

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
TUESDAY, SEPTEMBER 08, 2015 – TIME: 9:00 A.M.
COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE
130 S. QUEEN ST., KINSTON, N.C.**

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

PUBLIC INFORMATION

Victor Kosinski, Disabled Veterans Outreach Program Specialist

PUBLIC COMMENTS

Scheduled: None

Non-Scheduled:

CONSENT AGENDA: 10 Min.

ACTION

- | | | |
|----|--|---------|
| 1. | Approval of Minutes: Regular Board Meeting: August 17, 2015. | King |
| 2. | Releases and Refunds to the Individuals Listed Herein. | Parrish |

END OF CONSENT AGENDA

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS: 40 Min.

- | | | |
|-----|---|-------------|
| 3. | Proclamation Honoring Alcohol and Drug Addiction Recovery Month. | |
| 4. | Resolution Approving the Amended FY15-16 Position and Pay Classification Plan. | Hall/Martin |
| 5. | Resolution Approving Purchase of Virus Software: Polar Sales: \$3,089. | Faasii |
| 6. | Resolution Approving Emergency Purchase of parts for D6 Dozer: \$9,653.10. | Miller |
| 7. | Resolution Approving Shared Costs for Resurfacing of the Kinston/Lenoir County Public Library Parking Lot: \$15,966. | Harper |
| 8. | Resolution making a Preliminary Determination to Refinance a Portion of Lenoir County's 2008 School Bonds. | Harper |
| 9. | Resolution Requesting the Approval to expend Aid to County State Grant Funds to Purchase a Replacement Vehicle for the Animal Control Program. | Huff |
| 10. | A. Resolution Approving Purchase of MS SQL Service License: \$18,140.
B. Budget Ordinance Amendment: General Fund: None-Departmental: \$10,000.
Increase. | Martin |
| 11. | Resolution Approving Economic Development Grant Agreement: Associated Materials, LLC: \$130,000. | Pope |

APPOINTMENTS: 5 Min.

12. Resolution Approving Citizens to Boards, Commissions, Etc. **5 Min.** Board

OTHER ITEMS: 10 Min.

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



LENOIR COUNTY VETERANS FAIR

Friday, September 18th, 2015

A Day of Valuable Information!

Various resources will be available for Veterans, including, but not limited to, The Lenoir County NCWorks Career Center - (WIOA Adult, Dislocated & Youth Worker Programs), NC Career Readiness Certification, LCC Human Resource Development, LCC Continuing Education Dept., NC Division of Veterans Affairs, SALUTE, Eastpointe, area employers, military organizations, and more... A great way for veterans, family members and friends of veterans to get valuable information. Come out and join us for an informative event!



Sponsor: Lenoir County NCWorks Career Center

**Time:
9:00AM-Noon**

**Open to all
veterans, family
members and
friends of veterans
seeking valuable
information**

**Community
Resources and
Area Employers**

**Resume
Assistance**

**Great Networking
Opportunity!**

**LOCATION:
VERNON PARK MALL
834 Hardee Road
Kinston, NC**

**For more information
call Victor Kosinski at
(252) 268-4676**

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
TUESDAY, SEPTEMBER 08, 2015 – TIME: 9:00 A.M.
COMMISSIONERS’ MEETING ROOM, LENOIR COUNTY COURTHOUSE
130 S. QUEEN ST., KINSTON, N.C.**

Summary of Actions Taken at the August 17, 2015 Meeting

- | | | |
|-----|--|----------|
| 1. | Approval of Minutes: Regular Board Meeting: July 20, 2015.
Regular Board Meeting: August 03, 2015. | Approved |
| 2. | Budget Ordinance Amendment: General Fund: Process Funds: \$965.96. Increase. | Approved |
| 3. | Budget Ordinance Amendment: General Fund: Process Funds: \$1,072.35. Increase. | Approved |
| 4. | Resolution Authorizing Demolition of County Owned Building: 115 W. Bright Street:
Eastern Carolina Demolition: \$6,800. | Approved |
| 5. | Resolution Approving Grant Application to the Unified Hazard Mitigation Assistance
Grant Program (HMA). | Approved |
| 6. | Resolution Authorizing the Approval of Fireworks Shows at the Lenoir County Fair. | Approved |
| 7. | Resolution Approving Purchase of a 2016 Ford F250 4x4 Truck from Capital Ford:
\$29,500. | Approved |
| 8. | Resolution Authorizing Lenoir County Cooperative Extensions’ Acceptance of Funds
from the Lenoir/Green Partnership for Children, Inc. and Authorizing the Finance
Officer to sign on behalf of the County. | Approved |
| 9. | Resolution Adopting the Approved Lenoir County Detention Center Health Plan. | Approved |
| 10. | Resolution Approving Purchase Order to CDW: \$3,064.20. | Approved |
| 11. | Resolution Approving Purchase Order to Capital Ford: \$55,700. | Approved |
| 12. | Budget Ordinance Amendment: General Fund: Finance/Cooperative Extension: JCPC
Parenting Matters: \$1,719.96. Increase. | Approved |
| 13. | Budget Ordinance Amendment: General Fund: Finance/Sheriff-Concealed Weapons
Department: \$2,272.72. Increase. | Approved |
| 14. | Budget Ordinance Amendment: Capital Improvements Fund: Community
Development: \$4,638. Increase. | Approved |
| 15. | Budget Ordinance Amendment: Trust & Agency Fund: Finance/Innovative Approach to
Literacy: \$6,918.23. Increase. | Approved |
| 16. | Budget Ordinance Amendment: General Fund: Process Funds: \$10,868.52. Increase. | Approved |

17. Budget Ordinance Amendment: General Fund: Finance/Health Department: \$12,435.35. Increase. Approved
18. Budget Ordinance Amendment: General Fund: Finance/Social Services: \$16,339.14. Increase. Approved
19. Budget Ordinance Amendment: General Fund: Finance/Sheriff Department: \$16,419.20. Increase. Approved
20. Budget Ordinance Amendment: General Fund: Process Funds: \$23,877.63. Increase. Approve
21. Budget Ordinance Amendment: General Fund: Finance/Cooperative Extension. Kate B. Reynolds: \$108,881.55. Increase. Approved
22. Budget Ordinance Amendment: General Fund: Finance/Sheriff: \$198,222. Increase. Approved
23. Resolution Approving Citizens to Boards, Commissions, Etc. **5 Min** Approved

MINUTES

LENOIR COUNTY BOARD OF COMMISSIONERS

August 17, 2015

The Lenoir County Board of Commissioners met in open session at 5:00 p.m. on Monday, August 17, 2015, in the Board of Commissioners' Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

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

Members Absent: Vice-Chairman Jackie Brown

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

Chairman Hill called the meeting to order at approximately 5:00 p.m. Mr. Best offered the Invocation and Mr. Davis led the audience in the Pledge of Allegiance.

A motion was made by Ms. Sutton and a second by Mr. Davis, to excuse Vice-Chairman Jackie Brown from the meeting.

PUBLIC INFORMATION:

Shannon Rouse Ruiz, Director of Peace Foundation, thanked the Board for allowing her the opportunity to present the proclamation in recognition of Paint Lenoir Purple. Ms. Rouse Ruiz stated this is the 2nd year the Paint Lenoir Purple Proclamation has been presented. Ms. Rouse Ruiz read the proclamation.

Upon a motion by Ms. Rouse Sutton and a second by Mr. Rouse, the Paint Lenoir Purple Proclamation was unanimously approved. Common Consent

Susan Moore, DSS Director, stated Child Support Awareness Month is observed every year during the month of August. Ms. Moore read the Child Support Awareness Month proclamation. Upon a motion by Mr. Davis and a second by Ms. Rouse Sutton, the Child Support Awareness Month Proclamation was unanimously approved. Common Consent

John Rouse, Division Engineer with NCDOT read the Resolution of Support for the North Carolina Department of Transportation in Regards to Intersection upgrades to Highway 11 at Ferrell Road in Lenoir County, NC. Upon a motion by Mr. Rouse and a second by Ms. Rouse Sutton, Resolution of Support for the North Carolina Department of Transportation in Regards to the Intersection Upgrades to Highway 11 at Ferrell Road in Lenoir County, NC was unanimously approved. Common Consent

Mr. Rouse (NCDOT) stated the intersection at Ferrell Road near Contentnea Savannah School has become a concern especially during morning rush hour. The problem has been when school buses have to stop to make the right turn across the railroad tracks, the rear of the buses are hanging out in the south bound lane. This significantly slows down the flow of the traffic and has caused several accidents due to the rate of speed on the highway. This is a high speed corridor and the volume of traffic is growing, and something needed to be done.

Mr. Davis asked is there daily railroad usage at this particular crossing?

Mr. Rouse replied I would not say daily. I do not have the actual rail counts nor is it a frequently used crossing but it is a gated crossing.

Mr. Best asked if the future plans for the traffic included going to the location of the old theater to make a u-turn?

Mr. Rouse replied once complete they will only have to go approximately 500 ft and make the u-turn. The new plans will create a much safer area because currently a motorist must look in three different directions prior to crossing the highway.

Mr. Rouse stated the Queen Street Bridge is now under construction and the contractors have twelve (12) months to complete the bridge in order to receive incentives. If they go beyond the twelve (12) month period they will have to pay a fee instead of receiving the incentive.

We are finished with Woodington Middle School project and Patrick Phillippe, Principal and Jan Tucker, Assistant Principal are very satisfied with the results.

Mr. Hill asked if DOT has any plans for placing a flashing sign prior to arriving at the new light at the Intersection of 258 S. and Will Baker Road? This would give motorist a warning regarding the new temporary signal that has been placed at the intersection where Ma's Hot Dog House is located.

Mr. Rouse replied he had not heard anything regarding it, but he will check into it to see.

