

LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
MONDAY, JULY 18, 2011 – TIME: 4:00 P.M.
COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE
130 S. QUEEN ST., KINSTON, N.C.

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

PUBLIC INFORMATION: David Wiggins, Ultimate Body Shop

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

CONSENT AGENDA: 10 Min.

ACTION

- | | | |
|----|--|----------------|
| 3. | Approval of Minutes: Regular Board Meeting: June 20, 2011 | Hall/Jarman |
| 4. | Resolution Approving the Releases and Refunds to the Individuals Listed Herein | Parrish/Martin |

END OF CONSENT AGENDA

PUBLIC HEARING: 10 Min.

- | | | |
|----|---|-------------|
| 5. | A. Hearing on 2011 Update to the Lenoir County Multi- Jurisdictional Hazard Mitigation Plan | Dail/Martin |
| | B. Resolution for Adoption of the 2011 Update to the Lenoir County Multi- Jurisdictional Hazard Mitigation Plan | |

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS: 30 Min.

- | | | |
|-----|--|------------------|
| 6. | A. Resolution Approving Mileage Reimbursement for County Employees from 51¢ per mile to 55.5¢ per mile Effective July 1, 2011 | Jones/Martin |
| | B. Resolution Approving FY 11-12 Position and Pay Classification Plan | |
| 7. | Resolution Authorizing the Issuance of Blanket Purchase Orders to the Following Companies for FY 11-12: \$106,800 | Allison/Martin |
| 8. | A. Resolution Authorizing the Award of a Contract for Asbestos Abatement Services for the 2009 CDBG Scattered Site Project: \$3,970 | Hollowell/Martin |
| | B. Budget Ordinance Amendment: General Fund/Emergency Telephone Fund Transfer to Other Funds/Emergency Telephone: \$6,068.64: Increase | |
| | C. Budget Ordinance Amendment: Finance/Economic Development/Communications/Emergency Management \$34,848.: Increase | |
| | D. Budget Ordinance Amendment: Community Development Block Grant Fund: 2009 CDBG Scattered Site Contingency Project #05-C-2175: \$80,000. Increase | |
| | E. Resolution Approving / Authorizing Execution of FY 11-12 Insurance Policies with WA Moore Company, Inc., and Discovery Insurance Co.: \$422,697 | |
| 9. | A. Resolution Authorizing Contract with USDA Animal and Plant Health Inspection Service, Wildlife Services Division Beaver Management Assistance Program Participation | Kelly/Martin |
| | B. Resolution Authorizing Grounds Maintenance \$3,296 | |
| | C. Resolution to Authorize Lenoir County Cooperative Extension to Initiate Second Round of Mac Computer Lease at \$4,354.54. Decrease of \$2,662 from Previous Year | |
| 10. | A. Resolution Authorizing the Issuance of Purchase Order to the DLL Public Finance for 1 st of Three (3) Yearly Lease Payments: \$21,508.00 | Bryan/Martin |
| | B. Resolution Authorizing the Issuance of Purchase Order and 36 month Contract to G.E. Capital/Centurylink for 1 st of Three (3) Annual Lease Payments on Data Infrastructure Equipment: \$88,200 | |

11. Resolution Approving the Purchase of a SmartBoard for the Emergency Operations Center (EOC): \$7,288.03 Dail/Martin
12. **A.** Resolution for Endorsement of the FY 11-12 Lenoir County Home and Community Care Block Grant Funding Plan Moore/Martin
 - B.** Resolution Approving Blanket Purchase Order to Coastal Connections for FY 11-12: \$4,000
 - C.** Resolution Approving Blanket Purchase Order to Freedom ENC Communications for FY 11-12: \$8,000
 - D.** Resolution Approving Purchase Order and Contract with Draze Janitorial Service, Inc., for FY 11-12: \$36,700
 - E.** Resolution Approving a Contract Amendment for FY 11-12: Day Break Life Center Inc.: \$39,101

APPOINTMENTS: 5 Min.

13. Resolution Approving Citizens to Boards, Commissions, Etc. Banks

OTHER ITEMS: 10 Min.

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

ADDENDUM

15. Public Hearing On The Closeout Of The 2009 North Carolina Community Development Block Grant (CDBG) Program – Economic Development Category

TO: Members of the Board
FROM: Chairman/Commissioners
DATE: July 18, 2011
SUBJECT: Items of Interest

1. Greene Lamp Committee needs Appointee to replace Eric Rouse

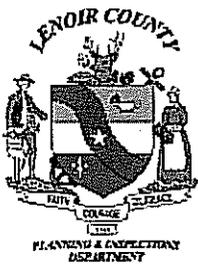
TO: Chairman and Members of the Board

FROM: Mike Jarman, County Manager

DATE: July 18, 2011

SUBJECT: Items of Interest

1. Military Growth Task Force Board Appointment
2. Lenoir County Inspections Permit/Inspection Report June 2011 / July 2010 to June 2011
3. Planning Board Request for Ordinance Regulating Internet Sweepstakes



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 2011

PERMITS ISSUED: 166

PERMITS VALUE: \$ 3,508,514

PERMIT FEES: \$ 22,895

SINGLE FAMILY DWELLINGS: 2

MOBILE HOMES: 12

COMMERCIAL: 2

ADDITIONS: 7

ELECTRICAL: 60

PLUMBING: 22

MECHANICAL: 44

OTHER: 17

TOTAL INSPECTIONS: 218

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

Printed: 07-01-2011

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

NEW RES. HOUSEKEEPING - LENOIR COUNTY											
* Single Family Houses Detached	101B	1	240,000.00	546.00	1	4	645,498.00	2,443.00	4		
* Single Family Houses Attached	102B		.00	.00	0	0	.00	.00	0		
* 2 Family Building	103B		.00	.00	0	2	100.00	495.00	2		
* 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	1	125.00	370.00	1		
* Churches & Other Religious	319B		.00	.00	0	0	.00	.00	0		
* Industrial	320B	1	1,900,000.00	7,095.00	1	0	.00	.00	0		
* Parking Garages (Bids & 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	1	85,900.00	100.00	1		
* 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		.00	.00	0	3	29,400.00	750.00	3		
* Structures Other than Buildings ...	329B		.00	.00	0	0	.00	.00	0		

ADDITIONS, ALTERATIONS, & CONVERSION

* Residential	434B	7	292,000.00	816.00	7	5	107,061.00	378.00	5		
* Non-Residential & Non-Housekeeping	437B		.00	.00	0	0	.00	.00	0		
* Adds of Res. CP/Garages(Atch/Detc)	438B	1	25,000.00	72.00	1	0	.00	.00	0		

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

----- 10 2,457,000.00 ----- 8,529.00 ----- 10 16 868,084.00 ----- 4,536.00 ----- 16

Summary of Inspection Results by Inspector ID For the period 06/01/11 through 06/30/11

This Report was printed on Thursday, June 30, 2011

Lenoir County

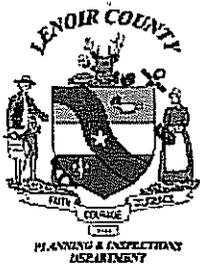
Item Totals for Inspector ID

GO 103
 GO ALE 1
 GOMH C 1
 VM 113

218 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	INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	REQUIRED	
218	179	156	23	39	38	1		23	
	%INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	REQUIRED	
	82	87	13	18	97	3		11	



**LENOIR COUNTY
PLANNING & INSPECTIONS DEPARTMENT**

PO BOX 3289
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**LENOIR COUNTY INSPECTIONS
PERMIT/INSPECTION REPORT**

JULY 2010 to JUNE 2011

PERMITS ISSUED: 1645

PERMITS VALUE: \$ 26,968,152

PERMIT FEES: \$ 176,688

SINGLE FAMILY DWELLINGS: 26

MOBILE HOMES: 113

COMMERCIAL: 27

ADDITIONS: 62

ELECTRICAL: 605

PLUMBING: 184

MECHANICAL: 425

OTHER: 203

TOTAL INSPECTIONS: 2,698

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

Printed: 07-01-2011

	Code	Prms	Designated period: 07/01/10 to 06/30/11		Prior period: 07/01/09 to 06/30/10				
			Valuation	Fees Paid	Valuation	Fees Paid			
NEW RES. HOUSEKEEPING - LENOIR COUNTY									
* Single Family Houses Attached	101B	18	3,859,485.00	9,844.00	18	19	3,681,688.00	10,498.00	8
* Single Family Houses Detached	102B		.00	.00	0	0	.00	.00	0
* 2 Family Building	103B	2	143,000.00	784.00	2	2	100.00	495.00	2
* 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	1	125.00	370.00	1
* Churches & Other Religious	319B	4	238,000.00	1,860.00	4	0	.00	.00	0
* Industrial	320B	6	3,822,690.84	13,457.00	6	5	10,899,172.00	3,048.00	4
* Parking Garages (Blds & 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	4	6,261,300.00	15,654.00	4	0	.00	.00	0
* Offices, Banks, & Professional	324B	2	1,510,000.00	4,151.00	2	2	87,400.00	125.00	2
* Public Works & Utilities	325B		.00	.00	0	1	70.00	175.00	1
* Schools & Other Educational	326B	1	439,833.00	1,250.00	1	1	66,390.00	398.00	0
* Stores & Customer Services	327B	1	7,300.00	150.00	1	1	.00	150.00	0
* Other Non-Residential Bldgs	328B	3	120,000.00	1,450.00	2	8	5,357,350.00	5,650.00	6
* Structures Other than Buildings	329B	1	120,000.00	1,300.00	1	0	.00	.00	0
ADDITIONS, ALTERATIONS, & CONVERSION									
* Residential	434B	57	1,523,063.89	5,515.00	56	85	2,967,009.00	9,257.00	29
* Non-Residential & Non-Housekeeping	437B	5	148,548.00	597.00	5	5	163,010.00	762.00	2
* Adds of Res. CP/Garages(Atch/Detc)	438B	5	114,814.00	398.00	5	1	20,160.00	50.00	0
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

109	18,308,034.73	56,410.00	107	131	23,242,474.00	30,978.00	55
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Ienold County
 PERIODIC REPORT OF ISSUED PERMITS (GROUPED BY REPORT CODE)

