: \$20,150

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a purchase order with Bobby Murray Chevrolet to purchase one police package 2013 Chevrolet Impala.

HISTORY / BACKGROUND:

The Lenoir County Sheriff's Office currently maintains a fleet of vehicles, which are individually assigned to each sworn sheriff's deputy. Recently, two Chevrolet Impala's, both 2008 models, were involved in collisions requiring their replacement. These two vehicles are used to serve the citizens of LaGrange.

EVALUATION:

The State contract price for a replacement Chevrolet Impala is \$20,150. The designated contract distributor for a police package Chevrolet Impala is Bobby Murray Chevrolet, located in Raleigh. The funds to pay for this vehicle will come from the insurance payments on the loss of the two Impala's as described above. The Sheriff respectfully requests that he be permitted to execute a purchase order with Bobby Murray Chevrolet for a 2013 Chevrolet Impala.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff is permitted to execute a purchase order with Bobby Murray Chevrolet for the purchase of a 2013 Chevrolet Impala.

Bobby Murray Chevrolet----- \$ 20,150

Funding Account #: 14-4200-5400 \$ 20,150

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Rouse _____ Sutton _____ Brown _____ Davis _____

Hill _____ Best _____ Daughety _____

Reuben Davis, Chairman

06/17/13
Date

ATTEST

06/17/13
Date

INTRODUCED BY: Michael Jarman, County Manager DATE: 06/17/2013 ITEM NO. 17C.

Resolution: Approving Purchase of Equipment, Services and/or Supplies: \$143,130

| Vendor: | Amount | Funding Account #: |
|----------------------------|-------------|--------------------|
| American Uniforms | \$15,000.00 | 10-4310-2120 |
| Corporate Resources | \$ 2,500.00 | 10-4310-2600 |
| Forms & Supply | \$ 2,500.00 | 10-4310-2600 |
| Lawmen's Safety (supplies) | \$ 7,500.00 | 10-4310-2900 |
| Gately Communications | \$20,000.00 | 10-4310-3290 |
| Brittain's Garage | \$33,000.00 | 10-4310-3530 |
| Fast Forward Signs | \$ 5,000.00 | 10-4310-3530 |
| Garris' Body Shop | \$10,000.00 | 10-4310-3530 |
| Moody & Sons Garage | \$ 3,500.00 | 10-4310-3530 |
| Sale Auto Mall (Ford) | \$ 3,000.00 | 10-4310-3530 |
| Lawmen's Safety (ammo) | \$10,900.00 | 10-4310-3590 |
| AFIX | \$ 5,501.00 | 10-4310-6900 |
| Reliant Management | \$24,729.00 | 10-4310-6900 |

SUBJECT AREA: FINANCIAL

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 and service offered by the above-listed vendors.

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

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

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

| Vendor: | Amount | Funding Account #: |
|-----------------------------------|--------------------|---------------------|
| American Uniforms | \$15,000.00 | 10-4310-2120 |
| Corporate Resources | \$ 2,500.00 | 10-4310-2600 |
| Forms & Supply | \$ 2,500.00 | 10-4310-2600 |
| Lawmen's Safety (supplies) | \$ 7,500.00 | 10-4310-2900 |
| Gately Communications | \$20,000.00 | 10-4310-3290 |
| Brittain's Garage | \$33,000.00 | 10-4310-3530 |
| Fast Forward Signs | \$ 5,000.00 | 10-4310-3530 |
| Garris' Body Shop | \$10,000.00 | 10-4310-3530 |
| Moody & Sons Garage | \$ 3,500.00 | 10-4310-3530 |
| Sale Auto Mall (Ford) | \$ 3,000.00 | 10-4310-3530 |
| Lawmen's Safety (ammo) | \$10,900.00 | 10-4310-3590 |
| AFIX | \$ 5,501.00 | 10-4310-6900 |
| Reliant Management | \$24,729.00 | 10-4310-6900 |

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Rouse _____ Sutton _____ Brown _____ Davis _____

Hill _____ Best _____ Daughety _____

Reuben Davis, Chairman

06/17/13
Date

ATTEST

Date

INTRODUCED BY: Michael Jarman, County Manager DATE: 06/17/2013 ITEM NO. 17D.

