

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA**  
**MONDAY, AUGUST 17, 2015 – TIME: 5:00 P.M.**  
**COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE**  
**130 S. QUEEN ST., KINSTON, N.C.**

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

**PUBLIC INFORMATION**

Shannon Rouse Ruiz, Proclamation Paint Lenoir Purple  
Susan Moore, DSS Director, Child Support Awareness Month

**PUBLIC COMMENTS**

Scheduled: None

Non-Scheduled:

**CONSENT AGENDA: 10 Min.**

**ACTION**

- |    |   |        |
|----|---|--------|
| 1. | Approval of Minutes: Regular Board Meeting: July 20, 2015.<br>Regular Board Meeting: August 03, 2015. | King   |
| 2. | Budget Ordinance Amendment: General Fund: Process Funds: \$965.96. Increase.                          | Martin |
| 3. | Budget Ordinance Amendment: General Fund: Process Funds: \$1,072.35. Increase.                        | Martin |

**END OF CONSENT AGENDA**

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

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|-----|---|---------|
| 4.  | Resolution Authorizing Demolition of County Owned Building: 115 W. Bright Street: Eastern Carolina Demolition: \$6,800.   | Wiggins |
| 5.  | Resolution Approving Grant Application to the Unified Hazard Mitigation Assistance Grant Program (HMA).   | Dail    |
| 6.  | Resolution Authorizing the Approval of Fireworks Shows at the Lenoir County Fair.   | Dail    |
| 7.  | Resolution Approving Purchase of a 2016 Ford F250 4x4 Truck from Capital Ford: \$29,500.  | Dail    |
| 8.  | Resolution Authorizing Lenoir County Cooperative Extensions' Acceptance of Funds from the Lenoir/Greene Partnership for Children, Inc. and Authorizing the Finance Officer to sign on behalf of the County. | Kelly   |
| 9.  | Resolution Adopting the Approved Lenoir County Detention Center Health Plan.  | Ingram  |
| 10. | Resolution Approving Purchase Order to CDW: \$3,064.30.   | Ingram  |
| 11. | Resolution Approving Purchase Order to Capital Ford: \$55,700.  | Ingram  |

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|-----------------------------|--|--------|
| 12.                         | Budget Ordinance Amendment: General Fund: Finance/Cooperative Extension: JCPC Parenting Matters: \$1,719.96. Increase. | Martin |
| 13.                         | Budget Ordinance Amendment: General Fund: Finance/Sheriff-Concealed Weapons Department: \$2,272.72. Increase.          | Martin |
| 14.                         | Budget Ordinance Amendment: Capital Improvements Fund: Community Development: \$4,638. Increase.                       | Martin |
| 15.                         | Budget Ordinance Amendment: Trust & Agency Fund: Finance/Innovative Approach to Literacy: \$6,918.23. Increase.        | Martin |
| 16.                         | Budget Ordinance Amendment: General Fund: Process Funds: \$10,868.52. Increase.  | Martin |
| 17.                         | Budget Ordinance Amendment: General Fund: Finance/Health Department: \$12,435.35. Increase.                            | Martin |
| 18.                         | Budget Ordinance Amendment: General Fund: Finance/Social Services: \$16,339.14. Increase.                              | Martin |
| 19.                         | Budget Ordinance Amendment: General Fund: Finance/Sheriff Department: \$16,419.20. Increase.                           | Martin |
| 20.                         | Budget Ordinance Amendment: General Fund: Process Funds: \$23,877.63. Increase.  | Martin |
| 21.                         | Budget Ordinance Amendment: General Fund: Finance/Cooperative Extension. Kate B. Reynolds: \$108,881.55. Increase.     | Martin |
| 22.                         | Budget Ordinance Amendment: General Fund: Finance/Sheriff: \$198,222. Increase.  | Martin |
| <b>APPOINTMENTS: 5 Min.</b> |  |        |
| 23.                         | Resolution Approving Citizens to Boards, Commissions, Etc. <b>5 Min.</b>   | Board  |
| <b>OTHER ITEMS: 10 Min.</b> |  |        |
| 24.                         | <b>Items from County Manager/County Attorney/Commissioners Public Comments/Closed Session (if necessary).</b>          | Board  |

**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/<br>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<br>2015.   | Approved |
| 5.  | Resolution Approving Purchase of Software Service Agreement with Cox & Company:<br>\$40,000 per year.                                | Approved |
| 6.  | Resolution Approving Purchase of Aerial Imagery from Pictometry, Inc.: \$40,211.90.  | Tabled   |
| 7.  | Budget Ordinance Amendment: General Fund: Health: Child Coordinator for Children:<br>\$16,938. Increase.                             | Approved |
| 8.  | Budget Ordinance Amendment: General Fund: Health: BT-Ebola: \$20,000. Increase.  | Approved |
| 9.  | Budget Ordinance Amendment: General Fund: Health: PCM: \$50,462. Increase.   | Approved |
| 10. | Resolution Authorizing the Issuance of Blanket Purchase Orders to the following<br>Companies for Fiscal Year 15-16.: \$92,646.       | Approved |
| 11. | Resolution Authorizing the Issuance of Purchase Order to DLL Public Finance:<br>\$98,633.05.   | Approved |
| 12. | Resolution Approving Utility Easement to Duke Energy Progress.   | Approved |
| 13. | Resolution Declaring Property as Surplus and Authorizing the Sale of the Surplus<br>Property by Auction.                             | Approved |
| 14. | Resolution Authorizing Asbestos Abatement in County Owned Building: 115 W. Bright<br>Street: Enviro Assessments East, Inc.: \$8,925. | Approved |
| 15. | Budget Ordinance Amendment: General Fund: Non-Departmental: \$13,580. Increase.  | Approved |
| 16. | Budget Ordinance Amendment: General Fund: Process Funds: \$120,000. Increase.  | Approved |

17. Budget Ordinance Amendment: Fire Districts: Fire Protection: \$271,450. Increase. Approved
18. Resolution Approving Purchase of Munis Financial, Payroll, and HR Management Software: Tyler Technologies: \$365,270. Approved
19. Resolution Approving/Authorizing Execution of FY 15-16 Insurance Policies with WA Moore Company, Inc. and Discovery Insurance Company: \$646,875. Approved
20. Budget Ordinance Amendment: General Employee Insurance/Vehicle Replacement/Federally Seized Property Controlled Substance/School Capital: Finance: \$976,789. Increase. Approved
21. Resolution Approving Citizens to Boards, Commissions, Etc. **5 Min** Approved

**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.**

**Summary of Actions Taken at the August 03, 2015 Meeting**

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|-----|--|----------|
| 1.  | Approval of Minutes: Regular Board Meeting: July 20, 2015.   | Pulled   |
| 2.  | Agreement Between Lenoir County Society for the Prevention of Cruelty to Animals (SPCA) and Lenoir County for the Construction of a Puppy Room.  | Approved |
| 3.  | Proclamation Honoring National Farmers Market Week.  | Approved |
| 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. | Approved |
| 5.  | Resolution Approving Purchase Order for Horace G. Ilderton Dodge: \$47,558.  | Approved |
| 6.  | Resolution Approving Radio Codeplug Programming: Gately Communications: \$60,000.  | Approved |
| 7.  | Resolution Approving the Remount of a 2003 Ford E450 Wheeled Coach Ambulance Box: Select Custom Apparatus: \$83,469.45.  | Approved |
| 8.  | Resolution Authorizing FY 15-16 Purchase Order to Verizon Wireless: \$3,780.   | Approved |
| 9.  | Resolution Authorizing FY 15-16 Service Contracts and Purchase Order to One Source: \$5,250.   | Approved |
| 10. | Resolution Authorizing FY 15-16 Purchase Order to Dell: \$7,490.   | Approved |
| 11. | Resolution Approving FY 15-16 Lenoir County Home and Community Care Block Grant Funding Plan Revision #1: \$403,694.   | Approved |
| 12. | Budget Ordinance Amendment: Capital Improvements: Economic Development \$2,410,961.  | Approved |
| 13. | Resolution Approving Purchase of Aerial Imagery from Pictometry, Inc.: \$40,211.90.  | Approved |
| 14. | A. Resolution Approving 2014-2015 Tax Collectors Annual Settlement.<br>B. Resolution Approving Insolvent Personal Property Tax List.   | Approved |
| 15. | Resolution Approving Stepping Up Initiative to Reduce the Number of People with Mental Illnesses in Jails.   | Approved |
| 16. | Resolution Approving Citizens to Boards, Commissions, Etc. <b>5 Min</b>  | Approved |

***PROCLAMATION***  
***Paint Lenoir PURPLE***

WHEREAS, States, Cities, and Counties across America have been plagued by the numerous problems associated with alcohol, tobacco, and other drug use; and

WHEREAS, Unintentional Overdose Deaths has now been deemed by the Center of Disease Control an Epidemic; and

WHEREAS, There is hope in winning the War on Drugs, and hope lies in the hard work and determination of our County to create a drug free environment; and

WHEREAS, Local leaders in government and in the community know the support of the people in the neighborhoods is the most effective tool they can have in their efforts to reduce the use of alcohol, tobacco, and other drugs by North Carolinians, and

WHEREAS, Success will not occur overnight, our patience and continued commitment to drug education and prevention are imperative; and

WHEREAS, Kaitlyn Nicole Rouse, a 16 year old Lenoir County student, who consumed prescription drugs prescribed to someone else, with the intent of becoming intoxicated, lost her life participating in this act; and

WHEREAS, PAINT LENOIR PURPLE became a symbol of the P.E.A.C.E. Foundation, a non-profit agency founded in July of 2011 after the unintentional prescription overdose of Kaitlyn Nicole Rouse; and

WHEREAS, August 31<sup>st</sup> has been deemed National Overdose Awareness Day, P.E.A.C.E. Foundation/PAINT LENOIR PURPLE is calling on all Lenoir County residents to show their support for a drug-free County by participating in drug-free activities during the 2015/2016 school year by painting pinkie nails to encourage dialog about overdose awareness, painting and placing purple toilets throughout the County to symbolize DOING DRUGS = FLUSHING YOUR LIFE AWAY, and encouraging our sports team to wear purple socks during our "homecoming games" to show support and make a statement to others in surrounding Counties:

**NOW THEREFORE BE IT RESOLVED**, that the Lenoir County Board of Commissioners encourage all citizens, businesses, public and private agencies, media, religious and educational institutions to participate in drug-free activities throughout this school year in Lenoir County in promoting PAINT LENOIR PURPLE and a drug-free Lenoir County.

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

\_\_\_\_\_  
Vickie Freeman King, Clerk to the Board

\_\_\_\_\_  
Date

# Child Support Awareness Month

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## A Proclamation

**WHEREAS**, children are entitled to financial support from their parents and North Carolina continues to improve its efforts at child support collections; and

**WHEREAS**, in State FY 2014, over \$707 million in child support was collected from parents of North Carolina's children; and

**WHEREAS**, there are nearly 354,742 child support orders in place, working to ensure that more than 261,218 children receive financial support from their parents; and

**WHEREAS**, children who do not receive adequate financial and emotional support from their parents may experience greater difficulty in becoming healthy, happy, and productive citizens; and

**WHEREAS**, many concerned and dedicated judges, district attorneys, clerks of court, sheriffs' personnel, and child support professionals work to establish and enforce child support orders for North Carolina's children, one of our state's most vital resources;

**NOW, THEREFORE**, I, CRAIG HILL, Chairman of the Lenoir County Commissioners, do hereby proclaim August 2015, as "**CHILD SUPPORT AWARENESS MONTH**" in Lenoir County, and commend its observance to all citizens.

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Craig Hill, Chairman

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Date

**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 loss. 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 place 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 legislature 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 acceptance 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.

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. Daughtey, 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 black ink that reads "Vickie F. King". The signature is written in a cursive, flowing style.

Vickie F. King

Clerk to the Board

MINUTES

LENOIR COUNTY BOARD OF COMMISSIONERS

August 03, 2015

The Lenoir County Board of Commissioners met in open session at 9:00 a.m. on Monday, August 03, 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, Chris Harper, Special Projects Officer, members of the general public and news media.

Chairman Hill called the meeting to order at approximately 9:00 a.m. Ms. Brown offered the Invocation and Mr. Best led the audience in the Pledge of Allegiance.

**PUBLIC INFORMATION:**

Jerry Henderson, President of the local SPCA, thanked the Board for all of the support given to the SPCA in the recent years. Mr. Henderson stated SPCA shelter was built in 1978, requires high maintenance, is very old, dusty, and too small for the number of animals we house. The biggest issue typically is during puppy and kitten season when we are over-run and we need a place to expand and put our dogs. The suggestion we have is that we build a puppy room adjacent to the current shelter. There is some property on the left hand side and we want to build an addition to the existing facility so we can move the puppies and utilize the interior space better. The SPCA will be responsible for the construction and expansion of the building. If at some time we were to vacate, the building would become the property of Lenoir County. We are not here today asking for money instead we are asking for your permission to build the new addition to our puppy room.

Joey Huff, Health Director, stated the agreement that has been placed before the Board is between Lenoir County Society for the Prevention of Cruelty to Animals (SPCA) and Lenoir County for the construction of a puppy room. I presented the agreement to the County Manager, Mike Jarman. Jerry Henderson and the SPCA board members have had the opportunity to review it and it also has been reviewed by the County Attorney, Mr. Bob Griffin. Basically today we want to make sure the County Commissioners will approve this agreement and authorize the SPCA to make improvements to a currently county owned property. The purpose of this addition is to house un-weaned and weaned puppies and nursing female dogs until disposition pursuant to SPCA procedures. If the Board agrees and authorizes permission the SPCA will procure all services needed for the construction including but not limited to surveying, architectural, professional engineer, landscaping/grading, tree removal, and construction. The SPCA will select a contractor that is bonded and licensed.

