

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
 MONDAY, JUNE 20, 2011 – 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.

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| 1. Items from Chairman/Commissioners: 5 Min. | Board |
| 2. Items from County Manager: 5 Min. | Jarman |

CONSENT AGENDA: 10 Min.

ACTION

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| 3. Approval of Minutes: Regular Board Meeting: June 6, 2011
Budget Work Session Meeting: June 6, 2011 | Hall/Jarman |
| 4. Resolution Approving the Releases and Refunds to Individuals Listed Herein | Parrish/Martin |
| 5. Budget Ordinance Amendment: Capital Improvements Fund Economic Development: \$305: Increase | Jarman/Martin |
| 6. Budget Ordinance Amendment: General Fund: Non-Departmental: \$455.: Increase | Jarman/Martin |

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS: 60 Min.

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| 7. Resolution Approving Presentation of Badge and Service Weapon to Retiring Deputy Jackie Holland | Smith |
| 8. Resolution Honoring Investigator Warren “Sneak” Lewis, III | Board |
| 9. Resolution Declaring Property as Surplus and Authorizing the Sale of the Surplus Property by Auction | Jarman/Martin |
| 10. Resolution Approving Acceptance and Execution of Contract for Independent Personnel Consulting Services: Johnson Professional Consulting Services (Johnson PCI) | Jones/Martin |
| 11. Resolution Authorizing Fiscal Year 2011-2012 Purchase Orders for the Board of Elections: \$50,264 | King/Martin |
| 12. Resolution Authorizing the Issuance of Blanket Purchase Orders to the Following Companies for Yearly Software/Hardware Maintenance: \$155,390 | Bryan/Martin |
| 13. Resolution Authorizing FY 11-12 Service Contracts and Purchase Orders for Court Facility/Public Buildings Department: \$178,973 | Wiggins/Martin |
| 14. Budget Ordinance Amendment: Transportation: Administration/ARRA: \$355,446. Decrease | Bryan/Martin |
| 15. Resolution Authorizing Support of Continuance of Health Department Clinics and Services Through FY 2011-2012: \$445,792 | Huff/Martin |
| 16. A. Resolution Authorizing the Kinston/Lenoir County Parks & Recreation Commission to enter into a lease agreement for the use of the Moss Hill Ruritan Club: \$1 | Ellis/Martin |
| B. Resolution Authorizing a Purchase Order to Hewlett Packard for Lenoir County’s Portion of 20 Leased Computers for the Parks & Recreation Department: \$2,784.92 | |
| 17. A. Resolution Authorizing the Approval FY 2011-12 Expenditure of Supplies --- R. L. Ballard & Associates: \$7,500 | Seymour/Martin |
| B. Resolution Approving FY 2011-12 Expenditure of Funds for Leasing Copiers/Wide Format Scanner --- COECO: \$9,500 | |
| C. Resolution Authorizing the Approval FY 2011-12 Contract Services Indexing --- COTT Systems: \$30,000 | |

18. **A.** Resolution Authorizing the Sheriff's Office to Access SBI/DCI Criminal Information Smith/Martin
B. Resolution Approving Purchase of Office Supplies: \$5,500
C. Resolution Approving Purchase of a Maintenance Contract from AFIX Technologies: \$5,501
D. Resolution Approving Purchase of Plumbing Services from Ed Phillips Heating, Air Conditioning & Plumbing: \$6,000
E. Resolution Approving Contract for Sheriff's Equipment and Supplies: Lawmen's Safety Supply: \$7,500
F. Resolution Approving Contract for Sheriff's Uniform Supply Vendor: \$9,000
G. Resolution Approving Purchase of Ammunition: Lawmen's Supply: \$10,039
H. Resolution Approving Contract for Sheriff's Uniform Supply Vendor: American Uniform Sales: \$17,000
I. Resolution Approving Purchase Order with Gately Communications, Co.: \$20,000
J. Resolution Approving Purchase of Equipment & Monitoring Services from Reliant Management Group: \$24,729
K. Resolution Approving Contract for Jail Operating Supply Vendors: \$33,000
L. Resolution Approving Contract for Repair/Maintenance Vendor: \$59,500
M. Resolution Approving Contract for Jail Food Service Vendors: \$163,000
19. **A.** Resolution Approving Purchase Order for Ed Phillips, Inc. for FY 11-12: \$4,000 Moore/Martin
B. Resolution Approving Blanket Purchase Order for System Sales for FY 11-12: \$5,000
C. Resolution Approving Contract between Lenoir County Department of Social Services and North Carolina Department of Health and Human Resources, Division of Services for the Blind for FY 11-12: \$6,931
D. Resolution Approving Purchase Order with Anza Mailing Systems (NeoPost): \$7,980
E. Resolution Approving Contract with Salvation Army: \$24,000
F. Resolution Approving Purchase Order with Dell Financial Services for FY 11-12: \$25,412
G. Resolution Approving Contract for FY 11-12: Day Break Life Center Inc.: \$28,101
H. Resolution Authorizing Contract with Lenoir County Sheriff's Office for FY 11-12: \$50,469
I. Resolution Approving Purchase Order with Coeco Office Systems: \$51,208
J. Resolution Approving Blanket Purchase Order for FY 11-12: \$53,500
K. Resolution Approving and Authorizing the Out-Posting of Income Maintenance Caseworkers at Lenoir Memorial Hospital and the Lenoir County Health Department for FY 11-12: \$69,771
L. Resolution Approving FY 11-12 Contract with Mega Force Staffing Group Inc.: \$75,000
M. Resolution Approving Contract with Vanguard Professional Staffing for FY 11-12: \$75,000
N. Resolution Approving Contract and Purchase Order for Medicaid Transportation Services with Various Contractors for FY 11-12: \$100,000
O. Resolution Approving Contracts for Legal Services: Dal Wooten & Chris Rogerson: NTE \$165,900 Annually; Griffin and Griffin and Annette Turick: NTE \$181,000 Annually; Griffin and Griffin: NTE \$500 Annually
P. Resolution Approving Services Contracts for FY 11-12: Addus HealthCare Inc.: \$245,562
Q. Budget Ordinance Amendment for FY 11-12 Appropriating \$300,300 in Federal TANF Funds for Phase II of JobBoost, a Subsidized Employment Program
R. Resolution Approving Provider Agreements for Subsidized Day Care: \$2,585,939
20. **A.** Resolution Authorizing the Purchase of a Maintenance Contract For the BCM Telephone System for the Emergency Services Building with CenturyLink Telephone: \$3,605 Dail/Martin
B. Resolution Approving Lease Contract for DCI/SBI for Ominixx Equipment Rental for FY 11-12: \$5,100

- C. Resolution Approving Maintenance Contract for Generators for All Tower Site Locations for FY 11-12: \$6,000
- D. Resolution Authorizing the Purchase of a Mapping Software Maintenance Contract from Geospatial Technologies: NTE \$7,300
- E. Resolution Approving a Lease Agreement with CopyPro for Emergency Services Department: CopyPro: \$8,000
- F. Resolution Authorizing the Purchase of Priority Dispatch Emergency Medical Dispatch (EMD), Emergency Fire Dispatch (EFD), and Emergency Police Dispatch (EPD) Dispatching Software at a Cost Not to Exceed \$9,438
- G. Resolution Authorizing the Approval of Purchase Orders for Road Signs and Associated Hardware: \$10,000
- H. Resolution Authorizing Maintenance Contract for Priority Dispatch to Include Software/Cardsets for EMD, EPD, & EFD and Proqa at a Cost of \$11,402
- I. Resolution Authorizing Maintenance Contract with ZOLL Defibrillators FY 11-12: \$11,844
- J. Resolution Authorizing the Purchase of the Maintenance Contract with the Nice Recording System, Maintained by Edge-One: \$12,075
- K. Resolution Authorizing Payment to Emergency Medical Physicians for the Medical Director's Contract for FY 11-12: \$18,000
- L. Resolution Authorizing Maintenance Contract with ALSCO for FY 11-12: \$18,432
- M. Resolution Authorizing the Purchase of a Mapping Software Maintenance Contract from Geospatial Technologies NTE \$24,020
- N. Resolution Authorizing the Renewal of the CAD System Maintenance Contract with Visionair: \$26,749
- O. Resolution Authorizing the Renewal of the E911 Maintenance Contract with CenturyLink, Formerly Embarq Telephone: \$26,888
- P. Resolution Authorizing the Purchase of Uniforms for Emergency and Non-Emergency Personnel: \$29,000
- Q. Resolution Authorizing Gately Communications as the Holder of Maintenance Contracts For: Radio Equipment Maintenance and Radio System Management: \$65,092
- R. Resolution Authorizing Purchase Orders for Vehicle Maintenance for Emergency and Non-Emergency Vehicles for FY 11-12: \$72,000
- S. Resolution Authorizing Purchase Orders for Medical Inventory for the Emergency Medical Services Division for FY 11-12: \$140,500
- T. Resolution Authorizing Renewal of Contract with EMS Management and Consultants for FY 11-12: \$205,000

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

TO: Chairman and Members of the Board
FROM: Mike Jarman, County Manager
DATE: June 20, 2011
SUBJECT: Items of Interest

1. NCEDA Developer of the Year

2. Military Growth Task Force
 - Membership \$6,250 for a 2-year period

 - Additional Funding for Study Concerning a Military Logistics Center and Inland Port Depot. \$10,000

MILITARY GROWTH TASK FORCE



January 3, 2011

FUTURE MTA.

Mr. George W. Graham, Jr., Chairman
Lenoir County Board of Commissioners
419 Duggins Drive
Kinston, NC 28501

RE: Lenoir County Membership in the Military Growth Task Force

Dear Chairman Graham:

Thank you again for allowing me to address the Board of Commissioners this morning. As you know, North Carolina's Eastern Region created the Military Growth Task Force (MGTF) in 2007 to address issues related to rapid military growth in the region. Since then, the Task Force completed a Regional Growth Management Plan (RGMP), designed to analyze the combined impacts of military and normal growth, and to provide solutions to these growth challenges.

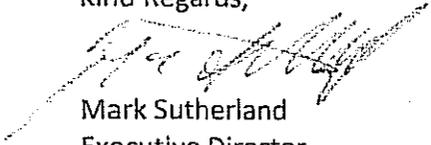
I am delighted that some of the Lenoir County Commissioners have indicated a desire to explore participation in the MGTF. I have, since 2007, been a proponent of the full inclusion of Lenoir County in the MGTF, not only as a reflection of the shared regional military footprint, but because of common transportation corridors, economic development initiatives, watershed /ecosystems and water resources.

If your Commission decides to join the MGTF, Lenoir County will have two (2) voting seats on the Task Force's Board of Directors as well as a seat on the Executive Committee. Should you join, we would ask your commission to forward the names of its two nominees to Mr. John Chaffee, President & CEO of North Carolina's Eastern Region, 3802 NC Hwy. 58 N, Kinston, NC 28504. The NCER Board will formally approve these selections.

Using the same formula we developed in 2007 to determine cost sharing among the original seven MGTF counties, the share request from Lenoir County will be \$6,250.00. These funds may be provided by your county over a two fiscal-year period of time.

If you have questions, please do not hesitate to contact me. I am prepared to provide a more detailed brief to your Board or other organizations on the work of the MGTF as you see fit.

Kind Regards,



Mark Sutherland
Executive Director

MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS
June 6, 2011

The Lenoir County Board of Commissioners met in open session at 9:00 a.m. on Monday, June 6, 2011 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 Reuben Davis and Commissioners, Jackie Brown, Mac Daughety, Linda Rouse Sutton, Tommy Pharo, and Eric Rouse

Members Absent: None

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

PUBLIC INFORMATION

Ms. Tammy Childers, Workforce Development Director, gave the 2009-2010 Annual Report. Ms. Childers stated 2009-2010 was another successful year as North Carolina and the Nation faced an unstable economic and social environment. Through the local network of Chartered JobLink Career Centers, over 54,000 customers received employment and training services. Additionally, over 2,000 individuals enrolled in our Workforce and American Recovery & Reinvestment Act (ARRA) programs such as the Veterans Initiative Project and Summer Youth Employment Program, all resulting in doubling expenditures from 3 million 2008-09 to 6.1 million through June 30, 2010. These accomplishments are a result of quality services provided to our customers and demonstrate the collaborative efforts of the JobLink partners and WIA service providers who are committed to growing a competitive workforce for the 21st Century. The Eastern Carolina Workforce Development Board continues to promote the NC's Career Readiness Certificate (CRC) Initiative throughout the local area. The CRC is an employability credential of an individual's attainment of certain core employability skills required across many industries and occupations. The CRC has three levels: Bronze, Silver and Gold which allow an individual to advance his/her training and skill levels in order to qualify for more jobs. Since the initiative began, major Eastern Region's employers have participated in the WorkKeys initiative by having key occupations profiled to document the skill requirements for those chosen positions. Across the State, over 72,794 certificates have been earned. Mr. Graham thanked Ms. Childers for her service to Lenoir County through the Workforce Development program. The Board thanked Ms. Childers for her presentation.

Mr. Eric Cantu of Vietnam Veterans Chapter 892 addressed the Board. Mr. Cantu stated The Vietnam Veteran's Traveling Memorial Wall will be coming to Kinston-Lenoir County from September 15th through September 19, 2011. The "Wall that Heals" will be featured at Emma Webb Park in Kinston. Welcoming events will take place on Thursday, September 15th at 10:00 a.m. The Vietnam Veterans Wall in Washington, DC has 58,272 names with five (5) additional names being added this year. Lenoir County has 22 service members represented on the Memorial Wall. The event will cost \$30,000 to host-donations are welcomed to help fund this historic visit to the community. The Chamber of Commerce along with Kinston-Lenoir County Tourism has been contacted to spread additional information about the event. The Traveling Memorial Wall is a regional event; all surrounding counties are assisting in making sure the event is a success. The Board thanked Mr. Cantu for the invitation to the event.

ITEMS FROM THE COUNTY MANAGER

Item No. 2 was Items from the County Manager. Mr. Jarman stated City Council has nominated Mr. Bobby Merritt and Mr. Robert Swinson to serve on the sub-committee on behalf of the Council. Senator Brent Jackson thanked Pioneer Hi-Bred for locating in Lenoir County. The City of Kinston owes Lenoir County \$59,076.96 for past economic development shared expenses during 2010. The breakdown is as follows:

TOTAL COST OF SANDERSON LAND ACQUISITION	\$2,092,153.92	
EASTERN REGION FLEX GRANT	<u>-200,000.00</u>	
ADJUSTED COST OF LAND	<u>\$1,892,153.92</u>	
CITY OF KINSTON OBLIGATION (1/2 OF LAND COST)		\$946,076.96
COUNTY OBLIGATIONS TO CITY OF KINSTON		
REMAINING RENT OWED ON HANNIBAL BLDG	357,000.00	
SUBSTATION COST HWY 70 WEST INDUSTRIAL PARK	30,000.00	
COUNTY PORTION STORMWATER - SPIRIT AEROSYSTEMS	<u>500,000.00</u>	
TOTAL COUNTY OBLIGATIONS TO CITY OF KINSTON	<u>887,000.00</u>	<u>-887,000.00</u>
BALANCE DUE TO COUNTY FROM CITY OF KINSTON		\$59,076.96

CONSENT AGENDA

Upon a motion by Ms. Sutton and a second by Mr. Daughety, the Board approved the Consent Agenda.

