

MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS
July 16, 2012

The Lenoir County Board of Commissioners met in open session at 4:00 p.m. on Monday, July 16, 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, Clevette Roberts, Interim Clerk to the Board, and members of the general public and news media.

Chairman Graham called the meeting to order at approximately 4:03 p.m. Ms. Brown offered the invocation and Mr. Graham led the audience in the pledge of allegiance.

PUBLIC INFORMATION

None Scheduled

ITEMS FROM THE CHAIRMAN/COMMISSIONERS

Chairman Graham addressed the quarter cent sales tax referendum with the Board and the viewing public. Mr. Graham stated the Board was in the process of assembling a Blue Ribbon Ad Hoc Committee to decide how to handle the sales tax increase. Mr. Graham stated after consulting with several people throughout the County another approach has been reached on how to handle the sales tax referendum. Mr. Graham changed his request from having a committee to gain support of the sales tax referendum to having the Board act as a committee of one or a committee of two, to inform the citizens about the sales tax referendum. Mr. Graham stated the entire Board has to be on board with presenting this referendum to the public. If the Board is not in agreement with the referendum then there is no need to place the referendum on the ballot for a vote in November. Mr. Graham recommended the Board return to the August 6th meeting prepared to vote on moving forward. Mr. Graham stated educational fact sheets will be provided to inform the public on the need for the sales tax referendum and how it will benefit all Lenoir County citizens. Mr. Graham suggested each Board member work in their districts to educate the general public.

Mr. Graham stated the Board cannot continue to spend or balance the budget on County savings. Mr. Jarman stated the Board is welcome to visit with County Administration to discuss the quarter cent sales tax as well as the budget and fact sheets to educate the general public. Mr.

Jarman stated in the past money was given to the citizens, by reducing the tax rate due to the recession, therefore the County was not able to save any additional monies for the school bond. Mr. Jarman stated the Board may be best suited to decide whether or not to put the sales tax referendum on the ballot. Mr. Pharo stated his constituents who own property, suggested a property tax decrease if we have a sales tax increase. Ms. Brown stated the Board has given back money to property owners in the past which resulted in a higher tax rate being implemented the next fiscal year. Ms. Sutton agreed with Mr. Graham regarding the voting process which allows the citizens the opportunity to vote as well as receive the facts about the sales tax referendum. Ms. Sutton also stated there should be an informational sales tax referendum form available in each district. Mr. Daughety stated it is our job to present the sales tax issue to the people and properly inform them however, the Board has to listen to the citizens' suggestions of allocating the future funds. Mr. Daughety suggested the County assemble an 8-10 topic fact sheet to inform the public. Mr. Rouse agreed with Mr. Pharo's statement in regards to property owners on whether the property taxes will increase once the sales tax increases.

Mr. Jarman stated in 2007 the Local Government Commission indicated the 5 cents property tax increase would cover \$50 million worth of bonds; a \$69.7 million bond referendum was passed. An additional 4.5 cents was needed to cover the bond obligation. A decision was made by the County to go from an 84 to an 80 cent property tax rate, which allowed the County to give back 4.0 cents to the citizens. Mr. Jarman stated the 5 year financial forecast projects using \$5.1 million worth of Fund Balance (savings) in the next fiscal year. Mr. Jarman stated to prevent using that amount of savings requires more money than \$1.2 million that would come from the quarter cent sales tax. Mr. Jarman stated if the referendum is passed in November, the County would receive revenue from the sales tax for only one quarter of this fiscal year. Mr. Davis stated without the quarter cent sales tax, the projection would be for property tax to increase over the next two or three years. Mr. Graham stated during the next meeting the Board would discuss the sales tax option further. Mr. Jarman stated the County has to meet the August 13, 2012 deadline to get it placed on the ballot. Mr. Jarman stated County funds cannot be used in any way to advocate for the quarter cent sales tax it can only be used to educate the public.

Mr. Graham recognized Chris Raynor with the USDA. Mr. Raynor stated the USDA appreciates the opportunity to work with Lenoir County. They are currently in the process of working to eliminate the amount of pigeons in the City and the beavers in Lenoir County. At the present time Chris Raynor covers Lenoir, Greene and Jones Counties.

