

**MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS
June 19, 2006**

The Lenoir County Board of Commissioners met in regular session at 4:00 p.m. on Monday, June 19, 2006 in the Board of Commissioners Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

Members present: Chairman George Graham; Vice-Chairman Paul Taylor and Commissioners, Jackie Brown, Claude Davis, Earl Harper, Chris Humphrey and Wayne Pittman.

Members absent: None

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

Chairman Graham called the meeting to order at approximately 4:00 p.m. Mr. Pittman offered the invocation and Mr. Graham led the audience in the pledge of allegiance.

PUBLIC INFORMATION

Mr. Graham introduced the North Lenoir High School, boys' baseball team to the Board and the viewing public. The team is being recognized for being North Carolina 2A State Champions for the second consecutive year. Certificates of Recognition were given to each player. Mr. Jim Montague, Head Coach, addressed the Board stating the team finished the regular season with 30 wins and 3 losses. Mr. Montague thanked the Board for this recognition. The Board wished the students well and wished them much success in their future endeavors. Mr. Graham asked that Arendell Parrott Academy's golf team and girl's softball team be invited to attend the next Board meeting to receive recognition.

Mr. Rossie Green, Chairman of Boy Scout Troop 322-LDS Church, addressed the Board. Troop 322 are working towards their Communications Merit Badge; the troop must attend the County Commissioners Meeting for at least one (1) hour to learn how local government works. Mr. Green introduced the members of Boy Scout Troop 322. The Board thanked the Troop for attending the meeting and wished them the best of luck in obtaining their merit badges.

CONSENT AGENDA

After a brief discussion on select items took place, upon a motion by Ms. Brown and a second by Mr. Davis the Consent Agenda was unanimously approved.

1. Approval of Minutes: Regular Board Meeting: June 5, 2006 Aytch/Jarman
2. A. Resolution Authorizing Purchase Order Execution: Tim McKinnie & Associates, Inc.: Hollowell/Jarman
Cost Allocation Plan: \$5,000

- B. Budget Ordinance Amendment: General Fund: Finance: \$17,653: Increase
 - C. Resolution Authorizing Purchase Order Execution: Pittard, Perry & Crone, Inc.: Audit Services: \$36,600
 - D. Budget Ordinance Amendment: Fire Districts: Fire Protection: \$120,548: Increase
 - E. Budget Ordinance Amendment: General Fund: Finance: \$166,560: Increase
 - F. Resolution Approving/Authorizing Execution of FY 06-07 Insurance Policies with J. T. Sutton Insurance Agency, Discovery Insurance Co., W. A. Moore & Company, Inc.: \$308,838
3. A. Resolution Authorizing the Approval of FY 2006-07 Contract: Service Microfilming – COTT System: \$3,000 Seymour/Hollowell
- B. Resolution Authorizing the Approval of FY 2006-07 Expenditure of Supplies –R. L. Ballard & Associates: \$4,000
- C. Resolution Approving FY 2006-07 Expenditure of Funds for Leasing Copiers – COECO: \$5,508
- D. Resolution Authorizing the Approval of FY 2006-07 Contract Services Indexing – COTT System: \$50,000
4. A. Resolution Approving Blanket Purchase Order for System Sales: \$2,900 Jones/Hollowell
- B. Resolution Approving Purchase Order and Contract with Thomas Hill of Thomas Service Center: \$5,130
- C. Resolution Approving Contract between DSS and NC Dept. of Health and Human Resources: Division of Services for the Blind for FY 2006-07: \$9,956
- D. Resolution Approving Purchase Order with Pitney Bowes: \$13,456
- E. Resolution Approving Contract for Commodities Distribution for FY 2006-07: \$14,000
- F. Resolution Approving Purchase Order and Contract with Drake Janitorial Service, Inc. for FY 2006-07: \$33,226
- G. Resolution Approving Blanket Purchase Order for the following: Floors and Courts: \$9,000; Corporate Resources: \$31,300
- H. Resolution Authorizing Contract with Lenoir County Sheriff’s Office for FY 2006-07: \$45,661
- I. Resolution Approving and Authorizing the Out-Posting of Income Maintenance Caseworkers at Lenoir Memorial Hospital and the Lenoir County Health Department: \$64,902
- J. Resolution Approving Contracts for Legal Services: Dal Wooten & Paul Cleavenger – NTE \$95,000 Annually; Griffin & Griffin and Annette Strinkland—NTE \$84,582 Annually; Griffin & Griffin – NTE \$500 Annually
- K. Resolution Approving Services Contract for FY 2006-07: Interim Health Care \$184,589

