

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
 MONDAY, JULY 20, 2009 – 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 COMMENTS: 10 Min.

PUBLIC INFORMATION: Mr. Dalton Cox of the North Carolina Forestry Service: Update **5 Min.**
 Mr. Ronald Dunn of the North Lenoir PTSA of North Lenoir **5 Min.**
 Ms. Akilah Ensley of the Census Bureau: Update/Information **5 Min.**

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

CONSENT AGENDA: 5 Min. ACTION

- 3. Approval of Minutes: Regular Board Meeting: June 15, 2009 Aytch/Jarman
- 4. Resolution Approving the Releases and Refunds to the Individuals Listed Herein Parrish/Martin
- 5. Budget Ordinance Amendment: General Fund: Finance/Sheriff Dept.: \$1,228: Decrease Jarman/Martin
- 6. Budget Ordinance Amendment: Capital Improvements Fund: Community Development: \$10,000: Increase Jarman/Martin

END OF CONSENT AGENDA

PUBLIC HEARING/RESOLUTIONS: 30 Min.

- 7. Public Hearing Regarding the Requirements of the 2009 North Carolina Community Development Block Grant (CDBG) Program – Scattered Site Category Jarman/Martin
- 8. Resolution of the Board of Commissioners for the County of Lenoir Authorizing the Filing of Applicants for Community Development Block Grant Funds Jarman/Martin
- 9. Public Hearing Regarding the Proposed Rural Operating Assistance Program (ROAP) Application to be Submitted to the North Carolina Department of Transportation Powell/Martin
- 10. Resolution Approving the Rural Operating Assistance Program (ROAP); Elderly Disabled Transportation Assistance Program (EDTAP); Supplemental EDTAP Funding; Employment Transportation Assistance Program (EMP); Supplemental EMP; Rural General Public (RGP) and Supplemental RGP Funding: Totaling \$203,866 Powell/Martin

BUDGET ORDINANCE AMENDMENTS/ RESOLUTIONS: 60 Min.

- 11. A. Resolution Approving the Acceptance of a Proposal for Advertisement by the Lenoir County Health Department WIC Program on the Lenoir County Transit Vehicles and the Execution of a Contract: \$586 Powell/Martin

- B. Resolution Approving the Acceptance of a Proposal for Advertisement by Tar Heel Home Health on the Lenoir County Transit Vehicles and the Execution of a Contract: \$1,500
 - C. Resolution Approving the Acceptance of a Proposal for Advertisement by Squires Auto and Generator Service on the Lenoir County Transit Vehicles and the Execution of a Contract: \$1,500
 - D. Resolution Authorizing the Issuance of Blanket Purchase Orders to the Following Companies for FY 2009-2010: \$511,479
12. A. Budget Ordinance Amendment: General Fund: DSS: \$43,797: Increase Jones/Martin
 B. Budget Ordinance Amendment: General Fund: DSS: \$141,737: Decrease
 C. Resolution Approving Purchase Order with Lenoir County Health Department to Administer Hepatitis B Vaccinations: \$8,775
13. Resolution Authorizing RFG Construction, Inc. to Install 3300 Linear Feet of Silt Fence at the Rotary Dog Park to Meet Erosion Control Permit Requirements Ellis/Martin
14. Resolution Authorizing Replacement of 7.5 Ton Split System Heat Pump at the ABC Store on the Corner of King and Heritage Streets: Ed Phillips, Inc.: \$7,431 Wiggins/Martin
15. Resolution Authorizing Grounds Maintenance: Wheat Swamp Landscaping: \$3,296 Kelly/Martin
16. A. Budget Ordinance Amendment: General Fund: Health (Adult Health and Child Health Programs): Increase \$86,360 Huff/Martin
 B. Resolution Authorizing Lenoir County Health Department to Authorize and Emergency Work Order to Ed Phillips, Inc.: \$6,224
17. A. Resolution Approving Purchase of a Data Storage Device: \$7,635.74 Smith/Martin
 B. Resolution Approving Records Retention Rate and Disposition Schedule
18. Budget Ordinance Amendment: Capital Improvements: Finance: \$592,855: Increase Hollowell/Martin
19. A. Resolution Authorizing Emergency Purchase of Swing Reduction Gear: Parts Supply Inc.: \$4,990 Hollowell/Martin
 B. Resolution Authorizing Execution of Warranty Inspection and Maintenance Contract to Down East Protection Systems: \$5,929
20. Resolution Authorizing the Issuance of Blanket Purchase Orders for Yearly Software/Hardware Maintenance: \$97,439 Bryan/Martin
21. A. Ordinance Establishing History Checks on Applicants for the Emergency Services Department Dail/Martin
 B. Resolution Authorizing the Purchase of a Maintenance Contract for the BCM Telephone System for the Emergency Services Building: EMBARQ: \$2,778
 C. Resolution Authorizing FY 2009-10 Purchase Orders for the Emergency Medical Services Division's Medical Supplies Inventory Control System: \$4,416
 D. Resolution Approving Lease Contract for DCI/SBI: OMINIXX Equipment Rental For 2009-2010: \$5,100
 E. Resolution Approving Maintenance Contract for Generators for All Tower Site Locations for FY 2009-2010: \$6,000
 F. Resolution Approving a Lease Agreement with CopyPro for Emergency Services Department: CopyPro: \$7,000

- G. Resolution Authorizing the Approval of a Blanket Purchase Order for Fast Forward Signs: \$7,000
- H. Resolution Approving Service Contract with InMotion Technologies: \$9,011
- I. Resolution Authorizing FY 2009-10 Purchase Orders for the Non Emergency Transport Division Uniform Purchases: \$10,000
- J. Resolution Authorizing Maintenance Contract for Priority Dispatch to Include Software/Cardsets for EMD, EPD & EFD and ProQA \$10,348
- K. Resolution Approving Service Contract for Zoll Defibrillators: \$11,484
- L. Resolution Authorizing FY 2009-10 Purchase Orders for the Non Emergency Transport Division Medical Inventory: \$15,100
- M. Resolution Authorizing FY 2009-10 Purchase Orders for the Non Emergency Transport Division's Vehicle Maintenance: \$16,000
- N. Resolution Authorizing Payment for the Medical Director's Contract for \$18,000 FY: 09-10
- O. Resolution Authorizing FY 2009-10 Purchase Orders for the Emergency Medical Division Uniform Purchases: \$24,000
- P. Resolution Authorizing the Purchase of Two- (2) Additional Dispatch Workstation Furniture Positions from Wrightline: \$24,119
- Q. Resolution Authorizing the Renewal of the E911 Maintenance Contract with Embarq: \$30,422
- R. Resolution Authorizing the Renewal of the CAD System Maintenance Contract with VisionAir: \$33,116
- S. Resolution Authorizing the Purchase of Priority Dispatch Emergency Medical Dispatch (EMD), Emergency Fire Dispatch (EFD), and Emergency Police Dispatch (EPD) Dispatching Software and Aqua Quality Management System: \$36,360
- T. Resolution Authorizing the Upgrade of the Digital Recording System for the Communications/E911 System: \$60,000
- U. Resolution Authorizing Gately Communication as the Holder of Maintenance Contracts for Radio Equipment Maintenance and Radio System Management: \$60,809
- V. Resolution Authorizing FY 2009-10 Purchase Orders for the Emergency Medical Division's Vehicle Maintenance: \$67,000
- W. Resolution Authorizing the Purchase of Two Gold Elite Radio Console Positions from Motorola: \$76,911
- X. Resolution Authorizing Pink Hill Fire Department to Purchase one Pumper/Tanker for \$227,000 by Utilizing a Grant from USDA: \$79,000
- Y. Resolution Authorizing FY 2009-10 Purchase Orders for the Emergency Medical Division: Medical Inventory: \$120,000

APPOINTMENTS: 5 Min.

22. Resolution Approving Citizens to Boards, Commissions, Etc. **5 Min.**

Aytch

OTHER ITEMS: 10 Min.

23. **Items from County Manager / County Attorney / Commissioners / Closed Session (if necessary)**



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION



TRAFFIC ENGINEERING AND SAFETY SYSTEMS BRANCH
CONGESTION MANAGEMENT SECTION

January 3, 2007

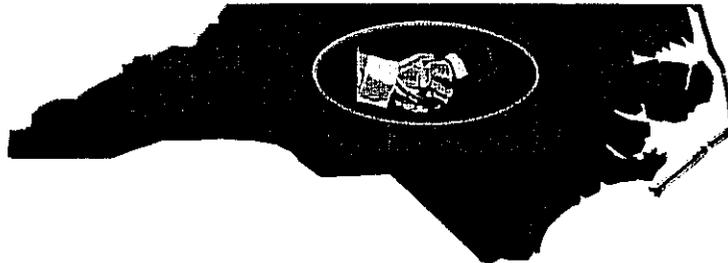
DRAFT

Project Number: SCH-2005-024

**North Lenoir High
Lenoir County
TRAFFIC OPERATIONS STUDY**

Prepared by:

Municipal and School



Transportation Assistance

David G. Stanley
Municipal and School Project Engineer

Joel C. Cranford
Municipal and School Traffic Engineer

James H. Dunlop, PE
Congestion Management Engineer

NOTICE

The following report was prepared using information provided by Lenoir County School Officials and data collected by Municipal & School Transportation Assistance.

The methodology used to complete the evaluation is believed to be consistent with the current traffic engineering practice and principals. The recommendations presented herein are based on a direct observations, comprehensive review and analysis of the available data, and the application of engineering judgement.

Any figures included in this report are Concept Plans and Not For Construction.

EXISTING TRAFFIC OPERATIONS AND ANALYSIS

Municipal and School Transportation Assistance (MSTA) was asked to observe traffic operations and vehicular delays being experienced by vehicles entering and exiting North Lenoir High School Campus, in Lenoir County, and the on-campus traffic operations during the student loading times.

North Lenoir High School is located in the northern quadrant of Wheat Swamp Road (SR 1536) and Institute Road (SR 1541), north of Kinston. Wheat Swamp Road is a two-lane facility and considered a minor route in the area with an Annual Average Daily Traffic volume (AADT) of 1,000 vehicles per day recorded during 2004. The posted speed limit is 55 MPH, reduced to 45 MPH during school hours. Institute Road is a two-lane facility and is considered a minor street with an AADT volume of 940 vehicles per day recorded during 2004. The posted speed limit is 55 MPH. There is a flashing beacon at this intersection.

Information provided by the school indicates North Lenoir High School serves 9th through 12th grade with a maximum population of 1006 students, 120 staff members and 14 buses operating from 8:15 AM to 3:30 PM. The buses used by the school remain on campus during the day.

CAMPUS LAYOUT

For the purpose of this report, the existing campus layout and features are described below:

Parking and Loading

- **North Parking Lot**, located on the north side of campus, provides parking for all buses.
- **Middle Parking Lot**, located south of the Bus Parking Lot, provides parking for parents, visitors, and staff.
- **South Parking Lot**, located on the south side of campus, is exclusively for student vehicles.
- **East Parking Lot**, located on the east side of campus, is exclusively for student vehicles.
- **Parent Loading Zone** is located in the Middle Parking Lot.
- **Bus Loading Zone** is located in the North Parking Lot.

Driveways

- **North Driveway** is a two-lane, two-way driveway providing access to the Bus Parking Lot and Bus Loading Zone.
- **Middle Driveway** is a two-lane, one-way loop entrance driveway providing access to the Middle Parking Lot and Parent Loading Zone.
- **South Driveway** is a two-lane, one-way loop exit driveway for the Middle Parking Lot and Parent Loading Zone.
- **East Driveway** is a two-lane, two-way driveway providing access to both the South and East Parking Lots.

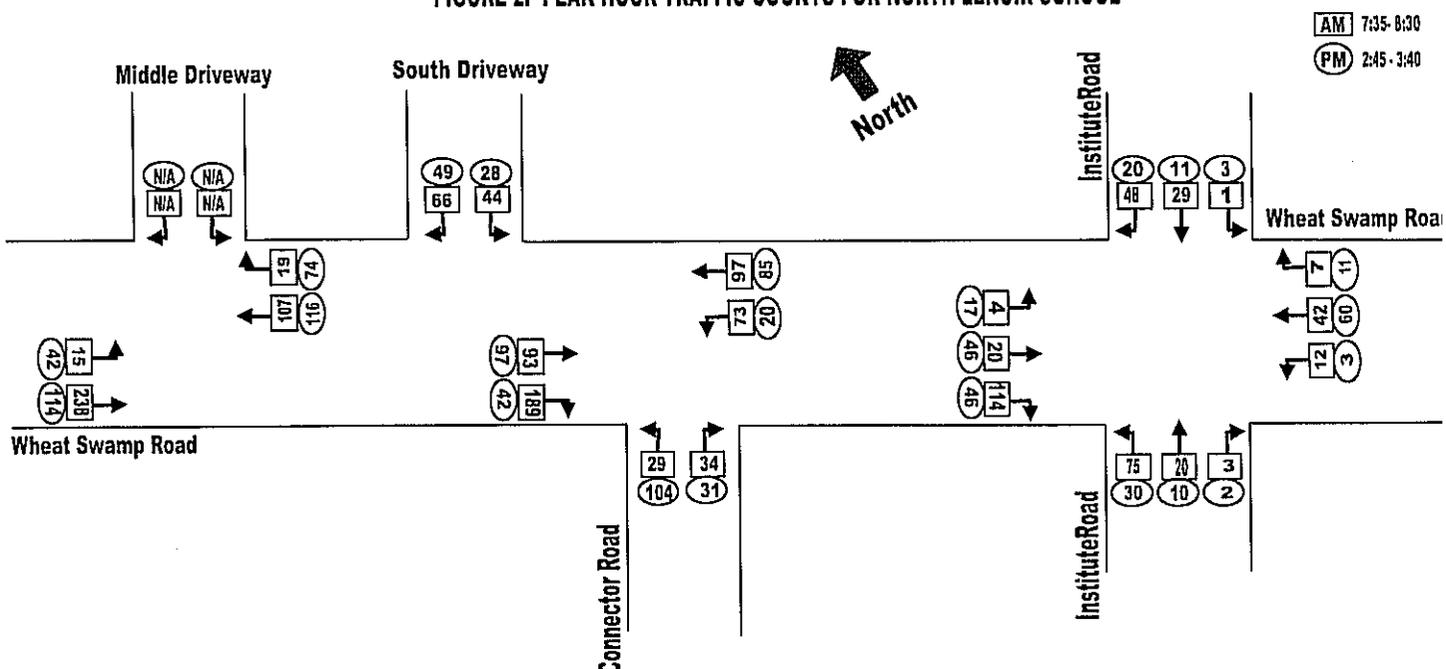
Parent Loading Operations

MSTA performs studies that address the safety concerns with the overall pedestrian activities and traffic operations on a school campus and how this school related traffic will affect adjacent state roadways. To calculate the school operations, MSTA has developed a database of specific data that is compared to similar schools across North Carolina. Data indicates that, in most cases, the highest traffic volumes generated by a school are during the AM period. This high traffic volume will coincide with peak traffic demands on surrounding streets and roads. Traffic will often arrive in a random process across a thirty-minute time period, helping to spread out the number of vehicles on campus at one time. This process can reduce the traffic queues (back ups) on the campus; however, the high number of vehicles can create traffic congestion and related safety concerns with pedestrian and vehicle operations at the campus driveways and nearby roadway intersections. School PM traffic operations will often take place when traffic volumes on neighboring streets are off peak; however, vehicles will arrive on campus well before the school dismissal. Vehicles will park in all available spaces and queue along the campus driveway(s). This PM queuing will often result in vehicles being stopped in the roadway or along the shoulder of a major through route resulting in an increased possibility of accidents and similar traffic related safety concerns. These concerns are increased if the student loading operations are not organized and efficient.

Field Observation

In April of 2006, MSTA performed a field investigation at this school during the morning and afternoon student loading operations on a typical school day. Observations were made regarding the student loading operations including the Parent Loading Operations, Bus Loading Operations, and Pedestrian Activities. Traffic counts were performed at the school driveways during the AM and PM

FIGURE 2: PEAK HOUR TRAFFIC COUNTS FOR NORTH LENOIR SCHOOL



peak school traffic periods and the results are shown in Figure 2.

Data indicates that, during both the morning and afternoon loading periods, some parents would enter the campus via the Middle Driveway and proceed to the parent loading zone to load students. Other parents would park in the aisles in the Middle Parking Lot to load students. After loading all parent vehicles would exit the school campus via South Driveway. Parents were also observed parking in and along Wheat Swamp Road to load students, while others would park in the church parking lot to load students. These actions create safety hazards for both students and drivers.

During the morning, vehicles began entering the campus at 7:32 with approximately 34 vehicles entering the campus and a maximum queue of 9 vehicles. This equates to approximately 220 feet of vehicle queue length.

During the afternoon, parents started entering campus at 1:45, with approximately 190 vehicles loading students with a maximum queue of 58 vehicles. At the school dismissal time of 3:30 p.m. for car riders, 48 vehicles were either queued up on campus, parked in all available spaces, parked in and along Wheat Swamp Road, or parked in the church parking lot to wait for their child. The parked parent vehicles in the Middle Parking Lot, found it difficult to maneuver out of the



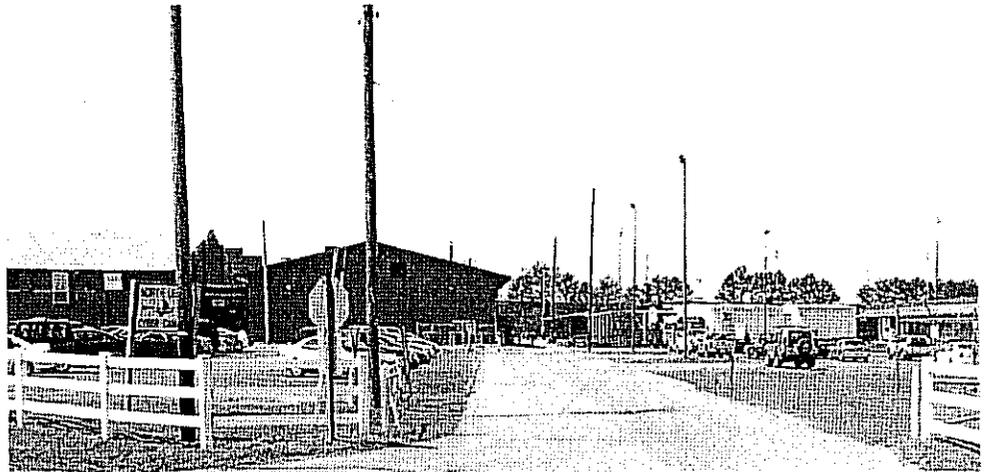
parking spaces and parking lot with the queued parent vehicles waiting to load students.

Using the existing loading process, the current parent traffic route provides approximately 450 feet of vehicle storage for the loading zone. **The campus does not provide the adequate vehicle queue distance to contain parental traffic within the school property.**

It is the responsibility of the local school officials to contain all school-generated traffic on campus and to maintain a safe and efficient student loading operation. To provide maximum safety for pedestrians and motorists during peak demands, the school is expected to have an alternative traffic flow plan that will prevent school related vehicles from presenting a hazard along nearby public roadways. Based on the afternoon parent traffic volumes, this school should provide a minimum queue length of 1425 feet for an average day. This calculation does not take into consideration high traffic demand days and/or special events.

Student Driver Traffic Operations

The South and East Parking Lots are both dedicated to student drivers. These two lots will accommodate approximately 268 student vehicles. The school has rented out



approximately 240 student parking spaces, leaving a surplus of approximately 28 available spaces. There is a vacant lot in the northeast quadrant of Wheat Swamp Road and Institute Road that

students use as a parking lot. They park in and along Wheat Swamp and Institute Road, reducing driver visibility, and creating sight distance problems. There are "Private Property" and "No Parking" Signs posted on trees and buildings on the property, but the students do not adhere to them. Students state reasons for parking there as "just got a car and only a few more weeks left until school is out and the \$25.00 fee is not pro-rated." "I only drive and park here when I have appointments," "I don't drive everyday, and I have no other place to park for daily needs." The students that park in this area either cannot get a parking sticker or do not want to pay to park. Regardless of the reasons, this illegal parking is a major safety concern for both the students and local motoring public.



RECOMMENDATIONS

To help increase pedestrian safety, reduce traffic congestion, and minimize vehicular and pedestrian conflicts on campus, the following recommendations are described below. Acquiring additional property may be necessary in achieving these recommendations.

- **Develop a Parent Loading Queue length on-campus** to accommodate all parent vehicles. Having adequate queue length available on-campus will encourage parents to use the established loading process, and reduce or eliminate parents parking along Wheat Swamp Road to load students.

