

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
 MONDAY, OCTOBER 7, 2013 – 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: 10 Min.

- | | | |
|----|--|---------------|
| 1. | Items from Chairman/Commissioners: 10 Min. | Board |
| 2. | Items from County Manager: 5 Min. | Jarman |
| | CONSENT AGENDA: 10 Min. | ACTION |
| 3. | Approval of Minutes: Board Meeting: September 16, 2013
Special Called Meeting: September 26, 2013 | Martin/Jarman |
| 4. | Resolution Approving the Releases and Refunds to the Individuals Listed Herein | Parrish |

END OF CONSENT AGENDA

RESOLUTIONS/BUDGET ORDINANCE AMENDMENTS 40 Min.

- | | | |
|-----|---|---------|
| 5. | Resolution Honoring Evelyn Kittrell | Board |
| 6. | Budget Ordinance Amendment: General Fund: Process Funds: \$2,923: Increase | Martin |
| 7. | Budget Ordinance Amendment: General Fund: Conservation-Natural Resources:
\$7,908: Increase | Martin |
| 8. | Resolution Approval of Contract for Mowing and Ditch Clean-up of County Owned
Property in the Highway 70 West Industrial Park: Danny Smith Landscaping and
Drainage of Kinston, NC: \$7,800 | Pope |
| 9. | Resolution Authorizing Replacement of Split System Heat Pump at the Lenoir
County Board of Elections’ Offices: Ed Phillips, Inc.: \$7,850 | Wiggins |
| 10. | Resolution Authorizing Purchase of Carpet for Board of Elections and Philson
Building: Interface, LLC., \$12,168 | Wiggins |
| 11. | Resolution to Allow Sheriff Chris Hill to Purchase (11) Motorola Handheld Radios
and (14) Radio Batteries: \$6,004.04 | Hill |
| 12. | Resolution to Allow Sheriff Chris Hill to Purchase an Emergency Notification
System “Code Red”: \$10,000 | Hill |
| 13. | Resolution to Allow Sheriff Chris Hill to Execute a Blanket Purchase Order with
Blacks Tire Service: \$10,000 | Hill |
| 14. | Resolution to Allow Sheriff Chris Hill to Purchase Two Full-Service Canines:
\$28,000 | Hill |

15. Resolution Approving the Execution of Construction Contract: Harrod and Associates: \$2,330,000 Dail
16. Resolution Approving Provider Agreements for Subsidized Day Care: \$2,653,882 Moore
17. Budget Ordinance Amendment: General Fund: DSS: \$148,534: Increase Moore

APPOINTMENTS: 5 Min.

18. Resolution Approving Citizens to Boards, Commissions, Etc. **5 Min.** Martin

OTHER ITEMS: 10 Min.

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

TO: Chairman and Members of the Board
FROM: Mike Jarman, County Manager
DATE: October 7, 2013
SUBJECT: Items of Interest

1. Memo: Kinston-Lenoir County Chamber of Commerce: Re: Human Relations
2. Paperless Agendas
3. Lenoir County Inspections Report



**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**

SEPTEMBER 2013

PERMITS ISSUED: 149

PERMITS VALUE: \$ 1,729,905

PERMIT FEES: \$ 13,270

SINGLE FAMILY DWELLINGS: 4

MOBILE HOMES: 10

COMMERCIAL: 1

ADDITIONS: 3

ELECTRICAL: 54

PLUMBING: 21

MECHANICAL: 38

OTHER: 18

TOTAL INSPECTIONS: 253

Periodic Report of Issued Permits (Grouped by Report Code)
 Lenoir County

NEW RES. HOUSEKEEPING - LENOIR COUNTY	Code Prms	Valuation	Fees Paid	Units	[Prior period: 09/01/12 to 09/30/12]	
					Prms	Valuation
* Single Family Houses Detached	101B	728,000.00	1,667.00	3	0	.00
* Single Family Houses Attached	102B	.00	.00	0	0	.00
* 2 Family Building	103B	175,000.00	639.00	1	0	.00
* 3 and 4 Family Buildings	104B	.00	.00	0	0	.00
* 5 or More Family Buildings	105B	.00	.00	0	0	.00
*TOTAL INFORMATION 101-105	109B	.00	.00	0	0	.00
NEW RESIDENTIAL NON-HOUSEKEEPING BL:						
* Hotels, Motels & Tourist Cabins ..	213B	.00	.00	0	0	.00
* Other Non-Housekeeping Shelter ...	214B	.00	.00	0	0	.00

NEW NON-RESIDENTIAL BUILDINGS:

* Amusement, Social, & Recreational	318B	.00	.00	0	0	.00
* Churches & Other Religious	319B	.00	.00	0	0	.00
* Industrial	320B	.00	.00	0	0	.00
* Prkng Garages (Blds & Open Decked)	321B	.00	.00	0	0	.00
* Service Stations & Repair Garages	322B	.00	.00	0	0	.00
* Hospitals & Institutional	323B	.00	.00	0	0	.00
* Offices, Banks, & Professional ...	324B	.00	.00	0	0	.00
* Public Works & Utilities	325B	.00	.00	0	0	.00
* Schools & Other Educational	326B	.00	.00	0	0	.00
* Stores & Customer Services	327B	.00	.00	0	0	.00
* Other Non-Residential Bldgs	328B	.00	.00	0	0	.00
* Structures Other than Buildings ...	329B	.00	.00	0	1	170,000.00

ADDITIONS, ALTERATIONS, & CONVERSION

* Residential	434B	28,160.00	150.00	3	2	116,000.00
* Non-Residential & Non-Housekeeping	437B	7,000.00	50.00	1	1	38,980.00
* Adds of Res. CP/Garages(Atch/Detc)	438B	.00	.00	0	0	.00

DEMOLITIONS AND RAZING OF BUILDINGS:

* Single Family Houses (Atch/Detach)	645B	.00	.00	0	0	.00
* 2 Family Buildings	646B	.00	.00	0	0	.00
* 3 & 4 Family Buildings	647B	.00	.00	0	0	.00
* 5 or More Family Buildings	648B	.00	.00	0	0	.00
* All Other Buildings and Structures	649B	.00	.00	0	0	.00

TOTALS FOR PERMITS THIS PAGE

8	938,160.00	2,506.00	8	6	337,980.00	1,176.00	6
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Printed: 10-01-2013

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

Code	Prms	Designated period: 09/01/13 to 09/30/13		Prior period: 09/01/12 to 09/30/12	
		Valuation	Fees Paid	Valuation	Fees Paid
MOBILE/MODULAR OFFICE/CLASSROOM					
*MOBILE OFFICE	740B	.00	.00	.00	.00
*MODULAR CLASSROOM	750B	.00	.00	.00	.00
*MODULAR OFFICE	730B	.00	.00	.00	.00
ELECT./PLUMB/HEAT/A/C/INS/TEMP POLE:					
*ELECTRICAL	800B	54	84,950.00	54	51,360.00
*PLUMBING	810B	21	50,495.00	21	10,000.00
*HEATING/ AIR CONDITIONING	820B	38	317,750.00	38	69,700.00
*INSULATION	830B	8	18,100.00	8	3,600.00
*TEMPORARY POLE	840B	1	250.00	1	750.00
RESIDENTIAL ACCESSORY STRUCTURES					
*STORAGE/PORCHES/PATIOS/DECKS	900B	.00	.00	.00	.00
MISCELLANEOUS:					
*CHANGE OF OCCUPANCY	910B	.00	.00	.00	.00
*INSPECT DWELLING	920B	.00	.00	.00	.00
*TENTS	930B	.00	.00	.00	.00
*SATELLITE DISH	940B	.00	.00	.00	.00
*AWNING	950B	.00	.00	.00	.00
*EXTRA INSPECTIONS	960B	8	26,800.00	8	3,500.00
*FIRE PROTECTION SPRINKLER SYSTEM	966B	1	110,000.00	1	5,600.00
*MOVING DWELLING ONLY	970B	.00	.00	.00	.00
*SIGN	980B	.00	.00	.00	.00
*FIREWORKS	985B	.00	.00	.00	.00
*SWIMMING POOL	990B	.00	.00	.00	.00
*TANKS	995B	.00	.00	.00	.00
MOBILE HOMES					
*SINGLE WIDE MOBILE HOME	700B	7	85,500.00	7	90,530.00
*DOUBLE WIDE MOBILE HOME	710B	3	97,900.00	3	33,000.00
*MODULAR HOME	720B	.00	.00	.00	.00

