

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA  
MONDAY, AUGUST 03, 2015 – TIME: 9:00 A.M.  
COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE  
130 S. QUEEN ST., KINSTON, N.C.**

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

**PUBLIC INFORMATION**

Jerry Henderson, SPCA

Tommy Benton, Monsanto Representative

Matt Whittle, smART Kinston

**PUBLIC COMMENTS**

Scheduled: None

Non-Scheduled:

**CONSENT AGENDA: 10 Min.**

**ACTION**

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| 1. | Approval of Minutes: Regular Board Meeting: July 20, 2015. | King |
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**END OF CONSENT AGENDA**

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

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| 2.  | Agreement between Lenoir County Society for the Prevention of Cruelty to Animals (SPCA) and Lenoir County for the Construction of a Puppy Room.  | Huff   |
| 3.  | Proclamation Honoring National Farmers Market Week.  | Kelly  |
| 4.  | Resolution Approving Agreement with USDA Animal and Plant Inspection Service, Wildlife Services Division: \$17,800, and Contract for participation in the Beaver Management Assistance Program: \$4,000. | Kelly  |
| 5.  | Resolution Approving Purchase Order for Horace G. Ilderton Dodge: \$47,558.  | Ingram |
| 6.  | Resolution Approving Radio Codeplug Programming: Gately Communications: \$60,000.  | Dail   |
| 7.  | Resolution Approving the Remount of a 2003 Ford E450 Wheeled Coach Ambulance Box: Select Custom Apparatus: \$83,469.45.  | Dail   |
| 8.  | Resolution Authorizing FY 15-16 Purchase Order to Verizon Wireless:\$3,780.  | Moore  |
| 9.  | Resolution Authorizing FY 15-16 Service Contracts and Purchase Order to One Source: \$5,250.   | Moore  |
| 10. | Resolution Authorizing FY 15-16 Purchase Order to Dell: \$7,490.   | Moore  |

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| 11. | Resolution Approving FY 15-16 Lenoir County Home and Community Care Block Grant Funding Plan Revision #1: \$403,694.                | Moore   |
| 12. | Budget Ordinance Amendment: Capital Improvements: Economic Development: \$2,410,961. Increase.                                      | Martin  |
| 13. | Resolution Approving Purchase of Aerial Imagery from Pictometry, Inc.: \$40,211.90.   | Parrish |
| 14. | A. Resolution Approving 2014-2015 Tax Collectors Annual Settlement<br>B. Resolution Approving Insolvent Personal Property Tax List. | Parrish |
| 15. | Resolution Approving Stepping Up Initiative to Reduce the Number of People with Mental Illnesses in Jails.                          | Board   |

**APPOINTMENTS: 5 Min.**

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| 16. | Resolution Approving Citizens to Boards, Commissions, Etc. <b>5 Min.</b> | Board |
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**OTHER ITEMS: 10 Min.**

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| 17. | <b>Items from County Manager/County Attorney/Commissioners Public Comments/Closed Session (if necessary).</b> | Board |
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**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA**  
**MONDAY, JULY 20, 2015 – TIME: 5:00 P.M.**  
**COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE**  
**130 S. QUEEN ST., KINSTON, N.C.**

**Summary of Actions Taken at the July 20, 2015 Meeting**

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| 1.  | Approval of Minutes: Regular Board Meeting: June 15, 2015.  | Approved |
| 2.  | Budget Ordinance Amendment: Emergency Telephone System Fund: Finance/Emergency Telephone System: (\$2,048). Decrease.             | Approved |
| 3.  | Resolution Approving Releases and Refunds to the Individuals Listed Herein.   | Approved |
| 4.  | Resolution of Support for the Military Corridor Transportation Improvement Act of 2015.   | Approved |
| 5.  | Resolution Approving Purchase of Software Service Agreement with Cox & Company: \$40,000 per year.                                | Approved |
| 6.  | Budget Ordinance Amendment: General Fund: Health: Child Coordinator for Children: \$16,938. Increase.                             | Approved |
| 7.  | Budget Ordinance Amendment: General Fund: Health: BT-Ebola: \$20,000. Increase.   | Approved |
| 8.  | Budget Ordinance Amendment: General Fund: Health: PCM: \$50,462. Increase.  | Approved |
| 9.  | Resolution Authorizing the Issuance of Blanket Purchase Orders to the following Companies for Fiscal Year 15-16.: \$92,646.       | Approved |
| 10. | Resolution Authorizing the Issuance of Purchase Order to DLL Public Finance: \$98,633.05.   | Approved |
| 11. | Resolution Approving Utility Easement to Duke Energy Progress.  | Approved |
| 12. | Resolution Declaring Property as Surplus and Authorizing the Sale of the Surplus Property by Auction.                             | Approved |
| 13. | Resolution Authorizing Asbestos Abatement in County Owned Building: 115 W. Bright Street: Enviro Assessments East, Inc.: \$8,925. | Approved |
| 14. | Budget Ordinance Amendment: General Fund: Non-Departmental: \$13,580. Increase.   | Approved |
| 15. | Budget Ordinance Amendment: General Fund: Process Funds: \$120,000. Increase.   | Approved |
| 16. | Budget Ordinance Amendment: Fire Districts: Fire Protection: \$271,450. Increase.   | Approved |

17. Resolution Approving Purchase of Munis Financial, Payroll, and HR Management Software: Tyler Technologies: \$365,270. Approved
18. Resolution Approving/Authorizing Execution of FY 15-16 Insurance Policies with WA Moore Company, Inc. and Discovery Insurance Company: \$646,875. Approved
19. Budget Ordinance Amendment: General Employee Insurance/Vehicle Replacement/Federally Seized Property Controlled Substance/School Capital: Finance: \$976,789. Increase. Approved
20. Resolution Approving Citizens to Boards, Commissions, Etc. **5 Min** Approved

MINUTES

LENOIR COUNTY BOARD OF COMMISSIONERS

July 20, 2015

The Lenoir County Board of Commissioners met in open session at 5:00 p.m. on Monday, July 20, 2015, in the Board of Commissioners' Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

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

Members Absent: None

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

Chairman Hill called the meeting to order at approximately 5:00 p.m. I will like to make brief remarks and then have a moment of silence. I like to give condolence to our attorney Bob Griffin who lost his father. I'm sure it's been a very difficult lost. Bob's father was our long time attorney for the Board and we appreciate you sharing him with the community. His leadership brought us through some very difficult issues within the community. He stood for integrity, the law, and family which made our community a better placed just by him being here. We will keep you and your family in our thoughts and prayers. At this time we will observe a moment of silence followed by the invocation.

Ms. Brown offered the Invocation and Eric Rouse led the audience in the Pledge of Allegiance.

**PUBLIC INFORMATION:**

None

**PUBLIC COMMENTS:**

Virgil Byrd stated I am here to defuse this witch hunt that is going on throughout our country dealing with confederate flags in the United States of America. Back in the late 80's the Sons of Confederate Veterans State Division realized we needed to do something for North Carolina troops that served. It was known we lost more than any other state and we did not have anything to show other than a few monuments throughout the state. We had some ideas and the date and significance of March 4th came up. March 1861 is when the very first confederate flag came out and March 1865 was the date the last flag came out. We approached Governor Jim Martin and he agreed to proclaim it as being a flag day. We flew the flag over the Capital during his administration and through some of Governor Hunt's administration.

I know there has been a lot going on since the shooting in Charleston, South Carolina and it's despicable what happened and I can't imagine what their families are going through. The media has taken a picture of a sick young man holding a battle flag which I think is political gain and trying to turn this into something it is not.

Just this past week another very sick human being went on our military installation and shot four marines and one sailor. His picture was posted with the flag of our country and the State of Tennessee. Are we going to go after everything in Tennessee and the United States of America? I think we need to take a big breath and calm down and realize that March 4th was to actually honor our confederate soldiers.

Black confederate soldiers were paid the exact same pay as their white counter parts. There were somewhere between 30,000 and 40,000 blacks who served in the confederate army. In southern Louisiana there were two full regiments of free blacks outfitted with their entire equipment, uniforms, and everything tied to fighting for the confederacies.

James Mumford stated we the Kinston- Lenoir County branch of the NAACP call on people of conscience and of all faiths to pray for justice and love and against the demonizing forces of racism. We challenge policies that have an unequal impact on African-Americans and other minorities such as voter suppression and the blunt funding cuts to public education. Our position has always been that the Confederate war flag and any other flag that symbolizes the Confederacy belongs in a museum and not over or on our local government properties. It is disrespectful to the minority community as taxpaying citizens. To the African-American and minority community it is a symbol of terror, hatred and treason to America's ideal.

We understand for some the flag symbolizes the civil war and the courageous, honorable soldiers that gave their lives. However, it overwhelmingly represents a shamefully dark past in our nation's history. Our position is that not only should the flag not be raised once a year on March 4<sup>th</sup> but we must work together to dismantle racism and structural systems of oppression throughout Lenoir County. As Commissioner Daughety indicated in a recent article, we deal with poverty, literacy, unemployment, and inequality in the criminal system which research shows affect unwed mothers, and a whole host of things that disenfranchise our local minority community. Dealing with systematic racism today is dealing with the quote "larger problem". Our society's commitment to address racism cannot stop with the removal or denial of symbols. However, it must also include opening the path to upward social mobility for those who are trapped at the bottom due to blocked opportunities and the hoarding of economic resources by a small minority. This is seen on Herritage Street and in the Mitchell Town Preservation Project where gentrification is being carried out negatively affecting minority tenants and home owners. Remove the Kinston Hanging Sign located in East Kinston right across the street from our jailhouse which paints a terrorizing picture of those in opposition of the confederacy being hung in the minds of minority as they walk by it. The forced closure of African Americans school and businesses has to stop. Instead, equity in both resources and incentives should be ethnic inclusive to stem growth in all our local communities. Politicians don't get a pass on addressing systemic policy racism simply because of a somewhat reluctant move to address the removal of the flag in the wake of the Charleston 9 Massacre. Republican Governor Nikki Haley in SC showed courage in signing of the bill that removed the flag. Republican Representative Jenny Home gave an emotional speech on the House floor in favor of removing the flag.

Republican Governor Pat McCrory has asked the state legislation wanting the North Carolina General Assembly to pass a law that would discontinue the use of the Confederate flag on specialty license plates.

While the NAACP supports the efforts previously mentioned, the question today for our local elected officials is how to move forward in a way that deliberately promotes, not just verbalizes, diversity that produces policies that reflect tolerance and expectance of all ethnicities, their rights as taxpaying citizens, and the acceptance of their religious beliefs. Let's move our city and our county out of the dreadful "segregated pit" it's in and into the 21st century where we socially accept all people because it's good for our local economy. The Bible speaks to having compassion for others through Christ-like principals that should consciously convict us all. Instructing each of us "to love our neighbors as ourselves" and to "do to others as you would want them do to you." We need to address systematic structural racism which denies our local minority community equal protection under the law and their basic rights as citizens, not a racist flag.

Todd Edwards stated I agree with what Mr. Mumford said, we don't need to be flying the battle flag. From what I understand we are not flying the battle flag we are flying this one (he presented a flag to the audience). This is the first national flag in the confederacy, the flag that my great grandfather fought and bled for. A lot of you see a black man standing in front of you and some of you see somebody you have no idea what race I am. My great grandfather who fought and died for this flag was a black man named Jonas Williams and he knew racism and what it was about. He sued the Onslow County Government to make sure that my grandfather could be educated in the home during the separate but equal times when he was not allowed to attend public schools. I was able to attend public schools, but I have always been just a little bit too black for some white folks and a little bit too white for some black folks. I will tell you this, I am neither black or white I am a human. This is a human race and this is not a flag of depression, this is a flag that my great grandfather fought for. He appears on a roll of Southern Confederate Veterans, he drew a pension and my great grandmother continued to draw his pension after his death. On the 1890 census my grandfather was listed as black and on the 1900 census only after he died we suddenly became black, and now are considered Mulatto, a mixed race.

