

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA  
MONDAY, DECEMBER 2, 2013 – TIME: 9:00 A.M.  
COMMISSIONERS’ MEETING ROOM, LENOIR COUNTY COURTHOUSE  
130 S. QUEEN ST., KINSTON, N.C.**

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

*Election of Chairman*

**Attorney Robert W. Griffin**

*Election of Vice-Chairman*

**Attorney Robert W. Griffin**

**PUBLIC INFORMATION: 10 Min.**

Mr. Mark Pilgreen, Lenoir County Fair Association

- |    |  |               |
|----|--|---------------|
| 1. | <b>Items from Chairman/Commissioners: 10 Min.</b>                              | Board         |
| 2. | <b>Items from County Manager: 5 Min.</b>                                       | Jarman        |
|    | <b>CONSENT AGENDA: 10 Min.</b>   | <b>ACTION</b> |
| 3. | Approval of Minutes: Board Meeting: November 18, 2013                          | Martin/Jarman |
| 4. | Resolution Approving the Releases and Refunds to the Individuals Listed Herein | Parrish       |

**END OF CONSENT AGENDA**

**BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS 60 Min.**

- |     |   |        |
|-----|---|--------|
| 5.  | Resolution Supporting the Naming of the Bridge/Overpass to the Dr. George L. Edwards, Jr. Bridge to the North Carolina Department of Transportation   | Pope   |
| 6.  | Budget Ordinance Amendment: Trust and Agency Fund: Finance/Extension-Family Caregiver: \$7,951: Increase  | Kelly  |
| 7.  | Budget Ordinance Amendment: General Fund: Process Funds: \$42,000: Increase   | Kelly  |
| 8.  | Resolution Approving the Payment of two Invoices to Ernie Everett Site Preparation, Inc. for Parking Lot Renovations for the Lenoir County Farmer’s Market: \$21,000 and \$5,127                    | Kelly  |
| 9.  | Budget Ordinance Amendment: General Fund: Health: Increase: \$110,155   | Huff   |
| 10. | Resolution Authorizing County Administration to Advertise and Interview Candidates for the Position of Clerk to the Lenoir County Board of Commissioners  | Jarman |
| 11. | Resolution Approving the Installation of a Fiber Connection between the Lenoir County Courthouse and the New MIS Building Located at 103 S. McLewean Street: East Coast Power and Lighting: \$9,739 | Bryan  |
| 12. | Resolution Declaring Property as Surplus and Authorizing the Sales of the Surplus Property by Auction   | Martin |
| 13. | Resolution Authorizing Award of Contract for Asbestos Abatement Services: 2011 CDBG Cataly Project: Eastern Environmental, Inc.: \$1,783  | Martin |

- |     |   |        |
|-----|---|--------|
| 14. | Resolution Authorizing Award of Contracts for Asbestos Abatement Services: 2012 CDBG Scattered Site Project: Enviro. Assessments East, Inc.: \$1,200 and Eastern Environment, Inc.: \$995             | Martin |
| 15. | Resolution Authorizing Award of Contract for Demolition Services: 2011 CDBG Catalyst Project: Rick Bostic Construction and Demolition: \$9,749  | Martin |
| 16. | Resolution Authorizing Award of Contracts for Demolition Services: 2012 CDBG Scattered Site Project: Bobby Cahoon Construction, Inc.: \$5,580: Rick Bostic Construction and Demolition, Inc.: \$4,973 | Martin |
| 17. | Resolution Authorizing Award of Contract for Provision and Installation Services of Modular Homes: 2011 CDBG Catalyst Project: Atlantic Housing, Inc.: \$157,935                                      | Martin |
| 18. | Resolution Authorizing Award of Contract for Provision and Installation Services of Modular Homes: 2012 CDBG Scattered Site Project: Atlantic Housing, Inc.: \$173,263                                | Martin |
| 19. | Resolution Authorizing Submittal of FY14-15 Community Services Block Grant (CSBG) Application by Greene Lamp: \$287,834   | Martin |
| 20. | Resolution to Allow Sheriff Chris Hill to Purchase a Canine Vehicle: \$26,330   | Hill   |
| 21. | Resolution to Allow Sheriff Chris Hill to Purchase a Vehicle: \$38,378.50   | Hill   |
| 22. | Resolution to Allow Sheriff Chris Hill to Purchase Six (6) 2014 Dodge Chargers: \$136,710   | Hill   |
| 23. | Resolution Requesting to Disperse Lenoir County's Net Share of Funds from the North Carolina's Eastern Region   | Pope   |
| 24. | Resolution Approving to Pay-off the Outstanding Loan with the North Carolina's Eastern Region for Industrial Shell Building #3: \$1,450,100   | Pope   |

**APPOINTMENTS: 5 Min.**

- |     |  |        |
|-----|--|--------|
| 25. | Resolution Approving Citizens to Boards, Commissions, Etc. <b>5 Min.</b> | Martin |
|-----|--|--------|

**OTHER ITEMS: 10 Min.**

- |     |   |  |
|-----|---|--|
| 26. | <b>Items from County Manager / County Attorney / Commissioners Public Comments/ Closed Session (if necessary)</b> |  |
|-----|---|--|



**TO:** Chairman and Members of the Board

**FROM:** Mike Jarman, County Manager

**DATE:** December 2, 2013

**SUBJECT:** Items of Interest

1. Memo: November 15, 2013: EastPointe: Establishment of County Commissioner Advisory Board



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

Kenneth E. Jones, CEO

---

**TO:** Mike Jarman  
Lenoir County Manager

**FROM:** Ken Jones  
Director and CEO

**DATE:** November 15, 2013

**RE:** Senate Bill 208, Section 8, G.S. 122C-118.2  
“*Establishment of County Commissioner Advisory Board*”

Per directives of **Senate Bill 208, Section 8** shown below, Eastpointe respectfully requests that your Board of County Commissioners select a member of the County Commissioners to serve on Eastpointe’s County Commissioner Advisory Board”. The Advisory Board will not meet more than once a quarter and phone conference capability will be available. Please send the name of your appointee to my assistant Connie W. Price, Eastpointe Board Clerk, 100 South James Street, Box B, and Goldsboro, N.C. 27530 at your earliest convenience, or you may email the name to Connie at [cprice@eastpointe.net](mailto:cprice@eastpointe.net) or to me at [kjones@eastpointe.net](mailto:kjones@eastpointe.net). If you have any questions or would like to discuss this further, please feel free to call me at 910-290-2518. We look forward to hearing from you soon.

**Senate Bill 208 – Section 8**

***122C-118.2: Establishment of County Commissioner Advisory Board:***

- (a) “There is established a County Commissioner Advisory Board for each catchment area, consisting of one County Commissioner from each County in the catchment area, designated by the Board of Commissioners of each County. The County Commissioner Advisory Board shall meet on a regular basis, and its duties shall include serving as the Chief Advisory Board to the Area Authority and to the Director of the Area Authority on matters pertaining to the delivery of services for individuals with mental illness, intellectual or other developmental disabilities, and substance abuse disorders in the catchment area. The County Commissioner Advisory Board serves in an advisory capacity only to the Area Authority, and its duties do not include authority over budgeting, personnel matters, governance, or policy making of the Area Authority.
- (b) Each Board of Commissioners within the catchment area shall designate from its members the Commissioner to serve on the County Commissioner Advisory Board. Each Board of Commissioners may determine the manner of designation, the term of service, and the conditions under which its designee will serve on the County Commissioner Advisory Board.”

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

**MINUTES****LENOIR COUNTY BOARD OF COMMISSIONERS****November 18, 2013**

The Lenoir County Board of Commissioners met in open session at 4 p.m. on Monday, November 18, 2013, in the Board of Commissioners' 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 4 p.m. Ms. Brown offered the Invocation and Mr. Best led the audience in the Pledge of Allegiance.

**PUBLIC INFORMATION:**

None

**ITEMS FROM CHAIRMAN/COMMISSIONERS:**

Ms. Brown stated she and Ms. Sutton both serve on the Greene Lamp Board, and recently Ms. Sutton was elected as treasurer for that Board.

Mr. Rouse introduced his nephew, Alec Rouse, who is a Boy Scout with Troop 41. Mr. Rouse said Alec is working on his merit badge, and was present to watch local government in action. Alec was presented a County pin by Mr. Davis, and was congratulated by each of the commissioners.

Mr. Daughety stated the River Walk Project for the City of Kinston is moving forward and they are in the process of putting together a citizen's committee. He also said there would be a kickoff meeting held on December 11<sup>th</sup> at 10:00 a.m. at the Woodmen Center for this project. Mr. Daughety said there would be representatives from the State's Parks and Recreation Division and everyone is welcome to attend. He did say they would be receiving \$300,000.00 from NCDOT for the project.

Mr. Davis asked if this project would begin soon. Mr. Daughety stated they had already begun working on the Bike and Pedestrian portion. He also said the local DOT office had agreed to do the engineering portion of the project to save money and there would be no local match. There will not be any funding coming from the North Carolina Parks and Recreation Division.

Mr. Daughety also said they anticipate receiving an additional \$750,000.00. He stated this trail would begin at the Woodmen Center and go to the Farmers' Market, and from there would travel to the African American Music Trail.

Mr. Daughety invited everyone to attend the ribbon cutting for the walking track at Contentnea/Savannah School, which will also be held on December 11<sup>th</sup> beginning at 9:00 a.m. He stated this track was built using donations as well as funds from the Community Transformation Grant and the Kate B. Reynolds Grant.

Ms. Sutton reminded everyone of the LaGrange Christmas Parade which will be held Sunday, November 24, 2013, beginning at 3:00 p.m. She also said Pink Hill's parade will be the next Sunday, December 1<sup>st</sup> at 2:00 p.m., and Kinston's parade will be Saturday, December 14<sup>th</sup> beginning at 10:00 a.m.

#### **ITEMS FROM THE COUNTY MANAGER:**

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

Mr. Jarman asked Mark Pope to come to the podium and talk about what was going on with the Commerce Department. Mr. Pope addressed the group and said Commerce would be conducting Listening Tours throughout the State, and the one for our area will be held on Monday, December 2, 2013 at the Cape Fear Community College in Wilmington. The session will be held from 1:30 p.m. – 4:30 p.m. with Sharon Decker, the newly appointed Secretary of Commerce and Tony Almeida, Senior Advisor to the Governor on Jobs, present to listen. They are interested in hearing business owners, economic development professionals, elected officials and others thoughts, ideas and priorities for North Carolina's 10-year Economic Development Plan. They are also interested in what may be considered as threats to progress and any tools which may help grow our economy in the most effective way.

Mr. Pope also said the recently completed African American Music Trail will have its dedication on December 12, 2013.

#### **CONSENT AGENDA:**

3. Approval of Minutes: Regular Board Meeting, November 4, 2013.

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

## **BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS :**

Item No. 4 was a Budget Ordinance Amendment: General Fund: Emergency Medical Services: \$4,000: Increase. Justin Tilghman, Deputy Director of Emergency Services, addressed the group and stated this Budget Amendment is to appropriate funds reimbursed to Emergency Services for an ambulance and paramedics being present at high school football games. Upon a motion by Mr. Daughety and a second by Ms. Sutton, Item No. 4 was unanimously approved.

Item No. 5 was a Budget Ordinance Amendment: Emergency Telephone Fund: Emergency: Telephone: \$1,300,000: Increase. Justin Tilghman said this Budget Amendment is to appropriate the fund balance from the Emergency Telephone (E911) Fund Fund Balance to cover the costs of purchasing new equipment and radios for the Jones Lenoir Emergency Communications Center consolidation. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 5 was unanimously approved.

Mr. Best asked Mr. Tilghman why there was no ambulance present at the playoff game at Kinston High School this past Friday night? Mr. Tilghman responded there could be several different reasons. Mr. Jarman interjected since this was a playoff game, Emergency Services may not have been aware of the game. He emphasized it was the responsibility of the schools to ask for the ambulance to be present.