Printed: 07-01-2011

Designated period:	07/01/10 to 06/30/11		[Prior period:		07/01/09 to 06/30/10]			
	Code Prms	Valuation	Fees Paid	Units	Prms	Valuation	Fees Paid	Units
MOBILE/MODULAR OFFICE/CLASSROOM								
*MOBILE OFFICE	740B	.00	.00	0	2	20,025.00	100.00	1
*MODULAR CLASSROOM	750B	.00	.00	0	0	.00	.00	0
*MODULAR OFFICE	730B	.00	.00	0	2	20,000.00	100.00	2
ELECTRICAL								
*ELECTRICAL	800B	2,679,774.00	46,844.00	597	570	1,188,219.00	33,744.00	231
*PLUMBING	810B	441,903.00	19,208.00	181	184	547,726.00	10,662.00	74
*HEATING/ AIR CONDITIONING	820B	1,911,300.00	25,986.00	421	387	2,294,400.00	22,446.00	160
*INSULATION	830B	130,750.00	2,738.00	47	67	135,738.00	3,309.00	15
*TEMPORARY POLE	840B	24,150.00	1,250.00	24	36	26,250.00	1,725.00	15
RESIDENTIAL ACCESSORY STRUCTURES								
*STORAGE/PORCHES/PATIOS/DECKS	900B	42,000.00	120.00	1	1	5,000.00	50.00	1
MISCELLANEOUS:								
*CHANGE OF OCCUPANCY	910B	26,000.00	325.00	2	6	2,200.00	525.00	4
*INSPECT DWELLING	920B	1,000.00	100.00	2	0	.00	.00	0
*TENTS	930B	500.00	150.00	1	0	.00	.00	0
*SATELLITE DISH	940B	.00	.00	0	0	.00	.00	0
*AWNING	950B	.00	.00	0	1	500.00	25.00	0
*EXTRA INSPECTIONS	960B	118,815.00	7,234.00	103	114	155,519.00	7,666.00	46
*FIRE PROTECTION SPRINKLER SYSTEM	966B	32,000.00	438.00	2	5	1,727,998.00	955.00	2
*MOVING DWELLING ONLY	970B	.00	.00	0	0	.00	.00	0
*SIGN	980B	36,500.00	800.00	5	2	150,200.00	300.00	0
*FIREWORKS	985B	.00	.00	0	0	.00	.00	0
*SWIMMING POOL	990B	29,975.00	100.00	1	0	.00	.00	0
*TANKS	995B	12,000.00	150.00	1	0	.00	.00	0
MOBILE HOMES								
*SINGLE WIDE MOBILE HOME	700B	840,158.00	8,325.00	81	78	881,215.00	10,125.00	32
*DOUBLE WIDE MOBILE HOME	710B	1,403,292.00	3,780.00	30	35	2,518,950.00	4,950.00	13
*MODULAR HOME	720B	799,000.00	1,985.00	6	16	1,937,639.00	5,658.00	3
TOTALS FOR PERMITS ABOVE (incl. pg 1)	1637	26,837,151.73	175,943.00	1612	1637	34,854,053.00	133,318.00	654
Totals of other permits in the period	8	131,000.00	745.00	6	14	173,650.00	1,149.00	2
TOTAL FOR ALL PERMITS IN THE PERIOD	1645	26,968,151.73	176,688.00	1618	1651	35,027,703.00	134,467.00	656

Item Totals for Inspector ID

GO C	1467
GO S	2
GO C	10
GO DR	1
GO VW	12
GO WH	8
GO ALE	3
GO/DR	1
GOVW	1
GOVH C	1
VW	4
VW S	1159
VW DR	7
VW GO	1
VW S	1
VW/DR	3
VW/GO	9
VWS	1

2,698 Entries for Inspector ID

- STATISTICAL REPORT -

ACTIVITIES	INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	RE-INSPECTIONS REQUIRED
2,698	2,283	1,920	363	414	354	60	421	
	%INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS REQUIRED	
	85	84	16	15	86	14	16	

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



**LENOIR COUNTY
PLANNING BOARD**
LENOIR COUNTY ADMINISTRATION BUILDING
PO BOX 3289
101 NORTH QUEEN STREET
KINSTON, NC 28502
PHONE: 252-559-2260
FAX: 252-559-2261



MEMO

To: Lenoir County Board of Commissioners
From: Lenoir County Planning Board
Subject: Ordinance Regulating Internet Sweepstakes
Date: June 17, 2011

The Planning Board would like for the County Commissioners to consider an ordinance to regulate the business of Internet Sweepstakes. The Planning Board believes there is a need for an ordinance to regulate distance separation, age, and hours of operation of these businesses. We ask the Commissioners to direct appropriate staff to research this matter and return a draft ordinance for review and adoption.

Please advise the Lenoir County Planning Board of your decision on this matter.

Best regards,

A handwritten signature in black ink, appearing to be 'Charles Braxton', written over a horizontal line.

Charles Leslie (CL) Braxton,
Chairman, Lenoir County Planning Board

MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS
June 20, 2011

The Lenoir County Board of Commissioners met in open session at 4:00 p.m. on Monday, June 20, 2011 in the Board of Commissioners Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

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

Members Absent: None

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

PUBLIC INFORMATION

None Scheduled.

ITEMS FROM THE COUNTY MANAGER

Item No. 2 was Items from the County Manager. Mr. Jarman recognized Mark Pope, Executive Director of the Lenoir County Economic Development Department, for receiving the Economic Developer of the Year Award from the North Carolina Economic Developers Association (NCEDA). In a release, Jimmy Smith, NCEDA President wrote, "This award is a small recognition compared to the impact they have made in their communities and in our state." Mr. Jarman stated Mr. Pope was critical in bringing new projects to Lenoir County. These projects bring a combined total of 2,974 jobs and \$817.8 million in new investments. Mr. Pope stated winning the award was a great honor and surprise and that all of the projects were a team effort. Mr. Pope was also appointed to the Economic Development Board of Directors for a three (3) year term. A reminder was made about the Pioneer Hi-Bred Groundbreaking Ceremony to be held on June 29th. Mr. Graham on behalf of the Board commended Mr. Pope on all the work done for Lenoir County and North Carolina. Generating over \$817.8 million in investment accounts is a tremendous task. On behalf of the Board, Mr. Graham expressed appreciation for Mr. Pope's dedication.

Mr. Jarman stated historically, the meeting that fell closest to July 4th was not held. He asked the wishes of the Board for this year. Mr. Graham on behalf of the Board agreed to only conduct the meeting falling on the the third Monday of July.

Mr. Jarman informed the Board of the request from the Military Growth Task Force for Lenoir County to become a member and contribute funding to their study concerning a Military Logistics Center and Inland Port Depot. The cost of the membership is \$6,250 for two (2) years and they are requesting a \$10,000 contribution to the study. Of the surrounding counties, Carteret, Craven, Duplin, Jones, Pamlico, Onslow, Pender, and Wayne have joined. Mr. Rouse stated the membership rate may decrease because the amount is prorated based on the length of the program. Mr. Daughety stated the future Military Logistics Center may be located in Lenoir County in the vicinity of the Global Transport Park. The county will reap the rewards of the jobs and taxes resulting from the location. The Military Logistics Center is estimated to employ about three (3) to four (4) thousand people with an average income of \$50,000 annually. Mr. Pharo stated it would be a disservice to the citizens of Lenoir County not to contribute. Mr. Jarman interjected that the contribution should not exceed a certain amount and that the contribution should be in line with what other counties have funded. Upon a motion by Mr. Pharo and a second, Mr. Daughety, Item No. 2 was unanimously approved.

Item No. 10 was a Resolution Approving Acceptance and Execution of a Contract for Independent Personnel Consulting Services: Johnson Professional Consulting Services (Johnson PCI). Jack Jones, Human Resources Director, addressed the Board. Sylvia Johnson, owner of Johnson PCI, will be Lenoir County's on-site consultant for the Human Resources (HR) Department. Mrs. Johnson is well qualified to advise the County on personnel issues, update the Personnel Manual, revise the job descriptions, and conduct employee training in all areas of workplace harassment, the Family Medical Leave Act, and the American Disabilities Act. Lenoir County contracted with Johnson PCI in FY 10-11 for personnel consulting services for one 8-hour day per week, at a rate of \$450 per day. Additional hours, on an as needed basis, are billed at the standard rate of \$60 per hour. Mr. Daughety questioned if Lenoir County now has a newly developed HR Department, then what would be the need for a continued contract with a consultant. Mr. Jarman stated he recommended for the contract to continue for the upcoming fiscal year so that expert is available as the transition continues. In the past, the maximum time needed with the consultant has never been utilized. Mr. Graham stated the HR Department is building a system for the employees of the County. There are no county-wide personnel policies and assistance is needed in training the new HR personnel to get the policies in place. Upon a motion by Ms. Sutton and second Ms. Brown, Item No. 10 was approved by a 6 to 1 vote with Mr. Rouse dissenting.

Item No. 11 was a Resolution Authorizing Fiscal year 2011-2012 Purchase Orders for the Board of Elections:

Election Systems & Software	\$32,664
Executive Leasing	\$6,400
Print Elect/Owen G. Dunn	\$2,500
Freedom ENC/Kinston Free Press	\$2,000
Weekly Gazette	\$1,200
Duplin Times/Cooke Communications	\$500
A.G. Smith's Janitorial	\$3,000
Corporate Resources	\$2,000
TOTAL	\$50,264

Upon a motion by Ms. Sutton and second Ms. Brown, Item No. 11 was unanimously approved.

Item No. 12 was a Resolution Authorizing the Issuance of Blanket Purchase Orders to the Following Companies for Yearly Software/Hardware Maintenance: \$155,390.

Software Maintenance / Visions Software	26000
Software Maintenance / Logics Software	16000
Software/Hardware Maintenance / Bormuth Associates, Inc.	19200
Software Maintenance / ESRI	10000
Software Maintenance / Novell	10000
Software Maintenance / Jolly Giant Software	1500
Communications Service / Centurylink	33540
Software Maintenance / System Commander Software / Jury	1000
AFIS Livescan Fingerprinting	6000
IronPort email maintenance	6000
Minisoft software maintenance	350
CenturyLink Trend card Maintenance	5000
Connect GIS	3600
Morphotrax for Jail Security	4500
TEAM-ia Support Contract on VMWARE and Networker	11200
Carolina Software/Software Maintenance	1500
Total	\$155,390

Upon a motion by Ms. Sutton and second Ms. Brown, Item No. 12 was unanimously approved.

Item No. 13 was a Resolution Authorizing FY 11-12 Service Contracts and Purchase Orders for Court Facility/Public Buildings Department: \$178,973.

Brame Specialty Co.	\$12,400	Atlantic Coastal	\$2,000
Sky Enterprises	\$1,000	Blizzard Bldg. Supply	\$1,000
Brinson Home Repair	\$ 5,000	Fast Forward Signs	\$2,000
City of Kinston	\$30,000	Peco Electric	\$5,000
Ed Phillips, Inc.	\$14,000	Wheeler Exterminating	\$2,928
Elevator Service	\$10,020	Down East Protection	\$5,929
Janitorial Services	\$75,696	Mayer Electric	\$ 7,000
Lowes	\$ 5,000		
Total			\$178,973

Mr. Daughety questioned the \$75,000 amount allotted for janitorial services. Mr. Hollowell stated the service was bid and this price was the lowest by \$25,000. Upon a motion by Ms. Sutton and second Ms. Brown, Item No. 13 was unanimously approved.

Item No. 14 was a Budget Ordinance Amendment: Transportation: Administration/ARRA: \$355,446. Decrease. This request is a year-end budget adjustment to bring Revenues and Expenditures budgets in line with actual figures. Upon a motion by Ms. Sutton and second Ms. Brown, Item No. 14 was unanimously approved.

Item No. 15 was a Resolution Authorizing Support of Continuance of Health Department Clinics and Services through FY 2011-2012: \$445,792.

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

	10-5150-2392	1,785
	10-5162-2390	1,800
ITS	10-5110-3210	3,000
JOM Pharmaceuticals (fp)	10-5150-2390	14,634
Lenoir Memorial Hospital	10-5150-2392	4,150
Merck (Varivax/Pneumonia/mmr)	10-5150-2391	6,000
NC Postal Service (postage)	10-5110-3250	3,700
NC Postal Service	10-5167-3250	3,700
NC State Lab	10-5150-2390	5,000
	10-5150-2392	10,000
	10-5162-2390	1,000
Para-Gard (IUDs)	10-5150-2390	3,000
Pharmacist (Rob Bizzell)	10-5150-2380	6,750
	10-5162-2380	2,250
Realo	10-5150-2390	2,000
	10-5150-2392	2,000
Sanofi Pasteur	10-5150-2391	8,850
	10-5150-2393	1,250
Snowden Insurance (Liability)	10-5150-4541	5,100
Solstas	10-5150-2390	4,300
	10-5150-2392	2,000
	10-5150-2393	1,250
Staples	10-5110-2600	5,000
	10-5167-2600	5,000
Stericycle (medical waste)	10-5150-3991	3,000
	10-5162-3991	1,000
Theracom	10-5150-2390	6,000
US Cellular	10-5110-3210	960
	10-5150-3210	1,035
	10-5180-3210	2,000
	10-5182-3210	1,900

Upon a motion by Ms. Sutton and second Mr. Daughety, Item No. 15 was unanimously approved.