In my opinion the way that racism ends is that we go forward together as brothers and sisters and we quit harping on how our ancestors were mistreated or not mistreated. My great grandfather got a raw deal he fought for the confederacy. I have another ancestor and his name was Light Born Basden a Native American. If you don't think the Cherokees got a raw deal they did but you know what they fought for the confederacy as well as many other nations.

David Bell stated I would like to mention a quote from the original designer of the confederate flag W. T. Thompson and said he called it "the white man's flag" and said it symbolized the supremacy of the white man over the inferior or colored race, and that sounds like hate to me. Commissioner J. Mac Daughety stated in an article he is in agreement with that, but then he mentioned unwed mothers and a lot of other things that were in the exclusion report. When he said he supports the flag, the unwed mothers, it made me feel like he was talking about black baby mothers at Social Services looking for handouts. Mr. Reuben Davis said on WITN and I quote "just because something happened 150 years ago doesn't make it wrong or right". Mr. Bell stated well its wrong sir.

Mr. Hill asked Mr. Bell to address the total Board and not individual members.

Mr. Bell stated if I could address the whole Board I would like to say I am aware of what you said and this is my inference on it as far as the total Board goes. There was never a statement from the African-American county commissioners. Mr. Hill, you never stated what side you were on but I would like to know that because you did say to me at a Race Relations conference that Voter ID was a good thing, and you are suppose to be a democrat. I will be brief because there is no positive association of African-Americans with the confederate flag. It's not really about the flag, it's about the systematic racism and exclusion behind the flag and how Herritage Street has a lot of confederate things on it and no black businesses. When black people see Herritage Street they do not want to visit there. It is almost segregation by default. I see enough confederate business going on down town. I see all white organizations that I see as the KKK, they just don't use that name anymore. They are disguising themselves by other names so they can get tax payers dollars and come to the Board and ask for them money. Chamber of Commerce, Sons of the Confederate, Lions Club, Rotary Club, Kinston Visitor Center and CSS Neuse group, all of those are white organizations. If any members of this Board are a part of all white organizations please let us know so we can know where you stand.

#### **CONSENT AGENDA:**

1. Approval of Minutes: Regular Board Meeting: June 15, 2015.
2. Budget Ordinance Amendment: Emergency Telephone System Fund: Finance/Emergency Telephone System: (\$2,048). Decrease.
3. Resolution Approving Releases and Refunds to the Individuals Listed Herein.

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

#### **BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS:**

Mr. Hill stated we would like a make a change in the order of the agenda by moving item numbers 7, 8, & 9 and I ask that Mr. Joey Huff to come to the podium at this time.

Item No. 7 was a Budget Ordinance Amendment: General Fund: Health: \$16,938. Increase. Joey Huff, Health Director, stated this is part of the Medicaid program for the Child Coordination for Children's budget and is based on the increase in caseloads for fiscal year 2015-2016. This is a Medicaid funded program and the budget figures we were given in preparation for our July 1<sup>st</sup> budget which has been amended by the State of North Carolina because of anticipated additional revenue for this current fiscal year. This pertains to item numbers 7 and 9. Upon a motion by Mr. Davis and a second by Ms. Sutton, Item No. 7 was unanimously approved. Common Consent

Item No. 8 was a Budget Ordinance Amendment: General Fund: Health: \$20,000. Increase. Joey Huff, Health Director, stated this increase will enhance public health emergency preparedness planning and operational readiness for the Ebola Virus Disease.

Each county in North Carolina received \$20,000 for health departments who are involved in the monitoring of the individuals who have been to West Africa specifically to the countries Guinea, Liberia and Sierra Leone.

If the Board recalls I met with you earlier last year during the outbreak of the Ebola infection. There are continued to be sporadic cases in Western Africa. When the outbreak was announced in March 2014 and as of June 2015 globally there has been excess of 27,000 cases, 11,000 deaths and 15 patients in the United States have been diagnosis and or treated with Ebola. A portion of our activity in public health is to identify those who have traveled from those countries. Once back in North Carolina the health departments have to assess their risk of exposure and determine the level of monitoring required for a period of 21 days. As of today, 672 individuals has been monitored at some level by health departments in North Carolina.

It's fortunate that we have not been involved in that particular activity, but we do have this funding available as the cases of Ebola continue. In the event we were to have someone come to Lenoir County that has been traveling to the western part of Africa and exposed to Ebola then we would have some funds available to assist with the expenses of a 21 day monitoring or survey. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 8 was unanimously approved. Common Consent

Item No. 9 was a Budget Ordinance Amendment: General Fund: Health: \$50,462. Increase. Joey Huff, Health Director, stated this increase is to the Pregnancy Care Management's budget is based on caseloads increasing for fiscal year 2015-2016. Upon a motion by Ms. Davis and a second by Ms. Sutton, Item No 9 was unanimously approved. Common Consent

Item No. 4 was a Resolution of support for the Military Corridor Transportation Improvement Act of 2015, and calling upon the North Carolina Department of Transportation to allocate priority funding to US 70 improvements in advance of this designation. Commissioners Eric Rouse read a statement from J. Kevin Lacy which said when upgrading a road to an interstate highway is expensive and usually doesn't provide additional capacity. However, I feel different about us Hwy 70 because there are so many side streets interfering with the traffic flows. Interstates provide an economic benefit especially when industries and companies are deciding on location/benefits. An Interstate highway is a federal highway decision not a state or local political decision. Some companies might make a location decision based on the quality of the interconnectivity of transportation and the future of the corridor. The Highway 70 corridor has many good features with military installation, ports, and hospitals. It also has a lot of surface streets which happen to slow the traffic. Over the past several years there has been a lot of attention to reduce the number of surface street miles and put more miles into a freeway standard highway. Mr. Rouse read the Resolution. Upon a motion by Ms. Sutton and a second by Mr. Best, item No. 4 was unanimously approved. Common Consent

Item No. 5 was a Resolution approving the purchase of software service agreement with Cox & Company in the amount of \$40,000 per year. Darrell Parrish, Tax Administrator, stated the Tax Department has had three companies give presentations on their tax software. Two of the products are window based software systems which would be a major change for our staff and the cost of both systems is very expensive. ONETax, is very similar to the Bormuth system, as it is an AS400 system making the cost a lot more reasonable. Lenoir County Tax Department has been using the Bormuth tax software for approximately 25 years.

The owner of the system, Al Bormuth has not been marketing his software for several years which has caused the number of counties utilizing the software to decrease. The Tax Department would be in a precarious situation if something were to happen to Mr. Bormuth.

Ms. Brown asked if the \$40,000.00 was for a five year period or was it just for the Resolution?

Mr. Parrish replied it was for the entire five year period. Upon a motion by Ms. Sutton and a second by Ms. Brown, item No. 5 was approved with one dissenting vote by Mr. Rouse. Called to Question

Item No. 6 was a Resolution approving the purchase of aerial imagery from Pictometry, Inc. in the amount of \$40,211.90. Darrell Parrish, Tax Administrator, stated in looking for ways to improve the upcoming 2017 revaluation process, the Tax Department looked at several options for obtaining photographs of improved properties that would enhance the accuracy of our data. Pictometry's patented oblique imagery process allows improved parcels to be viewed from all sides and measurements to be made of any buildings or improvements. This process will also allow our appraisers to review properties at their desks and see if any additions have been added that are not currently reflected in the tax records. Upon a motion by Mr. Davis and a second by Mr. Best Item No. 6 was unanimously approved. Common Consent

Mr. Rouse asked Mr. Parrish what was the county currently using?

Mr. Parrish replied we have photos that were taken in 2012 and anything that was built since then we don't have pictures.

Mr. Rouse asked does this work like Google Earth?

Mr. Parrish replied yes pretty much so.

Mr. Rouse asked can we use Google Earth in place of Pictometry?

Mr. Parrish replied he could not measure anything with Google Earth.

Mr. Rouse stated he would be glad to show Mr. Parrish how to.

Mr. Parrish stated he was unaware that Google Earth was capable of doing that.

Mr. Rouse made a motion to table item number 6 until further research.

Mr. Hill stated we had a motion and a second, and now we have a motion to table.

Mr. Griffin stated the motion to table has priority at this point, it will have to have a second or it will die if it lacks a second.

Mr. Daughety asked Mr. Rouse what was the purpose or reasoning for tabling item number 6?

Mr. Rouse replied, if it's a simple matter of pulling measurements and getting overviews of properties, you can do that with Google Earth very simply. I use it all the time when looking at property and measuring the distance and I found it to be very accurate. I think it is something we need to look into before we spend this type of money.

Mr. Jarman stated I am ok with it being tabled to get a definitive answer, however, I think Joey Bryan can address it with the specific of the quality of photography, pixels and degree of measurements.

Mr. Bryan stated the County has to use state plain coordinate files. You are right, Google is fine, however it does not interface with our GIS software. The sitting has to be flown at a certain pixel ratio to interface with the county along with the city that must be flown with our ratio. With Pictometry when they are flying over areas they use LIDAR which is a more sophisticated system that will allow the county to receive updated pictures, and measurements for several different views in our GIS system.

Mr. Daughety asked if Pictometry would be fixed photographs or real time data?

Mr. Parrish replied Pictometry's proposal is to fly in 2016 or whenever the purchase is approved.

Mr. Daughety stated you both just said that this will allow your inspectors or tax assessors to be able to sit in their office and not have to drive so many miles, are you projecting a cost savings because of this in terms of vehicle mileage and gas, and do you have a estimate of your annual vehicle costs savings?

Mr. Parrish replied yes, they will be able to sit at their desk and take pictures instead of riding around town taking pictures, and the cost should be about \$5,000 a year between the two budgets for vehicle maintenance. As for the cost of gas I am not sure, but it should save tremendously, because the appraisers won't be riding every road stopping and starting.

Mr. Rouse stated you could still use Google for the measurements because they have new software.

Mr. Jarman stated please don't think that Pictometry is the only measurements out there. But when building permits come in we send someone out there to measure the properties. When they are looking at these and doing comparisons if there is something new they will see that and pick that up and they may get some measurements. In this situation someone is still going to knock on the door and do measurements.

Mr. Rouse said if they are still going to sit in their office and do this, will that eliminate an office job since we don't have to have someone out in the field anymore?

Mr. Parrish replied I don't have any plans for that right now we will need to get this and see how it works.

Mr. Daughety asked if this was time sensitive?

Mr. Parrish replied the earlier we commit to this and let the company know the earlier they will get it on their schedule to fly and the earlier we will get the product and use it.