TOTALS FOR PERMITS ABOVE (incl. pg 1) 149 1,729,905.00 13,270.00 149 91 790,220.00 7,041.00 91
 Totals of other permits in the period .00 .00 0 0 .00 .00 0

TOTAL FOR ALL PERMITS IN THE PERIOD 149 1,729,905.00 13,270.00 149 91 790,220.00 7,041.00 91

Item Totals for Inspector ID

GO 118
 GO TB 1
 GOTBJT 2
 VW 132

253 Entries for Inspector ID

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

#ACTIVITIES	Inspections				Re-Inspections				Based On # Activities
	INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	INSPECTIONS	PASSED	CORRECTIONS	RE-INSPECTIONS	
253	228	203	25	25	20	5	30		
	%INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	%PASSED	%CORRECTIONS	%RE-INSPECTIONS	REQUIRED	
	90	89	11	10	80	20	12		



TO: Members of the Kinston City Council
Members of the Lenoir County Board of Commissioners
From: Kinston-Lenoir County Chamber of Commerce Lenoir 2020 Steering Committee
SUBJ: Human Relations

We write to you as City of Kinston and Lenoir County leaders to ask that you consider creating a City-County initiative which – after further development -- could take on the characteristics of a Human Relations Commission.

We make this request out of our fervent desire that every citizen in every part of our community believe that he or she, young and old, of any race, as well as any economic or geographic difference, has a stake in Lenoir County's future.

There is history leading to our request.

As you recall, Lenoir 2020 special county-wide task force was convened in 2012 with the mission to examine current issues and opportunities impacting our citizens and therefore the future of our community. Dr. Jack Harrell, as Vice President for Diversity Affairs at the Kinston-Lenoir Chamber of Commerce, was selected to lead. Patterned somewhat after the 1990's community review entitled *Crossroads*, which Dr. Harrell also led, the following topics formed the Lenoir 2020 agenda:

- Education
- Housing & Amenities
- Health Care
- Public Safety
- Human Relations

In many ways, the work of Lenoir 2020 continues under the auspices of special task forces.

A special Lenoir 2020 session was convened August 16, 2012 to take up issues and opportunities relating to Human Relations. A series of leading citizens led animated discussions during which a number of concerns and potential remedies were aired.

This particular session was followed up by a three-day *Leading for Equity* initiative Nov. 14-16, 2012 sponsored by the Partnership for Children of Lenoir & Greene Counties. A total of 23 citizens, selected by the City of Kinston, Lenoir County, the Kinston-Lenoir Chamber of Commerce and the Partnership for Children met with a professional facilitator. The aim: discuss racism and race relations in the community and to build awareness on how to bridge divides which negatively affect community harmony.

Significant learnings emerged from those three days of hard work. In summary, we are of the view that important groundwork has been laid which leads to our request for you to consider the next step: formalizing an official approach for continuing efforts to build a more harmonious environment for our County's continued economic and social development at this important moment of our history.

Further, we ask you to appoint at least two members of your body to help develop this next step. They would work with the members of the Lenoir 2020 Steering Committee and others to identify ways and means to improve racial relations. Improved race relations would only enhance Lenoir County's attractiveness as a place to live and work.

Thank you,

Jack Harrell, Chamber of Commerce VP of Diversity Affairs

	2011 Agenda Page #	2012 Agenda Page #
Jan	35	57
Feb	53	48
Mar	46	64
Apr	55	78
May	56	68
Jun	107	53
Jul	39	44
Aug	52	94
Sep	78	33
Oct	58	44
Nov	102	44
Dec	36	35
Total	717	662

Paper Costs

We currently utilize 14 copies at each meeting during the year for a total of 308 printed Agenda's each year. Based on these averages we can derive an accurate average paper usage base on 2 sided copies

Avg pages in an Agenda for a given year	690
Agendas printed at 690 pages each for 14 users	9660
Ream of paper equal 500 sheets - # reams of paper	19.32
Paper Carton contains 10 Reams each	1,932
Average Cost of each Carton of paper	\$55.79
Cost of paper	\$107.79

Avg Page # for a year
printed 2 sided

690

copier count	average costs
116539	\$ 97.16
139859	\$ 79.54
172521	\$ 81.65
207728	\$ 88.01
91189	\$ 346.36
% used for agenda	\$ 114.51
10.59% x2 for double	21%

Paper	\$ 107.79
Deliver Mileage - 36 miles per trip - 22 delivers per year - 792	
Gas costs county Veh 15 MPG at cost of \$3.17 per gallon	\$ 167.38
Labor for Delivery - 2 hrs trip/22 trips/44 hrs per annum	
Labor rate for delivery \$20.87/hr wage	\$ 918.28
Labor for Assembly -3 hrs/22 meetings / 66 hrs per annum	
Labor rate for assembly \$15.41/hr wage	\$ 1,017.06
Copier Maintenance cost for 21% of use on Agendas	\$ 72.74
\$2224.56 Lease on Copier based on same 21% of usage on Agendas	\$ 467.16
Total cost for Agenda	\$ 2,750.40

IPAD Costs

	Amazon
IPAD 16 GB WIFI	\$ 499.00
IPAD 32 GB WIFI	\$ 599.00
IPAD 64 GB WIFI	\$ 699.00
IPAD 128 GB WIFI	\$ 799.00
IPAD 16 GB WIFI/3G	\$ 629.00
IPAD 32 GB WIFI/3G	\$ 729.00
IPAD 64 GB WIFI/3G	\$ 829.00
IPAD 128 GB WIFI/3G	\$ 929.00

Cellular Charges

Recurring monthly cellular charges if you went with the wifi/3g would be around the listed amts below per unit delivered

At&t 3GB	\$ 23.40
at&t 5 GB	\$ 39.00
Verizon Unlimited	\$ 37.99

Costs for IPADs

WIFI only

10 IPAD 16 GB wifi only for 7 Commisioners, ATT, Manager and ACM	\$ 4,990.00
10 Covers/pens/screens protector - \$44.00	\$ 440.00
Total	\$ 5,430.00

WIFI with 3g

10 IPAD 16 GB wifi/3g only for 7 Commisioners, ATT, Manager and ACM	\$ 6,290.00
10 Covers/pens/screens protector - \$44	\$ 440.00
10 Monly cell charges - Verizon - 37.99 X10X12 months	\$ 4,558.80
Total	\$ 11,288.80
Yearly Recurring Charges	\$ 4,558.80

MINUTES**LENOIR COUNTY BOARD OF COMMISSIONERS****September 16, 2013**

The Lenoir County Board of Commissioners met in open session at 4:00 p.m. on Monday, September 16, 2013, in the Board of Commissioner Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

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

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

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

PUBLIC INFORMATION

Ms. Tammy Kelly, Cooperative Extension Director, introduced Mr. Joel Dixon. She stated he represented Lenoir County at the North Carolina Association of County Commissioners' Meeting in Guilford County recently. Ms. Kelly stated he is a long time member of 4-H and active in many different areas of 4-H. Mr. Dixon expressed his appreciation for being asked to attend the meeting and was personally congratulated by each commissioner.