Item No. 16A was a Resolution Authorizing the Kinston/Lenoir County Parks & Recreation Commission to enter into a lease agreement for the use of the Moss Hill Ruritan Club. Bill Ellis, Director Parks & Recreation, addressed the Board. The Ruritan Club at Moss Hill has requested the Kinston/Lenoir County Parks & Recreation Department operate this facility as their memberships have declined over the past few years and they are no longer able to handle this property. This property could be used for civic organizations and rentals for family reunions, birthday parties, etc. in the southern part of Lenoir County. Mr. Ellis stated he is planning to use Eagle Scout projects to fix up the facility and fundraisers to raise funds. Anyone renting the facility wishing to have alcohol on the premises must have an ABC Permit. Mr. Graham asked what the capacity of the building is. Mr. Ellis responded the Ruritan Club can hold 75-100 people. Mr. Daughety stated the facility is also used as a polling location during election time and it is important that it remain a place to vote. It was noted that this agreement may cost the county an additional \$8,000 in maintenance. Upon a motion by Mr. Daughety and second Ms. Brown, Item No. 16 was approved by a 6 to 1 vote with Mr. Rouse dissenting.

Item No. 16B was a Resolution Authorizing a Purchase Order to Hewlett Packard for Lenoir County's Portion of 20 Leased Computers for the Parks & Recreation Department in the Amount of \$2,784.92. Mr. Ellis stated the city provides 25% of the costs and the county provides 75%. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 16B was unanimously approved.

Item No. 17A was a Resolution Authorizing the Approval FY 2011-12 Expenditure of Supplies -- R. L. Ballard & Associates: \$7,500. Upon a motion by Mr. Davis and a second by Ms. Brown, Item No. 17A was unanimously approved.

Item No. 17B was a Resolution Approving SY 2011-12 Expenditure of Funds for Leasing Copiers/Wide Format Scanners --- COECO: \$9,500. Ms. Margaret Seymour, Director for the Register of Deeds addressed the Board. She stated the purchase of an in-house copier saves approximately \$700 per year. Upon a motion by Mr. Davis and a second by Ms. Brown, Item No. 17B was unanimously approved.

Item No. 17C was a Resolution Authorizing the Approval FY 2011-12 Contract Services Indexing --- COTT Systems: \$30,000. Upon a motion by Mr. Davis and a second by Ms. Brown, Item No. 17C was unanimously approved. Ms. Seymour recognized her granddaughter, Grace Sawyer, for selling over 700 boxes of Girl Scout cookies. Miss Sawyer placed third in Lenoir County for sales. The Board congratulated her on the achievement.

Item No. 18A was a Resolution Authorizing the Sheriff's Office to Access SBI/DCI Criminal Information. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 18A was unanimously approved.

Item No. 18B was a Resolution Approving Purchase of Office Supplies from the following vendors:

Forms & Supply	\$3,000
Corporate Resources	\$2,500
Total	\$5,500

Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 18B was unanimously approved.

Item No. 18C was a Resolution Approving Purchase of a Maintenance Contract: AFIX Technologies: \$5,501. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 18C was unanimously approved.

Item No. 18D was a Resolution Approving Purchase of Plumbing Services for the following vendor: Ed Phillips Heating, Air Conditioning & Plumbing: \$6,000. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 18D was unanimously approved.

Item No. 18E was a Resolution Approving Contract for Sheriff's Equipment and Supplies: Lawmen's Safety Supply: \$7,500. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 18E was unanimously approved.

Item No. 18F was a Resolution Approving Contract for Sheriff's Uniform Supply Vendor: \$9,000.

American Uniform Sales	\$7,000
Uniforms Plus	\$2,000
Total	\$9,000

Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 18F was unanimously approved.

Item No. 18G was a Resolution Approving Purchase of Ammunition: Lawmen’s Supply: \$10,039. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 18G was unanimously approved.

Item No. 18H was a Resolution Approving Contract for Sheriff’s Uniform Supply Vendor: American Uniform Sales: \$17,000. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 18H was unanimously approved.

Item No. 18I was a Resolution Approving Purchase Order with Gately Communications, Co.: \$20,000. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 18I was unanimously approved.

Item No. 18J was a Resolution Approving Purchase of Equipment & Monitoring Services from Reliant Management Group: \$24,729. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 18J was unanimously approved.

Item No. 18K was a Resolution Approving Contract for Jail Operating Supply Vendors:

Bob Barker Supply	\$13,000
Safelle, Inc.	\$3,000
Brame	\$17,000
Total	\$33,000

Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 18K was unanimously approved.

Item No. 18L was a Resolution Approving Contract for Repair/Maintenance Vendor:

Brittain’s Garage	\$33,000
Fast Forward Signs	\$5,000
Webb’s Automotive	\$13,000
Fred Moody’s Garage	\$3,500
Sale Ford	\$5,000
Total	\$59,500

Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 18L was unanimously approved.

Item No. 18M was a Resolution Approving Contract for Jail Food Service Vendors:

NC Dept of Corrections	\$16,000.00
Sysco Foods	\$25,000.00
US Foodservice	\$35,000.00
Franklin Baking	\$21,000.00
Maola Milk and Ice	\$35,000.00
Institution Food House	\$31,000.00
Total	\$163,000

Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 18M was unanimously approved.

Item No. 19A was a Resolution Approving Purchase Order for Ed Phillips, Inc. for FY 11-12: \$4,000. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 19A was unanimously approved.

Item No. 19B was a Resolution Approving Blanket Purchase Order for System Sales for FY 11-12: \$5,000. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 19B was unanimously approved.

Item No. 19C was a Resolution Approving Contract between Lenoir County Department of Social Services and North Carolina Department of Health and Human Resources, Division of Services for the Blind for FY 11-12: \$6,931. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 19C was unanimously approved.

Item No. 19D was a Resolution Approving Purchase Order with Anza Mailing Systems (NeoPost): \$7,980. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 19D was unanimously approved.

Item No. 19E was a Resolution Approving Contract with Salvation Army: \$24,000. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 19E was unanimously approved.

Item No. 19F was a Resolution Approving Purchase Order with Dell Financial Services for FY 11-12: \$25,412. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 19F was unanimously approved.

Item No. 19G was a Resolution Approving Contract for FY 11-12: Day Break Life Center Inc.: \$28,101. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 19G was unanimously approved.

Item No. 19H was a Resolution Authorizing Contract with Lenoir County Sheriff's Office for FY 11-12: \$50,469. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 19H was unanimously approved.

Item No. 19I was a Resolution Approving Purchase Order with Coeco Office Systems: \$51,208. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 19I was unanimously approved.

Item No. 19J was a Resolution Approving Blanket Purchase Order for FY 11-12:

Floors and Courts	\$8,500
Corporate Resources	\$45,000
Total	\$53,500

Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 19J was unanimously approved.

Item No. 19K was a Resolution Approving and Authorizing the Out-Posting of Income Maintenance Caseworkers at Lenoir Memorial Hospital and the Lenoir County Health Department for FY 11-12: \$69,771. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 19K was unanimously approved.

Item No. 19L was a Resolution Approving FY 11-12 Contract with Mega Force Staffing Group Inc.: \$75,000. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 19L was unanimously approved.

Item No. 19M was a Resolution Approving Contract with Vanguard Professional Staffing for FY 11-12: \$75,000. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 19M was unanimously approved.

Item No. 19N was a Resolution Approving Contract and Purchase Order for Medicaid Transportation Services with Various Contractors for FY 11-12: \$100,000. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 19N was unanimously approved.

Item No. 19O was a Resolution Approving Contracts for Legal Services: Dal Wooten & Chris Rogerson: NTE \$165,900 Annually; Griffin and Griffin and Annette Turick: NTE \$181,000 Annually; Griffin and Griffin: NTE \$500 Annually. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 19O was unanimously approved.

Item No. 19P was a Resolution Approving Services Contracts for FY 11-12: Addus HealthCare Inc.: \$245,562. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 19P was unanimously approved.

Item No. 19Q was a Budget Ordinance Amendment for FY 11-12 Appropriating \$300,300 in Federal TANF Funds for Phase II of JobBoost, a Subsidized Employment Program. Ms. Tracy Chestnut, Business Officer for the Department of Social Services stated the JobBoost program was approved in December 2010 by the Board. Phase One of the program did extremely well. There are currently 20 people employed through JobBoost. Phase II will reimburse employers 75% of wages ranging from a minimum of \$6 per hour to a maximum of \$10 per hour. Ms. Chestnut encouraged people to contact the Department of Social Services (DSS) for more information about the program. Ms. Sutton commented this is a great incentive for employers. Mr. Daughety questioned if the program was communicated to county businesses. Ms. Chestnut responded Economic Development, the Chamber of Commerce, JobLink, and the Employment Security Commission are working together to inform the public. Mr. Jarman praised DSS for the great job they have done with JobBoost. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 19Q was unanimously approved.

Item No. 19R was a Resolution Approving Provider Agreements for Subsidized Day Care: \$2,585,939. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 19R was unanimously approved.

Item No. 20A was a Resolution Authorizing the Purchase of a Maintenance Contract For the BCM Telephone System for the Emergency Services Building with CenturyLink Telephone: \$3,605. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20A was unanimously approved.

Item No. 20B was a Resolution Approving Lease Contract for DCI/SBI for Ominixx Equipment Rental for FY 11-12: \$5,100. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20B was unanimously approved.

Item No. 20C was a Resolution Approving Maintenance Contract for Generators for All Tower Site Locations for FY 11-12: \$6,000. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20C was unanimously approved.

Item No. 20D was a Resolution Authorizing the Purchase of a Mapping Software Maintenance Contract from Geospatial Technologies: NTE \$7,300. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20D was unanimously approved.

Item No. 20E was a Resolution Approving a Lease Agreement with CopyPro for Emergency Services Department: CopyPro: \$8,000. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20E was unanimously approved.

Item No. 20F was a Resolution Authorizing the Purchase of Priority Dispatch Emergency Medical Dispatch (EMD), Emergency Fire Dispatch (EFD), and Emergency Police Dispatch (EPD) Dispatching Software at a Cost Not to Exceed \$9,438. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20F was unanimously approved.

Item No. 20G was a Resolution Authorizing the Approval of Purchase Orders for Road Signs and Associated Hardware: \$10,000. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20G was unanimously approved.

Item No. 20H was a Resolution Authorizing Maintenance Contract for Priority Dispatch to Include Software/Cardsets for EMD, EPD, & EFD and Proqa at a Cost of \$11,402. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20H was unanimously approved.

Item No. 20I was a Resolution Authorizing Maintenance Contract with ZOLL Defibrillators FY 11-12: \$11,844. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20I was unanimously approved.

Item No. 20J was a Resolution Authorizing the Purchase of the Maintenance Contract with the Nice Recording System, Maintained by Edge-One: \$12,075. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20J was unanimously approved.

Item No. 20K was a Resolution Authorizing Payment to Emergency Medical Physicians for the Medical Director's Contract for FY 11-12: \$18,000. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20K was unanimously approved.

Item No. 20L was a Resolution Authorizing Maintenance Contract with ALSCO for FY 11-12: \$18,432. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20L was unanimously approved.

Item No. 20M was a Resolution Authorizing the Purchase of a Mapping Software Maintenance Contract from Geospatial Technologies NTE \$24,020. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20M was unanimously approved.

Item No. 20N was a Resolution Authorizing the Renewal of the CAD System Maintenance Contract with Visionair: \$26,749. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20N was unanimously approved.