Resolution: Approving Purchase of Equipment, Services and/or Supplies: \$770,362

| Vendor: | Amount | Funding Account #: |
|---------------------------------|---------------------|---------------------|
| Bob Barker | \$13,000.00 | 10-4320-2110 |
| Brame | \$17,300.00 | 10-4320-2110 |
| Charm-Tex | \$20,000.00 | 10-4320-2110 |
| American Uniform | \$15,000.00 | 10-4320-2120 |
| ABL Management | \$317,352.00 | 10-4320-2200 |
| Georgia Detention Svcs. | \$ 5,010.00 | 10-4320-3520 |
| Southern Health Partners | \$382,700.00 | 10-4320-3990 |

SUBJECT AREA: FINANCIAL

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 W.E. "Billy" Smith Detention Center.

HISTORY / BACKGROUND:

The Sheriff's Office has been very pleased with the equipment, services and/or supplies and service offered by the above-listed vendors.

The Sheriff respectfully requests that he be permitted to execute blanket purchase orders with the listed vendors to provide equipment, services, and/or supplies for the W.E. "Billy" Smith Detention Center.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff is permitted to execute purchase orders with the below referenced vendors to provide services and supplies to the W.E. "Billy" Smith Detention Center Office.

| Vendor: | Amount | Funding Account #: |
|---------------------------------|---------------------|---------------------|
| Bob Barker | \$13,000.00 | 10-4320-2110 |
| Brame | \$17,300.00 | 10-4320-2110 |
| Charm-Tex | \$20,000.00 | 10-4320-2110 |
| American Uniform | \$15,000.00 | 10-4320-2120 |
| ABL Management | \$317,352.00 | 10-4320-2200 |
| Georgia Detention Svcs. | \$ 5,010.00 | 10-4320-3520 |
| Southern Health Partners | \$382,700.00 | 10-4320-3990 |

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Rouse _____ Sutton _____ Brown _____ Davis _____

Hill _____ Best _____ Daughety _____

Reuben Davis, Chairman 06/17/13
Date

ATTEST

Date

INTRODUCED BY: Michael W. Jarman, County Manager; **DATE:** 06/17/13 **ITEM NO.** 18A.

RESOLUTION: AUTHORIZING FY13-14 SERVICE CONTRACTS AND PURCHASE ORDERS FOR: EMERGENCY SERVICES: EMERGENCY MANAGEMENT DIVISION: \$44,845

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: The Board is requested to authorize the Emergency Services Director to execute the following FY13-14 Service Contracts and Purchase Orders: Emergency Management Division: in the amount of \$44,845.00.

| | | | |
|---|--|--------------|-------------|
| 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 |
| Dell | Computer Lease | 10-4330-7100 | \$5,641.00 |
| De Lage Alnden Public Finance LLC | Administrative Telephone System Lea | 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 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 FY13-14 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 FY13-14: Emergency Management Division: in the amount of \$44,845.00.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Davis _____ Brown _____ Hill _____ Sutton _____

_____ Daughety _____ Best _____ Rouse _____

Reuben Davis, Chairman
Lenoir County Board of Commissioners

06/17/13
Date

ATTEST

DATE

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/17/13 **ITEM NO.:** 18B.

RESOLUTION: AUTHORIZING FY13-14 SERVICE CONTRACTS AND PURCHASE ORDERS FOR: EMERGENCY SERVICES: COMMUNICATIONS DIVISION: \$124,944

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: The Board is requested to authorize the Emergency Services Director to execute the following FY13-14 Service Contracts and Purchase Orders: Communications Division: in the amount of \$124,944.00.

| | | | |
|-----------------------|-------------------------------------|--------------|-------------|
| Rouse Towers LLC | Radio Tower Lease – Hugo Site | 10-4315-6900 | \$9,000.00 |
| Trenton Tower LLC | Radio Tower Lease – WSFL, Jones C | 10-4315-6900 | \$30,000.00 |
| Gately Communications | Radio Management & Maintenance | 10-4315-6900 | \$70,530.00 |
| Cummins Atlantic | Generator Maintenance | 10-4315-6900 | \$6,000.00 |
| Price Communications | Radio Tower Maintenance | 10-4315-6900 | \$2,914.00 |
| 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 FY13-14 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 FY13-14: Communications Division: in the amount of \$124,944.00.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Reuben Davis, Chairman
Lenoir County Board of Commissioners

06/17/13
Date

ATTEST

DATE

INTRODUCED BY: Michael W. Jarman, County Manager; **DATE:** 06/17/13 **ITEM NO.** 18C.