Mr. Brantley Uzzell, General Manager, Lenoir County ABC expressed his gratitude for the Board's support of not privatizing the ABC Commission. He stated they are a unique entity, as they give money back to many different local agencies. Mr. Uzzell stated sales suffered this past fiscal year and were down about \$53,000 from the previous year. He stated the local store sales were down by about \$26,000 and they had closed the Pink Hill store one day a week. Mr. Uzzell stated the profits were only down \$4,500 from the previous year so the changes they have implemented are beginning to pay off. He stated they were scouting for a new store location and had planned on locating in the area on Hwy 258 North by the Piggly Wiggly, but it did not work out. Mr. Uzzell stated they were open to any location on that side of town. He stated he wanted to meet with Mr. Jarman and Ms. Martin to discuss retaining some of the funds in order to make some upgrades. He stated he thought part of the problem with sales was the public not knowing the store locations, since they are all located inside the towns. He stated he believed sales would increase if they had locations on major thoroughfares. Mr. Uzzell stated Lenoir County's ABC Board gave back \$747,286 to various entities, and last year for the first time, Pink Hill had

turned a profit. He stated they are having bags printed with the monies that are paid back to different agencies on them, so people can see where their money is going. Mr. Uzzell presented a check for approximately \$170,000 to the Board for the FY12-13 year. Ms. Brown asked if there had been an ABC Store on Hwy 70 previously. Mr. Uzzell stated there was one on Hwy 70 previously, but it had closed. He stated if they knew where the new Hwy 70 bypass was going, they could decide where to put a new store. He stated they had priced it out and if they build, staff and stock the store, it would cost around \$1 million. Mr. Uzzell stated they would like to own their buildings instead of rent them, so they could make more profit. He said they were looking at saving \$20,000 just in insurance benefits this year. Mr. Best asked how many employees there were, and Mr. Uzzell stated seven full time, seven part time, and three Board Members for a total of seventeen. Mr. Davis stated he thought Hwy 70 would be the better location due to the amount of traffic. Ms. Sutton stated she thought it was a good idea to print the information on the bags. Mr. Uzzell stated the bags should be received and start using them by the end of October. Ms. Brown stated the Phillips Road location was hard to get in and out of, to which Mr. Uzzell stated it was their intent to close that location whenever a new one was opened on Hwy 70.

ITEMS FROM THE COUNTY MANAGER

1. Lenoir County Financial Performance Summary: August 31, 2013
2. Monthly Status Report: 2011 CDBG NC Catalyst Project
2012 CDBG Scattered Site Housing Assistance Project
3. Lenoir County Inspections Permit Report: August 2013

Mr. Jarman stated at the next Commissioners' meeting, there will be a presentation by the MIS department regarding doing the agendas paperless. He also stated he had attended the 20/20 Committee Human Relations meeting earlier in the day, and there will be a subcommittee established. Mr. Jarman stated the Board of Commissioners and the City Council, would be receiving a letter from the 20/20 Committee asking for participants. Mr. Jarman asked the Board to be thinking about who may want to serve on the committee.

CONSENT AGENDA

3. Approval of Minutes: Regular Board Meeting-September 3, 2013.

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

RESOLUTIONS/BUDGET ORDINANCE AMENDMENTS

Item No. 4 was a Proclamation proclaiming September as “Alcohol and Drug Addiction Recovery Month”. Ms. Brown read the Proclamation. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 4 was unanimously approved.

Item No. 5 was a Resolution Authorizing the Approval of Fireworks Shows at the Lenoir County Fair on the dates of September 17th and September 21, 2013 at the Lenoir County Fair Grounds. Justin Tilghman, Emergency Services Planner, requested the board’s approval for the Fireworks Shows to be held at the Lenoir County Fairgrounds on the above stated dates. Upon a motion by Ms. Sutton and a second by Mr. Hill, Item No. 5 was unanimously approved.

Item No. 6 was a Resolution Authorizing the Purchase of a 2013 28-HP International Tractor/Mower and Front End Loader from Mills International for Parks and Recreation Facilities in the County: \$9,885. Mr. Bill Ellis stated the Board is requested to approve the purchase of a 2013 28 –HP International tractor/mower and front end loader from Mills International for use at county recreation facilities in the amount of \$9,885 from account # 40-4930-5101. He stated the tractor they previously used was no longer in service due to an engine fire. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No.6 was unanimously approved.

Item No.7 was a Resolution Approving a Records Retention Schedule Amendment for the Register of Deeds. Ms. Pam Rich stated the current “Records Retention Schedule Amendment” needs to be approved in order to meet the requirements of record retention in the Register of Deeds Office. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 7 was unanimously approved.

Item No. 8 was a Budget Ordinance Amendment: General Fund: Health (Adult Health-Maternal Health (HMHC): \$1,443: Decrease. Mr. Huff stated this is due to the funding reduction in the Maternal and Child Health Block grant as a result of the Federal Sequestration. Upon a motion by Mr. Daughety and a second by Mr. Hill, Item No. 8 was unanimously approved.

Item No. 9 was a Budget Ordinance Amendment: General Fund: Health (Family Planning): \$4,862: Decrease: Mr. Huff stated this is due to funding reduction in the Maternal and Child Health Block grant as a result of Federal Sequestration. Upon a motion by Mr. Daughety and a second by Ms. Brown, Item No. 9 was unanimously approved.

Item No. 10 was a Budget Ordinance Amendment: General Fund: Health: (Maternal Health): \$69,964 Decrease. Mr. Huff stated the state reduced the High Risk Maternal Health funding due to the inability to maintain compliance with the program requirement of having a board certified OB/GYN staff the clinic. The clinic has discontinued the High Risk Maternity Clinic as of July 1, 2013. Mr. Huff stated in the past they had contracted with a local Obstetric Practice, but there is no longer a private provider in Kinston. He stated they were contracting with the Kinston

Community Health Clinic, but they had an increased their prices, which would cost significantly more than was approved in the Health Department Budget. Mr. Huff stated this had been discussed with the County Manager and the Kinston Community Health Clinic's services were no longer being used. He stated a physician is being hired and he/she will refer high risk patients to the Kinston Community Health Center. Mr. Huff stated this is a different way of doing things, but the patients will continue to receive proper care. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 10 was unanimously approved.

Mr. Huff stated there had been a recent development concerning the Child Health Program at the Health Department, but it was a temporary situation. He stated in the past they had three Enhanced Public Health Nurses to provide Child Health Services, but all three had recently resigned. During the transition period of hiring another Enhanced Care Nurse, the Health Department will be assisting parents in finding a health care provider.

Item No. 11 was a Budget Ordinance Amendment: General Fund: Process Funds: \$2,240: Increase: Ms. Kelly stated this was to appropriate funds for the Community Transportation Grant for Cooperative Extension. She said this was for a fan and a sound system at the Farmers' Market. Ms. Kelly stated the acceptance of this grant was approved by the Commissioners at the 09/03/13 meeting-Item #13. These funds are to be used to support access to healthy local foods, by providing marketing and supplies to the Lenoir County Farmers' Market and LCFM Annex. Upon a motion by Ms. Brown and a second by Mr. Daughety, Item No. 11 was unanimously approved.

Item No. 12 was a Resolution Authorizing Acceptance of a Grant in the Amount of \$42,000 from the North Carolina Tobacco Trust Fund Commission. Ms. Kelly stated the Board is requested to approve this resolution and authorize her to administer the contract as Program Manager, Martha Martin, Finance Officer as Fiscal Manager and Michael W. Jarman, County Manager will sign on behalf of Lenoir County Government. She also said she was pleased to receive the funds, and they would be used to pave additional areas in the front and back of the Farmers' Market Annex. Upon a motion by Mr. Hill and a second by Mr. Best, Item No. 12 was unanimously approved.

Ms. Kelly reminded everyone the Lenoir County Fair opens tomorrow, September 17, 2013.

PUBLIC HEARINGS/RESOLUTIONS

Item No. 13 was a Public Hearing Regarding the Exchange of Real Property between Lenoir County and Walter Poole, Jr. and Sylvia K. Poole. Lenoir County Attorney, Robert Griffin read the reason for the Public Hearing. The Public Hearing was opened at 4:42. Mr. Davis asked the public if there were any comments and then asked the commissioners for any comments. Due to no response from the public or the commissioners, the public hearing was closed at 4:44 p.m.