Item No. 20O was a Resolution Authorizing the Renewal of the E911 Maintenance Contract with CenturyLink, Formerly Embarq Telephone: \$26,888. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20O was unanimously approved.

Item No. 20P was a Resolution Authorizing the Purchase of Uniforms for Emergency and Non-Emergency Personnel: \$29,000. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20P was unanimously approved.

Item No. 20Q was a Resolution Authorizing Gately Communications as the Holder of Maintenance Contracts For: Radio Equipment Maintenance and Radio System Management: \$65,092. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20Q was unanimously approved.

Item No. 20R was a Resolution Authorizing Purchase Orders for Vehicle Maintenance for Emergency and Non-Emergency Vehicles for FY 11-12: \$72,000. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20R was unanimously approved.

Item No. 20S was a Resolution Authorizing Purchase Orders for Medical Inventory for the Emergency Medical Services Division for FY 11-12: \$140,500. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20S was unanimously approved.

Item No. 20T was a Resolution Authorizing Renewal of Contract with EMS Management and Consultants for FY 11-12: \$205,000. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 20T was unanimously approved.

Mr. Graham questioned Mr. Roger Dail, Director of Emergency Services about preparedness for the upcoming hurricane season. Mr. Dail informed him there are plans in place via the Federal and Local Government. Educating the public is also a way to get the citizens prepared. Mr. Graham suggested a community drill after Labor Day to test readiness and Mr. Dail agreed.

In the final remarks of the meeting, Mr. Graham thanked everyone for the hard work and energy that contributed to a successful Fiscal Year and looks forward to another successful year.

ADJOURN

Upon a motion by Mr. Graham and a second by Mr. Rouse, the Board adjourned at 5:45 p.m.

Respectfully Submitted By

Reviewed By

April L. Banks
Interim Clerk to the Board

Michael W. Jarman
County Manager

INTRODUCED BY: Michael Jarman, County Manager DATE: 7/18/11 ITEM NO.: 4

RESOLUTION: Approving the Releases and Refunds to the Individuals Listed Herein

SUBJECT AREA: Finance

ACTION REQUESTED:

Approval of Releases and Refunds as Prepared

HISTORY/BACKGROUND:

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

EVALUATION:

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

RELEASES OVER \$100

Year	Name	Account	Amount	Reason
2011	Kelly Services Inc	719	\$100.00	Business Closed
2010	William Strayhorn	330	504.58	Legal Exemption
2007	Mailitania Flores	64263	132.11	Double Listed

Refunds

Year	Name	Account	Amount	Reason
2010	Havana Clark	4820	\$1975.66	Corrected Listing
2010	Dennis Turner	30291	195.00	Corrected Listing
2010	Juan Gonzalez	59592	211.10	Adjusted Value
2010	Hightower Communications	48104	518.52	Corrected Situs
2009	Hightower Communications	48104	403.02	Corrected Situs

MANAGER'S RECOMMENDATION:

Approval of releases as set out above.

Initials

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

7/18/11
Date

ATTEST

7/18/11
Date



PUBLIC NOTICE

LENOIR COUNTY HAZARD MITIGATION PLAN

Notice is hereby given that the Lenoir County Board of Commissioners will hold a public meeting sometime during its regular scheduled meeting on July 18, 2011; with the meeting beginning at 4 p.m., to receive input regarding the adoption of the Lenoir County Hazard Mitigation Plan. The location will be the Lenoir County Courthouse, located 130 S. Queen Street, in the Commissioners' meeting room. Questions regarding the plan adoption or the meeting should be directed to Justin Tilghman, Lenoir County Emergency Services planner at (252) 559-6151.

INTRODUCTION BY: Michael Jarman, County Manager DATE: 07/18/11 ITEM NO.: 5B

RESOLUTION: FOR ADOPTION OF THE 2011 UPDATE TO THE LENOIR COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

SUBJECT AREA: Administrative

ACTION REQUESTED:

Request the County to adopt the update of the Lenoir County Multi-Jurisdictional Hazard Mitigation Plan to meet the state and federal regulations resulting from the Disaster Mitigation Act of 2000 and Senate Bill 300.

HISTORY/BACKGROUND:

Vulnerability studies have been done showing natural and man-made hazards that can and have affected our county. The plan shows the measures that are in place, as well as those that need to be in place, to reduce the hazards that can affect our county and Lenoir County's capabilities to protect its citizens and property. Lenoir County has adopted this plan in years past. As an on ongoing measure, this plan is required to be updated every five years. All three municipalities must adopt this updated plan as well. Lenoir County has reviewed the plan for the required five year update and has conducted numerous meetings with county and municipal officials as well as consulted the newest available data to provide for a detailed and thorough update of the plan. The plan was sent to the North Carolina Division of Emergency Management for state review on June 3, 2011, and received state approval. On June 4th, 2011, the plan was forwarded to FEMA for a federal review and on June 23, 2011, received the status of "Approved Pending Adoption" and will receive full approval status pending the formal adoption of the updated plan.

EVALUATION:

Staff recommends that the County adopt this plan, so that the county will be in compliance with state and federal regulations. Failure to do so could result in jurisdictions forfeiting their rights to any federal funds concerning future disasters.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE, BE IT ORDAINED by the Lenoir County Board of Commissioners that: Lenoir County Board of Commissioners adopt this Hazard Mitigation Plan 2011 update to provide protection for Lenoir County citizens and properties, and to meet state and federal regulations.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 7/18/11
Date

ATTEST 7/18/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/18/11 **ITEM NO.:** 60A

RESOLUTION: Approving Mileage Reimbursement for County Employees from 51¢ per mile to 55.5¢ per mile Effective July 1, 2011

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to increase the mileage reimbursement rate for County Employees who are required to use their personal vehicles in the delivery of County Government services from 51¢ to 55.5¢ per mile.

HISTORY/BACKGROUND:

Lenoir County has historically adjusted its mileage reimbursement rate for employees using their personal vehicles to the IRS established rate. In recent years the IRS has increased and decreased the mileage rate and Lenoir County has responded accordingly. In 2008, the IRS increased the mileage rate from 50.5¢ to 58.5¢ and we implemented the new rate. It was later reduced in 2008 to 55¢ and we reduced our rate accordingly. In 2009, the rate was adjusted from 55¢ to 50¢ and we did likewise. In 2010, the IRS rate was increased from 50¢ to 51¢ and Lenoir County increased its rate to 51¢ in January of that year. The IRS bases these standard mileage rates on a study conducted each year by Runzheimer International of the fixed and variable costs of operating an automobile. A mid-year increase has been announced by the IRS to 55.5¢ per mile as of July 1, 2011.

EVALUATION:

Increasing the mileage rate will lessen the burden of increased gas prices on County Employees who are required to use their personal vehicles in the delivery of County Government Services. This will require no additional funding requests for Fiscal Year 11-12.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

MWJ
Initial

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Lenoir County Board of Commissioners approves an increase in Mileage Reimbursement for County Employees from 51¢ to 55.5¢ cents per mile effective July 1, 2011.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

7/18/11
Date

ATTEST

7/18/11
Date



IRS Increases Mileage Rate to 55.5 Cents per Mile

IR-2011-69, June 23, 2011

WASHINGTON — The Internal Revenue Service today announced an increase in the optional standard mileage rates for the final six months of 2011. Taxpayers may use the optional standard rates to calculate the deductible costs of operating an automobile for business and other purposes.

The rate will increase to 55.5 cents a mile for all business miles driven from July 1, 2011, through Dec. 31, 2011. This is an increase of 4.5 cents from the 51 cent rate in effect for the first six months of 2011, as set forth in Revenue Procedure 2010-51.

In recognition of recent gasoline price increases, the IRS made this special adjustment for the final months of 2011. The IRS normally updates the mileage rates once a year in the fall for the next calendar year.

"This year's increased gas prices are having a major impact on individual Americans. The IRS is adjusting the standard mileage rates to better reflect the recent increase in gas prices," said IRS Commissioner Doug Shulman. "We are taking this step so the reimbursement rate will be fair to taxpayers."

While gasoline is a significant factor in the mileage figure, other items enter into the calculation of mileage rates, such as depreciation and insurance and other fixed and variable costs.

The optional business standard mileage rate is used to compute the deductible costs of operating an automobile for business use in lieu of tracking actual costs. This rate is also used as a benchmark by the federal government and many businesses to reimburse their employees for mileage.

The new six-month rate for computing deductible medical or moving expenses will also increase by 4.5 cents to 23.5 cents a mile, up from 19 cents for the first six months of 2011. The rate for providing services for charitable organizations is set by statute, not the IRS, and remains at 14 cents a mile.

The new rates are contained in [Announcement 2011-40](#) on the optional standard mileage rates.

Taxpayers always have the option of calculating the actual costs of using their vehicle rather than using the standard mileage rates.

Mileage Rate Changes

Purpose	Rates 1/1 through 6/30/11	Rates 7/1 through 12/31/11
Business	51	55.5
Medical/Moving	19	23.5
Charitable	14	14

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Page Last Reviewed or Updated: June 23, 2011

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/18/11 **ITEM NO.** 6B

RESOLUTION: Approving FY 11-12 Position and Pay Classification Plan

SUBJECT AREA: Personnel

ACTION REQUESTED:

The Board is requested to approve the attached FY 11-12 Position and Pay Classification Plan, effective July 1, 2011, as the officially adopted Position and Pay Classification Plan for Lenoir County.

HISTORY / BACKGROUND: The Position and Pay Classification Plan shows current position, salary grade and minimum and maximum salaries of current positions.

EVALUATION:

Listed below are changes to the Plan:

Department/Division	Action
Department of Social Services	Added 1 Position Abolished Seven (7) Positions

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the FY 11-12 Position and Pay Classification Plan, as attached and incorporated into this resolution by reference, is approved, effective July 1, 2011.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 07/18/11
Date

ATTEST 07/18/11
Date

**LENOIR COUNTY
POSITION AND PAY CLASSIFICATION
EFFECTIVE JULY, 2011**

DEPARTMENT/JOB TITLE	EXEMPT NON-EXEMPT	GRADE	Annual Salary Range	
			Minimum	Maximum
BOARD OF COMMISSIONERS				
Administrative Secretary/Clk to the Board	Non-Exempt	67	30,055	53,036
BOARD OF ELECTIONS				
Director of Elections	Exempt	72	37,814	66,728
Supervisor of Elections	Non-exempt	59	20,814	36,728
Deputy-Supervisor of Elections	Non-exempt	59	20,814	36,728
Poll Workers	Non-exempt			
BUILDINGS AND GROUNDS				
Maintenance Coordinator	Exempt	65	27,416	48,378
Maintenance Worker I	Non-exempt	56	18,135	32,002
Maintenance Worker II	Non-exempt	58	19,879	35,079
COUNTY MANAGER				
County Manager	Exempt	88	78,847	139,135
Assistant County Manager	Exempt	80	54,602	96,351
MANAGEMENT INFORMATION SYSTEMS				
MIS Director	Exempt	80	54,602	96,351
MIS Assistant Director	Exempt	74	41,452	73,146
MIS Network Administrator	Exempt	72	37,814	66,728
GIS Coordinator	Non-exempt	72	37,814	66,728
User Support Technician II	Non-exempt	68	31,468	55,529
Support Service Manager	Non-exempt	68	31,468	55,529
User Support Technician I	Non-exempt	67	30,055	53,036
Helpdesk/Training Coordinator	Non-exempt	67	30,055	53,036
PLANNING & INSPECTIONS				
Chief Building Inspector	Exempt	72	37,814	66,728
Building Inspector-Level III	Non-exempt	70	34,495	60,870
Building Inspector-Level II	Non-exempt	68	31,468	55,529
Building Inspector-Level I	Non-exempt	66	28,707	50,657
Permit Technician	Non-exempt	60	21,791	38,452
Planning Specialist	Exempt	68	31,468	55,529
EMERGENCY SERVICES				
Emergency Services Director	Exempt	74	41,452	73,146
Deputy Director of Emergency Services	Exempt	70	34,495	60,870
Fire Marshall	Non-exempt	68	31,468	55,529
EMT Shift Supervisor	Non-exempt	68	31,468	55,529
EMT-Training Officer	Non-exempt	68	31,468	55,529
Telecommunications Operations Manager	Exempt	68	31,468	55,529
Emergency Planner/GIS Coordinator	Non-exempt	68	31,468	55,529
Telecommunicator Squad Supervisor	Non-exempt	65	27,416	48,378
Telecommunicator Training Coordinator	Non-exempt	65	27,416	48,378
EMT-Basic	Non-exempt	62	23,888	42,154
EMT-Intermediate	Non-exempt	64	26,185	46,207
EMT-Medic	Non-exempt	66	28,707	50,657
Field Technician	Non-exempt	64	26,185	46,207
Telecommunicator	Non-exempt	62	23,888	42,154
Wheelchair Van Supervisor	Non-exempt	62	23,888	42,154
Transportation Coordinator	Non-exempt	62	23,888	42,154
Secretary IV	Non-exempt	61	22,813	40,256
Wheelchair Van Assistant	Non-exempt	60	21,791	38,452
EMS Office Assistant I	Non-exempt	59	20,814	36,728
Wheelchair Van Drivers	Non-exempt	59	20,814	36,728