RESOLUTION: AUTHORIZING FY13-14 SERVICE CONTRACTS AND PURCHASE ORDERS FOR: EMERGENCY SERVICES: COMMUNICATIONS DIVISION: EMERGENCY TELEPHONE FUND: \$194,412

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: The Board is requested to authorize the Emergency Services Director to execute the following FY13-14 Service Contracts and Purchase Orders: Communications Division: Emergency Telephone Fund: in the amount of \$194,412.00.

| | | | |
|-------------------------|-------------------------------|--------------|-------------|
| Gately Communications | NICE Recorder Maintenance | 24-4320-6900 | \$5,606.55 |
| VisionAir | CAD Maintenance | 24-4320-6900 | \$29,125.20 |
| GeoSpatial Technologies | Mapping Maintenance | 24-4320-6900 | \$21,120.00 |
| CenturyLink | 911 Telephone Maintenance | 24-4320-6900 | \$28,029.12 |
| Priority Dispatch | Protocol Maintenance | 24-4320-6900 | \$15,594.00 |
| Neverfail | SQL Server Maintenance | 24-4320-6900 | \$3,600.00 |
| Various | Jones/Lenoir Co merger projec | 24-4320-5100 | \$91,337.00 |

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 FY13-14 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 FY13-14: Communications Division: Emergency Telephone Fund: in the amount of \$194,412.00.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Davis _____ Brown _____ Hill _____ Sutton _____

_____ Daughety _____ Best _____ Rouse _____

Reuben Davis, Chairman 06/17/13
Date
Lenoir County Board of Commissioners

ATTEST DATE

INTRODUCED BY: Michael W. Jarman, County Manager: **DATE:** 06/17/13 **ITEM NO.** 18D.

RESOLUTION: AUTHORIZING FY13-14 SERVICE CONTRACTS AND PURCHASE ORDERS FOR: EMERGENCY SERVICES: EMS DIVISION: \$492,256

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: The Board is requested to authorize the Emergency Services Director to execute the following FY13-14 Service Contracts and Purchase Orders: EMS Division: in the amount of \$492,256.00.

| | | | |
|---|------------------------------|--------------|--------------|
| Apollo MD | Medical Director's Contract | 10-4332-6900 | \$27,000.00 |
| AlSCO | Linen Maintenance | 10-4332-6900 | \$18,432.00 |
| ZOLL Medical Corporation | Defibrillator Maintenance | 10-4332-6900 | \$11,844.00 |
| EMS Management & Consultant | EMS Billing Management | 10-4332-6901 | \$160,000.00 |
| EMS Management & Consultant | EMS Billing Management | 10-4333-6901 | \$32,000.00 |
| Boundtree Medical; Vidacare; ZOLL Medical; Southeastern Emergency Equipment; Henry Schein/Matrix Medical; Progressive Medical International; Emergency Medical Products; Machine & Welding Supply Co; Best Value Pharmacy | Medical Supplies | 10-4332-2390 | \$137,500.00 |
| Pope Automotive; Select Custom Apparatus; West Chatham Warning | Vehicle Maintenance | 10-4332-3530 | \$76,000.00 |
| Pope Automotive; Select Custom Apparatus; West Chatham Warning | Vehicle Maintenance | 10-4333-3530 | \$10,000.00 |
| Century Uniforms and Uniforms Plus | Employee Uniforms | 10-4332-2120 | \$15,000.00 |
| Verizon | iPads for Ambulances and QRV | 10-4332-5999 | \$4,480.00 |

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 FY13-14 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 FY13-14: EMS Division: in the amount of \$492,256.00.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Davis _____ Brown _____ Hill _____ Sutton _____

_____ Daughety _____ Best _____ Rouse _____

Reuben Davis, Chairman 06/17/13
Lenoir County Board of Commissioners Date

ATTEST DATE

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 06/17/13 **ITEM NO.:** 19

RESOLUTION: Approving Citizens to Boards, Commissions, Etc.

