

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA**  
**MONDAY, JULY 18, 2016 – 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**

Susan Moore, Department of Social Services, Crisis Intervention Program (CIP)

Eunisa B. Johnson, FSA County Executive Director

**PUBLIC COMMENTS**

Scheduled:

Non-Scheduled:

**CONSENT AGENDA: 10 Min.**

**ACTION**

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| 1. | Approval of Minutes: Regular Board Meeting: June 20, 2016.   | King/Bryan |
| 2. | Resolution Approving the Submission for Grant Funding for the Community Hands-only CPR Education: Wal-Mart Foundation, Community Grants Program: \$1,725.23. | Dail       |

**END OF CONSENT AGENDA**

**BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS: 40 Min.**

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| 3.  | Resolution Authorizing Establishment of the Green/Lenoir County Boundary Line.                          | Humphrey  |
| 4.  | Resolution Approving Purchase Order for L3 Mobile Vision, Inc.: \$9,480.                                | Ingram    |
| 5.  | Budget Ordinance Amendment: General Fund: Health (WIC) \$13,676. Increase.                              | Huff      |
| 6.  | Resolution Approving Service Contract between Lenoir County Transit and Lenoir County Council on Aging. | Greene    |
| 7.  | Resolution Approving Lenoir County Transit System Fare Decrease.  | Greene    |
| 8.  | Budget Ordinance Amendment: Emergency Telephone: \$4,366. Decrease.                                     | Chestnutt |
| 9.  | Budget Ordinance Amendment: General Fund: Process Funds: \$28,303.75.                                   | Chestnutt |
| 10. | Budget Ordinance Amendment: Process Funds: \$41,700.  | Chestnutt |
| 11. | Budget Ordinance Amendment: General Fund: Board of Elections: \$8,960: Increase. (15-16).               | King      |

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| 12. | Budget Ordinance Amendment: General Fund: Board of Elections: \$8,960: Increase. (16-17).  | King  |
| 13. | Resolution Authorizing Issuance of Fiscal Year 16-17 Blanket Purchase Orders: \$77,946.  | King  |
| 14. | Resolution Authorizing a Four (4) Year Lease with Dell Computer Corporation, Inc.: \$45,000 Per Year.  | Bryan |
| 15. | Resolution Authorizing Purchase of a Caterpillar D6T XL Dozer for use at the landfill: Gregory Poole (Washington, NC): Not to exceed \$328,000 off State Term Contract 760H. | Bryan |
| 16. | Resolution Approving the Purchase of an Unmanned Aerial System: Benchmark Tool and Supply, Inc.: \$18,318.30.  | Dail  |
| 17. | Resolution Approving the Purchase of Two (2) 2017 Ford F250 4x4 Trucks: Piedmont Truck Center, Inc.: \$68,268.   | Dail  |
| 18. | Resolution Approving the Remount of a 2007 Ford E450 Wheeled Coach Ambulance Box: Select Custom Apparatus: \$83,068.45.  | Dail  |

**APPOINTMENTS: 5 Min.**

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| 19. | Resolution Approving Citizens to Boards, Commissions, Etc. <b>5 Min.</b> | Board |
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**OTHER ITEMS 10 Min.**

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| 20. | <b>Items from County Manager</b>  | Board |
| 21. | <b>Items from County Attorney/Commissioners Public Comments/Closed Session (if necessary)</b> | Board |

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**COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE**  
**130 S. QUEEN ST., KINSTON, N.C.**

**Summary of Actions Taken at the June 20, 2016 Meeting**

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| 1.  | Approval of Minutes: Regular Board Meeting: June 6, 2016.  | Approved |
| 2.  | Budget Ordinance Amendment: General Fund: Health: Environmental Health: 41,404. Increase.  | Approved |
| 3.  | Resolution to Support the Lenoir County Transportation Committee Priority Ranking Submission to the Eastern Carolina Rural Planning Organization.  | Approved |
| 4.  | A. Resolution Approving FY 16-17 Position and Pay Classification Plan.   | Approved |
|     | B. Resolution Approving the Amended Lenoir County Personnel Policies and Procedures.   | Approved |
| 5.  | A Resolution Approving Expenditure for Lease of Copiers/Wide Format Scanner: COECO: Not to Exceed \$9,500.   | Approved |
|     | B. Resolution Approving Indexing Services Contract for FY 2016-17: Cott Systems: \$27,000.   | Approved |
| 6.  | A. Resolution Authorizing Lenoir County Cooperative Extension to Continue the Lease of Twelve (12) Mac Computers: \$4,555.   | Approved |
|     | B. Resolution Approving Grounds Maintenance Contract: Charles Hughes Construction, LLC.: \$6,000.  | Approved |
|     | C. Resolution Authorizing Agreement with USDA Animal and Plant Health Inspection Service (APHIS) Wildlife Services Division: \$17,800. and Contract for Participation in the Beaver Management Assistance Program: \$4,000 (total \$21,800.) | Approved |
|     | D. Resolution Authorizing Contract with Eastpointe Human Services to Operate the Evidence Based Youth Prevention Program: \$32,973.93.   | Approved |
| 7.  | Resolution Authorizing FY 16-17 Service Contracts and Purchase Orders: Tax Department General Fund and Revaluation Fund: \$96,317.   | Approved |
| 8.  | Resolution Authorizing FY 16-17 Issuance of Blanket Purchase Orders: Transit Department: \$130,650.  | Approved |
| 9.  | Resolution Authorizing FY 16-17 Service Contracts and Purchase Orders: Court Facility/Public Buildings Department: \$183,641.  |          |
| 10. | A Resolution Authorizing the MIS Director to Execute a Contract for OneSEARCH Software License from NEXGEN Digital Document Solutions: \$19,000.   | Approved |
|     | B. Resolution Authorizing the Issuance of Blanket Purchase Orders for Yearly Software/Hardware Maintenance: \$272,070.   | Approved |

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| 11. | A. Budget Ordinance Amendment: General Fund: Health: (General Admin-Grant) \$5,000. Increase.  | Approved |
|     | B. Resolution Approving Content of Transit Van Ad Requested by Lenoir County Health Department to Promote Proper Handling of Prescription Medications.   | Approved |
|     | C. Resolution Authorizing FY 16-17 Blanket Purchase Orders for Clinics and Services. \$662,988.  | Approved |
| 12. | A. Resolution Declaring Property as Surplus and Authorizing the Sale of the Surplus Property by Auction.   | Approved |
|     | B. Resolution Authorizing the Issuance of FY 16-17 Blanket Purchase Orders for Non-Departmental Purchases: \$106,000.  | Approved |
|     | C. Resolution Approving/Authorizing Execution of FY 16-17 Insurance Policies with WA Moore Company, Inc., and Discovery Insurance Company: \$671,330.  | Approved |
|     | D. Budget Ordinance Amendment: Process Funds: \$9,900.   | Approved |
|     | E. Budget Ordinance Amendment: Fire Departments (Fund 50-62) \$92,400.   | Approved |
|     | F. Budget Ordinance Amendment: General Fund: Process Funds: \$120,000. Increase.   | Approved |
|     | G. Budget Ordinance Amendment: General Fund: Revenues/Insurance Fund: \$608,500.   | Approved |
| 13. | A. Resolution Authorizing Purchase of Equipment, Services and/or Supplies: Sheriff's Department: \$527,530.  | Approved |
|     | B. Resolution Authorizing Purchase of Equipment, Services and/or Supplies: Detention Center: \$1,016,458.  | Approved |
| 14. | A. Resolution Authorizing FY16-17 Service Contracts and Purchase Orders: Emergency Services: Emergency Management Division: \$35,486.  | Approved |
|     | B. Resolution Authorizing FY16-17 Service Contracts and Purchase Orders: Emergency Services: Communications Division: \$280,057.   | Approved |
|     | C. Resolution Authorizing FY16-17 Service Contracts and Purchase Order: Emergency Services: Communications Division: Emergency Telephone Fund: \$350,432.  | Approved |
|     | D. Resolution Authorizing FY16-17 Service Contracts and Purchase Orders: Emergency Services: EMS Division: \$574,975.  | Approved |
|     | E. Resolution Authorizing Lease Purchase Agreement for L2 P25 Core: Motorola: \$614,283.   | Approved |
|     | F. Resolution Authorizing FY16-17 Lease Payment on L2 P25 Core: Emergency Services: E911 Grant Fund: \$198,530.44.   | Approved |
| 15. | A. Resolution Authorizing FY16-17 Service Contracts and Purchase Orders: Department of Social Services: \$1,532,891.   | Approved |
|     | B. Resolution Approving Provider Agreements for Subsidized Day Care: \$2,143,438.  | Approved |
| 16. | Resolution Approving Mr. Jim Hardison to the Lenoir Community College Board of Trustees, Dr. Brantley Briley, Mr. Bruce Parson, and Mr. Mark Pope to the Eastern Carolina Workforce Development, and Nell Smith, Jane Phillips, and Pat Humphreys to the LC Nursing Home & Adult Care. | Approved |

MINUTES

LENOIR COUNTY BOARD OF COMMISSIONERS

June 20, 2016

The Lenoir County Board of Commissioners met in open session at 4:00 a.m. on Monday, June 20, 2016, in the Board of Commissioners' Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

Members present: Chairman Craig Hill, Vice Chairman Jackie Brown, Commissioners, Roland Best, Mac Daughety, Reuben Davis, Eric Rouse, and Linda Rouse Sutton.

Members Absent: None

Also present were: Michael W. Jarman, County Manager, Tracy Chestnutt, Finance Officer, Vickie F. King, Clerk to the Board, Joey Bryan, Assistant County Manager, Robert Griffin, County Attorney, members of the general public and news media.

Chairman Hill called the meeting to order at approximately 4:00 p.m. Ms. Brown offered the Invocation and Mr. Daughety led the audience in the Pledge of Allegiance.

**PUBLIC INFORMATION:**

None Scheduled

**PUBLIC COMMENTS:**

None Scheduled

**CONSENT AGENDA:**

1. Approval of Minutes: Regular Board Meeting: June 6, 2016.
2. Budget Ordinance Amendment: General Fund: Health: Environmental Health: \$1,404. Increase.

Upon a motion by Ms. Brown and a second by Ms. Sutton, the consent agenda was unanimously approved.

**BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS:**

Item No. 3 was a Resolution to Support the Lenoir County Transportation Committee Priority Ranking Submission to the Eastern Carolina Rural Planning Organization. Bill Whaley, Chairman, Lenoir County Transportation Committee, stated the Transportation Committee was created to organize county residents and leaders into one unified voice, to make requests to the state Department of Transportation and to the Eastern Carolina Rural Planning Organization. Mr. Whaley mentioned none of the priorities are funded at the local level but are state projects in conjunction with the U.S. 70 Corridor Commission. We felt the emphasis should be placed as much as it could be on U.S. 70 since that is the major thoroughfare for the group. Mr. Whaley presented the list of the top six priorities in order of importance.

1. Kinston Bypass project from NC 148/ CF Harvey parkway to US 70 East of NC 58, with construction of a freeway on a new location. 2. US 70 project converting grade intersection at Jim Sutton Road/Willie Measley Road to an interchange. 3. US 70 project from West of SR 1522/Albert Suggs Road to NC 148/CF Harvey Parkway, with freeway upgrade. 4. US 70 project from the Existing Freeway near LaGrange to SR 1522/Albert Suggs Road, with freeway upgrade. 5. US 70 project from US 70 East of NC 58 to East of SR 1002/Wyse Fork Road, with freeway upgrade. 6. US 258 project from SR 1101/Browntown Road to SR 2010/CF Harvey Parkway, with widening to multi-lanes on the existing location. Mr. Whaley asked if anyone had any questions he would be glad to answer. Upon a motion by Mr. Rouse and a second by Ms. Brown, Item No. 3 was unanimously approved.

Mr. Hill thanked Mr. Whaley for the work he is doing as well as for serving as Chairperson of the Transportation Committee.

