

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
MONDAY, DECEMBER 07, 2015 – TIME: 9:00 A.M.
COMMISSIONERS’ MEETING ROOM, LENOIR COUNTY COURTHOUSE
130 S. QUEEN ST., KINSTON, N.C.**

Election of Chairman

Attorney Robert W. Griffin

Election of Vice-Chairman

Attorney Robert W. Griffin

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

PUBLIC INFORMATION

None

PUBLIC COMMENTS

Scheduled: Annie Whitehead – Crime Prevention

Non-Scheduled:

CONSENT AGENDA: 10 Min.

ACTION

- | | |
|---|--------|
| 1. Approval of Minutes: Regular Board Meeting: November 16, 2015. | King |
| 2. Budget Ordinance Amendment: Trust and Agency Fund: Finance/Extension-Family Caregiver: \$2,135.: Increase. | Martin |

END OF CONSENT AGENDA

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS: 40 Min.

- | | |
|--|---------|
| 3. Resolution Honoring Donna Grady. | Moore |
| 4. Resolution in Support of Lenoir Community College new Access Road. | LCC |
| 5. Resolution Declaring Property as Surplus and Authorizing the Sale of the Surplus Property by Auction. | Martin |
| 6. Budget Ordinance Amendment: General Fund: Finance/Social Services: \$17,288.: Decrease. | Martin |
| 7. Resolution Approving Purchase of Billing Service Agreement with SouthData, Inc.: Not to Exceed \$9,500 for 15-16 Fiscal Year. | Parrish |
| 8. Resolution Approving 2016 County Holidays. | Jarman |
| 9. Resolution Approving 2016 Calendar of Board Meeting Dates and Times. | Jarman |

APPOINTMENTS: 5 Min.

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

OTHER ITEMS: 10 Min.

11. **Items from County Manager** Board
12. **Items from County Attorney/Commissioners Public Comments/Closed Session (if necessary).** Board
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**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
MONDAY, DECEMBER 7, 2015 – TIME: 9:00 A.M.
COMMISSIONERS' MEETING ROOM, LENOIR COUNTY COURTHOUSE
130 S. QUEEN ST., KINSTON, N.C.**

Summary of Actions Taken at the November 16, 2015 Meeting

- | | | |
|----|--|----------|
| 1. | Approval of Minutes: Regular Board Meeting: November 16, 2015. | Approved |
| 2. | Resolution Approving Authorizing the Lenoir County Health Department to Execute a Purchase order to Jackson Creek Manufacturing, Inc. for Two (2) Custom Animal Control Transport Boxes and Ten (10) 24x24x60 Large Dog Traps. | Approved |
| 3. | Resolution Authorizing Purchase Order Execution: Maximus, Inc.: Cost Allocation Plan and EMS Medicaid Reimbursement Report: \$6,000. | Approved |
| 4. | Resolution Approving the Purchase and Installation of Norcold Refrigerators on Three (3) Wheeled Coach Ambulances: Select Custom Apparatus: \$5,672.40. | Approved |
| 5. | Resolution Authorizing North Lenoir Fire Protection Association, Inc. to Purchase One (1) Pierce Rescue Truck in the Amount of \$687,903. | Approved |
| 6. | Resolution Approving Citizens to Boards, Commissions, Etc. | Approved |

MINUTES

LENOIR COUNTY BOARD OF COMMISSIONERS

November 16, 2015

The Lenoir County Board of Commissioners met in open session at 5:00 p.m. on Monday, November 16, 2015, in the Board of Commissioners' Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

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

Members Absent: Jackie Brown

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

Upon a motion by Mr. Davis and a second by Ms. Sutton, the Board unanimously approved to excuse Ms. Brown from the meeting.

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

Mr. Hill stated the Board was expecting a presentation from Mr. John Rouse with the NC Department of Transportation. Mr. Rouse was called to attend another meeting and was unable to be in attendance at this time.

PUBLIC INFORMATION:

None

PUBLIC COMMENTS:

Ms. Geraldine Barbour, Chairperson of the African-American Heritage Commission of Kinston-Lenoir County. Ms. Barbour stated the Heritage Commission is planning a Health and Heritage Festival for Lenoir County in the spring of 2016. This festival will benefit the community, tourist and visitors by making them more knowledgeable about the role African-Americans have played in the history of our area. The Commission will return early next year to present detailed information about the Health and Heritage Festival, and formally request support. Ms. Barbour concluded her comments by thanking the Board for the opportunity to provide a portion of the African-Americans Heritage Commissions focus. Mr. Hill thanked Ms. Barbour for the work the Heritage Commission is doing.

Mr. Hill stated he received a copy of a letter addressed to all Sweepstakes Café owners, from the Lenoir County District Attorney's Office (DA) at 10:00 am regarding the closure of all Café's within 30 days in Lenoir County. The letters were sent to Café owners on Friday, November 13, 2015.