Mr. Rouse stated due to the current increase in gas prices, he would like to see the County allow citizens to ride golf-carts on the street. Mr. Rouse suggested the County send a letter to the State Legislature requesting approval of golf-carts being driven on the street, with stipulations such as; the citizen has to be 16 years old or above with insurance, utilizing a guideline similar to Myrtle Beach or Emerald Isle's stipulations for golf-carts driven in the streets. Mr. Rouse stated it would be a relief to alleviate some of the burden caused by higher gas prices. The stipulations would also include golf-carts could not be driven on the highways, or roads exceeding 45mph or more. Mr. Graham suggested a committee could be formed to look at this issue. Mr. Jarman suggested that a representative from the Sheriff's office or the highway patrol be on the committee.

ITEMS FROM THE COUNTY MANAGER

Item No. 2 was Items from the County Manager. Mr. Jarman introduced the new Clerk to the Board, Clevette Roberts. Mr. Jarman informed the Board of Designation of Voting Delegates: NCACC Annual Conference. Mr. Jarman stated on June 21, 2012, a letter was received from Kinston-Lenoir County Public Library requesting additional funding, due to the reduction of funding from Jones County. Mr. Jarman gave an update on the construction of the new jail, stating the expected completion will be September 2012; however, the confirmation of dates are determined by the Department of Correction after the initial jail inspection and testing is completed. Mr. Jarman stated this past fiscal year the cost of housing inmates in other counties was over \$400,000. This does not include personnel or transportation cost. Mr. Graham inquired about the jail's dietary services and whether there would be a chaplain to provide religious services. Mr. Jarman replied dietary services are in place and a chaplain is currently provided to all inmates through the Sheriff's Office.

CONSENT AGENDA: 10Min.

ACTION

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

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

BUDGET ORDINANCES/RESOLUTIONS

Item No. 4 was a Budget Ordinance Amendment: General Fund: Board of Elections: \$6,661 Increase. Ms. Martha Martin, Finance Officer addressed the Board. Ms. Martin stated amendment appropriates funds from the 2012 HAVA Grant received on June 29, 2012. The Board of Elections received a check in the amount of \$6,660.15 and the reimbursement of funds was paid for the layout and coding of the ballots for the May 2012 Primary. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No.4 was unanimously approved.

Item No 5 was a Budget Ordinance Amendment: Automation Preservation Fund: Finance/Register of Deeds: \$110,000: Increase. Ms. Martin stated the amendment appropriate the Fund Balance from the Automation Preservation Fund Balance to cover the cost of scanning all back files dated January 1, 1976 through October 17, 2005 and redacting of Social Security numbers from all real estate images that will appear on the internet from January 1, 1976 through May 12, 2012. Upon a motion by Mr. Daughety and a second by Mr. Davis, Item No. 5 was unanimously approved.

Item No. 6 was a Budget Ordinance Amendment: General Fund: Finance/Process: \$13,478: Increase. Ms. Martin stated the amendment appropriates funds received from State of NC Dept. of Crime Control & Public Safety on June 18, 2012 in the amount of \$13,748.00. The funds will be used to offset the cost of training, purchase EOC supplies and upgrades to technology. Upon a motion by Mr. Daughety and a second by Ms. Brown, Item No. 6 was unanimously approved.

Item No. 7 was a Budget Ordinance Amendment: General Fund: Finance/Hurricane Irene Insurance Reimbursement: \$30,100: Increase. Ms. Martin stated the amendment appropriates additional funding to repay the City of Kinston for repairs made to the Pink Hill gym and the ball-field lights at Southwood, Banks, Moss Hill and LaGrange due to damages caused by Hurricane Irene. These expenditures are ineligible for reimbursement from FEMA or our insurance carrier. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 7 was unanimously approved.

