

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA**  
**MONDAY, November 03, 2014 – TIME: 9:00 A.M.**  
**COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE**  
**130 S. QUEEN ST., KINSTON, N.C.**

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

**PUBLIC INFORMATION:** Tammy Kelly, Cooperative Extension  
 Mark Pope, Economic Development

**CONSENT AGENDA: 10 Min.**

**ACTION**

- |    |   |         |
|----|---|---------|
| 1. | Budget Ordinance Amendment: General Fund: Emergency Management: \$500.00. Increase.                   | Dail    |
| 2. | Budget Ordinance Amendment: General Fund: Health: (Adult Health-Maternal Health): \$679.00. Decrease. | Huff    |
| 3. | Budget Ordinance Amendment: General Fund: Health: (Adult Health – STD/HIV): \$1,000.00. Increase.     | Huff    |
| 4. | Resolution Approving the Releases and Refunds to the Individuals Listed Herein                        | Parrish |

**END OF CONSENT AGENDA**

**PUBLIC HEARING/RESOLUTIONS: 40 Min.**

5. A. Public Hearing Regarding proposed Community Transportation Program  
 B. Resolution Supporting Community Transportation Program  
 C. Resolution Authorizing Persons to Execute Required Documents for Community Transportation Grant

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

- |     |   |         |
|-----|---|---------|
| 6.  | Resolution Authorizing Replacement of Damaged Windows: Oliver Glass Company: \$5,511.00.                          | Wiggins |
| 7.  | Budget Ordinance Amendment: General Fund: Health: (Adult Health-Family Planning): \$4,940.00. Decrease.           | Huff    |
| 8.  | Budget Ordinance Amendment: General Fund: Health: (Adult Health-Health Promotions): \$10,576.00. Increase.        | Huff    |
| 9.  | Resolution Approving the Retrofitting of a 2003 Ford Ambulance for Use as a Response Vehicle: Dailco: \$4,300.00. | Dail    |
| 10. | Resolution Approving the Purchase of a 2014 Ford F250 4x4 Truck, Capital Ford: \$30,101.00.                       | Dail    |

**APPOINTMENTS: 5 Min**

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

**PUBLIC COMMENTS**

**OTHER ITEMS**

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



# OUR STRATEGIC VISION

*A Summary of the Strategic Plan for the N.C. Cooperative Extension Service*

## Our Strategic Planning Vision

*The N.C. Cooperative Extension Service's strategic plan and vision ignites a renewed organizational focus, invests in essential resources and creates an unprecedented level of service and access across the state to create economic, societal and intellectual prosperity for North Carolinians.*



## Goals

We began our journey with four goals guiding our efforts:

1. Define and focus on our most competitive and needed programs.
2. Strengthen our impacts and value to the citizens, the counties and North Carolina.
3. Create financial flexibility to align resources to priorities.
4. Develop a staffing model that aligns to our new fiscal reality, provides competitive salaries, and strengthens our workforce capacity and value.

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## MESSAGE FROM OUR DIRECTOR

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The N.C. Cooperative Extension Service has a long, proud tradition of serving the citizens and communities of North Carolina. We have offices in every county and the Eastern Band of Cherokee, we live and raise families in every community, and we empower people and provide solutions across the state.

Extension celebrated 100 years of service this year, reflecting on our significant achievements, the difference we've made and the lives we've impacted in North Carolina. The centennial of one of the nation's premier Extension organizations presented a unique opportunity not only to recognize our history, but also to evaluate our operations and envision long-term goals to improve how we serve our clients.

This strategic plan and vision is an initiative of N.C. State University. It does not reflect organizational changes on the part of N.C. A&T State University. We strongly value our relationship with N.C. A&T over the years, and we will continue as a strategic partnership to provide stellar service.

We are positioning Extension at N.C. State for long-term sustainability and relevance so we can provide more and better solutions in our core program areas to improve the lives, land and economy of North Carolinians. Budget reductions created challenges, but they also presented opportunities and incentives to better ourselves. Our plan was driven by positive opportunities and will benefit millions across the state.

We asked questions, engaged employees and stakeholders, and poured over data for 10 months to ensure that Extension will continue to create economic, societal and intellectual prosperity for the people of North Carolina for years to come. From this endeavor we crafted a vision for our future, and we're excited, proud and confident with what lies ahead.

***The next phase of our journey starts now. Together we move forward!***



Joe Zublena | Director, N.C. Cooperative Extension Service  
North Carolina State University

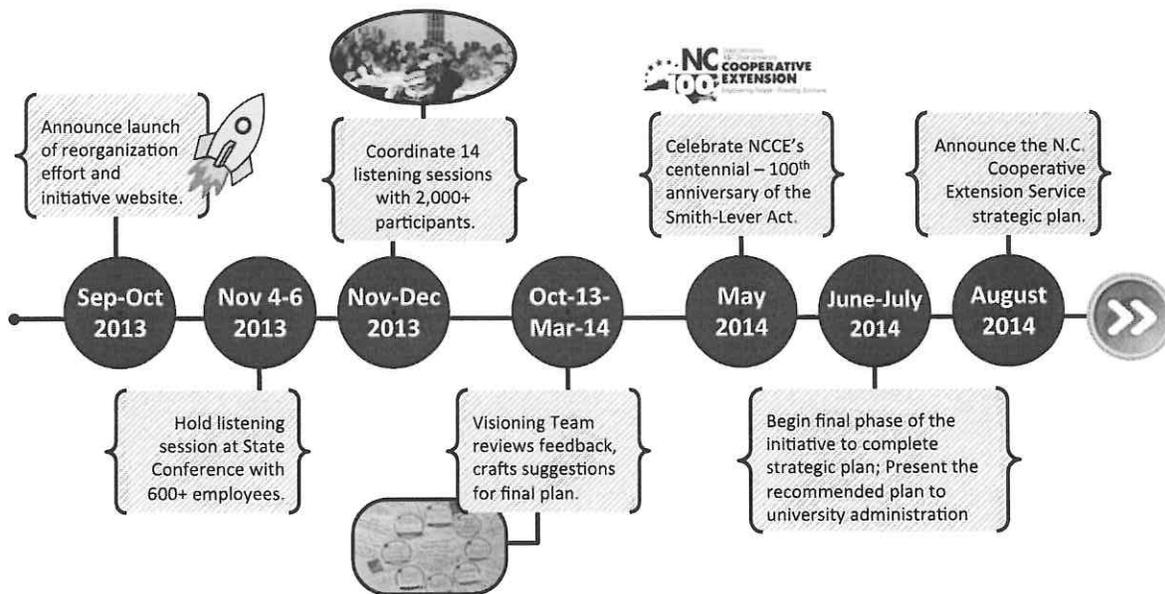


**Joe Zublena**

# LISTENING & LEARNING

## Who We Talked To

- ✓ Consulted with **8 state Extension systems** that have undergone change.
- ✓ Held **14 public listening sessions** across the state with **~2,000 attendees**.
- ✓ Appointed a **Visioning Team** made up of **~45 Extension employees and stakeholders** to assist in crafting the plan for our future.
- ✓ Polled **179 county commissioners/managers** to assess their needs.
- ✓ Engaged **more than 600 employees** at our State Conference in Raleigh.



## What We Heard

**“Return to your strengths...”** – Focus on Agriculture, Food & 4-H Youth Development.

**“We value Extension because you’re Knowledgeable, Unbiased & Trusted.”**

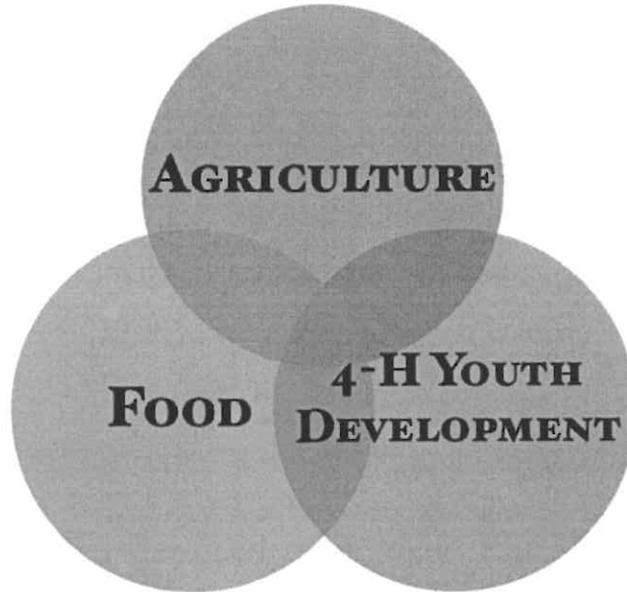
**“Enhance staff capacity and expertise...”** – Develop stronger connections between county agents and N.C. State Extension specialists.

**“Invest in High Tech, remain High Touch...”** – Create technological tools and web-based resources, but still provide unfettered client access to agents and specialists.

**“Extension is the best kept secret...”** – Strengthen communication and branding so people know who you are and that what you do is important.

# POSITIVE TRANSFORMATION

## Identify Core Program Areas



We are focusing our resources where we are most needed, best equipped to provide solutions and can make the greatest impacts on the state's communities and economy.

## Sub-Programs & Services

Each Core Program Area will include multiple sub-programs. Volunteer-driven programs like Extension Master Gardener also will continue to be an integral part of Extension.

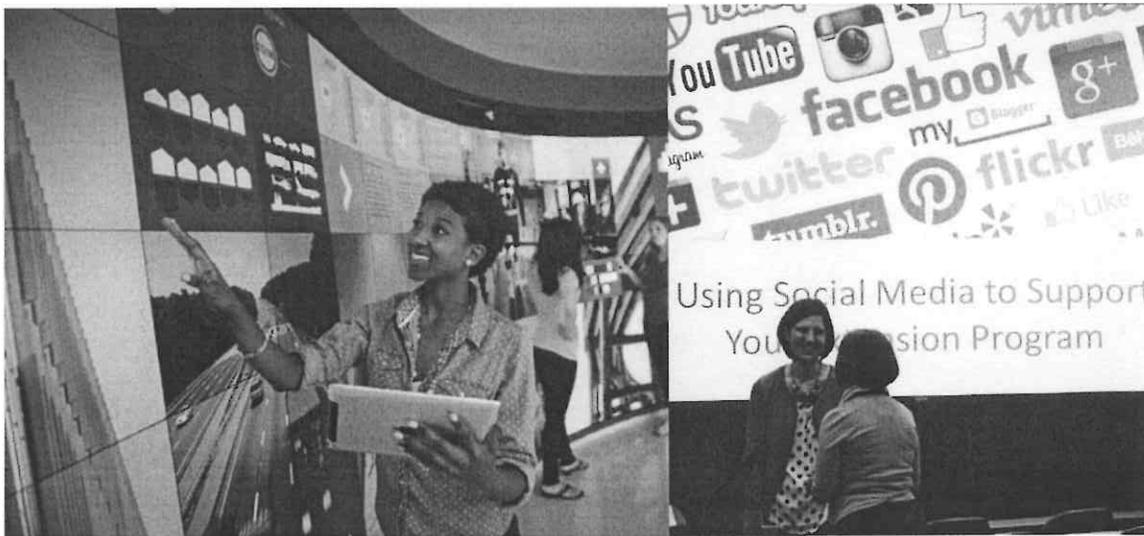
*The following list is not all-inclusive.*



Commercial & Consumer Horticulture	Community & School Gardens	STEM (Science, Technology, Engineering & Math)
Traditional Agriculture	Food Safety	Leadership
Livestock	Food Preservation	Life Skills
Organic Agriculture	Nutrition & Health	Healthy Lifestyles
Local Foods		

## Build High Tech, Remain High Touch

1. We're investing in technology and creating web-based resources, while maintaining personal service and client access to our agents and specialists.
2. This 21st-century approach to education and collaboration will help our people sustain existing relationships and engage new audiences with Extension resources by:
  - a. Investing in modern technology for agents and specialists to help clients.
  - b. Providing tools and platforms to improve access to valuable online resources.
  - c. Supporting development of online Extension courses and interactive publications.
  - d. Implementing an online registration and event management system.



## Bolster Communications, Branding & Marketing

- ▶ Expand communication and branding efforts to increase external awareness and enhance our perception and value throughout the state.
- ▶ The Extension Service has been identified as a sub-brand of N.C. State's branding initiative, which will create unprecedented opportunities for the organization.
- ▶ Working together with N.C. State and other valued partners, including local governments and N.C. A&T State, we will build a stronger, more effective Extension for our people and clients.

## Strengthen Capacity & Collaboration

1. Create integrated Commodity & Issue-based teams that lead program growth, drive research innovation and cultivate stronger relationships to serve our clients better.
  - a. Made up of Extension specialists, agents, researchers and client representatives.
  - b. Work together to ensure clients and producers have access to/understanding of all key management options and opportunities.
2. Continue to build our mutually-beneficial partnerships with N.C. State, local governments, communities, N.C. A&T State and others to create a stronger Extension organization for our clients.
3. Align research, Extension and client resources to chart the future through a consortium of common benefit.
4. Affirm and grow our relationships with our volunteers.



## Enhance Staff Retention & Expertise

1. To provide the best solutions for our clients, we will employ and empower the best people.
2. Bolster employee satisfaction and create growth opportunities that help recruit and retain agents by:
  - a. Increasing starting salaries,
  - b. Improving the career ladder, and
  - c. Optimizing employee onboarding.
3. Enhance employee expertise by providing dynamic training and the technological tools they need to do their jobs, engage with the organization and be successful.

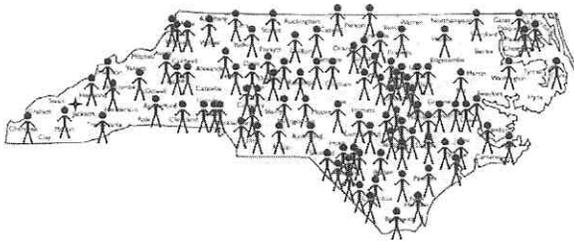
**We will implement our strategic plan  
from August 2014 through July 2016.**

# COUNTY STAFFING & SERVICE ACCESS

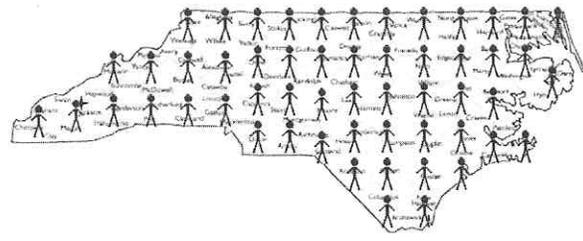
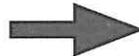
## Optimize Service Access Across the State

With the partnerships we've forged with local governments and N.C. A&T, we will:

1. Maintain our presence in each of our 101 local centers (every county + Eastern Band of Cherokee) to provide clients with direct access to solutions.
2. Create a support system of expertise to help individuals and families transfer knowledge and life skills into practical application.
3. Better align our resources, address staffing gaps and create more equitable service access across N.C. to support our core and exceed client needs.



**Disparate staffing allocation**



**More equitable service access**

### Incorporate 15 Additional Area Specialized Agents

#### **7 Area Specialized Commodity Agents** (\*Non-recurring funds)

2 Commercial Vegetable Agents

2 Commercial Ornamental Agents

\*1 Dairy Agent

1 Eastern Grain Agent

\*1 Forestry Agent

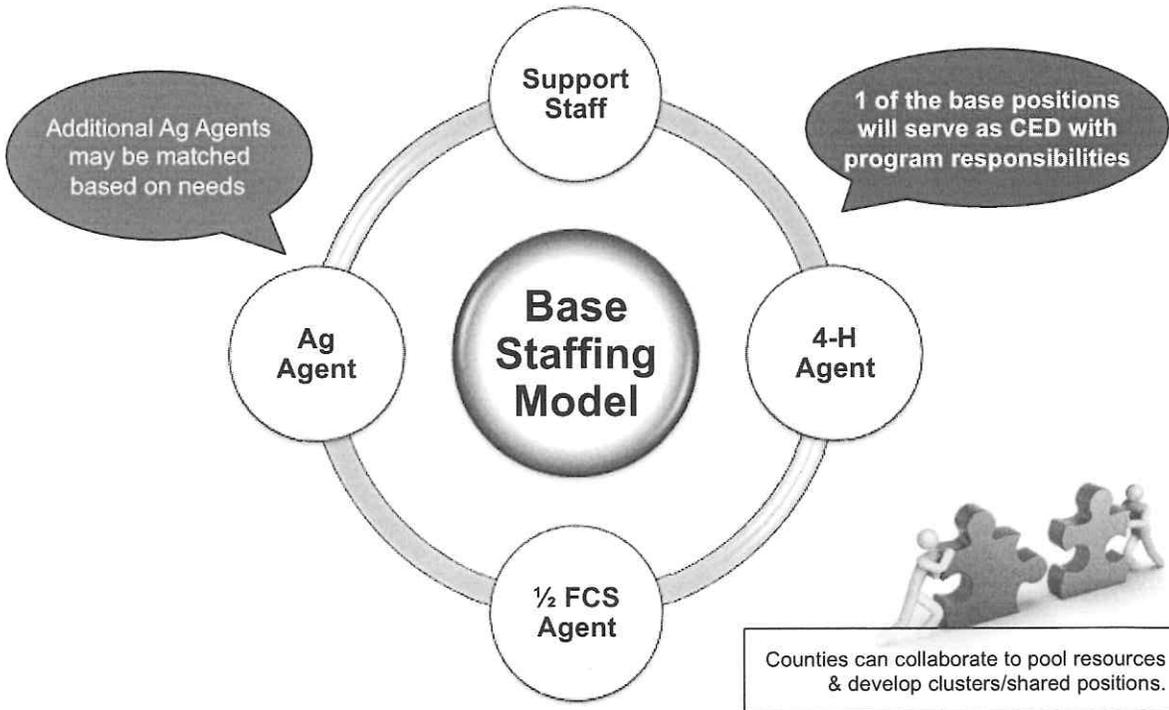
#### **8 Area Specialized Issue-based Agents** (\*Non-recurring funds)

\*5 Food Safety Modernization Act Agents

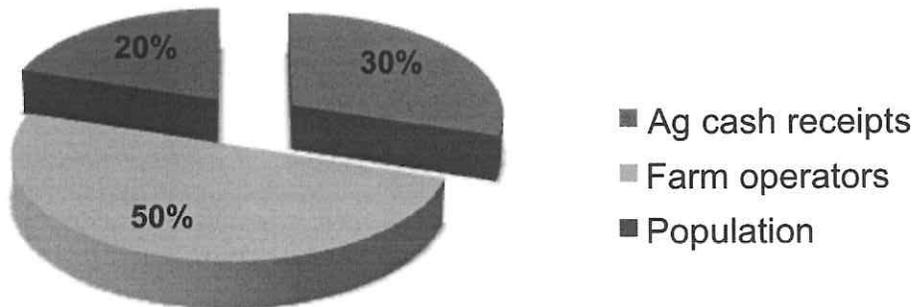
\*3 Consumer Food Safety Agents

## County Staffing Structure

- We are offering a base staffing structure to every county/local center.
- We are seeking an equal match from local governments on base positions (50-50 on single-county positions, 1/3 on two-county positions, etc.).



- Additional Agriculture agents will be strategically distributed throughout the state based on 1) the number of farm operators by county, 2) county population, and 3) agriculture cash receipts by county.





# ACKNOWLEDGMENTS

The N.C. Cooperative Extension Service’s strategic plan and vision is a culmination of the time, expertise and dedication of many individuals. Without their help, we would not have been able to craft the strong, transformative vision that you see now. We extend our sincerest gratitude as we acknowledge these essential contributors.

## Strategic Visioning Committee

- Mary Lou Addor** – Organizational Development Specialist, Director - NRLI  
**Bob Bardon** – Assistant Dean of Extension and Engagement, College of Natural Resources  
**Andrew Baucom** – Agriculture-Field Crops Agent, Union Co.  
**Barbara Board** – Eastern Regional Program Coordinator, N.C. A&T Extension Admin  
**Lucy Bradley** – Urban Horticulture Specialist, Master Gardener Volunteer Program  
**Julie Brenman** – Consultant, FountainWorks  
**Tracy Brown** – Executive Assistant, Office of the NCCES Director  
**Travis Burke** – District Extension Director (NE)  
**Krista Caison** – FCS Program Assistant, Cumberland Co.  
**Ben Chapman** – Assistant Professor, Food Safety Specialist  
**Rhonda Conlon** – Director, Extension Information Technology  
**James Cowden** – District Extension Director (NC)  
**Elizabeth Dabney** – Executive Assistant, County Operations  
**Kristin Davis** – FCS Agent, Mecklenburg Co.  
**Tracy Davis** – FCS Agent, Rutherford Co.  
**Carolyn Dunn** – Head, Dept. of YFCS, Professor and Nutrition Specialist  
**Anne Edwards** – County Extension Director, Carteret Co.  
**Laurie Edwards** – Support Specialist, Organizational Development  
**Karla Frizzelle** – Support Specialist, ANR/CRD  
**Heather Gordon** – 4-H Agent, Jackson Co.  
**Stephen Greer** – County Extension Director, Moore Co.  
**Jim Hamilton** – County Extension Director, Watauga Co.

**Norman Harrell** – Agriculture-Field Crops Agent, Wilson Co.  
**Greg Hoover** – District Extension Director (SE)  
**Craven Hudson** – Executive Dir. of Development, 4-H/FCS  
**Robert Hyatt** – Davidson County Manager  
**Susan Jakes** – Associate State Program Leader - CRD, Extension Assistant Professor  
**Chris Jeffcoat** – Agriculture-Livestock Agent, Stokes Co.  
**David Jones** – Assoc. Professor, Agricultural Science Program Coordinator  
**Susan Kelly** – County Extension Director, Richmond Co.  
**Nikki Kurdys** – Payroll Coordinator, Extension Personnel  
**Cameron Lowe** – County Extension Director, Currituck Co.  
**Clinton McRae** – District Extension Director (SC)  
**Tom Melton** – Deputy Director, NCCES; Program Leader, ANR  
**Warren Miller** – Consultant, FountainWorks  
**Cheryl Mitchell** – Support Specialist, McDowell Co.  
**David Monks** – Assoc. Dean & Director, N.C. Agricultural Research Service  
**Justin Moore** – Extension Comm. Coordinator, Plants for Human Health Institute  
**Jeff Mullahey** – Head, Dept. of Crop Science  
**Matt Poore** – Dept. Extension Leader, Animal Science  
**Noland Ramsey** – Council for Agricultural Research, Extension and Teaching (CARET)  
**Sheri Schwab** – Associate Director of NCCES, Director of County Operations  
**Carol Shields** – State Advisory Council  
**Dan Smith** – District Extension Director (W)  
**Mitch Smith** – County Extension Director, Pitt Co.  
**Becky Spearman** – Agriculture-Livestock Agent, Bladen Co.  
**Bryant Spivey** – County Extension Director, Johnston Co.  
**Marshall Stewart** – Director of College Strategy & Leadership, CALS  
**Mitzi Stumpf-Downing** – Interim Associate Dir., NCCES; Program Leader, 4-H/FCS  
**Mark Tucker** – County Extension Director, Forsyth Co.  
**Paul Westfall** – County Extension Director, Granville Co.  
**Spring Williams-Byrd** – County Extension Director, Burke Co.  
**Al Wood** – Agriculture Agent, Pasquotank Co.  
**Mike Yoder** – Coordinator, Emergency Programs; Horse Extension Specialist  
**Joe Zublena** – Associate Dean, CALS; Director, NCCES



[www.ces.ncsu.edu/vision-initiative/strategic-plan](http://www.ces.ncsu.edu/vision-initiative/strategic-plan)



## LCCES Prior to New Vision

#	Position	State/County
1	County Extension Director/Community Resource Development	50/50
1	Family and Consumer Agent	50/50
1	Agricultural & Field Crops Agent	50/50
1	Urban and Home Horticulture	50/50
1	4-H & Youth Development Agent	50/5
1	Administrative Assistant	50/50
2	Secretarial Support Staff	50/50
.5	Livestock and Forages Agent (shared with Greene)	33.3/33.3

### Other Funding Sources/ Grants

1	Agricultural Technician	100% A&TSU
1	EFNEP Nutrition Program Assistant	NCSU Federal
4	Grant Funded Program Assistants	Grant Funded

## LCCES Effective July 1, 2016 (changes in yellow)

#	Position	State/County
0	County Extension Director/Community Resource Development	50/50*
.5	Family and Consumer Agent	33.3/33.3**
.5	Agricultural & Field Crops Agent	33.3/33.3***
1	Urban and Home Horticulture	50/50
1	4-H & Youth Development Agent	50/50
1	Administrative Assistant	50/50
0	Secretarial Support Staff	50/50
.5	Livestock and Forages Agent (shared with Greene)	33.3/33.3

### Other Funding Sources/ Grants

1	Agricultural Technician	100% A&TSU
1	EFNEP Nutrition Program Assistant	NCSU Federal
4	Grant Funded Program Assistants	Grant Funded

\* County Extension Director responsibilities will be assigned to one of remaining funded staff

\*\* Family and Consumer Science Agent will be expected to share with another county

\*\*\* This is our current situation, they did not fill our Agricultural Agent as Lenoir only, share with Jones

## LCCES Prior to New Vision

#	Position	State/County
1	County Extension Director/Community Resource Development	50/50
1	Family and Consumer Agent	50/50
1	Agricultural & Field Crops Agent	50/50
1	Urban and Home Horticulture	50/50
1	4-H & Youth Development Agent	50/5
1	Administrative Assistant	50/50
2	Secretarial Support Staff	50/50
.5	Livestock and Forages Agent (shared with Greene)	33.3/33.3

### Other Funding Sources/ Grants

1	Agricultural Technician	100% A&TSU
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0	County Extension Director/Community Resource Development	50/50*
.5	Family and Consumer Agent	33.3/33.3**
.5	Agricultural & Field Crops Agent	33.3/33.3***
1	Urban and Home Horticulture	50/50
1	4-H & Youth Development Agent	50/50
1	Administrative Assistant	50/50
0	Secretarial Support Staff	50/50
.5	Livestock and Forages Agent (shared with Greene)	33.3/33.3

### Other Funding Sources/ Grants

1	Agricultural Technician	100% A&TSU
1	EFNEP Nutrition Program Assistant	NCSU Federal
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**RESOLUTION SUPPORTING CURRENT STAFFING LEVELS AT THE NORTH  
CAROLINA COOPERATIVE EXTENSION OFFICE IN LENOIR COUNTY**

**WHEREAS**, North Carolina Cooperative Extension in Lenoir County is a valued partner with County Government as evidenced by the continued support of our County Budget allocation; and

**WHEREAS**, it is concerning to Lenoir County that North Carolina Cooperative Extension, through their Visioning process, has proposed major staffing changes across North Carolina and Lenoir County; and

**WHEREAS**, the staffing plan, if implemented in Lenoir County will lower the level of service that County citizens receive; and

**WHEREAS**, Lenoir County Government has long been a 50/50 funding partner with Extension; and

**WHEREAS**, Lenoir County applauds NC Cooperative Extension Administration for taking steps to develop a visionary plan, but have real concerns about all counties being staffed the same, While not all counties are created equal, thus all staffing should not be equal; and

**WHEREAS**, Agriculture constitutes over 28% of the total economy in Lenoir County where agriculture and agribusiness contribute over \$600 million in total income, ranking 11<sup>th</sup> in the State of North Carolina; and

**WHEREAS**, Over \$500,000 was saved for seniors in their prescription drug costs in 2014; and through SHIIP

**WHEREAS**, Lenoir County Cooperative Extension secured over \$430,000 in grant and private funding for Community and Leadership Resource Development; and

**WHEREAS**, the plan would mean the loss of a County Extension Director, with Administration and Community Resource Development responsibilities, ½ of an Agriculture Agent, 1/2 of an FCS Agent and two Support Staff positions in Lenoir County.

**NOW, THEREFORE, BE IT RESOLVED** that the Lenoir County Board of Commissioners supports the Lenoir County Cooperative Extension office and requests North Carolina Cooperative Extension Administration reconsider this plan that changes staffing across North Carolina and in our opinion will negatively impact needed resources that our citizens receive here in Lenoir County.

Adopted this the \_\_\_\_ day of November, 2014

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Vickie F. King  
Clerk to the Board

Item No. 1

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: EMERGENCY MANAGEMENT: \$500.00 INCREASE



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

FY 2014 - 2015  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL FUND		EMERGENCY MANAGEMENT		VARIOUS	
<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
103833-8400	DONATIONS-EMS	500.00	10-4330-3111	TRAVEL	500.00
Total		500.00	Total		500.00

**Reason and Justification for Request:**  
 TO APPROPRIATE FUNDS RECEIVED FROM THE NORTH CAROLINA/SOUTH CAROLINA INTERNATIONAL ASSOCIATION OF ARSON INVESTIGATION ON 10/22/2014. THIS SCHOLARSHIP, IN THE AMOUNT OF \$500.00, WAS RECEIVED BY SAMUEL KORNEGAY TO HELP OFFSET THE COST OF HIS ARSON TRAINING.

Department Head Approval <i>Rosa Deil</i>	Date <i>10-24-14</i>	Finance Officer Approval <i>Marta H. Martin</i>	Date <i>10-24-2014</i>
Budget Officer Approval <i>MWJarm</i>	Date <i>10/28/14</i>		
Board Approval ( When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

BUDGET ORDINANCE AMENDMENT:  
 GENERAL FUND:  
 HEALTH:  
 ( Adult Health-Maternal Health)  
 Decrease to Budget (\$ 679.00)

Item No. 2



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

FY 2014 - 2015  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		HEALTH		VARIOUS	
<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title		Amount	Account # and Title		Amount
<b>Decrease</b>			<b>Decrease</b>		
10-3517-3300	Maternal Health (State)	\$ (679.00)	10-5150-2392	Supplies-Maternal Health	\$ (679.00)
Total		\$ (679.00)	Total		\$ (679.00)

**Reason and Justification for Request:**  
 This Agreement Addendum Revision #1 reduces by approximately 4% the funding for this Activity due to a reduction in the Maternal and Child Health Block Grant.

Department Head Approval	Date	Finance Officer Approval	Date
<i>[Signature]</i>	10/28/14	Martha H. Martin	10/28/2014
Budget Officer Approval	Date		
<i>[Signature]</i>	10/28/14		
Board Approval ( When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

BUDGET ORDINANCE AMENDMENT:  
 GENERAL FUND:  
 HEALTH:  
 (Adult Health-STD/HIV )  
 Increase to Budget \$1000.00

Item No. 3



LENOIR COUNTY, NORTH CAROLINA  
 BUDGET AMENDMENT REQUEST

FY 2014 - 2015  
 Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		HEALTH		VARIOUS	
<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title		Amount	Account # and Title		Amount
<u>Increase</u>			<u>Increase</u>		
10-3504-3300 Aids (State)		1000.00	10-5150-2300	Educational Supplies	\$ 1,000.00
Total		\$ 1,000.00	Total		\$ 1,000.00

**Reason and Justification for Request:**  
 State provides additional funding to ensure that patients received supplementay patient educational materials to reduce the spread of HIV and STDs.

Department Head Approval	Date	Finance Officer Approval	Date
<i>[Signature]</i>	10/15/14	<i>Martina H. Martin</i>	10/16/2014

Budget Officer Approval	Date
<i>[Signature]</i>	10/20/14

Board Approval ( When Applicable)	Date	Date of Minutes

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 11/03/2014 **ITEM NO.** 4

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

**SUBJECT AREA:** Financial

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

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

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

**RELEASES OVER \$100**

<u>YEAR</u>	<u>NAME</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>REASON</u>
2014	Molly Smith	20867	\$106.15	Corrected Listing
2011	Lenoir County	43508	183.95	Surplus Property
2008	Robert White	43508	2918.10	Surplus Property
2006	Robert White	43508	201.30	Surplus Property
2004	Robert White	43508	212.44	Surplus Property
2005	Robert White	43508	204.63	Surplus Property
2009	Robert White	43508	171.85	Surplus Property
2011	Betty Farris	43508	3517.95	Surplus Property
2009	Betty Farris	43508	1252.55	Surplus Property
2010	Betty Farris	43508	1174.67	Surplus Property
2008	Betty Farris	43508	641.23	Surplus Property
2007	Betty Farris	43508	651.35	Surplus Property
2006	Betty Farris	43508	687.35	Surplus Property
2005	Betty Farris	43508	604.45	Surplus Property
2013	Roger Joyner	43101	407.95	Surplus Property
2005	Roger Joyner	43101	471.71	Surplus Property
2004	Roger Joyner	43101	488.68	Surplus Property
2006	Roger Joyner	43101	464.95	Surplus Property
2007	Roger Joyner	43101	440.59	Surplus Property
2011	Roger Joyner	43101	444.56	Surplus Property
2012	Roger Joyner	43101	413.00	Surplus Property
2008	Roger Joyner	43101	416.23	Surplus Property
2009	Roger Joyner	43101	507.68	Surplus Property
2010	Roger Joyner	43101	476.12	Surplus Property
2008	Robert Smith	43508	408.35	Surplus Property
2009	Robert Smith	43508	212.77	Surplus Property
2010	Robert Smith	43508	121.00	Surplus Property
2011	Robert Smith	43508	112.96	Surplus Property

2005	Robert Smith	43508	459.75	Surplus Property
2006	Robert Smith	43508	456.11	Surplus Property
2004	Robert Smith	43508	468.60	Surplus Property
2012	Robert Smith	43508	2525.55	Surplus Property
2007	Robert Smith	43508	432.23	Surplus Property
2010	Rosa White	43508	3351.77	Surplus Property
2006	Rosa White	43508	196.66	Surplus Property
2007	Rosa White	43508	186.34	Surplus Property
2008	Rosa White	43508	176.02	Surplus Property
2009	Rosa White	43508	210.11	Surplus Property
2005	Rosa White	43508	195.23	Surplus Property
2004	Rosa White	43508	197.53	Surplus Property
2014	Sean Gumm	4292	106.15	Corrected Listing
2013	Sean Gumm	4292	120.53	Corrected Listing
2014	Lynwood Saville	43190	813.01	Legal Exemption
2014	Lynwood Saville	43190	182.94	Legal Exemption
2009	Vanderbilt Mortg	28072	227.18	Corrected Listing
2010	Vanderbilt Mortg	28072	231.03	Corrected Listing
2011	Vanderbilt Mortg	28072	212.28	Corrected Listing
2012	Vanderbilt Mortg	28072	187.46	Corrected Listing
2013	Vanderbilt Mortg	28072	167.54	Corrected Listing
2014	Vanderbilt Mortg	28072	151.21	Corrected Listing
2014	Marco Enterprises LLC	54947	268.29	Corrected Listing
2014	Shirley Bracey	2472	351.58	Legal Exemption
2011	Clifton Gates	41107	166.18	Legal Exemption
2012	Clifton Gates	41107	410.69	Legal Exemption
2013	Clifton Gates	41107	390.75	Legal Exemption
2014	Clifton Gates	41107	357.34	Legal Exemption
2008	Willie Hussey	65754	165.83	Out of Business
2004	Christine Mosley	5201	207.85	Situs Error
2005	Christine Mosley	5201	185.43	Situs Error
2006	Christine Mosley	5201	177.64	Situs Error
2007	Christine Mosley	5201	152.13	Situs Error
2008	Christine Mosley	5201	151.74	Situs Error
2009	Christine Mosley	5201	137.05	Situs Error
2010	Christine Mosley	5201	108.27	Situs Error
2014	Foss Enterprises Inc	72176	890.11	Legal Exemption

### REFUNDS

<u>YEAR</u>	<u>NAME</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>REASON</u>
2014	FAC Logistics LLC	57767	\$10164.00	Listed in Other County

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval.

  
Initials

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

**AMENDMENTS:**

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

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

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

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

11/03/2014  
Date

\_\_\_\_\_  
ATTEST

\_\_\_\_\_  
Date

Item No. 5A

Important – A public hearing MUST be conducted whether or not requested by the Public.

**PUBLIC HEARING RECORD**

**APPLICANT:** County of Lenoir

**DATE:** November 3, 2014

**PLACE:** Lenoir County Courthouse, 130 S. Queen St., Kinston, NX 28501

**TIME:** 9:00 AM

**How many BOARD MEMBERS attended the public hearing?** \_\_\_\_\_

**How many members of the PUBLIC attended the public hearing?** \_\_\_\_\_

**Public Attendance Surveys**

(Attached)

(Offered at Public Hearing but none completed)

I, the undersigned, representing (Legal Name of Applicant) \_\_\_\_\_ do hereby certify to the North Carolina Department of Transportation, that a Public Hearing was held as indicated above and

**During the Public Hearing**

(NO public comments)

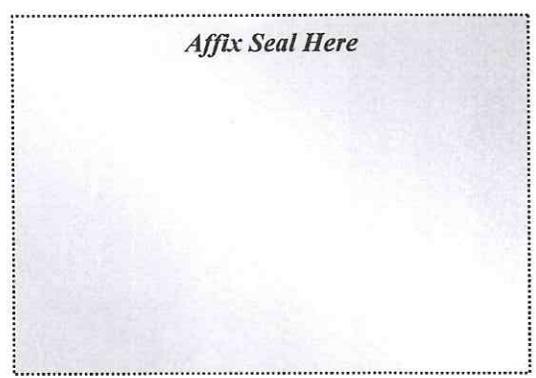
(Public Comments were made and meeting minutes will be submitted after board approval)

The estimated date for board approval of meeting minutes is: \_\_\_\_\_

\_\_\_\_\_  
Signature or Clerk to the Board

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Date



COMMUNITY TRANSPORTATION PROGRAM RESOLUTION

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds; and

WHEREAS, the North Carolina Department of Transportation will apply for a grant from the US Department of Transportation, Federal Transit Administration and receives funds from the North Carolina General Assembly to provide assistance for rural public transportation projects; and

WHEREAS, the purpose of these transportation funds is to provide grant monies to local agencies for the provision of rural public transportation services consistent with the policy requirements for planning, community and agency involvement, service design, service alternatives, training and conference participation, reporting and other requirements (drug and alcohol testing policy and program, disadvantaged business enterprise program, and fully allocated costs analysis); and

WHEREAS, Lenoir County hereby assures and certifies that it will provide the required local matching funds; that its staff has the technical capacity to implement and manage the project, prepare required reports, obtain required training, attend meetings and conferences; and agrees to comply with the federal and state statutes, regulations, executive orders, Section 5333 (b) Warranty, and all administrative requirements related to the applications made to and grants received from the Federal Transit Administration, as well as the provisions of Section 1001 of Title 18, U. S. C.

NOW, THEREFORE, be it resolved that the Chairman of the Lenoir County Board of Commissioners is hereby authorized to submit a grant application for federal and state funding, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide rural public transportation services.

**AMENDMENTS:**

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

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

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

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
ATTEST

\_\_\_\_\_  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 11/3/2014 **ITEM NO.** 5c

**RESOLUTION:** Authorizing Persons to Execute Required Documents for Community Transportation Grant: FY: 2015-2016

**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 FY2015-2016 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 2015-16 grant application includes approximately \$275,423 for administrative funding and \$196,870 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 three (3) 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 26, 2014 for any public and/or agency comments regarding the proposed Community Transportation Program Grant Application and announced a public hearing to be held at 9:00 am during the Commissioner's regularly scheduled board meeting beginning at 9:00 am on November 3, 2014 in order to receive comments regarding the application. If the grant for FY2015-2016 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 2015-2016 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: Hill \_\_\_\_\_ Brown \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_  
Davis \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
Craig Hill, Chairman 11/3/14  
Date

\_\_\_\_\_  
ATTEST 11/3/14  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 11/03/14 **ITEM NO.** 6

**RESOLUTION:** Authorizing Replacement of Damaged Windows: Oliver Glass Company: \$5,511.00.

**SUBJECT AREA:** Purchases - Bids

**ACTION REQUESTED:** The Board is requested to authorize Oliver Glass Company of Kinston, N.C. to replace damaged bronze insulated glass units in the Courthouse, Multi-Purpose Building (Board of Elections and ABC), and the DSS Building in the amount of \$5,511.

**HISTORY/BACKGROUND:** The Courthouse Annex was constructed in 1982. The original portion of the Courthouse is connected to the Annex by two (2) glass curtainwalls ( one on the south side facing King Street and one on the north side) and by a skylight along the roof area. Over the years, many of the insulated glass units in the curtainwalls have become damaged or fogged-up. The warranty against seal failure causing the units to fog-up is traditionally 10 years. On November 21, 2005, the Board approved replacement of 22 damaged or failed units in the curtainwalls and 3 units in the Clerk of Court's Office. On September 8, 2009, the Board approved the replacement of 24 additional glass units in the curtainwalls that were either damaged, shattered, or fogged-up by seal failure. Maintenance has identified 7 glass units in the curtainwalls in the Courthouse, along with 9 units in the Multi-Purpose Building and the DSS Building that are in need of replacement. Not only are the failed glass units unattractive, the broken units are a serious safety issue.

**EVALUATION:** Oliver Glass Company of Kinston, N.C. replaced 25 bronze insulated glass units in the curtainwalls and office areas of the Courthouse in early 2006 and 24 additional damaged and failed units in 2009. Oliver Glass Company has performed numerous repair and replacements projects for the County over the years. Oliver Glass Company is well qualified to perform this replacement and will do so in a timely manner.

Approval of this resolution will allow the encumbrance of funds and the eventual payment upon satisfactory completion of the work performed.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.



**RESOLUTION: NOW THEREFORE BE IT RESOLVED** that the Board authorizes Oliver Glass Company of Kinston, N.C. to replace damaged bronze insulated glass units in the Courthouse, Multi-Purpose Building (Board of Elections and ABC), and the DSS Building in the amount of \$5,511.

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

**AMENDMENTS:**

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

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

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

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

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date

BUDGET ORDINANCE AMENDMENT:  
 GENERAL FUND:  
 HEALTH:  
 (Adult Health-Family Planning)  
 Decrease to Budget (\$-4940.00)

Item No. 7



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

FY 2014 - 2015  
 Appropriations

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

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
GENERAL	HEALTH	VARIOUS
<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>		<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>
Account # and Title	Amount	Account # and Title Amount
<u>Decrease</u>		<u>Decrease</u>
10-3502-3300 Family Planning (State)	\$ (4,940.00)	10-5150-2390 Supplies-Medical Family Planning
		\$ (4,940.00)
Total	\$ (4,940.00)	Total \$ (4,940.00)

**Reason and Justification for Request:**  
 This is revisions #3 to the Agreement Addendum <sup>which</sup> reduces by approximately 4% the funding for this Activity due to a reduction in the Maternal and Child Health Block grant.

Department Head Approval	Date	Finance Officer Approval	Date
<i>[Signature]</i>	10/27/14	<i>Martha N. Martin</i>	10/28/2014

Budget Officer Approval	Date
<i>[Signature]</i>	10/28/14

Board Approval ( When Applicable)	Date	Date of Minutes

BUDGET ORDINANCE AMENDMENT:  
 GENERAL FUND:  
 HEALTH:  
 ( Adult Health-Health Promotions)  
 Increase to Budget (-13,757.00)

Item No. 8



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

FY 2014 - 2015  
 Appropriations

Distribution - Finance Office:

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

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		HEALTH		VARIOUS	
<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>REVENUES</b>			<b>Check One Box</b> New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> <b>EXPENDITURES</b>		
Account # and Title		Amount	Account # and Title		Amount
<b>Decrease</b>			<b>Increase</b>		
10-3991-9910	Fund Bal Appropriated	\$ (3,181.00)	10-5150-3110	Travel	\$ 5,000.00
<b>Increase</b>			<b>Increase</b>		
10-3510-3300	Health Promotions	\$ 13,757.00	10-5150-2300	Educational Supplies	\$ 5,576.00
Total		\$ 10,576.00	Total		\$ 10,576.00

**Reason and Justification for Request:**  
 This Agreement Addendum Revision #1 increases funding by \$13,757 which shall be used to accomplish one of the following: 1) Increase by the number of interventions implemented; 2) Expand the reach of existing interventions by implement them in at least one additional setting/locations; 3) Provide training opportunities for staff and community partners to support successful implementation of interventions.

Department Head Approval	Date	Finance Officer Approval	Date
<i>[Signature]</i>	10/24/14	<i>Martha H. Martin</i>	10/27/2014

Budget Officer Approval	Date
<i>[Signature]</i>	10/28/14

Board Approval (When Applicable)	Date	Date of Minutes

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 11/03/14 **ITEM NO.:** 9

**RESOLUTION:** Approve the Retrofitting of a 2003 Ford Ambulance for Use as a Response Vehicle: Dailco: \$4,300.00.

**SUBJECT AREA:** Purchases/Bids

**ACTION REQUESTED:** The Board is requested to approve the retrofitting of one 2003 Ford Ambulance, for use when treating and transporting patients requiring specialized equipment that will require decontamination efforts, from Dailco in the amount of \$4,300.00.

**HISTORY/BACKGROUND:** The Lenoir County Emergency Services – EMS Division is subject to transport patients that have highly contagious diseases and/or have been contaminated with a hazardous material, which requires the decontamination of the transport vehicle. At the present time, the EMS Division does not have a vehicle that is easily decontaminated. All current vehicles would require an extended “down” time for decontamination, with the potential of a considerable amount of wasted equipment as a result of the exposure to the identified contaminate.

**EVALUATION:** The Lenoir County Emergency Services – EMS Division is subject to transport patients that have highly contagious diseases and/or have been contaminated with a hazardous material, which requires the decontamination of the transport vehicle. At the present time, the EMS Division does not have a vehicle that is easily decontaminated. All current vehicles would require an extended “down” time for decontamination, with the potential of a considerable amount of wasted equipment as a result of the exposure to the identified contaminate.

The Emergency Services Department recommends utilizing a 2003 Ford Ambulance and retrofitting it to include the following:

- Removal of all porous objects, including seats and bench cushions
- Mounting stainless steel panels on all surfaces of the ambulance in the patient compartment
- Placing a solid piece of fiberglass to separate the patient from the driver compartment

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval

  
\_\_\_\_\_  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the retrofitting of a 2003 Ford Ambulance by Dailco in the amount of \$4,300.00 is approved.

**AMENDMENTS:**

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

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

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

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

11/03/14  
Date

\_\_\_\_\_  
Attest

11/03/14  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 11/03/14 **ITEM NO.:** 10

**RESOLUTION:** Approve the Purchase of a 2014 Ford F250 4 x 4 Truck Capital Ford: \$30,101.00.

**SUBJECT AREA:** Purchases/Bids

**ACTION REQUESTED:** The Board is requested to approve the purchase of one 2014 Ford F250 4x4 truck from Capital Ford of Wilmington, N.C. in the amount of \$30,101.00.

**HISTORY/BACKGROUND:** The Lenoir County Emergency Services Department – Fire Division assigns the Fire Marshal a vehicle for use in responding to assist fire department personnel in the investigation of suspicious fires, illegal fire activity, and assist the emergency management division in the investigation of natural and man-made disasters. This position is also required to perform inspections of residential, commercial, industrial and institutional facilities. Each of these functions requires specialized equipment that must be transported in a safe and efficient manner. As a result of these job responsibilities, the Fire Marshal puts a lot of wear on his assigned vehicle between the after-hour responses and the daily activities required of this position. The Fire Marshal’s current vehicle is a 2004 Ford F250 truck, with 206,460 miles on the odometer.

**EVALUATION:** The Lenoir County Emergency Services Department – Fire Division assigns the Fire Marshal a vehicle for use in responding to assist fire department personnel in the investigation of suspicious fires, illegal fire activity, and assist the emergency management division in the investigation of natural and man-made disasters. This position is also required to perform inspections of residential, commercial, industrial and institutional facilities. The Fire Marshal’s vehicle is overdue for replacement. Staff recommends that the County utilize the State Contract vendor, Capital Ford, located in Wilmington, NC. for the purchase of this replacement vehicle.

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval

  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the purchase of a 2014 Ford F250 4x4 truck from Capital Ford of Wilmington, N.C. in the amount of \$30,101.00 is approved.

Funding Source: 14-4200-5403

**AMENDMENTS:**

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

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

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

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

11/03/14  
Date

\_\_\_\_\_  
Attest

11/03/14  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 11/03/14 **ITEM NO.:** 11

**RESOLUTION:** Approving Citizens to Boards, Commissions, Etc.

**SUBJECT AREA:** Boards and Commissions

**ACTION REQUESTED:** Officially and publicly appoint various applicants to various vacancies on boards, commissions, task forces, etc.

**HISTORY/BACKGROUND:** The County Manager/County Clerk advertises vacancies on boards, commissions, committees, task forces, etc. The County Manager/County Clerk serves only clearinghouse functions with respect to the appointment process; no influence is exerted in this role. Commissioners are welcome to recruit applicants, or citizens may apply on their own free will.

**EVALUATION:** The following Boards currently have existing vacancies/expiring terms.

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Eastern Carolina Council	Audrey Tyson	2017

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

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval.

  
Initials

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

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

**AMENDMENTS:**

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

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

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

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

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

11/03/14  
Date

\_\_\_\_\_  
ATTEST

11/03/14  
Date



Eastern Carolina Council

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October 20, 2014

Mr. Michael Jarman, County Manager  
Lenoir County  
P. O. Box 3289  
130 South Queen Street  
Kinston, NC 28502

**RECEIVED**

**OCT 23 2014**

**LENOIR COUNTY  
MANAGER'S OFFICE**

Dear Mr. Jarman:

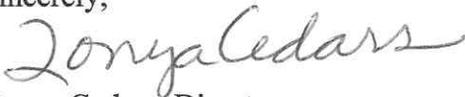
The Regional Aging and Advisory Committee (RAAC) will have a (three year terms) vacancy regarding Lenoir County's representation.

Ms. Audrey Tyson of 734 Dawson Station Road, 28504 has served in this position on the committee and we would like to recommend her re-appointment.

I would like to request that this matter be included on the agenda for discussion at the next Lenoir County Commissioner's meeting. Please provide us with documentation regarding the appointment after a decision is made.

If you have any questions, please contact me at 252.638.3185 ext. 3009. Thank you for your efforts in regard to this matter.

Sincerely,



Tonya Cedars, Director  
Eastern Carolina Council Area Agency on Aging

Cc: RAAC files  
Audrey Tyson

**TO:** Chairman and Members of the Board  
**FROM:** Mike Jarman, County Manager  
**DATE:** November 03, 2014  
**SUBJECT:** Items of Interest

1. Summary of Actions Taken at the October 20, 2014 Meeting

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA  
 MONDAY, OCTOBER 20, 2014 – TIME: 4:00 P.M.  
 COMMISSIONERS’ MEETING ROOM, LENOIR COUNTY COURTHOUSE  
 130 S. QUEEN ST., KINSTON, N.C.**

**Summary of Actions Taken at the October 20, 2014 Meeting**

- |     |  |          |
|-----|--|----------|
| 1.  | Approval of Minutes: Regular Board Meeting: October 6, 2014.   | Approved |
| 2.  | Budget Ordinance Amendment: General Fund: DSS: \$163.00. Decrease.   | Approved |
| 3.  | Budget Ordinance Amendment: General Fund: DSS: \$257.00. Decrease.   | Approved |
| 4.  | Budget Ordinance Amendment: General Fund: Process Fund: \$3,284.00. Increase.  | Approved |
| 5.  | A. Resolution Approving 2014 Updates to Fire Prevention and Protection Ordinance of Lenoir County.                                   | Approved |
|     | B. North Carolina Fire Prevention Code Ordinance.  | Approved |
| 6.  | Resolution Approving Change of Board Appointee for the Southwood Fire and Rescue Department Firemen’s Relief Fund.                   | Approved |
| 7.  | Resolution Approving Purchase Order for Mowing and Ditch Clean-Up: SDR Construction: \$3,390.00.                                     | Approved |
| 8.  | Resolution Approving Purchase Order for Scoreboards at Bill Faye Park: Scoreboards.com: \$4,349.00.                                  | Approved |
| 9.  | Budget Ordinance Amendment: General Fund/Insurance Fund: Finance: \$3,400.00. Increase.  | Approved |
| 10. | Budget Ordinance Amendment: General Fund/Insurance Fund: Finance: \$96,000.00. Increase.   | Approved |
| 11. | Resolution Approving Purchase Order for Munis Financial, Payroll, and HR Management Software: Tyler Technologies: \$365,269.00.      | Tabled   |
| 12. | Budget Ordinance Amendment: General Fund: DSS: \$6,425.00. Decrease.   | Approved |
| 13. | Budget Ordinance Amendment: General Fund: DSS: \$68,497.00. Increase.  | Approved |
| 14. | A. Resolution Approving a Revision to the FY 2014/2015 Lenoir County Home and Community Care Block Grant Funding Plan: \$536,454.00. | Approved |
|     | B. Budget Ordinance Amendment: General Fund: DSS: \$7,083.00. Decrease.  | Approved |
| 15. | A. Resolution Approving Emergency Purchase of Personal Protective Equipment: Aramsco: \$26,878.00.                                   | Approved |
|     | B. Budget Ordinance Amendment: General Fund: EMS/Finance: \$26,878.00. Increase.   | Approved |