The size of the new wastewater discharge line will be adequate to handle all wastewater generated by the new construction. We will make sure 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. The SPCA will provide at its expense, enclosures (pens) to house puppies and nursing dogs of adequate size. These are designed for easy cleaning and sanitizing and preventing cross-contamination between enclosures. As for termination of SPCA shelter management, the SPCA assures Lenoir 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. At this time, I will present this agreement to you for your consideration and I will be glad to address any questions you might have.

Ms. Brown asked if the dogs that are nursing will be in the same facility as the puppies or in a separate partition?

Mr. Henderson replied we will move the nursing mothers and puppies into the new facility which will free up space in the existing facility to expand the kittens.

Mr. Rouse asked how many puppies will the new construction hold?

Mr. Henderson replied approximately two dozen or more based on the size, and puppies are always adopted immediately.

Mr. Rouse asked what were the adoption numbers for this year?

Mr. Henderson replied 22%-23% for local adoptions and 28% were adopted out of state which gave them a total adoption rate of 52%, which is one of the highest rates in North Carolina.

Ms. Sutton stated the shelter has a good group of board members and volunteers.

Upon a motion by Ms. Brown and a second by Mr. Rouse, item No. 2 was unanimously approved.  
Common Consent

Mr. Hill stated we certainly appreciate the dedication and the work the SPCA is doing.

Tommy Benton, Monsanto Representative, stated he was present today representing the Southern Land Legacy grant program which is currently available in 17 counties in North Carolina. I would like to recognize our farmers who have done a great job. We like to highlight growers who have a positive impact on their communities. Mr. Benton presented a check for \$2,000 to Farm Bureau on behalf of the winning farmers. Michael Harris, a private farmer and Phillip Winslow, Director for the North Carolina State University Cunningham Research Farm. Both were recognized for their efforts to promote good stewardship in farming.

Phillip Winslow stated I am pleased to accept the award, we work hard with NC State to develop safe and sustainable food for North Carolina and for the states in our surrounding areas. As the winners of the award we had to choose a nonprofit beneficiary for the grant money. We had the option to pick a charity or a nonprofit that was associated with agriculture. I submitted the paperwork and chose Farm Bureau as the beneficiary.

Alton Roberson, Lenoir County Farm Bureau County President, stated the Farm Bureau recently put up a billboard near the Fuel Warehouse at Skinner's Bypass to raise awareness about family farms. We are trying to let the public know that the vast majority of your farming operations are family owned. Farm Bureau will use the \$2,000 grant from Monsanto to continue the billboard information campaign to promote agriculture in a positive note.

Mr. Hill encouraged all citizens to support our local farmers.

Matt Whittle, Executive Director, smART Kinston, stated the smART Foundation is a new nonprofit agency that was founded in 2013 and began its work in April of this year. We have two goals in mind, to build Kinston's Arts and Cultural District and to build Kinston/Lenoir County as a creative arts/culture/entertainment destination. The arts and cultural district was established as a mixed use zone by the City Council and is part of the Mitchelltown Community and falls in Kinston's Urban Redevelopment area. The borders are essentially Atlantic Avenue and the railroad track to the north, the Neuse River and the old power plant to the west and south, Pearson Park, and Mitchell Street to the south and east.

Over the last several years I'm sure you have noticed the work going on in the Arts and Cultural District, the renovations, the bright colors, and the white fences. Much of the work, a more than \$3.3 million investment, is due to Stephen Hill who had a desire to save these homes and this neighborhood. He had a vision for how arts and culture could do, while also transforming the local economy. There are nearly 50 homes in the district that have been renovated or are in the process of being renovated and nearly every one of them has tenants.

Even though we have not begun our recruitments efforts some of the tenants are artist. The goal is to find artists of any genre or medium, whether locally, regionally, across the state or country to come live and work in the district. Another goal is for them to have studios and galleries in their homes open to the public. Hopefully people can walk from downtown perhaps before or after dinner, or those who are on the Riverwalk and the artists can interact with the visitors.

We are serious about transforming Kinston and Lenoir County's economy through arts and culture, local assets and talents. Right now we are in the process of finalizing our artist relocation program, which will include monetary incentives as payments for moving costs and artistic supplies. We are working with local financial institutions to identify appropriate products, if artist are interested in buying a home, doing renovations or purchasing large pieces of equipment.

We would like to create a creative economy and community through creative place making, such as television, newspaper, radio, advertising, dance, music, architects, photographers, jewelers, florists, book stores and more. According to the Americans for the Arts Creative Industry reports, creative jobs account for 1.8% of the businesses in Lenoir County. This number is slightly under the state average, which means we have room to grow. Also, from the Americans for the Arts 2010 Arts and Prosperity study found that Kinston and Lenoir County's nonprofit arts/culture organizations had a \$1.6 million economic impact based on the jobs they created, as well as the number of people they brought into the community. We consider this to be an economic development effort that not only benefits Kinston but benefits the whole county.

At the moment, we are working to match the second half of our \$200,000 start-up grant from the Educational Foundation of America with funds either in hand or pledged by October 21, 2015. We are grateful because this is an effort to which Lenoir County Committee of 100 is contributing \$50,000 and one we hope the city will fund as well. We would certainly appreciate if the county would consider contributing or pledging \$25,000-\$50,000 by the October 21<sup>st</sup> deadline. At the very least, we would like you to consider showing your support for Kinston and Lenoir County's creative future during next year's budget discussions. The arts and culture have the potential to significantly impact Kinston and Lenoir County's economic future and we'd like the county to support smART Kinston and its partners in this effort. I will be glad to answer any questions you might have at this time or you can reach us at [www.smartkinston.com](http://www.smartkinston.com).

Mr. Hill thanked Mr. Whittle and stated they will take it into consideration.

Mr. Hill encouraged everyone to read the article in today's News and Observer, which was on page one and is a great story.

### **PUBLIC COMMENTS:**

John Nix, stated the 7<sup>th</sup> Annual Wings over the Neuse fundraiser offering plates of chicken wings with the trimmings for a donation will take place Friday, August 14, 2015. Mr. Nix stated the CSS Neuse is the only full-scale Civil War replica in the world built as a community project. We will offer pick-up and delivery until we have depleted our supply. Don't forget to come by for delicious wings to help the CSS Neuse Foundation.

Sammy Aiken, City Council member, stated the city of Kinston was awarded a \$400,000 Environmental Protection Agency Brownfield Assessment and Cleanup Grant. This grant will help fund initial environmental tests for petroleum and hazardous materials. It also provides funding necessary to assess, clean up and ultimately redevelop contaminated properties, boost local economies and leverage jobs while protecting public health and the environment. Sites such as the old Kinston Shirt Factory located on the corner of Dr. Martin Luther King Jr. Boulevard and King Street, junk yards, underground oil tanks, and Glen Raven Mills are some of the locations we are focusing on.

Although code enforcement has contacted the owners of the old shirt factory and they removed some of the things, the area still remains overgrown and unattended. To my understanding since the flood in 1999 there has not been a study pertaining to containments from the Neuse River to Raleigh. However, I am choosing to place the junk yards on top of the list because my greatest concern is Lenoir County having the second highest cancer rate in the state. The individuals conducting this study will be at the City Council meeting, August 17<sup>th</sup> at 7:00 p.m. to share information and some things that can be done to help.

Mr. Hill thanked both speakers for bringing their information to the meeting.

### **CONSENT AGENDA:**

Nothing at this time.

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

Item No. 2 was an Agreement between Lenoir County Society for the Prevention of Cruelty to Animals (SPCA) and Lenoir County for the construction of a puppy room. Joey Huff, Health Director, read the agreement. Upon a motion by Ms. Brown and a second by Ms. Sutton, item No. 2 was unanimously approved. Common Consent

Item No. 3 was a Proclamation honoring National Farmers Market Week. Tammy Kelly, Cooperative Extension Director, introduced Ms. Pat Jenkins, Farmers Market manager. Ms. Jenkins read the proclamation. Upon a motion by Ms. Sutton and a second by Mr. Best, item No. 3 was unanimously approved. Common Consent

Ms. Sutton stated since Ms. Jenkins has been manager at the Farmers Market it has made a big difference, and she is doing a wonderful job.

Mr. Hill thanked Ms. Jenkins for her efforts.

Ms. Kelly asked Ms. Kayci Willis, 4H summer camp student to join her at the podium.

Item No. 4 was a Resolution approving an agreement with USDA Animal and Plant Health Inspection Service (APHIS), Wildlife Services Division in the amount of \$17,800, and contract for participation in the Beaver Management Assistance Program (BMAP) for \$4,000. Tammy Kelly, Cooperative Extension Director, stated the BMAP was created by State legislative action in 1992 with the purpose of helping manage ever increasing damage caused by beavers on private and public lands. Lenoir County residents, landowners, and businesses have experienced problems associated with beaver activity. The NC Cooperative Extension in Lenoir 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. The intent of the program is not to eradicate beavers in Lenoir County but to lessen the damage they cause. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 4 was unanimously approved. Common Consent

Ms. Kelly introduced Kayci Willis 4H student and stated she will be attending the 4H Youth Summit this year. Kayci has also been working with Commissioner Eric Rouse learning about his role as a Lenoir County Commissioner.

Item No. 5 was a Resolution approving a purchase order to Horace G. Ilderton Dodge in the amount of \$47,558. Sheriff Ingram, stated the Lenoir County Sheriff's Office currently uses fleet vehicles to patrol the county and carry out their normal duties. We have chosen to use the Dodge Charger as the standard vehicle for deputies. The funds for this are billed as part of the yearly contract for the Town of LaGrange for law enforcement services. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 5 was unanimously approved. Common Consent

Item No. 6 was a Resolution approving the programming for radio codeplug with Gately Communications in the amount of \$60,000. Roger Dail, EMS Director, stated for the past two years, Lenoir and Jones County officials have been discussing and implementing a merger of the Jones County E-911 Center with the Lenoir County E-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. Included in this cost are radios within Public Safety for both City and County agencies. Upon a motion by Mr. Daughety and a second by Ms. Sutton, Item No. 6 was unanimously approved. Common Consent

Item No. 7 was a Resolution approving the remount of a 2003 Ford E450 Wheeled Coach Ambulance Box from Select Custom Apparatus in the amount \$83,469.45. Roger Dail, EMS Director, stated 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. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 7 was unanimously approved. Common Consent

Item No. 8 was a Resolution FY 15-16 Purchase Order to Verizon Wireless for Department of Social Services: \$3,780. Susan Moore, DSS Director, stated 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 six (6) Apple Ipads at a cost of \$630 each. The Ipads will be used by Adult and Child Welfare services supervisors and the assistant director for accessing Northwoods remotely. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 8 was unanimously approved. Common Consent

Item No. 9 was a Resolution authorizing FY 15-16 Service Contracts and Purchase Order to One Source for Department of Social Services in the amount of \$5,250. Susan Moore, DSS Director, stated 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. Upon a motion by Mr. Davis and a second by Mr. Best, Item No 9 was unanimously approved. Common Consent

Item No. 10 was a Resolution authorizing FY 15-16 Purchase Order to Dell for Department of Social Services in the amount of \$7,490. Susan Moore, DSS Director, stated 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 seven (7) laptops at a cost of \$1,070 each. The laptops will be used by (4) Child Support employees in court, (1) Adult Services supervisor for after hours Adult Protective Services calls, (1) paralegal in court, and (1) Assistant Director. Upon a motion by Ms. Brown and a second by Mr. Best, Item No. 10 was unanimously approved. Common Consent

Item No. 11 was a Resolution approving FY 15-16 Lenoir County Home and Community Care Block Grant Funding Plan Revision #1. Susan Moore, DSS Director, stated 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 aide 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. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No 11 was unanimously approved. Called to Question

Item No.12 was a Budget Ordinance Amendment: Capital Improvements: Economic Development: \$2,410,961. Martha Martin, Finance Director, stated this amendment will allow us to roll forward and distribute prior year's unexpended economic development, community development, and buildings and grounds funds into the appropriate expenditure lines in the capital improvement fund for the fiscal year 2015-2016. Upon a motion by Mr. Davis and a second by Mr. Best, Item No 12 was unanimously approved. Common Consent

Item No. 13 was a Resolution approving the purchase of Aerial Imagery from Pictometry, Inc. in the amount of \$40,211.90. Darrell Parrish, Tax Administrator, stated for the 2009 re-evaluation, 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 \$40,211.9. I am bringing back to the Board additional information I received on Google Earth vs. Pictometry, Inc. I will say we do use Google but if you notice in the attachments I gave you, the second one is Google which is not a clear picture which makes it hard to identify. I feel like Pictometry, Inc. will be a big benefit to the Tax Department as it will allow us to identify the height and see structures in wooded areas, as well as measure land. I fully believe Pictometry is the better choice for us at this time as it will allow us to use the third party integration and will eventually pay for itself. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 13 was approved with one descending vote by Mr. Rouse. Called to Question

Mr. Rouse asked how long will it take for Pictometry to pay for itself?

Mr. Parrish replied about eight years.