SUBJECT AREA: Boards and Commissions

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

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

EVALUATION:

The following Boards currently have existing vacancies/expiring terms.

| <u>BOARD/COMMITTEE/COMMISSION</u> | <u>APPLICANT/ CURRENT MEMBER</u> | <u>TERM EXPIRATION</u> |
|--|--|----------------------------|
| Eastern Carolina Workforce Development | Debbie B. Burrell Bruce Parson 2nd Appearance | June 2015 |
| Agricultural Advisory Board | Michael Hill Nelson Dawson Michael Morris Randy Smith Alton Roberson Rodney Smith Tom Davis Greg Herring Christopher Seymour Clayton Sutton B.H. Casey, Jr. Jerry Tyndall 2nd Appearance | June 2014 |

CURRENT VACANCIES:

Lenoir County Health Board – (1) Optometrist

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

MANAGER'S RECOMMENDATION:

Initials

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

| BOARD/COMMITTEE/COMMISSION | APPLICANT/ CURRENT MEMBER | TERM EXPIRATION |
|--|--|--------------------|
| Eastern Carolina Workforce Development | Debbie B. Burrell Bruce Parson 2nd Appearance | June 2015 |
| Agricultural Advisory Board | Michael Hill Nelson Dawson Michael Morris Randy Smith Alton Roberson Rodney Smith Tom Davis Greg Herring Christopher Seymour Clayton Sutton B.H. Casey, Jr. Jerry Tyndall 2nd Appearance | June 2014 |

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Davis _____ Brown _____ Best _____ Daughety _____

Hill _____ Rouse _____ Sutton _____

Reuben J. Davis., Chairman

06/17/13

Date

ATTEST

06/17/13

Date



May 14, 2013

Mr. Roland Best, Chairman
Lenoir County Chief Elected Official
1909 Northview Drive
Kinston, NC 28502

Dear Mr. Best:

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

We are requesting that the Lenoir County Board of Commissioners reappoint the following individuals to the Eastern Carolina Workforce Development Board, Inc., for a two-year appointment beginning July 1, 2013, and expiring June 30, 2015:

- Debbie Beech Burrell
- Bruce Parson

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

Sincerely,

A handwritten signature in cursive script that reads "Tammy Childers" followed by the initials "ab".

Tammy Childers
Executive Director

cc: Mr. Michael Jarman, County Manager
Ms. Debbie Beech Burrell
Mr. Bruce Parson

1341 South Gléburnie Road • New Bern, North Carolina 28562
(252) 636-6901 voice (252) 638-3569 www.ecwdb.org
An Equal Opportunity/Affirmative Action Employer

NC STATE UNIVERSITY

May 21, 2013

To Whom it May Concern:

Enclosed you will find the applications for the individuals nominated for the Agricultural Advisory Board, which was a result of the recent approval of the Voluntary Agriculture District Ordinance.

According to the ordinance, the individuals for the Agricultural Advisory Board were nominated by the Lenoir County Soil and Water Board, Lenoir County Farm Service Agency Advisory Committee, Lenoir County Cooperative Extension Service, and Lenoir County Farm Bureau Board.

Each of the applicants is uniquely capable of representing Lenoir County on this Agricultural Advisory Board. The agencies nominating the applicants felt it was important for the membership to represent each area of Lenoir County. It was also important that each nominee be an active part of the agricultural industry in Lenoir County. You will find that each nominee generates most, if not all of their income from commercial row crops, produce, and animal agriculture.

Additionally, many of the nominees serve on other boards within Lenoir County. Several also serve on advisory boards that represent the agricultural commodities that they produce, such as the North Carolina Tobacco Growers Association.

We appreciate your approval of these nominees.

Sincerely,



Eve H. Honeycutt

Extension Agent, Agriculture, Livestock

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:

Agriculture Advisory 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: Michael Hill
 Address: 3084 Hugo Rd Hookerton NC 28538
 City/State/Zip: _____
 Telephone: (Home) 252 5240233 (Work) 252 660 4433
 Occupation: Farmer
 Business Address: 2264 Hugo Rd Kinston NC 28501
 Age: (Optional): 48
 Number hours available per month for this position: as needed
 Training: _____
 Business and Civic Experience/Skills: Farm Bureau Board member since 1995
Hugo Vol Fire Dept Foreman VP BOD 27 years.
 Other County Boards/Committees/Commissions presently serving on: _____