Item No. 14 was a Resolution Authorizing Lenoir County to Enter into a Contract and Agreement with Walter and Sylvia Poole to Trade 4.53 Acres of County Property in the Hwy 70

Industrial Park for Property Owned by the Poole's at 1278 Hwy 258 North. Upon a motion by Mr. Daughety and a second by Ms. Sutton, Item No. 14 was unanimously approved. Mr. Jarman made everyone aware this will not take place until the Council of States approves the additional land for the road project as well.

CLOSED SESSION

A motion was made by Ms. Brown and a second by Mr. Daughety, to go into closed session at 4:47 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. There was no action taken, and upon a motion by Ms. Brown and a second by Mr. Daughety, the commissioners came out of closed session at 5:07 p.m.

PUBLIC HEARINGS/RESOLUTIONS

Item No. 15 was a Public Hearing Regarding Voluntary Title VI Public Involvement. Mr. Chris Harper stated the reason for the public hearing. Mr. Davis declared the public hearing open at 5:10 p.m. He asked the public if there were any comments and then asked the commissioners. Due to no response, Ms. Brown made a motion and Mr. Best seconded the motion to close the public hearing. The public hearing was declared closed at 5:12 p.m.

Item No. 16 was a Resolution Approving the Rural Operating Assistance Program (ROAP) Grant Application: Elderly Disabled Transportation Assistance Program (EDTAP) \$69,377: Employment Transportation Assistance Program (EMP) \$23,999: Rural General Public (RGP) Funding \$89,431. for FY 13-14: \$182,807. Upon a motion by Ms. Brown and a second by Mr. Daughety, Item No. 16 was unanimously approved.

Item No. 17 was a Resolution Approving the Acceptance of New Advertising Rates for Lenoir County Transit. Mr. Harper stated he had been in the Department Manager position for a year now, and they have only four contracts for advertising. He said he had determined by reducing rates he could possibly generate more revenues. He stated he has talked to surrounding counties and they do not charge as much for their advertising. Upon a motion by Mr. Daughety and a second by Ms. Sutton, Item No. 17 was unanimously approved.

APPOINTMENTS

Item No. 18 was a Resolution Approving Citizens to Boards, Commissions, Etc.

<u>BOARD/COMMITTEE COMMISSION</u>	<u>APPLICANT/CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>

There were no appointments to Boards.

With no further discussion Mr. Davis adjourned the meeting at approximately 5:14 p.m.

Respectfully Submitted,

Reviewed By,

Faye H. Mervin
Deputy Clerk

Michael W. Jarman
County Manager

MINUTES**LENOIR COUNTY BOARD OF COMMISSIONERS****September 26, 2013**

The Lenoir County Board of Commissioners met in open session for a "Special Called Meeting" on Thursday, September 26, 2013, in the Board of Commissioners' Main Meeting Room in the Lenoir County Courthouse located at 130 S. Queen St., Kinston, NC. The purpose of this meeting was to discuss a radio upgrade contract with Motorola Communications for the E-911 Consolidation Project between Jones County and Lenoir County (JLECC).

Members present: Chairman Reuben Davis, Vice-Chairman Jackie Brown, Craig Hill, and Roland Best.

Members absent: Eric Rouse, Linda Sutton, and Mac Daughety

Also present were: Michael W. Jarman, County Manager, Tommy Hollowell, Assistant County Manager, Roger Dail, Director of Emergency Services, Mike Wiggins, Maintenance Supervisor, and Martha Bishop, TACC 9 news media.

Chairman Davis called the meeting to order at approximately 4:30 pm. Ms. Brown offered an invocation and Mr. Davis led the audience in the Pledge of Allegiance.

Ms Brown made a motion to excuse Board members Linda Sutton and Eric Rouse. The motion was seconded by Mr. Best. The Board approved the motion by common consent.

RESOLUTIONS

Roger Dail, Emergency Services Director, presented a resolution to approve a radio upgrade contract with Motorola Communications, in the amount of \$5,441,497. Mr. Dail explained that the "Special Called Meeting" was necessary in order for Lenoir County to take advantage of incentives being offered by Motorola if the Board approved and executed the contract by Friday, September 27, 2013. The incentives being offered by Motorola include special pricing on all portable and mobile radios purchased for the JLECC Project and additional equipment, in the amount of \$411,442, for the LaGrange repeater site. The additional equipment is at no cost to the County and would allow emergency responders to simulcast while responding to emergency traffic. Mr. Jarman asked Mr. Dail to explain simulcasting. Mr. Dail responded that simulcasting allowed an emergency responder to communicate with E-911 communicators and other emergency responders without manually changing radio channels. All responders to an incident would be able to hear and communicate with one another. Mr. Dail stated that if this resolution was approved, the Deep Run repeater site would be the only site in the County that did not have the capability of simulcasting, and at some point in the future, he would probably request funding to simulcast this site. Mr. Jarman reminded the Board that the JLECC grant funding totaled \$7.4 million and that the radio contract being considered was for the radio system

upgrade only. Mr Dail will be back in front of the Board soon with a resolution for the construction portion of the JLECC Project. Additional funding above the \$7.4 million JLECC grant from the State E-911 Board is being provided from other grants, E-911 fund balances of Lenoir and Jones Counties, and monthly E-911 distributions from the State imposed charge on all telephone lines. Mr. Hill asked if simulcasting would benefit all emergency responders, including fire, ems, and law enforcement. Mr. Dail responded that it would. Mr. Davis asked if additional county funds would be needed in the future for this project. Mr. Dail responded that the County is responsible for all E-911 infrastructure, but the resolution being considered today involved grant funding only, so no county funding would be used for this project. Mr Best asked if emergency responders in the Deep Run area would have to manually switch channels to be able to communicate with other responders to an incident. Mr. Dail responded yes and he further stated they currently have to do this anyway.

Upon a motion by Mr. Hill and a second by Ms. Brown, the resolution was unanimously approved.

Mr. Davis adjourned the meeting at 4:45 pm.

Respectfully Submitted,

Thomas L. Hollowell
Deputy Clerk

Reviewed By,

Michael W. Jarman
County Manager

RESOLUTION: APPROVING THE RELEASES AND REFUNDS TO THE INDIVIDUALS LISTED HEREIN

SUBJECT AREA: Finance

ACTION REQUESTED: Approval of Releases and Refunds as Prepared

HISTORY/BACKGROUND:

Releases and refunds result from listing and assessing due to incorrect and incomplete information.

EVALUATION:

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

RELEASES OVER \$100

Year	Name	Account	Amount	Reason
2013	Eloise H. Turner LT	30283	\$7616.52	Keying Error
2013	Othoniel Mayorga Mata	23763	162.87	Corrected Listing
2013	NES Equipment Services	57604	331.55	Listed in other county
2009	Leaf Specialty Finance	67040	182.17	Business Closed
2009	Leaf Specialty Finance	67040	482.54	Business Closed
2010	Leaf Specialty Finance	67040	145.64	Business Closed
2006	James W. Miller	50630	144.54	Adjusted Value
2007	James W. Miller	50630	138.14	Adjusted Value
2008	James W. Miller	50630	115.52	Adjusted Value
2011	Brenda Taylor Mobley	60263	120.55	Double Listed
2012	Brenda Taylor Mobley	60263	111.31	Double Listed
2013	Brenda Taylor Mobley	60263	103.84	Double Listed
2013	Lueverna & Grover Thomas	54535	962.71	Legal Exemption
2013	Eastern Outdoor Develop	62811	203.72	Business Closed
2011	Smokeys	69697	335.77	Business Closed
2012	Smokeys	69697	275.06	Business Closed
2013	Smokeys	69697	227.35	Business Closed
2013	Jo Ellen Gardner	35796	169.95	Adjusted Value
2013	Terry Sugg	51676	177.72	Corrected Listing
2013	Francis Fields Ricks	44490	110.36	Adjusted Value
2013	John T. Ipock	14691	786.99	Legal Exemption
2013	Chancey Kennedy	73500	111.75	Double Listed
2013	Dillard Parrott Wallace Jr.	31015	122.70	Corrected Listing
2013	Deborah Faye Jernigan	73343	330.89	Legal Exemption
2013	Kathleen Sutton	68422	321.25	Legal Exemption
2013	Clement & Ava Mae Jones	15674	452.49	Legal Exemption
2013	Samuel Lee Walker	242	204.71	Legal Exemption
2011	Fred Thomas Jones III	60765	472.55	Corrected Situs
2012	Fred Thomas Jones III	60765	663.43	Corrected Situs
2013	Gordon St Christian Church	40671	697.06	Corrected Listing
2013	Charles F. Kienast & Martha	16728	672.75	Legal Exemption