The Lenoir County Board of Commissioners stance on the subject of the Sweepstakes remains exactly where it was, at its' last meeting. The Board's position was to move all concerns, thoughts, and ideas over to the Lenoir County Planning Board for their review and recommendation. The Board cannot and will not interfere or influence one way or the other the office of the DA regarding an action they could or will take. Those opposed to the decision made by the DA, will now have to take those concerns up with that Office and/or the judicial system. The Board will continue to move this subject to the Planning Board to process just as stated before. This may become a mute issue if it's deemed illegal from the DA's office but, the Board will do exactly what they said they would do in its' initial findings. Mr. Hill sated everyone must understand the Boards' position prior to coming and addressing the Board. Please understand that this is two separate issues and we cannot circumvent what the DA is stating. Mr. Hill stated as Chairman, he is disappointed that the letter was sent out in the middle of the Board working through this process. He stated he doesn't quite understand if it is illegal today, why it was not illegal 15 or 30 days ago, but that is a question the public will have to ask the DA, or the court. Basically that's the reality of where the Board stands today, and it's not a good place for business owners to be, nor a good place for Commissioners to be. Mr. Hill stated he would have liked to known about the letter prior to it going out, but again that was not his call. Questions should be addressed to the DA's office or be challenged in court or whatever direction café owners would like to take it. Again, the Board is open to hear any of the public's comments, but regardless to the outcome, the Board will still go through the planning process.

Ms. Janice Thompson, Owner, Clover City Internet Café, gave the Board a packet titled "Conspiracy Exposed." Ms. Thompson thanked the Commissioners for their time and read a prepared statement regarding Internet Cafés.

Mr. Healal Hamad, stated when he came to Lenoir County he did not come empty handed. His company has purchased property in Lenoir County, and has made many investments. Just in one location they have invested close to \$1.3 million dollars. They are currently looking at investing in additional property worth over \$750,000, all of this will end if they are forced to close down. These properties have been closed for two or three years, and yet they are willing to turn them into something to generate funds in Lenoir County. Mr. Hamad stated they are continuing to invest in Lenoir County because they believe in Lenoir County. Mr. Hamad stated he came from Nash County to Lenoir County to open businesses and to contribute not to take anything away.

Ms. Pauline Stroud, employee of Clover City Internet Café stated she was born and raised in Lenoir County. Ms. Stroud stated she felt like there is nothing the Board can do at this point, but did want to state that this has come at such a horrible time for everybody. I just want the Board to know that she contributes to Lenoir County.

Ms. Contessa Hayne, employee of Clover City Internet Café stated she is a single parent who is currently working two jobs to help her pay for school. Ms. Hayne's stated she has a daughter and has always looked forward to the Holidays. Now, two weeks before Christmas she will have to tell her daughter she no longer has her part-time job. Ms. Haynes stated everyone involved in this decision, has made it a bad time at Clover City Internet Café.

Ms. Brenda Solis, employee of Clover City Internet Café asked the question what is Christmas without a job? Ms. Solis stated she has medical issues, and has been unable to hold down a regular job. Ms. Solis stated Ms. Thompson is always willing to work with her and provide steady employment as well.

Mr. Mark McKnight stated he read an article in The Free Press regarding a study the Board had someone to complete regarding Internet cafes. Mr. McKnight stated he also performed a study when he began visiting six (6) cafés in Lenoir County. Mr. McKnight stated from his observations the computers are not only for entertainment, but are available to help people who need assistance with the use of the Internet. Due to the various work schedules of their customers, zoning times should be considered for the cafés, which may alleviate some issues within the communities. Mr. McKnight concluded his comments by stating the General Assembly has two (2) bills 938(I) and 938(N) pending. The approval of these two bills could possibly help to generate more tax revenue for Lenoir County.

Ms. Liz Vargus, employee of Clover City Internet Café, stated she is a mother and a soon to be grandmother, and wanted the Commissioners to put a face with a worker that would be unemployed very soon.

Mr. Nick Creech, employee of Clover City Internet Café, stated he provides for his family every year for Christmas, and without his job he will not be able to that this year.

Ms. Anne Meekler, stated everybody has an opinion, and they should be able to compromise with this decision. There is not much to do in Kinston, and she and her husband enjoy the fellowship we have when we go the cafe. Ms. Meekler stated she did not see the difference between playing the lottery and going to the bingo parlor; people are still spending money.

Ms. Mary Coward, employee of Clover City Internet Café, stated she has been employed for three (3) years. Ms. Coward stated she had to tell her daughter last night that she will get laid off two (2) weeks before Christmas. It will not be a good feeling waking up on Christmas morning and not having anything for my daughter to open. Ms. Coward stated she was employed by Ms. Thompson when the business was in Pitt County. At least Pitt County gave the cafes a sixty (60) day notice.

Mr. Steven Coward stated he is from Kinston and on a fixed income and needs the assistance of his wife's income from her part-time job at Clover City Internet Cafe.

Mr. Hill thanked the speakers for coming before the Board and stated the Board will continue to move forward with the process involving the Planning Board. Again, the challenge must be done through the courts and the DA. However, thank you for bringing the Board your information.

CONSENT AGENDA:

1. Approval of Minutes: Regular Board Meeting: November 2, 2015.

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

BUDGET ORDINANCE AMENDMENTS/RESOLUTIONS:

Item No. 2 was a Resolution Authorizing the Lenoir County Health Department to Execute a Purchase Order to Jackson Creek Manufacturing, Inc. for Two (2) Custom Animal Control Transport Boxes and Ten (10) 24x24x60 Large Dog Traps. Ms. Martha Martin, Finance Director, stated Mr. Huff was unable to attend the meeting and asked her to present the resolution to the Board.