FINANCE

Finance Officer	Exempt	77	47,576	83,952
Accts Spec/Accts Payable Adm/Purchasing Agent	Non-exempt	67	30,055	53,036
Accounting Specialist	Non-exempt	67	30,055	53,036
Deputy Finance Officer	Non-exempt	69	32,947	58,138

HUMAN RESOURCE DEPARTMENT

Human Resource Director	Exempt	80	54,602	96,351
HR Administrator/Analyst II	Non-exempt	72	37,814	66,728
Personnel Technician II	Non-exempt	66	28,707	50,657
Personnel Technician III	Non-exempt	68	31,468	55,529

ECONOMIC DEVELOPMENT

Executive Director	Exempt	80	54,602	96,351
Director Assistant	Exempt	72	37,814	66,728
Administrative Assistant I	Non-exempt	59	20,814	36,728
Tourism Director	Exempt	70	34,495	60,870

JAIL

Chief Jailer	Non-exempt	71	36,117	63,732
Court Liaison Ofcr./AMP Supervisor	Non-exempt	69	32,947	58,138
Compliance Officer	Non-exempt	65	27,416	48,378
Jail Cook	Non-exempt	57	18,986	33,503
Jail Shift Leader	Non-exempt	66	28,707	50,657
Jailer I	Non-exempt	63	25,010	44,134
Jailer II	Non-exempt	64	26,185	46,207

SHERIFF

Sheriff	Exempt	80	54,602	96,351
Administrative Assistant I	Non-exempt	63	25,010	44,134
Chief of Administration	Exempt	72	37,814	66,728
Chief of Enforcement	Exempt	72	37,814	66,728
Civil Supervisor	Non-exempt	69	32,947	58,138
Deputy Sheriff I	Non-exempt	64	26,186	46,207
Deputy Sheriff II	Non-exempt	65	27,416	48,378
Door Guard	Non-exempt			
ID Officer/Investigator	Non-exempt	68	31,468	55,529
Information Processing Asst. II	Non-exempt	61	22,813	40,256
Investigator	Non-exempt	68	31,468	55,529
Investigator Supervisor	Non-exempt	71	36,117	63,733
Lead Civil Officer	Non-exempt	68	31,468	55,529
Lead Investigator	Non-exempt	69	32,947	58,138
Narcotics Officer	Non-exempt	68	31,468	55,529
Patrol Area Leader	Non-exempt	67	30,055	53,036
Patrol Shift Supervisor	Non-exempt	69	32,947	58,138
Records Clerk IV	Non-exempt	59	20,814	36,728
Telecommunicator	Non-exempt	60	21,791	38,452

SOLID WASTE

Solid Waste Director	Exempt	72	37,814	66,728
Heavy Equipment Oprt/Mechanic/Driver	Exempt	65	27,416	48,378
Landfill Manager	Exempt	65	27,416	48,378
Heavy Equipment Operator I	Non-exempt	60	21,791	38,452
Heavy Equipment Operator II	Non-exempt	61	22,813	40,256
Utility Worker	Non-exempt	57	18,986	33,503
Scale House Operator	Non-exempt	57	18,986	33,503
Secretary/Scale Operator	Non-exempt	59	20,814	36,728
Truck Driver	Non-exempt	60	21,791	38,452

Site Attendants	Non-exempt	\$7.50/Hrly.		
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REGISTER OF DEEDS

Register of Deeds	Exempt	75	43,399	76,583
Assistant Register of Deeds	Non-exempt	63	25,010	44,134
Deputy Register of Deeds I	Non-exempt	60	21,791	38,452

SOIL CONSERVATION

District Cost Share Technician II	Non-exempt	67	30,055	53,036
District Cost Share Technician I	Non-exempt	65	27,416	48,378

TAX

Tax Administrator (Tax Assessor)	Exempt	78	49,810	87,896
Tax Collector	Exempt	72	37,814	66,728
Assistant Tax Administrator	Exempt	72	37,814	66,728
Data Processing Coordinator/Deputy Collector	Non-exempt	67	30,055	53,036
Collections Supervisor	Non-exempt	67	30,055	53,036
Land Records Specialist	Non-exempt	67	30,055	53,036
Real Property Data Entry Specialist/Tax Assistant II	Non-exempt	61	22,813	40,256
Business Property Specialist/Tax Assistant II	Non-exempt	61	22,813	40,256
Real Property Appraiser II (was Appraiser)	Non-exempt	67	30,055	53,036
Senior Appraiser/Reval Coordinator	Non-exempt	70	34,495	60,870
Tax Assistant I	Non-exempt	59	20,814	36,728
Tax Assistant II	Non-exempt	60	21,791	38,452
Personal Property Specialist/Tax Assistant II	Non-exempt	61	22,813	40,256
Tax Collections Specialist II/Tax Assistant II	Non-exempt	61	22,813	40,256

TRANSPORTATION PROGRAM ADM.

Assistant Director of Transit	Exempt	67	30,055	53,036
Grant Writer/Safety Officer	Non-exempt	63	25,010	44,134
Operations Manager	Non-exempt	64	26,185	46,207
Administrative Assistant	Non-exempt	60	21,791	38,452
Dispatcher/Scheduler	Non-exempt	60	21,791	38,452
Drivers	Non-exempt	56	18,135	32,002

CRIMINAL JUSTICE PARTNERSHIP PROGRAM

Program Director	Exempt	70	34,495	60,870
Program Assistant	Non-Exempt	63	25,010	44,134

COOPERATIVE EXTENSION

Custodian	Non-Exempt			
Prevention Educator	Non-Exempt			
Program Coordinator	Non-Exempt			
Parenting Matters Coordinator	Non-Exempt			
Farmers Market Manager	Non-Exempt			

VETERANS AFFAIRS

Asst Co Veterans Srvc Ofcr: Secretary	Non-exempt	57	18,986	33,503
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HEALTH

Local Health Director II	Exempt	80	54,602	96,351
Accounting Clerk IV	Non-exempt	59	20,814	36,728
Accounting Technician II	Non-exempt	61	22,813	40,256
Accounting Technician III	Non-exempt	63	25,010	44,134
Administrative Officer I	Exempt	67	30,055	53,036
Animal Control Officer I	Non-exempt	59	20,814	36,728
Animal Control Officer II	Non-exempt	61	22,813	40,256
Community Health Assistant	Non-exempt	54	16,543	29,192
Environmental Health Specialist	Non-exempt	68	31,468	55,529
Environmental Health Supervisor	Exempt	71	36,117	63,733
Foreign Language Interpreter	Non-exempt	60	21,791	38,452
Housekeeper	Non-exempt	54	16,543	29,192

HEALTH CONT.

Medical Lab Technician II	Non-exempt	64	26,185	46,207
Medical Lab Technologist I	Non-exempt	68	31,468	55,529
Nutritionist II	Non-exempt	66	28,707	50,657
Nutritionist Program Director I	Exempt	70	34,495	60,870
Office Work Unit Supervisor	Non-exempt	61	22,813	40,256
Patient Relations Representative	Non-exempt	59	20,814	36,728
Physician Extender II	Exempt	81	57,168	100,878
Practical Nurse II	Non-exempt	62	23,888	42,154
Processing Assistant III	Non-exempt	57	18,986	33,503
Processing Assistant IV	Non-exempt	59	20,814	36,728
Public Health Educator I	Non-exempt	63	25,010	44,134
Public Health Educator II	Non-exempt	67	30,055	53,036
Public Health Nurse I	Non-exempt	70	34,495	60,870
Public Health Nurse II	Non-exempt	72	37,814	66,728
Public Health Nurse III	Non-exempt	73	39,592	69,864
Public Health Nursing Director I	Exempt	77	47,576	83,953
Public Health Nursing Supervisor I	Exempt	74	41,452	73,146
Public Health Nursing Supervisor II	Exempt	76	45,439	80,182
Social Worker II	Non-exempt	67	30,055	53,036

SOCIAL SERVICES

Co. Social Services Director II	Exempt	80	54,602	96,351
Accounting Specialist I	Non-exempt	67	30,055	53,036
Accounting Specialist II	Non-exempt	69	32,947	58,138
Accounting Technician I	Non-exempt	59	20,814	36,728
Accounting Technician II	Non-exempt	61	22,813	40,256
Administrative Assistant I	Non-exempt	63	25,010	44,134
Administrative Assistant II	Non-exempt	65	27,416	48,378
Administrative Officer II	Exempt	70	34,495	60,870
Child Support Agent I	Non-exempt	63	25,010	44,134
Child Support Agent II	Non-exempt	65	27,416	48,378
Child Support Supervisor I	Exempt	67	30,055	53,036
Child Support Supervisor II	Exempt	68	31,468	55,529
Child Support Supervisor III	Exempt	69	32,947	58,138
County Social Services Business Officer I	Exempt	72	37,814	66,728
Data Entry Operator II	Non-exempt	57	18,986	33,503
Day Care Coordinator	Non-exempt	68	31,468	55,529
Foreign Language Interpreter I	Non-exempt	60	21,791	38,452
Foreign Language Interpreter II	Non-exempt	63	25,010	44,134
Human Resource Placement Specialist	Non-exempt	65	27,416	48,378
Income Maintenance Administrator I	Exempt	74	41,452	73,146
Income Maintenance Caseworker I	Non-exempt	63	25,010	44,134
Income Maintenance Caseworker II	Non-exempt	65	27,416	48,378
Income Maintenance Caseworker III	Non-exempt	67	30,055	53,036
Income Maintenance Investigator I	Non-exempt	65	27,416	48,378
Income Maintenance Investigator II	Non-exempt	67	30,055	53,036
Income Maintenance Supervisor II	Exempt	69	32,947	58,138
Income Maintenance Supervisor III	Exempt	71	36,117	63,733
Income Maintenance Technician	Non-exempt	59	20,814	36,728
Lead Child Support Agent	Non-exempt	66	28,707	50,657
Lead Worker V	Non-exempt	62	23,888	42,154
Office Assist III	Non-exempt	57	18,986	33,503
Office Assist IV	Non-exempt	59	20,814	36,728
Office Assist V	Non-exempt	61	22,813	40,256
Office Work Unit Supervisor V	Non-exempt	61	22,813	40,256
Personnel Technician II	Non-exempt	66	28,707	50,657
Personnel Technician III	Non-exempt	68	31,468	55,529
Processing Assistant III	Non-exempt	57	18,986	33,503
Processing Assistant IV	Non-exempt	59	20,814	36,728

SOCIAL SERVICES CONT.