Item No. 14A was a Resolution approving Tax Collector's 2014-2015 Annual Settlement. Darrell Parrish, Tax Administrator, stated, the Tax Department has worked diligently to collect all taxes due on real and personal property. This settlement provides documentation of these efforts. Pursuant to NCGS 105-373 the Lenoir County Tax Collector is required to make a full settlement with the governing body for all taxes. Upon a motion by Ms. Brown and a second by Mr. Best, Item No. 14A was unanimously approved. Common Consent

Item No. 14B was a Resolution declaring all uncollected taxes on personal property as "insolvent." Darrell Parrish, Tax Administrator, stated 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. 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 remained 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. Upon a motion by Ms. Brown and a second by Mr. Best, Item No. 14B was unanimously approved. Common Consent

Item No. 15 was a Resolution approving the stepping up Initiative to Reduce the Number of People with Mental Illnesses in Jails. Ms. Brown read the Resolution. Upon a motion by Mr. Davis and a second by Ms. Brown, Item No. 15 was unanimously approved. Common Consent

Mr. Best stated during the NACO Conference we learned mental health is an issue across the nation and a huge group of individuals are working diligently on it, and it will be a topic at the state conference.

Item No. 16 was a Resolution Approving Citizens to Boards, Commissions, Etc. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No 16 was unanimously approved for Dr. Brantley Briley, Harrison Keith Montgomery, and Bruce Parsons appointment to the Eastern Carolina Workforce Development, and Carolyn J. Bias to the LC Nursing Home & Adult Care. Since this was the first appearance for Matthew A. Young no action is required at this time. Common Consent

Item No. 17 were items from the County Manager, Mike Jarman. Mr. Jarman stated the only thing he had was regarding the puppy room which has already been taken care of.

Mr. Hill stated that last week the Board approved Eric Rouse to the position of District 3 Director with the North Carolina Association of County Commissioners. According to Amy Bason, Deputy Director/General Counsel, Eric's name has been given to the current District 3 Director, Bill Pate of Wayne County who will preside at the Caucus. On Friday August 21<sup>st</sup> at 5:00 p.m. during the Annual Conference Program the new director will be named. The chosen commissioner will serve a two-year term to conclude at NCACC's annual conference in August 2017. District Directors will be sworn in at the Fall Board of Directors Meeting.

Mr. Hill stated everyone should have received the 2014 Community Benefits Report from Lenoir Memorial Hospital. It has some good information listed about the hospital and activities that took place throughout the year of 2014.

Mr. Hill made a motion to move into closed session.

Upon a motion by Ms. Brown and a second by Ms. Sutton a closed session was entered into at approximately 10:10 a. m. with the following cited: Number Four (4): To discuss matters relating to the location or expansion of industries or other businesses in the area served by Lenoir County.

**CLOSED SESSION**

Upon a motion by Mr. Daughety and a second by Ms. Brown and unanimous approval, the Board moved out of closed session at approximately 10:30 a.m. The meeting re-convened in open session at approximately 10:31 a.m.

Mr. Hill stated, we are back in open session. The board went into closed session to discuss a potential industry in Lenoir County. No action was taken. Mr. Hill asked if there were any additional comments? There were none.

Upon a motion made by Mr. Hill and a second by Ms. Brown, the meeting was adjourned.

Meeting Adjourned at 10:32 a.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

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: PROCESS FUNDS: \$965.96 INCREASE



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

FY 2015 - 2016  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		PROCESS FUNDS		Various	
Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
10-3991-9910	FUND BALANCE APPROPRIATED	965.96	10-4201-6042	COOP EXT-COMMUNITY TRANSFORMATI	965.96
Total		965.96	Total		965.96

**Reason and Justification for Request:**  
 TO BRING FORWARD UNEXPENDED FUNDS FROM THE COOPERATIVE EXTENSION COMMUNITY TRANSFORMATION GRANT. A TOTAL OF \$14,750.62 HAS BEEN RECEIVED SINCE FY 2012-2013, AND HAS BEEN USED TO SUPPORT ACCESS TO HEALTHY LOCAL FOODS, BY PROVIDING MARKETING AND SUPPLIES TO THE LENOIR COUNTY FARMERS' MARKET AND LCFM ANNEX. ONLY \$13,784.66 OF THAT MONEY RECEIVED HAS BEEN EXPENDED THUS FAR, SO THE BALANCE OF \$965.96 IS BEING ROLLED FORWARD.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	8/3/2015	<i>Martha H. Martin</i>	8/3/2015
Budget Officer Approval	Date		
<i>MW/Arman</i>	8/4/15		
Board Approval ( When Applicable)	Date	Date of Minutes	

BUDGET ORDINANCE AMENDMENT: GENERAL FUND:PROCESS FUNDS: \$1,072.35 INCREASE



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

FY 2015 - 2016  
 Appropriations

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

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		PROCESS FUNDS		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u>		<u>INCREASE</u>			
10-3991-9910 FUND BALANCE APPROPRIATED	1,072.35	10-4201-6031 PESTICIDE TRUST GRANT	1,072.35		
Total	1,072.35	Total	1,072.35		

**Reason and Justification for Request:**

TO ROLL FORWARD FROM FUND BALANCE, FUNDS RECEIVED IN PRIOR YEARS FOR THE PESTICIDE TRUST GRANTS 05 AND 06. SINCE FY05-06, A TOTAL OF \$21,996.00 IN REVENUE HAS BEEN RECEIVED, WITH A TOTAL OF ONLY \$27,173.65 BEING EXPENDED. THIS LEAVES A BALANCE OF \$1,072.35 TO ROLL INTO FY15-16.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	8/3/2015	<i>Martha H. Martin</i>	8/3/2015
Budget Officer Approval	Date		
<i>MW Jarman</i>	8/4/15		
Board Approval (When Applicable)	Date	Date of Minutes	

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 8/17/15 **ITEM NO.** 4

**RESOLUTION:** Authorizing Demolition of County Owned Building: 115 W. Bright Street: Eastern Carolina Demolition: \$6,800.

**SUBJECT AREA:** Purchases / Bids

**ACTION REQUESTED:** The Board is requested to authorize the demolition of the County owned building located at 115 W. Bright Street by Eastern Carolina Demolition at a total cost of \$6,800.

**HISTORY/BACKGROUND:** Lenoir County owns a building located at 115 W. Bright Street. For many years, the building housed MIS personnel until the MIS staff moved into the basement of the Courthouse. The building was then used for the storage of voting machines for several years. Whenever the MIS Department moved from the Courthouse basement into the former Philson Building, the voting machines were then moved to the rear of the MIS building for storage. The building at 115 W. Bright Street has been vacant for several years now and is in dire need of repair. This building sits on the back of the lot of the Social Services Building and the Social Services Department desperately needs more parking area. Since the building is in need of much repair and the space is needed for Social Services parking, the Administrative staff made the decision to just demolish the building and build a temporary parking area.

**EVALUATION:** The County owned building located at 115 W. Bright Street needs much repair and the Social Services Department needs additional parking. Therefore, the decision was made for the building to be torn down and the tree on the lot to be removed, thus freeing up space for Social Services additional parking. County Maintenance solicited bids for demolition of the building and the removal of the tree on the lot. Eastern Carolina Demolition of Ayden, N.C. provided the lowest cost to the County for the demolition of the building. A summary of the bids received follows:

<u>Contractor</u>	<u>Total Bid</u>
<b>Eastern Carolina Demolition</b>	<b>\$ 6,800</b>
Taylor's Hauling & Grading	\$ 8,000
Corbett Clearing & Demolition	\$ 8,900
Resurgence Demolition & Environmental	\$17,917
DLT Construction & Demolition	\$20,146

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

*MWJ*  
Initial

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the demolition of the County owned building located at 115 W. Bright Street by Eastern Carolina Demolition at a total cost of \$6,800 is approved.

Funding Source: 10-5310-3500

**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:** 08/17/15 **ITEM:** 5

**RESOLUTION:** Approve a Grant Application to the Unified Hazard Mitigation Assistance Grant Program (HMA).

**SUBJECT AREA:** Administrative

**ACTION REQUESTED:** The Board is requested to approve submission of a grant application to the Unified Hazard Mitigation Assistance Grant Program.

**HISTORY/BACKGROUND:** Lenoir County Emergency Services –Emergency Management Division is applying for grant funding through the Unified Hazard Mitigation Assistance Grant Program. This grant is for funding assistance in the implementation of a power redundancy system for Lenoir County EMS stations throughout the County. Over the past two months, Lenoir County Emergency Services – Emergency Management Division researched our critical facilities and determined that the EMS stations in the county did not have a generator backup in the event of power failure. However, during this time, it was noted a grant opportunity existed through North Carolina Emergency Management Hazard Mitigation Branch. It was then determined that the power redundancy system would be fundable through the grant offered. The application process was then started in the hopes to strengthen our critical infrastructure to be more disaster resistant and better prepared.

**EVALUATION:** Lenoir County Emergency Services – Emergency Management Division, is applying for grant funding through Unified Hazard Mitigation Assistance Grant Program for funding assistance in the implementation of a power redundancy system for Lenoir County EMS stations throughout the County. As it stands now, when the power fails the EMS stations in the County do not have power, even though there are medications that require refrigeration. The power redundancy system is another asset for our EMS division and staff to be better prepared in time of disasters. The backup power would ensure the continuity of operations in responding to emergency medical calls for assistance in the County, during natural and man-made disasters.

MANAGER'S RECOMMENDATION

Respectfully recommend approval.

*MWJ*  
Initials

**RESOLUTION: NOW THEREFORE, BE IT RESOLVED** by the Lenoir County Board of Commissioners that submission of a grant application for the Unified Hazard Mitigation Assistance Grant Program is approved.

**AMENDMENTS:**

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

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

UNANIMOUS \_\_\_\_\_

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

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

\_\_\_\_\_  
Craig Hill, Chairman 08/17/15  
Date

\_\_\_\_\_  
ATTEST 08/17/15  
DATE

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 08/17/15 **ITEM NO:** 6

**RESOLUTION:** Authorizing the Approval of Fireworks Shows at the Lenoir County Fair.

**SUBJECT AREA:** Legal

**ACTION REQUESTED:** The Board is requested to approve fireworks shows to be held at the Lenoir County Fairgrounds for the annual Lenoir County Fair on September 22 & 26, 2015. The fireworks show will be performed by Hale Artificier, Inc.

**HISTORY/BACKGROUND:** The Lenoir County Commissioners must approve all fireworks shows held in the county, and must be granted prior to the issuance of permits. The Lenoir County Fair Association has hired Hale Artificier, Inc. to handle all fireworks within the approved area of the Lenoir County Fairgrounds. The Fire Marshal, or his/her designee, will ensure all fire codes are met.

**EVALUATION:** The Fire Marshal has reviewed all required documentation and will go to the event to monitor and ensure that all fire codes are complied with.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

*mwj*  
Initials

**RESOLUTION: NOW THEREFORE, BE IT RESOLVED** by the Lenoir County Board of Commissioners that approval be given to the Lenoir County Fair Association and Hale Artificier, Inc. to conduct fireworks shows on September 22 & 26, 2015 at the Lenoir County Fair Grounds.

**AMENDMENTS:**

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

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

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

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

08/17/2015  
Date

\_\_\_\_\_  
Attest

08/17/2015  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 08/17/15 **ITEM NO.:** 7

**RESOLUTION:** Approve the Purchase of a 2016 Ford F250 4 x 4 Truck: Capital Ford: \$29,500.00.

**SUBJECT AREA:** Purchases/Bids

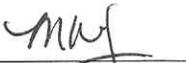
**ACTION REQUESTED:** The Board is requested to approve the purchase of one 2016 Ford F250 4x4 truck from Capital Ford of Raleigh, N.C. in the amount of \$29,500.00.

**HISTORY / BACKGROUND:** The Lenoir County Emergency Services Department –Emergency Management Division assigns the Emergency Management Planner a vehicle for use in responding to the investigation of natural and man-made disasters. This position maintains inventory of all preparedness equipment, conducts meetings with local organizations in disaster planning/drills and assist the fire department personnel in the investigation of suspicious fires and illegal fire activity. This position is also required to perform inspections of residential, commercial, industrial and institutional facilities. The vehicle is also fully equipped to assist the EMS division in responding to incidents. Each of these functions requires specialized equipment that must be transported in a safe and efficient manner. As a result of these job responsibilities, the Emergency Management Planner puts a lot of wear on his assigned vehicle between the after-hour responses and the daily activities required of this position. The Emergency Management Planner’s current vehicle is a 2008 Ford Expedition, with 190,593 miles on the odometer.

**EVALUATION:** The Lenoir County Emergency Services Department –Emergency Management Division assigns the Emergency Management Planner a vehicle for use in responding to the investigation of natural and man-made disasters. This position maintains inventory of all preparedness equipment, conducts meetings with local organizations in disaster planning/drills and assist the fire department personnel in the investigation of suspicious fires and illegal fire activity. This position is also required to perform inspections of residential, commercial, industrial and institutional facilities. The vehicle is also fully equipped to assist the EMS division in responding to incidents. The Emergency Management Planners vehicle is overdue for replacement. Staff recommends that the County utilize the State Contract vendor, Capital Ford, located in Raleigh, NC. for the purchase of this replacement vehicle.

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval

  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the purchase of a 2016 Ford F250 4x4 truck from Capital Ford of Raleigh, N.C. in the amount of \$29,500.00 is approved.