The current transport boxes were purchased prior to 2000; Hinges, latches, and partitions have been repaired and replaced numerous times. The boxes are beyond repair and need to be replaced with more secure and reliable storage for transporting animals. The Health Department has grant funds that are available to make the purchase. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 2 was unanimously approved.

Item No. 3 was a Resolution Authorizing Purchase Order Execution: Maximus, Inc.: Cost Allocation Plan and EMS Medicaid Reimbursement Report: \$6,000. Ms. Martin stated in 2011 the Board approved acceptance of a proposal from Maximus, Inc. The acceptance was for preparation of the Cost Allocation Plan for a three (3) year period at a fixed cost of \$5,750. Maximus has agreed to perform the FY14-15 Cost Allocation Plan and the EMS Medicaid Reimbursement for \$6,000. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No. 3 was unanimously approved.

Item No. 4 was a Resolution Approving the Purchase and Installation of Norcold Refrigerators on Three (3) Wheeled Coach Ambulances: Select Custom Apparatus: \$5,672.40. Ms. Jerry King, Emergency Medical Services Assistant Director, stated Mr. Dail had a meeting in Raleigh and asked her to present the resolution to the Board. The Lenoir County Emergency Services Department maintains a fleet of twelve (12) ambulances. North Carolina Office of Emergency Medical Services (NCOEMS) requires cold fluids and medications that are essential to our operation be kept at certain temperatures. The layout of our ambulances provides ample room in the right front cabinet to be easily modified to provide room for the refrigerator unit while keeping cost at a minimum. Staff feels that installing a refrigerator in the box of our ambulances will cut cost in medical supplies by a minimum of \$1,400 per year. The refrigerators will be placed in the newer ambulances purchased. Upon a motion by Mr. Best and a second by Ms. Sutton, Item No 4 was unanimously approved.

Mr. Rouse stated he and Mr. Best attended the Association of County Commissioners meeting. Members of the Association were very complimentary when discussing the relationship between Lenoir and Jones County's EMS collaboration. Mr. Jarman stated the EMS staff does a great job; Mr. Roger Dail was asked to speak at the event he is attending tonight, and a lot of people take note of what Lenoir County's EMS staff is doing. Mr. Hill stated people take notice of how two counties can come together to make sure they are not duplicating services.

Item No. 5 was a Resolution Authorizing the North Fire Protection Association, Inc. to Purchase One (1) Pierce Rescue Truck in the Amount of \$687,903. Mr. Dustin Burkett, Fire Marshall, stated the contract signed between Lenoir County and the Volunteer Fire Departments states that any purchase of fire apparatus over \$100,000 must be approved by the Lenoir County Board of Commissioners. Staff has met with the North Lenoir Fire Protection Association, Inc and discussed financial records. The truck will be purchased for \$687,903 from Pierce Manufacturing, with a \$600,000 loan from Local Government Federal Credit Union, and North Lenoir Fire Protection Association, Inc will provide an \$87,903 down payment. The \$600,000 will be financed for fifteen (15) years with a 3.25% fixed rate. The age, call volume, and high cost of maintenance of the existing truck are the factors for replacing the truck. Upon a motion by Ms. Sutton and a second by Mr. Best, Item No. 5 was unanimously approved.

Item No. 6 was a Resolution Approving Citizens to Boards, Commissions, Etc. Upon a motion by Ms. Sutton and a second by Mr. Daughety, Item No 6 was unanimously approved with Judy Ellis and Eric Rouse appointment to the Lenoir County Transit Board.

Item No. 7 was Items from the County Manager, Michael W. Jarman. Mr. Jarman stated other than the typical financial performance summary and the permit/inspection report he had a couple of things to share with the Board. The County had six (6) people to turn in paperwork for the Golden LEAF Foundation Community Based Grants Making Initiative. The Chairman, Vice Chairman, and myself reviewed each project and chose the top three projects in priority order. The three (3) that were chosen went by the guidelines that Golden LEAF set. The final decision will still be up to the Golden LEAF Board. Lenoir County Public Schools was the top choice which involves improving middle school Stem labs, Lenoir Community College was second which featured a training program to train North State Aviation employees as well as other maintenance employees. It is called Mechantronic Training which encompasses mechanical engineering, computing, and electronics, as used in the design and development of new manufacturing techniques. This project fits in well with economic development guidelines. The third choice was the City of Kinston for additional Herritage Street improvements. With the last round of Golden LEAF funds, Phase I was completed. Parks and Recreation had a very interesting project which was a container park. Cooperative Extension had a good project for a commercial kitchen at the Farmers Market location, and Mr. Malcolm Beech submitted a project with a group which involved training construction workers by rehabbing vacant and foreclosed homes.

Mr. Jarman thanked Mr. Rouse and stated after the last Commissioners' meeting, Mr. Rouse immediately began contacting your elected officials and legislative leaders in trying to help us on the issue we were having with the Wyse Fork Battlefield District. He started getting some attention. I called Mr. Griffin at the last minute and he did an outstanding job with the resolution. From day one Mr. Pope has said the County was not obtaining the most vital information needed to make such a decision. Again, I thank Mr. Rouse for what he has done and Mr. Pope for meeting with some private citizens and land owners in that area. Mr. Ely Perry, Mr. John McNairy, Mr. Graham Knott, and Mr. Hill have been involved. I thank all of the Commissioners for their involvement. Mr. Jarman asked Mr. Rouse to give an update so the public can be aware of the status.