Upon a motion by Mr. Rouse and a second by Mr. Daughety item number 6 was tabled until further discussion. Called to Question

Daughety yes, Best no, Davis no, Hill yes, Brown no, Sutton yes, Rouse yes

Item No. 10 was a Resolution authorizing the issuance of blanket purchase orders to the following companies for FY 15-16 in the amount of \$92,646. Dana King, Board of Elections Director, stated this Resolution will allow the encumbrance of funds approved in the FY 15-16 budget and the eventual payment for services billed. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 10 was unanimously approved. Common Consent

Item No. 11 was a Resolution authorizing the issuance of a purchase order to DLL Public Finance for the first year of the three year lease agreement in the amount of \$98,633.05. Joey Bryan, MIS Director, stated approval of this purchase order will allow MIS to purchase a new server farm and backup system. Everyone with the exception of the Tax Department operates on this server we are asking the Board to replace this to enable us to have a back-up system and hot site like we did for the 911 system. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No 11 was unanimously approved. Called to Question

Item No.12 was a Resolution authorizing the approval of utility easement to Duke Energy Progress. Martha Martin, Finance Director, stated Lenoir County received notification from a representative of Duke Energy Progress in March 2015. They were requesting permission to erect electrical power lines along the highway right-of-way of Hwy 258 South across flood buy-out property owned by Lenoir County. Contact was made with the North Carolina Division of Emergency Management in Raleigh to determine if formal approval from FEMA Region IV was necessary for this project. It was determined since nothing was to touch the property physically, formal approval was not required. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No 12 was unanimously approved. Common Consent

Item No. 13 was a Resolution declaring property as surplus and authorizing the sale of surplus property by auction. Martha Martin, Finance Officer, stated Lenoir County has acquired various properties over a period of time mainly through tax foreclosures. Some of these properties have structures on them and some are on vacant lots. These properties add no value to the operations of the county and the sale will return them to private owners and add them once again to the tax rolls. Upon a motion by Mr. Davis and a second by Mr. Best, Item No. 13 was unanimously approved. Common Consent

Item No. 14 was a Resolution authorizing asbestos abatement by Enviro Assessments East, Inc in a county owned building on 115 W. Bright Street in the amount of \$8,925. Martha Martin, Finance Director, stated Lenoir County owns a building located at 115 W. Bright Street that was inspected for asbestos by OSHA in 2012. Ms. Martin stated that Mike Wiggings could explain further. Mike Wiggings, Maintenance Director, stated back in 2012 when OSHA tested the building for asbestos the testing came back positive. Due to structural and mold issues it is recommended the building be torn down. We solicited a bid from Enviro Assessments East, Inc. of Dover, NC who is the only local licensed asbestos abatement contractor. Future plans are to make the land a parking lot for DSS. Upon a motion by Mr. Rouse and a second by MS. Sutton, Item No. 14 was unanimously approved. Common Consent

Item No. 15 was a Budget Ordinance Amendment: General Fund: Non-Departmental: in the amount of \$13,580. Increase. Martha Martin, Finance Director, stated this budget ordinance amendment is to appropriate additional property tax revenue received by the County Tax Services, Inc. The County contracted with County Tax Services, Inc. in May of 2010 to conduct the audit.

County Tax Services, Inc. receives a 30% commission on all business/personal property discoveries found as a result of the audit. The County pays this commission only after the taxpayer pays the discovery tax bill. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 15 was unanimously approved. Common Consent

Item No. 16 was a Budget Ordinance Amendment: General Fund: Process funds: in the amount of \$120,000. Increase. Martha Martin, Finance Director, stated this budget ordinance amendment is to set up funds from the NC Department of Juvenile Justice and Delinquency Prevention (DJJDP). This grant was previously awarded in November and would roll forward into the next fiscal year, but it is now being awarded based on the county's fiscal year. These funds are to cover the three county region of the 8<sup>th</sup> judicial district, Wayne, Green and Lenoir clients. Upon a motion by Ms. Brown and a second by Mr. Davis, Item No 16 was unanimously approved. Common Consent

Item No. 17 was a Budget Ordinance Amendment: Fire District: Fire Protection: in the amount of \$271,450. Increase. Martha Martin, Finance Director, stated this budget ordinance amendment is to appropriate funds to cover estimated revenues and expenditures for all fire districts for the remainder of fiscal year 14-15. Upon a motion by Mr. Davis and a second by Mr. Best, Item No 17 was unanimously approved. Common Consent

Item No. 18 was a Resolution approving purchase of Munis Financial, Payroll, and HR Management Software with Tyler Technologies in the amount of \$365,270. Martha Martin, Finance Director, stated the Lenoir County Finance Department has utilized Logics Financial Software since 1992. In 2005, an upgrade to a Microsoft windows based system was purchased from Logics, along with a budget preparation module. The payroll module was not upgraded and the fixed asset module is no longer supported. Lenoir County MIS and the Finance Department have investigated several software options and feel that Tyler Technologies provides the best products and support to meet the current and future needs of the county. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 18 was approved with one dissenting vote by Mr. Rouse. Called to Question

Mr. Best stated during the NACO Conference he met the representatives with Tyler Technologies and the gentlemen were very excited about the potential possibility of selling their products and receiving a contract with Lenoir County. Mr. Best stated the representative from Tyler Technologies was very pleased with Mike Jarman and Joey Bryan.

Item No. 19 was a Resolution approving/authorizing execution of FY 15-16 insurance policies with WA Moore Company, Inc. and Discovery Insurance Co in the amount of \$646,875. Martha Martin, Finance Director, stated this current fiscal year will be the thirteenth in which the County contracted out all of the insurance policies to local agents. In the past, part of the insurance coverage was taken through local agents and part was through the NCACC/NC Risk Management Pool. Administration recommends we continue with the local companies. For FY15-16, the County increased coverage on buildings by 3.0%, maintained auto liability deductible at \$5,000 due to recent poor claims history, experienced premium increase for excess workers compensation stop-loss policy, experienced increase in law enforcement liability, maintained deductible on property coverage at \$10,000 to minimize premium increase, and once again contracted with Discovery Insurance to handle compliance with mandated Medicare Secondary Payer reporting requirements.

The JT Sutton Insurance Agency merged with WA Moore Company, Inc., on May 1, 2007; therefore, coverage previously provided by JT Sutton on auto, property, crime, general liability, and professional liability is now provided by WA Moore Company, Inc. Administration is recommending continuation of insurance coverage on County properties with WA Moore Company, Inc. for FY15-16. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 19 was unanimously approved. Common Consent

Item No 20 was a Budget Ordinance Amendment: General/Employee Insurance/Vehicle Replace/Federally Seized Property Controlled Substance/School Capital: Finance: \$976,789. Increase. Martha Martin, Finance Director, stated this amendment is to adjust budgeted revenue and expenditures to more accurately reflect actual revenues and expenditures for eleven (11) months of FY 14-15. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No 20 was unanimously approved. Common Consent

Item No. 21 was a Resolution approving appointments of citizens to boards, commissions, etc. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 21 was unanimously approved for E. Randolph Smith's appointment to the Board of Equalization and Review. Since this was the first appearance for Dr. Brantley Briley, Harrison Keith Montgomery, L. Bruce Parsons with Eastern Carolina Workforce Development and Carolyn J. Bias with LC Nursing Home & Adult Care no action is required at this time.

Mr. Hill reminded the public to visit the county's website and view the current vacancies. That is one of the reasons we have it listed for thirty (30) days, to give citizens the opportunity to be involved with the local advisory boards.

**CURRENT VACANCIES: Lenoir County Health Board – (1) Optometrist, (1) Member, Equalization & Review (1), Lenoir County Parks & Recreation (1).**

Item No. 22 were items from the County Manager, Mike Jarman. Mr. Jarman stated I have a few items listed for discussion. We have property as surplus at 703 East Washington Street, the current bid is \$1,500.00 and I am going to recommend that you decline that bid. I have not been on the inside but I have been by the property. I think we can possibly get a little more. The taxes owed and the foreclosure amount comes closer to \$6,500.00 and I don't know if we will get that amount but I will recommend you decline the current bid. Upon a motion by Ms. Sutton and a second by Mr. Daughtey, Item No. 22 703 East Washington Street property was unanimously approved. Common Consent

The next item on my list is regarding the designation of a voting delegate at the NCACC Annual Conference. The conference is coming up and the Board needs to designate a voting delegate. You can either take action now or be prepared to take action by the August 7<sup>th</sup> deadline. Upon a motion by Ms. Sutton and a second by Mr. Davis, Commissioner Jackie Brown was nominated as voting delegate for the Lenoir County Board of Commissioners. Common Consent

The next item on my list is also requiring action from the Commissioners by the NCACC. We are in District 3 and the position rotates between each district as who will be the district director. Lenoir County is next in line to have the District 3 position and we need to designate someone to fill this position as District 3 Director.

Mr. Hill recommended Ms. Linda Sutton for the District 3 Director's position. Ms. Sutton stated she would love to. However, with her current circumstances she would hate to commit to the responsibilities of that position right now.

Mr. Hill recommended Mr. Rouse for the position of District 3 Director of the NCACC. Upon a motion by Mr. Hill and a second by Ms. Sutton, Eric Rouse was selected as District 3 Director.

Mr. Jarman stated the only other thing I have are the regular Inspections and Permit Reports for June and July, and the CDBG Quarterly progress reports which are self explanatory.

Mr. Rouse stated he received a letter with the preliminary draft bill which is modeled after a similar bill passed in 2009 for a crossing in Craven County from State of North Carolina DOT regarding the safety issues of several Contentnea Savannah school buses presented traveling on Highway 11 near railroad crossing. The General Assembly approved an act to allow school buses and activity buses to cross certain railroad grade crossings without first stopping which applies to Lenoir County only. The two locations are near the Contentnea Savannah School. One railroad crossing is located on NC11 and the other Ferrell Road. I spoke with John Bell and Louis Pate and they both feel everything looks favorable. This will increase the safety for the children.

Mr. Hill stated that is the intersection where the buses make the right turn and they are hanging out into the highway (Highway 11).

Mr. Rouse stated for RPO news, Rob Will took a new job elsewhere and Patrick Flannigan is his replacement, so they are going through a transition period.

The Queen Street bridge project has been delayed again and I don't know the expected date for closure.

Smithfield Way has been paved by Barrus Construction. They are waiting on striping to finish everything off and hopefully we will be using it soon. Barrus Construction has done a lot of projects with the state and has contracted with Lenoir County.

Castle Oaks Subdivision has been completely paved out and this is the first paving they have had and they are very happy.

The construction has started on the parking lot at Woodington School renovation/reorganization and parents are very happy. They said a posting was made on Facebook and within twenty minutes the parking lot looked like school was in session.

Mr. Rouse stated a lot of people have asked about Banks School Road being in terrible shape. They are getting a lot of heavy traffic from industry and it is scheduled to be paved next year.

Ms. Brown stated she and Mr. Best attended the NACO Conference held in Charlotte. They offered good workshops and elections. Their technology summit was very fascinating and they had several doctors demonstrating the usage and capabilities of how the new Apple watch works just like a computer. We got a chance to visit the new BB&T Baseball Park and it looks like something in a magazine, it was very pretty.

Mr. Hill acknowledged the speakers Virgil Byrd, James Mumford, Todd Edwards and David Bell and thanked them for bringing their opinions to the Board today and giving them the opportunity to hear you. We thank you for your input as we were not planning on taking action on that item and we certainly will take all of your conversations under consideration as we move forward over the next few months.

Ms. Sutton stated Pink Hill recreation group will be meeting tomorrow night. Also, I would like to give kudos to our emergency room because I had to make a little visit. I had to say it was much improved with the process being streamlined and it was much nicer and they have been working hard on it. Kudos again to them.

Mr. Best stated the conference was good and I think it's great to be a part of NACO. They always provide good information and you get to hear different and enlightening conversations from other commissioners. It appears that mental health is becoming a big problem nationwide. Just being able to talk with other commissioners and share information and viewpoints that they are going through is good.

Ms. Sutton stated the Board should always send at least one member to conferences like that.

Ms. Brown stated the conference next year will be in California.

Mark Pope, Economic Development Director, stated this week Kinston will host the 12 and under World Series Baseball tournament, please go out and support our youth at Fairfield Park.