Item No. 6 was a Budget Ordinance Amendment: General Fund: Sheriff Department: \$5,825 Increase. Sheriff Hill stated this Budget Ordinance Amendment is to budget additional funds received from the U.S. Department of Justice, Office of Justice Programs, for the State Criminal Alien Assistance Program (SCAAP). These funds are awarded to Lenoir County to help offset expenses incurred by the county in housing undocumented criminal aliens or aliens of unknown legal status, who have been convicted of a least one felony or two misdemeanors and have been incarcerated during the reporting period of the award. By law, these funds are restricted by use by the sheriff. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 6 was unanimously approved.

Sheriff Hill thanked everyone who attended the Sheriff's Ball held this past weekend. He stated it was a huge success and the money raised was for a very good cause – RADD.

Item No. 7 was a Budget Ordinance Amendment: Capital Improvements Fund: Economic Development: \$180,000: Increase Mark Pope, Economic Development Director, stated this Budget Ordinance Amendment is to appropriate funds for the Spirit-One NC grant. This grant was awarded to Spirit on May 14, 2008, with the grant funds being paid out based upon performance criteria contained in the grant agreement. This is a pass through grant, and a check in the amount of \$180,000 will be written to Spirit. Upon a motion by Mr. Hill and a second by Ms. Brown, Item No. 7 was unanimously approved.

Item No. 8 Request for Addition to State Maintained Secondary Road System: Kelly Acres Subdivision. Mr. Jarman presented the request and stated it was from the Department of Transportation asking permission to add Tara Drive in the Kelly Acres Subdivision to the state maintained secondary road system. Mr. Rouse said due to a conflict of interest, he was asking to be recused from the vote. Ms. Sutton made a motion to recuse Mr. Rouse, and Mr. Daughety seconded. The motion passed unanimously. Upon a motion by Mr. Daughety and a second by Ms. Sutton, Item No. 8 was unanimously approved.

Item No. 9 was a Resolution Authorizing Emergency Repair of Terex TC-400 Trashmaster Compactor: Road Machinery Services, Inc.: Not to Exceed \$52,551.85. Mr. Tom Miller stated the Board is requested to authorize the emergency repair of a TEREX TC-400 Trashmaster Compactor by Road Machinery Services, Inc. of Statesville N.C., in the amount not to exceed \$52,551.85. Mr. Miller said the compactor has been used over 10,000 hours and it is the only one in use at the landfill. He further stated with the number of hours it had been used and the repairs that have been made, it would soon have to be replaced. Mr. Miller said he was looking at the option of leasing whenever this compactor has to be replaced. Upon a motion by Ms. Sutton and a second by Ms. Brown, Item No. 9 was unanimously approved

Item No. 10 was a Resolution Authorizing Local Share Funding Commitment for Projected Expansion of Service for Community Transportation Grants in Fiscal Years 2016, 2017, 2018, 2019 and 2020. Chris Harper stated the Board is requested to authorize the Chairman of the Lenoir County Board of Commissioners to confirm that Lenoir County is committed to providing the local matching share required for expansion projects during the 2016, 2017, 2018, 2019 and 2020 fiscal years' Community Transportation Projects and that Lenoir County is authorized to commit and enter into an Agreement with the North Carolina Department of Transportation during those same fiscal years. He further stated the funding formula for Transit has changed and has become more competitive. Mr. Harper then said with the aging of the area's population over the next several years, he feels Transit's services will need to expand. He said if he didn't commit to expansion in future years now, he would be unable to ask for additional funds in those years. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 10 was unanimously approved.

Item No. 11 was a Resolution Approving Policy Governing Commissioner Appointments to vacancies on Lenoir County Advisory Boards and Commissions. Mr. Jarman stated at their regularly scheduled meeting on November 4, 2013, the Board instructed County Administration to draft a policy to standardize and set guidelines for Commissioner Appointments to vacancies on Lenoir County Advisory Boards and Commissions. He said this policy is based upon the suggestions given at that last meeting, and it could be added to or changed however the Board sees fit.

Mr. Hill said he would like to see the Board continue with uniformity and suggested if there was a way possible, he would like to see the appointments take place maybe twice a year. This way he said the vacancies could be posted in the paper and possibly attract applicants from a larger talent pool. Mr. Daughety said he agreed with Mr. Hill's suggestion, but said they would need time to talk with the different boards and commissions and make them aware of their intentions.

Mr. Griffin said there would be situations where the boards/commissions would not be able to comply with the thirty day rule due to urgent situations. He suggested adding the sentence "In the event there is an urgency in filling an expired term, the Board may waive this policy".

Mr. Rouse made a motion to accept the policy as it was currently written. Ms. Sutton seconded the motion.

Mr. Daughety made a motion to wait until the first meeting in January to vote on accepting the policy. Due to no second to this motion, the motion failed.

Mr. Daughety then questioned how to handle the appointments that are on the agenda today as second appearances. Mr. Rouse said he thought we should start now to implement the policy. Mr. Hill said since this issue was discussed at the last meeting and has been televised, he thought the policy should be made effective with today's agenda. He also said this provides a much larger pool of people from all aspects of the community – he said it has already generated a lot of quality people.

Mr. Jarman said we could start the 30 day time rule with all of the current appointments in the agenda.

Mr. Rouse asked if the Board/Commission vacancies and the forms for appointment could be more easily accessed on the County's website. Mr. Jarman explained everything could not be on the County's home web page, and he understood from the MIS Director there could be an added expenditure for different things being added.

Mr. Davis called for the question, and Item No. 11 was unanimously approved.

**APPOINTMENTS :**

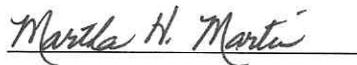
Item No. 12 was a Resolution Approving Citizens to Boards, Commissions, Etc.

<b><u>BOARD/COMMITTEE COMMISSION</u></b>	<b><u>APPLICANT/CURRENT MEMBER</u></b>	<b><u>TERM EXPIRATION</u></b>
<b>Lenoir County Jury Commission</b>	Annie Ruth Parrish William Harvey Howard Marva Brown (Reappointments) <b>2<sup>nd</sup> Appearance</b>	November 2015
<b>Lenoir County Nursing Home and Adult Care Home Community Advisory Committee</b>	Ella Hall <b>2<sup>nd</sup> Appearance</b>	
<b>US 70 Corridor Commission</b>	Russell Rhodes Gordon Vermillion <b>2<sup>nd</sup> Appearance</b>  Bruce Parson Virginia Cox-Daugherty <b>1<sup>st</sup> Appearance</b>	

Mr. Jarman asked for Item No. 12 to be pulled in order to adhere to the new policy just put in place by Item No. 11.

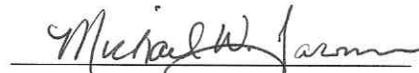
With no further discussion Mr. Davis adjourned the meeting at approximately 4:41 p.m.

Respectfully Submitted,

  
\_\_\_\_\_

Clerk to the Board

Reviewed By,

  
\_\_\_\_\_

Michael W. Jarman

County Manager

**INTRODUCED BY:** Michael Jarman, County Manager **DATE:** 12/02/2013 **ITEM NO.** 4

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

**SUBJECT AREA:** Finance

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

**HISTORY/BACKGROUND:**

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

**EVALUATION:**

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

**RELEASES OVER \$100**

Year	Name	Account	Amount	Reason
2011	Graham, William	59001	\$166.40	Out of Business
2010	Graham, William	59001	162.91	Out of Business
2012	Graham, William	59001	153.80	Out of Business
2013	Graham, William	59001	143.87	Out of Business
2007	New Jeff	61498	174.93	Out of Business
2008	New Jeff	61498	141.95	Out of Business
2009	New Jeff	61498	106.19	Out of Business
2012	Lawson, Luan Elizabeth	74874	478.60	Adjusted Value
2013	Meready, Barry Dail	19600	153.62	Double Listed
2004	K & M Examiners Inc 1	6458	229.55	Out of Business
2013	Jetblue Airways	63886	37787.67	NCDOR Report Error
2013	Commerce Overseas Co	65324	367.74	Out of Business
2009	Leaf Financial	62182	413.22	Out of Business
2013	Glencare Assisted Living	64288	351.89	Double Listed
2013	Glencare Assisted Living	64288	1020.89	Double Listed
2012	Glencare Assisted Living	64288	1098.17	Double Listed
2012	Glencare Assisted Living	64288	370.45	Double Listed
2011	Glencare Assisted Living	64288	1141.23	Double Listed
2011	Glencare Assisted Living	64288	394.33	Double Listed
2010	Dietrich, Doug	5583	131.17	Corrected Listing
2013	Nextel South Corporation	54948	207.52	Per NCDOR
2013	Nextel South Corporation	54948	156.84	Per NCDOR
2013	Nextel South Corporation	54948	178.46	Per NCDOR
2013	Nextel South Corporation	54948	226.88	Per NCDOR
2013	Nextel South Corporation	54948	196.25	Per NCDOR
2013	Nextel South Corporation	54948	218.80	Per NCDOR

2010	Bailey, Emilie	55595	131.97	Corrected Listing
2011	Bailey, Emilie	55595	122.85	Corrected Listing
2013	Sugg, Harvey Parrott	28140	166.07	Corrected Listing
2013	Harris, Sue Ann Suggs	58229	155.57	Corrected Listing
2010	Bailey, Emilie	55595	107.07	Out of Business
2013	Jones, Jason Forrest	39024	298.31	Corrected Listing
2013	Carr, Anna Bell	72515	6273.61	Legal Exemption
2013	Flowers, Eunice E	1621	811.47	Legal Exemption
2013	Whitaker, William Parker	72562	744.14	Legal Exemption
2011	West, Edward Leroy	81395	297.97	Corrected Listing
2013	Shivar, Frederick	48109	130.28	Corrected Listing
2013	Harris, Ruby	64941	479.24	Double Listed
2013	Duke, Jason Eric	46258	103.26	Adjusted Value
2013	Sutton, Billy	47350	191.34	Adjusted Value
2010	Letchworth, Jeffrey Mark	18152	106.47	Adjusted Value
2013	Rountree, Allen E	24691	119.92	Adjusted Value
2013	Grant, Clifton	19618	110.05	Double Listed
2013	Dell Financial	66035	525.35	Corrected Listing
2010	Global Construction Inc	35772	1770.33	Out of Business
2011	Global Construction Inc	35722	1810.15	Out of Business
2013	Global Construction Inc	35722	1564.10	Out of Business
2012	Global Construction Inc	35722	1672.63	Out of Business

**Refunds**

Year	Name	Account	Amount	Reason
2013	Schaut, Billy Noll	9490887	\$107.64	Adjusted Value
2013	Smith, William Gerald	8926544	143.50	Adjusted Value
2013	Stallings, James Alton	9052529	112.99	Adjusted Value
2013	Sutton, Thomas Johnson	9126142	183.43	Adjusted Value

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

*OK MWJ*

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

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

YEA VOTES: Rouse \_\_\_\_\_ Sutton \_\_\_\_\_ Brown \_\_\_\_\_ Davis \_\_\_\_\_

Hill \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_

\_\_\_\_\_  
Chairman

12/02/13  
Date

\_\_\_\_\_  
ATTEST

12/02/13  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE** 12/02/13 **ITEM NO.** 5

**RESOLUTION:** Supporting the Naming of Bridge/Overpass: Dr. George L. Edwards, Jr.  
Bridge/Overpass: North Carolina Department of Transportation.

**SUBJECT AREA:** Administrative

**ACTION REQUESTED:** Support Resolution naming the bridge/overpass located on Hwy 70 West directly behind Affordable Dentures, for Dr. George L. Edwards, Jr.

