

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA  
TUESDAY, SEPTEMBER 02, 2014 – TIME: 9:00 A.M.  
COMMISSIONERS’ MEETING ROOM, LENOIR COUNTY COURTHOUSE  
130 S. QUEEN ST., KINSTON, N.C.**

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

**PUBLIC INFORMATION:** Victor Kosinski Lenoir County Veterans Fair  
Guy Basden American Veteran’s 911 Memorial  
Stephen Mazingo Lenoir County Public Schools

**CONSENT AGENDA: 10 Min.**

**ACTION**

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|----|--|-------------|
| 1. | Approval of Minutes: Regular Board Meeting: August 18, 2014.   | King/Jarman |
| 2. | Budget Ordinance Amendment: General Fund: Finance/Process Funds: \$76.08.: Decrease.                             | Martin      |
| 3. | Resolution Approving the Releases and Refunds to the Individuals Listed Herein.                                  | Parrish     |
| 4. | Budget Ordinance Amendment: Trust and Agency Fund: Innovative Approach to Literacy (IAL): \$1,512.50.: Increase. | Kelly       |

**END OF CONSENT AGENDA**

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

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|-----|---|--------|
| 5.  | Budget Ordinance Amendment: Trust and Agency Fund: Finance/Innovative Approach to Literacy (IAL): \$2,550.00.: Decrease.  | Kelly  |
| 6.  | Resolution Approving Purchase Order for Tony’s Tree Service: \$2,950.00.  | Ellis  |
| 7.  | Resolution Approving Purchase Order for Turf Planer of Carolina: \$6,650.00.  | Ellis  |
| 8.  | Budget Ordinance Amendment: General Fund: Public Buildings: \$30,250.00.: Increase.   | Martin |
| 9.  | Budget Ordinance Amendment: School Construction Fund: Series 07 & Series 08 Bonds: \$72,623,866.60.: Decrease.  | Martin |
| 10. | Budget Ordinance Amendment: Emergency Telephone System Fund: Emergency Telephone System: \$4,142.00.: Decrease.   | Dail   |
| 11. | A. Resolution Approving Radio Codeplug Flash Upgrade: Motorola: \$58,000.00.<br>B. Budget Ordinance Amendment: Fire Districts: Finance/Fire Protection: \$58,000.00.: Increase. | Dail   |
| 12. | Resolution Approving the Remount of a 2010 Chevrolet 4500 Wheeled Coach Ambulance Box: Select Custom Apparatus: \$63,963.23.  | Dail   |
| 13. | Resolution Approving the Transfer of Ownership of Canine “Smokey”.  | Hill   |

14. Resolution Approving the Hiring of Two Deputy Sheriff Resource Officers: \$171,004.44. Hill
15. Budget Ordinance Amendment: General Fund: DSS: \$22,613.00.: Increase. Moore
16. A. Resolution Approving Purchase Orders for Northwoods Human Services Software Solutions: \$694,414.00. Moore  
B. Budget Ordinance Amendment: DSS: \$689,181.00.: Increase.

**APPOINTMENTS: 5 Min**

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

**OTHER ITEMS**

18. **Items from County Manager/County Attorney/Commissioners Public Comments/Closed Session (if necessary)**

# **The 2014 Lenoir County Veteran's Fair**

**Friday, September 12, 2014**

**At**

**The Vernon Park Mall**

**Located at 834 Hardee Road in Kinston**

**From**

**9:00AM-Noon**

Various resources will be available for Veterans, including, but not limited to, The Division of Workforce Solutions, JobLink-(WIA), NC Division of Veterans Affairs, Kinston Community Health Center, Eastpointe, The NC Veterans Home, The Social Security Administration, Lenoir County DSS, Select Staffing, Resource Manufacturing, SALUTE, military organizations, and more...

**Come out and join us for an informative event!**

**RESOLUTION**

**LENOIR COUNTY BOARD OF COMMISSIONERS  
LENOIR COUNTY, NORTH CAROLINA**

**WHEREAS**, the Lenoir County Board of Education wishes to enter into a continuing contract for capital outlay under N.C. Gen. Stat. § 115C-528 with Apple, Inc. for the purchase of certain computer hardware, software, and related equipment to be used for public school purposes; and

**WHEREAS**, the contract will require the Lenoir County Board of Education to pay Apple, Inc., a total of three million, nine hundred thirty-four thousand, seven hundred ninety-six dollars and eighty cents (\$3,934,796.80) over the 2014, 2015, 2016, and 2017 fiscal years, as reflected in more detail on the attached Schedule; and

**WHEREAS**, the contract may be a continuing contract for capital outlay subject to the provisions of N.C. Gen. Stat. §§ 115C-441(c1) and 115C-528; and

**WHEREAS**, the Lenoir County Board of Education is currently negotiating certain non-price terms in the proposed contract and anticipates approving the contract in its final form during the month of September 2014;

**NOW, THEREFORE, BE IT HEREBY RESOLVED**, that the Lenoir County Board of Commissioners agrees to appropriate sufficient funds to the Lenoir County Board of Education in ensuing fiscal years to meet the Apple, Inc. contract obligations, so long as the amount the Lenoir County Board of Education shall be obligated to pay under that contract shall not exceed the amounts recited above.

Resolved, this \_\_\_\_\_ day of \_\_\_\_\_ 2014 by the Lenoir County Board of Commissioners.

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Chair

## **Lease Purchase Contracts**

Local boards of education may use lease purchase or installment purchase contracts to finance the acquisition of certain kinds of equipment: automobiles and school buses; mobile classroom units; photocopiers; and computers and computer hardware, software, and related support services. The contract term may not exceed the useful life of the property being acquired. The school unit may give the seller an interest in property being financed under installment purchase as security for payment. The school board need not obtain the commissioners' approval of a lease purchase contract as long as the contract term is less than three years and the total amount financed under the contract is below the lesser of \$250,000 or an amount equal to three times the local school system's annual state allocation for classroom materials and equipment. Commissioners must approve other contracts. In addition, the Local Government Commission must approve contracts for terms of five years or longer that obligate a school board to pay \$500,000 or more over the term of the contract. The school board must submit information concerning these contracts as part of the annual budget it submits to the board of county commissioners.

**MINUTES**

**LENOIR COUNTY BOARD OF COMMISSIONERS**

**August 18, 2014**

The Lenoir County Board of Commissioners met in open session at 4:00 p.m. on Monday, August 18, 2014, 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 Sutton.

Members Absent: None

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

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

**PUBLIC INFORMATION:**

Mr. Hill welcomed the guests and mentioned we had three special Resolutions to present today. Mr. Hill asked Commissioner Reuben Davis to read a Resolution honoring Mr. William E. Brewer, Sr. Mr. Davis stated he was glad he had the opportunity to serve on the County Commissioners with Mr. Brewer. Mr. Davis stated Mr. Brewer was a good person who did many things to help Lenoir County. Mr. Hill stated he appreciates Mr. Brewer's service, his commitments, and the values that he instilled in everyone he worked with and touched within the community. Mr. Hill stated he believed Mr. Brewer had a life very well lived.

Mr. Hill asked Mr. Rouse to read a Resolution honoring Stephen B. Hill. Mr. Rouse told Mr. Stephen Hill they wanted to do something special for him honoring all his contributions to Lenoir County. Mr. Rouse stated that the community has benefited greatly from the many things he has done. Mr. Rouse stated he was very impressed with Mr. Hill's work and that he is always coming up with something new and pushing forward with a readiness to better downtown Kinston and Lenoir County. Mr. Hill thanked the members of the Board for the Resolution and stated he enjoys what he does and is able to wake up every morning with a smile. Ms. Brown stated Mr. Hill was a very integral part of the Kinston Lenoir County Tourism Development Commission.

Mr. Hill introduced Ms. Emily Moore, Eastpointe board member, to give a brief update on Eastpointe. Ms. Moore thanked the Board for their support and for the honor of representing Lenoir County on the Eastpointe Board. Ms. Moore stated she was the only person on the Board representing Lenoir County.

Ms. Moore stated at this point Eastpointe is waiting to see what will happen. Ms. Moore stated she was unsure as to why the other two entities, Pitt and Onslow County would not join forces with Eastpointe. Ms. Moore stated Ken Jones, Director of Eastpointe, has met with them for a long time and stated there was nothing else he could do. Ms. Moore stated at this time Eastpointe has decided not to do anything. Ms. Moore stated she felt like the other counties needed Eastpointe more than Eastpointe needed them. Ms. Moore stated Eastpointe is financially ok and can get along without them. Ms. Moore stated the State is requesting to place everyone in an Eastern Region. Ms. Moore stated at this point Ken Jones has said to just wait and see and let the other counties come to us. Ms. Moore stated the Onslow/Brunswick County CEO said he was not going to do anything because he could retire. Ms. Moore stated the representative from Pitt County comes down to run their program from Raleigh. Ms. Moore stated she did not feel you can run a MCO from Raleigh and be effective. Ms. Moore stated Eastpointe has decided to allow them to come to us, because they cannot go with anyone else. Ms. Moore stated the Secretary of Health and Human Services stated they were moving in the direction of consolidating everybody in the East, so at this point we are waiting for them to come to Eastpointe. Mr. Hill stated basically the State was consolidating into three regions? Ms. Moore stated Pitt County and Coastal Plains have nowhere else to go. Mr. Hill thanked Ms. Moore for the report, and stated he realizes Mental Health started out as an individual county, moved into a group of eight counties, and now we are looking at three different regions trying to come up with a way to best serve our citizens. Ms. Moore stated Wayne County has withdrawn all of their funding. Ms. Moore stated they will be taking over part of Cherry Hospital when they move to their new building sometime in the spring of next year.

#### **CONSENT AGENDA:**

1. Approval of Minutes: Regular Board Meeting: August 4, 2014.

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

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

Item No. 2 was a Resolution recognizing Jack B. Jones. Ms. Brown read the Resolution. Mr. Jarman stated Mr. Jones came before the Board several months ago and presented a Resolution from the Human Resourced Department, and tried to gracefully say good-bye and sneak out. Mr. Jarman stated he did not think that was appropriate, so we had him to come back to allow us the opportunity to acknowledge him for all of his efforts. Mr. Jarman stated Mr. Jones had 22 years as Director of DSS prior to coming to the County Human Resources Office. Mr. Jarman stated Mr. Jones did a great job and we are very appreciative of that. Mr. Jarman stated the County had a need to centralize our HR functions, and Mr. Jones had a lot of background training that was vital in helping the department. Mr. Jarman stated Mr. Jones agreed to help the County to centralize the Human Resources program.

Mr. Jarman stated the County was not in a position to hire a full-time Human Resource Director. Mr. Jarman stated at that time Mr. Jones agreed to come and work on a part-time basis, which saved the County a lot of money. Mr. Jarman stated with the new organization it has decreased some of our liabilities and exposure, and we are very appreciative of that. Mr. Jarman stated with everything that was placed on HR and being a small department, they have done a great job. Mr. Jarman stated their efforts have put Lenoir County in a much better position to be able to move forward. Mr. Jones stated it was an honor and a privilege to be able to work for and serve the citizens of Lenoir County. Mr. Jones stated he enjoyed working with Mr. Jarman, Ms. Hall and Ms. Martin. Mr. Jones stated he hopes he left the Department in good shape, allowing it to grow and expand in the future. Mr. Jones stated his time here was fun, he enjoyed it, and it was a worthwhile investment. Mr. Hill thanked Mr. Jones for all of his contributions to the County and everything he did in the HR Department helping to organize and getting the salary schedules in order, along with all the fine details that enable us to be a much better organization. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 2 was unanimously approved.