- 3. Approval of Minutes: Regular Board Meeting: May 16, 2011 Hall/Jarman
 Budget Work Session: May 16, 2011
- 4. Budget Ordinance Amendment: School Construction Fund: School Construction Hollowell/Martin
 Bonds-Series 2008: \$1,255: Increase
- 5. Budget Ordinance Amendment: Scrap Tire Disposal Fund/Capital Projects Fund: Hollowell/Martin
 Tire Disposal/MSW Landfill Cell #2: \$1,390: Increase

PUBLIC HEARING/LENOIR COUNTY BUDGET ORDINANCE INTRODUCTION

Item No. 6 was a Public Hearing: Fiscal Year 2011-12 Lenoir County Submitted Budget & Introduction of Fiscal Year 2011-12 Lenoir County Budget Ordinance. Upon a motion by Mr. Graham and a second by Ms. Brown the public hearing opened at 9:30 a.m. Ms. Ursula Rusmisell with the SPCA addressed the Board. Ms. Rusmisell stated the SPCA generated \$53,000 in the first five (5) months of 2011 through the SPCA Consignment Shop. All of those funds have been utilized to fund the operations of the SPCA. In five (5) months over 600 animals have been saved from euthanasia (which cost \$15 per animal) which has saved the County money. Ms. Rusmisell requested the Board appropriate \$17,500, which was appropriated in December 2010 by the Board for SPCA operations. Upon a motion by Mr. Daughety and a second by Ms. Sutton the Board approved the request. With no further comments from the public, upon a motion by Mr. Graham and a second by Mr. Davis, the public hearing closed at 9:43 a.m.

PROCLAMATION/BUDGET ORDINANCE/RESOLUTIONS

Item 7 was a Proclamation Honoring Lenoir County Department of Social Services Employees. Ms. Susan Moore, Director of Social Services, addressed the Board. Ms. Moore stated DSS employees will be honored for their service to the community via picnic on June 8, 2011. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 7 was approved.

Item No. 8 was a Budget Ordinance Amendment: General Fund: Process Funds: \$3,490: Increase. Ms. Tammy Kelly, Cooperative Extension Director addressed the Board. Ms. Kelly stated the amendment appropriates the revenue and expenditure budget amounts for the Senior Health Insurance Information Program (SHIIP) that were approved by the Commissioners on April 4, 2011-Item #15. Upon a motion by Ms. Brown and second Ms. Sutton, Item No. 8 was unanimously approved.

Item No. 9 was a Budget Ordinance Amendment: Trust & Agency Fund: Extension-Family Caregiver: \$14,250 Increase. Ms. Kelly stated the amendment is to set up and appropriate funds for the Exceptional Children's Assistance Center (ECAC) financial support. The Commissioners approved the acceptance of these funds on April 4, 2011, Item #14. This is in conjunction with Lenoir County Cooperative Extension being recognized as the southeastern center for Parents As Teachers Educational Program. The funds will be used to support salaries, supplies, training and travel and will supplement the Smart Start Program. Upon a motion by Ms. Sutton and second Mr. Daughety, Item No. 9 was unanimously approved. Mr. Daughety stated that the Parents As Teachers Program is a great program for Lenoir County and will have a great impact on the citizens.

Item No. 10 was a Budget Ordinance Amendment: General Fund: Rural Advance Foundation International (RAFI): \$22,596: Increase. Ms. Kelly stated that the amendment is to set up and appropriate funds for the Rural Advancement Foundation International (RAFI) Grant. The commissioners approved the acceptance of these funds on April 4, 2011, Item #15 Addendum. These funds will be used to support the Farmer's Market by providing funds for renovations and funding for the Market Manager. Upon a motion by Ms. Sutton and second Ms. Brown, Item No. 10 was unanimously approved.

Item No. 11 was a Budget Ordinance Amendment: General/Tire Disposal/Solid Waste Finance: \$60,800: Increase. Ms. Martin stated the amendment is to adjust budgeted revenue and expenditures to more accurately reflect actual revenues and expenditures for eleven (11) months of FY 10-11 and project ending balances through August 15, 2011. Upon a motion by Ms. Sutton and second Ms. Brown, Item No. 11 was unanimously approved.

Item No. 12 was a Budget Ordinance Amendment: General/Capital Projects Fund Transfers-Other Funds/Gas Line-Other Funding: \$949,110.24: Increase. Ms. Martin stated the amendment was to transfer County's contribution for the Gas Line project to the Capital Projects' Fund and to correct the original budgeted lines for the County's contribution and the City of Kinston's contribution to the project. Original budgets for each were \$755,683.19 & \$755,683.18 and the final budgets after construction were \$820,158.87 each. Upon a motion by Mr. Davis and second Ms. Brown, Item No. 12 was unanimously approved.

Item No. 13 was a Budget Ordinance Amendment: Insurance Fund Employee Insurance: \$1,900,000: Increase. Ms. Martin stated the amendment is to adjust budgeted revenue and expenditures to more accurately reflect actual revenues and expenditures for eleven (11) months of FY 10-11 and project ending balances through August 15, 2011. There has been a significant increase in the number of health insurance claims in the last quarter of this fiscal year. Upon a motion by Ms. Sutton and second Ms. Brown, Item No. 13 was unanimously approved.

Item No. 14 was a Budget Ordinance Amendment: General/Capital Reserve Fund/Capital Improvements Economic Development/Bond Debt Reserve: \$6,892,778.90: Increase. Ms. Martin stated the amendment was to transfer the fund balance of Fund 20 (Capital Reserve Fund) to the General Fund and the Capital Improvements Fund. This transfer is necessary due to the implementation of GASB 54, which eliminated Capital Reserve Funds after July 1, 2011. The fund balance of the Capital Reserve Fund consisted of \$3,196,389.45, which was "assigned" for future school bond debt service and \$500,000 which was "banked" from the proceeds of the sale of Lenoir Memorial Hospital and "committed" by the Board to be used for a future Economic Development Project. Upon a motion by Ms. Sutton and second Ms. Brown, Item No. 14 was unanimously approved.

Item No. 15 was a Resolution Authorizing the Award of a Contract for Demolition Services for the 2009 CDBG Scattered Site Project: \$4,222. Ms. Martin stated that Lenoir County was awarded an additional \$80,000 for the CDBG Scattered Site Project on April 8, 2011. This project will allow the clearance of an existing dilapidated dwelling and the replacement of that dwelling in the LaGrange area of the County. Bids were taken for the demolition of that structure on May 20, 2011. The contract will specify that the contractor will be allowed to do only that approved structure, and only the activities specified by the county and/or the project administrator. Bids were received on May 20, 2011. Rick Bostic Construction/Demolition was the lowest responsible bidder at \$4,222.00. Upon a motion by Ms. Brown and second Mr. Davis, Item No. 15 was unanimously approved.

Item No. 16 was a Resolution to Approve Purchase Orders to Acquire Hardware and Software for the Purpose of Converting to Digital Document Storage not to exceed \$121,500. Ms. Moore stated that the Department of Social Services utilizes office space and off-site storage to accommodate the large and growing number of records that are required to be retained by Federal and State government. The records in the off-site storage facility are damaged by mold and mildew and they have no room in the agency to store records. The caseloads have increased steadily over the years and are

we will see a 50% increase in Medicaid caseloads in 2014 as a result of Healthcare Reform, according to the North Carolina Department of Medical Assistance. The State and Federal governments create record retention schedules which range from Fiscal Year 2004 to permanent records. In 2012, the State will implement NCFAST, an automated case management system. The State recommends all agencies purchase a digital imaging system to fully utilize the new software provided by the State. Ms. Moore presented the Board with a PowerPoint presentation detailing the effects the mold has had on stored information. Mr. Rouse noted the example given of the molded and mildewed documents did not happen overnight and should have been removed from the storage facility. Mr. Graham stated he has a problem with lapse salaries being used to fund this project. A precedent should not be set by using lapse salaries for other uses. Mr. Jarman stated that the Department of Social Services has contributed back to the General Fund at the end of the year for several years. The conversion to digital records is at a cost of \$121,500 with a state reimbursement of 50% totaling \$60,000. Upon a motion by Ms. Brown and second Ms. Sutton, Item No. 16 was approved by a 6 to 1 vote with Mr. Rouse dissenting.

Item No. 17 was an Interlocal Agreement between the Town of Pink Hill, North Carolina, and Lenoir County, North Carolina. Mr. Wayland Humphrey, GIS Director addressed the Board. The purpose of this Interlocal Agreement is to set forth in writing the terms and conditions upon which the County will furnish to the Town flood damage prevention administration and enforcement within the Town. Mr. Humphrey stated the Town of Pink Hill does not currently participate in the National Flood Insurance Program. By this application, the Town of Pink Hill citizens will be able to apply for Flood Insurance. With the approval of this resolution 100% of Lenoir County is now eligible for flood insurance. Upon a motion by Mr. Daughety and second Mr. Rouse, Item No. 17 was unanimously approved.

Item No. 18 was a Resolution Approving Easement Relocation Agreement with Adjoining Landowners in Courthouse Block. Mr. Griffin stated the construction of the new Lenoir County Jail has blocked access over the legally granted easement for landowners at 104 and 106 S. Queen Street from their back doors out to S. McLewean Street. Approval of the attached Easement Relocation Agreement will terminate the old easement to S. McLewean Street and grant a new easement to E. Caswell Street. The landowners agree to this change without any compensation from Lenoir County. Upon a motion by Ms. Sutton and second Ms. Brown, Item No. 18 was unanimously approved.

APPOINTMENTS

Item No. 19 was a Resolution Approving Citizens to Boards, Commissions, Etc. The following reflects existing vacancies and appointments. Upon a motion by Ms. Brown and a second by Mr. Daughety the following second appearance applicants were approved.

BOARD/COMMITTEE/COMMISSION	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Eastpointe Board Members 2 nd Appearance	Rita Hodges Emily Moore (Re-Appointments)	June 2013
East Carolina Workforce Development Board 2 nd Appearance	Debbie Beech-Burrell Bruce Parson (Re-Appointments)	June 2013

CURRENT VACANCIES:

Lenoir County Health Board – (1) Veterinarian, (1) Optometrist, (1) Pharmacist

Lenoir County Planning Board – Districts One (1), Four (4) and Alternate

Grifton Planning Board – One (1) Vacancy

CJPP – Three (3) Vacancies

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

ADDENDUM

Addendum No. 1 was a Budget Ordinance Amendment: Capital Projects Fund: Sanderson Gas Line Project: \$3,281: Increase. Ms. Martin stated the Budget Amendment is to set up additional revenue and expenditure lines for the Hwy 70 (Sanderson Farms) Gas Line Project. The contractor for the Gas Line Project did not use all of the pipe that was purchased for the construction project. Piedmont Natural Gas (PNG) had a need for a portion of the pipe that was left over so the county sold that portion to PNG. Upon a motion by Ms. Sutton and second Mr. Daughety, Addendum No. 1 was unanimously approved.

Addendum No. 2 was a Resolution Authorizing the Approval of a Fireworks Show for the Deep Run Independence Day Committee: July 2, 2011. Mr. Roger Dail, Emergency Services Director addressed the Board. Mr. Dail stated Deep Run plans an Independence Day Celebration on July 2, 2011. The Fire Marshal has reviewed all required documentation and will go to the event to monitor and ensure that all fire codes are complied with. Upon a motion by Ms. Sutton and second Ms. Brown, Addendum No. 2 was unanimously approved.

OTHER ITEMS

Mr. Davis sends condolences to the Mosley family on the sudden death of Mr. Mike Mosley who passed away Monday morning.

BUDGET WORK SESSION

Mr. Jarman stated the FY 2011-12 Budget is in balance at \$62,409,894 with a \$.80 tax rate. There is no proposed tax increase, and the budget maintains services at current levels as well as employee benefits at current levels. Mr. Jarman stated there is a \$0.01 fire tax increase for the Southwood Volunteer Fire District. The fire tax increase is fully supported by the citizens of the Southwood community. Mr. Daughety asked if the fire tax increase could be voted on separately from the County Budget Ordinance. Mr. Daughety stated he and some other Board members may not feel comfortable voting for or against the proposed fire tax increase. Mr. Graham stated the fire tax is all inclusive of the entire County Budget Ordinance. Board members cannot “cherry pick” items from the Ordinance they feel comfortable voting for. Mr. Davis commended County Administration for the hard work in submitting a budget with no tax increase and maintaining current levels of service for all Lenoir County citizens. Mr. Rouse stated all Board members want to keep the tax rate the same but jail debt service is fastly approaching. The Board should be looking at how it is going to pay this obligation now and get prepared to make those payments. Mr. Daughety stated he wanted all the Managers to know that tough questions are going to be asked because that is what his constituents elected him to do. It is not personal; it is strictly him carrying out the County’s business.

He asked Managers to consider going back to their employees telling them that budget negotiations are an ongoing process with much discussion and deliberation and that questions are asked and suggestions made during the process that may never see the light of day at the end. There are rumors rampant and your people are worrying needlessly about things happening that haven't even been discussed. Mr. Daughety continued by stating he is concerned that Board members seem to be happy with this year's budget and not concerned greatly about the future. He is concerned that if County Administration thinks there will be pain down the road the County is not taking steps this year to help spread that pain versus taking drastic measures down the road that could be catastrophic. He is concerned with the continued recession and feels the County seems to be thinking like it is in a cocoon with business as usual. Yes, the County has tried to keep spending down over the last few years, but is not sure the County is doing enough.

He is concerned that some departments' phone expenses are exceedingly high. In one department they're over \$20,000 in phone expenses. Given today's phone service markets/with free long distance and the buying power of Lenoir County a phone bill for one department of that amount has to be considered extreme. Mr. Jarman interjected by stating Lenoir County has lowered the cost of phone service significantly over the past three (3) years with the purchase of a Voice Over Internet Protocol (IP) System. This system has saved the county thousands of dollars in manpower and telephone services. Voice Over IP enables the County's Management Information Systems (MIS) Department to handle many issues related to the County's telephone and internet services. The County's pension Fund is another area of concern; Mr. Daugehty stated most of the companies he works with used to give generous pensions and 401K's now have eliminated pensions for new employees and only allow them into matching 401K plans. Mr. Daughety suggested the County seriously consider eliminating the addition of any new employees to the pension plan in the future, starting now. Mr. Daughety stated the State of North Carolina doesn't offer both a Pension Fund and 401K and neither should Lenoir County. Mr. Jarman stated the State does offer both a Pension and 401K, but the State does not match the employee contribution. The educational side does offer additional supplements. Industry has found choosing to offer the 401K matching is much more cost effective and manageable than adding to a pension plan. Mr. Jarman stated North Carolina General Statute 128-23(3) is as follows: The agreement of such employer to contribute on account of its employees shall be irrevocable, but should an employer for any reason become financially unable to make the normal and accrued liability contributions payable on account of its employees, then such employer shall be deemed to be in temporary default. Such temporary default shall not relieve such employer from any liability for its contributions payable on account of its employees. Notwithstanding anything to the contrary, the Retirement System shall not be liable for the payment of any pensions or other benefits on account of the employees or pensioners of any employer under this Article, for which reserves have not been previously created from funds contributed by such employer or its employees for such benefits. Mr. Jarman stated the policy could be revised for new hires in regards to the 401K plan.

Mr. Rouse stated he felt the budget as presented was not user friendly; the budget received from the Lenoir County School Board defined their budget request by department and line item. Mr. Jarman stated line item budgets are presented to County Administration by Department Managers during the budgeting process. Mr. Jarman stated those pages can be implemented in next year's budget, or Commissioner's can attend the work session with Department Managers to discuss their budget by line item. Mr. Rouse stated in reviewing the budget it seems that several positions were added in the Sheriff's Department; the County should not be growing government by creating new jobs. Mr. Jarman responded that the Sheriff's Office grew by ten (10) officers that are currently working in the Town of LaGrange. The Town of LaGrange is reimbursing the County \$500,000 annually for this service.