Meeting Adjourn at 6:03 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Vickie F. King". The signature is written in black ink and is positioned above the printed name.

Vickie F. King

Clerk to the Board

**AGREEMENT BETWEEN**  
**LENOIR COUNTY SOCIETY FOR THE**  
**PREVENTION OF CRUELTY TO ANIMALS**  
**(SPCA)**

**AND**

**LENOIR COUNTY**

**FOR THE CONSTRUCTION OF A PUPPY ROOM**

This agreement is by and between Lenoir County, a political subdivision of the state of North Carolina (County) and the Lenoir County Society for the Prevention of Cruelty to Animals, Inc (SPCA), a North Carolina non-profit corporation. The County has adopted an ordinance, Lenoir County Animal and Rabies Control Ordinance, that defines, regulates, prohibits, and abates conditions relating to nuisance animals, conditions that are detrimental to the health and safety of animals, and for the prevention of rabies. Enforcement of the ordinance by County involves impounding animals, primarily dogs and cats, at the animal shelter located at 2455 Rouse, Kinston, NC. The animal shelter is a County-owned facility and County is responsible for the ongoing maintenance of the facility. The SPCA operates the animal shelter on behalf of County and is responsible for the day-to day care of the animals impounded at the shelter. The SPCA desires to construct an addition to the existing County-owned and maintained structure. The purpose of this addition is to house un-weaned and weaned puppies and nursing female dogs until disposition pursuant to SPCA procedures. This agreement intends to describe the terms and conditions of this puppy room project and the responsibilities of the SPCA and County.

County and SPCA mutually agree to the following terms, conditions, and responsibilities.

1. Authorization

County authorizes and grants permission to SPCA to construct an addition to the existing County-owned animal shelter facility located at 2455 Rouse Road, Kinston.

2. Funding

SPCA agrees to procure all services needed for the construction and to underwrite all expenses associated with this construction, including but not limited to the following; surveying, architectural, professional engineer, landscaping/grading, tree removal, and construction.

3. Contractor

SPCA will select a contractor that is bonded, licensed, and insured and all sub-contractors shall be bonded, licensed, and insured.

4. Impact on existing structure and property

County understands that this construction may involve landscaping, grading, and tree removal at and near the site of the addition and agrees to these improvements as part of the construction project (see #2.).

The size of the new wastewater discharge line will be adequate to handle all wastewater generated by the new construction and will connect directly into the city of Kinston public wastewater collection system service line located on the property. If wastewater from the existing structure is connected to this new line, sizing and cost will be negotiated in good faith. There will not be a connection fee charged for this connection.

In the event the proposed addition cannot be constructed so as to attach directly to the existing structure without compromising the integrity of the existing structure, all parties will negotiate in good faith to find alternative measures which may involve shared costs.

5. Construction

SPCA assures County that all construction materials and workmanship will conform to and comply with the Animal Welfare Section, NC Department of Agriculture and Consumer Services standards and regulations as required by Article 3 of Chapter 19A, Animal Welfare Act, and NCGS 153A-442, Animal shelters, including but not limited to rules .0201 and .0202 that regulate ambient temperature, indoor lighting, indoor surface impermeability to moisture, and indoor surface sanitation.

6. Maintenance

County assures SPCA that post-construction maintenance of the puppy room addition is the responsibility of County unless contractor or product manufacturer provides a warranty or guarantee, implied or specified, of workmanship and materials used.

7. Contents

SPCA will provide at its expense enclosures (pens) to house puppies and nursing dogs of adequate size and designed for easy cleaning and sanitizing and preventing cross-contamination between enclosures. SPCA will also provide at its expense adequate food and water bowls to serve animals housed in the enclosures.

8. Termination of SPCA shelter management

SPCA assures County that at such time the SPCA ceases shelter management operations and vacates the existing County-owned facility, the SPCA is not entitled to and does not expect reimbursement from County for any expenses incurred by SPCA for any portion of the puppy room construction or fixed contents. County and SPCA agree that any fixture that is attached to a wall, ceiling, or floor of the puppy room addition becomes property of County, except for portable enclosures used to house animals and food and water bowls/containers as provided by SPCA (see #7.)

**A PROCLAMATION HONORING  
National Farmers Market Week  
August 2-8, 2015**

**WHEREAS, farmers markets are important outlets for agricultural producers in Lenoir County, providing them with increased opportunities to meet consumer demand for a variety of fresh, affordable, convenient, and healthful products sold directly from the farm; and,**

**WHEREAS, farmers markets play a key role in developing local and regional food systems that support the sustainability of family farms, revitalize rural communities, and provide opportunities for farmers and consumers to interact; and**

**WHEREAS, farmers markets increasingly offer electronic benefits transfer technology for use by the Supplemental Nutrition Assistance Program recipients in redeeming their benefits; and**

**WHEREAS, the Lenoir County Board of Commissioners recognizes the myriad of benefits of farmers markets for producers and consumers and is fully committed to supporting farmers markets' continued success through grants, technical assistance, directories, and more;**

**Now, THEREFORE, to further awareness of farmers markets contributions to the quality of life in Lenoir County, the Lenoir County Board of Commissioners, does hereby proclaim the week of August 2-8, 2015, as National Farmers Market Week and encourages Lenoir County citizens to celebrate farmers markets with appropriate observances and activities.**

**BOARD OF COMMISSIONERS OF LENOIR COUNTY**

**BY: \_\_\_\_\_  
Mr. Craig Hill, Chairman**

**ATTEST: \_\_\_\_\_  
Clerk to the Board of Lenoir County Commissioners**

**DATE: \_\_\_\_\_ August 3, 2015**



**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 08-03-15 **ITEM NO.** 4

**RESOLUTION:** Approve Agreement with USDA Animal and Plant Health Inspection Service (APHIS), Wildlife Services Division: \$17,800, and Contract for participation in the Beaver Management Assistance Program for \$4,000.

**SUBJECT AREA:** Administrative

**ACTION REQUESTED:** To approve agreement with the USDA Animal and Plant Health Inspection Service (APHIS) Wildlife Services (WS) Division, for the purpose of participating in the NC Wildlife Resources Commission Beaver Management Assistance Program and additional services contract, for the period of September 2015-October 2016, in the amount of \$17,800 and \$4,000 respectively.

**HISTORY/BACKGROUND:** The BMAP was created by State legislative action in 1992 with the express purpose of helping manage ever increasing damage caused by beaver on private and public lands. Lenoir County residents, landowners, and businesses have experienced problems associated with beaver activity. The NC Cooperative Extension in Lenoir County was contacted to develop a program designed to assist with the management of this problem. Lenoir County joined BMAP in 1997 and has continued to reap benefits from this program. Through the BMAP, Lenoir County receives approximately one-third of a work-year for a \$4000 participation fee. In addition to the participation fee, the County also contributes an additional \$17,800. These fees have been the same for the past six (6) years.

**EVALUATION:** During the 12-month period June 30, 2014 through June 30, 2015, beaver damage problems were resolved at 28 sites throughout the county. Thirteen (13) were private landowners and businesses; the remaining 15 sites were Department of Transportation (DOT) sites. Private landowners also benefit from these DOT sites since the damage caused usually impacts surrounding private property. Twenty (20) beaver dams were removed using hand tools and 25 were removed using explosives. Only beaver and their impoundment's causing damage were removed. The intent of the program is not to eradicate beavers in Lenoir County but to lessen the damage they cause. These numbers do not include any work done in the City of Kinston or the Global Transpark. This is a valuable program for the citizens of Lenoir County. BMAP activities in Lenoir County prevented the loss of, or damage to \$262,141 in resources. Total resources saved includes, (\$52,050 in timber, \$140,700 in roads/bridges, \$9,391 in crops/pasture and \$60,000 to general properties). Comparing Lenoir County expenditures to savings, the estimated cost-benefit ratio was a favorable 1 to 12.02, in other words, for every \$1.00 spent, over \$12.02 in resources was saved.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval

  
\_\_\_\_\_  
Initials

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that an agreement with the USDA Animal and Plant Health Inspection Service (APHIS) Wildlife Services Division, for the purpose of participating in the NC Wildlife Resources Commission Beaver Management Assistance Program and additional services contract, for the period of September 2015-October 2016, in the amount of \$17,800, and \$4,000 be approved.

**AMENDMENTS**

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

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

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date

**COOPERATIVE SERVICE AGREEMENT**  
**between**  
**LENOIR COUNTY**  
**and**  
**UNITED STATES DEPARTMENT OF AGRICULTURE**  
**ANIMAL AND PLANT HEALTH INSPECTION SERVICE (APHIS)**  
**WILDLIFE SERVICES (WS)**

**ARTICLE 1**

The purpose of this Cooperative Service Agreement is to provide Lenoir County, North Carolina residents and others beaver damage management services following Beaver Management Assistance Program (BMAP) Policies and Procedures (Appendix 1) to reduce or eliminate property damage and threats to human health and safety caused by beaver activities. Work will be conducted in Lenoir County. These services will be provided above and beyond that received through the County's participation in the BMAP.

**ARTICLE 2**

APHIS WS has statutory authority under the Act of March 2, 1931 (46 Stat. 1468; 7 U.S.C.426-426b) as amended, and the Act of December 22, 1987 (101Stat. 1329-331, 7 U.S.C. 426c), to cooperate with States, local jurisdictions, individuals, public and private agencies, organizations, and institutions while conducting a program of wildlife services involving mammal and bird species that are reservoirs for zoonotic diseases, or animal species that are injurious and/or a nuisance to, among other things, agriculture, horticulture, forestry, animal husbandry, wildlife, and human health and safety.

**ARTICLE 3**

APHIS WS and LENOIR COUNTY mutually agree:

1. The parties' authorized representatives who shall be responsible for carrying out the provisions of this Agreement shall be:

LENOIR COUNTY: Lenoir County  
Michael W. Jarman, County Manager  
PO Box 3289  
Kinston, NC 28502

APHIS WS: USDA, APHIS, WS  
Keith Wehner, State Director  
6213-E Angus Drive  
Raleigh, NC 27617

2. To meet as determined necessary by either party to discuss mutual program interests, accomplishments, needs, technology, and procedures to maintain or amend the Work Plan (Attachment A). Personnel authorized to attend meetings under this Agreement shall be Lenoir County Manager or his/her designee, the State Director or his/her designee, and/or those additional persons authorized and approved by the Lenoir County Manager, and the State Director.
3. APHIS WS shall perform services more fully set forth in the Work Plan, which is attached hereto and made a part hereof. The parties may mutually agree in writing, at any time during the term of this Agreement, to amend, modify, add or delete services from the Work Plan.

#### **ARTICLE 4**

LENOIR COUNTY agrees:

1. To authorize APHIS-WS to conduct direct control activities to reduce human health and safety risks and property damage associated with resident beaver populations. These activities are defined in the Work Plan. APHIS-WS will be considered an invitee on the lands controlled by Lenoir County. Lenoir County will be required to exercise reasonable care to warn APHIS-WS as to dangerous conditions or activities in the project areas.
2. To reimburse APHIS WS for costs of services provided under this Agreement up to but not exceeding the amount specified in the Financial Plan (Attachment B). Lenoir County will begin processing for payment invoices submitted by APHIS WS within 30 days of receipt. Lenoir County ensures and certifies that it is not currently debarred or suspended and is free of delinquent Federal debt.
3. To designate to APHIS WS the Lenoir County authorized individual whose responsibility shall be the coordination and administration of activities conducted pursuant to this Agreement.
4. To notify APHIS WS verbally or in writing as far in advance as practical of the date and time of any proposed meeting related to the program.
5. APHIS WS shall be responsible for administration and supervision of the program.
6. There will be no equipment with a procurement price of \$5,000 or more per unit purchased directly with funds from the cooperator for use solely on this project. All other equipment purchased for the program is and will remain the property of APHIS WS.
7. To coordinate with APHIS WS before responding to all media requests.