Expiration date of Term: June 2014

Circle your voting precinct

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

CERTIFICATION

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

Michael Hill
Signature of Applicant

5-16-13
Date

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

Agriculture Advisory 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: Nelson Dawson
 Address: 2679 Hillcrest Rd
 City/State/Zip: Kinston NC 28504
 Telephone: (Home) 252-522-5387 (Work) 252-361-0806
 Occupation: Farming
 Business Address: 904 Aic Post Rd
 Age: (Optional): 58
 Number hours available per month for this position: 4 hrs
 Training: _____
 Business and Civic Experience/Skills: _____

Other County Boards/Committees/Commissions presently serving on: LCFB + Lenoir County
Committee F.S.A.
 Expiration date of Term: _____ June 2015

Circle your voting precinct

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

Nelson Dawson
Signature of Applicant

5-7-2013
Date

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

Lenoir Co. Ag Advisory 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: Michael S. Morris
 Address: 3053 Hwy 58 N
 City/State/Zip: Kinston NC 28504
 Telephone: (Home) 252 523 9239 (Work) 252 526 1901
 Occupation: FARMER
 Business Address: SAME
 Age: (Optional): 60
 Number hours available per month for this position: 3 to 4
 Training: _____
 Business and Civic Experience/Skills: Farming Since 1975
 Other County Boards/Committees/Commissions presently serving on: _____
Lenoir Co. Planning Board Lenoir Co Farm Bureau
 Expiration date of Term: June 2014

Circle your voting precinct

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

CERTIFICATION

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

Michael S Morris
Signature of Applicant

4-22-13
Date

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

Agriculture Advisory 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: Randy Smith * * * * *

Address: 496 P.A. Noble Store Rd.

City/State/Zip: Deep Run 28521

Telephone: (Home) 523-9751 (Work) 520-3096

Occupation: farmer

Business Address: Same

Age: (Optional): 54

Number hours available per month for this position: ? as needed

Training: _____

Business and Civic Experience/Skills: LCC-Trustee, Bd. of Dir. - LCFarm Dev. Assoc
TGA-NC-Reg. Member, Lenoir Stew. Supervisor

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

Expiration date of Term: June 2015

Circle your voting precinct

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

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.

Randy Smith
Signature of Applicant

3/14/07
Date

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

Agriculture Advisory 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: Alton Hardy Robertson
 Address: 1305 Cobb Rd
 City/State/Zip: Kinston, NC 28501
 Telephone: (Home) 252-523-3194 (Work) 252-523-2657
 Occupation: Farm
 Business Address: 1229 Cobb Rd. Kinston, NC 28501
 Age: (Optional): 58
 Number hours available per month for this position: Whatever it takes
 Training: _____
 Business and Civic Experience/Skills: Farming - 34 years, Lenoir Co. Farm Bureau - Pres, Lenoir Co. Blue Ribbon Study Committee, Democratic Party, Committee for members
 Other County Boards/Committees/Commissions presently serving on: NOCFB State Bd, LCPB County Board Board & Pres.
 Expiration date of Term: ~~2013 on call~~ June 2016

Circle your voting precinct

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

CERTIFICATION

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

Alton Hardy Robertson
Signature of Applicant

3-29-13
Date

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

Agriculture Advisory 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: Rodney D. Smith
 Address: 367 Jonestown Rd
 City/State/Zip: Pink Hill, N.C. 28572
 Telephone: (Home) 521-2787 (Work) 521-2787
 Occupation: FARMER
 Business Address: SAME AS ABOVE
 Age: (Optional): 55
 Number hours available per month for this position: what ever it takes
 Training: _____
 Business and Civic Experience/Skills: owner Rodney Smith Farms LLC, PART owner Jonestown Hog Farm, ~~and~~ Treasure Pink Hill Ruitan Club, Pleasant Hill Masonic Lodge
 Other County Boards/Committees/Commissions presently serving on: _____
FARM CREDIT BOARD - Farm Credit Advisory Committee, Farm Bureau Board
 Expiration date of Term: June 2014

Circle your voting precinct

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

CERTIFICATION

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Rodney Smith
Signature of Applicant

3-15-13
Date

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

Agriculture Advisory 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: TOM DAVIS
Address: 3482 HWY 55W
City/State/Zip: KINSTON N.C. 28504
Telephone: (Home) 252-523-1072 (Work) 268-1731
Occupation: FARM
Business Address: SAME
Age: (Optional): 54
Number hours available per month for this position: 5
Training: _____
Business and Civic Experience/Skills: _____