Mr. Rouse stated this was a team effort and he was glad to see how everyone stepped up to the plate. The resolution helped us greatly and was able to be forwarded to the Governor's Office, and to Senator Louis Pate, and Representative John Bell. Mr. Griffin did an excellent job with it and Representative Bell even commented as to how strong the resolution was. This all boils down to a property rights issue. Even though it was done by the book, and they provided proper notification. The Historical Group had a meeting with twenty (20) people present because of the way it was advertised it. There is a policy that when it goes over 50 land owners they have to notify them by advertising in the paper. Out of the twenty (20) people only four (4) were land owners. Thanks to Senator Louis Pate and the Governor's Office, and Representative John Bell, the State and the Historical office admitted they did not notify citizens in the manner in which they should. They have agreed to postpone forwarding the information to Washington and not take any action until the first of next year. At that time they will re-advertise to make sure it gives all citizens effected ample time to attend the meeting. Mr. Rouse stated there were a lot of irate people concerning this issue; He and Mr. Jarman intend on making sure everybody is notified correctly in the future.

Mr. Jarman stated in speaking with Mr. John Rouse, NCDOT, regarding the issue with the 4(f) designation, he stated that everything in the district would get designated 4(f). Mr. Rouse mentioned as an example the section of 4(f) land is part of what's currently holding up the Havelock by pass. Everything in the district as it stands would get the 4(f) recommendation and it is worse once it in the national registry. Mr. Rouse said this Board should continue to push this issue because once it becomes eligible it will really cause concerns. When the next public hearing takes place, our responsibility to the citizens will be to mail out notifications as if the Board were taking action.

Mr. Hill mentioned that he and Mr. Daughety met with Senators Pate and Davis and Representatives Bell and Graham regarding this issue, and they all understood the process. They all were a little surprised about it and mentioned during this rally for historic tax credits they had no indication that the Battlefield was being brought forth in this manner. They felt like it should have been shared with them prior to the meeting.

Mr. Jarman stated this conversation was needed so the public can be aware that you are in support of the historical part but not the designation of the entire. Mr. Hill stated he shared at the meeting the Board's intent was to look for some type of compromise that we could build roads and have progress and also support some components of the Battlefield itself. Mr. Hill stated the transportation meeting coming up on the Felix Harvey Extension could also have an impact on land down the road.

Item No. 8 was items from the County Commissioners. Mr. Hill stated he requested a letter from the County Manager and the Economic Development Director, and a follow up to the Resolution reminding citizens that Highway 70 had been declared a future Interstate.

Mr. Jarman stated the letter was a great idea, and it had been reviewed by the House and needs to go before the Senate. Should Administration wait to see the outcome or go ahead and submit the letter to the Senate. Mr. Hill replied whatever Mr. Jarman chooses to do will be fine.

Mr. Davis asked the Board to remember the family of Mr. Thomas Posey a long time county employee, local farmer and good friend who did an outstanding job in Lenoir County who recently passed.

Mr. Best stated he has been appointed to Justice and Public Safety Sub-Committee. The Committee spoke highly about Jones and Lenoir County's collaboration, and how the news had spread statewide. Mr. Best stated there is nothing like counties coming together so we can better serve our communities. They are very impressed with the services provided in Lenoir County. They also talked about mental health issues and jail inmates.

Mr. Jarman stated the mental health system requires some attention, and it correlates with the number of people we have in our jails. Mr. Jarman stated if someone is committed involuntary, law enforcement has to pick them up, escort them to the hospital and stay with them until an arrangement for the inmate is made. That can take several hours or days. If they have to return home, our deputy must take them back home, and we already have a limited number of law enforcement on the road.

Mr. Hill congratulated Parrott Academy football team for their state championship along with all of the other Lenoir County teams that are in the playoffs. Mr. Hill reminded the Board of the upcoming Christmas Parade, Commissioners have been invited to ride on a float, or drive their personal vehicles.

Mr. Hill made a suggestion to do something different this year and move the Commissioner's Christmas dinner to the Silver Lake Restaurant in Wilson, NC. This would give the Board the opportunity to support Commissioner Davis' new restaurant. Mr. Hill asked everyone to keep the family of Mr. Lucas from Wilson County who passed away in their thoughts and prayers.

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

Meeting Adjourned at 5:55 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Vickie F. King".