Year	Name	Account	Amount	Reason
2013	Cherrie Lynn Heath	64447	168.29	Double Listed
2013	Justin Brett Taylor	12693	261.44	Double Listed
2013	Robert Mavis	74262	134.06	Double Listed
2013	Mark S. Waldrop	15870	189.98	Adjusted Value
2013	United Church of Christ	67759	4492.43	Legal Exemption
2013	Martin Gregory May	73357	145.60	Double Listed
2013	R F G Construction	32970	553.15	Corrected Situs
2013	Leno B Lewis	70548	151.25	Corrected Situs
2013	Robert Bizzell	73721	1270.50	Corrected Situs
2013	Wheels LT	33140	118.24	Corrected Listing
2013	Rent A Center Inc.	1528	3447.24	Amended Listing
2013	Jesus Ernesto Moreno	66384	102.04	Corrected Listing
2013	Arbys Restaurant Group Inc.	34668	134.62	Amended Listing
2013	Carol Sugg	28085	103.66	Corrected Listing
2013	Rickey Paschall Foss Jr.	56091	249.04	Adjusted Value
2013	Leonard & Charlene Brown	3087	168.00	Corrected Listing
2013	Reyna Capital Corp.	81026	127.26	Amended Listing
2013	Jones & Dolores Pender	22573	758.56	Legal Exemption
2013	Jose Luis Hernandez Yanez	63837	117.66	Corrected Listing
2013	Stephen Craig Sanderson	39022	196.23	Corrected Listing
2013	Deeb Said	73511	273.29	Amended Listing
2013	Foss Auto Recycling Inc.	8929	3832.78	Adjusted Value
2013	William Ward Gerrans	9626	1839.40	Adjusted Value
2013	William S. Elliot	54961	824.95	Adjusted Value
2013	Garland F & Sheila Walker	30994	672.75	Legal Exemption
2013	Manufactures & Trade Trust	69017	145.45	Amended Listing
2013	The Pantry Inc.	39351	1779.16	Listed in other county
2013	Geraldine S. Vernon	30789	559.29	Legal Exemption
2013	Mark C. Rouse	70561	1520.67	Double Listed
2013	Rosa Lee Mccoy	19190	699.57	Legal Exemption
2013	Cayetano Ordonez Delgado	12188	133.45	Corrected Listing

MANAGER'S RECOMMENDATION: Approval of releases as set out above.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Sutton _____

Hill _____ Best _____ Rouse _____ Davis _____

 Reuben Davis, Chairman
 Lenoir County Board of Commissioners

10/07/13
 Date

 ATTEST
10/07/13
 DATE

**A RESOLUTION HONORING
Evelyn Kittrell**

WHEREAS, the Lenoir County Board of County Commissioners wishes to proudly acknowledge and to publicly recognize employees retiring from the North Carolina Cooperative Extension, Lenoir County Center; and,

WHEREAS, Ms. Evelyn Kittrell was employed by the North Carolina Cooperative Extension, Lenoir County Center as a Parents as Teachers Educator in 1995; and,

WHEREAS, Ms. Evelyn Kittrell was employed by the State of North Carolina in 1976; and,

WHEREAS, Ms. Evelyn Kittrell has dedicated her professional career at North Carolina Cooperative Extension, and the State of North Carolina to public service, parent education, and the citizens of Lenoir County; and,

WHEREAS, Ms. Evelyn Kittrell submitted her notice of retirement from the North Carolina Cooperative Extension, October 1, 2013; and,

WHEREAS, Ms. Evelyn Kittrell will retire with a total combined 37 years of service from North Carolina Cooperative Extension, and the State of North Carolina.

THEREFORE BE IT RESOLVED, this the 7th Day of October in the Year 2013 of our Lord, that the Lenoir County Board of Commissioners recognizes Ms. Evelyn Kittrell for her efforts, commitment and compassion that she has so freely given to the citizens of Lenoir County and further resolved that a copy of this Resolution be transmitted to Ms. Evelyn Kittrell by the Clerk to the Board of Commissioners of Lenoir County.

BOARD OF COMMISSIONERS OF LENOIR COUNTY

BY: _____
Mr. Reuben Davis, Chairman

ATTEST: _____
Clerk to the Board of Lenoir County Commissioners

DATE: October 7, 2013

BUDGET ORDINANCE AMENDMENT: GENERAL FUND:PROCESS FUNDS: \$2,923. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2013 - 2014
Appropriations

Budget Amendment # _____

Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		PROCESS FUNDS		10-3329-3624	Grant-Coop Extension-SHIIP
				10-4201-6034	Coop Extension-SHIIP Grant
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
10-3329-3624	GRANT-COOP. EXT-SHIIP	2,923.00	10-4201-6034	COOP EXT - SHIIP GRANT	2,923.00
Total		2,923.00	Total		2,923.00

Reason and Justification for Request:
 BUDGET AMENDMENT TO APPROPRIATE SHIIP (SENIORS' HEALTH INSURANCE INFORMATION PROGRAM) GRANT FUNDS FOR FY 2013-2014. THIS GRANT IS ADMINISTERED BY COOPERATIVE EXTENSION AND IS DESIGNED TO ASSIST SENIOR CITIZENS IN OBTAINING INSURANCE INFORMATION. A RESOLUTION WAS APPROVED ON AUGUST 19, 2013 - ITEM #6 AUTHORIZING TAMMY KELLY TO EXECUTE THE CONTRACT AND CONTINUE MANAGING THE GRANT. THE FUNDS WERE RECEIVED ON 9/10/2013.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	<i>9/24/13</i>	<i>Martha H. Martin</i>	<i>9/24/2013</i>
Budget Officer Approval	Date		
<i>Michael W. Jarman</i>	<i>9/24/13</i>		
Board Approval (When Applicable)	Date	Date of Minutes	



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2013-2014
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
GENERAL	FINANCE CONSERVATION-NATURAL RESOURCES	VARIOUS
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES
Account # and Title	Amount	Account # and Title Amount
INCREASE		INCREASE
10-3991-9910 FUND BALANCE APPROPRIATED	7,908.00	10-4960-3800 NRCS-COMPUTER SEAT FEE 1,508.00 10-4960-4130 OFFICE RENT 6,400.00
Total	7,908.00	Total 7,908.00

Reason and Justification for Request: TO BUDGET FUNDS FOR OFFICE RENT AND COMPUTER SERVICES FOR THE LENOIR COUNTY SOIL AND WATER DISTRICT. THESE FUNDS WERE NOT INCLUDED IN THE FY13-14 BUDGET BECAUSE THEY HAD BEEN BUDGETED, BUT NOT EXPENDED IN PRIOR YEARS. USDA AND NCDENR ARE NOW INVOICING FOR THESE EXPENDITURES IN THE CURRENT YEAR; THEREFORE, IT IS NECESSARY TO REINSTATE THESE FUNDS.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha N. Martin</i>	<i>10/3/13</i>	<i>Martha N. Martin</i>	<i>10/3/13</i>

Budget Officer Approval	Date
<i>Michael W. Jarman</i>	<i>10/2/13</i>

Board Approval (When Applicable)	Date	Date of Minutes
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RESOLUTION: Approval of Contract for Mowing and Ditch Clean-up of County Owned Property in the Highway 70 West Industrial Park: Danny Smith Landscaping and Drainage of Kinston, NC: \$7,800.