PUBLIC COMMENTS:

None

CONSENT AGENDA:

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

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

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS:

Item No. 4 was a Resolution authorizing demolition of county owned building on 115 W. Bright Street by Eastern Carolina Demolition in the amount of \$6,800. Mike Wiggins, Maintenance Director, stated Lenoir County owns a building located at 115 W. Bright Street. For many years, the building housed MIS personnel until the MIS staff moved into the basement of the Courthouse. The building is in need of much repair and the Department of Social Services needs additional parking. The decision was made for the building to be torn down and the tree on the lot to be removed. County Maintenance solicited bids for demolition of the building and the removal of the tree. Eastern Carolina Demolition of Ayden, NC provided the lowest cost to the county for the demolition of the building. Upon a motion by Ms. Rouse Sutton and a second by Mr. Best, item No. 4 was unanimously approved. Common Consent

Item No. 5 was a Resolution approving a grant application to the Unified Hazard Mitigation Assistance Grant Program (HMA). Roger Dail, EMS Director, asked Samuel Kornegay, Emergency Planner to come to the podium to explain the grant application process. Samuel Kornegay stated Lenoir County Emergency Services–Emergency Management Division is applying for grant funding through the Unified Hazard Mitigation Assistance Grant Program. This grant is for funding assistance in the implementation of a power redundancy system for Lenoir County EMS stations throughout the County. Over the past two months, Lenoir County Emergency Services – Emergency Management Division researched our critical facilities and determined that the EMS stations in the county did not have a generator backup in the event of power failure. However, during this time, it was noted a grant opportunity existed through North Carolina Emergency Management Hazard Mitigation Branch. It was then determined that the power redundancy system would be fundable through the grant offered. The application process was then started in the hopes to strengthen our critical infrastructure to be more disaster resistant and better prepared. Upon a motion by Mr. Daughety and a second by Mr. Davis, item No. 5 was unanimously approved. Common Consent

Item No. 6 was a Resolution approving Fireworks shows at the Lenoir County Fair. Roger Dail, EMS Director, stated the Lenoir County Commissioners must approve all fireworks shows held in the county, and must be granted prior to the issuance of permits. The Lenoir County Fair Association has hired Hale Artificier, Inc. to handle all fireworks within the approved area of the Lenoir County Fairgrounds. The Fire Marshal, or his/her designee, will ensure all fire codes are met. Upon a motion by Ms. Rouse Sutton and a second by Mr. Best, Item No. 6 was unanimously approved. Common Consent

Item No. 7 was a Resolution approving the purchase of a 2016 Ford F250 4x4 truck from Capital Ford in the amount of \$29,500.00. Roger Dail, EMS Director, stated the Lenoir County Emergency Services Department–Emergency Management Division assigns the Emergency Management Planner a vehicle for use in responding to the investigation of natural and man-made disasters. This position maintains inventory of all preparedness equipment, conducts meetings with local organizations in disaster planning/drills and assist the fire department personnel in the investigation of suspicious fires and illegal fire activity. This position is also required to perform inspections of residential, commercial, industrial and institutional facilities. The vehicle is also fully equipped to assist the EMS division in responding to incidents. Each of these functions require specialized equipment that must be transported in a safe and efficient manner. As a result of these job responsibilities, the Emergency Management Planner puts a lot of wear on his assigned vehicle between the after-hour responses and the daily activities required of this position.

The Emergency Management Planner's current vehicle is a 2008 Ford Expedition, with 190,593 miles on the odometer. The Board is requested to approve the purchase of one, 2016 Ford F250 4x4 truck, from Capital Ford of Raleigh, N.C. in the amount of \$29,500.00. Upon a motion by Ms. Rouse Sutton and a second by Mr. Best, Item No. 7 was unanimously approved. Common Consent

Item No. 8 was a Resolution authorizing Lenoir County Cooperative Extensions' acceptance of funds from the Lenoir/Greene Partnership for Children, Inc. and authorizing the Finance Officer to sign on behalf of the county. Tammy Kelly, Cooperative Extension Director, stated Parents As Teachers is currently in its 19th year functioning under Lenoir County Cooperative Extension and is funded by the Lenoir/Greene Partnership for Children, Inc. The Parent Educator currently reaches 40 families per month, with at least one visit and often two per month. PAT is a voluntary, preschool, home visit, education program that allows parents to become educators of their children in their own homes. Upon a motion by Mr. Davis and a second by Mr. Daughety, Item No. 8 was unanimously approved. Common Consent

Ms. Kelly stated if anyone needed basic information regarding the Avian/Bird Flu they could contact Eve Honeycutt at the Cooperative Extension office.

Item No. 9 was a Resolution to adopt the approved Lenoir County Detention Center Health Plan. Sheriff Ingram stated in accordance with N.C.G.S. § 153A-225 that deals with medical care of prisoners, the Lenoir County Board of Commissioners is required to adopt a health plan for the care of inmates. As written in statute, the unit shall develop the plan in consultation with appropriate local officials and organizations, including the sheriff, the county physician, the local or district health director, and the local medical society. The plan must be approved by the local or district health director after consultation with the area mental health, developmental disabilities, and substance abuse authority, to be determined if it is adequate to protect the health and welfare of the prisoners. Once this is determined the plan must be adopted by the governing body. The Lenoir County Health Director, the Sheriff of Lenoir County, and Southern Health Partners, Inc. (the contracted provider of care to inmates) has approved the attached plan and request it to be adopted by the Board of Commissioners. Upon a motion by Ms. Rouse Sutton and a second by Mr. Rouse, Item No 9 was unanimously approved. Common Consent

Item No. 10 was a Resolution approving purchase order with CDW for the purchase of two APC UPS Battery Modules. Sheriff Ingram stated in 2013, the W.E. "Billy" Smith Detention Center opened which brought the jail to a modernized and computer oriented facility. These systems computer hardware and software requires constant power to assure all settings and information is saved in the event of a drop in power. Battery backup systems were installed to assure no settings were lost when the power does go out and when the generators activate. These battery backup systems have batteries with a life expectancy of 24 months. The current batteries have been in service for 30 months and are no longer operable. The Lenoir County Maintenance Department researched companies who provided these batteries and provided the Sheriff's Office with a quote from CDW with the lowest price for replacement batteries for the backup systems at \$3,064.30. Upon a motion by Ms. Rouse Sutton and a second by Mr. Best, Item No. 10 was unanimously approved. Common Consent

Item No. 11 was a Resolution approving purchase order with Capital Ford in the amount of \$55,700 for two police interceptor utility vehicles. Sheriff Ingram stated the Lenoir County Sheriff's Office currently uses fleet vehicles to patrol the county and carry out their normal daily duties. One of the assignments of the patrol division involves the use of canines.

The Sheriff's Office must have vehicles that can house the canine kennels and the equipment that is used for these dogs. The Sheriff has chosen the Ford Police Interceptor Utility Vehicle as the canine vehicle. The cost of these vehicles was included in the approved fiscal year budget for the Sheriff's Office. One of these new vehicles will replace one canine vehicle that is at the mileage limit and the other will be for a new canine. In 2013, the Sheriff's Office had to retire one canine due to age and health reasons and that canine will be replaced this year using drug asset forfeiture money. Upon a motion by Mr. Davis and a second by Mr. Best, Item No 11 was unanimously approved. Called to Question

Item No.12 was a Budget Ordinance Amendment: General Fund: Finance/Cooperative Extension: Juvenile Crime Prevention Council (JCPC)-Parenting Matters: \$1,719.96. Increase. Mike Jarman, County Manager, stated Ms. Martin was on vacation and he would be presenting the following amendments. This amendment will allow us to bring forward unexpended funds from the Cooperative Extension's JCPC parenting matters grant from FY2014-2015. The JCPC unexpended funds are not as a rule rolled forward into the next fiscal year. However, this was a situation where part-time hours were earned in FY2014-2015, but were not expended until July, 2015. The part-time hours that were not paid until FY15-16, were budgeted as part of the FY14-15 grant funds. The county received verbal approval from Pam Stokes to count this expenditure in FY14-15, even though it will show as a part of the FY15-16 budget. Upon a motion by Mr. Davis and a second by Ms. Sutton Rouse, Item No 12 was unanimously approved. Common Consent

Item No. 13 was a Budget Ordinance Amendment: General Fund: Finance/Sheriff-Concealed Weapons Department: \$2,272.72. Increase. Mike Jarman, County Manager, stated this amendment is to appropriate funds from the concealed weapon permitting and renewals. Based upon N.C.G.S. § 14-415-19, \$35 from each concealed carry permit and each concealed carry renewal are to be used by the Sheriff's Department to administer this article and any other law enforcement purpose. There was \$19,317.00 budgeted in the initial county budget for the concealed weapon department, but there was actually a total of \$21,589.72 in unexpended funds at June 30, 2015. Therefore the balance is being rolled forward into FY15-16. Upon a motion by Mr. Best and a second by Ms. Rouse Sutton, Item No. 13 was unanimously approved. Common Consent

Item No. 14 was a Budget Ordinance Amendment: Capital Improvements Fund: Community Development: \$4,638.00. Increase. Mike Jarman, County Manager, stated this amendment is to roll forward unexpended Parks and Recreation capital for FY2014-2015. Upon a motion by Ms. Sutton Rouse and a second by Mr. Davis, Item No. 14 was unanimously approved. Common Consent

Item No. 15 was a Budget Ordinance Amendment: Trust & Agency Fund: Finance/Innovative Approach to Literacy: \$6,918.23. Increase. Mike Jarman, County Manager, stated this amendment is to roll forward unexpended funds from the Innovative Approach to Literacy Grant that was awarded to Cooperative Extension in FY 12-13, FY13-14, and FY14-15. Upon a motion by Mr. Daughety and a second by Ms. Rouse Sutton, Item No. 15 was unanimously approved. Common Consent

Item No. 16 was a Budget Ordinance Amendment: General Fund: Process Funds: \$10,868.52. Increase. Mike Jarman, County Manager, stated this amendment is to re-appropriate Senior Health Insurance Information program (SHIIP) Grant funds not expended in previous years. From FY06-07 through FY14-15, a total of \$39,878.09 in revenue has been received. Of that amount received, only \$29,009.57 has been expended.

This leaves a total of \$10,868.52 of SHIIP grant funds to be rolled forward into FY15-16. Upon a motion by Ms. Rouse Sutton and a second by Mr. Best, Item No. 16 was unanimously approved. Common Consent

Item No. 17 was a Budget Ordinance Amendment: General Fund: Finance/Health Department: \$12,435.35. Increase. Mike Jarman, County Manager, stated this 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. A total of \$77,960 has been budgeted since FY10-11, with only \$65,524.65 of those funds being expended through FY14-15. The balance of \$12,435.35 is being rolled forward into FY15-16 to cover expenses at the SPCA. Upon a motion by Mr. Davis and a second by Mr. Daughety, Item No. 17 was unanimously approved. Common Consent

Item No. 18 was a Budget Ordinance Amendment: General Fund: Finance/Social Services: \$16,339.14. Increase. Mike Jarman, County Manager, stated this amendment is to bring forward unexpended FY14-15 funds from the federal adoption incentive fund and budget in FY15-16. The Lenoir County Department of Social Services received these funds in FY04-05. These funds can only be used to enhance the adoption programs to secure homes for hard to place children. There is no time limit on the expenditure of the funds. The total amount received in FY04-05 was \$93,000, and through FY14-15, \$76,660.86 in funds has been expended. Upon a motion by Ms. Rouse Sutton and a second by Mr. Daughety, Item No. 18 was unanimously approved. Common Consent

Item No. 19 was a Budget Ordinance Amendment: General Fund: Finance/Sheriff Department: \$16,419.20. Increase. Mike Jarman, County Manager, stated this amendment is to roll forward unexpended funds from the State Criminal Alien Assistance program (SCAAP) from prior fiscal years in the amount of \$6,931.08 and to take off the budgeted amounts from this fiscal year. The difference in what was budgeted and what is being rolled forward is the net difference. If any funds are received in this fiscal year, they will be budgeted at that time. These funds are received from the U.S. Department of Justice office of Justice Programs and are given to help offset expenses incurred by the county in housing undocumented criminal aliens or aliens of unknown legal status who have been convicted of at least one felony or two misdemeanors and have been incarcerated during the reporting period of the award. Upon a motion by Mr. Best and a second by Mr. Davis, Item No. 19 was unanimously approved. Common Consent