Vickie F. King
Clerk to the Board

BUDGET ORDINANCE AMENDMENT: TRUST AND AGENCY FUND:FINANCE/EXTENSION-FAMILY CAREGIVER:\$2,135. INCREASE



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2015 - 2016
 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"/> REVENUES			Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES		
Account # and Title		Amount	Account # and Title		Amount
<u>INCREASE</u>			<u>INCREASE</u>		
70-3495-3300	SMART START - EXTENSION	2,135.00	70-4951-6000	EXTENSION FAMILY CARGIVER	2,135.00
Total		2,135.00	Total		2,135.00
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 \$52,100. THE COUNTY RECEIVED NOTIFICATION ON NOVEMBER 17, 2015, THE BUDGET WAS BEING INCREASED BY \$2,135. - THIS WILL BRING THE TOTAL BUDGET TO \$54,235.00					
Department Head Approval		Date	Finance Officer Approval		Date
<i>Martha H. Martin</i>		<i>11/20/2015</i>	<i>Martha H. Martin</i>		<i>11/20/2015</i>
Budget Officer Approval		Date			
<i>M. J. Jorman</i>		<i>11/23/15</i>			
Board Approval (When Applicable)		Date	Date of Minutes		

**RESOLUTION HONORING
Donna Grady**

Item No. 3

- WHEREAS, the Lenoir County Board of County Commissioners wishes to proudly acknowledge and to publicly recognize employees retiring from the Lenoir County Department of Social Services; and,**
- WHEREAS, Ms. Donna Grady was employed by the County Director of Social Services as an Income Maintenance Caseworker I on October 22, 1990; and,**
- WHEREAS, Ms. Donna Grady was promoted to an Income Maintenance Caseworker II on July 1, 1991; and,**
- WHEREAS, Ms. Donna Grady was promoted to an Income Maintenance Supervisor II on March 13, 1997; and,**
- WHEREAS, Ms. Donna Grady was promoted to an Income Maintenance Supervisor III on September 1, 2008; and,**
- WHEREAS, Ms. Donna Grady was promoted to an Income Maintenance Administrator I on March 1, 2013; and,**
- WHEREAS, Ms. Donna Grady has dedicated her professional career at Lenoir County Department of Social Services to public service and to the citizens of Lenoir County; and,**
- WHEREAS, Ms. Donna Grady submitted her notice of retirement from the Lenoir County Department of Social Services effective January 1, 2016; and,**
- WHEREAS, Ms. Donna Grady will retire with twenty-five years and two months of service from the Lenoir County Department of Social Services.**

THEREFORE BE IT RESOLVED, this the 7th Day of December in the Year 2015 of our Lord, that the Lenoir County Board of County Commissioners proudly recognizes Ms. Donna Grady for her efforts, commitment, and compassion that she has so freely given to the citizens of Lenoir County and further resolved that a copy of the Resolution be transmitted to Ms. Donna Grady by the Clerk to the Board of County Commissioners of Lenoir County.

BOARD OF COMMISSIONERS OF LENOIR COUNTY

**BY: _____
Mr. Craig Hill, Chairman**

**ATTEST: _____
Clerk to the Board of Lenoir County Commissioners**

DATE: December 7, 2015



**RESOLUTION IN SUPPORT
OF LENOIR COMMUNITY COLLEGE NEW ACCESS ROAD**

WHEREAS, Lenoir Community College has identified a need to build an access road from Lancer Loop to the maintenance building on their campus; and

WHEREAS, the creation of this road will ensure the safety of special needs students attending the college; and

WHEREAS, the access road is expected to be 1,440 feet in length and 20 feet wide; and

WHEREAS, the total cost of the construction for this new road is estimated at \$132,029.15; and

NOW, THEREFORE, BE IT RESOLVED that the Lenoir County Board of Commissioners do hereby support Lenoir Community College creating a new access road to their maintenance facility.

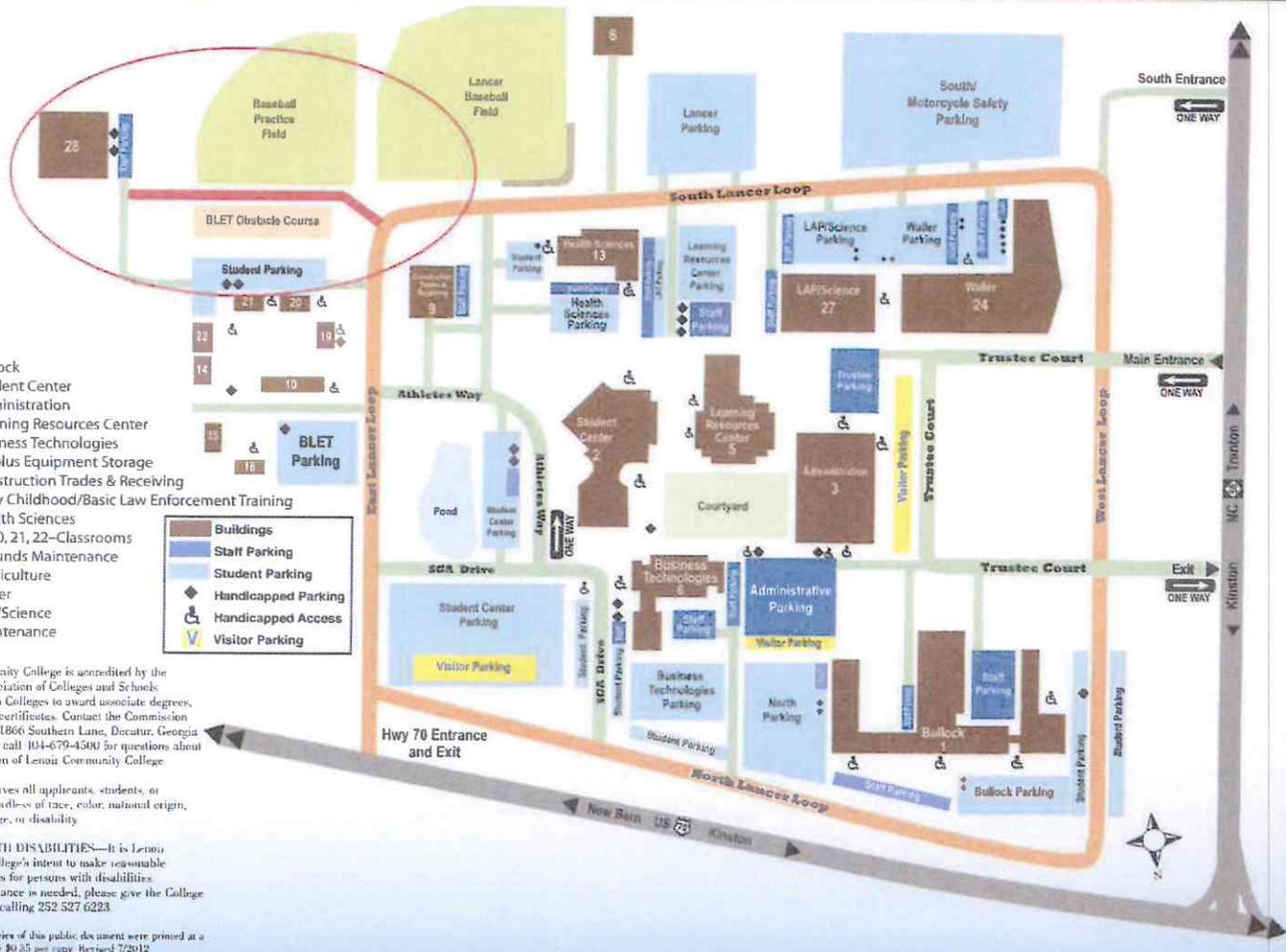
Craig Hill, Chairman
Lenoir County Board of Commissioners