SUBJECT AREA: Purchases / Bids

ACTION REQUESTED: To approve a contract in the amount of \$7,800 with Danny Smith Landscaping and Drainage of Kinston, NC for mowing and ditch clean-up of County owned property in the Highway 70 West Industrial Park and authorize the Lenoir County Economic Development Director to execute the contract on behalf of the County.

HISTORY / BACKGROUND: The Highway 70 West Industrial Park has been in existence since 1989 and includes companies such as: Electrolux, Dopaco/Pactiv, Affordable Dentures, Cummings Plastic Surgery Center, Hoover Custom Tops, Commercial AC Services, Tobacco Contractors, West Pharmaceuticals, Select Foods, Sanderson Farms, DuPont-Pioneer Hi-bred and Smithfield Foods. Collectively these companies employ over 3,022 people. Lenoir County owns approximately 50 acres and has options to purchase 46 additional acres in the Highway 70 West Industrial Park. As Economic development continues to recruit and assist companies in locating and expanding in Lenoir County, it is imperative to maintain the appearance of the Industrial Park. The areas of the Park owned by Lenoir County are in dire need of mowing and ditch clean up. On September 24, 2013, Lenoir County Economic Development requested proposals for mowing and ditch clean-up of approximately 27 acres of the property. Danny Smith Landscaping and Drainage of Kinston, NC and the Rashid Group of Raleigh, NC were the only companies to submit bids by the closing date of September 30, 2013. Danny Smith Landscaping and Drainage of Kinston, NC was the most qualified bidder and had maintained the property several times over the years. After investigating the references of the Rashid Group, it was concluded they did not have experience in mowing and ditch clean up of properties this size.

EVALUATION: In order to recruit companies to locate and expand in Lenoir County, the appearance of the Highway70 West Industrial Park must be maintained. Proposals for mowing and ditch clean up of 27 acres of County owned property in the Park were received by the Lenoir County Economic Development Department on September 30, 2013. Danny Smith Landscaping and Drainage of Kinston, NC submitted a bid in the amount of \$7,800. The Rashid Group of Raleigh, NC submitted a bid of \$2,025 plus \$200 for each ditch bank. After evaluating both bids, it was determined that Danny Smith Landscaping and Drainage of Kinston NC was the more qualified company to perform the mowing and ditch clean up in the Park.

Approval of this resolution will allow for the encumbrance of funds and payment to the contractor upon completion of the contract.

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 10/07/13 **ITEM NO.** 9

RESOLUTION: Authorizing Replacement of Split System Heat Pump at the Lenoir County Board of Elections' Offices: Ed Phillips, Inc.: \$7,850.00.

SUBJECT AREA: Purchases - Bids

ACTION REQUESTED: The Board is requested to authorize the replacement of a split system heat pump at the Lenoir County Board of Elections' Offices by Ed Phillips, Inc., of Kinston, N.C., in the amount of \$7,850.00.

HISTORY/BACKGROUND: The HVAC unit that heats and cools the Lenoir County Board of Elections' Offices in the county owned Multi-Purpose Building is over 30 years old. The existing heat pump is a 10 ton unit that originally heated and cooled the elections' offices and the office space occupied by the ABC Board. A separate, smaller split system heat pump was installed years ago to heat and cool the office area occupied by the ABC Board. The original 10-ton unit has not been replaced and it is too large to properly control the heat, cooling, and moisture levels in the much smaller elections' office area. The unit is too large and does not cycle properly to control moisture levels in the elections' office area. As a result, the office area is extremely damp and mildew and mold are becoming a possibility. The area has a very musty, damp smell that is even in the carpet and ceiling tiles. County Maintenance requested proposals for solutions from HVAC contractors. The solution to the problem is to replace the old 10 ton unit with a smaller 3 ton, 13 seer efficient split system heat pump. Ed Phillips, Inc., of Kinston, N.C., provided the County with the best price to replace the old 10 ton system and all associated ductwork.

EVALUATION: Due to reconfiguring of office spaces over the years in the Lenoir County Multi-Purpose Building, the original 10 ton heat pump that heats and cools the Board of Elections' office area is not operating properly. The unit is over 30 years old and is too large to cycle properly. This causes the unit to not run as much as needed to remove the proper amount of moisture from the air. Buildup of mildew and mold are becoming a possibility and the office area is damp and musty. The odor is now in the carpet and ceiling tiles. County Maintenance recommends the acceptance of a proposal from Ed Phillips, Inc., to replace the unit with a new energy efficient 3 ton split heat pump.

Approval of this resolution will allow for the encumbrance of funds and payment to the contractor upon completion of the replacement.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval. _____

RESOLUTION: NOW THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorizes Ed Phillips, Inc., of Kinston, N.C., to replace a split system heat pump at the Lenoir County Board of Elections' Offices in the amount of \$7,850.

Funding Source: Capital Improvements Fund
 Re-roofing - HVAC 40-4935-5800

AMENDMENTS:

MOVED _____ **SECONDED** _____

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

Yea Votes: Davis ___ Bown ___ Best ___ Daughety ___ Hill ___

 Rouse ___ Sutton ___

Reuben J. Davis, Chairman

Date

Attest

Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 10/07/13 **ITEM NO.** 10

RESOLUTION: Authorizing Purchase of Carpet for Board of Elections and Philson Building: Interface, LLC., \$12,168.

SUBJECT AREA: Purchases - Bids

ACTION REQUESTED: The Board is requested to authorize the purchase of carpet for the Board of Elections' Offices and the Philson Building from Interface, LLC., and authorize the Lenoir County Maintenance Supervisor to execute a purchase order in the amount of \$12,168 for the purchase.

HISTORY/BACKGROUND: The 30 year old HVAC unit that heats and cools the Board of Elections' Offices in the county owned Multi-Purpose Building is being replaced. The old unit was not cycling properly and was not removing moisture from the conditioned air. The carpet in the offices is old, worn, and smells musty because of the moisture in the building. Maintenance has tried cleaning the old carpet to remove the musty smell without success. The only solution is to replace the carpet with new commercial grade carpet squares, as was done in the DSS Building several years ago. The County acquired the Philson Building on McLewean Street at an IRS auction in October 2012. The County could not perform any repairs or maintenance on the building until a mandatory redemption period elapsed. No conditioned air had been operating in the building for about a year and a half; therefore, the interior of the building needed cleaning, painting and attention to remove the moisture and mold. The carpet was worn and musty. It was removed by maintenance in September 2013. Maintenance will replace the carpet with new commercial grade carpet squares.

EVALUATION: Due to higher than normal moisture levels in the ABC Offices and the Philson Building, the old, worn carpet needs to be replaced. Maintenance received pricing from two companies to supply the County with commercial grade carpet squares, as was done at DSS several years ago. Interface, LLC., provided the County with the best price to supply the carpet squares. County Maintenance recommends the acceptance of their proposal.

Approval of this resolution will allow for the encumbrance of funds and payment to Interface, LLC., upon receipt of the carpet squares..

MANAGER'S RECOMMENDATION:

Respectfully recommend approval. _____

RESOLUTION: NOW THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners approves the purchase of carpet for the Board of Elections' Offices and the Philson Building from Interface, LLC., and authorizes the Lenoir County Maintenance Supervisor to execute a purchase order to Interface, LLC., in the amount of \$12,168 for the purchase.

Funding Source: Capital Improvements Fund
 Building Upgrades 40-4935-5801

AMENDMENTS:

MOVED _____ **SECONDED** _____

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

Yea Votes: Davis ___ Brown ___ Best ___ Daughety ___ Hill ___

 Rouse ___ Sutton ___

Reuben J. Davis, Chairman

Date

Attest

Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 10/07/2013 **ITEM NO.:** 11

RESOLUTION: To Allow Sheriff Chris Hill to Purchase (11) Motorola Handheld Radios and (14) Radio Batteries: \$6,004.04

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to approve a resolution allowing Sheriff Chris Hill to purchase (11) Motorola UHF Portable radios and (14) spare Motorola batteries for use in the jail.

