

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA  
TUESDAY, SEPTEMBER 6, 2011 – 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:** Robert Griffin, County Attorney – Redistricting  
Roger Dail, Director of Emergency Services – Update  
Susan Moore, Department of Social Services Director - Update

- |    |   |        |
|----|---|--------|
| 1. | <b>Items from Chairman/Commissioners: 10 Min.</b> | Board  |
| 2. | <b>Items from County Manager: 5 Min.</b>          | Jarman |

**CONSENT AGENDA: 10 Min.**

**ACTION**

- |    |  |                  |
|----|--|------------------|
| 3. | Approval of Minutes: Regular Board Meeting: August 15, 2011                    | Banks/Jarman     |
| 4. | Resolution Approving the Releases and Refunds to the Individuals Listed Herein | Parrish/Martin   |
| 5. | Budget Ordinance Amendment: Finance/Sheriff's Department: \$1,132. Increase    | Martin/Hollowell |
| 6. | Budget Ordinance Amendment: General Fund: Process Funds: \$1,553.: Increase    | Martin/Hollowell |
| 7. | Budget Ordinance Amendment: Finance/Sheriff's Department: \$1,616.: Increase   | Martin/Hollowell |
| 8. | Budget Ordinance Amendment: General Fund: Non-Departmental: \$2,007.: Increase | Martin/Hollowell |

**END OF CONSENT AGENDA**

**BUDGET ORDINANCE AMENDMENTS/ RESOLUTIONS: 30 Min.**

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|-----|--|------------------|
| 9.  | Proclamation Sickle Cell Awareness Month September 2011  | Jarman/Board     |
| 10. | Resolution Approving Request for Addition to State Maintained Secondary Road System  | Jarman/Board     |
| 11. | A. Resolution Approving a Contract Amendment for Fiscal Year 2011-12: Day Break Life Center Inc.: \$899<br>B. Resolution Approving an Increase to Services Contracts for Fiscal Year 2011-12: Addus HealthCare Inc.: \$249,562 | Moore/Martin     |
| 12. | Resolution Authorizing the Award of Four Contracts for Rehabilitation Services Related to the 2010 Single Family Rehabilitation Project: \$150,543   | Martin/Hollowell |
| 13. | Budget Ordinance Amendment: General fund: DSS: \$6,081.08. Increase  | Martin/Hollowell |
| 14. | Budget Ordinance Amendment: General Fund: DSS: \$33,707. Increase  | Martin/Hollowell |
| 15. | Budget Ordinance Amendment: General Fund: Coop Ext-Prevention Block Grant: \$48,119. Increase  | Martin/Hollowell |
| 16. | Budget Ordinance Amendment: Capital Improvements Fund: Economic Development: \$100,000. Increase   | Martin/Hollowell |
| 17. | Budget Ordinance Amendment: Trust and Agency Fund: Finance/Extension-Family Caregiver: (\$109,370): Decrease   | Martin/Hollowell |

**APPOINTMENTS: 5 Min.**

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|-----|---|-------|
| 18. | Resolution Approving Citizens to Boards, Commissions, Etc. 5 Min. | Banks |
|-----|---|-------|

**OTHER ITEMS: 10 Min.**

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

**TO: Chairman and Members of the Board**  
**FROM: Mike Jarman, County Manager**  
**DATE: September 6, 2011**  
**SUBJECT: Items of Interest**

1. County Financial Performance Summary 2011-12
2. Notice for the Proposed Replacement of Bridge No. 530017 Over Southwest Creek on SR-1804
3. Property Bid: 708 Chestnut Street

**LENOIR COUNTY**  
**FINANCIAL PERFORMANCE SUMMARY-2011-12**  
**JULY 31, 2011**

**REVENUES**

**8.33%**

DESCRIPTION	BUDGET FOR YEAR	REVENUES TO DATE	REMAINING BALANCE	% REC'D
<b>GENERAL FUND:</b>				
Health Department	1,495,968	163,253	1,332,715	10.91%
Public Assistance (DSS)	10,201,221	181,005	10,020,216	1.77%
Property Taxes	30,943,640	502,443	30,441,197	1.62%
Sales Taxes	5,600,000	0	5,600,000	0.00%
Other General	14,469,365	753,897	13,715,468	5.21%
<b>TOTAL GENERAL</b>	<b>62,710,194</b>	<b>1,600,598</b>	<b>61,109,596</b>	<b>2.55%</b>
<b>OTHER FUNDS:</b>				
Employee Insurance	3,920,000	7,200	3,912,800	0.18%
Vehicle Replacement	363,000	9,109	353,891	2.51%
Fed Seized Property	20,000	2,756	17,244	13.78%
State Controlled Substance	20,000	677	19,323	3.39%
School Capital Fund	1,711,335	0	1,711,335	0.00%
Transportation Fund	952,706	40,893	911,813	4.29%
Scrap Tire Disposal	130,000	0	130,000	0.00%
Emergency Telephone	382,440	0	382,440	0.00%
Revaluation Fund	54,460	0	54,460	0.00%
Automation-Preservation Fnd	24,000	1,639	22,361	6.83%
MSW Landfill-Debt Service	0	4	-4	
Capital Improve Fund	1,952,182	0	1,952,182	0.00%
Solid Waste Management	3,421,113	123,796	3,297,317	3.62%
Trust and Agency Fund:				
Smart Start Program	136,962	0	136,962	0.00%
Fire Districts	1,290,299	18,653	1,271,646	1.45%
<b>TOTAL OTHER FUNDS</b>	<b>14,378,497</b>	<b>204,727</b>	<b>14,173,770</b>	<b>1.42%</b>
<b>GRAND TOTAL</b>	<b>77,088,691</b>	<b>1,805,325</b>	<b>75,283,366</b>	<b>2.34%</b>

<b>Project Based Revenues:</b>	BUDGET	TO DATE	REMAINING	% REC
<b>SCHOOL CONSTRUCTION FUND</b>	<b>72,623,876</b>	<b>72,623,865</b>	<b>11</b>	<b>100.00%</b>
<b>CAPITAL PROJECTS FUND</b>	<b>28,165,539</b>	<b>12,028,177</b>	<b>16,137,362</b>	<b>42.71%</b>
<b>CDBG RELATED PROJECTS</b>	<b>2,978,688</b>	<b>2,497,322</b>	<b>481,366</b>	<b>83.84%</b>
<b>Total Project Based</b>	<b>103,768,103</b>	<b>87,149,364</b>	<b>16,618,739</b>	

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

<b>Project Based Expenditures:</b>	BUDGET	EXPENDED TO DATE	ENCUMBERED	REMAINING
<b>SCHOOL CONSTRUCTION FUND</b>	<b>72,623,876</b>	<b>72,574,443</b>	<b>0</b>	<b>49,433</b>
<b>CAPITAL PROJECTS FUND</b>	<b>28,165,539</b>	<b>11,939,794</b>	<b>0</b>	<b>16,225,745</b>
<b>CDBG RELATED PROJECTS</b>	<b>2,978,688</b>	<b>2,513,224</b>	<b>0</b>	<b>465,464</b>
<b>Total Project Based</b>	<b>103,768,103</b>	<b>87,027,461</b>	<b>0</b>	<b>16,740,642</b>

