

LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
MONDAY, JUNE 21, 2010 – TIME: 4:00 P.M.
COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE
130 S. QUEEN ST., KINSTON, N.C.

CALL TO ORDER, INVOCATION, PLEDGE OF ALLEGIANCE: 5 Min. Est.

PUBLIC INFORMATION: None Scheduled

- | | | |
|----|---|--------|
| 1. | Items from Chairman/Commissioners: 10 Min. | Board |
| 2. | Items from County Manager: 5 Min. | Jarman |

CONSENT AGENDA: 10 Min.

ACTION

- | | | |
|----|---|---------------|
| 3. | Approval of Minutes: Regular Board Meeting: June 7, 2010 | Hall/Jarman |
| 4. | Budget Ordinance Amendment: General Fund: DSS: \$2,096: Increase | Jarman/Martin |
| 5. | Budget Ordinance Amendment: General Fund: CO-OP Ext.-Prevention Block Grant/Safe and Drug Free Schools: \$4,504: Increase | Kelly/Martin |

END OF CONSENT AGENDA

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS: 40 Min.

- | | | |
|-----|---|----------------|
| 6. | Budget Ordinance Amendment: Automation Preservation Fund: Register of Deeds: \$42,500: Increase | Seymour/Jarman |
| 7. | Budget Ordinance Amendment: Various Funds: Finance \$142,000: Increase | Jarman/Martin |
| 8. | A. Budget Ordinance Amendment: General Fund: Finance/Board of Elections: \$29,868: Increase
B. Resolution Authorizing FY 10-11 Purchase Orders for Board of Elections: \$46,068 | King/Martin |
| 9. | A. Resolution Authorizing the Approval of FY 10-11 Expenditure of Supplies R.L. Ballard & Associates: \$5,000
B. Resolution Approving FY 10-11 Expenditure of Funds for Leasing Copiers – COECO: \$5,508
C. Resolution Authorizing the Approval of FY 10-11 Contract Services Indexing – Cott Systems: \$50,000 | Seymour/Martin |
| 10. | Resolution Authorizing FY 10-11 Service Contracts and Purchase Orders for Court Facility/Public Buildings Department: \$176,973 | Wiggins/Martin |
| 11. | A. Resolution Approving Purchase of Office Supplies from the Following Vendors: Forms & Supply - \$3,000 and Corporate Resources - \$2,500
B. Resolution Approving Purchase of Plumbing Services from Ed Phillips Heating Air Conditioning and Plumbing: \$6,000
C. Resolution Approving Contract for Sheriff's Equipment and Supplies from Lawman's Safety Supply: \$7,500
D. Resolution Approving Purchase of Ammunition from Lawman's Safety Supply: \$8,500
E. Resolution Approving Contract for Sheriff's Uniform Supply Vendors: \$9,000
F. Resolution Approving Purchase of Tires from BTS Tire: \$15,000
G. Resolution Approving Purchase Order with Gately Communications \$20,000 | Smith/Martin |

- H.** Resolution Approving Contract for Sheriff's Uniform Supply Vendors: \$28,000
 - I.** Resolution Approving Purchase of Equipment & Monitoring Services from Reliant Management Group: \$30,331
 - J.** Resolution Approving Contract for Jail Operating Supply Vendors: \$33,000
 - K.** Resolution Approving Contract for Repair/Maintenance Vendor: \$44,500
 - L.** Resolution Approving Contract for Jail Food Service Vendors: \$163,000
12. **A.** Resolution Authorizing the Issuance of Blanket Purchase Orders to the Following Companies for Yearly Software/Hardware Maintenance: \$116,050 Bryan/Martin
- B.** Resolution Authorizing the Issuance of Blanket Purchase Orders to the Following Companies for FY 10-11: \$512,629
13. **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 10-11: \$5,100
- C.** Resolution Approving Purchase of the Maintenance Contract with the Nice Recording System Maintained by Edge-one: \$5,838
- D.** Resolution Approving Maintenance Contract for Generators for all Tower Site Locations for FY 10-11: \$6,000
- E.** Resolution Approving a Lease Agreement with CopyPro for Emergency Services Department: CopyPro: \$8,000
- F.** Resolution Authorizing the Approval of a Purchase Order for Road Signs and Associated Hardware: \$10,000
- G.** Resolution Authorizing Maintenance Contract for Priority Dispatch to Include Software/Cardsets for EMD, EPD, & EFD and ProQA: \$12,000
- H.** Resolution Authorizing Payment to Emergency Medical Physicians for the Medical Director's Contract FY 10-11: \$18,000
- I.** Resolution Authorizing the Renewal of the CAD System Maintenance Contract with Visionair: \$33,415
- J.** Resolution Authorizing the Purchase of Uniforms for Emergency and Non-Emergency Personnel: \$35,000
- K.** Resolution Authorizing the Renewal of the E-911 Maintenance Contract with Centurylink formerly Embarq Telephone: \$57,546
- L..** Resolution Authorizing Gately Communications as the Holder of Maintenance Contracts for Radio Equipment Maintenance and Radio System Management: \$63,196
- M.** Resolution Authorizing the Purchase of Laptops from Sprint-Nextel: \$65,000
- N.** Resolution Authorizing Purchase Orders for Vehicle Maintenance for Emergency and Non-Emergency Vehicles for FY 10-11: \$70,000
- O.** Resolution Authorizing Purchase Orders for Medical Inventory for the Emergency Medical Services Division for FY 10-11: \$145,100
- P.** Resolution Authorizing Renewal of Contract with EMS Management and Consultants for FY 10-11: \$205,000
14. **A.** Resolution for Blanket Approval of Adoption Assistance Requests for Vendor Payments Jones/Martin
- B.** Resolution Approving Blanket Purchase Order for System Sales: \$2,700
- C.** Resolution Approving Purchase Order and Contract with Thomas Hill of Thomas Service Center: \$5,400

- D. Resolution Approving Purchase Order with Anza Mailing Systems: \$7,980
 - E. Resolution Approving Purchase Order with Dell Financial Services: \$25,412
 - F. Resolution Approving Purchase Order and Contract with Drake Janitorial Service, Inc. \$35,088
 - G. Resolution Approving Contract for FY 10-11 for Day Break Life Center Inc.: \$38,943
 - H. Resolution Approving Blanket Purchase Order Floors and Courts: \$7,500 and Corporate Resources: \$35,000
 - I. Resolution Authorizing Contract with Lenoir County Sheriff's Office for FY 10-11: \$50,000
 - J. Resolution Approving Purchase Order with Coeco Office Systems: \$51,208
 - K. Resolution Approving and Authorizing the Out-Posting of Income Maintenance Caseworkers at Lenoir Memorial Hospital and the Lenoir County Health Department: \$69,273
 - L. Resolution Approving Contract with Mega Force Staffing Group Inc.: \$75,000
 - M. Resolution Approving Contract with Vanguard Professional Staffing: \$75,000
 - N. Resolution Approving Services Contracts for Addus HealthCare Inc.: \$245,585
 - O. Resolution Approving Contracts for Legal Services Dal Wooten & Chris Rogerson-NTE: \$165,900 Annually: Griffin & Griffin and Annette Turik-NTE: \$125,000 Annually: Griffin & Griffin-NTE: \$500 Annually
 - P. Resolution Approving Provider Agreements for Subsidized Day Care: \$2,400,526
15. A. Resolution Authorizing a Purchase Order to Hewlett Packard for Lenoir County's Portion of 20 Leased Computers for the Parks and Recreation Department: \$3,850 Ellis/Martin
- B. Resolution Authorizing a Purchase Order for Phase 2 Development of the Neuseway Nature Park Playground System: \$33,936
16. Resolution Approving Update of Landfill Fee Schedule Miller/Martin
17. Resolution Approving Acceptance and Execution of Contract for Independent Personnel Consulting Services: Johnson Professional Consulting Services (Johnson PCI) Hollowell/Martin
- APPOINTMENTS: 5 Min.**
18. Resolution Approving Citizens to Boards, Commissions, Etc. **5 Min.** Hall
- OTHER ITEMS: 10 Min.**
19. **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 21, 2010

SUBJECT: Items of Interest

1. Bids on Property
2. Letter: June 2, 2010: Representative William Wainwright: Re: Award
3. Email: June 9, 2010: Patricia Cabe: Re: Golden Leaf Check Presentations
4. Lenoir County Financial Performance Summary – 09-10: May 31, 2010
5. Current ESC Workforce Information: June 7, 2010
6. Minutes: Kinston-Lenoir County Parks and Recreation Commission: May 13, 2010
7. Reminder: Social Services Employee Appreciation Day: June 23, 2010: 11:30-1:30 p.m.

Parcel Number	AC Via Number	Record Number	Street #	Street Name	Town	Anything on Property	How Acquired	Taxes Owed	Foreclosure Costs	Tax Value	Prelious Bid	Current Bid	Status
1	4325-1573-432	1725	911	Chatham Street	Kinston	No	Tax Foreclosure	\$ 1,421.66	\$ 1,546.60	\$ 3,000.00	\$	\$ 250.00	Declined \$250
2	1926	4325-1674-8242	1024	Kinston Street	Kinston	No	Tax Foreclosure	\$ 1,029.98	\$ 723.51	\$ 3,000.00	\$	\$ 250.00	Declined \$250
3	1926	4325-1574-2050	3109	Wilson Street	Kinston	No	Tax Foreclosure	\$ 1,193.56	\$ 1,312.57	\$ 2,250.00	\$	\$ 250.00	Declined \$250
4	1925	4325-1574-2050	912	Wilson Street	Kinston	No	Tax Foreclosure	\$ 2,016.65	\$ 1,917.96	\$ 3,000.00	\$	\$ 250.00	Declined \$250
5	1920	4325-1574-0974	11324	Thompson Street	Kinston	Yes	Tax Foreclosure	\$ 541.77	\$ 1,646.97	\$ 4,000.00	\$	\$ 250.00	Accepted-Tax Price
6	1921	4325-1574-7637	9233	Quincy Street	Kinston	No	Tax Foreclosure	\$ 5,340.55	\$ 1,747.53	\$ 3,000.00	\$	\$ 250.00	Declined \$250
8	1934	4325-0015-1087	405	W. Washington	Kinston	No	Tax Foreclosure	\$ 1,572.15	\$ 934.07	\$ 4,925.00	\$	\$ 250.00	Declined \$250
15	1899	3357-2091-0378	16872	W. Washington	Lafayette	Yes	Tax Foreclosure	\$ 209.22	\$ 944.06	\$ 4,713.00	\$	\$ 250.00	Declined \$250
16	1902	3357-2091-1402	16873	W. Washington	Lafayette	Yes	Tax Foreclosure	\$ 981.00	\$ 1,199.41	\$ 4,400.00	\$	\$ 250.00	Declined \$250
17	1922	4325-1564-4781	13773	Chatham Street	Kinston	No	Tax Foreclosure	\$ 280.34	\$ 2,115.66	\$ 3,444.00	\$	\$ 250.00	Declined \$250
19	1928	4325-6442-8366	601	Kanawha Ferry Rd	Kinston	No	Tax Foreclosure	\$ 449.13	\$ 2,234.08	\$ 3,000.00	\$	\$ 250.00	Declined \$250
21	1978	3366-0371-1703	15707	E. Carver Street	Lafayette	No	Tax Foreclosure	\$ 631.24	\$ 2,140.64	\$ 2,671.00	\$	\$ 250.00	Declined \$250
22	1937	3366-0371-1703	15707	E. Washington St	Lafayette	No	Tax Foreclosure	\$ 1,508.60	\$ 2,173.08	\$ 8,000.00	\$	\$ 250.00	Declined \$250
26	1909	4317-0092-3910	21848	Madison Drive	Lafayette	No	Tax Foreclosure	\$ 1,463.23	\$ 2,478.07	\$ 14,500.00	\$	\$ 250.00	Declined \$250
28	1904	3357-0006-5117	17413	Country Lane Road	Lafayette	No	Tax Foreclosure	\$ 1,838.55	\$ 2,614.86	\$ 2,250.00	\$	\$ 250.00	Declined \$250
35	2123	4325-1573-4139	9235	E. Condon Street	Kinston	Yes	Tax Foreclosure	\$ 1,151.14	\$ 1,940.10	\$ 12,700.00	\$	\$ 250.00	Declined \$250
36	1974	4325-0079-1620	10318	Frank Street	Kinston	Yes	Tax Foreclosure	\$ 1,261.4	\$ 2,280.28	\$ 300.00	\$	\$ 250.00	Declined \$250
38	2123	4325-0079-1620	10318	Frank Street	Kinston	No	Tax Foreclosure	\$ 264.77	\$ 2,255.73	\$ 300.00	\$	\$ 250.00	Declined \$250
39	2119	4325-2000-9208	7817	Temple Street	Kinston	No	Tax Foreclosure	\$ 511.00	\$ 2,184.48	\$ 750.00	\$	\$ 250.00	Declined \$250
40	2121	4325-1554-6773	13732	Lincoln Street	Kinston	Yes	Tax Foreclosure	\$ 2,059.59	\$ 2,971.27	\$ 3,000.00	\$	\$ 250.00	Declined \$250
			418	Hobby Lane	Kinston	Yes	Tax Foreclosure	\$	\$	\$	\$	\$	Declined \$250
								\$ 53,217.00	\$ 72,556.21	\$ 193,607.00	\$	\$	Declined \$250

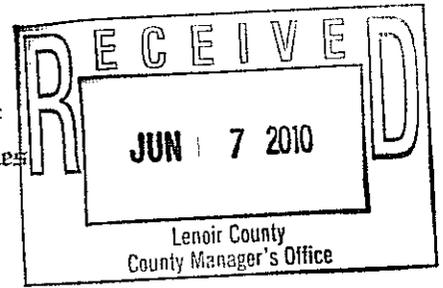
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Action Required

6/18/2010



Office of the Speaker Pro Tempore
 North Carolina House of Representatives
 State Legislative Office Building
 300 N. Salisbury Street, Room 301
 Raleigh, North Carolina 27603-5925



WILLIAM L. WAINWRIGHT
 SPEAKER PRO TEMPORE
 12TH DISTRICT: CRAVEN & LENOIR
 TELEPHONE: (919) 733-5995
 (919) 828-3801 FAX
 EMAIL: williamw@ncleg.net
 HOME ADDRESS: PO Box 33
 HAVELOCK, NC 28532-0033

June 2, 2010

COMMITTEES:

FINANCE, CHAIRMAN
 WAYS & MEANS, VICE CHAIRMAN
 APPROPRIATIONS SUBCOMMITTEE
 ON CAPITAL
 HEALTH
 INSURANCE

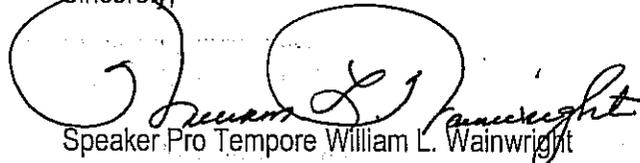
County of Lenoir
 Attn: Mr. Michael W. Jarman
 County Manager
 P.O. Box 3289
 Kinston, NC 28502

Dear Mr. Jarman:

It has come to my attention that Lenoir County has been awarded \$200,000 from the NC Housing Finance Agency through the federal HOME Program to rehabilitate homes owned by low-income elderly or disabled persons. I want to thank you, the Lenoir County Commissioners, and your staff for your efforts to improve the quality of life for the citizens of our community. Your leadership and commitment are greatly appreciated. Thank you for all that you do for this great State.