Funding Source: 14-4200-5403

**AMENDMENTS:**

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

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

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

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

08/17/2015  
Date

\_\_\_\_\_  
Attest

08/17/2015  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 08/17/15 **ITEM NO:** 8

**RESOLUTION:** Authorizing Lenoir County Cooperative Extensions' acceptance of funds from the Lenoir/Greene Partnership for Children, Inc. and authorizing the Finance Officer to sign on behalf of the County.

**SUBJECT AREA:** Finance

**ACTION REQUESTED:** The Board is requested to authorize acceptance of funds in the amount of \$52,000 from the Lenoir/Greene Partnership for Children, Inc. and authorize the Finance Officer to sign on behalf of the County.

**HISTORY/BACKGROUND:** Parents As Teachers is currently in its 19th year functioning under Lenoir County Cooperative Extension and is funded by the Lenoir/Greene Partnership for Children, Inc. The Parent Educator currently reaches 40 families per month, at least one visit and often two per month. PAT is a voluntary, preschool, home visit, education program that allows parents to become educators of their children in their own homes.

**EVALUATION:** The funds received from the Lenoir/Greene Partnership for Children, Inc. will be used for the following purposes: family recruitment into the project, parent participation with online literacy training, bi-monthly professional development webinars for County Extension staff, and child enrollment in the Imagination Library. The Parents as Teachers staff will monitor enrollment and meet all service delivery benchmarks while maintaining a system of tracking and record maintenance. These funds will be managed and executed by the County Extension Director, Tammy Kelly.



**INTRODUCED BY:** Michael W. Jarman, County Manager DATE 08/17/15 ITEM NO. 9

**RESOLUTION:** Adopt the Approved Lenoir County Detention Center Health Plan.

**SUBJECT AREA:** Administration

**ACTION REQUESTED:** The Board is requested to adopt the approved Lenoir County Detention Center Health Plan.

**HISTORY / BACKGROUND:** In accordance with N.C.G.S. § 153A-225 that deals with Medical Care of Prisoners, the Lenoir County Board of Commissioners is required to adopt a health plan for the care of inmates.

As written in statute, “the unit shall develop the plan in consultation with appropriate local officials and organizations, including the sheriff, the county physician, the local or district health director, and the local medical society. The plan must be approved by the local or district health director after consultation with the area mental health, developmental disabilities, and substance abuse authority, if it is adequate to protect the health and welfare of the prisoners. Upon a determination that the plan is adequate to protect the health and welfare of the prisoners, the plan must be adopted by the governing body.”

The Lenoir County Health Director, the Sheriff of Lenoir County, and Southern Health Partners, Inc. (the contracted provider of care to inmates) has approved the attached plan and request it to be adopted by the Board of Commissioners.

**EVALUATION:** The health plan has been approved by all required officials and is recommended that it be adopted by the Lenoir County Board of Commissioners.

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval.

  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the "Lenoir County Detention Center Health Plan" be adopted as recommended.

**AMENDMENTS**

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

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

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date

## Lenoir County Detention Center

### Detention Center Health Plan

The compliance with this Detention Center Health Plan is the joint responsibility of the **Lenoir County Health Department**, the **Lenoir County Sheriff**, and **Southern Health Partners, Inc.**, the contracted provider of care to the inmates of the **Lenoir County Detention Center**.

It is understood **Southern Health Partners, Inc.** has specific Policies and Procedures for inmate health services on-site within the medical unit. These policies and procedures can be reviewed by the **Lenoir County Health Department Director** and the **Lenoir County Sheriff** at any time.

#### Receiving Screening

Upon the arrival of each inmate at the **Lenoir County Detention Center**, a preliminary health assessment (Receiving Screening) will be performed by correctional officers.

At a minimum, the assessment will include the following:

- Documentation of current illnesses and health problems including medications taken and special health requirements.
  - Documentation of mental health problems, dental problems and allergies.
  - Behavior observation, including state of consciousness, mental status, appearance, conduct, tremors, sweating.
  - Inquiry into use of alcohol and other drugs, including types, methods, date/time last taken and problems arising out of use.
  - Notation of body deformities and ease of movement.
  - Observation of persistent cough or lethargy as well as an inquiry to unintentional weight loss, night sweats and known exposure to TB.
- 
- Inquiry as in known communicable diseases including Sexually transmitted disease.
  - Condition of skin including, trauma markings, bruises, lesions, jaundice, rashes and infestations and needle marks or other indications of drug abuse.
  - Status classification to succinctly identify the inmate's health status.
  - Referral of the inmate for emergency health services or additional health services, as may be necessary.

If as a result of the receiving screening it is apparent that an inmate requires medical attention, then the inmate will immediately be referred for treatment. The appropriate level of treatment (i.e. treatment in-house by a member of the professional health services staff or referral to a hospital or other community-based health service) should be made after a thorough evaluation of the inmate's condition.

Health care standards require that information regarding access to health care services be communicated orally and in writing to inmates upon their arrival at the correctional facility. To meet these standards, SHP will use notices, printed in both English and Spanish. These will be posted in the Intake area advising them of how to access the health care delivery system, in addition to the verbal and written/documented notification which is provided at booking.

### **Daily Triage of Complaints**

In order to ensure that inmate health problems and requests are addressed promptly, appropriately and efficiently, we use a structured triage procedure, proven effective in other correctional settings.

Our Medical Director (Physician and/or Physician Assistant or Nurse Practitioner under supervision by a Physician) always oversees the triage system that is followed by all health care personnel. This ensures that the inmates receive the appropriate level of care and that their complaints are properly processed and resolved.

Inmates have the ability to access the triage system by submitting a health care request form. These requests are received and processed daily by the health care staff, and as a first step in the triage system the inmate is then seen by a member of the professional nursing staff and appropriate treatment is administered within the scope of the Nurse Practice Act. Those inmates requiring a higher level of service will be referred to the physician, physician assistant, or other appropriate professional practitioner in a timely manner.

If the Physician or other practitioner determines that the inmate's medical needs are more extensive or specialized than can be addressed within the facility's health care program, an appropriate referral to outside medical services will be provided.

Sick call must be conducted on-site by a physician, nurse practitioner or a physician assistant under the direction of a physician. The majority of inmates to be seen by the physician will have been screened as part of the formal triage system. However, this will not preclude an inmate who had not been triaged or who has a sudden or acute problem, from seeing the physician during the time the physician is on-site at the facility.

Appropriate documentation will be recorded and maintained for all inmates seen at sick call. This information will be incorporated into the inmate's medical record as appropriate. An inmate's medical record will contain appropriate entries completely documenting each sick call encounter (i.e., an inmate's specific health request, the assessment of the health care professional who saw the inmate, the prescribed treatment plan, and any follow-up encounters). This will ensure that all inmates' health requests are promptly and properly handled, documented, and followed through to a satisfactory resolution.

### Special Medical Program

We will provide all special health care services required including, but not limited to, care for inmates who are chronically or terminally ill, physically handicapped, developmentally disabled or inmates with special mental health needs or convalescing inmates. Individual treatment plans will be developed for all chronically ill, terminally ill and convalescing inmates. Examples of chronic illness include diabetes, hypertension, asthma and epilepsy. Convalescing inmates include those recovering from fractures, inpatient surgical procedures, and hepatitis and other communicable diseases. The type of treatment will be determined by the needs of the individual inmate, but may include such things as medications, special diets, physical therapy, laboratory tests or dressing changes. Each treatment plan will be initiated by the physician and will be detailed in the individual's medical record.

We will keep a list of inmates with special needs and maintain schedules for medical treatment in accordance with our established protocols for each illness. For example, daily blood sugars are obtained on all diabetics receiving insulin, Dilantin levels are monitored monthly on epileptic inmates, and blood pressure evaluations are performed as clinically indicated on inmates receiving anti-hypertensive drugs.

Medical determination of a tendency towards suicide or a history of seizures will result in the inmate being assigned to quarters that have close supervision.

We realize that communicable diseases, such as tuberculosis (TB), HIV and hepatitis require special attention in inmate populations. We have developed an Infection Control Program that incorporates education, diagnosis and treatment of inmates. Screening for TB and/or HIV occurs at time of intake, if conditions indicate that such testing is necessary.

Neither North Carolina nor Federal laws specifically require HIV testing upon request; however we feel that the most prudent course to take would be to make testing available but limit it by leaving the decision to the medical staff.

Data supports that our inmate population has a higher than usual incidence of Sexually transmitted disease. This is addressed in the medical intake screening and then in more depth upon the History & Physical. If at the time of intake, the H&P or any time complaints of that nature is offered, we will then initiate testing and or treatment.

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Our Infection Control Program includes, but is not limited to:

- Surveillance procedures to detect inmates with infectious and communicable diseases, appropriate immunizations to prevent these diseases and proper treatment and care for inmates with these diseases.
  
- The decontamination of medical equipment and proper disposal of sharps and medical bio-hazardous waste used by the medical staff, or determined by the medical staff to be considered bio-hazardous waste.

- Strict adherence to universal precautions by health care workers to prevent exposure to blood-borne pathogens.
- Notifying the Local county health department of suspected/confirmed cases of all STD, TB, HIV, Hepatitis, Listeria E-coli, MRSA, as well as other disease reportable according to the NC Administrative Code 10ANCAC41A.0101 and 0102 criteria.

We will also dispose of all medically-related infectious and hazardous waste in accordance with all state and federal regulations. We follow and assure compliance with Occupational Health and Safety Administration (OSHA) guidelines for infection control procedures.

#### **Pharmaceuticals and Medical Supplies**

An agreement has been set in place to order all prescribed medications from a contracted pharmacy vendor. Any STAT medications may be ordered from a local pharmacy provider. STAT medications are classified as medications which need to be started immediately and a supply of such medications is not currently on-site within the medical unit. The pharmacy vendor will supply the SHP Formulary and ordering sheets to the facility for the placement of orders. All orders received before 3:00 p.m. EST, will be shipped out for next day delivery.

SHP shall comply with all applicable state and federal regulations regarding the prescribing, dispensing, administering, and procuring of pharmaceuticals. All employees must review the ordering procedures for pharmaceuticals. No medications will be ordered without a physician's order. All re-orders must be approved through the physician also. Medications are prescribed only when clinically indicated, not for disciplinary purposes.

All pharmaceuticals must be stored appropriately, in accordance with their storage instructions (i.e. refrigeration, etc.). Security storage (under lock and key) must be maintained for all prescribed medications. Only the nurse and health services staff will have access to the medications. If applicable, a key may be given to security in case of emergencies. All narcotics are to be kept under separate lock and key from other medications.

Application for the registration to comply with the North Carolina Controlled Substance Act will be submitted at which time the N.C. Department of Health and Human Services then schedules an onsite inspection and upon the evaluation. The N.C.D.H.H.S will notify the Detention Center of the requirements that they must implement to be granted permission.

The nurse and Medical Director as needed should perform a periodic review of all pharmacy orders. A narcotic count must be performed on a regular basis and the nurse and/or physician should review all reports. Copies of all count sheets are to be kept on file for review and/or audit.

All expired pharmaceuticals must be destroyed accordingly. The pharmacy vendor will perform this service on a quarterly basis, or sooner if needed. The nurse must call the pharmacy directly to schedule this service when needed. Also, a Sharps Count must be kept by all nursing staff with all count sheets to be kept on file for review and/or audit.

Diabetic inmates may be allowed to draw and administer their own insulin under the supervision of a health care staff member, and/or under security's approval.

All pharmaceuticals will be maintained in the medication room and only personnel authorized to give medications will have access to this area. The medication room area will be locked at all times and only authorized personnel will have keys.

The pharmacist will be responsible to select all generic equivalent drug products used in the correctional facility. All drug products utilized will be those of certified Food and Drug Administration approved manufacturers. In addition, the pharmacy vendor will conform to all federal laws, State statutes, and the state Board of Pharmacy regulations concerning drug products.

All drug recalls will be the responsibility of the pharmacist. Collection and return of recalled drugs will be the pharmacists' responsibility at the dispensing level and the nurse's responsibility, upon notification, at the drug administrator level.

All outdated, unused, deteriorated drugs will be the responsibility of the pharmacist to return and destroy during their quarterly inspections. Control substances returned or otherwise destroyed will be in compliance with federal and state regulations.

The pharmacy vendor according to the State Pharmacy Law shall label all prescriptions. Each prescription will contain the following information: Name/address of the dispensing pharmacy; Name of the prescriber; Name of patient; Directions for use; Date the prescription was originally filled; Name of drug and strength.

All floor stock shall be reviewed and authorized by the Medical Director. Floor stock will be issued as non-prescription floor stock, prescription floor stock, and emergency floor stock drugs. Only persons authorized to prescribe within the state where the facility is located may order floor stock to be kept within the medical unit.

#### **Emergency Medical, Dental, and Mental Health**

Certain members of the professional health care staff, including the physician, will have twenty-four (24) hour on-call responsibility for any emergency that may arise. In the event of an emergency or in response to any medical need, the nursing on-call staff must be called and will immediately respond by telephone to work with security staff to evaluate the inmate. Other appropriate medical personnel will be notified if necessary. The inmate will be transferred to a hospital emergency room for further treatment, if clinically indicated and agreed to by the SHP on-call medical authority.

When emergency transportation is required, medical personnel will decide whether an ambulance or security van is required and coordinate appropriate transportation with the corrections administration and security.

However in the event where the correctional officer feels that the services of EMS is required, and the medical staff is not present to address the situation then the correctional officer should make provisions for emergency transport without the hesitation of notifying the medical staff.