ATTEST:

Date: _____

Clerk to the Board

LENOIR COMMUNITY COLLEGE CAMPUS MAP



- 1-Bullock
- 2-Student Center
- 3-Administration
- 5-Learning Resources Center
- 6-Business Technologies
- 8-Surplus Equipment Storage
- 9-Construction Trades & Receiving
- 10-Early Childhood/Basic Law Enforcement Training
- 13-Health Sciences
- 14,19, 20, 21, 22-Classrooms
- 15-Grounds Maintenance
- 18-Horticulture
- 24-Waller
- 27-LAP/Science
- 28-Maintenance

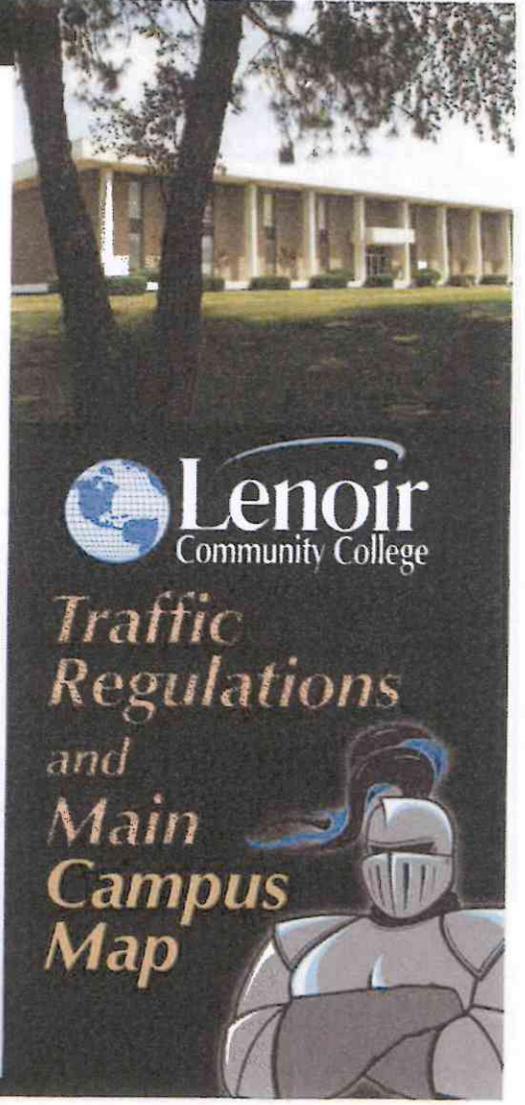
	Buildings
	Staff Parking
	Student Parking
	Handicapped Parking
	Handicapped Access
	Visitor Parking

Lenoir Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees, diplomas, and certificates. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-1097 or call 104-679-4500 for questions about the accreditation of Lenoir Community College.

The College serves all applicants, students, or employers regardless of race, color, national origin, religion, sex, age, or disability.

PERSONS WITH DISABILITIES—It is Lenoir Community College's intent to make reasonable accommodations for persons with disabilities. If special assistance is needed, please give the College prior notice by calling 252-527-6223.

A total of 300 copies of this public document were printed at a cost of \$105.33 or \$0.35 per copy. Revised 7/2012



Lenoir
Community College

Traffic Regulations and Main Campus Map

BY: 05/08/15

PROPOSED ROAD SWITCHING

4/11/15



PROJECT REFERENCE NO.	SHEET NO.
341	1
341 SHEET NO.	
ROADWAY DESIGN ENGINEER	HYDROLOGICAL ENGINEER
INCOMPLETE PLANS NO NOT FOR P.C. ACCOUNT	
PRELIMINARY PLANS NO NOT FOR P.C. CONSTRUCTION	

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 12/07/2015 **ITEM NO.** 5

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 through the negotiated offer and upset bid process in accordance with procedures set forth in NC General Statute 160A-269.

HISTORY/BACKGROUND: The County has acquired various properties over a period of time mainly through tax foreclosures. Some of these properties have structures on them and some are vacant lots. These properties add no value to the operations of the County.

EVALUATION: The County owns various properties that are of no useful value to the County. In accordance with procedures set forth in N.C. General Statute 160A-269, County Administration is requesting the approval of the Board to sell the following listed properties through the negotiated offer and upset bid process. The sale of these properties will return them to private owners and add them once again to the tax scrolls.

<u>Tax Department Record Number</u>	<u>Property Description</u>
Vacant Lot	206 ML King Drive, LaGrange
Vacant Lot	617 W. King Street, LaGrange

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.

MWJ
Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the County owned property listed in this resolution be declared as surplus and authorize the County Manager to sell the property through the negotiated offer and upset bid process in accordance with N.C. General Statute 160A-269.

AMENDMENTS:

MOVED _____ SECONDED _____

APPROVED _____ DENIED _____ UNANIMOUS _____

Yea Votes: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

Date

ATTEST

Date



LENOIR COUNTY, NORTH CAROLINA
BUDGET AMENDMENT REQUEST

FY 2015 -2016
Appropriations

Budget Amendment # _____
Date Approved _____

Distribution - Finance Office:

FUND	DEPARTMENT	LINE ITEM DESCRIPTION
GENERAL	FINANCE/SOCIAL SERVICES	VARIOUS
Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> REVENUES		Check One Box New Appropriation: <input checked="" type="checkbox"/> Line Item Transfer: <input type="checkbox"/> EXPENDITURES
Account # and Title	Amount	Account # and Title Amount
DECREASE		DECREASE
10-3991-991 FUND BALANCE APPROPRIATED	-17,288.00	10-5363-4975 FEDERAL ADOPTION INCENTIVE FUN -17,288.00
Total	SUBTOTAL -17,288.00	Total SUBTOTAL -17,288.00

Reason and Justification for Request:

BUDGET AMENDMENT TO CORRECT THE ORIGINAL BUDGET FOR FEDERAL ADOPTION ASSISTANCE. THIS IS A ROLL FORWARD AMOUNT EACH YEAR, AND WAS ROLLED FORWARD ON BUDGET AMENDMENT G-16 IN AUGUST 2015. THERE WAS AN AMOUNT INCLUDED IN THE ORIGINAL BUDGET, BUT SHOULD NOT HAVE BEEN, AS THERE IS NO OFFSETTING REVENUE COMING IN. THIS IS AN AMOUNT ORIGINALLY RECEIVED IN fy04-05, AND HAS HAD THE UNEXPENDED BALANCE ROLLED FORWARD EACH NEW FISCAL YEAR.

Department Head Approval	Date	Finance Officer Approval	Date
<i>Martha H. Martin</i>	<i>11/17/2015</i>	<i>Martha H. Martin</i>	<i>11/17/2015</i>
Budget Officer Approval	Date		
<i>Michael W. Gamm</i>	<i>11/17/15</i>		
Board Approval (When Applicable)	Date	Date of Minutes	

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 12/7/15 **ITEM NO.** 7

RESOLUTION: Approve Purchase of Billing Service Agreement with SouthData, Inc.: Not to exceed \$9,500 for 2015-2016 fiscal year.

SUBJECT AREA: Purchase/Bids

ACTION REQUESTED: The Board is requested to approve the expenditure for a Billing Service Agreement with SouthData, Inc. not to exceed \$9,500 for fiscal year 2015-2016, and authorize the Tax Administrator to execute the necessary documents on behalf of the Lenoir County Tax Department.

HISTORY/BACKGROUND: In the past, the Lenoir County Tax Department has purchased blank forms, printed, processed, and mailed all listing forms, tax bills and delinquent notices. Performing these duties required the Tax Department to maintain and repair printers and bursters and involved many hours of labor. Since the Department of Motor Vehicles (DMV) now collects motor vehicle taxes, the number of notices printed and mailed has been reduced by more than 50%. The Tax Department is now responsible for three major mailings each year, listing forms at the beginning of the calendar year, delinquent advertising notices in February, and the annual bills in August.