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

**LENOIR COUNTY**  
**FINANCIAL PERFORMANCE SUMMARY - 2011-12**  
**JULY 31, 2011**

**EXPENDITURES**

8.33%

DESCRIPTION	BUDGET FOR YEAR	EXPENDITURES TO DATE	ENCUMBRANCE	UNENCUMBERED BALANCE	% EXPEND/ENCUMBR
<b>GENERAL FUND:</b>					
Governing Body	230,255	40,620	0	189,635	17.6%
County Manager	273,381	20,977	0	252,404	7.7%
Finance	199,058	15,332	0	183,726	7.7%
Human Resources	242,784	15,952	0	226,832	6.6%
Tax Office	829,528	76,306	5,564	747,658	9.9%
Legal	62,500	1,875	0	60,625	3.0%
Court Facility	370,387	9,517	93,767	267,103	27.9%
Elections	390,399	17,805	49,749	322,845	17.3%
Register of Deeds	296,134	20,814	49,007	226,313	23.6%
Non-Departmental	1,076,930	316,197	0	760,733	29.4%
Process Funds	954,377	15,020	8,267	931,090	2.4%
Outside Agencies	132,000	1,458	0	130,542	1.1%
Management Info Systems	894,568	125,378	141,169	628,021	29.8%
Public Buildings	526,856	20,881	61,586	444,389	15.7%
Sheriff	4,468,870	341,140	164,278	3,963,452	11.3%
Central Communications	1,204,512	88,576	85,537	1,030,399	14.5%
Jail	2,267,483	150,652	221,000	1,895,831	16.4%
Emergency Management	384,443	29,631	22,154	332,658	13.5%
Emergency Medical Services	3,775,553	324,014	337,969	3,113,570	17.5%
Non-Emergency Services	492,522	35,873	45,500	411,149	16.5%
Fire Protection	48,340	4,028	0	44,312	8.3%
Inspections	216,153	15,807	0	200,346	7.3%
Medical Examiner	40,000	0	0	40,000	0.0%
Economic Development	319,769	19,217	4,355	296,197	7.4%
Veterans Service Office	33,241	1,808	0	31,433	5.4%
Cooperative Extension	390,057	23,250	16,064	350,743	10.1%
JCPC - Parenting Matters	35,194	0	0	35,194	0.0%
Cooperative Ext-Grants	0	727	0	-727	0.0%
Soil Conservation	121,488	9,010	0	112,478	7.4%
Health Department	3,551,646	238,177	179,202	3,134,267	11.8%
BioTerrorism - Health	50,722	3,490	0	47,232	6.9%
M. Health Department	245,715	20,476	0	225,239	8.3%
CJPP - Day Reporting Center	125,382	9,794	0	115,588	7.8%
Public Assistance (DSS)	14,235,365	618,396	226,043	13,390,926	5.9%
Education	9,900,000	825,000	0	9,075,000	8.3%
Community College	2,185,000	182,083	0	2,002,917	8.3%
Cultural	740,500	61,708	0	678,792	8.3%
Recreation	760,000	63,333	0	696,667	8.3%
Debt Service	8,406,900	1,372,075	0	7,034,825	16.3%
Transfer to Other Funds	2,182,182	0	0	2,182,182	0.0%
Contingency	50,000	0	0	50,000	0.0%
<b>TOTAL GENERAL</b>	<b>62,710,194</b>	<b>5,136,397</b>	<b>1,711,211</b>	<b>55,862,586</b>	<b>10.9%</b>
<b>OTHER FUNDS:</b>					
Employee Insurance Fund	3,920,000	47,274	0	3,872,726	1.2%
Vehicle Replacement Fund	363,000	0	0	363,000	0.0%
Fed Seized Property Fund	20,000	0	0	20,000	0.0%
State Controlled Substance Fund	20,000	0	0	20,000	0.0%
School Capital Fund	1,711,335	0	0	1,711,335	0.0%
Transportation Fund	952,706	58,804	105,982	787,920	17.3%
Scrap Tire Disposal Fund	130,000	0	0	130,000	0.0%
Emergency Telephone Fund	382,440	77,090	44,640	260,710	31.8%
Revaluation Fund	54,460	3,964	0	50,496	7.3%
Automation-Preservation Fund	24,000	0	0	24,000	0.0%
MSW Landfill-Debt Service	0	0	0	0	
Capital Improvements Fund	1,952,182	25,000	1,400	1,925,782	1.4%
Solid Waste Management	3,421,113	90,592	0	3,330,521	2.6%
Trust & Agency Fund					
Family & Caregiver-Smart Start	136,962	961	0	136,001	0.7%
Fire Districts	1,290,299	0	0	1,290,299	0.0%
<b>TOTAL OTHER FUNDS</b>	<b>14,378,497</b>	<b>303,685</b>	<b>152,022</b>	<b>13,922,790</b>	<b>3.2%</b>
<b>GRAND TOTAL</b>	<b>77,088,691</b>	<b>5,440,082</b>	<b>1,863,233</b>	<b>69,785,376</b>	<b>9.5%</b>

NOTICE FOR THE  
PROPOSED REPLACEMENT OF BRIDGE NO. 530017  
OVER SOUTHWEST CREEK ON SR-1804

AUGUST 11, 2011

Project No. BD-5102K

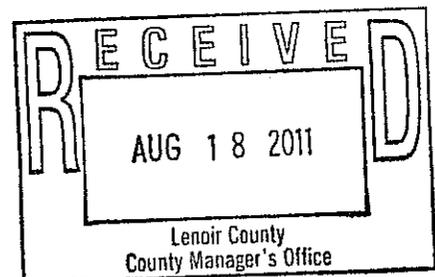
Lenoir County

The North Carolina Department of Transportation (NCDOT) has begun planning studies for the proposed replacement of Bridge No. 530017 over Southwest Creek on SR-1804 (Neuse Rd.) in Lenoir County.

The proposed bridge will be replaced with another structure at the existing location. During construction, the bridge will be closed for approximately three to four months and traffic detoured along the existing roads. The bridge is being scheduled to be replaced within the next year or two.

Over the next several months, representatives of the NCDOT as well as the US Army Corps of Engineers, Washington Regulatory Office, may be present on private property for the purposes of conducting or verifying the limits of waters and wetlands pursuant to Section 404 of the Clean Water Act and/or Section 10 of the Rivers and Harbors Act of 1899. These representatives will be wearing orange safety vests, have picture ID badges, and will be hanging pink and black flagging, or ribbons, on trees and shrubs to identify the limits of streams and wetlands, if present, on the property. This flagging ***does not*** indicate the location of a proposed transportation project, but it is very important in our environmental review process, so please do not disturb this flagging.

For general questions about the project, please contact NCDOT Division Bridge Program Manager, Maria Rogerson, at 105 Pactolus Highway, Greenville, NC, phone (252) 830-3490, or email [marogerson@ncdot.gov](mailto:marogerson@ncdot.gov).



8/23/2011

Action Required		Record Number	Street #	Street Name	Town	Anything on Property	How Acquired	Taxes Owed	Foreclosure Costs	Tax Value	Previous Bid	Current Bid	Recommendation
49	Picture Number	K/C Pin Number 4525-1563-5741	708	Chestnut Street	Kilmison	Yes	Tax Foreclosure	\$ 4,170.95		\$ 10,609.00		\$ 2,500.00	

**MINUTES**  
**LENOIR COUNTY BOARD OF COMMISSIONERS**  
**August 15, 2011**

**Item No. 3**

The Lenoir County Board of Commissioners met in open session at 4:00 p.m. on Monday, August 15, 2011 in the Board of Commissioners Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

Members present: Chairman George Graham, Vice-Chairman Reuben Davis and Commissioners, Jackie Brown, Mac Daughety, Linda Rouse Sutton, Tommy Pharo, and Eric Rouse  
Members Absent: None

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

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

**PUBLIC INFORMATION**

Mr. Derek Kelly, CenturyLink Market Development Manager, and Mr. Tommy Rogers, CenturyLink Area Operations Manager addressed the Board regarding internet service availability in Lenoir County. Currently, 90% of Lenoir County is able to receive internet speeds of 768K or higher. There are some rural areas in Lenoir County that are not internet capable. Mr. Pharo asked Mr. Kelly to explain grants available for development in rural areas. Mr. Kelly stated CenturyLink did not apply for any grants due to certain stipulations attached. The company would have to open up their network to other carriers for usage. There are Public / Private Partnership grants which are obtained through the County and they would be willing to pursue those options. Mr. Graham questioned if home phone service is available to residents, then why not high-speed internet. Mr. Kelly responded all telephone lines cannot get high speed internet. This process sometimes involves laying fiber optic cables from a switch box to the destination.

Mr. Woody Shelton, a citizen from the Institute Area of Lenoir County, was present to address concerns regarding not having internet in his neighborhood. Mr. Shelton provided a petition with forty (40) signatures from households who wish to have internet service available to them. He has been gathering signatures and providing CenturyLink with petitions for the past five (5) years, but has not heard any information about pending internet capability. Mr. Shelton stated in approximately a half-mile radius of his neighborhood, other homes have internet availability. Mr. Kelly stated that every site is viewed from a business standpoint. The cost of laying miles of fiber optic cabling is expensive. The two major components are the device and the cables. Mr. Daughety stated if funds can be obtained for a Public / Private Partnership between CenturyLink and the County, will 100% of Lenoir County have access to high-speed internet. Mr. Rogers stated there is no guarantee that all areas will be covered, but he will work with each area to see which is most economical.

Mr. Joey Huff Lenoir County Health Department Director, along with Ms. Barbara Sutton, Environmental Health Supervisor addressed the Board regarding Food Sale Activity. Mr. Huff stated the sale of shrimp at roadside stands is legal as long as the individual sells the shrimp in the same condition as they were obtained. The Marine Fisheries Division is in charge of regulations and no permit is required for these sales. There are some food sales regulated by the Health Department. Current regulations say the sale of cooked food or baked goods is illegal unless you have a permit from the Health Department. Not obtaining the permit can result in criminal charges. There is also a safety issue, due to exposure to food borne and other illnesses. The individuals selling the food are offered opportunities to meet with staff at the Health Department in order to get their permit.

Mr. Graham questioned if school fundraisers selling food are illegal. Ms. Sutton stated 5013c non-profit and tax-exempt organizations do not need a permit. They are limited to no more than 2 sales days out of the month and the days must be consecutive.