Mr. Daughety stated he ran on a platform not to raise taxes, but in the next 2-3 years a tax increase may be inevitable. Mr. Daughety stated he will have to vote no to any type of tax increase or sales tax increase if something is not given back to the citizens. Ms. Sutton stated she has learned a lot about County government since becoming a Commissioner. A lot she has learned from County Administration by asking questions. Ms. Sutton stated Mr. Jarman's door is always opened and he is always willing to explain any situation that arises from resolutions to the county budget. Mr. Jarman stated in FY 13-14 the Fund Balance may be tapped into to avoid a tax increase; but the County could help itself with the passage of the Sales Tax Referendum help avoid a potential tax increase.

Mr. Pharo asked who is in charge of fleet maintenance. Mr. Jarman responded fleet maintenance is handled by individual departments. Maintenance on vehicles is spread out to different companies throughout the county. Mr. Pharo stated he would like administration to look into the use of LP gas for county use. Mr. Graham stated the needs of Lenoir County as a whole have to be reviewed, including the needs of county employees. Lenoir County employees are just as important as employees in other counties. He also stated the education in K-12 and at Lenoir Community College (LCC) is important for the growth of Lenoir County. Mr. Rouse reiterated his concerns about the increase in the budget due to jail construction and the \$2 million debt service payment next year. He stated Lenoir County should start making preparations now instead of in the future and a 5% cut should be made and earmarked for jail debt now. Upon a motion by Ms. Brown and second Ms. Sutton, the Budget was approved by a 4 to 3 vote with Mr. Daughety, Mr. Pharo, and Mr. Rouse dissenting. Mr. Graham thanked Board and County Administration for the work done on the FY 11-12 Budget.

CLOSED SESSION

Upon a motion by Mr. Graham and a second by Mr. Davis, and unanimous approval, closed session was entered at approximately 11:52 a.m. and the following cited: Number five (5) To establish or instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price or other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other materials terms of an employment contract or proposed employment contract. The Board discussed the purchase of property, no decision was made. Upon motion by Ms. Sutton and a second Mr. Rouse and unanimous approval, the Board moved out of closed session at approximately 12:29 p.m.

Upon a motion by Mr. Graham and a second by Mr. Davis, the Board adjourned at 12:30 p.m.

Respectfully Submitted By

Reviewed By

Lashanda A. Hall
Clerk to the Board

Michael W. Jarman
County Manager

RESOLUTION APPROVING THE RELEASES AND REFUNDS
TO THE INDIVIDUALS LISTED HEREIN

SUBJECT AREA: Finance

ACTION REQUESTED: Approval of Releases and Refunds as Prepared

HISTORY/BACKGROUND:

Releases and refunds result from listing and assessing due to incorrect and incomplete information.

EVALUATION:

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

RELEASES OVER \$100

Year	Name	Account	Amount	Reason
2010	Julian Sneed	67857	\$356.20	Adjusted Value
2010	Adrienne Rogers	28149	157.35	Adjusted Value
2010	Mary Miller	69482	153.28	Legal Exemption
2010	Havana Clark	4820	495.47	Corrected Listing
2008	Michelle White	21216	112.10	Double Listed
2010	Michelle White	21216	101.84	Double Listed
2010	Vanderbilt Mortgage	28072	108.62	Corrected Listing
2009	Vanderbilt Mortgage	28072	121.16	Corrected Listing
2008	Vanderbilt Mortgage	28072	161.88	Corrected Listing
2006	Christopher Street	24559	731.74	Corrected Listing
2005	Christopher Street	24559	781.53	Corrected Listing
2004	Christopher Street	24559	801.95	Corrected Listing
2003	Christopher Street	24559	847.55	Corrected Listing
2002	Christopher Street	24559	899.05	Corrected Listing
2008	Vanderbilt Mortgage	28072	181.42	Corrected Listing
2008	Vanderbilt Mortgage	28072	144.69	Corrected Listing
2010	Vanderbilt Mortgage	28072	166.21	Corrected Listing
2009	Vanderbilt Mortgage	28072	156.06	Corrected Listing
2008	Vanderbilt Mortgage	28072	192.30	Corrected Listing
2010	Vanderbilt Mortgage	28072	144.16	Corrected Listing
2009	Vanderbilt Mortgage	28072	188.25	Corrected Listing
2008	Vanderbilt Mortgage	28072	226.74	Corrected Listing
2007	Vanderbilt Mortgage	28072	270.68	Corrected Listing
2010	Vanderbilt Mortgage	28072	167.02	Corrected Listing
2002	Deborah Smith	49533	342.09	Out of County
2001	Deborah Smith	49533	373.29	Out of County
2010	Timothy Ledford	53897	204.95	Adjusted Value
2010	Chrissy's Steak	833	323.32	Out of Business
2010	Christine Mills	46204	499.85	Out of Business
2006	Wachovia Leasing	56440	289.28	Corrected Listing
2007	Wachovia Leasing	56440	212.36	Corrected Listing
2008	Wachovia Leasing	56440	149.96	Corrected Listing
2009	Wachovia Leasing	56440	101.39	Corrected Listing
2010	La Jarochita Tienda	44672	637.89	Double Listed
2004	La Jorachita Tienda	44672	135.59	Double Listed

2007	La Jarochita Tienda	44672	304.82	Double Listed
2010	Clifton Grant	10262	115.13	Out of Business
2010	Helen Bell	1750	416.82	Legal Exemption
2010	Willie Moore	1816	374.56	Legal Exemption
2010	Maurice Outlaw	21847	353.28	Legal Exemption
2010	Cornelius Tindal	7168	380.25	Legal Exemption
2010	Carolina IV Services	760	464.85	Business Closed
2006	EMC Mortgage	8050	194.87	Corrected Listing
2007	EMC Mortgage	8050	182.14	Corrected Listing
2008	EMC Mortgage	8050	162.78	Corrected Listing
2007	Terranious Hooker	13781	173.82	Corrected Listing
2008	Terranious Hooker	13781	154.83	Corrected Listing
2009	Terranious Hooker	13781	115.91	Corrected Listing
2010	Terranious Hooker	13781	103.97	Corrected Listing
2006	Guadalupe Hernandez	64748	475.91	Corrected Listing
2009	Cornelius Tindal	7168	135.00	Corrected Listing
2010	Cornelius Tindal	7168	146.96	Corrected Listing
2008	Aldmico Roach	54687	265.71	Corrected Listing
2009	Aldmico Roach	54687	202.39	Corrected Listing
2010	Aldmico Roach	54687	181.55	Corrected Listing

Refunds

Year Name Account Amount Reason

MANAGER'S RECOMMENDATION:

Approval of releases as set out above.



AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 06/20/11
Date

ATTEST 06/20/11
Date

BUDGET ORDINANCE AMENDMENT: CAPITAL IMPROVEMENTS FUND
 ECONOMIC DEVELOPMENT: \$305. INCREASE



LENOIR COUNTY, NORTH CAROLINA
 BUDGET AMENDMENT REQUEST

FY 2010 - 2011
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
CAPITAL IMPROVEMENTS	ECONOMIC DEVELOPMENT	40-3991-9910 FUND BALANCE APPROPRIATED 40-4920-5824 MASTERBRANDS PROJECT-COUNTY
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES
Account # and Title	Amount	Account # and Title Amount
<u>INCREASE</u> 40-3991-9910 FUND BALANCE APPROPRIATED	305.00	<u>INCREASE</u> 40-4920-5824 MASTERBRANDS PROJ-COUNTY 305.00
Total	305.00	Total 305.00

Reason and Justification for Request:

BUDGET AMENDMENT TO APPROPRIATE CAPITAL IMPROVEMENTS FUND FUND BALANCE TO COVER THE ANNUAL COST TO THE NORTH CAROLINA RAILROAD FOR COSTS ASSOCIATED WITH SUPPLYING NATURAL GAS TO MASTERBRANDS. THIS IS THE EIGHTH ANNUAL PAYMENT OF THIRTY ANNUAL PAYMENTS.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	6/16/2011	<i>Martha H. Martin</i>	6/16/2011
Budget Officer Approval	Date		
<i>Michael W. Farmer</i>	6/17/11		
Board Approval (When Applicable)	Date	Date of Minutes	

North Carolina Railroad Co.

Invoice

2809 Highwoods Blvd.
Suite 100
Raleigh, NC 27604
(919) 954-7601

Agreement Code : t0000334
Date: 5/23/2011
Payment: _____

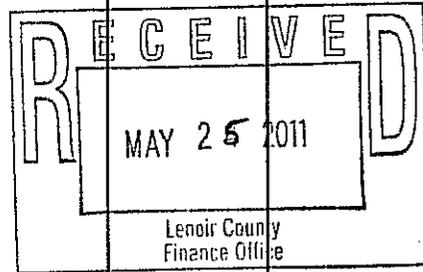


County of Lenoir

130 South Queen Street
Kinston, NC 28502

Due Date	Description	Property	Unit	Agreement	Charges
6/18/11	Annual charge for (1) natural gas pipeline @ MP #E028+4461 near Neuse Road, Kinston, N.C.	o_e-028	+4461	t0000334	302.38

APPROVED BY _____
DATE APPROVED _____
ACCT. 4049205824

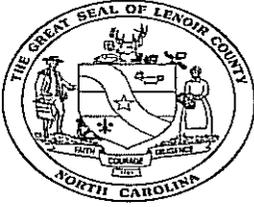


Amount Due

Please Remit a Copy of this Invoice

302.38

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: NON-DEPARTMENTAL: \$455.: INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2010 - 2011
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		NON-DEPARTMENTAL		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		
REVENUES			EXPENDITURES		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u>		<u>INCREASE</u>			
10-3210-1100 2010 TAX LEVY	455.00	10-4200-1913 PROF SVCS-BUS PER PROP AUDIT	455.00		
Total	455.00	Total	455.00		

Reason and Justification for Request:

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

Department Head Approval	Date	Finance Officer Approval	Date
<i>Marta H. Martin</i>	6/8/2011	<i>Marta H. Martin</i>	6/8/2011
Budget Officer Approval	Date		
<i>MW arm</i>	6/12/11		
Board Approval (When Applicable)	Date	Date of Minutes	

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/20/11 **ITEM NO.** 7

Resolution Approving Presentation of Badge and Service Weapon to Retiring Deputy Jackie Holland

SUBJECT AREA: Personnel

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to present to retiring Deputy Jackie Holland his Lenoir County Sheriff's Office badge and Glock .45 caliber service weapon, pursuant to state law and past county practices.

HISTORY / BACKGROUND:

Deputy Jackie Holland began his law enforcement career with the Lenoir County Sheriff's Office on December 14, 2004 as a reserve deputy. Deputy Holland was hired full-time on April 18, 2005. North Carolina retirement rules state that an officer must have 30 years of credible service and be of any age or be age 55 with at least 5 years of credible service, to retire. Deputy Holland is over age 55 and had the appropriate amount of time to retire, which became effective May 31, 2011.

North Carolina General Statute 20-187.2 provides for the presentation of an officer's badge upon his retirement and also provides for the governing body, in its discretion, to present the retiring officer with his service weapon, after he receives a handgun permit. Deputy Holland received a handgun permit in June of 2011, which was made part of his personnel file.

A number of law enforcement officers retire each year in various state and local jurisdictions within North Carolina. In these instances, the officers have been presented with their badge and service weapon.

EVALUATION:

In keeping with the North Carolina General Statutes and local government practices, it is recommended that Deputy Holland be presented with his badge and service weapon (Glock .45 caliber, serial number MRR394).

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners authorize the Sheriff to present to Deputy Jackie Holland his Lenoir County Sheriff's Office badge and Glock .45 caliber service weapon, serial number MRR394.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Rouse _____ Sutton _____ Davis _____ Graham _____
Pharo _____ Brown _____ Daughety _____

George Graham, Chairman 06/20/11
Date

ATTEST 06/20/11
Date

**RESOLUTION HONORING
INVESTIGATOR WARREN "SNEAK" LEWIS, III**

WHEREAS, Investigator Warren "Sneak" Lewis, III, on June 9, 2011 stood courageously between us and those who would unlawfully prey upon the peace of a community; and

WHEREAS, Investigator Lewis shall ever remain a stalwart example of the best of the brave and an unwavering symbol of the laws of the State and the Nation; and

WHEREAS, Investigator Lewis will never be forgotten by us, or by those for whom he stood between societal structure and chaos; and

WHEREAS, Investigator Lewis' shadow is huge, covering a great span of wrongs made right, and exemplifying the sworn code of law and justice; and

WHEREAS, Investigator Lewis' family, the Nash County Sheriff's Office, the U.S. Marshal's Violent Fugitive Task Force, and the State of North Carolina be ever grateful that such a man as this took up the Sword of Justice and turned the tide of righteousness and order in the favor of the people he protected.

NOW, THEREFORE, BE IT RESOLVED, by the Lenoir County Board of Commissioners that the Board does hereby acknowledge the courage, the honor, and sacrifice on this, the 20th day of June, 2011.

LENOIR COUNTY BOARD OF COMMISSIONERS

George W. Graham, Jr. - Chairman

Clerk to the Board

Date: _____

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

SUBJECT AREA: Administrative

ACTION REQUESTED:

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

HISTORY/BACKGROUND:

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

EVALUATION:

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

<u>Tax Department Record Number</u>	<u>Property Description</u>
9986	516 Cotton Lane, Kinston
7258	708 Chestnut Street, Kinston

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

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

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.** 10

RESOLUTION: Approving Acceptance and Execution of Contract for Independent Personnel Consulting Services: Johnson Professional Consulting Services (Johnson PCI).

SUBJECT AREA: Administrative

ACTION REQUESTED:

The Board is requested to authorize the acceptance of a proposal for independent personnel consulting services from Johnson Professional Consulting Services and authorize the Human Resources Director to execute the contract for FY11-12.

HISTORY/BACKGROUND:

Johnson Personnel Consulting, Inc. (Johnson PCI) is a professional organization offering a variety of personnel consulting services concerning matters including but not limited to: recruitment and selection issues, applicant and employee qualification recommendations, position classification recommendations, organizational structures and position design, policy development and interpretation, employee / employer relations issues, disciplinary action, EEOC responses, salary administration issues, regulation compliance to include American Disabilities Act, unlawful workplace harassment, Family Medical Leave Act. etc. and training in specific areas.

Sylvia Johnson, owner of Johnson PCI, will be our on-site consultant. Mrs. Johnson is well qualified to advise the County on personnel issues, update our Personnel Manual, revise our job descriptions, and conduct employee training in all areas of workplace harassment, the Family Medical Leave Act, and the American Disabilities Act. She retired from the State of North Carolina with thirty-two years of service and at the time of her retirement, was the Eastern Regional Director of Personnel for the North Carolina Department of Health and Human Services. In 2001 Mrs. Johnson received her certification as a licensed personnel consultant and has been actively involved with area counties. Lenoir County contracted with Johnson PCI in FY10-11 for personnel consulting services for one 8-hour day per week, at a rate of \$450 per day. Additional hours, on an as needed basis, are billed at the standard rate of \$60 per hour.

EVALUATION:

Lenoir County's Personnel Manual is in the process of being update amidst the constantly changing Federal and State personnel laws and rules. To limit the County's exposure to litigation, personnel training for supervisors must be implemented. Lenoir County began contracting with Johnson PCI in FY 09-10. Johnson PCI is a full-service personnel consulting firm with a vast knowledge of State and local government personnel laws, policies, and issues. With the guidance of Johnson PCI, the County will be able to update it's personnel policy manual, update job descriptions, provide necessary training to supervisors, and receive advice on disciplinary and complicated employee termination issues. Human Resources and County Department Heads will work closely with Johnson PCI to update our personnel policies and procedures to assure compliance with applicable personnel laws.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

MWJ
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Board authorizes acceptance of a proposal for independent personnel consulting services from Johnson Professional Consulting Services for one 8-hour day per week at a rate of \$450 per day, with additional hours on an as needed basis, at the standard rate of \$60 per hour, and be it further resolved that the Human Resources Director is authorized to execute the contract with Johnson Professional Consulting Services.