Processing Assistant V	Non-exempt	61	22,813	40,256
Public Information Assist IV	Non-exempt	59	20,814	36,728
Social Worker I	Non-exempt	63	25,010	44,134
Social Worker II	Non-exempt	67	30,055	53,036
Social Worker III	Non-exempt	69	32,947	58,138
Social Worker III (Perm/Part time)	Non-exempt	69	32,947	58,138
Social Worker Program Administrator I	Exempt	75	43,399	76,583
Social Worker Program Manager	Exempt	74	41,452	73,146
Social Worker Supervisor II	Exempt	70	34,495	60,870
Social Worker Supervisor III	Exempt	73	39,592	69,864
Social Worker-Investigative/Assessment & Treatment	Non-exempt	71	36,117	63,733
Staff Developmental Specialist I	Exempt	70	34,495	60,870
Staff Developmental Specialist II	Exempt	72	37,814	66,728
Staff Developmental Specialist III	Exempt	74	41,452	73,146
Staff Psychologist I	Exempt	71	36,117	63,732
Clinical Social Worker	Exempt	72	37,814	66,728

BOARD OF COMMISSIONERS

Commissioner-Chairman	18,250
Commissioner	14,559

BOARD OF ELECTIONS

Bd of Elections-Chairman	\$3,920/Annual
Bd of Elections	\$2,953/Annual

COURT FACILITY

Jury Commission	\$10.00 Per hr.
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SOCIAL SERVICES

Bd of Social Services-Chairman	\$150 Per Mtg.
Bd of Social Services	\$100 Per Mtg.

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 7/18/11 **ITEM NO.:** 7

RESOLUTION: Authorizing the Issuance of Blanket Purchase Orders
To The Following Companies for Fiscal Year 2011-2012 \$106,800

Squires Auto and Generator Service – Vehicle Tires & Repairs	70,000
Corporate Resources – Office Supplies	3500
CTS Software – Software Contract	8,000
Sparkle Right – Cleaning & Washing Vans - Nineteen (18) Vehicles	9,000
Grant’s Service Company – Braun Lift Repairs	3,500
Right-On Signs – Installing & Removing Mobile Ads & Adding Logos to New Vehicles	1,000
UniFirst Corporation – Driver Uniforms for Eighteen (18) Drivers	7,000
Capps Promotions – Promotional Items for Festival, Fairs, & Events	3,000
Professional Nursing Services – New Employee Drug Test, Random Testing, and Reasonable Drug and/or Alcohol Testing	1,800
<i>Total</i>	\$ 106,800

SUBJECT AREA: Purchases / Bids

ACTION REQUESTED:

Approval of a Resolution authorizing the issuance of blanket purchase orders for Fiscal Year 2011-2012 for the following: Office Supplies 22-4510-2600, Software 22-4510-2910, Installing & Removing Mobile Advertising 22-4510-1990, Uniforms for Drivers 22-4510-2120, Promotional Items for Festivals, Fairs, and Events 22-4510-3700, Drug & Alcohol Testing 22-4510-2380, Washing & Cleaning Inside of Vans 22-4510-3530, Lift Repairs 22-4510-3530, Tires & Repairs 22-4510-3530

HISTORY/BACKGROUND:

Beginning March 10, 2008, Lenoir County Transit began Operations in-house and are utilizing these various companies for repairs, office supplies, washing and cleaning the inside of the vans, and a certified Braun lift repair service, installing & removing mobile advertising, promotional items for festivals, fairs, and events, drug & alcohol testing, for the Fiscal Year 2011-2012.

EVALUATION:

These Blanket Purchase Orders for Fiscal Year 2011-2012 will allow Lenoir County Transit to operate more efficient by having the Purchase Orders in place when the need for the service of one of the company’s arises.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.


Initials

RESOLUTION: NOW, THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that the County execute 9 purchase orders totaling \$106,800 to the companies listed above for Fiscal Year 2011-2012 recurring repairs, office supplies, washing and cleaning the inside of the vans, and a certified Braun lift repair service, installing & removing mobile advertising, promotional items for festivals, fairs, and events, and drug & alcohol testing.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 7/18/11
Date

ATTEST 7/18/11
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** July 18, 2011 **ITEM:** 8A

RESOLUTION: Authorizing the Award of a Contract For Asbestos Abatement Services for the 2009 CDBG Scattered Site Project: \$3,970.

SUBJECT AREA: COMMUNITY DEVELOPMENT

ACTION REQUESTED:

Award a contract to the lowest, qualified bidder for the services of an asbestos abatement contractor in the 2009 Community Development Block Grant Scattered Site Project.

HISTORY/BACKGROUND:

Lenoir County was awarded \$400,000 for the CDBG Scattered Site project on November 6, 2009. This project has allowed the clearance of dilapidated dwellings and the replacement of those dwellings in the County. Bids were taken for the abatement of asbestos on this last structure on June 10, 2011.

EVALUATION:

On June 10, 2011, bids were received from two asbestos abatement contractors for the removal of asbestos from a structure at 203 E. Boundry Street, LaGrange. A third contractor declined to submit a bid. The bids that were received are on the attached Bid Recap Sheet. The following contractor is recommended.

203 E. Boundry Street	A B Control, Inc.	\$3,970.00
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The recommendation for award is to the lowest qualified bidder.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

MWJ
Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that The contract for asbestos abatement of one structure in the 2009 CDBG Scattered Site Project be awarded and executed by the Lenoir County Manager with

203 E. Boundry Street., LaGrange A B Control, Inc. \$ 3,970.00

Funding Source 46-4960-5800 \$ 3,970.00

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 7/18/11
Date

ATTEST 7/18/11
Date

BUDGET ORDINANCE AMENDMENT: GENERAL FUND/EMERGENCY TELEPHONE FUND
 TRANSFER TO OTHER FUNDS/EMERGENCY TELEPHONE: \$6,068.64 INCREASE



LENOIR COUNTY, NORTH CAROLINA

BUDGET AMENDMENT REQUEST

PRIOR YEAR

FY 2010 - 2011
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND EMERGENCY TELEPHONE FUND		TRANSFER TO OTHER FUNDS EMERGENCY TELEPHONE SYSTEM		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		
REVENUES			EXPENDITURES		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u> 10-3991-9910 FUND BALANCE APPROPRIATED	6,068.64	<u>INCREASE</u> 10-9800-8517 TRNSF TO E911-REIMBURSEMENT	6,068.64		
<u>INCREASE</u> 24-3437-9108 REIMBURSEMENT-GENERAL FUND	6,068.64	<u>INCREASE</u> 24-4320-5810 CAPITAL RESERVE	6,068.64		
Total	6,068.64	Total	6,068.64		

Reason and Justification for Request:

BUDGET AMENDMENT TO APPROPRIATE FUNDS FROM GENERAL FUND FUND BALANCE TO COVER TELEPHONE EXPENDITURES FROM FY 09-10 THAT ARE INELIGIBLE FOR EXPENDITURE FROM E911 FUNDS . THESE FUNDS WERE BUDGETED IN THE E911 FUND IN FISCAL YEAR 2009-2010 AND EXPENDED IN FISCAL YEAR 2009-2010. HOWEVER, DUE TO MANY CHANGES IN THE GUIDELINES FOR E911 ELIGIBILITY, THESE ARE NOT ALLOWABLE.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Marta H. Martin</i>	6/17/2011	<i>Marta H. Martin</i>	6/17/2011
Budget Officer Approval	Date		
<i>Michael W. Sarman</i>	6/20/11		
Board Approval (When Applicable)	Date	Date of Minutes	

BUDGET ORDINANCE AMENDMENT: FINANCE/ECONOMIC DEVELOPMENT/
COMMUNICATIONS/EMERGENCY MANAGEMENT: \$34,848.: INCREASE



LENOIR COUNTY, NORTH CAROLINA

BUDGET AMENDMENT REQUEST

Prior Year

FY 2010 - 2011
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		FINANCE/ECONOMIC DEVELOPMENT/ COMMUNICATIONS/EMERGENCY MANAGEM		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		
REVENUES			EXPENDITURES		
Account # and Title	Amount	Account # and Title	Amount		
DECREASE		DECREASE			
10-3991-9910 Fund Balance Appropriated	-24,228.96	10-4930-1290 Salary Adjustments	-2,898.00		
INCREASE		INCREASE			
10-3498-3100 Reimbursement-City of Kinston	59,076.96	10-4930-1210 Salary & Wages	8,157.00		
		10-4930-1810 Employer - FICA	409.00		
		10-4930-1811 Employer - Medicare	95.00		
		10-4930-1820 Employer - Retirement	407.00		
		10-4930-1870 Employer - 401-K	408.00		
		10-4315-1212 Salaries - Overtime	6,270.00		
		10-4330-3310 Utilities	10,000.00		
		10-4160-3991 Juvenile Detention	12,000.00		
Total	34,848.00	Total	34,848.00		

Reason and Justification for Request:

BUDGET AMENDMENT TO APPROPRIATE THE FUNDS RECEIVED FROM THE CITY OF KINSTON IN SETTLING UP ON VARIOUS PROJECTS SHARED BY THE CITY AND THE COUNTY. THESE FUNDS WILL BE USED TO OFFSET DIFFERENT INCREASED COSTS, INCLUDING THE UNANTICIPATED RETIREMENT OF AN EMPLOYEE IN ECONOMIC DEVELOPMENT; THE INCREASED COST OF PAYING OVERTIME IN COMMUNICATIONS, DUE TO THE CHANGE IN THE WAY HOLIDAYS ARE PAID; THE INCREASE IN UTILITIES FOR EMERGENCY MANAGEMENT; AND THE INCREASE IN THE COUNTY'S COST FOR HOUSING OF JUVENILES (COST HAS RISEN FROM \$84 TO \$120 PER PERSON PER DAY). THE REMAINDER OF THE FUNDS WILL BE USED TO OFFSET FUND BALANCE APPROPRIATED

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martina H. Martin</i>	7/7/2011	<i>Martina H. Martin</i>	7/7/2011
Budget Officer Approval	Date		
<i>Michael W. Jarman</i>	7/12/11		
Board Approval (When Applicable)	Date	Date of Minutes	

BUDGET ORDINANCE AMENDMENT: COMMUNITY DEVELOPMENT BLOCK GRANT FUND:
2009 CDBG SCATTERED SITE CONTINGENCY PROJECT #05-C-2175: \$80,000. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2010 - 2011
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
COMMUNITY DEVELOPMENT BLOCK GRANT	2009 CDBG SCATTERED SITE CONTINGENCY #05-C-2175	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>DECREASE</u>		<u>DECREASE</u>
46-3409-3606 CDBG #05-C-2175	80,000.00	46-4962-1000 ADMINISTRATION 8,000.00 46-4962-5820 RELOCATION 72,000.00
Total	80,000.00	Total 80,000.00

Reason and Justification for Request:

TO SET UP AND APPROPRIATE FUNDS FOR THE 2009 COMMUNITY DEVELOPMENT BLOCK GRANT CONTINGENCY PROJECT - SCATTERED SITE HOUSING THAT WAS AWARDED TO THE COUNTY ON MARCH 31, 2011. THIS GRANT WILL BE USED IN CONJUNCTION WITH REMAINING 2009 CDBG SCATTERED SITE HOUSING FUNDS TO RELOCATE ANOTHER HOMEOWNER. THIS ESTABLISHES THE REVENUE AND EXPENDITURE LINES FOR BUDGETING PURPOSES.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Marta H. Martin</i>	6/6/2011	<i>Marta H. Martin</i>	6/6/2011
Budget Officer Approval	Date		
<i>Michael W. [Signature]</i>	6/7/11		
Board Approval (When Applicable)	Date	Date of Minutes	

INTRODUCED BY: Michael W. Jarman, County Manager DATE 07/18/11 ITEM NO. 8E

RESOLUTION: Approving/Authorizing Execution of FY11-12 Insurance Policies with WA Moore Company, Inc., and Discovery Insurance Co.: \$422,697.