Item No. 20 was a Budget Ordinance Amendment: General Fund: Process Funds: \$23,877.63. Increase. Mike Jarman, County Manager, stated this amendment is to bring forward unexpended funds from EMPG grant for FY 08-09 through 2014-2015. From FY08-09 until 2013-2014 a total of \$98,618.13 has been received in revenues with only \$74,740.50 being expended. This leaves a balance of \$23,877.63 to be rolled forward into FY15-16. Upon a motion by Ms. Rouse Sutton and a second by Mr. Daughety, Item No. 20 was unanimously approved. Common Consent

Item No. 21 was a Budget Ordinance Amendment: General Fund: Finance/Cooperative Extension. Kate B. Reynolds: \$108,881.55. Increase. Mike Jarman, County Manager, stated this amendment is to set up grant funds from the Kate B. Reynolds grant. There have been three payments on this grant since FY11-12, with a total of \$231,843.00 being received. Through June 30, 2015 only \$87,842.42 of those funds has been spent, leaving a total of \$108,881.55 to be rolled into FY15-16. Upon a motion by Ms. Rouse Sutton and a second by Mr. Best, Item No. 21 was unanimously approved. Common Consent

Item No. 22 was a Budget Ordinance Amendment: General Fund: Finance/Sheriff: \$198,222. Increase. Mike Jarman, County Manager, stated 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 has increased from \$5 to \$15 and now to \$30. Fifty (50%) percent 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. Rouse Sutton and a second by Mr. Davis, Item No. 22 was unanimously approved. Common Consent

Item No. 23 was a Resolution Approving Citizens to Boards, Commissions, Etc. Upon a motion by Ms. Rouse Sutton and a second by Mr. Davis, Item No 23 was unanimously approved for Matthew A. Young appointment to the Kinston-Lenoir County Tourism Development Authority. Common Consent

Item No. 24 was items from the County Manager, Mike Jarman. Mr. Jarman stated at the last meeting we entertained a bid for property located on 703 East Washington Street. At that time I asked you to decline that bid. The bid was raised to \$2,000 and I am now recommending you accept the bid. The gentlemen intends on making repairs and placing the property back on the tax books. Upon a motion by Mr. Davis and a second by Mr. Best, the bid was unanimously approved for the property at 703 East Washington Street. Common Consent

Mr. Jarman stated at this time we will watch a video from the NCACC (North Carolina Association of County Commissioners). The only other thing I have is regarding the sales tax distribution which seems to be a big topic. I have received calls from representatives and the governor's office to see how it will impact us. If you have any questions feel free to give me a call and we can discuss in further details. They are looking at it from a 50/50 perspective (half by per capita, half by point of sale) which shows us having a slight increase in revenue. It also shows the calculation method for the school funding changing. With that, we really don't know how much is earmarked for us. We may have additional funds, but there may be with strings attached. We need more information.

Mr. Hill stated he received a call to be a presenter at the conference on the topic of economic development. I appreciate the great work Mark Pope and Amanda Conner provided in helping me with the presentation.

Mr. Rouse stated he would like to provide some information regarding TIP Projects, Non-TIP Projects, and Resurfacing. Replacement bridges #42 and #43 over Neuse River on US 70 Business (Queen Street) was awarded to Thalle Construction Company, Inc. and road closure began August 3, 2015.

On NC 11 they will construct left turn lanes at existing median openings from south of State Road 1826 Mewborn Avenue to North of State Road 1719 Odham Road. The lowest bid was above the available funding, so they are attempting to re-scope the project.

In regards to the Kinston Riverwalk multi-use path that goes from Pearson Park to the power plant the contract was awarded to Lanier Construction. The contractor plans to start on August 17th with a completion date of December 16, 2015.

Smithfield Way was extended from State Road 1548 Hill Farm Road to US 258. The first layer of asphalt has been completed by Barnhill Contracting. The second layer will be placed in conjunction with the Hill Farm Road project. Hill Farm Road is extending the existing turn lane on State Road 1548 (Hill Farm Road) past Kinston Fire Department, Station 3 to 465 feet north of State Road 2021 (Smithfield Way). This was awarded to Barnhill Contracting Company. Utilities are currently being relocated before the rest of the project is completed. Resurfacing of the secondary roads was awarded to Barnhill Contracting Company available July 1st, with the completion date by November 13, 2015. Roads slated for resurfacing are Jonestown Road from NC 11 to US 258, widen from 18' to 24', Airport Road from the 2 lane section to NC 58, mill and resurface, and Carey Road from US 70 Business to Plaza Blvd. mill and resurface.

Mr. Best stated Sheriff Ronnie Ingram was recognized on Sunday as Citizen of the Year at Emmanuel Baptist Church.

Mr. Hill stated he attended the Faith and Culture Conference Saturday along with Commissioner Best, and it was a very positive conference. We had three members of the Lenoir County School Board to attend, Jon Sargeant, Garland Nobles, and Walter Anderson. The group is seeking a positive approach in looking at our school system. I realize it was short notice but I appreciate all who were able to attend.

Upon a motion by Ms. Rouse Sutton and a second by Mr. Davis, a closed session was entered into at approximately 6:10 p. m. with the following cited: Number Four (4): To discuss matters relating to the location or expansion of industries or other businesses in the area served by Lenoir County.

CLOSED SESSION

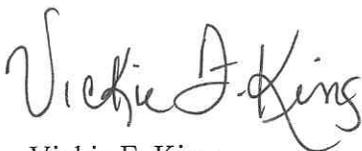
Upon a motion by Ms. Rouse Sutton and a second by Mr. Best and unanimous approval, the Board moved out of closed session at approximately 6:20 p.m. The meeting re-convened in open session at approximately 6:21 p.m.

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

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

Meeting Adjourned at 6:22 p.m.

Respectfully submitted,



Vickie F. King

Clerk to the Board

INTRODUCED BY: Michael W. Jarman, County Manager DATE: 09/08/2015 ITEM NO. 2

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

SUBJECT AREA: Financial

ACTION REQUESTED: Approval of Releases and Refunds to the Individuals Listed Herein.

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>
2015	Armenia Christian Church	41107	\$273.34	Legal Exemption
2015	Oscar Pierce	23617	177.96	Corrected Listing
2015	Justin Harris	63686	296.79	Corrected Listing
2015	Delimon Bijur	67711	900.19	Corrected Listing
2015	Rebecca Stephens	50486	373.75	Legal Exemption
2015	Arthur Hardy	11212	699.63	Corrected Listing
2015	James Herring	12537	128.74	Corrected Listing
2015	NehBess LLC	51010	186.98	Corrected Listing
2015	Leroy Taylor	29300	101.59	Corrected Listing
2015	William Wiggins	32434	119.38	Corrected Listing
2015	Samuel McCoy	19194	152.38	Corrected Listing
2015	PNC Equipment Finance	62539	435.50	Corrected Listing
2013	William Stanley	20874	274.83	Corrected Listing
2014	William Stanley	20874	248.92	Corrected Listing
2015	William Stanley	20874	227.75	Corrected Listing
2015	Christopher Thigpen	17028	345.96	Corrected Listing
2015	R & J Trucking Inc	71640	1193.21	Double Listed
2015	Marion Jones	16054	373.75	Legal Exemption
2015	Mitlon Brock	52859	154.02	Corrected Listing
2015	Christopher Dawson	46465	227.62	Corrected Listing
2014	Christopher Dawson	46465	244.14	Corrected Listing
2015	Cecil Outlaw	67410	129.12	Double Listed
2015	Debra Barfield	70891	122.54	Double Listed
2012	Debra Dukawicz	48216	102.15	Corrected Listing
2011	Debra Dukawicz	48216	109.47	Corrected Listing
2012	Lathan Thurman	62091	617.39	Moved out of County

2014	Lathan Thurman	62091	474.39	Moved out of County
2015	Lathan Thurman	62091	411.93	Moved out of County
2015	Margaret Barnette	90003	393.06	Moved out of County
2015	John McPhaul	90406	404.31	Corrected Listing
2015	Strata RS Solar Holding	75507	112596.03	Per G.S. 105.275
2015	Strata RS Solar Holding	75507	109013.26	Per G.S. 105.275
2015	Albemarle Solar Center LLC	74703	71346.06	Per G.S. 105.275
2012	Maria Ysidro	17804	156.53	Corrected Listing
2013	Maria Ysidro	17804	241.65	Corrected Listing
2014	Maria Ysidro	17804	117.40	Corrected Listing
2009	Warren Groseclose	53770	278.71	Moved out of County
2010	Warren Groseclose	53770	262.15	Moved out of County
2011	Warren Groseclose	53770	245.59	Moved out of County
2012	Warren Groseclose	53770	229.03	Moved out of County
2013	Warren Groseclose	53770	221.33	Moved out of County
2014	Warren Groseclose	53770	204.05	Moved out of County
2011	Anthony Ham	33291	136.72	Corrected Listing
2014	Gregory Edwards	4158	182.38	Corrected Listing
2011	Aldmico Roach	54687	224.49	Moved out of County
2012	Aldmico Roach	54687	186.12	Moved out of County
2013	Aldmico Roach	54687	171.29	Moved out of County
2014	Aldmico Roach	54687	142.66	Moved out of County
2011	Laura Ciak	44969	113.71	Double Listed
2012	Laura Ciak	44969	105.70	Double Listed
2014	Jose Soto	60343	228.80	Corrected Listing
2013	Jose Soto	60343	254.85	Corrected Listing
2012	Jose Soto	60343	284.82	Corrected Listing
2011	Jose Soto	60343	139.21	Corrected Listing

REFUNDS

<u>YEAR</u>	<u>NAME</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>REASON</u>
-------------	-------------	----------------	---------------	---------------

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

MWJ

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the releases and refunds as set above are approved.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____
 Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

09/08/2015
Date

ATTEST

Date

PROCLAMATION

WHEREAS, treatment and recovery improve a community's welfare and provide a renewed outlook on life for those who struggle with substance abuse disorders and their family and friends; and

WHEREAS, recent studies show that 23.2 million people aged 12 or older in the United States needed treatment for a substance abuse disorder, and that 5.4 million adults also suffered from a concurrent mental illness; and

WHEREAS, additional studies have indicated that 8.9% of people who made an effort to get treatment, but did not receive it, were concerned that receiving treatment might cause neighbors or community members to have negative opinions of them. However, most say they would not have a negative opinion of a relative or friend in recovery from an addiction; and

WHEREAS, resources exist online and in our communities to increase people's awareness about how substance abuse disorders affect children, families, and our society; and

WHEREAS, such education is essential to overcoming misconceptions and achieving long-term recovery; and

WHEREAS, to help achieve this goal, the U.S. Department of Health and Human Services; Substance Abuse and Mental Health Services Administration; the White House Office of National Drug Control Policy; and Eastpointe invite all residents of Bladen, Columbus, Duplin, Edgecombe, Greene, Lenoir, Nash, Robeson, Sampson, Scotland, Wayne and Wilson Counties to participate in the recognition of "*National Alcohol and Drug Addiction Recovery Month*".

NOW, THEREFORE, the Eastpointe Board of Directors, does hereby proclaim the month of September, 2015 as

"ALCOHOL and DRUG ADDICTION RECOVERY MONTH"

in the Eastpointe catchment area, and calls upon citizens to observe this month with appropriate programs, activities, and ceremonies supporting our theme of:
"Join the Voices for Recovery: Together We Learn -- Together We Heal."

This the 8th day of September, 2015.