## **ARTICLE 5**

APHIS WS Agrees:

1. To conduct activities at Lenoir County as described in the Work and Financial Plans.
2. Designate to Lenoir County the authorized APHIS WS individual who shall be responsible for the joint administration of the activities conducted pursuant to this Agreement.
3. To deposit \$17,800 as specified in the Financial Plan upon execution of this Cooperative Service Agreement for services agreed upon and specified in the Work Plan. APHIS WS shall keep records and receipts of all reimbursable expenditures hereunder for a period of not less than one year from the date of completion of the services provided under this Agreement and Lenoir County shall have the right to inspect and audit such records.
4. To coordinate with Lenoir County before responding to all media requests.

## **ARTICLE 6**

This Agreement is contingent upon the passage by Congress of an appropriation from which expenditures may be legally met and shall not obligate APHIS WS upon failure of Congress to so appropriate. This Agreement may also be reduced or terminated if Congress only provides APHIS WS funds for a finite period under a Continuing Resolution.

## **ARTICLE 7**

APHIS WS assumes no liability for any actions or activities conducted under this Cooperative Service Agreement except to the extent that recourse or remedies are provided by Congress under the Federal Tort Claims Act (28 U.S.C. 1346(b), 2401(b), and 2671-2680).

## **ARTICLE 8**

Pursuant to Section 22, Title 41, United States Code, no member of or delegate to Congress shall be admitted to any share or part of this Agreement or to any benefit to arise therefrom.

## **ARTICLE 9**

Nothing in this Agreement shall prevent APHIS WS from entering into separate agreements with any other organization or individual for the purpose of providing wildlife damage management services exclusive of those provided for under this agreement.

## ARTICLE 10

Lenoir County certifies that APHIS WS has advised the Lenoir County that there may be private sector service providers available to provide wildlife management services that the Lenoir County is seeking from APHIS WS.

## ARTICLE 11

The performance of wildlife damage management actions by APHIS WS under this agreement is contingent upon a determination by APHIS WS that such actions are in compliance with the National Environmental Policy Act, Endangered Species Act, and any other applicable environmental statutes. APHIS WS will not make a final decision to conduct requested wildlife damage management actions until it has made the determination of such compliance.

## ARTICLE 12

This Cooperative Service Agreement may be amended at any time by mutual agreement of the parties in writing. Also, this Agreement may be terminated at any time by mutual agreement of the parties in writing, or by one party provided that party notifies the other in writing at least 120 days prior to effecting such action. Further, in the event the Lenoir County does not provide necessary funds, APHIS WS is relieved of the obligation to provide services under this agreement.

In accordance with the Debt Collection Improvement Act of 1996, the Department of Treasury requires a **Taxpayer Identification Number** for individuals or businesses conducting business with the agency.

LENOIR COUNTY Taxpayer Identification Number (TIN) 56-6000314

**LENOIR COUNTY:**

BY: \_\_\_\_\_ Date \_\_\_\_\_  
Michael W. Jarman  
Lenoir County Manager  
130 South Queen Street  
PO Box 3289  
Kinston, NC 28502

**UNITED STATES DEPARTMENT OF AGRICULTURE  
ANIMAL AND PLANT HEALTH INSPECTION SERVICE  
WILDLIFE SERVICES**

BY: \_\_\_\_\_ Date \_\_\_\_\_  
Keith Wehner, State Director  
USDA, APHIS, WS  
6213-E Angus Drive  
Raleigh, NC 27617

## ATTACHMENT A WORK PLAN

### Introduction

The U.S. Department of Agriculture (USDA) is authorized to protect American agriculture and other resources from damage associated with wildlife. The primary authority for APHIS WS is the Act of March 2, 1931 (46 Stat. 1468; 7 U.S.C.426-426b) as amended, and the Act of December 22, 1987 (101Stat. 1329-331, 7 U.S.C. 426c). Wildlife Services activities are conducted in cooperation with other Federal, State and local agencies; private organizations and individuals.

The APHIS WS program uses an Integrated Wildlife Damage Management (IWDM) approach (sometimes referred to as IPM or “Integrated Pest Management”) in which a series of methods may be used or recommended to reduce wildlife damage. IWDM is described in Chapter 1, 1-7 of the Animal Damage Control Program Final Environmental Impact Statement (USDA, 1994). These methods include the alteration of cultural practices as well as habitat and behavioral modification to prevent damage. However, controlling wildlife damage may require that the offending animal(s) are killed or that the populations of the offending species be reduced.

### Purpose

Lenoir County requested assistance in managing beaver damage problems in addition to those services provided under the Beaver Management Assistance Program to further alleviate increased flooding problems, property damage, and protect human health and safety on lands identified by Lenoir County.

### Planned USDA, APHIS, Wildlife Services Activities

1. APHIS-Wildlife Services will use an integrated pest management approach to manage beaver damage throughout Lenoir County to help reduce property damage and protect human health and safety.
2. Residents of Lenoir County will receive prompt technical assistance, direct beaver control measures, educational workshops and programs as requested, and liaison with regulatory agencies. Liaison with federal and state regulatory will be for the purposes of consultation on endangered and threatened species, wildlife management and ecology, permits to take wildlife as necessary, and state and federal laws and regulations. Details of planned activities are attached as Appendix 1, North Carolina Beaver management Assistance Program Policies and Procedures, FY 2015.

### Effective Dates

The agreement shall become effective on July 1, 2015, and shall expire on June 30, 2016.

**ATTACHMENT B  
FINANCIAL PLAN**

Personnel Costs .....	\$9,159
Vehicle Fuel .....	\$4,840
<i>Subtotal (Direct Costs) .....</i>	<i>\$13,999</i>
Pooled Job Costs (11%-Supplies).....	\$1,540
Indirect Costs (13.15%).....	\$1,841
Indirect Costs (3%).....	\$420
<b>TOTAL .....</b>	<b>\$17,800</b>

The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed 17,800.

Financial Point of Contact

LENOIR COUNTY:	Joyce Miller, Financial Director	252-559-6463
APHIS WS:	Catherine Saunders, Budget Analyst	919-786-4480 x 226



**INTRODUCED BY:** Michael W. Jarman, County Manager DATE 08/03/2015 ITEM NO. 5

**RESOLUTION:** Approve Purchase Order for Horace G. Ilderton Dodge: \$47,558.

**SUBJECT AREA:** Purchases / Bids

**ACTION REQUESTED:** The Board is requested to authorize the Sheriff to execute a Purchase Order in the amount of \$47,558.00 to Horace G. Ilderton Dodge for the purchase of two (2) 2015 Dodge Chargers.

**HISTORY / BACKGROUND:** The Lenoir County Sheriff's Office currently uses fleet vehicles to patrol the county and carry out their normal daily duties. The Sheriff has chosen to use the Dodge Charger as the standard vehicle for deputies. The Sheriff's Office replaces vehicles when their mileage is at or above 125,000 miles.

These two vehicles are being purchased for the Town of LaGrange Patrol Division. The entire cost will be covered by the town of LaGrange through their yearly invoice for law enforcement services.

**EVALUATION:** The Sheriff intends to purchase two (2) Dodge Chargers from Horace G. Ilderton Dodge which is the provider of these vehicles through the state contract. The cost of each vehicle is \$23,779.00. The funds for this are billed as part of the yearly contract for the Town of LaGrange for law enforcement services.



**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 08/03/15 **ITEM NO:** 6

**RESOLUTION:** Approval of Radio Codeplug Programming : Gately Communicatinons: \$60,000.00.

**SUBJECT AREA:** Financial

**ACTION REQUESTED:** The Board is requested to approve the programming of existing 800MHz radios with P25 radio codeplugs to allow existing radios with P25 capability to be programmed to operate in a digital capacity on the new radio system: Gately: \$60,000.

**HISTORY/BACKGROUND:** For the past two years, Lenoir and Jones County officials have been discussing and implementing a merger of the Jones County E-911 Center with the Lenoir County E-911 Center. As part of the merger, an upgraded radio system is needed to enable and enhance communications with responders in both Lenoir and Jones Counties. The current Motorola 800MHz radio system in Lenoir County is an analog system that was purchased in 1993. Replacement parts and repairs to this analog system have become increasingly difficult to obtain. Jones County currently does not have an 800MHz radio system. The County of Lenoir will receive a new P25 digital 800MHz radio system with all necessary infrastructure, including simulcasting for the Hugo and LaGrange repeaters. Jones County will receive new 800MHz infrastructure.

**EVALUATION:** For the past two years, Lenoir and Jones County officials have been working on a merger of the Lenoir and Jones County E-911 Communication Centers. A portion of this project involved an upgrade from the existing analog radio system to a new P25 digital 800MHz radio system. There are existing radios on the system that have the ability to operate in either an analog or digital capacity; however, they will need to be reprogrammed with a new code plug in order to be functional in a digital format on the P25 digital 800MHz radio system. Included in this cost are radios within Public Safety for both City and County agencies.

This expenditure will be grant funded.



**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 08/03/15 **ITEM NO.:** 7

**RESOLUTION:** Approve the Remount of a 2003 Ford E450 Wheeled Coach Ambulance Box: Select Custom Apparatus: \$83,469.45.

**SUBJECT AREA:** Purchases//Bids

**ACTION REQUESTED:** The Board is requested to approve the remount of a 2003 Ford E450 Wheeled Coach Ambulance from Select Custom Apparatus in the amount of \$83,469.45.

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

**EVALUATION:** The Lenoir County Emergency Services Department (EMS) maintains a fleet of twelve (12) ambulances. Approximately one-half (1/2) of the units in the fleet are in need of replacement as soon as possible, but budget constraints have hampered this objective. Regular replacements have not been possible in the past few years. The EMS Director is recommending remounting the box on a 2003 Ford E450 with 255,474 miles on a new chassis during this fiscal year. Staff feels that remounting the box of this truck onto a new 2016 Ford V-10 gas chassis will be the best course of action for additional unit replacement. This 2003 Ford requires upgrades to the box to do its age and outdated equipment. A new truck now costs \$140,000 to \$160,000, with a remount, including upgrades to the box, costing approximately \$83,469.45.

Approval of this purchase will allow for the encumbrance of funds and payment to the vendor upon delivery of the ambulance.

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval

  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the remount of a 2003 Ford E450 Wheeled Coach Ambulance from Select Custom Apparatus in the amount of \$83,469.45 is approved.

**AMENDMENTS:**

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

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

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

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

08/03/15  
Date

\_\_\_\_\_  
Attest

08/03/15  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 08/03/15 **ITEM NO.** 8

**RESOLUTION:** Authorizing FY 15-16 Purchase Order to Verizon Wireless for Department of Social Services: \$3,780.

**SUBJECT AREA:** Purchases/Bids

**ACTION REQUESTED:** The Board is requested to authorize the Department of Social Services Director to execute the following FY15-16 Purchase Order to Verizon Wireless in the amount of \$3,780.