Mr. Graham asked Mr. Huff to provide an update on the issues at the SPCA. Mr. Huff stated there is overpopulation at the shelter and this is not unusual for this time of year. People cannot afford to keep pets because of the economy. The SPCA is a limited facility with limited staff. They are trying to salvage and rescue as many animals as possible, either through foster care or adoption. Animal Control is also very busy with stray animals and these also come to the SPCA. Mr. Huff is in contact with the SPCA Board for short term or long term solutions. Not all animals can be adopted or rescued and these have to be euthanized. The staff has done a good job of making spaying and neutering more affordable to pet owners. Mr. Daughety inquired as to how many animals are euthanized each year. Mr. Huff responded approximately 2,100 to 2,200 animals at a cost of \$40,000 annually. Mr. Brown asked about the Transport Program. Mr. Huff stated the Transport Program is a network that reaches out to other jurisdictions to take in animals that are not able to be placed into a home in Lenoir County. These animals are transported to other areas of North Carolina or even other states to find homes. Mr. Pharo asked if a committee of local individuals and groups providing ideas would be helpful to the SPCA. Mr. Huff welcomes input from individuals or agencies regarding this issue. He recognized the SPCA for doing an excellent job using local media to inform the public of the issue.

Mr. Griffin spoke about the Lenoir County Board of Commissioners Redistricting Schedule. In August 2011, plans will be developed. On Tuesday, September 6, 2011 at 9:00 a.m. he will present redistricting to the Board and Commissioners and general public. Between September 6 and September 16, 2011, this will be the "Draw Your Own District" period. Elected officials and citizens may meet privately with him to present their own plans or "tweak" existing plans to their liking. Mr. Griffin will review and revise plans to meet One Person-One Vote and Voting Rights Act requirements. Any legal submitted plans will be added to the group of plans considered by the Board. On Monday, September 19, 2011 at 4:00 p.m. there will be a Public Hearing on Redistricting Plans. Once the Public Hearing is concluded, the Board will be free to adopt a plan at that meeting or any future meeting. Upon adoption, Mr. Griffin will submit the plan to the US Justice Department to evaluate its effect on the ability of minority voters to elect candidates of their choice. The Justice Department will have 60 days for a response and can request an additional 60 days for more information. Once the Justice Department gives its "preclearance", the plan will be final and in effect for the next ten (10) years. Mr. Rouse stated the difficulties of obtaining people to serve on different Boards for the County and if going to an "at-large" on all Boards may be helpful instead of being concerned about districts. Mr. Griffin stated he thinks that is an excellent suggestion. Ms. Sutton stated if a vacancy isn't filled within a certain time frame, then the vacancy can become at-large also.

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

Item No. 1 was items from Chairman / Commissioners. Mr. Daughety spoke about the Military Growth Task Force (MGTF). He received an e-mail from Mark Sutherland stating matching funding has become available from the Department of Transportation (DOT) for the study. Mr. Daughety also provided a Transportation update. On August 4, 2011, local officials provided an update on proposed bypass routes for the Hwy. 70 Bypass Project. The routes have been narrowed from 300 to 30 routes. On August 29, a Public Hearing will be held at Kinston High School from 4:00 p.m. to 7:00 p.m. and on August 30 at the Kinston City Complex from 4:00 p.m. to 7:00 p.m. The public will be able to view proposed routes and comment. After the hearing, the list will be refined again. DOT has asked for appointees to assist in viewing the routes for local items that may be an obstacle. Mr. Wayland

Humphrey, Lenoir County GIS Director, was appointed because of his mapping knowledge. Mr. Graham thanked Mr. Daughety for his time.

**ITEMS FROM THE COUNTY MANAGER**

Item No. 2 was Items from the County Manager. Mr. Jarman provided the Board with a Jail Update. He stated each Commissioner should have received an e-mail regarding the gas line issue which occurred last week. The construction staff did follow all guidelines for safety. The Courthouse was also checked to determine if citizens and employees needed to be evacuated. No safety hazards were found. On August 11, 2011 construction workers found an undocumented 750 gallon storage tank. Mr. Mike Wiggins, Maintenance Director along with the construction team removed the tank. At the time of removal, another gas line was discovered. The County is currently working with Piedmont Natural Gas regarding the line. These issues will not slow the progress and things will continue on schedule. Mr. Jarman is working with the staff to alleviate parking issues due to the construction.

Mr. Jarman asked Mr. Roger Dail, Director of Emergency Services to discuss the Occupational Safety & Health Administration (OSHA) visit. The OSHA personnel arrived Monday morning to conduct inspections at random facilities and departments. The inspection concluded on Thursday and the final report will be provided within a week. After the report is received, the County will have thirty (30) days to correct any issues. Ms. Sutton asked if there were any major violations. Mr. Dail responded there were no life threatening violations found. The majority of the issues were housekeeping related. There is also a need for an asbestos inspection to test buildings built before 1980 and an electrician to test circuit breakers to ensure there is no overload problem.

Mr. Jarman addressed the structural incident which occurred at the Administration Building. A small piece of concrete fell off the upper northwest corner of the building. Mr. Wiggins immediately investigated the issue as soon as it occurred. The County retained an engineer to determine if there were any other hazards to the building or to the public. None were found. A small metal structure was designed to attach to the building to ensure no other objects fall. Ms. Sutton commended Mr. Wiggins for all he does to keep employees and citizens safe. Mr. Jarman notified Mr. Pharo he will be the Voting Delegate for the upcoming NCACC Annual Conference.

**CONSENT AGENDA**

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

- 3. Approval of Minutes: Regular Board Meeting: August 1, 2011 Banks/Jarman
- 4. Budget Ordinance Amendment: General Fund: Finance/Sheriff Dept.: \$569. Decrease Martin/Hollowell
- 5. Budget Ordinance Amendment: General Fund: Process Funds: \$843.50. Increase Martin/Hollowell

**BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS**

Item No. 6A was a Resolution Requesting Appointment of the Planning Committee for the Lenoir County Work First Block Grant Plan for SFY 2012-2014. Ms. Moore stated State Law mandates all counties must submit a county Work First Block Grant Plan to the Department of Health and Human Services (DHHS) for Work First biennial planning. North Carolina General Statute 108.27 and Work First Policy Section 103 provide instructions for the development of the local Work First plan to meet local needs. The individuals selected for the Work First Planning Committee are very familiar with the Work First Program, the targeted population, and the planning process. Upon a motion by Mr. Davis and a second by Ms. Brown, Item No. 6A was unanimously approved.

Item No. 6B was a Resolution Requesting to Continue Electing Status for the Work First Program During SFY 2012-2014. The planning process for the Work First Program consists of several significant criteria including the designation of our County status as either a Standard County or an Electing County. Each county must notify DHHS as to whether they want Standard or Electing County status. Lenoir County has chosen Electing County Status since 2001. By choosing Electing Status, the County may reduce the county funding for the Work First Program by 10% saving \$102,373 per year for Lenoir County. The number of families who receive public assistance has been reduced from 573 families in July 2001 to 160 families on May 31, 2011. To abandon the Electing County Status at this time would potentially cost \$800,000 local tax dollars. Upon a motion by Ms. Sutton and a second by Mr. Pharo, Item No. 6B was unanimously approved.

Item No. 7 was a Resolution Authorizing the Purchase of Foam Filled Tires for John Deere Backhoe: Colony Tire: \$2,899.39. Mr. Hollowell addressed the Board on behalf of Mr. Tom Miller, Solid Waste Department Director. He stated in an effort to extend the life of the MSW Landfill Cell #1, the Landfill Director reopened the MSW transfer station in January 2010. The Backhoe owned by the landfill is constantly assisting the Case 621C loader with moving and loading of garbage from the concrete pad in the transfer station into the empty trailers that haul the garbage to Sampson County. The landfill operations must continue and due to the wear and tear of normal day-to-day operations, it is necessary to replace the rear foam filled tires on the Backhoe. Price quotes received were:

Colony Tire	Kinston, NC	\$2,899.39
East Carolina Equipment Co.	Greenville, NC	\$3,305.00
Piedmont Truck Tires	Raleigh, NC	\$4,591.31

Upon a motion by Mr. Davis and a second by Ms. Sutton, Item No. 7 was unanimously approved.

Item No. 8 was a Budget Ordinance Amendment: Finance/Health Department: Animal Control: \$4,809: Increase. Ms. Martin stated this Amendment is to budget insurance proceeds received from Trident Insurance Company on August 9, 2011 in the amount of \$4,808.45 for an accident that occurred on July 22, 2011, when a vehicle driven by someone else hit a deer, throwing the deer into the path of one of the County's Animal Control Officers. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 8 was unanimously approved.

Item No. 9 was a Budget Ordinance Amendment Trust & Agency Fund: Finance/Extension-Family Caregiver: \$6,132.04: Increase. This Amendment is to roll forward funds for the Exceptional Children's Assistance Center (ECAC) Financial Support. In FY 10-11 \$10,387 of the \$14,250 approved grant was received. Of these funds, \$8,117.96 was expended. Rolling forward the balance of these grant funds will allow Cooperative Extension to utilize the remaining funds to assist with support of salaries, supplies and training for the Smart Start Program. Upon a motion by Ms. Brown and a second by Mr. Pharo, Item No. 9 was unanimously approved.

