

## **MINUTES**

### **LENOIR COUNTY BOARD OF COMMISSIONERS**

**August 19, 2013**

The Lenoir County Board of Commissioners met in open session at 4:00 p.m. on Monday, August 19, 2013, in the Board of Commissioner Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

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

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

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

#### **PUBLIC INFORMATION**

Dr. Mazingo, Superintendent of Lenoir County Public Schools, introduced Mr. Brent Williams, Executive Director of Operations of the Lenoir County Public Schools. Mr. Williams discussed a GPS Tracking and Bus Data Management System offered by Synovia Solutions, Inc. He stated currently there is no way of knowing where the buses are at any given time and he also said he is excited about this system increasing the level of safety. Mr. Williams stated the GPS technology combined with the routing software from the state, will tell where the buses are at any given time and it will also provide the estimated time of arrival. Mr. Williams stated payroll management is another part of this, as it keeps up with the time of the bus drivers which is forwarded instantaneously to the payroll department. Mr. Williams stated this software also generates data and stores it onsite allowing them to run an efficiency report. He stated members from Synovia Solutions will train all staff members and they will also provide onsite services to make any necessary repairs. Mr. Williams stated the cost will be \$36 per month per bus, which includes the cellular service with a lease/purchase for five years.

Mr. Rouse asked if at the end of the lease/purchase agreement would the county have to continue paying for services. Mr. Williams stated at the end of the five years a new contract could be entered into or a different route could be chosen. He stated according to other users they have contacted, the lease/purchase is the best route.

Mr. Hill stated technology changes so much the lease/purchase is the best route. Mr. Williams stated that he agreed with Mr. Hill and the lease/purchase agreement is the most affordable option.

Mr. Griffin stated this request is coming before the Board because leases by the Board of Education greater than 3 years have to be approved by the Board of Commissioners. Upon a motion by Ms. Sutton and a second by Mr. Daughety the vote was unanimous to approve the lease/purchase of the GPS Tracking and Bus Data management System, Inc.

Mr. Griffin asked about the fuel savings. Mr. Williams stated according to the other districts, some save more than others, but this is more relative to accuracy in the time sheets. Dr. Mazingo stated this will prohibit idling of the buses and Mr. Williams stated this system will also identify routes that overlap so corrections can be made.

Mr. Davis asked about the average number of hours for the drivers in a day and Mr. Williams stated the time varies from 30 minutes to 1-1/2 hours. He stated the remediation route may cover the entire district and may be over 2 hrs. Mr. Daughety stated the safety feature is as important as the savings. Mr. Williams stated a parent will be able to key in their child's access code on their cell phone and will see the time of arrival.

Ms. Michelle Nix addressed the Board asking permission to use the Courthouse steps for a town meeting. Mr. Davis asked if the City of Kinston would have to approve this as well. Mr. Jarman stated the courthouse is in the City of Kinston's jurisdiction and they have to know if there is an assembly for law enforcement coverage. He stated the City of Kinston's requirements have been met and documentation has been provided by Ms. Nix. Mr. Jarman stated the county will also require a Hold Harmless agreement to be signed. Upon a motion by Mr. Rouse and a second by Mr. Hill the vote was unanimous to grant permission to Ms. Nix to use the Courthouse steps for a town meeting.

Mr. Joey Huff addressed the Board to share good news about his reaccreditation process which will not come up again until 2017. He shared a copy of the report and stated they had met 141 of the 148 benchmarks. He stated as he reviewed the report he saw one of the main differences was there was no prior history with the initial accreditation. Mr. Huff stated this time they had to provide a four year history and in some instances may have missed one of the years in complying with all the requirements. He stated their mistakes fell into two categories which included a couple items which were not available, and documentation which did not provide all of the information required. Mr. Huff stated they did pass the accreditation process and wanted to point out on page 4 a list of highlighted strengths of the County's Health Department which will become part of their record.

Mac Daughety commended Mr. Huff for a job well done, and Ms. Brown stated she liked the list of complimentary items.