Other County Boards/Committees/Commissions presently serving on: ~~BUREAU~~ FARM
BUREAU
Expiration date of Term: ~~2015~~ June 2016

Circle your voting precinct

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

CERTIFICATION

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

Tom Davis
Signature of Applicant

3-23-13
Date

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

Agriculture Advisory 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: Greg Herring
 Address: 3021 L.D. Hardy Rd
 City/State/Zip: LaGrange, N.C. 28551
 Telephone: (Home) _____ (Work) 919-921-2022
 Occupation: Farmer
 Business Address: Same
 Age: (Optional): 49
 Number hours available per month for this position: 2
 Training: _____
 Business and Civic Experience/Skills: _____

Other County Boards/Committees/Commissions presently serving on: Farm Bureau

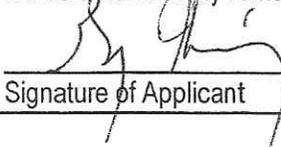
Expiration date of Term: ~~2011~~ June 2015

Circle your voting precinct

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

CERTIFICATION

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Signature of Applicant

3-15-13
Date

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

Agriculture Advisory 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: Christopher N Seymour
Address: 3159 Faulkner Rd
City/State/Zip: Kinston NC 28501
Telephone: (Home) 252-939-3768 (Work) 252-560-6699
Occupation: FARMER
Business Address: 3039 FAULKNER ROAD KINSTON NC
Age: (Optional): 39
Number hours available per month for this position: 10 hours
Training: _____
Business and Civic Experience/Skills: 14 YEARS IN BUSINESS

Other County Boards/Committees/Commissions presently serving on: LENOIR COUNTY FARM BUREAU
SOUTHERN BALES GIN
Expiration date of Term: ONE YEAR June 2014

Circle your voting precinct

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

CERTIFICATION

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

Christopher N Seymour
Signature of Applicant

3/22/2013
Date

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

Agriculture Advisory 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: Clayton * Robert * Sutton * *
Address: 5582 Kennedy Home Rd. In Grange N.C. 28551
City/State/Zip: _____
Telephone: (Home) 252-560-0779 (Work) 252-560-0779
Occupation: Farmer
Business Address: 5582 Kennedy Home Rd. In Grange N.C. 28551
Age: (Optional): 32
Number hours available per month for this position: as needed
Training: _____
Business and Civic Experience/Skills: _____
Other County Boards/Committees/Commissions presently serving on: None
Expiration date of Term: June 2016

Circle your voting precinct

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

CERTIFICATION

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Clayton R. Sutton
Signature of Applicant

4-6-13
Date

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

Agriculture Advisory 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: B.H. Casey Jr.
Address: 2846 Paul's Path Rd
City/State/Zip: Kinston, NC 28504
Telephone: (Home) 252 523-0507 (Work) 252 361-0833
Occupation: Farmer
Business Address: _____
Age: (Optional): 47
Number hours available per month for this position: as needed
Training: _____
Business and Civic Experience/Skills: General Partner - KC Farms
Tobacco Growers Assoc of NC, board of directors
Other County Boards/Committees/Commissions presently serving on: na
Expiration date of Term: June 2015

Circle your voting precinct

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

BH Casey Jr.
Signature of Applicant

3/20/2013
Date

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:

Agriculture Advisory 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: Jemy Tyndall
 Address: 2237 Smith Grady Rd
 City/State/Zip: Deep Run NC 28525
 Telephone: (Home) _____ (Work) 252 560-6260
 Occupation: Farmer
 Business Address: _____
 Age: (Optional): 44
 Number hours available per month for this position: as needed
 Training: 25 years
 Business and Civic Experience/Skills: _____

Other County Boards/Committees/Commissions presently serving on: Farm Bureau BOD

Expiration date of Term: June 2016

Circle your voting precinct

- | | |
|---|---|
| K-1 (Carver Courts Recreation Center) | Institute (Institute Methodist Church) |
| K-2 (Old Plummer Daniel's Building) | Moseley Hall (Frink Middle School Gym) |
| K-3 (Fairfield Recreation Center) | Neuse (Agricultural Center) |
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Jemy Tyndall
Signature of Applicant

5-17-13
Date