AMENDMENTS: _____

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 06/20/11
Date

ATTEST 06/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 11

RESOLUTION: Authorizing Fiscal Year 2011-2012 Purchase Orders for the Board of Elections:

Election Systems & Software - \$27,664, (Software: \$5,880, Maintenance: \$21,784)

Election Systems & Software - \$5,000

Executive Leasing - \$6,400

Print Elect/Owen G. Dunn - \$2,500

Freedom ENC/Kinston Free Press - \$2,000

Weekly Gazette - \$1,200

Duplin Times/Cooke Communications - \$500

A.G. Smith's Janitorial - \$3,000

Corporate Resources - \$2,000

TOTAL: \$50,264

SUBJECT AREA: Purchase/Bids

ACTION REQUESTED:

Authorize fiscal year 2011-2012 Purchase Orders.

HISTORY / BACKGROUND:

All Purchase Orders in the amount of \$2,500 and greater require the Board's approval. The blanket Purchase Orders needed, for this fiscal year is added as well. Election Systems & Software provides the Board of Elections with a contract on Voting Equipment. Software – License for programming and Election night reporting hardware – Maintenance Agreement to keep up the maintenance and upgrades on the 145 iVotronic Machines and 2 M100 Machines. Election Systems & Software also provides the layout, coding and audio for all ballot styles each election. Executive Leasing provides us with copier service. Print Elect/Owen G. Dunn provides the printing of ballots and election supplies. Freedom ENC/ Kinston Free Press, Weekly Gazette and Duplin Times/Cooke Communications provides services with running ads announcing the elections. A. G. Smith's Janitorial provides service with cleaning the office monthly and delivery and setup of voting equipment each election. Corporate Resources provides us with office supplies.

EVALUATION:

The requested action is necessary in order to encumber monies the Board previously approved in the fiscal year 2011-2012 budget.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.

MWJ

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the county execute the following purchase orders for the Board of Elections Office for the fiscal year 2011-2012:

Election Systems & Software	\$27,664
Election Systems & Software	\$ 5,000
Executive Leasing	\$ 6,400
Print Elect/ Owen G. Dunn	\$ 2,500
Freedom ENC/ Kinston Free Press	\$ 2,000
Weekly Gazette	\$ 1,200
Duplin Times/ Cooke Communications	\$ 500
A G Smith Janitorial	\$ 3,000
Corporate Resources	\$ 2,000

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

6/20/11
Date

ATTEST

6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager DATE: 6/20/11 ITEM NO.: 12

RESOLUTION: Authorizing The Issuance Of Blanket Purchase Orders To The Following Companies
For Yearly Software/Hardware Maintenance: \$ 155,390.00

SUBJECT AREA: 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 us to get upgrades, place calls for service, and also allows use of the software, etc.

Software Maintenance / Visions Software	26000
Software Maintenance / Logics Software	16000
Software/Hardware Maintenance / Bormuth Associates, Inc.	19200
Software Maintenance / ESRI	10000
Software Maintenance / Novell	10000
Software Maintenance / Jolly Giant Software	1500
Communications Service / Centurylink	33540
Software Maintenance / System Commander Software / Jury	1000
AFIS Livescan Fingerprinting	6000
IronPort email maintenance	6000
Minisoft software maintenance	350
CenturyLink Trend card Maintenance	5000
Connect GIS	3600
Morphotrax for Jail Security	4500
TEAM-ia Support Contract on VMWARE and Networker	11200
Carolina Software/Software Maintenance	1500
Total	155390

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

MWJ

Initials

RESOLUTION: NOW, THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that the County execute 16 purchase orders totaling \$155,390.00 to the companies listed above for yearly recurring software/hardware maintenance costs.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

RESOLUTION: Authorizing FY11-12 Service Contracts and Purchase Orders for Court Facility / Public Buildings Department: \$178,973.

Brame Specialty Co.	\$12,400	Sky Enterprises	\$1,000
Brinson Home Repair	\$ 5,000	Atlantic Coastal	\$2,000
City of Kinston	\$30,000	Blizzard Bldg. Supply	\$1,000
Ed Phillips, Inc.	\$14,000	Fast Forward Signs	\$2,000
Elevator Service	\$10,020	Peco Electric	\$5,000
Janitorial Services	\$75,696	Wheeler Exterminating	\$2,928
Lowes	\$ 5,000	Down East Protection	\$5,929
Mayer Electric	\$ 7,000		

SUBJECT AREA: Purchases / Bids

ACTION REQUESTED: The Board is requested to authorize the execution of FY11-12 Service Contracts and Purchase Orders.

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

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

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

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

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

Elevator Service \$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 \$75,696: 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, and the Resource Development Building. D.S.S. has a separate 1-year contract.

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

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

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

Atlantic Coastal \$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 \$5,000: 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.

EVALUATION: Approval of this resolution will allow the encumbrance of funds approved in the FY11-12 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 FY11-12:

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.:	\$14,000	1041603500 \$7,000; 1042603500 \$7,000
Southern Elevator	\$10,020	1041606910 \$6,780; 1042606910 \$3,240 Monthly Service
A&B Cleaning	\$75,696	1041603500 \$51,000; 1042603500 \$24,696
Lowe's	\$5,000	1041603500 \$2,500; 1042603500 \$2,500
Mayer Electric	\$7,000	1041603500 \$3,500; 1042603500 \$3,500
Sky Enterprises	\$1,000	1041603500 \$500; 1042603500 \$500
Atlantic Coastal	\$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	\$5,000	1041603500 \$2,500; 1042603500 \$2,500
Wheeler Ext	\$2,928	1041603500 \$1,464; 1042603500 \$1,464
Down East Protection	\$5,929	1041603500 \$5,929

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

6/20/11
Date

ATTEST
6/20/11
Date

Item No.: 14



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2010 - 2011
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
TRANSPORTATION		ADMINISTRATION / ARRA		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>			
22-3452-5101 Loop Fares	36,000.00	22-4510-1210 Salaries & Wages	31,100.00		
22-3452-5104 Vocational Rehab Trips	550.00	22-4510-1260 Salaries & Wages-Part-Time	167,900.00		
22-3453-3605 Reimb. Vehicle Insurance	500.00	22-4510-1810 Employer-FICA	11,851.00		
22-3981-9800 Trnsf Loan from General Fund	75,000.00	22-4510-1811 Employer-Medicare	2,771.00		
		22-4510-1820 Employer-Retirement	1,511.00		
		22-4510-1870 Employer-401-K	1,162.00		
		22-4510-1920 Professional Svcs-Legal	670.00		
		22-4510-2120 Uniforms/Hats/Shirts	200.00		
		22-4510-2380 Employee Drug/Alcohol	500.00		
		22-4510-2500 Gas, Oil	119,295.00		
		22-4510-2600 Office Supplies	2,200.00		
		22-4510-3210 Telephone	2,500.00		
		22-4510-3250 Postage	250.00		
10-3991-9910 Fund Balance Appropriated	75,000.00	10-9800-8520 Trnsf Loan to Transportation Fund	75,000.00		
Total	Page 1 Total 187,050.00	Total	Page 1 Total 416,910.00		

Reason and Justification for Request:

Year end Budget Adjustment to bring Revenues and Expenditures budgets in line with actual figures.

Department Head Approval	Date	Finance Officer Approval	Date
		<i>Martha H. Martin</i>	6/17/11
Budget Officer Approval	Date		
Board Approval (When Applicable)	Date	Date of Minutes	



LENOIR COUNTY, NORTH CAROLINA BUDGET AMENDMENT REQUEST

FY 2010 - 2011

Appropriations

Budget Amendment # _____

Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
TRANSPORTATION	ADMINISTRATION / OPERATIONS	VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>	
REVENUES		EXPENDITURES	
Account # and Title	Amount	Account # and Title	Amount
DECREASE		DECREASE	
22-3452-3603 Rural Gen Public Ticket Sales	-13,500.00	22-4510-1275 Longevity	-231.00
22-3452-3609 Grant-Job Access/Rev Commute	-20,556.00	22-4510-1290 Salary Adjustments	-1,962.00
22-3452-3610 Grant-New Freedom	-57,395.00	22-4510-1830 Employer-Group Insurance	-10,000.00
22-3452-3613 Grant - JARC - Capital	-84,220.00	22-4510-1990 Mobile Advertising	-320.00
22-3452-5103 Council on Aging Trips	-89,000.00	22-4510-2910 Computer Supplies	-605.00
22-3453-3600 Reimb. State Vehicles	-208,097.00	22-4510-3310 Utilities	-6,500.00
22-3453-3610 Sale of Vehicles	-5,249.00	22-4510-3400 Printing & Binding	-1,000.00
22-3839-8900 Sale of Mobile Advertisement	-18,500.00	22-4510-3530 Maint/Repairs-Vehicles	-38,000.00
22-3991-9910 Fund Balance Appropriated	-45,979.00	22-4510-3950 Employee Development	-2,000.00
		22-4510-4300 Grant-Administration	-32,049.00
		22-4510-4800 Rural General Public	-78,229.00
		22-4510-4801 Supplemental RGP	-43,617.00
		22-4510-4802 Employment Transportation	-12,170.00
		22-4510-4803 Supplemental EMP	-15,266.00
		22-4510-4804 Supplemental EDTAP	-12,409.60
		22-4510-4807 EDTAP	-21,528.40
		22-4510-4808 EDTAP-Council on Aging	-32,292.60
		22-4510-4809 EDTAP Supplemental-COA	-18,614.40
		22-4510-4811 Grant-Elderly & Disabilities	-54,076.00
		22-4510-4812 Grant-Job Access/Rev Com	-20,556.00
		22-4510-4813 Grant-New Freedom	-57,395.00
		22-4510-4910 Dues & Subscriptions	-300.00
		22-4510-5100 Capital Outlay-Equipment	-190,000.00
		22-4510-5110 Grant-JARC Capital	-99,195.00
		22-4510-5999 Capital Items <\$5,000	-500.00
		22-4510-6330 Tax, Tags & Titles	-7,598.00
		22-4510-6900 Contracted Services	-1,065.00
		22-4512-1210 ARRA-Salaries & Wages	-9,622.00
		22-4512-4810 ARRA-Indirect Costs to Gen Fund	-5,255.00
PAGE 2 TOTALS	-542,496.00	PAGE 2 TOTALS	-772,356.00
Total	GRAND TOTALS -355,446.00	Total	GRAND TOTALS -355,446.00

Reason and Justification for Request:

Year end Budget Adjustment to bring Revenues and Expenditures budgets in line with actual figures.

Department Head Approval	Date	Finance Officer Approval	Date
		<i>Marta H. Martin</i>	6/17/11
Budget Officer Approval	Date		
Board Approval (When Applicable)	Date	Date of Minutes	

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/20/11 **ITEM NO.:** 15

RESOLUTION: Authorizing Support of Continuance of Health Department Clinics and Services through FY 2011-2012: \$445,792

SUBJECT AREA: Purchase / Bids

ACTION REQUESTED:

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

	<u>Expenditure Line:</u>	<u>Amount:</u>
Apothecus (vc film)	10-5150-2390	2,500
Brame (Janitorial Supples)	10-5110-3501	9,100
Calloway & Associates	10-5150-2390	2,400
	10-5150-2392	2,500
Cardinal	10-5150-2390	9,000
	10-5150-2392	6,000
	10-5150-2394	3,000
	10-5150-2395	1,000
	10-5162-2390	2,000
Cardinal Health (Contraceptives)	10-5150-2390	10,000
CDP	10-5110-3211	5,000
Century Link	10-5110-3210	26,040
	10-5167-3210	3,500
Clinician Fees/Physicians	10-5150-1930	146,000
	10-5162-6900	6,500
City of Kinston	10-5110-3300	32,450
	10-5167-3300	4,000
Copy Pro	10-5110-3520	4,434
Corporate	10-5110-2600	20,000
	10-5167-2600	10,000
Eastern Radiology	10-5150-1931	6,365
Executive Leasing	10-5110-3520	2,952
GE (Daughety Equipment)	10-5110-3520	5,352
Glaxo Smith Kline (Hepatitis)	10-5150-2391	4,500
Hemocue(cuvettes)	10-5150-2390	1,785
	10-5150-2392	1,785
	10-5162-2390	1,800
ITS	10-5110-3210	3,000
JOM Pharmaceuticals (fp)	10-5150-2390	14,634

Lenoir Memorial Hospital	10-5150-2392	4,150
Merck (Varivax/Pneumonia/mmr)	10-5150-2391	6,000
NC Postal Service (postage)	10-5110-3250	3,700
NC Postal Service	10-5167-3250	3,700
NC State Lab	10-5150-2390	5,000
	10-5150-2392	10,000
	10-5162-2390	1,000
Para-Gard (IUDs)	10-5150-2390	3,000
Pharmacist (Rob Bizzell)	10-5150-2380	6,750
	10-5162-2380	2,250
Realo	10-5150-2390	2,000
	10-5150-2392	2,000
Sanofi Pasteur	10-5150-2391	8,850
	10-5150-2393	1,250
Snowden Insurance (Liability)	10-5150-4541	5,100
Solstas	10-5150-2390	4,300
	10-5150-2392	2,000
	10-5150-2393	1,250
Staples	10-5110-2600	5,000
	10-5167-2600	5,000
Stericycle (medical waste)	10-5150-3991	3,000
	10-5162-3991	1,000
Theracom	10-5150-2390	6,000
US Cellular	10-5110-3210	960
	10-5150-3210	1,035
	10-5180-3210	2,000
	10-5182-3210	1,900

HISTORY / BACKGROUND:

The requested utilization of funds is based on projected expenditures for FY 2011-2012.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.

MWJ
Initials

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

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Daugherty _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham, Jr. Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 116A

RESOLUTION: Authorizing The Kinston/Lenoir County Parks & Recreation Commission to enter into a lease agreement for the use of the Moss Hill Ruritan Club.

SUBJECT AREA: COMMUNITY DEVELOPMENT

ACTION REQUESTED:

The Kinston/Lenoir County Parks & Recreation Commission requests approval to enter into a lease for the use of the Moss Hill Ruritan Club at a lease rate of \$1 per year.

HISTORY / BACKGROUND:

This building has been part of the Moss Hill Community since the early 1960's. The Ruritan Club at Moss Hill has requested that the Kinston/Lenoir County Parks & Recreation Department operate this facility as their memberships have declined over the past few years and they are no longer able to handle this property. This property could be used for civic organizations and rentals for family reunions, birthday parties, etc. in the southern part of Lenoir County.

EVALUATION:

The lease will be structured with the county attorney's approval to contain the following articles. 1). The Moss Hill Ruritan Club will be responsible for property insurance and all property taxes. 2). The Moss Hill Ruritan Club will have priority scheduling for its regularly scheduled meetings if booked on the 2nd day of January each year. These meetings shall be held without charge. 3). Lenoir County shall be responsible for routine maintenance, lawn maintenance and utility costs. 4). Lenoir County recreation shall set rental rates and be charged with renting the facility. 5). Capital costs will be handled through community fund raising projects. 6. Alcohol will be allowed for all private parties and civic events and permits will be the responsibility of the renter. 7). A recreation employee shall be at the building when rented.

MANAGER'S RECOMMENDATION:

This agreement provides a great service for the citizens of our community; however, the Board needs to be aware that by entering this agreement they may very well be increasing County Recreation expenditures. The potential for utility and routine maintenance cost to exceed rental revenues by approximately \$8,000 is possible.

MWJ
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Kinston/Lenoir County Parks & Recreation Commission, enter into a lease agreement with the Moss Hill Ruritan Club for the use of the Moss Hill Ruritan Facility at a lease rate of \$1 per year.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 16B

RESOLUTION: Authorizing A Purchase Order to Hewlett Packard for Lenoir County's Portion of 20 Leased Computers for the Parks & Recreation Department in the Amount of \$2,784.92.