### **ITEMS FROM THE CHAIRMAN/COMMISSIONERS**

Mr. Davis said Ms. Brown would represent the Board at the State Convention and asked if there was anything she needed from the Board.

Ms. Brown stated she had received numerous phone calls asking for her vote, for District 3 Director, but she would vote for the one she feels will do the best job. Ms. Brown stated Lenoir County has not had a chance to represent since 1999.

Mr. Daughety stated that last Thursday the Hwy 70 Corridor Committee met in Goldsboro and several items were discussed including the resolution supporting regional interstate connectivity in Eastern NC. He stated the committee has operated as a loose coalition of counties supporting mobility/transportation in Eastern North Carolina. Mr. Daughety stated it was decided three or four months ago to do an Economic Development impact study and they went to NCDOT to ask for funding. He stated it was brought to their attention they did not have the proper structure and needed to become a corporation. Mr. Daughety stated all the representatives met and a representative from each county met with an attorney to work out the framework for a corporate structure. He stated, with their guidance, the attorney put together a rough draft and all of the documents have been approved. Mr. Daughety stated there was a great concern at the onset about this procedure the counties can appoint members, but need to give opportunity to the cities, so they could join and cast a vote. He stated his preference was if you pay \$10,000 as a municipality, you should be able to cast your vote, but there was opposition. Mr. Daughety stated the compromise was essentially they will keep doing the same thing, except go from 4 to 5 members per county. He stated the City can pay \$10,000 and become a member and nominate 3 people, but it will be left up to the County to pick from those 3. Mr. Daughety stated someone made a motion if they paid, they could be represented and it passed 22-2. He stated the attorney will register with the State and then it becomes a corporation. Mr. Daughety stated a copy of the by-laws had been provided to the Board. Ms. Brown asked if we had four now and Mr. Daughety said yes and he would like to see Gordon Vermillion appointed in the 5<sup>th</sup> position.

Mr. Davis stated Lenoir County has only three municipalities and asked if Pink Hill and LaGrange would also have to pay \$10,000. Mr. Daughety stated each municipality could pay the \$10,000 and Ms. Sutton stated it appeared to her as if this would dilute the power they had before. Mr. Daughety stated they wanted to be as inclusive as possible. Mr. Rouse asked how many municipalities would be affected and questioned why would municipalities that have already been bypassed want to join. Ms. Sutton stated it looks like there may be a possible conflict of interest. Mr. Daughety stated this was the reason for having 5 members. Mr. Griffin said the Hwy Corridor Commission will not make the decision about the direction of the roads. He stated that decision will be made by NCDOT.

Mr. Rouse stated they would now have more people to make the decisions and Mr. Daughety stated they are not recreating but some have wanted to get back in and will now be able to do so. He stated in doing the Economic impact studies the more members you have the more revenue is generated. Mr. Daughety stated it is optional for each individual municipality to join or not. Mr. Hill stated the work between the City and County would need to be done initially and be in agreement on how to vote. Mr. Daughety stated it was hard to get a perfect document and legal framework was needed.

Ms. Sutton stated it would be nice to get a copy in advance and Mr. Daughety stated he sent a copy to the mayor in June. Ms. Sutton asked why was a copy not sent to the Board and if Mr. Daughety was asking for a vote today. Mr. Daughety stated he was not asking for a vote today and this was only for informational purposes.

Mr. Hill stated the Eastern Region will be dissolved 6/30/14. He stated there is a transition to move to a private non-profit. Mr. Hill stated this is being monitored month to month and the option is to pull out completely or stay in. He stated whenever the decision has to be made, he will bring it back before the commissioners. Mr. Hill stated the license tag fees would come back to the counties. He stated a portion of that money goes back to the state, and a portion goes to the region and he is not sure how that would be divided. Mr. Hill stated there are 13 county footprints right now and each has a County Commissioner from each district serving. He stated it is still operating as the Eastern Region and has to be watched closely to make sure County dollars go to the right places.