- **Eliminate parents parking in the church parking lot** to load students, by working with the church through information, signage and enforcement.
- **Ensure adequate Student Parking** is available on campus. During our study there seemed to be enough parking spaces available to accommodate all student drivers. If this is not the case, then enlarging the existing parking lots, or designating out areas for student parking is an option.
- **Designate the vacant lot in the northeast quadrant** of Wheat Swamp Road as off limits to students. Signs are already in place prohibiting parking and trespassing, but enforcement may be necessary to eliminate this problem. The property owner may find it necessary to contact a towing company in solving this problem.
- **Inform students and parents of the new traffic pattern.** Education is an important part of any successful student loading operation. If the loading operation and traffic flow pattern is altered, students and parents should be informed before arriving on campus. This should be accomplished by using local media and school handouts that describe the traffic loading operations and emphasizes the concern for student safety. MSTTA is available to assist with the final draft of this type of handout.

CLOSING

These recommendations should not be thought of as mandates for action. It is and will be the responsibility of North Lenoir High School and Lenoir County School System to implement and/or construct any of the recommendations located within their property boundaries. Any recommendations or improvements located within the Department of Transportation roadway right-of-way will require the consultation of the Division Engineer. If participation needs to be considered, the following factors will be taken into account before any action is taken: jurisdictional responsibility, availability of funds, and the priority placed on the improvements by the Department of Transportation relative to all other planned and programmed improvements in the area.

TO: Chairman and Members of the Board

FROM: Mike Jarman, County Manager

DATE: July 20, 2009

SUBJECT: Items of Interest

1. Lenoir County ABC Board: April 10, 2009 and May 8, 2009
2. Lenoir County Planning & Inspections Permit/Inspection Report: June 2009
3. Minutes: Kinston-Lenoir County Parks and Recreation Commission Meeting: June 11, 2009
4. Current ESC Workforce Information as of July 9, 2009
5. Pink Hill Elementary Update

On April 10, 2009 the Lenoir County ABC Board held its monthly meeting. With all members present except Mr. Coley Little Chairman Stroud called the meeting to order. The minutes of the prior month were approved as read.

As the initial order of business Mr. Hill distributed sales reports for March 2009. Following a review of these statements the Board made note of the significant decrease in sales comparing April 2009 to April 2008.

Next Mr. Hill presented to the Board a resolution of appreciation to Mr. James Taylor for his service as a member of the Lenoir County ABC Board, to be presented to his family. A copy of this resolution is attached to these minutes.

Next Mr. Hill presented to the Board a letter of recommendation to the County Commissioners to continue the practice of appointing one of its members from north of the Neuse River, one from south of the Neuse River and one from the City of Kinston to continue to ensure equal representation of the County. A copy of this letter is attached to these minutes.

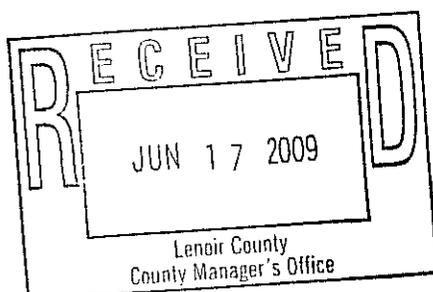
Next Mr. Hill informed the Board that Mr. Lyn Turner, owner of the facility designated as Lenoir County ABC Store #3 located in Pink Hill had agreed to allow his request for an increase in rent effective January 1, 2010 to remain the same thru December 31, 2011. The Board instructed Mr. Hill to obtain a letter from Mr. Turner to this effect.

As the next order of business Mr. Hill presented the Board with a request from Mr. Jon Carr, lobbyist for the North Carolina Association of ABC Boards for a resolution from the Lenoir County Board of Commissioners opposing mandatory mergers by the North Carolina ABC Commission of local ABC Boards and the creation of agency stores or privatization. The Board asked Mr. Stroud to present this request to the County Commissioners.

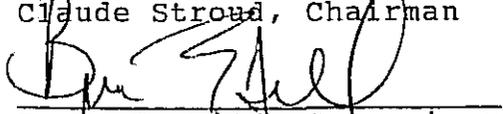
Next Mr. Hill informed the Board that the annual conference for the North Carolina Association of ABC Boards would be held July 19-22, 2009 in Asheville, North Carolina. Following brief discussion the Board instructed Mr. Hill to make the necessary arrangements for his attendance.

As the final order of business the Board asked Mr. Hill to review the Lenoir County ABC Board employee handbook and to make recommendations for revision.

With no further business at hand Chairman Stroud adjourned the April meeting.





Claude Stroud, Chairman


Bruce E. Hill, Supervisor

On May 8, 2009, the Lenoir County ABC Board held its monthly meeting. With all members present Chairman Stroud called the meeting to order. The minutes of the prior month were approved as read.

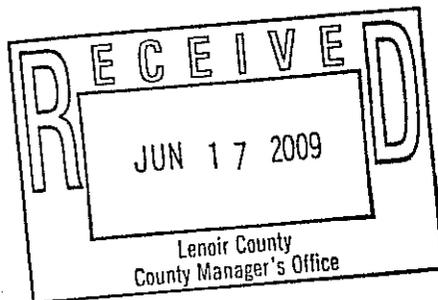
As the initial order of business Mr. Hill presented sales reports for the month of April 2009. Following a review of these statements the Board made note of the significant increase in sales comparing April 2009 to April 2008.

Next Mr. Stroud presented the Board with a resolution from the Lenoir County Board of Commissioners opposing mandatory merger by the North Carolina ABC Commission of local ABC Boards and the creation of agency stores or privatization. A copy of this resolution is attached to these minutes.

Next Mr. Hill reminded the Board May 25, 2009 was Memorial Day. Following a brief discussion the Board instructed Mr. Hill to notify all employees as well as the general public that the Lenoir County ABC Stores would be closed on Monday, May 25, 2009 in observance of Memorial Day.

As the final order the Board reviewed the Employee handbook. Following a lengthy discussion the Board made numerous changes to the handbook. The Board instructed Mr. Hill to update the Employee handbook with these modifications and to bring the handbook back to the Board for approval.

With no further business at hand Chairman Stroud adjourned the May meeting.



Claude Stroud, Chairman

Bruce E. Hill, Supervisor



**LENOIR COUNTY
PLANNING & INSPECTIONS DEPARTMENT**

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



**LENOIR COUNTY INSPECTIONS
PERMIT/INSPECTION REPORT**

JUNE 2009

PERMITS ISSUED: 119

PERMITS VALUE: \$ 2,271,350

PERMIT FEES: \$ 13,811

SINGLE FAMILY DWELLINGS: 3

MOBILE HOMES: 11

COMMERCIAL: 1

ADDITIONS: 11

ELECTRICAL: 45

PLUMBING: 15

MECHANICAL: 20

OTHER: 13

TOTAL INSPECTIONS: 294

KINSTON/LENOIR COUNTY

PERIODIC REPORT OF PERMITS ISSUED (GROUPED BY REPORT CODE)

DATE RANGE: 06/01/09 TO 06/30/09

Printed on: JULY 2, 2009

Page 1

	CODE	PRMS	VALUATION	FEEES	PAID	UNITS
NEW RES. HOUSEKEEPING - LENOIR COUNTY						
* Single Family Houses Detached	101B	1	167,000.00		394.00	1
* Single Family Houses Attached	102B	0	0.00		0.00	0
* 2 Family Building	103B	0	0.00		0.00	0
* 3 and 4 Family Buildings	104B	0	0.00		0.00	0
* 5 or More Family Buildings	105B	0	0.00		0.00	0
*TOTAL INFORMATION 101-105	109B	0	0.00		0.00	0
NEW RESIDENTIAL NON-HOUSEKEEPING BL:						
* Hotels, Motels & Tourist Cabins ..	213B	0	0.00		0.00	0
* Other Non-Housekeeping Shelter ...	214B	0	0.00		0.00	0
NEW NON-RESIDENTIAL BUILDINGS:						
* Amusement, Social, & Recreational	318B	0	0.00		0.00	0
* Churches & Other Religious	319B	0	0.00		0.00	0
* Industrial	320B	1	56,711.00		145.00	1
* Prkng Garages (Blds & Open Decked)	321B	0	0.00		0.00	0
* Service Stations & Repair Garages	322B	0	0.00		0.00	0
* Hospitals & Institutional	323B	0	0.00		0.00	0
* Offices, Banks, & Professional ...	324B	0	0.00		0.00	0
* Public Works & Utilities	325B	0	0.00		0.00	0
* Schools & Other Educational	326B	0	0.00		0.00	0
* Stores & Customer Services	327B	0	0.00		0.00	0
* Other Non-Residential Bldgs	328B	0	0.00		0.00	0
* Structures Other than Buildings ...	329B	0	0.00		0.00	0
ADDITIONS, ALTERATIONS, & CONVERSION						
* Residential	434B	11	304,935.00		999.00	11
* Non-Residential & Non-Housekeeping	437B	0	0.00		0.00	0
* Adds of Res. CP/Garages (Atch/Detc)	438B	0	0.00		0.00	0
DEMOLITIONS AND RAZING OF BUILDINGS:						
* Single Family Houses (Atch/Detach)	645B	0	0.00		0.00	0
* 2 Family Buildings	646B	0	0.00		0.00	0
* 3 & 4 Family Buildings	647B	0	0.00		0.00	0
* 5 or More Family Buildings	648B	0	0.00		0.00	0
* All Other Buildings and Structures	649B	0	0.00		0.00	0
<hr/>						
TOTALS FOR PERMITS THIS PAGE		13	528,646.00		1,538.00	13

KINSTON/LENOIR COUNTY

PERIODIC REPORT OF PERMITS ISSUED (GROUPED BY REPORT CODE)

DATE RANGE: 06/01/09 TO 06/30/09

Printed on: JULY 2, 2009

Page 2

	CODE	PRMS	VALUATION	FEEES	PAID	UNITS
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MOBILE/MODULAR OFFICE/CLASSROOM						
*MOBILE OFFICE	740B	0	0.00	0.00	0	0
*MODULAR CLASSROOM	750B	0	0.00	0.00	0	0
*MODULAR OFFICE	730B	0	0.00	0.00	0	0
ELECT./PLUMB/HEAT/A/C/INS/TEMP POLE:						
*ELECTRICAL	800B	45	540,739.00	2,822.00	45	45
*PLUMBING	810B	15	335,900.00	3,130.00	15	15
*HEATING/ AIR CONDITIONING	820B	20	115,817.00	1,500.00	20	20
*INSULATION	830B	1	1,700.00	50.00	1	1
*TEMPORARY POLE	840B	2	1,500.00	100.00	2	2
RESIDENTIAL ACCESSORY STRUCTURES						
*STORAGE/PORCHES/PATIOS/DECKS	900B	0	0.00	0.00	0	0
MISCELLANEOUS:						
*CHANGE OF OCCUPANCY	910B	0	0.00	0.00	0	0
*INSPECT DWELLING	920B	0	0.00	0.00	0	0
*TENTS	930B	0	0.00	0.00	0	0
*SATELLITE DISH	940B	0	0.00	0.00	0	0
*AWNING	950B	0	0.00	0.00	0	0
*EXTRA INSPECTIONS	960B	8	47,273.00	625.00	8	8
*FIRE PROTECTION SPRINKLER SYSTEM	966B	1	79,980.00	1,026.00	1	1
*MOVING DWELLING ONLY	970B	0	0.00	0.00	0	0
*SIGN	980B	0	0.00	0.00	0	0
*FIREWORKS	985B	0	0.00	0.00	0	0
*SWIMMING POOL	990B	0	0.00	0.00	0	0
*TANKS	995B	0	0.00	0.00	0	0
MOBILE HOMES						
*SINGLE WIDE MOBILE HOME	700B	5	48,000.00	1,250.00	5	5
*DOUBLE WIDE MOBILE HOME	710B	6	287,445.00	975.00	6	6
*MODULR HOME	720B	2	284,350.00	745.00	2	2

TOTALS FOR PERMITS ABOVE (incl. pg 1)	118		2,271,350.00	13,761.00	118	118

Totals of other permits in the period	1		0.00	50.00	0	0

TOTAL FOR ALL PERMITS IN THE PERIOD	119		2,271,350.00	13,811.00	118	118

THIS REPORT WAS PRINTED ON JULY 2, 2009

KINSTON/LENOIR COUNTY

((STATISTICAL BREAKOUT))

(----- Inspections -----) (----- Re-Inspections -----) Based On # Activities

# ACTIVITIES	INSPECTIONS (I)	PASSED	CORRECTIONS	RE-INSPECTIONS (R)	PASSED	CORRECTIONS	RE-INSPECTIONS REQUIRED
294	265	240	23	29	18	7	29
	% INSPECTIONS	% PASSED	% CORRECTIONS	% RE-INSPECTIONS	% PASSED	% CORRECTIONS	% RE-INSPECT. REQUIRED
	90	91	9	10	62	24	10

FISCAL YEARLY WORK LOAD TOTAL

		FY 04-05	FY 05-06	FY 06-07	FY 07-08	FY 08-09
JULY	SFD	5	11	8	9	2
	SWMH	17	18	7	18	13
	DWMH	2	8	8	6	3
	FEES	\$12,235	\$16,386	\$11,435	21,041	11,908
AUGUST	SFD	11	5	6	4	7
	SWMH	8	10	11	17	6
	DWMH	3	11	7	11	5
	FEES	\$12,275	\$12,081	\$10,269	\$37,682	\$14,874
SEPTEMBER	SFD	5	3	7	5	1
	SWMH	9	6	6	25	6
	DWMH	3	4	3	4	5
	FEES	\$8,192	\$9,723	\$8,240	\$22,101	\$9,978
OCTOBER	SFD	7	7	6	8	4
	SWMH	22	6	8	7	11
	DWMH	3	5	7	5	5
	FEES	\$11,043	\$9,080	\$14,463	\$19,016	\$13,338
NOVEMBER	SFD	4	4	9	6	1
	SWMH	11	12	9	4	8
	DWMH	3	3	4	4	1
	FEES	\$9,133	\$9,259	\$10,972	\$36,487	\$12,289
DECEMBER	SFD	5	4	3	6	2
	SWMH	7	13	7	1	6
	DWMH	6	4	6	6	3
	FEES	\$7,334	\$8,804	\$6,326	\$25,822	\$8,737
JANUARY	SFD	1	1	3	2	2
	SWMH	10	15	12	20	5
	DWMH	2	7	4	5	0
	FEES	\$7,111	\$15,390	\$11,793	\$18,136	\$6,954
FEBRUARY	SFD	5	6	5	7	2
	SWMH	12	19	10	7	10
	DWMH	3	3	8	6	5
	FEES	\$8,603	\$10,885	\$14,737	\$16,886	\$28,674
MARCH	SFD	6	8	5	5	2
	SWMH	16	16	11	6	4
	DWMH	5	11	3	4	8
	FEES	\$11,007	\$11,844	\$11,407	\$16,616	\$15,868
APRIL	SFD	6	2	4	0	1
	SWMH	9	8	11	9	11
	DWMH	8	11	8	6	4
	FEES	\$9,880	\$32,999	\$12,609	\$12,493	\$15,069
MAY	SFD	8	3	4	3	4
	SWMH	19	10	8	9	3
	DWMH	7	5	8	7	4
	FEES	\$27,727	\$8,790	\$40,534	\$14,051	\$12,035
JUNE	SFD	2	3	3	7	3
	SWMH	6	8	15	8	5
	DWMH	9	7	11	2	6
	FEES	\$10,089	\$11,733	\$64,247	\$17,524	\$13,811
TOTAL	SFD	65	5	63	62	31
	SWMH	146	141	115	131	88
	DWMH	54	79	77	66	49
	FEES	\$ 134,629	\$ 156,974	\$217,032	\$257,855	\$163,536

MINUTES
KINSTON/LENOIR COUNTY PARKS & RECREATION COMMISSION MEETING
JUNE 11, 2009
6:30 P.M.
ADMINISTRATIVE OFFICE

MEMBERS PRESENT

Bill McMahon	Jill Croom
Sue Ellen Maddux	Keith King
John Jones	Chuck Blake
Joel Smith	Christi Fillippeli

MEMBERS ABSENT

Darrell Parrish	Matt Sullivan
Will Barker	Christopher Bradshaw
Ricky Killinger	
Garland Nobles, Jr.	

The commission meeting was called to order by the Chair, Bill McMahon. The May, 2009 minutes were unanimously approved.

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

Bill McMahon welcomed Chuck Blake to the commission. He will be representing the Southwood/Contentnea districts.

Cecilia Parker was present at the meeting to request that the commission approve re-naming the Neuseway Park on Mitchell Street to Pearson Park in memory of the fallen deputy, Ricky Allen Pearson. A letter written by Ms. Parker was distributed to the commission. The commission discussed this request and made the comment that Neuseway Park was confusing to a lot of people since we have the Neuseway Nature Park and Neuseway Park on Mitchell Street. A motion was made to re-name the Neuseway Park on Mitchell Street to Pearson Park in memory of Ricky Allen Pearson. Bill Ellis will take care of the design and purchasing the sign.

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

Anthony Kennedy was present at the meeting to discuss amending the Code of Conduct rule. He requested that if an umpire is touched, the person doing the touching will be suspended from all sports for one (1) year. He distributed a letter to the commission stating what he would like to see the above added to the current rule, which reads: **“Any coach or player who commits or threatens to commit battery, defined as deliberate harmful or offensive physical contact, against another coach, player, game official, field supervisor or spectator will be banned from coaching or playing for the remainder of the season. The Director maintains the authority to extend this ban if the incident warrants”**.

Sue Ellen Maddux questioned whether all ejections should be brought to the director's attention and wondered why Bill Ellis was not informed of the incident when it happened to Mr. Kennedy. She feels that all parties should be heard from before a final decision is made. Mr. Ellis recommended that Mr. Kennedy's request be taken to the Athletic Committee for them to look over and bring it back to the commission at the next meeting. Chuck Blake stated that he feels a chain of command should be followed and Sue Ellen Maddux wondered whether Donnie Marley had an umpire's code of conduct.

Bill Ellis updated the commission on the youth baseball and All-Star tournaments.

Joel Smith informed the commission that the King's Cup Disc Golf Tournament held at Barnet Park had 89 players and was a success.

The commission adjourned into a closed session to discuss property acquisition.

With no further business, the meeting was adjourned.

Debra Wicker, Secretary

Kinston/Lenoir County Parks & Recreation Commission

Current ESC Workforce Information

from

LENOIR COUNTY

as of

July 9, 2009

- ◆ County Labor Force : 28,032
- ◆ Number Of Unemployed : 3,502
- ◆ County Unemployment Rate :

May 2009	3 Months Ago	6 Months Ago	12 Months Ago
12.5%	12.5%	9.0%	7.1%

- ◆ Unemployment Insurance (UI) Benefits Paid in Lenoir County :

Last 30 Days : \$1,088,709
 Year-To-Date : \$9,119,216

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

Current State & National Information

- ◆ Unemployed Workers Statewide (May 2009) : 508,834
- ◆ N.C. Unemployment Rate:

May 2009	3 Months Ago	6 Months Ago	12 Months Ago
11.1%	10.7%	7.5%	5.9%

- ◆ U.S. Unemployment Rate (June 2009) : 9.5%
- ◆ Unemployment Benefits Paid to N.C. workers:
 Month To Date : \$74,694,286
 Last Month : \$258,087,562
 Year To Date : \$1,513,103,916

- ◆ Unemployment Benefits Paid to N.C. workers
 In July 2008 : \$105,927,229

- ◆ N.C. Unemployment Insurance Trust Fund Balance:
 (As Of Jul 8, 2009) : \$0

- ◆ Average N.C. UI Tax Rate For Business : 1.7%



Beverly Alston - Kinston
 252.526.4435

MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS
June 15, 2009

The Lenoir County Board of Commissioners met in open session at 4:00 p.m. on Monday, June 15, 2009 in the Board of Commissioners Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

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

Members absent: Mr. Humphrey

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

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

Upon a motion by Ms. Brown and a second by Mr. Stroud, the Board excused Mr. Humphrey from the meeting.

PUBLIC INFORMATION:

Ms. Rebecca Geraghty and Mr. Todd Davis of Brennan Management Services, Inc. updated the Board on the Lenoir County Jail and Courthouse Annex. Ms. Geraghty introduced schematic drawings and 3-D images of the Lenoir County Jail and Courthouse Annex. Ms. Geraghty stated Brennan and Associates presented estimates to Lenoir County for two separate building site locations in March of 2009. The estimates of these conceptual designs for the Lenoir County Jail and Courthouse Annex were approximately the same cost with the total cost of construction at \$16,690,327. Based upon direction received at a March 12, 2009 meeting, Brennan Associates proceeded with schematic design of the facility on the alternate site location. Taking into account the current market conditions, the construction costs for this project could be anticipated to be around \$16,005,621. The current market conditions indicate that construction costs are down as much as 15 to 20% across many sectors. If the project schedule is extended, market conditions will likely improve and the project bids may be more in line with those in the second quarter of 2008. The cost then could be around \$17,606,183. Since the March 12th conceptual estimate review, there have been over \$1.5M in anticipated costs added to the project. The added costs are as follows: 1) Masonry replaced with precast at partial basement, first and second floor areas. The total anticipated cost of this change is approximately \$160,000; 2) Exterior Insulated Finish System and punched window openings replaced with glass curtainwall system at the third, fourth, and fifth floors is anticipated to impact project costs by \$600,000; and 3) The geotechnical report for the project was received in late May and will have a significant impact on the project costs. Brennan has included an allowance of \$750,000 for these costs as they expect the impact to be between \$700,000 and \$800,000; estimated on a 19-month construction schedule for completion.