Item No. 3 was a Resolution to approve a purchase order: Lexis Nexus: \$8,500.00. Ms. Susan Moore, Department of Social Services (DSS) Director, stated child welfare agencies must conduct comprehensive background checks using the nationwide Criminal History Record Information (CHRI) System. Ms. Moore stated DSS partnered with the NC State Bureau of Investigation (SBI) to ensure that all local child welfare agencies have access to nationwide information. Ms. Moore stated currently DSS only has the capability to perform local and state background checks as part of the Child Protective Services (CPS) Assessment process. Ms. Moore stated in 2006, the Adam Walsh Missing People Act was implemented. Ms. Moore stated until recently, DSS was covered under this act and was supposed to have access to information from the Federal Bureau of Investigation (FBI). Ms. Moore stated her agency does between 300-400 criminal background investigations per month. Ms. Moore stated presently DSS has only been able to do statewide searches and local searches. Ms. Moore stated they are still not able to access the SBI directory unless they partner with a law enforcement agency. Ms. Moore stated she contacted the Kinston Police Department, Lenoir County Sheriff Department, and Emergency Management Services asking for help. Ms. Moore stated when she mentioned DSS performs 300-400 searches per month, 7 days a week and 24 hours a day, they stated they did not have the staff to accommodate her request. Ms. Moore stated Sheriff Hill said he would have to hire two additional people full-time to accommodate her request. Ms. Moore stated now the State of NC has given them the option to contract with a private company. Ms. Moore stated this Purchase Order would give them the necessary tools they need to be successful in performing nationwide searches, criminal backgrounds checks, and sexual offender's pending warrants. Mr. Rouse asked if other agencies come on board, would the fee go down? Ms. Moore stated yes. They would just have to pay for their licenses. Mr. Rouse asked what would happen if it went the other way, will the price increase? Ms. Moore stated no the maximum price would not change.

Mr. Griffin, County Attorney, asked if DSS was investigating an individual today that had charges in Wayne or Pitt County, would DSS be able to know that? Ms. Moore replied they would not. Ms. Moore stated this new system would greatly simplify one search to get all the information. Mr. Hill stated this is a national issue, not just a local issue. Upon a motion by Mr. Daughety and a second by Mr. Davis, Item No. 3 was unanimously approved.

Item No. 4 was a Resolution approving the transfer of property to the NC Department of Transportation. Mr. Mark Pope, Economic Development Director, stated the Hwy 70 West Industrial Park has had significant growth over the past 8 years. Mr. Pope stated the extension of Smithfield Way to Hwy 258 North will help relieve congestion in the Hwy 70 West Industrial Park area. Mr. Pope stated the City of Kinston removed a building located on the Poole property in May or June. Mr. Pope stated the transfer of these properties to the NC Department of Transportation will complete certain conditions of the acquisition agreement. Mr. Pope stated this will allow the reimbursement of \$90,000.00 to Lenoir County for funds expended in the acquisition process. Mr. Pope stated as we look back it's been a pretty long process and both pieces has been acquired, and now it's time for it to be placed with DOT. Upon a motion by Mr. Daughety and a second by Mr. Best, Item No. 4 was unanimously approved.

Item No. 5 was a Budget Ordinance Amendment: Trust and Agency Fund: Finance/Extension-Family Caregiver: \$3,480.00. Decrease. Ms. Martha Martin, Finance Director, stated this amendment is to decrease the budgeted amounts of the Partnership for Children Program. Ms. Martin stated the County budgeted the amount received last year; however, the grant agreement was received at the end of July. Ms. Martin stated the total amount approved was \$52,100.00, which was \$3,480.00 less than the budgeted amount. Upon a motion made by Ms. Sutton and second by Ms. Brown, Item No. 5 was unanimously approved.

Item No. 6 was a Budget Ordinance Amendment: General Fund: Finance/Sheriff/Concealed Weapon Fees: \$670.00. Increase. Ms. Martha Martin, Finance Director, stated the County's portion of the concealed weapon fee is \$35.00. Ms. Martin stated a total of \$23,670.00 was collected with only \$5,187.40 of those funds being expended. Ms. Martin stated a total of \$17,813.00 was budgeted for FY14-15, which is \$669.60 less than the balance to be brought forward. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 6 was unanimously approved.

Item No. 7 was a Budget Ordinance Amendment: General Fund: Process Funds: \$1,471.25. Increase. Ms. Martha Martin, Finance Director, stated this amendment is to roll forward from fund balance unexpected funds received from FY05-06 through FY13-14 for the Pesticide Trust Grant. Ms. Martin stated a total of \$28,246.00 has been received, with only \$26,774.75 being expended over these years, with a roll forward of \$1,471.25 into FY14-15. Upon a motion by Ms. Brown and a second by Mr. Best, Item No. 7 was unanimously approved.

Item No. 8 was a Budget Ordinance Amendment: General Fund: Process Funds: \$3,365.42. Increase. Ms. Martha Martin, Finance Director, stated this amendment is to bring forward unexpended funds from the Cooperative Extension Community Transformation Grant. Ms. Martin stated a total of \$13,847.62 has been received since FY12-13, and has been used to support access to healthy local foods, by providing marketing and supplies to the Lenoir County Farmer's Market and Lenoir County Farmer's Market Annex. Ms. Martin stated only \$10,482.20 of that money received has been expended thus far, so the balance of \$3,365.42 is being rolled forward. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 8 was unanimously approved.

Item No. 9 was a Budget Ordinance Amendment: General Fund: Finance/Cooperative Extension Kate B. Reynolds: \$3,758.53. Decrease. Ms. Martha Martin, Finance Director, stated this amendment is to adjust the amount budgeted for the Kate B. Reynolds Grant. Ms. Martin stated the money is to be received in three payments over three years, with \$154,573.00 received through the end of FY13-14. Ms. Martin stated this adjustment will make the amount budgeted match the amounts received so far, and the additional payment will be set up whenever it is received. Upon a motion by Mr. Davis and a second by Mr. Daughety, Item No. 9 was unanimously approved.

Item No. 10 was a Budget Ordinance Amendment: Trust & Agency Fund: Finance/Innovative Approach to Literacy: \$5,405.73. Increase. Ms. Martha Martin, Finance Director, stated this amendment is to roll forward unexpended funds from the Innovative Approach to Literacy Grant that was awarded to Cooperative Extension in FY12-13. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 10 was unanimously approved.

Item No.11 was a Budget Ordinance Amendment: General Fund: Finance/Sheriff Department: \$10,826.46. Increase. Ms. Martha Martin, Finance Director, stated this amendment is to roll forward unexpended funds from the State Criminal Alien Assistance Program (SCAAP). Ms. Martin stated these funds are given to help offset expenses incurred by the county in housing undocumented criminal aliens or aliens of unknown legal status. Ms. Martin stated these funds are restricted for use by the Sheriff. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 11 was unanimously approved.

Item No. 12 was a Budget Ordinance Amendment: General Fund: Process Funds: \$11,101.90. Increase. Ms. Martha Martin, Finance Director, stated this amendment is to re-appropriate SHIIP Grant funds not expended in previous years. Ms. Martin stated from FY06-07 through FY13-14, a total of \$34,820.84 in revenue has been received. Ms. Martin stated of that amount received only \$23,718.94 has been expended, which leaves \$11,101.90 of SHIIP Grant funds to be rolled forward into FY14-15. Upon a motion by Ms. Brown and a second by Mr. Best, Item No. 12 was unanimously approved.

Item No. 13 was a Budget Ordinance Amendment: General Fund: Finance/Social Services: \$17,288.00. Increase. Ms. Martha Martin, Finance Director, stated the Department of Social Services received these funds in FY04-05. Ms. Martin stated these funds can only be used to enhance the adoption programs to secure homes for hard to place children. Ms. Martin stated there is no time limit on the expenditure of the funds.

Ms. Martin stated the total amount received in FY04-05 was \$93,000.00 and through FY13-14 \$75,711.87 in funds has been expended. Upon a motion by Mr. Best and a second by Ms. Sutton, Item No. 13 was unanimously approved.

Item No. 14 was a Budget Ordinance Amendment: General Fund: Non-Departmental: \$18,287.00. Increase. Ms. Martha Martin, Finance Director, stated this amendment is to appropriate additional property tax revenue received by Lenoir County as a result of a business personal property tax audit conducted by County Tax Services, Inc. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 14 was unanimously approved.

Item No. 15 was a Budget Ordinance Amendment: General Fund: Process Funds: \$21,578.41. Increase. Ms. Martha Martin, Finance Director, stated the amendment is to bring forward unexpended funds from the EMPG Grant for fiscal years 2008-2009 through 2013-2014. Ms. Martin stated from FY08-09 until 13-14, a total of \$82,791.54 has been received in revenues, with only \$61,213.13 being expended. This leaves a balance of \$21,578.41 to be rolled forward into FY14-15. Upon a motion by Mr. Davis and a second by Mr. Best, Item No. 15 was unanimously approved.

Item No. 16 was a Budget Ordinance Amendment: General Fund: Finance/Health Department: \$28,266.00. Increase. Ms. Martha Martin, Finance Director, stated the amendment is to bring forward unexpended funds from the Health Department's line for maintenance and repairs of the buildings and grounds at the SPCA Center. Ms. Martin stated a total of \$67,960.00 has been budgeted since FY10-11, with only \$39,694.39 of those funds being expended through FY13-14. Ms. Martin stated the balance of \$28,265.61 is being rolled forward into FY14-15 to cover the expenses at the SPCA. . Upon a motion by Mr. Daughety and a second by Mr. Best, Item No. 16 was unanimously approved.

Item No. 17 was a Budget Ordinance Amendment: General Fund: Finance/Sheriff: \$128,869.00. Increase. Ms. Martha Martin, Finance Director, stated the amendment is to bring forward unexpended Sheriff's Civil Process service fees from prior years. Ms. Martin stated the amount charged for fees has increased from \$5.00 to \$15.00 and now to \$30.00. Ms. Martin stated 50% of the amount collected shall be used by the Sheriff's Department for the enhancement of the service of civil papers. Ms. Martha Martin stated this process will have to be done each year to bring forward the unexpended funds into the new fiscal year. Upon a motion by Mr. Davis and a second by Mr. Best, Item No. 17 was unanimously approved.

Item No. 18 was a Budget Ordinance Amendment: Capital Projects Funds: MSW Landfill Cell #2: (\$226,390.00). Decrease. Ms. Martha Martin, Finance Director, stated per auditors' request, we should remove the appropriations for the MSW Landfill Cell #2 Project. Ms. Martin stated since this has been closed out for several years reversing the original budget information will clean up the reporting. Upon a motion by Ms. Brown and a second by Mr. Best, Item No. 18 was unanimously approved.

Item No. 19 was a Budget Ordinance Amendment: Community Development Block Grants Fund: Hwy 70 Industrial Park Water Project: (\$371,688.16). Decrease. Ms. Martha Martin, Finance Director, stated per the auditors request we should remove the appropriations for various CDBG Projects that have been closed out for several years. Ms. Martin stated reversing the original budget information will clean up the end of year reporting. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 19 was unanimously approved.

Item No. 20 was a Budget Ordinance Amendment: Community Development Block Grants Fund: Various: (\$1,615,000). Decrease. Ms. Martha Martin, Finance Director stated per auditors' request, we should remove the appropriations for various CDBG Projects that have been closed out for several years. Ms. Martin stated reversing the original budget information will clean up the end of year reporting. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 20 was unanimously approved.