#### **Dental Care**

Dental treatment shall be provided according to an established treatment plan/order, and based on established priorities. Consultation with the dentist and/or dental specialist will be available. Dental treatment will be scheduled on an as needed basis, for the earliest appointment time available. Medical staff should

notify the dentist of requested treatment in advance of services being performed.

The Medical Director will review all prescriptions for approval. Any substitutions for prescribed narcotics/medications should be confirmed with the Dentist, but may be changed by the Medical Director to confirm with the Detention Center policy (limits on narcotics, etc.).

#### Mental health and chemical dependency withdrawal

Inmates reporting the use of alcohol, opiates, stimulants, sedatives, hypnotic drugs, or other substances will be evaluated for their degree of reliance upon and potential for withdrawal from these substances and possible intoxication or overdose. Upon completion of the screening process, patients indicating such uses must be immediately referred to the medical staff for further evaluation and treatment.

Detoxification will be carried out only under medical supervision and initiated by the medical staff with physician oversight on an individual care basis. All detainees found to be demonstrating the signs and symptoms of drug/alcohol withdrawal will be seen by the Medical Director and his treatment plan will be followed. Inmates experiencing severe, life threatening intoxication or withdrawal must be seen by the Medical Director and upon his orders may be transferred to a licensed acute care facility, or the local emergency room for treatment. The Detention Center Administrator must receive authorization of this transfer.

Detox inmates must be monitored on a consistent basis and all findings documented in his/her medical record. Documentation of the patient's status during detoxification is very important and must be reviewed by all medical staff members in order to maintain patient care while incarcerated.

Detox inmates may be referred to the designated mental health provider or a local program for assessment regarding dependency issues.

Pregnant females who have drug/alcohol dependency will promptly be referred to the Medical Director for appropriate treatment methods. The Medical Director may have established treatment protocols.

Inmates who are on Methadone will be referred to the Medical Director to determine appropriate withdrawal treatment plans to be used.

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Medical staff will verify a patient's history and medication prior to inception of services. Physician will review the information and make referrals as appropriate.

Treatment services may include on-site and/or off-site crisis intervention. Not all treatments include the prescribing of psychotropic medications. Crisis intervention is to be initiated if patient is a threat to themselves and others.

#### Pregnant Inmates

All verified and confirmed pregnant inmates will be referred to the designated prenatal clinician who can provide obstetric services including regular prenatal care, medical exams, activity level advice, safety precautions, nutrition guidance and counseling. The inmate will be prescribed prenatal vitamins while

incarcerated and applicable laboratory and diagnostic testing will be performed.

The Detention Center Administrator must be notified of the inmate's pregnancy and on-going treatment. Corrections Officers should be alerted to the inmate's due date as it approaches and she should be under close observation around that time.

Medical staff will document inmate's previous health history and other births. Outside specialty clinic visits will also be documented and noted in the patient's chart, along with services rendered noted in the file. Medical staff must utilize the Pregnancy Flow Sheet to monitor the pregnancy. The Medical Director should review the flow sheet on a consistent basis, maybe at the established chronic clinics reviews.

Pregnant inmates needing obstetric services will be referred to the Lenoir County Health Department. The Health Department's contracted providers determine if they will can provide the appropriate level of care for the pregnant inmate or make referral to an appropriate provider. Also, the Health Department may discharge an inmate from care with documented cause and notification and with appropriate referral arrangements to another provider.

The designated mental health provider may be asked to participate in the treatment plan regarding the patient. Issues which may be discussed are any psychotropic medications needs and/or depressions issues the patient may experience due to separation from the baby after the birth.

#### **Medical Records**

All medical records will be kept in the medical unit or, if inactive, in a secure place accessible to medical personnel for a period of seven years. The Detention Center Administrator should be consulted as to the space needed for the storage of inactive files.

All medical encounters will be entered into the medical record using a narrative, pathways or S.O.A.P. format. The medical record will contain the following elements and all laboratory reports, consult reports, discharge summaries, and diagnostic studies will be reviewed and initialed by the physician before placement in the medical record.

1. Master Problem List (if a chronic condition patient);
2. Receiving Screening form;
3. Admission Data/History and Physical Assessment form;
4. Physicians' Orders form;
5. Progress Notes;
6. Laboratory studies; Diagnostic studies; Dental records;
7. Psychiatric and psychological reports;
8. Consultant's reports; x-ray reports;
9. Medication Administration Records;
10. Consent forms; Discharges summaries;
11. Release of Responsibility and Authorization for Release of Information Forms;
12. Sick Call Request forms;

13. Specialized treatments plans;
14. All other relevant and medically related materials;
15. Transfer forms

When an inmate is reincarcerated, the prior record, if one exists, will be reactivated and reviewed by the medical staff. The inmate will have one (1) medical record that contains a record of all medical services that are rendered.

All forms must be signed and dated appropriately.

#### Confidentiality of Health Records

HIPAA regulations apply to any protected health information such as information that concerns a persons social security number, date of birth, physical or mental health, healthcare, or payment information that could be used to identify an individual. Disclosure of such information is prohibited. While individuals are in a correctional institution, SHP can use or disclosure an inmate's protected health information to the medical unit of another correctional institution for the following reasons:

1. Health and safety of the inmate or other inmates;
2. Health and safety of correctional institution personnel;
3. Health and safety of those personnel responsible for transporting or transferring of inmates;
4. Law enforcement on the institution's premises;
5. The administration and maintenance of the safety, security, and good order of the institution.

N.C.G.S 130A 143 has strict confidentiality to information about reportable communicable diseases. The public health regulations allow a local health department director to notify the sheriff if a detention inmate has certain communicable diseases. This regulation excludes HIV infection and AIDS. The disease must represent a significant threat to the public health.

Further, if an inmate has escaped from custody, HIPAA does not restrict the use or disclosure of an inmate's medication information. In such situations, the correctional institution may use or disclose the inmate's personal medical information as long as that use or disclosure is consistent with applicable law and standards of ethics.

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The inmate's medical record is considered confidential and may not be shared with unauthorized individuals or agencies without the inmate's written consent. Training will be extended to all staff upon orientation as to the importance of maintaining medical confidentiality.

#### Confidentiality Specific to HIV infection and AIDS

1. Any information and records, especially medical records that might identify an inmate as HIV infected, will be kept strictly confidential.

The above reflects North Carolina's Law. Federal courts have recognized that inmates retain the right to privacy that protects against the disclosure of sensitive medical information.

2. Detention Center medical staff only under the following circumstances may release the inmates HIV status:

- a. Release is made to health care personnel who are providing care to this inmate.
- b. Release is made with the inmate's written consent or the written consent of the inmate's guardian.
- c. Release is made pursuant to a subpoena or court order.
- d. Release is made to the Physician of a person exposed to the inmate's potentially infectious body fluid, upon receipt of proper consent under law.

Note: If an exposed officer learns from the Detention Center physician or private physician that an inmate is HIV infected, he or she must keep that information strictly confidential. The reason for telling the officer is to permit effective treatment and counseling. It is a misdemeanor if the officer discloses this information to another officer.

The only exception to the confidentiality law is N.C.G.S. 53A 222 which allows inspectors with the Detention Center and detention branch to see an inmate's medical record unless the Inmate objects in writing. Before inspectors may review the inmate's record, the inmate must be informed in writing of his right to object.

#### **Privacy**

All medical evaluations and services are to be performed in as much privacy, with respect to security issues, as possible. The discretion is with the Medical Director, physician, or nurse providing the service.

Security personnel may be present if the patient poses a probably risk to the safety of the medical staff or others. Instruction on maintaining confidentiality is given to security staff that observes or hears health encounters. When cell side triage is required, medical staff must take extra precautions as to promote private communication with the inmate.

#### **Handling of Intoxicated Inmates**

Upon completion of the screening process, patients indicating such uses must be immediately referred to the medical staff for further evaluation and treatment.

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Detoxification will be carried out only under medical supervision and initiated by the medical staff with physician overview on an individual care basis. All detainees found to be demonstrating the signs and symptoms of drug/alcohol withdrawal will be seen by the Medical Director and his treatment plan will be followed. Inmates experiencing severe, life threatening detoxification or withdrawal must be seen by the Medical Director and upon his orders may be transferred to a licensed acute care facility, or the local emergency room for treatment. The Detention Center Administrator must receive authorization of this transfer.

Pregnant females who have drug/alcohol dependency will promptly be referred to the Medical Director for appropriate treatment methods. The Medical Director may have established treatment protocols.

Inmates who are on Methadone will be referred to the Medical Director for appropriate withdrawal treatment plans to be used.

### **Training for Officers**

Training programs should be provided by a Detention Center training coordinator or through programs funded by the county or state (depending upon the facility resources). All training programs provided by SHP must be documented and the Detention Center training coordinator will keep attendance rosters.

Upon request by the Detention Center Administrator, SHP in a joint effort along with the local health department (if available) and other available entities will provide the following training:

First Aid; Suicide Prevention; CPR; Screening Techniques; Health Referrals; Medication Administration; Recognizing chronic conditions/illnesses; Signs and Symptoms of Mental illness; Universal Precautions; Confidentiality (HIPAA); Infectious Diseases – AIDS, MRSA, TB

The nurse should participate in the on-going training program currently set-up through the Facility, whenever available to do so.

### **Transporting inmates to outside sources for medical care**

The transportation officer will be notified by medical personnel when an inmate is scheduled for an appointment outside the Detention Center. Security staff will plan the transportation. Medical staff will not inform the inmate of the date or time of the appointment. When emergency transportation is required, medical personnel will decide whether an ambulance or security van is required and coordinate appropriate transportation with the corrections administration and security.

### **Medical Co-Pay**

The medical staff is not to benefit in any way from the co-pay system. The nurse who is triaging or treating the inmate is to only complete any forms to provide information so that an inmate's account can be charged.

### **Continuity of Care**

Upon an inmate's admission into the Detention Center, every effort must be made to obtain information concerning previous and/or current treatment plans. Record request forms may be sent to the inmate's treating physician for inclusion into inmate's current medical file at the Detention Center. The Medical Director must be made aware of the medical records upon arrival, for his/her review as well.

All medications must be verified before their continuance. All verifications (or inability to verify) must be noted within the patient's chart. Once medications have been verified, the Medical Director may give a verbal order (if not on-site) to continue the medication's until the next scheduled physician sick call, based upon the inmate's compliance prior to incarceration and present condition. Identified long-term and/or serious chronic conditions must be referred to the Physician for referrals or follow-up clinic visits as needed.

All pregnant inmates will be placed on pre-natal services for referral to a local OB/GYN clinic or the local

County health department.. Those pregnant inmates exhibiting serious conditions may be referred to the hospital for assessment.

All ordered tests and/or consults are completed in a timely manner. The Medical Director must sign all outpatient service discharge summaries as evidence of review. If changes in treatment are necessary, the changes must be noted and clinical justification for an alternative treatment plan is noted.

### **Health Assessment**

All history and physical data will be obtained by medical staff and recorded on an Admission Data History and Physical Exam form. The medical staff will review the Receiving Screening form and confirm all information, as well as ask for any additional medical history information that may not have been noted upon admission. The medical staff must verify of previous history, and document such verification and/or non-verification.

Within 14 calendar days of arrival into the Detention Center, inmate will receive a full health assessment by SHP medical staff. A recording of inmate's current weight, height, blood pressure reading, and temperature and pulse rate will be noted on the Assessment form. Female inmates will be given a pregnancy test if their situation deems possible pregnancy and/or upon request.

The medical staff in using the H&P Assessment form will perform a physical exam. Inmates with a chronic condition will be screened and questioned specifically about their condition. Chronic care inmates will be referred to the physician's chronic care clinic for an initial assessment and treatment plan as well.

Other lab and/or diagnostic testing may be required based on information received from the inmate and documented on the Receiving Screening or Assessment form. Physician's orders must be obtained for the testing.

An inmate, who has been re-admitted into the Detention Center and had a documented health assessment within the previous 12 months, need not be re-examined unless changes in inmate's health have been noted upon admission.

An inmate has the right to refuse a health assessment. Please refer to the policy Right to Refuse Treatment. If an inmate refuses a TB test, the inmate must be placed in isolation for precautionary measures, as TB is an infectious disease. Medical staff should monitor inmate until the TB testing is completed. Depending upon the reasons for the inmate's refusal, the Medical Director and/or mental health staff may be advised to speak with the inmate about his/her concerns.

All history and physical exam records must be referred to the Medical Director for review and sign-off.

### **Grievance Procedure**

Upon receipt of an inmate's grievance, the nurse will review the information presented and speak with the inmate about the problem and possible resolution. All information about the conversation should be documented on the grievance form and returned to the Detention Center Administrator as to response. A copy should be filed in a file labeled "Inmate Grievance Reports" in the medical office. All responses to

inmate grievances must be timely and based on principles of adequate and prudent medical care.

Correctional officers will provide grievance forms to inmates upon their request. The inmate will give the completed form to a correctional officer who then gives the form to the medical staff for resolution.

An incident report may accompany a copy of the grievance if submitted to the SHP corporate office. If the corporate office needs to be involved in the resolution of the problem, communication with the nurse, as well as a review of the applicable records and/or other information will begin. The nurse should notify the corporate office of the need for involvement.

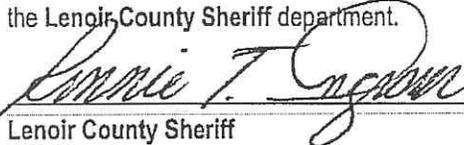
After the grievance has been resolved, the Detention Center Administrator should be notified as to the resolution.