SUBJECT AREA: PURCHASE / BIDS

ACTION REQUESTED:

The Board is requested to authorize a purchase order to Hewlett Packard in the amount of \$2,784.92 for the 2nd year lease for computers for the Parks & Recreation staff.

HISTORY / BACKGROUND:

The Kinston/Lenoir County Parks & Recreation Department are leasing 20 computers for four (4) years, beginning July1, 2011. The county's portion of this lease is \$2,784.92. These computers will be used at the Administrative Office, Mock Gym, Neuseway Nature Center, Planetarium and the Visitor's Center. This is a joint project with the City of Kinston.

EVALUATION:

This lease is copied after Lenoir County's MIS computer lease program and will allow the Parks & Recreation Department to keep more modern computers. These computers will be compatible with the city's computers so that they can be maintained by the city's MIS department.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the by the Lenoir County Board of Commissioners that the board authorize a purchase order in the amount of \$2,784.92 to Hewlett Packard Company through the City of Kinston.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO:** 17A

Resolution Authorizing the Approval FY 2011-12 Expenditure
Of Supplies --- R. L. Ballard & Associates \$7,500

SUBJECT AREA: PURCHASE/BIDS

ACTION REQUESTED:

To approve the expenditure of \$7,500 to cover the cost of purchasing real estate binders, vital record binders, miscellaneous binders/books and supplies needed annually to house the hard copies of documents that are recorded in the Register of Deeds office. This amount was budgeted in the line item specified on the next page.

HISTORY/BACKGROUND:

This line item expenditure is to allow the Register of Deeds to continue to purchase binders/supplies, etc, as needed in order to maintain records in a neat and orderly fashion for the public to be able to review these records as requested. If the amount actually spent is less than \$7,500 then the purchase order will be reduced.

EVALUATION:

With the approval of this expenditure, it will allow the Register of Deeds to operate in an efficient and professional manner that the county would be proud of. R. L. Ballard and Associates has provided this service for the Registry for over 35 years plus in the most professional and highest of quality possible.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval

mw
Initials

RESOLUTION: NOW, THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that a purchase order for R. L. Ballard & Associates in the amount of \$7,500 be approved for books/binders, supplies and etc. that is needed for the operation of the Register of Deeds.

Line Item Account # 10-4180-2600

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____
Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6-20-11 **ITEM NO:** 17B

RESOLUTION: Approving FY 2011-12 Expenditure of Funds for Leasing Copiers/Wide Format Scanner--- COECO \$9500.00

SUBJECT AREA: PURCHASE/BIDS

ACTION REQUESTED:

Approve expenditure of \$9,500.00 to cover the estimated cost of leasing two new copiers and wide format scanner (cost per copy) needed for the required use of copying records and maps for the Register of Deeds office and the use by the public. The amount was budgeted in the line item specified on the next page.

HISTORY/BACKGROUND:

A copier has been used in the office of the Register of Deeds in an excess of forty years to allow the public, attorneys, office staff and etc. the ability to make the necessary copies needed in everyday work requirements. The law requires some method for the Registry to be able to furnish copies to the general public. If the amount actually spent is less than that of \$9,500.00 then the purchase order will be reduced.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval


Initial

RESOLUTION: NOW, THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that a purchase order contract with COECO be approved for leasing the said copiers in the amount not to exceed \$9,500.00

Line Item #10-4180-3520

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 17C

Resolution Authorizing the Approval FY 2011-12 Contract Services
Indexing ---- COTT Systems \$30,000.00

SUBJECT AREA: PURCHASE/BIDS

ACTION REQUESTED:

Approval of a Resolution authorizing the expenditure of \$30,000 to cover the estimated cost of indexing the real estate documents, marriage license, births, delayed births, death, maps and etc. that are recorded in the Register of Deeds office. This amount was budgeted in the line item specified on the next page.

HISTORY / BACKGROUND:

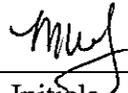
This has been an ongoing service since the mid 70's. In this same line item it has allowed the Registry to have computer-generated indexes for easy accessibility for the many records in the Register of Deeds office.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully Request Approval



Initials

RESOLUTION: NOW, THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that a purchase order contract with COTT Systems in an amount not to exceed \$30,000.00 be approved for indexing records for the Register of Deeds.

Line Item Account #10-4180-3800

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/20/2011 **ITEM NO.** 18A

Resolution Authorizing the Sheriff's Office to Access SBI/DCI Criminal Information

SUBJECT AREA: ADMINISTRATIVE

ACTION REQUESTED:

The Board is requested to authorize the Lenoir County Sheriff's Office to seek State access to the SBI/DCI record information for use in making recommendations on the suitability of a person or of a location for an ABC permit.

HISTORY / BACKGROUND:

North Carolina General Statute 18B-904(f) provides that the governing body of a county may designate an official of the county, to make recommendations to the State ABC Commission on behalf of the Lenoir County concerning the suitability of a person or of a location for an ABC permit when the proposed location is within the County. Major Christopher Hill is the designated official authorized to make recommendations on behalf of the governing body, concerning the suitability of a person or of a location for an ABC permit within the Lenoir County jurisdiction pursuant to North Carolina General Statute 18B-904(f). In order to make said recommendations, the Lenoir County Sheriff's Office desires State access to the SBI/DCI Criminal History Record Information to obtain criminal history information on all persons applying for ABC permits for a proposed location with the county of Lenoir.

EVALUATION:

The Lenoir County Sheriff's Office will obtain said criminal history information on each applicant based on identification information regarding the applicant contained in the notice of permit application received from the State ABC Commission. If said criminal history information reveals that an applicant has been convicted of any felony, a misdemeanor involving drugs and alcohol, or any offense in violation of Article 26 of Chapter 14 of the North Carolina General Statutes, the Lenoir County Sheriff's Office may file a written objection to the issuance of the permit. The State ABC Commission is the government agency responsible for the issuance of all ABC permits.

The Sheriff respectfully requests that he (his staff) be permitted to access SBI/DCI criminal record information for use in making recommendations on the suitability of a person or of a location for an ABC permit.

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/20/11 **ITEM NO.:** 18B

RESOLUTION: Approving Purchase of Office Supplies from the following vendors: \$5,500

Forms & Supply----- \$ 3,000.00

Corporate Resources----- \$ 2,500.00

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a purchase order with Forms & Supply and Corporate Resources for the purchase of office supplies for fiscal year 2011-2012.

HISTORY / BACKGROUND:

These two vendors have been supplying office products to the Sheriff's Office and jail for the past several years. Office products consists of paper for the copying machines, legal pads, pens, pencils, toner cartridges, paper clips, rubber bands, etc.

EVALUATION:

Forms & Supply and Corporate Resources have both been supplying the Sheriff's Office and the jail with office supplies for the past several years. Both offer competitive prices for the above mentioned products. The Sheriff respectfully request permission from the Board of Commissioners to execute a purchase order with these vendors for the purchase of various office supplies.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff execute a purchase order with Forms & Supply and Corporate Resources for the 2011-2012 fiscal year.

Forms and Supply-----\$ 3,000
Corporate Resources-----\$ 2,500

Funding Account #: 10-4310-2600 \$ 5,500

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/20/11 **ITEM NO.:** 18C

RESOLUTION: Approving Purchase of a Maintenance Contract:

AFIX Technologies: \$5,501

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a purchase order with AFIX Technologies to provide software and hardware maintenance support.

HISTORY / BACKGROUND:

Approximately two years ago the Sheriff's Office received grant funding from the JAG (Justice Assistance Grant). These funds were used to purchase fingerprinting equipment, which was installed in the jail and detective division. The AFIX system provides a means to identify persons who are booked in an out of the jail and to catalog their fingerprints. The system also allows investigators to enter crime scene fingerprints (latent fingerprints) in an attempt to identify a suspect. Because this is a computer based system, comparisons occur in a matter of minutes across thousands of fingerprint files.

EVALUATION:

The AFIX system is complex and consists of both software and hardware. In addition the system has proprietary parts & systems which cannot be maintained or repaired by the county MIS department. There were several service calls in the 2010-2011 fiscal year and the warranty period has expired. The Sheriff respectfully request permission from the Board of Commissioners to execute a purchase order with AFIX Technologies to purchase a maintenance contract for the system.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.

MWJ

(Initials)

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff execute a purchase order with AFIX Technologies for the purchase of a maintenance contract.

AFIX Technologies-----\$ 5,501

Funding Account #: 10-4310-6900 \$ 5,501

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/20/11 **ITEM NO.:** 18D

RESOLUTION: Approving Purchase of Plumbing Services from the following vendor:

Ed Phillips Heating Air Conditioning & Plumbing----- \$ 6,000

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a purchase order with Ed Phillips Heating Air Conditioning & Plumbing for plumbing maintenance and repair services for fiscal year 2011-2012.

HISTORY / BACKGROUND:

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

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.

MWJ
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff execute a purchase order with Ed Phillips Heating Air Conditioning and Plumbing for the 2011-2012 fiscal year.

Ed Phillips Heating Air Conditioning & Plumbing-----\$ 6,000

Funding Account #: 10-4320-3520 \$ 6,000

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/20/11 **ITEM NO.:** 18E

RESOLUTION: Approving Contract for Sheriff's Equipment and Supplies:

Lawmen's Safety Supply: \$ 7,500.00

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a contract with Lawmen's Safety Supply 2011-2012.

HISTORY / BACKGROUND:

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

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

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.


Initials

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

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

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

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/20/11 **ITEM NO.:** 18F

RESOLUTION: Approving Contract for Sheriff's Uniform Supply Vendor: \$9,000

American Uniform Sales ----- \$7,000.00
Uniforms Plus -----\$2,000.00

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a contract with the American Uniform Sales and Uniforms Plus for fiscal year 2011-2012.

HISTORY / BACKGROUND:

The Lenoir County Sheriff's Office (jail) must replace some uniforms on an as needed basis due to wear and/or destruction. Uniforms worn by detention officers of the jail undergo normal wear and are occasionally subject to damage by sharp metal corners, food delivery, or physical exposure to resistive and combative inmates.

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

This office did a price comparison and now uses American Uniform Sales and Uniforms Plus as its primary providers based on price and performance standards. Uniform Plus is a back-up supplier, who can provide uniforms quickly, if needed.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.

MWJ
Initials

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

American Uniform Sales ----- \$7,000.00
Uniforms Plus-----\$2,000.00

Funding Account #: 10-4320-2120 \$ 9,000.00

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/20/11 **ITEM NO.:** 18G

RESOLUTION: Approving Purchase of Ammunition: Lawmen's Supply: \$10,039

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

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

HISTORY / BACKGROUND:

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

EVALUATION:

For the past several years the Sheriff's Office has been purchasing ammunition from a couple of ammunition suppliers in North Carolina. Lawmen's, located in Raleigh, N.C., has been found to provide the most competitive pricing for the ammunition required. Lawmen's has provided a price of \$10,039 for 20 cases of CCI Speer TMJ +P .45 rounds, 2 cases of 200 gr, +P GDHP rounds, 2 cases of Federal Tactical buckshot, 3 cases of Federal tactical slugs, 16 cases of Federal 5.56mm ammo, 2 cases of TRU .223 rounds. The Sheriff respectfully recommends that the Board of Commissioners approve the request to purchase the ammunition from Lawmen's.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.

MWJ
Initials

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

Lawmen's-----\$10,039

Funding Account #: 10-4310-3950 \$10,039

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/20/11 **ITEM NO.:** 184

RESOLUTION: Approving Contract for Sheriff's Uniform Supply Vendor:

American Uniform Sales: \$ 17,000

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a contract with the American Uniform Sales for fiscal year 2011-2012.

HISTORY / BACKGROUND:

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

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

This office did a price comparison and now uses American Uniform Sales as its primary uniform provider.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.

MWJ
Initials

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

American Uniform Sales ----- \$ 17,000

Funding Account #: 10-4310-2120 \$ 17,000

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

6/20/11
Date

ATTEST

6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/20/11 **ITEM NO.:** 18I

RESOLUTION: Approving Purchase Order with Gately Communications, Co.: \$20,000

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a purchase order with Gately Communications, Co., to provide radio installation and repair services for the Sheriff's Office for the 2011-2012 fiscal year.

HISTORY / BACKGROUND:

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

EVALUATION:

The Sheriff respectfully recommends that the Board of Commissioners approve the request for a purchase order with Gately Communications to perform radio/emergency equipment repair, removal, and installation. This purchase order covers services for the 2011-2012 fiscal year.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.


Initials

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

Gately Communications, Co.-----\$20,000

Funding Account #: 10-4310-3290 \$20,000

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

6/20/11
Date

ATTEST

6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 18J

RESOLUTION: Approving Purchase of Equipment & Monitoring Services
From Reliant Management Group: \$24,729.00

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

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

HISTORY / BACKGROUND:

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

EVALUATION:

There are a number of businesses that offer both equipment leasing and monitoring services for inmates. Reliant Management Group is a North Carolina based company located in Hillsborough, North Carolina. The monitoring rate is currently \$1.28 per day per inmate. The lease amount of each transmitter is \$1.45 per day per inmate. The total anticipated cost for the combined services is \$ 24,729.

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

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.


Initials

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

Reliant Management Group----- \$ 24,729

Funding Account #: 10-4310-6900 \$24,729

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager DATE: 06/20/11 ITEM NO.: 18K

RESOLUTION: Approving Contract for Jail Operating Supply Vendors: \$33,000

Bob Barker Supply -----	\$13,000.00
Safelle, Inc. -----	\$ 3,000.00
Brame-----	\$17,000.00

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute contracts with the jail equipment supply vendors listed above for fiscal year 2011-2012.

HISTORY / BACKGROUND:

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

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

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

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.

MWJ
Initials

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

Bob Barker Supply ----- \$13,000.00
Safelle, Inc. ----- \$ 3,000.00
Brame ----- \$17,300.00

Funding Account #: 10-4320-2110 \$ 33,000.00

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager DATE: 6/20/11 ITEM NO.: 18L

RESOLUTION: Approving Contract for Repair/Maintenance Vendor: \$59,500

Brittain's Garage.....	\$ 33,000.00
Fast Forward Signs.....	\$ 5,000.00
Webb's Automotive.....	\$ 13,000.00
Fred Moody's Garage.....	\$ 3,500.00
Sale Ford	\$ 5,000.00

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a contract with Brittain's Garage, Fast Forward Signs, Webb's Automotive, Sale Ford, and Fred Moody's Garage for fiscal year 2011-2012.

HISTORY / BACKGROUND:

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

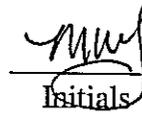
Lenoir County has a number of mechanics in the area. The Sheriff's Office utilizes several of these vendors for both small and large vehicle maintenance issues. The Sheriff currently uses Brittain's Garage, Fast Forward Signs (stripping marked cars), Fred Moody's Garage, Sale Ford and Webb's Automotive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

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.


Initials

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

Brittain's Garage.....	\$ 33,000.00
Fast Forward Signs.....	\$ 5,000.00
Webb's Automotive.....	\$ 13,000.00
Fred Moody's Garage.....	\$ 3,500.00
Sale Ford	\$ 5,000.00

Funding Account #: 10-4320-3530 \$59,500

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/20/11 **ITEM NO.:** 18M

RESOLUTION: Approving Contract for Jail Food Service Vendors: \$163,000

NC Dept of Corrections-----	\$16,000.00
Sysco Foods-----	\$25,000.00
US Foodservice-----	\$35,000.00
Franklin Baking-----	\$21,000.00
Maola Milk and Ice-----	\$35,000.00
Institution Food House-----	\$31,000.00

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute contracts with the food service vendors listed above for fiscal year 2011-2012.