Ms Sutton asked if the private alliance was already in existence and Mr. Hill said it had been in existence since 2001, but had not been very active. He stated the transition could occur in December or as late as next spring. Mr. Hill stated we have to decide if we will be part of the non-profit or not.

Mac Daughety stated the Transportation Board had promised the citizens on Hwy 258 they would meet with them once the hydrologists report came back for the Smithfield Way Extension. He stated they had met with DOT and talked about the impact of Smithfield Way and also the root cause of the problem. Mr. Daughety stated it appears the problem is from behind Sale Chevrolet to the river. He stated he had a map showing this and would point it out for the Board after the meeting. Mr. Daughety stated he thought they had good meeting and their fears had been alleviated.

Mr. Davis asked if they could ask the ABC Board Manager and the Airport Manager to come before the Board and give an update. Mr. Jarman stated that could be requested. Mr. Rouse asked about a yearly report on sales tax received. Mr. Jarman stated the Financial Performance Summary, which is presented to the Board each month, has a column under revenue titled sales tax, which shows what has been collected to date. He stated he would be glad to provide the Board with the same report that is provided by the State and would provide the monthly report as well.

### **ITEMS FROM THE COUNTY MANAGER**

Mr. Jarman stated the current bid for the property at 1201 Sycamore Rd. is \$5,000. He suggested accepting this bid as there are extensive repairs needed to the property. Upon a motion by Ms. Brown and a second by Ms. Sutton the vote was unanimous to accept the bid for the property at 1201 Sycamore Rd.

Mr. Jarman stated the following reports were included in the agenda packet. The 2011 CDBG NC Catalyst Project, the 2012 CDBG Scattered Site Housing Assistant Project, the July 2013 Lenoir County Inspections: Permit/Inspection Report and the July 31, 2013 Lenoir County Financial Performance Summary.

Mr. Jarman said he put a letter from the library before the commissioners. He stated the library has been awarded a Federal Planning Grant from the Library Services and Technology Act. He stated they are putting together a committee to discuss the needs of the library and would like to have one of the commissioners on the committee if possible. He stated the first meeting is August 29<sup>th</sup> and he would like to know if someone would be willing to server, prior to that meeting. Mr. Jarman stated the next Commissioners' meeting will be Tuesday September 3<sup>rd</sup> due to the Labor Day Holiday.

### **CONSENT AGENDA**

3. Approval of Minutes: Regular Board Meeting-August 5, 2013.
4. Budget Ordinance Amendment: Finance/Sheriff's Dept.: \$1542: Increase.

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

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

Item No. 5 was a Resolution Honoring Mr. Mark Keene. Ms. Sutton read the Resolution honoring Mr. Keene. Mr. Keene stated he appreciated the support given by the commissioners.

Item No. 6 was a Resolution Authorizing Lenoir County Cooperative Extension to Manage and Facilitate the Seniors' Health Insurance Information Program (SHIIP): \$2, 923. Ms. Kelly stated the SHIIP program is an important resource for the senior citizens of Lenoir County. The SHIIP program provides critical information to assist senior's in choosing the type of insurance they need. Last year approximately 539 Medicare recipients received assistance in selecting a prescription drug plan during the open enrollment period of October-December. She stated they plan to assist a greater number this year. Upon a motion by Ms. Brown and a second by Mr. Daughety, Item No.6 was unanimously approved.

Item No.7 was a Resolution Authorizing a Contract with USDA Animal and Plant Health Inspection Service, Wildlife Services Division of Beaver Management Assistance Program Participation. Ms. Kelly requested the Board authorize her to enter into contract with the USDA Animal and Plant Health Inspection Service (APHIS) Wildlife Services (WS) Division, for the purpose of participating in the NC Wildlife Resources Commission Beaver Management Assistance Program and additional services contract, \$21,800 for Fiscal year, September 2013-October 2014. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 7 was unanimously approved.