- L. Resolution Approving and Authorizing the Out-Posting of One (1) Income Maintenance Caseworker III at the Kinston Community Health Center
5.
 - A. Budget Ordinance Amendment: State Controlled Substance: Sheriff Controlled Substance: \$3,000: Increase Smith/Hollowell
 - B. Resolution Approving Blanket Purchase Order for Office Supplies: \$6,000
 - C. Resolution Approving Contract for Sheriff Equipment and Uniform Supplies: \$7,500
 - D. Resolution Approving Contract for Jail Uniform Supply Vendors: \$8,000
 - E. Resolution Approving Contract for Repair/Maintenance Vendor: \$17,500
 - F. Resolution Approving Contract for Sheriff's Radio Maintenance: \$20,000
 - G. Resolution Approving Contract for Jail Operating Supply Vendors: \$20,000
 - H. Resolution Approving Contract for Sheriff's Uniform Supply Vendor: \$25,000
 - I. Resolution Approving Contract for Jail Food Service Vendors: \$180,000
 6.
 - A. Resolution Approving Maintenance Contract for Generators for all Tower Site Locations for FY 2006-2007: \$2,570 Dail/Hollowell
 - B. Resolution Approving the Renewal of the Maintenance Contract with Dictaphone Freedom System: \$5,146
 - C. Resolution Authorizing the Contract Services of Grantham Geographic for GIS Services for the Phase II Wireless Project: \$7,289
 - D. Resolution Authorizing the Renewal of the CAD System Maintenance Contract with VisionAir Telephone: \$24,581
 - E. Resolution Authorizing the Renewal of the Positron Maintenance Contract with Sprint Telephone: \$27,337
 - F. Resolution Authorizing the Renewal of a Radio Maintenance Contract, Site Maintenance Contract and Radio Management Contract with Coastal Electronics: \$40,000
 7. Resolution Authorizing the Issuance of Blanket Purchase Orders to the Following Companies for Yearly Software/Hardware Maintenance: \$126,600 Brayn/Hollowell
 8. Resolution Authorizing FY06-07 Service Contracts and Purchase Orders for Court Facility/Public Buildings Department: \$146,626 Wiggins/Hollowell
 9. Resolution Authorizing Support of Continuance of Health Department Clinics and Services through FY 2006-2007: \$362,625 Huff/Hollowell
 10.
 - A. Resolution Authorizing FY 2006-2007 Purchase Orders for the Board of Elections: Owen G. Dunn - \$2,000; Kinston Free Press - \$2,000; Weekly Gazette - \$500: \$4,500 King/Hollowell
 - B. Resolution Authorizing FY 2006-2007 Purchase Orders for the Board of Elections: Pitney Bowes - \$3,500; Executive Leasing - \$7,783; Corporate Resources - \$3,000: Total \$14,283

PROCLAMATIONS/RESOLUTIONS/ORDINANCE

Item No. 11 was a Proclamation Honoring Social Services Employee's. Ms. Brown read the proclamation aloud for the Board and the viewing public. The Lenoir County Department of Social Services has set aside the hours of 11:30 a.m. to 1:30 p.m. for a picnic in honor of Lenoir County Social Services Employees. Upon a motion by Ms. Brown and a second by Mr. Davis, Item No. 11 was unanimously approved.

Item No. 12 was a Proclamation Designating June 24, 2006 as Lenoir County HIV Testing Day. Mr. Pittman read the proclamation aloud for the Board and the viewing public. Mr. Joey Huff, Health Director stated in addition to promoting testing throughout the county, a march is also scheduled entitled "Knowing is Empowerment," to encourage others to get tested. Upon a motion by Mr. Pittman and a second by Ms. Brown, Item No. 12 was unanimously approved.

Item No. 13 was a Resolution Certifying and Approving the Results of School Bond Referendum. Lenoir County Board of Elections has certified the results of the school bond referendum held in Lenoir County, North Carolina, on May 2, 2006; votes yes 2,912 votes no 2,277. Mr. Humphrey read the resolution aloud for the Board and the viewing public. Upon a motion by Mr. Davis and a second by Ms. Brown, Item No. 13 was unanimously approved.

