

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
 MONDAY, JULY 16, 2012 – 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: 5 Min. | Board |
| 2. Items from County Manager: 5 Min. | Jarman |

CONSENT AGENDA: 10 Min.

ACTION

- | | |
|--|---------------|
| 3. Approval of Minutes: Regular Board Meeting: June 18, 2012 | Martin/Jarman |
|--|---------------|

END OF CONSENT AGENDA

BUDGET ORDINANCE/RESOLUTIONS: 35 Min.

- | | |
|--|---------|
| 4. Budget Ordinance Amendment: General Fund: Board of Elections: \$6,661: Increase | King |
| 5. Budget Ordinance Amendment: Automation Preservation Fund: Finance/Register of Deeds: \$110,000: Increase | Seymour |
| 6. Budget Ordinance Amendment: General Fund: Finance/Process: \$13,478: Increase | Martin |
| 7. Budget Ordinance Amendment: General Fund: Finance/Hurricane Irene Insurance Reimb: \$30,100: Increase | Martin |
| 8. Resolution Approving/Authorizing Execution of FY 12-13 Insurance Policies with WA Moore Company, Inc., and Discovery Insurance Co.: \$515,738 | Martin |
| 9. Resolution Authorizing Acceptance of Child Passenger Safety Program Funds in the Amount of \$1,000 | Kelly |
| 10. Resolution Authorizing “Emergency” Purchase of a Hoshizaki Ice Machine for the Cooperative Extension Building: \$3,565 | Kelly |
| 11. Resolution Authorizing FY 12-13 Service Contracts and Purchase Orders for Department of Social Services: \$53,192.80 | Moore |
| 12. Resolution Endorsement of the FY 2012-2013 Lenoir County Home and Community Care Block Grant Funding Plan | Moore |
| 13. A. Resolution Approving the Lenoir County Health Department to Increase the 2012-2013 Budget with State Mosquito Control Funds: \$2,795 | Huff |
| B. Budget Ordinance Amendment: General Fund: Health (Environmental Health Program/Mosquito Control) Budget Increase: \$2,795 | |
| 14. A. Resolution Authorizing Lenoir County Health Department to Establish a Part Time Temporary Employee Position with no Benefits to Serve as WIC Breastfeeding Peer Counselor (BFPC) Program Funding Allocation: \$15,045 | Huff |
| B. Budget Ordinance Amendment: General Fund: Health (WIC Program State) Increase: \$15,045 | |
| 15. Budget Ordinance Amendment: General Fund: Health (WIC Program State) Increase: \$15,480 | Huff |

- | | | |
|-----|---|-----------|
| 16. | Budget Ordinance Amendment: General Fund: Health: (Care Coordination for Children): Increase: \$17,388 | Huff |
| 17. | Budget Ordinance Amendment: General Fund: Health: (Pregnancy Care Management (PCM)): Increase: \$30,295 | Huff |
| 18. | Resolution Approving Purchase of Replacement Van: 20' Light Transit Van: \$45,746 | Bryan |
| 19. | Resolution Approving the Purchase of a Lift Equipped Van with FY 10-11 NCDOT CTP Funds in the Amount of \$41,150 and Authorize a Reduction in NCDOT Project: #11-CT-034: \$23,350 | Bryan |
| 20. | Resolution Approving the Purchase of Two (2) 22' Light Transit Vehicles with FY 10-11 NCDOT CTP Funds: \$123,000 | Bryan |
| 21. | Budget Ordinance Amendment: Transportation Fund: Administration: \$209,896: Increase | Bryan |
| 22. | Resolution Accepting and Endorsing the Solid Waste Management Plan of 2012 for Lenoir County | Miller |
| 23. | Resolution Approving Proceeding with the Re-roofing of the Kinston-Lenoir County Public Library: Greenville Contractors: \$145,995 | Hollowell |
| 24. | Resolution Approve Acceptance of E-911 Consolidation Grant and Authorize the Emergency Services Director to Proceed with Consolidation of the E-911 Communication Centers in Jones and Lenoir Counties and Upgrade the Radio System for the Consolidation Project | Dail |

APPOINTMENTS: 5 Min.

- | | | |
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| 25. | Resolution Approving Citizens to Boards, Commissions, Etc. 5 Min. | Jarman |
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OTHER ITEMS: 10 Min.

- | | | |
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| 26. | Items from County Manager / County Attorney / Commissioners Public Comments/Closed Session (if necessary) | |
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TO: Chairman and Members of the Board
FROM: Mike Jarman, County Manager
DATE: July 16, 2012
SUBJECT: Items of Interest

1. Designation of Voting Delegates: NCACC Annual Conference
2. June 21, 2012 Letter : Kinston-Lenoir County Public Library
3. June 2012: Lenoir County Inspections Permit Report
4. July 2011-June 2012: Lenoir Inspections Permit Report



Designation of Voting Delegates to NCACC Annual Conference

I, _____, hereby certify that I am the duly designated voting delegate for _____ County at the 105th Annual Conference of the North Carolina Association of County Commissioners to be held in Wake County, N.C., on August 16-19, 2012.

Signed: _____

Title: _____

Article VI, Section 2 of our Constitution provides:

“On all questions, including the election of officers, each county represented shall be entitled to one vote, which shall be the majority expression of the delegates of that county. The vote of any county in good standing may be cast by any one of its county commissioners who is present at the time the vote is taken; provided, if no commissioner be present, such vote may be cast by another county official, elected or appointed, who holds elective office or an appointed position in the county whose vote is being cast and who is formally designated by the board of county commissioners. These provisions shall likewise govern district meetings of the Association. A county in good standing is defined as one which has paid the current year's dues.”

Please return this form to Sheila Sammons by: **Friday, August 10, 2012:**

**NCACC
215 N. Dawson St.
Raleigh, NC 27603
Fax: (919) 733-1065
sheila.sammons@ncacc.org**

**NEUSE
REGIONAL
LIBRARY**

*Headquarters at the
Kinston-Lenoir County Public Library*

*Agnes W. Ho
Director of Libraries*

510 N. Queen Street

Kinston, N.C. 28501

(252) 527-7066

Fax: (252) 527-8220

June 21, 2012

Mr. Mike Jarman
Lenoir County Manager
PO Box 3289
Kinston, NC 28502

Dear Mike:

I hope that everything is going well for you during this busy time of the year. I would like to thank you and the Lenoir County Board of Commissioners for working with the City of Kinston to lead the replacement of the Kinston-Lenoir County Library's existing roof; I am very pleased that the Library will be able to help contribute towards a beautiful new metal roof. I realize how difficult achieving this was in the current economic climate. The high quality of the Neuse Regional Library System can be attributed to the support it receives from its local governments.

As you are aware, the State Library of North Carolina requires our Library System to meet a Maintenance of Effort Requirement in order to receive the full amount of funding from the State of North Carolina that is allocated to our region. The total amount of funding that we receive from all local government funding sources must equal the average of this total over the last three years. A chart illustrating this requirement and our ability to meet it during each of the past several years is enclosed. As you can see, meeting this requirement has not always been easy, and in some years a decrease from one of our local funding sources has been compensated for by an increase from another. If we do not meet this requirement, funding that is rightfully entitled to the citizens within our region is redistributed to other Libraries across the state that did meet the requirement.

As you can see on the enclosed chart, this year, Jones County has approved a budget that includes a \$10,403 reduction to our funding allocation. Concerned citizens have already expressed their disappointment with this reduction to the Jones County Board of Commissioners, but based on conversations with the Jones County Manager, we do not expect that we will be able to convince Jones County to provide more than the allocation currently displayed on the chart. Based on current projections, we will miss our MOE requirement by \$11,079, which will in turn lead to the Neuse Regional Library System losing approximately an additional \$11,000 in State Funding, as well as the funding that would have been relocated from other Libraries that did not meet their MOE requirement.

SERVING:

*Lenoir County
Kinston • La Grange
Pink Hill*

*Jones County
Pollocksville • Maysville
Trenton • Comfort*

*Greene County
Snow Hill*

Mr. Mike Jarman, Lenoir County Manager
June 21, 2012
Page 2

Because Lenoir County has always been so generous in supporting our Library during times of need in the past, I wanted to inform the Lenoir County Board of Commissioners and you of this situation in case there is any possibility of increasing Lenoir County's funding allocation in 2012-2013 in an effort to assist our Library in meeting our MOE requirement. I realize that this may not be possible during such a difficult economic time. However, I feel that it is my duty as Director of Libraries to exhaust all possibilities for meeting this requirement, and I am sure that you will agree that meeting our MOE requirement is in the best interest of the entire Region. If you are unable to assist us with meeting the MOE requirement, we will have to explore a collaborative effort between you and other local government funding sources. If we are unsuccessful this year, funding that Lenoir County citizens are entitled too will go to other North Carolina citizens outside of our region; I do not believe that any of us wish to see that.

Thank you for conveying this information to the Lenoir County Board of Commissioners; we are very grateful for the support that Lenoir County has shown us recently. I look forward to seeing you again soon.

Best regards,



Agnes W. Ho
Director of Libraries

js

Enclosure

Neuse Regional Library System
 serving Lenoir, Jones and Greene Counties
Maintenance of Effort Report
 as required by the State of North Carolina

Updated June 21, 2012

<u>Fiscal Year</u>	<u>City of Kinston</u>	<u>Change</u>	<u>Lenoir County</u>	<u>Change</u>	<u>Jones County</u>	<u>Change</u>	<u>Greene County</u>	<u>Change</u>	<u>Town of Snow Hill</u>	<u>Change</u>	<u>TOTAL</u>	<u>MOE Requirement</u>	<u>Surplus or Deficit</u>
2000-2001	\$214,602		\$622,805		\$84,340		\$114,945		\$2,500		\$1,039,192		
2001-2002	\$208,891	-\$5,711	\$621,796	-\$1,009	\$88,834	+\$4,494	\$117,244	+\$2,299	\$2,500	\$0	\$1,039,265	\$1,039,192	+\$73
2002-2003	\$210,700	+\$1,809	\$634,094	+\$12,298	\$95,172	+\$6,338	\$117,144	-\$100	\$2,500	\$0	\$1,059,610	\$1,039,265	+\$20,345
2003-2004	\$202,100	-\$8,600	\$640,300	+\$6,206	\$97,586	+\$2,414	\$119,589	+\$2,445	\$4,000	+\$1,500	\$1,063,575	\$1,059,610	+\$3,965
2004-2005	\$193,890	-\$8,210	\$646,700	+\$6,400	\$99,538	+\$1,952	\$119,589	\$0	\$4,000	\$0	\$1,063,717	\$1,063,575	+\$142
2005-2006	\$193,890	\$0	\$653,167	+\$6,467	\$101,528	+\$1,990	\$119,589	\$0	\$4,000	\$0	\$1,072,174	\$1,063,717	+\$8,457
2006-2007	\$193,890	\$0	\$659,700	+\$6,533	\$104,575	+\$3,047	\$123,000	+\$3,411	\$4,000	\$0	\$1,085,165	\$1,072,174	+\$12,991
2007-2008	\$193,890	\$0	\$675,000	+\$15,300	\$108,756	+\$4,181	\$123,000	\$0	\$4,000	\$0	\$1,104,646	\$1,085,165	+\$19,481
2008-2009	\$190,000	-\$3,890	\$720,000	+\$45,000	\$113,112	+\$4,356	\$131,000	+\$8,000	\$4,000	\$0	\$1,158,112	\$1,087,328	+\$70,784
2009-2010	\$190,000	\$0	\$730,000	+\$10,000	\$104,064	-\$9,048	\$131,000	\$0	\$4,000	\$0	\$1,159,064	\$1,115,974	+\$43,090
2010-2011	\$190,000	\$0	\$740,500	+\$10,500	\$100,000	-\$4,064	\$131,000	\$0	\$4,000	\$0	\$1,165,500	\$1,140,607	+\$24,893
2011-2012	\$190,000	\$0	\$740,500	\$0	\$95,393	-\$4,607	\$131,000	\$0	\$4,000	\$0	\$1,160,893	\$1,160,892	+\$1
2012-2013	\$190,000	\$0	\$740,500	\$0	\$84,990	-\$10,403	\$131,000	\$0	\$4,250	\$250	\$1,150,740	\$1,161,819	-\$11,079



**LENOIR COUNTY
PLANNING & INSPECTIONS DEPARTMENT**

PO BOX 3289
101 NORTH QUEEN STREET
KINSTON, NC 28502
PHONE: 252-559-2260
FAX: 252-559-2261



**LENOIR COUNTY INSPECTIONS
PERMIT/INSPECTION REPORT**

JUNE 2012

PERMITS ISSUED: 156

PERMITS VALUE: \$ 1,648,272

PERMIT FEES: \$ 13,980

SINGLE FAMILY DWELLINGS: 2

MOBILE HOMES: 13

COMMERCIAL: 5

ADDITIONS: 5

ELECTRICAL: 55

PLUMBING: 22

MECHANICAL: 36

OTHER: 18

TOTAL INSPECTIONS: 261

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

Printed: 07-02-2012

Designated period: 06/01/12 to 06/30/12 [Prior period: 06/01/11 to 06/30/11]
 Code Prms Valuation Fees Paid Units Prms Valuation Fees Paid Units

Code	Prms	Valuation	Fees Paid	Units	Prms	Valuation	Fees Paid	Units
NEW RES. HOUSEKEEPING - LENOIR COUNTY								
* Single Family Houses Detached	101B	170,000.00	599.00	1	1	240,000.00	546.00	1
* Single Family Houses Attached	102B	.00	.00	0	0	.00	.00	0
* 2 Family Building	103B	.00	.00	0	0	.00	.00	0
* 3 and 4 Family Buildings	104B	.00	.00	0	0	.00	.00	0
* 5 or More Family Buildings	105B	.00	.00	0	0	.00	.00	0
* TOTAL INFORMATION 101-105	109B	.00	.00	0	0	.00	.00	0
NEW RESIDENTIAL NON-HOUSEKEEPING BL:								
* Hotels, Motels & Tourist Cabins	213B	.00	.00	0	0	.00	.00	0
* Other Non-Housekeeping Shelter	214B	.00	.00	0	0	.00	.00	0

NEW NON-RESIDENTIAL BUILDINGS:

* Amusement, Social, & Recreational	318B	.00	.00	0	0	.00	.00	0
* Churches & Other Religious	319B	34,889.42	87.00	1	0	.00	.00	0
* Industrial	320B	254,375.00	635.00	1	1	1,900,000.00	7,095.00	1
* Prkng Garages (Bldg & Open Decked)	321B	.00	.00	0	0	.00	.00	0
* Service Stations & Repair Garages	322B	.00	.00	0	0	.00	.00	0
* Hospitals & Institutional	323B	.00	.00	0	0	.00	.00	0
* Offices, Banks, & Professional	324B	.00	.00	0	0	.00	.00	0
* Public Works & Utilities	325B	.00	.00	0	0	.00	.00	0
* Schools & Other Educational	326B	.00	.00	0	0	.00	.00	0
* Stores & Customer Services	327B	.00	.00	0	0	.00	.00	0
* Other Non-Residential Bldgs	328B	220,000.00	1,850.00	2	0	.00	.00	0
* Structures Other than Buildings	329B	26,700.00	50.00	1	0	.00	.00	0