Item No. 21 was a Budget Ordinance Amendment: Community Development Block Grants Fund: NCHFA/RUR CTR-NOVA: (\$1,072,000). Decrease. Ms. Martha Martin, Finance Director, stated per auditors' request, we should remove the appropriations for various NCHFA Projects and the Rural Center NOVA Project that have been closed out for several years. Ms. Martin stated reversing the original budget information will clean up the end of year reporting. Upon a motion by Mr. Davis and a second by Mr. Best, Item No. 21 was unanimously approved.

Item No. 22 was a Budget Ordinance Amendment: Capital Projects Fund: Shell Building #3: (\$1,620,100). Decrease. Ms. Martha Martin, Finance Director, stated per auditors' request, we should remove the appropriations for the Shell Building #3 Project that has been closed out for several years, and to transfer the remaining unspent balance of \$4,471.87 to the General Fund. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 22 was unanimously approved.

Item No. 23 was a Budget Ordinance Amendment: Capital Projects Fund: Sanderson Farm Gas Line Project: (\$4,831,598.74). Decrease. Ms. Martha Martin, Finance Director, stated per auditors' request, we should remove the appropriations for the Sanderson Farm Gas Line Project that has been closed out for several years. Ms. Martin stated the current finance software rolls forward the budgeted amounts in no-close funds, so these lines are being cleared for cleaner reporting. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 23 was unanimously approved.

Item No. 24 was a Budget Ordinance Amendment: Capital Improvements: Economic Development: (\$2,832,722.00). Increase. Ms. Martha Martin, Finance Director, stated this amendment is to roll forward and distribute prior year unexpended economic development, community development, and buildings & grounds funds into the appropriate expenditure lines in the capital improvement fund for the fiscal year 2014-2015. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 24 was unanimously approved.

Item No. 25 was a Resolution approving citizens to boards, commissions, etc. Upon a motion by Ms. Brown and a second by Ms. Sutton, Mr. John McNairy was re-appointed to the North Carolina Global TransPark Authority; Ms. Tammy Dawson and Ms. Anne Gaddis were re-appointed to the Home & Community Block Grant Board; Ms. Linda Rouse Sutton, Ms. Jameka Patrick, Mr. Joey Huff, Ms. June Cummings, Ms. Ella Moore, Ms. Colleen Kosinski, Ms. Jackie Brown, Mr. Bill Johnson, Ms. Christy Smith, Ms. Imelda Pate, Ms. Jennifer Short, Ms. Courtney Boyette, Ms. Monica Williams, Ms. Jill Croom, and Ms. Suzanne Nix were re-appointed to the Juvenile Crime Prevention Council. Since this was the 1<sup>st</sup> appearance for Ms. Beth Heath, Ms. Victoria Kosinski and Ms. Wanda Hall, no action needed at this time.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
<b>Global TransPark Authority</b>	Mr. John McNairy (Re-Appointment) <b>2<sup>nd</sup> Appearance</b>	
<b>Home &amp; Community Block Grant</b>	Ms. Tammy Dawson (Re-Appointment) Ms. Anne Gaddis (Re-Appointment) <b>2<sup>nd</sup> Appearance</b>	2017 2017
<b>Juvenile Crime Prevention Council</b>	Ms. Linda Rouse-Sutton (Re-Appointment) Ms. Jameka Patrick (Re-Appointment) Mr. Joey Huff (Re-Appointment) Ms. June Cummings (Re-Appointment) Ms. Ella Moore Clark (Re-Appointment) Ms. Colleen Kosinski (Re-Appointment) Ms. Jackie Brown (Re-Appointment) Mr. Bill Johnson (Re-Appointment) Ms. Christy Smith (Re-Appointment) Ms. Imelda Pate (Re-Appointment) Ms. Jennifer Short (Re-Appointment) Ms. Courtney Boyette (Re-Appointment) Ms. Monica Williams (Re-Appointment) Ms. Jill Croom (Re-Appointment) Ms. Suzanne Nix (Re-Appointment) <b>2<sup>nd</sup> Appearance</b>	2015 2015 2015 2015 2015 2015 2015 2016 2016 2016 2016 2016 2016 2016 2016

Item No. 26 was information from Mr. Mike Jarman, County Manager. Mr. Jarman stated the first item was for bids received on two County properties. Mr. Jarman requested the Board accept the bid of \$2,500.00 for property at 209 E. Washington Avenue, LaGrange, and \$1,000.00 for property at 601 Hines Avenue in Kinston.

Mr. Jarman requested the Board accept these bids, start the upset bid process, and get the property back on the tax books. Upon a motion by Mr. Davis and a second by Mr. Best, Item No. 26 was unanimously approved.

Mr. Jarman stated the other items from the County Manager are the Inspections Report and the Financial Performance Summary. Mr. Jarman stated nothing is out of line, so unless the Board has any questions, he had nothing to discuss regarding the two reports.

Mr. Rouse stated he and Mac Daughety took some hard hits regarding the mowing of grass on State Roads. Mr. Rouse stated the State has cut the funding in the maintenance department so grass mowing has been reduced from eight times a year to four times a year. Mr. Daughety stated things will only get worse unless things changed with the Legislators.

Mr. Jarman stated we need to be careful when citizens have concerns outside of our control, it's a good idea to send them to the correct source.

Mr. Hill stated this would be a good time to write up and submit to him some of our Legislative goals for the NCACC for next year. Mr. Hill stated we must be very careful when fighting these issues.

Mr. Griffin stated this is not a Lenoir County issue this is a State issue.

Ms. Sutton stated public officials are invited to the Kennedy Home gym on August 26<sup>th</sup> from 2:30pm-3:30pm and from 4:00pm- 7:00pm to view the Kinston By-Pass plans. Ms. Sutton stated this is a hot topic in Lenoir County and it will be interesting to see the thoughts of DOT. Mr. Griffin stated there is not a formal invitation for this event it will be floating with the same information available at each meeting. Mr. Rouse stated Brian Lucas with the City of Kinston contacted him regarding ditch issues. Mr. Rouse stated he questioned the possibility of getting some contingency money to help clean up areas. Mr. Jarman stated that issue has been going on for quite awhile. Ms. Brown mentioned that yesterday, Mr. Roland Best received an Outstanding Citizen Award from Emmanuel Hill Church. Ms. Brown stated Mr. Joel Dixon with the 4H Camp was the only youth from Lenoir County to attend the youth summit at the NCACC meeting in Asheville, and he represented Lenoir County well. Ms. Brown mentioned that the NCACC Annual Conference will be held in Greenville, NC next year and all of the commissioners should attend. Also, the NACO Conference will be held in Charlotte, NC next year. Mr. Best stated this was his first time attending the NCACC conference and it went well. Mr. Best stated the summit at LCC two weeks ago was a success.

Mr. Jarman stated by the next Commissioners meeting he will have information regarding the hours of operation for the Landfill and the Recycle Sites.

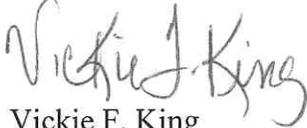
Mr. Hill stated the Board has been given the names and terms for individuals on the advisory boards on a spreadsheet and will receive updates from Ms. King periodically.

Mr. Hill stated as the commissioners come across citizens that would serve well on any of the boards, encourage them to apply, generate activity and make sure it's published because that is the whole purpose to get more people involved.

Mr. Griffin mentioned he will not be at next meeting, he will be upstairs in Court.

Mr. Hill made a motion to adjourn the meeting at 5:10 p.m.

Respectfully submitted,



Vickie F. King  
Clerk to the Board

Reviewed By



Michael W. Jarman  
County Manager

Item No. 2

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: FINANCE/PROCESS FUNDS: \$76.08 DECREASE



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

FY 2014 - 2015  
Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		FINANCE/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>DECREASE</u>		<u>DECREASE</u>			
10-3991-9910 FUND BALANCE APPROPRIATED	-76.08	10-4201-6403 EMPG SUPPLEMENTAL	-76.08		
Total		Total			
				-76.08	

**Reason and Justification for Request:**

BUDGET AMENDMENT TO DECREASE FUNDS ROLLED FORWARD ON BUDGET AMENDMENT ITEM #15-AUGUST 18, 2014 COMMISSIONERS MEETING. WHILE IN THE PROCESS OF SUBMITTING THE FY13-14 E 911 REPORT, THERE WAS AN INVOICE FOR AN ELECTRONIC HEADSET IN THE AMOUNT OF \$76.08 THAT HAD BEEN CHARGED TO FUND 24 IN ERROR, AND SHOULD HAVE BEEN CHARGED TO THE EMPG SUPPLEMENTAL GRANT FUNDING. SINCE THE ROLL FORWARD AMOUNT FOR FY14-15 HAD ALREADY BEEN ESTABLISHED, THIS AMENDMENT IS NECESSARY TO CORRECT THE AMOUNT ROLLED FORWARD.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	8/26/2014	<i>Martha H. Martin</i>	8/26/2014
Budget Officer Approval	Date		
<i>MW</i>	8/26/14		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

**RESOLUTION:** Approving the Releases and Refunds to the Individuals Listed Herein

**SUBJECT AREA:** Finance

**ACTION REQUESTED:** Approval of Releases and Refunds as Prepared

**HISTORY / BACKGROUND:** Releases and refunds result from listing and assessing due to incorrect and incomplete information.

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

**RELEASES OVER \$100**

<u>YEAR</u>	<u>NAME</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>REASON</u>
2014	Alonza Gray	10358	\$164.15	Adjusted Value
2014	Alonza Gray	10358	148.61	Adjusted Value
2010	Johnnie Williams	12504	318.68	Corrected Listing
2011	Johnnie Williams	12504	288.31	Corrected Listing
2014	Frances Harrison	11826	444.13	Corrected Listing
2014	Johnnie Tyndall	30539	104.51	Adjusted Value
2014	Floyd Leary	17901	108.28	Corrected Listing
2014	General Electric Capital	58072	278.12	Corrected Listing
2014	Livestock Veterinary Svcs.	35789	776.44	Corrected Situs
2014	PNC Equipment Finance	62539	4032.47	Corrected Listing
2014	Richard Avery	56463	175.67	Corrected Listing
2013	Richard Avery	56463	200.65	Corrected Listing
2012	Richard Avery	56463	254.41	Corrected Listing
2014	Candlelight Church	68590	118.29	Legal Exemption
2014	First National Capital	71958	595.00	Corrected Listing
2014	Anthony Hart	10358	138.41	Corrected Listing
2014	Edward Taylor	29159	321.88	Corrected Listing
2014	Dorothy Jones	51910	126.82	Moved out of County
2013	Dorothy Jones	51910	138.72	Moved out of County
2012	Dorothy Jones	51910	124.44	Moved out of County
2014	Alton Davis	6400	256.37	Legal Exemption

2014	Monroe Muffler Brake	74254	940.82	Corrected Listing
2014	James Brayboy	1888	240.88	Corrected Listing
2014	Marion Jones	16054	373.75	Legal Exemption
2014	Clement Jones	15674	452.49	Legal Exemption
2014	Family Dollar Stores	8420	1508.88	Double Listed
2014	Johnnie Tyndall	30539	635.45	Adjusted Value
2014	Jeffrey Tyndall	75194	533.71	Corrected Listing
2014	Bio Medical Applications	41780	1086.77	Amended Listing
2014	United States of America	73980	450.07	Legal Exemption
2013	United States of America	73980	765.90	Legal Exemption
2014	United States of America	73980	712.18	Legal Exemption
2014	Robert Taylor	29400	452.50	Corrected Listing
2014	Joseph Wingate	33210	150.06	Corrected Listing
2014	Thomas Davis	61428	306.09	Corrected Listing
2014	Linwood Kennedy	16649	672.75	Legal Exemption
2014	Antonio Carrillo	48005	216.37	Corrected Listing
2013	Antonio Carrillo	48005	238.15	Corrected Listing
2014	Town of LaGrange	40887	176.13	Legal Exemption
2014	Safe in Lenoir County	80964	164.30	Legal Exemption
2014	Groundbreakers Ministries	75135	479.00	Legal Exemption
2014	Groundbreakers Ministries	75135	193.16	Legal Exemption
2014	Ricky Dudley	7528	154.29	Corrected Listing
2005	Crystal Griffin	26802	733.10	Corrected Listing
2006	Crystal Griffin	26802	730.09	Corrected Listing
2013	John Mote	24009	120.26	Corrected Listing
2013	Leroy Cantey	VTS	123.59	Situs Error