Item No. 8 was a Resolution Approving/Authorizing Execution of FY 12-13 Insurance Policies with WA Moore Company, Inc., and Discovery Insurance Co.: \$515,738. Mr. Tommy Hollowell, Assistant County Manager introduced Mr. Marty Beam of WA Moore to discuss County Insurance costs. Mr. Hollowell stated the current fiscal year will be the eleventh in which the County contracted all of the 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 County Administration recommends continuing with the local companies. Mr. Hollowell stated 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. Mr. Beam stated J. T. Sutton Insurance Agency merged with WA Moore Company, Inc. on May 1, 2007; therefore, coverage previously provided by J. T. 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. Mr. Beam stated there are three major insurance components which are auto, property and crime claims. Mr. Daughety inquired if the auto, property, crime, general and professional liability are all linked into one rate. Mr. Daughety stated there has been about a \$95,000 increase from last year, and inquired if the rates were higher due to the increase of property insurance. Mr. Beam stated the auto insurance rate increase is due to an increase in the number of units and our claim history; however the rest of the increase has been in property insurance. Mr. Beam stated that they are reviewing property insurance rates to decide which rates would accommodate the needs of the County. Upon a motion by Mr. Rouse and a second by Ms. Sutton, Item No. 8 was unanimously approved.

Item No. 9 was a Resolution Authorizing Acceptance of Child Passenger Safety Program Funds in the Amount of \$1,000. Ms. Martin stated 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 the check site and special check station event notices. 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. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 9 was unanimously approved.

Item No. 10 was a Resolution Authorizing "Emergency" Purchase of a Hoshizaki Ice Machine for the Cooperative Extension Building: \$3,565. Ms. Martin stated 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. Mr. Rouse stated some bidders may be interested in buying the ice machine. Mr. Jarman stated he will follow-up with Tammy Kelly to make sure the County is capitalizing on any value of the old machine. Upon a motion by Mr. Daughety and a second by Ms. Brown, Item No. 10 was unanimously approved..

Item No. 11 was a Resolution Authorizing FY 12-13 Service Contracts and Purchase Orders for Department of Social Services: \$53,192.80. Ms. Susan Moore, Director of Social Services requested authorization for copier lease and fees with Daughety's Office Supplies in the amount of \$45,168.18, Anza Mailing System in the amount of \$2,800, and M & T Bank in the amount of \$5,224 for a total authorization purchase of \$53,192.80. Mr. Rouse inquired about Daughety's contract with the County, if the contract with Daughety's Office Supplies could be consolidated. Mr. Jarman stated in 45 months the contract will expire, the contract will be revised and the consolidation will take place at that time. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 11 was unanimously approved.

Item No. 12 was a Resolution of Endorsement of the FY 2012-2013 Lenoir County Home and Community Care Block Grant Funding Plan. Ms. Moore stated 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. Upon a motion by Ms. Brown and a second by Mr. Daughety, Item No. 12 was unanimously approved.

Item No.13A was a Resolution Approving the Lenoir County Health Department to Increase the 2012-2013 Budget with State Mosquito Control Funds: \$2,795. Mr. Joey Huff, Health Director, stated 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. Upon a motion by Ms. Brown and a second by Mr. Daughety, Item No. 13A was unanimously approved.

Item No. 13B was a Budget Ordinance Amendment: General Fund: Health (Environmental Health Program/Mosquito Control) Budget Increase: \$2,795. Upon a motion by Ms. Brown and a second by Mr. Daughety, Item No. 13B was unanimously approved.

Item No. 14A was 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. Mr. Huff stated the funds may be used only for costs associated with the implementation, expansion and maintenance of breastfeeding peer counselor programs. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 14A was unanimously approved.

Item No. 14B was a Budget Ordinance Amendment: General Fund: Health (WIC Program State) Increase: \$15,045. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 14B was unanimously approved.

Item No. 15 was a Budget Ordinance Amendment: General Fund: Health (WIC Program State) Increase: \$15,480. Mr. Huff stated WIC Budget funding had been restored. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 15 was unanimously approved.

Item No. 16 was a Budget Ordinance Amendment: General Fund: Health: (Care Coordination for Children): Increase: \$17,388. Mr. Huff stated the State budget had increased the monies distributed to areas of need for Child Coordination for Children. Upon a motion by Ms. Brown and a second by Mr. Daughety, Item No. 16 was unanimously approved.