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

**EVALUATION:** Approval of this resolution will allow encumbrance of funds approved in the FY 15-16 budget and the eventual payment of services as billed by Verizon Wireless for the purpose of purchasing 6 Apple I-pads at a cost of \$630 each. The laptops will be used by adult and child welfare services supervisors and the assistant director for accessing Northwoods remotely. This request will encumber funds in Capital Items<5,000-10-5310-5999.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

  
Initials

**RESOLUTION: NOW THEREFORE, BE IT RESOLVED** by the Lenoir County Board of Commissioners that: the Department of Social Services Director is authorized to execute the above listed purchase order for FY15-16 to Verizon Wireless in the amount of \$3,780.

**AMENDMENTS:**

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

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

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 08/03/15 **ITEM NO.** 9

**RESOLUTION:** Authorizing FY 15-16 Service Contracts and Purchase Order to One Source for Department of Social Services: \$5,250.

**SUBJECT AREA:** Purchases/Bids

**ACTION REQUESTED:** The Board is requested to authorize the Department of Social Services Director to execute the following FY15-16 Service Contract and Purchase Order to One Source in the amount of \$5,250.

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

**EVALUATION:** Approval of this resolution will allow encumbrance of funds approved in the FY 15-16 budget and the eventual payment of services as billed by One Source for support, software and licensing for 5 additional licenses in the agency's document management software system. The additional licenses will be used by approved positions in the FY 15-16 budget. This request will encumber funds in Computer Software-10-5310-2650.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

*MW*  
Initials

**RESOLUTION: NOW THEREFORE, BE IT RESOLVED** by the Lenoir County Board of Commissioners that: the Department of Social Services Director is authorized to execute the above listed service contract and purchase order for FY 15-16 to One Source in the amount of \$5,250.

**AMENDMENTS:**

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

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

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 08/03/15 **ITEM NO.** 10

**RESOLUTION:** Authorizing FY 15-16 Purchase Order to Dell for Department of Social Services: \$7,490.

**SUBJECT AREA:** Purchases/Bids

**ACTION REQUESTED:** The Board is requested to authorize the Department of Social Services Director to execute the following FY15-16 Purchase Order to Dell in the amount of \$7,490.

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

**EVALUATION:** Approval of this resolution will allow encumbrance of funds approved in the FY 15-16 budget and the eventual payment of services as billed by Dell for the purpose of purchasing 7 laptops at a cost of \$1,070 each. The laptops will be used by Child Support employees in court (4), the Adult Services supervisor for after hours Adult Protective Services calls(1), the paralegal in court (1), and the Assistant Director(1). This request will encumber funds in Capital Items < \$5,000-10-5310-5999.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

  
Initials

**RESOLUTION: NOW THEREFORE, BE IT RESOLVED** by the Lenoir County Board of Commissioners that: the Department of Social Services Director is authorized to execute the above listed service contract and purchase order for FY15-16 to Dell in the amount of \$7,490.

**AMENDMENTS:**

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

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

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

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 08/03/2015 **ITEM NO.** 11

**RESOLUTION:** Approval of the FY 2015-2016 Lenoir County Home and Community Care Block Grant Funding Plan Revision#1.

**SUBJECT AREA:** Financial

**ACTION REQUESTED:** The Board is requested to approve revision #1 to the FY 2015-2016 Lenoir County Home and Community Care Block Grant funding plan.

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

Home and Community Care Block Grant funds provide services to the elderly population of Lenoir County by providing meals, Level I, II and III in-home care services, operation of local senior centers, adult day care services and transportation. These grant funds are utilized by DSS and the local Council on Aging to provide senior services. The majority of the funds, \$403,694 are used by the Lenoir County Council on Aging.

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

**EVALUATION:** Home and Community Care Block Grant funds provide essential services such as meals, in-home aide care, operation of local senior centers, adult day care services and transportation to the elderly population of Lenoir County. HCCBG funds are 90% Federal and State funds and require a 10% County match. The purpose of this resolution is to approve the FY 2015-2016 Home Care Community Block Grant funding plan revision #1. This revision reallocates funds within the Lenoir County Council on Aging FY15-16 funding plan to continue to provide a nutrition site in Pink Hill. This revision will not increase the current funding plan and budget.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval

  
INITIALS

**RESOLUTION: NOW, THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the FY 2015-2016 Lenoir County Home and Community Care Block Grant Funding Plan Revision#1 is approved

**AMENDMENTS:**

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

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

Yea Votes: Hill \_\_\_\_\_ Brown \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_ Davis \_\_\_\_\_  
Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date



LENOIR COUNTY, NORTH CAROLINA

BUDGET AMENDMENT REQUEST

FY 2015-2016  
 Appropriations

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

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

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
CAPITAL IMPROVEMENTS	ECONOMIC DEVELOPMENT COMMUNITY DEVELOPMENT BUILDINGS AND GROUNDS	VARIOUS
<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>		<b>Check One Box</b> New Appropriation <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>
Account # and Title	Amount	Account # and Title <b>PAGE 1 OF 2</b> Amount
<b>INCREASE</b>		<b>INCREASE</b>
40-3991-9910 FUND BALANCE APPROPRIATED	2,410,961.00	40-4920-3500 INDUSTRIAL PARK IMPROVEMEN 51,210.00
		40-4920-5821 WATER/SEWER INFRASTRUCTURE 100,000.00
		40-4920-5824 MASTER BRANDS PROJ-COUNTY C 760.00
		40-4920-5830 HANGER AGREEMENT 123,600.00
		40-4920-5846 SMITHFIELD-DELI 121,000.00
		40-4920-5850 EXISTING INDUSTRIES PROGRAM 10,000.00
		40-4920-5862 DUPONT-SORONA-COUNTY 90,000.00
		40-4920-5873 SANDERSON-HATCHERY 10,000.00
		40-4920-5874 SANDERSON-FEED MILL 32,500.00
		40-4920-5888 ELECTROLUX II 25,000.00
		40-4920-5890 SPIRIT-BETA 873,210.00
		40-4920-5891 SPIRIT WK - GULFSTREAM 125,300.00
		40-4920-5896 WEST PHARMACEUTICALS #3 12,600.00
		40-4920-5900 INDUS DEV: ENGINEER / DESIGN 75,000.00
		40-4920-5903 GTP SEWER EXTENSION 100,000.00
		<b>CONTINUED ON PAGE 2</b>
Total	SUBTOTAL 2,410,961.00	Total SUBTOTAL 1,750,180.00

**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 IMPROVEMENT FUND FOR THE FISCAL YEAR 2015-2016.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	7/16/2015	<i>Martha H. Martin</i>	7/16/2015

Budget Officer Approval	Date
<i>MW Jarman</i>	7/16/15

Board Approval ( When Applicable)	Date	Date of Minutes



LENOIR COUNTY, NORTH CAROLINA

BUDGET AMENDMENT REQUEST

FY 2015-2016  
Appropriations

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

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
CAPITAL IMPROVEMENTS	ECONOMIC DEVELOPMENT COMMUNITY DEVELOPMENT BUILDINGS AND GROUNDS	VARIOUS
<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>		<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>
Account # and Title	Amount	Account # and Title
CONT'D FROM PAGE 1	2,410,961.00	PAGE 2 OF 2 CONT'D FROM PAGE 1
		Amount
		<b>INCREASE</b>
		40-4930-5116 COMMUNITY REVITALIZATION 20,000.00
		40-4930-5120 ADOPT A TRAIL GRANT 1,196.00
		40-4935-5800 RE-ROOFING HVAC 100,000.00
		40-4935-5801 BUILDING UPGRADES 100,000.00
		40-4935-5807 MGR / FIN / MIS / COC PROJECT 30,000.00
		40-4935-5810 OSHA COMPLIANCE EXPENSES 15,000.00
		40-4935-5850 ACQUISITION-BUILDINGS 170,785.00
		40-4935-5851 ACQUISITION - LAND 223,800.00
Total	2,410,961.00	Total 2,410,961.00

**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 IMPROVEMENT FUND FOR THE FISCAL YEAR 2015-2016.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	7/16/2015	<i>Martha H. Martin</i>	7/16/2015
Budget Officer Approval	Date		
<i>MW Jarman</i>	7/16/15		
Board Approval ( When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE** 08/03/2015 **ITEM NO.** 13

**RESOLUTION:** Approve Purchase of Aerial Imagery from Pictometry, Inc.: \$40,211.90.

**SUBJECT AREA:** Purchase/Bids

**ACTION REQUESTED:** The Board is requested to approve the expenditure for aerial imagery from Pictometry in the amount of \$40,211.90 to be used for the 2017 revaluation of real property.

**HISTORY/BACKGROUND:** For the 2009 revaluation, cameras were purchased for the appraisers so they could take photographs of properties that could be used when taxpayers questioned the values of their property. In looking for ways to improve the upcoming 2017 revaluation process, the Tax Department looked at several options for obtaining photographs of improved properties that would enhance the accuracy of our data. The options examined included buying tablets for the appraisers to use to take pictures and link to the property owners tax cards, contracting with a company to take photos, verify addresses and link to tax cards, and Pictometry's proposal to provide oblique aerial imagery of the entire county is \$40,211.90.

**EVALUATION:** Pictometry's patented oblique imagery process allows improved parcels to be viewed from all sides and measurements to be made of any buildings or improvements. This process will allow the Tax Department's appraisers to review properties at their desks and see if any additions have been added that are not currently reflected in the tax records. The other options that were considered would only provide pictures of the front of properties, and would not assist in identifying improvements that are not visible from the road. The Tax Office would only have to discover \$606,000 in new value to pay for Pictometry over the next 8 years. This does not take into account the savings in time and gas for our real property appraisers during our revaluation. Pictometry allows counties to pay for their services over a 3 (three) year period with no interest, which would be just over \$13,000/year.

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval.



**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the county approve the expenditure for aerial imagery from Pictometry in the amount of \$40,211.90 to be used for the 2017 revaluation of real property.

**AMENDMENTS:**

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

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

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

\_\_\_\_\_ Chairman \_\_\_\_\_ Date \_\_\_\_\_

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

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 8/03/2015 **ITEM:** 14A

**RESOLUTION APPROVING 2014-2015 TAX COLLECTORS  
ANNUAL SETTLEMENT**

**SUBJECT AREA:** Legal

**ACTION REQUESTED:** Approval of Tax Collector's 2014-2015 Annual Settlement

**HISTORY/BACKGROUND:** The Tax Collector has worked diligently to collect all taxes due on real and personal property. This settlement provides documentation of these efforts.

**EVALUATION:** Pursuant to NCGS 105-373 the Lenoir County Tax Collector is required to make a full settlement with the governing body for all taxes.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval of resolution accepting Tax Collector's 2014-2015 Annual Settlement.



**RESOLUTION:**

WHEREAS, North Carolina General Statute 105-373 requires the Tax Collector to make full settlement with the governing body for all taxes, and

WHEREAS, The Tax Collector of Lenoir County has provided the Lenoir County Finance Officer and the Lenoir County Board of Commissioners a complete report of all taxes in his hands for collection.

NOW, THEREFORE, BE IT RESOLVED, BY The Lenoir County Board of Commissioners that:

The Lenoir County Board of Commissioners accept and approve the settlement of taxes as submitted by the Lenoir County Tax Collector. The County Commissioners' approval does not release the Tax Collector or his bondsman of any liability or any shortage hereafter discovered, nor does it release him in any way of his duties to use all lawful means at his disposal to collect all delinquent taxes in his hand.

The Lenoir County Commissioners acknowledge with appreciation the diligent efforts of the Tax Collector that has resulted in a 96.33% collection for the fiscal year 2014-2015.