**HISTORY / BACKGROUND:** Affordable Dentures was founded in Kinston, North Carolina in 1975 and has grown into a network of almost 200 affiliated practices operating in 40 states. In fact, Affordable Dentures is now the largest and fastest-growing denture-services provider in the U.S. Dr. George L. Edwards, Jr., founder of Affordable Care, opened the first business as Affordable Dentures in 1975. Dr. Edwards and Dr. Don Henson saw an enormous patient need as they provided treatment in their general dentistry practices. They recognized that many people simply could not afford the cost of dental care. A large number of patients had lost most or all of their teeth and suffered from poor nutrition because they were not able to chew and properly digest foods important to their good health.

The solution was to operate a dental practice that focused on dentures, tooth extractions and related services at affordable fees. They also included an on-site dental laboratory in the practice to make same-day service available to patients. As the operation evolved, they learned how to streamline services to operate more efficiently and cost effectively. Before long, additional practices were opened in North Carolina and Virginia using the same model that had been developed in Kinston. When you consider that more than six million patients have been treated across all of the affiliated practices since the opening of the first practice, you know that for many patients, Affordable Dentures not only improved their smiles, it improved their lives. The company's headquarters are still located in Kinston on old Highway 70. The company "Affordable Dentures," has over 200 locations in more than 40 states throughout the United States. It is the largest provider of dentures and partials in the world. The company employs more than 2000 people. Dr. Edwards passed away in 2010. The company has given to the community throughout the years and supported various causes. As the largest dental service organization in America, it is fitting that this naming opportunity be completed.

**EVALUATION:** This resolution supports the naming of the bridge/overpass on Hwy. 70 West after Dr. George L. Edwards, Jr. The contributions he and his company have brought to individuals that could not afford dental care have been tremendous and the economic impact to our community and the State of North Carolina is immeasurable. Affordable Dentures employs over 150 individuals in Lenoir County. The company has over 200 locations throughout 40 states and employs over 2000 workers nationally. Affordable Dentures is the largest and fastest growing denture services provider in the United States. The resolution is requested by the North Carolina Department of Transportation in order for their Board to consider the request.

**MANAGER'S RECOMMENDATION:**

\_\_\_\_\_  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that this Resolution naming the bridge/overpass located on Hwy 70 West directly behind Affordable Dentures, for Dr. George L. Edwards, Jr. **AND BE IT FUTHER RESOLVED** this resolution will be forwarded to the North Carolina Department of Transportation.

**AMENDMENTS:**

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

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

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

\_\_\_\_\_  
Chairman 12/02/13  
Date

\_\_\_\_\_  
ATTEST 12/02/13  
Date

Item NO. 6

BUDGET ORDINANCE AMENDMENT: TRUST AND AGENCY FUND: FINANCE/EXTENSION-FAMILY CAREGIVER: 7,951.00 INCREASE



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

FY 2013 - 2014  
Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
TRUST AND AGENCY		FINANCE/EXTENSION-FAMILY CAREGIVER		VARIOUS	
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>			Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input checked="" type="checkbox"/>		
<b>REVENUES</b>			<b>EXPENDITURES</b>		
Account # and Title	Amount	Account # and Title	Amount		
<u>INCREASE</u> 70-3495-3300 SMART START - EXTENSION	7,951.00	<u>INCREASE</u> 70-4951-6000 EXTENSION FAMILY CARGIVER	7,951.00		
Total	7,951.00	Total	7,951.00		

**Reason and Justification for Request:**  
 BUDGET AMENDMENT TO INCREASE THE BUDGETED AMOUNTS OF THE PARTNERSHIP FOR CHILDREN PROGRAM. THE ORIGINAL BUDGET FOR THIS PROGRAM WAS FUNDED AT \$101,723., HOWEVER, IN AUGUST THE COUNTY RECEIVED NOTIFICATION THE PROGRAM WAS BEING CUT BY \$54,094. THE COUNTY HAS RECENTLY RECEIVED NOTIFICATION THE PROGRAM WILL RECEIVE ADDITIONAL FUNDING IN THE AMOUNT OF \$3,233. AND \$4,718. FOR A TOTAL INCREASE OF \$7,951. THIS WILL BRING THE PARTNERSHIP FOR CHILDREN PROGRAM TO A BUDGET OF \$55,580.

Department Head Approval <i>James D Kelly</i>	Date <i>11-18-13</i>	Finance Officer Approval <i>Martha H. Martin</i>	Date <i>11-20-2013</i>
Budget Officer Approval <i>Michael W. Jarman</i>	Date <i>11-21-13</i>		
Board Approval ( When Applicable)	Date	Date of Minutes	

Item NO. 7

BUDGET ORDINANCE AMENDMENT: GENERAL FUND: PROCESS FUNDS: \$42,000. INCREASE



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

FY 2013 - 2014  
Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		PROCESS FUNDS		Various	
Check One Box New Appropriation: <input type="checkbox"/> Line Item Transfer: <input type="checkbox"/>			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/>		
<b>REVENUES</b>			<b>EXPENDITURES</b>		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
10-3329-3630	Grant-Tobacco Trust Fund-Farmer's Mrkt	42,000.00	10-4201-6040	Tobacco Trust Fund-Farmer's Market	42,000.00
Total		42,000.00	Total		42,000.00

**Reason and Justification for Request:**  
 BUDGET AMENDMENT TO APPROPRIATE A GRANT FROM THE NC TOBACCO TRUST FUND COMMISSION IN THE AMOUNT OF \$42,000. THESE FUNDS WILL BE USED TO CORRECT DRAINAGE ISSUES, GRADE THE PARKING LOT AND PAVE THE PARKING LOT OF THE FARMERS' MARKET. THIS WAS APPROVED BY THE COMMISSIONERS ON SEPTEMBER 16, 2013 - ITEM #12.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Sammy Kelly</i>	11-13-13	<i>Martha H. Martin</i>	11-18-2013
Budget Officer Approval	Date		
<i>Michael Jarman</i>	11/21/13		
Board Approval (When Applicable)	Date	Date of Minutes	

Finance Office - Copy

Department - Copy

Administration - Copy

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE** 12/02/13 **ITEM NO.** 8

**RESOLUTION:** Approve the Payment of 2 Invoices to Ernie Everett Site Preparation, Inc. for Parking Lot Renovations for the Lenoir County Farmer's Market: \$21,000 and \$5,127

**SUBJECT AREA:** Purchases/Bids

**ACTION REQUESTED:** Authorize the payment of two invoices to Ernie Everett Site Preparation, Inc. for Parking Lot Renovations for the Lenoir County Farmer's Market in the amount of \$21,000.00 and \$5,127.00 and authorize the Lenoir County Cooperative Extension Director to execute all paperwork on behalf of Lenoir County for the purchase.

**HISTORY / BACKGROUND:** The increased traffic and activity at the Lenoir County Farmers Market makes the need for major parking and driveway upgrades obvious. The parking lot's condition, although improved, continues to wash away and drainage is poor in parking area and driveway spots. Parking for vendors and customers is still messy during high rain times and the riverside drive is showing continual signs of washing away if not addressed. Advisory Board recommendations, customer surveys and vendor concerns drive development of the renovation priorities.

This project received a precious grant from RAFI in 2011, and at that time partnered with the City of Kinston to determine the best approach to correcting drainage issues and undertaking grading the parking lot. Bids were obtained from three separate vendors and one was selected to begin the work. Due to the Grant dollar allocation limitations only a portion of the project was completed. At this time we have selected the same contractor to complete the task.

**EVALUATION:** Parking lot repair and paving will begin at the Lenoir County Farmers Market and Annex within 2 weeks of the grant allocation and Commissioner approval, weather permitting. Ernie Everett Site Preparation, Inc. has been selected to complete the project. Ernie Everett Site Preparation, Inc. was selected because they began and completed the first part of this project in 2011.

In the short term, the renovations will create a safer, more functional and attractive community resource for all who use it -- farmers, vendors, and consumers alike. Parking area improvements will not only save the surrounding area from washing away, they will provide more customer friendly parking.

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval.

  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners, that approval is granted for the Payment of 2 Invoices to Ernie Everett Site Preparation, Inc. for Parking Lot Renovations for the Lenoir County Farmer's Market: \$21,000.00 and \$5,127.00, **AND BE IT FUTHER RESOLVED**, the Lenoir Cooperative Extension Director is authorized to execute all paperwork on behalf of Lenoir County for the purchase.

**AMENDMENTS:**

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

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

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

Hill \_\_\_\_\_ Rouse \_\_\_\_\_ Sutton \_\_\_\_\_

\_\_\_\_\_  
Chairman 12/02/13  
Date

\_\_\_\_\_  
ATTEST 12/02/13  
Date



LENOIR COUNTY, NORTH CAROLINA  
BUDGET AMENDMENT REQUEST

FY 2013 - 2014  
Appropriations

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

Distribution - Finance Office:

FUND		DEPARTMENT		LINE ITEM DESCRIPTION	
GENERAL		HEALTH - GENERAL		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>INCREASE</b>		<b>INCREASE</b>			
10-3991-9910 FUND BALANCE APPROPRIATED	110,155.00	10-5110-6905 PAYBACK-MEDICAID-PCM-CC4C	110,155.00		
Total	\$ 110,155.00	Total	\$ 110,155.00		

**Reason and Justification for Request:**

BUDGET AMENDMENT TO APPROPRIATE GENERAL FUND FUND BALANCE IN ORDER TO REIMBURSE CAROLINA CARE PLAN OF EASTERN CAROLINA (CCPEC) FOR MEDICAID OVERPAYMENTS RECEIVED BY THE HEALTH DEPARTMENT DURING THE PERIOD, SEPTEMBER 2011 THROUGH DECEMBER 2012 IN THE AMOUNT OF \$100,054.31.

Department Head Approval	Date	Finance Officer Approval	Date
<i>[Signature]</i>	11/15/13	<i>Martha H. Martin</i>	11-19-2013
Budget Officer Approval	Date		
<i>Michael W. [Signature]</i>	11/21/13		
Board Approval (When Applicable)	Date	Date of Minutes	

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 12/02/13 **ITEM NO.** 10

**RESOLUTION:** Approval for County Administration to Advertise and Interview Candidates for the Position of Clerk to the Lenoir County Board of Commissioners.

**SUBJECT AREA:** Administrative

**ACTION REQUESTED:** The Lenoir County Board of Commissioners are respectfully requested to approve County Administration to advertise and interview candidates for the position of Clerk to the Lenoir County Board of Commissioners and recommend the most qualified candidate to the Board for appointment as soon as possible in the current fiscal year.

**HISTORY / BACKGROUND:** NC General Statute 153-111 states that, "The Board of Commissioners shall appoint or designate a Clerk to the Board. The Board may designate the Register of Deeds or any other county officer or employee as Clerk. The Clerk shall perform any duties that may be required by law or the Board of Commissioners. The Clerk shall serve at the pleasure of the Board." The Board may appoint as many Deputy Clerks as necessary to carry out the duties of the Clerk when the Clerk is unavailable to perform the duties required of the position. In an effort to make additional cuts in the FY13-14 Budget, County Administration requested Martha Martin, County Finance Officer, assume the additional duties of Clerk to the Lenoir County Board of Commissioners. At the same time, Tommy Hollowell, Lashanda Hall, and Faye Mervin were appointed as Deputy Clerks. The duties of Clerk to the Board require a full-time person dedicated to preparing agendas; preparing minutes of Commissioners' Board Meetings; attending and recording the minutes of various committees; notifying and scheduling appointments as needed by the Board of Commissioners and Administration; assembling and organizing the County Budget; tracking vacancies on Boards and Commissions; filing and cataloging correspondence, County approved agreements, and contracts; directing phone calls to the Board and County offices; and other duties as assigned.

**EVALUATION:** NC General Statute 153-111 states that the Board of Commissioners shall appoint a Clerk to the Board. It is recommended that there be multiple Deputy Clerks in order to provide adequate "back-up", should the Clerk be unavailable to attest to Board actions and carry out the duties of the Clerk when the Clerk is unavailable to perform the duties required of the position. In an effort to make additional cuts in the FY13-14 Budget, the County Finance Officer was appointed to assume the additional duties of Clerk to the Lenoir County Board of Commissioners. Prior to adoption of the FY13-14 Budget, County Administration advised the Board that it would continually evaluate the effectiveness of this arrangement. The duties of the Clerk to the Board are numerous and require a full-time person.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.



**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that County Administration is authorized to advertise and interview candidates for the position of Clerk to the Lenoir County Board of Commissioners and recommend the most qualified candidate to the Board for appointment as soon as possible in the current fiscal year.

**AMENDMENTS:**

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

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

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

\_\_\_\_\_  
Chairman 12/02/13  
Date

\_\_\_\_\_  
ATTEST 12/02/13  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE** 12/02/13 **ITEM NO.** 11

**RESOLUTION:** Approve the Installation of a Fiber Connection between the Lenoir County Courthouse and the New MIS Building Located at 103 S. McLewean Street: East Coast Power and Lighting: \$9,739.

**SUBJECT AREA:** Purchases / Bids

**ACTION REQUESTED:** Authorize the Director of MIS to execute all paperwork on behalf of Lenoir County to initiate the installation of the fiber between Courthouse and new MIS building including payment to East Coast Power and Lighting in the amount of \$9,739.

**HISTORY / BACKGROUND:** Lenoir County MIS Department is currently housed in the upstairs of the historical Caswell Station #1 Fire Dept located at 118 Queen St. This upstairs location has not been conducive to the type of work the MIS Department is required to do. Space has been made available at the new location of 103 S. McLewean St. In order for the MIS Department to be able to locate there, it is necessary to install new 12 strand MM fiber ADSS (with attachment hardware and slack spans) from new MIS building North on McLewean St., then West on Caswell St. to existing conduit risers. The fiber must be pulled through conduit risers into the Server room of the old Courthouse. East Coast Power and Lighting will Install, terminate and test the 12 fiber strand channels at both locations, This fiber will allow for data and voice connectivity to County infrastructure.

**EVALUATION:** Lenoir County MIS is currently housed in the upstairs of the historical Caswell Station #1 Fire Department Museum. This upstairs location is too small and makes it extremely difficult for staff and vendors to transport equipment for repair and installation. The County recently acquired a one-story building located at 103 S. McLewean Street. New 12 strand fiber must be pulled to this location to allow MIS to be connected to County infrastructure. East Coast Power and Lighting provided a quote to the MIS Director to pull, install, terminate, and test the new 12 strand fiber. Funding for this project is budgeted in the Capital Improvements Fund in account # 40-4935-5807.

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

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval.

  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the installation of a fiber connection between the Lenoir County Courthouse and the New MIS Building located at 103 S. McLewean St. in the amount of \$9,739 utilizing East Coast Power and Lighting is approved, and be it further resolved the Lenoir County MIS Director is authorized to execute all paperwork on behalf of Lenoir County for the purchase.

**AMENDMENTS:**

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

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

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

\_\_\_\_\_  
Chairman 12/02/13  
Date

\_\_\_\_\_  
ATTEST 12/02/13  
Date

INTRODUCED BY: Michael W. Jarman, County Manager DATE: 12/2/2013 ITEM NO.: 12

**RESOLUTION:** Declaring Property as Surplus and Authorizing the Sale of the Surplus Property by Auction

**SUBJECT AREA:** Administrative

**ACTION REQUESTED:** The Board is requested to declare property as surplus and authorize the sale of the surplus property by auction.

**HISTORY/BACKGROUND:** The Transit Department has one van which has outlived its useful life. This vehicle is no longer of use to any County Department and there are no plans to put it back into service. Also included to be sold, are three generators, two utility trailers and three vehicles given to the County years ago by Federal Surplus. These generators no longer work, and the vehicles no longer run – these are of no value to the County.

**EVALUATION:** In accordance with procedures set forth in G.S. 153A-176, County Administration is requesting the approval of the Board to sell the following vehicles and three generators by auction on GovDeals.com within the next 90 days. Proceeds resulting from the sale of the van less expenses, will be appropriated to the Transportation Fund. Proceeds received from the sale of the Sheriff's surplus vehicles and utility trailers, less expenses will be placed in the Vehicle Replacement Fund. Net proceeds from the sale of the three generators will be appropriated to the General Fund.

	<u>Vehicle</u>	<u>Serial Numbers</u>	<u>Mileage</u>
1.	2009 FORD E350	1FTDS347L39DA69837	204,010
2.	1966 AMC Jeep	4H2101	
3.	1967 AMC Jeep	04J22969	
4.	1986 Int'l Bus	281458317140	70,349
	<u>Other</u>		
5.	Utility Trailer		
6.	Utility Trailer		
7.	Generator		
8.	Generator		
9.	Generator		

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that property listed in this resolution be declared as surplus and authorize County Administration to sell the property at auction on GovDeals.com.

**AMENDMENTS:**

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

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

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

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

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Attest

\_\_\_\_\_  
Date

INTRO BY: Michael W. Jarman, County Manager

DATE: 12/02/13

ITEM: 13

**RESOLUTION:** Authorizing Award of Contract for Asbestos Abatement Services:  
2011 CDBG Catalyst Project: Eastern Environmental, Inc.: \$1,783.

**SUBJECT AREA:** COMMUNITY DEVELOPMENT

**ACTION REQUESTED:** To award contracts to the lowest, qualified bidder, Eastern Environmental, Inc. for the services of an asbestos abatement contractor for the 2011 Community Development Block Grant Catalyst Project, in the amount of \$1,783.

**HISTORY/BACKGROUND:** Lenoir County was awarded \$500,000 for the CDBG 2011 Catalyst Project on October 12, 2012. Along with the grant funds, the County has committed \$25,000 and the Town of LaGrange has committed \$5,000 to address housing and infrastructure needs in the Spring Drive area of LaGrange. This project will allow for the abatement of asbestos, the clearance of existing dilapidated dwellings and the replacement of those dwellings in the Spring Drive area. The project will also include water/sewer improvements and street improvements. Bids were taken for the asbestos abatement of two structures on November 22, 2013. The contracts specify that the contractor will be allowed to do only the number of approved structures, and only the activities specified by the county and/or the project administrator. Eastern Environmental, Inc. was the lowest qualified bidder for these services.

**EVALUATION:** On November 22, 2013, bids were received from five asbestos abatement contractors for the asbestos abatement of two structures. The bids that were received are on the attached Bid Recap Sheet. The following contractor is recommended.

4112 Spring Drive, LaGrange	Eastern Environmental, Inc.	\$ 585.
4113 Spring Drive, LaGrange	Eastern Environmental, Inc.	\$1,198.

The recommendation for award is to the lowest qualified bidder.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

*mws*  
Initials

**RESOLUTION: NOW THEREFORE, BE IT RESOLVED** by the Lenoir County Board of Commissioners that contracts for asbestos abatement of two structures in the 2011 CDBG Catalyst Project be awarded to Eastern Environmental, Inc. in an amount not to exceed \$1,783.00, and be it further resolved, the Lenoir County Manager is authorized to execute the contracts on behalf of the County.

4112 Spring Drive, LaGrange	Eastern Environmental, Inc.	\$ 585.00
4113 Spring Drive, LaGrange	Eastern Environmental, Inc.	\$1,198.00

Funding Source	46-4963-5800	\$ 1,783.00
----------------	--------------	-------------

**AMENDMENTS:**

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

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

YEA VOTES: DAVIS \_\_\_\_\_ BROWN \_\_\_\_\_ BEST \_\_\_\_\_ DAUGHETY \_\_\_\_\_

HILL \_\_\_\_\_ ROUSE \_\_\_\_\_ SUTTON \_\_\_\_\_

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
ATTEST

\_\_\_\_\_  
DATE

# R S M HARRIS ASSOCIATES, INC.

PLANNERS-CONSULTANTS-DEVELOPERS  
2719 GRAVES DRIVE SUITE 2 POST OFFICE BOX 10037 GOLDSBORO, NORTH CAROLINA 27534  
TELEPHONE (919) 751-0909 FAX (919) 751-0909

## MEMORANDUM

TO: Michael W. Jarman  
County Manager

FROM: C. David Harris  
CDBG Project Manager

SUBJECT: Lenoir County 2011 CDBG-CATALYST Program  
Award of Bid Proposals for Asbestos Abatement

DATE: November 25, 2013

On November 22, 2013 at 10:00 A.M. in the Lenoir County Courthouse at the First Floor Board of Commissioner's Room, proposals were received for the asbestos abatement of homes in the 2011 CDBG-CATALYST Project. Attached is a bid recap sheet identifying the asbestos abatement contractors and the proposals received.

Based on the lowest responsible proposals we recommend acceptance of the following proposals:

Eastern Environmental, Inc. be selected for the asbestos abatement from the home of Sylvia Smith at 4112 Spring Drive, LaGrange, NC per their bid of \$585.00 and from the home of Jimmy Core at 4113 Spring Drive, LaGrange, NC per their bid of \$1,198.00.

### Eastern Environment, Inc. Hampstead, NC

#### Contract No.

11-01	Sylvia Smith	\$585.00
	4112 Spring Drive	
	LaGrange, NC 28551	

#### Contract No.

11-06	Jimmy Core	\$1,198.00
	4113 Spring Drive	
	LaGrange, NC 28551	

Acceptance of the proposals and award of contracts are contingent upon the owners and contractors satisfying all program requirements. All individuals with an ownership interest will have to execute the required documents.

All awards are being made to the lowest responsible bidder. Please have the Board approve the bid awards at the December 2, 2013 meeting. Please call me if you have any questions.

Attachment

**LENOIR COUNTY 2011 CDBG-CATALYST  
ASBESTOS ABATEMENT BID RECAP SHEET**

Bid Location

Lenoir County Courthouse  
First Floor Board of Commissioners Room  
130 S. Queen Street, Kinston, NC 28502

**BID OPENING:**

November 22, 2013  
Friday-10:00 AM

CONTRACTOR	11-01 Sylvia Smith 4112 Spring Drive LaGrange, NC 28551	11-06 Jimmy Core 4113 Spring Drive LaGrange, NC 28551			
Jones Grading & Fencing, Inc. Nathaniel Jones, Jr. 704 West Tremont Street Charlotte, NC 28203	\$690.00 Bidder-Not Qualified- No License as Required	\$875.00 Bidder-Not Qualified- No License as Required			
4 Seasons Site & Demo, Inc. Charles T. Ohnmacht, Jr. PO Box 15590 Wilmington, NC 28408	\$700.00	\$1,200.00			
Eastern Environmental, Inc. Daniel Broadhead 25224 Hwy 17 N Hampstead, NC 28443	\$585.00	\$1,198.00			
Enviro Assessments East, Inc. Josh Lane 10705 Hwy 55 W Dover, NC 28526	\$800.00	\$1,375.00			
Target Contractors Gordon Burris 414 Live Oak Drive Mount Pleasant, SC 29464	\$110.00 Bidder-Not Qualified- No License as Required	\$701.25 Bidder-Not Qualified- No License as Required			
Recommendation for Award	Eastern Environmental Inc. \$585.00	Eastern Environmental Inc. \$1,198.00			

INTRO BY: Michael W. Jarman, County Manager

DATE: 12/02/13 ITEM: 14

**RESOLUTION:** Authorizing Award of Contracts for Asbestos Abatement Services: 2012 CDBG Scattered Site Project: Enviro Assessments East, Inc.: \$1,200 and Eastern Environment, Inc.: \$995

**SUBJECT AREA:** COMMUNITY DEVELOPMENT

**ACTION REQUESTED:** To award contracts to the lowest, qualified bidders, Enviro Assessments East, Inc. and Eastern Environment, Inc., for the services of asbestos abatement contractors for the 2012 Community Development Block Grant Scattered Site Project, in the amount of \$2,195.

**HISTORY/BACKGROUND:** Lenoir County was awarded \$225,000 for the CDBG 2012 Scattered Site Project on March 26, 2013. This project will allow for the abatement of asbestos, the clearance of existing dilapidated dwellings and the replacement of those dwellings in different areas of the County. Bids were taken for the asbestos abatement of two structures on November 22, 2013. The contracts specify that the contractors will be allowed to do only the number of approved structures, and only the activities specified by the county and/or the project administrator. Enviro Assessments East, Inc. and Eastern Environment, Inc. were the lowest qualified bidders for these services.

**EVALUATION:** On November 22, 2013, bids were received from five asbestos abatement contractors for the asbestos abatement of two structures. The bids that were received are on the attached Bid Recap Sheet. The following contractors are recommended.

2554 Promised Land Rd., LaGrange	Enviro Assessments East, Inc.	\$1,200.
3112 Poole Rd., Kinston	Eastern Environment, Inc.	\$ 995.

The recommendation for award is to the lowest qualified bidders.



# R S M HARRIS ASSOCIATES, INC.

PLANNERS-CONSULTANTS-DEVELOPERS  
2719 GRAVES DRIVE SUITE 2 POST OFFICE BOX 10037 GOLDSBORO, NORTH CAROLINA 27534  
TELEPHONE (919) 751-0909 FAX (919) 751-0909

## MEMORANDUM

TO: Michael W. Jarman  
County Manager

FROM: C. David Harris  
CDBG Project Manager

SUBJECT: Lenoir County 2012 CDBG-SS Project  
Award of Bid Proposals for Asbestos Abatement

DATE: November 25, 2013

On November 22, 2013 at 10:00 A.M. in the Lenoir County Courthouse at the First Floor Board of Commissioner's Room, proposals were received for the asbestos abatement of homes in the 2012 CDBG-SS Project. Attached is a bid recap sheet identifying the asbestos abatement contractors and the proposals received.

Based on the lowest responsible proposals we recommend acceptance of the following proposals:

Enviro Assessments East, Inc be selected for the asbestos abatement from the home of Peter Sutton at 2554 Promise land Road, LaGrange, NC per their bid of \$1,200.00. Eastern Environmental, Inc. be selected for the asbestos abatement from the home of Lucille Belcher at 3112 Poole Road, Kinston, NC per their bid of \$995.00.

Enviro Assessments East, Inc. Dover, NC

Contract No. Primary Beneficiary-2012 CDBG-SS  
12-01 Peter Sutton \$1,200.00  
2554 Promise Land Road  
LaGrange, NC 28551

Eastern Environment, Inc. Hampstead, NC

Contract No. Primary Beneficiary-2012 CDBG-SS  
12-02 Lucille Belcher \$995.00  
3112 Poole Road  
Kinston, NC 28504

Acceptance of the proposals and award of contracts are contingent upon the owners and contractors satisfying all program requirements. All individuals with an ownership interest will have to execute the required documents.

All awards are being made to the lowest responsible bidder. Please have the Board approve the bid awards at the December 2, 2013 meeting. Please call me if you have any questions.

Attachment

LENOIR COUNTY 2012 CDBG-SS

ASBESTOS ABATEMENT BID RECAP SHEET

Bid Location

Lenoir County Courthouse  
 First Floor Board of Commissioners Room  
 130 S. Queen Street, Kinston, NC 28502

**BID OPENING:**

November 22, 2013  
 Friday-10:00 AM

CONTRACTOR	12-01	12-02				
Jones Grading & Fencing, Inc. Nathaniel Jones, Jr. 704 West Tremont Street Charlotte, NC 28203	Peter Sutton 2554 Promise Land Rd LaGrange, NC 28551	Lucille Belcher 3112 Peole Rd Kinston, NC 28504	\$1,020.00 Bidder-Not Qualified- No License as Required	\$600.00 Bidder-Not Qualified- No License as Required		
4 Seasons Site & Demo, Inc. Charles T. Ohnmacht, Jr. PO Box 15590 Wilmington, NC 28408			\$1,600.00	\$1,200.00		
Enviro Assessments East, Inc. Josh Lane 10705 Hwy 55 W Dover, NC 28526			\$1,200.00	\$1,050.00		
Eastern Environmental, Inc. Daniel Broadhead 25224 Hwy 17 N Hampstead, NC 28443			\$1,258.00	\$995.00		
Target Contractors Gordon Burris 414 Live Oak Drive Mount Pleasant, SC 29464			\$1,278.75 Bidder-Not Qualified- No License as Required	\$756.25 Bidder-Not Qualified- No License as Required		
Recommendation for Award	Enviro Assessments East, Inc. \$1,200.00	Eastern Environmental Inc. \$995.00				

**INTRO BY:** Michael W. Jarman, County Manager

**DATE:** 12/02/13 **ITEM:** 15

**RESOLUTION:** Authorizing Award of Contract for Demolition Services: 2011 CDBG Catalyst Project: Rick Bostic Construction and Demolition: \$9,749.

**SUBJECT AREA:** COMMUNITY DEVELOPMENT

**ACTION REQUESTED:** To award a contract to the lowest, qualified bidder, Rick Bostic Construction and Demolition for the services of a demolition contractor for the 2011 Community Development Block Grant Catalyst Project:

**HISTORY/BACKGROUND:** Lenoir County was awarded \$500,000 for the CDBG 2011 Catalyst Project on October 12, 2012. Along with the grant funds, the County has committed \$25,000 and the Town of LaGrange has committed \$5,000 to address housing and infrastructure needs in the Spring Drive area of LaGrange. This project will allow for the abatement of asbestos, the clearance of existing dilapidated dwellings and the replacement of those dwellings in the Spring Drive area. The project will also include water/sewer improvements and street improvements. Bids were taken for the demolition of two structures on November 22, 2013. The contracts specify that the contractor will be allowed to do only the number of approved structures, and only the activities specified by the county and/or the project administrator. Rick Bostic Construction and Demolition was the lowest qualified bidder for these services.

**EVALUATION:** On November 22, 2013, bids were received from seven demolition contractors for the demolition of two structures. The bids that were received are on the attached Bid Recap Sheet. The following contractor is recommended.

4112 Spring Drive, LaGrange	Rick Bostic Const & Demo	\$5,875.
4113 Spring Drive, LaGrange	Rick Bostic Const & Demo	\$3,874.

The recommendation for award is to the lowest qualified bidder.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

*mwj*  
Initials

**RESOLUTION: NOW THEREFORE, BE IT RESOLVED** by the Lenoir County Board of Commissioners that contracts for demolition of two structures in the 2011 CDBG Catalyst Project be awarded and executed to Rick Bostic Construction and Demolition in an amount not to exceed \$9,749., and be it further resolved the Lenoir County Manager is authorized to execute the contracts on behalf of the County.

4112 Spring Drive, LaGrange	Rick Bostic Const & Demo	\$5,875.
4113 Spring Drive, LaGrange	Rick Bostic Const & Demo	\$3,874.

Funding Source	46-4963-5800	\$9,749.
----------------	--------------	----------

**AMENDMENTS:**

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

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

YEA VOTES: DAVIS \_\_\_\_\_ BROWN \_\_\_\_\_ BEST \_\_\_\_\_ DAUGHETY \_\_\_\_\_  
 HILL \_\_\_\_\_ ROUSE \_\_\_\_\_ SUTTON \_\_\_\_\_

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
ATTEST

\_\_\_\_\_  
DATE

# R S M HARRIS ASSOCIATES, INC.

PLANNERS-CONSULTANTS-DEVELOPERS  
2719 GRAVES DRIVE SUITE 2 POST OFFICE BOX 10037 GOLDSBORO, NORTH CAROLINA 27534  
TELEPHONE (919) 751-0909 FAX (919) 751-0909

## MEMORANDUM

TO: Michael W. Jarman  
County Manager

FROM: C. David Harris  
CDBG Project Manager

SUBJECT: Lenoir County 2011 CDBG-CATALYST Program  
Award of Bid Proposals for Demolition/Clearance

DATE: November 25, 2013

On November 22, 2013 at 10:00 P.M. in the Lenoir County Courthouse at the First Floor Board of Commissioner's Room, proposals were received for the demolition and clearance of homes in the 2011 CDBG-CATALYST Project. Attached is a bid recap sheet identifying the demolition contractors and the proposals received.

Based on the lowest responsible proposals we recommend acceptance of the following proposals:

Rick Bostic Construction & Demolition, Inc be selected for the demolition/clearance of the home of Sylvia Smith at 4112 Spring Drive, Kinston, NC. per their bid of \$5,875.00 and of the home of Jimmy Core at 4113 Spring Drive, Kinston, NC. per their bid of \$3,874.00.

### Rick Bostic Construction & Demolition, Inc. Kinston, NC

Contract No.

11-01	Sylvia Smith	\$5,875.00
	4112 Spring Drive	
	LaGrange, NC 28551	

Contract No.

11-06	Jimmy Core	\$3,874.00
	4113 Spring Drive	
	LaGrange, NC 28551	

Acceptance of the proposals and award of contracts are contingent upon the owners and contractors satisfying all program requirements. All individuals with an ownership interest will have to execute the required documents.

All awards are being made to the lowest responsible bidder. Please have the Board approve the bid awards at the December 2, 2013 meeting. Please call me if you have any questions.

Attachment

**BID OPENING:**  
 November 22, 2013  
 Friday-10:00 AM

**LENOIR COUNTY 2011 CDBG-CATALYST  
 DEMOLITION/CLEARANCE BID RECAP SHEET**

**Bid Location**  
 Lenoir County Courthouse  
 First Floor Board of Commissioners Room  
 130 S. Queen Street, Kinston, NC 28502

CONTRACTOR	11-01 Sylvia Smith 4112 Spring Drive LaGrange, NC 28551	11-06 Jimmy Core 4113 Spring Drive LaGrange, NC 28551			
Target Contractors Gordon Burriss 414 Live Oak Drive Mount Pleasant, SC 29464	\$7,700.00	\$6,930.00			
4 Seasons Site & Demo, Inc. Charles T. Ohnmacht, Jr. PO Box 15590 Wilmington, NC 28408	\$8,650.00	\$5,900.00			
Bobby CahoonConstruction, Inc. Teresa Cahoon 6003 Neuse Road Grantsboro, NC 28529	\$6,804.00	\$4,482.00			
Rick Bostic Const. & Demolition Rick Bostic 679 Goodman Road Kinston, NC 28504	\$5,875.00	\$3,874.00			
Eastern Environmental, Inc. Daniel Broadhead 25224 Hwy 17 N Hampstead, NC 28443	\$13,295.00	\$7,800.00			
Jones Grading & Fencing, Inc. Nathaniel Jones, Jr. 704 West Tremont Street Charlotte, NC 28203	\$8,390.00	\$7,185.00			
Ernie Everett Site & Prep, Inc. Ernie Everett 1517 Hwy 258 S Kinston, NC 28504	\$16,642.00	\$6,020.00			
<b>RECOMMENDATION FOR AWARD</b>	<b>Rick Bostic Const &amp; Demolition, Inc. \$5,875.00</b>	<b>Rick Bostic Const &amp; Demolition, Inc. \$3,874.00</b>			

INTRO BY: Michael W. Jarman, County Manager

DATE: 12/02/13 ITEM: 16

**RESOLUTION:** Authorizing Award of Contracts for Demolition Services: 2012 CDBG Scattered Site Project: Bobby Cahoon Construction, Inc.: \$5,580. And Rick Bostic Construction and Demolition, Inc.: \$4,973.

**SUBJECT AREA:** COMMUNITY DEVELOPMENT

**ACTION REQUESTED:** To award contracts to the lowest, qualified bidders, Bobby Cahoon Construction, Inc. in the amount of \$5,580. and Rick Bostic Construction and Demolition, Inc. in the amount of \$4,973. for the services of demolition contractors for the 2012 Community Development Block Grant Scattered Site Project.

**HISTORY/BACKGROUND:** Lenoir County was awarded \$225,000 for the CDBG 2012 Scattered Site Project on March 26, 2013. This project will allow for the abatement of asbestos, the clearance of existing dilapidated dwellings and the replacement of those dwellings in different areas in the County. Bids were taken for the demolition of three structures on November 22, 2013. The third bid taken was for the alternate beneficiary in this project to establish the cost of demolition. An award will be made at a later date only if additional funds become available either by the elimination of one of the current beneficiaries, or the award of additional CDBG funds. The contracts specify that the contractors will be allowed to do only the number of approved structures, and only the activities specified by the county and/or the project administrator. Bobby Cahoon Construction, Inc. and Rick Bostic Construction and Demolition, Inc. were the two lowest qualified bidders for these services.

**EVALUATION:** On November 22, 2013, bids were received from seven demolition contractors for the demolition of two structures. The bids that were received are on the attached Bid Recap Sheet. The following contractor is recommended.

2554 Promised Land Rd., LaGrange	Bobby Cahoon Construction	\$5,580.
3112 Poole Rd., Kinston	Rick Bostic Const & Demo	\$4,973.

The recommendation for award is to the lowest qualified bidders.

**MANAGER'S RECOMMENDATION:**  
Respectfully recommend approval.

  
Initials

**RESOLUTION: NOW THEREFORE, BE IT RESOLVED** by the Lenoir County Board of Commissioners that contracts for demolition of two structures in the 2012 CDBG Scattered Site Project be awarded and executed to Bobby Cahoon Construction, Inc. in an amount not to exceed \$5,580. and Rick Bostic Construction & Demolition, Inc. in an amount not to exceed \$4,973., and be it further resolved the Lenoir County Manager is authorized to execute the contracts on behalf of the County.

2554 Promised Land Rd., LaGrange	Bobby Cahoon Construction	\$5,580.
3112 Poole Rd., Kinston	Rick Bostic Const & Demo	\$4,973.

Funding Source      46-4964-5850      \$10,553.00

**AMENDMENTS:**

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

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

YEA VOTES: DAVIS \_\_\_\_\_ BROWN \_\_\_\_\_ BEST \_\_\_\_\_ DAUGHETY \_\_\_\_\_

HILL \_\_\_\_\_ ROUSE \_\_\_\_\_ SUTTON \_\_\_\_\_

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
ATTEST

\_\_\_\_\_  
DATE

# R S M HARRIS ASSOCIATES, INC.

PLANNERS-CONSULTANTS-DEVELOPERS  
2719 GRAVES DRIVE SUITE 2 POST OFFICE BOX 10037 GOLDSBORO, NORTH CAROLINA 27534  
TELEPHONE (919) 751-0909 FAX (919) 751-0909

## MEMORANDUM

TO: Michael W. Jarman  
County Manager

FROM: C. David Harris  
CDBG Project Manager

SUBJECT: Lenoir County 2012 CDBG-SS Project  
Award of Bid Proposals for Demolition/Clearance

DATE: November 25, 2013

On November 22, 2013 at 10:00 P.M. in the Lenoir County Courthouse at the First Floor Board of Commissioner's Room, proposals were received for the demolition and clearance of homes in the 2012 CDBG-SS Project. Attached is a bid recap sheet identifying the demolition contractors and the proposals received.

Based on the lowest responsible proposals we recommend acceptance of the following proposals:

Bobby Cahoon Construction, Inc. be selected for the demolition/clearance of the home of Peter Sutton at 2554 Promise Land Road, LaGrange, NC per their bid of \$5,580.00. Rick Bostic Construction & Demolition, Inc. be selected for the demolition/clearance of the home of Lucille Belcher at 3112 Poole Road, Kinston, NC per their bid of \$4,973.00.

Bobby Cahoon Construction, Inc. Grantsboro, NC

Contract No. Primary Beneficiary-2012 CDBG-SS  
12-01 Peter Sutton \$5,580.00  
2554 Promise Land Road  
LaGrange, NC 28551

Rick Bostic Construction & Demolition, Inc. Kinston, NC

Contract No. Primary Beneficiary-2012 CDBG-SS  
12-02 Lucille Belcher \$4,973.00  
3112 Poole Road  
Kinston, NC 28504

Bids were received for Contract No. 12-03 Miriam Hines (Alternate Beneficiary) in case one of the Primary Beneficiaries is unable to participate and to establish the cost of demolition. An award will be made at a later date if funds become available for the demolition cost, either by the elimination of a Primary Beneficiary or the receipt of additional CDBG Funds.

Acceptance of the proposals and award of contracts are contingent upon the owners and contractors satisfying all program requirements. All individuals with an ownership interest will have to execute the required documents.

All awards are being made to the lowest responsible bidder. Please have the Board approve the bid awards at the December 2, 2013 meeting. Please call me if you have any questions.

Attachment

**BID OPENING:**  
 November 22, 2013  
 Friday-10:00 AM

**LENOIR COUNTY 2012 CDBG-SS  
 DEMOLITION/CLEARANCE BID RECAP SHEET**

**Bid Location**  
 Lenoir County Courthouse  
 First Floor Board of Commissioners Room  
 130 S. Queen Street, Kinston, NC 28502

CONTRACTOR	12-01 Peter Sutton 2554 Promise Land Rd LaGrange, NC 28551	12-02 Lucille Belcher 3112 Poole Rd Kinston, NC 28504	12-03 Miriam D. Hines 105 Hill Street LaGrange, NC 28551		
Target Contractors Gordon Burriess 414 Live Oak Drive Mount Pleasant, SC 29464	\$9,185.00	\$8,800.00	\$6,600.00		
Bobby Cahoon Teresa Cahoon 6003 Neuse Road Grantsboro, NC 28529	\$5,580.00	\$5,814.00	\$3,888.00		
4 Seasons Site & Demo, Inc. Charles T. Ohnmacht, Jr. PO Box 15590 Wilmington, NC 28408	\$5,900.00	\$6,900.00	\$4,850.00		
Eastern Environmental, Inc. Daniel Broadhead 25224 Hwy 17 N Hampstead, NC 28443	\$6,450.00	\$7,850.00	\$5,250.00		
Jones Grading & Fencing, Inc. Nathaniel Jones, Jr. 704 West Tremont Street Charlotte, NC 28203	\$7,199.00	\$6,799.00	\$6,198.00		
Ernie Everett Site & Prep, Inc. Ernie Everett 1517 Hwy 258 S Kinston, NC 28504	\$6,537.00	\$5,610.00	\$4,591.00		
Rick Bostic Const. & Demolition Rick Bostic 679 Goodman Road Kinston, NC 28504	NO BID	\$4,973.00	\$3,824.00		
Recommendation for Award	Bobby Cahoon Construction, Inc. \$5,580.00	Rick Bostic Const & Demolition, Inc. \$4,973.00	DELAY AWARD Alternate Beneficiary		

**INTRO BY:** Michael W. Jarman, County Manager

**DATE:** 12/02/13 **ITEM:** 17

**RESOLUTION:** Authorizing Award of Contract for Provision and Installation Services of Modular Homes: 2011 CDBG Catalyst Project: Atlantic Housing, Inc.: \$157,935

**SUBJECT AREA:** COMMUNITY DEVELOPMENT

**ACTION REQUESTED:** To award a contract to the lowest, qualified bidder, Atlantic Housing, Inc., for the provision and installation of modular homes for the 2011 Community Development Block Grant Catalyst Project in the amount of \$157,935.

**HISTORY/BACKGROUND:** Lenoir County was awarded \$500,000 for the CDBG 2011 Catalyst project on October 12, 2012. Along with the grant funds, the County has committed \$25,000 and the Town of LaGrange has committed \$5,000 to address housing and infrastructure needs in the Spring Drive area of LaGrange. This project will allow for the abatement of asbestos, the clearance of existing dilapidated dwellings and the replacement of those dwellings in the Spring Drive area. The project will also include water/sewer improvements and street improvements. Bids were taken for the provision and installation of two structures on November 22, 2013. The contracts specify that the contractor will be allowed to do only the number of approved structures, and only the activities specified by the county and/or the project administrator. Atlantic Housing, Inc. provided the lowest cost for the provision and installation of these housing units.

**EVALUATION:** On November 22, 2013, bids were received from three manufactured housing contractors for the provision and installation of two structures. The bids that were received are on the attached Bid Recap Sheet. The following contractor is recommended.

24 X 56 Modular Home, LaGrange	Atlantic Housing, Inc.	\$81,011.
24 X 48 Modular Home, LaGrange	Atlantic Housing, Inc.	\$76,924.

The recommendation for award is to the lowest qualified bidder.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

  
Initials

**RESOLUTION: NOW THEREFORE, BE IT RESOLVED** by the Lenoir County Board of Commissioners that contracts for the provision and installation of two structures in the 2011 CDBG Catalyst Project be awarded to Atlantic Housing, Inc., in the amount of \$157,935 and be it further resolved the Lenoir County Manager is authorized to execute the contracts on behalf of the County.

24 X 56 Modular Home, LaGrange	Atlantic Housing, Inc	\$81,011.
24 X 48 Modular Home, LaGrange	Atlantic Housing, Inc.	\$76,924.

Funding Source	46-4963-5850	\$ 157,935.
----------------	--------------	-------------

**AMENDMENTS:**

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

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

YEA VOTES: DAVIS \_\_\_\_\_ BROWN \_\_\_\_\_ BEST \_\_\_\_\_ DAUGHETY \_\_\_\_\_

HILL \_\_\_\_\_ ROUSE \_\_\_\_\_ SUTTON \_\_\_\_\_

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
ATTEST

\_\_\_\_\_  
DATE

# R S M HARRIS ASSOCIATES, INC.

PLANNERS-CONSULTANTS-DEVELOPERS  
2719 GRAVES DRIVE SUITE 2 POST OFFICE BOX 10037 GOLDSBORO, NORTH CAROLINA 27534  
TELEPHONE (919) 751-0909 FAX (919) 751-0909

## MEMORANDUM

TO: Michael W. Jarman  
County Manager

FROM: C. David Harris  
CDBG Project Manager

SUBJECT: Lenoir County 2011 CDBG-CATALYST  
Award of Installation of Modular Home Proposals

DATE: November 25, 2013

On November 22, 2013 at 10:00 A.M. in the Lenoir County Courthouse at the First Floor Board of Commissioner's Room, proposals were received for the provision and installation of modular homes in the 2011 CDBG-CATALYST Project. Attached is a recap sheet identifying the modular manufactured housing dealers/contractors and the proposals received.

Based on the lowest responsible proposals we recommend acceptance of the following proposals:

Atlantic Housing, LLC. be selected for the provision and installation of a modular home for Sylvia Smith at 4112 Spring Drive, LaGrange, NC per their bid of \$81,011.00 and for Jimmy Core at 4113 Spring Drive, LaGrange, NC per their bid of \$76,924.00.

### Atlantic Housing, LLC of Goldsboro, NC

Contract No.

11-01	Sylvia Smith (24'x56') 4112 Spring Drive LaGrange, NC 28551	\$81,011.00
-------	---	-------------

Contract No.

11-06	Jimmy Core (24'x48') 4113 Spring Drive LaGrange, NC 28551	\$76,924.00
-------	---	-------------

Acceptance of the proposals and award of contracts are contingent upon the owners and dealer/contractor satisfying all program requirements. All individuals with an ownership interest will have to execute the required documents.

In addition to the housing replacement cost, replacement benefit assistance will also include: moving allowance, septic system repairs, drive way improvements, closing cost, etc. and is estimated to be not more than \$10,000 per family. Funds are available in the project budget.

All awards are being made to the lowest responsible bidder. Please have the Board approve the bid awards at the December 2, 2013 meeting. Please call me if you have any questions.

Attachment

LENOIR COUNTY 2011 CDBG-CATALYST

PROVISION & INSTALLATION OF MODULAR HOMES BID RECAP SHEET

Bid Location

Lenoir County Courthouse  
 First Floor Board of Commissioners Room  
 130 S. Queen Street, Kinston, NC 28502

BID OPENING:

November 22, 2013  
 Friday-10:00 AM

Modular Manufactured Housing Dealers/Contractors	Installation of Modular Home 24' x 56'	Installation of Modular Home 24' x 48'			
R/C Manufactured Homes, Inc. Pamela Hill 3752 US 264 E Greenville, NC 27834	\$85,937.00	\$79,620.00			
Atlantic Housing, Inc. James A. Adams 4144 US 70 E Goldsboro, NC 27534	\$81,011.00	\$76,924.00			
Castle Homes Tonya Bradford PO Box 668 Pikeville, NC 27863	\$87,239.00	\$84,438.00			
Atlantic Housing, Inc. \$81,011.00		Atlantic Housing, Inc. \$76,924.00			
Recommendation for Award					

INTRO BY: Michael W. Jarman, County Manager

DATE: 12/02/13

ITEM: 18

**RESOLUTION:** Authorizing Award of Contract for Provision and Installation Services of Modular Homes: 2012 CDBG Scattered Site Project: Atlantic Housing, Inc.: \$173,263.

**SUBJECT AREA:** COMMUNITY DEVELOPMENT

**ACTION REQUESTED:** To award a contract to the lowest, qualified bidder, Atlantic Housing, Inc., for the provision and installation of modular homes for the 2012 Community Development Block Grant Scattered Site Project in the amount of \$173,263.

**HISTORY/BACKGROUND:** Lenoir County was awarded \$225,000 for the CDBG 2012 Scattered Site Project on March 26, 2013. This project will allow for the abatement of asbestos, the clearance of existing dilapidated dwellings and the replacement of those dwellings in different areas in the County. Bids were taken for the provision and installation of three structures on November 22, 2013. The third bid taken was for the alternate beneficiary in this project to establish the cost of providing and installing a replacement home. An award will be made at a later date only if additional funds become available either by the elimination of one of the current beneficiaries, or the award of additional CDBG funds. The contracts specify that the contractor will be allowed to do only the number of approved structures, and only the activities specified by the county and/or the project administrator. Atlantic Housing, Inc. was the lowest qualified bidder for these services

**EVALUATION:** On November 22, 2013, bids were received from three manufactured housing contractors for the provision and installation of two structures. The bids that were received are on the attached Bid Recap Sheet. The following contractor is recommended.

28 X 60 Modular Home,	Atlantic Housing, Inc.	\$88,156.
28 X 56 Modular Home	Atlantic Housing, Inc.	\$85,107.

The recommendation for award is to the lowest qualified bidder.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

*ms*  
Initials

**RESOLUTION: NOW THEREFORE, BE IT RESOLVED** by the Lenoir County Board of Commissioners that contracts for the provision and installation of two structures in the 2012 CDBG Scattered Site Project be awarded to Atlantic Housing, Inc., in the amount of \$173,263. and be it further resolved the Lenoir County Manager is authorized to execute the contracts on behalf of the County.

28 X 60 Modular Home,	Atlantic Housing, Inc	\$88,156.
28 X 56 Modular Home,	Atlantic Housing, Inc.	\$85,107.

Funding Source	46-4964-5850	\$ 173,263.
----------------	--------------	-------------

**AMENDMENTS:**

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

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

YEA VOTES: DAVIS \_\_\_\_\_ BROWN \_\_\_\_\_ BEST \_\_\_\_\_ DAUGHETY \_\_\_\_\_

HILL \_\_\_\_\_ ROUSE \_\_\_\_\_ SUTTON \_\_\_\_\_

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
ATTEST

\_\_\_\_\_  
DATE

# R S M HARRIS ASSOCIATES, INC.

PLANNERS-CONSULTANTS-DEVELOPERS  
2719 GRAVES DRIVE SUITE 2 POST OFFICE BOX 10037 GOLDSBORO, NORTH CAROLINA 27534  
TELEPHONE (919) 751-0909 FAX (919) 751-0909

## MEMORANDUM

TO: Michael W. Jarman  
County Manager

FROM: C. David Harris  
CDBG Project Manager

SUBJECT: Lenoir County 2011 CDBG-CATALYST  
Award of Installation of Modular Home Proposals

DATE: November 25, 2013

On November 22, 2013 at 10:00 A.M. in the Lenoir County Courthouse at the First Floor Board of Commissioner's Room, proposals were received for the provision and installation of modular homes in the 2011 CDBG-CATALYST Project. Attached is a recap sheet identifying the modular manufactured housing dealers/contractors and the proposals received.

Based on the lowest responsible proposals we recommend acceptance of the following proposals:

Atlantic Housing, LLC. be selected for the provision and installation of a modular home for Sylvia Smith at 4112 Spring Drive, LaGrange, NC per their bid of \$81,011.00 and for Jimmy Core at 4113 Spring Drive, LaGrange, NC per their bid of \$76,924.00.

### Atlantic Housing, LLC of Goldsboro, NC

#### Contract No.

11-01	Sylvia Smith (24'x56') 4112 Spring Drive LaGrange, NC 28551	\$81,011.00
-------	---	-------------

#### Contract No.

11-06	Jimmy Core (24'x48') 4113 Spring Drive LaGrange, NC 28551	\$76,924.00
-------	---	-------------

Acceptance of the proposals and award of contracts are contingent upon the owners and dealer/contractor satisfying all program requirements. All individuals with an ownership interest will have to execute the required documents.

In addition to the housing replacement cost, replacement benefit assistance will also include: moving allowance, septic system repairs, drive way improvements, closing cost, etc. and is estimated to be not more than \$10,000 per family. Funds are available in the project budget.

All awards are being made to the lowest responsible bidder. Please have the Board approve the bid awards at the December 2, 2013 meeting. Please call me if you have any questions.

Attachment

LENOIR COUNTY 2011 CDBG-CATALYST

PROVISION & INSTALLATION OF MODULAR HOMES BID RECAP SHEET

Bid Location

Lenoir County Courthouse  
 First Floor Board of Commissioners Room  
 130 S. Queen Street, Kinston, NC 28502

**BID OPENING:**

November 22, 2013  
 Friday-10:00 AM

Modular Manufactured Housing Dealers/Contractors	Installation of Modular Home 24' x 56'	Installation of Modular Home 24' x 48'				
R/C Manufactured Homes, Inc. Pamela Hill 3752 US 264 E Greenville, NC 27834	\$85,937.00	\$79,620.00				
Atlantic Housing, Inc. James A. Adams 4144 US 70 E Goldsporo, NC 27534	\$81,011.00	\$76,924.00				
Castle Homes Tonya Bradford PO Box 668 Pikeville, NC 27863	\$87,239.00	\$84,438.00				
Atlantic Housing, Inc. \$81,011.00		Atlantic Housing, Inc. \$76,924.00				
Recommendation for Award						

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 12/02/13 **ITEM NO.** 19

**RESOLUTION:** Authorizing Submittal of FY14-15 Community Services Block Grant (CSBG) Application by Greene Lamp: \$287,834.

**SUBJECT AREA:** Community Development

**ACTION REQUESTED:** To authorize Greene Lamp to submit a Community Services Block Grant (CSBG) application for FY14-15 in the amount of \$287,834.

**HISTORY/BACKGROUND:** Greene Lamp, a 501 (c) 3 community action agency, is one of a network of nearly 1,000 nonprofit and public organizations across the United States established in 1965 under the Economic Opportunity Act. The mission of community action agencies is to become the pre-eminent community building human services delivery and low income advocacy networks in America. CSBG Program funds support 1) the creation of new programs and services, 2) augmentation of existing programs and services, 3) organization infrastructure required to coordinate and enhance the multiple programs and resources that address conditions and barriers to poverty in area communities. Greene Lamp has been notified by the CSBG Program Administrator of the NC HHS DSS Office of Economic Opportunity that the Agency's allocation for FY14-15 is \$287,834, with an application due date of January 31, 2014. Greene Lamp plans to use the funds to provide comprehensive case management and support services to 40 low income families in Lenoir and Greene Counties. The North Carolina Administrative Code (10A NCAC 97C.0111 9b)(1)(A) requires that each CSBG grant recipient submit its Community Anti-Poverty Plan (grant application) to each County Commission Board that it serves.

**EVALUATION:** Greene Lamp has been notified by the CSBG Program Administrator of the NCHHSDSS Office of Economic Opportunity that the Agency's allocation for FY14-15 is \$287,834. The CSBG Grant application due date is January 31, 2014. North Carolina Administrative Codes require each CSBG grant recipient to submit its Community Anti-Poverty Plan (grant application) to each County Commission that it serves. Approval of this resolution will allow Greene Lamp to submit its FY14-15 CSBG Grant Application properly and in a timely manner.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.

*ms*  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners, that Greene Lamp is authorized to submit a Community Services Block Grant (CSBG) application for FY14-15 in the amount of \$287,834.

**AMENDMENTS:**

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

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

Yea Votes: Davis \_\_\_\_\_ Brown \_\_\_\_\_ Best \_\_\_\_\_

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

\_\_\_\_\_  
Chairman 12/02/13  
Date

\_\_\_\_\_  
Attest 12/02/13  
Date

**INTRODUCED BY:** Michael Jarman, County Manager **DATE** 12/02/2013 **ITEM NO.** 20

**RESOLUTION:** To Allow Sheriff Chris Hill to Purchase a Canine Vehicle: \$26,330

**SUBJECT AREA:** Purchases/Bids

**ACTION REQUESTED:**

The Board is requested to approve the purchase of one 2014 Ford Police Interceptor – Utility Vehicle from Capital Ford Wilmington.

**HISTORY / BACKGROUND:**

The Lenoir County Sheriff's Office currently utilizes canines to assist in their day to day operations and investigations. Based upon the recent purchase of two new canines, the Sheriff needs to acquire two other vehicles for canines. In the past, the Sheriff has used the Ford Crown Victoria as canine vehicles. These types of vehicles have been discontinued. The sheriff is in need of a vehicle with enough room to safely contain a canine cage and allow enough room for the storage of equipment and allow working room for the deputy. The Sheriff has chosen the Ford Police Interceptor Utility Vehicle to be used as a canine vehicle.

**EVALUATION:**

Based upon approval from the Board of Commissioners, the Sheriff recently purchased two additional canines to add to the service canines that the county already had in service. As a result, the Sheriff will need to outfit two other vehicles to be used as canine vehicles. The Sheriff has made plans to convert an existing fleet vehicle into a canine vehicle. The Sheriff has no equipment or vehicle for the second canine.

The Ford Police Interceptor – Utility Vehicle is built on the Ford Explorer frame and is currently used by many surrounding agencies such as the Wayne County Sheriff's Office, Carteret County Sheriff's Office and the Jones County Sheriff's Office for its regular patrol and canine operations. This vehicle, although somewhat new, does have a better layout to allow for a canine kennel, storage of equipment and officer work room.

The Sheriff requested 8 vehicles as part of the normal vehicle allocation in the 2013-2014 budget. This request was based on the purchase of 8 new Dodge Chargers at \$22,785.00 each. Sheriff Hill requested that this vehicle be purchased with the allocated money for one of the Dodge Chargers. The State contract price of the Ford Interceptor is \$26,330. Because of the price difference between a Dodge Charger and this vehicle, the Sheriff will make up the difference (\$3,545.00) utilizing Federal Drug Asset Forfeiture Funds.