### REFUNDS

<u>YEAR</u>	<u>NAME</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>REASON</u>
2014	Rayner Grocery Inc	23940	\$125.21	Corrected Listing
2014	Jacques Passailaigue	16970	181.82	Moved out of County



Item No. 4



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

FY 2014-2015  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
TRUST AND AGENCY		INNOVATIVE APPROACH TO LITERACY		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>			
70-3580-3601 GRANT-INNOVATIVE APP LITERACY	\$1,512.50	70-5831-6000 GRANT-HIGH SCOPE EXPENSES	\$1,512.50		
<b>Total</b>	<b>1,512.50</b>	<b>Total</b>	<b>1,512.50</b>		

**Reason and Justification for Request:**  
 BUDGET AMENDMENT TO SET UP FUNDING FOR THE INNOVATIVE APPROACH TO LITERACY GRANT. THE COMMISSIONERS AUTHORIZED THE ACCEPTANCE OF THE FUNDS ON JANUARY 7, 2013 - ITEM #25. THESE FUNDS WILL COVER A TWO YEAR PERIOD BEGINNING ON JANUARY 1, 2013 AND ENDING SEPTEMBER 30, 2014 AND WILL BE USED TO AUGMENT THE CURRENT PARENTS AS TEACHERS PROGRAM. THE INITIAL AMOUNT APPROVED WAS \$18,000 AND THIS IS THE THIRD PAYMENT RECEIVED FOR THIS PROGRAM.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Jammy D. Kelly</i>	07-07-14	<i>Martha H. Martin</i>	8-20-2014
Budget Officer Approval	Date		
<i>MW Loman</i>	8/20/14		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

Item No. 5

BUDGET ORDINANCE AMENDMENT: TRUST & AGENCY FUND:FINANCE/ INNOVATIVE APPROACH TO LITERACY: \$2,550. DECREASE



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

FY 2014 - 2015  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
TRUST AND AGENCY		FINANCE/INNOVATIVE APPROACH TO LITERACY		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>			
70-3580-3601 GRANT-INNOVATIVE APP LITERACY	-2,550.00	70-5831-6000 GRANT-HIGH SCOPE EXPENSES	-2,550.00		
Total	-2,550.00	Total	-2,550.00		

**Reason and Justification for Request:**  
 BUDGET AMENDMENT TO ADJUST THE INNOVATIVE APPROACH TO LITERACY GRANT TO MATCH ACTUAL AMOUNTS RECEIVED AND EXPENDED. THIS GRANT WAS FOR A TOTAL OF \$18,000. AND WAS APPROVED BY THE COMMISSIONERS ON JANUARY 7, 2013-ITEM #25. A TOTAL OF \$9,637.50 HAS BEEN RECEIVED THUS FAR AND THE UNEXPENDED AMOUNT OF \$\$5,405.73 WAS ROLLED FORWARD AT THE AUGUST 18, 2014 COMMISSIONERS MEETING-ITEM #10. THE \$2,550. WAS BUDGETED IN THE FY14-15 BUDGET PROCESS, BUT SHOULD NOT HAVE BEEN BUDGETED - THE BALANCE TO BE RECEIVED WILL BE ALLOCATED AT THE TIME OF RECEIPT OF FUNDS.

Department Head Approval <i>Jammy P. Kelly</i>	Date 8-20-14	Finance Officer Approval <i>Martha A. Martin</i>	Date 8-20-2014
Budget Officer Approval <i>Michael W. Jarm</i>	Date 8/20/14		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 09/02/2014 **ITEM NO.** 6

**RESOLUTION:** Approval of Purchase Order for Tony's Tree Service: \$2,950.00.

**SUBJECT AREA:** Purchases and Bids

**ACTION REQUESTED:** The Board is requested to approve a purchase order in the amount of \$2,950.00 to Tony's Tree Service.

**HISTORY/BACKGROUND:** The Neuseway Nature Park has numerous trees in the campground area and the train area that need to be limbed up to a height of 15 feet. This will allow motor homes to drive under them and it will also allow visibility from Hwy. 11.

**EVALUATION:** The trees at the Neuseway Nature Center and campground have not been trimmed in the past four (4) years. Tony's Tree Service will trim the trees and carry all debris to the landfill. This will allow the motor homes to continue to use the campground and the playground and train area to look maintained.

**MANAGER'S RECOMMENDATION:**

Respectfully Recommend Approval.

*MWJ*  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that a purchase order to Tony's Tree Service in the amount of \$2,950.00 be approved.

**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:** 09/02/2014 **ITEM NO.** 7

**RESOLUTION:** Approval of a Purchase Order for Turf Planer of Carolina: \$6,650.00.

**SUBJECT AREA:** Purchases and Bids

**ACTION REQUESTED:** The Board is requested to approve a purchase order in the amount of \$6,650.00 to Turf Planer of Carolina.

**HISTORY/BACKGROUND:** The little league baseball fields at Southwood, Moss Hill, Banks and Lagrange are in need of the lip around the grass arc to be planed in order to level the playing field. Turf Planer of Carolina is the only vendor in North and South Carolina that has a machine that can remove the lip without removing the sod.

**EVALUATION:** These fields have not had the lips removed from the arc in the past 8 baseball seasons. The lip is as much as 6 inches high on some fields and can cause bad hops or create a safety hazard for children running. The price per field to remove the lip is \$950.00 and there are seven (7) fields that need work.

**MANAGER'S RECOMMENDATION:**

Respectfully Recommend Approval.

*mwj*  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that a purchase order to Turf Planer of Carolina in the amount of \$6,650.00 be approved.

**AMENDMENTS:**

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

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

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

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date

Item No. 8

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: PUBLIC BUILDINGS \$30,250. INCREASE



LENOIR COUNTY, NORTH CAROLINA  
BUDGET AMENDMENT REQUEST

FY 2014 - 2015  
Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		PUBLIC BUILDINGS		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	30,250.00	10-4260-5800 DEMOLITION-COUNTY BUILDINGS	30,250.00		
Total	30,250.00	Total			

**Reason and Justification for Request:**  
 BUDGET AMENDMENT TO REAPPROPRIATE FUNDING FOR THE DEMOLITION OF THE BUILDING AT 220 TO 228 E. GORDON ST. A RESOLUTION APPROVING THE ASBESTOS ABATEMENT AND THE DEMOLITION OF THE BUILDING FROM 220 TO 228 E. GORDON ST. WAS APPROVED BY THE COMMISSIONERS ON APRIL 7, 2014, ITEMS 8-A AND 8-B. THE ACTUAL WORK WILL BE COMPLETED IN FY14-15, SO IT IS NECESSARY TO REAPPROPRIATE THE FUNDING TO COVER THE EXPENSES.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Michael B. Wiggins</i>	9/18/14	<i>Martha H. Martin</i>	8/18/2014

Budget Officer Approval	Date
<i>M. J. Jarnon</i>	8/19/14

Board Approval ( When Applicable)	Date	Date of Minutes

Item No. 9

BUDGET ORDINANCE AMENDMENT: SCHOOL CONSTRUCTION FUND: SERIES 07 & SERIES 08 BONDS:( \$72,623,866.60 ) DECREASE



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

FY 2013 - 2014  
Appropriations

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

Distribution - Finance Office:

**PRIOR YEAR**

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
SCHOOL CONSTRUCTION		SERIES 07 & SERIES 08 BONDS		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>DECREASE</u>		<u>DECREASE</u>			
41-3831-4930	INTEREST - SERIES 2007	-1,448,191.59	41-5907-19100	PROFESSIONAL FEES - AUDIT	-1,460.00
41-3831-4931	INTEREST - SERIES 2008	-607,745.17	41-5907-1920	CONSULTANT - ARBITRAGE	-1,950.00
41-3910-9100	BOND PROCEEDS-SERIES 2007	-30,000,000.00	41-5907-1921	BOND COUNSEL	-31,500.00
41-3910-9101	BOND PREMIUM-SERIES 2007	-830,306.83	41-5907-1990	ARCHITECT/ENGINEER	-2,189,043.14
41-3910-9200	BOND PROCEEDS-SERIES 2008	-39,700,000.00	41-5907-5850	CONSTRUCTION-SERIES 2007	-30,021,209.52
41-3910-9201	BOND PREMIUM-SERIES 2008	-37,623.01	41-5907-7500	BOND ISSUANCE COST	-33,335.76
			41-5908-1920	CONSULTANT - ARBITRAGE	-4,250.00
			41-5908-1921	BOND COUNSEL	-39,700.00
			41-5908-1990	ARCHITECT/ENGINEER	-1,603,254.63
			41-5908-5850	CONSTRUCTION-SERIES 2008	-38,659,082.30
			41-5908-7500	BOND ISSUANCE COST	-39,081.25
Total		-72,623,866.60	Total		-72,623,866.60

**Reason and Justification for Request:**  
 PER AUDITORS-BUDGET AMENDMENT TO TAKE OFF THE APPROPRIATIONS FOR PRIOR SCHOOL CONSTRUCTION PROJECTS THAT HAVE BEEN CLOSED OUT FOR SEVERAL YEARS. THESE PROJECTS ARE IN A NO-CLOSE FUND, SO THEREFORE ALL OF THE TRANSACTIONS SIT IN THE FUND IN PERPETUITY. REVERSING THE ORIGINAL BUDGET INFORMATION WILL CLEAN UP THE YEAR END REPORTING.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha N. Martin</i>	<i>8/27/2014</i>	<i>Martha N. Martin</i>	<i>8/27/2014</i>
Budget Officer Approval	Date		
<i>Michael W. Jarnon</i>	<i>8/27/14</i>		
Board Approval (When Applicable)	Date	Date of Minutes	

Item No. 10

BUDGET ORDINANCE AMENDMENT: EMERGENCY TELEPHONE SYSTEM FUND:  
EMERGENCY TELEPHONE SYSTEM: (\$4,142.): DECREASE



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

FY 2014 - 2015  
Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
EMERGENCY TELEPHONE SYSTEM		EMERGENCY TELEPHONE SYSTEM		Various	
<b>Check One Box</b> New Appropriation: <input 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>			
24-3437-4130 E 911 REVENUE-STATE	-4,142.00	24-4320-5105 JLECC-CAPITAL OUTLAY	-4,142.00		
Total	-4,142.00	Total	-4,142.00		

**Reason and Justification for Request:**  
BUDGET AMENDMENT TO DECREASE THE APPROPRIATION BY THE STATE E911 BOARD. WHENEVER THE BUDGET WAS COMPILED IT WAS BASED ON AN ESTIMATION GIVEN TO THE COUNTY IN DECEMBER 2013. THE FINAL APPROPRIATION AMOUNT WAS NOT SENT UNTIL MAY 28, 2014, WELL AFTER THE BUDGET HAD BEEN COMPILED AND ONLY TWO BUSINESS DAYS PRIOR TO THE ADOPTION OF THE COUNTY'S FY14-15 BUDGET.