Item No. 4A was a Resolution Approving FY16-17 Position and Pay Classification Plan. Lashanda Hall, HR Technician, stated the Human Resources Department has proposed a Pay and Position Classification Plan that promotes uniform and consistent pay and classification practices for all Lenoir County employees. The plan complies with the State Human Resources Act and the County Personnel Policy requirements and is presented in a format most commonly used by local units of Government. The Plan includes all of the position classifications that may be used in the new Fiscal Year. Recommended amendments or revisions to the Plan may be presented to the County Manager and the Governing Board as needed throughout the year. Upon a motion by Mr. Davis and a second by Ms. Sutton, Item No. 4A was unanimously approved.

Item No. 4B was a Resolution Approving the Amended Lenoir County Personnel Policies and Procedures. Lashanda Hall, HR Technician, stated the Lenoir County Personnel Policy has been established to provide employees of Lenoir County with consistent regulations and guidelines related to matters of general County operations, employee practices and procedures, employee responsibilities, and employee benefits. Lenoir County's Personnel Policies and Procedures cover three areas: employer expectations, employee expectations and administrative issues. Some of the employer expectations covered in this policy includes attendance, time off, job requirements and drug policies. Employee expectations include compensation, salary, benefits, Equal Opportunity Employment and grievance procedures. Administrative issues include any changes and updates to the policies as a whole. The goal of Human Resources and County Administration is to develop clearly written policies and procedures that are documented, updated accordingly, and provide structure to the entire County and assists in the day-to-day decision-making processes of each department. When originally presented to the Board in April, 2015, Human Resources notified the Board, the manual would be a "working" document, and would be presented to them with any new procedure and policy updates. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 4B was unanimously approved.

Item No. 5A was a Resolution Approving Expenditure for Lease of Copiers/Wide Format Scanner: COECO not to exceed \$9,500. Pam Rich, Registrar, stated NC General Statutes require the registry to be able to furnish copies to the general public. A copier has been used in the office of the Register of Deeds in excess of forty years to allow the public, attorneys, and office staff to make the necessary copies needed for everyday work requirements.

This lease agreement is on a cost-per-copy basis; therefore, if the amount actually spent is less than \$9,500.00, the purchase order will be reduced. The public pays a fee for requested copies. COECO has provided the Register of Deeds with excellent service when leasing, purchasing or repairing any equipment obtained from them. Approval of this resolution will allow for the encumbrance of funds and eventual payment to the vendor. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 5A was unanimously approved.

Mr. Jarman stated for informational purposes and for public knowledge, it may appear that we are going through these items quick and in a hurry. However, the Board has previously discussed the items, the money is in the budget, and it was further discussed prior to today's meeting rather or not each item would be approved. Mr. Jarman stated he did not want the public to think this Board is not doing their due diligence.

Item No. 5B was a Resolution Approval of Indexing Services Contract for FY 2016-17: Cott Systems: \$27,000. Pam Rich, Registrar, stated indexing of real estate documents, marriages, births, delayed births, deaths, maps, and DD214's in the Registry has been an ongoing service since the mid 70's. Indexing allows the Registry to have many records on a computer for easy accessibility. Approval for this resolution will allow the office of Register of Deeds to continue providing an index of vital and real estate records on the computer. COTT Systems has provided the Register of Deeds with the highest level of support and service for many years. Approval of this resolution will provide for the encumbrance of the funds and eventual payment to the vendor. Upon a motion by Mr. Davis and a second by Ms. Brown, Item No. 5B was unanimously approved.

Item No. 6A was a Resolution Authorizing Lenoir County Cooperative Extension to continue the lease of twelve (12) Mac Computers: \$4,555. Tammy Kelly, Cooperative Extension Director, stated North Carolina Cooperative Extension converted to the Mac Computer Lease System approximately nine (9) 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. Our agency will install twelve (12) new hard drives and one Mac laptop for the amount of \$4,555. This amount includes installation, training, university technical support, any potential repairs, and the lease is renewable every three years. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 6A was unanimously approved.

Item No. 6B was a Resolution Approving Grounds Maintenance Contract: Charles Hughes Construction, LLC.: \$6,000. Tammy Kelly, Cooperative Extension Director, stated Charles Hughes Construction LLC has provided service for all of Lenoir County Cooperative Extension grounds maintenance for the past ten years. We have been very pleased with their service and wish to continue to extend a contract for the upcoming year. Contract fees remain the same as in the previous year. This year we have added the grounds surrounding the Livestock Arena to the contract. Upon a motion by Ms. Brown and a second by Mr. Daughety, Item No. 6B was unanimously approved.

Item No. 6C was a Resolution Authorizing Agreement with USDA Animal and Plant Health Inspection Service (APHIS), Wildlife Services Division: \$17,800 and Contract for participation in the Beaver Management Assistance Program: \$4,000 (total \$21,800). Tammy Kelly, Cooperative Extension Director, stated 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 from this program. Through the BMAP, Lenoir County receives approximately one-third of a work-year for a \$4,000 participation fee. In addition to the participation fee, the County also contributes an additional \$17,800 towards the wildlife professional. Upon a motion by Mr. Daughety and a second by Mr. Brown, Item No. 6C was unanimously approved.

Item No. 6D was a Resolution Authorizing Contract with Eastpointe Human Services to Operate the Evidence Based Youth Prevention Program: \$32,973.93. Tammy Kelly, Cooperative Extension Director, stated these dollars support the 4-H Prevention Program, including the Coordinator for the Program. The program is designed to educate elementary, middle and high school age youth. Some of the target topics include Risky Lifestyle Choices, Goal Setting, Character Building, Positive Self Esteem, Substance Abuse Prevention and Education, Team Building, Bullying and other 4-H related curriculum. The 4-H Prevention Program also works with afterschool programs, Kennedy Home, Early College, Dobbs Youth Detention Center and Sampson Suspension School. The program hosts many events such as Red Ribbon Week, Great American Smoke Out, Prom Promises, Kick Butts Day, Students Against Destructive Decisions and an Impaired Driving Simulation Experience. 4-H Prevention serves the populations throughout Lenoir County. This program is in its 9<sup>th</sup> year of operation. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 6D was unanimously approved.

Item No. 7 was a Resolution Authorizing FY 16-17 Service Contracts and Purchase Orders: Tax Department General Fund and Revaluation Fund: \$96,317. Darrell Parrish, Tax Administrator, stated each one of these businesses and their services were brought before the Board of Commissioners by the Tax Department in FY 15-16. Approval of this resolution will allow encumbrance of funds approved in the FY 16-17 budget and the eventual payment of services as billed. Upon a motion by Mr. Davis and a second by Ms. Brown, Item No. 7 was unanimously approved.

Item No. 8 was a Resolution Authorizing FY 16-17 Issuance of Blanket Purchase Orders: Transit Department: \$130,650. Angie Greene, Transit Director, stated beginning March 10, 2008, Lenoir County Transit began Operations in-house. Lenoir County Transit will utilize these various companies for vehicle repairs, office supplies, washing and cleaning the inside of the vans, certified Braun lift repair service, installing & removing mobile advertising, installing and maintenance of surveillance equipment, promotional items for festivals, fairs, and events, drug & alcohol testing and for purchases of needed items, for the Fiscal Year 2016-2017.

These Blanket Purchase Orders will allow Lenoir County Transit to operate more efficiently by having them in place when the need for service or equipment from one of the companies arises. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 8 was unanimously approved.

Item No. 9 was a Resolution Authorizing FY16-17 Service Contracts and Purchase Orders: Court Facility/Public Buildings Department: \$183,641. Chris Harper, Special Project Officer, stated all purchase orders in the amount of \$2,500 and greater require approval by the Board of Commissioners. Approval of this resolution will allow the encumbrance of funds approved in the FY16-17 budget and the eventual payment for services as billed. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 9 was unanimously approved.

Item No. 10A was a Resolution Authorizing the MIS Director to Execute a Contract for OneSearch Software License from NEXGEN Digital Document Solutions: \$19,000. Joey Bryan, MIS Director, stated in the past, we have utilized many disparate companies and services to piece together our online presence with our tax department software, our vital records software, our GIS software and our online bill pay, etc. By utilizing OneSearch, we will be able to have a single site where you can inquire and branch out into all of the data the county has available. After much research, we found that this OneSearch is already being utilized in over 12 counties where OneTax and COTT vital records software are being used. They are also familiar with front ending the Sturgis Bill pay site as well as our Connect GIS site. This will also allow for advanced searching and access by Smart Phone as well. This is a onetime license fee to go to one place to pull up everything. Upon a motion by Mr. Davis and a second by Mr. Best, Item No. 10A was unanimously approved.

Item No. 10B was a Resolution Authorizing the Issuance of Blanket Purchase Orders for Yearly Software/Hardware Maintenance: \$272,070. Joey Bryan, MIS Director, stated Lenoir County has many software maintenance obligations that allow for all of the County's services to continue. These maintenance contracts allow for us to get upgrades, place calls for service, allow use of the software, etc. Without these service contracts, any software/hardware malfunction or failure would cause that service to no longer be available to anyone in the County, and would place the County in the position of not having anyone to call to gain access and to repair the application. Upon a motion by Ms. Sutton and a second by Mr. Brown, Item No. 10B was unanimously approved.

Item No. 11A was a Budget Ordinance Amendment: General Fund: Health: General Admin-Grant: \$5,000. Increase. Joey Huff, Health Director, stated the Health Department received a grant to monitor prescription drug abuse, accidental poisonings, and overdose issues throughout our region. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 11A was unanimously approved.

Item No. 11B was a Resolution Approving Content of Transit Van Ad Requested by Lenoir County Health Department to Promote Proper Handling of Prescription Medications. Joey Huff, Health Director, stated the NC Injury and Violence Prevention Branch within the NC Division of Public Health reported for the period 2004-2012, a total of 231 Lenoir County residents were hospitalized due to unintentional medication and drug poisonings. The number of hospitalizations increased for each year since 2007 during the reporting period, increasing from 17 in 2007 to 37 in 2012.

The branch also reported a total of 80 county resident fatalities caused by poisonings for the period 1999-2013, of which 52 (65.0%) were caused by unintentional medication and drug poisonings and 29 (36.25%) deaths were due to prescription opioid poisonings, and 16 (20%) of these fatalities occurred in 2011. The Lenoir County Health Department has received a grant from the Lazarus Project in the amount of \$5,000 for the purpose of increasing awareness of unintentional prescription medication overdose. The Health Department has entered into an advertising contract with Lenoir County Transit to place public service ads on two transit vans for 12 months. Lenoir County Board of Commissioners must review and approve ad content before placement on the transit vans. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 11B was unanimously approved.

Item No. 11C was a Resolution Authorizing FY16-17 Blanket Purchase Orders for Clinics and Services: \$662,988. Joey Huff, Health Director, stated the Health Department utilizes various vendors and suppliers for medical supplies, office supplies, and contracted services. Blanket purchase orders are utilized to simplify purchasing during the fiscal year. This action is necessary to provide sufficient accounting of expenditures for FY 2016-2017. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 11C was unanimously approved.

Item No. 12A was a Resolution Declaring Property as Surplus and Authorizing the Sale of Surplus Property by Auction. Tracy Chestnutt, Finance Officer, stated the County owns various properties that are of no useful value to the County. In accordance with procedures set forth in N.C. General Statute 160A-269, County Administration is requesting the approval of the Board to sell the following listed properties through the negotiated offer and upset bid process. The sale of these properties will return to private owners and add them once again to the tax scrolls. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 12A was unanimously approved.

Item No. 12B was a Resolution Authorizing the Issuance of FY 16-17 Blanket Purchase Orders for Non-Departmental Purchases: \$106,000. Tracy Chestnutt, Finance Officer, stated the non-departmental budgetary department accounts for expenditures that are not directly tied to a specific department and oversight for this department is provided by the finance office. This department includes insurance, audit fees, bank fees. Purchases over \$2,500 require board approval. This department also includes purchases for financial software and the annual indirect cost plan. The FY 16-17 non-departmental budget includes purchases for completion of the financial software project which includes implementation of the HR Management/Payroll software project scheduled for January 1, 2017. This department budget also includes the required annual indirect cost plan services for DSS and the annual Medicaid reimbursement report for Emergency Management. Authorization of the requested purchase orders ensures completion of the financial software implementation which began in FY 15-16 and essential indirect cost reporting services. Upon a motion by Ms. Brown and a second by Mr. Davis, Item No. 12B was unanimously approved.