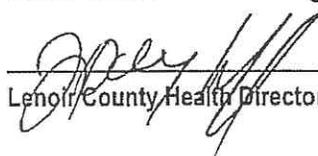
If the inmate does not agree with the resolution, an appeal may be filed citing additional information. The nurse and Detention Center Administrator will once again review this appeal grievance, with a copy forwarded to the corporate office for resolution. All appeals must be sent to the corporate office for review.

#### Collection of DNA

In keeping in compliance with the Session law 2003-376 House Bill 79, the nurse or member of the Detention Center health team will provide the phlebotomy service for the collection of the DNA samples that are specific to meeting the requirements mandated by the state of North Carolina. This does not address the issue of obtaining DNA for the use of forensic investigation, for which no member of the Detention Center medical team is to participate in any such action. The Detention Center medical team is only to provide the services of phlebotomy and under no circumstances should be involve with the records keeping, finger printing and transport of the specimen. The location and time of this service will be established in agreement with both the duty officers and the medical team member. This procedure is never to interfere with the health care provider's responsibility to deliver health care services to the inmates of this facility.

This Detention Center Health Plan has been reviewed and approved by the Lenoir County Health Director and by the Lenoir County Sheriff department.

 Date: 3/10/2015  
Lenoir County Sheriff

 Date: 3/10/15  
Lenoir County Health Director

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 08/17/15 **ITEM NO.** 10

**RESOLUTION:** Approve Purchase Order for CDW: \$3,064.30.

**SUBJECT AREA:** Purchases / Bids

**ACTION REQUESTED:** The Board is requested to authorize the Sheriff to execute a Purchase Order with CDW for the purchase of (2) two APC UPS Battery Modules for the battery back up systems in the detention center in the amount of \$3,064.30.

**HISTORY / BACKGROUND:** In 2013, the W.E. "Billy" Smith Detention Center opened which brought the jail to a modernized and computer oriented facility. These systems computer hardware and software require constant power to assure all settings and information is saved in the event of a drop in power. Battery back-up systems were installed to assure no settings were lost when the power does go out and when the generators activate. These battery backup systems have batteries with a life expectancy of 24 months. The current batteries have been in service for 30 months and are no longer operable.

The Lenoir County Maintenance Department researched companies who provided these batteries and provided the Sheriff's Office with a quote from "CDW" with the lowest price for replacement batteries for the back-up systems at \$3,064.30.

This was not a planned expense, but was discovered by the Maintenance Department when the system alerted them. At this time, the Sheriff's office will cover this expense under the jail maintenance line, but it is unforeseen if this will cause the line to go over budget in this fiscal year.

**EVALUATION:** The Sheriff intends to purchase the replacement batteries for the back up systems to assure all computer and electronic systems work as they should. This is a required expense to maintain the software and hardware of the detention center systems.

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval.

  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the Sheriff is permitted to execute a purchase order with CDW for the purchase of (2) two APC UPS Battery Modules for the battery back up systems in the detention center in the amount of \$3,064.30.

**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:** 08/17/15 **ITEM NO.** 11

**RESOLUTION:** Approve Purchase Order for Capital Ford: \$55,700.

**SUBJECT AREA:** Purchases / Bids

**ACTION REQUESTED:** The Board is requested to authorize the Sheriff to execute a Purchase Order in the amount of \$55,700 to Capital Ford for the purchase of two (2) 2016 Ford Police Interceptor Utility Vehicles.

**HISTORY / BACKGROUND:** The Lenoir County Sheriff's Office currently uses fleet vehicles to patrol the county and carry out their normal daily duties. One of the assignments of the patrol division involves the use of canines. The Sheriff's Office must have vehicles that can house the canine kennels and the equipment that is used for these dogs. The Sheriff has chosen the Ford Police Interceptor Utility Vehicle as the canine vehicle. The cost of these vehicles was included in the approved fiscal year budget for the Sheriff's Office.

One of these new vehicles will replace one canine vehicle that is at the mileage limit and the other will be for a new canine. In 2013, the Sheriff's Office had to retire one canine due to age and health reasons and that canine will be replaced this year using drug asset forfeiture money.

**EVALUATION:** The Sheriff intends to purchase two (2) 2016 Ford Police Interceptor Utility Vehicles from Capital Ford which is the provider of these vehicles through the state contract. The cost of each vehicle is \$27,850.00.

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval.

  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the Sheriff is permitted to execute a purchase order with Capital Ford for the purchase of two (2) 2016 Ford Police Interceptor Utility Vehicles in the amount of \$55,700.00.

Funding Account #: 14-4200-5400

\$ 55,700.00

**AMENDMENTS**

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

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

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date

UDGET ORDINANCE AMENDMENT: GENERAL FUND:FINANCE/COOPERATIVE EXTENSION:JCPC-PARENTING MATTERS: \$1,719.96 INCREAS



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

FY 2015 - 2016  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		FINANCE/ CCOPERATIVE EXTENSION: JCPC-PARENTING MATTER		Various	
<b>Check One Box</b> New Appropriation: <input type="checkbox"/> <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <input type="checkbox"/> <b>REVENUES</b>			<b>Check One Box</b> New Appropriation: <input type="checkbox"/> <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
10-3991-9910	FUND BALANCE APPROPRIATED	1,719.96	10-4954-1260	JCPC-PM-SALARIES/WAGES-PART-TII	1,576.50
			10-4954-1810	JCPC-PM-FICA	120.60
			10-4954-1811	JCPC-PM-MEDICARE	22.86
Total		1,719.96	Total		1,719.96

**Reason and Justification for Request:**  
 TO BRING FORWARD UNEXPENDED FUNDS FROM THE COOPERATIVE EXTENSION'S JCPC PARENTING MATTERS GRANT FROM FY2014-2015. THE JCPC UNEXPENDED FUNDS ARE NOT AS A RULE ROLLED FORWARD INTO THE NEXT FISCAL YEAR. HOWEVER, THIS WAS A SITUATION WHERE PART-TIME HOURS WERE EARNED IN FY2014-2015, BUT WERE NOT EXPENDED UNTIL JULY, 2015. THE PART-TIME HOURS THAT WERE NOT PAID UNTIL FY15-16, WERE BUDGETED AS PART OF THE FY14-15 GRANT FUNDS. THE COUNTY RECEIVED VERBAL APPROVAL FROM PAM STOKES TO COUNT THIS EXPENDITURE IN FY14-15, EVEN THOUGH IT WILL SHOW AS A PART OF THE FY15-16 BUDGET.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Marta H. Martin</i>	8/3/2015	<i>Marta H. Martin</i>	8/3/2015
Budget Officer Approval	Date		
<i>MW/aman</i>	8/4/15		
Board Approval ( When Applicable)	Date	Date of Minutes	

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: FINANCE/SHERIFF-CONCEALED WEAPONS DEPARTMENT: \$2,272.72 INCREASE



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

FY 2015 - 2016  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		FINANCE/SHERIFF DEPARTMENT-CONCEALED WEAPON		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		
<b>REVENUES</b>			<b>EXPENDITURES</b>		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u>		<u>INCREASE</u>			
10-3991-9910 FUND BALANCE APPROPRIATED	2,272.72	10-4312-2600 OFFICE SUPPLIES	2,272.72		
Total	2,272.72	Total	2,272.72		

**Reason and Justification for Request:**  
 BUDGET AMENDMENT TO APPROPRIATE FUNDS FROM THE CONCEALED WEAPON PERMITTING AND RENEWALS. BASED UPON GS 14-415-19, \$35 FROM EACH CONCEALED CARRY PERMIT AND EACH CONCEALED CARRY RENEWAL ARE TO BE USED BY THE SHERIFF'S DEPARTMENT TO ADMINISTER THIS ARTICLE AND ANY OTHER LAW ENFORCEMENT PURPOSE. THERE WAS \$19,317.00 BUDGETED IN THE INITIAL COUNTY BUDGET FOR THE CONCEALED WEAPON DEPARTMENT, BUT THERE WAS ACTUALLY A TOTAL OF \$21,589.72 IN UNEXPENDED FUNDS AT JUNE 30, 2015, THEREFORE THE BALANCE IS BEING ROLLED FORWARD INTO FY15-16.

Budget Officer Approval <i>Martha H. Martin</i> Date <u>8/3/2015</u>		Finance Officer Approval <i>Martha H. Martin</i> Date <u>8/3/2015</u>	
Budget Officer Approval <i>MW [Signature]</i> Date <u>8/4/15</u>			
Board Approval ( When Applicable)		Date of Minutes	

BUDGET ORDINANCE AMENDMENT: CAPITAL IMPROVEMENTS FUND: COMMUNITY DEVELOPMENT: \$4,638. INCREASE



**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		COMMUNITY DEVELOPMENT		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u>		<u>INCREASE</u>			
40-3991-9910 FUND BALANCE APPROPRIATED	4,638.00	40-4930-5101 PARKS & RECREATION-CAPITAL	4,638.00		
Total	4,638.00	Total	4,638.00		
<b>Reason and Justification for Request:</b> To roll forward unexpended Parks and Recreation Capital for FY2014-2015 .					
Department Head Approval		Date	Finance Officer Approval		Date
<i>Martie H. Martin</i>		8/10/2015	<i>Martie H. Martin</i>		8/10/2015
Budget Officer Approval		Date			
<i>MW/Arman</i>		8/10/15			
Board Approval ( When Applicable)		Date	Date of Minutes		

BUDGET ORDINANCE AMENDMENT: TRUST & AGENCY FUND:FINANCE/ INNOVATIVE APPROACH TO LITERACY: \$6,918.23 INCREASE



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

FY 2015 - 2016  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
TRUST AND AGENCY		FINANCE/INNOVATIVE APPROACH TO LITER		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
70-3991-9910	FUND BALANCE APPROPRIATED	6,918.23	70-5831-6000	GRANT-HIGH SCOPE EXPENSES	6,918.23
Total		6,918.23	Total		6,918.23

**Reason and Justification for Request:**

TO ROLL FORWARD UNEXPENDED FUNDS FROM THE INNOVATIVE APPROACH TO LITERACY GRANT THAT WAS AWARDED TO COOPERATIVE EXTENSION IN FY 12-13, FY 13-14 & FY 14-15.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	<i>8/3/2015</i>	<i>Martha H. Martin</i>	<i>8/3/2015</i>
Budget Officer Approval	Date		
<i>MW Jarman</i>	<i>8/4/15</i>		
Board Approval ( When Applicable)	Date	Date of Minutes	

BUDGET ORDINANCE AMENDMENT: GENERAL FUND:PROCESS FUNDS: \$10,868.52 INCREASE



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

FY 2015 - 2016

Appropriations

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

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		PROCESS FUNDS		VARIOUS	
<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u>		<u>INCREASE</u>			
10-3991-9910 FUND BALANCE APPROPRIATED	10,868.52	10-4201-6034 COOP EXT - SHIIP GRANT	10,868.52		
Total	10,868.52	Total	10,868.52		

**Reason and Justification for Request:**  
 BUDGET AMENDMENT TO RE-APPROPRIATE SHIIP GRANT FUNDS NOT EXPENDED IN PREVIOUS YEARS. FROM FISCAL YEAR 2006-2007 THROUGH FISCAL YEAR 2014-2015, A TOTAL OF \$39,878.09 IN REVENUE HAS BEEN RECEIVED. OF THAT AMOUNT RECEIVED, ONLY \$29,009.57 HAS BEEN EXPENDED. THIS LEAVES A TOTAL OF \$10,868.52 OF SHIIP GRANT FUNDS TO BE ROLLED FORWARD INTO FISCAL YEAR 2015-2016.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha N. Martin</i>	8/3/2015	<i>Martha N. Martin</i>	8/3/2015

Budget Officer Approval	Date
<i>M. W. Jarman</i>	8/4/15

Board Approval ( When Applicable)	Date	Date of Minutes

BUDGET ORDINANCE AMENDMENT: GENERAL FUND:FINANCE/ HEALTH DEPT: \$12,435.35 INCREASE



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

FY 2015 - 2016  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		FINANCE/HEALTH:ANIMAL CONTROL		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		
<b>REVENUES</b>			<b>EXPENDITURES</b>		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u>		<u>INCREASE</u>			
10-3991-9910 FUND BALANCE APPROPRIATED	12,435.35	10-5182-3500 MAINT/REPAIR BLDGS/GRNDS	12,435.35		
Total		12,435.35	Total	12,435.35	

**Reason and Justification for Request:**

TO BRING FORWARD UNEXPENDED FUNDS FROM THE HEALTH DEPARTMENT'S LINE FOR MAINTENANCE AND REPAIRS OF THE BUILDINGS AND GROUNDS AT THE SPCA CENTER. A TOTAL OF \$77,960. HAS BEEN BUDGETED SINCE FY10-11, WITH ONLY \$65,524.65 OF THOSE FUNDS BEING EXPENDED THROUGH FY14-15. THE BALANCE OF \$12,435.35 IS BEING ROLLED FORWARD INTO FY15-16 TO COVER EXPENSES AT THE SPCA.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	8/3/2015	<i>Martha H. Martin</i>	8/3/2015
Budget Officer Approval	Date		
<i>[Signature]</i>	8/4/15		
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
GENERAL	FINANCE/SOCIAL SERVICES	VARIOUS
<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>		<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>
Account # and Title	Amount	Account # and Title Amount
<b>INCREASE</b>		<b>INCREASE</b>
10-3991-991 FUND BALANCE APPROPRIATED	16,339.14	10-5363-4975 FEDERAL ADOPTION INCENTIVE FUN 16,339.14
Total	SUBTOTAL 16,339.14	Total SUBTOTAL 16,339.14