SUBJECT AREA: Administrative

ACTION REQUESTED: To award insurance contracts for auto, property, crime, general, and professional liability to WA Moore Company, Inc. for \$266,961 and for workers compensation third party administration to Discovery Insurance Co. for \$33,000 and for EMS liability, equipment, auto, and \$10 million excess liability to WA Moore Company, Inc. for \$75,731 and for excess workers compensation to WA Moore Company, Inc. for \$47,005.

HISTORY / BACKGROUND: This current fiscal year will be the tenth 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 FY11-12 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 FY11-12.

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 \$400,000. We previously evaluated being fully insured for worker's compensation, but the premiums were too high.

EVALUATION: A comparison of premiums was made between FY09-10, FY10-11, and FY11-12.

Coverage	Agent/Company	FY09-10	FY10-11	FY11-12	%Δ
1. Auto, Property, Crime, General, and Professional Liability	J. T. Sutton Insurance Co./ WA Moore	\$229,457	\$248,997	\$266,961	7.2%
2. Workers Comp. Admin.	Discovery Insurance Co.	\$33,000	\$33,000	\$33,000	0%
3. EMS-vehicles, general liability, equipment	WA Moore-VFIS	\$83,867	\$78,945	\$75,731	-4.2%
4. Excess Workers Comp.	WA Moore	\$40,303	\$43,493	\$47,005	8.1%
	Total	\$383,074	\$404,435	\$422,697	4.5%

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

MW
Initials

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 FY11-12 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 FY11-12.

Discovery	Workers Comp Administration	\$33,000
WA Moore	Vehicles, PEP Liability, Buildings Commercial Liability, Commercial umbrella	\$266,961
WA Moore	Excess Worker's Compensation	\$47,005
WA Moore	EMS	<u>\$75,731</u>
	Total	\$422,697

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham, Jr. Chairman 07/18/11

ATTEST 07/18/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 7/18/11 **ITEM NO.:** 9A

RESOLUTION: Authorizing Contract with USDA Animal and Plant Health Inspection Service, Wildlife Services Division Beaver Management Assistance Program Participation

SUBJECT AREA: Administrative

ACTION REQUESTED:

Authorize to enter in to contract with the USDA Animal and Plant Health Inspection Service (APHIS) Wildlife Services (WS) Division, for the purpose of participating in the NC Wildlife Resources Commission Beaver Management Assistance Program and additional services contract, \$21,800 for FY 2011 (October 2011-September 2012).

HISTORY/BACKGROUND:

The BMAP was created by State legislative action in 1992 with the express purpose of helping manage ever increasing damage caused by beaver on private and public lands. Lenoir County residents, landowners, and businesses have experienced problems associated with beaver activity. The NC Cooperative Extension in Lenoir County was contacted to develop a program designed to assist with the management of this problem. Lenoir County joined BMAP in 1997 and has continued to reap benefits of this program. In 2009-10, twenty-two (22) visits were made with the following results: Nine (9) dams removed by hand, fourteen (14) removed by explosives. Only beaver and their impoundments causing damage were removed. The intent of the program is not to eradicate beaver but to lessen the damage they cause. Furthermore, BMAP activities in Lenoir County have prevented the loss and damage of over \$47,000 to timber, land, and crops. This represents an estimated cost-benefit ratio of 2:1. Since 1997, the beginning of BMAP in Lenoir County, over 200 beaver have been removed, over 100 dams removed by hand, 32 removed with explosives, 300 acres timberland reclaimed saving landowners an estimated \$1,050,000 dollars.

Local downtown businesses are striving to offer the best products to their customers. The exterior environment is important for customers to have a "first good impression" where they shop. A need to control the local pigeon population has been identified. The North Carolina Coop Ext and NC Wildlife Commission have been working with several local businesses to implement control strategies. Six local businesses have reported a decrease in pigeon populations as a result of suggested control strategies by the NCCES. Over one thousand (>1000) birds have been removed.

The combination of these two programs has resulted in commodities saved, businesses improved and real estate reclaimed. It is estimated these programs have cost Lenoir County an estimated \$97,000.00 with an estimated returned on investment of \$1,100,000.

EVALUATION:

This program will increase public and landholder education concerning best practices for managing beaver damage. Wildlife specialists will provide alleviation of damage by removing offending animals and their dams. Results include reduction in destruction of agricultural crops, damage to roads, timberlands, drainage systems, landscape plantings, and other property.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that Lenoir County Cooperative Extension be authorized to enter in to contract with the USDA APHIS, Wildlife Services Division to participate in the Beaver Management Assistance Program.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 7/18/11
Date

ATTEST 7/18/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 7/18/11 **ITEM NO.:** 9B

RESOLUTION: Authorizing Grounds Maintenance \$3,296

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED:

To authorize acceptance of 1 year contract of \$3,296 bid for grounds maintenance by Wheat Swamp Landscaping.

HISTORY/BACKGROUND:

Wheat Swamp Landscaping has provided service for all of Lenoir County Cooperative Extension grounds maintenance for the past five years. We have been very pleased with this service and wish to continue to extend a contract for the upcoming year. Contract fees remain the same as in the previous year.

EVALUATION:

Appearance of lawn and landscape of Lenoir County Cooperative Extension.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that Lenoir Co. Cooperative Extension be authorized to contract out grounds maintenance from line item 10-4950-6900 – Contracted Services.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 7/18/11
Date

ATTEST 7/18/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 7/18/11 **ITEM NO.:** 9C

RESOLUTION: To Authorize Lenoir County Cooperative Extension To Initiate Second Round Of Mac Computer Lease At \$4,354.54. Decrease Of \$2,662.00 From Previous Year.

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED:

The Board is requested to authorize Lenoir County Cooperative Extension's participation in the North Carolina Cooperative Extension/ North Carolina State University Mac Computer Lease program.

HISTORY/BACKGROUND:

North Carolina Cooperative Extension converted to the Mac Computer lease System approximately 4 years ago in 2007. As a result the Lenoir County Center of North Carolina Cooperative Extension converted and began participating in the program. This appears to be the most cost effective method to keep our Computer System aligned with the University's as well as to keep our systems current and up to date. This program involves a three year lease. At this time we are beginning a second round of the program. For the amount \$4,354.54 our agency has installed 14 new hard drives and one Mac laptop. This amount includes installation, training, University technical support and any potential repair. This lease will conclude in three years.

EVALUATION:

The Mac Lease program with North Carolina State University keeps our agency in sync with our parent agency and educational institution in the most cost effective manner.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that Lenoir Cooperative Extension be authorized to pay this fiscal year lease of \$4,354.54 to the University for the Mac Computer Lease.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

7/18/11
Date

ATTEST

7/18/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 7/18/11 **ITEM NO.:** 10A

RESOLUTION: Authorizing The Issuance of Purchase Order to the DLL Public Finance For 1st of three yearly lease payments: \$ 21,508.00

SUBJECT ARES: Purchases / Bids

ACTION REQUESTED:

Approval of a Resolution authorizing the issuance of blanket purchase order for budgeted lease amount out of account 10-4210-7100.

HISTORY/BACKGROUND:

Lenoir County has over 5 terabytes of information that has a need to be backed up in a proper and safe manner. This has become an impossible task to do in a timely manner. We can no longer utilize tape as an active medium for real-time backup tasks due to time constraints.

EVALUATION:

We will be putting a duplicated EMC DD360 networker backup system at the courthouse and at the 911 center that will mirror each other for disaster recovery and will initially allow for backup of up to 10.2 terabytes. Of course when this is reached in several years this system does allow for expansion space.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.


Initials

RESOLUTION: NOW, THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that the County execute a purchase order for \$21,508 to the DLL Public Finance for yearly lease cost.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

7/18/11
Date

ATTEST

7/18/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 7/18/11 **ITEM NO.:** 10B

RESOLUTION: Authorizing The Issuance Of Purchase Order and 36 month contract To G.E. Capital / Centurylink For 1st of 3 annual lease payments on Data Infrastructure equipment:
\$88,200.00

SUBJECT ARES: Purchases / Bids

ACTION REQUESTED:

Approval of a Resolution authorizing the issuance of blanket purchase order and 36 month contract for budgeted lease amount out of account 10-4210-7100.

HISTORY/BACKGROUND:

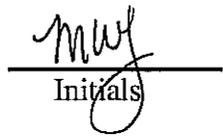
Lenoir County operates its own data infrastructure that includes phones, audio, video and data. Due to the ever increasing utilization of this infrastructure we lease our hardware so that we can upgrade as more efficient less expensive equipment is manufactured.

EVALUATION:

Our current equipment is going 4 years old and is aging out with maintenance cost starting to rise. We can replace our current data switches with new switches with a 10X faster backplane and reduce our annual costs by \$33,000.00. In addition this equipment would allow for increased traffic throughput for all of our data, voice and video applications including video arraignment, video training onsite, and video visitation.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.


Initials

RESOLUTION: NOW, THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that the County execute a purchase order for \$88,200 and contract G.E. Capital / Centurylink for 1st of 3 annual lease payments on data infrastructure equipment.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 7/18/11
Date

ATTEST 7/18/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 7/18/11 **ITEM NO.:** 11

RESOLUTION: Approving the Purchase of a SmartBoard for the Emergency Operations Center (EOC): Amount: \$7,288.03

SUBJECT AREA: Financial

ACTION REQUESTED:

Request the Board to approve the purchase a smart board for the emergency operations center (EOC). This item will be purchased from the EMPG (emergency management performace grant) fund. Account: 10-4201-6403 in the amount of \$7,288.03.

HISTORY/BACKGROUND:

During emergencies, an EOC function is to collect information, analyze this information and share the information with a variety of partners located within the EOC. When the EOC is not being used during emergencies, it then converts to a traning room for various departments, i.e. law enforcement, EMS, fire, state partners, etc. Equipment that is installed within this room must be flexible for emergency and educational situations.

EVALUATION:

Staff has received an EMPG (emergency management performance grant) that is to be used for equipment within a local EOC. Personnel have researched different audio & visual equipment and have determined that a smart board will meet the versatility and demands of emergent situations and training needs.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: the Emergency Services Department purchase a SmartBoard for the emergency operations center (EOC) from account from the EMPG fund: Account: 10-4201-6403 Amount: \$7,288.03

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 7/18/11
Date

ATTEST 7/18/11
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 7/18/11 **ITEM NO.:** 12A

RESOLUTION: Endorsement of the FY 2011-2012 Lenoir County Home and Community Care Block Grant Funding Plan

SUBJECT AREA: Administrative

ACTION REQUESTED:

The Board is requested to endorse FY 2011-2012 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, \$398,729, 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 ORDAINED by the Lenoir County Board of Commissioners to endorse the FY 2011-2012 Lenoir County Home & Community Care Block Grant Funding Plan.

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

7/18/11
Date

ATTEST

7/18/11
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 7/18/11 **ITEM NO.:** 12B

RESOLUTION: Approving Blanket Purchase Order to Coastal Connections for FY 11-12:
\$4,000

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute a blanket purchase order to Coastal Connections for FY 11-12' in the amount of \$4,000

HISTORY/BACKGROUND:

The Department of Social Services receives Adoption Promotion Program (formally Special Children Adoption) funds when meeting and exceeding established adoption baselines. The purpose of the funds is adoption promotion and awareness. The Children's Services unit of the agency attends community fairs and events to increase awareness of available foster care and adoption services. It is necessary to purchase marketing items in support of these efforts.