ADDITIONS, ALTERATIONS, & CONVERSION

* Residential	434B	164,450.00	677.00	5	7	292,000.00	816.00	7
* Non-Residential & Non-Housekeeping	437B	.00	.00	0	0	.00	.00	0
* Adds of Res. CP/Garages(Atch/Detc)	438B	.00	.00	0	1	25,000.00	.72.00	1

DEMOLITIONS AND RAZING OF BUILDINGS:

* Single Family Houses (Atch/Detach)	645B	.00	.00	0	0	.00	.00	0
* 2 Family Buildings	646B	.00	.00	0	0	.00	.00	0
* 3 & 4 Family Buildings	647B	.00	.00	0	0	.00	.00	0
* 5 or More Family Buildings	648B	.00	.00	0	0	.00	.00	0
* All Other Buildings and Structures	649B	.00	.00	0	0	.00	.00	0

TOTALS FOR PERMITS THIS PAGE 11 870,414.42 3,898.00 11 10 2,457,000.00 8,529.00 10

This Report was printed on Monday, July 02, 2012

Item Totals for Inspector ID

Lenoir County

GO 129
 GO/DR 1
 GOWH C 2
 VM 129

261 Entries for Inspector ID

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

	<----- Inspections ----->				-----> Re-Inspections ----->				Based On # Activities
ACTIVITIES	INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	RE-INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	RE-INSPECTIONS REQUIRED
261	221	179	42	40	36	4			46
%INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	%RE-INSPECTIONS REQUIRED		
	85	81	19	15	90	10			18



**LENOIR COUNTY
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101 NORTH QUEEN STREET
KINSTON, NC 28502
PHONE: 252-559-2260
FAX: 252-559-2261



LENOIR COUNTY INSPECTIONS PERMIT/INSPECTION REPORT

JULY 2011 to JUNE 2012

PERMITS ISSUED: 1779

PERMITS VALUE: \$ 33,379,761

PERMIT FEES: \$ 181,607

SINGLE FAMILY DWELLINGS: 34

MOBILE HOMES: 139

COMMERCIAL: 31

ADDITIONS: 75

ELECTRICAL: 684

PLUMBING: 214

MECHANICAL: 385

OTHER: 217

TOTAL INSPECTIONS: 2,764

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

Printed: 07-02-2012

Code	Prms	[Designated period: 07/01/11 to 06/30/12]		[Prior period: 07/01/10 to 06/30/11]					
		Valuation	Fees Paid	Units	Prms	Valuation	Fees Paid	Units	
NEW RES. HOUSEKEEPING - LENOIR COUNTY									
* Single Family Houses Detached	101B	25	4,887,413.00	11,870.00	25	18	3,859,485.00	9,844.00	
* Single Family Houses Attached	102B		.00	.00	0	0	.00	.00	
* 2 Family Building	103B	1	300,000.00	1,100.00	1	0	143,000.00	784.00	
* 3 and 4 Family Buildings	104B		.00	.00	0	0	.00	.00	
* 5 or More Family Buildings	105B		.00	.00	0	0	.00	.00	
* TOTAL INFORMATION 101-105	109B		.00	.00	0	0	.00	.00	
NEW RESIDENTIAL NON-HOUSEKEEPING BL:									
* Hotels, Motels & Tourist Cabins	213B		.00	.00	0	0	.00	.00	
* Other Non-Housekeeping Shelter	214B		.00	.00	0	0	.00	.00	
NEW NON-RESIDENTIAL BUILDINGS:									
* Amusement, Social, & Recreational	318B	5	664,389.42	2,323.00	5	4	238,000.00	1,860.00	
* Churches & Other Religious	319B	6	4,272,375.00	12,435.00	6	6	3,822,690.84	13,457.00	
* Industrial	320B	1	98,000.00	288.00	1	0	.00	.00	
* Prkng Garages (Blde & Open Decked)	321B		.00	.00	0	0	.00	.00	
* Service Stations & Repair Garages	322B	2	5,507,457.00	13,749.00	2	4	6,261,300.00	15,654.00	
* Hospitals & Institutional	323B		.00	.00	0	2	1,510,000.00	4,151.00	
* Offices, Banks, & Professional	324B		.00	.00	0	0	.00	.00	
* Public Works & Utilities	325B		.00	.00	0	0	.00	.00	
* Schools & Other Educational	326B	1	305,000.00	500.00	1	1	439,833.00	1,250.00	
* Stores & Customer Services	327B	4	305,000.00	2,466.00	4	3	7,300.00	150.00	
* Other Non-Residential Bldgs	328B	3	450,700.00	100.00	3	1	120,000.00	1,450.00	
* Structures Other than Buildings	329B		.00	.00	0	0	.00	.00	
ADDITIONS, ALTERATIONS, & CONVERSION									
* Residential	434B	62	1,429,830.00	5,161.00	62	57	1,523,063.89	5,515.00	
* Non-Residential & Non-Housekeeping	437B	5	1,974,900.00	5,185.00	5	5	148,548.00	597.00	
* Adds of Res. CP/Garages(Atch/Detc)	438B	13	185,800.00	1,195.00	12	5	114,814.00	398.00	
DEMOLITIONS AND RAZING OF BUILDINGS:									
* Single Family Houses (Atch/Detch)	645B		.00	.00	0	0	.00	.00	
* 2 Family Buildings	646B		.00	.00	0	0	.00	.00	
* 3 & 4 Family Buildings	647B		.00	.00	0	0	.00	.00	
* 5 or More Family Buildings	648B		.00	.00	0	0	.00	.00	
* All Other Buildings and Structures	649B	1	13,000.00	100.00	1	0	.00	.00	
TOTALS FOR PERMITS THIS PAGE		129	20,393,864.42	56,472.00	128	109	18,308,034.73	56,410.00	107

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

Printed: 07-02-2012

Designated period: 07/01/11 to 06/30/12] [Prior period: 07/01/10 to 06/30/11]
 Code Prms Valuation Fees Paid Units Prms Valuation Fees Paid Units

MOBILE/MODULAR OFFICE/CLASSROOM																				
*MOBILE OFFICE	740B																			
*MODULAR CLASSROOM	750B																			
*MODULAR OFFICE	730B	3	14,827.00	1,106.00	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ELECT./PLUMB/HEAT/A/C/INS/TEMP POLE:																				
*ELECTRICAL	800B	684	2,075,247.00	43,608.00	680	605	2,679,774.00	46,844.00	597											
*PLUMBING	810B	214	498,797.00	12,990.00	214	184	1,286,058.00	19,208.00	181											
*HEATING/ AIR CONDITIONING	820B	385	4,321,017.00	31,219.00	385	425	1,911,300.00	25,986.00	421											
*INSULATION	830B	58	158,214.00	3,297.00	58	48	130,750.00	2,738.00	47											
*TEMPORARY POLE	840B	31	18,300.00	1,675.00	30	25	24,150.00	1,250.00	24											
RESIDENTIAL ACCESSORY STRUCTURES																				
*STORAGE/PORCHES/PATIOS/DECKS	900B	1	15,000.00	100.00	1	1	42,000.00	120.00	1											
MISCELLANEOUS:																				
*CHANGE OF OCCUPANCY	910B	4	650.00	600.00	4	3	26,000.00	325.00	2											
*INSPECT DWELLING	920B	2	7,500.00	50.00	1	2	1,000.00	100.00	2											
*TENTS	930B				0	1	500.00	150.00	1											
*SATELLITE DISH	940B				0	0			0											
*AWNING	950B				0	0			0											
*EXTRA INSPECTIONS	960B	103	972,387.00	8,510.00	100	106	118,840.00	7,234.00	103											
*FIRE PROTECTION SPRINKLER SYSTEM	966B	5	296,392.00	3,503.00	5	2	32,000.00	438.00	2											
*MOVING DWELLING ONLY	970B				0	0			0											
*SIGN	980B	4	44,390.00	600.00	4	5	36,500.00	800.00	5											
*FIREWORKS	985B				0	0			0											
*SWIMMING POOL	990B	3	94,650.00	250.00	3	1	29,975.00	100.00	1											
*TANKS	995B				0	1	12,000.00	150.00	1											
MOBILE HOMES																				
*SINGLE WIDE MOBILE HOME	700B	97	1,147,092.00	9,625.00	97	83	840,158.00	8,325.00	81											
*DOUBLE WIDE MOBILE HOME	710B	42	2,517,883.40	5,225.00	41	30	1,403,292.00	3,780.00	30											
*MODULR HOME	720B	8	765,050.00	2,317.00	8	6	799,000.00	1,985.00	6											

TOTALS FOR PERMITS ABOVE (incl. pg 1) 1773 33,341,260.82 181,147.00 1762 1637 27,681,331.73 175,943.00 1612
 Totals of other permits in the period 6 38,500.00 460.00 5 8 131,000.00 745.00 6
 TOTAL FOR ALL PERMITS IN THE PERIOD 1779 33,379,760.82 181,607.00 1767 1645 27,812,331.73 176,688.00 1618

Item Totals for Inspector ID

Lenoir County

GO	1300
GO C	1
GO C	3
GO DR	5
GO RD	1
GO WH	2
GO/DR	3
GO/VW	11
GON	11
GOSTOP	1
GOWH C	1
GOWHC	4
VW	1
VW DR	1412
VW DR	5
VW GO	1
VW-K	1
VW/DR	10
VMS	2

2,764 Entries for Inspector ID

STATISTICAL REPORT

ACTIVITIES	INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS REQUIRED
2,764	2,429	2,058	371	334	280	54	425
	%INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS REQUIRED
	88	85	15	12	84	16	15

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

MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS
June 18, 2012

The Lenoir County Board of Commissioners met in open session at 4:00 p.m. on Monday, June 18, 2012 in the Board of Commissioners Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

Members present: Chairman George Graham, Vice-Chairman Reuben Davis and Commissioners, Jackie Brown, Mac Daughety, Linda Rouse Sutton, Tommy Pharo, and Eric Rouse.

Members Absent: None

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

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

PUBLIC INFORMATION

Ms. Donna H. Harward, Director of Education and Outreach with the UNC Kidney Center in Chapel Hill, addressed the audience concerning the epidemic of kidney disease in Lenoir County. She stated that 1 out of 9 in North Carolina have chronic kidney disease, and that Lenoir County ranks 2nd or 3rd in terms of the number of people with kidney disease. She gave the four primary risk factors for chronic kidney disease, which are diabetes, high blood pressure, heart disease, and/or a family history of kidney disease. Her program started seven years ago, but because of a lack of education and awareness relative to kidney disease, she decided to focus on the counties with high risk populations. She stated there were not enough funds for her program to work directly with primary care physicians, so she was working to educate the public. Her program partners with a local host which could be a civic group, faith based organization, or an employer. In Lenoir County, she will be working with Lenoir Memorial Hospital to hold a screening clinic on October 9, 2012 at the hospital. They will set up a mobile clinic to first check urine samples for traces of a type of protein, albumin. If traces of this protein do show up, then a blood sample will be taken to determine if creatinine is present in the blood. Then depending on the level of creatinine, at risk patients will be monitored. Ms. Harward urged the public to participate in the free screening at Lenoir Memorial Hospital and to contact her if they knew of a group that would be willing to partner with her group to host a free screening.

ITEMS FROM THE CHAIRMAN/COMMISSIONERS

Mr. Graham addressed the audience, and stated that there was an article in the News and Observer that morning announcing that the N.C. Division of Veterans Affairs would be opening two skilled nursing facilities in the next few months, one of those is located in Lenoir County. Each of the two new facilities will employ from 150 to 170 people.

Mr. Graham then thanked each of the commissioners for sending their names for the Blue Ribbon Commission which will work on determining whether or not the County needs to move forward in placing the ¼ cent sales tax issue on the November 2012 ballot. Mr. Daughety asked if the commissioners could see the list before Mr. Graham added/changed/deleted any of the names. Mr. Graham stated he wanted this to be completely free of politics, and that he wanted to ensure that every key component of the County was represented. Mr. Daughety stated it was important for the committee to have the full backing of all of the commissioners in order to be successful. Mr. Graham said he would try to have the list finalized by the July 16, 2012 meeting.

Mr. Graham said the first meeting in July is usually cancelled, since it is so close to the July 4th holiday, and if there were no objections, it would be cancelled for this year.

ITEMS FROM THE COUNTY MANAGER

Item No. 2 was items from the County Manager. Mr. Jarman stated that the first item of business was a petition from NCDOT requesting to add Carey Road Extension to the list of state maintained roads. Upon a motion by Mr. Davis and a second by Ms. Sutton, the petition for the road addition was unanimously approved.

Mr. Jarman reminded the public of the Hull Road closings that took place on Sunday June 17th and Monday, June 18th. Mr. Jarman also reminded the commissioners that the Financial Performance Summary for May and the Inspection's Permit/Inspection Report were also in their packet.

Mr. Jarman gave an update on the jail population, which is currently at 226. Of that number 150 are housed in our jail, 20 are in Pamlico County, 17 are in Sampson County and 7 are in Greene County – this is at a cost of \$2,200 per day. There are also 9 in safekeeping and 23 under house arrest.

CONSENT AGENDA: 10Min.

- | | ACTION |
|--|---------------|
| 3. Approval of Minutes: Regular Board Meeting: June 4, 2012 | Martin/Jarman |
| 4. Budget Ordinance Amendment: General Fund: Sheriff Dept.: Increase.: \$4,797.15 | Smith |
| 5. Budget Ordinance Amendment: Trust and Agency Fund: Extension-Family Caregiver: Increase: \$1,914. | Kelly |

Upon a motion by Ms. Brown and a second by Ms. Sutton, the Board unanimously approved the Consent Agenda.

BUDGET ORDINANCES/RESOLUTIONS

Item No. 6 was a Budget Ordinance Amendment: General Fund: Health Department: Case Management for Children: \$17,388. Increase and Item No. 7 was a Budget Ordinance Amendment: General Fund: Health Department: Pregnancy Care Management: \$25,143. Increase. Mr. Huff stated that both were based on the number of Medicaid eligible children and women, and were additional revenues. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 6 and Item No. 7 were unanimously approved.

Item No. 8 was a Resolution Authorizing the County to reimburse the City of Kinston for funds expended on county leased and owned property related to damages incurred during Hurricane Irene in the amount of \$30,100. Mr. Ellis stated that the gym at Pink Hill was under lease by the County at the time of Hurricane Irene, and was therefore not covered by our insurance. The ball-field lights at Pink Hill, Moss Hill and LaGrange were also damaged. Those repairs are not longer eligible for FEMA reimbursement. Upon a motion by Mr. Daughety and a second by Ms. Sutton, Item No. 8 was unanimously approved.

Item No. 9 was a Resolution Authorizing the Issuance of Blanket Purchase Orders to the listed companies for various supplies and services: \$54,964. Ms. Barbara Hammonds addressed the Board on behalf of the Board of Elections. She stated these are their regular yearly purchase orders. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 9 was unanimously approved.

Item No. 10 was a Resolution Authorizing expenditures for the Lease of Copiers/Wide Format Scanner: COECO: \$9,500. Item No. 11 was a Resolution Authorizing a Service Contract for Indexing: Cott Systems: \$26,000. Ms Margaret Seymour addressed the Board concerning both resolutions. She stated these are annual recurring purchase orders. Upon a motion by Mr. Daughety and a second by Ms. Sutton, both Item No. 10 and Item No. 11 were unanimously approved.