**Reason and Justification for Request:**

TO BRING FORWARD UNEXPENDED FY14-15 FUNDS FROM THE FEDERAL ADOPTION INCENTIVE FUND AND BUDGET IN FY15-16. THE LENOIR COUNTY DEPT. OF SOCIAL SERVICES RECEIVED THESE FUNDS IN FY04-05. THESE FUNDS CAN ONLY BE USED TO ENHANCE THE ADOPTION PROGRAMS TO SECURE HOMES FOR HARD TO PLACE CHILDREN. THERE IS NO TIME LIMIT ON THE EXPENDITURE OF THE FUNDS. THE TOTAL AMOUNT RECEIVED IN FY04-05 WAS \$93,000., AND THROUGH FY14-15, \$76,660.86 IN FUNDS HAVE BEEN EXPENDED.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	8/3/2015	<i>Martha H. Martin</i>	8/3/2015
Budget Officer Approval	Date		
<i>M. J. Farmer</i>	8/4/15		
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	
GENERAL	FINANCE / SHERIFF	10-3991-9910	FUND BALANCE APPROPRIATED
		10-4310-3980	SCAAP EXPENSES
<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>	
<b>REVENUES</b>		<b>EXPENDITURES</b>	
Account # and Title	Amount	Account # and Title	Amount
<b>INCREASE</b>		<b>DECREASE</b>	
10-3991-9910 FUND BALANCE APPROPRIATED	16,419.20	10-4310-3980 SCAAP EXPENSES	16,419.20
Total	16,419.20	Total	16,419.20

**Reason and Justification for Request:**

BUDGET AMENDMENT TO ROLL FORWARD UNEXPENDED FUNDS FROM THE STATE CRIMINAL ALIEN ASSISTANCE PROGRAM (SCAAP) FROM PRIOR FISCAL YEARS IN THE AMOUNT OF \$6931.08 AND TO TAKE OFF THE BUDGETED AMOUNTS FROM THIS FISCAL YEAR. THE DIFFERENCE IN WHAT WAS BUDGETED AND WHAT IS BEING ROLLED FORWARD IS THE NET DIFFERENCE. IF ANY FUNDS ARE RECEIVED IN THIS FISCAL YEAR, THEY WILL BE BUDGETED AT THAT TIME. THESE FUNDS ARE RECEIVED FROM THE U.S. DEPT. OF JUSTICE, OFFICE OF JUSTICE PROGRAMS, AND ARE GIVEN TO HELP OFFSET EXPENSES INCURRED BY THE COUNTY IN HOUSING UNDOCUMENTED CRIMINAL ALIENS OR ALIENS OF UNKNOWN LEGAL STATUS, WHO HAVE BEEN CONVICTED OF AT LEAST ONE FELONY OR TWO MIDMEANORS AND HAVE BEEN INCARCERATED DURING THE REPORTING PERIOD OF THE AWARD. BY LAW, THESE FUNDS ARE RESTRICTED FOR USE BY THE SHERIFF.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Maitla H. Martin</i>	8/3/2015	<i>Maitla H. Martin</i>	8/3/2015
Budget Officer Approval	Date		
<i>MW Jarman</i>	8/4/15		
Board Approval ( When Applicable)	Date	Date of Minutes	

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: PROCESS FUNDS: \$23,877.63 INCREASE



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

FY 2015 - 2016  
Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		PROCESS FUNDS		10-3991-9910 FUND BALANCE APPROPRIATED 10-4201-6403 EMPG SUPPLEMENTAL	
<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
10-3991-9910	FUND BALANCE APPROPRIATED	23,877.63	10-4201-6403	EMPG SUPPLEMENTAL	23,877.63
Total		23,877.63	Total		23,877.63

**Reason and Justification for Request:**

TO BRING FORWARD UNEXPENDED FUNDS FROM THE EMPG GRANT FOR FISCAL YEARS 2008-2009 THROUGH 2014-2015. FROM FISCAL YEAR 2008-2009 UNTIL 2013-2014, A TOTAL OF \$98,618.134 HAS BEEN RECEIVED IN REVENUES, WITH ONLY \$74,740.50 BEING EXPENDED. THIS LEAVES A BALANCE OF \$23,877.63 TO BE ROLLED FORWARD INTO FY 2015-2016.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	8/3/2015	<i>Martha H. Martin</i>	8/3/2015
Budget Officer Approval	Date		
<i>MW Jarman</i>	8/4/15		
Board Approval (When Applicable)	Date	Date of Minutes	

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: FINANCE/COOP EXT-KATE B REYNOLDS: \$108,881.55. INCREASE



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

FY 2015 - 2016  
 Appropriations

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

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		FINANCE/COOP EXT: KATE B. REYNOLDS GRANT		Various	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
10-3991-9910	Fund Balance Appropriated	108,881.55	10-4952-1210	Salaries & Wages	42,001.55
			10-4952-1260	Salaries & Wages-Part-Time	16,000.00
			10-4952-1810	Employer-FICA	3,000.00
			10-4952-1811	Employer-Medicare	500.00
			10-4952-1820	Employer-Retirement	5,000.00
			10-4952-1830	Employer-Insurance	500.00
			10-4952-1850	Employer-Unemployment	500.00
			10-4952-2300	EFNEP Demonstration Supplies	8,000.00
			10-4952-2301	Producers-Ag Boxes	7,500.00
			10-4952-2302	Consumer-Produce Boxes	7,500.00
			10-4952-2600	Office Supplies	3,000.00
			10-4952-2700	Promotions-Restaurant	200.00
			10-4952-3110	Travel	5,000.00
			10-4952-3210	Telephone	7,880.00
			10-4952-4410	SNAP-EBT Fees	1,000.00
			10-4952-4560	Workers' Compensation	1,300.00
Total		108,881.55	Total		108,881.55

**Reason and Justification for Request:**  
 BUDGET AMENDMENT TO TO SET UP GRANT FUNDS FROM THE KATE B REYNOLDS GRANT. THERE HAVE BEEN THREE PAYMENTS ON THIS GRANT SINCE FY11-12, WITH A TOTAL OF \$231,843.00 BEING RECEIVED. THROUGH JUNE 30, 2015, ONLY \$87,842.42 OF THOSE FUNDS HAVE BEEN SPENT, LEAVING A TOTAL OF \$108,881.55 TO BE ROLLED INTO FY15-16.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	8/3/2015	<i>Martha H. Martin</i>	8/3/2015

Budget Officer Approval	Date
<i>M. Jarman</i>	8/4/15

Board Approval (When Applicable)	Date	Date of Minutes

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: FINANCE/SHERIFF: \$198,222. INCREASE



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

FY 2015 - 2016  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		FINANCE/SHERIFF		10-3991-9910 FUND BALANCE APPROPRIATED 10-4310-3970 CIVIL PROCESS SERVICE EXPENSE	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
10-3991-9910	FUND BALANCE APPROPRIATED	198,222.00	10-4311-3970	CIVIL PROCESS SERVICE EXPEN	198,222.00
Total		198,222.00	Total		198,222.00

**Reason and Justification for Request:**

TO BRING FORWARD UNEXPENDED SHERIFF'S CIVIL PROCESS SERVICE FEES FROM PRIOR YEARS. THE LAW REGARDING FEES FOR CIVIL PAPERS SERVED BY THE SHERIFF'S DEPARTMENT CHANGED IN SEPTEMBER 2004. THE AMOUNT CHARGED FOR FEES HAS INCREASED FROM \$5 TO \$15 AND NOW TO \$30. 50% OF THE AMOUNT COLLECTED SHALL BE USED BY THE SHERIFF'S DEPARTMENT FOR THE ENHANCEMENT OF THE SERVICE OF CIVIL PAPERS. THIS PROCESS WILL HAVE TO BE DONE EACH YEAR TO BRING FORWARD THE UNEXPENDED FUNDS INTO THE NEW FISCAL YEAR.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	8/3/2015	<i>Martha H. Martin</i>	8/3/2015
Budget Officer Approval	Date		
<i>MW Farman</i>	8/4/15		
Board Approval ( When Applicable)	Date	Date of Minutes	

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 08/17/15 **ITEM NO.:** 23

**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>
Kinston-Lenoir County Tourism Dev. Authority	Matthew A. Young 2 <sup>nd</sup> Appearance	2018

**CURRENT VACANCIES:**

**Lenoir County Health Board - (1) Optometrist**  
**Kinston Parks and Recreation Board – (1) Southwood/Contentnea Districts**  
**Jury Commission,**

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval.

*MW*  
Initials

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

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Kinston-Lenoir County Tourism Dev. Authority	Matthew A. Young 2 <sup>nd</sup> Appearance	2018

**AMENDMENTS:**

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

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

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

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

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

08/17/15  
Date

\_\_\_\_\_  
ATTEST

08/17/15  
Date

2nd 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 cursive script, appearing to read "Laura Lee Sylvester".

Laura Lee Sylvester  
Executive Director

Kinston-Lenoir County Tourism Development Authority

**TO:** Chairman and Members of the Board  
**FROM:** Mike Jarman, County Manager  
**DATE:** August 17, 2015  
**SUBJECT:** Items from County Manager

1. 703 East Washington Street Property
2. Inspections & Permit Reports
3. Financial Performance Summary
4. NCACC Video Update
5. Sales Tax Distribution

8/11/2015

Action Required

	Picture Number	NC Pin Number	Record Number	Street #	Street Name	Town	Anything on Property	How Acquired	Taxes Owed	Foreclosure Costs	Tax Value	Previous Bid	Current Bid	Recommendation
63.		4525-1564-8891	7930	703	E. Washington St.	Kinston	Yes	Tax Foreclosure	\$ 4,356.40	\$ 1,992.21	\$ 21,022.00	\$ 1,500.00	\$ 2,000.00	Accept



**LENOIR COUNTY**  
**PLANNING & INSPECTIONS DEPARTMENT**  
PO BOX 3289  
101 NORTH QUEEN STREET  
KINSTON, NC 28502  
PHONE: 252-559-2260  
FAX: 252-559-2261



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**LENOIR COUNTY INSPECTIONS**  
**PERMIT/INSPECTION REPORT**

**JULY 2015**

**PERMITS ISSUED: 100**

**PERMITS VALUE: \$ 611,594**

**PERMIT FEES: \$ 8,219**

**SINGLE FAMILY DWELLINGS: 2**

**MOBILE HOMES: 6**

**COMMERCIAL: 2**

**ADDITIONS: 5**

**ELECTRICAL: 30**

**PLUMBING: 14**

**MECHANICAL: 26**

**OTHER: 15**

**TOTAL INSPECTIONS: 204**

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

Printed: 08-03-2015

	[Designated period: 07/01/15 to 07/31/15]				[Prior period: 07/01/14 to 07/31/14]				
	Code	Prms	Valuation	Fees Paid	Units	Prms	Valuation	Fees Paid	Units
NEW RES. HOUSEKEEPING - LENOIR COUNTY									
* Single Family Houses Detached ....	101B		.00	.00	0	1	290,000.00	707.00	1
* Single Family Houses Attached ....	102B		.00	.00	0	0	.00	.00	0
* 2 Family Building .....	103B		.00	.00	0	0	.00	.00	0
* 3 and 4 Family Buildings .....	104B		.00	.00	0	0	.00	.00	0
* 5 or More Family Buildings .....	105B		.00	.00	0	0	.00	.00	0
*TOTAL INFORMATION 101-105	109B		.00	.00	0	0	.00	.00	0
NEW RESIDENTIAL NON-HOUSEKEEPING BL:									
* Hotels, Motels & Tourist Cabins ..	213B		.00	.00	0	0	.00	.00	0
* Other Non-Housekeeping Shelter ...	214B		.00	.00	0	0	.00	.00	0
NEW NON-RESIDENTIAL BUILDINGS:									
* Amusement, Social, & Recreational	318B		.00	.00	0	0	.00	.00	0
* Churches & Other Religious .....	319B		.00	.00	0	0	.00	.00	0
* Industrial .....	320B		.00	.00	0	1	79,606.00	502.00	1
* Prkng Garages (Blds & Open Decked)	321B		.00	.00	0	0	.00	.00	0
* Service Stations & Repair Garages	322B		.00	.00	0	0	.00	.00	0
* Hospitals & Institutional .....	323B		.00	.00	0	0	.00	.00	0
* Offices, Banks, & Professional ...	324B		.00	.00	0	0	.00	.00	0
* Public Works & Utilities .....	325B		.00	.00	0	0	.00	.00	0
* Schools & Other Educational .....	326B	1	.00	.00	1	0	.00	.00	0
* Stores & Customer Services .....	327B		.00	.00	0	0	.00	.00	0
* Other Non-Residential Bldgs .....	328B		.00	.00	0	0	.00	.00	0
* Structures Other than Buildings ...	329B		.00	.00	0	0	.00	.00	0
ADDITIONS, ALTERATIONS, & CONVERSION									
* Residential .....	434B	3	79,000.00	541.00	3	3	567,300.00	710.00	3
* Non-Residential & Non-Housekeeping	437B	1	15,000.00	50.00	1	1	19,250.00	100.00	1
* Adds of Res. CP/Garages(Atch/Detc)	438B	2	15,920.00	100.00	2	0	.00	.00	0
DEMOLITIONS AND RAZING OF BUILDINGS:									
* Single Family Houses (Atch/Detach)	645B		.00	.00	0	0	.00	.00	0
* 2 Family Buildings .....	646B		.00	.00	0	0	.00	.00	0
* 3 & 4 Family Buildings .....	647B		.00	.00	0	0	.00	.00	0
* 5 or More Family Buildings .....	648B		.00	.00	0	0	.00	.00	0
* All Other Buildings and Structures	649B		.00	.00	0	0	.00	.00	0
-----									
TOTALS FOR PERMITS THIS PAGE		7	109,920.00	691.00	7	6	956,156.00	2,019.00	6