Department Head Approval	Date	Finance Officer Approval	Date
<i>[Signature]</i>	8-26-14	<i>Martha H. Martin</i>	8-26-2014
Budget Officer Approval	Date		
<i>[Signature]</i>	8/26/14		
Board Approval (When Applicable)	Date	Date of Minutes	

INTRODUCED BY: Michael W. Jarman, County Manager DATE: 09/02/14 ITEM NO: 11A

**RESOLUTION:** Approve Purchase of Radio Codeplug Flash Upgrade: Motorola: \$58,000.00.

**SUBJECT AREA:** Purchase/Bids

**ACTION REQUESTED:** The Board is requested to approve the purchase of P25 radio codeplugs from Motorola in the amount of \$58,000.00.

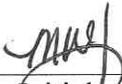
**HISTORY/BACKGROUND:** For the past two years, Lenoir and Jones County officials have been discussing and implementing a merger of the Jones County E-911 Center with the Lenoir County E-911 Center. As part of the merger, an upgraded radio system is needed to enable and enhance communications with responders in both Lenoir and Jones Counties. The current Motorola 800MHz radio system in Lenoir County is an analog system that was purchased in 1993. Replacement parts and repairs to this analog system have become increasingly difficult to obtain. Jones County currently does not have an 800MHz radio system. The County of Lenoir will receive a new P25 digital 800MHz radio system with all necessary infrastructure, including simulcasting for the Hugo and LaGrange repeaters. Jones County will receive new 800MHz infrastructure. There are existing radios on the system that currently operate in an analog capacity; however, they also have the capability to operate as a digital radio. In order for these radios to operate on the new P25 digital 800MHz radio system, they will need to be reprogrammed with a new codeplug to flash them from analog to digital. On April 15, 2014, the President of the Lenoir County Firemen's Association submitted a letter to Chairman Craig Hill requesting County funding for the purchase of the codeplugs for all fire departments, including the City of Kinston Department of Public Safety. On April 22, 2014, County Commissioner's held a budget planning work session. The Board unanimously approved a one-time request in the amount of \$58,000.00 to fund radio upgrades for members of the Volunteer Firefighters Association in the Lenoir County budget planning, if possible.

**EVALUATION:** For the past two years, Lenoir and Jones County officials have been working on a merger of the Lenoir and Jones County E-911 Communication Centers. A portion of this project involved an upgrade from the existing analog radio system to a new P25 digital 800MHz radio system. There are existing radios on the system that currently operate in an analog capacity; however, they also have the capability to operate as a digital radio. In order for these radios to operate on the new P25 digital 800MHz radio system, they will need to be reprogrammed with a new codeplug to flash them from analog to digital.

On April 15, 2014, the President of the Lenoir County Firemen's Association submitted a letter to Chairman Craig Hill requesting County funding for the purchase of the codeplugs for all fire departments, including the City of Kinston Department of Public Safety. On April 22, 2014, County Commissioner's held a budget planning work session. The Board unanimously approved a one-time request in the amount of \$58,000.00 to fund radio upgrades for members of the Volunteer Firefighters Association in the Lenoir County budget planning, if possible.

**MANAGER'S RECOMMENDATION:**

Respectfully Recommend Approval.

  
Initials

**RESOLUTION: NOW THEREFORE, BE IT RESOLVED** by the Lenoir County Board of Commissioners that the purchase of P25 radio codeplugs from Motorola in the amount of \$58,000.00 is approved.

**AMENDMENTS:**

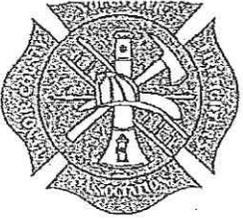
**MOVED** \_\_\_\_\_ **SECOND** \_\_\_\_\_

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

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

\_\_\_\_\_  
Craig Hill, Chairman 9/02/14  
Date

\_\_\_\_\_  
Attest 9/02/14  
Date



# LCVFA

## Lenoir County Volunteer Firefighter's Association

April 15, 2014

**PRESIDENT**  
Timmy Mooring, Deputy Chief

**VICE-PRESIDENT**  
Donnie Gray, Jr.

**SECRETARY**  
Glen Deaver

**TREASURER**  
Victor Styles

**CHAPLAIN**  
Sam Watkins

**BOARD OF DIRECTORS**

**DEEP RUN VFD**  
Kyle Smith, Chief  
John Ashley Whitfield, Asst. Chief

**HUGO VFD**  
Johnny Craft, Chief  
Jonas Howard, Deputy Chief

**KINSTON JETPORT**  
Frank Dunn, Chief

**LAGRANGE VFD**  
Wesley Sutton, Chief

**LENOIR COUNTY EM**  
Roger Dall, Director

**N.C. FORESTRY SERVICE**  
Ben Watkins, Ranger

**NORTH LENOIR VFD**  
Brian Wade, Chief  
Lynn Wiley, Asst. Chief

**PINK HILL VFD**  
Timmy Kennedy, Chief

**SANDHILL VFD**  
David Jones, Chief  
Chad Bryans, Captain

**SANDY BOTTOM VFD**  
James Goff, Chief

**SEVEN SPRINGS**  
Jeremy Price, Chief

**SOUTHWOOD VFD**  
Craig Jarman, Chief  
Randy Jones, Asst. Chief

**WYSE FORK VFD**  
Donnie Gray, Chief  
Jeff Burkett

Lenoir Co. Board of Commissioners  
Chairman Craig Hill  
P.O. Box 3289  
Kinston, NC 28502

Dear Chairman Hill:

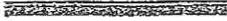
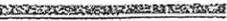
On behalf of the Lenoir County Volunteer Firemen's Association, we are requesting assistance with the funding for Code Plug Flash upgrade for the P-25 compliant 800 radios that have been purchased by the county fire departments. The radios were purchased to work on the new digital 800 radio system in conjunction with the JLECC (Jones Lenoir Emergency Communications Center) project.

The cost of this upgrade is for all county fire departments, which includes the Kinston Department of Public Safety, is in the amount of \$58,000.

We would appreciate any assistance you and the county commissioners could provide to the departments, as funding was not budgeted for this fiscal year, as we were not aware of the cost of this upgrade.

Respectfully,

Timothy Mooring  
President  
Lenoir County Firemen's Association



MINUTES  
LENOIR COUNTY BOARD OF COMMISSIONERS  
BUDGET PLANNING WORK SESSION  
ADMINISTRATION BUILDING CONFERENCE ROOM  
APRIL 22, 2014

The Lenoir County Board of Commissioners began their scheduled Budget Work Session on Tuesday, April 22, 2014 at 2:12p.m., at the Administration Building Conference Room, 101 North Queen Street, Kinston, NC.

Members present included: Chairman Craig Hill; Vice Chairman; Jackie Brown and Commissioners; Roland Best, J. Mac Daugherty, Reuben Davis and Eric Rouse

Members Absent: Linda Rouse-Sutton

A motion was made by Mr. Hill and second by Ms. Brown to excuse Commissioner Linda Rouse Sutton.

Also present were: Michael W. Jarman, County Manager; Tommy Hollowell, Assistant County Manager; Martha Martin, Finance Officer; Vickie F. King, Clerk to the Board; Department Managers, Bill Ellis, Susan Moore, Dr. Brantley Briley, Debra Sutton, Jenny Miller, Roger Dail, Mike Wiggins; Dr. Brantley Briley and Debra Sutton from Lenoir Community College; Jenny Miller from Department of Social Services and media.

Dr. Brantley Briley, President of Lenoir Community College stated Lenoir Community College has presented statistics in the past, for the purpose of comparing community colleges within our region. Dr. Briley stated, funding per FTE and footage has increased from \$574,000 to \$1.6 Million. Dr. Briley stated he appreciates the Board's past budget allocations; however, things beyond their control require a larger budget. Dr. Briley stated that Series 2000 bond funds are depleted. Dr. Briley stated Lenoir Community College is dependent on the Lenoir County allocation. Dr. Briley stated that leaks from skylights, an asbestos situation, and mold problems had to be rectified. Dr. Briley stated his goal is to budget correctly, and not come back to Lenoir County to request additional funding during the year. Dr. Briley stated Lenoir Community College is requesting a slight increase, to cover the unexpected events, because they don't have bond money to fall back on. Dr. Briley stated it is LCC's desire to continue to increase, the number of students who matriculate, to four year institutions. Dr. Briley stated they are continuing to seek additional funding, through grant opportunities and the LCC Foundation, to enhance the programs of the College. Dr. Briley stated Lenoir Community College is Lenoir County's best hope. Mr. Hill thanked Dr. Briley for the presentation.

Ms. Susan Moore, Director of the Department of Social Services stated the Department of Social Services budget, will remain the same throughout the fiscal year, without any anticipated increases. Ms. Moore shared the Department of Social Services Mission Statement, federal mandates and, non mandated services. Ms. Moore stated, only a portion of the expenditures, and revenues, for Social Services flow through Lenoir County's Finance Office. Ms. Moore stated, since 2001 DSS has reverted over \$10 million to the County. Ms. Moore shared major DSS program areas, and the percentages that each of the department's budget: along with local expenditures: Medicaid 19%, Special Assistance 6%, Food & Nutrition Services 11%, Work First Family Assistance 6%, Work First Employment 1%, Child Day Care Services 18%, Adult Social Work Services 14%, Child Welfare Social Work Services 16% and Child Support Services 9%. Ms. Moore stated, how monies generated from DSS stay in Lenoir County, at grocery stores, doctor's offices, group homes, drug stores, medical transportation, etc. Ms. Moore stated, DSS has been a good steward of Lenoir County monies. Mr. Hill thanked Ms. Moore for the presentation.

11A CONT.

11A Cont.

Mr. Dail stated, the Volunteer Fire Departments have tried hard to get grants to fund a radio upgrade. Mr. Rouse stated, we should not be expected to fund the Kinston Public Service portion. Mr. Rouse stated, he would prefer to see a break down prior to making any decisions. Upon a motion made by Mr. Daughety and second by Mr. Davis the Board voted unanimously to include a one time request in the amount of \$58,000 to fund radio upgrades for members of the Volunteer Fire Fighters Association in the Lenoir County Budget Planning if possible.

Mr. Jarman shared an email from Sheriff Hill regarding the use of Lenoir County School Resource Officers during the summer months. Sheriff Hill's email stated he was looking at plans to create an inmate work crew to be supervised by Resource Officers during summer months. Upon a motion by Mr. Rouse and second by Ms. Brown the Board voted unanimously not to fund the request for funds for Resource Officers. The meeting recessed at 3:54 P.M.