Ms. Geraghty stated the estimates include underground, first and second floor connectors to the existing Courthouse building. The basement and first floor structure will be constructed of cast in place of concrete. The second through fifth floor structures will be structural precast. The jail will be approximately 5 stories consisting of 62,000 sq. ft. The buildings exterior skin will be architectural precast concrete insulated on the interior side of the building up to the third floor level and glass curtain wall form the third through fifth floor levels. The basement and fist floor interior walls will be a combination of concrete block (CMU) and drywall. Sheriff Smith stated the best decision the County has made was choosing Brennan and Associates for jail design. They have designed a facility for security and growth for now and in the future. The Board thanked Brennan Associates for the update.

ITEMS FROM CHAIRMAN/COMMISSIONERS

Item No. 1 was Items from the Chairman and Members of the Board. Ms. Sutton introduced a Proclamation against Closing Dobbs Youth Development Center. Ms. Sutton stated Dobbs Youth Development Center was established in September 1944 and employs approximately 85 people. Dobbs contributes substantially to the economic system of Lenoir County by utilizing medical services and facilities, purchasing supplies, goods and services. Dobbs employees provide valuable volunteer services for the citizens of Kinston-Lenoir County. Upon a motion by Ms. Brown and a second by Mr. Pharo, the proclamation was approved. Mr. Pharo proposed approval of a Proclamation against HR 2454: The American Clean Energy and Security Act. The Bill will raise energy rates by 20-40% across the nation. Upon a motion by Mr. Davis and a second by Mr. Stroud, the proclamation was unanimously approved. Mr. Davis stated some citizens have expressed their concern with smoking on the courthouse steps. Mr. Jarman stated signage was placed to prohibit smoking within 50 ft. of the courthouse, at that time the sitting Board asked that the signs be taken down. Ms. Sutton stated she feels smoking should be prohibited at the courthouse entryways. After a brief discussion, the Item was tabled for further discussion.

ITEMS FROM THE COUNTY MANAGER

Item No. 2 was Items from the County Manager. No items were discussed.

CONSENT AGENDA

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

3. Approval of Minutes: Regular Board Meeting: June 1, 2009 Aytch/Jarman
Budget Work Session : June 8, 2009

PUBLIC HEARING/RESOLUTIONS

Item No. 4A was a Public Hearing Regarding the Edward Byrne Memorial Justice Assistance Grant (JAG) Funds. Upon a motion by Mr. Graham and a second by Ms. Brown, the public hearing opened at 5:12 p.m. Major Chris Hill of the Lenoir County Sheriff's Department addressed the Board. Mr. Hill stated on a grant award in the amount of \$26,935, the Sheriff's Office intends to purchase 12 Led lights at a cost of \$21,492. With the remaining funds the Sheriff will purchase six (6) .223 MP15 rifles, the total cost for rifles is \$5,250. There were no comments made by the public. Upon a motion by Mr. Graham and a second by Ms. Brown the public hearing closed at 5:12 p.m.

Item No. 4B was a Resolution Approving Proposed Expenditure of the Edward Byrne Memorial Justice Assistance Grant (JAG) Funds. Upon a motion by Ms. Brown and a second by Mr. Davis, Item No. 4B was unanimously approved.

Item No. 5 was a Public Hearing Regarding the Closeout of the 2006 CDBG Scattered Site Project. Upon a motion by Mr. Graham and a second by Ms. Brown, the public hearing opened at 5:13 p.m. Mr. David Harris of RSM Harris Associates; addressed the Board. Mr. Harris stated the County received \$400,000 in CDBG grant assistance to provide housing assistance to families scattered throughout the County. Three (3) families were furnished with brand new homes. Upon a motion by Mr. Graham and a second by Ms. Brown the public hearing closed at 5:15 p.m.

Item No. 6 was a Public Hearing Regarding the Requirements of all 2009 CDBG Projects as well as a Public Hearing Regarding Fair Housing Requirements. Upon a motion by Mr. Graham and a second by Ms. Brown, the public hearing opened at 5:15 p.m. Mr. Harris stated the hearing is to provide explanation of the regulations, eligible activities and proposed uses of CDBG funds that could be undertaken in the following categories: Community Revitalization, Scattered Site Housing, Infrastructure, Economic Development and Housing Development. The hearing will also provide information on the County's support of fair housing requirements. The State has announced some deadlines for each of these categories. The County is a supporter of fair housing requirements. Upon a motion by Mr. Graham and a second by Ms. Brown the public hearing closed at 5:22 p.m.

Item No. 7A was a Resolution by the Board of Commissioners of the County of Lenoir Authorizing Execution of CDBG-TEDG Documents. The County of Lenoir has applied for funding from the State of North Carolina under the Small Cities Community Development Block Grant Program. The County of Lenoir has been offered a \$75,000 grant under the 2006 Small Cities Community Development Block Grant Program – Talent Enhancement Demonstration Grant Category. Approval of this resolution means the county of Lenoir accepts the State of North Carolina under the Small Cities Community Development Block Grant offer of \$75,000. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 7A was unanimously approved.

Item No. 7B was a Resolution Authorizing Individuals to Sign all Requisitions for Funds from the Talent Enhancement Demonstration Grant (TEDG). Lenoir County applied to the Office of Rural Development Programs for a Talent Enhancement Demonstration Grant on March 16, 2009. These funds will be used to train a County employee to apply and implement Community Development projects. The County will utilize the ECU Office of Engagement, Innovation and Economic Development for training and studies. The funds will also be used to select a housing rehabilitation consultant experienced in housing construction and CDBG projects, to evaluate housing/neighborhood needs across the County. The County received notice of the approval of this grant on May 29, 2009. The Board is requested to approve, Michael W. Jarman, County Manager, Thomas L. Hollowell, Assistant County Manager, Martha H. Martin, Finance Officer, and Rose T. Fox, Accounting Specialist as designated individuals certified to sign requisitions for all Talent Enhancement Demonstration Grant (TEDG) requisitions for funds. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 7B was unanimously approved.

Item No. 7C was a Budget Ordinance: Community Development Block Grant Program: 2009 Talent Enhancement Demonstration Grant #08-T-1910. The project authorized is the Community Development Project described in the work statement contained in the 2009 CDBG application between the County of Lenoir and the NC Office of Rural Development Programs. This project is also referred to as the Talent Enhancement Demonstration Grant. The officers of the County of Lenoir are hereby directed to proceed with the grant project within the terms of the grant documents, the rules and regulations of the NC Office of Rural Development Programs and the budget contained herein. The finance officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant agreement and Federal and State Regulations. Funds may be advanced from the general funds for the purpose of making payments as due. Reimbursement requests should be made to the grantor agency in an orderly and timely manner. Reimbursement to the general funds should be made in a timely manner. The finance officer is directed to report monthly on the financial status of each project element in Section IV and on the total grant revenues received or claimed. Copies of this Grant Project Ordinance shall be made available to the budget officer for direction in carrying out this project. . Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 7C was unanimously approved.

Item No. 7 D was a Resolution Authorizing the Awarding of a Contract for Demolition Services for the 2006 CDBG Concentrated Needs Project: \$2,950. Lenoir County was awarded \$700,000 for the CDBG Concentrated Needs project on July 31, 2006. This project has allowed the rehabilitation of homes, acquisition and clearance of parcels, relocation of families and provided water and drainage improvements in the Willie White Road and Mays Store Road area of Lenoir County. Bids were solicited for the demolition of one structure in that area on June 3, 2009. The contract will specify that the contractor will be allowed to do only that approved structure and only the activities specified by the county and/or the project administrator. On June 3, 2009, bids were solicited from three demolition contractors for the demolition of one structure. The contract for demolition of the one structure in the Willie White Road and Mays Store Road area of Lenoir County in the 2006 CDBG Concentrated Needs Project be awarded and executed by the Lenoir County Manager with Charles Hughes Construction at a cost NTE \$ 2,950. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 7D was unanimously approved.

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS

Item No. 8 was a Budget Ordinance Amendment: Fire Districts: Fire Protection: \$193,965: Increase. Mr. Hollowell stated the amendment appropriates funds to cover estimated revenues and expenditures for all fire districts for the remainder of FY 08-09. Upon a motion by Ms. Brown and a second by Mr. Stroud, Item No. 8 was unanimously approved.

Item No. 9 was a Budget Ordinance Amendment: Various Funds: Finance: \$1,004,750: Increase. Mr. Hollowell stated the amendment adjusts budgeted revenue and expenditures to more accurately reflect actual revenues and expenditures for eleven (11) months of FY 08-09. Upon a motion by Mr. Stroud and a second by Ms. Brown, Item No. 9 was unanimously approved.

Item No. 10A was a Resolution Authorizing Purchase Order Execution: Tim McKinnie & Associates, Inc.: Cost Allocation Plan: \$5,000. Mr. Hollowell stated Tim McKinnie would be the on-site consultant compiling this plan. He is one of the nations most experienced consultants in the field of cost

reimbursements for state and local governments with over 20 years of experience in preparing and negotiating cost allocation plans. He has prepared cost allocation plans for 98 of the 100 counties in North Carolina and all major cities. Prior to forming Tim McKinnie & Associates, Inc., Mr. McKinnie was Vice-President of David M. Griffith & Associates, Ltd. (now Maximus), which conducted the Cost Allocation Plan for Lenoir County for fiscal years 1989-2000. Tim McKinnie & Associates, Inc. has prepared the cost allocation plan for the past seven (7) fiscal years (01-02 thru 07-08) for Lenoir County at a cost to the County of \$5,000 per year. The indirect cost allocation plan is very important to the Social Services Department because it determines the allowable costs incurred by the County to support and administer Federal programs. These costs are reported and reimbursed to the County on a monthly basis. The allowable annual costs for Social Services proposed by the plan ending June 30, 2008 were \$999,506. Approval of this resolution will allow the encumbrance of funds and eventual payment for services as billed. Upon a motion by Ms. Sutton and a second by Mr. Stroud, Item No. 10A was unanimously approved.

Item No. 10B was a Resolution Approving/Authorizing Execution of FY 09-10 Insurance Policies with WA Moore Company, Inc. and Discovery Insurance Co.: \$383,074. Mr. Hollowell stated this current fiscal year would be the eighth in which the County contracted out all of the above-referenced insurance policies to local agents. In the past, part of the insurance coverage was taken through local agents and part was through the NCACC/NC Risk Management Pool. In past years, the Pool became increasingly more expensive than the local insurance options so we are recommending continuing with the local companies. For FY09-10 the County increased coverage amounts by an average of 5% on all buildings, added additional law enforcement personnel to cover LaGrange, added additional Transit vehicles, and contracted with Discovery Insurance to handle compliance with mandated Medicare Secondary Payer reporting requirements. JT Sutton Insurance Agency merged with WA Moore Company, Inc., on May 1, 2007; therefore, coverage previously provided by JT Sutton on auto, property, crime, general liability, and professional liability is now provided by WA Moore Company, Inc. Administration is recommending continuation of insurance coverage on County properties with WA Moore Company, Inc. for FY09-10. Administration did not bid this out because of the positive prior years' experience we had with these firms. These firms are independent agents and bid our insurance needs with several companies to obtain the best renewal quote for the County. There are only a limited number of underwriters that write insurance for units of government. Also, for EMS, there really is only one underwriter – VFIS (Volunteer Firemans' Insurance Services) which offers vehicle, general liability, and equipment coverage's. The County is self-insured on workers compensation, although we pay Discovery Insurance Company to handle claims and we pay for excess coverage for claims exceeding \$400,000. We previously evaluated being fully insured for worker's compensation, but the premiums were too high. Upon a motion by Ms. Brown and a second by Mr. Stroud, Item No. 10B was unanimously approved.

Item No. 11 was a Resolution Authorizing Support of Continuance of Health Department Clinics and Services through FY 2009-2010. Mr. Hollow stated the resolution is to grant permission to utilize funds as requested to support health department services. Upon a motion by Mr. Davis and a second by Ms. Brown, Item No. 11 was unanimously approved.

Item No. 12A was a Resolution Approving FY 09-10 Position and Pay Classification Plan. Mr. Jarman stated the Position and Pay Classification Plan has one addition from Lenoir County Transit for the addition of one (1) grant writer position. Upon a motion by Ms. Brown and a second by Mr. Stroud, Item No. 12A was unanimously approved.

Item No. 12B was a Resolution Approving an Increase in Annual Leave for County Employees by Approximately Two (2) Days in Each of the 'Years of Service' Categories Effective July 1, 2009. Mr. Jarman stated in the 1980's, most counties and municipalities had a leave accrual plan called "Petty Leave". These plans included 14 to 16 hours of leave awarded to employees to use to take care of personal business. In the late 1980's, most units of government discontinued the Petty Leave program and added those 14 to 16 hours of Petty Leave to the Annual Leave Accrual rates. Lenoir County discontinued the Petty Leave program but it did not add the Petty Leave hours to its Annual Leave accrual rates. A study has been conducted that indicates Lenoir County's accrual rates are approximately 14 hours or two (2) days behind many of our surrounding. This would be a good time to rectify the accrual rates and reward the employees. In order to retain knowledgeable and experienced employees as well as attract potential employees to our County, we must take whatever steps we can in order to compete in the future. Upon a motion by Mr. Davis and a second by Mr. Stroud, Item No. 12B was unanimously approved.

Item No. 13A was a Resolution for Blanket Approval of Adoption Assistance Requests for Vendor Payments. Mr. Jack Jones, Director of Social Services, addressed the Board. Vendor payments are allowable costs on behalf of children who are eligible for adoption assistance under any of the three funding categories, which are IV-E Adoption Assistance, IV-B Adoption Assistance and State Adoption Assistance. The maximum payment per child is \$2400 for any combination of medical and non-medical services or treatment not covered by any medical insurance program. The required county financial participation rate is 25% for children who participate in the IV-B and IV-E Adoption Assistance Programs; there is no county financial participation for vendor payments for children covered under the State Adoption Fund. Currently, DSS will encumber up to \$2,400 on several different vendors that provide various services. However, since several of the adoptive parents use the same vendors, there is a potential for more than \$2,500 to be spent per vendor. This resolution will waive the need to bring back to the Board any request that exceeds the \$2500 purchase order limit. Upon a motion by Ms. Brown and a second by Mr. Pharo, Item No. 13A was unanimously approved.

Item No. 13B Resolution Approving Blanket Purchase Order for System Sales: \$2,500. The case record labeling process at DSS was automated in 2004 through the purchase of TABQuik software from Systems Sales Company, Inc. The system is easy to use, more professional looking and it also included installation in four locations within the agency and four printers. The blanket PO will cover the cost of a \$200 maintenance agreement, file folders and TabQuik labels. Upon a motion by Ms. Brown and a second by Mr. Pharo, Item No. 13B was unanimously approved.

Item No. 13C was a Resolution Authorizing the Purchase of Radio Advertisements from Curtis Media Group East: \$4,686. The need for Foster Parents and Adoptive Parents in Lenoir County as well as nationwide continues to increase. MAPP (Model Approach to Partnerships in Parenting) is a program through which prospective foster (and adoptive) parents can be selected and prepared to work with child welfare agencies as team members in helping troubled children and teens. It provides these parents with information about children's feelings regarding their birth families, the realities of separation and attachment, the impact of a new child on one's own family, and how to parent children who have been sexually abused. With the right attitude, skills and proper support, foster parenting can be a very rewarding experience for all the people involved. In order to reach a broader base of prospective foster/adoptive parents to participate in the MAPP program, a three- (3) month period of radio advertisements is requested. The advertisements will run July, August and September of 2009.

These advertisements will be paid through the Federal Adoption Assistance Fund and no County funds will be used. Upon a motion by Ms. Brown and a second by Mr. Pharo, Item No. 13C was unanimously approved.

Item No. 13D was a Resolution Approving Purchase Order and Contract with Thomas Hill of Thomas Service Center: \$7,530. The elimination of the county storage facility on McLewean Street in 2002 created a dire need for adequate long-term storage space for Social Services to house records, equipment, etc. Social Services is therefore contracting with Thomas Hill of Thomas Service Center to lease a 1944 square foot building across the street from DSS. Note that six (6) vendors were previously contacted concerning rental space and Mr. Hill offered the most competitive rate (22¢ per square foot or \$427.50 per month) for those located in the DSS vicinity. DSS began contracting with Thomas Hill in April 2004 and the rate remains the same for FY 2009-10. DSS will also be responsible for utilities at this location that run \$200 or less monthly. This is a one (1) year contract renewable with modification annually and is necessary to maintain DSS records and equipment. Upon a motion by Ms. Brown and a second by Mr. Pharo, Item No. 13D was unanimously approved.

Item No. 13E was a Resolution Approving Purchase Order with Anza Mailing Systems (NeoPost): \$7,980. DSS contracts with Anza Mailing Systems for the lease of a postage machine at a rate of \$7,980 yearly. These costs include charges for all equipment; meter rental, maintenance and rate change protection, as well as a desktop folder/insertor for mass mailings. This agreement is necessary in order to accomplish the day to day work activities at DSS that include the processing of over one hundred and six thousand pieces of outgoing mail annually. Upon a motion by Ms. Brown and a second by Mr. Pharo, Item No. 13E was unanimously approved.

Item No. 13F was a Resolution Approving Contract between Lenoir County Department of Social Services and North Carolina Department of Health and Human Resources, Division of Services for the Blind: FY 09-10: \$9,972. Each year the County has drafted its share of the costs of Services to the Blind. This includes Special Assistance for the Blind, Chore Services and Blind Services Salary Administration. This will be a one (1) year contract, renewable with modification annually and is necessary to continue Blind Services through DSS in Lenoir County. Upon a motion by Ms. Brown and a second by Mr. Pharo, Item No. 13F was unanimously approved.

Item No. 13G was a Resolution Approving Contract for Commodities Distribution for FY 09-10: \$15,000. DSS historically contracts with the National Guard Armory for the distribution of USDA surplus commodities. The Department is planning four issuances in the upcoming fiscal year and the costs of the contract are 100% reimbursable by USDA-no local match required. Costs are for the actual administration, storage and distribution costs incurred by the Kinston Armory Commission in the amount of up to (18%) of the total value of products distributed, not to exceed \$15,000 annually. This resolution is necessary for the continuation of the Commodity Foods Program in Lenoir County and is effective July 1, 2009 through June 30, 2010. Generally, the Guard uses the moneys paid under this contract for some charitable purpose. Upon a motion by Ms. Brown and a second by Mr. Pharo, Item No. 13G was unanimously approved.

Item No. 13H was a Resolution Approving Contract and Purchase Order with Enterprise Rent-A-Car: \$20,000. The Medicaid program requires DSS to assist Medicaid recipients with transportation to obtain necessary non-emergency medical services when requested. For out-of-town trips, DSS seeks the most cost efficient means of transport. DSS contracts with Enterprise Rent-A-Car when it is the most cost effective means for trips over 50 miles or trips to multiple out-of-county appointments. DSS will also contract with Enterprise Rent-A-Car for out-of-county work-related travel for DSS staff on an as-needed basis. This will reduce travel costs and Medicaid costs as well. This contract is necessary in order to provide continued transportation services for Medicaid recipients and to reduce travel expenditures for DSS staff. Upon a motion by Ms. Brown and a second by Mr. Pharo, Item No. 13H was unanimously approved.

Item No. 13I Resolution Approving Contract with Salvation Army: \$20,000. In prior years, DSS has contracted with a temp agency or an individual to take and process crisis related applications for needy individuals. For FY 2009/10, DSS will contract with the Salvation Army (4th consecutive year) to take and process applications for the Crisis Intervention, Share the Warmth and Energy Neighbor programs to assist low income families with heating or cooling related crises. An initial allocation of up to \$25,000 for Crisis Intervention payments to clients and up to the maximum allocation for Energy Neighbor and Share the Warmth programs will be paid upon approval of the contract. Subsequent cash advances will be made upon written request based on the availability of funding, spending patterns, or weather conditions. An initial allocation not to exceed \$20,000 or the State allocation will be paid to the Salvation Army upon approval of the contract for administrative expenses. Upon a motion by Ms. Brown and a second by Mr. Pharo, Item No. 13I was unanimously approved.