Item No. 14 was a Resolution Approving the FY 06-07 Position and Pay Classification Plan. Mr. Jarman stated an additional 250 employee salaries were studied and corrected. Upon a motion by Mr. Harper and a second by Ms. Brown, Item No. 14 was unanimously approved.

Item No. 15 was a Resolution Approving a Contract with Salvation Army: \$23,386. Mr. Jack Jones, DSS Director, stated in prior years, DSS has contracted with a temp agency or an individual to take and process crisis related applications for needy individuals. For FY 2006/07, DSS will contract with the Salvation Army to take and process applications for the Crisis Intervention, Share the Warmth and Energy Neighbor programs to assist low-income families with heating or cooling related crises. An initial allocation of up to \$25,000 for Crisis Intervention payments to clients and up to the maximum allocation for Energy Neighbor and Share the Warmth programs will be paid upon approval of the contract. Subsequent cash advances will be made upon written request based on the availability of funding, spending patterns, or weather conditions. An initial allocation not to exceed \$23,386 or the State allocation will be paid to the Salvation Army upon approval of the contract for administrative expenses. Salvation Army will begin work on July 1, 2006. Upon a motion by Mr. Harper and a second by Ms. Brown, Item No. 15 was unanimously approved.

Item No. 16A was a Resolution Approving the Acceptance of Proposals for Elevator Services and Authorizing the Execution of Contracts: \$26,619.48. Upon a motion by Ms. Brown and a second by Mr. Humphrey, Item No. 16A was unanimously approved.

Item No. 16B was a Resolution Approving the Lenoir County Janitorial Maintenance – Bid LC-JM-042106: \$162,840. After brief discussion, upon a motion by Mr. Pittman and a second by Ms. Brown, Item No. 16B was unanimously approved.

Item No. 17 was a Resolution Approving the Financing by Wyse Fork Volunteer Fire Department Not to Exceed \$122,000 for the purchase of one (1) Fire Truck. Mr. Taylor stated the county would have no financial responsibility to Wyse Fork for the new Fire Truck. Wyse Fork Volunteer Fire Department is trying to obtain a lower interest rate to purchase the new fire truck. Upon a motion by Mr. Humphrey and a second by Mr. Pittman, Item No. 17 was unanimously approved.

Item No. 18 was a Resolution Approving Records Retention Rate and Disposition Schedule. Major Chris Hill stated according to N.C.G. S. 121-5 and N.C.G.S. 132-3 agencies may only destroy public records with the consent of the Department of Cultural Resources (DCR). The records retention and disposition schedule is the primary way the DCR gives its consent. Without approving this schedule, agencies are obligated to obtain the Department's permission to destroy any record, no matter how insignificant. The County Sheriff's Office records retention and disposition schedule has been published by the N.C. Department of Cultural Resources and a copy has been made available to the county manager's office for review by the Board of Commissioners. The Lenoir County Sheriff's Office generates an enormous amount of documentary data, which is stored both electronically and in paper form. Many of these documents are identified in the records and disposition schedule. The Sheriff respectfully requests that the Board of Commissioners approve the records retention and disposition schedule. Upon a motion by Mr. Harper and a second by Ms Brown, Item No. 18 was unanimously approved.

Item No. 19 was a Resolution Approving the Re-Zoning of Properties on Hwy. 70 West from Rural to Commercial. Mr. Gary O'neal, Planning and Inspections Director addressed the Board. Mr. O'Neal stated the majority of the effected properties on Hwy 70 West were for commercial use before the adoption of the Zoning Ordinance. Several mobile home and used car lots were in these areas, as well as Monk's Furniture Warehouse. It appears, from oversight or error that these properties were zoned Rural instead of Commercial. The Lenoir County Planning Board held a public meeting on Thursday, May 18, 2006 to review and make a recommendation for the Hwy 70 West properties to be rezoned. Through extensive investigation, the Lenoir County Planning and Inspections Department found that the rezoning would be consistent with the intent of the Lenoir County Land Use Plan. There was no public opposition and the Planning Board voted unanimously to recommend to the County Commissioners for the rezoning of those properties along Hwy 70 W for Commercial use. Upon a motion by Mr. Humprhey and a second by Mr. Pittman, Item No. 19 was unanimously approved.