Craig Hill, Chairman
Lenoir County Commissioners

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 09/08/15 **ITEM NO.** 4

RESOLUTION: Approving the Amended FY15-16 Position and Pay Classification Plan

SUBJECT AREA: Personnel

ACTION REQUESTED: The Board is requested to approve the attached Amended FY15-16 Position and Pay Classification Plan, which was approved on of July 6, 2015.

HISTORY / BACKGROUND: The Human Resources Department proposed and received approval of the FY15-16 Position and Pay Classification Plan effective July 1, 2015. In order to stay in compliances with the Office of State Human Resources, HR is requesting approval for the addition of the Human Services Deputy Director classification. The role has existed informally in several local settings but has never been formally adopted in the Lenoir County plan.

EVALUATION: The Deputy Director role has been identified as an executive position with key administrative and program responsibilities in the management of a local human services agency. The Human Services Deputy Director is best characterized as senior management and is deemed essential in the operation and management of a local human services agency. The addition of this classification also helps the County with succession planning, which is of great importance to County Administration.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the FY 15-16 Amended Position and Pay Classification Plan, as attached and incorporated into this resolution by reference, is approved, **AND BE IT FURTHER RESOLVED** that the addition of the Classification of Human Services Deputy Director is therefore approved.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____
Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

09/08/15
Date

ATTEST

09/08/15
Date

**LENOIR COUNTY
PAY AND POSITION CLASSIFICATION PLAN
EFFECTIVE JULY, 2015**

DEPARTMENT CLASSIFICATION	EXEMPT NON-EXEMP*	SALARY GRADE	SALARY RANGE		
			Minimum	Maximum	
BOARD OF COMMISSIONERS					
Administrative Secretary/Clk to the Board	Non-Exempt	67	31,269	55,178	
BOARD OF ELECTIONS					
Director of Elections	Exempt	72	39,342	69,423	
Supervisor of Elections	Non-exempt	59	21,654	38,211	
Deputy-Supervisor of Elections	Non-exempt	59	21,654	38,211	
Poll Worker	Non-exempt	52	15,701	27,706	
BUILDINGS AND GROUNDS					
Maintenance Coordinator	Exempt	65	28,523	50,333	
Maintenance Worker I	Non-exempt	56	18,868	33,295	
Maintenance Worker II	Non-exempt	58	20,682	36,496	
Maintenance Mechanic	Non-exempt	61	23,735	41,882	
COUNTY MANAGER					
County Manager	Exempt	88	82,033	144,756	
Assistant County Manager	Exempt	80	56,808	100,244	
MANAGEMENT INFORMATION SYSTEMS					
MIS Director	Exempt	80	56,808	100,244	
MIS Assistant Director	Exempt	74	43,126	76,101	
MIS Network Administrator	Exempt	72	39,342	69,423	
GIS Coordinator	Non-exempt	72	39,342	69,423	
MIS Technician I	Non-exempt	67	31,269	55,178	
MIS Technician II	Non-exempt	68	32,739	57,772	
MIS Support Services Manager	Non-exempt	69	34,278	60,487	
PLANNING & INSPECTIONS					
Chief Building Inspector	Exempt	72	39,342	69,423	
Building Inspector-Level III	Non-exempt	70	35,889	63,329	
Building Inspector-Level II	Non-exempt	68	32,739	57,772	
Building Inspector-Level I	Non-exempt	66	29,867	52,703	
Building Permit Technician	Non-exempt	60	22,671	40,005	
Planning Specialist	Exempt	68	32,739	57,772	
EMERGENCY SERVICES					
Emergency Services Director	Exempt	78	51,823	91,447	
Deputy Director of Emergency Services	Exempt	70	35,889	63,329	
EMS Commander	Non-exempt	68	*	32,739	57,772
EMS Training Officer	Non-exempt	68		32,739	57,772
Emergency Services Planner	Non-exempt	68		32,739	57,772
Non-Emergency Transport Supervisor	Non-exempt	62		24,854	43,857
EMT-Basic	Non-exempt	62	*	24,854	43,857
EMT-Intermediate	Non-exempt	64	*	27,243	48,074
EMT-Medic	Non-exempt	66	*	29,867	52,703
EMT-Intermediate-Captain	Non-exempt	64	*	27,243	48,074

EMERGENCY SERVICES Cont.

EMT-Paramedic-Captain	Non-exempt	66	*	29,867	52,703
E-911 Technician	Non-exempt	64		27,243	48,074
Fire Marshall	Non-exempt	68		32,739	57,772
Telecommunicator I	Non-Exempt	61	*	23,735	41,882
Telecommunicator II	Non-exempt	62	*	24,854	43,857
Telecommunicator III	Non-Exempt	63	*	26,021	45,917
Telecommunications- Commander	Non-exempt	65	*	28,523	50,333
Telecommunications Trainer	Non-exempt	65		28,523	50,333
Telecommunications Operations Manager	Exempt	68		32,739	57,772
Transportation Commander	Non-exempt	62		24,854	43,857
Transportation Coordinator	Non-exempt	62		24,854	43,857
Secretary IV	Non-exempt	61		23,735	41,882
Administrative Assistant I	Non-exempt	63		26,021	45,917
Accounting Clerk IV	Non-exempt	59		21,654	38,211
Vehicle Operator II	Non-exempt	59		21,654	38,211
Vehicle Operator II	Non-exempt	59		21,654	38,211

FINANCE

Finance Officer	Exempt	77		49,498	87,344
Accounting Specialist I	Non-exempt	67		31,269	55,178
Accounting Specialist II	Non-exempt	69		34,278	60,487

HUMAN RESOURCE DEPARTMENT

Human Resource Director	Exempt	80		56,808	100,244
HR Analyst II	Non-exempt	72		39,342	69,423
Personnel Technician II	Non-exempt	66		29,867	52,703
Personnel Technician III	Non-exempt	68		32,739	57,772
HR Payroll Clerk V	Non-exempt	61		23,735	41,882

ECONOMIC DEVELOPMENT

Economic Development Director	Exempt	80		56,808	100,244
Executive Assistant I	Non-exempt	64		27,243	48,074
Executive Assistant II	Non-exempt	66		29,867	52,703
Administrative Assistant II	Non-exempt	65		28,523	50,333
Economic Development Specialist	Non-exempt	66		29,867	52,703
Tourism Coordinator	Exempt	70		35,889	63,329

DETENTION CENTER

Detention Officer I	Non-exempt	63		26,021	45,917
Detention Officer II	Non-exempt	64		27,243	48,074
Detention Center Corporal	Non-exempt	65		28,523	50,333
Detention Center Sergeant	Non-exempt	66		29,867	52,703
Detention Center Lieutenant	Non-exempt	68		32,739	57,772
Detention Center Captain	Non-exempt	71		37,576	66,308
Compliance Officer	Non-exempt	65		28,523	50,333
Jail Cook	Non-exempt	57		19,753	34,856

SHERIFF

Sheriff	Exempt	81		59,477	104,954
Administrative Assistant-I II **	Non-exempt	65		28,523	50,333
Chief Deputy	Exempt	74		43,126	76,101
Deputy Sheriff Major	Exempt	72		39,342	69,423
Deputy Sheriff Captain	Non-exempt	71		37,576	66,308
Deputy Sheriff Sergeant	Non-exempt	67		31,269	55,178
Deputy Sheriff Lieutenant	Non-exempt	69		34,278	60,487
Deputy Sheriff Corporal	Non-exempt	66		29,867	52,703
Deputy Sheriff I	Non-exempt	64	*	27,243	48,074
Deputy Sheriff II	Non-exempt	65		28,523	50,333

SHERIFF Cont.				
Security Officer	Non-exempt	57	19,753	34,856
Deputy Sheriff Detective	Non-exempt	68	32,739	57,772
Deputy Sheriff Detective Sergeant	Non-exempt	69	34,278	60,487
Deputy Sheriff Detective Lieutenant	Non-exempt	70	35,889	63,329
Deputy Sheriff Detective Captain	Non-exempt	71	37,576	66,308
Processing Assistant IV	Non-exempt	59	21,654	38,211
Telecommunicator I	Non-exempt	61	23,735	41,882
Processing Assistant V	Non-exempt	61	23,735	41,882
SOLID WASTE				
Solid Waste Director	Exempt	72	39,342	69,423
Heavy Equipment Mechanic	Non-exempt	65	28,523	50,333
Landfill Manager	Exempt	65	28,523	50,333
Heavy Equipment Operator I	Non-exempt	60	22,671	40,005
Heavy Equipment Operator II	Non-exempt	61	23,735	41,882
Utility Worker	Non-exempt	57	19,753	34,856
Scale House Operator	Non-exempt	57	19,753	34,856
Vehicle Operator II	Non-exempt	59	21,654	38,211
Site Attendants	Non-exempt	55	18,019	31,797
Maintenance Worker I	Non-exempt	56	18,868	33,295
REGISTER OF DEEDS				
Register of Deeds	Exempt	75	45,153	79,677
Assistant Register of Deeds	Non-exempt	63	26,021	45,917
Deputy Register of Deeds I	Non-exempt	60	22,671	40,005
SOIL CONSERVATION				
District Cost Share Technician II	Non-exempt	67	31,269	55,178
District Cost Share Technician I	Non-exempt	65	28,523	50,333
TAX				
Tax Administrator	Exempt	78	51,823	91,447
Tax Collector	Exempt	72	39,342	69,423
Assistant Tax Administrator	Exempt	72	39,342	69,423
Tax Analyst	Non-exempt	64	27,243	48,074
Tax Collections Supervisor	Non-exempt	67	31,269	55,178
Land Records Specialist	Non-exempt	67	31,269	55,178
Tax Appraisal Technician	Non-exempt	61	23,735	41,882
Tax Appraiser I	Non-exempt	65	28,523	50,333
Tax Appraiser II	Non-exempt	67	31,269	55,178
Tax Appraiser III	Non-exempt	69	34,278	60,487
Tax Appraiser Supervisor	Non-exempt	70	35,889	63,329
Tax Assistant I	Non-exempt	60	22,671	40,005
Tax Assistant II	Non-exempt	61	23,735	41,882
Tax Assistant III	Non-exempt	62	24,854	43,857
TRANSPORTATION PROGRAM ADM.				
Director of Transit	Exempt	72	39,342	69,423
Safety Officer	Non-exempt	63	26,021	45,917
Operations Manager	Non-exempt	64	27,243	48,074
Administrative Assistant I	Non-exempt	63	26,021	45,917
Administrative Assistant III	Non-exempt	67	31,269	55,178
Dispatcher	Non-exempt	60	22,671	40,005
Vehicle Operator I	Non-exempt	57	19,753	34,856
COOPERATIVE EXTENSION				
Community Coordinator	Non-Exempt	58	20,682	36,496