Item No. 10 was a Budget Ordinance Amendment: General Fund: Process Funds: \$12,455: Increase. This Amendment is to bring forward unexpended funds from the EMPG Grant for FY 09-10 and FY 10-11 and to take off the budgeted funds for FY 11-12. If any additional funds are received in this fiscal year, they will be budgeted at that time. In FY 09-10 \$13,684.54 was received and in FY 10-11 \$17,810.94 was received. In FY 09-10 no funds were expended, and in FY 10-11 only \$6,040.64 was expended. The difference in the amount to be rolled forward and what was actually budgeted is \$12,455. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 10 was unanimously approved.

Item No. 11 was a Budget Ordinance Amendment: General Fund: Finance/Rural Advance Found International (RAFI): \$17,506.40: Increase. This Amendment is to roll forward funds for the Rural

Advancement Foundation International (RAFI) Grant. Of the \$22,596 grant amount approved, \$21,467 was received in FY 10-11, leaving a balance of \$1,129 to be received in FY 11-12. Expenditures in FY 10-11 were \$5,089.60, leaving a balance of \$17,506.40 to be appropriated in FY 11-12. This will allow Cooperative Extension to use the funds to support the Farmers' Market by providing funds for renovations and funding for the Market Manager. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 11 was unanimously approved.

Item No. 12 was a Budget Ordinance Amendment: General Fund: Finance/Sheriff: \$109,393.20: Increase. This Amendment is to bring forward unexpended Sheriff's Civil Process Service Fees from prior years. The law regarding fees for civil papers served by the Sheriff's Department changed in September 2004. The amount charged for fees increased from \$5 to \$15 and 50% of the amount collected shall be used by the Sheriff's Department for the enhancement of the service of civil papers. This process will have to be done each year to bring forward the unexpended funds into the new fiscal year. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 12 was unanimously approved.

Item No. 13 was a Budget Ordinance Amendment: General Fund/Capital Projects: Finance: \$114,267: Increase. This Amendment is to appropriate \$114,267 from the General Fund Assigned Fund Balance for the Jail Construction Project. These funds were set aside in past fiscal periods for upcoming expenditures. Included in this amendment are: \$4,765 for removal of slab and wall section; \$11,762 for flood drain improvements and changes in drainage design requested by management; \$14,263 for dewatering and well-pointing in basement and elevator shafts during slab pours; \$17,043 for insecticide and termicide treatment of slabs; \$40,934 for redesign and manufacturing of grease trap system and upgrade of plumbing fixtures received by the construction manager; \$12,000 for purchase of trash compactor assembly; \$13,500 for abatement and footing / retaining wall construction. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 13 was unanimously approved.

Item No. 14 was a Budget Ordinance Amendment: Capital Improvements: Economic Development: \$1,338,349: Increase. This Amendment is to roll forward and distribute prior years unexpended economic development, community development, and buildings and grounds funds into the appropriate expenditure lines in the Capital Improvement Fund for the fiscal year 2011-2012. Upon a motion by Ms. Brown and a second by Ms. Sutton, Item No. 14 was unanimously approved.

### APPOINTMENTS

Item No. 15 was a Resolution Appointing Citizens to Boards, Commissions, Etc.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Home & Community Block Grant Advisory Committee 2 <sup>nd</sup> Appearance	Christopher Harper (Re-appointment) Anne Gaddis (Re-appointment) Tammy Dawson (Re-appointment)	August 2014
Lenoir County Aging Advisory Committee 1 <sup>st</sup> Appearance	Tracy Breasure Cora Mattocks Susan Hill	August 2013
Lenoir County Planning Board 1 <sup>st</sup> Appearance	Donna Hardy	August 2013

Upon a motion by Ms. Brown and a second by Ms. Sutton, the above second appearance appointments were unanimously approved.

**CURRENT VACANCIES**

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

**CLOSED SESSION**

Upon a motion by Ms. Sutton and a second by Mr. Daughety, and unanimous approval, closed session was entered at approximately 5:42 p.m. and the following cited: Number four (4) To discuss matters relating to the location or expansion of industries or other businesses in the area served by Lenoir County. The Board discussed the project and no decision was made. The discussion will continue in September’s meeting. Upon a motion by Mr. Rouse and a second by Ms. Sutton; the Board moved out of closed session at approximately 6:08 p.m.

**ADJOURN**

Upon a motion by Mr. Graham and a second by Mr. Daughety the Board adjourned at 6:09 p.m.

Respectfully submitted,

Reviewed By

April L. Banks  
Interim Clerk to the Board

Michael W. Jarman  
County Manager

INTRODUCED BY: Michael Jarman, County Manager DATE: 9/06/11 ITEM NO.: 4

**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>
2011	Mooring Turkeys Inc	57122	\$264.42	Corrected Listing
2011	Flores Cruz	53138	178.73	Corrected Listing
2011	Eva Grady	71159	360.02	Double Listed
2011	Edna Williams	9874	380.25	Legal Exemption
2011	David Edwards	7854	108.33	Listed in other County
2011	Tracy Oliver	21717	252.00	Corrected Listing
2011	Janet Nelson	21249	373.50	Legal Exemption
2011	Bula Crawley	5667	600.97	Legal Exemption
2011	Elmo Tech Inc	71199	101.50	Double Listed
2011	DMSK Properties LLC	68717	492.78	Adjusted Value
2011	Mable Oliver	21699	313.41	Adjusted Value
2007	Juana Vasquez	19160	329.43	Corrected Listing
2008	Juana Vasquez	19160	280.10	Corrected Listing
2009	Juana Vasquez	19160	233.57	Corrected Listing
2010	Juana Vasquez	19160	193.44	Corrected Listing
2011	Juana Vasquez	19160	161.88	Corrected Listing
2011	Brian Maciaszek	70364	499.01	Adjusted Value
2011	Brenda Herring	12459	266.25	Corrected Listing
2011	Willis Webb	31520	233.81	Legal Exemption
2011	Dempsey Smith	26370	2725.43	Corrected Listing
2011	National Spinning LLC	19146	237.95	Corrected Listing
2011	Richard Riley	3809	261.80	Adjusted Value
2010	Ant Marys Family Care Inc	64183	3860.44	Keying Error
2011	Lynwood Everett	8327	152.94	Adjusted Value
2010	Lena Morre	20427	145.97	Adjusted Value
2010	Patrick Johnson	49203	170.31	Adjusted Value
2010	Jason A Fox Construction	54717	127.49	Adjusted Value
2011	Reginald Davis	81655	136.88	Adjusted Value

**Refunds**

<u>Year</u>	<u>Name</u>	<u>Account</u>	<u>Amount</u>	<u>Reason</u>
2011	West Pharmaceutical Service	31624	\$252.48	Corrected Audit

**MANAGER'S RECOMMENDATION:**

Approval of releases as set out above.

\_\_\_\_\_  
Initials

**AMENDMENTS:**

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

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

YEA VOTES: Brown \_\_\_\_\_ Daughety \_\_\_\_\_ Davis \_\_\_\_\_ Graham \_\_\_\_\_  
Pharo \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
George W. Graham Jr., Chairman      9/6/11  
Date

\_\_\_\_\_  
ATTEST      9/6/11  
Date

BUDGET ORDINANCE AMENDMENT: FINANCE/SHERIFF'S DEPARTMENT: \$1,132. INCREASE



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

FY 2011 - 2012  
Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		FINANCE/SHERIFF DEPARTMENT		10-3842-8900 MISCELLANEOUS	
				10-4310-3950 EMPLOYEE TRAINING	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			Check One Box New Appropriation: <input 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>		
10-3842-8900	MISCELLANEOUS	1,132.00	10-4310-3950	EMPLOYEE TRAINING	1,132.00
Total		1,132.00	Total		1,132.00

**Reason and Justification for Request:**

TO BUDGET THE PROCEEDS FROM THE SALE OF RANGE BRASS. ON AUGUST 18, 2011, 707.25 POUNDS OF MIXED RANGE BRASS WAS SOLD TO WEBB'S BRASS ASSETS, WINTERVILLE, NC- THE NET PROCEEDS BEING \$1,131.60. THIS MONEY WILL BE PUT BACK INTO THE SHERIFF DEPARTMENT'S TRAINING LINE.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Marela H. Martin</i>	8/30/11	<i>Marela H. Martin</i>	8/30/11
Budget Officer Approval	Date		
<i>Michael W. Jordan</i>	8/31/11		
Board Approval (When Applicable)	Date	Date of Minutes	

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: PROCESS FUNDS: \$1,553.: INCREASE



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

FY 2011 - 2012  
 Appropriations

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

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
GENERAL	PROCESS FUNDS	10-3991-9910 FUND BALANCE APPROPRIATED 10-4201-6036 NC AGR COST SHARE PROG-REC
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>
Account # and Title	Amount	Account # and Title Amount
<u>INCREASE</u> 10-3991-9910 FUND BALANCE APPROPRIATED	1,553.00	<u>INCREASE</u> 10-4201-6036 NC AGR COST SHARE PROG-REC 1,553.00
Total	1,553.00	Total 1,553.00