Item No. 20 was a Resolution Approving the Jetport Height Ordinance at the Kinston Regional Jetport. Mr. O'Neal stated this ordinance would replace the existing 1982 Height Ordinance. The new ordinance is necessary to meet the extensive changes that have occurred since 1982, especially concerning the extension of the runway. The Lenoir County Planning Board held a public meeting on Thursday, May 18, 2006 to review and make a recommendation concerning the Jetport Height Zoning Ordinance. There was no public opposition and the Planning Board voted unanimously to recommend to the County Commissioners approval of the ordinance. Upon a motion by Mr. Harper and a second by Mr. Taylor, Item No. 20 was unanimously approved.

AMENDMENT:

Item No. 20A was a Resolution Authorizing the Deeding of Right of Way for Smithfield Way Road Extension to NCDOT. Mr. Jarman stated currently the Hwy. 70 Industrial Park Phase I and the Hwy. 70 Industrial Park Phase II, where the new Smithfield facility is being constructed, have no direct connection. As part of the economic development agreement with Electrolux, Lenoir County and NCDOT have agreed to extend the new Smithfield Way along the northern boundary of the Electrolux property. Electrolux in addition to the capital investment and job creation also agreed to deed the right of way for the new road. This additional roadway extends Smithfield Way to the eastern boundary of DoPaco's property. Dopaco has agreed to deed the right of way of their private drive to the NCDOT thus allowing for Phase I and Phase II of the Hwy. 70 Industrial Park to be directly connected and provided safer, faster and more direct traffic flow for all of the industries in this area. Upon a motion by Mr. Taylor and a second by Mr. Harper, Item No. 20A was unanimously approved.

APPOINTMENTS

Item No. 21 was a Resolution Appointing 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>
Lenoir County ABC Board 2nd Appearance	Claude Stroud (Re-Appointment)	June 2009 M: Brown S: Harper
EastPointe Human Services Board of Directors 2nd Appearance	Rita Hodges Hulon G. Whitehead (Re-Appointment)	June 2010 TABLED
Home & Community Block Grant Advisory Committee 2nd Appearance	Audrey Tyson (Re-Appointment) Ava Humphrey Cora Mattocks	June 2009 M: Brown S: Harper
Criminal Justice Partnership Program (CJPP) 2nd Appearance	Earl Harper Dawn G. Stroud Meredith Golembieski Annette W. Strickland Carla Bass (Re-Appointments)	May 2009 M: Brown S: Harper May 2008 M: Brown S: Harper
Kinston-Lenoir County Tourism Development Authority 2nd Appearance	Guy Smith (Re-Appointment)	February 2008 M: Brown S: Harper
Lenoir County Transit Advisory Committee 1st Appearance	Tommy Sutton Jeff Herring Roger Dail Jimmy Parks Tezra Parker Leigh Abel Susan Moore Tristan Bruner Joey Huff Beverly Alston	June 2009 M: Brown S: Harper
Juvenile Crime Prevention Council (JCPC) 1st Appearance	John Frossard Lolita Chapman Christy Smith Hope Darden Joe Testino Ken Jones Jack Jones Earl Harper Suzanne Nix Walter Jones Jackie Brown	June 2008 M: Brown S: Harper

CURRENT VACANCIES:

Lenoir County Health Board – One (1) Vacancy; (1) Veterinarian

Grifton Planning Board – One (1) Vacancy; Expired Term; Does Not Desire Re-Appointment

JCPC – One (1) Vacancy; 1-Juvenile Attorney;

Lenoir County Planning Board – One (1) Vacancy; Resignation: District Six

CJPP – Four (4) Vacancies

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

ITEMS FROM THE COUNTY MANAGER/COMMISSIONERS/COUNTY ATTORNEY

Item No. 22 was a memo from Mr. Jarman regarding Items of Interest. Mr. Jarman stated there are new blinds in the Superior Courtroom, the new roof is being installed, and the courthouse is being pressure washed. Mr. Graham reminded the Board of the meeting cancellation of the July 3rd meeting.

CLOSED SESSION

Upon a motion by Ms. Brown and a second by Mr. Taylor, and unanimous approval, closed session was entered at approximately 4:54 p.m. and the following cited: Number four (4). To discuss matters relating to the location or expansion of industries or other businesses in the area served by the (public body). No action was taken in closed session. Upon a motion by Mr. Graham, a second by Mr. Harper and unanimous approval, closed session was adjourned and open session reconvened at approximately 5:38 p.m.

OPEN SESSION and ADJOURNMENT

Upon a motion by Mr. Davis and a second by Mr. Graham the Board adjourned at 5:40 p.m.

Respectfully submitted,

Reviewed By

Lashanda Aytch
Clerk to the Board

Michael W. Jarman
County Manager