**AMENDMENTS:**

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

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

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date

July 24, 2015

**2014 – 2015 Levy**

**CHARGES**

1. 2014 – 2015	\$32,156,267.03
2. Lien Cost and Interest Collected	<u>82,766.39</u>
<b>TOTAL</b>	\$32,239,033.42

**CREDITS**

1. Amount deposited in bank	\$31,055,267.93
2. Principal real tax owed	1,055,903.52
3. Amount of insolvent taxes owed (personal)	<u>127,861.97</u>
<b>TOTAL</b>	\$32,239,033.42

Percent Collected 96.33%

**Collection of Prior Years Taxes**

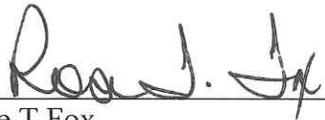
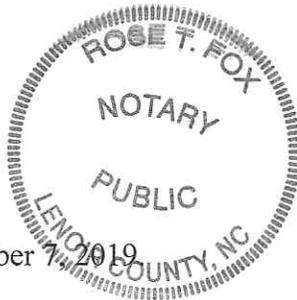
<u>Year</u>	<u>Levy</u>	<u>Taxes Collected</u>	<u>Percent Collected</u>	<u>Taxes Uncollected</u>
2013-2014	\$34,073,572	\$33,491,868	98.29%	\$581,704
2012-2013	33,321,021	32,982,976	98.99%	338,045
2011-2012	32,764,227	32,556,469	99.37%	207,758
2010-2011	30,491,319	30,347,077	99.53%	144,242
2009-2010	30,905,623	30,775,095	99.58%	130,528
2008-2009	29,820,535	29,685,083	99.55%	135,452
2007-2008	28,183,038	28,055,079	99.55%	127,959
2006-2007	28,326,904	28,226,210	99.64%	100,694
2005-2006	26,171,844	26,082,644	99.66%	89,200
2004-2005	25,162,015	25,020,353	99.44%	141,662

I, Darrell Parrish, do so solemnly swear that all statements and all figures shown in the Annual Report are correct to be best of my knowledge.



Darrell Parrish  
Lenoir County Tax Collector

This is to certify that Darrell Parrish personally appeared before me this 24<sup>th</sup> day of July, 2015 to sign this statement.

  
Rose T Fox

My commission expires November 7, 2019



## County of Lenoir

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Office of the  
Tax Administrator

Drawer 3289  
Kinston, N.C. 28502

July 24, 2015

Craig Hill, Chairman  
Lenoir County Board of Commissioners  
PO Drawer 3289  
Kinston, NC 28502

Dear Mr. Hill:

Re: Annual Settlement of Property Taxes Collected for Fiscal Year 2014-2015

As required by North Carolina General Statute 105-373, attached is the annual settlement of all property taxes collected for the County of Lenoir for the fiscal year 2014-2015 and prior fiscal years from 2004.

Enclosed is the required list of persons owning real property whose taxes for the preceding fiscal year remain unpaid and the principal amount owed by each person.

A second required list of persons not owning real property, whose personal property taxes for the preceding fiscal year remain unpaid and the principal amount owed by each person, is also enclosed. Attached to this list is a required report of insolvents and a request to declare these unpaid personal property taxes to be insolvent.

This settlement of both current and prior years taxes has been made to and is satisfactory with, the Finance Officer of Lenoir County.

Sincerely,

Darrell Parrish  
Lenoir County Tax Collector

---

Lenoir County Finance Officer

Copy: County Commissioners  
County Manager  
County Finance Officer

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 8/03/2015 **ITEM:**14B

**RESOLUTION APPROVING  
INSOLVENT PERSONAL PROPERTY TAX LIST**

**SUBJECT AREA:** Legal

**ACTION REQUESTED:** Approval of resolution declaring all uncollected taxes on personal property as “insolvent.”

**HISTORY/BACKGROUND:** All uncollected taxes on personal property (for persons who listed no real property) are declared “insolvent” after the close of the fiscal year. However, every remedy allowable by law will continue to be pursued toward collection of these taxes.

**EVALUATION:** Pursuant to NCGS 105-373 the Tax Collector is required to provide a list of all persons whose personal property taxes for the preceding year remain unpaid and the amount owed by each. Upon receiving the report, the governing body of the taxing unit shall enter upon its minutes the names of persons owing taxes (but who listed no real property) whom it finds to be insolvent, and it shall by resolution designate the list entered into its minutes as the insolvent list to be credited to the Tax Collector in his settlement.



## REPORT OF INSOLVENTS

To: Lenoir County Board of Commissioners

The undersigned tax collector respectfully reports that certain personal property taxes levied for the year 2014 remain uncollected, such uncollected taxes being set out on the attached list. Said taxes are not liens upon real estate. The undersigned tax collector has made diligent efforts to collect said taxes by use of remedies against personal property as provided by law but has been unable to locate sufficient property belonging to delinquent taxpayers out of which the taxes might be collected. In every instance in which the tax collector has been able to discover through diligent inquiry the existence of property belonging to delinquent taxpayers within other taxing units in North Carolina, the undersigned has proceeded under the provisions of G.S. 105-364.

The undersigned requests that the attached list of personal property taxes be declared insolvent and credited upon annual settlement.

This 24<sup>th</sup> day of July, 2015.

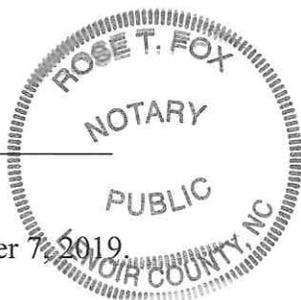


Darrell Parrish  
Lenoir County Tax Collector

This is to certify that Darrell Parrish personally appeared before me this 24<sup>th</sup> day of July, 2015 to sign this statement.



Rose T Fox



My commission expires November 7, 2019.

**“Stepping Up Initiative to  
Reduce the Number of People with Mental Illnesses in Jails”**

WHEREAS, counties routinely provide treatment services to the estimated 2 million people with serious mental illnesses booked into jails each year

and WHEREAS, prevalence rates of serious mental illnesses in confinement facilities are three to six times higher than for the general population, with statistics showing that almost 13% of North Carolina’s prison population requires some type of intervention due to mental health issues;

and WHEREAS, almost three-quarters of adults with serious mental illnesses in jails have co-occurring substance use disorders;

and WHEREAS, adults with mental illnesses tend to stay longer in jail and upon release are at a higher risk of recidivism than people without these disorders

and WHEREAS, county jails spend two to three times more on adults with mental illnesses that require interventions compared to those without these treatment needs;

and WHEREAS, without the appropriate treatment and services, people with mental illnesses can continue to cycle through the criminal justice system, often resulting in tragic outcomes for these individuals, their families, and their communities;

and WHEREAS, county jails are generally an unsafe environment for those with mental health treatment needs;

and WHEREAS, the North Carolina Association of County Commissioners has undertaken a serious effort to address the local service needs of those with mental illnesses through the appointment of a special Task Force;

and WHEREAS, Lenoir County, like all counties, takes pride in our responsibility to protect and enhance the health, welfare and safety of our residents in efficient, safe, and socially just ways;

and WHEREAS, through the Stepping Up Initiative, the National Association of Counties, the Council of State Governments Justice Center and the American Psychiatric Foundation are encouraging counties to reduce the number of people with mental illnesses in county jails;

Now therefore, be it resolved by the Board of Commissioners, Lenoir County,

1. That the Board of Commissioners does hereby sign on to the Call to Action to reduce the number of people with mental illnesses in our county jail and commits to sharing lessons learned with other counties in North Carolina and across the country to support the Stepping Up Initiative; and
2. That the Board of Commissioners will utilize resources available through the Stepping Up Initiative and other resources provided by the Council of State Governments Justice Center to convene a diverse team of leaders and decision makers from multiple agencies who are committed to safely reducing the number of people with mental illnesses in jails, and
3. That this team will utilize the comprehensive resources available through the Stepping Up Initiative to develop a plan to reduce the number of people with mental illness in the county jail for 2016-2020, consistent with the Council of State Governments Justice Center report and recommendations, to be presented to the Board of Commissioners at its first meeting in December 2015.



**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 08/03/15 **ITEM NO.:** 16

**RESOLUTION:** Approving Citizens to Boards, Commissions, Etc.

**SUBJECT AREA:** Boards and Commissions

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

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

**EVALUATION:** The following Boards currently have existing vacancies/expiring terms.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Eastern Carolina Workforce Development	Dr. Brantley Briley Harrison Keith Montgomery L. Bruce Parsons <b>2<sup>nd</sup> Appearance</b>	2016 2016 2016
LC Nursing Home & Adult Care	Carolyn J. Bias <b>2<sup>nd</sup> Appearance</b>	2016
Kinston-Lenoir County Tourism Dev. Authority	Matthew A. Young <b>1<sup>st</sup> Appearance</b>	2018

**CURRENT VACANCIES:**

- Lenoir County Health Board - (1) Optometrist**
- Kinston Parks and Recreation Board – (1) Southwood/Contentnea Districts**
- Jury Commission, LC Nursing Home & Adult Care Board- (1)**



JUN 11 2015

APPLICATION FOR APPOINTMENT to LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

LENOIR COUNTY MANAGER'S OFFICE

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

Advisory Board/Committee/Commission interested in:

Eastern Carolina Workforce Development 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: Dr. Brantley Briley
Address: PO Box 1713
City/State/Zip: Kinston, NC 28503
Telephone: (Home) 252-527-5777 (Work) 252-233-6862 252-560-2020
Occupation: President, Lenoir Community College
Business Address: PO Box 188, Kinston, NC 28502
Age: (Optional):
Number hours available per month for this position: as needed
Training: N/A
Business and Civic Experience/Skills: see attached

Other County Boards/Committees/Commissions presently serving on: see attached

Expiration date of Term: June 30, 2016

Circle your voting precinct

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

Signature of Applicant: Brantley Briley by Deborah Tuttle

Date: 6/11/15

RECEIVED

APPLICATION FOR APPOINTMENT  
to  
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

JUN 10 2015

LENOIR COUNTY  
MANAGER'S OFFICE

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Advisory Board/Committee/Commission interested in:

EASTERN CAROLINA WORKFORCE DEVELOPMENT 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: HARRISON KEITH MONTGOMERY  
Address: 3310 EDWARDS CT  
City/State/Zip: GREENVILLE, NC 27858  
Telephone: (Home) 252-321-1507 (Work) 252-522-8942  
Occupation: HR MANAGER - WEST PHARMACEUTICAL SERVICES  
Business Address: 1028 INNOVATION WAY, KINSTON, NC 28504  
Age: (Optional): 61  
Number hours available per month for this position: AS NEEDED  
Training: CURRENT ECWDB BOARD MEMBER + BBA/MBA/3D  
Business and Civic Experience/Skills: BOARD MEMBER PARTNERSHIP FOR CHILDREN; FORMER UNITED WAY BOARD MEMBER; LENOIR 2020  
Other County Boards/Committees/Commissions presently serving on: LCPS ADVISORY COMMITTEE  
Expiration date of Term: ECWDB BOARD 6/2015

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.)         |
| 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.