Housekeeper	Non-Exempt	54	17,211	30,371
Parent Educator	Non-Exempt	61	23,735	41,882
Parent Educator Coordinator	Non-Exempt	63	26,021	45,917
Secretary IV	Non-Exempt	61	23,735	41,882
HEALTH				
Local Health Director II	Exempt	81	59,477	104,954
Public Health Physician I	Exempt	89	85,888	151,559
Accounting Clerk IV	Non-exempt	59	21,654	38,211
Accounting Technician II	Non-exempt	61	23,735	41,882
Accounting Technician III	Non-exempt	63	26,021	45,917
Administrative Assistant I **	Non-exempt	63	26,021	45,917
Administrative Officer I	Exempt	67	31,269	55,178
Animal Control Officer I	Non-exempt	59	21,654	38,211
Animal Control Officer II	Non-exempt	61	23,735	41,882
Animal Control Supervisor I **	Non-exempt	64	27,243	48,074
Community Health Assistant	Non-exempt	54	17,211	30,371
Environmental Health Specialist	Non-exempt	68	32,739	57,772
Environmental Health Supervisor	Exempt	71	37,576	66,308
Foreign Language Interpreter I	Non-exempt	60	22,671	40,005
Foreign Language Interpreter II **	Non-exempt	63	26,021	45,917
Housekeeper	Non-exempt	54	17,211	30,371
Medical Lab Technician II	Non-exempt	64	27,423	48,074
Medical Lab Technologist I	Non-exempt	68	32,097	56,639
Nutritionist II	Non-exempt	66	29,867	52,703
Nutritionist Program Director I	Exempt	70	35,889	63,329
Office Work Unit Supervisor	Non-exempt	61	23,735	41,882
Patient Relations Representative	Non-exempt	59	21,654	38,211
Physician Extender II	Exempt	81	59,477	104,954
Practical Nurse II	Non-exempt	62	24,854	43,857
Processing Assistant III	Non-exempt	57	19,753	34,856
Processing Assistant IV	Non-exempt	59	21,654	38,211
Processing Assistant V **	Non-exempt	61	23,735	41,882
Public Health Educator I	Non-exempt	63	26,021	45,917
Public Health Educator II	Non-exempt	67	31,269	55,178
Public Health Nurse Trainee	Non-exempt	70	35,888	
Public Health Nurse I	Non-exempt	70	35,889	63,329
Public Health Nurse II	Non-exempt	72	39,342	69,423
Public Health Nurse III	Non-exempt	73	41,191	72,686
Public Health Nursing Director I	Exempt	77	49,498	87,344
Public Health Nursing Supervisor I	Exempt	74	43,126	76,101
Public Health Nursing Supervisor II	Exempt	76	47,275	83,421
Social Worker II	Non-exempt	67	31,269	55,178
SOCIAL SERVICES				
Attorney I	Exempt	78	51,823	91,447
Attorney II	Exempt	81	59,477	104,954
Co. Social Services Director	Exempt	81	59,477	104,954
Human Services Deputy Director**	Exempt	75	45,152	79,677
Accounting Specialist I	Non-exempt	67	31,269	55,178
Accounting Specialist II	Non-exempt	69	34,278	60,487
Accounting Technician I	Non-exempt	59	21,654	38,211
Accounting Technician II	Non-exempt	61	23,735	41,882
Administrative Assistant I	Non-exempt	63	26,021	45,917
Administrative Assistant II	Non-exempt	65	28,523	50,333
Administrative Officer I	Exempt	67	31,269	55,178
Administrative Officer II	Exempt	70	35,889	63,329
Administrative Officer III	Exempt	72	39,342	69,423
Child Support Agent I	Non-exempt	63	26,021	45,917
Child Support Agent II	Non-exempt	65	28,523	50,333
Child Support Supervisor I	Exempt	67	31,269	55,178
Child Support Supervisor II	Exempt	68	32,739	57,772
Child Support Supervisor III	Exempt	69	34,278	60,487
County Social Services Business Officer I	Exempt	72	39,342	69,423
County Social Services Program Administrator II	Exempt	74	43,126	76,101
Foreign Language Interpreter I	Non-exempt	60	22,671	40,005
Foreign Language Interpreter II	Non-exempt	63	26,021	45,917

Human Resource Placement Specialist	Non-exempt	65	28,523	50,333
Income Maintenance Administrator I	Exempt	74	43,126	76,101
Income Maintenance Caseworker I	Non-exempt	63	26,021	45,917
Income Maintenance Caseworker II	Non-exempt	65	28,523	50,333
Income Maintenance Caseworker III	Non-exempt	67	31,269	55,178
Income Maintenance Investigator II	Non-exempt	67	31,269	55,178
Income Maintenance Supervisor II	Exempt	69	34,278	60,487
Income Maintenance Supervisor III	Exempt	71	37,576	66,308
Income Maintenance Technician	Non-exempt	59	21,654	38,211
Lead Child Support Agent	Non-exempt	66	29,867	52,703

SOCIAL SERVICES Cont.

Lead Worker V	Non-exempt	62	24,854	43,857	
Office Assist II	Non-exempt	54	17,211	30,371	
Office Assist III	Non-exempt	57	19,753	34,856	
Office Assist IV	Non-exempt	59	21,654	38,211	
Office Assist V	Non-exempt	61	23,735	41,882	
Office Work Unit Supervisor	Non-exempt	61	23,735	41,882	
Personnel Technician I	Non-exempt	63	26,021	45,917	
Personnel Technician II	Non-exempt	66	29,867	52,703	
Personnel Technician III	Non-exempt	68	32,739	57,772	
Processing Assist II	Non-exempt	54	17,211	30,371	
Processing Assistant III	Non-exempt	57	19,753	34,856	
Processing Assistant IV	Non-exempt	59	21,654	38,211	
Processing Assistant V	Non-exempt	61	23,735	41,882	
Social Worker Trainee	Non-exempt	63	26,020	-	
Social Worker I	Non-exempt	63	26,021	45,917	
Social Worker I-Child Welfare	Non-exempt	63	*	26,021	45,917
Social Worker II	Non-exempt	67	31,269	55,178	
Social Worker II-Child Welfare	Non-exempt	67	*	31,269	55,178
Social Worker III	Non-exempt	69	34,278	60,487	
Social Worker III-Child Welfare	Non-exempt	69	*	34,278	60,487
Social Worker Program Administrator I	Exempt	75	45,153	79,677	
Social Worker Program Manager-Child Welfare	Exempt	74	*	43,126	76,101
Social Services Program Administrator II	Exempt	74	43,126	76,101	
Social Worker Supervisor II	Exempt	70	35,889	63,329	
Social Worker Supervisor III	Exempt	73	41,191	72,686	
Social Worker Supervisor III-Child Welfare	Exempt	73	*	41,191	72,686
Social Worker-Investigative/Assessment & Treatment	Non-exempt	71	*	37,576	66,308
Staff Developmental Specialist I	Exempt	70	35,889	63,329	
Staff Developmental Specialist II	Exempt	72	39,342	69,423	
Staff Developmental Specialist III	Exempt	74	43,126	76,101	

BOARD OF COMMISSIONERS

Commissioner-Chairman	\$	18,615
Commissioner	\$	14,850

BOARD OF ELECTIONS

Bd of Elections-Chairman	\$3,920/Annual
Bd of Elections	\$2,953/Annual

COURT FACILITY

Jury Commission	\$10.00 Per hr.
-----------------	-----------------

SOCIAL SERVICES

Bd of Social Services-Chairman	\$150 Per Mtg.
Bd of Social Services	\$100 Per Mtg.

Note:

* Special Entry or Beginning Salary Rates

** New Classification

*** Amended, Revised or Corrected

Strikethrough means deleted or inactive classification

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 09/08/15 **ITEM NO.** 5

RESOLUTION: Approve Purchase of Virus Software: Polar Sales: \$3,089.

SUBJECT AREA: Purchases / Bid

ACTION REQUESTED: The Board is requested to authorize the MIS Director to execute a 3 year agreement with Polar Sales for CSAM V5 Enterprise version Command Anti-Malware Enterprise with Galileo Central Management Virus Software in the amount of \$3,089 funded out of account 10-4210-3800 - Contracted Services.

HISTORY/BACKGROUND: Over the past 14 years, Lenoir County's desktop PC's and Servers have been protected by Authentium's Virus Software know as Command Com. The \$3,089 will cover the cost of maintenance for the next 3 years.

EVALUATION: We have had an excellent history with Command Com protecting our desktop units at such an exceptional price. This agreement will also allow us to manage the changeover with minimal work expended.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the purchase of the Virus Software agreement be approved in the amount of \$3,089.

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

Yea Votes: Hill ___ Brown ___ Best ___ Daughety ___

Davis ___ Daughety ___ Sutton ___

Craig Hill, Chairman

Date

Attest

Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 9/08/15 **ITEM NO:** 6

RESOLUTION: Approve Emergency Purchase of parts for the Landfill D6 Dozer in the amount of \$9,653.10.

SUBJECT AREA: Purchases / Bids

ACTION REQUESTED: The Board is requested to approve the Emergency Repair of a D6 Dozer (rails, pins, bushings and rollers) from Road Machinery in the amount \$9,653.10.

HISTORY/BACKGROUND: The D6 Dozer owned by the Lenoir County Landfill is constantly moving dirt all over the landfill. The operator noticed the dozer tracks were jumping the sprockets. Mechanic checked, evaluated and determined the undercarriage needed to be replaced. Landfill Director agreed and made decision to replace the undercarriage of the dozer.

EVALUATION: We received two quotes from vendors regarding the repairs for the D6 Dozer and decided to go with Road Machinery who provided the lowest price.

Gregory Poole Equipment Company\$14,902.19

Road Machinery.....\$ 9,653.10

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

MWJ

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the emergency purchase of parts for the Landfill D6 Dozer be approved in the amount of \$9,653.10.

Funding Source: Landfill Fund
 Capital Outlay-Equipment 66-4720-5100

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** 9/8/15 **ITEM NO.** 7

RESOLUTION: Authorize Resurfacing the Parking Lot at the Kinston/Lenoir County Public Library: \$15,966

SUBJECT AREA: Purchases / Bids

ACTION REQUESTED: The board is requested to authorize the resurfacing of a portion of the Kinston/Lenoir County Library Parking lot.

HISTORY / BACKGROUND: Ms. Agnes Ho, Director of the Neuse Regional Library, requested county funding to partially resurface the parking lot located at 510 N. Queen Street in Kinston in 2014-2015 fiscal year. The request was not funded. Funding for this project was approved in 2015-2016 budget in the amount of \$17,000.

EVALUATION: The parking lot has met its useful life. The potholes are an ongoing safety risk that makes the property unsightly. The cost of paving the parking area will be split with Lenoir County paying \$15,966 and the City of Kinston paying \$15,966. The Kinston-Lenoir County Public Library received (5) informal bids with the lowest bid of \$31,932.

Bidder	Bid Amount Base Bid	Bid Amount Alternate 1	Bid Amount Alternate 2
Tripp Bro's Inc.	\$22,085.00	\$7,266.00	\$2,581.00
Ernie Everett Site Pre, Inc.	\$28,630.00	\$7,777.25	\$3,159.11
Garris Grading and Paving, Inc.	\$28,865.00	\$9,400.00	\$2,860.00
Barnhill Contracting Company	\$38,358.00	\$9,570.60	\$4,000.00
S. T. Wooten Corp.	\$49,500.00	\$17,500.00	\$13,250.00

MEMORANDUM

NEUSE REGIONAL LIBRARY

Date: August 25, 2015

To: Mike Jarman, Lenoir County Manager
Tony Sears, Kinston City Manager

From: Agnes W. Ho, Director of Libraries

Cc: Kinston-Lenoir County Library Board

Subject: Public Library Parking Lot

On behalf of the Kinston-Lenoir County Public Library's Board, patrons, and staff, I would like to sincerely thank you both for the role that you have played in ensuring that our parking lot is fully repaved in order to provide a safe and welcoming environment for our patrons. Thanks in part to your efforts, Lenoir County, the City of Kinston, and the Kinston-Lenoir County Public Library have each budgeted \$17,000 towards the repaving of the Library's parking lot in the 2015-2016 fiscal year. This budgeting was based on the lowest estimate we received for the project at the time, which was approximately \$51,000. Although the Library facility is owned jointly by the County and City, the Library was willing to pay for a third of the cost because of the desperate need for a repaved parking lot.

Now that the funding is available and we are moving forward with the project, the bid process has been completed and the lowest bid is \$31,932. We are absolutely ecstatic that this project will be completed so significantly under-budget. The Library Board has designated me to be the representative for this project, and because the City of Kinston in particular has so much expertise in these matters, we will defer to the Lenoir County Board of Commissioners and Kinston City Council to approve this contract.

Because the cost of the project is so much lower than we originally anticipated and the County and City, as co-owners of the facility, already have the funding budgeted for this project, we would like to respectfully request that the County Commissioners and the City Council strongly consider splitting the project two ways at a cost of \$15,966 each to Lenoir County and the City of Kinston. This would allow the Library to apply the funding it budgeted for this purpose towards enhancing our Children's Room collection, which serves thousands of children each month. Promoting early literacy is one of our most significant goals, and this funding would greatly assist us in our mission to provide a brighter future for our children and our community.

Please relay this request to the County Commissioners and the City Council. Thank you for your continuing support of our Library; as a result of your leadership, our patrons will be able to access the valuable free resources the Library offers with greater ease and safety.

**Resolution making a preliminary determination to refinance
a portion of Lenoir County's 2008 School Bonds**

WHEREAS --

Lenoir County has previously issued its 2008 general obligation school bonds to finance a variety of capital improvements for public schools. County staff has informed the Board that under current market conditions for local government bonds, the County may be able to save money by refinancing a portion of the outstanding balance of those 2008 bonds. Approximately \$22,600,000 of the outstanding bonds may be refinanced.

In this resolution, the Board makes a preliminary determination to pursue the refinancing of those bonds, and authorizes County staff to proceed with the process.

THEREFORE, BE IT RESOLVED by the Board of Commissioners of Lenoir County, North Carolina, that the County makes a preliminary determination to issue general obligation school refunding bonds to refund all or a portion of the outstanding balance of the County's General Obligation School Bonds, Series 2008.

BE IT FURTHER RESOLVED as follows:

(1) The County Manager and all other County representatives are directed to take all appropriate steps toward the completion of the financing, including (a) completing an application to the North Carolina Local Government Commission (the "LGC") for its approval of the bonds and (b) arranging for the services of appropriate consultants. The Board ratifies all prior actions of County officers and employees to carry out the purposes of this resolution.

(2) The Board notes that the final issuance of the bonds in any event is subject to the LGC's approval and this Board's further approval

(3) This resolution takes effect immediately.

Craig Hill, Chairman

Date

Attest

Date

RESOLUTION: Requesting the approval to expend Aid to County state grant funds to purchase a replacement vehicle for the Animal Control program.

SUBJECT AREA: Financial

ACTION REQUESTED: The Board is requested to approve the purchase of a pick-up truck for the Animal Control program from account 10-5110-6301.

HISTORY / BACKGROUND: The Animal Control program currently has two vehicles, a 08 Ford F150 pick-up with over 194,000 miles and a 06 Chevy Silverado with over 214,000 miles. The 06 Silverado has exceeded its replacement cycle. Bids for a new vehicle were sought from three vendors: Wynn Odom Ford, Inc.; Sale Ford, Inc.; and Capital Ford Wilmington (state vendor). Two vendors, Capital Ford Wilmington and Wynn Odom Ford each submitted a quote.

EVALUATION: The purchase of this replacement vehicle is within the approved FY15-16 budget and is identified as a capital improvement request. The purchase of a replacement vehicle for the 06 Chevy Silverado has been delayed by one fiscal year. The vehicle being replaced, '06 Chevy Silverado, will be assigned to county maintenance department for its use. Wynn Odom Ford, Inc. submitted a quote on a used 2014 Ford F150 pick-up with 6,900 miles at a purchase price of \$20,499.95 plus sales tax and title. Capital Ford Wilmington, state vendor, submitted a quote on a 2016 Ford F150 at a purchase price of \$20,543 (2015 state contract price) plus tax and title; both vehicles are similarly equipped except the 2014 F150 is warranted until May 20, 2017 or balance of mileage warranty, whichever comes first.

WYNN ODOM FORD, INC.

P.O. Box 38 / 4743 Washington Street, LaGrange, NC 28551
 (252) 566-3141 phone * 800-950-2925 toll free * (252) 566-9705 fax
 email: wynnodomford@gmail.com * website: www.wynnodomford.com

#19653

Date: <u>9-1-2015</u>	Stock #: <u>P1997</u>	Salesperson: <u>GENE TRADALL</u>
Purchaser: <u>County of Lenoir</u>	D. L. # _____	SSN: _____
Co-Purchaser: _____	D. L. # _____	SSN: _____
Address: <u>PO Box 3289</u>	County: <u>LENOIR</u>	
City: <u>KINSTON</u>	State: <u>NC</u>	Zip Code: <u>28502</u>
Phone #: <u>252-526-7700</u> Home	Work: <u>526-7299</u>	Ext
E-mail: <u>JHUFF@HEALTH.US.LENOIR.NC.VS</u>	Buyer D.O.B.: _____	Co Buyer D.O.B.: _____

NEW YEAR: <u>2014</u>	MAKE: <u>FORD</u>	MODEL: <u>F150</u>	TRIM: <u>XL</u>
USED <input checked="" type="checkbox"/>	EXTERIOR COLOR: <u>OXFORD WHITE</u>	INTERIOR COLOR: <u>GRAH</u>	
DEMO <input type="checkbox"/>	SERIAL NUMBER: <u>1FTNF1CF5EKD83925</u>	ODOMETER: <u>6987</u>	

TRADE IN INFORMATION	
Year: _____	Make: _____
Model: <u>N/A</u>	Trim: _____
Serial #: _____	
Odometer: _____	Payoff Amount: \$ _____
Exterior Color: _____	Interior: _____
PLEASE REFERENCE PAYOFF SHEET FOR FULL DETAILS	

AUTO INSURANCE INFORMATION	
Agency: <u>WA MOORE</u>	
Company: <u>ARBONAUT INS Co</u>	
Address: _____	
City: _____	State: _____ Zip: _____
Eff. Dates: _____ to _____	
Ph. # _____	Policy # _____

Buyer guarantees title to trade in(s) to be free and clear of any liens not listed above in payoff amount and is not a rebuilt, salvage or junk Title and that he / she is the said owner of the trade in(s) listed above. Buyer guarantees all emission equipment have not been tampered with. It is understood and agreed that no other agreement, promise or understanding of any kind pertaining to this purchase will be recognized except a conditional sales contract executed by me as purchaser hereunder. It is understood and agreed that this is a binding contract and that upon acceptance by the dealer or one of his authorized agents, and if applicable, credit approval by a responsible lending institution. I have contracted to purchase the above described vehicle, in the event the credit approval is not obtained from a lending institution, any refund due to be will be paid via company check regardless of the form of payment by me hereunder. No amount of refund will be paid to me via Seller's check until such check has cleared my bank. The original receipt must accompany all refunds. No refunds will be made on the above vehicle in the event special equipment has been added to the vehicle. Delivery of the vehicle is accepted by the Purchaser subject to credit approval by a lending institution and in the event credit approval is not obtained as required to complete this transaction, the purchaser will return the vehicle immediately to the Seller. I am of legal age to enter in this contract and warrant that I have read and fully understand each and every term set forth in this agreement.

Purchaser signature: _____

Co-Purchaser signature: _____

ARBITRATION

Any dispute between the parties to this transaction which cannot be resolved between the parties shall be arbitrated by a mediator certified for mediation by the Supreme Court of the State of North Carolina. The decision of the mediator shall be final and the arbitration shall be considered binding arbitration and enforceable in a court of law. The parties shall agree the person to be the mediator and the arbitration shall take place in Lenoir County, NC.

Purchaser signature: _____

Co-Purchaser signature: _____

Agreed Upon Price of Vehicle*	<u>20150</u>
Trade Market Value	_____
NBT Cash Difference	_____
Sales Tax	<u>615</u>
Tag / Title Fees ^{PERMANENT TAG} _{New Tag Transfer}	<u>6.00</u>
Tag Weight _____ lbs.	<u>349.95</u>
Documentation Fee	_____
Amount Owed on Trade(s)	_____
Cash Balance Due	<u>21,122.95</u>
Rebate(s) assigned to dealer	_____
Program # s	_____
Customer Down Payment	_____
Net Amount Financed	_____

In order to provide the highest quality service to our dealers and to insure that you vehicle is properly insured, registered and titled, we charge an administrative fee to handle these transactions.

Wynn Odom Ford, Inc. (Seller), hereby expressly disclaims all warranties, either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and Seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of the vehicle.

IMPORTANT

The purchaser(s) acknowledges that the Seller makes no representation regarding prior ownership, use or condition of this vehicle, other than as specified on this form in writing including, but not limited to this vehicle being in an accident prior to sale.

*The purchaser(s) also acknowledges that the selling price may be more than the factory MSRP or advertised price due to, but not limited to, over allowance on trade(s), adjusted fair market value and / or dealer installed options.

The purchaser hereby authorizes the Seller and selected lenders to check my / our credit report, employment history and to answer questions about credit experience with me / us.

Purchaser(s): By signing below I (we) hereby acknowledge that I (we) have read each paragraph; that I (we) understand each paragraph; that I (we) accept all the provisions and have received a copy of this document.

Purchaser signature: _____

Co-Purchaser signature: _____

Accepted By: [Signature]



From James Torr Gov,t Sales Mgr
Phone #,s Cell 910-367-7218 Office 910-442-4042 Fax 910-452-2017
E-Mail jtorr@capitalofwilmington.com

August 21st 2015
Lenoir County

FINAL QUOTE NC State Contract 070G

Item # 26 2016 F150	\$18,104
Painted white/vinyl seats	included
Delivered	included
8 ft bed	\$282
Ext. range fuel tank	\$183
5.0L V-8	\$1,499

Line x spray bedliner \$475 extra

TOTAL PRICE \$ 20,068.00

Remit payment to

Capital Ford of Wilmington
4222 Oleander drive
Wilmington NC 28403

Total

~~20,068.00~~
20,543

INTRODUCED BY: Michael W. Jarman, County Manager DATE: 9/08/15 ITEM NO.: 10A

RESOLUTION: Approve Purchase of MS SQL Server License: TEAM IA: \$18,140.00

SUBJECT AREA: Purchases / Bids

ACTION REQUESTED: The Board is requested to approve the purchase of SQL license for the server installed by MUNIS from TEAM IA (State Contract) in the amount of \$18,140.00.