Item No. 12 was a Resolution Authorizing a Contract for Scanning Back files and Historical Redaction Services: Cott Systems: Not to Exceed \$110,000. Ms. Seymour stated this would allow all back files dated January 1, 1976 through October 17, 2005 to be scanned and made available via the Internet. The redacting would allow for scanning and removal of any vital information such as social security numbers or drivers' license numbers from January 1, 1976 through May 12, 2012 records. This will be paid from the Automation Preservation Fund. Upon a motion by Mr. Pharo and a second by Ms. Brown, Item No. 12 was unanimously approved.

Ms. Seymour then introduced Ms. Pam Rich, who will become the Register of Deeds after Ms. Seymour's retirement, if there is no candidate who runs unaffiliated in the November 2012 election. The Board congratulated Ms. Rich.

Item No. 13 was a Resolution Authorizing the Issuance of Blanket Purchase Orders to the listed businesses in the amount of \$18,000. for the Emergency Management Department. Item No. 14 was a Resolution Authorizing the Issuance of Blanket Purchase Orders to the listed businesses for service contracts and purchases for the Communication Department in the amount of \$83,486. Item No. 15 was a Resolution Authorizing the Issuance of Blanket purchase Orders to the listed businesses for service contract and purchases for the Emergency Telephone Fund in the amount of \$198,083. Item No. 16 was a Resolution Authorizing the Issuance of Blanket Purchase Orders to the listed businesses for service contracts and purchases for the Emergency Services Department in the amount of \$483,076. Upon a motion by Ms. Sutton and a second by Ms. Brown, Items No. 13, No. 14, No. 15 and No. 16 were unanimously approved.

Item No. 17 was a Budget Ordinance Amendment: Various Funds: Various Departments: Increase: \$2,388,384. Mr. Hollowell addressed the Board and stated this is an annual budget amendment, prepared each year to try to bring the budgeted revenues and expenditures in line with actual numbers and

project what those numbers will be prior to the auditors finalizing the year in August. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 17 was unanimously approved.

Item No. 17 Add-on was a Budget Ordinance Amendment: School Capital Fund: School Building: Increase: \$17,002. Mr. Hollowell addressed the Board and stated these funds were sent to the schools to reimburse them for the purchase of a bus and three trucks. This money comes from sales tax collected and placed in the School Capital Fund and is to be used for capital expenditures as well as helping to pay the debt service on the schools. Upon a motion by Mr. Davis and a second by Ms. Sutton, Item No. 17 Add-on was unanimously approved.

Item No. 18 was a Resolution Authorizing the Issuance of Blanket Purchase Orders to the listed businesses for service contracts and purchases for the Social Services Department in the amount of \$1,264,295. and Item No. 19 was a Resolution Authorizing the Issuance of Blanket Purchase Orders to the listed businesses for service contracts and purchases for the Social Services Subsidized Day Care in the amount of \$2,746,038. Ms. Jenny Miller addressed the Board on behalf of the Department of Social Services. She stated these are the annual purchases orders necessary for the smooth operation of the department. Upon a motion by Ms. Sutton and a second by Mr. Pharo, Item No. 18 and Item No. 19 were unanimously approved.

Item No. 20 was a Resolution Authorizing the Acceptance of the FY 12-13 Position and Pay Classification Plan for Lenoir County. Mr. Jack Jones addressed the Board and stated this plan includes the official position title or classification, the salary grade and the salary range for the various classifications to be utilized in the budget effective July 1, 2012. The official pay scale for all salary grades and ranges is also a part of the Resolution. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20 was unanimously approved.

APPOINTMENTS

Item No. 21 was a Resolution Approving Citizens to Boards, Commissions, Etc. There were no appointments and no action was taken.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>

Mr. Graham adjourned the meeting at 5:07 p.m.

Respectfully submitted,


 Martha H. Martin
 Deputy Clerk to the Board

Reviewed By


 Michael W. Jarman
 County Manager

Item No. 4

BUDGET ORDINANCE AMENDMENT: GENERAL FUND:
BOARD OF ELECTIONS:\$6,661. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY **PRIOR YEAR** 2011 - 2012

Appropriations

Budget Amendment # _____

Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		BOARD OF ELECTIONS <i>DeKoning</i>		VARIOUS	
Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES		
Account # and Title	Amount	Account # and Title	Amount	Account # and Title	Amount
<u>INCREASE</u> 10-3329-8922 GRANT - HAVA 2012	6,661.00	<u>INCREASE</u> 10-4170-1720 ELECTION EXPENSE-COUNTY EL	6,661.00		
Total	6,661.00	Total	6,661.00		
Reason and Justification for Request: BUDGET AMENDMENT TO APPROPRIATE FUNDS FROM THE 2012 HAVA GRANT. ON JUNE 29, 2012, BOARD OF ELECTIONS RECEIVED A CHECK IN THE AMOUNT OF \$6,660.15 - THIS IS A REIMBURSEMENT OF FUNDS PAID TO DO THE LAYOUT OF THE BALLOTS AND CODE THEM FOR THE MAY 2012 PRIMARY.					
Department Head Approval		Date	Finance Officer Approval		Date
<i>Diana W. King</i>		7-9-12	<i>Marsha N. Martin</i>		7-10-12
Budget Officer Approval		Date			
<i>M.W. Jarman</i>		7/11/12			
Board Approval (When Applicable)		Date	Date of Minutes		

Finance Office - Copy

Department - Copy

Administration - Copy

Item No. 5

BUDGET ORDINANCE AMENDMENT: AUTOMATION PRESERVATION FUND:FINANCE/REGISTER OF DEEDS: \$110,000. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2012 - 2013

Appropriations

Budget Amendment # _____

Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
AUTOMATION PRESERVATION		FINANCE/REGISTER OF DEEDS		27-3991-9910 FUND BALANCE APPROPRIATED 27-4180-3800 CONTRACT SVC-INDEX	
Check One Box New Appropriation: <input type="checkbox"/> <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <input type="checkbox"/>			Check One Box New Appropriation: <input type="checkbox"/> <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <input type="checkbox"/>		
REVENUES			EXPENDITURES		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
27-3991-9910	FUND BALANCE APPROPRIATED	110,000.00	27-4180-3800	CONTRACT SERVICE-INDEX	110,000.00
Total		110,000.00	Total		110,000.00

Reason and Justification for Request:

BUDGET AMENDMENT TO APPROPRIATE FUND BALANCE FROM THE AUTOMATION PRESERVATION FUND FUND BALANCE TO COVER THE COST OF SCANNING ALL BACK FILES DATED 1-1-1976 THROUGH 10-17-2005 AND REDACTING SOCIAL SECURITY NUMBERS FROM ALL REAL ESTATE IMAGES THAT WILL APPEAR ON THE INTERNET FROM 1-1-1976 THROUGH 5-12-2012. THIS WAS APPROVED BY THE COMMISSIONERS ON JUNE 18, 2012 - ITEM #12.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	7/10/2012	<i>Martha H. Martin</i>	7/10/2012
Budget Officer Approval	Date		
<i>[Signature]</i>	7/11/12		
Board Approval (When Applicable)	Date	Date of Minutes	

Item No. 6

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: FINANCE/PROCESS FUNDS: \$13,748. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY **PRIOR YEAR** 2011 - 2012
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
GENERAL FUND	FINANCE/PROCESS FUNDS	VARIOUS
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES
Account # and Title	Amount	Account # and Title Amount
<u>INCREASE</u>		<u>INCREASE</u>
10-3329-8920 EMPG SUPPLEMENTAL GRANT	13,748.00	10-4201-6403 EMPG SUPPLEMENTAL 13,748.00
Total	13,748.00	Total 13,748.00

Reason and Justification for Request:
 BUDGET AMENDMENT TO APPROPRIATE FUNDS RECEIVED FROM STATE OF NC DEPT. OF CRIME CONTROL & PUBLIC SAFETY ON 6/18/2012 IN THE AMOUNT OF \$13,748.09. THESE FUNDS WILL BE USED TO OFFSET THE COST OF TRAINING, PURCHASE EOC SUPPLIES AND UPGRADES TO TECHNOLOGY.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	6/20/2012	<i>Martha H. Martin</i>	6/20/2012
Budget Officer Approval	Date		
<i>Muriel W. [Signature]</i>	6/25/12		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

Item No. 7

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: FINANCE/HURRICANE IRENE INSURANCE REIMB: \$30,100.: INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY **PRIOR YEAR** 2011 - 2012
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		FINANCE/HURRICANE IRENE		Various	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u>		<u>INCREASE</u>			
10-3991-9910 FUND BALANCE APPROPRIATED	30,100.00	10-4336-3500 MAINT/REPAIR-BLDGS/GRNDS	30,100.00		
Total	30,100.00	Total	30,100.00		

Reason and Justification for Request:

BUDGET AMENDMENT TO APPROPRIATE ADDITIONAL FUNDING TO REPAY THE CITY OF KINSTON FOR REPAIRS MADE TO THE PINK HILL GYM AND THE BALLFIELD LIGHTS AT SOUTHWOOD, BANKS, MOSS HILL AND LAGRANGE DUE TO DAMAGES CAUSED BY HURRICANE IRENE. THESE EXPENDITURES ARE INELIGIBLE FOR REIMBURSEMENT FROM FEMA. THIS REIMBURSEMENT WAS APPROVED BY THE COMMISSIONERS ON 6/18/2012 - Item #8.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martla H. Martin</i>	6/20/2012	<i>Martla H. Martin</i>	6/20/2012
Budget Officer Approval	Date		
<i>Michael W. [Signature]</i>	6/25/12		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

INTRODUCED BY: Michael W. Jarman, County Manager DATE 07/16/12 ITEM NO. 8

RESOLUTION: Approving/Authorizing Execution of FY12-13 Insurance Policies with WA Moore Company, Inc., and Discovery Insurance Co.: \$515,738.

SUBJECT AREA: Administrative

ACTION REQUESTED: To award insurance contracts for auto, property, crime, general, and professional liability to WA Moore Company, Inc. for \$359,175 and for workers compensation third party administration to Discovery Insurance Co. for \$34,000 and for EMS liability, equipment, auto, and \$10 million excess liability to WA Moore Company, Inc. for \$82,291 and for excess workers compensation to WA Moore Company, Inc. for \$40,272.

HISTORY / BACKGROUND: This current fiscal year will be the eleventh in which the County contracted out all of the above-referenced insurance policies to local agents. In the past, part of the insurance coverage was taken through local agents and part was through the NCACC/NC Risk Management Pool. In past years, the Pool became increasingly more expensive than the local insurance options, so we are recommending continuing with the local companies. For FY12-13 the County increased coverage on buildings by 3.0%, increased the number of Transit buses, and once again contracted with Discovery Insurance to handle compliance with mandated Medicare Secondary Payer reporting requirements. The JT Sutton Insurance Agency merged with WA Moore Company, Inc., on May 1, 2007; therefore, coverage previously provided by JT Sutton on auto, property, crime, general liability, and professional liability is now provided by WA Moore Company, Inc. Administration is recommending continuation of insurance coverage on County properties with WA Moore Company, Inc. for FY12-13.

Note: Administration did not bid this out because of the positive prior years' experience with these firms. These firms are independent agents and **bid our insurance needs with several companies** to obtain the best renewal quote for the County. There are only a limited number of underwriters that write insurance for units of government. Also, for EMS, there really is only one underwriter – VFIS (Volunteer Firemans' Insurance Services) which offers vehicle, general liability, and equipment coverages. The County is **self-insured** on workers compensation, although we pay Discovery Insurance Company to handle claims and we pay for excess coverage for claims exceeding \$600,000. W.A. Moore is currently evaluating premiums to determine the possibility of being fully insured for worker's compensation.

EVALUATION: A comparison of premiums was made between FY10-11, FY11-12, and FY12-13.

Coverage	Agent/Company	FY10-11	FY11-12	FY12-13	%Δ
1. Auto, Property, Crime, General, and Professional Liability	J. T. Sutton Insurance Co./ WA Moore	\$248,997	\$266,961	\$359,175	34.5%
2. Workers Comp. Admin.	Discovery Insurance Co.	\$33,000	\$33,000	\$34,000	3.0%
3. EMS-vehicles, general liability, equipment	WA Moore-VFIS	\$78,945	\$75,731	\$82,291	8.7%
4. Excess Workers Comp.	WA Moore	\$43,493	\$47,005	\$40,272	-16.7%
	Total	\$404,435	\$422,697	\$515,738	22.0%

MANAGER'S RECOMMENDATION:

Note: VFIS will continue to cover property and liability for the EMS division. Insurance agents have recommended keeping this coverage separate from other County operations. Funds are appropriated in FY12-13 to pay for this coverage.

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that insurance policies, as recommended and incorporated by reference within this resolution, be awarded to: W.A. Moore Company, Inc. for auto, property, crime, general and professional liability: Discovery Insurance Company for workers compensation third party administration: W.A Moore Company, Inc. for EMS liability, equipment, auto and \$10 million excess liability: WA Moore Company, Inc. for excess workers compensation, and **be it further resolved** that the County Manager or his designee are authorized to execute contracts ensuring these policies are effective on behalf of Lenoir County for FY12-13.

Discovery	Workers Comp Administration	\$34,000
WA Moore	Vehicles, PEP Liability, Buildings Commercial Liability, Commercial umbrella	\$359,175
WA Moore	Excess Worker's Compensation	\$40,272
WA Moore	EMS	<u>\$82,291</u>
	Total	\$515,738

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham, Jr. Chairman 07/16/12

ATTEST 07/16/12
Date

Resolution: Authorizing Acceptance of Child Passenger Safety Program Funds in the amount of \$1,000. Funds are provided by the North Carolina Department of Insurance/Office of State Fire Marshall and the North Carolina Governor's Highway Safety Program.

SUBJECT AREA: Financial

ACTION REQUESTED:

To authorize acceptance of Child Passenger Safety Program: \$1,000.

HISTORY/BACKGROUND:

The Lenoir County Cooperative Extension has been declared a Permanent Checking Station Site for Child Safety Seats. In order to conduct Car Seat Checks certain equipment is required. The Grant dollars will be utilized to purchase signs, stands, cones, portable scales and storage for Check Site and special Check Station event notice. Lenoir County Cooperative Extension has been designated as the only Permanent Check In Station in Lenoir County with a regularly established schedule. During the month of June alone there were 32 child seats checked, 18 of which had to be replaced as a result of unsafe practice.

EVALUATION:

Through implementation of this project we hope to achieve the following goals: (1) To have Lenoir County children and those in surrounding areas riding safer in appropriate child restraint according to Standards set by the National Highway Traffic and Safety Administration, Safe Kids Worldwide, and American Academy of Pediatrics. (2) To provide a constant resource for parents and caregivers for their car safety checks and questions. (3) To determine current issues as they pertain to unsafe travel for children.

MANAGER'S RECOMMENDATION:


Inttals

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that Lenoir County Cooperative Extension be authorized to accept Child Passenger Safety Program Funds in the amount of \$1,000. Funds are provided by the North Carolina Department of Insurance/Office of State Fire Marshall and the North Carolina Governor's Highway Safety Program.

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

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

George W. Graham, Jr., Chairman 07/16/12
Date

ATTEST 07/16/12
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 7/16/12 **ITEM NO.:** 10

Resolution: Authorizing “Emergency” Purchase of a Hoshizaki Ice Machine for the Cooperative Extension Building in the amount of \$3,565

SUBJECT AREA: Building and Grounds

ACTION REQUESTED:

To authorize purchase of a Hoshizaki Ice Machine for the Cooperative Extension Building.