**Reason and Justification for Request:**

Budget Amendment to roll forward funds from a grant from the North Carolina Agriculture Cost Share Program for Best Management Practices to the Parks and Recreation Department. This grant was awarded on June 15, 2010, and the funds were received on March 15, 2011. These funds were to be used to purchase pet waste receptacles at the new Dog Park. By rolling forward these funds the County will be able to reimburse the City of Kinston, who received the invoice and paid for the receptacles in August 2010.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	8/24/11	<i>Martha H. Martin</i>	8/24/11
Budget Officer Approval	Date		
<i>MW Jarman</i>	8/24/11		
Board Approval (When Applicable)	Date	Date of Minutes	

BUDGET ORDINANCE AMENDMENT: FINANCE/SHERIFF'S DEPARTMENT: \$1,616. INCREASE



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

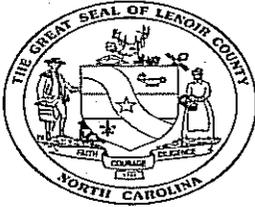
FY 2011 - 2012  
 Appropriations

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

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
GENERAL FUND	FINANCE/SHERIFF DEPARTMENT	10-3842-8500 INSURANCE - MISCELLANEOUS 10-4310-3530 VEHICLES REPAIR/MAINTENANCE	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>	
Account # and Title	Amount	Account # and Title	Amount
<u>INCREASE</u> 10-3842-8500 INSURANCE-MISCELLANEOUS	1,616.00	<u>INCREASE</u> 10-4310-3530 VEHICLES REPAIR/MAINTENANCE	1,616.00
Total	1,616.00	Total	1,616.00
<b>Reason and Justification for Request:</b> TO BUDGET INSURANCE PROCEEDS RECEIVED FROM TRIDENT INSURANCE COMPANY ON 8/22/2011 IN THE AMOUNT OF \$1,615.50 FOR AN ACCIDENT THAT OCCURRED ON JULY 28,2011 WHEN A VEHICLE DRIVEN BY ONE OF OUR DEPUTIES HIT A DEER.			
Department Head Approval	Date	Finance Officer Approval	Date
<i>Marta H. Martin</i>	8/22/11	<i>Marta H. Martin</i>	8/22/11
Budget Officer Approval	Date		
<i>MW Jarman</i>	8/24/11		
Board Approval (When Applicable)	Date	Date of Minutes	

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: NON-DEPARTMENTAL: \$2,007.: INCREASE



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

FY 2011 - 2012  
Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		NON-DEPARTMENTAL		VARIOUS	
Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input type="checkbox"/>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		
<b>REVENUES</b>			<b>EXPENDITURES</b>		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u>		<u>INCREASE</u>			
10-3210-1100 2010 TAX LEVY	555.00	10-4200-1913 PROF SVCS-BUS PER PROP AUDIT			2,007.00
10-3211-1100 2011 TAX LEVY	1,452.00				
<b>Total</b>	<b>2,007.00</b>	<b>Total</b>			<b>2,007.00</b>

**Reason and Justification for Request:**

To appropriate additional property tax revenue received by the County as a result of a business personal property tax audit being conducted by County Tax Services, Inc. The County contracted with County Tax Services, Inc. in May of 2010 to conduct the audit. County Tax Services, Inc. receives a 30% commission on all business personal property discoveries found as a result of the audit. The County pays this commission only after the taxpayer pays the discovery tax bill. The Board approved the contract with County Tax Services, Inc. on May 17, 2010, Item #8.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Marta H. Martin</i>	<i>8/23/11</i>	<i>Marta H. Martin</i>	<i>8/23/11</i>
Budget Officer Approval	Date		
<i>Michael W. Jarman</i>	<i>8/24/11</i>		
Board Approval (When Applicable)	Date	Date of Minutes	

# PROCLAMATION

## SICKLE CELL AWARENESS MONTH SEPTEMBER 2011

**WHEREAS**, sickle cell disease is an inherited blood disorder that causes pain, infection, disability, economic strain and even death among African Americans and other groups; and

**WHEREAS**, about one of every 294 African American North Carolinians is born with sickle cell disease, and one out of every 10 has sickle cell trait, meaning that he or she carries the gene for this condition. No cure for this disease exists, though treatment is available to help those with sickle cell lead more productive and rewarding lives; and

**WHEREAS**, since 1973, the North Carolina Sickle Cell Syndrome Program has provided quality services throughout the State. Provision of services is a collaborative effort between regional educators/counselors, community-based programs, major medical centers, local health departments and the State Laboratory of Public Health. Services include screening of all newborns at birth, general screening by request for the public at local health departments, education, genetic counseling, service coordination, medical reimbursement and social support for affected persons; and

**WHEREAS**, 2011 marks 101 years since the discovery and documentation of sickle cell disease in western medical literature by Dr. James B. Herrick, Professor of Medicine at Rush Medical College in Chicago in 1910; and

**WHEREAS**, support for research on the treatment and management of this disorder is vital to improving the health and quality of life of persons with sickle cell disease.

**NOW, THEREFORE**, I, George W. Graham, Jr., Chairman of the Lenoir County Board of Commissioners, do hereby proclaim September 2011 as "**SICKLE CELL AWARENESS MONTH**" in Lenoir County North Carolina, consistent with a nationally adopted policy, and urge our citizens to recognize and support this observance. So proclaimed this the 6<sup>th</sup> day of September 2011.

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

ATTEST:

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April L. Banks  
Interim Clerk to the Board



Item No.: 10

STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

BEVERLY EAVES PERDUE  
GOVERNOR

EUGENE A. CONTI, JR.  
SECRETARY

August 12, 2011

Mr. Mike Jarman  
Lenoir County Manager  
P.O. Box 3289  
Kinston, NC 28502

Subject: Addition to the State Road System of Westridge Road and Birch Circle in Huntington Place Subdivision in Lenoir County

Dear Mr. Jarman:

Attached are a Form SR-1 (Petition for Road Addition), a Form SR-2 (Request for Addition to State Maintained Secondary Road System), also known as a Resolution, a Location Map, and a copy of the recorded plat for the subject subdivision. Paragraph 4 under INSTRUCTIONS FOR COMPLETING PETITION on the reverse side of the Petition states that subdivision roads with prior NCDOT review and approval only require the developer's signature. The subject subdivision roads were reviewed and approved by NCDOT on September 4, 1998. They had experienced some deterioration over the years, but were restored to acceptable standards recently. Therefore, we are submitting the Petition for these roads with only the developer's signature. If the Board of County Commissioners concurs with the addition, please complete the attached resolution and return it to this office.

If you have any questions, please contact me at (252) 527-0053.

Yours very truly,

Keith Green  
Assistant District Engineer

Enclosures

cc: File

MAILING ADDRESS:  
NC DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
DIVISION TWO - DISTRICT 3  
1629 HWY. 258 SOUTH  
KINSTON, NC 28504

TELEPHONE: (252) 527-0053  
FAX: (252) 527-7920  
WEBSITE: WWW.NCDOT.GOV

LOCATION:  
1629 HWY 258 SOUTH  
KINSTON, NC

North Carolina Department of Transportation  
Division of Highways  
Petition for Road Addition

**ROADWAY INFORMATION:** (Please Print/Type)

County: Lenoir Road Name: Westridge Road and Birch Circle  
(Please list additional street names and lengths on the back of this form.)

Subdivision Name: Huntington Place Subdivision Length (miles): 0.50

Number of occupied homes having street frontage: 15 Located (miles): 0.1

miles N  S  E  W  of the intersection of Route 1556 and Route 1001  
(Check one) (SR, NC, US) (SR, NC, US)

We, the undersigned, being property owners and/or developers of Huntington Place Subdiv. in Lenoir County, do hereby request the Division of Highways to add the above described road.

**CONTACT PERSON:** Name and Address of First Petitioner. (Please Print/Type)

Name: Anne D. Gay Phone Number: (252) 522-4972

Street Address: 2501 Pauls Path Road, Kinston, North Carolina 28504

Mailing Address: 2501 Pauls Path Road, Kinston, North Carolina 28504

**PROPERTY OWNERS**

<u>Name</u>	<u>Mailing Address</u>	<u>Telephone</u>
<u>Anne D. Gay</u> <i>Anne D. Gay</i>	<u>2501 Paul Path Road, Kinston, North Carolina 28504</u>	<u>(252) 522-4972</u>

**INSTRUCTIONS FOR COMPLETING PETITION:**

1. Complete Information Section
2. Identify Contact Person (This person serves as spokesperson for petitioner(s)).
3. Attach two (2) copies of recorded subdivision plat or property deeds, which refer to candidate road.
4. Adjoining property owners and/or the developer may submit a petition. Subdivision roads with prior NCDOT review and approval only require the developer's signature.
5. If submitted by the developer, encroachment agreements from all utilities located within the right of way shall be submitted with the petition for Road addition. However, construction plans may not be required at this time.
6. Submit to District Engineer's Office.