Respectfully submitted,



Vickie F. King  
Clerk to the Board

Reviewed By



Michael W. Jarman  
County Manager

Item No. 11B

BUDGET ORDINANCE AMENDMENT: FIRE DISTRICTS: FINANCE/FIRE PROTECTION: \$58,000. INCREASE



LENOIR COUNTY, NORTH CAROLINA  
BUDGET AMENDMENT REQUEST

FY 2014 - 2015  
Appropriations

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

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
FIRE DISTRICTS	FINANCE//IRE PROTECTION	Various
<b>Check One Box</b> New Appropriation: <input 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	58,000.00	10-4340-3290 RADIO EXPENSE 58,000.00
Total	58,000.00	Total 58,000.00

**Reason and Justification for Request:**  
 BUDGET AMENDMENT TO APPROPRIATE FUNDING FOR THE UPGRADE OF RADIOS FOR ALL FIRE DEPARTMENTS, INCLUDING THE CITY OF KINSTON. AT THE APRIL 22, 2014, COMMISSIONERS' WORK SESSION A LETTER FROM THE LENOIR COUNTY FIREMEN'S ASSOCIATION WAS PRESENTED REQUESTING FUNDING FOR THE UPGRADE TO THEIR RADIOS. WITH THE MERGER OF THE JONES AND LENOIR COUNTY COMMUNICATIONS CENTERS, THE ANALOG SYSTEM WITH BE REPLACED WITH A P25 DIGITAL 800MHZ RADIO SYSTEM. SOME OF THE RADIOS WITHIN THE COUNTY WILL HAVE TO BE REPROGRAMMED WITH A NEW CODEPLUG TO ENABLE THEM TO SWITCH FROM ANALOG TO DIGITAL. THE APPROVAL OF THIS ONE TIME FUNDING OF \$58,000 WILL ASSIST THE FIRE DEPARTMENTS WITH THE UPGRADES TO THEIR RADIOS.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	8/27/2014	<i>Martha H. Martin</i>	8/27/2014

Budget Officer Approval	Date
<i>Michael W. Jaen</i>	8/27/14

Board Approval (When Applicable)	Date	Date of Minutes

Finance Office - Copy

Department - Copy

Administration - Copy

INTRODUCED BY: Michael W. Jarman, County Manager DATE: 09/02/14 ITEM NO.: 12

**RESOLUTION:** Approve the Remount of a 2010 Chevrolet 4500 Wheeled Coach Ambulance Box: Select Custom Apparatus: \$63,963.28.

**SUBJECT AREA:** Purchases//Bids

**ACTION REQUESTED:** The Board is requested to approve the remount of a 2010 Chevrolet 4500 Wheeled Coach Ambulance onto a 2014 V-10 Ford chassis from Select Custom Apparatus in the amount of \$63,963.23.

**HISTORY/BACKGROUND:** The Lenoir County Emergency Services Department (EMS) maintains a fleet of twelve (12) ambulances. Due to budget constraints in recent years, the Department has not been able to replace aging ambulances on a regular basis. In FY09-10, two (2) units were replaced. In FY10-11, no units were replaced. In FY11-12, two (2) boxes were remounted on new chassis. In FY12-13, no units were replaced. In FY13-14, one (1) box was remounted on a new chassis. For the current fiscal year, \$140,000 was budgeted for the remount of two- (2) boxes onto new chassis. The Lenoir County EMS Director was able to locate a 2014 Ford V-10 gas chassis at Select Custom Apparatus.

**EVALUATION:** The Lenoir County Emergency Services Department (EMS) maintains an aging 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 2010 Chevrolet 4500 with 207,930 miles on a new chassis during this fiscal year. Staff feels that remounting the box of this truck onto a new 2014 Ford V-10 gas chassis will be the best course of action for additional unit replacement. A new truck now costs \$140,000 to \$160,000, with a remount costing approximately \$63,963.28.

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

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval.

*MWJ*  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the remount of a 2010 Chevrolet 4500 Wheeled Coach Ambulance box onto a 2014 Ford V-10 chassis from Select Custom Apparatus in the amount of \$63,963.28 is approved.

**AMENDMENTS:**

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

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

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

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

9/02/14  
Date

\_\_\_\_\_  
Attest

9/02/14  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 09/02/2014 **ITEM NO.** 13

**RESOLUTION:** Approving Transfer of Ownership of Canine “Smokey”.

**SUBJECT AREA:** Administrative

**ACTION REQUESTED:** The Board is requested to authorize Sheriff Chris Hill to transfer ownership of canine “Smokey” to its previous handler.

**HISTORY/BACKGROUND:** In 2008 the Lenoir County Sheriff’s Office purchased a canine to replace a canine that had passed away. The canine named “Smokey” was purchased and was in service until July of 2014. During this animal’s tenure, it has experienced some medical issues related to canines and is now 8.5 years of age. Sheriff Hill has decided to retire this animal. The typical lifespan of this type of animal (Belgian Malinois) is 12 to 14 years and retirement typically occurs when the animal is between 8 to 10 years of age. In the past, the Board of Commissioners has allowed the county to transfer ownership of retiring canines to their handler.

**EVALUATION:** In keeping with past practices, the Sheriff requests the Board of Commissioners allow him to transfer full ownership of the canine named “Smokey” to its previous handler. In assuming ownership of the canine, David Wise will assume all of the responsibilities for feeding and care of the canine, as well as all of the financial responsibilities associated with the feeding and care of this canine.



**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 09/02/2014 **ITEM NO.** 14

**RESOLUTION:** Approving the Hiring of Two Deputy Sheriff Resource Officers: \$171,004.44.

**SUBJECT AREA:** Personnel

**ACTION REQUESTED:** The Board is requested to authorize the Lenoir County Human Resources Department to create two (2) full-time Deputy Sheriff positions and allow the Sheriff to fill these positions.

**HISTORY/BACKGROUND:** Over the past decade, the Lenoir County School system has funded three (3) Deputy Sheriff Resource Officer positions. These School Resource Officers are stationed at South Lenoir High School, North Lenoir High School, and one deputy who is responsible for (3) middle schools: Contentnea/Savannah, Woodington and Frink. The Middle School Deputy has to schedule his time so that he/she can spend some time at each school. School Resource Officers play a vital role in managing criminal behavior at these schools and protecting both students and staff while they are on school grounds.

**EVALUATION:** In an effort to put a School Resource Officer at each of the three (3) Middle Schools, the Lenoir County School system has secured funding through a grant to pay for two additional officers. Beyond the grant funding period of two years, the school system has indicated they will continue to fund these positions, provided that funding is not cut by the State. The total first year cost to fund two (2) Deputies is \$171,004.44. This includes salary and benefits, uniforms, firearms, vehicles, equipment, fuel, etc. The Sheriff requests that the Board of Commissioners create two (2) full-time Deputy Sheriff positions and to allow the Sheriff to fill these new positions.



Item No. 14 Cont.



SUPERINTENDENT  
L. Stephen Mazingo, Ed.D.

ASSOCIATE SUPERINTENDENT  
Diane H. Lynch

EXECUTIVE DIRECTOR OF OPERATIONS  
M. Brent Williams

BOARD OF EDUCATION  
Jonathon L. Sargeant, Chair  
Bruce Hill, Vice Chair  
Garland Nobles, Jr.  
David J. Fillippeli, Jr.  
C. L. Braxton  
Giles Stroud  
Merwyn K. Smith

August 22, 2014

Sheriff Chris Hill  
Lenoir County Sheriff's Office  
P. O. Box 3289  
Kinston, NC 28501

Dear Sheriff Hill:

The Lenoir County Board of Education requests that two Lenoir County deputies be hired to serve as School Resource Officers. These positions will be funded by the Board of Education and through state grant funds. The grant funds will continue for two years, and it is the intention of the Board to pay for these positions beyond the grant period.

We appreciate your consideration of this matter. Please contact me or Diane Lynch if you have questions.

Sincerely,  
  
L. Stephen Mazingo, Ed.D.  
Superintendent

rmb

cc: Diane Lynch, Associate Superintendent  
✓Mike Jarman, Lenoir County Manager

Lenoir County Public Schools



Item No. 15

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: DSS: \$ 22,613.00 INCREASE



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

FY 2014-2015  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		DEPARTMENT OF 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		
<u>INCREASE</u>		<u>DECREASE</u>			
10-3531-3001 ADMIN REIMBURSEMENT	22,613.00	10-5372-1152 LIEAP CONTRACT	-2,018.00		
		<u>INCREASE</u>			
		10-5372-1150 CRISIS INTERVENTION-STATE	24,631.00		
Total	22,613.00	Total	22,613.00		

**Reason and Justification for Request:**  
 BUDGET AMENDMENT REQUEST-FINAL STATE ALLOCATIONS RECEIVED FOR NEW BUDGET YEAR.  
 NEW AMOUNTS REFLECT WHAT WAS ALLOCATED TO LENOIR COUNTY BY THE STATE.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Susan E. Moore</i>	8/26/2014	<i>Martha H. Martin</i>	8/26/2014
Budget Officer Approval	Date		
<i>MW Jam</i>	8/26/14		
Board Approval ( When Applicable)	Date	Date of Minutes	

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 9/2/14 **ITEM NO.** 16A

**RESOLUTION:** Approving Contracts with Northwoods Consulting Partners and One Source as well as purchase orders with various vendors: \$694,414.00.

**SUBJECT AREA:** Financial

**ACTION REQUESTED:** The Board is requested to authorize contracts with Northwoods Human Services Software Solutions and One Source and purchase orders with various vendors. (listed below)

**HISTORY/BACKGROUND:** The Lenoir County Department of Social Services is in dire need of an updated technology solution due to the following reasons:

- Our current system is a basic document repository and is not designed with any understanding of how we do business. The system is no longer supported and requires a high amount of internal support and accommodation.
- The numbers of children and vulnerable adults needing our services continues to grow at an alarming rate. As an example, our Child Protective Services cases doubled during the last fiscal year while our staffing has remained the same. The same increase has been felt for our post CPS services like In-Home Services and Foster Care.
- The current system and processes require staff to repeat critical compliance and knowledge sharing steps three to four times at minimum to meet required standards. This coupled with increased case loads has created chronic burnout amongst our dedicated staff.

In order to make sound, informed decisions that allow departmental staff to be strong stewards of county, state, and federal resources, our agency must utilize tools and technological solutions that are commonplace in today's businesses. This onetime expense will help us to control costs in years to come. Investing in technology that can save each worker up to two hours a day, rather than adding staff, will substantially lower our costs in the long run. Also, our social work team has experienced turnover as high as 70% in the past. Avoiding an estimated \$21,000 in cost to replace each worker is a sound financial decision. Retaining seasoned staff has a positive impact on the children and adults we serve. Beaufort County Department of Social Services reduced social worker turnover from 33% to 0% due to staff satisfaction with the Northwoods technology suite.

The Department of Social Services respectfully requests approval to purchase Northwood's technology solution via a contract with Northwoods Consulting Partners Inc., and One Source and equipment from Verizon, VMware, and Team-IA at the cost of \$694,414.00. DSS is requesting to use available funding streams and by reappropriating monies that are already in the current budget. The County will receive an estimated \$283,052.00 minimum reimbursement from the state. As a result, the final purchase cost to the County is approximately \$411,362.00 spread over the fiscal years 2014-2015 and 2015-2016.

Due to the implementation of NC FAST across the state, DSS will receive enhanced revenue, sufficient to cover the cost of this project without additional funding from the County's General Fund Balance.

For FY 2014-2015 and subsequent years, annual maintenance/service fees of \$107,199.00 are required. However, the State reimbursement is estimated at approximately \$53,599.50, which reduces the County's portion to \$53,599.50.

The County proposes to procure the technology solution by piggybacking a bid awarded to Northwoods Consulting Partners Inc. by Dane County, Wisconsin on September 13, 2013 and a bid awarded to One Source by Wake County, North Carolina as permitted by NCGS 143-129(g).

Northwoods' only focus is helping state and county human services agencies increase client service levels and productivity while cutting costs—allowing them to do more with less. Northwoods' Human Services Software Solutions are designed around caseworkers and Social Workers, not simply data collection. The Compass products automate the flow of client and case information based on how caseworkers throughout the agency need to use it. The focus is less on paperwork and more on what really matters: protecting children and vulnerable adults.

During client visits, Social Workers can use Compass CoPilot to record interviews, take photos, document and notate their findings—all while they're in the field. Being able to accomplish all of this with a tablet makes the information gathering less intrusive, which helps put clients at ease and allows for better interactions that lead to building stronger relationships between Social Workers and families. This ultimately results in better informed decisions about the safety and well-being of children.