Item No. 13J was a Resolution Approving Purchase Order with Dell Financial Services: \$25,412. Mr. Jones stated DSS contracts with Dell Financial Services for the lease of one hundred thirty-five (135) Dell Opti 360 computers at a rate of \$25,412 yearly. These costs include charges for all equipment and maintenance. Upon a motion by Ms. Brown and a second by Mr. Pharo, Item No. 13J was unanimously approved.

Item No. 13K was a Resolution Approving Purchase Order and Contract with Drake Janitorial Service, Inc. for FY 09-10: \$34,232. Janitorial services at DSS changed from direct staff to contracted services effective July 1, 2003. Drake Janitorial has agreed to continue their services at a modest 1.5% increase of \$2,852.66 per month for general cleaning (includes cleaning supplies) to be done five times per week. This includes a person to work from 8:30 AM to 4:30 PM as well as a night crew to complete duties that cannot be accomplished during regular work hours. This is a one (1) year contract renewable with modification annually and is necessary to maintain the DSS building. Upon a motion by Ms. Brown and a second by Mr. Pharo, Item No. 13K was unanimously approved.

Item No. 13L was a Resolution Approving Blanket Purchase Order for the Following: Floors and Courts: \$6,000; Corporate Resources: \$35,000. DSS historically executes blanket purchase orders for miscellaneous office and maintenance supplies at the beginning of the fiscal year. County Department representatives have met with representatives of Floors and Courts and Corporate Resources and both have offered competitive prices. Upon a motion by Ms. Brown and a second by Mr. Pharo, Item No. 13L was unanimously approved.

Item No. 13M was a Resolution Authorizing Contract with Lenoir County Sheriff's Office for FY 09-10: \$50,000. In previous years the Lenoir County Department of Social Services initiated a Memorandum of Understanding with the Lenoir County Sheriff's Office whereby all Child Support legal documents requiring service by the Sheriff's Office required a \$15 service fee for service attempted or perfected. This year, as in the previous three fiscal years, DSS will contract with the Sheriff's Office for a dedicated Deputy to serve papers, work DSS court, and locate absent parents in the Child Support Program. Funds have been budgeted for the Deputy's salary, fringes, Christmas bonus and longevity pay, uniforms, guns, radio and vehicle fuel/maintenance. Revenues from the State and Federal Governments are available at 66% making the total County costs approximately \$17,000. Upon a motion by Ms. Brown and a second by Mr. Pharo, Item No. 13M was unanimously approved.

Item No. 13N was a Resolution Approving Purchase Order with Coeco Office Systems: \$51,208. DSS contracts with Coeco Office Systems for the lease of eleven Multifunctional Copiers at a rate of \$31,908 yearly. These costs include charges for all equipment, maintenance, copies and all supplies (excluding paper and staples). \$19,300 is budgeted yearly to cover the cost per copy. This agreement is necessary in order to accomplish the day to day work activities at DSS that include the printing and copying of over 2.5 million documents annually. Upon a motion by Ms. Brown and a second by Mr. Pharo, Item No. 13N was unanimously approved.

Item No. 13O Resolution Approving Contract with Vanguard Professional Staffing: \$60,000. In an effort to assist with continual recruitment, retention and quality assurance, the DSS Board is seeking to temporarily contract with Vanguard Professional Staffing for Social Workers and Income Maintenance Caseworkers to staff vacancies in the Child Welfare Program, Work First Services and Economic Services. Vanguard offers temporary experienced employees to cover vacancies for full-time or part-time schedules. Protecting and serving abused and neglected children is a difficult, stressful, and litigious, but very important role of County Government and Social Services. Systems must be in place to recruit and retain sufficiently trained and qualified Social Workers to serve and protect abused and neglected children in Lenoir County. Vanguard will be used to staff long-term absences and difficult-to-fill vacancies. DSS has numerous vacancies in the Work First and Economic Services Divisions that have proven difficult to fill. Vanguard has agreed to provide qualified temporary Income Maintenance Caseworkers to work in the Medicaid and Food Stamp programs as necessary. Upon a motion by Ms. Brown and a second by Mr. Pharo, Item No. 13O was unanimously approved.

Item No. 13P was a Resolution Approving and Authorizing the Out-Posting of Income Maintenance Caseworkers at Lenoir Memorial Hospital and the Lenoir County Health Department: \$69,091. Lenoir Memorial Hospital and DSS entered into a mutual agreement on July 1, 1989 establishing an Income Maintenance Caseworker position at the hospital with the intent to provide maximum services and assistance to persons who need medical services and financial assistance in paying for these services. A second position was added at a later date. DSS and the Lenoir County Health Department entered into a mutual agreement on August 15, 1993 establishing an Income Maintenance Caseworker position at the Health Department with the same intent and purpose. The Hospital and Health Department reimburse DSS 50% of the non-federal share of these positions. This resolution is necessary to continue the timely initiation and processing of Medicaid applications taken at Lenoir Memorial Hospital and the Lenoir County Health Department.

Item No. 13U was a Budget Ordinance Amendment: General Fund: DSS: \$2,625: Increase. Upon a motion by Ms. Brown and a second by Mr. Pharo, Item No. 13U was unanimously approved.

Item No. 14A was a Resolution Authorizing FY 09-10 Purchase Orders for the Board of Elections: Print Elect/Owen G. Dunn - \$2,000: Freedom ENC/The Free Press - \$2,000: Weekly Gazette - \$1,000: A.G. Smith - \$1,500: \$6,500. Upon a motion by Ms. Sutton and a second by Mr. Brown, Item No. 14A was unanimously approved.

Item No. 14B was a Resolution Authorizing FY 09-10 Purchase Orders for the Board of Elections: Executive Leasing - \$5,818; Corporate Resources - \$2,000: \$7,818. Upon a motion by Ms. Sutton and a second by Mr. Brown, Item No. 14A was unanimously approved.

Item No. 15 was a Resolution Authorizing the Sale of Lenoir County Owned Lots to the City of Kinston. Mr. Darrell Parrish, Tax Administrator, addressed the Board. Mr. Parrish stated The North Carolina general statutes allow one government agency to transfer property to another government agency without going through a public bid process. All of these parcels were offered for sale to the public at the foreclosure sale. The total tax value of the properties was \$8,000. The County has a total investment in the property of \$7,898.69 (delinquent taxes and foreclosure costs). The City of Kinston has offered to purchase the property for the amount that the County has invested- \$7,898.69. Upon a motion by Mr. Stroud and a second by Mr. Davis, Item No. 15 was unanimously approved.

Item No. 16A was a Resolution Authorizing the Approval of FY 09-10 Expenditure of Supplies – R. L. Ballard & Associates: \$5,000. Upon a motion by Mr. Davis and a second by Mr. Pharo, Item No. 16A was unanimously approved.

Item No. 16B was a Resolution Approving FY 09-10 Expenditures of Funds for Leasing Copiers – COECO: \$5,508. Upon a motion by Mr. Davis and a second by Mr. Pharo, Item No. 16B was unanimously approved.

Item No. 16C was a Resolution Authorizing the Approval of FY 09-10 Contract Services Indexing – COTT Systems: \$50,000. Upon a motion by Mr. Davis and a second by Mr. Pharo, Item No. 16C was unanimously approved.

Item No. 17A was a Budget Ordinance Amendment: State Controlled Substance: Sheriff-State Controlled Substance: \$33,036: Increase. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 17A was unanimously approved.

Item No. 17B was a Resolution Approving Purchase of Plumbing Services from the following Vendor: Ed Phillips Heating Air Conditioning & Plumbing: \$5,000. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 17B was unanimously approved.

Item No. 17C was a Resolution Approving Contract for Sheriff's Equipment and Supplies: Lawmen's Safety Supply: \$7,500. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 17C was unanimously approved.

Item No. 17D was a Resolution Approving Purchase of Ammunition: Lawmen's: \$7,800. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 17D was unanimously approved.

Item No. 17E was a Resolution Approving Purchase of Tires from the Following Vendors: BTS Tire: \$10,000. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 17E was unanimously approved.

Item No. 17F was a Resolution Approving Contract for Sheriff's Uniform Supply Vendor: American Uniform Sales: \$9,000: Century Uniforms: \$5,000. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 17 was unanimously approved.

Item No. 17G was a Resolution Approving Purchase Order with Gately Communications, Co.: \$18,000. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 17G was unanimously approved.

Item No. 17H was a Resolution Approving Contract for Sheriff's Uniform Supply Vendor: American Uniform Sales: \$10,000: Century Uniforms: \$18,000. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 17H was unanimously approved.

Item No. 17I was a Resolution Approving Purchase of Equipment & Monitoring Services from Reliant Management Group: \$31,222. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 17I was unanimously approved.

Item No. 17J was a Resolution Approving Contract for Jail Operating Supply Vendors: Bob Barke Supply: \$16,000: Safelle, Inc.: \$3,000: Brame: \$14,300. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 17J was unanimously approved.

Item No. 17K was a Resolution Approving Contract for Repair/Maintenance Vendor: Brittain's Garage: \$18,000: Fast Forward Signs: \$5,000: Webb's Automotive: \$13,000: Jarman Tire: \$2,500: Fred Moodys Garage: \$2,500. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 17K was unanimously approved.

Item No. 17L was a Resolution Approving Purchase of Night Vision Equipment: \$66,071.88. Sheriff Smith stated Within the Sheriff's Office is a detachment of deputies (Special Response Team-SRT) who perform specialized duties such as apprehending high risk individuals. These deputies are typically called-out when armed persons are barricaded within buildings or at other high-risk incidents. Although this team has been outfitted with contemporary equipment the team lacks the ability to adequately see in low-light conditions while performing these high-risk functions. Having the ability to see in low-light conditions greatly enhances the team's ability to identify the target and take appropriate actions to protect themselves. The Sheriff has been gathering information on night vision equipment. Arrington's of Greensboro, NC will provide (12) Generation 3 Night Vision goggles, one for each team member, as well as the helmet mounting hardware for \$44,951.88. In addition this same company will provide (2) Pinnacle Generation 3 universal night sights for specialized weaponry for a total cost of \$21, 120. The total to purchase for all of this equipment is \$66,071.88. Lawmen's Safety Supply proposed a price for the exact type of equipment but their price came in at \$68,514. It is the intent of the Sheriff to partially fund this purchase with Controlled Substance Tax funds and the other funded from Capital Outlay-Equipment. The Sheriff respectfully request that the Board of Commissioners authorizes the Sheriff to execute a purchase order with Arrington's to purchase the aforementioned night vision equipment. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 17L was unanimously approved.

Item No. 17M was a Resolution Approving Contract for Jail Food Service Vendors: NC Dept. of Corrections: \$18,000; Sysco Food: \$32,000; US Foodservice: \$30,000; Franklin Baking: \$16,000; Maola Milk and Ice: \$30,000; Institution Food House: \$36,000. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 17M was unanimously approved.

Item No. 18A was a Resolution Resolution Authorizing Replacement of three 15-Ton Split System Heat Pumps at the Lenoir County Livestock Building: Ed Phillips, Inc.: \$33,211. Upon a motion by Ms. Sutton and a second by Mr. Pharo, Item No. 18A was unanimously approved.

Item No. 18B was a Resolution Authorizing FY 09-10 Service Contracts and Purchase Orders for Court Facility/Public Buildings Department: \$172,170. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 18B was unanimously approved.

APPOINTMENTS

Item No. 19 was a Resolution Appointing Citizens to Boards, Commissions, Etc. The following reflects existing vacancies and appointments.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
North Carolina's Eastern Region 2 nd Appearance	George W. Graham, Jr. (Re-Appointment)	June 2013 M: Brown S: Sutton

CURRENT VACANCIES

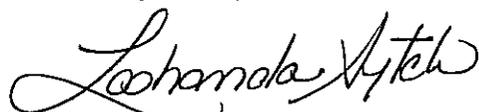
- Lenoir County Economic Development Board – At-Large Member
- Lenoir County Health Board – (1) Veterinarian, (1) Optometrist, (2) Public Members
- Lenoir County Planning Board – Districts One (1) and Four (4)
- Grifton Planning Board – One (1) Vacancy
- CJPP – Three (3) Vacancies
- Kinston Board of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

Upon a motion by Mr. Graham and through common consent, the Board canceled the July 6th Board of Commissioners Meeting. The next Board meeting will be held July 20th at 4:00 p.m.

ADJOURNMENT

Upon a motion by Mr. Graham and a second by Ms. Brown, the meeting adjourned at 6:01 p.m.

Respectfully submitted,



Lashanda Aytch
Clerk to the Board

Reviewed By



Michael W. Jarman
County Manager

Resolution Approving the Releases and Refunds to the Individuals Listed Herein

SUBJECT AREA: Finance

ACTION REQUESTED: Approval of Releases and Refunds as Prepared

HISTORY/BACKGROUND:

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

EVALUATION:

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

RELEASES OVER \$100

Year	Name	Account	Amount	Reason
2008	Henrie Young	6816	\$159.19	Legal Exemption
2008	Claudia Talton	67588	124.24	Listed in other County
2008	Jose Nazario	67919	188.24	Legal Exemption
2008	Crystal Baysden	62098	108.91	Legal Exemption
2008	Dennis McMaster	19406	169.93	Listed in other County
2007	Jeanette Allen	61308	244.51	Corrected Listing
2008	Jeanette Allen	61308	204.89	Corrected Listing
2009	Cesar Santos	62465	107.18	Legal Exemption
2008	Richard Cobb	5004	173.98	Double Listed
2000	Michele Gray	1854	407.69	Corrected Listing
2008	Beverly Deaver	7012	119.94	Adjusted Value
2008	Laroque Management	7930	115.80	Corrected Situs
2009	Little Baltimore Flea Mrkt	8642	200.00	Out of Business
2008	Gustavo Gonzalez	60938	104.76	Double Listed
2008	Summer Fishman	30116	163.26	Listed in other County
2009	Marian Sutton	28326	180.27	Listed in other County
2008	Chantel Grant	25782	234.75	Legal Exemption
2009	Edward Miller	39401	100.00	Out of Business
2007	Mainscape Inc	18648	158.47	Out of Business
2008	Mainscape Inc	18648	141.36	Out of Business
2008	Joseph Lia	28508	110.92	Out of Business

Refunds

Year	Name	Account	Amount	Reason
2008	Sybil Croom	5829	\$297.71	Legal Exemption
2008	Laroque Management Group	7930	119.44	Corrected Situs
2008	Brian Edwards	64969	111.38	Corrected Listing

MANAGER'S RECOMMENDATION:

Approval of releases as set out above.

AMENDMENTS:

MOVED _____ SECOND _____

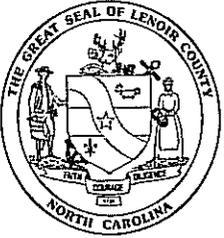
APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date



CORRECTING
LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2008 - 2009
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
GENERAL	FINANCE/SHERIFF	10-3328-3216 GRANT-SHERIFF VESTS 10-4310-2120 UNIFORMS
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>
REVENUES		EXPENDITURES
Account # and Title	Amount	Account # and Title Amount
DECREASE		DECREASE
10-3328-321 GRANT - SHERIFF VESTS	-1,228.00	10-4310-2120 UNIFORMS
		-1,228.00
Total	-1,228.00	Total align="right"> -1,228.00

Reason and Justification for Request:
 CORRECTING BUDGET AMENDMENT TO REVERSE BUDGET AMENDMENT #G-91 - THE BUDGET AMENDMENT #G-91 WAS DONE TO APPROPRIATE FUNDS FROM THE BULLETPROOF VEST PARTNERSHIP THROUGH THE US DEPARTMENT OF JUSTICE IN DECEMBER 2008. THESE FUNDS WERE ALSO INCLUDED IN THE BIG MID YEAR BUDGET AMENDMENT THAT WAS DONE IN JANUARY 2009, #G-117. THIS WAS A DUPLICATION OF THE BUDGETED AMOUNT FOR REVENUES. SEE ATTACHED COPIES OF BOTH BUDGET AMENDMENTS.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Maisha H. Marti</i>	<i>6/24/09</i>	<i>Maisha H. Marti</i>	<i>6/24/09</i>
Budget Officer Approval	Date		
<i>Michael W. Jarman</i>	<i>6/29/09</i>		
Board Approval (When Applicable)	Date	Date of Minutes	



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

#113 ✓

FY 2008 - 2009
 Appropriations

Budget Amendment # G-91
 Date Approved _____

Distribution - Finance Office:

1-809 RJ

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
GENERAL	FINANCE / SHERIFF	10-3328-3216 Grant-Sheriff Vests	10-4310-2120 Uniforms
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES	
Account # and Title	Amount	Account # and Title	Amount
INCREASE		INCREASE	
10-3328-3216 Grant - Sheriff Vests	1,228.00	10-4310-2120 Uniforms	1,228.00
Total	1,228.00	Total	1,228.00

Reason and Justification for Request:

Budget amendment to appropriate funds received from the Bulletproof Vest Partnership through the U. S. Department of Justice. The Bulletproof Vest Partnership was created by the Bulletproof Vest Partnership Grant Act of 1998 to provide a critical resource to state and local law enforcement. Since 1999, \$173 million in federal funds have enabled the purchase of an estimated 450,000 vests nationwide. This year's award of \$1,227.63 to Lenoir County helped offset the cost of four new vests.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	<i>12/17/08</i>	<i>Martha H. Martin</i>	<i>12/17/08</i>
Budget Officer Approval	Date		
<i>Miguel W. Jarman</i>	<i>12/19/08</i>		
Board Approval (When Applicable)	Date	Date of Minutes	
<i>M: Brown</i> <i>S: Stroud</i>			



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

✓ #149

FY 2008 - 2009
Appropriations

Budget Amendment # G-117
Date Approved _____

Distribution - Finance Office:

2409 RJ

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		ALL		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		
REVENUES			EXPENDITURES		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>DECREASE</u>		
10-3204-1100	2004 TAX LEVY	20,000.00	10-4110-1270	GOV BODY - BONUSES	-650.00
10-3205-1100	2005 TAX LEVY	75,000.00	10-4110-3110	GOV BODY - TRAVEL	-5,000.00
10-3221-1000	CABLEVISION FEES	7,000.00	10-4120-3110	CNTY MGR - TRAVEL	-1,000.00
10-3320-3100	JAIL FEES/FICA BENEFITS	15,000.00	10-4120-3700	CNTY MGR - ADVERTISING	-1,000.00
10-3328-3216	GRANT-SHERIFF VESTS ✕	1,228.00	10-4130-1275	FINANCE - LONGEVITY	-400.00
10-3329-8918 ✕	GRANT-HAVA	14,198.00	10-4130-3110	FINANCE - TRAVEL	-500.00
10-3431-4100	SHERIFF FEES	10,000.00	10-4130-3210	FINANCE - TELEPHONE	-250.00
10-3431-4102	SHERIFF-CIVIL PROCESS FEES	1,000.00	10-4140-2600	TAX OFF - OFFICE SUPPLIES	-1,000.00
10-3431-4110	SHF FEES-CONC WEA APP-STATE	2,000.00	10-4140-3110	TAX OFF - TRAVEL	-250.00
10-3431-4111	SHF FEES-CONC WEA APP-CNTY	2,000.00	10-4140-3950	TAX OFF - TRAINING	-900.00
10-3433-8901	RE-BAND 800 MHZ-SPRINT/NEXTEL	10,313.00	10-4150-1921	LEGAL - MISC LEAGAL FEES	-10,000.00
10-3842-8903	FILING FEES - ELECTIONS	10.00	10-4160-1830	COURT FAC - EMP GROUP INS	-3,300.00
<u>DECREASE</u>			<u>CONTINUED ON PAGE 2</u>		
10-3100-1100	INSOLVENT TAXES	-100,000.00	10-4170-1720	ELECTIONS - ELEC EXP CNTY	-500.00
10-3231-1100	LOCAL OPT SALES TAX - 1%	-259,049.00	10-4170-2600	ELECTIONS - OFFICE SUPPLIES	-500.00
10-3531-3001	ADMINISTRATIVE REIMBURSEMENT	-122,025.00	10-4170-3500	ELECTIONS-MAINT/REP-BLDGS	-1,000.00
10-3834-8607	RENT-S QUEEN STREET-MR MIDYETTI	-1,000.00	10-4180-1270	REG OF DEEDS - BONUSES	-200.00
10-4180-1830			10-4180-1830	REG OF DEEDS - EMP GROUP INS	-10,000.00
Subtotal		-324,325.00	Subtotal		-36,450.00

Reason and Justification for Request:
MID YEAR BUDGET AMENDMENT TO ADJUST ACTUAL GENERAL FUND REVENUES RECEIVED THROUGH 12-31-2008 AND ANTICIPATED REDUCTIONS IN SALES TAX REVENUES FOR THE REMAINDER OF THE FISCAL YEAR.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Matthe H. Maite</i>	1/29/09	<i>Matthe H. Maite</i>	1/29/09
Budget Officer Approval	Date		
<i>Michael J. Jarm</i>	1/29/09		
Board Approval (When Applicable)	Date	Date of Minutes	
<i>M. Sutton</i> <i>S. Brown</i>			



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

#149

FY 2008 - 2009
 Appropriations

Budget Amendment # B-117
 Date Approved _____

Distribution - Finance Office:

2409 RJ

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
GENERAL	ALL	VARIOUS
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>
REVENUES		EXPENDITURES
Account # and Title	Amount	Account # and Title CONTINUED FROM PAGE 1 DECREASE
		Amount
		10-4200-1910 NON-DEPT - PROF SVCS-AUDIT -4,000.00
		10-4200-1914 NON-DEPT - PROF SVCS-SALES TAX AUD -10,000.00
		10-4200-4992 NON-DEPT - COMM ON BONDS -900.00
		10-4210-1270 MIS - BONUSES -200.00
		10-4210-1275 MIS - LONGEVITY -600.00
		10-4210-3210 MIS - TELEPHONE -5,000.00
		10-4210-7100 MIS - LEASE/PURCHASE PRINCIPAL -10,000.00
		10-4260-1270 PUB BLDGS - BONUSES -200.00
		10-4260-1830 PUB BLDGS - EMP GROUP INS -4,000.00
		10-4310-1270 SHERIFF - BONUSES -600.00
		10-4310-1830 SHERIFF - EMP GROUP INS -15,000.00
		10-4315-1270 COMMUN - BONUSES -600.00
		10-4315-1275 COMMUN - LONGEVITY -600.00
		10-4315-1830 COMMUN - EMP GROUP INS -6,000.00
		10-4320-1270 JAIL - BONUSES -800.00
		10-4320-1275 JAIL - LONGEVITY -900.00
		10-4320-1830 JAIL - EMP GROUP INS -6,000.00
		CONTINUED ON PAGE 3
Subtotal	0.00	Subtotal -65,400.00

Reason and Justification for Request:

Department Head Approval	Date	Finance Officer Approval	Date
<i>Marta A. Martin</i>	<i>1/29/09</i>	<i>Marta A. Martin</i>	<i>1/29/09</i>
Budget Officer Approval	Date		
<i>Michael W. [Signature]</i>	<i>1/29/09</i>		
Board Approval (When Applicable)	Date	Date of Minutes	
<i>M. Sutton</i> <i>S. BROWN</i>			



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

#149

FY 2008 -2009

Appropriations

Budget Amendment # 6-117

Date Approved _____

Distribution - Finance Office:

2409 RJ

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		ALL		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		
REVENUES			EXPENDITURES		
Account # and Title	Amount	Account # and Title	Amount		
		CONTINUED FROM PAGE 2			
		DECREASE			
		10-4332-1270	EM MED SVC - BONUSES	-1,200.00	
		10-4332-1275	EM MED SVC - LONGEVITY	-400.00	
		10-4332-1830	EM MED SVC - EMP GROUP INS	-6,000.00	
		10-4333-1270	NON-EMS - BONUSES	-200.00	
		10-4333-1830	NON-EMS - EMP GROUP INS	-3,000.00	
		10-4360-1930	MEDICAL EXAM - PROF FEES	-2,000.00	
		10-4930-2600	ECON DEV - OFFICE SUPPLIES	-1,000.00	
		10-4950-1270	COOP EXT - BONUSES	-1,000.00	
		10-4950-1830	COOP EXT - EMP GROUP INS	-500.00	
		10-4950-2600	COOP EXT - OFFICE SUPPLIES	-300.00	
		10-4950-3210	COOP EXT - TELEPHONE	-300.00	
		10-5110-2600	HEALTH - OFFICE SUPPLIES	-3,000.00	
		10-5110-3110	HEALTH - TRAVEL	-200.00	
		10-5310-1210	DSS - SALARIES & WAGES	-142,362.00	
		10-5310-1810	DSS - EMPLOYER FICA	-10,169.00	
		10-5310-1811	DSS - EMPLOYER MEDICARE	-2,034.00	
		10-5310-1820	DSS - EMP RETIREMENT	-8,135.00	
		10-5310-1830	DSS - EMP GROUP INSURANCE	-32,540.00	
		10-5310-1870	DSS-EMPLOYER 401-K	-8,135.00	
		SUBTOTAL - PAGE 3		-222,475.00	
GRAND TOTAL		-324,325.00		GRAND TOTAL	-324,325.00

Reason and Justification for Request:

Department Head Approval	Date	Finance Officer Approval	Date
<i>Marta H. Martin</i>	<i>1/29/09</i>	<i>Marta H. Martin</i>	<i>1/29/09</i>

Budget Officer Approval	Date
<i>Michael W. Brown</i>	<i>1/29/09</i>

Board Approval (When Applicable)	Date	Date of Minutes
<i>M. Sutton</i> <i>S. Brown</i>		

Item No. 6

BUDGET ORDINANCE AMENDMENT: CAPITAL IMPROVEMENTS FUND:
COMMUNITY DEVELOPMENT:\$10,000. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2009 - 2010
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
CAPITAL IMPROVEMENTS	COMMUNITY DEVELOPMENT	40-3980-9845 Grant-ER Flex Capac Bldg 40-4930-5118 Capac Bldg-East Reg Flex	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES	
Account # and Title	Amount	Account # and Title	Amount
INCREASE		INCREASE	
40-3980-9845 Grant-ER Flex Capac Bldg	10,000.00	40-4930-5118 Capac Bldg-East Reg Flex	10,000.00
Total	10,000.00	Total	10,000.00

Reason and Justification for Request:

Budget Amendment to roll forward and set up the revenue and expenditure lines in the current fiscal year for an Eastern Region Capacity Building Flex Grant. The Board voted to accept the grant on December 1, 2008 and approved a Budget Amendment on January 5, 2009 to set up the revenue and expenditure lines for the grant. These funds will be used in conjunction with a \$30,000 EDA grant, a \$10,000 Eastern Carolina Council grant and a \$10,000 City of Kinston grant to pin point and organize community development projects of high priority to Kinston and Lenoir County. This is a pass through grant.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	7/9/2009	<i>Martha H. Martin</i>	7/9/2009
Budget Officer Approval	Date		
<i>Michael L. Lamm</i>	7/13/09		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

Item No. 7

PUBLIC HEARING NOTICE

Notice is hereby given that Lenoir County will hold a public hearing on the requirements of the 2009 North Carolina Community Development Block Grant (CDBG) Program – Scattered Site Category on Monday, July 20, 2009 at 4:00 p.m. or thereafter in the Commissioners Board Room at the County Courthouse, Queen Street, Kinston, NC. The County intends to apply for \$400,000 in CDBG grant assistance under the Scattered Site Category to provide housing assistance to families scattered throughout the County. The assistance may include acquisition, clearance, relocation and/or rehabilitation activities. The public hearing will also provide information on the County's support of state and federal fair housing requirements. The application will be submitted to the North Carolina Division of Community Assistance on or before July 31, 2009. Additional information is available from Mr. Mike Jarman, County Manager, P.O. Box 3289, Kinston, NC, phone: 252-559-6450. The County of Lenoir is an equal opportunity employer and service provider

Resolution of the Board of Commissioners for the County of Lenoir Authorizing the Filing of Applicants for Community Development Block Grant Funds

WHEREAS, the North Carolina Division of Community Assistance had made Community Development Block Grant Funds available to counties and cities across the state; and

WHEREAS, the Board of Commissioners of the County of Lenoir desires to undertake certain community development activities within the County; and

WHEREAS, all requirements have been met in preparing an application for funding, including public hearings and citizen's participation;

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

THAT, the Chairman of the Board of Commissioners of the County of Lenoir be authorized and directed to submit an application to the Division of Community Assistance for Community Block Grant Funds in the amount of \$400,000 under the Scattered Site Housing Category; and

THAT, if CDBG Funds are received, housing activities including housing clearance/demolition, and relocation/replacement will be undertaken at scattered sites throughout the County; and

THAT, the Chairman of the Board of Commissioners and County Manager of the County of Lenoir be authorized and directed to act in connection with the application, to provide such additional information as may be required, and to execute any and all documents related to said application including the grant agreement upon successful funding of the project application; and

FINALLY THAT, the County of Lenoir will comply with all Federal and State laws, regulations, rules, and Executive Orders.

DULY ADOPTED THIS THE 20th DAY OF JULY 2009, BY THE BOARD OF COMMISSIONERS OF THE COUNTY OF LENOIR.

George W. Graham, Jr.
Chairman, Board of Commissioners

ATTEST _____
Clerk to the Board

Public Hearing Notice

This is to inform the public of the opportunity to attend a public hearing on the proposed Rural Operating Assistance Program (ROAP) application to be submitted to the North Carolina Department of Transportation no later than August 7, 2009 by the County of Lenoir. The public hearing will be held on Monday, July 20, 2009 at 4:00pm at the Lenoir County Board of Commissioners Meeting in the Lenoir County Courthouse located at 130 S. Queen Street, Kinston, NC 28501. Lenoir County will provide auxiliary aids and services under the ADA for disabled persons who wish to participate in the hearing. Anyone requiring special services should contact Sue Powell, Assistant Director as soon as possible so that arrangements can be made.

The programs included in the Rural Operating Assistance Program application are:

1. Elderly & Disabled Transportation Assistance (EDTAP) Program provides operating assistance for the transportation of elderly and disabled citizens. This transportation assistance allows for the individual to reside for longer periods in their homes, thereby enhancing their quality of life. For the purpose of EDTAP, an elderly person is defined as one who reaches the age of 60 or more years. A disabled person is defined as one who has a physical or mental impairment that substantially limits one or more major life activity, an individual who has a record of such impairment, or an individual who is regarded as having such impairment.
2. Employment Transportation Assistance Program is intended to provide operating assistance for transitional Work First, Workforce Development Programs and general public employment transportation needs.
3. Rural General Public (RGP) Program funds are intended to provide transportation service to individuals who are not human service agency clients and live in non-urbanized areas.

The period of performance for Rural Operating Assistance Program funds is July 1, 2009 through June 30, 2010. The FY2010 ROAP individual program totals are:

PROGRAM	TOTAL
EDTAP	\$54,583
EMPL	\$10,142
RGP	\$50,713
Supplemental EDTAP	\$31,246
Supplemental EMPL	\$12,584
Supplemental RGP	\$44,598
TOTAL	\$203,866

This application may be inspected at the Lenoir County Transit Office located at 201 E. King St., Kinston, NC 28501 from Monday – Friday 9:00am – 4:00pm. Written comments should be directed to Sue Powell, Transportation Assistant Director, 201 E. King St., Kinston, NC 28501 before Monday, July 20, 2009.

Resolution Approving the Rural Operating Assistance Program (ROAP) Elderly Disabled Transportation Assistance Program (EDTAP) \$54,583 and Supplemental EDTAP Funding \$31,246, Employment Transportation Assistance Program (EMP) \$10,142 and Supplemental EMP \$12,584, and Rural General Public (RGP) Funding \$50,713 and Supplemental RGP Funding \$44,598 for FY 2009-2010 Totaling \$203,866

SUBJECT AREA: Finance

ACTION REQUESTED: 1) Hold a Public Hearing to allow citizens and agencies the opportunity to provide input regarding the allocation of ROAP funds; 2) Approve the FY 2009-2010 ROAP Grant application for Lenoir County in the amount of \$115,438; 3) Approve the FY 2009-2010 ROAP Supplemental Funding for EDTAP, EMP and RGP funding for Lenoir County Transportation Department in the amount of \$88,428 total funding for FY 2008-2009 ROAP Grant \$203,866.

HISTORY/BACKGROUND: The Rural Operating Assistance Program (ROAP) for FY 2009-2010 consolidates several grants into one package. The ROAP funds are distributed through a formula based allocation. Lenoir County is eligible to receive funding for three (3) grants: Elderly and Disabled Transportation Assistance Program (EDTAP), Employment Transportation Assistance Program (EMP), and Rural General Public Transportation (RGP), including supplemental EDTAP, EMP, and RGP funding. EDTAP and EMP programs are 100% state funded and require no local match; RGP requires a minimum of 10% local funds (RGP ticket sales). An application must be submitted to the North Carolina Department of Transportation/ Public Transportation Division (NCDOT/PTD) in order to receive the funds. The County is the only eligible applicant for ROAP funds. The County (ROAP recipient) is responsible for disbursing the funds and making any sub-allocation determination for such funds at the local level. In past years EDTAP funds have been sub-allocated between the Department of Social Services and the Council on Aging. As of FY 2009-2010, Lenoir County Transit will be receiving 40% of EDTAP and EDTAP Supplemental and Council on Aging will be receiving 60% of EDTAP and EDTAP Supplemental the total amount allocated. The NCDOT/PTD requires that a public hearing be held to allow agencies and citizens the opportunity to participate in the sub-allocation decision and the opportunity to receive ROAP funding. While the County has full discretion for the sub-allocation of EDTAP funds, EMP Funds can only be allocated to the Department of Social Services or Lenoir County Transit (LCT); RGP funds can only be allocated/used by LCT for rural transportation.

EVALUATION: A public hearing was held during the July 20, 2009 board meeting to receive input/requests from agencies and citizens regarding the allocation of ROAP funding for FY 2009-2010. The grant funds as listed by NCDOT/PTD and the recommended disbursement for each program are as follows:

EDTAP	-	Council on Aging	60%	\$ 32,750
		Lenoir County Transit	40%	\$ 21,833
Supplemental EDTAP	-	Council on Aging	60%	\$ 18,748
		Lenoir County Transit	40%	\$ 12,498
EMP	-	Lenoir County Transportation		\$ 10,142
Supplemental EMP	-	Lenoir County Transportation		\$ 12,584
RGP	-	Lenoir County Transportation		\$ 50,713
Supplemental RGP	-	Lenoir County Transportation		<u>\$ 44,598</u>
Total ROAP & Supplemental ROAP Grant				\$203,866

MANAGER RECOMMENDATION:

Respectfully Recommend Approval

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Lenoir County Department of Transportation is hereby authorized to apply for the North Carolina Department of Transportation FY 2009-2010 Rural Operating Assistance Program Grant in the amount of \$115,438 and Supplemental Rural Operating Assistance Program Grant of \$88,428 totaling \$203,866; be it further resolved that if the grant is awarded, the Chairman of the Board, the County Manager, or staff so designated, are authorized to execute the required documents to obtain the necessary grant funds and that the grant funds are allocated as follows:

EDTAP	-	Council on Aging	60%	\$ 32,750
		Lenoir County Transit	40%	\$ 21,833
Supplemental EDTAP	-	Council on Aging	60%	\$ 18,748
		Lenoir County Transit	40%	\$ 12,498
EMP	-	Lenoir County Transportation		\$ 10,142
Supplemental EMP	-	Lenoir County Transportation		\$ 12,584
RGP	-	Lenoir County Transportation		\$ 50,713
Supplemental RGP	-	Lenoir County Transportation		<u>\$ 44,598</u>
Total ROAP & Supplemental ROAP Grant				\$203,866

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham, Jr., Chairman 7-20-09
Date

ATTEST 7-20-09
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 11A.

Resolution Approving the Acceptance of a Proposal for Advertisement by the Lenoir County Health Department WIC Program on the Lenoir County Transit Vehicles and the Execution of a Contract

SUBJECT AREA: Administrative

ACTION REQUESTED:

Approve / authorize the following advertisement proposal by Lenoir County Transit (LCT) advertisement by Lenoir County Health Department WIC Program on one (1) Lenoir County Transit vehicles for a six-month period.

HISTORY/BACKGROUND:

The Board, at its 3-17-03 regular board meeting, approved the management, marketing, operation, and maintenance of an advertisement program for the Lenoir County Transportation Department and authorized the execution of a contract by the County Manager with HightKracker Freelance Partnership, Inc. As of July 1, 2007, Lenoir County Transportation has chosen to market the advertisements to allow all revenues to be allocated to the transit system.

EVALUATION:

The Lenoir County Health Department WIC Program has received funding for advertising. The Health Department is a Lenoir County Transit (LCT) core agency and the existing county policy adopted by the governing has opened in Lenoir County. Attached is a sample proof of the ads that will be placed on the LCT vans for the Health Department for the Board's evaluation. Based on a \$125/mo per advertisement charge by LCT, the following revenues are anticipated for a six-month advertisement period.

\$125/mo. x 1 advertisement on 1 vehicles x 6 mos. minus \$164 (1 time cost for sign and installation by Right-On Signs – Kinston) = \$586.

Total County Revenue = \$586

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that advertisement by the Lenoir County Health Department WIC Program on one (1) Lenoir County Transit vehicle for six (6) month period is approved.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 11B.

Resolution Approving the Acceptance of a Proposal for Advertisement by Tar Heel Home Health on the Lenoir County Transit Vehicles and the Execution of a Contract

SUBJECT AREA: Administrative

ACTION REQUESTED:

Approve / authorize the following advertisement proposal by Lenoir County Transit (LCT) advertisement by Tar Heel Home Health on one (1) side of Lenoir County Transit vehicle for a twelve-month period.

HISTORY/BACKGROUND:

The Board, at its 3-17-03 regular board meeting, approved the management, marketing, operation, and maintenance of an advertisement program for the Lenoir County Transportation Department and authorized the execution of a contract by the County Manager with HighetKracker Freelance Partnership, Inc. As of July 1, 2007, Lenoir County Transportation has chosen to market the advertisements to allow all revenues to be allocated to the transit system.

EVALUATION:

Tar Heel Home Health Services is in their third year of advertising with Lenoir County Transit. Tar Heel Home Health Services provides home health care services for individuals requiring in-home care. Based on a \$125/mo per advertisement charge by LCT, the following revenues are anticipated for a twelve-month advertisement period. Attached is a sample proof of the ad that is placed on the LCT vans for Tar Heel Home Health for the Board's evaluation.

\$125/mo. (one (1) advertisement = \$125 on one (1) side of a LCT vehicle) x 12 mos. = \$1,500.

Total County Revenue = \$1,500

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that advertisement by the Tar Heel Home Health on one (1) side of the Lenoir County Transit vehicle for a twelve (12) month period is approved.

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 11C.

Resolution Approving the Acceptance of a Proposal for Advertisement by Squires Auto and Generator Service on the Lenoir County Transit Vehicles and the Execution of a Contract

SUBJECT AREA: Administrative

ACTION REQUESTED:

Approve / authorize the following advertisement proposal by Lenoir County Transit (LCT) advertisement by Squires Auto and Generator Service on one (1) side of Lenoir County Transit vehicle for a twelve-month period.

HISTORY/BACKGROUND:

The Board, at its 3-17-03 regular board meeting, approved the management, marketing, operation, and maintenance of an advertisement program for the Lenoir County Transportation Department and authorized the execution of a contract by the County Manager with HighetKracker Freelance Partnership, Inc. As of July 1, 2007, Lenoir County Transportation has chosen to market the advertisements to allow all revenues to be allocated to the transit system.

EVALUATION:

Squires Auto and Generator Service is in their first year of advertising with Lenoir County Transit. Squires Auto and Generator Service provides any type of auto repairs and tire repairs for all type of vehicles Based on a \$125/mo per advertisement charge by LCT, the following revenues are anticipated for a twelve-month advertisement period. Attached is a sample proof of the ad that is placed on the LCT vans for Squires Auto and Generator Service for the Board's evaluation.

\$125/mo. (one (1) advertisement = \$125 on one (1) side of a LCT vehicle) x 12 mos. = \$1,500.