With grateful appreciation for the opportunity to represent you in the North Carolina House of Representatives, I am

Sincerely,


 Speaker Pro Tempore William L. Wainwright



Subject: **Golden LEAF/Lenoir County - Check Presentations**
Date sent: **Wed, 9 Jun 2010 17:48:40 -0400**
From: **"Pat Cabe" <pcabe@goldenleaf.org>**
To: **"Agnes Ho" <aho@neuselibrary.org>**,
Copies to: **"Dan Gerlach" <dgerlach@goldenleaf.org>**,

Dear Golden LEAF Grantees:

We would like to celebrate the recent grant awards in Lenoir County with a check presentation ceremony at 2:00 p.m. on Thursday, July 1 in Kinston. Please hold the date and time and we will confirm location details. Please also feel free to invite your Board members or other representatives from your organization or project who should be in attendance.

Please let me know of any scheduling conflicts. We look forward to seeing you. Many thanks!

-- Pat

Patricia Cabe
Golden LEAF Foundation
252-442-7474 ext. 227
888-684-8404

All e-mail correspondence to and from this address may be subject to the North Carolina Public Records Law and may be disclosed to third parties.

LENOIR COUNTY
FINANCIAL PERFORMANCE SUMMARY - 2009-10
MAY 31, 2010

EXPENDITURES

91.67%

DESCRIPTION	BUDGET FOR YEAR	EXPENDITURES TO DATE	ENCUMBRANCE	UNENCUMBERED BALANCE	% EXPEND/ENCUMBR
GENERAL FUND:					
Governing Body	225,710	205,326	0	20,384	91.0%
County Manager	265,612	237,060	0	28,552	89.3%
Finance	239,038	197,271	0	41,767	82.5%
Tax Office	850,334	760,044	3,779	86,511	89.8%
Legal	72,500	28,710	0	43,790	39.6%
Court Facility	343,695	225,441	45,538	72,716	78.8%
Elections	382,331	301,249	5,120	75,962	80.1%
Register of Deeds	313,466	235,852	4,323	73,291	76.6%
Non-Departmental	1,350,654	1,059,472	0	291,182	78.4%
Process Funds	977,603	805,916	0	171,687	82.4%
Outside Agencies	132,000	99,040	0	32,960	75.0%
Management Info Systems	801,249	695,403	21,928	83,918	89.5%
Public Buildings	495,571	424,630	11,380	59,561	88.0%
Sheriff	4,502,710	3,671,216	49,291	782,203	82.6%
Central Communications	1,242,533	1,079,295	15,520	147,718	88.1%
Jail	2,843,849	2,332,970	48,031	462,848	83.7%
Emergency Management	362,376	323,577	6,851	31,948	91.2%
Emergency Medical Services	3,473,041	3,093,252	30,721	349,068	89.9%
Non-Emergency Services	504,564	345,634	22,719	136,211	73.0%
Fire Protection	50,000	45,833	0	4,167	91.7%
Inspections	210,788	187,079	167	23,542	88.8%
Medical Examiner	40,000	17,800	0	22,200	44.5%
Economic Development	307,137	273,974	1,452	31,711	89.7%
Veterans Service Office	32,421	25,028	0	7,393	77.2%
Cooperative Extension	386,440	311,595	2,747	72,098	81.3%
JCPC - Parenting Matters	37,119	29,616	400	7,103	80.9%
Cooperative Ext-Grants	67,852	60,256	0	7,596	88.8%
Soil Conservation	116,355	98,599	0	17,756	84.7%
Health Department	3,539,058	2,757,315	122,753	658,990	81.4%
BioTerrorism - Health	50,722	39,666	0	11,056	78.2%
Grants-H1N1-Health	138,678	67,684	0	70,994	
M. Health Department	236,464	216,759	0	19,705	91.7%
CJPP - Day Reporting Center	124,851	105,802	0	19,049	84.7%
Public Assistance (DSS)	14,686,924	11,165,855	90,855	3,430,214	76.6%
Education	9,800,000	8,983,333	0	816,667	91.7%
Community College	2,100,000	1,925,000	0	175,000	91.7%
Cultural	730,000	669,167	0	60,833	91.7%
Recreation	695,000	637,083	0	57,917	91.7%
Debt Service	6,647,746	6,197,150	0	450,596	93.2%
Transfer to Other Funds	4,239,941	4,239,941	0	0	100.0%
Contingency	25,000	0	0	25,000	0.0%
TOTAL GENERAL	63,641,332	54,175,893	483,575	8,981,864	85.9%
OTHER FUNDS:					
Employee Insurance Fund	3,570,000	2,777,841	0	792,159	77.8%
Vehicle Replacement Fund	465,000	416,635	0	48,365	89.6%
Fed Seized Property Fund	26,800	16,673	2,052	8,075	69.9%
State Controlled Substance Fund	67,036	59,682	0	7,354	89.0%
Capital Reserve Fund	6,712,475	4,437,475	0	2,275,000	66.1%
School Capital Fund	5,947,667	4,434,576	0	1,513,091	74.6%
Transportation Fund	1,759,817	898,511	427,913	433,393	75.4%
Scrap Tire Disposal Fund	130,000	89,361	0	40,639	68.7%
Emergency Telephone Fund	886,336	327,396	255,737	303,203	65.8%
Revaluation Fund	53,896	44,797	299	8,800	83.7%
Automation-Preservation Fund	35,000	3,750	11,250	20,000	42.9%
MSW Landfill-Debt Service	0	0	0	0	
Capital Improvements Fund	2,738,692	1,587,741	15,223	1,135,728	58.5%
Solid Waste Management	3,027,063	1,993,994	20,756	1,012,313	66.6%
Trust & Agency Fund					
Family & Caregiver-Smart Start	142,362	112,180	148	30,034	78.9%
Fire Districts	1,226,742	1,134,711	0	92,031	92.5%
TOTAL OTHER FUNDS	26,788,886	18,335,323	733,378	7,720,185	71.2%
GRAND TOTAL	90,430,218	72,511,216	1,216,953	16,702,049	81.5%

LENOIR COUNTY
FINANCIAL PERFORMANCE SUMMARY-2009-10
MAY 31, 2010

REVENUES

91.67%

DESCRIPTION	BUDGET FOR YEAR	REVENUES TO DATE	REMAINING BALANCE	% REC'D
GENERAL FUND:				
Health Department	1,660,198	1,385,008	275,190	83.42%
Public Assistance (DSS)	10,863,220	7,646,917	3,216,303	70.39%
Property Taxes	30,388,880	29,852,395	536,485	98.23%
Sales Taxes	5,905,722	4,402,661	1,503,061	74.55%
Other General	14,823,312	12,753,972	2,069,340	86.04%
TOTAL GENERAL	63,641,332	56,040,953	7,600,379	88.06%
OTHER FUNDS:				
Employee Insurance	3,570,000	3,038,710	531,290	85.12%
Vehicle Replacement	465,000	462,600	2,400	99.48%
Fed Seized Property	26,800	5,607	21,193	20.92%
State Controlled Substance	67,036	20,468	46,568	30.53%
Capital Reserve Fund	6,712,475	1,775,000	4,937,475	26.44%
School Capital Fund	5,947,667	3,031,732	2,915,935	50.97%
Transportation Fund	1,759,817	719,112	1,040,705	40.86%
Scrap Tire Disposal	130,000	133,667	-3,667	102.82%
Emergency Telephone	886,336	591,762	294,574	66.76%
Revaluation Fund	53,896	53,896	0	100.00%
Automation-Preservation Fnd	35,000	20,538	14,462	58.68%
MSW Landfill-Debt Service	0	49	-49	
Capital Improve Fund	2,738,692	2,136,399	602,293	78.01%
Solid Waste Management	3,027,063	2,284,054	743,009	75.45%
Trust and Agency Fund:				
Smart Start Program	142,362	98,751	43,611	69.37%
Fire Districts	1,226,742	1,155,279	71,463	94.17%
TOTAL OTHER FUNDS	26,788,886	15,527,624	11,261,262	57.96%
GRAND TOTAL	90,430,218	71,568,577	18,861,641	79.14%

Project Based Revenues:	BUDGET	TO DATE	REMAINING	% REC
CDBG CN GRANT '06	735,000	551,581	183,419	75.05%
CDBG SS GRANT '06	400,000	361,442	38,558	90.36%
CDBG SS GRANT '09	400,000	27,889	372,111	6.97%
SFR 07 HOME PROJECT	392,000	353,409	38,591	90.16%
HWY 70 INDUSTRIAL PARK-WATER	551,268	275,634	275,634	50.00%
RURAL CENTER - NOVA PROJECT	480,000	0	480,000	0.00%
SCHOOL CONSTRUCTION FUND	72,604,621	72,621,388	-16,767	100.02%
CAPITAL PROJECTS FUND	5,832,550	4,332,176	1,500,374	74.28%
Total Project Based	81,395,439	78,523,519	2,871,920	

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

Project Based Expenditures:	BUDGET	EXPENDED TO DATE	ENCUMBERED	REMAINING
CDBG CN GRANT '06	735,000	551,581	0	183,419
CDBG SS GRANT '06	400,000	361,442	0	38,558
CDBG SS GRANT '09	400,000	36,160	0	363,840
SFR 07 HOME PROJECT	392,000	353,410	0	38,590
HWY 70 INDUSTRIAL PARK-WATER	551,268	346,103	0	205,165
RURAL CENTER - NOVA PROJECT	480,000	0	0	480,000
SCHOOL CONSTRUCTION FUND	72,604,621	68,424,085	0	4,180,536
CAPITAL PROJECTS FUND	5,832,550	4,326,279	0	1,506,271
Total Project Based	81,395,439	74,399,060	0	6,996,379

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

Current ESC Workforce Information

from
LENOIR COUNTY

as of

June 7, 2010

- ◆ County Labor Force : 27,387
- ◆ Number Of Unemployed : 2,919
- ◆ County Unemployment Rate :

April 2010	3 Months Ago	6 Months Ago	12 Months Ago
10.7%	12.3%	11.0%	11.2%

- ◆ Unemployment Insurance (UI) Benefits Paid in Lenoir County :
Last 30 Days : \$1,640,600
Year-To-Date : \$8,530,054

- ◆ New Business/Industry Openings In Lenoir County:
- Last 4 Weeks -

- ◆ Business/Industry Closings In Lenoir County:
- Last 4 Weeks -

Current State & National Information

- ◆ Unemployed Workers Statewide (April 2010) :
491,467
- ◆ N.C. Unemployment Rate:

April 2010	3 Months Ago	6 Months Ago	12 Months Ago
10.8%	11.1%	10.9%	10.7%

- ◆ U.S. Unemployment Rate (May 2010) : 9.7%
- ◆ Unemployment Benefits Paid to N.C. workers:
Month To Date : \$37,557,631
Last Month : \$186,270,555
Year To Date : \$1,062,150,435
- ◆ Unemployment Benefits Paid to N.C. workers
In June 2009 : \$258,087,562
- ◆ N.C. Unemployment Insurance Trust Fund Balance:
(As Of Jun 4, 2010) : \$0
- ◆ Average N.C. UI Tax Rate For Business : 1.7%



Beverly Alston - Kinston
252.526.4435

MINUTES
KINSTON/LENOIR COUNTY PARKS & RECREATION COMMISSION MEETING
MAY 13, 2010
6:30 P.M.
ADMINISTRATIVE OFFICE

MEMBERS PRESENT

Bill McMahon	Chuck Blake
Joel Smith	Garland Nobles, Jr.
Darrell Parrish	Ricky Killinger
John Jones	Jill Croom
Keith King	Chuck Blake

MEMBERS ABSENT

Will Barker
Dr. Scott Matthews
Matt Sullivan

The Woodmen Community Center Committee met at 6:00 before the commission meeting to discuss the groundbreaking ceremony and building plans.