**EVALUATION:** : Lenoir County DSS has worked hard to ensure that this purchase can be made without an increase in county required funds by re-appropriating funds and utilizing all funding streams available. The cost will be spread across the current and 2015-16 fiscal years.

The technology will help the Department of Social Services streamline the process for Social Workers and clients. This Social Services solution will help mobile Social Workers deal with increasing caseloads and improve internal communication.

Due to the increasing caseload, the need for a Case Management Documentation system that streamlines the process has become instrumental to ensure the safety of children in Lenoir County by allowing Social Workers to focus less on paperwork and more on what really matters: protecting children and adults.

Without the approved purchase, DSS will need to hire at least three to four additional Social Workers to meet the growing demands of Protective Services within Lenoir County. Protective Services are mandated by Federal and State law. Without the approved purchase, the safety of Lenoir County children is at risk, and without completed proper documentation, audit findings will result in a loss of Federal and State funds to the County. All of which, will result in greater media scrutiny and loss of confidence in the Agency's ability to protect Lenoir County children and vulnerable adults.

The startup purchase of \$694,414.00 will include installation of software, equipment, and on-site training by Northwoods' staff. Going forward the yearly maintenance cost will be approximately \$107,199.00. We anticipate receiving a 50% reimbursement, thereby reducing the yearly County cost to \$53,599.50.

Item No. 16A Cont.

**MANAGER'S RECOMMENDATION:**

Respectfully Recommend Approval.

mwj  
INITIALS

**RESOLUTION: NOW, THEREFORE BE IT RESOLVED** that the Lenoir County Board of Commissioners authorize contracting with Northwoods Consulting Partners and One Source and purchase orders with various vendors. (listed below). The total amount will not exceed \$694,414.00.

Amount	Vendor	Line Item
\$1283.50	4Imprint	10-5310-2600
\$841.00	Staples	10-5310-2600
\$5,220.45	Office Depot	10-5310-2600
\$7,200.00	VMware (AirWatch)	10-5310-2650
\$128,794.00	One Source (Laserfiche)	10-5310-2650
\$12,024.00	Team-IA (Server Upgrade)	10-5310-3520
\$18,270.00	Verizon (Ipads)	10-5310-5999
\$14,830.00	Verizon (WiFi/Phone)	10-5310-3210
\$497,596.60	Northwoods	10-5310-2650

**AMENDMENTS:**

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

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

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

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date



# Lenoir County Social Work Modernization Project

## Organizational Analysis and Assessment

- Met with Social Workers, Supervisors, Administrators, and Finance to collect and analyze data
- Evaluate existing and desired business practices from workflows to End of Month reports
- Developed a cost-benefit analysis to position Lenoir County DSS for success
- Applied industry research
- Explored alternatives and vetted all options
- Consult with colleagues and interviewed best practice counties

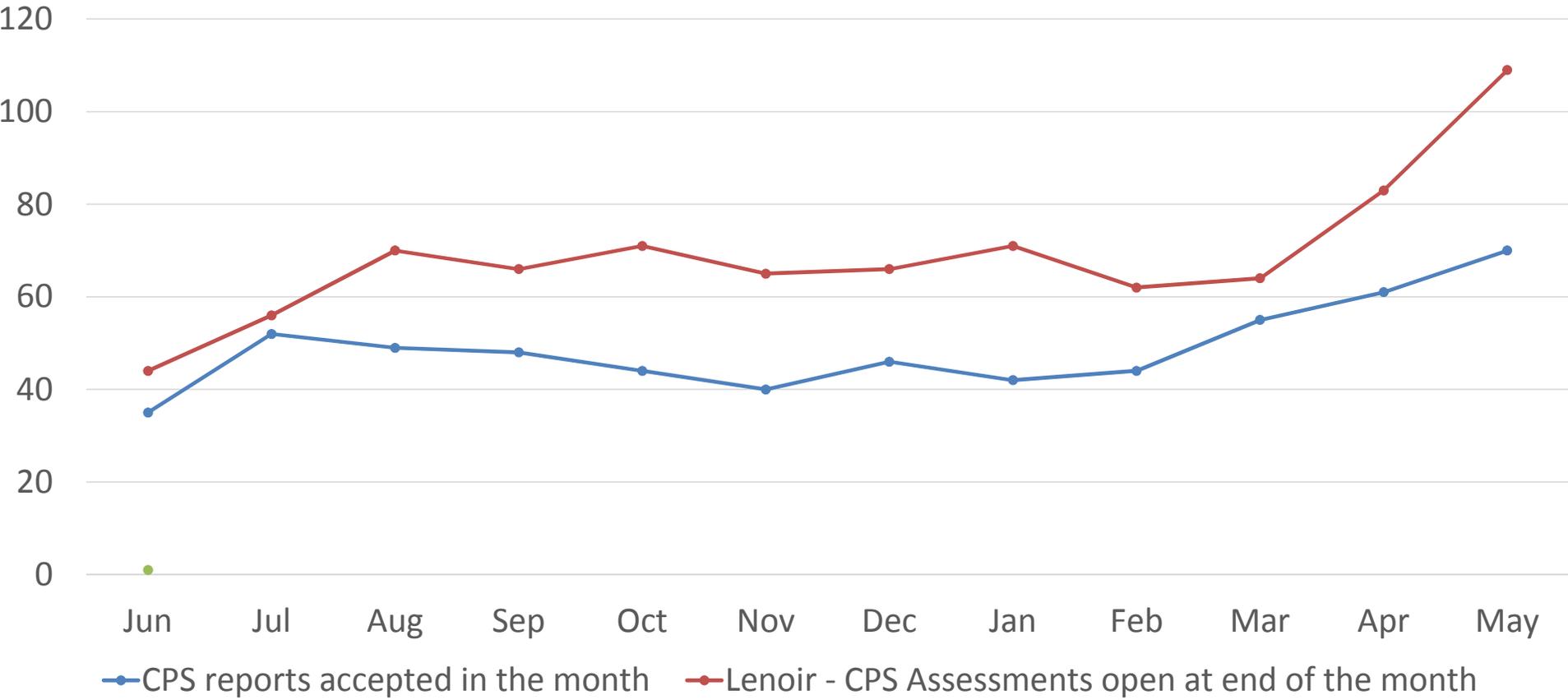


## The Perfect Storm

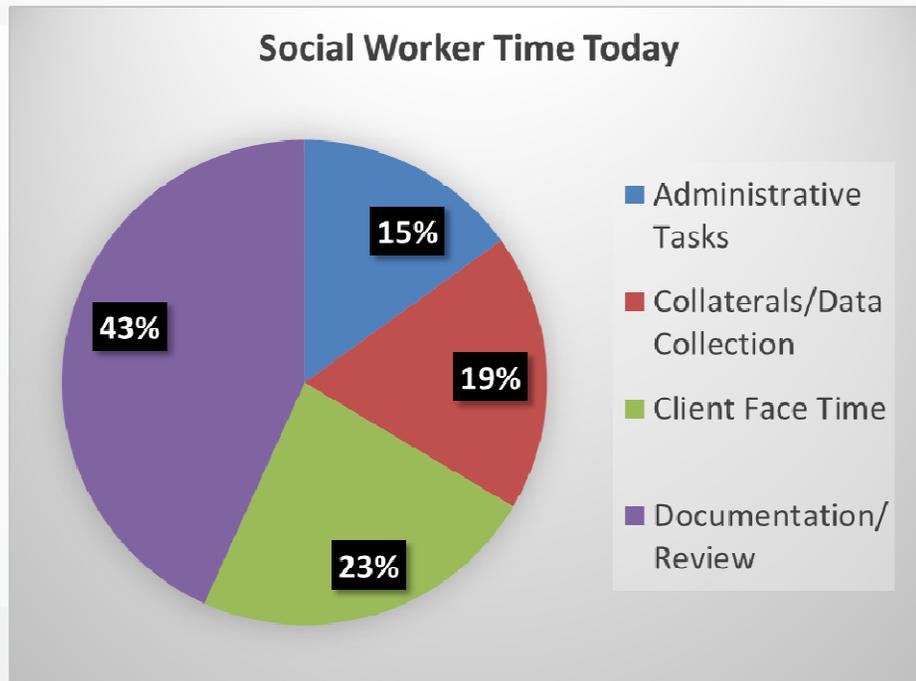
- Accelerated staff turnover – reaching 73% at one point
- Rapidly expanding caseloads
- Struggle to just initiate cases leaving no time for documentation
- Complex cases demanding increased attention and documentation
- Social Worker isolated in decision-making while in the field
- Children entering foster care increased by 35% in 1 month
- Increased number of cases requiring court involvement due to severity
- Overwhelming amounts of information and paperwork results in increased errors, audit findings, breach of confidentiality

# The Compounding Results

## Monthly Child Protective Service (CPS) Assessments Accepted vs. Open

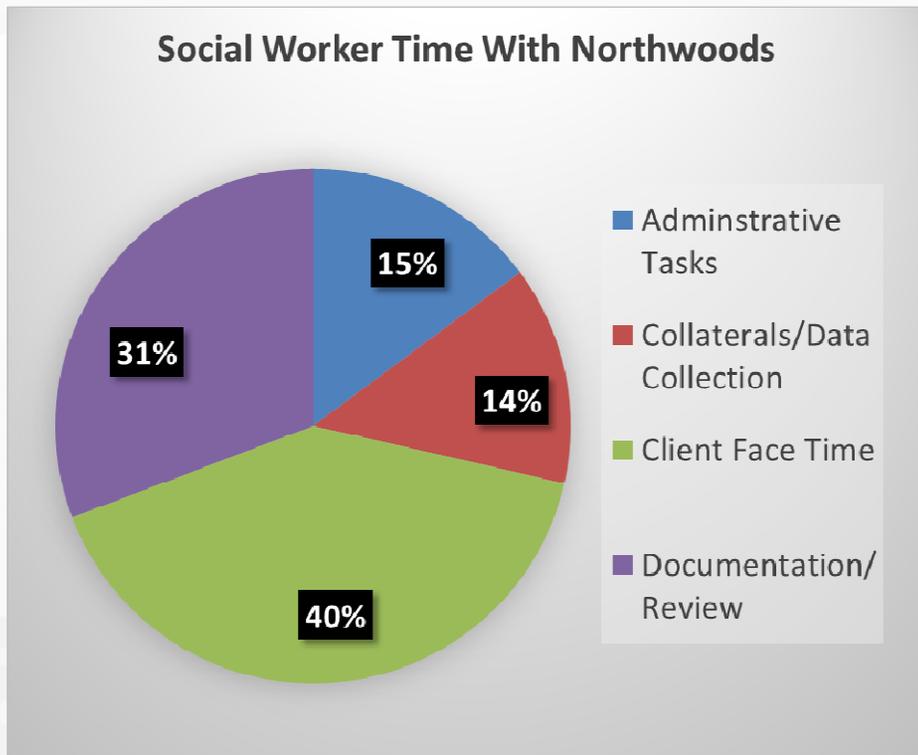


## Where Social Worker Time is Currently Spent



“It is estimated that 70% - 80% of a workers time is consumed with paperwork processes as opposed to face to face contact”

## Where Social Worker Time Will Be Spent



- Streamlining business processes
- Eliminate duplication and repetition
- Support critical decision making that keeps children safe
- Create ability to better manage cost
- Address burnout rate and reduce turnover
- Mitigate risk to the county

## Project Cost Year 1 and Going Forward

Year 1	Cost
Total Project	\$694,414
Reimbursement State Estimation	-\$283,052
Total Agency Dollars	\$411,362

Year 2	Cost
Year 2 Maintenance	\$107,199
Reimbursement State Estimation	-\$53,599.50
Total Agency Dollars	\$53,599.50

## Immediate Impact

- Promote “Depth, Value & Substance”
- Files and information become easily and immediately accessible
- Information currently stored on flash drives, laptops, computers, “in our heads,” or not at all will be consolidated in one location
- All information is accurate and shared in real time
- Eliminate hand writing duplicate forms in order to create a copy
- Significantly reduce driving back and forth to office
- Reduce rate for earning comp time in order to complete paperwork
- Decisions are made collaboratively
- Increase Social Worker’s quality time with clients and children while accomplishing all documentation needs

## What It Means For Lenoir County

- Enhance critical decision-making to improve outcomes associated with safety of children
- Immediately take pressure off existing, overworked staff
- Reduce turnover rate and eliminate immediate need for additional staff
- Implement strategies that help contain cost
- Mitigate risk to the county
- Avoid media scrutiny

Item No. 16 B

BUDGET ORDINANCE AMENDMENT: DSS: \$689,181.00 INCREASE



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

FY 2014 - 2015  
Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		DEPARTMENT OF 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
<u>INCREASE</u>			<u>INCREASE</u>		
10-3531-3001	ADMINISTRATIVE REIMBURSEMEN	283,052.00	10-5310-2600	OFFICE SUPPLIES	15,699.00
10-3531-3001	ADMINISTRATIVE REIMBURSEMEN	406,129.00	10-5310-2650	SOFTWARE	633,591.00
			10-5310-3210	TELEPHONE EXPENSE	14,830.00
			10-5310-3520	MAINT/REPAIR-EQUIPMENT	12,024.00
			10-5310-5999	CAPITAL OUTLAY <\$5,000	18,270.00
				Subtotal	694,414.00
			<u>DECREASE</u>		
			10-5310-5999	CAPITAL OUTLAY <\$5,000	-5,233.00
Total		689,181.00	Total		689,181.00

**Reason and Justification for Request:**

BUDGET AMENDMENT TO APPROPRIATE FUNDING FOR THE NORTHWOODS HUMAN SERVICES SOFTWARE SOLUTIONS AND ALL APPLICABLE COMPONENTS NEEDED TO IMPLEMENT AND MAINTAIN THE SOFTWARE. THE STATE WILL REIMBURSE THE COUNTY \$283,052. FOR ALLOWABLE COSTS, AND AFTER THE SOFTWARE IS IMPLEMENTED, THE REIMBURSEMENT AMOUNT FROM MEDICAID WILL BE PAID AT A RATE OF 75%. THE INCREASED REIMBURSEMENT AMOUNT FROM MEDICAID WILL COVER ALL BUT \$5,233. (ALREADY BUDGETED), SO THE BUDGETED AMOUNT FOR CAPITAL OUTLAY <\$5,000 IS BEING REDUCED TO OFFSET THE ESTIMATED REIMBURSEMENT.

Department Head Approval <i>Susan E. Moore</i>	Date 8/27/2014	Finance Officer Approval <i>Martha H. Martin</i>	Date 8/27/2014
Budget Officer Approval <i>Michael W. Jaraman</i>	Date 8/27/14		
Board Approval (When Applicable)	Date	Date of Minutes	

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 09/02/14 **ITEM NO.:** 17

**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>
Juvenile Crime Prevention	Beth Heath (Re-Appointment) Wanda Hall(Re-Appointment) Victoria Kosinski <b>2<sup>nd</sup> Appearance</b>	2016 2016 2016
Home & Community Block Grant	Terrence Body (Re-Appointment) Danielle Howell (Re-Appointment) <b>1<sup>st</sup> Appearance</b>	2017 2017
Regional Aging Advisory Board	Audrey Tyson (Re-Appointment) <b>1<sup>st</sup> Appearance</b>	2017

**CURRENT VACANCIES:** Lenoir County Health Board – (1) Optometrist

**MANAGER'S RECOMMENDATION:**

  
Initials

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

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Juvenile Crime Prevention	Beth Heath (Re-Appointment) Wanda Hall(Re-Appointment) Victoria Kosinski 2 <sup>nd</sup> Appearance	2016 2016 2016

**AMENDMENTS:**

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

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

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

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

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

09/02/14  
Date

\_\_\_\_\_  
ATTEST                      09/02/14  
Date

# APPLICATION FOR APPOINTMENT

to

## LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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

LENOIR COUNTY  
CLERK'S OFFICE

Advisory Board/Committee/Commission interested in:

RECEIVED

JLPC

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

LENOIR COUNTY  
MANAGER'S OFFICE

Name: BETH HEATH

Address: 901 LAROCQUE AVE

City/State/Zip: KINSTON NC 28501

Telephone: (Home) \_\_\_\_\_ (Work) 252 468 4398

Occupation: DISTRICT COURT JUDGE

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

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

Number hours available per month for this position: \_\_\_\_\_

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

Business and Civic Experience/Skills: \_\_\_\_\_

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

Expiration date of Term: \_\_\_\_\_

### Circle your voting precinct

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

### CERTIFICATION

I certify that I have read and understand the 75% attendance requirement established in the Lenoir County Board Appointment Policy. I further certify, that I am aware, if my attendance drops below the 75% attendance requirements that I will be automatically removed from said Board appointment.

Beth Heath  
Signature of Applicant

7/20/14  
Date

# APPLICATION FOR APPOINTMENT to LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

**RECEIVED**

JCPC

AUG 11 2014

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

LENOIR COUNTY  
MANAGER'S OFFICE

Name: Wanda Hall

Address: PO Box 638

City/State/Zip: Kinston, NC 28504

Telephone: (Home) 252-939-3223 (Work) same as above

Occupation: ED

Business Address: same as above

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

Number hours available per month for this position: 3

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

Business and Civic Experience/Skills: \_\_\_\_\_

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

Expiration date of Term: \_\_\_\_\_

### Circle your voting precinct

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

### CERTIFICATION

I certify that I have read and understand the 75% attendance requirement established in the Lenoir County Board Appointment Policy. I further certify, that I am aware, if my attendance drops below the 75% attendance requirements that I will be automatically removed from said Board appointment.

Wanda Hall  
Signature of Applicant

8/11/2014  
Date

# APPLICATION FOR APPOINTMENT to LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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Advisory Board/Committee/Commission interested in:

**RECEIVED**

JGPC

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

LENOIR COUNTY  
MANAGER'S OFFICE

\* \* \* \* \*

Name: Victoria Kosinski

Address: 1407 West Road

City/State/Zip: Kinston, NC, 28501

Telephone: (Home) (252) 523-3430 (Work) (252) 521-1396

Occupation: School

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

Age: (Optional): 15

Number hours available per month for this position: 5

Training: Student

Business and Civic Experience/Skills: girl scouts, taekwon do

Other County Boards/Committees/Commissions presently serving on: None

Expiration date of Term: \_\_\_\_\_

### Circle your voting precinct

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

### CERTIFICATION

I certify that I have read and understand the 75% attendance requirement established in the Lenoir County Board Appointment Policy. I further certify, that I am aware, if my attendance drops below the 75% attendance requirements that I will be automatically removed from said Board appointment.

Victoria Kosinski  
Signature of Applicant

8/11/2014  
Date

# APPLICATION FOR APPOINTMENT to LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

**RECEIVED**

**AUG 20 2014**

**LENOIR COUNTY  
MANAGER'S OFFICE**

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Advisory Board/Committee/Commission interested in:

Home & Community Block Grant Board

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

Name: Terrence A. Body

Address: 2529 Bradford Court

City/State/Zip: LaGrange, NC 28551

Telephone: (Home) (252) 522-1485 (Work) 252. 522. 7977

Occupation: Case Manager / Social Worker

Business Address: 100 Airport Road, Kinston, NC 28501

Age: (Optional): 48

Number hours available per month for this position: 20

Training: B.A. - North Carolina A&T State University; US Army (Ret)

Business and Civic Experience/Skills: Notary Public - Lenoir County  
Church Deacon / Administrator

Other County Boards/Committees/Commissions presently serving on: N/A

Expiration date of Term: \_\_\_\_\_

**Circle your voting precinct**

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

**CERTIFICATION**

I certify that I have read and understand the 75% attendance requirement established in the Lenoir County Board Appointment Policy. I further certify, that I am aware, if my attendance drops below the 75% attendance requirements that I will be automatically removed from said Board appointment.

Terrence A. Body  
Signature of Applicant

8-20-14  
Date

APPLICATION FOR APPOINTMENT to LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

RECEIVED

AUG 20 2014

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Advisory Board/Committee/Commission interested in:

Home & Community Block Grant Board

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

Name: Danielle Howell
Address: 4547 Hunter Creek Drive
City/State/Zip: LaGrange, NC 28551
Telephone: (Home) 252-560-0801 (Work) 252-208-3790
Occupation: Volunteer Services Director
Business Address: Caswell Developmental Center, 2415 West Vernon Ave. Kinston
Age: (Optional): 39
Number hours available per month for this position: 2
Training: BA (ECW) 17 years work experience
Business and Civic Experience/Skills: Caswell Center Foundation, Inc.
Other County Boards/Committees/Commissions presently serving on: N/A
Expiration date of Term:

Circle your voting precinct

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

CERTIFICATION

I certify that I have read and understand the 75% attendance requirement established in the Lenoir County Board Appointment Policy. I further certify, that I am aware, if my attendance drops below the 75% attendance requirements that I will be automatically removed from said Board appointment.

Danielle Howell
Signature of Applicant

8/20/14
Date

APPLICATION FOR APPOINTMENT

RECEIVED

to

LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

AUG 11 2014

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Advisory Board/Committee/Commission interested in:

Re-appointment to Regional Aging Advisory Board

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

Name: Audrey R. Tyson
Address: 7311 Dawson Station Road
City/State/Zip: Kinston NC 28504
Telephone: (Home) 252-527-1740 (Work)
Occupation: Retired Educator
Business Address:
Age: (Optional):
Number hours available per month for this position: Whatever is needed
Training: College Graduate plus many workshops concerning the elderly.
Business and Civic Experience/Skills: Farm owner, Volunteering Council on Aging, Former Chair of Democratic Women, Senior Fair/Vol. Registrar
Other County Boards/Committees/Commissions presently serving on: Citizens Advisory Committee (Better Kinston as Nursing Home/Adult Care Home) and HCCBS.
Expiration date of Term: 2013

Circle your voting precinct

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

CERTIFICATION

I certify that I have read and understand the 75% attendance requirement established in the Lenoir County Board Appointment Policy. I further certify, that I am aware, if my attendance drops below the 75% attendance requirements that I will be automatically removed from said Board appointment.

Signature of Applicant: Audrey R. Tyson

Date: 8-11-14

**TO: Chairman and Members of the Board**  
**FROM: Mike Jarman, County Manager**  
**DATE: September 02, 2014**  
**SUBJECT: Items of Interest**

1. Bid on Tax Foreclosed Property
2. Landfill and Recycle Site Hours

8/22/2014

**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
17.	1923	4525-1563-4781	13775	706	Chestnut Street	Kinston	No	Tax Foreclosure	\$ 981.00	\$ 1,939.41	\$ 4,500.00	\$ 500.00	\$ 300.00	Decline

## Effective September 1, 2014

**Landfill**                      8:00 – 4:30                      Monday thru Saturday

**Recycle Sites**                      7:00 – 5:00                      Monday, Wednesday, Friday & Saturday

8:00 – 6:00                      Tuesday & Thursday

**\*All Sites Closed on Sunday**