Total County Revenue = \$1,500

Resolution Authorizing the Issuance of Blanket Purchase Orders
To The Following Companies For Fiscal Year 2009-2010 \$511,479

Squires Auto and Generator Service – Vehicle Tires & Repairs	60,000
Corporate Resources – Office Supplies	1,500
CTS Software – Software Contract	8,000
Sparkle Right – Cleaning & Washing Vans - Nineteen (19) Vehicles	9,000
Grant’s Service Company – Braun Lift Repairs	3,500
Right-On Signs – Installing & Removing Mobile Ads & Adding Logos to New Vehicles	1,000
UniFirst Corporation – Driver Uniforms for Eighteen (18) Drivers	7,000
Capps Promotions – Promotional Items for Festival, Fairs, & Events	3,000
Professional Nursing Services – New Employee Drug Test, Random Testing, and Reasonable Drug and/or Alcohol Testing	1,800
The Braun Corporation – Five (5) Lift Equipped Vans – Three (3) Replacements and Two (2) Expansions	201,000
National Bus Sales – One (1) 20Ft Light Transit Vehicle w/ Lift – Expansion	55,500
Motorola, Inc. – Six (6) Mobile Radios – Expansions	10,420
National Bus Sales – 28Ft Light Transit Vehicle – Expansion	149,759
Total	\$ 511,479

SUBJECT ARE: Purchases / Bids

ACTION REQUESTED:

Approval of a Resolution authorizing the issuance of blanket purchase orders for Fiscal Year 2009-2010 for the following: Office Supplies 22-4510-2600, Software 22-4510-2910, Installing & Removing Mobile Advertising 22-4510-1990, Uniforms for Drivers 22-4510-2120, Promotional Items for Festivals, Fairs, and Events 22-4510-3700, Drug & Alcohol Testing 22-4510-2380, Five (5) Lift Equipped Vehicles 22-4510-5100, One (1) 20Ft Light Transit Vehicle 22-4510-5100, One (1) 28 Ft Light Transit Vehicle 22-4510-5100, Six (6) Expansion Radios 22-4510-4991, Washing & Cleaning Inside of Vans 22-4511-3530, Lift Repairs 22-4511-3530, Tires & Repairs 22-4511-3530

HISTORY/BACKGROUND:

Beginning March 10, 2008, Lenoir County Transit began Operations in-house and are utilizing these various companies for repairs, office supplies, washing and cleaning the inside of the vans, and a certified Braun lift repair service, replacement vehicles, expansion vehicles, expansion radios, installing & removing mobile advertising, promotional items for festivals, fairs, and events, drug & alcohol testing, for the Fiscal Year 2009-2010.

EVALUATION:

These Blanket Purchase Orders for Fiscal Year 2009-2010 will allow Lenoir County Transit to operate more efficient by having the Purchase Orders in place when the need for the service of one of the company’s arises.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that the County execute 13 purchase orders totaling \$511,479 to the companies listed above for Fiscal Year 2009-2010 recurring repairs, office supplies, washing and cleaning the inside of the vans, and a certified Braun lift repair service, replacement vehicles, expansion vehicles, expansion radios, installing & removing mobile advertising, promotional items for festivals, fairs, and events, drug & alcohol testing.

AMENDMENTS

MOVED _____ SECOND _____

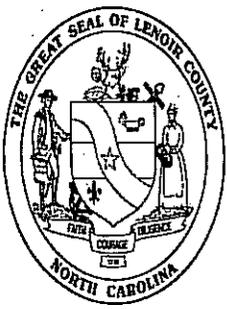
APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date



BUDGET ORDINANCE AMENDMENT:
 General Fund:
 DSS:
 \$43,797 Increase

Item No. 12A.

LENOIR COUNTY, NORTH CAROLINA
 BUDGET AMENDMENT REQUEST

Fⁿ 09/10
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		SOCIAL SERVICES		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES		
Account # and Title	Amount	Account # and Title	Amount	Account # and Title	Amount
INCREASE		INCREASE			
103531.3001		105310.1210			
Administrative Reimbursement	\$ 43,797	Salaries & Wages	\$ 8,916		
		105310.1810			
		Employer-FICA	\$ 553		
		105310.1811			
		Employer-Medicare	\$ 130		
		105310.1820			
		Employer-Retirement	\$ 446		
		105310.1830			
		Employer-Group Insurance	\$ 2,151		
		105310.1831			
		Employees-Overtime Compensation	\$ 10,000		
		105310.1870			
		Employer-401-K	\$ 446		
		105310.3930			
		Tempoary Employees	\$ 21,155		
Total	\$ 43,797	Total	\$ 43,797		

Reason and Justification for Request:

To roll forward American Recovery and Reinvestment Act (ARRA) Funds from Fiscal Year 2008/09 to Fiscal Year 2009/10. The appropriation of these funds was approved by the Lenoir County Commissioners May 4, 2009, Item No. 13A. No County match required.

Department Head Approval	Date	Finance Officer Approval	Date
<i>[Signature]</i>	7-10-09	<i>Marta H. Martin</i>	7/13/09
Budget Officer Approval	Date		
<i>Michael W. Farmer</i>	7/13/09		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 05/04/09 **ITEM NO.:** 13A.

Budget Ordinance Amendment and Resolution Appropriating \$43,797 in American Recovery and Reinvestment Act (ARRA) Funds

SUBJECT AREA: Financial/Personnel

ACTION REQUESTED:

The Board is requested to appropriate \$43,797 in ARRA funds to be used by the County Director of Social Services for establishing a new Income Maintenance Caseworker II in the Food and Nutrition Services Program (FNS), to cover the costs of overtime for FNS staff, to hire temporary or contracted staff as needed in response to the rapid increase in the demand for Food and Nutrition service in Lenoir County.

HISTORY/BACKGROUND:

The American Recovery and Reinvestment Act of 2009 (ARRA) was signed into law by the President on February 17, 2009. The Act contained provisions that increased the Food and Nutrition Services benefits by 13.6%. The ARRA also allocated new administrative funds to states available from April 9, 2009 through September 30, 2009. North Carolina has allocated 90% of the ARRA funds to County Departments of Social Services. The amount of administrative funds allocated to Lenoir County is \$43,797. These funds are 100% Federal funds with no County matching requirement.

ARRA Funds may be used to pay overtime, hire new staff or contract staff to assist states and local governments with the increased demand for food assistance. The funds must be used to provide Food and Nutrition Services benefits to the residents of Lenoir County. The ARRA funds must be used by September 30, 2009.

Additional ARRA administrative funds for the Food and Nutrition program will become available on October 1, 2009 which must be used between October 1, 2009 through September 30, 2010. Lenoir County's allocation for the second round is expected to be equal to or greater than the first allocation.

EVALUATION:

The Food and Nutrition Services Program is designed to promote the general welfare of the population, to safeguard the health and well-being of our fellow citizens, and to raise the nutritional levels of the low income households in our County. In Lenoir County the applications for Food and Nutrition Benefits have increased by 10% this year. The total FNS cases for Lenoir County have already increased by 500 hundred cases this year and is expected to grow by another 200 cases before the end of the Fiscal Year. The increase in FNS benefits made available by the ARRA is very timely especially in light of the present economic downturn. The additional ARRA Administrative Funds are also very timely as additional manpower and overtime is needed to keep up with the rapidly increasing demand for services in the nation, the state, and in Lenoir County.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Board of County Commissioners appropriates \$43,797 in ARRA Administrative funds to be used by the Lenoir County Director of Social Services to assist in providing Food and Nutrition Services to the citizens of Lenoir County.

AMENDMENTS:

MOVED _____ SECOND _____

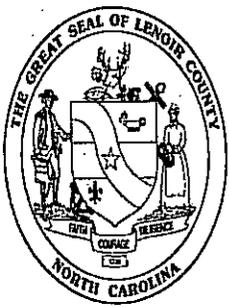
APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 05/04/09
Date

ATTEST 05/04/09
Date



BUDGET ORDINANCE AMENDMENT:
 General Fund:
 DSS:
 \$141,737 Decrease

Item No. 12B.

LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

Fⁿ 09/10
 Appropriations

Budget Amendment # _____

Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		SOCIAL SERVICES		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES		
Account # and Title	Amount	Account # and Title	Amount	Account # and Title	Amount
DECREASE		DECREASE		DECREASE	
103531.3001		105372.1150		105372.1150	
ADMINISTRATIVE REIMBURSEMENT	\$ 141,737	CRISIS INTERVENTION-STATE	\$ 141,737		
Total	\$ 141,737	Total	\$ 141,737		

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

Department Head Approval <i>Jack B. Jones</i>	Date 7-10-09	Finance Officer Approval <i>Maria H. Martin</i>	Date 7/14/09
Budget Officer Approval <i>Michael W. Brown</i>	Date 7/14/09		
Board Approval (When Applicable)	Date	Date of Minutes	

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 12C.

Resolution Approving Purchase Order with Lenoir County Health Department to Administer
Hepatitis B Vaccinations: \$8,775

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to approve a budget resolution for a purchase order with the Lenoir County Health Department.

Account # 105310.1930 Bloodborne Pathogens Fee \$ 8,775

HISTORY/BACKGROUND:

Lenoir County Department of Social Services (DSS) desires to protect those employees who face a significant health risk resulting from occupational exposure to blood and other potentially infectious materials containing bloodborne pathogens. Furthermore, Lenoir County DSS recognizes that the hepatitis B virus (HBV), the human immunodeficiency virus (HIV), and other diseases can be spread through blood or body fluid contact and that employees may have such contact in the course of their task assignments. The employee risk factor to exposure evaluated by job description and as defined by the OSHA's Bloodborne Pathogens Standard definitions, is categorized as I, II, and III. The Category II is a position classification in which employment may require performing unplanned tasks having the potential for exposure. Those positions at Lenoir County DSS falling under this category are: DSS Social Worker, Child Support Agent, Income Maintenance Caseworkers assigned to the hospital or the health department, and the DSS Interpreters.

EVALUATION:

In accordance with OSHA standards, Lenoir County DSS shall offer and make available the hepatitis B vaccine and vaccination series at no cost to all at-risk employees in Category II who have occupational exposure and shall provide post-exposure evaluation and follow-up to all employees who have had an exposure incident. This series of vaccinations will be offered at no cost to the employee. This request is for the necessary funding required for the purchase and administration of the vaccine by the Lenoir County Health Department.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the County Director of Social Services is authorized to execute a purchase order with the Lenoir County Health Department to purchase and administer the Hepatitis B vaccination for Lenoir County Department of Social Service Category II employees.

Funding Account # 10-5310-1930 Bloodborne Pathogens Fee

AMENDMENTS

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 13

Resolution Authorizing RFG Construction, Inc. to Install 3300 Linear Feet of Silt Fence at the Rotary Dog Park to Meet Erosion Control Permit Requirements

SUBJECT AREA: Community Development

ACTION REQUESTED:

The Board is requested to issue a purchase order in the amount of \$6,600 to RGF Construction, Inc. for installing a silt fence at the Rotary Dog Park.

HISTORY/BACKGROUND:

Funds have been raised and county funds have been set aside to construct the Rotary Dog Park on the old Webb Salvage yard. The silt fence was installed so dirt could be hauled from the Adkin Branch project, saving us from having to purchase dirt at a later time. The Rotary Dog Park should be opening in the fall of this year.

EVALUATION:

RFG Construction
Kinston, NC 28504
\$2.00/linear foot

Ernie Everett Site Prep
Kinston, NC 28501
\$2.75/linear foot

Hughes Construction
Kinston, NC
\$2.50/linear foot

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.

INITIALS

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that a purchase order in the amount of \$6,600 be issued to RFG Construction, Inc. for a silt fence for the Rotary Dog Park.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 7/20/09 **ITEM NO.** 14

Resolution Authorizing Replacement of 7.5 Ton Split System Heat Pump at the ABC Store on the Corner of King and Heritage Streets: Ed Phillips, Inc.: \$7,431

SUBJECT AREA: Purchases - Bids

ACTION REQUESTED:

The Board is requested to authorize Ed Phillips, Inc., of Kinston, N.C. to replace a 7.5 ton split system heat pump at the ABC Store on the corner of King and Heritage Streets in an amount not to exceed \$7,431.

HISTORY/BACKGROUND:

The HVAC unit that heats and cools the ABC offices in the county owned multi-purpose building is worn out. It is the original unit and has been requiring more and more maintenance each year. In FY08-09 the ABC Board spent a couple of thousand dollars of their own funds repairing the unit. During the first week of July 2009, a fan motor failed and shut the unit down leaving the ABC Store and offices without air conditioning for 4 days. Ed Phillips, Inc. has been keeping the unit running. They provided a proposal to the County Maintenance Department in February 2009 to replace the unit. To avoid additional repair bills, County Maintenance recommends that the unit be replaced with a new energy efficient unit.

EVALUATION:

The heating and air conditioning unit at the ABC Store and offices on the corner King and Heritage Streets is the original HVAC unit installed when the building was constructed. The unit is constantly breaking down and requiring maintenance. Ed Phillips, Inc. has been repairing the unit each time it shuts down. In an effort to keep future repair costs at a minimum, County Maintenance recommends the acceptance of a proposal from Ed Phillips, Inc. to replace the unit with a new energy efficient 7.5 ton split heat pump.

Approval of this resolution will allow the encumbrance of funds and payment to the contractor upon completion of the replacement.

INTRODUCED BY: Mike Jarman, County Manager DATE: 7-20-09 ITEM NO 15

Resolution Authorizing Grounds Maintenance

SUBJECT AREA: Grounds Maintenance- Contracted Services

ACTION REQUESTED:

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

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

EVALUATION: Appearance of lawn and landscape of Lenoir County Cooperative Extension

MANAGER'S RECOMMENDATION:

Respectively request approval.

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

AMENDMENTS

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

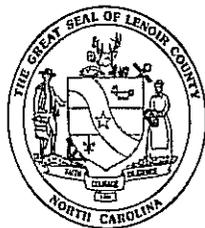
YEA VOTES: Brown _____ Davis _____ Graham _____

Humphrey _____ Pharo _____ Sutton _____ Stroud _____

George Graham, Chairman Date
Lenoir County Board of Commissioners

ATTEST

DATE



LENOIR COUNTY, NORTH CAROLINA

BUDGET AMENDMENT REQUEST

"Prior Year"

FY 2008-2009

Appropriations

Budget Amendment # _____

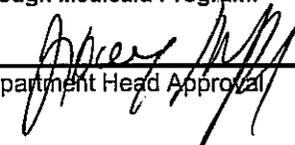
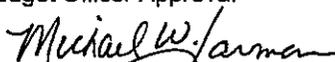
Date Approved _____

Distribution - Finance Office:

FUND GENERAL		DEPARTMENT HEALTH		LINE ITEM DESCRIPTION VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> XXX Line Item Transfer: <input type="checkbox"/>			Check One Box New Appropriation: <input checked="" type="checkbox"/> XXX Line Item Transfer: <input type="checkbox"/>		
REVENUES			EXPENDITURES		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
10-3502-4200	FAM PLANNING (XIX)	26,431.00	ADULT HLTH		
10-3512-4200	TB CONTROL (XIX)	4,905.00	10-5150-2390	MEDICAL SUPPLIES	46,702.00
10-3515-4200	ADULT HLTH (XIX)	923.00	CHILD HEALTH		
10-3515-4400	VD CONTROL (XIX)	14,218.00	10-5162-2390	MEDICAL SUPPLIES	39,658.00
10-3516-3301	CHILD CARE COORD	1,001.00			
10-3516-3302	IMMUNIZATION (STATE)	3,000.00			
10-3516-3304	CH-HLTH CHOICE	1,614.00			
10-3516-4200	CH-EPSDT (XIX)	19,204.00			
10-3516-4204	IMMUNIZATION (XIX)	3,425.00			
10-3516-4205	CHILD SRV (XIX)	11,414.00			
10-3517-4202	NON STRESS (XIX)	225.00			
Total		86,360.00	Total		86,360.00

Reason and Justification for Request:

Unanticipated revenues resulting primarily from Medicaid Settlement - Cost adjustments for services reimbursed through Medicaid Program.

		Date <u>6/30/09</u>	
Department Head Approval		Finance Officer Approval	
		Date <u>6/30/09</u>	
Budget Officer Approval		Date	
		Date <u>7/9/09</u>	
Board Approval (When Applicable)		Date of Minutes	

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.** 16B.

Resolution Authorizing Lenoir County Health Department to Authorize an Emergency Work Order to Ed Phillips, Inc.: \$6,224

SUBJECT: Financial

ACTION REQUESTED:

The Board is asked to grant permission to Lenoir County Health Department to authorize an emergency work order to Ed Phillips, Inc. for the replacement of a heating pump unit.

Expenditure Account:

General –

10-5110-3500

Maintenance/Repairs-Bldg. & Grounds - \$6224

HISTORY/BACKGROUND:

The heat pump unit that was replaced at the health department was 20+ years old and it was determined that repairing the unit would cost more than 50% of the cost of a new unit. After considering all factors, it was recommended by Mike Wiggins, Maintenance Department Supervisor, that the unit be replaced on an emergency basis utilizing FY08-09 funding.

EVALUATION:

This action is necessary to provide sufficient accounting of expenditures and to comply with applicable laws.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

INITIALS

RESOLUTION: NOW, THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners to authorize a work order to Ed Phillips, Inc. for emergency replacement of a heating pump unit: \$6,224.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 17A.

Resolution Approving Purchase of a Data Storage Device: \$7,635.74

SUBJECT AREA: Administrative

ACTION REQUESTED:

The Board is requested to authorize the Sheriff to purchase a Dell PowerVault data storage device.

HISTORY / BACKGROUND:

Lenoir County Sheriff's deputies utilize in-car cameras to record events that occur in and around their patrol vehicles. The recorded digital data is immediately transferred to removable in-car hard drives. These drives are then downloaded to a large server (database) so that it can be stored, recalled, and viewed at a later time. The storage capability of the current server is reaching maximum capacity. In addition, nine new cameras were recently added to patrol vehicles that are used in the Town of LaGrange. This will require additional space needs on the server.

EVALUATION:

The current server that is utilized to store data from in-car cameras has a capacity of 3 terabytes. To expand its storage capabilities the Sheriff wishes to purchase a Dell PowerVault capable of storing over 6 terabytes of data. These two devices combined will provide the Sheriff's Office with the ability to store 9 terabytes of image data. The total cost to purchase this piece of equipment from Dell is \$7,635.74. The purchase price for this equipment is based upon a state contract rate.

The Sheriff will use Federal Asset Forfeiture funds to purchase this equipment. These funds are not derived from tax money thus relieving the taxpayer of the burden of purchasing such equipment.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners authorize the Sheriff to execute a purchase order with Dell for the purchase of a PowerVault MD1000 storage device with warranty.

Funding Account #: 15-4316-5100 \$7635.74

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham, Chairman 07/20/09
Date

ATTEST

Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 17B.

Resolution Approving Records Retention Rate and Disposition Schedule

SUBJECT AREA: Administrative

ACTION REQUESTED:

The Board is requested to approve the North Carolina Department of Cultural Resources records retention and disposition schedule for County Sheriff's Offices.

HISTORY / BACKGROUND:

According to N.C.G. S. 121-5 and N.C.G.S. 132-3, agencies may only destroy public records with the consent of the Department of Cultural Resources (DCR). The records retention and disposition schedule is the primary way the DCR gives its consent. Without approving this schedule, agencies are obligated by law to obtain the Department's permission to destroy *any* record, no matter how insignificant.

EVALUATION:

The County Sheriff's Office records retention and disposition schedule has been published by the N.C. Department of Cultural Resources and a copy has been made available to the county manager's office for review by the Board of Commissioners. The Lenoir County Sheriff's Office generates an enormous amount of documentary data which is stored both electronically and in paper form. Many of these documents are identified in the records and disposition schedule. The Sheriff respectfully requests that the Board of Commissioners approve the records retention and disposition schedule.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the North Carolina Department of Cultural Resources records retention and disposition schedule for County Sheriff's Offices is hereby approved.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham, Jr. Chairman 07/20/09
Date

ATTEST 07/20/09
Date



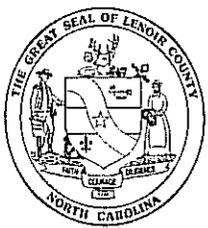
LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2009-10 PAGE 1 OF 2
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
CAPITAL IMPROVEMENTS		FINANCE / ECONOMIC DEVELOPMENT COMMUNITY DEVELOPMENT BUILDINGS & GROUNDS		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		
REVENUES			EXPENDITURES		
Account # and Title	<u>PAGE 1 OF 2</u>	Amount	Account # and Title	<u>PAGE 1 OF 2</u>	Amount
INCREASE			INCREASE		
40-3991-9910 FUND BALANCE APPROPRIATED		592,855.00	40-4920-5821 WATER / SEWER INFRASTRUCTURE		15,500.00
			40-4920-5830 HANGER AGREEMENT		43,301.00
			40-4920-5846 SMITHFIELD-DELI		150,000.00
			40-4920-5851 LENOX #3		44,480.00
			40-4920-5854 FERGUSON		9,288.00
			40-4920-5863 ELECTROLUX		2,000.00
			40-4920-5864 A.G. MACHINING		11,000.00
			40-4920-5865 S.I.S.-COUNTY		10,400.00
			40-4920-5868 COHARIE FARMS		6,550.00
			40-4920-5871 WEST CO II		51,500.00
			40-4920-5876 FIELDS CONTROL		720.00
			40-4920-5883 SELECT VENDING		25,000.00
			40-4920 5900 INDUS. DEV: ENGINEER DESIGN		9,500.00
			40-4920-5903 GTP-SEWER EXTENSION		75,000.00
			40-4920-5886 DOPACO II		18,000.00
CONTINUED ON PAGE 2			CONTINUED ON PAGE #2		
Total		592,855.00	Total		472,239.00
Reason and Justification for Request: TO ROLL FORWARD AND DISTRIBUTE PRIOR YEARS UNEXPENDED ECONOMIC DEVELOPMENT, COMMUNITY DEVELOPMENT, AND BUILDINGS & GROUNDS FUNDS INTO THE APPROPRIATE EXPENDITURE LINES IN THE CAPITAL IMPROVEMENTS FUND FOR FY09-10.					
Department Head Approval		Date	Finance Officer Approval		Date
<i>Martha H. Martin</i>		7/15/09	<i>Martha H. Martin</i>		7/15/09
Budget Officer Approval		Date			
<i>Michael W. Jarmon</i>		7/15/09			
Board Approval (When Applicable)		Date	Date of Minutes		



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2009-10 PAGE 2 OF 2
 Appropriations

Budget Amendment # _____
 Date Approved _____

Distribution - Finance Office:

FUND CAPITAL IMPROVEMENTS	DEPARTMENT FINANCE / ECONOMIC DEVELOPMENT COMMUNITY DEVELOPMENT BUILDINGS & GROUNDS	LINE ITEM DESCRIPTION VARIOUS
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>
REVENUES		EXPENDITURES
Account # and Title <u>PAGE 2 OF 2</u> CONTINUED FROM PAGE 1	Amount 592,855.00	Account # and Title <u>PAGE 2 OF 2</u> CONTINUED FROM PAGE 1
		Amount 472,239.00
		INCREASE 40-4930-5116 COMMUNITY REVITALIZATION 35,000.00 40-4930-5117 DOG PARK 22,255.00 40-4935-5800 RE-ROOFING HVAC 10,000.00 40-4935-5801 BUILDING UPGRADES 10,000.00 40-4935-5804 EMS STATION PROJECT 8,361.00 40-4935-5807 MGR/FIN/MIS/COC PROJECT 25,000.00 40-4935-5851 ACQUISITION LAND 10,000.00
Total	592,855.00	Total
Reason and Justification for Request: TO ROLL FORWARD AND DISTRIBUTE PRIOR YEARS UNEXPENDED ECONOMIC DEVELOPMENT, COMMUNITY DEVELOPMENT, AND BUILDINGS & GROUNDS FUNDS INTO THE APPROPRIATE EXPENDITURE LINES IN THE CAPITAL IMPROVEMENTS FUND FOR FY09-10.		
Department Head Approval <i>Martha H. Marti</i>	Date 7/15/09	Finance Officer Approval <i>Martha H. Marti</i>
	Date 7/15/09	Date 7/15/09
Budget Officer Approval <i>Micrae W. Jarman</i>	Date 7/15/09	
Board Approval (When Applicable)	Date	Date of Minutes

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 7/20/09 **ITEM NO.** 19A.