EVALUATION:

This blanket purchase order is necessary in order to assist the agency with promoting and increasing awareness of foster care and adoption services. These funds are 100% Federal funds and require no County match.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

mwj
Initials

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorize the Social Services Director to execute a blanket purchase order to Coastal Connections for FY 11-12' in the amount of \$4,000

Account # 105363.4975 Federal Adoption Incentive Funds

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham Jr., Chairman 7/18/11
Date

ATTEST 7/18/11
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 7/18/11 **ITEM NO.:** 12C

RESOLUTION: Approving Blanket Purchase Order to Freedom ENC Communications for FY 11-12: \$8,000

SUBJECT AREA: Purchases/Bids

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute a blanket purchase order to Freedom ENC Communications for FY 11-12' in the amount of \$8,000.

HISTORY/BACKGROUND:

The Department of Social Services advertises job vacancies in the Kinston Free Press regularly for the purpose of recruiting new employees. Expenditures for advertising in FY 10-11' were roughly \$7,000.

EVALUATION:

This blanket purchase order is necessary in order to assist the agency with recruitment of new DSS employees. Reimbursement for advertising expenditures is approximately 50% Federal/State funding.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval



Initials

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorize the Social Services Director to execute a blanket purchase order to Freedom ENC Communications for FY 11-12' in the amount of \$8,000

Account # 105310.3700 Advertising \$8,000

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman 7/18/11
Date

ATTEST 7/18/11
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 7/18/11 **ITEM NO.:** 12D

RESOLUTION: Approving Purchase Order and Contract with Drake Janitorial Service, Inc.
for Fiscal Year 11/12: \$36,700

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to authorize the Social Services Director to execute a purchase order and contract with Drake Janitorial Service, Inc. for maintenance of the Social Services building located at 130 W. King St., Kinston, NC effective July 1, 2011 through June 30, 2012.

Account # 105310.3500 Maintenance/Repairs- Building and Grounds \$36,700

HISTORY/BACKGROUND:

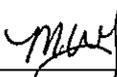
Janitorial services at DSS changed from direct staff to contracted services effective July 1, 2003. Drake Janitorial has agreed to continue their services at for general cleaning (includes cleaning supplies) to be done five times per week. This includes a person to work from 8:30 AM to 4:30 PM as well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

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully recommend approval


Initials

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes the Director of Social Services to execute a purchase order and contract totaling \$36,700 to Drake Janitorial Service, Inc. for Fiscal Year 2011/12 for maintenance of the DSS building.

Account # 105310.3500 Maintenance/Repairs-Buildings and Grounds \$36,700

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

7/18/11
Date

ATTEST

7/18/11
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 7/18/11 **ITEM NO.:** 12E

RESOLUTION: Approving a Contract Amendment for Fiscal Year 2011/12: Day Break Life Center Inc.: \$39,101

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to approve a budget resolution for a contract amendment with Day Break Life Center Inc. to increase the contract amount to \$39,101:

Account # 105332.4013 Adult Day Care Fund \$ 39,101

HISTORY/BACKGROUND:

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

The 2011-2013 Governor's proposed budget included a cut to Adult Day Care funds. It also proposed that priority for services be given to adults age 18-59. In Lenoir County, the majority of the Adult Day Care funds support adults 60 and over. In response, the Lenoir County Council on Aging agreed to use Home & Community Care Block grant funds allocated to their agency to supplement the potential loss of funding within our agency.

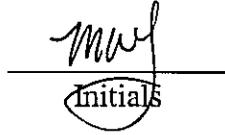
EVALUATION:

Lenoir County DSS has contracted with Day Break Life Center Inc. (previously Day Break Adult Day Care Center) for the last several years and has found their services satisfactory and this contract is necessary in order to meet the needs of DSS's senior clientele. The board approved a contract with Day Break Life Center Inc. on June 20, 2011 in the amount of \$28,101. The proposed contract amendment will increase the contract by \$11,000. These funds are included in the agency FY 11-12' budget and will not require an additional County match.

The state/federal reimbursable share for the Home & Community Care Block Grant is approximately 90% and 10% county funding.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval


Initials

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the County Director of Social Services is authorized to execute a contract amendment with Day Break Life Center Inc. to increase the approved contract to \$39,101.

Funding Account # 10-5332-4013 H&CCBG-Adult Day Care

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham Jr., Chairman

7/18/11
Date

ATTEST

7/18/11
Date

INTRODUCED BY: Michael Jarman, County Manager DATE: 07/18/11 ITEM NO. 13

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>
Lenoir County Jury Commission 1st Appearance	Doretha Branch William Harvey Howard (Re- appointment)	July 2013
Community Advisory Committee – Nursing Home 1st Appearance	Trudy Pickett Marva J. Brown	July 2013
Juvenile Crime Prevention Council (JCPC) 1 st Appearance	Luberta Parker (Re-appointment)	July 2013

CURRENT VACANCIES:

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

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

Grifton Planning Board – One (1) Vacancy

CJPP – Three (3) Vacancies

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

MANAGER'S RECOMMENDATION:

Initials

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

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Jury Commission 1st Appearance	Doretha Branch William Harvey Howard (Re-appointment)	July 2013
Community Advisory Committee – Nursing Home 1st Appearance	Trudy Pickett Marva J. Brown	July 2013
Juvenile Crime Prevention Council (JCPC) 1st Appearance	Luberta Parker (Re-appointment)	July 2013

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Graham _____

Pharo _____ Rouse _____ Sutton _____

George W. Graham, Jr., Chairman

7/18/11
Date

ATTEST

7/18/11
Date



State of North Carolina
General Court of Justice
CLERK OF SUPERIOR COURT
LENOIR COUNTY
P.O. BOX 68
KINSTON, NC 28502-0068

DAWN G. STROUD, CLERK
EX OFFICIO JUDGE OF PROBATE

BUS: (252) 520-5300
FAX: (252) 520-5385

To: George Graham, Chairman, Lenoir County Board of Commissioners
From: Dawn G. Stroud, Clerk of Superior Court, Lenoir County *DGS*
Re: Jury Commission Appointment
Date: July 6, 2011

I am hereby appointing Doretha Branch to a two-year term on the Lenoir County Jury Commission. Mrs. Branch's address is 111 N. Martin Luther King Drive, LaGrange, NC 28551.

Should you have any questions, please do not hesitate to call me at 520-5310.

cc: The Honorable Paul L. Jones, Senior Resident Superior Court Judge, District 8-A



State of North Carolina
General Court of Justice
Judicial District 8A

PAUL L. JONES
RESIDENT SUPERIOR COURT JUDGE

KINSTON, NC 28502
P.O. Box 68
TELEPHONE: (252) 520-5420
FACSIMILE: (252) 520-5421

June 30, 2011

Lenoir County Board of Commissioners
P.O. Box 3289
Kinston NC 28502

Re: Appointment to Jury Commission

Commissioners:

I am hereby tendering Mr. William Harvey Howard as my nominee for appointment to the Jury Commission for another two-year term.

With best wishes, I remain,

Sincerely yours,

Paul L. Jones
Senior Resident Superior Court Judge
Judicial District 8-A

PLJ/acs

Cc: Mr. William Harvey Howard
The Honorable Dawn G. Stroud, Clerk of Court

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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

Advisory Board/Committee/Commission interested in:

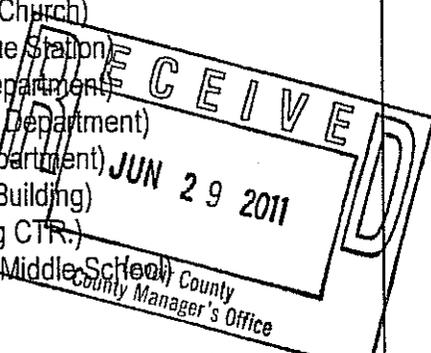
Community Advisory Committee - Nursing Homes

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

Name: Trudy Pickett
 Address: 2305 Stallings Dr
 City/State/Zip: Kinston NC 28504
 Telephone: (Home) 252 527 6016 (Work) 252 527 2191
 Occupation: Cooperative Extension FCS Agent
 Business Address: 1791 Hwy 11/55 Kinston NC 28504
 Age: (Optional): _____
 Number hours available per month for this position: 8
 Training: _____
 Business and Civic Experience/Skills: I work w/ senior citizens in my job & have an interest in serving them.
 Other County Boards/Committees/Commissions presently serving on: N/A
 Expiration date of Term: _____

Circle your voting precinct

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



CERTIFICATION

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

Trudy W. Pickett
Signature of Applicant

6/27/11
Date

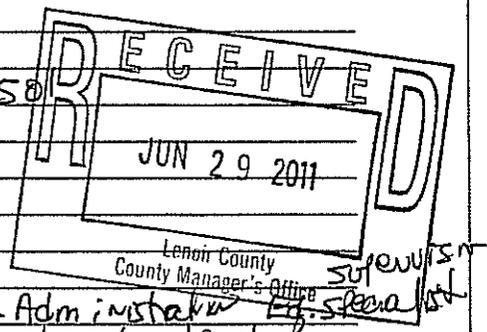
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Advisory Board/Committee/Commission interested in:

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

Name: Marna J. Brown
 Address: 506 Darby Avenue
 City/State/Zip: Kinston, North Carolina 28501
 Telephone: (Home) 252-523-8253 (Work) N/A
 Occupation: Retired
 Business Address: _____
 Age: (Optional): _____
 Number hours available per month for this position: As Needed
 Training: BS Home Economics MS Home Economics, MA-Adminstrative Ed. State
 Business and Civic Experience/Skills: Teacher, Food service Director, Leadership
Position in several organizations, secretary United Way Board
 Other County Boards/Committees/Commissions presently serving on: _____
secretary United Way Board
 Expiration date of Term: _____



Circle your voting precinct

- | | |
|---|--|
| K-1 (Carver Courts Recreation Center) | Institute (Institute Methodist Church) |
| K-2 (Old Plummer Daniel's Building) | Moseley Hall (Frink Middle School Gym) |
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Marna J. Brown
Signature of Applicant

6-26-11
Date

PUBLIC HEARING NOTICE

Notice is hereby given that Lenoir County will hold a public hearing on the closeout of the 2009 North Carolina Community Development Block Grant (CDBG) Program – Economic Development Category on Monday, July 18, 2010 at 4:00 p.m. or thereafter in the Commissioners Board Room at the County Courthouse, Queen Street, Kinston, NC. The County received \$1,000,000 in CDBG grant assistance (representing 21% of project costs) to construct a natural gas pipeline to serve Sanderson Farms, Inc. The public hearing will provide information on the closeout of the project and to review the accomplishments. The public hearing will also provide information on the County's support of fair housing requirements. Additional information is available from Mr. Michael W. Jarman, County Manager, P.O. Box 3289, Kinston, NC, phone: 252-559-6450. The County of Lenoir is an equal opportunity employer and service provider. This information is available in Spanish or any other language upon request. Please contact Martha Martin, Finance Officer, at 252-559-6464 or at the Lenoir County Courthouse, 130 S. Queen St., Kinston, NC 28502 for accommodations for this request. Esta información está disponible en español o cualquier otra lengua a petición. Entre en contacto con por favor a Martha Martin, oficial de las finanzas, en 252-559-6464 o en Palacio de justicia del condado de Lenoir, 130 S. Queen St, Kinston, NC 28502 para las comodidades para esta petición.