HISTORY / BACKGROUND:

The Lenoir County Jail currently utilizes UHF Motorola radios to carryout communication within the two jails. Because the jail has additional staff that has been funded by the county, more radios are required so that each officer has the ability to communicate. In addition, radios are being provided to court security staff to coordinate inmate transfers to the courtrooms, master control so that the master control operator can monitor and communicate with staff, as well as radios for the jail captain, the magistrate, the administrative staff, and for emergency personnel who may be called to the jail during emergencies.

EVALUATION:

The new jail utilizes a repeater and UHF radios to communicate within and between the two jails. The UHF radio, paired with the repeater, provides a clear signal for staff to communicate. These radios have been in use since April of 2013 and are more than satisfactory for the jail operation. Each radio (XRP300) cost \$462.50 each. In addition, spare batteries are needed because of the charge life of a radio battery. Each radio battery is \$60.11. These radios have been purchased in the past from Motorola through Gately Communications. Gately Communications is located in Lenoir County and is an authorized Motorola radio dealer. The total cost of the purchase including programming, shipping and handling is \$6004.04. The purchase will be funded with Federal Asset Forfeiture funds relieving the taxpayers of the cost.

The Sheriff respectfully requests that the Board of Commissioners allow the Sheriff to execute a purchase order with Gately Communications to purchase the radios and batteries.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff is authorized to execute a purchase order with Gately Communications for the purchase of 14 Motorola handheld radios and 11 spare Motorola batteries.

FUNDING ACCOUNT: 15-4316-5999 \$6,004.04

AMENDMENTS:

APPROVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Rouse _____ Sutton _____ Brown _____ Davis _____

Hill _____ Best _____ Daughety _____

Reuben J. Davis, Chairman 10/07/13
Date

ATTEST 10/07/13
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 10/07/2013 **ITEM NO.:** 12

RESOLUTION: To Allow Sheriff Chris Hill to Purchase an Emergency Notification System
“Code Red”: \$10,000

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to approve a resolution allowing Sheriff Chris Hill to purchase “Code Red,” which is an emergency notification system.

HISTORY / BACKGROUND:

In recent years the Lenoir County Sheriff’s Office has expanded its ability to communicate with the citizens of Lenoir County when an event occurs. Currently, citizens are notified of an event by the use of the Sheriff’s office Facebook page, where the Sheriff’s Office has about 4,500 followers. In addition, the Sheriff’s Office can reach out to the Kinston Free Press, TACC9, the LaGrange Gazette, and several eastern North Carolina television stations to notify citizens when an event has occurred or when we need to gather critical information. Because citizens are utilizing alternate forms of communication such as email, text messaging, telephone, and cellphone, it is incumbent that the Sheriff’s Office be able to inform citizens via these technologies when an event has occurred or may potentially occur.

EVALUATION:

In an effort to find a technology that will mass notify citizens of an event or when there is the potential for a dangerous or life threatening event, the Sheriff’s Office reviewed an internet based product called Code Red. This product is owned by Emergency Communications Network, LLC, and is currently utilized by 56 other North Carolina counties. Because the system is internet based, the entire infrastructure is managed and maintained by the Emergency Communications Network.

Code Red is designed to mass notify citizens by the use of land line telephones, cell phones, email, and text messaging. When an event occurs, a notification message is recorded and is then sent out to affected citizens in the entire county or in a particular area of concern. All of this can be done in a matter of minutes from a computer which has an internet connection. In addition, Code Red will provide the Sheriff’s Office with a weather feature that captures the signal from the National Weather Service and will notify only those citizens that may be affected by a tornado, flash flood, severe thunderstorm or some other life threatening weather event. The system will come with a database of 22,719 phone numbers from Lenoir County. A link will be placed on the Lenoir County Sheriff’s Office and Lenoir County websites to allow citizens to enter their own information for notification. The total annual cost for the Code Red system is \$10,000. The Sheriff intends to purchase the system utilizing Federal Asset Forfeiture funds.

The Sheriff respectfully requests that the Board of Commissioners allow the Sheriff to execute a purchase order with Emergency Communications Network, LLC, to purchase the Code Red system.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.



Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff is authorized to execute a purchase order with Emergency Communications Network, LLC., for the purchase of Code Red.

FUNDING ACCOUNT: 15-4316-6900 \$10,000

AMENDMENTS:

APPROVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Rouse _____ Sutton _____ Brown _____ Davis _____

Hill _____ Best _____ Daughety _____

Reuben J. Davis, Chairman 10/07/13
Date

ATTEST 10/07/13
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 10/07/2013 **ITEM NO.:** 13

RESOLUTION: To Allow Sheriff Chris Hill to Execute a Blanket Purchase Order with Blacks Tire Service: \$10,000

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to approve a resolution allowing Sheriff Chris Hill to execute a blanket purchase order with Blacks Tire Service to purchase Goodyear tires.

HISTORY / BACKGROUND:

The Lenoir County Sheriff's Office operates over 70 vehicles, which utilize Goodyear tires. These high performance tires are priced according to a contract between Goodyear and the State of North Carolina. The previous tire dealer in Lenoir County no longer has a contract with Goodyear and no vendor in Lenoir County has a contract to sell the tires utilizing State contract pricing. This has forced the Sheriff to purchase tires from an alternate authorized dealer, which is located in another county.

EVALUATION:

The Sheriff's Office has utilized Blacks Tire Service in years past to provide Goodyear tires at State contract pricing. The tires are ordered by the Sheriff's Office and are shipped by Black Tire Service to a local mechanic who balances and mounts the tires on the patrol cars.

The Sheriff respectfully requests that the Board of Commissioners allow the Sheriff to execute a blanket purchase order with Blacks Tire Service to purchase Goodyear tires for its patrol car fleet.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff is authorized to execute a blanket purchase order with Blacks Tire Service for the purchase of Goodyear tires.

FUNDING ACCOUNT: 10-4310-3530 \$10,000

AMENDMENTS:

APPROVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Rouse _____ Sutton _____ Brown _____ Davis _____

Hill _____ Best _____ Daughety _____

Reuben J. Davis, Chairman 10/07/13
Date

ATTEST 10/07/13
Date

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 10/07/13 **ITEM NO.** 14

RESOLUTION: To Allow Sheriff Chris Hill to Purchase Two Full-Service Canines: \$28,000

SUBJECT AREA: FINANCIAL

ACTION REQUESTED:

The Board is requested to approve a resolution allowing Sheriff Chris Hill to purchase two full-service canines and to train two canine handlers to work these animals.

HISTORY / BACKGROUND:

For many years the Lenoir County Sheriff's Office has utilized canine's to search for missing persons, locate narcotics and evidence, track fleeing offenders, and for officer protection. These animals have proven to be a valuable resource for the Office. The longevity of a full service dog is about 10 years and should be replaced when the animal outlives its usefulness. In some cases, the animal suffers from disease or is permanently injured and must be retired. Most of the canines that have been purchased have come from Southern Police Canines, Inc., located in Nash County. The Sheriff has been very satisfied with their performance.

EVALUATION:

The Sheriff's Office currently has (2) full-service canines, each one being assigned to a working shift. In addition, the Office has a blood hound, which is also assigned to a shift. The Sheriff's Office desires to place a full service canine on one shift and to place one canine on the Community Crimes Reduction Team (CCRT). The Office will have a total of (5) animals once the acquisition is complete.

The owner of Southern Police Canines Inc., has provided a quote for \$28,000 (\$14k each) to purchase (2) full-service canines as well as 6 weeks of training with the canine for the assigned deputy. The Sheriff intends to purchase these animals with a combination of both federal asset forfeiture funds and North Carolina controlled substance funds. This means that the taxpayers of Lenoir County will not have to pay for these animals as the funds are derived from seizures of illegal narcotics and money.

The Sheriff respectfully requests that the Board of Commissioners authorize the Sheriff to execute a purchase order with Southern Police Canines Inc., to purchase two full-service canines as well as the applicable handler training.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

Mae

Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the Sheriff is authorized to execute a purchase order with Southern Police Canines, Inc., to purchase (2) full-service canines and the applicable handler training.