HISTORY / BACKGROUND:

The Lenoir County Jail operates its own kitchen and meal preparation service. This has proven to be a very cost efficient system for Lenoir County. The Lenoir County Jail provides meals to inmates three times a day, which must meet certain dietary requirements.

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

EVALUATION:

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

INTRODUCED BY: Michael W. Jarman County Manager **DATE:** 6/20/11 **ITEM NO.:** 19A

RESOLUTION: Approving Purchase Order for Ed Phillips, Inc for FY 11-12.: \$4,000

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute a purchase order for \$4,000 to Ed Phillips, Inc. for regular agency plumbing, heating, and cooling maintenance and repairs.

HISTORY/BACKGROUND:

DSS historically contracts with Ed Phillips, Inc. for servicing and repairs of the heating and air conditioning equipment and plumbing at the DSS facility. This routinely calls for equipment inspections in the Fall as well as repairs/replacement of parts on the heat exchangers and air conditioners and emergency plumbing repairs. Our agency is asking \$4,000 in addition to regular maintenance and repairs of the DSS facility.

EVALUATION:

This purchase order is necessary in order to assist in ensuring the health and comfort of the employees as well as the clients of Lenoir County Department of Social Services. This purchase is necessary for daily operations of the agency.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that The Lenoir County Board of Commissioners approves a purchase order for Ed Phillips, Inc. for regular agency plumbing, heating and cooling maintenance and repairs: \$4,000 for FY 11-12.

Account # 105310.3500
Maintenance/Repairs-Building

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

6/20/11
Date

ATTEST

6/20/11
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 19B

RESOLUTION: Approving Blanket Purchase Order for System Sales for FY 11-12: \$5,000

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute a blanket purchase order for \$5,000 to Systems Sales Company, Inc. for file folders, TabQuik labels and the maintenance support agreement for TabQuik Software for FY 11-12.

Account # 105310.2600 Office Supplies \$4,000

Account # 105310.3520 Maintenance/Repairs- Equipment \$1,000

HISTORY/BACKGROUND:

The case record labeling process at DSS was automated in 2004 through the purchase of TABQuik software from Systems Sales Company, Inc. The system is easy to use, more professional looking and it also included installation in four locations within the agency and four printers.

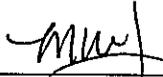
The blanket PO will cover the cost of a \$5,000 maintenance agreement, file folders and TabQuik labels.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval


INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners approves a blanket purchase order for System Sales, Inc.: \$5,000 for FY 11-12.

Account # 105310.2600 Office Supplies \$4,000

Account # 105310.3520 Maintenance/Repairs- Equipment \$1,000

AMENDMENTS:

MOVED _____ **SECOND** _____

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

YEA VOTES: Brown _____ **Daughety** _____ **Davis** _____ **Graham** _____

Pharo _____ **Rouse** _____ **Sutton** _____

George W. Graham Jr., Chairman

6/20/11
Date

ATTEST

6/20/11
Date

INTRODUCED BY: Michael W. Jarman County Manager **DATE:** 6/20/11 **ITEM NO.:** 19C

RESOLUTION: Approving Contract between Lenoir County Department of Social Services and North Carolina Department of Health and Human Resources, Division of Services for the Blind for Fiscal Year 2011/12: \$6,931.

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute a contract with the North Carolina Department of Health and Human Resources, Division of Services for the Blind effective July 1, 2011 through June 30, 2012.

Account # 105356.4970 Services to the Blind \$6,931

HISTORY/BACKGROUND:

Each year the County is drafted its share of the costs of Services to the Blind. This includes Special Assistance for the Blind, Chore Services and Blind Services Salary Administration. The County portion for Fiscal Year 2011/12 is \$6,931.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval


INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that The Lenoir County Board of Commissioners authorizes the Director of Social Services to contract with the North Carolina Department of Health and Human Resources, Division of Services for the Blind, for Blind Services through Lenoir County DSS for fiscal year 2011/12: \$6,931.

Account # 105356.4970 Services to the Blind \$6,931

AMENDMENTS:

MOVED _____ **SECOND** _____

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

YEA VOTES: Brown _____ **Daughety** _____ **Davis** _____ **Graham** _____

Pharo _____ **Rouse** _____ **Sutton** _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 19D

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

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute a purchase order with Anza Mailing Systems (NeoPost) for lease and maintenance on a postage mailing system effective July 1, 2011 through June 30, 2012.

Account # 105310.3520 Maintenance/Repairs- Equipment \$7,980

HISTORY/BACKGROUND:

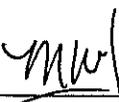
DSS contracts with Anza Mailing Systems for the lease of a postage machine at a rate of \$7,980 yearly. These costs include charges for all equipment, meter rental, maintenance and rate change protection, as well as a desktop folder/insertor for mass mailings.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval



INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes the Director of Social Services to execute a purchase order with Anza Mailing Systems (NeoPost) for lease and maintenance on a postage machine at a cost of \$7,980 yearly for FY 11-12.

Account # 105310.3520 Maintenance/Repairs- Equipment \$7,980

AMENDMENTS:

MOVED _____ **SECOND** _____

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

YEA VOTES: Brown _____ **Daughety** _____ **Davis** _____ **Graham** _____

Pharo _____ **Rouse** _____ **Sutton** _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 19E

RESOLUTION: Approving Contract with Salvation Army: \$24,000

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to contract with the Salvation Army to administer the Crisis Intervention, Share the Warmth and Energy Neighbor Programs in FY 2011/12.

HISTORY/BACKGROUND:

In prior years, DSS has contracted with a temp agency or an individual to take and process crisis related applications for needy individuals. For FY 2011/12, DSS will contract with the Salvation Army (5th consecutive year) to take and process applications for the Crisis Intervention, Share the Warmth and Energy Neighbor programs to assist low income families with heating or cooling related crises.

An initial allocation of up to \$24,000 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.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval


INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Social Services Director is authorized to contract with the Salvation Army to administer the Crisis Intervention, Share the Warmth and Energy Neighbor Programs in FY 2011/12: \$24,000.

AMENDMENTS:

MOVED _____ **SECOND** _____

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

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 19F

RESOLUTION: Approving Purchase Order with Dell Financial Services: \$25,412 for FY 2011-2012

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute purchase orders with Dell Financial Services for lease and maintenance on one hundred thirty-five (135) Dell Opti 360 computers effective July 1, 2011 through June 30, 2012.

Account # 105310.7100 Lease- Computers \$25,412

HISTORY/BACKGROUND:

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

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval



INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes the Social Services Director to execute a purchase order with Dell Financial Services for lease and maintenance on one hundred thirty-five Dell Opti 360 computers at a cost of \$25,412 yearly for FY 11-12.

Account # 105310.7100 Lease- Computers \$25,412

AMENDMENTS:

MOVED _____ **SECOND** _____

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

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ **Rouse** _____ **Sutton** _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.** 19G

RESOLUTION: Approving Contract for Fiscal Year 2011/12: Day Break Life Center Inc.: \$28,101

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to approve a budget resolution for a contract with Day Break Life Center Inc.

Account # 105330.4971 Adult Day Care Fund \$ 28,101

HISTORY/BACKGROUND:

In Lenoir County, there is a need for Adult Daycare to serve our senior population. There is a need for socialization with peers and activities that stimulate both mental and physical capabilities in a structured setting. Day Break Life Center Inc. (previously Day Break Adult Day Care Center) is the one facility in Lenoir County that provides these types of activities. Lenoir County DSS and the staff of Day Break have had a satisfactory relationship for several years and this request is to continue this relationship.

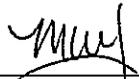
EVALUATION:

Lenoir County DSS has contracted with Day Break Life Center Inc. (previously Day Break Adult Day Care Center) for the last several years and has found their services satisfactory and this contract is necessary in order to meet the needs of DSS's senior clientele.

The state/federal reimbursable share is approximately 87.5% and 12.5% county funding.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval



INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the County Director of Social Services is authorized to execute a one (1) year contract and purchase order with Day Break Life Center Inc. to provide services to clients referred by the Lenoir County Department of Social Services effective July 1, 2011 through June 30, 2012 at a cost not to exceed \$28,101.

Funding Account # 10-5330-4971 Adult Day Care Fund

AMENDMENTS:

MOVED _____ **SECOND** _____

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

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ **Rouse** _____ **Sutton** _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael W. Jarman County Manager **DATE:** 6/20/11 **ITEM NO.** 19H

RESOLUTION: Authorizing Contract with Lenoir County Sheriff's Office for FY 2011-12: \$50,469

SUBJECT AREA: Financial

ACTION REQUESTED:

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

Account # 105361-4970 Sheriff/Contracts \$50,469

HISTORY/BACKGROUND:

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

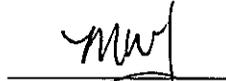
Funds have been budgeted for the Deputy's salary, fringes, Christmas bonus and longevity pay, uniforms, guns, radio and vehicle fuel/maintenance. Revenues from the State and Federal Governments are available at 66% making the total County costs approximately \$17,000.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval


INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes the Social Services Director to contract with the Lenoir County Sheriff's Office for a dedicated Deputy for FY 2011-12: \$50,000.

Account # 105361.4970 Sherriff/Contracts \$50,469

AMENDMENTS:

MOVED _____ **SECOND** _____

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

YEA VOTES: Brown _____ **Daughety** _____ **Davis** _____ **Graham** _____

Pharo _____ **Rouse** _____ **Sutton** _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael W. Jarman County Manager **DATE:** 6/20/11 **ITEM NO.:** 191

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

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute purchase orders with Coeco Office Systems for lease and maintenance on eleven Multifunctional Copiers effective July 1, 2011 through June 30, 2012.

Account # 105310.3520 Maintenance/Repairs- Equipment \$51,208

HISTORY/BACKGROUND:

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

EVALUATION:

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

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.** 19J

RESOLUTION: Approving Blanket Purchase Order for the following for FY 11-12: \$53,500

Floors and Courts: \$8,500
Corporate Resources: \$45,000

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute blanket purchase orders for \$8,500 to Floors and Courts and \$45,000 to Corporate Resources for fiscal year 2011/12.

Account # 105310.3500 Maintenance/Repairs- Buildings and Grounds \$8,500
Account # 105310.2600 Office Supplies \$45,000

HISTORY/BACKGROUND:

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

EVALUATION:

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

INTRODUCED BY: Michael W. Jarman, County Manager DATE: 6/20/11 ITEM NO.: 19K

RESOLUTION: Approving and Authorizing the Out-Posting of Income Maintenance Caseworkers at Lenoir Memorial Hospital and the Lenoir County Health Department for FY 11-12': \$69,771

SUBJECT AREA: Financial/Personnel

ACTION REQUESTED:

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

HISTORY/BACKGROUND:

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

EVALUATION:

This resolution is necessary to continue the timely initiation and processing of Medicaid applications taken at Lenoir Memorial Hospital and the Lenoir County Health Department. These Memoranda of Understanding are effective July 1, 2011 through June 30, 2012 and modifications require the consent of all parties.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

mwj
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners approve and authorize the out-posting of two (2) Income Maintenance Caseworkers at Lenoir Memorial Hospital and one (1) Income Maintenance Caseworker at the Lenoir County Health Department for FY 11-12 with the Hospital and Health Department reimbursing DSS 50% of the non-federal share of these positions: \$69,771

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

AMENDMENTS:

MOVED _____ **SECOND** _____

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

YEA VOTES: Brown _____ **Daughety** _____ **Davis** _____ **Graham** _____

Pharo _____ **Rouse** _____ **Sutton** _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 19L

RESOLUTION: Approving FY 11-12' Contract with Mega Force Staffing Group Inc.: \$75,000

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to approve a budget resolution for the FY 11-12' contract with Mega Force Staffing Group Inc. for Income Maintenance Caseworkers and Child Support Enforcement Workers at DSS.

Account # 10-5310-3930 Temporary Employees \$75,000

HISTORY/BACKGROUND:

In an effort to assist with continual recruitment, retention and quality assurance, the Department of Social Services is seeking to temporarily contract with Mega Force Staffing Group Inc. for Income Maintenance Caseworkers and Child Support Enforcement Workers to staff vacancies in the Medicaid Program, the Food and Nutrition Program and the Child Support Program. Mega Force offers temporary experienced employees to cover vacancies for full-time or part-time schedules.

DSS has numerous vacancies in the Medicaid, Food and Nutrition and Child Support Programs that have proven difficult to fill. Mega Force has agreed to provide qualified temporary Income Maintenance Caseworkers and Child Support Enforcement Workers to work in the Medicaid, Food and Nutrition and Child Support programs as necessary. Mega Force will be used to staff long-term absences and difficult-to-fill vacancies.

EVALUATION:

Lenoir County DSS has contracted with Mega Force Staffing Group Inc., for the last five months and has found their services satisfactory and this contract is necessary in order to accomplish the day to day work activities in several units within the agency.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval


INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that The Lenoir County Board of Commissioners approves the FY 11-12' contract with Mega Force Staffing Group Inc. for Staffing for Income Maintenance Caseworkers at DSS: \$75,000.

Account # 10-5310-3930 Temporary Employees \$75,000

AMENDMENTS:

MOVED _____ **SECOND** _____

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

YEA VOTES: Brown _____ **Daughety** _____ **Davis** _____ **Graham** _____

Pharo _____ **Rouse** _____ **Sutton** _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.** 19M

RESOLUTION: Approving Contract with Vanguard Professional Staffing for FY 11-12: \$75,000

SUBJECT AREA: Financial

ACTION REQUESTED:

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

Account # 105310.3930 Temporary Employees \$ 75,000

HISTORY/BACKGROUND:

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

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

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

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval


INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that a contract with Vanguard Professional Services be approved for Staffing for Social Workers and Income Maintenance Caseworkers at DSS: \$75,000 for FY 11-12.

Account # 10-5310-3930 Temporary Employees \$75,000

AMENDMENTS:

MOVED _____ **SECOND** _____

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

YEA VOTES: Brown _____ **Daughety** _____ **Davis** _____ **Graham** _____

Pharo _____ **Rouse** _____ **Sutton** _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 19N

RESOLUTION: Approving Contract and Purchase Order for Medicaid Transportation services with Various Contractors for FY 11-12: \$100,000

SUBJECT AREA: Financial

ACTION REQUESTED

The Board is requested to authorize the Social Services Director to execute purchase orders and contracts with the following vendors to provide Medicaid Transportation services for FY 11-12 not to exceed \$100,000:

Illie Dawson	\$15,000
Eagle Taxi	\$15,000
James Ingram	\$50,000
Enterprise Rental Car	\$20,000

HISTORY/BACKGROUND:

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

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

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes the Social Services Director to execute a contracts and purchase orders for FY 11-12 with the following vendors not to exceed \$100,000:

Illie Dawson	\$15,000
Eagle Taxi	\$15,000
James Ingram	\$50,000
Enterprise Rental Car	\$20,000
105352.4971	\$100,000

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.** 190

RESOLUTION: Approving Contracts for Legal Services:

Dal Wooten & Chris Rogerson- Not to exceed \$165,900 annually
Griffin and Griffin and Annette Turick --Not to exceed \$181,000 annually
Griffin and Griffin—Not to exceed \$500 annually

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute contracts for legal services with Dal Wooten, Chris Rogerson, Robert Griffin and Annette Turick for Fiscal Year 2011-12.

HISTORY/BACKGROUND:

Lenoir County Department of Social Services historically contracts with Griffin and Griffin to provide legal services for the agency in the provision of protective services for abused, neglected and dependent children or adults and for termination of parental rights.

Attorney Griffin's rate is \$90 per hour. A secondary contract is necessary for the continuity of legal services when the primary attorney is unavailable, in cases where a conflict-of-interest may arise for the primary attorney, and during times when the Department and the primary attorney are faced with a high volume of Child Welfare cases. The secondary provider of these services is Annette Turick at a rate of \$90 per hour. Charges for both attorneys are not to exceed \$181,000 in FY 2011-12. The department also contracts with Griffin and Griffin to provide administrative/legal services in personnel and other matters at the same rate and not to exceed \$500 during the fiscal year.