The commission was then called to order by the Chairman, Mr. Bill McMahon. The April, 2010 minutes were unanimously approved.

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

The commission recognized Luke Jackson who represented Kinston and Lenoir County in the Pitch, Hit and Run Nationals that was held in St. Louis, Missouri. The commission congratulated Luke on his performance and dedication and a picture was taken of Luke and his father with Mr. Bill McMahon, Chairman of the Commission. Luke also presented a picture of himself in St. Louis to be hung at the Recreation Department.

Sue Ellen Maddux, Chairperson of the Woodmen Community Center Committee, updated the commission on the progress of the center and the groundbreaking ceremony that will be taking place on Friday, June 4th. The ceremony will be held at the old Smithfield Packing site on Vernon Avenue at 11:00 a.m.. Approximately 365 invitations have been mailed out and an article in the Kinston Free Press should be printed before the ceremony inviting the public to attend the groundbreaking. The commission was invited to attend and Sue Ellen informed the commission that the updated plans for the new center should be ready to view by the next commission meeting. It was suggested by Keith King that the letter written by Mr. Mark Theisen, Executive Vice President of the Woodmen Fraternity, be printed in the paper.

A copy of the Rotary Dog Park rules and regulations were distributed to the commission for their review and comments. Jill Croom recommended that the document be looked over by the city's attorney before printing them. It was suggested that the rule "No animals other than dogs shall be permitted, be changed to: "No domesticated animals other than dogs shall be permitted. Also, it was suggested that the word "fines" be removed from the last rule to read: "Violation of these rules results in suspension and no further use of the Dog Park.

A motion was made to accept the rules with the above changes after being looked over by the city's attorney.

Motion - Blake; Second - Nobles; Second - Unanimous.

Bill Ellis distributed the proposed 2010/11 city and county budgets to the commission. He informed them that the county commissioners did not approve funding lighting the ballfield at the Contentnea/Savannah School but they did agree to fund the use of Pink Hill for one (1) year and increase the operating budget to cover the expenses. The city recreation budget included cutting two (2) full-time positions; one in the parks division and one in the administrative division. It also included a 5 percent cut in the overall operating and salary expenses.

Bill Ellis updated the commission on the Boys and Girl's Club using Martin C. Freeman for their summer programs. The club would like to use Martin C. Freeman Monday thru Friday for their summer programs. The department would not be responsible for their employees but would be responsible for the maintenance and janitorial supplies of that center. The commission made a motion to accept the request to allow the Boys and Girl's Club to use Martin C. Freeman for their summer programs.

Motion - Parrish; Second - Blake; Vote - Unanimous.

Bill Ellis updated the commission on the city and county baseball program. He informed them that the department is having complaints about the late games that are being held.

With no further business, the meeting was adjourned.

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

MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS
June 7, 2010

The Lenoir County Board of Commissioners met in open session at 9:00 a.m. on Monday, June 7, 2010 in the Board of Commissioners Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

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

Members absent: None

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

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

PUBLIC INFORMATION

Ms. Sandy Landis, Community Council for the Arts Director, addressed the Board. Ms. Landis stated the Arts Council is a \$1.45 million asset to Kinston-Lenoir County. The Arts Council has been excellent stewards of all funds received and are very appreciative of the County and City's annual allocations. The Arts Council cut expenditures before being instructed to do so and has a loyal and efficient work force. The Arts Council has resided in the same facility for the past 20 years. This facility being a historical building repairs and updates are often needed. The current financial situation for the Arts Council is very difficult, there is no grant funding available for operational support. Ms. Landis concluded by stating the Arts are a part of the communities' economic recovery and are a "quality of life driver" for the entire county. The Arts Council will continue to seek grants and private donations to operate the facility, but due to the dire financial need, operations may not be able to continue through this summer. Ms. Landis asked the Board to review the request and thanked them for all they do for the Arts Council. The Board thanked Ms. Landis for her comments. Ms. Alice White of 1889 Hwy. 258 South addressed the Board regarding loud music from neighbors. Mr. White stated she has contacted the Sheriff's Department and the matter has not been taken care of. The Board instructed Major Chris Hill of the Sheriff's Department to speak with Ms. White to resolve the situation.

ITEMS FROM THE CHAIRMAN/COMMISSIONERS

No comments were made.

ITEMS FROM THE COUNTY MANAGER

Item No. 2 was Items from the County Manager. Mr. Jarman reminded the Board of "2nd Saturdays" that is being introduced by the CSS Neuse and Governor Richard Caswell State Historic Sites, Community Council for the Arts and the Lenoir County Cooperative Extension office. Ms. Tammy Kelly, Director of Cooperative Extension, stated 2nd Saturdays is being named a "Sensational Weekend Event. The event will host art walks, extended hours at specialty shops, brewery tours, K-Tribe Baseball and fireworks, dining experiences and unique eateries. Sensational Weekends will be held through the end of August.

CONSENT AGENDA

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

- 3. Approval of Minutes: Regular Board Meeting: May 17, 2010 Hall/Jarman
- 4. Resolution Approving the Releases and Refunds to the Individuals Listed Herein Parrish/Martin
- 5. Budget Ordinance Amendment: General Fund: DSS: \$230: Increase Jones/Martin
- 6. Budget Ordinance Amendment: Capital Improvements Fund: Economic Development: \$300: Increase Jarman/Martin

PUBLIC HEARING/LENOIR COUNTY BUDGET ORDINANCE INTRODUCTION

Item No. 7 was a Public Hearing: Fiscal Year 2010-11 Lenoir County Submitted Budget & Introduction of Fiscal Year 2010-11 Lenoir County Budget Ordinance. Upon a motion by Mr. Graham and a second by Ms. Brown the public hearing opened at 9:19 a.m. Mr. Humphrey stated the budget for FY 05-06 was \$45 million, the budget for FY 10-11 totals around \$61 million. Mr. Humphrey asked why there is such a large increase. Mr. Jarman stated school bond debt, salaries, additional staffing in EMS, law enforcement for the Town of LaGrange and library debt are all factors for the increase. Mr. Humphrey stated he is concerned about the amount of debt the county has. Mr. Jarman stated the school bond and library debt are investments for Lenoir County and were voted in by the citizens of Lenoir County. \$1.1 million was appropriated from Fund Balance to balance the budget; department managers work very hard not to use that appropriation. Services have not been cut and taxes have not increased to citizens. Mr. Humphrey stated revenues are down which should make the county hold the line on expenditures. Ms. Brown indicated Lenoir County also has a declining and aging population; it is very good that services have not been cut. Mr. Humphrey stated Lenoir County has one of the highest tax rates in Eastern North Carolina. Mr. Jarman stated the tax rate alone is a poor indicator of economic health for any county. The FY 10-11 budget is ½% reduction from last fiscal year. Mr. Humphrey stated the real estate market is slow in Lenoir County, he states clients say they do not want to live in Lenoir County. Mr. Pharo stated in working with the Chamber of Commerce, events are being held to attract more citizens to Lenoir County. Mr. Mark Pope, Economic Development Director, stated there are many different factors that determine where people want to live. New industries have been very good for Lenoir County and will attract citizens to Kinston. In order to attract citizens certain pieces have to be provided. Mr. Pope concluded the county will have to go through some growing pains to attract these citizens. Mr. Humphrey stated he is still in support of inspection services being combined between the City and County; the Tourism Department should be under the Chamber of Commerce to save money as well. Upon a motion by Mr. Graham and a second by Mr. Stroud the Board went of the public hearing at 9:43 a.m. No comments were made by the public. Upon a motion by Ms. Sutton and a second by Ms. Brown, the FY 2010-11 Lenoir County Submitted Budget was approved by a 6 to 1 vote with Mr. Humphrey dissenting.

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS

Item No. 8 was a Proclamation Honoring Social Services Employees. Mr. Jack Jones, Director of Social Services (DSS), addressed the Board. Mr. Jones stated this is an annual proclamation honoring DSS employees for their hard work and dedication. Wednesday, June 23, 2010 will be declared Social Services Employees Appreciation Day; a picnic will be held from 11:30 a.m. to 1:30 p.m. in honor of the day. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 8 was unanimously approved.

Item No. 9 was a Budget Ordinance Amendment: General Fund: DSS: \$57,305: Decrease. Mr. Jones stated the amendment reflects reallocation of Child Development Funding Authorization. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 9 was unanimously approved.

Item No. 10 was a Budget Ordinance Amendment: Fire Districts: Fire Protection: \$43,258: Increase. Ms. Martin stated the amendment appropriates funds to cover estimated revenues and expenditures for all fire districts for the remainder of FY 09-10. Upon a motion by Mr. Stroud and a second by Ms. Sutton, Item No. 10 was unanimously approved.

Item No. 11 was a Resolution Authorizing Painting of District Civil Courtroom in the Lenoir County Courthouse: Bruce Rouse/Senovio Acuna Painting & Wallpaper: \$3,500. Mr. Mike Wiggins, Maintenance Coordinator, addressed the Board. Mr. Wiggins stated the Lenoir County Courthouse addition was constructed in 1982-1983. The interior of the District Courtrooms has not been painted since that time. Medallions on the walls behind the Judge's benches have loosened and begun to fall. Water damage to ceilings has not been sealed and painted. The walls have become dirty and the existing paint has been rubbed off in places while trying to clean them. The current condition of the interior of the District Courtrooms does not present a favorable image for the County. Administration wishes to repair and paint the District Civil Courtroom while there is no court (June 21-June 25, 2010) in an effort to disrupt the legal proceedings as little as possible. The County Maintenance Department received three (3) bids to clean, repair, and paint the interior of the Civil District Courtroom in the Lenoir County Courthouse. Bruce Rouse/Senovio Acuna Painting and Wallpaper of Lenoir County, N.C. provided the County with the lowest bid to perform the work as specified. Upon a motion by Mr. Stroud and a second by Ms. Sutton, Item No. 11 was unanimously approved.

Item No. 12 was a Resolution Authorizing Purchase Order Execution: Tim McKinnie & Associates, Inc.: Cost Allocation Plan: \$5,000. Mr. Hollowell stated the Board approved acceptance on 6/16/08 of a proposal from Tim McKinnie & Associates, Inc. for preparation of the Cost Allocation Plan for a three (3) year period (FY07-08, FY08-09, and FY 09-10), at a fixed cost of \$5,000 per year. Tim McKinnie will be the on-site consultant compiling this plan. He has prepared cost allocation plans for 98 of the 100 counties in North Carolina and all major cities. Prior to forming Tim McKinnie & Associates, Inc., Mr. McKinnie was Vice-President of David M. Griffith & Associates, Ltd. (now Maximus), which conducted the Cost Allocation Plan for Lenoir County for fiscal years 1989-2000. The indirect cost allocation plan is very important to the Social Services Department because it determines the allowable costs incurred by the County to support and administer Federal programs. These costs are reported and reimbursed to the County on a monthly basis. The allowable annual costs for Social Services proposed by the plan ending June 30, 2009 were \$982,266. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 12 was unanimously approved.

Item No. 13 was a Resolution Approving Purchase Order Execution for Actuarial Valuation of Health Care Plan of Lenoir County: Cavanaugh MacDonald Consulting, LLC: \$5,000. Mr. Hollowell stated an actuarial study of Lenoir County's post-employment benefits is required to be conducted under GASB Statements 43 and 45. Preparation of the study will be phased in over a three (3) year period based on the size of the unit of government. Lenoir County's first study was completed in FY07-08. The results of these studies will be presented to the Board prior to budget work sessions. The Board can use these studies to assess the future liability of the County's post-employment benefits package and determine if changes need to be made to the plan.

The North Carolina Association of County Commissioners and the North Carolina League of Municipalities have entered into a long term arrangement with Cavanaugh Macdonald Consulting, LLC to prepare the actuarial studies at a reduced rate for all units of government in North Carolina. This study must be updated each year. Upon a motion by Mr. Davis and a second by Ms. Sutton, Item No. 13 was unanimously approved.

Item No. 14 was a Resolution Authorizing Lenoir County Health Department to Authorize an Emergency Work Order to Ed Phillips, Inc.: \$6,500. Mr. Joey Huff, Health Director, addressed the Board. Mr. Huff stated the resolution is to authorize an emergency work order to Ed Phillips, Inc. for the replacement and installation of two heating and cooling units and removal of existing equipment at the Lenoir County SPCA. The old units have caused continuous problems. One or both are in need of repair constantly. Two estimates were received, one for \$10,000 from Tolston. It was recommended by Mike Wiggins, Maintenance Coordinator, to replace the units utilizing FY 09-10 funding. Upon a motion by Mr. Davis and a second by Ms. Sutton, Item No. 14 was unanimously approved.

Item No. 15 was a Resolution Authorizing Support of Continuance of Health Department Clinics and Services through FY 2010-11. Mr. Huff stated the requested utilization of funds is based on projected expenditures for FY 2010-11. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 15 was unanimously approved.

Item No. 16 was a Resolution Declaring Property as Surplus and Authorizing the Sale of the Surplus Property by Auction. Mr. Wiggins stated the County has a small inventory of various vehicles that have outlived their useful life. These vehicles are no longer of use to any County Department and there are no plans to put them back into service. Upon a motion by Mr. Stroud and a second by Ms. Brown, Item No. 16 was unanimously approved. Mr. Wiggins notified the Board that over \$20,000 had been received from the last auction of vehicles.

Item No. 17 was a Resolution Declaring Property as Surplus and Authorizing the Sale of the Surplus Property by Auction. Ms. Martin stated 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. 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>
7514	1637 Old Ridgeway Dr., Kinston
22162	Vacant Lot Hwy 58 South, Kinston
17291	Hickory Nut Drive, LaGrange
13803	103 N. East Street, Kinston
11567	1019 E. Gordon Street, Kinston
10409	620 E. Lenoir Avenue, Kinston

Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 17 was unanimously approved.