Resolution Authorizing Emergency Purchase of Swing Reduction Gear:
Parts Supply Inc.: \$4,990

SUBJECT AREA: Purchases - Bids

ACTION REQUESTED:

The Board is requested to authorize the emergency purchase of a swing reduction gear for the landfill's Daewoo excavator from Parts Supply Inc. of Miami, Florida, in an amount not to exceed \$4,990.

HISTORY/BACKGROUND:

The Daewoo excavator owned by the landfill is constantly moving dirt to be used as daily cover. During the first week of July 2009, the excavator broke-down and needed emergency repairs. The landfill operations must continue; therefore, it was necessary to order the needed parts to make the repairs to the excavator. The landfill director solicited prices for purchasing new and used swing reduction gears. Parts Supply Inc. of Miami, Florida, provided the landfill with the best price for a new gear and quickest shipping.

EVALUATION:

The Daewoo excavator is in constant use at the landfill. The swing reduction gear broke and needed to be replaced as soon as possible. Parts Supply Inc. of Miami, Florida, provided the best price for a new gear and the fastest turn-around. Approval of this resolution will allow for the emergency repair of the Daewoo excavator, the encumbrance of funds, and the payment to Parts Supply Inc..

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 19B.

Resolution Authorizing Execution of Warranty Inspection and Maintenance Contract to
Down East Protection Systems: \$5,929

SUBJECT AREA: Purchases - Bids

ACTION REQUESTED:

The Board is requested to authorize the execution of a warranty inspection and maintenance agreement contract to Down East Protection Systems for maintenance of camera, security, and access control equipment in the amount of \$5,929.

HISTORY/BACKGROUND:

As the Board is aware, courthouse security is a major concern. Over a three year, under the supervision of the Sheriff's Department, numerous security measures have been put into place in the Courthouse. These include Door Access Control (card swipe system), name and I.D. cards for employees, CCTV cameras and intercom in the District Judges' offices, security camera additions within and around the courthouse, burglar alarm, trigger alarm on Access computer when doors go into alarm mode, panic button in finger printing office, access control to 2 Clerk of Court doors, and Access control to the District Attorney's office. The cost of this equipment and to put it in place was approximately \$130,000 (much of which was paid for by Federal Homeland Security Funds). This equipment is very sensitive and requires annual inspections, maintenance, adjustments, and periodic software updates. This agreement represents the same price as last year.

EVALUATION:

Execution of a warranty inspection and maintenance contract will allow for continued use of the security equipment with a local vendor handling the inspections, malfunctions, defects, adjustments and software upgrades. The maintenance and inspection plan will run for one year from the time of the executed contract. Terms of the contract can be extended for future years. This agreement represents no increase in price from the prior year. Approval of this resolution will allow for encumbrance of funds and subsequent payment to Down East Protection Systems.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval. _____

RESOLUTION: NOW THEREFORE BE IT RESOLVED that

The Board authorizes a warranty inspection and maintenance contract to Down East Protection Systems, in an amount not to exceed \$5,929.

Funding Source: General Fund
 Court Facility 10-4160-6912 Contract-Security

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 20

Resolution Authorizing the Issuance Of Blanket Purchase Orders To The Following Companies
For Yearly Software/Hardware Maintenance: \$ 97,439.00

Software Maintenance / Visions Software	21900
Software Maintenance / Logics Software	15575
Software/Hardware Maintenance / Bormuth Associates, Inc.	19200
Software Maintenance / ESRI	9250
Software Maintenance / Novell	10164
Software Maintenance / Jolly Giant Software	2500
Communications Service / Suddenlink	10800
Software Maintenance / System Commander Software / Jury	600
AFIS Livescan Fingerprinting	4000
Minisoft Emulation software Maintenance	2100
Minisoft software maintenance	350
Carolina Software/Software Maintenance	1000
Total	97439

SUBJECT ARE: Purchases / Bids

ACTION REQUESTED:

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

HISTORY/BACKGROUND:

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

EVALUATION:

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

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED By the Lenoir County Board of Commissioners that the County execute 12 purchase orders totaling \$97,439.00 to the companies listed above for yearly recurring software/hardware maintenance costs.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 21A .

Ordinance Establishing History Checks on Applicants for the Emergency Services Department

SUBJECT AREA: Personnel

ACTION REQUESTED:

The Board is requested to adopt a policy which will provide for criminal history background checks on all final applicants for regular full and part-time or temporary positions with the Lenoir County Emergency Services Department: Communications, EMS, Fire Marshal, and Emergency Management Divisions.

HISTORY/BACKGROUND:

The rules governing the FBI and SBI for non-criminal justice license/employment use require that, in order for a governmental agency to gain access to SBI/DCI criminal history record information, there must be either a general statute (for state and national access) or a local ordinance (for state access only) which mandates that agency's need for access. The following list of information to be included in an ordinance/statute is divided into two- (2) categories: required and discretionary. For state and national access, a statute must contain all of the required elements listed for national access. For state only access, a statute or ordinance must contain the required elements since it will give their ordinance/statute clarity.

In some cases, the North Carolina Attorney Generals Office (State Bureau of Investigation) and/or the U.S. Attorney Generals Office (Federal Bureau of Investigation) may need to review the statutory authority in an effort to grant approval for criminal history access.

EVALUATION:

The Lenoir County Sheriff's Office has a board- approved Ordinance, dated September 7, 2004, on file with SBI/DCI allowing them to obtain criminal history records (state access only). The Lenoir County Emergency Services Department has modified the Sheriff's Office Ordinance to allow the Lenoir County Emergency Services Department – Communications Division to run all applicants for the Emergency Services Department in an effort to offset the workload for the Sheriff's Office, as well as, to allow for a more timely turn-around time in obtaining criminal history records results.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 21B.

Resolution Authorizing the Purchase of a Maintenance Contract for the BCM Telephone System for the Emergency Services Building: EMBARQ: \$2,778

SUBJECT AREA: Financial

ACTION REQUESTED: Authorize the purchase of a maintenance contract for the BCM telephone system to be held by Embarq for the amount of \$2,778.00, fiscal year 2009-2010, from budget line 10-4315-6900.

HISTORY/BACKGROUND:

Contract is for the maintenance of the Embarq BCM telephone system used by the Administrative offices and Emergency Operations Center of the Lenoir County Emergency Services Department.

EVALUATION:

Contract is necessary for the proper function of the Embarq BCM telephone system in the Emergency Services Administrative Offices and Emergency Operations Center.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: approve the purchase of a maintenance contract for the Embarq BCM telephone system for the 09-10 fiscal year at a price not to exceed \$2,778.00. Account No.: 10-4315-6900

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 21C.

Resolution Authorizing FY 2009-10 Purchase Orders for the Emergency Medical Services
Division's Medical Supplies Inventory Control System: \$4,416

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorization for a purchase order for an Inventory Control System from Account No.:
10-4332-2390

HISTORY/BACKGROUND:

The EMS Division has sent multiple bids for Medical Supplies and drugs to multiple companies. After evaluating drug and supplies cost, it was concluded that in an era of increasing cost on these items it was best to purchase from multiple companies and keep supply levels to a minimum. This is the best way to maximize savings in this line item. In order to assure supplies are in inventory and dates are rotated in the stock room and the ambulances, staff searched for a vendor that could help make this process proficient. Ambutrak is a supply management system that is web-based hosted and backed up on the Ambutrak servers. This web-based management system was designed by Puckett EMS to reduce supply costs. Since its development, it has been marketed nationwide to EMS services looking for a similar solution. With the use of the AVL's, ambulance crews will be able to check their units and order only items from the stock room that is necessary to re-supply its units. Management will be able to constantly monitor supply and drug dates to help decrease expiration of these supplies and drugs without use. It will also reduce the risk of over ordering that will decrease these supplies expiring in stock. The first year cost includes web-based hosting of this management system, set-up, and training.

EVALUATION:

Staff evaluated the use of a supply management system and recommends the use of this system to help reduce the cost of operations in this line item.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

INITIALS

RESOLUTION/ORDINANCE: NOW, THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that the EMS Division be authorized to execute purchase orders up to an amount totaling \$4,416 to AmbuTrak for a inventory management system approved in the EMS Division's FY 2009-10 operating budget (account # 10 4333 2390).

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 210.

Resolution Approving Lease Contract for DCI/SBI: OMINIXX Equipment Rental For 2009-2010:
\$5,100

SUBJECT AREA: Financial

ACTION REQUESTED: Authorize the renewal of lease contract with DCI/SBI for the amount of \$5,100.00 from budget line 10-4315-4390.

HISTORY/BACKGROUND:

The lease contract is for the DCI equipment/usage through the SBI. This equipment allows the Lenoir County Central Communications Center to perform computerized criminal investigations for law enforcement agencies.

EVALUATION:

The lease contract is necessary for the Lenoir County Central Communications Center to continue providing critical information for the law enforcement agencies we service.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: the lease contract for DCI/SBI Ominixx be renewed for the 09-10 fiscal year at a cost not to exceed \$5,100.00. Account No.: 10-4315-4390

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 21E.

Resolution Approving Maintenance Contract for Generators for All Tower Site Locations for
FY 2009-2010: \$6,000

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the purchase of an annual maintenance contract with Cummins Atlantic for generator maintenance at all tower site locations in the amount of \$6,000.00 from budget line 10-4315-6900.

HISTORY/BACKGROUND:

The maintenance contract is for all five- (5) tower sites, LaGrange, Deep Run, School Bus Garage, Central Avenue and Rhodes Avenue. This maintenance would be completed twice a year and would include checking of the electrical systems – AC & DC; fuel system; lube oil system; cooling system; air intake/discharge system; exhaust system; generator set; inspect and test transfer switch; general maintenance and providing detailed reports of all findings.

EVALUATION:

The maintenance contract is necessary for the Lenoir County Emergency Services Department – Communications Division to continue to monitor all generators at all tower sites for a more effective and efficient radio system. This amount would also cover necessary repairs and/or parts replacement during the year.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that the annual maintenance contract for Cummins Atlantic for generator maintenance for the 09-10 fiscal year at a cost not to exceed \$6, 000.

Account No.: 10-4315-6900

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 07/20/09 **ITEM:** 21F.

Resolution Approving a Lease Agreement with CopyPro for Emergency Services Department:
CopyPro: \$7,000

SUBJECT AREA: Financial

ACTION REQUESTED:

Request the Board to approve resolution to continue the lease agreement with Copypro/Executive Leasing for the Emergency Services Department. This covers the lease payment, taxes, some supplies and maintenance on the machine. FY 2009-10.

HISTORY/BACKGROUND:

Lenoir County Emergency Services requires the use of a copy machine/printer/scanner on a daily basis for the four-(4) divisions that operate within the department. Emergency Services began the lease with Copypro/Executive Leasing in 2005 with subsequent renewals.

EVALUATION:

It has been determined that with the copier/printer/scanner machine, that we will be able to file and store documents electronically. In conducting research, staff found we could substantially reduce postage for our bulk EMS mailing. With the Copypro/Executive Leasing, we will then be able to store documents electronically on the current server that Lenoir County has already purchased.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: the Emergency Services Department continue the lease agreement with Copypro/Executive Leasing for copier/printer/scanner in the annual amount of \$7,000 for FY 2009-10.

Account No.: 10-4330-3990

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 7/20/09 **ITEM NO.:** 214.

Resolution Authorizing the Approval of a Blanket Purchase Order for Fast Forward Signs: \$7,000

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the approval of a blanket purchase order for Fast Forward Signs to fill an existing order for new and replacement road signs not to exceed \$7,000.00 from budget line 10-4330-3590.

HISTORY/BACKGROUND:

The Lenoir County Emergency Services Department – Emergency Management Division is the responsible department for ordering road signs and all items associated with the maintenance and upkeep of road signs for Lenoir County. This includes placing orders for road signs for new roads, as well as replacing existing road signs that are no longer in place or are damaged beyond repair. The existence of up-to-date road signs is imperative in the assistance of emergency services personnel in locating citizens in need of emergency response.

EVALUATION:

The blanket purchase order of \$7,000.00 is necessary to cover signs that are currently in need of replacing or new signs that are in need of being placed.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: Approve a blanket purchase order for Fast Forward Signs to fill an existing order for road signs at a cost not to exceed \$7,000.00 for FY 09-10.

Account No.: 10-4330-3590.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.** 214 .

Resolution Approving Service Contract with InMotion Technologies: \$9,011

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorization of maintenance, mapping, and telemetry contract to Inmotion Technologies at a cost of \$9,011.00 to be deducted from line item 10-4332-3520.

HISTORY/BACKGROUND:

In March of 2008, thirteen (13) AVL's were purchased for all ambulances. The purchase required a recurring cost for mapping and maintenance. The addition of monitoring the onboard computer has been developed recently. This will allow us to monitor the way the fleet is being driven and to help cut down on future repair expenses.

EVALUATION:

Staff has evaluated and feels due to the sensitive nature of the equipment, it requires continuous maintenance. Staff also feels by monitoring the fleet, this should reduce cost of maintenance on the vehicles in the future. Staff feels that a maintenance, tracking, and telemetry contract with this company for this product should be approved. This price includes a one year \$ 1,011.00 discount for referring another county to Inmotion Technologies.

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 211.

Resolution Authorizing FY 2009-10 Purchase Orders for the Non Emergency Transport Division
Uniform Purchases: \$10,000

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorization for medical supply purchases for the amount of \$10,000.00 in the Emergency Medical Service Division's FY 2009-10 operating budget line item to purchase uniforms. Budget Line Item No.: 10-4333-2120

HISTORY/BACKGROUND:

Uniforms need replacing every fiscal year to ensure employees maintain a professional appearance.

EVALUATION:

Staff recommends purchasing uniforms from American Uniforms. The Non Emergency Transport Division has purchased from this company for the last four years. They currently have the most competitive price on uniforms.

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 215.

Resolution Authorizing Maintenance Contract for Priority Dispatch to Include Software/Cardsets for EMD, EPD & EFD and ProQA \$10,348

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the purchase of Maintenance Contracts for Priority Dispatch for EMD, EFD, EPD and ProQA, at a cost of \$10,348.00 from budget line 24-4320-6900.

HISTORY/BACKGROUND:

The Lenoir County Emergency Services Department – Communications Division is currently utilizing Priority Dispatch Emergency Medical Dispatch (EMD) software, while maintaining a card-set system to use as a back-up. This Division is also utilizing Priority Dispatch Emergency Fire Dispatch (EFD) and Emergency Police Dispatch (EPD) card-set systems. By utilizing EMD, EFD, and EPD dispatch protocols, the Communications Division is providing the citizens of Lenoir County with a standard of care that is recognized on a national level. These dispatch protocols allow the citizens of Lenoir County to receive the highest standard of care possible when dialing 9-1-1 with any and all types of emergencies.

EVALUATION:

The purchase of the maintenance contracts from Priority Dispatch on the EMD software and card-sets and the EPD and EFD card-sets is necessary to ensure that the Communications Division is maintaining the level of care as recognized nationally by the medical, fire and law enforcement professions. The maintenance contracts allows for the Communications Division to receive all upgrades to these dispatch protocols as they become available, at no additional cost to the County.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: the purchase of maintenance contracts with Priority Dispatch for EMD, EFD, EPD, and ProQA dispatch protocols for fiscal year 09-10 not to exceed \$10,348.

Account No.: 24-4320-6900.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 21K.

Resolution Approving Service Contract for Zoll Defibrillators: \$11,484

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorization of maintenance contract to Zoll Defibrillators at a cost of \$11,484.00 annually to be deducted from line item 10-4332-3520.

HISTORY/BACKGROUND:

In July 2007, eight (8) Zoll Defibrillators were purchased for EMS. These defibrillators were purchased on state contract and have bi-phasic technology. With these defibrillators, blood pressure, temperature, cardiac monitoring as well as shock treatment during cardiac arrest can be administered. This maintenance plan also includes the required bi-annual calibration and preventative maintenance for these units.

EVALUATION:

Staff has evaluated contracts and due to the sensitive nature of the equipment, it requires continuous maintenance. Staff feels that a maintenance contract with this company for this product should be approved.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

INITIALS

RESOLUTION: NOW, THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that the County Manager be authorized execute purchase orders in the approved amounts for the purchase of the service agreement for the Zoll monitor/ defibrillators as described above.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 07/20/09 **ITEM NO:** 211 .

Resolution Authorizing FY 2009-10 Purchase Orders for the Non Emergency Transport Division
Medical Inventory: \$15,100

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorization for medical supply purchases for the amount of \$15,100.00 in the Non Emergency Transport Division's FY 2009-10 operating budget line item to ensure an adequate medical supply inventory for the county-operated Non Emergency Transport service. Budget line item no.: 10-4333-2390

HISTORY/BACKGROUND:

Medical supplies and drugs are purchased from multiple vendors. This practice will ensure Lenoir County is receiving the best possible price for its supplies and drugs.

EVALUATION:

Staff recommends purchasing medical supplies from Boundtree, Henry Schein/Matrix Medical, Southeastern Emergency Equipment, Progressive Medical International, Zoll, and Emergency Medical Products for drugs and supplies. By choosing supplies and drugs from these vendors, it will allow the EMS Division to purchase at the most competitive price. Machine and Welding will be the vendor for oxygen and AlSCO for linens.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

INITIALS

RESOLUTION/ORDINANCE: NOW, THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that the Non Emergency Transport Division be authorized to execute purchase orders up to an amount totaling \$15,100.00 for medical supply inventory purchases approved in the Non Emergency Transport Division's FY 2009-10 operating budget (account # 10 4333 2390).

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.** 214.

Resolution Authorizing FY 2009-10 Purchase Orders for the Non Emergency Transport
Division's Vehicle Maintenance: \$16,000

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorization for vehicle maintenance purchase orders up to and including the amount approved in the Non Emergency Transport Division's FY 2009-10 operating budget line item to ensure the fleet of vehicles are properly maintained. Account No.: 10-4333-3530

HISTORY/BACKGROUND:

All purchase orders in the amount of \$2,500.00 and greater require the Board's approval. The Non Emergency Transport Division uses Popes Automotive for maintenance. Select Custom Apparatus is the vendor for ambulance conversion maintenance needs. West Chatham Warning is the vendor for emergency lighting. During the last eight years, these companies have been the vendors for all vehicle maintenance needs and have provided the most competitive pricing for the county.

EVALUATION:

The requested action is necessary in order to properly encumber monies the Board previously approved in the County's Budget Ordinance for the Non Emergency Transport service for FY 2009-10.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

INITIALS

RESOLUTION/ORDINANCE: NOW, THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that the Non Emergency Transport Division be authorized to execute purchase orders up to an amount totaling \$16,000.00 for vehicle maintenance approved in the Non Emergency Transport Division's FY 2009-10 operating budget (account # 10 4333 3530).

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 07/20/09 **ITEM:** 21N.

Resolution Authorizing Payment for the Medical Director's Contract for \$18,000 FY: 09-10

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorization for payment of \$18,000.00 to Emergency Medical Physicians for the Emergency Medical Service Division's Medical Director. Account No.:10-4332-6900

HISTORY/BACKGROUND:

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

EVALUATION:

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

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 210.

Resolution Authorizing FY 2009-10 Purchase Orders for the Emergency Medical Division
Uniform Purchases: \$24,000

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorization for medical supply purchases for the amount of \$24,000.00 in the Emergency Medical Service Division's FY 2009-10 operating budget line item to purchase uniforms. Budget Line Item No.: 10-4332-2120

HISTORY/BACKGROUND:

Uniforms need replacing every fiscal year to ensure employees maintain a professional appearance.

EVALUATION:

Staff recommends purchasing uniforms from American Uniforms. The EMS Division has purchased from this company for the last eight years. They currently have the most competitive price on uniforms.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

INITIALS

RESOLUTION/ORDINANCE: NOW, THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that the Emergency Medical Services Division be authorized to execute purchase orders up to an amount totaling \$24,000.00 for uniform purchases approved in the EMS Division's FY 2009-10 operating budget (account # 10 4332 2120).

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM:** 21P.

Resolution Authorizing the Purchase of Two- (2) Additional Dispatch Workstation Furniture Positions from Wrightline: \$24,119

SUBJECT AREA: Financial

ACTION REQUESTED: Authorize the purchase of two- (2) additional dispatch workstation furniture positions from Wrightline, at a cost not to exceed \$24,119.00, from budget line 24-4320-5100.

HISTORY/BACKGROUND:

There are currently four- (4) dispatch workstation positions in the Communications Center. The Non-Emergency Transport dispatch position and the Supervisor position are regular tables with the equipment placed in a non-ergonomic way. These two positions could be best utilized as back-up positions in the event of an influx of 911 calls for service via radio and telephone. To allow this to happen, these two positions need to become fully functional dispatch workstations, complete with furniture to allow space for all CAD, mapping, radio, telephone monitors, keyboards and mouses required.

EVALUATION:

This purchase is necessary to allow the Communications Center to become a six position fully functional Emergency Dispatch / Call-taker operation.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: the purchase of two additional dispatch workstation furniture positions from Wrightline to be authorized, at a cost not to exceed \$24,119.00, from budget line 24-4320-5100.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 210

Resolution Authorizing the Renewal of the E911 Maintenance Contract with Embarq: \$30,422

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the renewal of the E911 maintenance contract held by Embarq for the amount of \$30,422.00 from budget line 24-4320-6900.

HISTORY/BACKGROUND:

Contract is for the software and hardware maintenance of the Sprint Positron E911 telephone system used by the personnel of the Lenoir County Emergency Services Department – Communications Division. This maintenance contract includes two- (2) hour response 24 hours a day, seven- (7) days a week, 365 days a year for any E911 related problem involving the Sprint telephone equipment. This maintenance contract includes maintenance on the Power911 telephone system, the Positron Lifeline 100, and the Sync Clock system.

EVALUATION:

Contract is necessary for the proper function of the Embarq E911 telephone system in the Communications Center. This equipment serves all citizens of Lenoir County and the municipalities located herein.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: maintenance contract for the Embarq E911 telephone system to be renewed for the 09-10 fiscal year at a price not to exceed \$30,422. Account No.: 24-4320-6900

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRO BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 21B.

Resolution Authorizing the Renewal of the CAD System Maintenance Contract with VisionAir:
\$33,116

SUBJECT AREA: Financial

ACTION REQUESTED: Authorize the renewal of the CAD system maintenance contract held by VisionAir for the amount of \$33,116.00 from budget line 24-4320-6900.

HISTORY/BACKGROUND:

Contract is for the software maintenance of the VisionAir Computer Assisted Dispatch system used by the personnel of the Lenoir County Emergency Services Department – Communications Division. This maintenance contract includes calls to the help desk for assistance in software related issues dealing with the CAD system located in the Communications Center. This maintenance includes the Software Support personnel from VisionAir dialing in and correcting critical situations to keep the CAD system operational.

EVALUATION:

Contract is necessary for the proper function of the CAD system in the Communications Center. This equipment serves all our emergency service agencies; therefore, this software must be maintained on a daily basis.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: the maintenance contract for the CAD System, through VisionAir, to be renewed for the 09-10 fiscal year at a price not to exceed \$33,116.00. Account No.: 24-4320-6900.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRO BY: Michael Jarman, County Manager DATE: July 20, 2009 ITEM: 218.

Resolution Authorizing the Purchase of Priority Dispatch Emergency Medical Dispatch (EMD),
Emergency Fire Dispatch (EFD), and Emergency Police Dispatch (EPD) Dispatching Software and
Aqua Quality Management System: \$36,360

SUBJECT AREA: Financial

ACTION REQUESTED: Authorize the purchase of Priority Dispatch Emergency Medical Dispatch (EMD), Emergency Fire Dispatch (EFD), and Emergency Police Dispatch (EPD) Dispatching Software and AQUA Quality Management Software, to include on-site training, at a cost not to exceed \$36,360.00 from budget line 24-4320-5100.

HISTORY/BACKGROUND:

The Lenoir County Emergency Services Department – Communications Division will begin implementation of the computerized Priority Dispatch Emergency Fire Dispatch and Emergency Police Dispatch system. The purchase of two- (2) additional EMD, EFD and EPD dispatching software and the AQUA quality management software licenses, will allow the Communications Division to be able to service the citizens of Lenoir County in a more timely and accurate manner by utilizing the Non-Emergency Medical Transport and Supervisor workstation positions for call overflow. The purchase of these three software packages includes the purchase of the software, installation of the software, as well as on-site training for the Communications Division personnel.

EVALUATION:

The additional purchase of the EMD, EFD and EPD software licenses is necessary to assist the Communications Division personnel in the performance of their duties as Emergency Medical Dispatchers, Emergency Fire Dispatchers and Emergency Police Dispatchers. This product cannot be bid out, due to it being vendor specific. Priority Dispatch is the only authorized dealer for this software package.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: the purchase of two- (2) additional Priority Dispatch Emergency Medical Dispatch (EMD), Emergency Fire Dispatch (EFD) and Emergency Police Dispatch (EPD) Dispatching Software and AQUA Quality Management Software to be approved at a cost not to exceed \$36,360.00 from budget line 24-4320-5100.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 217.

Resolution Authorizing the Upgrade of the Digital Recording System for the
Communications/E911 System: \$60,000

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the upgrade of the digital recording system for the Communications/E911 System, at a cost not to exceed \$60,000.00, from budget line 24-4320-5100.

HISTORY/BACKGROUND:

The existing digital recording system for the Communications/E911 system is approximately six years old. The software for this system is being "sunsetted" and will become obsolete in the last quarter of 2009; therefore, it has become necessary to upgrade this system with the purchase of a new digital recorder. The Lenoir County Emergency Services Department – Communications Division received pricing from two separate digital recording vendors, with very comparable pricing. The current digital recorder vendor that services the Communications Division offers additional features including, but not limited to, the approval of Motorola to legitimately record the 800MHz bandwidth of radio frequencies. This would allow the Communications Division to record, monitor and replay all 800MHz talkgroups utilized by Lenoir County. With the existing digital recording system, the Communications Division is limited to recording only eight talkgroups.

EVALUATION:

This upgrade of the digital recording system for the Communications/E911 System is necessary to allow for the continued reliable recording of all Radio Talkgroups, E911 and administrative phone lines in the Communications/E911 Center.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: the purchase of an upgrade of the Digital Recording System be approved at a cost not to exceed \$60,000.00 from budget line: 24-4320-5100.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRO BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 21U.

Resolution Authorizing Gately Communication as the Holder of Maintenance Contracts for Radio Equipment Maintenance and Radio System Management: \$60,809

SUBJECT AREA: Financial

ACTION REQUESTED: Authorize Gately Communications as the holder of the radio equipment contract and radio system management for the amount of \$60,809.00 from budget line 10-4315-6900.

HISTORY/BACKGROUND:

Contract is for the maintenance of the 800MHz radio infrastructure and the county fire department radio system. This contract includes all hardware and software. Equipment will be maintained by contractor in accordance with the following standards: oil, water, dust, and foreign substance will be removed from the equipment. The equipment will be maintained at levels necessary to provide the required communications. Routine maintenance procedures will be performed as prescribed by the equipment manufactory and the communications department. The equipment will be inspected and periodically and as often as required. Radio system management contract is to manage the 800MHz radio system to include the system access control list for all 800MHz radios on the Lenoir County radio system.

Gately Communications is an authorized Motorola Sales and Service representative home based out of Hampton, Virginia. They have a shop in Kinston, North Carolina. Experienced employees previously employed with Coastal Electronics, having expert knowledge of our system, are now employed with Gately Communications.

EVALUATION:

Contract is necessary for the proper upkeep of the proper function of the radio equipment. This equipment serves all our emergency service agencies. Therefore this equipment must be kept in superior condition. The radio management of our system is critical to the over security and confidentiality of our radio database.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: The authorization of Gately Communications as the holder of the radio equipment maintenance, radio system management, and console alias management contracts for the 09-10 fiscal year at a price not to exceed \$60,809.00. Account No.: 10-4315-6900

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 21V.

Resolution Authorizing FY 2009-10 Purchase Orders for the Emergency Medical Division's
Vehicle Maintenance: \$67,000

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorization for vehicle maintenance purchase orders up to and including the amount approved in the Emergency Medical Services Division's FY 2009-10 operating budget line item to ensure the fleet of vehicles are properly maintained. Account No.: 10-4332-3530

HISTORY/BACKGROUND:

All purchase orders in the amount of \$2,500.00 and greater require the Board's approval. The Emergency Medical Service Division uses Popes Automotive for maintenance. Select Custom Apparatus is the vendor for ambulance conversion maintenance needs. West Chatham Warning is the vendor for emergency lighting. During the last eight years, these companies have been the vendors for all vehicle maintenance needs and have provided the most competitive pricing for the county.

EVALUATION:

The requested action is necessary in order to properly encumber monies the Board previously approved in the County's Budget Ordinance for the EMS service for FY 2009-10.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

INITIALS

RESOLUTION/ORDINANCE: NOW, THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that the Emergency Medical Services Division be authorized to execute purchase orders up to an amount totaling \$67,000 for vehicle maintenance approved in the EMS Division's FY 2009-10 operating budget (account # 10 4332 3530).

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 21W.

Resolution Authorizing the Purchase of Two Gold Elite Radio Console Positions from Motorola:
\$76,911

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorize the purchase of two- (2) Motorola Gold Elite Radio Consoles from budget line 10-4315-5100.

HISTORY/BACKGROUND:

The Lenoir County Emergency Services Department – Communications Division currently has four- (4) Motorola Gold Elite Radio Consoles at the existing dispatch workstations. The Non-Emergency Transport dispatch station uses a remote radio for dispatch, while the Supervisor position has no radio. During the event of inclement weather or man-made disaster incidents, the Communications Division is in need of these two- (2) workstation dispatch positions to become fully functional, to include CAD, mapping, telephones, and radios; thereby, creating the need to purchase two- (2) additional Motorola Gold Elite Radio Consoles to allow for dispatch from all six- (6) dispatch positions.

EVALUATION:

The purchase of two- (2) additional Motorola Gold Elite Radio Consoles is necessary to assist the Communications Division personnel in the performance of their duties in the event of an influx of telephone and radio traffic, allowing for additional personnel to assist in overflow positions. This product cannot be bid out, due to it being vendor specific. Motorola is the only authorized dealer for this software package.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: the purchase of two- (2) Motorola Gold Elite Radio Consoles to be approved at a cost not to exceed \$76,911.00 from budget line 10-4315-5101.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

INTRO BY: Michael W. Jarman, County Manager DATE: July 20, 2009

ITEM: 21X

RESOLUTION AUTHORIZING PINK HILL FIRE DEPARTMENT TO PURCHASE ONE PUMPER/TANKER FOR \$227,000.00 BY UTILIZING A GRANT FROM USDA: \$79,000

SUBJECT AREA: LEGAL

ACTION REQUESTED:

Resolution authorizing Pink Hill Fire Department to purchase a E-One Pumper/Tanker for \$227,000.00 by utilizing a grant from USDA in the amount of \$79,000.00.

HISTORY/BACKGROUND:

The contract signed between Lenoir County and Volunteer Fire Departments states that any purchase over \$30,000.00 must be done in a formal bid, and the Lenoir County Board of County Commissioners' must approve any purchase over \$100,000.00.

EVALUATION:

Staff has met with Pink Hill Fire Department and all requirements of the contract have been met. The Pink Hill Town Council has reviewed and approved request. The truck will be purchased with a \$79,000.00 grant from USDA. Pink Hill Fire Department will finance \$148,000.00 through USDA for twenty (20) years at 4.5 percent with an annual payment of \$11,379.00. Staff recommends the purchase of the E-ONE Pumper/Tanker for the price of \$227,000.00.

VENDOR: PIERCE	AMOUNT: \$237,402
VENDOR: ROSENBORO	AMOUNT: \$239,329
VENDOR: E-ONE	AMOUNT: \$227,000

MANAGER'S RECOMMENDATION:
Respectfully recommend approval.

Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that: Pink Hill Fire Department may purchase a E-One Pumper/Tanker for the price of \$227,000.00.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.:** 21Y

Resolution Authorizing FY 2009-10 Purchase Orders for the Emergency Medical Division:
Medical Inventory: \$120,000

SUBJECT AREA: Financial

ACTION REQUESTED:

Authorization for medical supply purchases for the amount of \$120,000.00 in the Emergency Medical Services Division's FY 2009-10 operating budget line item to ensure an adequate medical supply inventory for the county-operated EMS service (ambulance). Budget line item no.: 10-4332-2390

HISTORY/BACKGROUND:

Medical supplies and drugs are purchased from multiple vendors. This practice will ensure Lenoir County is receiving the best possible price for its supplies and drugs.

EVALUATION:

Staff recommends purchasing medical supplies from Boundtree, Henry Schein/Matrix Medical, Southeastern Emergency Equipment, Progressive Medical International, Zoll, and Emergency Medical Products for drugs and supplies. By choosing supplies and drugs from these vendors, it will allow the EMS Division to purchase at the most competitive price. Machine and welding will be the vendor for oxygen and Alsc0 for linens.

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 07/20/09 **ITEM NO.** 22

Resolution Approving Citizens to Boards, Commissions, Etc.

SUBJECT AREA: Boards and Commissions

ACTION REQUESTED:

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

HISTORY / BACKGROUND:

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

EVALUATION:

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

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Transit Advisory Board 1 st Appearance	Beverly Alston Chris Harper (Re-Appointment) Jeff Herring Tristan Bruner (Appointment)	June 2012
Eastern Carolina Workforce Development 1 st Appearance	Debbie Beech Burrell Bruce Parson (Re-Appointment)	June 2011

CURRENT VACANCIES:

Lenoir County Health Board – (1) Veterinarian, (1) Optometrist, (2) Public Members

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

Grifton Planning Board – One (1) Vacancy

CJPP – Three (3) Vacancies

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

MANAGER'S RECOMMENDATION:

Initials

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

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Transit Advisory Board 1 st Appearance	Beverly Alston Chris Harper (Re-Appointment) Jeff Herring Tristan Bruner (Appointment)	June 2012
Eastern Carolina Workforce Development 1 st Appearance	Debbie Beech Burrell Bruce Parson (Re-Appointment)	June 2011

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Davis _____ Graham _____ Humphrey _____

Pharo _____ Stroud _____ Sutton _____

George W. Graham Jr., Chairman 07/20/09
Date

ATTEST 07/20/09
Date

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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

Advisory Board/Committee/Commission interested in:

Lenoir County Transit 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: Beverly K. Alston
Address: 2634 Plantation Circle
City/State/Zip: Kinston, N.C. 28504
Telephone: (Home) 252-522-3651 (Work) 252-526-4435
Occupation: Employment Security Commission Manager
Business Address: 2100 Presbyterian Lane, Kinston, N.C. 28501
Age: (Optional): 62
Number hours available per month for this position: 2 hrs.
Training: B.A. in Education
Business and Civic Experience/Skills: Former teacher; Employment Counseling Job Placement; Former member-Kinston Jr. Womens Club, Am. Assoc. University Women
Other County Boards/Committees/Commissions presently serving on: Lenoir Co. Criminal Justice Partnership-Day Reporting Center Advisory Bd; Lenoir Co. DSS Work First Board
Expiration date of Term: 2011

Circle your voting precinct

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

Beverly K. Alston
Signature of Applicant

6-23-09
Date

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

Lenoir County Transit 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: Chris Harper
Address: 1698 W Pleasant Hill Rd.
City/State/Zip: Pink Hill NC 28572
Telephone: (Home) 252-939-0391 (Work) 252-559-6251
Occupation: P.S.S. Program Mgr.
Business Address: 130 W. King St.
Age: (Optional): 42
Number hours available per month for this position: 3
Training: _____
Business and Civic Experience/Skills: _____

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

Expiration date of Term: 6-30-09

Circle your voting precinct

- | | |
|---|--|
| K-1 (Carver Courts Recreation Center) | Institute (Institute Methodist Church) |
| K-2 (Old Plummer Daniel's Building) | Moseley Hall (Frink Middle School Gym) |
| K-3 (Fairfield Recreation Center) | Neuse (Agricultural Center) |
| K-4 (Northwest Elementary School) | <u>Pink Hill 1 (Bethel Baptist Church)</u> |
| 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.

Chris Harper
Signature of Applicant

6-18-09
Date

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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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: Jeff Herring
Address: 2605 Institute Rd
City/State/Zip: La Grange, NC 28551
Telephone: (Home) (252) 559-5020 (Work) (252) 522-5482
Occupation: Rehabilitation Counselor
Business Address: 1003-B Hardee Rd Kinston, NC
Age: (Optional): _____
Number hours available per month for this position: 1
Training: _____
Business and Civic Experience/Skills: _____

Other County Boards/Committees/Commissions presently serving on: ~~None~~ Transit Board

Expiration date of Term: _____

Circle your voting precinct

- | | |
|---|---|
| K-1 (Carver Courts Recreation Center) | <u>Institute (Institute Methodist Church)</u> |
| K-2 (Old Plummer Daniel's Building) | Moseley Hall (Frink Middle School Gym) |
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| K-8 (Holloway Recreation Center) | Trent 1 (Deep Run VF Department) |
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| 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.

Jeff Herring
Signature of Applicant

6-18-09
Date

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

Renewal to 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: Tristan Bruner
 Address: 4109 Kennedy Home Rd
 City/State/Zip: LaGrange NC 28551
 Telephone: (Home) 252 566-3582 (Work) 252-939-1200
 Occupation: Educator
 Business Address: 1405 Hwy 258 N Kinston NC 28504
 Age: (Optional): 36
 Number hours available per month for this position: 2
 Training: Masters Degree in Education
 Business and Civic Experience/Skills: Non-profit administrator / educator 12+ years.
 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) | <u>Moseley Hall (Frink Middle School Gym)</u> |
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| K-8 (Holloway Recreation Center) | Trent 1 (Deep Run VF Department) |
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| 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.

Tristan Bruner
Signature of Applicant

6/23/09
Date



June 25, 2009

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

Dear Mr. Graham:

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

We are requesting that the Lenoir County Board of Commissioners reappoint the following individual to the Eastern Carolina Workforce Development Board, Inc., for a two-year appointment beginning July 1, 2009, and expiring June 30, 2011:

- Debbie Beech Burrell, FACILITATE, Private Sector (Business)
- Bruce Parson, Retired, Private Sector

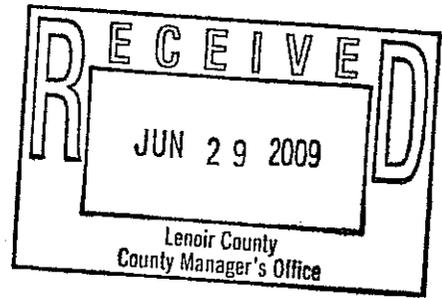
Should you have any questions, please feel free to contact me at (252) 636-6901. Thank you for your continued support.

Sincerely,

Tammy Childers
Executive Director

cc: Mr. Michael Jarman, County Manager
Ms. Debbie Beech Burrell
Mr. Bruce Parson

esink/wdb/bd /reappointment ltrs 2009



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