**FOR NCDOT USE ONLY:** Please check the appropriate block

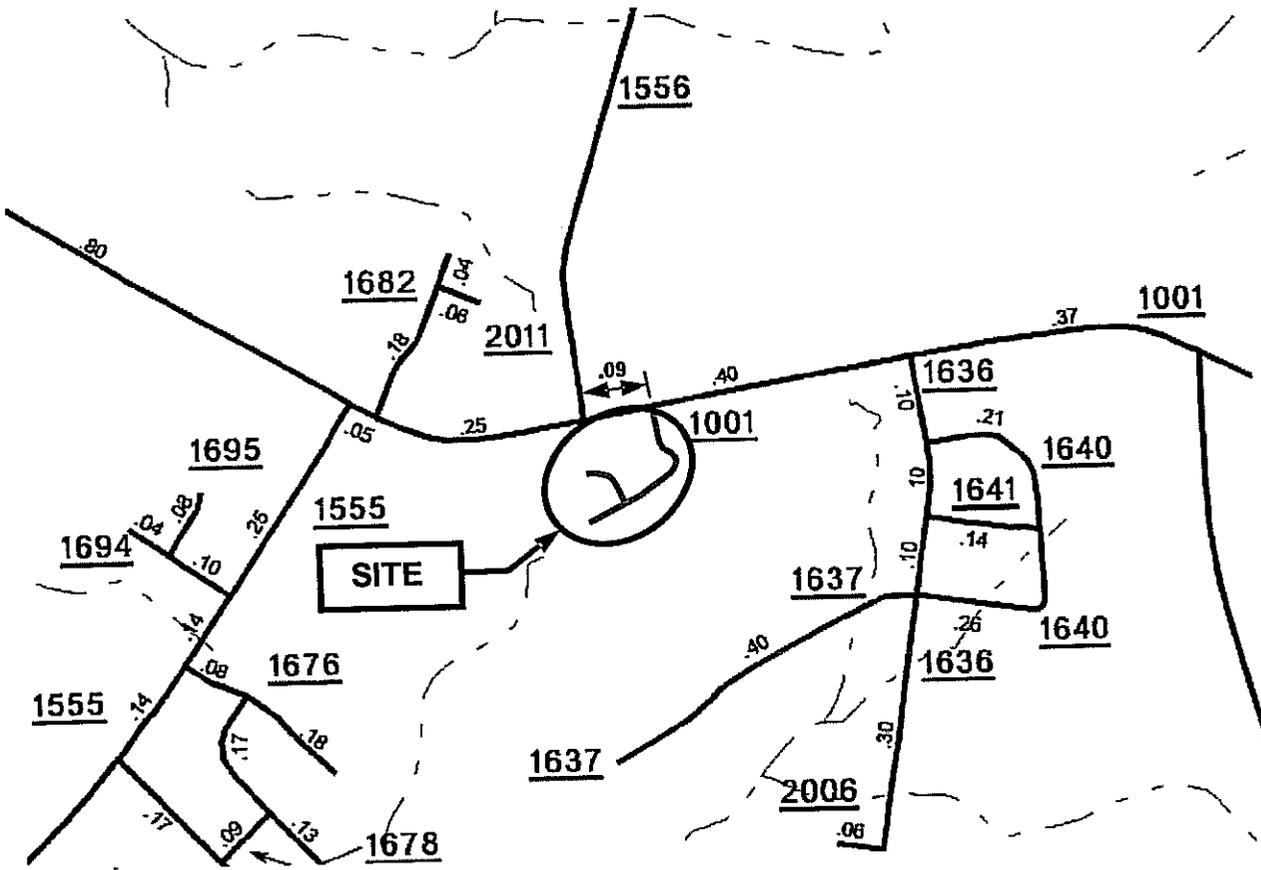
- Rural Road   
  Subdivision platted prior to October 1, 1975   
  Subdivision platted after September 30, 1975

**REQUIREMENTS FOR ADDITION**

If this road meets the requirements necessary for addition, we agree to grant the Department of Transportation a right-of-way of the necessary width to construct the road to the minimum construction standards of the NCDOT. The right-of-way will extend the entire length of the road that is requested to be added to the state maintained system and will include the necessary areas outside of the right-of-way for cut and fill slopes and drainage. Also, we agree to dedicate additional right-of-way at intersections for sight distance and design purposes and execute said right-of-way agreement forms that will be submitted to us by representatives of the NCDOT. The right-of-way shall be cleared at no expense to the NCDOT, which includes the removal of utilities, fences, other obstructions, etc.

General Statute 136-102.6 states that any subdivision recorded on or after October 1, 1975, must be built in accordance with NCDOT standards in order to be eligible for addition to the State Road System.

<u>ROAD NAME</u>	<u>HOMES</u>	<u>LENGTH</u>	<u>ROAD NAME</u>	<u>HOMES</u>	<u>LENGTH</u>
Westridge Road	11 Homes	0.40 miles			
Birch Circle	4 Homes	0.10 miles			



LOCATION MAP  
 HUNTINGTON PLACE SUBDIVISION  
 LENOIR COUNTY



**North Carolina Department of Transportation  
Division of Highways  
Request for Addition to State Maintained Secondary Road System**

North Carolina

County:   Lenoir  

Road Description:   Westridge Road and Birch Circle in Huntington Place Subdivision  

---

WHEREAS, the attached petition has been filed with the Board of County Commissioners of the County of   Lenoir   requesting that the above described road, the location of which has been indicated in red on the attached map, be added to the Secondary Road System, and

WHEREAS, the Board of County Commissioners is of the opinion that the above described road should be added to the Secondary Road System, if the road meets minimum standards and criteria established by the Division of Highways of the Department of Transportation for the addition of roads to the System.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of the County of   Lenoir   that the Division of Highways is hereby requested to review the above described road, and to take over the road for maintenance if it meets established standards and criteria.

**CERTIFICATE**

The foregoing resolution was duly adopted by the Board of Commissioners of the County of \_\_\_\_\_ at a meeting on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

WITNESS my hand and official seal this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**Official Seal**

Clerk, Board of Commissioners

County: \_\_\_\_\_

**PLEASE NOTE:**

**Forward direct with request to the Division Engineer, Division of Highways**

**INTRODUCED BY:** Michael Jarman, County Manager **DATE:** 9/6/11 **ITEM NO.:** 11A

**RESOLUTION:** Approving a Contract Amendment for Fiscal Year 2011/12: Day Break Life Center Inc.: \$899

**SUBJECT AREA:** Financial

**ACTION REQUESTED:**

The Board is requested to approve a budget resolution for a contract amendment with Day Break Life Center Inc. to increase the contract amount by \$899:

**HISTORY/BACKGROUND:**

In Lenoir County, there is a need for Adult Daycare to serve our senior population. There is a need for socialization with peers and activities that stimulate both mental and physical capabilities in a structured setting. Day Break Life Center Inc. (previously Day Break Adult Day Care Center) is the one facility in Lenoir County that provides these types of activities. Lenoir County DSS and the staff of Day Break have had a satisfactory relationship for several years and this request is to continue this relationship.

The 2011-2013 Governor's proposed budget included a cut to Adult Day Care funds. It also proposed that priority for services be given to adults age 18-59. The funding was restored to the FY 11-12' allocation of \$40,000 in the final State budget approval. Also, changes to priority for services were not approved by the State budget bill.

**EVALUATION:**

Lenoir County DSS has contracted with Day Break Life Center Inc. (previously Day Break Adult Day Care Center) for the last several years and has found their services satisfactory and this contract is necessary in order to meet the needs of DSS's senior clientele. The Board approved a contract with Day Break Life Center Inc. on June 20, 2011 in the amount of \$28,101(19-G). The Board also approved a contract amendment on July 18, 2011 to increase the contract by \$11,000(12-E). The proposed request is to increase the contract by \$899 to match the State allocation of \$40,000

The state/federal reimbursable share for the Home & Community Care Block Grant is approximately 87.5 and 12.5% county funding.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval

\_\_\_\_\_  
**INITIALS**

**RESOLUTION: NOW, THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the County Director of Social Services is authorized to execute a contract amendment in the amount of \$899 with Day Break Life Center Inc. to increase the approved contract to \$40,000.

Funding Account # 10-5330-4971 H&CCBG-Adult Day Care

**AMENDMENTS:**

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

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

YEA VOTES: Brown \_\_\_\_\_ Daughety \_\_\_\_\_ Davis \_\_\_\_\_ Graham \_\_\_\_\_

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

\_\_\_\_\_  
George W. Graham Jr., Chairman 9/6/11  
Date

\_\_\_\_\_  
ATTEST 9/6/11  
Date

**INTRODUCED BY:** Michael Jarman, County Manager **DATE:** 09/06/11 **ITEM NO.:** 11B

**RESOLUTION:** Approving an Increase to Services Contracts for Fiscal Year 2011/12: Addus HealthCare Inc.: \$249,562

**SUBJECT AREA:** Financial

**ACTION REQUESTED:**

The Board is requested to approve an increase of the service contract for Addus HealthCare Inc. approved on June 20, 2011 (19-P).