  
Signature of Applicant

JUNE 10, 2015  
Date

2nd Appearance

RECEIVED

JUN 10 2015

APPLICATION FOR APPOINTMENT to LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

LENOIR COUNTY MANAGER'S OFFICE

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

Advisory Board/Committee/Commission interested in:

WORKFORCE DEVELOPMENT BOARD NEW BERTY (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: L. BRUCE PARSON
Address: 2103 SAINT GEORGE PLACE
City/State/Zip: KINSTON NC 28504
Telephone: (Home) 252 527 2845 (Work) 252 233 6887
Occupation: BUSINESS MANAGER
Business Address: 231 HIGHWAY 58 SOUTH
Age: (Optional):
Number hours available per month for this position: 6
Training: MASTERS DEGREE
Business and Civic Experience/Skills: 30 YEARS IN INDUSTRIAL MANAGEMENT. HAVE SERVED ON VARIOUS BOARDS FOR 30 YEARS +
Other County Boards/Committees/Commissions presently serving on: WBSA BOARD
Expiration date of Term:

Circle your voting precinct

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

Signature of Applicant

6-9-15 Date

JUN 30 2015

LENOIR COUNTY  
MANAGER'S OFFICE

APPLICATION FOR APPOINTMENT  
LENOIR COUNTY COUNCIL ON AGING

*Community Advisory Committee NH/ADH*

The Lenoir County Council on Aging believes that all citizens should have the opportunity to participate in serving senior citizens. One way of participating is by serving as a member on the Board of Directors. If you want to be considered for appointment to the Board of Directors, please complete the Application below and mail it to the Chair, Lenoir County Council on Aging, 112 E. Blount Street, Kinston, NC 28501, or fax to (252)-527-8899.

Name: Carolyn J. Bias

Address: 746 Dawson Station Rd, Kins

City/State/Zip: Kinston, NC 28504

Telephone: (Home) 252-527-9738 (Work) \_\_\_\_\_

Occupation: courier / medical office assistant

Business Address: \_\_\_\_\_

Age: (Required) 52 Bylaws read "No less than 25% of the total board will be sixty years of age or older."

Number of hours available per month for this position: As needed with notice

Training: see attached

Business and Civic Experience/Skills. Please attach a narrative of your interest in the Lenoir County Council on Aging and what talents/skills can you bring to the Agency.

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

Circle your voting precinct

- K-1 (Carver Courts Recreation Center)
- K-2 (Old Plummer Daniel's Building)
- K-3 (Fairfield Recreation Center)
- F-4 (Northwest Elementary School)
- F-5 (Spilman Baptist Church)
- K-6 (Teachers Memorial School)
- K-7 (Emma Webb Recreation Center)
- K-8 (Holloway Recreation Center)
- K-9 (Kinston Number 4 Fire Station)
- Contentnea (Grainger Baptist Church)
- Falling Creek (Banks Elementary Gym)

- Institute (Institute Methodist Church)
- Moseley Hall (Frink Middle School Gym)
- Neuse (Agricultural Center)
- Pink Hill 1 (Bethel Baptist Church)
- Pink Hill 2 (Pink Hill Rescue Station)
- Sand Hill (Sand Hill VF Department)
- Southwest (Southwood VF Department)
- Trent 1 (Deep Run VF Department)
- Trent 2 (Moss Hill Ruritan Building)
- Vance (GTP Ed & Training Ctr)
- Woodington (Woodington Middle School)

Certification

I certify that I have read and understand that if I have more than 33.33% of absenteeism within a twelve-month period from all board meetings shall constitute a resignation. Article XVII - Dismissal, from the LCCOA bylaws is printed on reverse side of this Application.

*Carolyn J. Bias*  
Signature of Applicant

6/30/15  
Date

**Carolyn J. Bias PBT, BSAM**

746 Dawson Station Road, Kinston, NC 28504

Home: (252) 527-9738

Cell: (252) 714-2036

cjb1163@embarqmail.com

**EMPLOYMENT HISTORY:**

- 11/13 – Present      **Family Medicine and Rehab Center**  
Kinston, NC  
*Medical Office Assistant*  
Assist physicians and patients during office visits, check vital signs, update medical records, handle referrals, phlebotomy
- 05/12 – Present      **Lenoir County Board of Elections**  
Kinston, NC  
*Assistant:*  
Assist voters in the polling process during elections.
- 08/89 – Present      **Laboratory Corporation of America (LabCorp)**  
Greenville, NC  
*Senior Service Representative:*  
Customer relations; transport and delivery of medical specimens and supplies; preparing specimens for shipment to laboratory  
*Past Responsibilities :*  
Phlebotomy; drug screen collection; operation of breath alcohol equipment, electrocardiograph equipment, and general office equipment; customer / patient relations; inventory control; data entry, information systems including Microsoft Office, Internet Explorer, Outlook Express, Specimen Integrity system (SIS), Zephyr laboratory system. Assist with the implementation of corporate safety policies. Management of three locations from 1990 – 1993 for National Health Laboratories.
- 04/99 – 12/11      **Lenoir Community College - Greene County**  
Snow Hill, NC / Kinston, NC  
*Continuing Education Instructor:*  
*Phlebotomy* – Instruct students on the basics of phlebotomy techniques, equipment, safety, OSHA regulations, infection control and patient relations. Closely supervise students during lab practicum sessions. Placement and follow-up of students for clinical rotation.
- 05/96 – 04/99      **Tyson Farms**  
Kinston, NC  
General bookkeeping and secretarial for a private farming operation. Use of general office equipment and business software including Microsoft Office Pro and Quickbooks.
- 06/86 - 08/89      **Lenoir Memorial Hospital**  
Kinston, NC  
*Venipuncture Technician:*  
Performed phlebotomy, general clerical duties, data entry and results inquiry on the Sunquest Computer system

**EDUCATION:**

Carolyn J. Bias

**North Lenoir High School**

LaGrange, NC

1981 Graduate

**Lenoir Community College**

Kinston, NC

1981-82 Curriculum: Executive Secretary

1995 Principles of Real Estate (continuing education)

1997 ECG Monitor Technician (continuing education)

**Eastern Area Health Education Center**

Greenville, NC

1997 12-Lead EKG Interpretation (continuing education)

**Pitt Community College**

Greenville, NC

2001 General Occupational Courses

**Everglades University**

Boca Raton, FL

2008 Bachelor of Science in Alternative Medicine

Graduating GPA 3.97

**ACHIEVEMENTS and CERTIFICATIONS:**

**North Lenoir High School**

1980-1981 National Honor Society

**Lenoir Community College**

1981-82 Emergency Medical Technician Certification

**American Society of Clinical Pathologists (ASCP)**

1989 - present Phlebotomy Certification

**U.S. Alcohol Testing of America**

1995 Breath Alcohol Technician Certification

Alco-Analyzer 2100 Breath Alcohol Equipment

**Intoximeters, Inc.**

1996 Breath Alcohol Technician Certification

Alco-Sensor IV Breath Alcohol Equipment

**American Heart Association**

2004 - 2011 Basic Life Support Certification

2004 - 2011 Basic Life Support Instructor Certification

**Everglades University**

2008 Honors – Summa cum Laude

06/03/2015

Thank you for considering my application for appointment to the Community Advisory Committee NH/ADH. I am a 52-year-old female with extensive experience in the medical laboratory field. With this experience I have become very familiar with OSHA Standards regarding medical facilities as well as patient / community relations.

I have an interest in the aging population due, in part, to being the primary caregiver for my 92-year-old mother. I want her, and others, to have the best care possible in whatever situation they may be.

I have accompanied Audrey Tyson on her inspection of several of the Adult Care Homes in Lenoir County. It was a very interesting and enlightening experience and I would love to be more involved in assuring these residents get top quality care.

Currently, I am enrolled in a class (to begin June 17, 2015) to work toward a certificate in Gerontology. The topics covered include:

- Introduction To Gerontology
- Physiology of Aging
- Mental Health and Aging
- Healthy Aging
- Pain Assessment and Management in the Older Adult
- Death and Dying
- Sleep and Aging
- The Older Woman
- Elder Abuse
- Aging and Disorders of Communication
- Alzheimer's Disease: Mysteries and Possibilities

I feel this course will give me the knowledge to better serve our aging population.

Attached is a copy of my resume'.

Again, thank you for your consideration of my application.

A handwritten signature in cursive script, reading "Carolyn Bias". The signature is written in black ink and is positioned at the bottom of the letter.

1st Appearance



Kinston-Lenoir County Tourism Development Authority

301 N. Queen Street, Kinston, NC 28501

*Embracing the past...Defining the present...Shaping the future*

**RECEIVED**

**JUL 27 2015**

**LENOIR COUNTY  
MANAGER'S OFFICE**

July 23, 2015

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

Dear Mr. Jarman,

The Kinston-Lenoir County Tourism Development Authority Board of Directors has a vacancy that requires an appointment by the County. Stephen Hill has vacated this particular position to fill the hotelier position that is up for appointment by the City. The County vacancy must be filled with an individual who has demonstrated an interest in tourist development according to a legislative mandate.

The Tourism Development Authority Board Recommendation Committee respectfully suggests that the Board of Commissioners appoint Matthew A. Young site manager of the CSS Neuse Civil War Interpretive Center and the Governor Richard Caswell Memorial. Mr. Young comes with an extensive tourism background and certainly understands the benefit of developing tourism as he is heading up our largest museum destination. He previously was employed by the National Civil War Naval Museum the National Infantry Museum in Georgia. He then moved to North Carolina in 2012 to take a position as Assistant Director at the Greensboro Historical Museum. He was hired in Kinston in January of 2014.

Mr. Young has expressed excitement and a willingness to serve on the Kinston-Lenoir County Tourism Development Authority. He will be filling a three year term. Please contact me if you need any additional information.

Sincerely

A handwritten signature in blue ink that reads "Laura Lee Sylvester".

Laura Lee Sylvester  
Executive Director

Kinston-Lenoir County Tourism Development Authority

## Item No. 17

**TO:** Chairman and Members of the Board  
**FROM:** Mike Jarman, County Manager  
**DATE:** August 03, 2015  
**SUBJECT:** Items from County Manager

1. Email Regarding SPCA Puppy Room



Lenoir County  
Local Government

Mike Jarman <mjarman@co.lenoir.nc.us>

## Fwd: Puppy room

1 message

Joey Huff <jhuff@health.co.lenoir.nc.us>  
To: Mike Jarman <mjarman@co.lenoir.nc.us>

Wed, Jul 22, 2015 at 2:02 PM

Mike: Here is an email from Jerry regarding the anonymous donor matching any allocation from the county for the puppy room.

----- Forwarded message -----

From: **Jerry Henderson** <Jerry.Henderson@southrx.com>

Date: Wed, Jul 22, 2015 at 1:58 PM

Subject: Puppy room

To: Joey Huff <jhuff@health.co.lenoir.nc.us>

Cc: Ursula Rusmisell <June1933@aol.com>, "KendalWilliams@murphybrownllc.com" <KendalWilliams@murphybrownllc.com>

Hi Joey,

The SPCA is looking forward to meeting with the County Commissioners on 8/3 to discuss our plans for adding a puppy room to the existing structure. As we mentioned recently, we realize that the shell building constructed by the SPCA will become county property and we will not ask for any reimbursement should we leave the facility. The current facility is so crowded that we feel a puppy room is critical to create a better environment for puppies and free up space to better care for cats and kittens. If we only get 3-4 years out of this addition, it will be worth it to our animals and staff. The SPCA hopes to be able to build a larger and more modern facility in the not too distant future and we look forward to partnering with the County to make this a reality.

There was a question about a matching grant of \$15,000 from an anonymous donor as to whether a \$10,000 gift from the County would qualify for matching funds. The donor agrees that County money does qualify. The need is for better animal care and this is more important than the source of the money. Please share this answer with Mike Jarman as I don't have his email address. We really appreciate your willingness to proactively apply residual maintenance funds to this project.

Thank you and Mike for all that you are doing to improve shelter operations.

Jerry Henderson,

Human Resources  
Southern Pharmacy Services  
4459 Tarheel Drive  
Pink Hill, NC 28572  
Office (252) 568-1319  
Fax (252) 568-1165  
Cell (252) 524-1153