HISTORY / BACKGROUND: The Commissioners approved the purchase of new software from Munis for Financials, Payroll, Human Resources and Fixed Assets on July 20, 2015-Item #18. At that time MIS had planned to use current SQL software license for database access with Munis. However, since the approval of the software, MicroSoft has modified its licensing structure, which will now require the county to purchase SQL license for the servers upon which Munis will be installed.

EVALUATION: MIS staff has approached several different vendors about the licensing structure and the conclusion is the County will have to purchase a separate SQL license for the Munis servers. The State Contract is with TEAM IA and the cost is \$18,140.00.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval

MWJ
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the purchase of SQL license for the installation of Munis software be approved in the amount of \$18,140.00.

AMENDMENTS:

MOVED _____ **SECOND** _____

APPROVED _____ **DENIED** _____ **UNANIMOUS** _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman 9/08/15
Date

Attest Date

BUDGET ORDINANCE AMENDMENT: GENERAL FUND:
NON-DEPARTMENTAL:\$10,000. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2015 - 2016
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
GENERAL	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"/>	
REVENUES		EXPENDITURES	
Account # and Title	Amount	Account # and Title	Amount
INCREASE		INCREASE	
10-3991-9910 FUND BALANCE APPROPRIATED	10,000.00	10-4200-5100 CAPITAL OUTLAY-EQUIPMENT	10,000.00
Total		Total	
10,000.00		10,000.00	

Reason and Justification for Request:

BUDGET AMENDMENT TO APPROPRIATE FUNDS TO COVER THE COST OF PURCHASING THE SQL SERVER LICENSE TO RUN THE NEW FINANCIAL MANAGEMENT SOFTWARE FROM MUNIS (TYLER TECHNOLOGIES). ON JULY 20, 2015-ITEM #18, THE COMMISSIONERS APPROVED THE PURCHASE OF NEW SOFTWARE FROM MUNIS FOR FINANCIALS, PAYROLL, HR AND FIXED ASSETS. DUE TO CHANGES IN MICROSOFT LICENSING OPTIONS, NEW SQL SERVER LICENSE IS NEEDED. THERE WAS SOME MONEY LEFT IN THIS EXPENDITURE LINE, BUT NOT QUITE ENOUGH TO COVER THE ENTIRE EXPENSE.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	8/24/15	<i>Martha H. Martin</i>	8/24/15

Budget Officer Approval	Date
<i>M. W. Jarman</i>	8/24/15

Board Approval (When Applicable)	Date	Date of Minutes

RESOLUTION: Approve Economic Development Grant Agreement: Associated Materials, LLC: \$130,000.

SUBJECT AREA: Economic Development

ACTION REQUESTED: The Board is requested to approve the Economic Development Grant Agreement between Lenoir County and Associated Materials, LLC.

HISTORY/BACKGROUND: Associated Materials, LLC moved to Lenoir County in 1988 at 3800 Farmgate Road. Associated Materials, LLC is a leading manufacturer of vinyl siding, vinyl windows, patio doors, fencing and railing products for the residential, commercial remodeling and new construction markets. Associated Materials LLC is a recognized leader in the home improvement industry as well as a charter member of the Vinyl Siding Institute, the American Association of Architects, the National Association of Home Builders, the National Association of Remodeling Industry, and an ENERGY STAR* partner. In 2003 Associated Materials, LLC expanded with a new production line committing to a capital investment of \$1.5 million and 90 new jobs at their Lenoir County facility. In 2004 Associated Materials, LLC expanded a second time, investing \$750,000 in capital expenditures and 210 new jobs at their Lenoir County facility. The investment increased their capacity and assisted the company to become more competitive within their markets.

EVALUATION: Associated Materials, LLC has been located in Lenoir County for over 25 years. Associated Materials, LLC has announced a new expansion with a capital investment of at least \$4,500,000 over the next five (5) years. They will install non-depreciated machinery and equipment and creating 72 full time jobs over the next two years with employer benefits in Lenoir County. The incentive grant is performance-based and will be distributed based upon the actual goals achieved and prorated if those goals are not met. The grant will be a total of \$130,000 and paid over a five (5) year period. Their performance will be reported to the Board on an annual basis.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

MWJ
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Economic Development Grant Agreement between Lenoir County and Associated Materials, LLC be approved; and be it further resolved that the Chairman of the Lenoir County Board of Commissioners is authorized to execute this agreement on behalf of Lenoir County.

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:** 09/08/15 **ITEM NO.:** 12

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>
Eastpointe Board of Directors	Emily Moore 1st Appearance	2017
Lenoir County Transit Advisory	Joey Huff 1st Appearance	2018
Lenoir Memorial Hospital	William Harvey, III (primary) Nicholas Harvey, II (alternate) 1st Appearance	2019

CURRENT VACANCIES:

Lenoir County Health Board - (1) Optometrist

Kinston Parks and Recreation Board – (1) Southwood/Contentnea Districts

Jury Commission, Eastpointe Board of Directors

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


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>

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

09/08/15
Date

ATTEST 09/08/15
Date



RECEIVED

AUG 20 2015

**LENOIR COUNTY
MANAGER'S OFFICE**

Corporate Office:
514 East Main Street
Post Office Box 369
Beulaville, N.C. 28518
Administration: 800-513-4002
Access to Care: 800-913-6109

Kenneth E. Jones, CEO

TO: Mike Jarman
Lenoir County Manager

FROM: Ken Jones
Eastpointe CEO

DATE: August 20, 2015

RE: Reappointment of Representative to Eastpointe Board of Directors

Emily Moore serves as Lenoir County's representative to the Eastpointe Board of Directors. Her current two year term has expired. Ms. Moore has contributed valuable experience to our Board and according to our By-Laws she is eligible for another two year term.

Please forward your reappointment letter for Ms. Moore to continue serving as Lenoir County's representative to our Goldsboro office, addressed to:

Connie W. Price
Eastpointe Board Clerk
Eastpointe Human Services
100 South James Street
Goldsboro, N.C. 27530.

In the event you decide to appoint another representative to the Eastpointe Board, please note that the new appointee will be required to fill the same criteria category as Ms. Moore, which is "*Family Member of Consumer with Mental Illness*".

If you have any questions concerning this request, please give me or my Assistant Connie Price a call at 919-587-0378 or 910-290-2518. Thank you.

Managing Behavioral Healthcare for the Citizens of Bladen, Columbus, Duplin, Edgecombe, Greene, Lenoir, Nash, Robeson, Sampson, Scotland, Wayne, and Wilson Counties

1st Appearance

RECEIVED

APPLICATION FOR APPOINTMENT

AUG 31 2015

to

LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

LENOIR COUNTY
MANAGER'S OFFICE

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

Advisory Board/Committee/Commission interested in:

Eastpointe MCO

(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: Emily H. Moore

Address: 3505 Lake View Trail

City/State/Zip: Kinston, N.C. 28504

Telephone: (Home) 252-522-2391 (Work) —

Occupation: Retired

Business Address: —

Age: (Optional): —

Number hours available per month for this position: 200%

Training: Social worker N.C. Municipal Assembly

Business and Civic Experience/Skills: 1st woman president of Lenoir Co. United Way, Women's Forum of N.C., Rotary, Elder of Presbyterian Church, Cherry Hospital volunteer

Other County Boards/Committees/Commissions presently serving on: None at this time -

past Chairman of The Commission for MHDDSSAS, Salem College Alumnae President

Expiration date of Term: —

Circle your voting precinct

K-1 (Carver Courts Recreation Center)

K-2 (Old Plummer Daniel's Building)

K-3 (Fairfield Recreation Center)

K-4 (Northwest Elementary School)

K-5 (Spillman Baptist Church)

K-6 (Teachers Memorial School)

K-7 (Emma Webb Recreation Center)

K-8 (Holloway Recreation Center)

K-9 (Kinston Number 4 Fire Station)

Contentnea (Contentnea Ruitan Building)

Falling Creek (Banks Elementary School Gym)

Institute (Institute Methodist Church)

Moseley Hall (Frink Middle School Gym)

Neuse (Agricultural Center)

Pink Hill 1 (Bethel Baptist Church)

Pink Hill 2 (Pink Hill Rescue Station)

Sand Hill (Sand Hill VF Department)

Southwest (Southwest VF Department)

Trent 1 (Deep Run VF Department)

Trent 2 (Moss Hill Ruitan Building)

Vance (GTP Ed & Training CTR.)

Woodington (Woodington Middle School)

CERTIFICATION

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

Emily H. Moore
Signature of Applicant

8-26-15
Date

1st Appearance

RECEIVED

APPLICATION FOR APPOINTMENT to LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS AUG 31 2015

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 MANAGER'S OFFICE

Advisory Board/Committee/Commission interested in:

Lenoir County Transit 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: Joey Huff
Address: 2904 Camolet Dr
City/State/Zip: Kinston NC
Telephone: (Home) (Work) 526-4212
Occupation: Local Health Director
Business Address: Lenoir Co Health Dept PO Box 3381 Kinston 28502
Age: (Optional): 58
Number hours available per month for this position: 1
Training: previous membership on board
Business and Civic Experience/Skills:

Other County Boards/Committees/Commissions presently serving on: SAAE, Alliance

Expiration date of Term:

Circle your voting precinct

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

CERTIFICATION

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

Signature of Applicant

Date 8/28/15



RECEIVED

AUG 31 2015

**LENOIR COUNTY
MANAGER'S OFFICE**

August 25, 2015

Mr. Craig Hill, Chairman
Lenoir County Board of Commissioners
PO Box 3289
Kinston, NC 28502

Dear Mr. Hill:

The Lenoir Memorial Hospital Board of Directors met last evening and approved the following nominees for consideration by the Lenoir County Commissioners for appointment to our Board of Directors:

- William Harvey, III, DDS – primary
- Nicholas Harvey, II – alternate

Dr. Harvey is being nominated to fill the board seat held by Mr. Skip Greene, whose term expires in January of 2019.

I am enclosing copies of justifications for the above nominees in compliance with the “Guidelines for Selection of Nominees” (copy attached).

If we can provide additional information, please let us know.

Sincerely,

A handwritten signature in black ink that reads "Gary E. Black".

Gary E. Black, FACHE
President and CEO

GEB:dl

1st Appearance

RECEIVED

AUG 31 2015

WILLIAM S. HARVEY, III, D.D.S.

**LENOIR COUNTY
MANAGER'S OFFICE**

William S. Harvey, III, DDS was born and raised in Kinston. He graduated from Parrott Academy, received his undergraduate degree from UNC- Chapel Hill, and received his DDS from the UNC School of Dentistry. He is married to Kristy Harvey and they reside at 1005 Harvey Circle in Kinston.

Dr. Harvey is a practicing dentist with Harvey and Associates Family Dentistry in Kinston.

Dr. Harvey is actively involved with the Lenoir County Dental Society, is currently president-elect of the NC Dental Society 5th District, and is a member of the American Dental Association. He is a member of the Noon Rotary Club, and serves as a board member of the Lenoir Committee of 100, the Community Council for the Arts, and the Lenoir County Health Department. He and his family attend St. Mary's Episcopal Church.