FUNDING ACCOUNT:	16-4317-5100	\$14,000
	15-4316-5100	\$14,000

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Rouse _____ Sutton _____ Brown _____ Davis _____

Hill _____ Best _____ Daughety _____

_____	<u>10/07/13</u>
Reuben J. Davis, Chairman	Date

_____	<u>10/07/13</u>
ATTEST	Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 10/07/2013 **ITEM NO.:** 15

RESOLUTION: Approval and Execution of Construction Contract: Harrod and Associates: \$2,330,000

SUBJECT AREA: Purchased / Bids

ACTION REQUESTED:

The Board is requested to approve a contract between the County of Lenoir and Harrod and Associates in the amount of \$2,330,000.00 and authorize the Lenoir County Emergency Services Director to execute the contract on behalf of the County.

HISTORY/BACKGROUND:

For the past two years, Lenoir and Jones County officials have been discussing and implementing a merger of the Jones County E-911 Center with the Lenoir County E-911 Center. As part of the merger, Lenoir County's existing Public Safety Answering Point (PSAP) will be the primary PSAP for both Counties, with a back-up facility located in Jones County. To allow for the back-up facility in Jones County, construction of a new facility is required. In addition, the existing facility in Lenoir County is in need of renovation and upgrading. Both Counties agreed that the consolidation would not be possible without the availability of grant funding for the project. On June 15, 2012, the NC 911 Board awarded a \$7.4 million consolidation grant to Lenoir County. Additional funding for the project is coming from the combined E-911 Fund Balances of both counties. Lenoir County contracted with JacobSwyper Architects for the design and development of blueprints for both locations. A request for construction bids was advertised on August 24, 2013, in the local paper, as well as electronic posting on the Lenoir County website.

EVALUATION:

For the past two years, Lenoir and Jones County officials have been working on a merger of the Lenoir and Jones County E-911 Communication Centers. To comply with new legislation regarding required backup communication centers for County E-911 Centers, this merger is necessary and will benefit both counties financially. Over the past nine months, County staff along with consultants from L.R. Kimball and Associates and JacobSwyper Architects, have been developing exact building specifications and a RFP for bid. A mandatory pre-bid conference was held on August 28, 2013 with contractors, with a bid opening held on September 23, 2013. The following contractors returned bids:

- \$2,330,000 – Harrod and Associates – Raleigh, NC
- \$2,336,000 – Blue Ridge – Mt. Airy, NC
- \$2,487,000 – Group III Management – Kinston, NC
- \$2,604,891 – Jackson Builders – Goldsboro, NC

County Administration, along with JacobSwyper, evaluated each bid. Following these evaluations, Harrod and Associates was selected based on their experience and lowest bid.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

MW
Initials

RESOLUTION: NOW THEREFORE, BE IT RESOLVED by the Lenoir County Board of Commissioners that a contract with Harrod and Associates, in the amount of \$2,330,000.00, is approved and be it further resolved the Lenoir County Emergency Services Director is authorized to execute the contract with Harrod and Associates on behalf of the County.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Sutton _____

Hill _____ Best _____ Rouse _____ Davis _____

Reuben Davis, Chairman
Lenoir County Board of Commissioners

10/07/13
Date

ATTEST

10/07/13
DATE

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 10/07/13 **ITEM NO.** 16

RESOLUTION: Approving Provider Agreements for Subsidized Day Care: \$2,653,882

SUBJECT AREA: Financial

ACTION REQUESTED:

The Board is requested to authorize contracting with the following current listing of individual child care providers and child care centers (list is subject to change monthly) to provide subsidized child day care in Lenoir County effective July 1, 2013 through June 30, 2014:

- | | |
|---|--|
| A to Z Child Care | Lil Tots Development Center, LLC |
| ABC - 123 Academy | Lil' Tots Nursery & Preschool |
| Aaron's Playground | Linda's Family Childcare |
| Alla-Kid-Zaam Inc | Little People's Day Care |
| Amazing Giants | Little People's Day Care 2 |
| Barb's Loving Arms | Little Saints Day Care |
| Bright Beginnings Christian Center Inc | Lora's Child Care Home |
| Charlie's Angels Child Care Center | Lou Anna's Childcare Center |
| Cheryl's Country Kids Childcare | M&E Wonderland Academy Day Care |
| Childcare Network # 76 | Marvin B Spence Head Start |
| Children's Castle Childcare | Memorable Moments FCCH |
| Children's Village Academy Day Camp
& After Sch Prog | Miss Charlie's Child Care I |
| Country Kids, Inc. | New Beginning Christian Child Care Center |
| Deans Friendly Child Care Center | New Beginning Christian Child Care Center II |
| Deep Run Child Care Center | New Season Community Development Center |
| Doreen's Day Care | Pink Hill Child Care Center |
| Doris' Little Darlings | Precious Angels Day Care |
| Doreen's Day Care | River Of Life Day Care |
| Doris' Little Darlings | Sandi's Childcare |
| Falling Creek Day Care | Small World Child Care Center |
| Farmer 'N' Dell INC | Sonshine Christian Childcare |
| Grainger-Hill Head Start | Star Day Care |
| Greene Lamp Head Start | Sycamore Chapel's Tender T |
| Heart To Heart | TAILORED LEARNING CENTER |
| Incredible Kidz Academy | Teachers Memorial Pre-School |
| Inspirational Faith & Hope Christian FCCH | THE LEARNING RANCH |
| Jacobs Little Giants | The Right Start Family |
| Kid City Child Care | Waine's Child Care |
| Kids Academy | Wee are the World Child Care |
| Kids Incorporated Learning Center | Weewa's Precious Angels |
| Kids First Christian Development Center | Wonderland Christian Child Care Center |
| Kids of Joy | |
| Kidz R Us Childcare | |
| King Tiger Academy | |
| Kinston Child Care Center | |

HISTORY/BACKGROUND:

Child Care funding in Lenoir County and the State of North Carolina has expanded enormously since 1990 when the allocation for Lenoir County was only \$219,000. For fiscal year 2012/2013, Lenoir County's allocation for Child Care Developmental Funds is nearly three million state and federal dollars. In order to receive payments from DSS providers must abide by state and federal regulations.

EVALUATION:

This will be a one year agreement, renewable with modification annually, subject to acceptable performance of the individual provider. The staff will not bring back before the Commissioners any changes to the list of providers.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED that the Lenoir County Board of Commissioners authorize contracting with the current list of individual child care providers and child care centers (list is subject to change monthly) to provide subsidized child day care in Lenoir County effective July 1, 2013 through June 30, 2014: \$ 2,653,882.

AMENDMENTS

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Brown _____ Daughety _____ Davis _____ Best _____

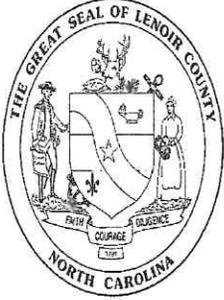
Hill _____ Rouse _____ Sutton _____

Reuben Davis, Chairman

Date

ATTEST

DATE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 13/14
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		SOCIAL SERVICES		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <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			
103585-3990		105351-4974			
CHILDCARE DEVELOPMENT FUND	\$ 148,534.00	CHILDCARE DEVELOPMENT FUND	\$ 148,534.00		
Total	\$ 148,534.00	Total	\$ 148,534.00		

Reason and Justification for Request:
 DAY CARE LINE ITEM ADJUSTMENTS TO REFLECT AN INCREASE IN THE DAY CARE SUBSIDY ALLOCATION RECEIVED FOR FY' 13-14 THE ACTUAL ALLOCATION RECEIVED IS MORE THAN THE STATE ESTIMATE APPROVED IN THE FY' 13-14 DSS BUDGET.
 100% FEDERAL/STATE FUNDS

Department Head Approval	Date	Finance Officer Approval	Date
<i>Susan E Moore</i>	9/30/2013	<i>Martla N. Martin</i>	9/30/2013
Budget Officer Approval	Date		
<i>Morgan J. [Signature]</i>	10/2/13		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy