

LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
MONDAY, OCTOBER 21, 2013 – TIME: 4:00 P.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: October 7, 2013 | Martin/Jarman |
| 4. | Budget Ordinance Amendment: General Fund: DSS: \$1,327: Decrease | Moore |

END OF CONSENT AGENDA

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS 40 Min.

- | | | |
|----|---|-------|
| 5. | Budget Ordinance Amendment: State Controlled Substance Fund: Sheriff-Controlled Subst.: \$4,000: Increase | Hill |
| 6. | Budget Ordinance Amendment: Federally Seized Property Fund: Sheriff-Federally Seized Property: \$17,200: Increase | Hill |
| 7. | Resolution Requesting the Establishment of Fees for Rabies Vaccinations | Huff |
| 8. | Resolution Approving the Revised FY 13-14 Lenoir County Home and Community Care Block Grant Funding Plan | Moore |
| 9. | Budget Ordinance Amendment: General Fund: DSS: \$25,596: Decrease | Moore |

PUBLIC HEARING/RESOLUITON: 20 Min.

- | | | |
|-----|--|--------|
| 10. | Public Hearing Regarding the Proposed Lenoir County Community Transportation Program Application | Harper |
| 11. | Resolution Authorizing Persons to Execute Required Documents for Community Grant: FY 2014-15 | Harper |

APPOINTMENTS: 5 Min.

- | | | |
|-----|---|--------|
| 12. | Resolution Approving Citizens to Boards, Commissions, Etc. 5 Min. | Martin |
|-----|---|--------|

OTHER ITEMS: 10 Min.

- | | | |
|-----|---|--|
| 13. | Items from County Manager / County Attorney / Commissioners Public Comments/ Closed Session (if necessary) | |
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TO: Chairman and Members of the Board
FROM: Mike Jarman, County Manager
DATE: October 21, 2013
SUBJECT: Items of Interest

1. Letter: September 27, 2013: Ms. Agnes Ho, Director of Libraries

2. Lenoir County Financial Performance Summary: 2013-14: September 30, 2013

3. Monthly Status Report: 2011 CDBG NC Catalyst Project
2012 CDBG Scattered Site Housing Assistance Project

**NEUSE
REGIONAL
LIBRARY**

*Headquarters at the
Kinston-Lenoir County Public Library*

*Agnes W. Ho
Director of Libraries*

510 N. Queen Street

Kinston, N.C. 28501

(252) 527-7066

Fax: (252) 527-8220

September 27, 2013

Mr. Mike Jarman, County Manager
County of Lenoir
PO Box 3289
Kinston, NC 28502

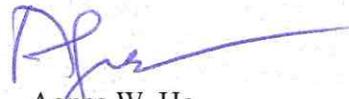
Dear Mike:

Our beautiful new metal roof now stands as a testament to all who pass it on Queen Street of how much Lenoir County and the City of Kinston value their Library. I would like to thank you and City Manager Tony Sears for the leadership you both displayed in making that capital project a reality; as a result our citizens possess an even better facility than they did previously. Nearly a thousand patrons visit the Library each day, and there is another issue that must be addressed in order to ensure that they have the building that they deserve. I have discussed this matter with the Kinston-Lenoir County Library Board, and they have asked me to bring the matter to your attention and seek your recommendation on how to best proceed.

Earlier this year, the City of Kinston assisted with filling in several potholes in the Headquarters Library's parking lot. The new areas of the parking lot were paved during the Library's renovation project that was completed in 2008, but the older sections of the lot have not been paved since the building was originally constructed in the early 1980s. The parking lot continues to deteriorate and is in the process of becoming an inconvenience, if not an outright hazard, to the patrons who visit the Kinston-Lenoir County Public Library each day.

You and Tony have both done a fantastic job of ensuring that library facilities are well-maintained in the past. I am now asking that you both please advise on the best way to move forward with seeking capital funding for the repaving of the Library's parking lot. I have already obtained two proposals for repaving this lot; they are attached for your review. We are dependent on you and your staff to offer your professional guidance and supervision on this project, just as we were during the replacement of the Library's roof. The realization of this project would be an investment in the future comfort and safety of the many citizens who use your Library facility each day. Thank you, and I look forward to seeing you again soon.

Best regards,



Agnes W. Ho
Director of Libraries

js

Enclosures

SERVING:

*Lenoir County
Kinston • La Grange
Pink Hill*

*Jones County
Pollocksville • Maysville
Trenton • Comfort*

*Greene County
Snow Hill*

1517 US Hwy 258 South
Kinston, NC 28504



Office: 252-527-8488
Fax: 252-527-8038

PROPOSAL

July 25, 2013

Neuse Regional Library
Attn: Sandy Murphy
N. Queen Street
Kinston, NC 28501

Re: Lenoir County Library

Ernie Everett Site Prep & Demo's conditions for job and services rendered herein; conditions will be met and agreed upon prior to services rendered.

- Payment is due upon completion of service, unless other arrangements have been made.

Scope of work to include:

We will provide all labor, equipment and materials to repair parking lot.

• Mobilization	\$ 2,000.00
• Patching	\$12,000.00
• Overlay	\$44,000.00
• Clean-up	\$ 3,800.00
• Striping	\$ 2,200.00
	Total Cost \$64,000.00
• Milling (optional)	\$ 5,000.00
	Grand Total \$69,000.00

This price is based on the NCDOT Monthly Terminal F.O.B. Asphalt Binder Price of \$ 593.44 per ton for the month of July. If the asphalt cement price fluctuates from this stated price at any time during the performance of work under this contract, Ernie Everett Site Prep, Inc. has the right to adjust prices in accordance with the NCDOT Monthly Terminal F.O.B. Asphalt Binder Prices.

Payment is expected upon completion of this project unless other arrangements have been made prior to the start of this contract. A minimum Finance Charge of 1.5% per month (18% per yr) will be charged on balances 30 days past invoice date. Attorney fees and court costs will be added if required for collection. Failure to pay within established terms will constitute default. Service fee charges imposed on late payment(s) do not constitute a waiver nor release of any rights of Ernie Everett Site Prep, Inc.

I _____ have read and agree to the terms and condition
specified in this job proposal on the _____ day of _____, 20____.



Barnhill Contracting Company

562 Barrus Construction Road

Greenville, NC 27834

Contact: D. Bruce Hazle

Phone: 252-752-7608

Fax: 252-752-4151

Quote To: Neuse Regional Library
510 N. Queen St.
Kinston, NC
Phone: 252-527-7066
Fax: 252-527-9235

Job Name: Neuse Regional Library
Date: 7/26/13
Date of Plans:
Revision Date:

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
20	ADJUST DROP INLETS & MANHOLES	3.00	EA	407.00	1,221.00
25	4" PATCHING	20.00	TON	175.00	3,500.00
30	1" SF9.5A ASPHALT w/ Markings (SEC A)	1,050.00	SY	12.60	13,230.00
40	1" SF9.5A ASPHALT w/ Markings SEC B)	800.00	SY	12.90	10,320.00
50	1" SF9.5A ASPHALT W/Markings(SEC C)	1,520.00	SY	13.50	20,520.00
GRAND TOTAL					\$48,791.00

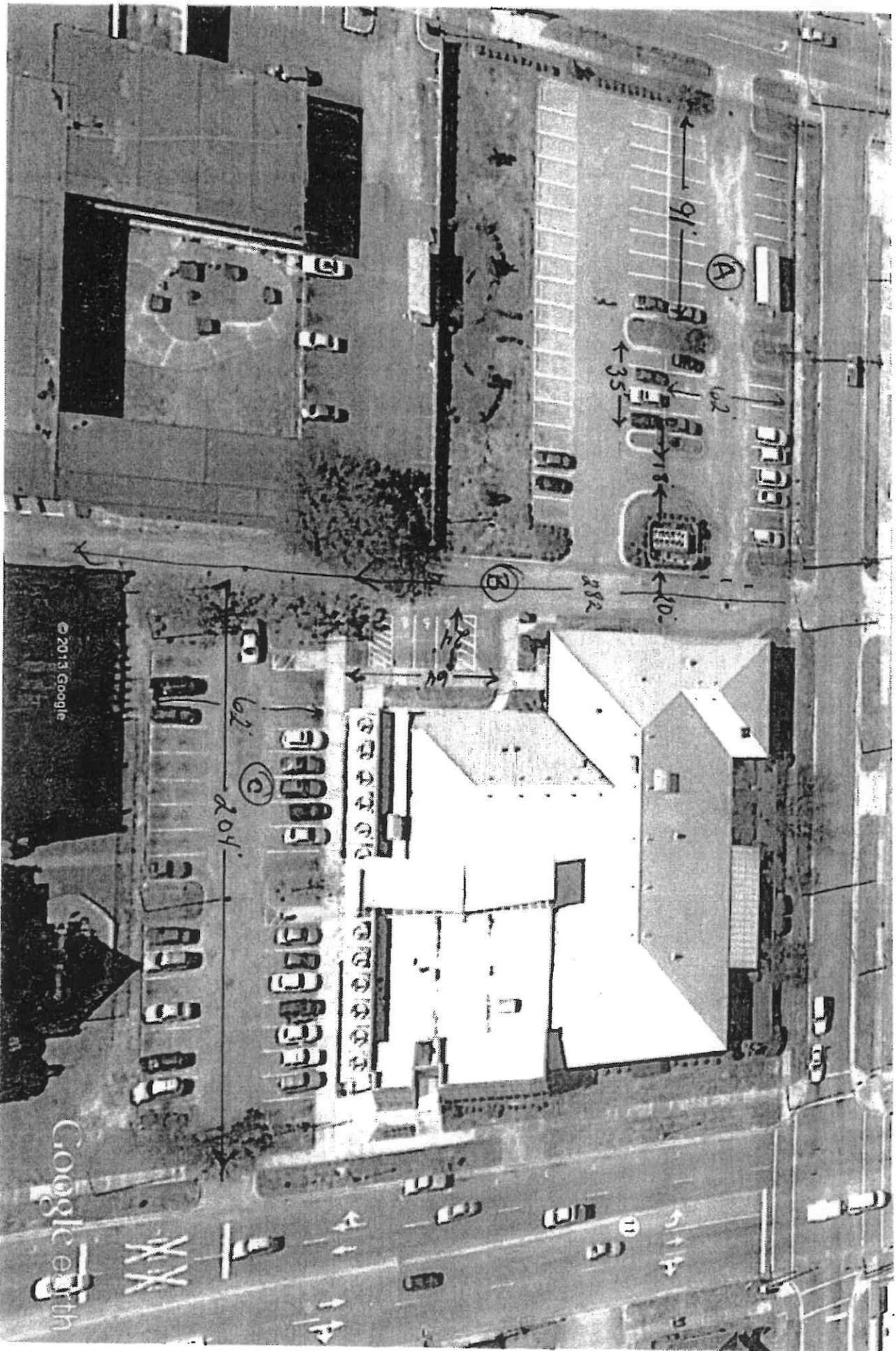
NOTES:

Specific Exclusions

The following items are specifically excluded from this contract unless listed as work included in the contract under "Description of Work and Price": engineering and staking; Permits and fees; Bond; Testing; As-built survey; Subgrade stabilization; Undercut below subgrade; Mass rock; Trench rock; Respreading topsoil; Wasting excess material off-site; Gas lines; Encasement pipes; Retaining walls or any work associated with retaining walls; Backfilling of building walls; Stone under concrete work; Rebar in concrete work (unless other wise noted) Concrete flatwork; Dumpster pads; Screens for dumpster pads; Concrete paving; Pipe bollards; Sand or stone on the building pads; Stone under curb; Brick pavers; Foundation drainage system; Irrigation; Landscaping; Permanent seeding; Fences or gates; Signage; Site electrical; Site lighting; Handicap ramps; Additional stone base; Stone bedding; Tree protection fence; Trench borrow; Traffic control; Prime coat; Hazardous material removal; Hazardous waste removal; Any work not specifically mentioned above; excavation or backfill of footings; temporary utilities or facilities; adjustment, removal, or relocation of new or existing utilities; soil treatment, soil poisoning or preventing vegetation from growing through asphalt; obtaining approvals or inspections by third parties; and paint striping unless specifically provided for in this contract.

The Company assumes no responsibility for standing or ponding of water on finished asphalt surfaces with a designated slope of less than one and one-half percent (1 ½%).

All asphalt prices in this proposal are based on the NCDOT Monthly Terminal F.O.B. Asphalt Binder Price of \$593.44 per ton for the month of July 2013. If the asphalt cement price fluctuates from this stated price at any time during the performance of the asphalt work, we reserve the right to adjust our prices in accordance with the NCDOT Monthly Terminal F.O.B. Asphalt Binder Prices. These prices are located at the following web address: http://www.ncdot.org/doh/operations/dp_chief_eng/constructionunit/paveconst/Asphalt_Mgmt/acprices/2011/averages/ In addition, fuel prices are based on current market prices, both on and off road fuel as well as gasoline and should these prices increase more than ten percent, we reserve the right to increase our prices



Google earth

Feet 200
meters 90



LENOIR COUNTY
FINANCIAL PERFORMANCE SUMMARY-2013-14
SEPTEMBER 30, 2013

REVENUES

25.00%

DESCRIPTION	BUDGET FOR YEAR	REVENUES TO DATE	REMAINING BALANCE	% REC'D
GENERAL FUND:				
Health Department	1,762,601	270,184	1,492,417	15.33%
Public Assistance (DSS)	9,506,499	1,305,500	8,200,999	13.73%
Property Taxes	33,668,134	7,570,407	26,097,727	22.49%
Sales Taxes	6,150,000	566,561	5,583,439	9.21%
Other General	13,600,909	5,019,666	8,581,243	36.91%
TOTAL GENERAL	64,688,143	14,732,318	49,955,825	22.77%
OTHER FUNDS:				
Employee Insurance	3,970,000	908,431	3,061,569	22.88%
Vehicle Replacement	350,000	16,934	333,066	0.00%
Fed Seized Property	20,000	9,566	10,434	47.83%
State Controlled Substance	20,000	281	19,719	1.41%
School Capital Fund	3,100,800	172,558	2,928,242	5.56%
Transportation Fund	1,324,336	127,272	1,197,064	9.61%
Scrap Tire Disposal	135,000	19,607	115,393	14.52%
Emergency Telephone	353,287	57,902	295,385	16.39%
Revaluation Fund	54,549	0	54,549	0.00%
Automation-Preservation Fnd	21,600	6,176	15,424	28.59%
MSW Landfill-Debt Service	0	7	-7	
Capital Improve Fund	5,053,412	11,375	5,042,037	0.23%
Fire Districts	1,347,606	293,643	1,053,963	21.79%
Solid Waste Management	3,436,974	1,449,238	1,987,736	42.17%
Trust and Agency Fund:				
Smart Start Program	50,179	0	50,179	0.00%
TOTAL OTHER FUNDS	19,237,743	3,072,990	16,164,753	15.97%
GRAND TOTAL	83,925,886	17,805,308	66,120,578	21.22%

Project Based Revenues:	BUDGET	TO DATE	REMAINING	% REC
SCHOOL CONSTRUCTION FUND	72,623,867	72,623,867	0	100.00%
CAPITAL PROJECTS FUND	36,075,003	29,048,100	7,026,903	80.52%
CDBG RELATED PROJECTS	3,813,688	2,825,001	988,687	74.08%
Total Project Based	112,512,558	104,496,968	8,015,590	

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

Project Based Expenditures:	BUDGET	EXPENDED TO DATE	ENCUMBERED	REMAINING
SCHOOL CONSTRUCTION FUND	72,623,867	72,623,867	0	0
CAPITAL PROJECTS FUND	36,075,003	27,917,444	0	8,157,559
CDBG RELATED PROJECTS	3,813,688	2,800,001	0	1,013,687
Total Project Based	112,512,558	103,341,312	0	9,171,246

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

LENOIR COUNTY
FINANCIAL PERFORMANCE SUMMARY - 2013-14
SEPTEMBER 30, 2013

EXPENDITURES

25.00%

DESCRIPTION	BUDGET FOR YEAR	EXPENDITURES TO DATE	ENCUMBRANCE	UNENCUMBERED BALANCE	% EXPEND/ENCUMBR
GENERAL FUND:					
Governing Body	201,793	57,891	0	143,902	28.7%
County Manager	277,122	65,301	0	211,821	23.6%
Finance	192,306	51,401	0	140,905	26.7%
Human Resources	196,775	46,919	0	149,856	23.8%
Tax Office	773,628	199,731	5,288	568,609	26.5%
Legal	62,500	5,625		56,875	9.0%
Court Facility	594,232	96,073	88,031	410,128	31.0%
Elections	371,136	85,519	20,295	265,322	28.5%
Register of Deeds	278,053	69,094	31,672	177,287	36.2%
Non-Departmental	1,244,664	649,828		594,836	52.2%
Process Funds	874,512	186,233	2,750	685,529	21.6%
Outside Agencies	129,500	29,981		99,519	23.2%
Management Info Systems	917,862	265,924	101,103	550,835	40.0%
Public Buildings	568,781	97,849	50,429	420,503	26.1%
Sheriff	4,524,542	1,112,441	149,044	3,263,057	27.9%
Sheriff - Civil Process	279,886	5,524	0	274,362	2.0%
Central Communications	1,387,913	335,450	78,260	974,203	29.8%
Jail	3,549,940	876,007	600,714	2,073,219	41.6%
Emergency Management	427,040	94,686	38,848	293,506	31.3%
Emergency Medical Services	3,743,074	960,001	337,973	2,445,100	34.7%
Non-Emergency Services	353,271	73,740	34,430	245,101	30.6%
Fire Protection	28,279	28,279	0	0	100.0%
Inspections	221,293	52,463	0	168,830	23.7%
Medical Examiner	40,000	1,200		38,800	3.0%
Economic Development	276,225	60,155	4,315	211,755	23.3%
Veterans Service Office	33,241	4,364	0	28,877	13.1%
Cooperative Extension	390,984	69,511	12,928	308,545	21.1%
JCPC - Parenting Matters	35,194	6,250		28,944	17.8%
Cooperative Ext-Grants	200,375	16,214	1,500	182,661	0.0%
Soil Conservation	113,355	27,102		86,253	23.9%
Health Department	3,898,494	774,295	317,954	2,806,245	28.0%
BioTerrorism - Health	34,237	9,248	0	24,989	27.0%
M. Health Department	245,715	61,429		184,286	25.0%
Public Assistance (DSS)	13,625,682	2,580,438	278,475	10,766,769	21.0%
Education	9,900,000	2,475,000		7,425,000	25.0%
Community College	2,235,000	558,750		1,676,250	25.0%
Cultural	740,500	185,125		555,375	25.0%
Recreation	799,000	199,750		599,250	25.0%
Debt Service	7,989,715	3,005,514		4,984,201	37.6%
Transfer to Other Funds	2,882,324	0		2,882,324	0.0%
Contingency	50,000	0		50,000	0.0%
TOTAL GENERAL	64,688,143	15,480,305	2,154,009	47,053,829	27.3%
OTHER FUNDS:					
Employee Insurance Fund	3,970,000	744,135		3,225,865	18.7%
Vehicle Replacement Fund	350,000	0	0	350,000	0.0%
Fed Seized Property Fund	20,000	1,392	2,594	16,014	19.9%
State Controlled Substance Fund	20,000	4,060	10,084	5,856	70.7%
School Capital Fund	3,100,800	2,500,000		600,800	80.6%
Transportation Fund	1,324,336	209,063	108,407	1,006,866	24.0%
Scrap Tire Disposal Fund	135,000	18,417		116,583	13.6%
Emergency Telephone Fund	353,287	141,039	7,747	204,501	42.1%
Revaluation Fund	54,549	12,294		42,255	22.5%
Automation-Preservation Fund	21,600	0	0	21,600	0.0%
MSW Landfill-Debt Service	0			0	
Capital Improvements Fund	5,053,412	70,779	4,304	4,978,329	1.5%
Fire Districts	1,347,606	102,200	0	1,245,406	7.6%
Solid Waste Management	3,436,974	658,673	89,887	2,688,414	21.8%
Trust & Agency Fund					
Family & Caregiver-Smart Start	50,179	16,154	0	34,025	32.2%
TOTAL OTHER FUNDS	19,237,743	4,478,206	223,023	14,536,514	24.4%
GRAND TOTAL	83,925,886	19,958,511	2,377,032	61,590,343	26.6%

Monthly Performance Status Report

(Due on 15th of each month)

Grantee Name: County of Lenoir Grant Number: 11-C-2375 Month: September Year: 2013
 Grant Project: 2011 CDBG NC Catalyst Project - Spring Drive Housing and Community Development
 Grant Period: October 12, 2012 - April 12, 2015 Release of Grant Funds: April 2, 2013

<u>Activity</u>	<u>Performance Schedule (On/Off)</u>	<u>Current Performance Status (If Off Schedule)</u>	<u>Remedy to get back on Schedule (If Off Schedule)</u>
<i>Rehabilitation</i>	On		
<i>Rehab/Reconstruction: Replacement Housing</i>	On		
<i>Temporary Relocation</i>	On		
<i>Clearance</i>	On		
<i>Sidewalk Improvements</i>	On		
<i>Flood/Drainage Improvements</i>	On		
<i>Street Improvements</i>	On		
<i>Sewer Improvements</i>	On		
<i>Water Improvements</i>	On		
<i>Administration</i>	On		

Prepared By: C. David Harris
 Endorsed By: Michael W. Jarman
 Board of Commissioners Update:
 Person Providing Update: Michael W. Jarman

Title: CDBG Project Manager
 Title: County Manager (*City/County Manager or Clerk*)
 Date: October 21, 2013
 Title: County Manager

Performance Schedule
 (Based on *Performance Based Contract*)
 On/Off Schedule

- ❖ *On* Performance Schedule: Stop and submit report, no current performance status or remedy to get back on schedule is required
- ❖ *Off* Performance Schedule: Provide current performance status and remedy to get back on schedule and submit report

MINUTES

LENOIR COUNTY BOARD OF COMMISSIONERS

October 7, 2013

The Lenoir County Board of Commissioners met in open session at 9 a.m. on Monday, October 7, 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, Roland Best, Mac Daughety, Craig Hill, Eric Rouse and Linda Rouse-Sutton.

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 9 a.m. Ms. Brown offered the Invocation and Mr. Rouse led the audience in the Pledge of Allegiance.

PUBLIC INFORMATION:

None

ITEMS FROM CHAIRMAN/COMMISSIONERS:

None

ITEMS FROM THE COUNTY MANAGER:

1. Memo: Kinston-Lenoir County Chamber of Commerce: Re: Human Relations

Mr. Jarman reminded the commissioners of the letter in their packet from the Lenoir 2020 Steering Committee. He said this letter was asking for two commissioners to serve on a Human Relations Committee, a part of the Lenoir 2020 strategy. Ms. Sutton and Mr. Hill volunteered to serve on the committee.

Mr. Jarman then advised the group of the partial Federal shutdown and told them he has been in contact with all departments that may possibly be affected by this action. He said the Health Department will be affected in the following areas: Tuberculosis, Family Planning, Prenatal and WIC. Mr. Jarman said in discussions with Mr. Huff, there were enough funds to run the Tuberculosis, Family Planning and Prenatal clinics through the end of October. However, WIC will not be issuing any vouchers after tomorrow, October 8th – they will only be answering phone calls. Mr. Jarman said there are seven employees in the WIC department, and right now he is not sure how this will affect the employees or their benefits.

Mr. Jarman said Transit also receives Federal dollars through the State, but hopefully they have enough local money from advertising and such to get them through this. He also said Soil Conservation has the same issue, with their State and Federal counterparts currently not working. However, the County's staff is currently working on locally funded projects.

Mr. Jarman then asked Susan Moore, DSS director to address the Board and make them aware of how her department is being affected. Ms. Moore told the group she and her staff had met with the DSS Board earlier in the morning to go over the possible implications of the shutdown on their services (a copy was provided to the commissioners). The first funding source she discussed was the TANF funding for all mandated child welfare services. Ms. Moore said these funds go for Child Protective Services and Foster Care Services impacting approximately 200 families whose children have been abused or neglected or are at high risk of abuse or neglect. This will also impact 38 staff members and completely shut down the Child Protective Services unit – a mandated service.

Ms. Moore also said the Work First Block Grant funds will be affected. This money is used to provide monthly cash assistance and employment services to low income families. It also provides funds for Child Protective Services and in-home services to children at risk of foster care placement. She said this will impact approximately 300 families, but it primarily affects children living with a relative other than a parent.

She also said the Child Development Fund (CCDF) would be greatly impacted. This child care subsidy makes payments to daycare providers, which will affect 452 children in low-income families and 59 child care facilities within the County.

Ms. Moore stated the low income energy assistance program (LIEAP) program will be affected as well. The program provides funding to assist elderly and disabled individuals in paying their heating and cooling bills.

Another program Ms. Moore said would be impacted is the Home and Community Care Block Grant (HCCBG) which provides adult day care services, in-home aid for the disabled, senior nutrition and transportation services. She stated the County administers \$122,687 of these funds and the Council on Aging receives \$369,941 to operate these programs for seniors.

Ms. Moore said the Social Services Block Grant (SSBG) would be affected as well. This program assists with child welfare services, including foster care and adoptions, adult protective services, guardianship services, in-home aid services and payee services for disabled adults.

Ms. Moore said in the past whenever there was a federal shutdown, the State would allow the counties to continue to spend funds, assuming the federal funding would be forthcoming. However, the current Deputy Secretary for Human Services at the NC Department of Health and Human Services has advised any local government continuing to operate programs impacted by the shutdown, will assume the financial responsibility for any costs incurred. She also said the funding for mandated and essential services is limited and full reimbursement for September services is currently not possible due to the shutdown. Ms. Moore also said the person she spoke with from the Division of Child Development was hopeful counties would receive reimbursement for their September services, but did not see how funding could be made available after October 15th. Ms. Moore said they do not have the option of not providing child services or adult services, but they can stop the daycare funding. Since they have to send out any funding notice ten days before an action, they will be mailing out letters today to parents to make them aware the funding will stop on October 21st. Ms. Moore also said even using the maintenance of effort local funds, the children's services and daycare payments would have to end at October 31st. She said there are really no good options.

Mr. Davis said we would have to provide the services which are mandated, but we do not have the funds to continue services that are not mandated. Ms. Sutton made a motion to accept Ms. Moore's recommendation, and Ms. Brown seconded the motion. The motion passed unanimously.

Mr. Daughety asked if there was a contingency plan for what to do should this continue 60 to 90 days. Ms. Moore replied she would have no choice but to furlough employees. She also said a lot depends on what happens on October 17th, whenever Congress votes on whether or not to raise the debt ceiling. Ms. Moore said it was possible all programs would be impacted then. Ms. Sutton commended Ms. Moore and her staff for their work in compiling the plan. Ms. Sutton said Ms. Moore and the DSS Board first looked at the DSS objectives. Ms. Brown said if any employees had to be furloughed, they could be moved into one of the current vacancies. Ms. Moore said the Food Stamp program was currently running, but all bets were off after October 17th.

Ms. Sutton said other counties were handling this situation in different ways. She said even if you decide to shut down a program, you are still liable under law to protect the children and the adults. Ms. Sutton also said everyone needed to contact their representatives and make them aware of the number of children and businesses that are being affected. Ms. Moore said whenever the funds are released, they will resume the services. Mr. Hill said this is a reminder to the Board of the time which is needed to be spent in the budget process for long range planning. He said they need to discuss how things can be affected in the budget and other such issues. Mr. Hill said this is the reason for being conservative and having rainy day funds available. He also said he appreciates all the work the department heads do, and what they have done in the past to put the

County in the best position possible. He said as we go into another budget year, this needs to be remembered.

Mr. Jarman said DSS and the other departments are trying to work within the funds budgeted and he may have to ask for a special meeting to discuss the mandated services and other services if he foresees anything that could cause financial problems. He said there are several departments affected and he will work to keep the Board informed.

Mr. Daughety asked with all of the uncertainty, should the Board consider freezing any non essential expenditures, until after October 21st. Mr. Jarman said the Board could make that decision, but he asked if the managers could be left to manage, and then bring it before the Board if they were unable to redirect or handle. He stated that is what Ms. Moore has done.

Ms. Moore said she has frozen the Emergency Assistance and frozen positions in Children's services as well as the mail clerk position. She said her department has stopped all non essential expenditures, including non essential travel as well as suspending any purchase not related to client services or essential administrative expenses.

Mr. Daughety said he was talking about countywide. Mr. Davis asked if the funds started flowing again, would they be reimbursed retroactively. Ms. Moore said they had in the past, but the State was in a better financial position then.

2. Paperless Agenda

Joey Bryan, MIS Director addressed the Board concerning the possibility of having paperless agendas. Mr. Bryan said he used two years' worth of actual data to determine the average number of pages per agenda. He then compiled an average cost of delivering the agendas and even used the cost involved in copier lease and maintenance. Mr. Bryan said this came to around \$2,750.40 per year for the paper agendas. He then expounded on two different types of Ipads, and said he had priced the cheaper version, which was a one-time cost of \$5,430.00. Mr. Bryan reminded the group this would be a greater cost up front, but would be an annual savings thereafter.

Ms. Brown asked Mr. Jarman what was his recommendation. Mr. Jarman said he realized there were a lot of things going on, but there were times when it was wise to invest. He said his recommendation was to go paperless with the less expensive Ipad. He stated the time spent by employees copying and delivering could be spent in other more productive areas. Mr. Rouse said he felt with the government shutdown, this should be tabled until a more relevant time. Mr. Davis said he agreed with Mr. Rouse. Mr. Daughety made a motion this be tabled until another time, and Mr. Hill seconded his motion. Ms. Sutton asked if this motion could be amended to include that this discussion

be included in next year's budget agenda. The motion passed by Common Consent.

Mr. Hill said even with the Ipad, you would need to download an application which would allow you to take notes on the downloaded agenda. He said he was willing to try to use his personal Ipad to do this. Mr. Rouse asked about the rest of the Board who owned their personal Ipads, if they could be notified once the agenda was available, and also be provided a link for downloading. Mr. Bryan said he and his staff would be glad to help in downloading the agenda or downloading an application which would allow for the note taking ability. Mr. Daughety said if the file was too large to download, they would notify Administration to print out the document, and they would pick it up.

3. Lenoir County Inspections Report

CONSENT AGENDA:

3. Approval of Minutes: Regular Board Meeting-September 16, 2013.

Special Called Meeting: September 26, 2013

4. Resolution Approving the Releases and Refunds to the Individuals Listed Herein.

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

RESOLUTIONS/BUDGET ORDINANCE AMENDMENTS:

Item No. 5 was a Resolution Honoring Evelyn Kittrell. Ms. Sutton read the resolution honoring Ms. Kittrell and stated it was an honor to be able to do so. Ms. Sutton said all of the employees at Cooperative Extension were like family to her. After the resolution was read, Ms. Kittrell was asked if she had any comments. Ms. Kittrell stated she had enjoyed her job working with children and their parents. She was then thanked individually by each of the Commissioners. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 5 was unanimously approved.

Item No. 6 was a Budget Ordinance Amendment: General Fund: Process Funds: \$2,923: Increase: Ms. Kelly stated this was 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. Ms. Kelly stated they had received a lot of calls concerning health care for seniors and this was a critical year for many. 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 09/10/13. Upon a motion by Mr. Daughety and a second by Ms. Brown, Item No. 6 was unanimously approved.

Item No. 7 was a Budget Ordinance Amendment: General Fund: Conservation-Natural Resources: \$7,908: Increase: Mr. Jarman stated this was to budget funds for office rent and computer services for the Lenoir County Soil and Water District. He stated these funds were not included in the FY 13-14 budget because they had been budgeted in prior years, but not requested. They were taken out of the budget with the stipulation they be put back in if they were needed. Mr. Jarman also said they had talked about moving the Soil Conservation office from its current location, but it had not been feasible. USDA and NCDENR are now invoicing for these expenditures in the current year; therefore, it is necessary to reinstate these funds. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No.7 was unanimously approved. Mr. Best asked where the current offices were located and Mr. Jarman said they were located on Hwy 11 South. Mr. Rouse asked who paid the utilities and Mr. Jarman said they are included in the rent cost.

Item No.8 was a 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. Mr. Pope addressed the group and stated there are currently several projects in process, and the first impression often has a lot of influence on decisions. He said the landfill staff had helped out, but didn't have the proper equipment for mowing ditch banks. He also said he had visited the site with another bidder, who was initially cheaper, and showed him all of the work entailed. His original bid did not include two properties, and his rebid of the job was much higher. Mr. Pope stated approval of this resolution will allow for the encumbrance of funds and payment to the contractor upon completion of the contract. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 8 was unanimously approved.

Mr. Davis stated there was a small triangular shaped property at the corner of Hwy 258 North and Hwy 70 West that had not been mowed all year. Mr. Pope said he would contact someone at DOT to see if this could be mowed. Mr. Daughety stated with the State's new funding formula, there were no funds available for roadside maintenance.

Mr. Pope gave a brief update on the sale of Smithfield Foods to the Chinese. He said he had forwarded the email concerning the sale to the commissioners last week, and everything should remain pretty much the same as usual, just under new ownership. Mr. Pope also read some of the "Frequently Asked Questions" which are posted on Smithfield's website, which address continued safety efforts, etc. Mr. Pope said the outlook was positive, and he hopes there will be more growth with Smithfield.

Item No. 9 was a Resolution Authorizing Replacement of Split System Heat Pump at the Lenoir County Board of Elections' Offices: Ed Phillips, Inc.: \$7,850 Mr. Wiggins addressed the Board and stated there has been a problem over at the Board of Elections/ABC building for some time. In the initial construction of the building a heating/air unit that was too small was installed, and several years later a much larger unit replaced it. Since the installation of the larger unit, there has been a problem with too much moisture and mildew. Mr. Wiggins also said they were going

to need to replace the carpet, and may have to replace some of the ceiling tiles. Mr. Wiggins stated approval of this resolution will allow for the encumbrance of funds and payment to the contractor upon completion of the contract. Ms. Sutton made a motion to allow the replacement of the unit and Ms. Brown seconded the motion. When the question was called, Item No. 9 passed with Mr. Rouse and Mr. Daughety casting the only dissenting votes.

Item No. 10 was a Resolution Authorizing Purchase of Carpet for Board of Elections and Philson Building: Interface LLC., \$12,168 Mr. Mike Wiggins stated this resolution would allow maintenance to purchase carpet squares directly from the manufacturer and he and his staff were going to install the carpet in the Board of Elections/ABC building as well as the Philson building. Once the carpet has been installed in the Philson building, the voting machines, which are currently stored in the old MIS building behind DSS will be stored in the back of the building. This will also allow the MIS department to move into the front of the Philson building, since they currently have to carry equipment up and down the stairs of the Fire Station Museum. Mr. Wiggins stated approval of this resolution will allow for the encumbrance of funds and payment to the vendor upon receipt of the merchandise. Ms. Sutton made a motion to allow the purchase and installation of the carpet, and Ms. Brown seconded the motion. When the question was called, Item No. 10 passed with Mr. Rouse and Mr. Daughety casting the only dissenting votes.

Item No. 11 was a Resolution to Allow Sheriff Chris Hill to Purchase (11) Motorola Handheld Radios and (14) Radio Batteries: \$6,004.04. Sheriff Hill asked the Board of Commissioners to allow him to execute a purchase order with Gately Communications to purchase the radios and batteries, using Federal Forfeiture funds. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 11 was unanimously approved.

Item No. 12 was a Resolution to Allow Sheriff Chris Hill to Purchase an Emergency Notification System "Code Red": \$ 10,000. Sheriff Hill addressed the Board and said the County currently has no way of mass notifying its citizens of an impending emergency. He said this system would allow a message to be sent to a home phone, cell phone, computer, etc. Sheriff Hill also said this system is currently used by 54 other counties in the State, and can be used for other services as well. Ms. Sutton made a motion to approve the purchase of the system and Ms. Brown seconded the motion.

Mr. Rouse asked where the money to fund the service would come from in future years. Sheriff Hill stated he would include in the Sheriff Department budget if no Federal or State funds were available. Mr. Griffin asked if consideration had been given to the fact, not all citizens may want this service. Sheriff Hill stated the system could be designed to use any set of parameters they wanted to use. Ms. Sutton said if folks did not want the service, they could probably opt out. Commissioner Hill said whenever he worked in another county, the county had this feature, and it was a tremendous asset. Ms. Sutton said a similar system is being used by the schools and it is a big help. Ms. Sutton said she wanted to amend her motion to approve the system only if

citizens could opt out and Ms. Brown seconded. Mr. Rouse asked if the motion could also be amended to stipulate the system be funded in future years only if Federal money was available. Ms. Sutton said future years' budget items could not be approved in the resolution. The question was then called with Item No. 12 passing unanimously.

Item No. 13 was a Resolution to Allow Sheriff Chris Hill to Execute a Blanket Purchase Order with Blacks Tire Service: \$10,000. Sheriff Hill said this resolution was necessary due to the fact the tires under state contract price are no longer being carried by local vendors. Sheriff Hill asked the Board of Commissioners to allow him to execute a blanket purchase order with Blacks Tire Service to purchase Goodyear tires for its patrol car fleet. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 13 was unanimously approved.

Item No. 14 was a Resolution to Allow Sheriff Chris Hill to Purchase Two Full-Service Canines: \$28,000. Sheriff Hill asked the Board of Commissioners to allow him to execute a purchase order with Southern Police Canines, Inc., to purchase two full-service canines as well as the applicable handler training. Sheriff Hill further stated this was to make a canine available for each shift. Mr. Rouse asked if there were recurring charges, and Sheriff Hill said the only recurring fee was the food and veterinary bills. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 14 was unanimously approved.

Item No 15 was a Resolution Approving the Execution of Construction Contract: Harrod and Associates: \$2,330,000. Mr. Dail stated that County Administration, along with Jacob Swyper, evaluated each bid and following these evaluations, Harrod and Associates was selected based on their experience and lowest bid. Upon a motion by Mr. Daughety and a second by Mr. Best, Item No. 15 was unanimously approved.

Item No 16 was a Resolution Approving Provider Agreements for Subsidized Day Care: \$2,653,882. Ms. Moore stated the Board is requested to authorize contracting with the 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. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 16 was unanimously approved.

Item No 17 was a Budget Ordinance Amendment: General Fund: DSS: \$148,534: Increase: Ms. Moore stated the day care line item adjustment was to reflect an increase in the day care subsidy allocation received for FY 13-14. The actual allocation received is more that the state estimate approved in the FY 13-14 DSS Budget 100% Federal State Funds. Upon a motion by Ms. Sutton and a second by Ms. Brown, 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.

CLOSED SESSION:

Ms. Brown made a motion to go into closed session to discuss matters relating to the location or expansion of industries or other businesses in the area served by Lenoir County. Mr. Daughety seconded the motion. The commissioners went into closed session at 10:49 a.m.

OPEN SESSION:

Ms. Brown made a motion to come out of closed session and Mr. Daughety seconded the motion. The commissioners came out of closed session at 11:06 a.m.

Mr. Davis stated the commissioners went into closed session to discuss matters relating to the location or expansion of industries or other businesses in the area served by Lenoir County, but no action was taken. Mr. Davis adjourned the meeting at approximately 11:08 a.m.

Respectfully Submitted,

Reviewed By,

Martha H. Martin

Michael W. Jarman

Clerk to the Board

County Manager

BUDGET ORDINANCE AMENDMENT:
 General Fund: DSS:\$1,327.: Decrease

Item NO. 4



LENOIR COUNTY, NORTH CAROLINA
 BUDGET AMENDMENT REQUEST

FY 2013 - 2014
 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"/> 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>DECREASE</u> <u>103531-3001</u> ADMINISTRATIVE REIMB	(1,194.00)	<u>DECREASE</u> <u>105330-4970</u> STATE IN HOME-PURCHASED CHORE SRVC	(1,327.00)
<u>103991-9910</u> FUND BALANCE APPROPRIATED	(133.00)		
Total	(1,327.00)	Total	(1,327.00)

Reason and Justification for Request:

STATE IN HOME PURCHASED CHORE SERVICES LINE ITEM ADJUSTMENTS TO REFLECT ACTUAL FUNDS ALLOCATION FOR FY 13-14 THE ACTUAL ALLOCATION RECEIVED IS LESS THAN THE ESTIMATES APPROVED IN THE FY 13-14 DSS BUDGET.
 87.5% FEDERAL FUNDS / 12.5% COUNTY FUNDS

Department Head Approval	Date	Finance Officer Approval	Date
<i>Jessie E Moore</i>	10/14/2013	<i>Martha H. Martin</i>	10/14/2013
Budget Officer Approval	Date		
<i>MW Jarman</i>	10/14/13		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

Item NO. 5

BUDGET ORDINANCE AMENDMENT: STATE CONTROLLED SUBSTANCE FUND:
SHERIFF-CONTROLLED SUBST: \$4,000. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2013 - 2014
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION	
STATE CONTROLLED SUBSTANCE	SHERIFF-STATE CONTROLLED SUBSTANCE	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
<u>INCREASE</u>		<u>INCREASE</u>	
16-3991-9910 FUND BALANCE APPROPRIATED	4,000.00	16-4317-5100 CAPITAL OUTLAY - EQUIPMENT	4,000.00
Total	4,000.00	Total	4,000.00

Reason and Justification for Request:
BUDGET AMENDMENT TO APPROPRIATE FUNDS FROM THE STATE CONTROLLED SUBSTANCE FUNDS' FUND BALANCE TO ASSIST IN THE PURCHASE OF A CANINE - APPROVED AT 10/7/2013 COMMISSIONERS' MEETING - ITEM #14.

Department Head Approval <i>[Signature]</i>	Date 10/7/13	Finance Officer Approval <i>Martha N. Martin</i>	Date 10/7/2013
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Budget Officer Approval <i>[Signature]</i>	Date 10/10/13
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Board-Approval (When Applicable)	Date	Date of Minutes
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Finance Office - Copy

Department - Copy

Administration - Copy

Item NO. 6

BUDGET ORDINANCE AMENDMENT: FEDERALLY SEIZED PROPERTY FUND:
SHERIFF-FEDERALLY SEIZED PROPERTY: \$17,200. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2013 - 2014
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
FEDERALLY SEIZED PROPERTY	SHERIFF-FEDERALLY SEIZED PROPERTY	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
<u>INCREASE</u>		<u>INCREASE</u>
15-3991-9910 FUND BALANCE APPROPRIATED	17,200.00	15-4316-5100 CAPITAL OUTLAY - EQUIPMENT 4,000.00 15-4316-5999 CAPITAL OUTLAY < \$5,000 3,200.00 15-4316-6900 CONTRACTED SERVICES 10,000.00
Total	17,200.00	Total 17,200.00

Reason and Justification for Request:
BUDGET AMENDMENT TO APPROPRIATE FUNDS FROM THE FEDERALLY SEIZED PROPERTY FUNDS' FUND BALANCE TO ASSIST IN THE PURCHASE OF RADIOS, CODE RED SERVICES AND A CANINE - APPROVED AT 10/7/2013 COMMISSIONERS' MEETING - ITEMS #11, #12 & #14.

Department Head Approval *[Signature]* Date *10/7/13* Finance Officer Approval *Martha H. Martin* Date *10/7/2013*

Budget Officer Approval *Michael W. Jarman* Date *10/10/13*

Board Approval (When Applicable) Date Date of Minutes

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 10/21/13 **ITEM NO.:** 7

RESOLUTION: Requesting the Establishment of Fees for Rabies Vaccinations

SUBJECT AREA: Administrative

ACTION REQUESTED: The Board is requested to establish a fee of \$8.00 for rabies vaccinations at county sponsored Rabies Vaccination Clinics for FY13-14.

HISTORY / BACKGROUND: NCGS 130A-187 requires the local Health Director to organize and assist other organizations to conduct rabies vaccination clinics at least annually. NCGS 130A-188 requires the Board of County Commissioners to establish the fee for rabies vaccination at county sponsored vaccination clinics. Rabies Vaccination Clinics have been scheduled for Tuesday, October 22, 2013, at Riverbank Animal Hospital, Northside Animal Hospital, Countryview Animal Hospital and the Animal Hospital of Lenoir County in LaGrange.

EVALUATION: This action is necessary to comply with applicable laws.

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.

MWJ
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that a fee of \$8.00 is established for rabies vaccinations to be administered at county sponsored Rabies Vaccination Clinics for FY13-14.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Davis _____ Brown _____ Best _____ Daughety _____

Hill _____ Rouse _____ Sutton _____

Reuben J. Davis, Chairman

10/21/13
Date

ATTEST

10/21/13
Date

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 10/21/13 **ITEM NO.** 8

RESOLUTION: Approval of Revised FY 2013-2014 Lenoir County Home and Community Care Block Grant Funding Plan

SUBJECT AREA: Financial

ACTION REQUESTED: The Board is requested to approve the revised FY 2013-2014 Lenoir County Home and Community Care Block Grant funding plan in the amount of \$ 543,537.

HISTORY/BACKGROUND: The Home and Community Care Block Grant began July 1, 1992. It is comprised of funding for in-home and community based services, currently available through the Division of Aging, as well as a portion of funding targeted for in-home and community based services previously administered by the North Carolina Division of Social Services. Funds from the Older Americans Act constitute approximately 45% of Home and Community Care Block Grant funding and are intended to develop and enhance comprehensive and coordinated community based systems of services, opportunities, and protections for older adults. Future funds appropriated by the General Assembly for this purpose will also be included in the Home and Community Care Block Grant. Area Agencies on Aging will fund county programs on aging through grant agreements with Boards of County Commissioners and community service providers.

Home and Community Care Block Grant funds provide services to the elderly population of Lenoir County by providing meals, Level I, II and III in-home care services, operation of local senior centers, adult day care services and transportation. These grant funds are utilized by DSS and the local Council on Aging to provide senior services. The majority of the funds, \$405,914, are used by the Lenoir County Council on Aging.

The block grant gives County Commissioners maximum discretion in deciding how aging funds will be administered and budgeted in their County. By endorsing a local Funding Plan, Boards of County Commissioners will define the services to be provided, determine funding levels for services, and identify the community service providers to be involved with providing Home and Community Care Block Grant services.

The revised Home and Community Care Block Grant funding for FY 2013-2014 represents a \$4,556 increase over original estimates.

EVALUATION: Home and Community Care Block Grant funds provide essential services such as meals, in-home aide care, operation of local senior centers, adult day care services and transportation to the elderly population of Lenoir County. HCCBG funds are 90% Federal and State funds and require a 10% County match. The revised Home and Community Care Block Grant funding for FY 2013-2014 represents a \$4,556 increase over original estimates.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval

INITIALS

RESOLUTION: NOW, THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the revised FY2013-2014 Lenoir County Home and Community Care Block Grant Funding Plan in the amount of \$543,537 is approved

AMENDMENTS:

MOVED _____ **SECONDED** _____

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

Yea Votes: **Davis** _____ **Brown** _____ **Best** _____ **Daughety** _____ **Hill** _____
 Rouse _____ **Sutton** _____

Reuben J. Davis, Chairman

Date

Attest

Date

Home and Community Care Block Grant for Older Adults
County Funding Plan
County Services Summary

DOA-731 (Rev. 2/12)
 County: Lenoir
 July 1, 2013 through June 30, 2014
 Revision 1, October 14, 2013

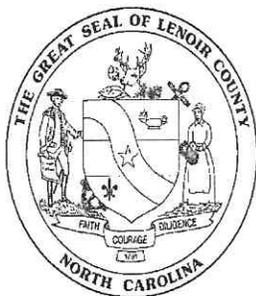
Services	A			Total	B		C		D		E		F		G		H		I	
	Access	In-Home	Other		Required Local Match	Net Service Cost	USDA Subsidy	Total Funding	Projected HCDBG Units	Projected Reimbursement Rate	Projected HCDBG Clients	Projected Total Units								
CN			82330		9148	7270	98748	12117	7.2224		70	12117								
HDM			47885		5321	6600	59806	11000	6.0606		50	11000								
IHALVI		134797			14977		149774	14000	12.2222		80	14000								
GT	66521				7391		73912	5000	8.4444		30	5000								
Senior Center Oper			25527		2836		28363													
Info & Assistance	8263				918		9181													
					0		0	9118	12.4584		25	9118								
					0		0	2500	12.4511		5	2500								
					0		0													
IHA II		99468			11052		110520													
IHA III		24393			2710		27103													
					0		0													
					0		0													
					0		0													
					0		0													
Total	74784	258658	155742	489184	54354	13870	557407	53735	 	260	53735									

Signature, Chairman, Board of Commissioners

Date

BUDGET ORDINANCE AMENDMENT: GENERAL FUND
 DSS: HCCBG: \$20,993. DECREASE

Item NO. 9



LENOIR COUNTY, NORTH CAROLINA
 BUDGET AMENDMENT REQUEST

FY 2013 - 2014
 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"/> 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	
DECREASE <u>103533-4010</u> HCCBG	(4,603.00)	DECREASE <u>105332-4010</u> HCCBG - DSS	(5,832.00)
DECREASE ADMINISTRATIVE REIMBURSEMENT	(16,390.00)	<u>105332-4011</u> HCCBG - COG	(15,161.00)
Total	(20,993.00)	Total	(20,993.00)