Dal Wooten, Attorney at Law, is the primary provider and Chris Rogerson is the secondary provider of legal services for the department in the provision of Child Support services. Mr. Wooten served five years as the secondary provider before becoming the primary provider of Child Support legal services in 1997. Mr. Wooten's rate is \$13,500 per month. The hourly rate for Mr. Rogerson is \$90 not to exceed \$165,900 in FY 2011-12.

EVALUATION:

This will be a six (6) month contract subject to acceptable performance of the contractor and renewable with modification semi-annually.

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

MWJ
INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes the Social Services Director to execute contracts and purchase orders for legal services with Robert Griffin, Dal Wooten, Chris Rogerson and Annette Turick for Fiscal Year 2011-12 not to exceed \$181,000 for Child Welfare and Adult Services, \$500 for personnel/administrative services and \$165,900 for Child Support.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

6/20/11
Date

ATTEST

6/20/11
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 19P

RESOLUTION: Approving Services Contracts for Fiscal Year 2011/12:
Addus HealthCare Inc.: \$245,562

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to approve a service contract for Addus HealthCare Inc. to provide in-home aide services to clients referred by the Lenoir County Department of Social Services effective July 1, 2011 through June 30, 2012.

HISTORY/BACKGROUND:

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

Addus HealthCare agrees to provide these services to clients referred by the Lenoir County Department of Social Services at a unit cost of \$12.45 for both Level II and Level III In-Home Aide service. These services are funded by allocations from the Home and Community Care Block Grant, State In-Home, and Social Services Block Grant funding sources.

Approximately 40 citizens were provided chore services during fiscal year 2010/11 that would otherwise not have received care which may have required higher cost institutionalization.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval



INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the County Director of Social Services is authorized to execute a one (1) year contract and purchase order with Addus HealthCare to provide In-Home or Chore services to clients referred by the Lenoir County Department of Social Services effective July 1, 2011 through June 30, 2012 at a cost not to exceed \$245,562.

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

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 190

BUDGET ORDINANCE AMENDMENT: Appropriating \$300,300 in Federal TANF Funds for Phase II of JobBoost, a Subsidized Employment Program for FY 11-12.

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to appropriate \$300,300 in Federal TANF Funds for Phase II of JobBoost, a Subsidized Employment Program for FY 11-12.

Increase Expenditures:

JobBoost-Subsidized Employment-----	\$273,000	Account #103550.4979
JobBoost-Participation Expense-----	\$27,300	Account #105350.4980

Increase Revenues:

Administrative Reimbursements-----	\$300,300	Account #103531.3001
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HISTORY/BACKGROUND:

The Division of Social Services under the Governor's direction is expanding the JobBoost program into phase II, and our county was offered an opportunity to participate. This second phase of JobBoost will focus on best practices learned through earlier initiatives and will continue to focus on employment opportunities for TANF eligible individuals, with an expectation that employers will commit to hire employees on a permanent basis at the conclusion of their subsidized wage period.

The JobBoost program targets specific counties in all regions of North Carolina that meet various eligibility standards and criteria. These standards and criteria include county interest and ability to partner with employers who commit to hiring employees permanently, high unemployment rates, high numbers of TANF eligible individuals and compliance with all TANF funding requirements. Additionally, the counties participating in phase I of JobBoost are able to participate in phase II of the program. Our County was approved for phase I funding by the Lenoir County Board of Commissioners on December 6, 2010.

JobBoost will reimburse employers 75% of wages ranging from a minimum of \$6.00 per hour to a maximum of \$10.00 per hour. It will be the responsibility of the hiring employer to provide remaining wages in the wage range or higher. The employer will also be responsible for all taxes or other wage benefits.

Funds for the JobBoost Program will be available through June 30, 2012 or until spent or a maximum of 9 months following the implementation date, whichever is less. However, each subsidized placement is limited to a maximum of 20 weeks. It is a requirement that all participating employers commit to hiring any employee in a permanent capacity at the conclusion of the 20 week subsidized period, if the employee has performed according to the job expectations. It is an essential responsibility of participating counties that this requirement be clearly conveyed when developing employment opportunities.

All participants will be screened for TANF eligibility by the Lenoir County Department of Social Services. Participants in the program will receive supportive services such as, Food & Nutrition services, Medicaid, child care subsidy, transportation assistance, job coaching and other related services as appropriate. TANF eligible individuals must be U.S. citizens or legal residents with a minor child under the age of 18 and the family income is at or below 200% of the federal poverty level.

Lenoir County was selected for this program in FY 10-11' because of its unemployment rate. As of October 2010 data from the NC Employment Security Commission, Lenoir County's unemployment rate was 9.7%. US Census data estimates out of 56,387 people living in our County, approximately 40.5 percent or 22,837 citizens of Lenoir County are potentially eligible for this program based on information from the North Carolina Budget and Tax Office. The JobBoost program would help to employ more citizens of Lenoir County hopefully lowering the unemployment rate.

EVALUATION:

The JobBoost funds are 100% Federal requiring NO COUNTY MATCH. The funds are available until spent or a maximum of 20 weeks once implemented. The Department of Social services is allowed 10% of the allocation for administrative costs.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

mwj
INITIALS

ORDINANCE: NOW, THEREFORE BE IT ORDAINED by the Lenoir County Board of Commissioners appropriate \$300,300 in Federal TANF Funds for JobBoost, a subsidized employment program in FY 11-12 as follows:

Increase Expenditures:

JobBoost-Subsidized Employment-----	\$273,000	Account #103550.4979
JobBoost-Participation Expense-----	\$27,300	Account #105350.4980

Increase Revenues:

Administrative Reimbursements-----	\$300,300	Account #103531.3001
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AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

RESOLUTION: Approving Provider Agreements for Subsidized Day Care: \$2,585,939

SUBJECT AREA: Financial

ACTION REQUESTED

The Board is requested to authorize contracting with the following current listing of individual child care providers and child care centers (list is subject to change monthly) to provide subsidized child day care in Lenoir County effective July 1, 2011 through June 30, 2012:

A TO Z CHILD CARE	ABC-123 ACADEMY
ALLA-KID-ZAAM INC	AMAZING GIANTS
	BUILDING BLOCKS
BARB'S LOVING ARMS	LEARNING CENTER
CHARLIE'S ANGELS CHILD	CHERYL'S COUNTRY KIDS
CARE CENTER	CHILD CARE
CHILDREN'S VILLAGE	CLEM'S CHRISTIAN CHILD
ACADEMY	CARE HOME
COVENANT CARE CHILD DEV.	
CENTER	COUNTRY KIDS INC
DEAN'S FRIENDLY CHILD CARE	DEEP RUN CHILD CARE
CENTER	CENTER
DORIS' LITTLE DARLINGS	DOREEN'S DAY CARE
EAST HILL CHILD CARE	
CENTER	FALLING CREEK DAY CARE
FARMER - N - DELL NURSERY	
INC	GOSPEL WORK SHOP INC
GREAT BEGINNINGS CHILD	
DEV. CENTER	HEART TO HEART
JACOB'S LITTLE GIANTS	KID CITY CHILD CARE
KID'S ACADEMY DAY CARE	KID'S GALLERY CHILDCARE
CENTER	HOME
KID'S INCORPORATED	KIDZ R US CHILD CARE
LEARNING CENTER	CENTER
	KINSTON CHILD CARE
KING TIGER ACADEMY INC	CENTER
LAGRANGE UM CHURCH DAY	
CARE	LIL' TOTS DEV. CENTER LLC
LIL' TOTS NURSERY &	LINDA'S FAMILY
PRESCHOOL	CHILDCARE
LITTLE FOOTPRINTS	LITTLE MIRACLES CHILD
CHILDCARE	CARE

LITTLE PEOPLES CAY CARE	HAPPY DAYS DAY CARE
LITTLE SAINTS DAY CARE	LIZ'S CHILD CARE HOME
	M & E WONDERLAND ACAD.
LORA'S CHILD CARE HOME	DAY CARE
	MISS CHARLIES CHILD CARE
MISS CHARLIE'S CHILD CARE I	II
MEMORABLE MOMENTS	NELL'S DAY CARE
NEW BEGINNING CHRIST.	NEW BEGINNING CHILD
CHILD CARE I	CARE II
NEW SEASON COMM. DEV.	
CENTER	PEACH TREE KIDS CLUB
	PINK HILL CHILD CARE
PEACH TREE PLAY SCHOOL	CENTER
	RAINBOW CHILD CARE
PRECIOUS ANGELS DAY CARE	CENTER INC
RIVER OF LIFE DAY CARE	SANDI'S CHILDCARE
SMALL BLESSINGS CHILDCARE	SMALL WORLD CHILD CARE
CENTER	CENTER
	TENDER LOVE CHILD CARE
STAR DAY CARE	CENTER INC
	TAILORED LEARNING
THE LEARNING RANCH	CENTER
TOTS OF BLESSINGS DAY CARE	WAINE'S CHILD CARE
WEE SCHOOL CHILD DEV.	WEEWA'S PRECIOUS
CENTER / SELMA	ANGELS
EMMA CLARK	MADLENA LAWSON
NANCY WADE	NETTIE CARR

HISTORY/BACKGROUND:

Child Care funding in Lenoir County and the State of North Carolina has expanded enormously since 1990 when the allocation for Lenoir County was only \$219,000. For fiscal year 2011/12, Lenoir County's allocation for the Child Care Developmental Fund is over three million state and federal dollars. In order to receive payments from DSS providers must abide by state and federal regulations.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes contracting with the current listing of individual child care providers and child care centers (list is subject to change monthly) to provide subsidized child day care in Lenoir County effective July 1, 2011 through June 30, 2012: \$2,585,939

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 20A

RESOLUTION: Authorizing The Purchase Of A Maintenance Contract For The BCM Telephone System For The Emergency Services Building With Centurylink Telephone: \$3,605.00

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

Authorize the purchase of a maintenance contract for the BCM telephone system to be held by CenturyLink, formerly Embarq, for the amount of \$3,605.00, fiscal year 2011-2012, from budget line 10-4315-6900.

HISTORY/BACKGROUND:

Contract is for the maintenance of the CenturyLink, formerly Embarq, BCM telephone system used by the administrative offices and Emergency Operations Center of the Lenoir County Emergency Services Department.

EVALUATION:

Contract is necessary for the proper function of the CenturyLink, formerly Embarq, BCM telephone system in the Emergency Services administrative offices and Emergency Operations Center.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

MW
Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that Approve the purchase of a maintenance contract for the CenturyLink, formerly Embarq, BCM telephone system for the 2011-2012 fiscal year at a cost not to exceed \$3,605.00.

Account No.: 10-4315-6900

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

6/20/11
Date

ATTEST

6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 20B

RESOLUTION: Approving Lease Contract for DCI/SBI for Ominixx Equipment Rental For
FY 2011-2012: \$5,100.00

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the renewal of lease contract with DCI/SBI for fiscal year 2011-2012 in the amount of \$5,100.00 from budget line 10-4315-4390.

HISTORY/BACKGROUND:

The lease contract is for the DCI equipment/usage through the SBI. This equipment allows the Lenoir County Emergency Services Department – Communications Division to perform computerized criminal investigations for law enforcement agencies.

EVALUATION:

The lease contract is necessary for the Lenoir County Emergency Services Department – Communications Division to continue providing critical information for the law enforcement agencies we service.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that the lease contract for DCI/SBI Ominixx be renewed for the 2011-2012 fiscal year at a cost not to exceed \$5,100.00.

Account No.: 10-4315-4390

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

6/20/11
Date

ATTEST

6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 20C

RESOLUTION: Approving Maintenance Contract For Generators For All Tower Site Locations For 2011-2012: \$6,000.00

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

Authorize the purchase of an annual maintenance contract with Cummins Atlantic for generator maintenance at all tower site locations in the amount of \$6,000.00 from budget line 10-4315-6900.

HISTORY/BACKGROUND:

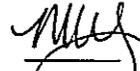
The maintenance contract is for all five- (5) tower sites, LaGrange, Deep Run, School Bus Garage, Central Avenue and Rhodes Avenue. This maintenance would be completed twice a year and would include checking of the electrical systems – AC & DC; fuel system; lube oil system; cooling system; air intake/discharge system; exhaust system; generator set; inspect and test transfer switch; general maintenance and providing detailed reports of all findings.

EVALUATION:

The maintenance contract is necessary for the Lenoir County Emergency Services Department – Communications Division to continue to monitor all generators at all tower sites for a more effective and efficient radio system. This amount would also cover necessary repairs and/or parts replacement during the year.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that the annual maintenance contract for Cummins Atlantic for generator maintenance for the 2011-2012 fiscal year at a cost not to exceed \$6, 000.00.

Account No.: 10-4315-6900

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

6/20/11
Date

ATTEST

6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/20/11 **ITEM NO.:** 20D

RESOLUTION: Authorizing the Purchase of a Mapping Software Maintenance Contract from Geospatial Technologies Not To Exceed \$7,300.00

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

Authorize the purchase of a mapping software maintenance contract with GeoSpatial Technologies at a cost not to exceed \$7,300.00 from budget line 10-4332-6900 for FY 11-12.

HISTORY/BACKGROUND:

In an effort to prevent prolonged response times to calls for service within Lenoir County, the Lenoir County Emergency Services Department – EMS Division has determined that to accurately map and locate all EMS calls for service in the County of Lenoir, including Wireless Phase II calls, it is necessary to have a computerized mapping solution. Staff has researched and found that GeoSpatial Technologies, in partnership with Sprint-Nextel, offers a compatible and functional mapping solution that works in partnership with the VisionAir CAD software. This will allow compatibility between the mapping solution in the Communications Center and the mapping located on the mobile data terminals in the first responder vehicles.

EVALUATION:

The GeoSpatial Technologies mapping solution allows the Lenoir County Emergency Services Department – EMS Division to map incoming calls, both cellular and landline phones, and to provide accurate, timely response to calls for service. The mapping maintenance contract will allow GeoSpatial Technologies to continuously provide updates to the existing mapping software, while providing necessary routine maintenance.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

MW
Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that the purchase of the GeoSpatial Technologies mapping maintenance contract for the EMS Division at a cost not to exceed \$7,300.00.

Account No.: 10-4332-6900.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 20E

RESOLUTION: Approving a Lease Agreement with CopyPro for Emergency Services Department:
CopyPro: \$8000

SUBJECT AREA: Financial

ACTION REQUESTED:

Request the Board to approve resolution to continue the lease agreement with Copypro/Executive Leasing for the Emergency Services Department. This covers the lease payment, property taxes, toner and maintenance on the machine. FY 2011-12

Account: 10-4330-3990

HISTORY/BACKGROUND:

Lenoir County Emergency Services requires the use of a copy machine/printer/scanner on a daily basis for the four-(4) divisions that operate within the department with Copypro/Executive Leasing. Emergency Services began the lease with vendor in 2005 with subsequent renewals.

EVALUATION:

It was determined that with the copier/printer/scanner machine, we would be able to file and store documents electronically as required. After conducting research, staff found we could substantially reduce postage for the department's bulk mailings. With Copypro/Executive Leasing, we can continue to store documents electronically on the current server that Lenoir County has already purchased.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

MW
Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that the Emergency Services Department continue the lease agreement with Copypro/Executive Leasing for copier/printer/scanner in the annual amount of \$8,000 for FY 2011-12

Account 10-4330-3990.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

6/20/11
Date

ATTEST

6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 20F

RESOLUTION: Authorizing the Purchase of Priority Dispatch Emergency Medical Dispatch (EMD), Emergency Fire Dispatch (EFD), and Emergency Police Dispatch (EPD) Dispatching Software at a Cost Not To Exceed \$9,438.00

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

Authorize the purchase of Priority Dispatch Emergency Medical Dispatch (EMD), Emergency Fire Dispatch (EFD), and Emergency Police Dispatch (EPD) Dispatching Software, at a cost not to exceed \$9,438.00 from budget line 24-4320-5100.