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval.

  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the Sheriff is hereby authorized to execute a purchase order with Capital Ford Wilmington to purchase a 2014 Ford Interceptor (Utility Vehicle).

Funding Account #:	14-4200-5400	\$22,785.00
	15-4316-5999	\$ 3,545.00

**AMENDMENTS:**

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

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

YEA VOTES: Rouse \_\_\_\_\_ Sutton \_\_\_\_\_ Brown \_\_\_\_\_ Davis \_\_\_\_\_

Hill \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
ATTEST

\_\_\_\_\_  
Date

**INTRODUCED BY:** Michael Jarman, County Manager **DATE** 12/02/2013 **ITEM NO.** 21

**RESOLUTION:** To Allow Sheriff Chris Hill to Purchase Vehicle: \$38,378.50

**SUBJECT AREA:** Purchases/Bids

**ACTION REQUESTED:**

The Board is requested to approve the purchase of one 2013 Chevrolet Tahoe from Sale Chevrolet, Kinston, NC.

**HISTORY / BACKGROUND:**

The Lenoir County Sheriff's Office currently utilizes canines to assist in their day to day operations and investigations. Based upon the recent purchase of two new canines, the Sheriff's vehicle fleet needs to create two other vehicles for canines. In the past, the Sheriff has used the Ford Crown Victoria as canine vehicles. The vehicle currently operated by Sheriff Hill has low enough mileage that it can be converted to a canine vehicle and be used for several years.

**EVALUATION:**

Based upon approval from the Board of Commissioners, the Sheriff recently purchased two additional canines to add to the service canines that the county already had in service. Based upon this new purchase, the Sheriff will need to outfit two other vehicles to now be used as canine vehicles in addition to the other three already in service. The Sheriff has/will be requesting the board to purchase a 2014 Ford Police Interceptor for one of these canine officers.

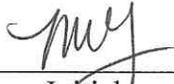
The Sheriff plans to use his currently assigned Ford Crown Victoria and outfit it as a canine vehicle for the other canine. The Sheriff's current vehicle is a 2008 Ford Crown Victoria with approximately 35,000 miles. Based upon the limited mileage, this vehicle will continue to be used for future years and can be used with current canine equipment that the Sheriff's Office has been able to acquire over the years. Because the Sheriff's vehicle will be converted to a canine vehicle, the Sheriff will require a new vehicle to drive.

The Sheriff has explored many different vehicles and decided on the Chevrolet Tahoe because of its durability, comfort, and its ability to handle the rigors of law enforcement work. The Chevrolet Tahoe is used by many law enforcement agencies in North Carolina. This vehicle is equipped with 4 wheel drive, which would assure the Sheriff is able to respond to an emergency in all types of conditions or terrain. This vehicle was not offered on the state contract. As a result, comparisons were made at various dealerships in eastern North Carolina. Sale Chevrolet of Kinston was able to provide a competitive price for the vehicle.

The Sheriff requested 8 vehicles as part of the normal vehicle allocation in the 2013-2014 budget. This request was based on the purchase of 8 new Dodge Chargers at \$22,785.00 each. Sheriff Hill request that this vehicle be purchased with the allocated money for one of the Dodge Chargers and to cover the extra cost of the Chevrolet Tahoe, the Sheriff will utilize \$17,393.50 of Federal Drug Asset Forfeiture Funds. The total price of the 2013 Chevrolet Tahoe is \$38,378.50.

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval.

  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the Sheriff is authorized to execute a purchase order with Sale Chevrolet to purchase one 2013 Chevrolet Tahoe.

Funding Account #:	14-4200-5400	\$22,785.00
	15-4316-5999	\$17,393.50

**AMENDMENTS**

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

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

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

\_\_\_\_\_  
Chairman 12/02/13  
Date

\_\_\_\_\_  
ATTEST 12/02/13  
Date

**INTRODUCED BY:** Michael Jarman, County Manager **DATE** 12/02/2013 **ITEM NO.** 22

**RESOLUTION:** To Allow Sheriff Chris Hill to Purchase (6) 2014 Dodge Chargers: \$136,710

**SUBJECT AREA:** Purchases/Bids

**ACTION REQUESTED:**

The Board is requested to approve the purchase of (6) 2014 Dodge Chargers from Horace G. Ilderton Dodge.

**HISTORY / BACKGROUND:**

The Lenoir County Sheriff's Office currently utilizes fleet vehicles to patrol the county and carry out normal daily duties. The Sheriff has chosen to use Dodge Charger police package vehicles to carry out these duties because of price and because of the elimination of the Ford Crown Victoria. The State of North Carolina has negotiated the price of police vehicles to assist State agencies and local governments.

**EVALUATION:**

The Lenoir County Sheriff's Office utilizes fleet vehicles during their normal daily operations. The Dodge Charger has been the staple for most police agencies for the past couple of years because of its durability, comfort, and speed. The Sheriff's Office receives 8 patrol cars per year to replace vehicles that are approaching or have exceeded 125,000 miles. Two additional specialty vehicles will be purchased and are explained on subsequent resolutions.

The State of North Carolina annually negotiates vehicle contract pricing for state agencies and local governments. The 2013-2014 state contract price for a 2014 Dodge Charger is \$22,785.00 each. Sheriff Hill request that he be allowed to purchase (6) six 2014 Dodge Chargers from Horace G. Ilderton Dodge (the authorized contract dealer) utilizing state contract pricing.

**MANAGER'S RECOMMENDATION:**

Respectfully Request Approval.

  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED** by the Lenoir County Board of Commissioners that the Sheriff is hereby authorized to execute a purchase order with Ilderton Dodge to purchase (6) 2014 Dodge Chargers.

Funding Account #: 14-4200-5400 \$136,710.00

**AMENDMENTS**

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

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

YEA VOTES: Rouse \_\_\_\_\_ Sutton \_\_\_\_\_ Brown \_\_\_\_\_ Davis \_\_\_\_\_

Hill \_\_\_\_\_ Best \_\_\_\_\_ Daughety \_\_\_\_\_

\_\_\_\_\_  
Chairman Date

\_\_\_\_\_  
ATTEST Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 12/02/13 **ITEM NO.** 23

**RESOLUTION:** Request to Disperse Lenoir County's Net Share of Funds from the North Carolina's Eastern Region.

**SUBJECT AREA:** Administrative

**ACTION REQUESTED:** The Lenoir County Board of Commissioners respectfully requests the North Carolina's Eastern Region to disburse Lenoir County's share of motor vehicle registration tax proceeds, as well as payments made by the County in lieu of taxes, to the County for economic development purposes.

**HISTORY / BACKGROUND:** On July 10, 2013, the North Carolina General Assembly ratified Session Law 2013-256 (House Bill 107) to amend NC General Statute 158-42. Session Law 2013-256 was an act to allow a County from the Eastern Region to receive a disbursement of its share of the motor vehicle registration tax proceeds as well as payments made by the County in lieu of taxes. A participating County's net share of proceeds is defined as the total amount in the trust fund attributable to that County less the total amount of outstanding loans received by the County from the Region, less any amount attributable to an appropriation made to the Region by the General Assembly. Funds disbursed under this subsection may be used by the County for economic development purposes, including the provision of land, buildings, facilities, programs, information and data systems, or infrastructure required to promote business or industry in the County.

**EVALUATION:** Session Law 2013-256 was an act to allow a County from the Eastern Region to receive a disbursement of all of its share of the motor vehicle registration tax proceeds as well as payments made by the County in lieu of taxes. By adoption of this resolution, the Lenoir County Board of Commissioners are requesting disbursement of Lenoir County's share of motor vehicle registration tax proceeds, as well as payments made by the County in lieu of taxes. The County will utilize these funds for economic development purposes as defined in the law. Lenoir County's share of these funds is approximately \$1.6 million.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.



**RESOLUTION: NOW THEREFORE BE IT RESOLVED** that the Lenoir County Board of Commissioners respectfully request the North Carolina's Eastern Region to disburse Lenoir County's share of motor vehicle registration tax proceeds, as well as payments made by the County in lieu of taxes, to the County for economic development purposes.

**AMENDMENTS:**

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

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

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

\_\_\_\_\_  
Chairman 12/02/13  
Date

\_\_\_\_\_  
ATTEST 12/02/13  
Date

**INTRODUCED BY:** Michael W. Jarman, County Manager **DATE:** 12/02/13 **ITEM NO.** 24

**RESOLUTION:** Approval to Pay-Off Outstanding Loan with the North Carolina's Eastern Region for Industrial Shell Building #3: \$1,450,100

**SUBJECT AREA:** Financial

**ACTION REQUESTED:** The Lenoir County Board of Commissioners are requested to authorize County Administration to appropriate the necessary funds in the Capital Improvements Fund to pay-off the outstanding loan with the North Carolina's Eastern Region for Industrial Shell Building #3.

**HISTORY / BACKGROUND:** In 2008, Lenoir County obtained a loan in the amount of \$1,450,100 from its trust account with the North Carolina's Eastern Region to construct Industrial Shell Building #3 in the Hwy 70 W. Industrial Park. The loan was structured so that quarterly payments for the first five (5) years were interest only. Payments on the principal began December 1, 2013. Quarterly principal and interest payments are scheduled through September 1, 2023. County Administration has learned that the Eastern Region may dissolve effective June 30, 2014. On July 10, 2013, the North Carolina General Assembly ratified Session Law 2013-256 (House Bill 107) to amend NC General Statute 158-42. Session Law 2013-256 was an act to allow a County from the Eastern Region to receive a disbursement of its share of the motor vehicle registration tax proceeds as well as payments made by the County in lieu of taxes. A participating County's net share of proceeds is defined as the total amount in the trust fund attributable to that County **less the total amount of outstanding loans received by the County from the Region**, less any amount attributable to an appropriation made to the Region by the General Assembly. Funds disbursed under this subsection may be used by the County for economic development purposes, including the provision of land, buildings, facilities, programs, information and data systems, or infrastructure required to promote business or industry in the County. If the loan for Industrial Shell Building #3 is still outstanding at June 30, 2014, ownership of the loan is transferred to the State of North Carolina, which will charge an administrative fee to handle future payments until the loan is paid-off. Lenoir County fund balance will be used to pay-off the loan in December 2013 and a resolution will be presented to the Eastern Region to disburse to Lenoir County its share of net proceeds in the trust account at the Region. This amount is approximately \$1.6 million.

**EVALUATION:** In 2008, Lenoir County obtained a loan in the amount of \$1,450,100 from its trust account with the North Carolina's Eastern Region to construct Industrial Shell Building #3 in the Hwy 70 W. Industrial Park. County Administration has learned that the Eastern Region may dissolve effective June 30, 2014. If the loan for Industrial Shell Building #3 is still outstanding at June 30, 2014, ownership of the loan is transferred to the State of North Carolina, which will charge an administrative fee to handle future payments until the loan is paid-off. Session Law 2013-256 was an act to allow a County from the Eastern Region to receive a disbursement of its share of the motor vehicle registration tax proceeds as well as payments made by the County in lieu of taxes. To avoid administrative fees applied to any of the Region loans, County Administration wishes to pay-off its loan with the Eastern Region and request disbursement to the County its share of net proceeds in the trust account at the Region. Lenoir County's share of these funds is approximately \$1.6 million.

**MANAGER'S RECOMMENDATION:**

Respectfully recommend approval.



**RESOLUTION: NOW THEREFORE BE IT RESOLVED** that the Lenoir County Board of Commissioners authorize County Administration to appropriate the necessary funds in the Capital Improvements Fund to pay-off the outstanding loan with the North Carolina's Eastern Region for Industrial Shell Building #3.

**AMENDMENTS:**

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

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

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

\_\_\_\_\_  
Chairman 12/02/13  
Date

\_\_\_\_\_  
ATTEST 12/02/13  
Date