Item No. 17 was a Budget Ordinance Amendment: General Fund: Health: (Pregnancy Care Management (PCM)): Increase: \$30,295. Mr. Huff stated the State budget had increased the monies distributed to areas of need for Pregnancy Care Management. Upon a motion by Mr. Davis and a second by Ms. Brown, Item No. 17 was unanimously approved.

Item No. 18 was a Resolution Approving Purchase of Replacement Van: 20' Light Transit Van: \$45,746. Mr. Joey Bryan, Director of Transit stated 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. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 18 was unanimously approved.

Item No. 19 was a 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. Mr. Bryan stated 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. Upon a motion by Ms. Brown and a second by Mr. Daughety, Item No. 19 was unanimously approved.

Item No. 20 was a Resolution Approving the Purchase of Two (2) 22' Light Transit Vehicles with FY 10-11 NCDOT CTP Funds: \$123,000. Mr. Bryan stated 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. Upon a motion by Ms. Brown and a second by Mr. Daughety, Item No. 20 was unanimously approved.

Item No. 21 was a Budget Ordinance Amendment: Transportation Fund: Administration: \$209,896: Increase. Mr. Bryan stated the amendment appropriates funds for the purchase of four new vans. Three of the vans being purchased with NCDOT funds in the amount of \$164,150, of which 90% equaling \$147,735 of the cost will be reimbursed. The 10% required match in the amount of \$16,415 will come from revenues generated by Department of Social Services trips. The remaining \$45,756 will come from the Transit Department Fund balance, where insurance proceeds were received and booked in FY 2011-12. Upon a motion by Mr. Daughety and a second by Ms. Sutton, Item No. 21 was unanimously approved.

Item No. 22 was a Resolution Accepting and Endorsing the Solid Waste Management Plan of 2012 for Lenoir County. Mr. Tom Miller, Director of Solid Waste Department, stated that it is a priority of this community to protect human health and the environment through safe and effective management of municipal waste. The reduction of the amount and toxicity of the local waste stream is a goal of this community. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 22 was unanimously approved.

Item No. 23 was a Resolution Approving Proceeding with the Re-roofing of the Kinston-Lenoir County Public Library: Greenville Contractors: \$145,995. Mr. Hollowell stated 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 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. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 23 was unanimously approved.

Item No. 24 was a 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. Ms. Sherry Bush, Consultant with L.R. Kimball & Associates addressed the Board stating their firm and the merging counties are looking forward to working to ensure the project runs smoothly. Ms. Bush stated 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. Ms. Bush stated this is the largest grant that has been received for equipment and merging county facilities. Mr. Graham inquired if the monies are not allocated for the remainder of the consolidation project, would the County be responsible for the funds not allocated. Mr. Dail stated the County would not be responsible for acquiring the funding needed. Mr. Daughety inquired if the \$7.4 million does not cover the total cost will there be grant funding to cover additional costs, or will the board be responsible. Mr. Griffin, County Attorney questioned if the Board would be responsible for the remaining funds needed to consolidate the grant which total \$12.5 million. Mr. Dail stated grants will cover any additional costs needed for the consolidation project. Mr. Jarman inquired if the 7.4 million will be enough to complete the consolidation project and Mr. Dail replied the \$7.4 million approved will cover the consolidation project. Upon a motion by Mr. Daughety and a second by Ms. Brown, Item No. 24 was unanimously approved.

APPOINTMENTS

Item No. 25 was a Resolution Approving Citizens to Boards, Commissions, Etc. Upon a motion by Mr. Pharo and a second by Mr. Daughety Item No. 25 was unanimously approved.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATIC</u>
Kinston-Lenoir County Tourism Development Authority 1 st Appearance	Stephen Hill	June 2016

Mr. Graham adjourned the meeting at 5:37pm.

Respectfully submitted,

Reviewed By

 Clevette F. Roberts
 Interim Clerk to the Board

 Michael W. Jarman
 County Manager