**HISTORY/BACKGROUND:**

DSS contracts with an In-Home Aide service provider for in-home or chore services for aged and/or disabled adults. In-Home Aide Services means the provision of care for a person or assistance to persons by performing home management or personal care tasks that are essential to daily living. Such tasks are performed to enable individuals to remain in their own homes when they are unable to carry out the activities of daily living for themselves and when no responsible person is available for these tasks. In Lenoir County, Level I chore services are provided by the Council on Aging and Level II and III are provided by the Department of Social Services.

**EVALUATION:**

The board originally approved the contract to Addus Health Care, Inc. in the amount of \$245,562 on June 20, 2011 (19-P). This resolution is requesting to increase the contract by \$4,000 to correct a technical error in the original budget resolution. The correct amount should be \$249,562 to match the approved FY 11-12' budget appropriation.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval

\_\_\_\_\_  
Initials

**RESOLUTION: NOW, THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the County Director of Social Services is authorized to increase by \$4,000 the service contract with Addus HealthCare, Inc. originally approved on June 20, 2011 (19-P). The total corrected contract amount is \$249,562.

Funding Account #105321.4972 SSBG	\$99,709
#105330.4970 State In-Home	\$17,744
#105332.4010 HCCBG -DSS	\$132,109

**AMENDMENTS:**

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

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

YEA VOTES: Brown \_\_\_\_\_ Daughety \_\_\_\_\_ Davis \_\_\_\_\_ Graham \_\_\_\_\_

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

\_\_\_\_\_  
George W. Graham Jr., Chairman

9/6/11  
Date

\_\_\_\_\_  
ATTEST

9/6/11  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 9/6/11 **ITEM NO.:** 12

**RESOLUTION:** Authorizing The Award Of Four Contracts For Rehabilitation Services Related To The 2010 Single Family Rehabilitation Project : \$150,543.

**SUBJECT AREA:** COMMUNITY DEVELOPMENT

**ACTION REQUESTED:**

Award contracts to the lowest, qualified bidders for the rehabilitation of four homes included in the 2010 Single Family Rehabilitation project, contingent upon clear title work and proof of ownership by legal counsel.

**HISTORY/BACKGROUND:**

In January of 2010, The Wooten Company applied for Single Family Rehabilitation funds from the North Carolina Housing Finance Agency on behalf of the County. These funds are used for moderate rehabilitation of homes owned by either elderly or disabled persons, with the rehabilitation costs not to exceed \$45,000.00 per unit. In June of 2010, the County was awarded an amount not to exceed \$200,000.00 to rehabilitate up to four units and the funding agreement was signed September 1, 2010. Brendan Nolan, with The Wooten Company submitted requests for rehabilitation proposals to area rehabilitation contractors on properties associated with the 2010 Single Family Rehabilitation project. The bid tabulation sheet is attached.

**EVALUATION:**

The County received \$200,000.00 in Single Family Rehabilitation funds from the North Carolina Housing Finance Agency to rehabilitate up to four units in Lenoir County. The Wooten Company was chosen to oversee the SFR10 project. The Wooten Company sent out bid requests on July 14, 2011 to local licensed general contractors asking them to submit bids for the rehabilitation work. The bid opening was held on August 1, 2011, in the boardroom of the County Commissioners. The recommendation is to award the rehabilitation of the four homes identified in the 2010 Single Family Rehabilitation project to the lowest qualified bidders. The bids in Cases #2, #3 and #4 came in above the \$45,000 threshold, so the Project Administrator went back through each of those three Scopes of Work to determine which items could be deleted and still meet the standards. Then each contractor's submittal was evaluated to see what their rehabilitation cost would be with the items deleted, and in this case, the original low bidder on each of these projects, remained the low bidder with the project description changed. This work is contingent upon the receipt of clear title work and proof of ownership from legal counsel. Approval will allow the rehabilitation of these four homes to begin. This project must be complete by June 30, 2013.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

\_\_\_\_\_  
Initials

**RESOLUTION: NOW THEREFORE, BE IT RESOLVED** by the Lenoir County Board of Commissioners that:

The County award contracts to the lowest, qualified bidders for the rehabilitation of four homes included in the 2010 Single Family Rehabilitation project, contingent upon clear title work and proof of ownership by legal counsel.

Case #1	B&B Construction	\$ 29,500.00
Case #2	HCR, Inc.	\$ 41,509.00
Case #3	Strickland Construction	\$ 37,614.00
Case #4	Strickland Construction	<u>\$ 41,920.00</u>
Total		\$150,543.00

Funding Source                      46-4961-5850

**AMENDMENTS:**

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

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

YEA VOTES: Brown \_\_\_\_\_ Daughety \_\_\_\_\_ Davis \_\_\_\_\_ Graham \_\_\_\_\_

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

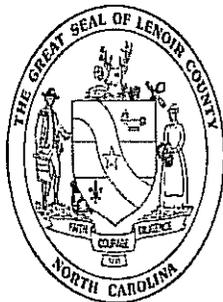
\_\_\_\_\_  
George W. Graham Jr., Chairman                      9/6/11  
Date

\_\_\_\_\_  
ATTEST                      9/6/11  
Date

LENOIR COUNTY  
SFR 10 BID TABULATION SHEET

TIME: 10:00 AM  
 DATE: MONDAY, AUGUST 1, 2011  
 LOCATION: LENOIR COUNTY COURTHOUSE, COMMISSIONERS' ROOM, 130 SOUTH QUEEN STREET, KINSTON, NC

CONTRACTOR	CASE #1	CASE #2	CASE #3	CASE #4
	1105 Harper Drive Kinston	528 Larkspur Road Kinston	1590 Hwy 70 East Kinston	706 Candlewood Drive Kinston
HCR, Inc.	\$ 30,980.00	\$ 45,424.00	\$ 47,090.00	\$ 56,912.00
Revised bid w/ change of scope of work	\$	<b>41,509.00</b>	\$	\$
Cunningham Construction	\$ 32,300.00	\$ 47,250.00	\$ 52,600.00	\$ 58,750.00
Dudley Construction	\$ 37,275.00	\$ 55,400.00	\$ 59,475.00	\$ 59,850.00
B & B Construction	<b>\$ 29,500.00</b>	\$ 50,485.00	\$ 52,870.00	\$ 58,330.00
AWE Home Repair	\$ 37,445.00	\$ 58,370.00	\$ 54,010.00	\$ 64,140.00
Strickland Construction	\$ 30,700.00	\$ 47,221.00	\$ 45,454.00	\$ 53,189.00
Revised bid w/ change of scope of work	\$	\$	<b>\$ 37,614.00</b>	<b>\$ 41,920.00</b>
East Coast Construction	\$ 42,100.00	\$ 61,380.00	\$ 64,410.00	\$ 75,060.00
COST ESTIMATE	\$ 27,850.00	\$ 40,070.00	\$ 42,300.00	\$ 52,720.00



LENOIR COUNTY, NORTH CAROLINA

BUDGET AMENDMENT REQUEST

FY '11/12  
Appropriations

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

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

Distribution - Finance Office:

FUND		DEPARTMENT	LINE ITEM DESCRIPTION	
GENERAL		SOCIAL SERVICES	VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer:		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer:		
<b>REVENUES</b>		<b>EXPENDITURES</b>		
Account # and Title	Amount	Account # and Title	Amount	
<b>INCREASE</b>		<b>INCREASE</b>		
103531.3001		105351.4974		
ADMINISTRATIVE REIMBURSEMENT	\$ 6,081.08	CRISIS-CP&L	\$	6,007.95
		105372.1155		
		SHARE THE WARMTH	\$	73.13
Total	\$ 6,081.08	Total	\$	6,081.08

Reason and Justification for Request:

CRISIS LINE ITEM ADJUSTMENTS TO REFLECT ACTUAL STATE ALLOCATION RECEIVED FOR FY' 11-12  
 THE ALLOCATION RECEIVED IS MORE THAN THE STATE ESTIMATE APPROVED IN THE FY 11-12' DSS BUDGET.  
 100% FEDERAL/STATE FUNDS

*Susan E. Moore* 8-22-11

*Maile H. Mail* 8/23/11

Department Head Approval Date  
*M.W. Jarman* 8/24/11

Finance Officer Approval Date

Budget Officer Approval Date

Board Approval (When Applicable) Date Date of Minutes

Finance Office - Copy

Department - Copy

Administration - Copy



Item No.: 15

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: COOP EXT-PREVENTION BLOCK GRANT: \$48,119. INCREASE