Item No. 18 was a Resolution Approving the Acceptance of a Proposal for Advertisement by the Lenoir County Health Department for the Birth Control Program and Smoke Free Advertisement on the Lenoir County Transit Vehicles and the Execution of a Contract. Mr. Joey Bryan, Transit Director, addressed the Board. Mr. Bryan stated the Lenoir County Health Department's Birth Control Program has received funding for advertising with the support of the Title X Federal Funds. There has also been funding received to advertise on our transit vehicle a Smoke-free Restaurants and Bars Law advertisement.

The Health Department is a Lenoir County Transit (LCT) core agency and the existing county policy adopted by the governing body. Anticipated revenues are \$125/mo. x 1 advertisement on 1 vehicles x 12 mos. minus \$164 (1 time cost for sign and installation by Right-On Signs – Kinston) = \$1,336 - Birth Control Advertisement. \$125/mo. x 1 advertisement on 1 vehicles x 12 mos. minus \$164 (1 time cost for sign and installation by Right-On Signs – Kinston) = \$1,336 Smoke-free Advertisement. Total county revenue \$2,672. Upon a motion by Mr. Humphrey and a second by Ms. Sutton, Item No. 18 was unanimously approved.

Item No. 19 was a Resolution to Approve a Drug and Alcohol Testing Policy for Lenoir County Transit. Mr. Bryan stated North Carolina Department of Transportation (NCDOT) contracted with RLS and Associates to conduct a Drug and Alcohol Training Session on February 22 – 23, 2010 to ensure all Transit Systems were in compliance with the Drug and Alcohol Policies and Procedures. Each system has had to update their Drug and Alcohol Policy. On June 15, 2010, Lenoir County Transit (LCT) will receive a Drug and Alcohol Compliance Review to ensure NCDOT that LCT is in compliance with all areas of our Drug and Alcohol Testing Procedures and Reasonable Suspicion. Should there be any areas that LCT has any Findings or Deficiencies; LCT Management Staff will receive a time to put these Policies and Procedures in place. The reason for each transit system having the Review is to make sure that we are all in compliance with NCDOT. Upon a motion by Ms. Brown and a second by Mr. Pharo, Item No. 19 was unanimously approved.

Item No. 20 was a Resolution to Support the Location of a Traffic Control Signal on Hwy. 70 and Industrial Drive. Mr. Pope stated the resolution has been approved and endorsed by the Lenoir County Transportation Committee. The Lenoir County Industrial Park collectively employs more than 1900 people plus 200+ trucks entering and exiting the park on a daily basis. The Sanderson Farms Processing facility will add 1250+ jobs to the industrial park. With this volume of traffic a traffic signal is vitally important for the park. Without a traffic light at the junction of Hwy. 70 and Industrial Drive it places employees and fellow citizens in dangerous traffic situations. The placement of a traffic signal will be temporary as the location will be a service road with the completion of the Harvey Parkway Section A in 2012. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20 was unanimously approved.

Item No. 21 was a Resolution Approving Easement to Progress Energy. Mr. Pope stated in April 2008, Sanderson Farms announced plans to locate a state of the art poultry complex in Lenoir County. This complex located in the Hwy. 70 West Industrial Park includes a hatchery, feed mill, and processing plant. Sanderson Farms will invest \$121 million and create 1650 new jobs. The hatchery site is located at the corner of Smithfield Way and Hill Farm Road. The easement specified will allow Progress Energy and the City of Kinston to provide utilities to the site. Upon a motion by Mr. Davis and a second by Ms. Brown, Item No. 21 was unanimously approved.

Item No. 22 was a Resolution Authorizing Purchase Order Execution: McJunkin Red Man Corporation: 39,400 Linear Feet: 6” Steel Pipe: \$679,684. Mr. Pope stated Lenoir County has been marketing the Hwy 70 Industrial Park to clients since 1989. The “Park” is located on a four-lane major highway with all utilities and access to the railroad. However, with the addition of Sanderson Farms to the “Park”, additional gas line capacity is necessary. Piedmont Natural Gas estimated the cost of extending the gas line to the Hwy 70 Industrial Park would be approximately \$3.4 million. On January 4, 2010, the commissioners supported an agreement with Piedmont Natural Gas to extend the gas transmission line, with all effort being made to pay for this project with grant funds. Bids for the 6” steel pipe that is required to construct the new gas line, were sent out on May 18, 2010, with three bids being received. The three bids were as follows:

Edgen Murray	\$688,558.50
Consolidated Pipe & Supply Company	\$687,698.90
McJunkin Red Man Corporation	\$679,684.00

It is recommended that the commissioners accept the lowest bid of \$679,684.00 from McJunkin Red Man Corporation. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 22 was unanimously approved.

APPOINTMENTS

Item No. 23 was a Resolution Appointing Citizens to Boards, Commissions, Etc. The following reflects existing vacancies and appointments. Ms. Sutton noted of a letter she received regarding the re-appointment of Mr. John McNairy to the Global TransPark Authority Board. The Board counted Mr. McNairy as a first appearance.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir Community College Board of Trustees 2nd Appearance	Grady Bethel (Re-appointment)	June 2014 M: Brown S: Sutton
East Carolina Workforce Development Board 1st Appearance	Brantley Briley (Re-appointment)	June 2012
Lenoir County Board of Social Services 1st Appearance	Dorethea M. Branch (Re-appointment)	June 2013
Lenoir Memorial Hospital 1st Appearance	Dexter Floyd (Primary) T. Carlton Young, Jr. (Alt.)	June 2014
Lenoir County ABC Board 1st Appearance	Jacob W. Dawson (Re-Appointment)	June 2013

CURRENT VACANCIES

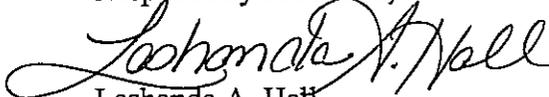
- Lenoir County Economic Development Board – At-Large Member
- Lenoir County Health Board – (1) Veterinarian, (1) Optometrist, (2) Public Members
- Lenoir County Planning Board – Districts One (1) and Four (4)
- Grifton Planning Board – One (1) Vacancy
- CJPP – Three (3) Vacancies
- Kinston Board of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

Ms. Sutton requested the South Lenoir High School Girls Softball Team be invited to attend the next Board meeting to be recognized for their great season.

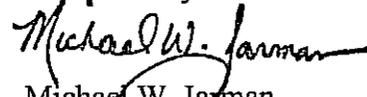
ADJOURN

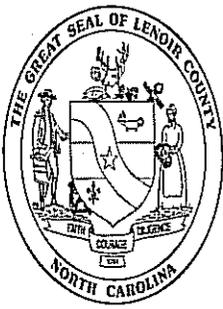
Upon a motion by Mr. Graham and a second by Mr. Stroud the Board adjourned at 10:32 a.m.

Respectfully submitted,


Lashanda A. Hall
Clerk to the Board

Reviewed By


Michael W. Jarman
County Manager



BUDGET ORDINANCE AMENDMENT:

General Fund:

DSS:

\$2,096.00 Increase

Item NO. 4

LENOIR COUNTY, NORTH CAROLINA

BUDGET AMENDMENT REQUEST

F 09/10
Appropriations

Budget Amendment #

Date Approved

Distribution - Finance Office:

Table with columns: FUND (GENERAL), DEPARTMENT (SOCIAL SERVICES), LINE ITEM DESCRIPTION (VARIOUS). Includes 'Check One Box' for Revenues and Expenditures, and a table of account numbers and amounts for 'FOOD STAMPS-USDA COMMODITIES' and 'FOOD ASSISTANCE-USDA'.

Reason and Justification for Request:
Line item adjustments to reflect allocation received. No County match required.

Department Head Approval Date 6-8-2010
Finance Officer Approval Date 6/9/10
Budget Officer Approval Date 6/9/10
Board Approval (When Applicable) Date Date of Minutes

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: COOP EXT-PREVENTION BLOCK GRANT/SAFE AND DRUG FREE SCHOOLS: \$4,504. INCREASE



**LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST**

FY 2009 - 2010
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		COOP EXT: PREVENTION BLOCK GRANT COOP EXT: SAFE AND DRUG FREE SCHOOLS		Various	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>			Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input checked="" type="checkbox"/>		
REVENUES			EXPENDITURES		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u> 10-3991-9910 FUND BALANCE APPROPRIATED	4,504.00	<u>INCREASE</u> 10-4957-4900 STIPENDS 10-4958-4900 STIPENDS	2,097.00 2,407.00		
Total		Total	4,504.00		

Reason and Justification for Request:
 CORRECTING BUDGET AMENDMENT TO BRING FORWARD REVENUES RECEIVED AND CREDITED IN FY08-09 FOR THE PREVENTION BLOCK GRANT AND SAFE AND DRUG FREE SCHOOLS PROGRAMS. THE OFFSETTING EXPENDITURES FOR THESE REVENUES WERE MISTAKENLY RECORDED IN THE CURRENT FISCAL YEAR. THIS WILL BRING THOSE GRANT FUNDED PROGRAMS BACK INTO BALANCE FOR THE CURRENT FISCAL YEAR & PREVENT OVER EXPENDING.

Department Head Approval <i>James P. Kelly</i>	Date 6-17-10	Finance Officer Approval <i>Michael H. Martin</i>	Date 6-17-10
Budget Officer Approval <i>Michael H. Martin</i>	Date 6/17/10	Date of Minutes	
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

Item NO. 6

BUDGET ORDINANCE AMENDMENT: AUTOMATION PRESERVATION FUND: REGISTER OF DEEDS: \$42,500. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2009 - 2010
 Appropriations Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
AUTOMATION PRESERVATION	REGISTER OF DEEDS	27-3991-9910 FUND BALANCE APPROPRIATED 27-4180-5100 CAPITAL OUTLAY - EQUIPMENT	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES	
Account # and Title	Amount	Account # and Title	Amount
<u>INCREASE</u>		<u>INCREASE</u>	
27-3991-9910 FUND BALANCE APPROPRIATED	42,500.00	27-4180-5100 CAPITAL OUTLAY-EQUIPMENT	42,500.00
Total	42,500.00	Total	42,500.00

Reason and Justification for Request:
 BUDGET AMENDMENT TO APPROPRIATE FUND BALANCE FROM THE AUTOMATION PRESERVATION FUND FUND BALANCE TO COVER THE COST OF REPLACING COMPUTER HARDWARE. THE COMMISSIONERS APPROVED THE RESOLUTION TO PURCHASE THE EQUIPEMENT AT THE MAY 17, 2010 MEETING - ITEM #7.

Department Head Approval <i>Margaret Reynolds</i>	Date 6-14-10	Finance Officer Approval <i>Maisha H. Matis</i>	Date 6-15-10
Budget Officer Approval <i>Michael S. Lamm</i>	Date 6/17/10		
Board Approval (When Applicable)	Date	Date of Minutes	

Item NO. 7

BUDGET ORDINANCE AMENDMENT: VARIOUS FUNDS
FINANCE: \$142,000. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

Page 1 of 3

FY 2009 - 2010

Appropriations

Budget Amendment # _____

Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
VARIOUS		VARIOUS		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES		
Account # and Title	Amount	Account # and Title	Amount		
INCREASE		INCREASE			
10-3100-1100	INSOLVENT TAXES	40,000.00	10-4200-4988	TAXES DUE-FORECLOSED PROP	7,000.00
10-3100-1800	TAX PENALTIES & INTEREST	125,000.00	10-4200-6460	CONC WEAP-DEPT OF JUSTICE	3,000.00
10-3208-1100	2008 TAX LEVY	175,000.00	10-4201-6010	SCHOOLS-FINES	50,000.00
10-3232-1102	LOCAL OPT SLS TAX-1/2% ART 42	250,000.00	10-4201-6012	CNTY SCHOOLS-FORFEITURES	4,000.00
10-3260-1101	HEAVY EQUIP RENTAL TAX	20,500.00	10-4260-3500	MAINT/REPAIR-BLDGS	10,000.00
10-3320-3100	JAIL FEES/FICA BENEFITS	3,500.00	10-4310-3970	CIVIL PROCESS FEES	1,000.00
10-3320-3300	FINES	50,000.00			
10-3320-3302	FORFEITURES	4,000.00			
10-3328-3100	GRANT-SAFE ROADS ACT	1,500.00			
10-3329-8901	GRANT-REIMB-EM MGMT	2,203.00			
10-3329-8902	GRANT-REIMB-SOIL CONS	3,500.00			
10-3418-4100	REGISTER OF DEEDS-FEES	2,000.00			
10-3418-4101	REAL ESTATE TRANSFER FEES	2,000.00			
10-3431-4101	SHERIFF-VEH STORAGE FEE	3,400.00			
10-3431-4102	SHERIFF-CIVIL PROCESS FEE	1,000.00			
10-3431-4110	SHF FEE-CONC WEAP-STATE	3,000.00			
10-3431-4111	SHF FEE-CONC WEAP-CNTY	3,000.00			
10-3431-4112	SHF FEE-TAX EXECUTIONS	1,000.00			
SUBTOTAL		690,603.00	SUBTOTAL	75,000.00	

Continued on Page 2

Reason and Justification for Request:

Budget Amendment to adjust budgeted revenue and expenditures to more accurately reflect actual revenues and expenditures for eleven (11) months of FY 09-10.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Marta H. Marti</i>	6/17/10	<i>Marta H. Marti</i>	6/17/10
Budget Officer Approval	Date		
<i>Michael W. Jansen</i>	6/17/10		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