HISTORY/BACKGROUND:

The Cooperative Extension Building utilizes an ice machine for various meetings, workshops and educational events. Cooperative Extension also provides ice for meetings and events held at the facility by other organizations and county groups. The previous ice machine purchased in January 2008, is out of date for warranty repairs and is no longer functioning. Cost for repair was estimated at \$2,500, thus making a new purchase more cost effective than repair.

The Lenoir County Cooperative Extension building is used for staff programming efforts for the citizens of Lenoir County. It is also available for use by other departments for meetings and programs. Currently the building is reserved or in use approximately 75% of the time. There are three meeting rooms available.

EVALUATION:

Cooperative Extension request the Board of Commissioners approve the request for the purchase of this ice machine for the benefit for all citizens who utilize the Cooperative Extension office for programs, classes and work purposes.

MANAGER'S RECOMMENDATION:

Muej
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that Lenoir County Cooperative Extension be authorized to purchase a Hoshizaki Ice Machine in the amount of \$3, 565.00 for the Cooperative Extension Building.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Sutton _____ Davis _____

Graham _____ Daughety _____ Pharo _____ Rouse _____

George Graham, Chairman
Lenoir County Board of Commissioners

Date

ATTEST

DATE

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 7/16/12 **ITEM NO.:** 11

RESOLUTION: Authorizing FY 12-13 Service Contracts and Purchase Orders for Department of Social Services: \$53,192.80

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED: The Board is requested to authorize the Department of Social Services Director to execute the following FY12-13 Service Contracts and Purchase Orders in the amount of \$53,192.80.

Daughety's Office Supplies	Copier Lease & Fees	10-5310-3520	\$ 45,168.18
Anza Mailing Systems	Postage Meter Service Agreement	10-5310-3520	\$ 2,800.00
M & T Bank	Postage Meter Lease	10-5310-3520	\$ 5,224.80

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

EVALUATION: Approval of this resolution will allow encumbrance of funds approved in the FY12-13 budget and the eventual payment of services as billed.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: the Lenoir County Department of Social Services Director is authorized to execute the above listed service contracts and purchase orders for FY12-13: Department of Social Services in the amount of \$ 53,192.80.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

Chairman 2/16/12
Date

ATTEST 2/16/12
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 7/16/12 **ITEM NO.** 12

Resolution: Endorsement of the FY 2012-2013 Lenoir County Home and Community Care Block Grant Funding Plan

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to endorse FY 2012-2013 Lenoir County Home and Community Care Block Grant funding plan.

HISTORY/BACKGROUND:

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

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

Home & Community Care Block Grant funds provide services to the elderly population of Lenoir County by providing meals, Level I, II and III in-home care services, operating local senior centers, adult day care services and providing transportation. These funds are used by DSS and the local Council on Aging to provide senior services. The majority of the funds, \$421,497, are used by the Lenoir County Council on Aging.

EVALUATION:

Home Care Community Block Grant provides essential services such as providing meals, providing transportation, in-home aide care, adult day care and senior center operations to the elderly population of Lenoir County. HCCBG funds are 90% Federal and State funds requiring 10% County match.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval


INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners to endorse the FY 2012-2013 Lenoir County Home & Community Care Block Grant Funding Plan.

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

Chairman 7/16/12
Date

ATTEST 7/16/12
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 7/16/2012 **ITEM NO.:** 13A

Resolution: Approving the Lenoir County Health Department to increase the 2012-2013 budget with State Mosquito Control funds \$2795.00

SUBJECT AREA: Financial

ACTION REQUESTED: The Board is asked to grant permission to the Lenoir County Health Department to increase the agency's budget by \$2795.00. The Health Department will make payment with State Grant to the City of Kinston for the Mosquito Control.

Increase Revenues:

Environmental Health (State) -10-3118-3300	\$2795.00
--	-----------

Increase Expenditures:

Environmental Health	
Mosquito Control Exp: 10-5180-2990	\$2795.00

HISTORY / BACKGROUND: Mosquitoes are vectors that transmit disease-causing micro-organisms from an infected person or animal to another. North Carolina residents and visitors are at higher risk due to Hurricane Irene and other rain events which create ideal breeding conditions for mosquitoes. Local mosquito control activities are carried out by public health agencies, municipalities, county governments and non-profit organizations. This grant is to reimburse City of Kinston for expenses for hours worked and expenses spent to control mosquito problems within the city and county.

EVALUATION: Provide financial support to established Mosquito Control Program with Lenoir County Health Department with State funds per contract with City of Kinston, as approved by the Division of Public Health.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

mws

Initials

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

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham Jr., Chairman _____
Date

ATTEST _____
Date



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

Item No. 13B

FY 2012-2013
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
GENERAL	HEALTH	VARIOUS
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES
Account # and Title	Amount	Account # and Title Amount
<u>INCREASE</u>		<u>INCREASE</u>
ENVIRONMENTAL HEALTH (State) 10-3518-3300	\$ 2,795.00	Mosquito Control 10-5180-2990
		\$ 2,795.00
Total	\$ 2,795.00	Total \$ 2,795.00

Reason and Justification for Request:
Provide financial support to established Mosquito Control Program with Lenoir County Health Department with State funds per contract with City of Kinston, as approved by the Division of Public Health.

Department Head Approval	Date	Finance Officer Approval	Date
<i>[Signature]</i>	6/19/12	Martha H. Martin	7/9/2012
Budget Officer Approval	Date		
<i>[Signature]</i>	7/9/12		
Board Approval (When Applicable)	Date	Date of Minutes	

INTRODUCED BY: Michael Jarman, County Manager DATE 07/16/2012 ITEM NO. 14A

Resolution Authorizing Lenoir County Health Department to establish a Part Time Temporary Employee position with no benefits, to serve as WIC Breastfeeding Peer Counselor(BFPC) Program Funding Allocation.\$15,045.00.

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is asked to grant permission to Lenoir County Health Department to utilize additional state WIC funds from WIC Breastfeeding Peer Counselor(BFPC) Program Funding Allocation. Declination of funds will result in total loss of BFPC funding.

WIC State Funds-	
<u>Revenue</u>	<u>Expenditure</u>
10-3507-3300 WIC Program-State	10-5167-1260 Salaries/Wages-Part Time
	10-5167-3723 Other Supplies

HISTORY / BACKGROUND:

The funds may be used only for costs associated with the implementation, expansion and maintenance of breastfeeding peer counselor programs.

EVALUATION:

This action is necessary to provide sufficient accounting of expenditures and to comply with applicable laws. By hiring a part time temporary employee , the health department will meet the criteria to satisfy the requirements of WIC Program- State, thereby, decreasing the loss of anticipated revenues for FY 2012-13 and future years.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

mwj

Initials

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

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham, Jr. Chairman _____
Date

ATTEST

Date

Item No. 14B



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2012-2013
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
GENERAL	HEALTH	VARIOUS
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES
Account # and Title	Amount	Account # and Title Amount
INCREASE		INCREASE
<u>WIC Program (State)</u>		<u>Salaries & Wages/Part Time</u>
10-3507-3300	15,045.00	10-5167-1260 10,800.00
		10-5167-1810 452.00
		10-5167-1811 156.00
		10-5167-2900 3,637.00
Total	\$ 15,045.00	Total \$ 15,045.00

Reason and Justification for Request:
 Needed separate Breast Feeding Peer Counselor monies into separate salary line item as this will be paying for part time employee with no benefits as long as State monies are available.

Department Head Approval	Date	Finance Officer Approval	Date
<i>[Signature]</i>	7/19/12	<i>[Signature]</i>	7/9/2012
Budget Officer Approval	Date		
<i>[Signature]</i>	7/9/12		
Board Approval (When Applicable)	Date	Date of Minutes	

Item No. 15



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2012-2013
 Appropriations

Distribution - Finance Office:

Budget Amendment # _____
 Date Approved _____

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
GENERAL	HEALTH	VARIOUS
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES
Account # and Title	Amount	Account # and Title Amount
INCREASE		INCREASE
<u>WIC Program (State)</u> 10-3507-3300	15,480.00	<u>Other Supplies</u> 10-5167-2900 15,480.00
Total	\$ 15,480.00	Total \$ 15,480.00

Reason and Justification for Request:
 WIC Budget funding has been restored therefore budget amount increased by \$15,480.00.

Department Head Approval	Date	Finance Officer Approval	Date
<i>[Signature]</i>	7/19/12	<i>Martha H. Martin</i>	7/19/2012
Budget Officer Approval	Date		
<i>[Signature]</i>	7/9/12		
Board Approval (When Applicable)	Date	Date of Minutes	

BUDGET ORDINANCE AMENDMENT:
 GENERAL FUND:
 HEALTH:
 (Care Coordination for Children)
 Budget Increase
 \$17,388.00

Item No. 16



LENOIR COUNTY, NORTH CAROLINA
 BUDGET AMENDMENT REQUEST

FY 2012-2013
 Appropriations

Distribution - Finance Office:

Budget Amendment # _____
 Date Approved _____

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
GENERAL	HEALTH	VARIOUS
Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES
Account # and Title	Amount	Account # and Title . Amount
INCREASE		INCREASE
10-3516-3305 CASEWORKER MGMT(CC4C)	\$ 17,388.00	10-5171-1210 SALARY & WAGES \$ 4,160.00
		10-5171-1270 BONUSES 44.00
		10-5171-1275 LONGEVITY 78.00
		10-5171-1810 EMPLOYER-FICA 416.00
		10-5171-1811 EMPLOYER-MEDICARE 97.00
		10-5171-1820 EMPLOYER-RETIREMENT 449.00
		10-5171-1830 EMPLOYER-INSURANCE 1,291.00
		10-5171-1870 EMPLOYER-401-K 333.00
		10-5171-2900 OTHER SUPPLIES 7,020.00
		10-5171-3110 TRAVEL 2,500.00
		10-5171-3210 TELEPHONE 840.00
		10-5171-3250 POSTAGE 160.00
Total	17,388.00	17,388.00

Reason and Justification for Request:
 STATE BUDGET INCREASED AND MONIES DISTRIBUTED TO AREAS OF NEED FOR CHILD COORDINATION FOR CHILDREN.

Department Head Approval	Date	Finance Officer Approval	Date
<i>[Signature]</i>	6/19/12	<i>Marta H. Martin</i>	7/9/2012
Budget Officer Approval	Date		
<i>[Signature]</i>	7/9/12		
Board Approval (When Applicable)	Date	Date of Minutes	

BUDGET ORDINANCE AMENDMENT:
 GENERAL FUND:
 HEALTH:
 (Pregnancy Care Management(PCM)
 Budget Increase
 \$30,295.00

Item No. 17



LENOIR COUNTY, NORTH CAROLINA
 BUDGET AMENDMENT REQUEST

FY 2012-2013
Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
GENERAL	HEALTH	VARIOUS
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES
Account # and Title	Amount	Account # and Title Amount
INCREASE		INCREASE
10-3509-4204 Pregnancy Care Management(PCM)	\$ 30,295.00	Care Coordination for Children
		10-5170-2900 OTHER SUPPLIES 28,095.00
		10-5170-3110 TRAVEL 200.00
		10-5170-3210 TELEPHONE 1,000.00
		10-5170-3250 POSTAGE 1,000.00
Total	30,295.00	30,295.00

Reason and Justification for Request:
 STATE BUDGET INCREASED AND MONIES DISTRIBUTED TO AREAS OF NEED FOR PREGNANCY CARE MANAGEMENT.

Department Head Approval	Date	Finance Officer Approval	Date
<i>[Signature]</i>	7/19/12	<i>Martha H. Martin</i>	7/19/2012
Budget Officer Approval	Date		
<i>[Signature]</i>	7/19/12		
Board Approval (When Applicable)	Date	Date of Minutes	

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** July 16, 2012 **ITEM NO.** 18

RESOLUTION: Approving Purchase of a Replacement Van: 20' Light Transit Van: \$45,746.

SUBJECT AREA: Purchases / Bids

ACTION REQUESTED: Approve the purchase of a replacement 20' light transit van at a cost of \$45,746.

HISTORY/BACKGROUND: On March 23, 2012, Lenoir County Transit LTV, VIN#: 1FDEE3FL8ADA78834 was involved in an accident. The adjuster for the insurance company determined the vehicle was totaled, and the insurance company issued a check to Lenoir County in the amount of \$ 46,919.59. **The replacement van will be purchased with these insurance proceeds.**

EVALUATION: On March 23, 2012, a Lenoir County Transit Van was involved in an accident and declared a total loss. Since the loss of this vehicle, Lenoir County Transit has had a difficult time meeting the transportation needs of County citizens. When short by one vehicle, it has been difficult to accomplish preventive and unscheduled maintenance for the fleet. The base purchase price for a like vehicle with two rear wheelchair stations is \$ 45,746.00 through NCDOT/PTD vendors. Options are available, but costs incurred over the insurance payment amount must be borne locally. Lenoir County Transit will use the insurance proceeds received to purchase the van. If a replacement vehicle is not purchased, the full amount of the insurance proceeds must be returned to NCDOT/PTD.

MANAGER'S RECOMMENDATION:
Respectfully Recommend Approval

INITIALS



RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the purchase of a replacement 20' Light Transit Van at a cost of \$45,746 is approved.

AMENDMENTS

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

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

George W. Graham, Jr., Chairman 07/16/12
Date

ATTEST 07/16/12
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** July 16, 2012 **ITEM NO.** 19

RESOLUTION: Approving the Purchase of a Lift Equipped Van with FY 10-11 NCDOT CTP Funds in the Amount of \$41,150 and Authorize a Reduction in NCDOT Project #11-CT-034 in the Amount of \$23,350.

SUBJECT AREA: Financial

ACTION REQUESTED: Approve the purchase of a lift equipped van with NCDOT CTP (Community Transportation Program) FY 10-11 Funds at a cost of \$41,150 and approve a decrease of \$25,350 in the NCDOT Project #11-CT-034.

HISTORY / BACKGROUND: On June 3, 2010, the Board of Transportation approved Lenoir County's request for a 5311 grant. A portion of that grant was to be used to replace a twenty five (25) foot LTV that had met its useful life at a cost of \$66,500. However, the 10% match, the maintenance, fuel and labor (would require a CDL driver) of the larger van would be cost prohibitive. The change to a smaller van requires a reduction of the original Project #11-CT-034 agreement. The State will reimburse the County at a rate of 90% (\$37,035) with the 10% match (\$4,115) coming from locally generated funds.

EVALUATION: Lenoir County Transit cannot justify the costs of purchase, maintenance, fuel, and wages for a CDL driver, which would result from the purchase of a twenty five foot LTV. A small lift equipped van will adequately meet the needs of Lenoir County Transit at this time.

MANAGER'S RECOMMENDATION:
Respectfully Recommend Approval

INITIALS



RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the purchase of a Lift Equipped Van with FY 10-11 NCDOT CTP funds in the amount of \$41,150 is approved and be it further resolved that Lenoir County Transit is authorized to reduce the budget for NCDOT Project #11-CT-034 by \$25,350.

AMENDMENTS

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

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

George W. Graham, Jr., Chairman 07/16/12
Date

ATTEST 07/16/12
Date



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

BEVERLY EAVES PERDUE
GOVERNOR

EUGENE A. CONTI, JR.
SECRETARY

July 9, 2012

Mr. George W. Graham, Jr., Chairperson
Lenoir County
Post Office Box 3289
Kinston, North Carolina 28501-3289

RE: Community Transportation Program (Section 5311)
Project No. 11-CT-034
WBS Element No(s). 36233.66.12.3 (Cap)
Purchase Order No.(s) 5700006909
Period of Performance: 7/1/10 – 6/30/13

The amendment letter dated July 6, 2012, was approved by NCDOT- Public Transportation Division to reduce funds in the Section 5311 Capital Grant.

Originals of the supplemental agreement to be executed between Lenoir County and the North Carolina Department of Transportation are enclosed. The resolution authorizes the Chairperson to enter into this agreement on behalf of your agency.

The project, WBS, and purchase order numbers referenced above have been assigned to your project. Please refer to these numbers on all correspondence. If you have any questions, please contact Myakka Ware at (919) 707-4673 or Charlie Wright at (919) 707-4674 in the Financial Management Section.

Sincerely,

A handwritten signature in black ink, appearing to read "Teresa A. Hart".

Teresa A. Hart, PE, CPM
Director

TAH/cw

Enclosures

MAILING ADDRESS:
NC DEPARTMENT OF TRANSPORTATION
PUBLIC TRANSPORTATION DIVISION
1550 MAIL SERVICE CENTER
RALEIGH, NC 27699-1550

TELEPHONE: 919-733-4713
FAX: 919-733-2304
WWW.NCDOT.GOV

LOCATION:
TRANSPORTATION BUILDING
1 SOUTH WILMINGTON STREET
RALEIGH NC

INSTRUCTIONS FOR EXECUTING GRANT AGREEMENTS PUBLIC BODY GRANTEES

Included in this correspondence is an electronic file in a PDF format of the grant agreement(s) to be executed between the local grant recipient and the North Carolina Department of Transportation.

1. ✓ Print two copies of each agreement. Printing front and back will conserve paper and reduce package size. Please be consistent. Do not print one front and back and the other single sided.
2. The person officially authorized by the grant recipient to accept the department's offer of financial assistance should **sign** each agreement where indicated. The signature must be witnessed. Stamped signatures are not acceptable.
3. If your agency has a seal, affix the seal on the signature page where indicated.
4. * **Do not date the agreements.** This will be done upon execution by the department.
5. **Return all copies within thirty (30) days** to the following address. Please return the contracts and resolution if possible. All other information sent via email does not have to be returned with the contract. Do not staple the contracts together. Use either large paper or binder clips.

Mr. Charlie C. Wright
Financial Manager
NCDOT/PTD
1550 Mail Service Center
Raleigh, NC 27699-1550

A fully executed agreement will be returned to you with an executed letter and budget.

In the event the agreements cannot be returned within thirty (30) days, please call me immediately at (919) 707-4674.

Please note that the department cannot reimburse the grant recipient for any eligible project expenses until the agreements are fully executed.

STATE OF NORTH CAROLINA
COUNTY OF WAKE

NONURBANIZED AREA
PUBLIC TRANSPORTATION
SUPPLEMENTAL AGREEMENT FOR
PUBLIC BODY ORGANIZATIONS
COMMUNITY TRANSPORTATION
PROGRAM – SECTION 5311

CFDA NUMBER: 20.509

DEPARTMENT OF TRANSPORTATION

PROJECT NO. 11-CT-034

and

WBS ELEMENT NO: 36233.66.12.3

LENOIR COUNTY

THIS SUPPLEMENTAL AGREEMENT entered into this the _____ day of _____
20_____ by and between **LENOIR COUNTY** (hereinafter referred to as the
"Contractor"), and the **NORTH CAROLINA DEPARTMENT OF TRANSPORTATION**
(hereinafter referred to as the "Department"), witnesseth that:

WHEREAS, the Contractor heretofore entered into an agreement with the Department
to implement, carry out capital projects funded with Federal Transit Administration
5311 grant program funds administered by the State; and

WHEREAS, the said agreement dated **NOVEMBER 17, 2010** sets forth the purpose of
the Agreement and the public transportation capital projects and services as
described in the project application (hereinafter referred to as "Project") properly
prepared, endorsed, approved and transmitted by the Contractor to the Department,
and states the terms and conditions as to the manner in which the Project will be
undertaken; and

WHEREAS, the Agreement allows for the Contractor and the Department to revise or
amend the agreement when there is a change in project circumstances or information
causing an inconsistency with the terms of the Agreement and requires said
agreement to be signed by the original signatories or their authorized designees; and

WHEREAS, the Contractor and Department find it necessary to revise the Project
Agreement to correct language in Section 3: Cost of Project/Project Budget.

NOW THEREFORE, in consideration that the Department has determined that the
Agreement be revised as follows:

That language appearing in Section 2a and Section 3. of the agreement and reading as follows:

Section 2. Project Implementation.

- a. Scope of Project. Lenoir County (operating as Lenoir County Transit) provides community transportation services to human service agencies and to the general public.

Section 3: Cost of Project/Project Budget. The total cost of the Project approved by the Department is **FOUR HUNDRED NINETY-THREE THOUSAND SEVEN HUNDRED SEVENTY-THREE DOLLARS (\$493,773)** as set forth in the Project Description and Budget, incorporated into this Agreement as Attachment A. The Department shall provide, from Federal and State funds, the percentages of the actual net cost of the Project as indicated below, not in excess of the identified amounts for eligible administrative, operating, and capital expenses. The Contractor hereby agrees that it will provide the percentages of the actual net cost of the Project, as indicated below, and any amounts in excess of the Department's maximum (Federal plus State shares). The net cost is the price paid minus any refunds, rebates, or other items of value received by the Contractor which have the effect of reducing the actual cost.

Administration WBS	Administration Total	Administration Federal (80%)	Administration State (5%)	Administration Local (15%)
36233.66.12.1	\$262,423	\$209,938	\$13,121	\$39,364
PO 5700006908	CLOSED			
Capital WBS	Capital Total	Capital Federal (80%)	Capital State (10%)	Capital Local (10%)
36233.66.12.3	\$231,350	\$185,080	\$23,135	\$23,135
PO 5700006909				
Project Total	Project Total	Project Total Federal	Project Total State	Project Total Local
	\$493,773	\$395,018	\$36,256	\$62,499

Be, and hereby amended and revised to read as follows:

Section 2. Project Implementation:

- a. Scope of Project. Lenoir County (operating as Lenoir County Transit) provides community transportation services to human service agencies and to the general public. (A portion of the grant was to be used to replace three LTVs that had met their useful life. In carefully reviewing the numbers of passengers transported on these vehicles, Lenoir County has determined it cannot justify ordering a new twenty-five foot (25') LTV to replace the one which is retired. While Lenoir County need a

replacement vehicle to maintain their current routes, one of the smaller lift equipped vans would adequately meet their needs.)

Section 3: Cost of Project/Project Budget. The Project Capital budget is decreased by \$25,350. The project budget is amended as follows: Federal: \$20,280, State: \$2,535, Local: \$2,535 as set forth and incorporated in amendment request letter dated June 27, 2012.

The Approved Project Budget is hereby amended to incorporate the total cost of the Project approved by the Department as **TWO HUNDRED SIX THOUSAND DOLLARS (\$206,000)**. The Department shall provide, from Federal and State funds, the percentages of the actual net cost of the Project as indicated below, not in excess of the identified amounts for eligible administrative, operating, and capital expenses. The Contractor hereby agrees that it will provide the percentages of the actual net cost of the Project, as indicated below, and any amounts in excess of the Department's maximum (Federal plus State shares). The net cost is the price paid minus any refunds, rebates, or other items of value received by the Contractor which have the effect of reducing the actual cost.

Capital WBS	Capital Total	Capital Federal (80%)	Capital State (10%)	Capital Local (10%)
36233.66.12.3	\$206,000	\$164,800	\$20,600	\$20,600
PO 5700006909				
Project Total	Project Total	Project Total Federal	Project Total State	Project Total Local
	\$206,000	\$164,800	\$20,600	\$20,600

IN WITNESS THEREOF, this Supplemental Agreement has been executed by the Department, an agency of the State of North Carolina, and **LENOIR COUNTY**, the Contractor, by and through a duly authorized representative, and is effective the date and year first above written. By reference, this Supplemental Agreement incorporates and extends all of the provisions of the attached "Agreement" dated **NOVEMBER 17, 2010**.

LENOIR COUNTY

BY: _____

TITLE: **CHAIRPERSON**

(SEAL)

ATTEST: _____

TITLE: _____

**NORTH CAROLINA DEPARTMENT OF
TRANSPORTATION**

BY: _____

TITLE: **DEPUTY SECRETARY FOR TRANSIT**

ATTEST: _____

TITLE: **SECRETARY**

STATE OF NORTH CAROLINA
COUNTY OF WAKE

NONURBANIZED AREA
PUBLIC TRANSPORTATION
SUPPLEMENTAL AGREEMENT FOR
PUBLIC BODY ORGANIZATIONS
COMMUNITY TRANSPORTATION
PROGRAM – SECTION 5311

CFDA NUMBER: 20.509

DEPARTMENT OF TRANSPORTATION

and

PROJECT NO. 11-CT-034

WBS ELEMENT NO: **36233.66.12.3**

LENOIR COUNTY

THIS SUPPLEMENTAL AGREEMENT entered into this the _____ day of _____
_____ 20 _____ by and between **LENOIR COUNTY** (hereinafter referred to as the
"Contractor"), and the **NORTH CAROLINA DEPARTMENT OF TRANSPORTATION**
(hereinafter referred to as the "Department"), witnesseth that:

WHEREAS, the Contractor heretofore entered into an agreement with the Department
to implement, carry out capital projects funded with Federal Transit Administration
5311 grant program funds administered by the State; and

WHEREAS, the said agreement dated **NOVEMBER 17, 2010** sets forth the purpose of
the Agreement and the public transportation capital projects and services as
described in the project application (hereinafter referred to as "Project") properly
prepared, endorsed, approved and transmitted by the Contractor to the Department,
and states the terms and conditions as to the manner in which the Project will be
undertaken; and

WHEREAS, the Agreement allows for the Contractor and the Department to revise or
amend the agreement when there is a change in project circumstances or information
causing an inconsistency with the terms of the Agreement and requires said
agreement to be signed by the original signatories or their authorized designees; and

WHEREAS, the Contractor and Department find it necessary to revise the Project
Agreement to correct language in Section 3: Cost of Project/Project Budget.

NOW THEREFORE, in consideration that the Department has determined that the
Agreement be revised as follows:

That language appearing in Section 2a and Section 3. of the agreement and reading as follows:

Section 2. Project Implementation.

- a. Scope of Project. Lenoir County (operating as Lenoir County Transit) provides community transportation services to human service agencies and to the general public.

Section 3: Cost of Project/Project Budget. The total cost of the Project approved by the Department is **FOUR HUNDRED NINETY-THREE THOUSAND SEVEN HUNDRED SEVENTY-THREE DOLLARS (\$493,773)** as set forth in the Project Description and Budget, incorporated into this Agreement as Attachment A. The Department shall provide, from Federal and State funds, the percentages of the actual net cost of the Project as indicated below, not in excess of the identified amounts for eligible administrative, operating, and capital expenses. The Contractor hereby agrees that it will provide the percentages of the actual net cost of the Project, as indicated below, and any amounts in excess of the Department's maximum (Federal plus State shares). The net cost is the price paid minus any refunds, rebates, or other items of value received by the Contractor which have the effect of reducing the actual cost.

Administration WBS	Administration Total	Administration Federal (80%)	Administration State (5%)	Administration Local (15%)
36233.66.12.1	\$262,423	\$209,938	\$13,121	\$39,364
PO 5700006908	CLOSED			
Capital WBS	Capital Total	Capital Federal (80%)	Capital State (10%)	Capital Local (10%)
36233.66.12.3	\$231,350	\$185,080	\$23,135	\$23,135
PO 5700006909				
Project Total	Project Total	Project Total Federal	Project Total State	Project Total Local
	\$493,773	\$395,018	\$36,256	\$62,499

Be, and hereby amended and revised to read as follows:

Section 2. Project Implementation:

- a. Scope of Project. Lenoir County (operating as Lenoir County Transit) provides community transportation services to human service agencies and to the general public. (A portion of the grant was to be used to replace three LTVs that had met their useful life. In carefully reviewing the numbers of passengers transported on these vehicles, Lenoir County has determined it cannot justify ordering a new twenty-five foot (25') LTV to replace the one which is retired. While Lenoir County need a

replacement vehicle to maintain their current routes, one of the smaller lift equipped vans would adequately meet their needs.)

Section 3: Cost of Project/Project Budget. The Project Capital budget is decreased by \$25,350. The project budget is amended as follows: Federal: \$20,280, State: \$2,535, Local: \$2,535 as set forth and incorporated in amendment request letter dated June 27, 2012.

The Approved Project Budget is hereby amended to incorporate the total cost of the Project approved by the Department as **TWO HUNDRED SIX THOUSAND DOLLARS (\$206,000)**. The Department shall provide, from Federal and State funds, the percentages of the actual net cost of the Project as indicated below, not in excess of the identified amounts for eligible administrative, operating, and capital expenses. The Contractor hereby agrees that it will provide the percentages of the actual net cost of the Project, as indicated below, and any amounts in excess of the Department's maximum (Federal plus State shares). The net cost is the price paid minus any refunds, rebates, or other items of value received by the Contractor which have the effect of reducing the actual cost.

Capital WBS	Capital Total	Capital Federal (80%)	Capital State (10%)	Capital Local (10%)
36233.66.12.3	\$206,000	\$164,800	\$20,600	\$20,600
PO 5700006909				
Project Total	Project Total	Project Total Federal	Project Total State	Project Total Local
	\$206,000	\$164,800	\$20,600	\$20,600

IN WITNESS THEREOF, this Supplemental Agreement has been executed by the Department, an agency of the State of North Carolina, and **LENOIR COUNTY**, the Contractor, by and through a duly authorized representative, and is effective the date and year first above written. By reference, this Supplemental Agreement incorporates and extends all of the provisions of the attached "Agreement" dated **NOVEMBER 17, 2010**.

LENOIR COUNTY

BY: _____
TITLE: **CHAIRPERSON**

(SEAL)

ATTEST: _____
TITLE: _____

**NORTH CAROLINA DEPARTMENT OF
TRANSPORTATION**

BY: _____
TITLE: **DEPUTY SECRETARY FOR TRANSIT**

ATTEST: _____
TITLE: **SECRETARY**

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
PUBLIC TRANSPORTATION DIVISION
APPROVED PROJECT BUDGET

PROJECT: 11-CT-034
SPONSOR: LENOIR COUNTY
WBS: 36233.66.12.3

DEPARTMENT 4523 - CAPITAL I

<u>OBJECT</u>	<u>TITLE</u>	<u>APPROVED BUDGET</u>
G511	OFFICE FURNITURE	\$ -
G512	OFFICE EQUIPMENT	\$ 200
G513	AUDIO-VISUAL EQUIPMENT	\$ -
G514	MICRO PORTABLE PROJECTOR / LAPTOP	\$ -
G521	PERSONAL COMPUTER SYSTEM	\$ -
G522	PRINTER	\$ -
G523	COMPUTER SOFTWARE	\$ -
G525	NETWORK SERVER	\$ -
G541	30 TO 40 FT TRANSIT BUS W/ LIFT (REP.) 12-YR	\$ -
G542	30 TO 40 FT TRANSIT BUS W/ LIFT (REP.) 10-YR	\$ -
G543	25 FT LIGHT TRANSIT VEHICLE (REPLACEMENT)	\$ -
G544	22 FT LIGHT TRANSIT VEHICLE (REPLACEMENT)	\$ -
G545	VAN CONVERSION (REPLACEMENT)	\$ -
G546	STANDARD VAN (REPLACEMENT)	\$ -
G547	25 FT LIGHT TRANSIT VEHICLE W/ LIFT (REP.)	\$ 66,500
G548	LIFT EQUIPPED VAN (REPLACEMENT)	\$ 41,150
G549	CENTER AISLE VAN (REPLACEMENT)	\$ -
G551	VEHICLE SPARE PARTS	\$ -
G552	SHOP EQUIPMENT	\$ -
G553	REPEATER STATION	\$ -
G554	RADIO BASE STATION	\$ -
G555	RADIO UNIT (MOBILE OR HAND HELD)	\$ -
G556	TELEPHONE EQUIPMENT	\$ -
G557	FAREBOXES	\$ -
G559	OTHER EQUIPMENT	\$ -
G561	30 TO 40 FT TRANSIT BUS W/ LIFT (EXP.) 12-YR	\$ -
G562	30 TO 40 FT TRANSIT BUS W/ LIFT (EXP.) 10-YR	\$ -
G563	25 FT LIGHT TRANSIT VEHICLE (EXPANSION)	\$ -
G564	22 FT LIGHT TRANSIT VEHICLE (EXPANSION)	\$ -
G565	VAN CONVERSION (EXPANSION)	\$ -
G566	STANDARD VAN (EXPANSION)	\$ -
G567	25 FT LIGHT TRANSIT VEHICLE W/ LIFT (EXP.)	\$ -
G568	LIFT EQUIPPED VAN (EXPANSION)	\$ -
G569	CENTER AISLE VAN (EXPANSION)	\$ -
G571	MINI-VAN (REPLACEMENT)	\$ -
G572	MINI-VAN (EXPANSION)	\$ -

<u>OBJECT</u>	<u>TITLE</u>	<u>APPROVED BUDGET</u>
G573	ALLOWABLE ALTERNATE VEHICLE (REP/EXP)	\$ -
G574	SUPPORT VEHICLE (SPECIFY REP. OR EXP.)	\$ -
G575	20 FT LT TRANSIT VEHICLE (SPECIFY REP OR EXP)	\$ -
G576	22 FT LIGHT TRANSIT VEHICLE W/ LIFT (REP.)	\$ 123,000
G577	OTHER TRANSIT VEHICLE (EXPANSION)	\$ -
G578	20 FT LT TRANSIT VEHICLE W/ LIFT (REP. OR EXP.)	\$ -
G579	22 FT LIGHT TRANSIT VEHICLE W/ LIFT (EXP.)	\$ -
G585	BUS STOP SIGNS	\$ -
G591	VEHICLE LETTERING AND LOGOS	\$ 500
G595	SERVICE VEHICLE (SPECIFY REP. OR EXP.)	\$ -
G596	VEHICLE SECURITY/SURVEILLANCE EQUIPMENT	\$ -
G598	28' LIGHT TRANSIT VEHICLE W/LIFT (REP. OR EXP)	\$ -
G599	OTHER CAPITAL	\$ -
	TOTAL CAPITAL	\$ 231,350

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
PUBLIC TRANSPORTATION DIVISION
PROJECT BUDGET REVISION

PROJECT: 11-CT-034
SPONSOR: LENOIR COUNTY
WBS: 36233.66.12.3

DEPARTMENT 4523 - CAPITAL I

<u>OBJECT</u>	<u>TITLE</u>	<u>APPROVED</u> <u>BUDGET</u>	<u>+ / -</u> <u>CHANGE</u>	<u>PROPOSED</u> <u>BUDGET</u>
G511	OFFICE FURNITURE	\$ -	-	\$ -
G512	OFFICE EQUIPMENT	\$ 200	-	\$ 200
G513	AUDIO-VISUAL EQUIPMENT	\$ -	-	\$ -
G514	MICRO PORTABLE PROJECTOR / LAPTOP	\$ -	-	\$ -
G521	PERSONAL COMPUTER SYSTEM	\$ -	-	\$ -
G522	PRINTER	\$ -	-	\$ -
G523	COMPUTER SOFTWARE	\$ -	-	\$ -
G525	NETWORK SERVER	\$ -	-	\$ -
G541	30 TO 40 FT TRANSIT BUS W/ LIFT (REP.) 12-YR	\$ -	-	\$ -
G542	30 TO 40 FT TRANSIT BUS W/ LIFT (REP.) 10-YR	\$ -	-	\$ -
G543	25 FT LIGHT TRANSIT VEHICLE (REPLACEMENT)	\$ -	-	\$ -
G544	22 FT LIGHT TRANSIT VEHICLE (REPLACEMENT)	\$ -	-	\$ -
G545	VAN CONVERSION (REPLACEMENT)	\$ -	-	\$ -
G546	STANDARD VAN (REPLACEMENT)	\$ -	-	\$ -
G547	25 FT LIGHT TRANSIT VEHICLE W/ LIFT (REP.)	\$ 66,500	(66,500)	\$ -
G548	LIFT EQUIPPED VAN (REPLACEMENT)	\$ 41,150	41,150	\$ 82,300
G549	CENTER AISLE VAN (REPLACEMENT)	\$ -	-	\$ -
G551	VEHICLE SPARE PARTS	\$ -	-	\$ -
G552	SHOP EQUIPMENT	\$ -	-	\$ -
G553	REPEATER STATION	\$ -	-	\$ -
G554	RADIO BASE STATION	\$ -	-	\$ -
G555	RADIO UNIT (MOBILE OR HAND HELD)	\$ -	-	\$ -
G556	TELEPHONE EQUIPMENT	\$ -	-	\$ -
G557	FAREBOXES	\$ -	-	\$ -
G559	OTHER EQUIPMENT	\$ -	-	\$ -
G561	30 TO 40 FT TRANSIT BUS W/ LIFT (EXP.) 12-YR	\$ -	-	\$ -
G562	30 TO 40 FT TRANSIT BUS W/ LIFT (EXP.) 10-YR	\$ -	-	\$ -
G563	25 FT LIGHT TRANSIT VEHICLE (EXPANSION)	\$ -	-	\$ -
G564	22 FT LIGHT TRANSIT VEHICLE (EXPANSION)	\$ -	-	\$ -
G565	VAN CONVERSION (EXPANSION)	\$ -	-	\$ -
G566	STANDARD VAN (EXPANSION)	\$ -	-	\$ -
G567	25 FT LIGHT TRANSIT VEHICLE W/ LIFT (EXP.)	\$ -	-	\$ -
G568	LIFT EQUIPPED VAN (EXPANSION)	\$ -	-	\$ -
G569	CENTER AISLE VAN (EXPANSION)	\$ -	-	\$ -
G571	MINI-VAN (REPLACEMENT)	\$ -	-	\$ -
G572	MINI-VAN (EXPANSION)	\$ -	-	\$ -
G573	ALLOWABLE ALTERNATE VEHICLE (REP/EXP)	\$ -	-	\$ -
G574	SUPPORT VEHICLE (SPECIFY REP. OR EXP.)	\$ -	-	\$ -

<u>OBJECT</u>	<u>TITLE</u>	<u>APPROVED BUDGET</u>	<u>+ / - CHANGE</u>	<u>PROPOSED BUDGET</u>
G575	20 FT LT TRANSIT VEHICLE (SPECIFY REP OR EXP)	\$ -	-	\$ -
G576	22 FT LIGHT TRANSIT VEHICLE W/ LIFT (REP.)	\$ 123,000	-	\$ 123,000
G577	OTHER TRANSIT VEHICLE (EXPANSION)	\$ -	-	\$ -
G578	20 FT LT TRANSIT VEHICLE W/ LIFT (REP. OR EXP.)	\$ -	-	\$ -
G579	22 FT LIGHT TRANSIT VEHICLE W/ LIFT (EXP.)	\$ -	-	\$ -
G585	BUS STOP SIGNS	\$ -	-	\$ -
G591	VEHICLE LETTERING AND LOGOS	\$ 500	-	\$ 500
G595	SERVICE VEHICLE (SPECIFY REP. OR EXP.)	\$ -	-	\$ -
G596	VEHICLE SECURITY/SURVEILLANCE EQUIPMENT	\$ -	-	\$ -
G598	28' LIGHT TRANSIT VEHICLE W/LIFT (REP. OR EXP)	\$ -	-	\$ -
G599	OTHER CAPITAL	\$ -	-	\$ -
	TOTAL CAPITAL	\$ 231,350	(25,350)	\$ 206,000

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** July 16, 2012 **ITEM NO.** 20

RESOLUTION: Approving the Purchase of Two (2) 22' Light Transit Vehicles with FY 10-11 NCDOT CTP Funds: \$123,000.

SUBJECT AREA: Purchases / Bids

ACTION REQUESTED: Approve the purchase of two (2) 22' Light Transit Vehicles (LTV) with NCDOT CTP FY 10-11 funds at a cost of \$123,000.

HISTORY/BACKGROUND: On June 3, 2010, the Board of Transportation approved Lenoir County's request for a 5311 grant. A portion of that grant was to be used to replace two LTV's that had met their useful life. Since the grant was approved, North Carolina counties have been waiting for the NCDOT/PTD forms required to order the new vehicles. The State will reimburse the County at a rate of 90% (110,700) with the remaining 10% (\$12,300) being paid from locally generated funds.

EVALUATION: The procurement manager at NCDOT/PTD has just made available the forms necessary to order LTVs that counties in North Carolina have been waiting for since approval of the FY 2011 CTP 5311 grant. The LCT vehicles to be replaced have each been driven approximately 100,000 miles over their useful life. Their reliability is decreasing, and the cost to maintain them is increasing. Ordering replacement vehicles at the earliest opportunity is critical.

MANAGER'S RECOMMENDATION:
Respectfully Recommend Approval

INITIALS



RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the purchase of two (2) 22'LTV's with FY 10-11 NCDOT CTP funds in the amount of \$123,000 is approved.

AMENDMENTS

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS

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

George W. Graham, Jr., Chairman 07/16/12
Date

ATTEST 07/16/12
Date



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

Item No. 21

FY 2012 - 2013
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

PRIOR YEAR

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
TRANSPORTATION		ADMINISTRATION		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
22-3452-3600	Grant - State Reimbursement	147,735.00	22-4510-5100	Capital Outlay - Equipment	209,896.00
22-3452-5102	DSS Trips	16,415.00			
22-3991-9910	Fund Balance Appropriated	45,746.00			
Total		209,896.00	Total		209,896.00

Reason and Justification for Request:
 Budget Amendment to appropriate funds for the purchase of four new vans. Three of the vans are being purchased with NCDOT funds (\$164,150), of which 90% (\$147,735) of the cost will be reimbursed. The 10% required match (\$16,415) will come from revenues generated by DSS trips. The remaining \$45,746 will come from the Transit Department Fund Balance, where insurance proceeds were received and booked in FY 2011-12.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Jay R. B.</i>	7/12-12	<i>Martha H. Martin</i>	7-11-2012
Budget Officer Approval	Date		
<i>M. J. ...</i>	7/11/12		
Board Approval (When Applicable)	Date	Date of Minutes	

**RESOLUTION ACCEPTING AND ENDORSING THE SOLID WASTE
MANAGEMENT PLAN OF 2012 FOR LENOIR COUNTY**

WHEREAS, it is a priority of this community to protect human health and the environment through safe and effective management of municipal solid waste;

WHEREAS, the reduction of the amount and toxicity of the local waste stream is a goal of this community;

WHEREAS, equitable and efficient delivery of solid waste management services is an essential characteristic of the local solid waste management system;

WHEREAS, it is a goal of the community to maintain and improve its physical appearance and to reduce the adverse effects of illegal disposal and littering;

WHEREAS, Lenoir County recognizes its role in the encouragement of recycling markets by purchasing recycled products;

WHEREAS, involvement and education of the citizenry is critical to the establishment of an effective local solid waste program;

WHEREAS, the State of North Carolina has placed planning responsibility on local government for the management of solid waste;

WHEREAS, NC General Statute 130A-309.09A(b) requires each unit of local government, either individually or in cooperation with other units of local government, to update the Ten Year Comprehensive Solid Waste Management Plan at least every three years;

WHEREAS, the Lenoir County Solid Waste Management Department and Citizens Solid Waste Advisory Council have undertaken and completed a long-range planning effort to evaluate the appropriate technologies and strategies available to manage solid waste effectively;

**NOW, THEREFORE, BE IT RESOLVED BY THE LENOIR COUNTY BOARD
OF COMMISSIONERS:**

That Lenoir County's 2012 Ten-Year Comprehensive Solid Waste Management Plan is accepted and endorsed and placed on file with the Clerk to the Board on this 16th day of July 2012.

ATTEST:

George W. Graham, Jr., Chairman Date

Clerk to the Board

WASTE REDUCTION GOAL SHEET
NC LOCAL GOVERNMENT TEN YEAR SOLID WASTE MANAGEMENT PLAN

Local Government Name: Lenoir County

Previously established waste reduction goal: 0 %

After considering your government's current and projected solid waste activities, resources, population, and economic growth have you reached your previously established goal? Yes No

Establish a new waste reduction goal: 0 %

WASTE REDUCTION CALCULATION

To provide 10 years of solid waste management planning, as per G.S. 130A-309.09A(b), waste reduction goals need to be updated. Use the following chart to determine the tonnage needed to be diverted from landfills in order to reach the new waste reduction goal.

CALCULATION

FY 22-23

1. Baseline year per capita disposal rate <i>(FY 1991-1992 unless alternate approved by Section)</i>	1.17
2. Percent waste reduction goal	0 %
3. Targeted per capita disposal rate <i>(Subtract line 2 from 1.0 and multiply result by line 1)</i>	1.17
4. Estimated population in the new waste reduction goal year <i>(Available at Office of State Budget and Management website: Projected Annual County Population Totals 2010-2019)</i>	60,270
5. Projected tonnage for disposal at baseline disposal rate <i>(Multiply line 1 by line 4)</i>	70,515
6. Targeted annual tonnage for disposal <i>(Multiply line 3 by line 4)</i>	70,515
7. Targeted annual tonnage to reduce <i>(Subtract line 6 from line 5)</i>	0

Population Link: http://www.osbm.state.nc.us/ncosbm/facts_and_figures/socioeconomic_data/population_estimates/demog/cpa2010p.html

WASTE REDUCTION PLAN

Given the targeted annual tonnage amount to be reduced, explain how you plan to reach the goal:

For example: ___ tons by increasing recycling
 ___ tons by source reduction
 ___ tons by utilizing composting
 ___ tons by _____ (specify means)

Assessment and Actions

1.0 SOURCE REDUCTION

Current Program: Limited resources have been directed toward source reduction. Effort has been made to encourage more conscientious purchases; purchase only the amount needed, use the amount purchased.

Intended Actions: The 10-year plan remains the same.

2.0 COLLECTION OF SOLID WASTE

Current Program: The County hauls the waste from all collection drop-off sites to the landfill. The City of Kinston, the Town of LaGrange, and five private firms haul to the landfill or collection sites.

County: the County collects waste from nine-collection drop-off sites located throughout the county. The sites are staffed by county employees. Municipal solid waste is accepted at each site and is placed in an enclosed compactor. Some C&D is also collected. A variety of recyclable waste is hauled to the county landfill from these sites (batteries and bulk metals). Private haulers collect waste from about 10% of the households in the county. In the interest of protecting public health and safeguarding the environment, the county has a solid waste ordinance, and all haulers are required to be permitted.

Kinston: The City of Kinston provides MSW, C&D, Demolition/LCID, and recycling curbside pick-up within its municipality.

LaGrange: LaGrange provides curbside pickup within the municipality.

Pink Hill: Pink Hill collects wastes through Onslow Containers. The municipality provides weekly service.

Lenoir County will continue to use drop-off sites to collect waste and recyclables from rural areas of the county. Waste Industries hauls all the recyclables from the nine-collection drop off sites and the landfill.

Intended Actions: The 10-year plan remains the same.

3.0 RECYCLING AND REUSE

Current Program: Lenoir County has been working since 1989 to maintain a stable recycling program. Each site has a variety of collection bins, including roll-offs and converted dumpsters. Ten materials are collected: newspaper; magazines; aluminum cans; steel cans; clear, brown, and green glass; plastic milk and soda bottles; and corrugated cardboard. Three special wastes (lead-acid batteries, white goods, and used oil) are also collected at these sites. Collection center staff teaches residents proper sorting and material preparation and are available to answer questions. Brochures containing recyclable material listings, phone numbers, and other information are available at each site. All recyclables are taken to the Waste Industries, Inc. Recyclers. Waste Industries Recyclers sorts and markets the materials. Scrap metal is collected at each site and transported to a local vendor for processing. Tires are collected at the landfill and transported to an approved scrap tire disposer.

Kinston: The City of Kinston has a residential curb-side recycling program that collects: newspapers, magazines, and phone books; aluminum and steel cans; plastics #1 and #2; and three different types of glass. Once collected, these items are taken to various facilities that specialize in their processing. Selection of the facilities is market driven. Recyclables represent approximately five (5) percent of the City's residential solid waste stream.

LaGrange: LaGrange has contracted with a private hauler for bi-weekly collection of recyclables. Recyclables collected represent six (6) percent of their solid waste stream.

Pink Hill: Pink Hill no longer provides a drop-off facility.

Intended Actions: The 10-year plan remains the same.

4.0 MULCHING

Current Program: The Cooperative Extension Service, with limited success, has encouraged residential composting. The county landfill does collect debris and has it ground once a year by a contractor. The mulch is used for erosion control at the landfill.

Intended Action: None anticipated at this time. The 10-year plan remains the same.

5.0 INCINERATION WITH ENERGY RECOVERY

Current Program: Currently no program.

Intended Action: None at this time. The 10-year plan remains the same.

6.0 INCINERATION WITHOUT ENERGY RECOVERY

Current Program: Incineration is not part of the county's current program.

Intended Action: None anticipated at this time. The 10-year plan remains the same.

7.0 TRANSFER OF SOLID WASTE OUTSIDE THE GEOGRAPHIC AREA

Current Program: The municipal solid waste collected in the County is hauled to the County's transfer station where it is hauled by a contract hauler to the Sampson County Disposal, Inc. Landfill (Permit No. 8202).

Intended Action: The County has obtained a Permit to Construct the next phase of the MSW landfill. If adjoining property can be obtained for a soil borrow site, the County will determine if it is feasible to construct the next phase. Otherwise, the 10-year plan remains the same.

8.0 DISPOSAL OF SOLID WASTE

Current Program: As long as permits can be obtained, the County intends to continue operating its construction and demolition landfill site.

Revised Intended Action: The County has obtained a Permit to Construct the next phase of the MSW landfill. If adjoining property can be obtained for a soil borrow site, the County will determine if it is feasible to construct the next phase. Otherwise, the 10-year plan remains the same.

9.0 EDUCATION OF COMMUNITY AND SCHOOLS

Current Program: Several educational pamphlets describing the locations of collection centers, recyclable materials accepted, and how to prepare materials for recycling (e.g. wash and remove lids) have been produced and distributed by the county and municipalities.

Lenoir County Landfill does give schools a tour and educates them on recycling at the landfill.

Intended Actions: The 10-year plan remains the same.

10.0 MANAGEMENT OF SPECIAL WASTE

Current Program: The management of special wastes is expected to continue with the municipalities bringing their special waste to the county landfill for processing at no charge.

Intended Actions: No change anticipated. The 10-year plan remains the same.

Tires

Current Program: Tires are collected at the county landfill and processed by Carolina Tire.

Intended Actions: No change anticipated. The 10-year plan remains the same.

White Goods

Current Program: White goods and other materials are collected at the county landfill only. They are placed on a concrete slab. Licensed county personnel extract the refrigerant, on site. The refrigerant is then transported by the county to the nearby recycler.

Intended Actions: The County will continue the above program, with no changes expected. The 10-year plan remains the same.

Lead Acid Batteries

Current Program: Lead acid batteries are collected at the landfill and drop-off sites. All batteries are processed through Rohr Chemicals located in Goldsboro, NC.

Intended Actions: No change anticipated. The 10-year plan remains the same.

Used Motor Oil and Filters

Current Program: Collection of used oil is collected at the county landfill and each drop-off site. Noble Oil Company processes the oil.

Intended Actions: No change anticipated. The 10-year plan remains the same.

Wooden Pallets and Rigid Plastics

Current Program: These items are either disposed in the MSW Landfill or recycled.

Kinston: The City of Kinston will use a variety of methods, including but not limited to - bill inserts and over government access television channel, to educate

residents on the bans and how they will affect the City's service to the residents. If a resident places any of the items at the curb for pickup after the bans go into effect, the City of Kinston will leave the items at the curb and re-inform the resident of the ban and proper disposal methods. If the resident does not remove the item from the curb in a timely manner, the City of Kinston will use the following section of the City Code to take action:

Sec. 12-31. Improperly prepared refuse; notice; abatement.

(a) Refuse not prepared for pickup in accordance with the regulations, policies and procedures described in this article will not be collected by the public works department. In such instances, a notice will be left on the refuse article or on the door of the affected residence stating the reason for non-collection and advising the resident of necessary actions to be taken to qualify for collection.

(b) An owner's or occupant's failure to remove uncollected refuse within forty-eight (48) hours of the time of notice will result in the issuance of a civil summons by the city. If removal of uncollected refuse is not accomplished within twenty-four (24) hours of issuance of the summons, an assessment of ten dollars (\$10.00) per day will be made against the owner, lessee, occupant or agent of the property involved for each day the violation continues to exist. If after seven (7) days the condition has not been remedied or abated, the city shall forthwith cause such condition to be removed, abated or remedied, and all costs and expenses thereof including costs of court and daily assessments shall be the subject of a civil action by the city against the violating party. In those instances where an owner, lessee, occupant or agent of or for any real property has violated the same provision or provisions of this article more than two (2) times and such violations resulted in the posting of a notice of violations as herein provided, the city or its designated officer shall have the authority, without further notice, to assess a civil penalty of fifty dollars (\$50.00) against the offending owner, lessee, occupant of or agent for the property for each subsequent or continuing violation or violations, which civil penalty shall be added to the penalty being sought in any pending civil action against the owner, lessee, occupant or agent for prior or continuing violations of this article. In lieu thereof, the penalty of fifty dollars (\$50.00) may be assessed, together with the expense of removing, abating or remedying the violative condition, as a lien against the subject real property, added to the city tax roll and collected as and in the manner provided for unpaid ad valorem taxes.

(c) If the assessment and expense of removing, abating or remedying the condition described in this section is not paid within thirty (30) days of the demand or entry of judgment, the costs and expenses, including inspection and administrative costs, of the removal, abatement or remedy of any nuisance under the provisions of this article shall become a lien upon the affected property. The amount of such lien shall be added to the tax roll and collected as unpaid taxes.

(d) The director of public works shall investigate any condition requiring interpretation of the provisions of this chapter and his decision shall be final.

(Code 1961, § 12-26; Ord. No. 09-86, § 1, 2-3-86; Ord. No. 57-87, § 1, 10-5-87; Ord. No. 80-93, § 6, 12-20-93)

Cross references: Duty to keep sidewalk area clean, etc., § 20-3."

Intended Actions: Once items are banned, they will not be accepted for disposal. Recyclable material will continue to be recycled and disposal of other items or material will be further studied to determine the most economical form of final disposal. The 10-year Plan remains the same.

Household Hazardous Waste

Current Program: The county and municipalities have no household hazardous waste (HHW) program at this time.

Intended Actions: Schedule HHW pickup days periodically. The 10-year plan remains the same.

Collection of Discarded Computer Equipment and Televisions

Current Program: The discarded computer equipment and televisions are banned from disposal in the landfill. The discarded computer equipment and televisions are collected at two (2) convenience sites and the landfill. They are dropped off and loaded into containers provided by American Greenz. When the containers are full, American Greenz picks up the containers for final disposal.

Intended Actions: No change. The 10-Year Plan remains the same.

Management of Abandoned Manufactured Homes

Current Program: The County currently accepts deconstructed manufactured mobile homes in the Lenoir County Landfill

Intended Actions: The County is not going to participate in the management of abandoned manufactured homes as outlined in House Bill 1134 at this time; however, the County may consider it at a later date. The County will continue to accept deconstructed manufactured homes in the County Landfill.

11.0 PREVENTION OF ILLEGAL DISPOSAL AND MANAGEMENT OF LITTER

Illegal Disposal

Current Program: The County deals with both illegal disposal and littering through a countywide ordinance. In doing this, the County gives the person who is littering 24 hours to remove it or pay a fine. Normally there are no problems, and the litter is removed.

The ordinance for Lenoir County is as follows:

ENFORCEMENT, PENALTIES AND REMEDIES

- A. Employees of the solid waste department are hereby empowered to issue warning citations upon the observance of a violation of this ordinance. It is the intent of this ordinance that each person be responsible for the proper management of his/her own waste and is responsible for all acts involving vehicles and equipment owned by him/her. The owner of a vehicle shall be responsible for dumping, littering, and other violations in which his vehicle is used. The addressee of first class mail shall be responsible for the proper management of the paper associated with that mail when it becomes waste. The Solid Waste Department is further empowered to allow persons to perform cleanup in a quantity and at a time satisfactory to the department in lieu of prosecution and/or civil penalties for his/her violations. If violators of this ordinance refuse to take corrective action within the time specified in the warning, evidence will be given to the county sheriff's department so a citation can be issued.
- B. The following steps will be taken to insure that violators of this ordinance are given time to complete clean up or take corrective action:
1. Littering - A verbal request will be made to the violator: If clean up has not been completed within 24 hours, a written warning will be issued. If clean up has not been accomplished within 36 hours after receipt of warning, the violator will be issued a citation.
 2. Scavenging, illegal dumping at county facilities, failure to secure or cover loads while being transported to disposal facilities, and other violations of this ordinance: Violators will receive a verbal request to stop or take corrective action to rectify the violation. If action is not taken a warning will be offered, followed by a citation if offender refuses to respond. (There are no time constraints.)
 3. Blatant violators of this ordinance will be issued a citation without any warnings.
- C. Minimum civil penalties for violation of this ordinance shall be the following:
1. Scavenging:

First Offense	\$25.00
Second Offense	\$50.00
Subsequent Offenses	\$100.00
 2. Illegal dumping including dumping prohibited materials or quantities of materials in the solid waste receptacles or landfill, dumping in unapproved areas, placing recyclables in inappropriate containers or garbage in recycling containers:

First Offense	\$100.00
Second Offense	\$200.00
Subsequent Offenses	\$400.00

- D. Failure to properly secure solid waste while being transported to county waste facilities or to separate items contained in Section IV Paragraph C to facilitate recycling:

First Offense	\$100.00
Second Offense	\$200.00
Subsequent Offenses	\$400.00

- E. Violation of any other provision of this ordinance or the N.C. Division of Solid and Hazardous Waste Management rules:

First Offense	\$100.00
Second Offense	\$200.00
Subsequent Offenses	\$400.00

- F. Littering:

First Offense	\$100.00
Second Offense	\$200.00
Subsequent Offense	\$400.00

- G. Notwithstanding the penalties described above, the county may seek restitution for damages or extra expense caused by the violation of this ordinance in any court having jurisdiction.

- H. In addition to or in lieu of the civil penalties described herein, violations of this ordinance may be prosecuted as misdemeanors in accordance with the general statutes of North Carolina. In the case of criminal violations, each day a violation occurs or continues to occur shall be a separate offense.

Intended Actions: No change. The 10-year plan remains the same.

Litter Management and Promiscuous Dumping

Current Program: No change. The 10-year plan remains the same.

Intended Actions: No change. The 10-year plan remains the same.

12.0 PURCHASE OF RECYCLED MATERIALS AND PRODUCTS

Current Program: A letter from the county commissioners dated April 1994 provides guidance for governmental agencies of Lenoir County concerning recycling, reduction of solid waste, and purchase of products with recycle content.

Intended Actions: No change. The 10-year plan remains the same.

Emergency/Disaster Debris Management and Animal Mortality

Current Program: Lenoir County has had to use their construction and demolition landfill to dispose of the flood damaged waste that resulted from hurricanes. The County will continue to do so until there is no permitted space or until the construction and demolition on top of old landfills can no longer be permitted. Once the existing construction and demolition landfill is no longer usable, the County will have to permit another site for this waste or dispose of it in the MSW landfill. The vegetative waste can be stockpiled on County property at the landfill and ground into mulch to be used for various purposes or disposed in the Construction and Demolition landfill.

Lenoir County's Emergency Operations Plan states the following:

Concept of Operations

- A. The Solid Waste Department will be responsible for coordinating debris management operations for Lenoir County. The Public Works Department will be responsible for coordinating debris management operations in the municipalities.
- B. The Solid Waste Department/Public Works will be responsible for removing debris from property under its own authority, when it is deemed appropriate by the Solid Waste/Public Work Directors.
- C. Solid Waste/Public Works will relocate equipment in strategic locations locally, as well as regionally, if necessary, to protect the equipment from damage. There are nine additional Solid Waste sites in the County. Lenoir County is presently looking for an alternate staging area from among these locations (with phone prefix):

Site #1	Dobbs Farm Rd.; 523	Site #6	Wallace Rd.; 527
Site #2	Fairground Rd.; 527	Site #7	Nobles Mill; 568
Site #3	Loftins Crossroads; 523	Site #8	Strabane; 569
Site #4	Deep Run; 568	Site #9	Hugo Crossroads; 524
Site #5	Hodges Farm Road; 566	Site #10	Landfill; 566

- D. The development of public information documents to inform the citizens what actions are appropriate in disaster situations, and the timely delivery of this

information by the public information section will assist in the debris management operation.

- E. The Solid Waste Director, Public Works Directors, and the City and County Managers (or designee) will jointly develop and maintain Standard Operating Procedures for the coordinated collection, removal, recycling, reuse, reduction, incineration, or disposal in landfill of large disaster debris. A review of the Disaster Debris Management Standard Operating Procedures should be conducted every year prior to severe weather season.
- F. The City and County Finance Officers will develop contracts with licensed and reputable contractors to provide services related to any of the various phases of disaster management, prior to a disaster, to ensure maximum potential financial reimbursement by contracting while freeing local public resources for normal operations.

Organization

- The Solid Waste Director and Public Works Directors are responsible for the disaster debris management function. Debris Management will function within the Incident Command System. The Public Works and Solid Waste Departments will work in conjunction with designated support agencies, utility companies, waste management firms, and trucking/hauling companies, to facilitate the debris clearance, collection, reduction, and disposal needs of the City and County following a disaster. Because of the limited quantity of resources and services commitments following the disaster, the City and County will be relying heavily on private licensed and reputable contractors to collect, remove, and manage disaster debris for reuse, resource recovery, reduction, and disposal. Using these private qualified contractors instead of government workers in debris management activities has a number of benefits. It shifts the burden of conducting the work from state and local government entities to the private sector, freeing up government personnel to devote more time to their regularly assigned duties. Private contracting also stimulates local, regional and state economies impacted by the disaster, as well as maximizes state and local governments' level of financial assistance from the federal government. Private contracting allows the state and its political subdivisions to more closely tailor their contract services to their needs. The entire process (i.e. clearance, collection, transporting, reduction, disposal, etc.) or segments of the process can be contracted.

Lenoir County will designate a Debris Coordinator for Solid Waste to function as the overall coordinator of the County and the municipalities will designate a Public Works Director for their disaster debris activities and provide emergency county coordination with all political subdivisions in accordance with General Statutes 166-A, the N.C. Emergency Management Act of 1977. In turn, each

municipal/town jurisdiction will designate a Debris Manager, who will work in concert with the Lenoir County Debris Coordinator Supported by:

- Emergency Operations Center (EOC)/Emergency Services
- Public Works Department
- Solid Waste Management
- Contracting Officer
- City/County Transportation Department
- Public Information Office
- HazMat/Fire Services
- Law Enforcement Agencies
- Emergency Medical Services
- Environmental Services
- Health and Human Services
- Local Utilities
- City/County Legal Departments
- Planning and Zoning/Code Enforcement/Engineering
- Logistics
- Administration
- Finance/Purchasing and Contracting
- Additional resources as needed:
- State/Federal Environmental and Regulatory Agencies (FEMA, DOT, FHA, DENR, EPA, Forestry)
- National Guard
- U.S. Army Corps of Engineers
- Tax Office
- Private sector licensed and reputable Contractors, Engineers, etc.

Handling of Dead Animals from a Natural Disaster and/or Disease

The landfill shall not accept any dead animals without knowing the cause of death. Those killed by natural disaster could be accepted at the landfill but those that die because of any type of disease cannot be accepted. It is strongly recommended by the United States and North Carolina Department of Agriculture that all dead animals that result from either a disaster and/or disease be disposed on the site where they are being raised. It is better not to transport for public health safety and the safety of landfill operations. The producers are required by law to report any diseases to NCSDA&CS, Animal Health Programs at (919) 733-7601, also Veterinary Public Health Office at (919) 707-5900. The West Nile Virus is also to be reported to the Public Health Pest Management Section at (877) 790-1747.

The following is a brief summary of poultry mortality disposal methods in North Carolina. All disposals must occur within 24 hours. (This is a copy of the NC Department of Agriculture and Consumer Services requirements from their website.)

1. Burial: Not closer than 300 feet to a flowing stream or public body of water. Should be at least three (3) feet above water table and covered with three (3) feet of soil. Can be used anywhere soil conditions allow, primarily for emergency situations. Not recommended for disposal of normal daily mortality.
2. Incineration: Any commercial unit that will completely incinerate the birds. Should be sure they meet local and state air quality requirements. Good procedure anywhere in the state.
3. Rendering: Must be done by a licensed renderer or collector. Care must be taken not to spread disease from farm to farm. Freezing mortality prior to rendering is allowed.
4. Disposal Pit: The bottom of the pit should be at least three (3) feet above the water table. Not a satisfactory procedure in most of Eastern North Carolina and other locations with a high water table.
5. Composter: Requires a permit from the North Carolina Department of Agriculture and Consumer Services. Good procedure in any part of the state.
6. Digestion: Requires a permit from the North Carolina Department of Agriculture and Consumer Services. Permits are limited to one (1) year but can be extended. Generally less satisfactory than other methods of disposal. Can be used anywhere in the state.

Other disposal methods require a special permit from the State Veterinarian's office.

Contact Person:

Tom Miller, Solid Waste Director

Phone Number (252) 566-4194

Intended Actions: No change. The 10-Year Plan remains the same.

Waste Characterization

According to the County Waste Disposal Report generated by the NC Solid Waste Section for fiscal year 2010-2011, Lenoir County had 36,205 tons of MSW landfilled in the East Carolina Landfill and 34,507 tons in the WI-Sampson County Landfill. The total MSW reported disposed in regional landfills was 70,712 tons. There were 14,081 tons of C&D waste reported being disposed in the County's C&D Landfill.

The waste was transferred to the regional landfills through four different transfer stations. They are the County's transfer station (Permit No. 5405T), Onslow Container transfer station (Permit No. 5408T), EJE Recycling transfer station (Permit No. 7406T) and Waste Industries Black Creek Road transfer station (Permit No. 9808T). A total of 45,124 tons was reported being transferred from these four stations.

The waste disposed in both the MSW and C&D Landfill has decreased since fiscal year 2007-2008 when the collapse of the housing and financial markets occurred. In fiscal year 2007-2008 there were 50,728 tons disposed in the MSW land fill and 12,720 tons in the C&D. The per capita disposal rate for that year was 1.29 tons per person. In fiscal year 2010-2011, the last full reporting year, there were 45,124 tons transferred to the regional MSW's and 14,081 tons landfilled in the C&D landfill. The per capita disposal rate was 1.04 tons per person. The overall decrease in waste from fiscal year 2007-2008 to fiscal year 2010-2011 is 7%, and the reduction in the per capita waste is 19%.

In fiscal year 2010-2011, the City of Kinston disposed 16,954 tons and the Town of LaGrange disposed 1,084 tons. Waste Industries disposed 7,987 tons, Onslow Container Services disposed 1,452 tons, and IVV disposed 496 tons.

The County's reported recycling for FY 2010-2011 is a total of 789 tons which is comprised of 174 tons of paper and the remaining 615 tons is comingled.

Waste Handling Characterization

According to the County Waste Disposal Report generated by the NC Solid Waste Section for fiscal year 2010-2011, Lenoir County had 36,205 tons of MSW landfilled in the East Carolina Landfill, Permit Number 0803 and 34,507 tons in the WI-Sampson County Landfill, Permit Number 8202. The total MSW reported disposed in regional landfills was 70,712 tons. There were 14,081 tons of C&D waste reported being disposed in the County's C&D Landfill, Permit Number 5403.

The waste was transferred to the regional landfills through four different transfer stations. They are the County's transfer station (Permit No. 5405T), Onslow Container transfer station (Permit No. 5408T), EJE Recycling transfer station (Permit No. 7406T) and Waste Industries Black Creek Road transfer station (Permit No. 9808T). A total of 45,124 tons was reported being transferred from these four stations.

Land clearing and inert debris were disposed in the land clearing and inert debris landfill; however, it has been closed and this waste is disposed in the County's construction/demolition landfill.

The waste is hauled to the construction/ demolition landfill and transfer station from each of the municipalities, private citizens and commercial entities doing business in the County. The County maintains several convenience sites around the County for use by citizens that are not in the municipalities. The County is responsible for collecting the waste from each site and transporting it to the County's transfer station.

White goods and other materials are collected at the county landfill only. These items are placed on a concrete slab. Licensed county personnel extract the refrigerant, on site. The refrigerant is then transported by the county to the nearby recycler.

Tires are collected at the county landfill and processed by Carolina Tire.

The discarded computer equipment and televisions are banned from disposal in the landfill. The discarded computer equipment and televisions are collected at two (2) convenience sites and the landfill. They are dropped off and loaded into containers provided by American Greenz. When the containers are full, American Greenz picks up the containers for final disposal.

Waste Reduction

For the base line year, FY 91-92, the per capita waste was 1.17 tons per person. In fiscal year 2010-2011, the last full reporting year, there were 61,908 tons disposed in the regional MSW landfill and the County's C&D landfill so the per capita disposal rate was 1.04 tons per person. This is a reduction of 11% from the base line year which is better than the goal that was established of 0%.

The 0% reduction goal means that the County will maintain the per capita waste that was established in FY 91-92. The recent economic down-turn has had more effect on the reduction than actual waste reduction efforts.

The County's reported recycling for FY 2010-2011 is a total of 789 tons which is comprised of 174 tons of paper and the remaining 615 tons is comingled. This is an actual reduction of the waste stream of 1.3%.

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 7/16/12 **ITEM NO.** 23

RESOLUTION: Approving Proceeding with the Re-roofing of the Kinston-Lenoir County Public Library: Greenville Contractors: \$145,995.00.

SUBJECT AREA: Purchases / Bids

ACTION REQUESTED: The Board is requested to approve proceeding with the re-roofing of the Kinston-Lenoir County Public Library, located at 501 N. Queen Street, Kinston, NC, by Greenville Contractors at a cost of \$145,995.00.

HISTORY/BACKGROUND: Due to an aging and deteriorating roof of approximately 21,500 S.F. on the Kinston-Lenoir County Public Library, located at 501 N. Queen Street, roof replacement is strongly recommended to avoid further and future water damage to the interior of the building. The Library has experienced numerous problems with the existing roof since its installation in 1996 and has spent a substantial amount of their own funds in an effort to patch and repair leaks. The Kinston-Lenoir County Public Library Building is jointly owned by the City of Kinston and Lenoir County. The City of Kinston Administration and County Administration have agreed to split evenly the cost of engineering, design and project management services for this project. Roof replacement encompasses not only the proper removal of the old roofing materials and the installation of a new roofing system, but also engineering, administration, and project management, including on-site inspections. RTD Associates of Monroe, NC, was chosen to perform these services. **The existing asphalt shingle roof will be replaced with a metal roofing system, as per the specifications prepared by RTD Associates.** On June 21, 2012 sealed bids were opened and Greenville Contractors provided the lowest cost for the roof replacement.

EVALUATION: The aging and deteriorating asphalt shingle roof on the Kinston-Lenoir County Library needs to be replaced. RTD Associates, an engineering firm headquartered in Monroe, NC that specializes in roofing technology and moisture intrusion, prepared specifications to replace the roof with a metal roofing system. The project is composed of 22 phases including planning and staffing, scheduling, roof system evaluation, engineering and design, bid document development, contractor pre-qualification, administration of the bidding process, contract administration, pre-construction conferences, on-site inspections, pay request reviews and approvals, punch-list development, final inspection, and preparation of project close-out documents including warranties and certificates of compliance. Greenville Contractors has provided the lowest cost to perform the roof replacement. The City of Kinston, Lenoir County, and the Library Board have agreed to split evenly the cost of this project. Lenoir County's portion of the cost of this project is \$48,665. The following is a breakdown of the bids received on June 21, 2012:

Triangle Roofing	\$355,989
Team Roofing	\$175,995
Curtis Construction	\$155,081
Greenville Contractors	\$145,995

INTRODUCED BY: Michael W. Jarman, County Manager DATE: 07/16/12 ITEM: 24

RESOLUTION: Approve Acceptance of E-911 Consolidation Grant and Authorize the Emergency Services Director to Proceed with Consolidation of the E-911 Communication Centers in Jones and Lenoir Counties and Upgrade the Radio System for the consolidation project.

SUBJECT AREA: Administrative

ACTION REQUESTED: The Board is requested approve the acceptance of a grant from the NC 911 Board, in the amount of \$7.4 million, to be used for the consolidation of the E-911 Communication Centers in Jones and Lenoir Counties and authorize the Emergency Services Director to proceed with the consolidation and the necessary upgrades of the radio system for the consolidation project.

HISTORY/BACKGROUND: Over the past year, officials from Jones and Lenoir have discussed the feasibility of merging the Jones County E-911 center with the Lenoir County E-911 center. The merger would also involve an upgrade of both counties' radio systems, renovations of the primary PSAP center in Lenoir County, and construction of a redundant center in Jones County. Both counties agreed that any consolidation efforts were contingent upon the availability of grant funding from the State E-911 Fund and other grant sources. Due to the competitive nature of the grant awards, officials from both counties determined that a consultant with expertise in PSAP consolidations should be retained. The L.R. Kimball Company was selected as the firm most qualified to complete in a timely manner the consulting duties required to move this project forward. On June 15, 2012, the NC 911 Board awarded a \$7.4 million consolidation grant to Jones and Lenoir County. The award amount was substantially less than the \$12.5 million grant request. As a result, both counties, with the help of the L.R. Kimball Company and officials with Motorola and Gately Communications are in the process of streamlining and reconfiguring the project. Funding from other grant sources is being investigated by L.R. Kimball and county staff. The NC 911 Board was notified on June 27, 2012, that additional time was needed to gather revised information in order to develop a "phased-design" approach to the project, which would phase-in over a period of time, all of the necessary components to complete the project in a timely manner as the additional funds are procured.

EVALUATION: Jones and Lenoir Counties wish to consolidate the operations of their E-911 Communication Centers. L.R. Kimball Company was selected to provide consulting services, grant writing expertise, and technical advice for the project. On June 15, 2012, the NC 911 Board awarded the counties a \$7.4 million consolidation grant, which was considerably less than the \$12.5 million grant request. To move forward with the consolidation project, both counties have agreed that grant funding must be available to pay for the entire project. L.R. Kimball, Motorola, and Gately Communications are working with county staff to redesign and streamline the project. A "phased-design" approach is being developed, which would phase-in over a period of time, all of the necessary components to complete the project, as the additional funds needed are procured.

MANAGER'S RECOMMENDATION:
Respectfully recommend approval.



RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners, that the acceptance of a \$7.4 million consolidation grant from the NC 911 Board is approved and be it further resolved, that the Emergency Services Director is authorized to proceed with the consolidation of the E-911 Communication Centers in Jones and Lenoir Counties and the necessary upgrades of the radio system for the consolidation project.

AMENDMENTS:

MOVED _____ **SECONDED** _____

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

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

George W. Graham, Jr., Chairman _____
Date

ATTEST

DATE

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 07/16/12 **ITEM NO.:** 25

RESOLUTION: Approving Citizens to Boards, Commissions, Etc.

SUBJECT AREA: Boards and Commissions

ACTION REQUESTED:

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

HISTORY / BACKGROUND:

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

EVALUATION:

The following Boards currently have existing vacancies/expiring terms.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Kinston-Lenoir County Tourism Development Authority	Stephen Hill	June 2016

CURRENT VACANCIES:

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

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

CJPP – Three (3) Vacancies

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

MANAGER'S RECOMMENDATION:

mwj
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>
Kinston-Lenoir County Tourism Development Authority	Stephen Hill	June 2016

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham, Jr., Chairman

7/16/12
Date

ATTEST
7/16/12
Date



July 5, 2012

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

Dear Mike,

The Kinston-Lenoir County Tourism Development Authority Board of Directors has a vacancy due to the unfortunate death of board member Guy Smith. His dedication to the Tourism Development Authority and our community will surely be missed. This vacancy must be filled with an individual who has demonstrated an interest in tourist development according to a legislative mandate.

The Tourism Development Authority Board Recommendation Committee respectfully suggests that the Board of Commissioners appoint Stephen Hill, owner of Mother Earth Brewing. Mr. Hill has certainly demonstrated his commitment to our community and understands the benefit of developing tourism. He has assisted with initiative and sound business strategies to develop tourism in Kinston and in Lenoir County. He currently sits on the North Carolina Arts Council Board of Directors and Executive Committee. He also serves on the North Carolina Film Council.

Mr. Hill has expressed excitement and a willingness to serve on the Kinston-Lenoir County Tourism Development Authority. He will be filling a position that its term actually expired June of 2012.

Please contact me if you need any additional information.

Sincerely

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