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

Printed: 08-03-2015

	[Designated period: 07/01/15 to 07/31/15]				[Prior period: 07/01/14 to 07/31/14]				
	Code	Prms	Valuation	Fees Paid	Units	Prms	Valuation	Fees Paid	Units
	----	----	-----	-----	-----	----	-----	-----	-----
MOBILE/MODULAR OFFICE/CLASSROOM									
*MOBILE OFFICE	740B		.00	.00	0	0	.00	.00	0
*MODULAR CLASSROOM	750B		.00	.00	0	0	.00	.00	0
*MODULAR OFFICE	730B		.00	.00	0	0	.00	.00	0
ELECT./PLUMB/HEAT/A/C/INS/TEMP POLE:									
*ELECTRICAL	800B	30	47,550.00	1,705.00	30	32	46,950.00	2,284.00	32
*PLUMBING	810B	14	43,550.00	967.00	14	14	20,500.00	767.00	14
*HEATING/ AIR CONDITIONING	820B	26	98,000.00	1,531.00	26	31	240,000.00	2,167.00	31
*INSULATION	830B	2	15,500.00	100.00	2	1	5,000.00	50.00	1
*TEMPORARY POLE	840B	1	200.00	50.00	1	1	750.00	50.00	1
RESIDENTIAL ACCESSORY STRUCTURES									
*STORAGE/PORCHES/PATIOS/DECKS	900B		.00	.00	0	0	.00	.00	0
MISCELLANEOUS:									
*CHANGE OF OCCUPANCY	910B		.00	.00	0	1	.00	150.00	1
*INSPECT DWELLING	920B		.00	.00	0	0	.00	.00	0
*TENTS	930B		.00	.00	0	0	.00	.00	0
*SATELLITE DISH	940B		.00	.00	0	0	.00	.00	0
*AWNING	950B		.00	.00	0	0	.00	.00	0
*EXTRA INSPECTIONS	960B	9	1,300.00	1,400.00	9	15	14,439.00	900.00	15
*FIRE PROTECTION SPRINKLER SYSTEM	966B	1	7,600.00	240.00	1	1	4,295.00	100.00	1
*MOVING DWELLING ONLY	970B		.00	.00	0	0	.00	.00	0
*SIGN	980B	1	2,500.00	125.00	1	0	.00	.00	0
*FIREWORKS	985B		.00	.00	0	0	.00	.00	0
*SWIMMING POOL	990B	1	31,975.00	100.00	1	0	.00	.00	0
*TANKS	995B		.00	.00	0	0	.00	.00	0
MOBILE HOMES									
*SINGLE WIDE MOBILE HOME	700B	5	80,896.00	500.00	5	4	41,500.00	400.00	4
*DOUBLE WIDE MOBILE HOME	710B	1	12,500.00	125.00	1	3	189,896.00	375.00	3
*MODULR HOME	720B	2	160,103.00	685.00	2	4	572,700.00	1,443.00	4
TOTALS FOR PERMITS ABOVE (incl. pg 1)		100	611,594.00	8,219.00	100	113	2,092,186.00	10,705.00	113
Totals of other permits in the period			.00	.00	0	0	.00	.00	0
TOTAL FOR ALL PERMITS IN THE PERIOD		100	611,594.00	8,219.00	100	113	2,092,186.00	10,705.00	113

This Report was printed on Monday, August 03, 2015

Lenoir County

Item Totals for Inspector ID

GO 109  
 GON 1  
 JB/COK 1  
 VW 93

-----  
 204 Entries for Inspector ID

- S T A T I S T I C A L R E P O R T -

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

#ACTIVITIES	INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS REQUIRED
204	198	187	11	6	6		10
	%INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS REQUIRED
	97	94	6	3	100		5

**LENOIR COUNTY**  
**FINANCIAL PERFORMANCE SUMMARY - 2015-16**  
**JULY 31, 2015**

**EXPENDITURES**

8.33%

DESCRIPTION	BUDGET FOR YEAR	EXPENDITURES TO DATE	ENCUMBRANCE	UNENCUMBERED BALANCE	% EXPEND/ENCUMBR
<b>GENERAL FUND:</b>					
Governing Body	218,700	45,135	0	173,565	20.6%
County Manager	283,476	13,953	0	269,523	4.9%
Finance	297,817	19,252	0	278,565	6.5%
Human Resources	174,913	11,470	0	163,443	6.6%
Tax Office	787,865	55,384	4,331	728,150	7.6%
Legal	62,500	1,875		60,625	3.0%
Court Facility	568,852	10,054	67,036	491,762	13.6%
Elections	465,327	43,739	54,581	367,007	21.1%
Register of Deeds	274,855	19,455	42,987	212,413	22.7%
Non-Departmental	1,995,850	558,981	0	1,436,869	28.0%
Process Funds	908,377	24,465	520	883,392	2.8%
Outside Agencies	129,500	1,250		128,250	1.0%
Management Info Systems	1,091,125	142,544	306,968	641,613	41.2%
Public Buildings	588,079	10,805	96,126	481,148	18.2%
Sheriff	4,755,802	358,987	258,096	4,138,719	13.0%
Sheriff - Civil Process	77,024	5,310	15,000	56,714	26.4%
Sheriff - Concealed Weapon	19,317	1,370	0	17,947	7.1%
Central Communications	1,407,428	148,435	95,103	1,163,890	17.3%
Jail	4,071,693	329,684	944,649	2,797,360	31.3%
Emergency Management	373,913	27,346	34,889	311,678	16.6%
Emergency Medical Services	4,070,568	394,536	453,307	3,222,725	20.8%
Inspections	225,707	16,623	0	209,084	7.4%
Medical Examiner	40,000	430		39,570	1.1%
Economic Development	277,459	21,322	0	256,137	7.7%
Veterans Service Office	33,241	935	500	31,806	4.3%
Cooperative Extension	379,358	4,996	19,513	354,849	6.5%
JCPC - Parenting Matters	28,194	4,022	0	24,172	14.3%
Cooperative Ext-Grants	32,973	984	0	31,989	0.0%
Soil Conservation	121,076	9,491		111,585	7.8%
Health Department	4,347,868	283,247	372,954	3,691,667	15.1%
BioTerrorism - Health	53,664	2,488	0	51,176	4.6%
M. Health Department	245,715	20,476		225,239	8.3%
Public Assistance (DSS)	14,590,431	718,215	678,653	13,193,563	9.6%
Education	9,900,000	825,000		9,075,000	8.3%
Community College	2,260,000	188,333		2,071,667	8.3%
Cultural	740,500	61,708		678,792	8.3%
Recreation	899,000	74,917		824,083	8.3%
Debt Service	7,704,785	1,037,100		6,667,685	13.5%
Transfer to Other Funds	2,349,366	0		2,349,366	0.0%
Contingency	50,000	0		50,000	0.0%
<b>TOTAL GENERAL</b>	<b>66,902,318</b>	<b>5,494,317</b>	<b>3,445,213</b>	<b>57,962,788</b>	<b>13.4%</b>
<b>OTHER FUNDS:</b>					
Employee Insurance Fund	4,754,360	112,963		4,641,397	2.4%
Vehicle Replacement Fund	450,000	0	200,196	249,804	0.0%
Fed Seized Property Fund	70,000	550	17,064	52,386	25.2%
State Controlled Substance Fund	25,000	0	5,000	20,000	20.0%
School Capital Fund	3,217,343	2,700,000	0	517,343	83.9%
Transportation Fund	1,246,692	55,923	125,069	1,065,700	14.5%
Scrap Tire Disposal Fund	170,000	0		170,000	0.0%
Emergency Telephone Fund	534,124	72,672	261,678	199,774	62.6%
Revaluation Fund	74,144	4,412	0	69,732	6.0%
Automation-Preservation Fund	19,025	0	0	19,025	0.0%
MSW Landfill-Debt Service	0			0	
Capital Improvements Fund	1,949,366	38,875	0	1,910,491	2.0%
Fire Districts	1,457,424	0	0	1,457,424	0.0%
Solid Waste Management	3,112,839	137,610	85,600	2,889,629	7.2%
Trust & Agency Fund					
Family & Caregiver-Smart Start	52,100	0	0	52,100	0.0%
<b>TOTAL OTHER FUNDS</b>	<b>17,132,417</b>	<b>3,123,005</b>	<b>694,607</b>	<b>13,314,805</b>	<b>22.3%</b>
<b>GRAND TOTAL</b>	<b>84,034,735</b>	<b>8,617,322</b>	<b>4,139,820</b>	<b>71,277,593</b>	<b>15.2%</b>

**LENOIR COUNTY**  
**FINANCIAL PERFORMANCE SUMMARY-2015-16**  
**JULY 31, 2015**

**REVENUES**

**8.33%**

DESCRIPTION	BUDGET FOR YEAR	REVENUES TO DATE	REMAINING BALANCE	% REC'D
<b>GENERAL FUND:</b>				
Health Department	1,800,169	93,288	1,706,881	5.18%
Public Assistance (DSS)	10,411,961	112,494	10,299,467	1.08%
Property Taxes	34,865,438	168,843	34,696,595	0.48%
Sales Taxes	6,250,000	0	6,250,000	0.00%
Other General	13,574,750	3,474,866	10,099,884	25.60%
<b>TOTAL GENERAL</b>	<b>66,902,318</b>	<b>3,849,491</b>	<b>63,052,827</b>	<b>5.75%</b>
<b>OTHER FUNDS:</b>				
Employee Insurance	4,754,360	362,180	4,392,180	7.62%
Vehicle Replacement	450,000	0	450,000	0.00%
Fed Seized Property	70,000	0	70,000	0.00%
State Controlled Substance	25,000	122	24,878	0.49%
School Capital Fund	3,217,343	0	3,217,343	0.00%
Transportation Fund	1,246,692	53,435	1,193,257	4.29%
Scrap Tire Disposal	170,000	0	170,000	0.00%
Emergency Telephone	534,124	0	534,124	0.00%
Revaluation Fund	74,144	0	74,144	0.00%
Automation-Preservation Fnd	19,025	1,954	17,071	10.27%
MSW Landfill-Debt Service	0	1	-1	
Capital Improve Fund	1,949,366	0	1,949,366	0.00%
Fire Districts	1,457,424	5,211	1,452,213	0.36%
Solid Waste Management	3,112,839	116,736	2,996,103	3.75%
Trust and Agency Fund:				
Smart Start Program	52,100	0	52,100	0.00%
<b>TOTAL OTHER FUNDS</b>	<b>17,132,417</b>	<b>539,639</b>	<b>16,592,778</b>	<b>3.15%</b>
<b>GRAND TOTAL</b>	<b>84,034,735</b>	<b>4,389,130</b>	<b>79,645,605</b>	<b>5.22%</b>

Project Based Revenues:	BUDGET	TO DATE	REMAINING	% REC
<b>CAPITAL PROJECTS FUND</b>	<b>29,399,574</b>	<b>28,595,317</b>	<b>804,257</b>	<b>97.26%</b>
<b>CDBG RELATED PROJECTS</b>	<b>755,000</b>	<b>224,589</b>	<b>530,411</b>	<b>29.75%</b>
<b>Total Project Based</b>	<b>30,154,574</b>	<b>28,819,906</b>	<b>1,334,668</b>	

\* **Bold** area represents "Project Based" funds in which Revenues to date includes revenues from prior years since the beginning of the project

Project Based Expenditures:	BUDGET	EXPENDED TO DATE	ENCUMBERED	REMAINING
<b>CAPITAL PROJECTS FUND</b>	<b>29,399,574</b>	<b>28,905,495</b>	<b>0</b>	<b>494,079</b>
<b>CDBG RELATED PROJECTS</b>	<b>755,000</b>	<b>216,676</b>	<b>0</b>	<b>538,324</b>
<b>Total Project Based</b>	<b>30,154,574</b>	<b>29,122,171</b>	<b>0</b>	<b>1,032,403</b>

\* **Bold** area represents "Project Based" funds in which Expenditures to date includes expenditures from prior years since the beginning of the project



Vickie King <vking@co.lenoir.nc.us>

## Fwd: NCACC August Update Video

2 messages

Mike Jarman <mjarman@co.lenoir.nc.us>  
To: Vickie King <vking@co.lenoir.nc.us>

Thu, Aug 6, 2015 at 10:15 AM

----- Forwarded message -----  
From: NCACC <ncacc@ncacc.org>  
Date: Mon, Aug 3, 2015 at 12:23 PM  
Subject: NCACC August Update Video  
To: Michael <mjarman@co.lenoir.nc.us>

NCACC Update Video

[View this email in your browser](#)



# NCACC Update Video

## An update for August 2015

As we do on a regular basis, we created this video for your board of commissioners to view at their next Board of Commissioners meeting. It is brief and we hope you'll include it in your agenda. The goal of this video is to help keep commissioners up to speed on Association activities.