Reason and Justification for Request:

HCCBG LINE ITEM ADJUSTMENTS TO REFLECT ACTUAL FUNDS ALLOCATION FOR FY' 13-14
 THE ACTUAL ALLOCATION RECEIVED IS LESS THAN THE ESTIMATES APPROVED IN THE FY' 13-14 DSS BUDGET.
 90% FEDERAL/STATE FUNDS - 10% LOCAL MATCH REQUIRED

Department Head Approval	Date	Finance Officer Approval	Date
<i>Susan E. Moore</i>	10/14/2013	<i>Martha H. Martin</i>	10/16/2013
Budget Officer Approval	Date		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy



PUBLIC HEARING NOTICE

Item NO. 10

This is to inform the public that a public hearing will be held on the proposed Lenoir County Community Transportation Program Application to be submitted to the North Carolina Department of Transportation no later than November 15, 2013. The public hearing will be held on October 21, 2013 at 5:00 p.m. before the Lenoir County Board of Commissioners.

Those interested in attending the public hearing and needing either auxiliary aids and services under the Americans with Disabilities Act (ADA) or a language translator should contact Chris Harper on or before October 17, 2013, at telephone number (252) 559-6457 or via email at charper@co.lenoir.nc.us.

The Community Transportation Program provides assistance to coordinate existing transportation programs operating in Lenoir County as well as provides transportation options and services for the communities within this service area. These services are currently provided using Demand Response, Subscription, and Deviated Fixed Routes. Services are rendered by Lenoir County Transit.

The total estimated amount requested for the period July 1, 2014 through June 30, 2015

<u>Project</u>	<u>Total Amount</u>	<u>Local Share</u>
Administrative	\$262,423	\$39,364 (15%)
Capital (Vehicles & Other)	\$414,361	\$41,437 (10%)
Operating (Small fixed-route, regional, and consolidated urban-rural systems only)	\$0	\$0 *(50%) or more *Note: Small Fixed Route systems must contribute more than 50%

TOTAL PROJECT	\$676,784	\$80,801
	Total Funding Request	Total Local Share

This application may be inspected at Lenoir County Transit, 201 E. King St., Kinston, NC, 28501 from 9:00 a.m. to 4:00 p.m. Written comments should be directed to Chris Harper before October 18, 2013.

Aviso de Junta Pública

Este aviso es para informar al público sobre la junta pública que se llevara a cabo acerca de la aplicación de propuesta por el programa de transporte para la comunidad del Condado de Lenoir que será sometida al Departamento de Transportación de Carolina del Norte no mas tarde del 15 de noviembre del 2013. La junta pública se llevara a cabo el 21 de octubre del 2013 a las 5:00 de la tarde frente de Comisionados del Condado de Lenoir.

Personas interesadas en atender la junta pública que necesiten ayuda auxiliaría o servicios bajo el acto de Americanos con Incapacidades o un intérprete favor de contactar a Chris Harper en o antes del 17 de octubre del 2013, al número de teléfono (252) 559-6457 o por correo electrónico a charper@co.lenoir.nc.us.

El Programa de Transportación para la Comunidad proporciona asistencia para coordinar programas de transporte ya en existencia y operados en el Condado de Lenoir, también proporciona opciones y servicios de transporte para las comunidades en el área de servicio. Estos servicios actualmente son proporcionados usando demande la respuesta, rutas de suscripción, y rutas fijas/desviadas. Servicios son rendidos por el Programa de Transporte del Condado de Lenoir.

La cantidad aproximada que será pedida para el periodo del 1 de julio, 2014 al 30 de junio, 2015

<u>Proyecto</u>	<u>Cantidad Total</u>	<u>Porción Local</u>
Administrativo	\$262,423	\$39,364 (15%)
Capital (vehículos y otros)	\$414,361	\$41,437 (10%)
Operativo (pequeñas rutas fijas, de región, y sistemas consolidados urbano-rural)	\$0	\$0 (50%)
PROYECTO TOTAL	\$676,784	\$80,801
	Cantidad Total Pedida	Total de Porción Local

Esta aplicación puede ser inspeccionada en el edificio de Transporte del Condado de Lenoir, de 9:00 de la mañana a 4:00 de la tarde. Comentarios escritos deben ser dirigidos a Chris Harper antes del 18 de octubre del 2013.

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 10/21/2013 **ITEM NO.** 11

RESOLUTION: Authorizing Persons to Execute Required Documents for Community Transportation Grant: FY: 2014-2015

SUBJECT AREA: Administrative

ACTION REQUESTED: To authorize the Lenoir County Transportation Advisory Board, the Chairman of the Board of Commissioners, County Manager, or staff so designated to execute required grant documents on behalf of the County, if the Community Transportation Program Grant for FY2014-2015 is awarded to Lenoir County.

HISTORY/BACKGROUND: Lenoir County Transportation began operation in October 1994 and provides transportation to the residents of Lenoir County, serving both Human Service agencies and the general public. The Lenoir County Transportation Program is a partnership between the North Carolina Department of Transportation/Public Transportation Division (DOT/PTD) and Lenoir County Government. Funding provided by NCDOT/PTD covers salaries for several administrative positions and select administrative costs at 85 percent. Capital funding for vehicles and other equipment is provided by NCDOT/PTD at 90 percent. Matching funds are provided by local transit revenues. NCDOT has allowed LCT to increase its fleet to better meet the transportation needs of County residents.

EVALUATION: The N.C. Department of Transportation initiated the Community Transportation Program (CTP) to enhance transportation in counties and to meet the community transportation needs. The CTP FY 2014-15 grant application includes approximately \$262,423 for administrative funding and \$414,361 for capital funding. The administrative funding will cover 85% of salaries and fringes for four administrative employees and other administrative expenditures. This requires a 15% local match. Capital funding to replace six (6) vehicles and other equipment is 90 % NCDOT/PTD funded and requires a 10 % local match. Local funding will be secured through transit revenues. The Transportation Department advertised on October 13, 2013 for any public and/or agency comments regarding the proposed Community Transportation Program Grant Application and announced a public hearing to be held at 5:00 pm during the Commissioner's regularly scheduled board meeting beginning at 4:00 pm on October 21, 2013 in order to receive comments regarding the application. If the grant for FY2014-2015 is awarded to Lenoir County, approval of this resolution will designate persons authorized to execute the grant documents on behalf of the County.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval

INITIALS

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that if the Community Transportation Program Grant for FY 2014-2015 is awarded to Lenoir County, the Lenoir County Transportation Advisory Board, the Chairman of the Board of Commissioners, County Manager or staff so designated are authorized to execute the required documents on behalf of Lenoir County.

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Davis _____ Brown _____ Best _____ Daughety _____

Hill _____ Rouse _____ Sutton _____

Reuben J. Davis, Chairman 10/21/13
Date

ATTEST 10/21/13
Date