Item No. 12C was a Resolution Approving/Authorizing Execution of FY16-17 Insurance Policies with WA Moore Company, Inc., and Discovery Insurance Co.:\$671,330. Tracy Chestnutt, Finance Officer, stated this current fiscal year will be the fourteenth (14) in which the County contracted out all of the above-referenced insurance policies to local agents. Administration recommends we continue with the local companies.

For FY 16-17, the County increased coverage on buildings by 7.0% due to an increase in values and adding the Kinston-Lenoir County Library to the County coverage. Worker's compensation administration premiums remained the same as FY 15-16 and Worker's Compensation excess liability claims increased by 2.45%. Emergency Services insurance premiums are 5.64% less than FY 15-16 due to a decrease in transports. Administration is recommending continuation of insurance coverage on County properties with WA Moore Company, Inc. for FY 16-17. 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 Fireman's Insurance Services) which offers vehicle, general liability, and equipment coverage. The County is self-insured on workers compensation, although we contract with Discovery Insurance Company to handle claims and we pay for excess coverage for claims exceeding \$600,000. W.A. Moore evaluated premiums to determine the possibility of being fully insured for worker's compensation; however, based on their analysis, the County is still benefiting from being self insured for this coverage. Upon a motion by Mr. Best and a second by Ms. Sutton, Item No. 12C was unanimously approved.

Item No. 12D was a Budget Ordinance Amendment: Process Funds: \$9,900. Tracy Chestnutt, Finance Officer, stated the purpose of this amendment is to appropriate funds received by the Lenoir County JCPC Structured Day program to purchase a van. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 12D was unanimously approved.

Item No. 12E was a Budget Ordinance Amendment: Fire Departments (Fund 50-62) \$92,400. Tracy Chestnutt, Finance Officer, stated the purpose of this amendment is to revise FY15-16 Fire Department revenues and expenditures to reflect anticipated year end receipts. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 12E was unanimously approved.

Item No. 12F was a Budget Ordinance Amendment: General Fund: Process Funds: \$120,000. Increase. Tracy Chestnutt, Finance Officer, stated the purpose of this amendment is to set up funds from the NC Department of Juvenile Justice and Delinquency Prevention (DJJDP). This grant was previously awarded in November, and would roll forward into the next fiscal year, but it is now being awarded based on the county's fiscal year. These funds are to cover the three county regions of the 8<sup>th</sup> Judicial District (Wayne, Greene & Lenoir) clients. Upon a motion by Ms. Brown and a second by Mr. Best, Item No. 12F was unanimously approved.

Item No. 12G was a Budget Ordinance Amendment: General Fund Revenues/Insurance Fund: \$608,500. Tracy Chestnutt, Finance Officer, stated the purpose of this amendment is to revise General Fund (10) and Insurance Fund (11) revenues and expenditures to reflect actual YTD receipts. A portion of the revenues is requested to transfer revenues to the Insurance Fund to continue to replace the deficit in the Insurance Fund from FY14-15 and to cover expenditures for FY15-16. Upon a motion by Mr. Davis and a second by Ms. Brown, Item No. 12G was unanimously approved.

Item No. 12H was a Budget Ordinance Amendment: Medical Examiner Line Item Transfer: \$30,000. Tracy Chestnutt, Finance Officer, stated the purpose of this amendment is to transfer non-departmental funds to the medical examiner department to cover expenditures for fiscal year 15-16. Line item transfers between budgetary departments over \$2,500 require board action per the budget ordinance. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 12H was unanimously approved.

Mr. Jarman stated when the Board approved Item No. 12B \$6,000 of that goes to a company called Maximus for an indirect cost study. They are the ones we asked for some help in responding to Mr. Rouse and Mr. Daughety request. Maximus gave us a price of \$10,000 to perform the study. After having conversations with Tracy, she feels if given some time she can get the requested information by working with department heads and save the county \$10,000, however, it may be 3-6 months from now. We would rather go that route instead of paying \$10,000 to an outside company. If given the opportunity we will have the information for the Board to digest before going into another budget if that's satisfactory. Mr. Davis stated if it's going to save the county \$10,000, he is in favor of the savings. Mr. Jarman mentioned to keep in mind that Maximus gave the amount of \$10,000 as an estimate, but also stated if they began to research and it required more they would also have to adjust the cost.

Ms. Chestnutt stated she asked Maximus to provide a five year comparison so the Board could see the changes and trends and the un-mandated funds that we receive along with verifying the county portion involved. This information is needed because some funds are not mandated, but we receive them as pass-through funds, such as JCPC, which does not cost the county anything. In addition, we asked them to do a questionnaire interview with the department heads to get a narrative so when the Board read it you would understand what it represents. She mentioned she felt it was important because if for some reason this Board decided to no longer fund a particular program what would it mean to the citizens. Such information would help the Board make the decision on the un-mandated programs going forward.

Mr. Hill asked if that satisfied the request. Mr. Rouse replied it is a start, however; he would have to see the information to determine if more information will be needed. Ms. Chestnutt stated she plans to provide the information before the end of the calendar year.

Item No. 13A was a Resolution Authorizing Purchase of Equipment, Services and/or Supplies: Sheriff's Department: \$ 527,530. Sheriff Ingram stated the Sheriff's Office has been very pleased with the equipment, services and/or supplies offered by the above listed vendors in the past years and desires to continue with them during this fiscal year. The Sheriff respectfully requests that he be permitted to execute blanket purchase orders with the listed vendors for the 2016-2017 Fiscal Year. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 13A was unanimously approved.

Item No. 13B was a Resolution Authorizing Purchase of Equipment, Services and/or Supplies: Detention Center: \$1,016,458. Sheriff Ingram stated the Detention Center has been very pleased with the equipment, services and/or supplies offered by the above listed vendors in past years and wishes to continue with them during this fiscal year. Upon a motion by Mr. Davis and a second by Mr. Best, Item No. 13B was unanimously approved.

Item No. 14A was a Resolution Authorizing FY16-17 Service Contracts and Purchase Orders: Emergency Services: Emergency Management Division: \$35,486. Roger Dail, EMS Director, stated the Board is requested to authorize the Emergency Services Director to execute the following FY16-17 Service Contracts and Purchase Orders: Emergency Management Division: in the amount of \$35,486. Approval of this resolution will allow encumbrance of funds approved in the FY16-17 budget and the eventual payment of services as billed. Upon a motion by Ms. Sutton and a second by Mr. Davis, Item No. 14A was unanimously approved.

Item No 14B was a Resolution Authorizing FY16-17 Service Contracts and Purchase Orders: Emergency Services: Communications Division: \$280,057. Roger Dail, EMS Director, stated all purchase orders in the amount of \$2,500 or greater require the approval by the Board of Commissioners. Maintenance contracts allow us to receive upgrades and place calls for service at no additional cost to the County. Upon a motion by Ms. Brown and a second by Mr. Best, Item No. 14B was unanimously approved.

Item No. 14C was a Resolution Authorizing FY16-17 Service Contracts and Purchase Orders: Emergency Services: Communications Division: Emergency Telephone Fund: \$350,432. Roger Dail, EMS Director, stated all purchase orders in the amount of \$2,500 or greater require the approval by the Board of Commissioners. Maintenance contracts allow us to receive upgrades and place calls for service at no additional cost to the County. Approval of this resolution will allow encumbrance of funds approved in the FY16-17 budget and the eventual payment of services as billed. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 14C was unanimously approved.

Item No. 14D was a Resolution Authorizing FY16-17 Service Contracts and Purchase Orders: Emergency Services: EMS Division: \$574,975. Roger Dail, EMS Director, stated all purchase orders in the amount of \$2,500 or greater require the approval by the Board of Commissioners. Maintenance contracts allow us to receive upgrades and place calls for service at no additional cost to the County. Approval of this resolution will allow encumbrance of funds approved in the FY16-17 budget and the eventual payment of services as billed. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 14D was unanimously approved.

Item No. 14E was a Resolution Authorizing Lease Purchase Agreement for L2 P25 Core: Motorola: \$614,283. Roger Dail, EMS Director, stated for the past two years, Lenoir and Jones County officials have been discussing and implementing a merger of the Jones County E-911 Center with the Lenoir County E-911Center. As part of the merger, an upgraded radio system is needed to enable and enhance communications with responders in both Lenoir and Jones Counties. In order to try to save money, two-(2) options have been considered: a partnership with a neighboring county to share the cost of a P25 Core; and, a lease/purchase option for Jones/Lenoir to own its own P25 Core.

In negotiations with Onslow County, it was determined that Jones/Lenoir would be billed per subscribers on the system, with that cost increasing with the addition of new subscribers. This option would be impossible in determining budgetary costs as subscribers may increase throughout a fiscal year. With the option of Jones/Lenoir purchasing its own core, there would be an annual cost for five years and upon the completion of the lease terms, Jones/Lenoir will be the owners of the Core. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 14E was unanimously approved.

Item No. 14F Authorizing FY16-17 Lease Payment on L2 P25 Core: Emergency Services: E911 Grant Fund: \$198,530.44. Roger Dail, EMS Director, stated all purchase orders in the amount of \$2,500 or greater require the approval by the Board of Commissioners. This payment is for a lease to own agreement with Motorola for the L2 P25 Core for the 800MHz digital radio system, with the monies encumbered from the balance of funds from the NC911 Board grant. Approval of this resolution will allow encumbrance of funds approved in the FY16-17 budget and the eventual payment of services as billed. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 14F was unanimously approved.

Item No. 15A was a Resolution Authorizing FY16-17 Service Contracts and Purchase Orders: Department of Social Services: \$1,532,891. Susan Moore, DSS Director, stated all purchase orders in the amount of \$2,500 or greater require the approval by the Board of Commissioners. Approval of this resolution will allow encumbrance of funds approved in the FY16-17 budget and the eventual payment of services as billed. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 15A was unanimously approved.

Item No. 15B was a Resolution Approving Provider Agreements for Subsidized Day Care: \$2,143,438. Susan Moore, DSS Director, stated child care funding in Lenoir County and the State of North Carolina has expanded enormously since 1990 when the allocation for Lenoir County was only \$219,000. For fiscal year 2016-2017, Lenoir County's allocation for Child Care Developmental Funds is nearly 2.2 million in state and federal dollars. In order to receive payments from DSS providers must abide by state and federal regulations. This will be a one year agreement, renewable with modification annually, subject to acceptable performance of the individual provider. The staff will not bring back before the Commissioners any changes to the list of providers. Upon a motion by Mr. Davis and a second by Mr. Best, Item No. 15B was unanimously approved.

Item No. 16 was a Resolution Approving Citizens to Boards, Commissions, Etc. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 16, was unanimously approved to appoint Mr. Jim Hardison to the Lenoir Community College Board of Trustees, Dr. Brantley Briley, Mr. Bruce Parson, and Mr. Mark Pope to the Eastern Carolina Workforce Development, Ms. Nell Smith, Ms. Jane Phillips, and Ms. Pat Humprheys to the LC Nursing Home & Adult Care.

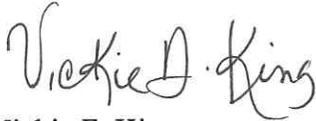
Item No. 17 was items from County Manager. Mr. Jarman stated he did not have anything other than the regular financial performance summary, inspections and transit summary, and the inspection and permit reports which are all self explanatory. Mr. Jarman recognized Mark Pope, Economic Development Director, for serving on the North Carolina Economic Development Board as Secretary/Treasurer, which means he will be in charge of that state organization in a couple of years. Mr. Pope has done a lot of things at the state level.

We appreciate the work he is doing because it develops a lot of relationships at the state level. As a reminder, we will have only one meeting in the month of July, which will be July 18<sup>th</sup> at 4:00 p.m.

Item No. 18 was items from Commissioner Eric Rouse. Mr. Rouse shared updates from the transportation committee. He stated the bridge project is approximately 65% complete the overflow bridge stage 1 is complete and stage 2 is underway. The Neuse River bridge deck pours are on-going, and all pours should be completed by the end of June. Ferrell Road project should be completed by the beginning of next school year.

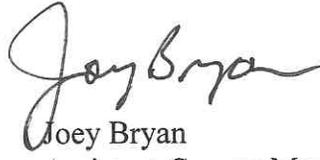
Meeting Adjourned at 4:55 p.m.

Respectfully submitted,



Vickie F. King  
Clerk to the Board

Reviewed By



Joey Bryan  
Assistant County Manager

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 07/18/16 **ITEM NO.:** 2

**RESOLUTION:** Approving the Submission for Grant Funding for the Community Hands-only CPR Education: Wal-Mart Foundation, Community Grants Program: \$1,725.23.

**SUBJECT AREA:** Administrative

**ACTION REQUESTED:** The Board is requested to approve the submission for grant funding for the Community Hands-only CPR Education, through the Wal-Mart Foundation Community Grants Program, in the amount of \$1,725.23.

**HISTORY/BACKGROUND:** The Lenoir County Emergency Services Department recognizes the importance of early and effective bystander CPR. The American Heart Association Guidelines note that there was a need to increase the prevalence and quality of bystander CPR. The guidelines also contained the recommendation that lay persons should do Hands-only CPR (the guidelines used the term “compression-only CPR”) if they are unable or unwilling to provide breaths. Since the publication of the 2005 AHA Guidelines, several studies showed that Hands-only CPR can be as effective as conventional CPR (CPR with breathing) in the out-of-hospital setting.

**EVALUATION:** The Lenoir County Emergency Services Department would like to submit an application to Walmart Foundation, Community Grants Program in the sum of \$1,725.23 for the purchase of equipment to train approximately 11,700 people in hands-only CPR over the next three years. If this grant is awarded, two individuals who are trained and experienced in CPR will deploy the equipment to high traffic areas in the county. These high traffic areas are to include, but not limited to shopping hubs, recreation areas, community/health fairs, and festivals. Once at the site, each training session will last twenty minutes. During this time the trainee will learn how to recognize the need for CPR, the importance of dialing 911, and begin high-quality hands-only CPR. At the completion of the session, the age and address of the participant will be documented and mapped so that future sessions can be planned for areas that are in need of more trained CPR bystanders. The training items include: 20 hands-only CPR manikins; 20 kneeling pads; 1 10x10 shelter, 1 public address speaker and 1 banner.

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval

MWJ  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the submission of grant application in the amount \$1,725.23 for community Hands-only CPR Education materials from Wal-Mart Foundation Community Grants Programs be approved.

**AMENDMENTS:**

**MOVED** \_\_\_\_\_ **SECOND** \_\_\_\_\_

**APPROVED** \_\_\_\_\_ **DENIED** \_\_\_\_\_ **UNANIMOUS** \_\_\_\_\_

**YEA VOTES:** Hill \_\_\_\_\_ Brown \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_  
Davis \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
Craig Hill, Chairman

07/18/16  
Date

\_\_\_\_\_  
Attest

07/18/16  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 06/18/16 **ITEM NO:** 3

**RESOLUTION:** Authorizing Establishment of the Greene/Lenoir County Boundary Line.

**SUBJECT AREA:** Administrative

**ACTION REQUESTED:** The Board is requested to officially approve the locations of the common county boundary line between Greene County and Lenoir County, North Carolina, as established by North Carolina Geodetic Survey, NC Department of Public Safety.

**HISTORY/BACKGROUND:** The question of the location of the Greene and Lenoir county boundary line continues today as it did in the years following the formation of Lenoir County in 1791. This is somewhat due to the lack of an adopted survey and the permanent placement of monuments along the line. The earliest record of a survey of the Greene/Lenoir County boundary line is that of the 1791 Description forming Lenoir County from Dobbs. In August of 2002 and also in November of 2015, a letter was sent from Lenoir County manager's office to NC Geodetic Survey, authorizing them to proceed with the establishment of the Greene/Lenoir County boundary line from the western most point at the Wayne County line to the eastern most point at the Pitt County line.

**EVALUATION:** North Carolina Geodetic Survey worked closely with GIS Coordinators from Greene and Lenoir county as well as extensive research of historical archive maps, property deeds, and survey maps depicting the Greene/Lenoir county boundary line. Their work resulted in a Report of Research Findings which concluded that the original county line descriptions, historic maps, land grant descriptions, property deed descriptions, and property survey plats illustrate the best witness to the position of the county boundary line starting at the corner of Greene, Lenoir and Wayne County on Bear Creek northeasterly to the mouth of Wheat Swamp following Wheat Swamp until it departs in a northeasterly direction toward Contentnea Creek following Contentnea Creek until it connects with Little Contentnea Creek also known as the county corner of Greene, Lenoir and Pitt County, and be designated County Boundary Line. After adoption by both counties, NC Geodetic Survey will place monuments at various locations to preserve the actions of the report and research. There are no residences, schools, or religious facilities located along the descriptive county line that would be impacted. The county GIS Coordinator/Planner recommends adopting the Report of Research Findings as presented by NC Geodetic Survey and the proposed locations of the Greene/Lenoir county boundary line.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

*mwj*  
\_\_\_\_\_  
Initials

**RESOLUTION: NOW THEREFORE, BE IT RESOLVED** by the Lenoir County Board of Commissioners that the locations of the common county boundary line between Greene County and Lenoir County, North Carolina, as established by North Carolina Geodetic Survey, NC Department of Public Safety be adopted and become effective August 01, 2016.

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

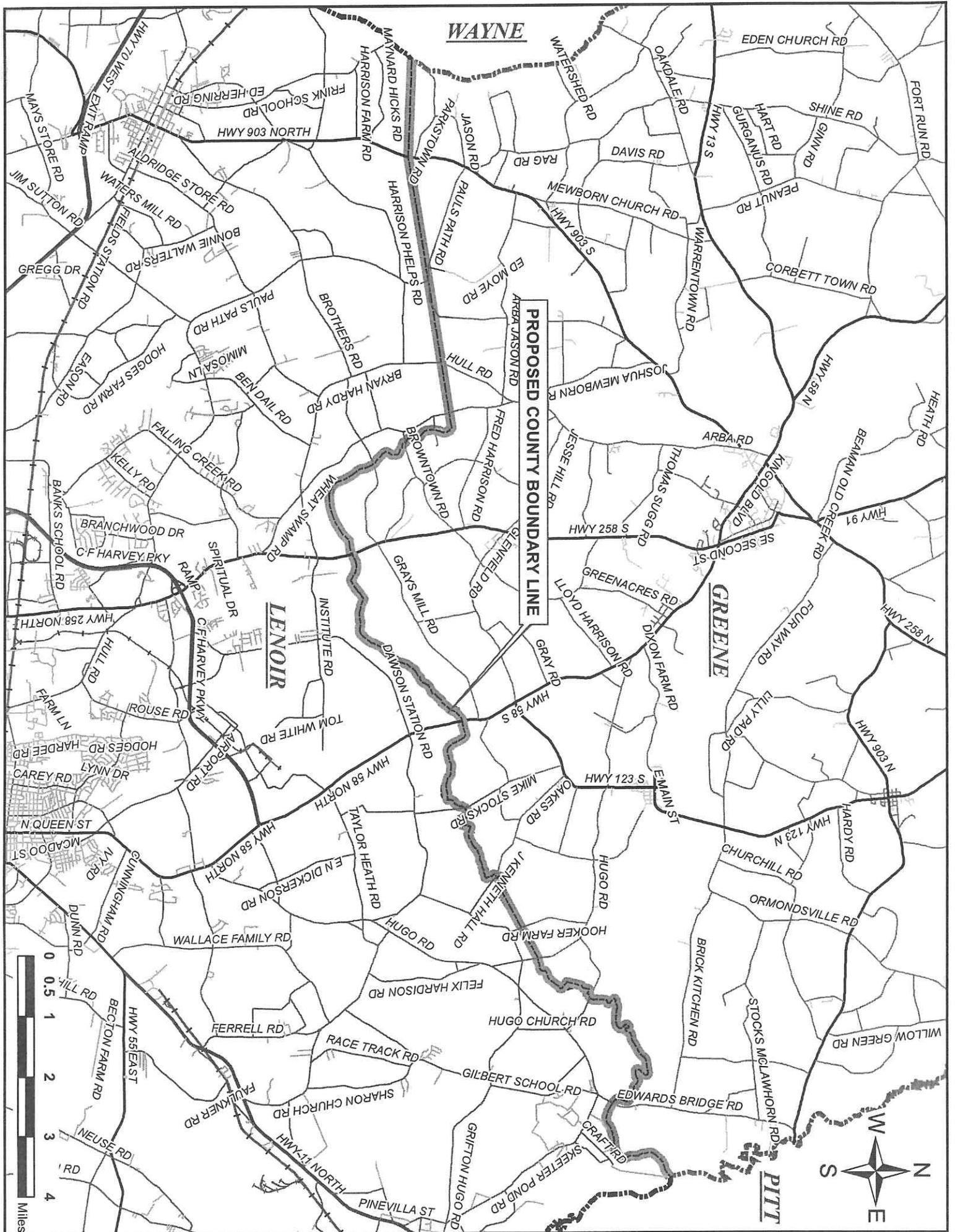
APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS \_\_\_\_\_

YEA VOTES: Hill \_\_\_\_\_ Brown \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_

Davis \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
Craig Hill, Chairman Date

\_\_\_\_\_  
ATTEST Date



**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE** 07/18/16 **ITEM NO.** 4

**RESOLUTION:** Approving Purchase Order for L3 Mobile Vision Inc.: \$9,480.

**SUBJECT AREA:** Purchases/Bids

**ACTION REQUESTED:** The Board is requested to authorize the Sheriff to execute a purchase order with L3 Mobile Vision Inc. for the purchase of 4 in car video cameras in the amount of \$9,480.

**HISTORY/BACKGROUND:** The Lenoir County Sheriff's Office currently uses fleet vehicles equipped with in-car video cameras to patrol the county and carry out their normal daily duties. Over the past years, the Sheriff's Office has worked to equip all of these vehicles with in car cameras. There are only 4 patrol division vehicles left without an in car camera and the purchase of these four cameras will finish the patrol division fleet. The Sheriff currently has 28 cameras in use at this time.

**EVALUATION:** The Lenoir County Sheriff's Office has received its annual allocation of funds from the Edward Byrne Justice Assistance Grant in the amount of \$11,952. The Sheriff intends to expel all of the JAG funds to purchase four in-car video cameras at a cost of \$21,432. The cost of each L3 camera is \$5,333. The remainder of the purchase will come from Federal Asset Forfeiture Funds in the amount of \$9,480. The entire purchase of all of the cameras has been provided by JAG funds and Drug Funds. The City of Kinston Police Department administered the grant and they will be directly invoiced for \$11,952. The Sheriff respectfully requests authorization to execute a purchase order with L3 Mobile Vision Inc. to satisfy the remainder of the invoice.

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval.

MWJ  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the Sheriff is permitted to execute a purchase order with L3 Mobile Vision Inc. for the purchase of 4 in car video cameras in the amount of \$9,480.

Funding Account #: 43160-459990 \$ 9,480.00

**AMENDMENTS**

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS \_\_\_\_\_

YEA VOTES: Hill \_\_\_\_\_ Brown \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_  
Davis \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
Craig Hill, Chairman Date \_\_\_\_\_

\_\_\_\_\_  
Attest Date \_\_\_\_\_



LENOIR COUNTY, NORTH CAROLINA  
BUDGET AMENDMENT REQUEST

FY

2016 - 2017

Appropriations

Budget Amendment # \_\_\_\_\_

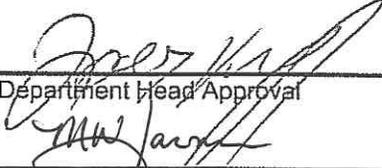
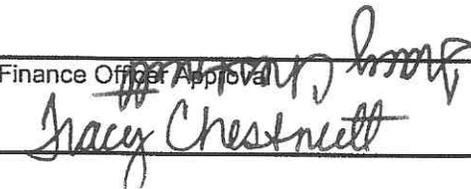
Date Approved \_\_\_\_\_

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
GENERAL	HEALTH	VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>		Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>	
Account # and Title	Amount	Account # and Title Amount	
<u>Increase</u>		<u>Increase</u>	
100-40051-350733	WIC PROGRAM(State) \$ 13,676.00	100-51670-26000 Office Supplies	3,116.00
		100-51670-43110 Travel	1,000.00
		100-51670-43111 Registration	1,000.00
<u>Decrease</u>			
100-40095-399199	Fund Balance (8,560.00)		
Total	\$ 5,116.00	Total	\$ 5,116.00

Reason and Justification for Request:

Increase State Funds in the WIC Program. In house staff will fill the position and implement the program as stands.

 Department Head Approval	7/12/16 Date	 Finance Officer Approval	7/12/16 Date
Budget Officer Approval	Date		
Board Approval ( When Applicable)	Date	Date of Minutes	

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 07/18/16 **ITEM NO.:** 6

**RESOLUTION:** Approving Service Contract between Lenoir County Transit and Lenoir County Council on Aging.

**SUBJECT AREA:** Administrative

**ACTION REQUESTED:** Approve/authorize the service contract between Lenoir County Transit Service and Lenoir County Council on Aging.

**HISTORY/BACKGROUND:** Prior to FY16-17 the North Carolina Division of Aging and Adult Services has not required Lenoir County Council on Aging to have a service contract with Lenoir County Transit to provide transportation to Lenoir County Council on Aging Clients. Transportation is provided for the clients of Lenoir County Council on Aging under the Home and Community Care Block Grant (HCCBG). It is now being required by the Division to have a service contract in place to provide transportation to Lenoir County Council on Aging clients.

**EVALUATION:** Lenoir County Council on Aging provides quality community based services for the elderly population of Eastern Carolina. They offer a wide range of services such as health screenings, health and fitness service, legal services, transportation and in-home aide services to name a few. They also offer congregate nutrition and home delivered meals along with a variety of activities that seniors can participate in daily. They assist our elderly citizens of Lenoir County in many areas. Lenoir County Transit provides transportation to the Lenoir County Council on Aging clients who do not have a means of transportation. This contract will enable Lenoir County Council on Aging to receive reimbursement from the Division of Aging and Adult Services for transportation provided to their clients under the Home and Community Care Block Grant. Lenoir County Transit is asking for the Lenoir County Board of Commissioners evaluation and approval of a service contract with Lenoir County Transit to provide transportation services to Lenoir County Council on Aging clients. Attached is a copy of the service contract between the two agencies.

**MANAGER'S RECOMMENDATION:**

Respectfully Recommend Approval.

*mw*  
\_\_\_\_\_  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the Board approve the service contract between Lenoir County Council on Aging and Lenoir County Transit.

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS

YEA VOTES: Hill \_\_\_\_\_ Brown \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_  
Davis \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
Craig Hill, Chairman 07/18/16  
Date

\_\_\_\_\_  
ATTEST 07/18/16  
Date

NORTH CAROLINA

Service Contract

LENOIR COUNTY

This contract (the "Contract") is made and entered into this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by and between the LENOIR COUNTY COUNCIL ON AGING, a private non-profit agency, (hereinafter referred to as "LCCOA"), and, LENOIR COUNTY TRANSIT, a department of the County of Lenoir, a political subdivision of the State of North Carolina (hereinafter referred to as "LCT").

For and in consideration of mutual promises to each as herein after set forth, the parties hereto do mutually agree as follows:

1. Scope of Services. LCT hereby agrees to provide the services and/or materials under this Contract pursuant to the provisions and specifications identified in "Attachment 1" (hereinafter collectively referred to as "Services"). Attachment 1 is hereby incorporated herein and made part of this Contract. Time is of the essence with respect to all provisions of this Contract that specify a time for performance.
2. Term of Contract. The Term of this Contract for Services is from July 1, 2016 to June 30, 2017 unless sooner terminated as provided herein.
3. Payment to Contractor. Contractor shall receive from LCCOA an amount not to exceed Forty-Nine Thousand Nine Hundred Twenty and 00/100 Dollars (\$49,920) as full compensation for the provision of the Services. LCCOA agrees to pay LCT at the rates specified for Services performed to the satisfaction of LCCOA, in accordance with this Contract including Attachment 1 hereto. Unless otherwise specified, LCT shall submit an itemized invoice to LCCOA, within five (5) business days from the end of any month during which Services are performed. Payment will be processed by LCCOA promptly upon receipt and approval of the invoice by LCCOA.
4. Independent Contractor. LCCOA and LCT agree that LCT is an independent contractor and shall not represent itself as an agent or employee of LCCOA for any purpose in the performance of the Services and LCT's duties under this Contract. Accordingly, LCT shall be responsible for payment of all Federal, State, and local taxes as well as business license fees, if any, arising out of LCT's activities in accordance with this Contract. For purposes of this Contract taxes shall include, but not be limited to, Federal and State Income, Social Security and Unemployment Insurance taxes. It is the invention of the parties that LCT bear all costs of conducting its business and providing the Services hereunder, unless specifically stated otherwise herein. LCT, as an

independent contractor, shall perform the Services required hereunder in a workmanlike and professional manner and in accordance with the standards of applicable professional organizations and licensing agencies.

5. Insurance and Indemnity. To the fullest extent permitted by laws and regulations, LCT shall indemnify and hold harmless LCCOA and its officials, agents, and employees from and against all claims, damages, losses, and expenses, direct, indirect, or consequential (including but not limited to fees and charges of engineers or architects, attorneys, and other professionals and costs related to court action or arbitration) arising out of or resulting from LCT's performance of the Services under this Contract, the actions of LCT or its officials, employees, or contractors under this Contract, under contracts entered into by LCT in connection with this Contract, or as otherwise may be incurred in any manner attributable to the subject matter of this Contract. This indemnification shall survive any termination of this Contract as provided for herein.

In addition, LCT shall, to the extent required by applicable law, comply with the North Carolina Workers Compensation Act and shall provide for the payment of workers' compensation to its employees in the manner and to the extent required by such Act. Additionally, LCT shall maintain or self-insure for, at its expense, the following minimum insurance coverage:

- \$1,000,000.00 per occurrence/\$2,000,000.00 aggregate- Bodily Injury Liability, and \$100,000.00- Property Damage Liability; or
- \$1,000,000.00 per occurrence/ \$2,000,000.00 aggregate- Combined Single Limit Bodily Injury and Property Damage.

LCT, upon execution of this Contract, shall furnish to LCCOA a certificate of insurance reflecting the minimum limits stated above. The certificate shall provide for thirty (30) days advance written notice in the event of a decrease, termination or cancellation of coverage. Providing and maintaining adequate insurance coverage is a material obligation of LCT under this Contract. All such insurance shall meet all laws of the State of North Carolina. Such insurance coverage shall be obtained from companies that are authorized to provide such coverage and that are authorized by the Commissioner of Insurance to do business in North Carolina or in accordance with any laws, rules, regulations or other authority providing for LCT and/or the County of Lenoir's self-insurance. LCT shall at all times comply with the terms of such insurance policies, and all requirements of the insurer under any such insurance policies, except as they may conflict with the existing North Carolina laws or this Contract. The limits of

coverage under each insurance policy maintained by LCT shall not be interpreted as limiting LCT's liability and obligations under the contract.

6. Health and Safety. LCT shall be responsible for initiating, maintaining and supervising all safety precautions and programs required by OSHA and all other regulatory agencies while providing Services under this contract.
7. Non-Discrimination in Employment. LCT shall not discriminate against any employee or applicant for employment on the basis of the applicant's age, sex, race, creed, national origin, or disability. LCT shall take affirmative action to ensure that qualified applicants are employed and that employees are treated fairly and legally during employment with LCT with regard to their age, sex, race, creed, national origin, or disability. In the event LCT is determined by the final order of an appropriate agency or court to be in violation of any non-discrimination provision of Federal, State or local law or this provision, this Contract may be canceled, terminated or suspended in whole or in part by LCCOA, and LCT may be declared ineligible for further LCCOA contracts.
8. Governing Law. This Contract shall be governed by and in accordance with the laws of the State of North Carolina. All actions relating in any way to this contract shall be brought in the General Court of Justice in the County of Lenoir and the State of North Carolina.
9. Termination of Contract. This Contract may be terminated, without cause, by either party upon thirty (30) days written notice to the other party. This termination notice period shall begin upon receipt of the notice of termination. Such a termination does not bar either party from pursuing a claim for damages for breach of the Contract. This Contract may be terminated, for cause, by the non-breaching party notifying the breaching party in writing of a default or failure to perform in accordance with the provisions of this Contract and if the failure is not corrected by the breaching party within ten (10) days of the receipt of the non-breaching party's notification thereof. Upon such termination, the parties shall be entitled to such additional rights and remedies as may be allowed by relevant law. Termination of this Contract, either with or without cause, shall not form the basis of any claim for loss of anticipated profits by either party.
10. Successors and Assigns. LCT shall not assign its interest in this Contract without the express written consent of LCCOA. LCT has no authority to enter into contracts on behalf of LCCOA.
11. Employment Law. As a condition of payment for Services rendered under this agreement, LCT shall comply with all applicable Federal, State and local employment laws, regulations, rules, orders and other authorities. Further, if LCT provides the services to LCCOA utilizing a subcontractor, LCT shall require its subcontractor(s) to comply with all applicable Federal, State

and local employment laws, regulations, rules, orders and other authorities. LCT shall verify, by affidavit, compliance of the terms of this section upon request by LCCOA.

12. Compliance with Laws. LCT represents that it is in compliance with all Federal, State, and local laws, regulations or orders, as amended or supplemented. The implementation of this Contract and the Services shall be carried out in strict compliance with all Federal, State, or local laws.
13. Notices. All notices which may be required by this contract or by any rule of law shall be effective when received by certified mail sent to the following addresses:

Lenoir County Council on Aging, Inc.

Attn: Director

112 East Blount Street

Kinston, NC 28501

Lenoir County Transit

Attn: Department Head

PO Box 3289

Kinston, NC 28502

14. Audit Rights. For all services being provided hereunder, LCCOA shall have the right to inspect, examine, and make copies of any and all books, accounts, invoices, records and other writings relative to the performance of the Services provided to and funded by LCCOA or this Contract. Audits shall take place at times and locations mutually agreed upon by both parties. Notwithstanding the foregoing, LCT must make the materials to be audited available within seven (7) days of any request by LCCOA therefor.
15. LCCOA Not Responsible For Expenses. LCCOA shall not be liable to LCT for any expenses paid or incurred by LCT in connection with this Contract, the Services or any other matter associated herewith unless otherwise agreed in writing.
16. Annual Appropriations and Funding. This Contract and the provisions hereof may be subject to the annual appropriation of funds by the Lenoir County Commissioners to \_\_\_\_\_ . Notwithstanding any provision herein to the contrary, in the event that funds are not appropriated sufficient to fulfill the obligations of this Contract, then LCCOA shall be entitled to immediately terminate this Contract, without penalty or liability, except the payment of all accrued Contract fees due under this Contract up to and through the last day of Services actually provided to LCCOA by LCT.

17. Equipment. LCT shall supply, at its sole expense, all equipment, tools, materials, and/or supplies required to provide Services hereunder, unless otherwise agreed in writing.
18. Entire Contract. This Contract, including Attachment 1, shall constitute the entire understanding between LCCOA and LCT and shall supersede all prior understandings and agreements relating to the subject matter hereof and may be amended only by written instrument executed by the parties.
19. Headings. The subject headings of the sections are included for purposes of convenience only and shall not affect the construction or interpretation of any of its provisions.
20. Opportunity to Review. The parties have had the opportunity to contribute to, review and consult with counsel of their choosing concerning the terms of this Contract. Therefore, this Contract shall be deemed to have been drafted by both parties such that no provision hereof may be construed against the other as the drafter.
21. Existence. LCCOA and LCT warrant that they are duly qualified to enter into and fulfill all the terms and conditions of this Contract.
22. Corporate Authority. By execution hereof, the person signing for LCCOA and LCT below certify that he/she has read this Contract and that he/she is duly authorized to execute this contract on behalf of the entity for which he/she is executing this Contract.

IN TESTIMONY WHEREOF, the parties have expressed their agreement to these terms by causing this service Contract to be executed by their duly authorized office or agent named below.

\_\_\_\_\_  
 Lenoir County Council on Aging  
 By: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 \_\_\_\_\_  
 Date

\_\_\_\_\_  
 Lenoir County Transit  
 By: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 \_\_\_\_\_  
 Date

**[“Attachment 1” to follow]**

## Attachment 1

to Service Contract between Lenoir County Council on Aging, Inc. and Lenoir County Transit

1. Lenoir County Transit (“LCT”) will provide transportation services to the Lenoir County Council on Aging, Inc. (“LCCOA”) as called for in the Contract based on the formula: base rate \$1.65 per mile + surcharge \$.08 per mile + fuel charge (average cost per gallon x quantity used) = cost.
2. LCT will transport LCCOA clients to LCCOA’s senior center and non-medical locations throughout Lenoir County in accordance with the Home and Community Care Block Grant policies, as amended, maintained by LCCOA and previously provided to LCT by LCCOA. The Home and Community Care Block Grant policies and any amendments thereto are incorporated herein and made a part hereof by reference.
3. All trips will be scheduled through LCCOA staff. LCT shall not bill LCCOA for trips scheduled directly by seniors.

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 07/18/16 **ITEM NO.:** 7

**RESOLUTION:** Approving Lenoir County Transit System Fare Decrease.

**SUBJECT AREA:** Administrative

**ACTION REQUESTED:** Approve the proposal for a decrease in ticket fares for RGPT, EMPL, and EDTAP services by Lenoir County Transit (LCT) Effective August 1, 2016.

**HISTORY/BACKGROUND:** As of April 1, 2012, Lenoir County Transit ticket fares for Rural General Public Transportation (RGPT) and Employment (EMP) were increased from \$4.00 to \$6.00 and Elderly Disabled Transportation Assistance Program (EDTAP) fares increased from \$3.00 to \$4.00 per trip due to an increase in fuel cost and the decrease in funding from North Carolina Department of Transportation/Public Transportation Division (NCDOT/PTD). Since then, the cost of fuel has decreased, however, the price of ticket fares has remained the same.

**EVALUATION:** The current ticket fare of \$6.00 per trip is potentially causing undue hardship on Lenoir County citizens needing transportation, making them unable to afford transportation to and from work, school, medical appointments, etc. The decrease in ticket fares will make Lenoir County Transportation services more affordable to Lenoir County citizens. Attached you will find a fuel price chart that shows the decrease in fuel cost over the last four years. Lenoir County Transit is requesting the Lenoir County Board of Commissioners approve the following changes:

1. Decrease RGPT and EMPL fares from \$6.00 to \$5.00
2. Decrease EDTAP fares from \$4.00 to \$3.00
3. Discontinue the "Buy Eight Tickets, Get Two Free" Promotion

Decreasing fares would also impact medical appointments to and from Greenville. These fares would decrease from \$24.00 to \$20.00 roundtrip.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

  
\_\_\_\_\_  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the Board approves the proposal for a decrease in ticket fares for RGPT, EMPL and EDTAP services by Lenoir County Transit effective August 1, 2016.

**AMENDMENTS**

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS

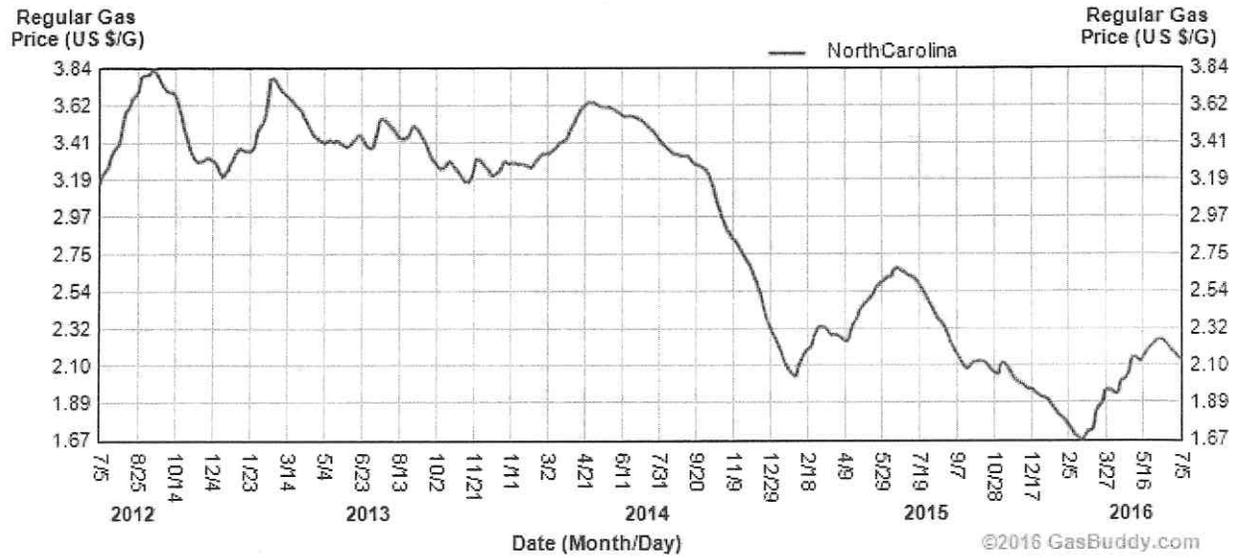
YEA VOTES: Hill \_\_\_\_\_ Brown \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_  
Davis \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
Craig Hill, Chairman 07/18/16  
Date

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date

### 48 Month Average Retail Price Chart



Source: [http://www.northcarolinagasprices.com/retail\\_price\\_chart.aspx](http://www.northcarolinagasprices.com/retail_price_chart.aspx)



BUDGET ORDINANCE AMENDMENT: GENERAL FUND: PROCESS FUNDS: \$28,303.75 INCREASE



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

FY 2016 - 2017  
Appropriations

Distribution - Finance Office:

Budget Amendment # \_\_\_\_\_  
 Date Approved \_\_\_\_\_

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		PROCESS FUNDS		40095-399199 FUND BALANCE APPROPRIATED 42010-464030 EMPG SUPPLEMENTAL	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
40095-399199	FUND BALANCE APPROPRIATED	28,303.75	42010-464030	EMPG SUPPLEMENTAL	28,303.75
Total		28,303.75	Total		28,303.75
<b>Reason and Justification for Request:</b> TO BRING FORWARD UNEXPENDED GRANT FUNDS FROM THE EMPG GRANT FOR FISCAL YEARS 2008-2009 THROUGH 2015-2016.					
Department Head Approval		Date	Finance Officer Approval		Date
<i>Tracy Chestnut</i>		7/12/16	<i>Tracy Chestnut</i>		7/12/16
Budget Officer Approval		Date			
<i>M. J. Jarm</i>		7/12/16			
Board Approval (When Applicable)		Date	Date of Minutes		

Finance Office - Copy

Department - Copy

Administration - Copy

BUDGET AMENDMENT: PROCESS FUNDS \$41,700



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

FY 2015 - 2016  
 Appropriations

Budget Amendment # \_\_\_\_\_  
 Date Approved \_\_\_\_\_

Distribution - Finance Office:

PRIOR YEAR

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		PROCESS FUNDS		VARIOUS	
<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> Department Transfer: <input type="checkbox"/> <b>REVENUES</b>			<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> Department Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
10-3840-4011	OCCUPANCY AND TOURISM TAX	40,000.00	10-4201-6107	OCC & TOURISM TAX 3%	40,000.00
10-3418-4102	ROD-FLOOD PLAIN MAPPING	1,700.00	10-4201-6014	ROD FLOOD MAPPING	1,700.00
Total		41,700.00	Total		41,700.00

**Reason and Justification for Request:**  
 TO INCREASE REVENUES AND EXPENDITURES FOR FY 15-16 TO COVER ANTICIPATED RECEIPTS AND DISBURSEMENTS.

Department Head Approval <i>Leacy Chestnut</i>	Date 6/27/2016	Finance Officer Approval <i>Leacy Chestnut</i>	Date 6/27/2016
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Budget Officer Approval <i>MW Jarman</i>	Date 6/27/16
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Board Approval ( When Applicable)	Date	Date of Minutes
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LENOIR COUNTY, NORTH CAROLINA  
BUDGET AMENDMENT REQUEST

FY 2015-2016  
Appropriations

Budget Amendment # \_\_\_\_\_  
Date Approved \_\_\_\_\_

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
GENERAL FUNDS	BOARD OF ELECTIONS	VARIOUS	
<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>		<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>	
Account # and Title	Amount	Account # and Title	Amount
INCREASE 10-3329-8924 GRANT HAVA 2016	8,960.00	INCREASE 10-4170-3550 GRANT HAVA 2016	8,960.00
Total	8,960.00	Total	8,960.00
<b>Reason and Justification for Request:</b> Grant HAVA funds applied for and received from the State Board of Elections to purchase Curbside Assistance for Handicap Voters.			
Department Head Approval Dana W. King	Date 6/28/2016	Finance Officer Approval Tracy Chestnut	Date 7/12/16
Budget Officer Approval <i>MW</i>	Date 7/12/16		
Board Approval ( When Applicable)	Date	Date of Minutes	



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

FY 2016-2017  
Appropriations

Budget Amendment # \_\_\_\_\_  
Date Approved \_\_\_\_\_

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
GENERAL FUNDS	BOARD OF ELECTIONS	VARIOUS	
<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <p align="center"><b>REVENUES</b></p>		<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <p align="center"><b>EXPENDITURES</b></p>	
Account # and Title	Amount	Account # and Title	Amount
<u>INCREASE</u>		<u>INCREASE</u>	
40095-399199 FUND BALANCE APPROPRIATE	8,960.00	41700-435500 HAVA GRANT IMPROVEMENTS	8,960.00
Total		Total	8,960.00
<b>Reason and Justification for Request:</b>			
Grant HAVA funds applied for and received from the State Board of Elections to purchase Curbside Assistance for Handicap Voters.			
Department Head Approval	Date	Finance Officer Approval	Date
Dana W. King	6/28/2016	<i>Nancy Chestnutt</i>	7/12/16
Budget Officer Approval	Date		
<i>MW</i>			
Board Approval ( When Applicable)	Date	Date of Minutes	

**RESOLUTION:** Authorizing the Issuance of Fiscal Year 16-17 Blanket Purchase Orders: \$77,946.

Election Systems & Software	\$ 29,000.00	41700-439902
Election Systems & Software	\$ 8,000.00	41700-427200
Owen G. Dunn/Print Elect	\$ 6,000.00	41700-427200
CDS Networks & Services	\$ 1,000.00	41700-427200
Daughety's Office Equipment	\$ 3,000.00	41700-439902
A G Smith Janitorial Services	\$ 4,000.00	41700-427200
A G Smith Janitorial Services	\$ 1,200.00	41700-435000
Corporate Resources	\$ 4,000.00	41700-427200
Corporate Resources	\$ 4,000.00	41700-426000
Halifax Media Group	\$ 4,000.00	41700-427200
The Weekly Gazette	\$ 3,000.00	41700-427200
Cooke Communications LLC	\$ 2,000.00	41700-427200
Dell Financial Services	\$ 8,746.00	41700-439902

**SUBJECT AREA:** Purchases/Bids

**ACTION REQUESTED:** The Board is requested to authorize the execution of FY 16-17 purchase orders for the Board of Elections in the amount of \$77,946.

**HISTORY/BACKGROUND:** Each year, the Board of Elections issues purchase orders to various vendors for supplies and services needed to operate the department. All purchases \$100 and greater require the issuance of a purchase order. Purchases of \$2500 and greater require the Board's approval. Election Systems & Software provides the Board of Elections with software licensing, programming, election night reporting hardware, a maintenance agreement, and upgrades for 145 iVotronic voting machines and 2 M100 voting machines. Election Systems & Software also provides the layout, coding, and audio for all ballot styles. The Board of Elections contracts with Print Elect/Owen G. Dunn for the printing of ballots and elections supplies. Board of Elections purchases Election Supplies and Ink Cartridges from CDS Networks & Services. The Board of Elections contracts with Daughety's Office Equipment, at the present, for the copier. A. G. Smith Janitorial Services provides monthly cleaning for the Board of Elections' offices and the delivery and setup of voting equipment for each election. Office and Election supplies are purchased from Corporate Resources in Kinston. Required advertising for elections are placed in the Kinston Free Press, The Weekly Gazette, and Duplin Times. Dell Financial Services will supply our laptops for Election Day and One Stop. This is a four year contract of leasing the laptops.

**EVALUATION:** Approval of this resolution will allow for the encumbrance of funds in the FY 16-17 budget and the eventual payment to vendors for products and services received.



**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 07/18/16 **ITEM NO.** 14

**RESOLUTION:** Authorizing a Four (4) Year Lease with Dell Computer Corporation, Inc.:\$45,000 Per Year.

**SUBJECT AREA:** Purchase/Bids

**ACTION REQUESTED:** Approval of a Resolution Authorizing the Lease of 173 Desktop Personal Computers and 212 monitors From Dell Computer Corp, Inc. from Budgeted Funds.

**HISTORY/BACKGROUND:** On April 21, 2008 the Lenoir County Commissioners approved a 4 year Technology Refresh Program that allowed Lenoir County to lease its desktop units. It has been very effective in keeping desktop pc's operating in an ever-changing environment that is IT. This also allows us to have all of the operating costs covered under warranty for the entire 4 years.

**EVALUATION:** We are returning the machines we leased back in 2012 as per the lease agreement. This lease will replace those machines and allow us to have new leased machines with warranty coverage for the entire lease.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

*MW*  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** By the Lenoir County Board of Commissioners that the County allow the MIS Director to execute a lease NTE \$45,000 to Dell Computer Corp, Inc. for the lease of 173 desktops and 212 monitors from budgeted funds.

**AMENDMENTS:**

**MOVED** \_\_\_\_\_ **SECONDED** \_\_\_\_\_

**APPROVED** \_\_\_\_\_ **DENIED** \_\_\_\_\_ **UNANIMOUS** \_\_\_\_\_

**Yea Votes: Hill** \_\_\_ **Brown** \_\_\_ **Best** \_\_\_ **Daughety** \_\_\_ **Davis** \_\_\_

**Rouse** \_\_\_ **Sutton** \_\_\_

\_\_\_\_\_  
**Craig Hill, Chairman**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 07/18/16 **ITEM NO.** 15

**RESOLUTION:** Authorizing Purchase of a Caterpillar D6T XL Dozer for use at the landfill: Gregory Poole (Washington, NC): Not to exceed \$328,000 off State Term Contract 760H.

**SUBJECT AREA:** Purchases/Bids

**ACTION REQUESTED:** The Board is requested to authorize the purchase of a Caterpillar D6T XL Dozer from Gregory Poole Equipment Company of Washington, NC in the amount not to exceed \$328,000 and authorize the Lenoir County Manager or his designee to execute the necessary paperwork on behalf of the County for the purchase.

**HISTORY/BACKGROUND:** The Lenoir County Landfill operates a MSW (Municipal Solid Waste) Transfer Station and a C & D (Construction and Demolition) cell. A landfill employee was utilizing a Caterpillar D6R until its transmission failed. We have been leasing a Dozer until we could evaluate a replacement. We looked at several different vendors including Case, John Deere and Caterpillar. While there was some concern about the power of the old D6R, we discovered that the new D6T model is 12% heavier, and has approximately 22.38% increase in Gross horsepower and 30.27% in Net horsepower. The Board had already approved this item at the March 7, 2016 meeting however the amount was set not to exceed \$325,000.

**EVALUATION:** The actual quoted price for the new D6T XL is \$328,328.28. The optional 5 year/5000 hour warranty is \$11,705.00. The Waste handling package with landfill blade is \$32,730.00, the PM costs 19,750.83. We will receive a \$45,000 trade-in on old D6R and we will also receive a credit on the lease amount we have been paying on the leased dozer which in all likelihood be around \$60,000 by the time we take delivery on the new dozer. We would then be billed \$56.00 per hour used which will come to approximately \$5,264. The total with tax is estimated to be \$312,355.71. Again due to the estimates and reimbursements the actual amount is now not to exceed \$328,000. We will be utilizing the leasing option with Caterpillar Financial Services with an interest rate of 3.2% up to 84 months.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

*MW*  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** that the Lenoir County Board of Commissioners authorizes the purchase of a D6T XL Dozer using the State Term Contract 760H for an amount not to exceed \$328,000 from Gregory Poole Equipment (Washington, NC) and authorize the Lenoir County Manager or his designee to execute the necessary paperwork on behalf of the County for the purchase.

**AMENDMENTS:**

**MOVED** \_\_\_\_\_ **SECONDED** \_\_\_\_\_

**APPROVED** \_\_\_\_\_ **DENIED** \_\_\_\_\_ **UNANIMOUS** \_\_\_\_\_

**Yea Votes: Hill** \_\_\_ **Brown** \_\_\_ **Best** \_\_\_ **Daughety** \_\_\_ **Davis** \_\_\_

**Rouse** \_\_\_ **Sutton** \_\_\_

\_\_\_\_\_  
**Craig Hill, Chairman**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date

**RESOLUTION:** Approving the Purchase of an Unmanned Aerial System: Benchmark Tool and Supply, Inc.: \$18,318.30.

**SUBJECT AREA:** Administrative

**ACTION REQUESTED:** The Board is requested to approve the purchase of an unmanned aerial system from Go Unmanned which is a division of Benchmark Tool and Supply, Inc. for a total cost of \$18,318.30.

**HISTORY/BACKGROUND:** Unmanned aerial systems are commonly referred to as a drone. The use of drones for public safety is increasing rapidly. The usage for public safety is numerous. Drones not only provide added protection to the citizens but to our first responders as well. Over the past year Lenoir County Emergency Services has partnered with the Sheriff's Office and the City of Kinston Fire and Police Divisions. We have been discussing the potential benefits and issues associated with governmental use of drones. The implementations for drone usage are for the betterment of the citizens of Lenoir County and the City of Kinston. During this time eleven students have been taking an Unmanned Aircraft Systems class at Lenoir Community College.

**EVALUATION:** Lenoir County Emergency Services – Emergency Management Division and the Lenoir County Sheriff's Office are requesting approval to purchase an unmanned aerial system. The purchase price will be evenly divided among three- (3) departments: Emergency Services, Sheriff's Office, and the Kinston Police Department. This drone, the Matrice 100, will have the capability of taking photos through a zemuse x3 camera and a 640 resolution FLIR, thermal imagery camera, in real time with a flight time of thirty minutes with dual batteries attached. Following FAA rules and regulations the drone will only fly when the laws allow it to do so. The pilots in command of this drone will follow the rules and regulations determined by the FAA. After examining many drone platforms, the Matrice 100 with Camera and FLIR options was determined to best benefit the citizens of Lenoir County and City of Kinston. The Emergency Services portion will come from EMPG supplemental grant and the Sheriff's office portion will come from Federal drug assets forfeitures.

Emergency Services Department	Drone Purchase (1/3 cost)	42010-464030	\$6,106.10
Sheriff's Office	Drone Purchase (1/3 cost)	43160-459990	\$6,106.10
Kinston Police Department	Drone Purchase (1/3 cost)		\$6,106.10

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

*msf*  
Initials

**RESOLUTION: NOW THEREFORE, BE IT RESOLVED** by the Lenoir County Board of Commissioners that the approval of an Unmanned Aerial System from Go Unmanned which is a division of Benchmark Tool and Supply, Inc for a total cost of \$18,318.30 be approved.

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_  
UNANIMOUS \_\_\_\_\_

**YEA VOTES:** Hill \_\_\_ Brown \_\_\_ Best \_\_\_ Daughety \_\_\_  
Davis \_\_\_ Rouse \_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
Craig Hill, Chairman 07/18/16  
Date

\_\_\_\_\_  
Attest 07/18/16  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 07/18/16 **ITEM NO.:** 17

**RESOLUTION:** Approving the Purchase of Two (2) 2017 Ford F250 4x4 Trucks: Piedmont Truck Center, Inc.: \$68,268.

**SUBJECT AREA:** Purchases/Bids

**ACTION REQUESTED:** The Board is requested to approve the purchase of two (2) 2017 Ford F250 4x4 trucks from Piedmont Truck Center, Inc., in the amount of \$68,268.

**HISTORY / BACKGROUND:** The EMS Commanders and Captains are based out of the main EMS Station located at 2404 North Queen Street in Kinston. As Shift Administrators', they are required to provide any necessary assistance to all EMS personnel stationed throughout Lenoir County; therefore, they respond to multiple calls during each shift, with the majority of those calls being driven emergency traffic – lights and siren. As a result of their job responsibilities, the EMS Commanders put a lot of wear on their vehicles, not only responding to calls for service/assistance, but also in the general performance of their duties, such as completing rounds, delivering supplies, checking on stations and personnel throughout the county.

**EVALUATION:** As a result of their job responsibilities, the EMS Commanders put a lot of wear on their vehicles, not only responding to calls for service/assistance, but also in the general performance of their duties, such as completing rounds, delivering supplies, checking on stations and personnel throughout the county. These vehicles are due for replacement and as part of our vehicle replacement rotation staff recommends that the County utilize a State Contract with vendor, Piedmont Truck Center, Inc. with a purchase price of \$34,134 per vehicle for a total purchase price of \$68,268.

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval

MW  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the purchase of two (2) 2017 Ford F250 4x4 trucks from Piedmont Truck Center, Inc. in the amount of \$68,268 is approved.

**AMENDMENTS:**

**MOVED** \_\_\_\_\_ **SECOND** \_\_\_\_\_

**APPROVED** \_\_\_\_\_ **DENIED** \_\_\_\_\_ **UNANIMOUS** \_\_\_\_\_

**YEA VOTES:** Hill \_\_\_\_\_ Brown \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_  
Davis \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
Craig Hill, Chairman

07/18/2016  
Date

\_\_\_\_\_  
Attest

07/18/2016  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager DATE: 07/18/16 ITEM NO.: **18**

**RESOLUTION:** Approving the Remount of a 2007 Ford E450 Wheeled Coach Ambulance Box: Select Custom Apparatus: \$83,068.45.

**SUBJECT AREA:** Purchases/Bids

**ACTION REQUESTED:** The Board is requested to approve the remount of a 2007 Ford E450 Wheeled Coach Ambulance from Select Custom Apparatus in the amount of \$83,068.45.

**HISTORY/BACKGROUND:** The Lenoir County Emergency Services Department (EMS) maintains a fleet of twelve (12) ambulances. Due to budget constraints in recent years, the Department has not been able to replace aging ambulances on a regular basis. In FY09-10, two (2) units were replaced. In FY10-11, no units were replaced. In FY11-12, one (1) box was remounted on new chassis. In FY12-13, no units were replaced. In FY13-14, one (1) box was remounted on a new chassis. In FY14-15, two (2) boxes were remounted onto new chassis, and one (1) used ambulance was purchased to replace a unit that was taken out of service in 2013, but was never replaced. In FY15-16, two (2) boxes were remounted onto new chassis, keeping our fleet total at twelve (12). For the current fiscal year, funds were budgeted for the remount of two- (2) boxes onto new chassis.

**EVALUATION:** The EMS Director is recommending remounting the box on a 2007 Ford E450 with 232,974 miles on a new chassis during this fiscal year. Staff feels that remounting the box of this truck onto a new 2017 Ford V-10 gas chassis will be the best course of action for additional unit replacement. This 2007 Ford is no longer fit for duty and has been taken out of services due to mechanical issues at the recommendation of our primary mechanic. This ambulances box requires upgrades due to its age and outdated equipment. A new truck now costs \$150,000 to \$175,000, with a remount, including upgrades to the box, costing approximately \$83,068.45. Approval of this purchase will allow for the encumbrance of funds and payment to the vendor upon delivery of the ambulance.

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval

  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the remount of a 2007 Ford E450 Wheeled Coach Ambulance from Select Custom Apparatus in the amount of \$83,068.45 is approved.

**AMENDMENTS:**

**MOVED** \_\_\_\_\_ **SECOND** \_\_\_\_\_

**APPROVED** \_\_\_\_\_ **DENIED** \_\_\_\_\_ **UNANIMOUS** \_\_\_\_\_

**YEA VOTES:** Hill \_\_\_\_\_ Brown \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_  
Davis \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
Craig Hill, Chairman

07/18/16  
Date

\_\_\_\_\_  
Attest

07/18/16  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 07/18/16 **ITEM NO.:** 19

**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 Nursing Home & Adult Care	Marva J. Brown Betsy Griffin <b>1<sup>st</sup> Appearance</b>	2019 2019

**CURRENT VACANCIES:**

**Lenoir County Health Board - (1) Optometrist**

**Lenoir County Planning & Inspections Districts 5, 6 and Alternate #1**

**Lenoir County ABC Board (1)**

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval.

  
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>

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECOND \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS \_\_\_\_\_

YEA VOTES: Hill \_\_\_\_\_ Brown \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_  
                  Davis \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
Craig Hill, Chairman

07/18/16  
Date

\_\_\_\_\_  
ATTEST                    07/18/16  
                                  Date

RECEIVED

APPLICATION FOR APPOINTMENT

to

LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

JUN 11 2016

LENOIR COUNTY MANAGER'S OFFICE

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:

LC NURSING HOME & ADULT CARE

(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: Mama 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: 6 hrs
Training: Workshop sponsored by East Carolina Council on Aging
Business and Civic Experience/Skills: taught 25 yrs and Directed child nutrition 13 years work with several organizations in a leadership role
Other County Boards/Committees/Commissions presently serving on: Lenoir County Council on Aging
Expiration date of Term: 2018

Circle your voting precinct

- K-1 (Carver Courts Recreation Center)
K-2 (Gordon Street Christian Church)
K-3 (Fairfield Recreation Center)
K-4 (Northwest Elementary School)
K-5 (Spillman Baptist Church)
K-6 (Teachers Memorial School)
K-7 (Emma Webb Recreation Center)
K-8 (Holloway Recreation Center)
K-9 (First Pentecostal Holiness Church)
Falling Creek (Banks Elementary School Gym)
Institute (Institute Methodist Church)
Neuse (Cooperative Extension Office)
Pink Hill 1 (Bethel Baptist Church)
Pink Hill 2 (Pink Hill Rescue Station)
Sand Hill (Sand Hill VF Department)
Southwest (Southwest VF Department)
Trent 1 (Deep Run VF Department)
Trent 2 (Moss Hill Ruitan Building)
Vance (Army Reserve Center, Airport)

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.

Mama J. Brown
Signature of Applicant

6-29-16
Date

\* other workshops and on the job training

RECEIVED

JUL 11 2016

APPLICATION FOR APPOINTMENT

to

LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

LENOIR COUNTY  
MANAGER'S OFFICE

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

Advisory Board/Committee/Commission interested in:

Lenoir County Transit Advisory Board

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

Name: Betsy Griffin

Address: 1305 Airlee Drive

City/State/Zip: Kinston NC 28504

Telephone: (Home) 252.521.2571 (Work) 252.527.1545

Occupation: Lenoir County Council on Aging Interim Executive Director

Business Address: 112 E. Blount St Kinston NC 28501

Age: (Optional): \_\_\_\_\_

Number hours available per month for this position: 2 hrs

Training: \_\_\_\_\_

Business and Civic Experience/Skills: Kinston/Lenoir Co. Chamber Ambassador

Other County Boards/Committees/Commissions presently serving on: \_\_\_\_\_

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 ( <u>Northwest Elementary School</u> ) ? <u>Tanglewood Church</u> | Pink Hill 1 (Bethel Baptist Church)    |
| K-5 (Spillman Baptist Church)   | Pink Hill 2 (Pink Hill Rescue Station) |
| K-6 (Teachers Memorial School)  | Sand Hill (Sand Hill VF Department)    |
| K-7 (Emma Webb Recreation Center)                                     | Southwest (Southwest VF Department)    |
| K-8 (Holloway Recreation Center)                                      | Trent 1 (Deep Run VF Department)       |
| K-9 (Kinston Number 4 Fire Station)                                   | Trent 2 (Moss Hill Ruitan Building)    |
| Contentnea (Contentnea Ruitan Building)                               | Vance (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.

Betsy Griffin  
Signature of Applicant

6/29/16  
Date

## Item No. 20

**TO:** Chairman and Members of the Board  
**FROM:** Mike Jarman, County Manager  
**DATE:** July 18, 2016  
**SUBJECT:** Items from County Manager

1. County Owned Property  
902 Herbert Drive  
Randolph Farrow Road
2. NCACC Annual Conference Voting Delegate Form
3. Inspections & Transportation Summary

7/11/2016

**Action Required**

	NC Pin Number	Record Number	Street #	Street Name	Town	Anything on Property	How Acquired	Taxes Owed	Foreclosure Costs	Tax Value	Previous Bid	Current Bid	Recommendation
65.	4535-1036-6578	34456	902	Herbert Drive	Kinston	Yes	Tax Foreclosure	\$ 11,071.18		\$ 34,258.00	\$ 2,000.00	\$ 4,000.00	ACCEPT
19.	4547-0344-3975	601		Randolph Farrow Rd	Kinston	No	Tax Foreclosure	\$ 280.34	\$ 2,115.86	\$ 3,444.00	\$ 500.00	\$ 600.00	ACCEPT



## 2016 NCACC Annual Conference Voting Delegate form

1 message

Alisa Cobb <alisa.cobb@ncacc.org>

Thu, Jun 23, 2016 at 11:33 AM

To: County Managers <CountyManagers@ncacc.org>, County Clerks <countyclerks@ncacc.org>

Cc: Amy Bason <amy.bason@ncacc.org>, Alisa Cobb <alisa.cobb@ncacc.org>

Good morning County Managers and Clerks to the Board,

The NCACC 109<sup>th</sup> Annual Conference will be held in Forsyth County August 11-14, 2016 and we appreciate all you do to help us make this a successful event. During the business session on Saturday, August 13, scheduled from 2:15-4:45 p.m., each county will be entitled to one vote on items that come before the membership, including election of the NCACC Second Vice President. In order to facilitate this process, we ask that each county designate one voting delegate prior to Annual Conference, using the attached Designation of Voting Delegate form.

Please return the completed form to Alisa Cobb by **12 Noon on Friday, August 5, 2016**; should you have any questions, please contact Alisa Cobb at [alisa.cobb@ncacc.org](mailto:alisa.cobb@ncacc.org) or (919) 715-2685.

Thank you,

Alisa A. Cobb

Executive Assistant

North Carolina Association of County  
Commissioners

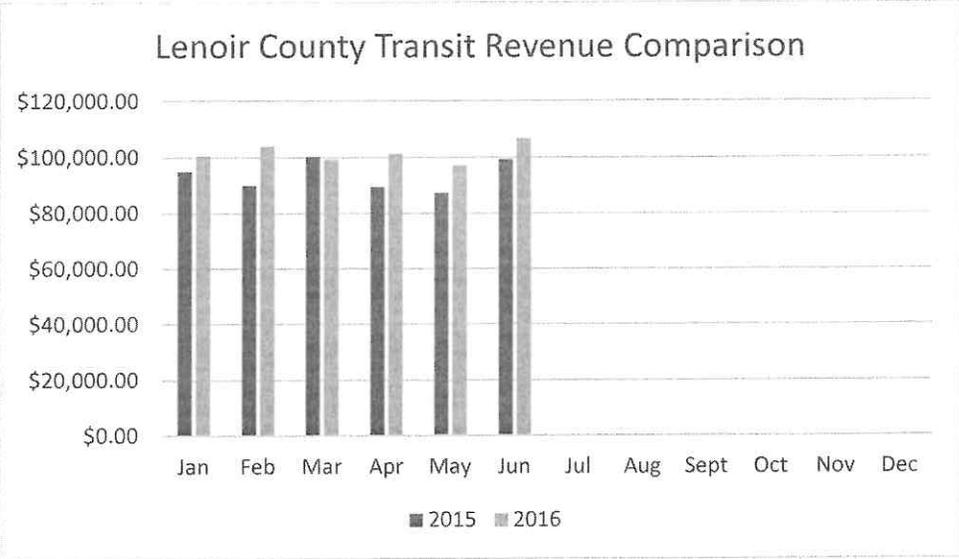
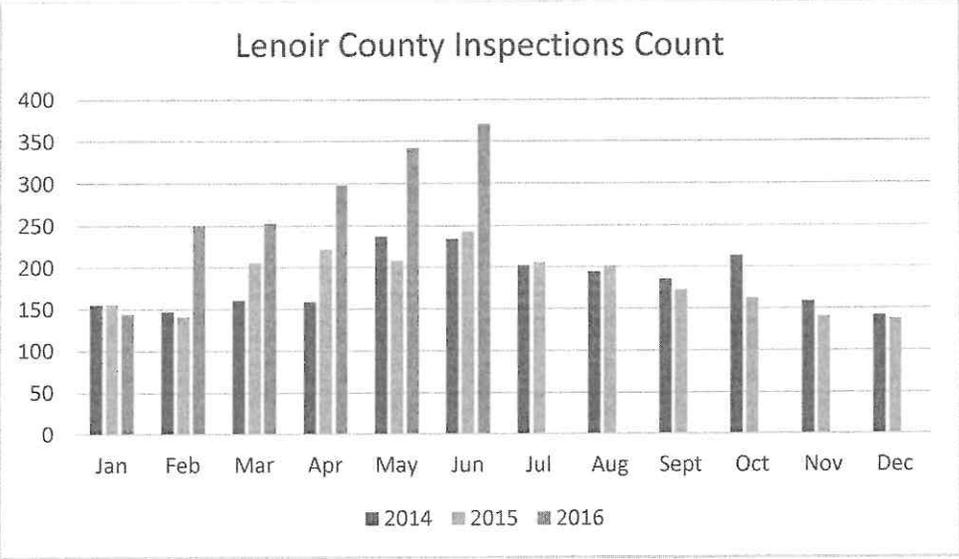
Phone (919) 715-2685 | Fax (919) 733-1065

[www.ncacc.org](http://www.ncacc.org)

[www.welcometoyourcounty.org](http://www.welcometoyourcounty.org)



 **Voting delegate form 2016.doc**  
37K



# Lenoir County Transit

## Monthly Statistics

Month of June 2016

Days of Service 26

Passenger Trips	Total
Ambulatory Passengers	5074
Non Ambulatory Passengers	470
<b>Total Passenger Trips</b>	<b>5544</b>

Purpose of Trips	Total
Medical (including Dialysis)	2304
Education	704
Employment	1331
Other	1205
	<b>5544</b>

Revenue	Total
Invoice Revenue	88,352.30
RGP Ticket Sales	8,928.00
EDTAP Ticket Fares	2,628.00
Fares Collected by Vehicle Operators	6,698.00
<b>Total Monthly Revenue</b>	<b>106,606.30</b>

### Explanation of Purpose of Trips:

Medical: riders being taken to medical appointments; to doctor's appointments, dialysis, etc.

Education: riders being taken to LCC for classes

Employment: riders being taken back and forth to work

Other: riders being taken to day care, for financial services, human services, legal appointments, nutrition, pharmacy, recreation, shopping and social outings

### Explanation of Revenue Terms:

Invoice Revenue: Rides billed by Transit to DSS, Work First, Council on Aging, ECU, and Vocational Rehab

RGP Ticket Sales: Rural General Public

EDTAP Ticket fares: Elderly Disabled Transportation Assistance Program

Fares Collected by Vehicle Operators: Cash collected by drivers for riders who have not purchased tickets in advance



**LENOIR COUNTY  
PLANNING & INSPECTIONS DEPARTMENT**

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



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**LENOIR COUNTY INSPECTIONS  
PERMIT/INSPECTION REPORT**

**JULY 2015 to JUNE 2016**

**PERMITS ISSUED: 1307**

**PERMITS VALUE: \$ 19,048,681**

**PERMIT FEES: \$ 129,169**

**SINGLE FAMILY DWELLINGS: 35**

**MOBILE HOMES: 92**

**COMMERCIAL: 21**

**ADDITIONS: 47**

**ELECTRICAL: 447**

**PLUMBING: 164**

**MECHANICAL: 309**

**OTHER: 192**

**TOTAL INSPECTIONS: 2,695**