Item No. 8 was a Budget Ordinance Amendment: General Fund: COOP Ext.-Prevention Block Grant: \$5,325: Decrease: Ms. Kelly stated this Budget Amendment is to adjust budget lines to actual approved amounts. Whenever the budget was adopted, Cooperative Extension had not yet received the exact amount of their funding for FY 13-14, so this adjusts those budgeted lines to what was actually approved. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 8 was unanimously approved.

Ms. Kelly stated the Lenoir County Fair starts September 15th and encouraged everyone to attend. She stated Lenoir County Cooperative Extension will have a big presence there. Ms. Kelly stated she will be back next month to acknowledge one of her retiring parent educators, who is retiring due to that budget being cut in half.

Item No. 9 was a Budget Ordinance Amendment: Capital Improvements Fund: Economic Development: \$11,375: Increase: Mr. Pope stated the Budget Amendment is to appropriate funds received from the Eastern Region for the sewer extension out in the Hwy 70 West Industrial Park, relative to the West Pharmaceutical Company. A total of \$50,000 was available, but due to West Pharmaceutical not meeting all of its incentive criteria, only \$11,375 was received. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 9 was unanimously approved.

Item No. 10 was a Resolution Declaring Property as Surplus and Authorizing the Sale of the Surplus Property by Auction. Mr. Wiggins stated the Board is requested to declare property as surplus and authorize the sale of the surplus property by auction. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 10 was unanimously approved.

Item No. 11 was a Resolution Allowing Sheriff Chris Hill to Purchase a Cellebrite Kit UFED Touch Ultimate Device: \$10,084: Sheriff Hill stated the Board is requested to approve a resolution allowing him to purchase a Cellebrite Kit UFED Touch Ultimate for use in criminal and narcotics investigations. Sheriff Hill stated the Sheriff's Office currently has an older outdated system that was provided as part of a task force agreement with the State. He stated the older system no longer works with the devices we have today, and we are no longer receiving updates for the system. Sheriff Hill stated the department will use North Carolina Controlled Substance Tax Revenue money to purchase this equipment. He stated this purchase will not impact the taxpayers in any way, as these funds are derived from taxation on illegal narcotics. Mr. Rouse asked if they had to have a court order to do a search and Sheriff Hill stated that a court order was necessary. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 11 was unanimously approved.

Item No. 12 was a Resolution Authorizing Lenoir County Health Department to Execute a Purchase Order Contract to Drake Janitorial Service, Inc.: \$28,579.60: Mr. Huff asked the Board to grant permission to the Lenoir County Health Department to execute a purchase order to Drake Janitorial Service, Inc. to cover the cost of initial cleaning \$8,575.00 and for general cleaning three nights a week for a monthly base rate of \$2,000.46. He stated one of the housekeeping employees had retired and this will not be additional monies. Mr. Huff also stated this was anticipated and was covered in the original budget. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 12 was unanimously approved.

Item No. 13 was a Resolution Authorizing Lenoir County Emergency Services to Accept Ownership of a Magnum 5080K Light-Tower/Generator from Duplin County: Purchased with Department of Homeland Security Grant Money through Domestic Preparedness Region 2. Mr. Dail stated the Board is requested to approve the transfer of ownership for one (1) Magnum 5080K light-tower generator from Duplin County to Lenoir County. He stated approval of this Resolution will allow Lenoir County Emergency Services to accept ownership of this asset and continue to increase our cache of available resources to assist our citizens with efficient and effective emergency response. He stated the title is in Duplin County's name. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 13 was unanimously approved.

Mr. Daughety stated he had received a call from someone who lived outside of Lenoir County but has a father who lives here. He stated the father suffered a heart attack recently and the family member wished to thank EMS for the protocol that is being followed. Mr. Daughety stated the family member said the father was transported to Greenville and within 2 hours was back in his room. The family member informed Mr. Daughety that the same protocol was followed in the Emergency Department as was initiated by the EMS crew. Mr. Daughety stated the Emergency Room physician credited the new protocol that was being used by the EMS system for the positive outcome.