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

FY 2011 - 2012  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		COOP EXT. PREVENTION BLOCK GRANT		Various	
Check One Box New Appropriation: <input checked="" type="checkbox"/> <b>REVENUES</b> Line Item Transfer: <input type="checkbox"/>			Check One Box New Appropriation: <input checked="" type="checkbox"/> <b>EXPENDITURES</b> Line Item Transfer: <input type="checkbox"/>		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u>		<u>INCREASE</u>			
10-3329-3825 GRANT-COOP EXT-PREVENTION BLOC	48,119.00	10-4957-1260 PART-TIME SALARIES	32,072.00		
		10-4957-1810 EMPLOYER - FICA	1,989.00		
		10-4957-1811 EMPLOYER - MEDICARE	465.00		
		10-4957-1820 EMPLOYER - RETIREMENT	2,935.00		
		10-4957-1830 EMPLOYER - INSURANCE	5,669.00		
		10-4957-2600 OFFICE SUPPLIES/MATERIALS	200.00		
		10-4957-2650 COMPUTER SOFTWARE & SUP	200.00		
		10-4957-2900 EDUCATIONAL/MEDICAL SUPP	500.00		
		10-4957-3110 TRAVEL	2,272.00		
		10-4957-3950 EMPLOYEE TRAINING	1,000.00		
		10-4957-4900 STIPENDS/INCENTIVES	817.00		
Total	48,119.00	Total	48,119.00		
Reason and Justification for Request: BUDGET AMENDMENT TO SET UP FUNDING FOR THE 4-H ALL STARS GRANT PROGRAM - PREVENTION BLOCK GRANT FOR THE 2011-2012 FISCAL YEAR.					
Department Head Approval: <i>[Signature]</i>		Finance Officer Approval: <i>[Signature]</i>		Date: <i>8-16-11</i>	
Budget Officer Approval: <i>[Signature]</i>		Date: <i>8/19/11</i>		Date of Minutes: <i>8/19/11</i>	
Board Approval (When Applicable): <i>[Signature]</i>		Date:		Date of Minutes:	

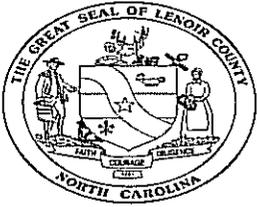
Finance Office - Copy

Department - Copy

Administration - Copy

Item No.: 16

BUDGET ORDINANCE AMENDMENT: CAPITAL IMPROVEMENTS FUND  
 ECONOMIC DEVELOPMENT: \$100,000. INCREASE



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

FY 2010 - 2011  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
CAPITAL IMPROVEMENTS		ECONOMIC DEVELOPMENT		40-3980-9849 GRANT-ST ONE NC-MASTERBRAND 40-4920-5892 MASTERBRAND-GRANT-ST ONE NC	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title		Amount	Account # and Title		Amount
<b>INCREASE</b>			<b>INCREASE</b>		
40-3980-9849	GRANT-ST ONE NC-MASTERBRAND	100,000.00	40-4920-5892	MASTERBRAND-GRANT-ST ONE NC	100,000.00
Total		100,000.00	Total		100,000.00

**Reason and Justification for Request:**

TO APPROPRIATE STATE ONE-NC FUNDS RECEIVED BY THE COUNTY FOR THE MASTERBRAND CABINETS EXPANSION. THIS IS THE 1ST ONE HALF PAYMENT OF A \$200,000. GRANT FROM THE NORTH CAROLINA DEPARTMENT OF COMMERCE ONE NC FUNDS THAT WERE AWARDED TO MASTERBRAND CABINETS ON APRIL 21, 2010. THE FINAL ONE HALF PAYMENT WILL BE AWARDED ONCE THE COMPANY REACHES ITS FINAL 50% ADDITION OF NEW JOBS AND HAS MADE ITS REQUIRED INVESTMENT. THIS IS A PASS-THROUGH GRANT - THE COUNTY WILL WRITE A CHECK TO MASTERBRAND CABINETS IN THE AMOUNT OF \$100,000.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martla H. Martin</i>	8-10-2011	<i>Martla H. Martin</i>	8-10-2011
Budget Officer Approval	Date		
<i>Michael W. Jarmen</i>	8/19/11		
Board Approval (When Applicable)	Date	Date of Minutes	

Item No.: 17

BUDGET ORDINANCE AMENDMENT: TRUST AND AGENCY FUND:FINANCE/EXTENSION-FAMILY CAREGIVER: (\$109,370.): DECREASE



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

FY 2011 - 2012  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
TRUST AND AGENCY		FINANCE/EXTENSION-FAMILY CAREGIVER		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title	Amount	Account # and Title	Amount		
DECREASE		DECREASE			
70-3495-3300 SMART START - EXTENSION	-109,370.00	70-4951-6000 EXTENSION-FAMILY CAREGIVER	-103,603.00		
		70-4951-6900 CONTRACTED SERVICES	-5,767.00		
Total	-109,370.00	Total	-109,370.00		

**Reason and Justification for Request:**

BUDGET AMENDMENT TO DECREASE THE BUDGETED AMOUNTS OF THE PARTNERSHIP FOR CHILDREN PROGRAM. WHENEVER THE BUDGET WAS BEING COMPILED, IT WAS THOUGHT THAT THE PARTNERSHIP FOR CHILDREN WOULD BE RECEIVING THE SAME FUNDING AS FY10-11. HOWEVER, ON AUGUST 16, THE COUNTY RECEIVED NOTIFICATION FROM THE LENOIR-GREENE PARTNERSHIP, THAT THEY HAD CURRENTLY RECEIVED ONLY 25% FUNDING FROM THE NC PARTNERSHIP FOR CHILDREN. THEREFORE, IT IS NECESSARY TO ADJUST THE COUNTY'S FUNDING PORTION TO MATCH THAT 25% FUNDING. WHENEVER THE PARTNERSHIP RECEIVES NOTIFICATION THAT THE FULL FUNDING HAS BEEN APPROVED, THE BUDGET WILL BE ADJUSTED ACCORDINGLY.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	8/22/11	<i>Martha H. Martin</i>	8/22/11
Budget Officer Approval	Date		
<i>Margaret J. ...</i>	8/22/11		
Board Approval ( When Applicable)	Date	Date of Minutes	

**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>
<b>Home and Community Block Grant Advisory Committee</b> 1 <sup>st</sup> Appearance	Terrance Body	September 2014
<b>Lenoir County Transit Advisory Board</b> 1 <sup>st</sup> Appearance	Jamie Wallace	September 2014
<b>Lenoir County Aging Advisory Committee</b> 2 <sup>nd</sup> Appearance	Tracy Breasure Cora Mattocks Susan Hill	August 2013
<b>Lenoir County Planning Board</b> 2 <sup>nd</sup> Appearance	Donna Hardy	August 2013

**CURRENT VACANCIES:**

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

**MANAGER'S RECOMMENDATION:**

\_\_\_\_\_  
Initials

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

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
<b>Home and Community Block Grant Advisory Committee</b> 1 <sup>st</sup> Appearance	Terrance Body	September 2014
<b>Lenoir County Transit Advisory Board</b> 1 <sup>st</sup> Appearance	Jamie Wallace	September 2014
<b>Lenoir County Aging Advisory Committee</b> 2 <sup>nd</sup> Appearance	Tracy Breasure Cora Mattocks Susan Hill	August 2013
<b>Lenoir County Planning Board</b> 2 <sup>nd</sup> Appearance	Donna Hardy	August 2013

**AMENDMENTS:**

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

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

YEA VOTES: Brown \_\_\_\_\_ Daughety \_\_\_\_\_ Davis \_\_\_\_\_ Graham \_\_\_\_\_

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

\_\_\_\_\_  
George W. Graham, Jr., Chairman

09/06/11  
Date

\_\_\_\_\_  
ATTEST

09/06/11  
Date

**APPLICATION FOR APPOINTMENT**  
to  
**LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS**

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

**Advisory Board/Committee/Commission interested in:**

Lenoir County Home and Community Block Grant Advisory Committee

(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 Body  
Address: 2529 Bradford Ct  
City/State/Zip: La Grange NC 28551  
Telephone: (Home) (252) 522-1485 (Work) (252) 522-7995 x 7977  
Occupation: Social Worker, Case Manager  
Business Address: 100 Airport Road Kinston, NC 285  
Age: (Optional): 45  
Number hours available per month for this position: five  
Training: B.A. History/Social Work  
Business and Civic Experience/Skills: Commissioned Officer - US Army Reserves  
Field Instructor, ECU Social Work Candidates, Deacon of Church  
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

8/4/11  
Date

APPLICATION FOR APPOINTMENT  
to  
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

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

Advisory Board/Committee/Commission interested in:

Lenoir County Transit

(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: Jamie Wallace \* \* \* \* \*

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

City/State/Zip: \_\_\_\_\_

Telephone: (Home) (919) 750-9600 (Work) (252) 526-4435

Occupation: ESC Manager

Business Address: 2100 Presbyterian Ln.

Age: (Optional): 37

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

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

Business and Civic Experience/Skills: Duplin Co. Partnership for Planning  
CJPP Board Duplin

Other County Boards/Committees/Commissions presently serving on: Lenoir Co. CJPP  
Workfirst DSS Lenoir County

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

**Circle your voting precinct**

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

**CERTIFICATION**

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

Jamie Wallace  
Signature of Applicant

8-23-2011  
Date