HISTORY/BACKGROUND:

The Lenoir County Emergency Services Department – Communications Division has begun implementation of the computerized Priority Dispatch Emergency Fire Dispatch and Emergency Police Dispatch system. The purchase of two- (2) additional EMD, EFD and EPD dispatching software licenses will allow the Communications Division to be able to service the citizens of Lenoir County in a more timely and accurate manner by utilizing the Non-Emergency Medical Transport and Supervisor workstation positions for call overflow. The purchase of these three software packages includes the purchase of the software.

EVALUATION:

The additional purchase of the EMD, EFD and EPD software licenses is necessary to assist the Communications Division personnel in the performance of their duties as Emergency Medical Dispatchers, Emergency Fire Dispatchers and Emergency Police Dispatchers. This product cannot be bid out, due to it being vendor specific. Priority Dispatch is the only authorized dealer for this software package. This is a fully funded expenditure from the 911 Special Revenue monies.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that the purchase of two- (2) additional Priority Dispatch Emergency Medical Dispatch (EMD), Emergency Fire Dispatch (EFD) and Emergency Police Dispatch (EPD) Dispatching Software to be approved at a cost not to exceed \$9,438.00 from budget line 24-4320-5100.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

6/20/11
Date

ATTEST

6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 20G

RESOLUTION: Authorizing the Approval of Purchase Orders for Road Signs and Associated Hardware:
\$10,000.00

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

Authorize the approval of a purchase order for road signs and associated hardware in the amount of \$10,000.00 for fiscal year 2011-12 from budget line 10-4330-3590.

HISTORY/BACKGROUND:

The Lenoir County Emergency Services Department – Emergency Management Division is responsible for ordering road signs and all items associated with the maintenance and upkeep of road signs for the County of Lenoir. This includes placing orders for all associated hardware needed for the placement of road signs for new roads, as well as replacing existing hardware that is no longer in place or is damaged beyond repair. The existence of up-to-date road signs is imperative in the assistance of emergency services personnel in locating citizens in need of emergency response.

EVALUATION:

The purchase orders for road signs and associated hardware is necessary to cover hardware that is currently needed in the purchase and installation of new signs or the replacement of existing signs. Emergency Services has been using the vendor Fast Forward Signs for ordering the road sign and the North Carolina Department of Corrections for the purchase of the associated hardware for the sign placement.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that Approve a purchase order for road signs and associated hardware needed to install and replace road signs for fiscal year 2011-12 at a cost of \$10,000.00.

Account No.: 10-4330-3590.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 20H

RESOLUTION: Authorizing Maintenance Contract for Priority Dispatch To Include Software/Cardsets For EMD, EPD & EFD And Proqa At A Cost Of \$11,402.00

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the purchase of Maintenance Contracts for Priority Dispatch for EMD, EFD, EPD and ProQA for fiscal year 2011-2012 at a cost of \$11,402.00 from budget line 24-4320-6900.

HISTORY/BACKGROUND:

The Lenoir County Emergency Services Department – Communications Division is currently utilizing Priority Dispatch Emergency Medical Dispatch (EMD) software, while maintaining a card-set system to use as a back-up. This Division is also utilizing Priority Dispatch Emergency Fire Dispatch (EFD) and Emergency Police Dispatch (EPD) card-set systems. By utilizing EMD, EFD, and EPD dispatch protocols, the Communications Division is providing the citizens of Lenoir County with a standard of care that is recognized on a national level. These dispatch protocols allow the citizens of Lenoir County to receive the highest standard of care possible when dialing 9-1-1 with any and all types of emergencies.

EVALUATION:

The purchase of the maintenance contracts from Priority Dispatch on the EMD software and card-sets and the EPD and EFD card-sets is necessary to ensure that the Communications Division is maintaining the level of care as recognized nationally by the medical, fire and law enforcement professions. The maintenance contracts allows for the Communications Division to receive all upgrades to these dispatch protocols as they become available, at no additional cost to the County.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that The purchase of maintenance contracts with Priority Dispatch for EMD, EFD, EPD, and ProQA dispatch protocols for fiscal year 2011-2012 at a cost not to exceed \$11,402.00.

Account No.: 24-4320-6900.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager DATE: 6/20/11 ITEM NO.: 201

RESOLUTION: Authorizing Maintenance Contract with ZOLL Defibrillators
FY 2011-2012: \$11,844.00

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the purchase of a maintenance contract with ZOLL Defibrillators for the Emergency Medical Services Division in the amount of \$11,844.00 from budget line: 10-4332-6900 for FY 11-12.

HISTORY/BACKGROUND:

The Lenoir County Emergency Services Department – EMS Division provides Advanced Life Support level of care, in the form of EMT-Paramedic, to the citizens of Lenoir County and its municipalities. Through the use of specialized equipment, EMT-Paramedics have the ability to provide automatic and manual defibrillation to individuals in cardiac arrest. This equipment provides trends in blood pressures, continuous monitoring of oxygen saturation levels, as well as monitoring cardiac rhythm. This equipment is vital in providing life-saving technology to individuals experiencing a cardiac event. Staff has researched and discovered that the ZOLL Corporation offers the highest level of service in this area.

EVALUATION:

The Lenoir County Emergency Services Department – EMS Division has been using ZOLL defibrillators for the past several years. In an effort to reduce costs, staff recommends the purchase of a maintenance contract which will cover routine preventive maintenance, updating of software, and will cover some parts replacement and servicing.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that the EMS Division be authorized to purchase a maintenance contract with ZOLL Defibrillators for the Emergency Medical Services Division in the amount of \$11,844.00 from budget line: 10-4332-6900.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 20J

RESOLUTION: Purchase Of the Maintenance Contract with the Nice Recording System, Maintained By
Edge-One: \$12,075.00

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

Authorize the purchase of a maintenance contract with NICE Recording Systems, maintained by EdgeOne, for the fiscal year 2011-2012 in the amount of \$12,075.00 from budget line 24-4320-6900.

HISTORY/BACKGROUND:

Contract is for the maintenance of the NICE Recording System. This contract includes hardware and software maintenance. The equipment must be maintained by contractor in accordance with NICE recording standards. The equipment must be maintained at levels necessary to provide the required recording elements to ensure all liability needs are met for the County.

EVALUATION:

Contract is necessary for the proper function of the NICE Recording System in the Communications Center. This equipment serves all our emergency service agencies; therefore, this hardware and software must be maintained on a daily basis. This contract cannot be bid out, due to it being vendor specific.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

MWJ
Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that The maintenance contract for the NICE Recording System, maintained by EdgeOne, to be purchased for the 2011-2012 fiscal year at a cost not to exceed \$12,075.00.

Account No.: 24-4320-6900

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

6/20/11
Date

ATTEST

6/20/11
Date

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

mwj
Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that the purchase of the GeoSpatial Technologies mapping maintenance contract for the Communications Division at a cost not to exceed \$24,020.00.

Account No.: 24-4320-6900.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

6/20/11

Date

ATTEST

6/20/11

Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 20N

RESOLUTION: Authorizing The Renewal Of The CAD System Maintenance Contract With Visionair:
\$26,749.00

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the renewal of the CAD system maintenance contract held by VisionAir for the 2011-2012 fiscal year in the amount of \$26,749.00 from budget line 24-4320-6900.

HISTORY/BACKGROUND:

Contract is for the software maintenance of the VisionAir Computer Assisted Dispatch system used by the personnel of the Lenoir County Emergency Services Department – Communications Division. This maintenance contract includes calls to the help desk for assistance in software related issues dealing with the CAD system located in the Communications Center. This maintenance includes the Software Support personnel from VisionAir dialing in and correcting critical situations to keep the CAD system operational.

EVALUATION:

Contract is necessary for the proper function of the CAD system in the Communications Center. This equipment serves all our emergency service agencies; therefore, this software must be maintained on a daily basis.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that the maintenance contract for the CAD System, through VisionAir, to be renewed for the 2011-2012 fiscal year at a cost not to exceed \$26,749.00.

Account No.: 24-4320-6900.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

6/20/11
Date

ATTEST

6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 20-0

RESOLUTION: Authorizing the Renewal of the E911 Maintenance Contract with Centurylink, Formerly Embarq Telephone: \$26,888.00

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the renewal of the E911 maintenance contract held by CenturyLink, formerly Embarq, for fiscal year 2011-2012 in the amount of \$26,888.00 from budget line 24-4320-6900.

HISTORY/BACKGROUND:

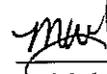
Contract is for the software and hardware maintenance of the Positron E911 telephone system used by the personnel of the Lenoir County Emergency Services Department – Communications Division. This maintenance contract includes two (2) hour response 24 hours a day, seven (7) days a week, 365 days a year for any E911 related problem involving the Sprint telephone equipment. This maintenance contract includes maintenance on the Power911 telephone system, the Positron Viper Power 911, and the Sync Clock system.

EVALUATION:

Contract is necessary for the proper function of the Centurylink (formerly Embarq) E911 telephone system in the Communications Center. This equipment serves all citizens of Lenoir County and the municipalities located herein.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that The maintenance contract for the Centurylink (formerlyEmbarq) E911 telephone system to be renewed for the 2011-2012 fiscal year at a price not to exceed \$26,888.00.

Account No.: 24-4320-6900

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

6/20/11
Date

ATTEST

6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 20P

RESOLUTION: Authorizing the Purchase of Uniforms for Emergency and Non-Emergency Personnel:
\$29,000.00

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

Authorize the purchase of uniforms for emergency and non-emergency personnel for Emergency Services in the amount of \$29,000.00, fiscal year 2011-2012, from budget lines 10-4332-2120 and 10-4333-2120.

HISTORY/BACKGROUND:

Uniforms need replacing every fiscal year to ensure employees maintain a professional appearance.

EVALUATION:

Staff recommends purchasing uniforms from one- (1) vendor: Century Uniforms. The EMS Division began purchasing uniforms from Century Uniforms in the fiscal year 2010-2011. Staff has found that through competitive pricing, this vendor offer better pricing on all uniform items.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that The Emergency Services Department – EMS Division be authorized to execute purchase orders up to an amount totaling \$29,000.00 for uniform purchases from American Uniforms and/or Uniforms Plus for uniform purchases for fiscal year 2011-2012 from budget lines: 10-4332-2120 and 10-4333-2120.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 20Q

RESOLUTION: Authorizing Gately Communications As The Holder Of Maintenance Contracts For:
Radio Equipment Maintenance and Radio System Management: \$65,092.00

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize Gately Communications as the holder of the radio equipment contract and radio system management for the 2011-2012 fiscal year in the amount of \$65,092.00 from budget line 10-4315-6900.

HISTORY/BACKGROUND:

Contract is for the maintenance of the 800MHz radio infrastructure and the county fire department radio system. This contract includes all hardware and software. Equipment will be maintained by contractor in accordance with the following standards: oil, water, dust, and foreign substance will be removed from the equipment. The equipment will be maintained at levels necessary to provide the required communications. Routine maintenance procedures will be performed as prescribed by the equipment manufactory and the communications department. The equipment will be inspected and periodically and as often as required. Radio system management contract is to manage the 800MHz radio system to include the system access control list for all 800MHz radios on the Lenoir County radio system.

EVALUATION:

Contract is necessary for the proper upkeep of the proper function of the radio equipment. This equipment serves all our emergency service agencies. Therefore, this equipment must be kept in superior condition. The radio management of our system is critical to the security and confidentiality of our radio database.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that The authorization of Gately Communications as the holder of the radio equipment maintenance, radio system management, and console alias management contracts for the 2011-2012 fiscal year at a price not to exceed \$65,092.00.

Account No.: 10-4315-6900

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 20R

RESOLUTION: Authorizing Purchase Orders for Vehicle Maintenance for Emergency and Non-Emergency Vehicles for FY 2011-2012: \$72,000.00

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

Authorize purchase orders for Pope Automotive to provide vehicle maintenance for all emergency and non-emergency vehicles to ensure fleet of vehicles are properly maintained in the amount of \$72,000.00 from budget lines: 10-4332-3530 and 10-4333-3530 for FY 11-12.

HISTORY/BACKGROUND:

All purchase orders in the amount of \$2,500.00 and greater require the Board's approval. The Emergency and Non-Emergency Transport Divisions use Pope Automotive for vehicle maintenance. Select Custom Apparatus is the vendor for ambulance conversion maintenance needs. West Chatham Warning is the vendor for emergency lighting. During the last ten- (10) years, these companies have been the vendors for all vehicle maintenance needs and have provided the most competitive pricing for the county.

EVALUATION:

The requested action is necessary in order to properly encumber funds the Board previously approved in the County's budget for the Emergency Services Division for FY 2011-2012.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.



RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that The Emergency Services Department – EMS Division be authorized to execute purchase orders with various vendors offering vehicle maintenance for fiscal year 2011-2012 in the amount of \$72,000.00 from budget lines 10-4332-3530 and 10-4333-3530.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 208

RESOLUTION: Authorizing Purchase Orders for Medical Inventory for the Emergency Medical Services Division for FY 2011-12: \$140,500.00

SUBJECT AREA: PURCHASES / BIDS

ACTION REQUESTED:

Authorize purchase orders for medical supply purchases to ensure adequate medical supply inventory for the county-operated EMS service (ambulance), both emergency and non-emergency, in the amount of \$140,500.00 from budget lines: 10-4332-2390 and 10-4333-2390 for FY 11-12.

HISTORY/BACKGROUND:

Medical supplies and drugs are purchased from multiple vendors. This practice will ensure Lenoir County is receiving the best possible price for its supplies and drugs.

EVALUATION:

Staff recommends purchasing medical supplies from the following vendors: Boundtree, Henry Schein/Matrix Medial, Southeastern Emergency Equipment, Progressive Medical International, Zoll, and Emergency Medical Products for drugs and supplies. By choosing supplies and drugs from these vendors, it will allow the EMS Division to purchase medical supplies at the most competitive prices. Machine and Welding will be the vendor for oxygen.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that the Emergency Services Department – EMS Division be authorized to execute purchase orders various vendors offering medical supplies for fiscal year 2011-2012 in the amount of \$140,500.00 from budget lines 10-4332-2390 and 10-4333-2390.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/20/11 **ITEM NO.:** 20T

RESOLUTION: Authorizing Renewal of Contract with EMS Management and Consultants For
FY 2011-2012: \$205,000.00

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the renewal of the contract with EMS Management and Consultants for EMS billing for the Emergency Services Division in the amount of \$205,000.00 from budget lines: 10-4332-6901 and 10-4333-6901 for FY 11-12.

HISTORY/BACKGROUND:

The Lenoir County Emergency Services Department – EMS Division bills for services rendered to citizens in Lenoir County and its' municipalities. In an effort to reduce staff and to provide the best accounting services possible, staff has determined that the best means of operating the billing portion of the EMS Division, emergency and non-emergency, is through the contracted services of a private billing company.

EVALUATION:

The Lenoir County Emergency Services Department – EMS Division has used the services of EMS Management and Consultants for the past ten- (10) years for billing purposes. For their services, EMS Management and Consultants retains 8 percent of monies collected on behalf of Lenoir County. Staff recommends the continued use of this company to ensure accurate, efficient and effective billing for EMS services rendered in Lenoir County.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that The EMS Division be authorized to renew the contract with EMS Management and Consultants for EMS billing for the Emergency Services Division in the amount of \$205,000.00 from budget lines: 10-4332-6901 and 10-4333-6901.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 6/20/11
Date

ATTEST 6/20/11
Date