1st Appearance

RECEIVED

AUG 31 2015

LENOIR COUNTY
MANAGER'S OFFICE

NICHOLAS E. HARVEY, II

Nicholas E. Harvey, II was born in Charlotte, North Carolina. Mr. Harvey received a Bachelor of Arts in Education from North Carolina Agricultural and Technical State University, and a Master of School Administration and Curriculum & Instruction from East Carolina University. Mr. Harvey has been the principal of the Lenoir County Early College High School in Kinston since June of 2013. Prior to that, he was the principal of Rochelle Middle School.

Mr. Harvey is married to Erin M. Harvey, who is currently College Liaison for Pitt Community College. They reside at 1002 N. Queen Street, Kinston, NC, and have one son, Nicholas E. Harvey III.

Mr. Harvey is an active in community services. He is a member of the Noon Rotary Club, the United Way Board of Directors, the Gate Board of Directors, NC Council of the Arts Grant Review Panelist, NC Association of Principals and Assistant Principals, the Lenoir County Chamber of Commerce Board, and the Lenoir County Human Relation Council.

TO: Chairman and Members of the Board
FROM: Mike Jarman, County Manager
DATE: September 08, 2015
SUBJECT: Items from County Manager

1. Eastern Carolina Council Executive Committee Appointment
2. Permit/Inspections Report



RECEIVED

AUG 17 2015

LENOIR COUNTY
MANAGER'S OFFICE

August 10, 2015

Mr. Craig Hill, Chairman
Lenoir County Commissioners
PO Box 32502
Kinston, NC 28502

Dear Chairman Hill,

The Eastern Carolina Council of Governments Bylaws Article II. Section 2 states that a unit of local government within Region P will be entitled to membership in the Council if it has appropriated in its annual budget the dues charged for the support of the Council's operations and has received approval from the Executive Committee. ECC is in receipt of Lenoir County's full ECC dues so the approval of membership will be an item on the ECC Executive Committee's next meeting on September 10, 2015. This is just a formality.

We welcome Lenoir County's participation and look forward to receiving the appointment of one of your commissioners to the Executive Committee. Should your appointment take place before September 10th, we encourage the individual to attend the meeting. If he or she is able, we do have a new member orientation session at 5:00 PM on the day of the meeting in our office. At that time we can provide the new member packet and answer any questions. Please have the individual contact our office to set this up.

Thank you for your confidence in ECC. We hope you will take full advantage of our services.

Sincerely,

A handwritten signature in black ink that reads "Judy Hills".

Judy Hills
Executive Director

CC: Michael Jarman, Manager



Eastern Carolina Council

BOARD MEMBER PROFILE

From time to time various grant applications and the Economic Development Administration (one of ECC's funding agencies) requires that we provide a profile of our Board members. We ask that you please complete and return in the envelope provided.

Name: _____ (Please Print) Appointed by: _____

Address: _____ NC ZIP : _____
(Where you want to receive ECC meeting notices and mailings)

Phone numbers: (O) () _____ (H) () _____ (C) () _____

E-mail address: _____

Gender (circle one): male female Age range (circle one): 21-64 65+

Race (circle one): African-American Caucasian Other

Ethnicity (circle one): Not Hispanic/Latino Hispanic/Latino

Education (circle one): Less than HS HS Some college or technical school Bachelor's or higher

Your occupation: _____

Please check all that apply.

- I am an elected official.
- I am a public official appointed to serve as a member of this group.
- I am a community leader.
- I am a representative of the workforce development board (on ECWDB or on an ECWDB committee or associated with a Job Link Career Center).
- I am a representative of an institution of higher education (employee, trustee).
- I represent a labor group.
- I am a private or retired individual.
- I own a business or I am a partner in a business.
- I am employed in a for-profit business part or full time and I represent (name the company):

Other: _____

This information is true and correct to the best of my knowledge.

Signature: _____ Date: _____



**LENOIR COUNTY
PLANNING & INSPECTIONS DEPARTMENT**

PO BOX 3289
101 NORTH QUEEN STREET
KINSTON, NC 28502
PHONE: 252-559-2260
FAX: 252-559-2261



**LENOIR COUNTY INSPECTIONS
PERMIT/INSPECTION REPORT**

AUGUST 2015

PERMITS ISSUED: 110

PERMITS VALUE: \$ 917,358

PERMIT FEES: \$ 8,112

SINGLE FAMILY DWELLINGS: 3

MOBILE HOMES: 7

COMMERCIAL: 1

ADDITIONS: 6

ELECTRICAL: 38

PLUMBING: 16

MECHANICAL: 18

OTHER: 21

TOTAL INSPECTIONS: 202

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

Printed: 09-01-2015

	[Designated period: 08/01/15 to 08/31/15]				[Prior period: 08/01/14 to 08/31/14]				
	Code	Prms	Valuation	Fees Paid	Units	Prms	Valuation	Fees Paid	Units
NEW RES. HOUSEKEEPING - LENOIR COUNTY									
* Single Family Houses Detached	101B	2	360,000.00	1,174.00	2	1	370,575.00	816.00	1
* Single Family Houses Attached	102B		.00	.00	0	0	.00	.00	0
* 2 Family Building	103B		.00	.00	0	0	.00	.00	0
* 3 and 4 Family Buildings	104B		.00	.00	0	0	.00	.00	0
* 5 or More Family Buildings	105B		.00	.00	0	0	.00	.00	0
*TOTAL INFORMATION 101-105	109B		.00	.00	0	0	.00	.00	0
NEW RESIDENTIAL NON-HOUSEKEEPING BL:									
* Hotels, Motels & Tourist Cabins ..	213B		.00	.00	0	0	.00	.00	0
* Other Non-Housekeeping Shelter ...	214B		.00	.00	0	0	.00	.00	0
NEW NON-RESIDENTIAL BUILDINGS:									
* Amusement, Social, & Recreational	318B		.00	.00	0	0	.00	.00	0
* Churches & Other Religious	319B		.00	.00	0	0	.00	.00	0
* Industrial	320B		.00	.00	0	0	.00	.00	0
* Prkng Garages (Blds & Open Decked)	321B		.00	.00	0	1	59,000.00	250.00	1
* Service Stations & Repair Garages	322B		.00	.00	0	0	.00	.00	0
* Hospitals & Institutional	323B		.00	.00	0	0	.00	.00	0
* Offices, Banks, & Professional ...	324B		.00	.00	0	0	.00	.00	0
* Public Works & Utilities	325B		.00	.00	0	0	.00	.00	0
* Schools & Other Educational	326B		.00	.00	0	0	.00	.00	0
* Stores & Customer Services	327B		.00	.00	0	0	.00	.00	0
* Other Non-Residential Bldgs	328B		.00	.00	0	0	.00	.00	0
* Structures Other than Buildings ...	329B		.00	.00	0	0	.00	.00	0
ADDITIONS, ALTERATIONS, & CONVERSION									
* Residential	434B	5	55,180.00	353.00	5	5	55,500.00	227.00	5
* Non-Residential & Non-Housekeeping	437B	1	.00	50.00	0	0	.00	.00	0
* Adds of Res. CP/Garages (Atch/Detc)	438B	1	11,000.00	127.00	1	4	117,424.00	655.00	4
DEMOLITIONS AND RAZING OF BUILDINGS:									
* Single Family Houses (Atch/Detach)	645B		.00	.00	0	0	.00	.00	0
* 2 Family Buildings	646B		.00	.00	0	0	.00	.00	0
* 3 & 4 Family Buildings	647B		.00	.00	0	0	.00	.00	0
* 5 or More Family Buildings	648B		.00	.00	0	0	.00	.00	0
* All Other Buildings and Structures	649B		.00	.00	0	0	.00	.00	0

TOTALS FOR PERMITS THIS PAGE		9	426,180.00	1,704.00	8	11	602,499.00	1,948.00	11

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

Printed: 09-01-2015

[Designated period: 08/01/15 to 08/31/15] [Prior period: 08/01/14 to 08/31/14]
 Code Prms Valuation Fees Paid Units Prms Valuation Fees Paid Units

	Code	Prms	Valuation	Fees Paid	Units	Prms	Valuation	Fees Paid	Units
MOBILE/MODULAR OFFICE/CLASSROOM									
*MOBILE OFFICE	740B		.00	.00	0	0	.00	.00	0
*MODULAR CLASSROOM	750B		.00	.00	0	0	.00	.00	0
*MODULAR OFFICE	730B		.00	.00	0	0	.00	.00	0
ELECT./PLUMB/HEAT/A/C/INS/TEMP POLE:									
*ELECTRICAL	800B	38	49,750.00	1,940.00	38	38	80,700.00	2,258.00	38
*PLUMBING	810B	16	20,250.00	844.00	16	17	30,135.00	1,055.00	17
*HEATING/ AIR CONDITIONING	820B	18	68,350.00	1,001.00	18	36	248,878.00	3,042.00	35
*INSULATION	830B	5	11,260.00	252.00	5	4	3,500.00	200.00	4
*TEMPORARY POLE	840B	5	2,450.00	250.00	5	2	1,500.00	100.00	2
RESIDENTIAL ACCESSORY STRUCTURES									
*STORAGE/PORCHES/PATIOS/DECKS	900B		.00	.00	0	0	.00	.00	0
MISCELLANEOUS:									
*CHANGE OF OCCUPANCY	910B		.00	.00	0	0	.00	.00	0
*INSPECT DWELLING	920B		.00	.00	0	0	.00	.00	0
*TENTS	930B		.00	.00	0	0	.00	.00	0
*SATELLITE DISH	940B		.00	.00	0	0	.00	.00	0
*AWNING	950B		.00	.00	0	0	.00	.00	0
*EXTRA INSPECTIONS	960B	9	10,300.00	535.00	9	13	17,225.00	945.00	12
*FIRE PROTECTION SPRINKLER SYSTEM	966B	1	155,400.00	634.00	1	0	.00	.00	0
*MOVING DWELLING ONLY	970B		.00	.00	0	0	.00	.00	0
*SIGN	980B		.00	.00	0	1	5,000.00	500.00	1
*FIREWORKS	985B		.00	.00	0	0	.00	.00	0
*SWIMMING POOL	990B		.00	.00	0	0	.00	.00	0
*TANKS	995B		.00	.00	0	0	.00	.00	0
MOBILE HOMES									
*SINGLE WIDE MOBILE HOME	700B	7	83,418.00	650.00	7	6	69,500.00	600.00	6
*DOUBLE WIDE MOBILE HOME	710B		.00	.00	0	7	260,500.00	875.00	7
*MODULR HOME	720B	1	87,000.00	252.00	1	1	132,000.00	286.00	1

TOTALS FOR PERMITS ABOVE (incl. pg 1)		109	914,358.00	8,062.00	108	136	1,451,437.00	11,809.00	134
Totals of other permits in the period		1	3,000.00	50.00	0	1	5,000.00	100.00	1
TOTAL FOR ALL PERMITS IN THE PERIOD		110	917,358.00	8,112.00	108	137	1,456,437.00	11,909.00	135

This Report was printed on Tuesday, September 01, 2015

Lenoir County

Item Totals for Inspector ID

GO 111
 GO WH 1
 VW 90

 202 Entries for Inspector ID

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

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

#ACTIVITIES	INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS REQUIRED
202	190	179	11	12	12		11
	%INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS REQUIRED
	94	94	6	6	100		5