Mr. Dail stated it is a total team effort. He stated in this particular incident, the first two people on the scene were Lenoir County deputies who immediately started CPR while the EMS crew got equipment from the unit. Mr. Dail stressed that in order for a positive outcome, CPR must begin immediately and without it, advanced medicine is of no effect. Mr. Daughety asked Mr. Dail to expand on the equipment on the ambulances. Mr. Dail referred to "Pitt Crew CPR" and gave a synopsis of running a code using the most updated protocol. He stated the defibrillator is about a \$25,000 piece of equipment and the cold IV fluid administration prevents edema in the coded patient's body. Mr. Daughety stated the supervisor followed the patient's progress from Vidant Hospital to his home. Mr. Daughety said this caller was going to go to the Board of his county to see what he can do to get his county on board. Mr. Dail stated this new protocol is now becoming an industry standard.

Mr. Dail updated the Board on the Jones-Lenoir County project. He stated Communications started dispatching for Jones County 7/1/2013. Mr. Dail stated he has met with their responders and it seems to be going very well, with only a few minor glitches. He stated he hopes to be bringing a resolution before the Board by the end of September so a decision can be made regarding a contractor for construction in Jones County as well as the remodelling in Lenoir County. Mr. Dail stated he thought the prices for the radios had been nailed down with Motorola, but needs to get Mr. Griffin to look at the contract.

Item No. 14 was a Resolution Approving Citizens to Boards, Commissions; etc. The following reflects existing vacancies and appointments.

<u>BOARD/COMMITTEE COMMISSION</u>	<u>APPLICANT/CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Home and Community Block Grant Committee	Susan Hill Danielle Howard Carol Larkins Frances Allison <b>2<sup>nd</sup> Appearance</b>	June 2016

Upon a motion by Ms. Brown to appoint the listed members and a second by Mr. Daughety, Item No. 14 was unanimously approved.

Item #15 was a Resolution to authorize Sheriff Hill to increase jail staffing. Sheriff Hill stated Brennan initially did a manpower study and recommended hiring 40 new people to operate the new jail and the existing jail, but the County settled on 21. He stated 21 was approved, but now with the new jail being used, and the problems being evaluated, at least 5 more people, 2 more per shift is needed. Sheriff Hill stated he had been pulling staff away from their posts to man areas he felt were more critical and /or dangerous. He stated he had been using part-time and overtime to compensate for the lack of manpower. Sheriff Hill stated employees are getting worn out and he hopes this solves the problem. He stated they are currently housing 41 Beaufort County inmates, which is generating approximately \$60,000 per month, but he is not sure how long they will be here. Sheriff Hill stated it will be challenge to find five employees as it took a year to find twenty-one. He stated it will cost \$188,000 annually but we have already seen \$95,000 in revenue just from housing other inmates. Sheriff Hill stated he currently has 3 vacancies.

Mr. Rouse asked if we could make this contingent on the Beaufort County inmates and Sheriff Hill stated five more employees would still be needed. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 15 was unanimously approved.

Mr. Jarman was asked to comment and he stated that we have tried our best to keep things as tight as possible and things may be better in a year after staff are trained and become more familiar with the jail. He stated he feels the envelope has been pushed too much to fill up the jail to try to function with too few employees. Mr. Jarman stated for the safety of the officers, Sheriff Hill does need the requested personnel.

Mr. Hill stated the jail opened at budget time, and it would have been better to have some history at the beginning of the budget. Ms. Sutton stated people didn't realize how hard it was to get people to fill those positions.

Mr. Best asked if we would be looking at more people down the line when the jail is operating at full capacity. Sheriff Hill stated the issue would be the relief factor. The vote was unanimous for Sheriff Hill to increase jail staffing.

Ms. Brown stated the Community Health Center held their gala on Saturday and DSS held their Strengthening Families Seminar at LCC. She stated there was a good attendance.

With no further discussion Mr. Davis adjourned the meeting at approximately 5:24 p.m.

Respectfully Submitted,

Reviewed By,

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Faye H. Mervin

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Michael W. Jarman

Deputy Clerk

County Manager