BUDGET ORDINANCE AMENDMENT: VARIOUS FUNDS
FINANCE: \$142,000. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

Page 2 of 3

FY 2009 - 2010
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
VARIOUS		VARIOUS		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>			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		
INCREASE		Continued from Page 1			
10-3433-4130	PLANNING FEES	1,000.00			
10-3437-3100	EMS-MEDICAID REIMB	518,000.00			
10-3437-4100	EM MED SERVICES-FEES	300,000.00			
10-3834-8611	RENT-LIVESTOCK ARENA	1,500.00			
10-3835-8202	SALE OF FIXED ASSETS-LAND	10,000.00			
10-3840-4011	OCC & TOUR-3%	10,000.00			
10-3840-4012	5% COLLECT FEE-OCC & TOUR	500.00			
10-3840-4013	TAX COLLECT-1 1/2%-LAGRANGE	200.00			
10-3840-4014	TAX COLLECT-1 1/2%-PINK HILL	1,800.00			
10-3840-4015	TAX COLLECT-1 1/2%-KINSTON	20,000.00			
10-3842-8903	FILING FEES-ELECTIONS	2,220.00			
10-3842-8910	COMMISSION-JAIL PHONE	10,000.00			
10-3842-8913	SHERIFF VEH-USEAGE FEE	100.00			
DECREASE		Continued on Page 3			
10-3207-1100	2007 TAX LEVY	(40,000.00)			
10-3209-1100	2009 TAX LEVY	(300,000.00)			
10-3322-3100	BEER & WINE TAXES	(95,000.00)			
10-3431-4113	SHF REIMB-LAGRANGE	(2,000.00)			
10-3433-4110	INSPECTIONS-PERMIT FEES	(10,000.00)			
10-3471-4300	INDIRECT COST-LANDFILL	(20,000.00)			
10-3831-4910	INTEREST ON INVESTMENT	(50,000.00)			
10-3991-9910	FUND BALANCE APPROPRIATED	(973,923.00)			
SUBTOTAL		-615,603.00	SUBTOTAL		0.00

Reason and Justification for Request:
Budget Amendment to adjust budgeted revenue and expenditures to more accurately reflect actual revenues and expenditures for eleven (11) months of FY 09-10.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha N. Meitz</i>	6/17/10	<i>Martha N. Meitz</i>	6/17/10
Budget Officer Approval	Date		
<i>Mike W. [Signature]</i>	6/17/10		
Board Approval (When Applicable)	Date	Date of Minutes	

BUDGET ORDINANCE AMENDMENT: VARIOUS FUNDS
FINANCE: \$142,000. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

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FY 2009 - 2010
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
VARIOUS		VARIOUS		VARIOUS	
Check One Box			Check One Box		
New Appropriation: <input checked="" type="checkbox"/>			New Appropriation: <input checked="" type="checkbox"/>		
Line Item Transfer: <input type="checkbox"/>			Line Item Transfer: <input type="checkbox"/>		
REVENUES			EXPENDITURES		
Account # and Title		Amount	Account # and Title		Amount
INCREASE			INCREASE Continued from Page 2		
11-3987-980	DEDUCTIONS-HLTH INS	98,000.00	11-4200-1832	ADMINISTRATIVE COSTS	50,000.00
14-3981-8201	SALES OF VEHICLES	13,000.00	14-4200-3990	VEHICLE AUCTION EXPENSE	1,000.00
16-3320-2000	CONTROLLED SUBSTANCE TAX	3,500.00	14-4200-5810	CAPITAL RESERVE	12,000.00
23-3472-4011	GRANT-TIRE DISPOSAL	6,000.00	23-4961-6901	TIRE DISPOSAL-CONTR SVCS	6,000.00
24-3437-4130	E-911 REVENUE - STATE	103,300.00	41-5908-1990	ARCHITECT/ENGINEER	18,000.00
27-3418-4100	AUTOMATION PRES-FEES	1,500.00			
40-3614-3710	REIMB-REC NTR CTR	150.00			
41-3831-4931	INTEREST-SERIES 2008 BONDS	18,000.00			
DECREASE			DECREASE		
11-3987-9801	DEDUCTIONS-LIFE INS	(25,000.00)			
11-3991-9910	FUND BALANCE APPROPR	(23,000.00)			
16-3991-9910	FUND BALANCE APPROPR	(3,500.00)			
24-3991-9910	FUND BALANCE APPROPR	(103,300.00)			
27-3991-9910	FUND BALANCE APPROPR	(1,500.00)			
40-3991-9910	FUND BALANCE APPROPR	(150.00)			
66-3991-9910	RETAINED EARNINGS APPROPR	(20,000.00)	66-4720-4800	INDIRECT COST TO GEN FUND	-20,000.00
SUBTOTAL		67,000.00	SUBTOTAL		67,000.00
TOTAL		142,000.00	TOTAL		142,000.00

Reason and Justification for Request:
Budget Amendment to adjust budgeted revenue and expenditures to more accurately reflect actual revenues and expenditures for eleven (11) months of FY 09-10.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Marta N. Maiti</i>	6/17/10	<i>Marta N. Maiti</i>	6/17/10
Budget Officer Approval	Date		
<i>Mickie [Signature]</i>	6/17/10		
Board Approval (When Applicable)	Date	Date of Minutes	

Item NO. 8A

BUDGET ORDINANCE AMENDMENT: GENERAL FUND:
FINANCE/BOARD OF ELECTIONS:\$29,868. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2009 - 2010
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND GENERAL		DEPARTMENT FINANCE/BOARD OF ELECTIONS		LINE ITEM DESCRIPTION 10-3329-8921 GRANT - HAVA 2010 10-4170-3550 HAVA ACCESSIBILITY IMPROVE	
Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input checked="" type="checkbox"/>			Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		
REVENUES			EXPENDITURES		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u> 10-3329-8921 GRANT - HAVA 2010		29,868.00	<u>INCREASE</u> 10-4170-3550 HAVA ACCESSIBILITY IMPROVEM		29,868.00
Total		29,868.00	Total		29,868.00
Reason and Justification for Request:					
BUDGET AMENDMENT TO APPROPRIATE GRANT FUNDS FROM THE 2010 HAVA GRANT FROM THE STATE BOARD OF ELECTIONS. IN JULY 2009, THE STATE BOARD OF ELECTIONS SENT OUT GUIDELINES TO EACH COUNTY, INFORMING THEM OF HELP AMERICA VOTE ACT (HAVA) FUNDS THAT WERE AVAILABLE TO COUNTIES TO AID IN MAKING ALL POLLING PLACES ACCESSIBLE TO VOTERS WITH THE FULL RANGE OF DISABILITIES AS DESCRIBED IN SECTION 261 OF HAVA. IN MAY, DANA KING SUBMITTED AN APPLICATION TO THE STATE BOARD OF ELECTIONS REQUESTING FUNDS (\$29,868.) TO PROVIDE TWO MORE PRINTERS AT EACH PRECINCT, ADD PRIVACY BOOTHS AT ALL 22 POLLING PLACES AND THE FOUR ONE-STOP SITES, PROVIDE CONE CAP SIGNS AT ALL TWENTY-SIX LOCATIONS, LAPTOPS FOR EACH POLLING PLACE, AND SUPPLY TRANSFER CASES FOR EACH PRECINCT. ON JUNE 17, 2010, THE COUNTY RECEIVED A CHECK IN THE AMOUNT OF \$1,558. TO PROVIDE FUNDS TO PURCHASE THE TWO CONE CAP SIGNS FOR EACH OF THE POLLING PLACES AND ONE-STOP SITES. THE TOTAL AMOUNT REQUESTED IS BEING SET UP IN ANTICIPATION OF RECEIVING THE BALANCE OF THE FUNDS AFTER JUNE 30, 2010. THE COUNTY RECEIVED \$6,518. IN MARCH, WHICH WAS A PART OF THIS SAME GRANT. THESE FUNDS WERE USED TO PROVIDE A HANDICAP RAMP AT PRECINCT #9, AND TO PURCHASE "CURBSIDE ASSISTANCE ALERT" SIGNS FOR ALL 26 VOTING PLACES.					
Department Head Approval		Date	Finance Officer Approval		Date
<i>Marta H. Marti</i>		6/18/10	<i>Marta H. Marti</i>		6/18/10
Budget Officer Approval		Date			
Board Approval (When Applicable)		Date	Date of Minutes		

Finance Office - Copy

Department - Copy

Administration - Copy

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 8B

Resolution Authorizing Fiscal Year 2010-2011 Purchase Orders for the Board of Elections:
Election Systems & Software - \$26,350, (Software: \$5,600, Maintenance: \$20,750);
Election Systems & Software - \$4,000; Executive Leasing - \$5,818;
Print Elect/Owen G. Dunn - \$2,000; Freedom ENC/Kinston Free Press - \$1,500;
Weekly Gazette - \$1,000; Duplin Times/Duplin Today - \$400;
A. G. Smith's Janitorial - \$3,000; Corporate Resources - \$2,000: Total: \$46,068

SUBJECT AREA: Purchase/Lease

ACTION REQUESTED:

Authorize fiscal year 2010 – 2011 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, are added as well. Elections 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 ballots styles each election. Executive Leasing provides us with copier service. Print Elect/Owen G. Dunn provides the Board of Elections with printing ballots and election supplies. Freedom ENC/Kinston Free Press, Weekly Gazette and Duplin Times/Duplin Today provides service 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 2010 -2011 budget.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the county execute the following purchase orders for the fiscal year 2010-2011:

Election Systems & Software	\$26,350
Election Systems & Software	\$ 4,000
Executive Leasing	\$ 5,818
Print Elect/Owen G. Dunn:	\$ 2,000
Freedon ENC/Kinston Free Press	\$ 1,500
Weekly Gazette	\$ 1,000
Duplin Times/Duplin Today	\$ 400
A G Smith's Janitorial	\$ 3,000
Corporate Resources	\$ 2,000

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 9A

Resolution Authorizing the Approval FY 2010-11 Expenditure of Supplies
R. L. Ballard & Associates \$5,000

SUBJECT AREA: PURCHASE/BIDS

ACTION REQUESTED:

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

HISTORY/BACKGROUND:

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

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval

Initials

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

Line Item Account # 10-4180-2600

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 9B

Resolution Approving FY 2010-11 Expenditure of Funds for Leasing Copiers ---
COECO \$5,508

SUBJECT AREA: PURCHASE/BIDS

ACTION REQUESTED:

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

HISTORY/BACKGROUND:

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

EVALUATION:

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

MANAGER'S 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 \$5,508.00
Line Item #10-4180-3520

AMENDMENTS:

Moved _____ Second _____

Approved _____ Denied _____ Unanimous _____

Yea Votes: Sutton _____ Humphrey _____ Stroud _____ Graham _____

Pharo _____ Brown _____ Davis _____

George W. Graham, Jr. Chairman

06/21/10
Date

ATTEST

06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 9C

Resolution Authorizing the approval FY 2010-11 Contract Services Indexing ----
COTT Systems \$50,000

SUBJECT AREA: Purchase/Bids

ACTION REQUESTED:

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

HISTORY/BACKGROUND:

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

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval

Initial

RESOLUTION: NOW, THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that a purchase order contract with COTT Systems in an amount not to exceed \$50,000.00 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 _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

Resolution Authorizing FY10-11 Service Contracts and Purchase Orders for Court Facility / Public Buildings Department: \$176,973

Brame Specialty Co.	\$12,400	Sky Enterprises	\$1,000
Brinson Home Repair	\$5,000	Atlantic Coastal	\$2,000
City of Kinston	\$28,000	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 FY10-11 Service Contracts and Purchase Orders.

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

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

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

City of Kinston \$28,000: The City of Kinston's Parks and Recreation Dept. provides grounds maintenance for the Courthouse, EMS, Health, Mental Health, Probation / 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 FY10-11 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 FY10-11:

Brame Specialty Co.:	\$12,400	1041603500 \$4,700; 1042603500 \$4,700; 1043323500 \$3,000
Brinson Home Repair:	\$5,000	1041603500 \$2,500; 1042603500 \$2,500
City of Kinston:	\$28,000	1041603500 \$9,869; 1042603500 \$9,869; 1053103500 \$2,856 1043323500 \$5,406
Ed Phillips, Inc.:	\$14,000	1041603500 \$7,000; 1042603500 \$7,000
Southern Elevator	\$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 _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.** 11A.

Resolution approving purchase of office supplies from the following vendors:

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

SUBJECT AREA: FINANCIAL

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 2010-2011.

HISTORY / BACKGROUND:

These two vendors have been supplying office products to the Sheriffs 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 Request 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 2010-2011 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 _____ Davis _____ Graham _____ Pharo _____
Humphrey _____ Stroud _____ Sutton _____

George W. .Graham, Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.** 11B

Resolution approving purchase of plumbing services from the following vendor:

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

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a purchase order with Ed Phillips Heating Air Conditioning & Plumbing for plumbing maintenance and repair services for fiscal year 2010-2011.

HISTORY / BACKGROUND:

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

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff execute a purchase order with Ed Phillips Heating Air Conditioning and Plumbing for the 2010-2011 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 _____ Davis _____ Graham _____ Pharo _____
Humphrey _____ Stroud _____ Sutton _____

George W. Graham, Jr. Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.** 11C

Resolution Approving Contract for Sheriff's Equipment and Supplies:

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

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a contract with Lawmen's Safety Supply 2010-2011.

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.

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.** 11D

Resolution approving purchase of ammunition:

Lawmen's.....\$8,500

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

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

HISTORY / BACKGROUND:

Certified law enforcement officers in North Carolina are required to qualify with their issued firearms twice per year. Sheriff's deputies are currently issued .45 caliber Glock 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, such as the Smith & Wesson M&P .223 rifle for tactical incidents.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

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

Lawmen's-----\$8,500

Funding Account #: 10-4310-3950 \$8,500.00

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Pharo _____

Humphrey _____ Stroud _____ Sutton _____

George W. Graham, Jr. Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.** 11E

Resolution Approving Contract for Sheriff's Uniform Supply Vendor:

American Uniform Sales ----- \$1,000.00
Uniforms Plus -----\$8,000.00

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a contract with the American Uniform Sales and Uniforms Plus for fiscal year 2010-2011.

HISTORY / BACKGROUND:

The Lenoir County Sheriff's Office must replace some jail 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 by other means.

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 uniform.

This office did a price comparison and now uses Uniforms Plus as its primary jail uniform provider and American Uniform Sales as a secondary source, based on price and performance standards.

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 Request Approval.

Initials

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

American Uniform Sales ----- \$1,000.00
Uniforms Plus-----\$8,000.00

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

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Pharo _____

Humphrey _____ Stroud _____ Sutton _____

George W. Graham, Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.** 11F

Resolution approving purchase of tires from the following vendors:

BTS Tire----- \$ 15,000

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a purchase order with BTS Tire for the purchase of tires for fiscal year 2010-2011.

HISTORY / BACKGROUND:

The Sheriff currently operates a fleet of patrol vehicles used for various purposes such as patrol, transportation, traffic control and response to calls. These vehicles utilize Goodyear tires which are purchased from an authorized dealer utilizing a State contract pricing. The Sheriff has historically purchased tires from BTS Tire because this vendor is an authorized Goodyear tire dealer who operates under the provisions of the State contract.

EVALUATION:

State contract prices for high speed Goodyear tires are significantly less than purchasing the same tires without the benefit of State contract prices. The Sheriff respectfully requests that the Board of Commissioners grant the Sheriff permission to execute a purchase order with BTS Tire for the purchase of tires for the fiscal year 2010-2011.

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.** 11G

Resolution approving purchase order with Gately Communications, Co.: \$20,000

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a purchase order with Gately Communications, Co., to provide radio installation and repair services for the Sheriff's Office for the 2010-2011 fiscal year.

HISTORY / BACKGROUND:

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

EVALUATION:

The Sheriff respectfully recommends that the Board of Commissioners approve the request for a purchase order with Gately Communications to perform radio/emergency equipment repair, removal, and installation. This purchase order covers services for the 2010-2011 fiscal year.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

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

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

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

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham, Jr. Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.** 114

Resolution Approving Contract for Sheriff's Uniform Supply Vendor:

American Uniform Sales ----- \$ 5,000.00
Century Uniforms-----\$23,000.00

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a contract with the American Uniform Sales and Century Uniforms for fiscal year 2010-2011.

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, or by other means.

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 uniform.

This office did a price comparison and now uses Century Uniforms as its primary uniform provider and American Uniform Sales as a secondary source, which is based on price and performance standards.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

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

American Uniform Sales ----- \$5,000.00
Century Uniforms-----\$23,000.00

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

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham, Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 6/21/2010 **ITEM NO.** 111

Resolution Approving Purchase of Equipment & Monitoring Services
from Reliant Management Group: \$30,331.00

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

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

HISTORY / BACKGROUND:

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

EVALUATION:

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

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

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.** 115

Resolution Approving Contract for Jail Operating Supply Vendors:

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

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute contracts with the jail equipment supply vendors listed above for fiscal year 2010-2011.

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 mitigates 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.

INTRODUCED BY: Michael Jarman, County Manager DATE: 06/21/10 ITEM NO. 11K

Resolution Approving Contract for Repair/Maintenance Vendor:

Brittain's Garage.....	\$18,000
Fast Forward Signs.....	\$5,000
Webb's Automotive.....	\$13,000
Fred Moodys Garage.....	\$3,500
Sale Auto Mall-----	\$5,000

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute a contract with Brittain's Garage, Fast Forward Signs, Webb's Automotive, Sale Auto Mall, and Fred Moody's Garage for fiscal year 2010-2011.

HISTORY / BACKGROUND:

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

Lenoir County has a number of mechanics in the area. The Sheriffs Office utilizes several of these vendors for both small and large vehicle maintenance issues. The Sheriff currently uses Brittain's Garage, Fast Forward Signs (stripping marked cars), Fred Moody's Garage, Sale Auto Mall 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 Auto Mall and Webb's Automotive subject to acceptable performance of the contractor.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

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

Brittain's Garage.....	\$	18,000.00
Fast Forward Signs.....	\$	5,000.00
Webb's Automotive.....	\$	13,000.00
Fred Moodys Garage.....	\$	3,500.00
Sale Auto Mall-----	\$	5,000.00

Funding Account #: 10-4320-3530 \$44,500

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Pharo _____

Humphrey _____ Stroud _____ Sutton _____

George W. Graham, Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.** 111

Resolution Approving Contract for Jail Food Service Vendors:

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: FINANCIAL

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to execute contracts with the food service vendors listed above for fiscal year 2010-2011.

HISTORY / BACKGROUND:

The Lenoir County Jail operates its own kitchen and meal preparation service. This has proven to be a very cost efficient system for Lenoir County. The Lenoir County Jail provides meals to inmates three times a day, which must meet certain dietary requirements. The current average daily population for fiscal year 2009-2010 was 151.

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. Under these conditions 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 Jarman, County Manager DATE: 6/21/2010 ITEM NO. 12A

Resolution Authorizing The Issuance Of Blanket Purchase Orders To The Following Companies
For Yearly Software/Hardware Maintenance: \$ 116,050

Software Maintenance / Visions Software	22000
Software Maintenance / Logics Software	16000
Software/Hardware Maintenance / Bormuth Associates, Inc.	19200
Software Maintenance / ESRI	10000
Software Maintenance / Novell	10600
Software Maintenance / Jolly Giant Software	2500
Communications Service / Suddenlink	10800
Software Maintenance / System Commander Software / Jury	600
AFIS Livescan Fingerprinting	6000
IronPort email maintenance	6000
Minisoft software maintenance	350
CenturyLink Trend card Maintenance	6000
Morphotrax for Jail Security	4500
Carolina Software/Software Maintenance	1500
Total	116050

SUBJECT ARES: Purchases / Bids

ACTION REQUESTED:

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

HISTORY/BACKGROUND:

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

EVALUATION:

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

MANAGER’S RECOMMENDATION:

Respectfully Recommend Approval.

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that the County execute 14 purchase orders totaling \$116,050.00 to the companies listed above for yearly recurring software/hardware maintenance costs.

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Pharo _____

Humphrey _____ Stroud _____ Sutton _____

George W. Graham, Jr. Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager DATE: 06/21/10 ITEM NO.: 123

Resolution Authorizing the Issuance Of Blanket Purchase Orders
To The Following Companies for Fiscal Year 2010-2011 \$512,629

Squires Auto and Generator Service – Vehicle Tires & Repairs	85,000
Corporate Resources – Office Supplies	1,000
CTS Software – Software Contract	8,000
Sparkle Right – Cleaning & Washing Vans - Nineteen (19) Vehicles	11,000
Grant’s Service Company – Braun Lift Repairs	5,000
Right-On Signs – Installing & Removing Mobile Ads & Adding Logos to New Vehicles	1,000
UniFirst Corporation – Driver Uniforms for Eighteen (18) Drivers	7,000
Capps Promotions – Promotional Items for Festival, Fairs, & Events	2,000
Professional Nursing Services – New Employee Drug Test, Random Testing, and Reasonable Drug and/or Alcohol Testing	1,800
The Braun Corporation – One (1) Lift Equipped Van – Replacement	41,150
National Bus Sales – Two (2) 22Ft Light Transit Vehicle w/ Lift – Replacement and One (1) 25Ft Light Transit Vehicle w/Lift - Replacement	189,500
Motorola, Inc. – Six (6) Mobile Radios – Expansions	10,420
National Bus Sales – 28Ft Light Transit Vehicle – Expansion	149,759
Total	\$ 512,629

SUBJECT ARES: Purchases / Bids

ACTION REQUESTED:

Approval of a Resolution authorizing the issuance of blanket purchase orders for Fiscal Year 2010-2011 for the following: Office Supplies 22-4510-2600, Software 22-4510-2910, Installing & Removing Mobile Advertising 22-4510-1990, Uniforms for Drivers 22-4510-2120, Promotional Items for Festivals, Fairs, and Events 22-4510-3700, Drug & Alcohol Testing 22-4510-2380, One (1) Lift Equipped Vehicle 22-4510-5100, Two (2) 22Ft Light Transit Vehicle 22-4510-5100, One (1) 25 Ft Light Transit Vehicle 22-4510-5100, One (1) 28 Ft Light Transit Vehicle 22-4510-5100, Six (6) Expansion Radios 22-4510-4991, Washing & Cleaning Inside of Vans 22-4511-3530, Lift Repairs 22-4511-3530, Tires & Repairs 22-4511-3530

HISTORY/BACKGROUND:

Beginning March 10, 2008, Lenoir County Transit began Operations in-house and are utilizing these various companies for repairs, office supplies, washing and cleaning the inside of the vans, and a certified Braun lift repair service, replacement vehicles, expansion vehicles, expansion radios, installing & removing mobile advertising, promotional items for festivals, fairs, and events, drug & alcohol testing, for the Fiscal Year 2010-2011.

EVALUATION:

These Blanket Purchase Orders for Fiscal Year 2010-2011 will allow Lenoir County Transit to operate more efficient by having the Purchase Orders in place when the need for the service of one of the company’s arises.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that the County execute 13 purchase orders totaling \$512,629 to the companies listed above for Fiscal Year 2010-2011 recurring repairs, office supplies, washing and cleaning the inside of the vans, and a certified Braun lift repair service, replacement vehicles, expansion vehicles, expansion radios, installing & removing mobile advertising, promotional items for festivals, fairs, and events, drug & alcohol testing.

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 13A

RESOLUTION AUTHORIZING THE PURCHASE OF A MAINTENANCE CONTRACT FOR THE BCM TELEPHONE SYSTEM FOR THE EMERGENCY SERVICES BUILDING WITH CENTURYLINK TELEPHONE: \$3,605

SUBJECT AREA: Financial

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 2010-2011, 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.

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 10-11 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 _____ Davis _____ Graham _____ Humphrey _____
Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 13B

**RESOLUTION APPROVING LEASE CONTRACT FOR DCI/SBI FOR OMINIXX EQUIPMENT
RENTAL FOR 2010-2011: \$5,100**

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the renewal of lease contract with DCI/SBI for fiscal year 2010-2011 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 Central Communications Center to perform computerized criminal investigations for law enforcement agencies.

EVALUATION:

The lease contract is necessary for the Lenoir County Central Communications Center 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 10-11 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 _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 13C

**RESOLUTION APPROVING PURCHASE OF THE MAINTENANCE CONTRACT WITH THE NICE
RECORDING SYSTEM, MAINTAINED BY EDGE-ONE: \$5,838**

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the purchase of a maintenance contract with NICE Recording Systems, maintained by EdgeOne, for the fiscal year 10-11 in the amount of \$5,838.00 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.

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 10-11 fiscal year at a cost not to exceed \$5,838.00. Account No.: 24-4320-6900

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 130

**RESOLUTION APPROVING MAINTENANCE CONTRACT FOR GENERATORS FOR ALL TOWER
SITE LOCATIONS FOR 2010-2011: \$6,000**

SUBJECT AREA: Financial

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 10-11 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 _____ Davis _____ Graham _____ Humphrey _____
Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 13E

Resolution Approving a Lease Agreement with CopyPro for Emergency Services Department:
CopyPro: \$8,000

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, taxes, and some supplies and maintenance on the machine. FY 2010-11.

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

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 13F

RESOLUTION AUTHORIZING THE APPROVAL OF A PURCHASE ORDERS FOR ROAD SIGNS AND ASSOCIATED HARDWARE: \$10,000.00

SUBJECT AREA: Financial

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 2010-2011 from budget line 10-4330-3590.

HISTORY/BACKGROUND:

The Lenoir County Emergency Services Department – Communications Division is the responsible department 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. Staff has recommended Fast Forward Signs for the order of the road sign blades 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 2010-2011 at a cost of \$10,000.00.

Account No.: 10-4330-3590.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 136

RESOLUTION AUTHORIZING MAINTENANCE CONTRACT FOR PRIORITY DISPATCH TO INCLUDE SOFTWARE/CARDSETS FOR EMD, EPD & EFD AND ProQA AT A COST OF \$12,000

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the purchase of Maintenance Contracts for Priority Dispatch for EMD, EFD, EPD and ProQA for fiscal year 10-11 at a cost of \$12,000.00 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 10-11 at a cost not to exceed \$12,000.00. Account No.: 24-4320-6900.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 134

RESOLUTION AUTHORIZING PAYMENT TO EMERGENCY MEDICAL PHYSICIANS FOR THE MEDICAL DIRECTOR'S CONTRACT FOR FY2010-2011: \$18,000

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize payment to Emergency Medical Physicians (EMP) for the Emergency Medical Services Division's Medical Director in the amount of \$18,000.00, fiscal year 2010-2011, from budget lines 10-4332-6900.

HISTORY/BACKGROUND:

The contract for the Emergency Medical Division's Medical Director was initially approved by the Board in FY 2001-2002. This contract is renewable annually and requires the Boards' approval to execute a purchase order.

EVALUATION:

The requested action is necessary in order for the Emergency Medical Services Division to operate with a Medical Director.

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 a purchase order for Emergency Medical Physicians for the Medical Director's contract for fiscal year 2010-2011 in the amount of \$18,000.00 from budget line 10-4332-6900.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 131

**RESOLUTION AUTHORIZING THE RENEWAL OF THE CAD SYSTEM MAINTENANCE
CONTRACT WITH VISIONAIR: \$33,415**

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the renewal of the CAD system maintenance contract held by VisionAir for the 2010-2011 fiscal year in the amount of \$33,415.00 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 2010-2011 fiscal year at a cost not to exceed \$33,415.00. Account No.: 24-4320-6900.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 13J

RESOLUTION AUTHORIZING THE PURCHASE OF UNIFORMS FOR EMERGENCY AND NON-EMERGENCY PERSONNEL: \$35,000

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the purchase of uniforms for emergency and non-emergency personnel for Emergency Services in the amount of \$35,000.00, fiscal year 2010-2011, 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 two-(2) different vendors: American Uniform and Uniforms Plus. The EMS Division has purchased uniforms from American Uniforms for the past nine- (9) years and began purchasing uniforms from Uniforms Plus in the fiscal year 2009-2010. Staff has found that through competitive pricing, each of these vendors offer better pricing on certain 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 \$35,000.00 for uniform purchases from American Uniforms and/or Uniforms Plus for uniform purchases for fiscal year 2010-2011 from budget lines: 10-4332-2120 and 10-4333-2120.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 13K

RESOLUTION AUTHORIZING THE RENEWAL OF THE E911 MAINTENANCE CONTRACT WITH CENTURYLINK, FORMERLY EMBARQ TELEPHONE: \$57,546

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the renewal of the E911 maintenance contract held by CenturyLink, formerly Embarq, for fiscal year 10-11 in the amount of \$57,546.00 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 10-11 fiscal year at a price not to exceed \$57,546.00. Account No.: 24-4320-6900

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 13L

**RESOLUTION AUTHORIZING GATELY COMMUNICATIONS AS THE HOLDER OF
MAINTENANCE CONTRACTS FOR: RADIO EQUIPMENT MAINTENANCE AND RADIO SYSTEM
MANAGEMENT: \$63,196**

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize Gately Communications as the holder of the radio equipment contract and radio system management for the 10-11 fiscal year in the amount of \$63,196.00 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 10-11 fiscal year at a price not to exceed \$63,196.00. Account No.: 10-4315-6900

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 13M

RESOLUTION AUTHORIZING THE PURCHASE OF LAPTOPS FROM SPRINT-NEXTEL: \$65,000

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the purchase of laptops for the EMS Division, emergency and non-emergency ambulances, in the amount of \$65,000.00 from budget lines: 10-4332-5999

HISTORY/BACKGROUND:

The Lenoir County Emergency Services Department – EMS Division provides services to all citizens in the County of Lenoir and its municipalities. In an effort to expedite these services, electronic mapping capability is the most effective and efficient means of locating addresses within these jurisdictions. The EMS Division also must have the ability to prepare reports electronically for submission for quality assurance, as well as sending information to Lenoir Memorial Hospital's Emergency Department to provide its staff with advance notification of patients with life threatening emergencies.

EVALUATION:

The Lenoir County Emergency Services Department – EMS Division's purchase of laptops would allow the EMS Division to work in conjunction with the Communications Division's mapping software to allow the emergency units to view on their laptop maps the same information that is projected on the Communications Division's maps. Thus allowing for a cohesive means of establishing the quickest and safest route in which to provide assistance to citizens. It would also allow for the EMS Division personnel to electronically submit reports from the field, as well as electronically submit information from their unit to the Emergency Department medical staff.

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 purchase 12 laptops in the amount of \$65,000.00 from budget line: 10-4332-5999.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 13N

RESOLUTION AUTHORIZING PURCHASE ORDERS FOR VEHICLE MAINTENANCE FOR EMERGENCY AND NON-EMERGENCY VEHICLES FOR FY2010-2011: \$70,000

SUBJECT AREA: Financial

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 \$70,000.00 from budget lines: 10-4332-3530 and 10-4333-3530.

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 nine- (9) 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 2010-2011.

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 from various vendors offering vehicle maintenance for fiscal year 2010-2011 in the amount of \$70,000.00 from budget lines 10-4332-3530 and 10-4333-3530.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 130

**RESOLUTION AUTHORIZING PURCHASE ORDERS FOR MEDICAL INVENTORY FOR THE
EMERGENCY MEDICAL SERVICES DIVISION FOR FY2010-2011: \$145,100**

SUBJECT AREA: Financial

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 \$145,100.00 from budget lines: 10-4332-2390 and 10-4333-2390.

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, Progressing 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, with AlSCO being the vendor for linens.

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 2010-2011 in the amount of \$145,100.00 from budget lines 10-4332-3530 and 10-4333-3530.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 13P

RESOLUTION AUTHORIZING RENEWAL OF CONTRACT WITH EMS MANAGEMENT AND CONSULTANTS FOR FY2010-2011: \$205,000

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.

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 nine- (9) 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 _____ Davis _____ Graham _____ Humphrey _____
Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 14A

Resolution for Blanket Approval of Adoption Assistance Requests for Vendor Payments

SUBJECT AREA: Financial

ACTION REQUESTED

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

HISTORY/BACKGROUND:

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

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

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

INITIALS

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

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George Graham, Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Mike Jarman
County Manager **DATE:** June 21, 2010 **ITEM NO.** 14B

Resolution Approving Blanket Purchase Order for System Sales: \$2,700

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute a blanket purchase order for \$2,700 to Systems Sales Company, Inc. for file folders, TabQuik labels and the maintenance support agreement for TabQuik Software effective July 1, 2010 through June 30, 2011.

Account # 105310.2600 Office Supplies \$2,500
Account # 105310.3520 Maintenance/Repairs- Equipment \$200

HISTORY/BACKGROUND:

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

The blanket PO will cover the cost of a \$200 maintenance agreement, file folders and TabQuik labels.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners approves a blanket purchase order for System Sales, Inc. for FY 2010-11: \$2,700.

Account # 105310.2600 Office Supplies \$2,500
Account # 105310.3520 Maintenance/Repairs- Equipment \$200

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Mike Jarman
County Manager **DATE:** June 21, 2010 **ITEM NO.** 14C

Resolution Approving Purchase Order and Contract with
Thomas Hill of Thomas Service Center: \$5,400

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute a purchase order and contract with Thomas Hill of Thomas Service Center for lease of a storage facility adjacent to the DSS building for FY 2010-11.

HISTORY/BACKGROUND:

The elimination of the county storage facility on McLewean Street in 2002 created a dire need for adequate long-term storage space for Social Services to house records, equipment, etc. Social Services is therefore contracting with Thomas Hill of Thomas Service Center to lease a 1944 square foot building across the street from DSS. Note that six (6) vendors were previously contacted concerning rental space and Mr. Hill offered the most competitive rate (22¢ per square foot or \$427.50 per month) for those located in the DSS vicinity.

DSS began contracting with Thomas Hill in April 2004 and the rate remains the same for FY 2010-11. DSS will also be responsible for utilities at this location that run \$200 or less monthly.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes the Director of Social Services to execute a purchase order and contract totaling \$5,400 with Thomas Hill of Thomas Service Center for lease of a storage facility adjacent to the DSS building for FY 10-11.

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 14D

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, 2010 through June 30, 2011.

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 \$7980 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 10-11.

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

AMENDMENTS

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George Graham, Chairman 06/21/10
Date

ATTEST 06/21/10
DATE

INTRODUCED BY: Mike Jarman
County Manager **DATE:** June 21, 2010 **ITEM NO.** 14E

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

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED

The Board is requested to authorize the Social Services Director to execute purchase orders with Dell Financial Services for lease and maintenance on one hundred thirty-five (135) Dell Opti 360 computers effective July 1, 2010 through June 30, 2011.

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 10-11.

Account # 105310.7100 Lease- Computers \$25,412

AMENDMENTS

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George Graham, Chairman 06/21/10
Date

ATTEST 06/21/10
DATE

INTRODUCED BY: Mike Jarman
County Manager **DATE:** June 21, 2010 **ITEM NO.** 14F

Resolution Approving Purchase Order and Contract with Drake Janitorial Service, Inc.: \$35,088

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute a purchase order and contract with Drake Janitorial Service, Inc. for maintenance of the Social Services building located at 130 W. King St., Kinston, NC effective July 1, 2010 through June 30, 2011.

Account # 105310.3500 Maintenance/Repairs- Building and Grounds \$35,088

HISTORY/BACKGROUND:

Janitorial services at DSS changed from direct staff to contracted services effective July 1, 2003. Drake Janitorial has agreed to continue their services at a 2.5% increase for general cleaning (includes cleaning supplies) to be done five times per week. This includes a person to work from 8:30 AM to 4:30 PM as well as a night crew to complete duties that cannot be accomplished during regular work hours.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes the Director of Social Services to execute a purchase order and contract totaling \$35,088 to Drake Janitorial Service, Inc. for Fiscal Year 2010/11 for maintenance of the DSS building.

Account # 105310.3500 Maintenance/Repairs- Buildings and Grounds \$35,088

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

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, 2010 through June 30, 2011 at a cost not to exceed \$38,943.

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

AMENDMENTS

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George Graham, Chairman 06/21/10
Date

ATTEST 06/21/10
DATE

INTRODUCED BY: Mike Jarman
County Manager **DATE:** June 21, 2010 **ITEM NO.** 144

Resolution Approving Blanket Purchase Order for the following:

Floors and Courts: \$7,500
Corporate Resources: \$35,000

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute blanket purchase orders for \$7,500 to Floors and Courts and \$35,000 to Corporate Resources for fiscal year 2010/11.

Account # 105310.3500 Maintenance/Repairs- Buildings and Grounds \$7,500
Account # 105310.2600 Office Supplies \$35,000

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.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

INITIALS

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

Floors and Courts: \$7,500
Corporate Resources: \$35,000

Account # 105310.3500 Maintenance/Repairs- Buildings & Grounds \$7,500
Account # 105310.2600 Office Supplies \$35,000

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Mike Jarman
County Manager **DATE:** June 21, 2010 **ITEM NO.** 41

Resolution Authorizing Contract with Lenoir County Sheriff's Office for FY 2010-11: \$50,000

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to contract with the Lenoir County Sheriff's Office for a full-time Deputy for FY 2010-11.

Account # 105361-4970 Sheriff/Contracts \$50,000

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 2010-11: \$50,000.

Account # 105361.4970 Sherriff/Contracts \$50,000

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Mike Jarman
County Manager **DATE:** June 21, 2010 **ITEM NO.** 145

Resolution Approving Purchase Order with Coeco Office Systems for FY 2010-11: \$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, 2010 through June 30, 2011.

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.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes the Social Services Director to execute a purchase order with Coeco Office Systems for lease and maintenance on eleven Multifunctional Copiers at a cost of \$51,208 yearly for FY 10-11.

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

AMENDMENTS

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George Graham, Chairman 06/21/10
Date

ATTEST 06/21/10
DATE

Mike Jarman

INTRODUCED BY: County Manager **DATE:** June 21, 2010 **ITEM NO.** 14K

Resolution Approving and Authorizing the Out-Posting of Income Maintenance Caseworkers at Lenoir Memorial Hospital and the Lenoir County Health Department: \$69,273

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 for FY 2010-11. 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, 2010 through June 30, 2011 and modifications require the consent of all parties.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners approve and authorize the out-posting of two (2) Income Maintenance Caseworkers at Lenoir Memorial Hospital and one (1) Income Maintenance Caseworker at the Lenoir County Health Department for FY 10-11 with the Hospital and Health Department reimbursing DSS 50% of the non-federal share of these positions: \$69,273

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

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Mike Jarman
County Manager **DATE:** June 21, 2010 **ITEM NO.** 14L

Resolution Approving Contract with Mega Force Staffing Group Inc.: \$75,000

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to approve a budget resolution for a contract with Mega Force Staffing Group Inc. for Income Maintenance Caseworkers and Child Support Enforcement Workers at DSS for FY 2010-11.

Account # 105310.3930 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 a contract with Mega Force Staffing Group Inc. for Staffing for Income Maintenance Caseworkers at DSS for FY 2010-11: \$75,000.

Account # 105310.3930 Temporary Employees \$75,000

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 4M

Resolution Approving Contract with Vanguard Professional Staffing: \$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 for FY 2010-2011.

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.

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, 2010 through June 30, 2011 at a cost not to exceed \$245,585.

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

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George Graham, Chairman 06/21/10
Date

ATTEST 06/21/10
DATE

Mike Jarman

INTRODUCED BY: County Manager **DATE:** June 21, 2010 **ITEM NO.** 140

Resolution Approving Contracts for Legal Services:

Dal Wooten & Chris Rogerson- Not to exceed \$165,900 annually

Griffin and Griffin and Annette Turik --Not to exceed \$125,000 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 Turik for Fiscal Year 2010-11.

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 Turik at a rate of \$90 per hour. Charges for both attorneys are not to exceed \$125,000 in FY 2010-11. 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 2010-11.

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

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 Turik for Fiscal Year 2010-11 not to exceed \$125,000 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 _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager DATE: June 21, 2010 ITEM NO.: 14P

Resolution Approving Provider Agreements for
Subsidized Day Care: \$2,400,526

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, 2010 through June 30, 2011:

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

Alpha & Omega Christian
New Beginnings Home Child Care
Nancy Wade
Lil Tots Development Ctr
Lou Anna's Child Care
Wonderland Christian Child Care Ctr
Wood's Chapel Childcare and Daycare Ctr
Alla-Kid-Zaam Inc
Johnson's Child Care
Kid's Academy Day Care Center
Lil' Tots Nursery & Preschool
Mt. Olive Christian Academy
Pat's Day Care #1
Possessing the Keys to the Kingdom
Tender Love Childcare Ctr Inc

Charlie's Angels Child Care
Mt Pleasant Little Kiddies
Weewa's Precious Angels
Nanny's Afterschool
The Bear Patch
The Bear Patch III
Vision Child Care Center
Doreen's Day Care
Kids and Company
Kid's Gallery Childcare Ctr
Little Smurf Day Care Ctr
New Beginnings Preschool
Small Wonders DayCare Ctr
Tina's Childcare Ctr
Tots a Blessing Daycare

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 2010/11, Lenoir County's allocation for the Child Care Developmental Fund is over three million state and federal dollars. In order to receive payments from DSS, providers must abide by state and federal regulations.

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes contracting with the current listing of individual child care providers and child care centers (list is subject to change monthly) to provide subsidized child day care in Lenoir County effective July 1, 2010 through June 30, 2011: \$2,400,526

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 15A

**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 \$3,850**

SUBJECT AREA: Community Development

ACTION REQUESTED:

The Board is requested to authorize a purchase order to Hewlett Packard in the amount of \$3,850.00 for 20 leased computers for the Parks & Recreation staff.

HISTORY/BACKGROUND:

The Kinston/Lenoir County Parks & Recreation Department are leasing 20 computers for four (4) years, beginning July 1, 2010. The county's portion of this lease is \$3,850.00. 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 board authorize a purchase order in the amount of \$3,850.00 to Hewlett Packard Company.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.:** 15B

RESOLUTION AUTHORIZING A PURCHASE ORDER FOR PHASE 2 DEVELOPMENT OF THE NEUSEWAY NATURE PARK PLAYGROUND SYSTEM IN THE AMOUNT OF \$33,936

SUBJECT AREA: Community Development

ACTION REQUESTED:

The Board is requested to authorize a purchase order in the amount of \$33,936.00 to Miracle Recreation Equipment Company.

HISTORY/BACKGROUND:

Miracle Recreation Equipment Company was the low bid in 2007 for Phase 1 of the playground at the Neuseway Nature Park. Phase 2 consists of a "Kid's Choice Mega Tower Deck System" that is 24 feet tall with 3 decks and includes two (2) 28 foot long tube slides and numerous other playground equipment attached to the deck system. This system will connect with Phase 1 and when completed will make this one of the largest playgrounds in Lenoir County.

EVALUATION:

This Mega Tower is in the Miracle sales catalog and must be purchased by July 15th. This price is \$10,000 less than the catalog price and there is no freight charge for delivery of this equipment. As a result of this lower price and free freight, we are now able to continue Phase 2 of this playground.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the board authorize a purchase order in the amount of \$33,936.00 to Miracle Recreation Equipment Company for a Phase 2 playground at the Neuseway Nature Center.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date

INTRODUCED BY: Michael W. Jarman, County Manager DATE: 6/21/10 ITEM NO. 16

RESOLUTION: Approving Update of Landfill Fee Schedule

SUBJECT AREA: Administration

ACTION REQUESTED: The Board is requested to approve an update of the landfill fee schedule.

HISTORY/BACKGROUND: The Lenoir County landfill operates from fees generated for services provided. The various fees charged for these services have remained low for many years with some of the fees being revised in 2008 (the household fee of \$60 has not changed since 1998). Due to increases in the cost of operating the landfill, the need to construct a new MSW cell, increased costs due to shipping of MSW from our transfer station while we wait for the State to approve environmental permits, increases in State permitting fees, and new legislation requiring the landfill to remit \$2 per ton for each ton of debris deposited in the landfill (Solid Waste Tax), it has become necessary to update the schedule of fees charged by the landfill. Municipal Engineering Company has evaluated current landfill fees and has made recommendations to administration for updates to the fee schedule.

EVALUATION: Approval of this resolution will allow the landfill to continue to operate and grow in an efficient and responsible manner. The landfill is an enterprise fund and consequently operates from fees generated for services rendered. The existing MSW landfill cell was constructed in 2003 with a five (5) year life expectancy. This cell lasted approximately seven (7) years and is now basically full. The permitting process for a second MSW cell has been going on now for over 18 months and the State has drastically increased the cost of permitting fees. Construction of a new cell will cost in excess of \$3 million and will take approximately one (1) year after the necessary permits are issued by the State; therefore, we will need to continue to contract the hauling of our MSW with a private carrier. The additional costs of daily operations, the construction of a new MSW cell, the shipping of our waste by a private carrier, and the Solid Waste Tax mandated by the State necessitate an increase in local fees. Municipal engineering has evaluated the current fee schedule and future landfill operations and has made recommendations for updates to administration. After review of the recommended updates to landfill fees, administration proposes the following changes in the landfill fee schedule:

	<u>Current Fee</u>	<u>Proposed Fee</u>
MSW tipping fee per ton	\$39	\$44
C&D tipping fee per ton	\$34	\$39
LCID tipping fee per ton	\$19	\$24
Asbestos tipping fee per ton	\$60	\$60 (no change)
Household fees per year	\$60	\$84

MANAGER'S RECOMMENDATION:

Respectfully recommend approval. _____

RESOLUTION: NOW THEREFORE BE IT RESOLVED that the Board approves the update in landfill fees proposed by administration and incorporated in this resolution and to approve the proposed fees to become effective July 1, 2010.

AMENDMENTS:

MOVED _____ **SECONDED** _____

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

Yea Votes: Graham ___ Stroud ___ Brown ___ Davis ___ Humphrey ___

Pharo ___ Sutton ___

George, W. Graham, Jr., Chairman

Date

Attest

Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 6/21/10 **ITEM NO.** 17

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

SUBJECT AREA: Financial

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 County Manager to execute the contract for FY10-11.

HISTORY/BACKGROUND: Lenoir County's Personnel Manual was implemented in 2004. Federal and State laws are constantly changing. These changes necessitate upgrades to our manual and continual training of our supervisors and employees. 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 FY09-10 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 has not been updated since 2004. Federal and State personnel laws are constantly changing. To limit the County's exposure to litigation, personnel training for supervisors must be implemented. Diane Atkinson, who has handled payroll and human resource duties, retired in December 2008 and is working only part-time. Lenoir County originally contracted with Johnson PCI in FY09-10. 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 its personnel policy manual, update job descriptions, provide necessary training to supervisors, and receive advice on disciplinary and complicated employee termination issues. Administration 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. _____

RESOLUTION: NOW THEREFORE BE IT RESOLVED 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 County Manager is authorized to execute the contract with Johnson Professional Consulting Services.

AMENDMENTS:

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

Yea Votes: **Graham** ___ **Stroud** ___ **Brown** ___ **Davis** ___ **Humphrey** ___

Pharo ___ **Sutton** ___

George W. Graham, Jr., Chairman

Date

Attest

Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 06/21/10 **ITEM NO.** 18

Resolution Approving Citizens to Boards, Commissions, Etc.

SUBJECT AREA: Boards and Commissions

ACTION REQUESTED:

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

HISTORY / BACKGROUND:

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

EVALUATION:

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

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
East Carolina Workforce Development Board 2 nd Appearance	Brantley Briley (Re-appointment)	June 2012
Lenoir County Board of Social Services 2 nd Appearance	Dorethea M. Branch (Re-appointment)	June 2013
Lenoir Memorial Hospital 2 nd Appearance	Dexter Floyd (Primary) T. Carlton Young, Jr. (Alt.)	June 2014
Lenoir County ABC Board 2 nd Appearance	Jacob W. Dawson (Re-Appointment)	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

MANAGER'S RECOMMENDATION:

Initials

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

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
East Carolina Workforce Development Board 2 nd Appearance	Brantley Briley (Re-appointment)	June 2012
Lenoir County Board of Social Services 2 nd Appearance	Dorethea M. Branch (Re-appointment)	June 2013
Lenoir Memorial Hospital 2 nd Appearance	Dexter Floyd (Primary) T. Carlton Young, Jr. (Alt.)	June 2014
Lenoir County ABC Board 2 nd Appearance	Jacob W. Dawson (Re-Appointment)	June 2013

AMENDMENTS:

MOVED _____ SECOND _____

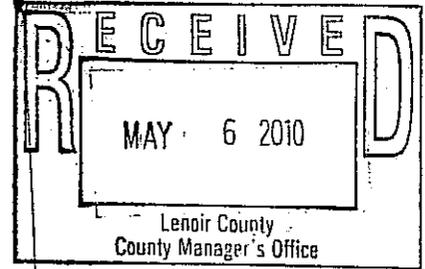
APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 06/21/10
Date

ATTEST 06/21/10
Date



May 5, 2010

George W. Graham, Jr., Chairman
Lenoir County Chief Elected Official
P.O. Box 1082
Kinston, NC 28503

Dear Mr. Graham:

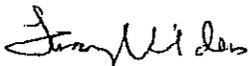
As you are aware, chief elected officials continue to have a central role in the administration of workforce investment activities. Specifically, chief elected officials are responsible for appointing members to the local Workforce Development Board to represent their counties' workforce needs.

We are requesting that the Lenoir County Board of Commissioners reappoint the following individual to the Eastern Carolina Workforce Development Board, Inc., for a two-year appointment beginning July 1, 2010, and expiring June 30, 2012:

- Dr. Brantley Briley, Lenoir Community College, Education Sector

Should you have any questions, please feel free to contact me at (252) 636-6901. Thank you for your continued support.

Sincerely,


Tammy Childers
Executive Director

cc: Mr. Michael Jarman, County Manager
Dr. Brantley Briley

1341 South Glenburnie Road • New Bern, NC 28562
(252)636-6901 voice (252)638-3569 fax email:admin@ecwdb.org
An Equal Opportunity/Affirmative Action Employer

APPLICATION FOR APPOINTMENT

L.C.D.S.S

to

LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

MAY 03 2010

RECEIVED

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

Advisory Board/Committee/Commission interested in:

Lenoir County Board of Social Services

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

Name: Doretha M. Branch
Address: 111 Martin L. King Drive
City/State/Zip: La Grange N.C. 28551
Telephone: (Home) 252-566-3437 (Work) Retired
Occupation: Retired
Business Address: NA
Age: (Optional): 73
Number hours available per month for this position: As many as required
Training:
Business and Civic Experience/Skills:

Other County Boards/Committees/Commissions presently serving on: La Grange Chamber Commerce
Lenoir County Council on Aging, La Grange Historical Association
Expiration date of Term: July 1, 2010 - June 30, 2013

Circle your voting precinct

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

CERTIFICATION

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

Doretha M. Branch
Signature of Applicant

4-29-10
Date

DEXTER E. FLOYD

Dexter Floyd was born in Lake City, South Carolina, and attended school in Kingstree, South Carolina.

Mr. Floyd served his country in the United States National Guard for six years, reaching the rank of Staff Sargeant.

Mr. Floyd's early career was in grocery sales. He worked with A&P Store in South Carolina for ten years, and was store manager for five years. Mr. Floyd came to Kinston in 1971 to take a position as retail supervisor for Piggly Wiggly Corporation. In 1976, he purchased his first Piggly Wiggly store in LaGrange, and now owns and operates eleven Piggly Wiggly stores in the eastern North Carolina area.

He and his wife, Dorothy, reside at 3315 Quail Ridge Road in Kinston. They have one son and two grandchildren.

Mr. Floyd is active in community and civic affairs. He currently serves as a member of the Lenoir Community College Foundation Board of Trustees, the Campbell University Board of Trustees, and the Wachovia Board of Trustees.

Mr. and Mrs. Floyd are active members of First Baptist Church in Kinston.

T. CARLTON (CARL) YOUNGER, JR.

Carl Younger was born in Winston-Salem, NC. He received a bachelor's degree in Economics, a law degree, and an MBA from the University of North Carolina.

Mr. Younger served his county for four years in the United States Army Reserve.

Mr. Younger practiced law in Greensboro from 1975 until 1981. He was employed as general counsel for Texasgulf, Inc. and PCS Phosphate Company, Inc. in Raleigh, and Catalytica Pharmaceuticals, Inc. in Greenville, prior to becoming president of Lawyers Mutual Liability Insurance Company in Cary, NC., a position he held from 2001-2009. He continues to serve as a consultant for Lawyers Mutual.

Mr. Younger is a member of the North Carolina Bar Association, the American Corporate Counsel Association, and the American Bar Association. He serves on the Advisory Board for the North Carolina Museum of Natural Sciences and is a former board member of the Law Alumni of the University of North Carolina School of Law. Mr. Younger formerly served as a director of the National Association of Bar Related Insurance Companies (NABRICO), the Lawyers Reinsurance Company, the North Carolina Mining Association, and the Carolina Ballet in Raleigh.

Mr. Younger is also active in community and civic affairs. He currently serves on the Salvation Army Board, the Kinston Country Club Board, and is a member of the Kinston Rotary Club.

Mr. Younger and his wife, Tempe, reside at 1009 Harvey Circle in Kinston. He has two children and three step-children.

Mr. and Mrs. Younger attend St. Mary's Episcopal Church.

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

Lenoir County ABC Board

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

Name: Jacob Wiley Dawson
 Address: 3084 Byrd Road
 City/State/Zip: LABRANGE NC 28551
 Telephone: (Home) 252-566-3050 (Work) 252-566-3131
 Occupation: MANAGER DAN WISE CHEVROLET INC.
 Business Address: P.O. Box 308 LABRANGE, NC 28551
 Age: (Optional): 55
 Number hours available per month for this position: ALL THAT IS NEEDED-
 Training: _____
 Business and Civic Experience/Skills: _____

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

Expiration date of Term: 6/10

Circle your voting precinct

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

CERTIFICATION

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

Jacob Wiley Dawson
Signature of Applicant

5/24/10
Date