EVALUATION: The costs for contracting out the printing and mailing of forms and notices were included when preparing the 2015-2016 budget for the Tax Department. These costs were obtained by the Tax Department from estimates provided by three companies: SouthData Inc., Professional Mail Services Inc., and BMS Direct. The most competitive estimate for services was received from SouthData Inc. They are based in Mount Airy, and do business in over 60 counties in North Carolina. The estimated total annual variable cost for printing and mailing all tax office notices is \$26,036. The fixed cost services needed by the Tax Department total \$800, which includes the National Change of Address service (\$300) and the Secure Archive Access fee (\$500). The National Change of Address service will insure that more taxpayers receive their notices timely and will save the Tax Department time in dealing with returned mail and postage costs when resending notices. The Secure Archive Access will allow the Tax Department to provide better service by having digital images of all notices mailed by SouthData. The cost for forms and postage to the Tax Department for the same mailings in the past twelve months was \$23,045. Additional estimated costs for these mailings every year include \$2500 for labor and \$1000 for equipment maintenance/repair. Please note that the Tax Department has reduced staff by three employees since DMV started collecting vehicle taxes, so less staff is available to provide the labor required for the in-house printing and mailing of notices. In summary, the contracting out of the printing and mailing of the major mailings required by the Tax Department will cost about the same as completing the processes in house and will allow the Tax Department to provide better service to the citizens of Lenoir County. Also note that the "Not to exceed" amount is less than the annual estimated cost due to the fact that the Tax Department has already printed and mailed the annual bills in August of this year.

MANAGER'S RECOMMENDATION:

Respectfully recommend approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the county approve the expenditure for a Billing Service Agreement to SouthData, Inc. for an amount not to exceed \$9,500 and authorize the Tax Administrator to execute the necessary documents on behalf of the Lenoir County Tax Department.

AMENDMENTS:

MOVED _____ **SECONDED** _____

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

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

Rouse ___ **Sutton** ___

Craig Hill, Chairman

Date

Attest

Date



SouthData, Inc.
SouthData, Inc.

Billing Service Agreement

Billing Service Agreement With Postal Discounts

This Agreement is made the **16th day of November, 2015**, by and between **SouthData**, an OSG Company, with its primary office at 201 Technology Lane, Mount Airy, North Carolina 27030 (hereinafter "SouthData") and **Lenoir County Tax Administration**, with its primary office at 101 N Queen St, Kinston, NC 28501 (hereinafter "Client").

1. Exclusive Provider

- A. Client agrees that SouthData is the exclusive provider of color statements listed in Detailed Pricing and any addendum signed both parties. Other specialized mailings are available from SouthData, but are not covered by this Agreement.

2. Responsibilities Of SouthData

- A. SouthData shall furnish, all labor, materials, equipment, quality control, and supervision needed to provide the following services:
 - i. Design and printing services to create products for use by Client.
 - ii. Computer processing services to process the billing data received from Client.
 - iii. Provide printing services to print information on the products.
 - iv. Handling services to fold, insert into envelopes, and deliver to the post office the printed products.
- B. SouthData shall mail the printed product within 24-48 business hours following the written acceptance of the final proof by the client.
- C. SouthData shall provide training on purchasing procedures at no additional cost
- D. SouthData will replace, at no cost to Client, documents which are determined to be defective or substantially non-conforming with Client's order. However, in no event will SouthData be responsible for incidental or consequential damages sustained by Client or by third parties. All products and documents are sold "as is" with all faults and there is no warranty of merchantability or fitness for a particular use.

3. Responsibilities Of Client

- A. Client shall provide written approval of test documents as required.
- B. Client shall provide basic form layout, data layout, field placement and test data.
- C. Client shall provide SouthData with sufficient information related to the format and contents of the data transmission file to allow SouthData to develop the computer programs required to create the products.
- D. Client shall provide the information for all inserts within 5 business days prior to the mailing of the specified items.
- E. Client shall provide SouthData with the billing information in an agreed upon format and with sufficient timeliness to allow SouthData to print the products and deliver them.
- F. Client shall pay all invoices within **thirty (30) days**.
- G. Client shall be solely responsible for the content and information provided to SouthData. SouthData shall not be responsible for inaccuracies in billing data received from Client and compiled into the final billing format.
- H. Maintain a postage escrow account equivalent to one (1) months estimated postage usage or a mutually agreed upon amount.

4. Charges For Service

- A. **Initial Account Setup** – If the client provides guidelines for a form design, test data, data layout and field placement then SouthData will provide the set-up with no charge to the client.
- B. **Programming Costs** - If programming is needed to process client data or to adhere to a client request then the client shall be charged for programming (see attached Detailed Pricing).
- C. **Processing Fees** – There are no processing fees or monthly or periodic charges for account maintenance, account availability, online access for tracking orders.
- D. **Minimum Run Charge** – No minimum run charge will be invoiced for any statement orders.
- E. **Postage** – Postage is not included in the delivered price and will appear on the invoice. A postage escrow account is required. SouthData shall provide bar coding and sort the mail consistent with Postal Service standards. Each data file must contain a minimum of 500 qualifying pieces in order to receive any postal discounts. If an order contains fewer than 500 qualifying pieces then full first class postage will be applied and invoiced.
- F. **Postal Compliance Service (Fulfilling US Post Office Requirements)** - The United States Postal Service offers postal discounts for mailings that meet certain USPS specifications. The Postal Rate Commission (PRC) states that Move Update will need to be processed within 95 days prior to the mailing in order to qualify for postal discounts. SouthData offers NCOA certification to the client (see attached Detailed Pricing). This service can be performed at the time the data is received for order processing. The service includes:
 - o **Delivery point verification** - The DPV System assists mailers in obtaining accurate delivery address information and facilitates identification of erroneous addresses contained in mailer address files.

- **Move Update Compliance/National Change of Address – NCOA link** updates name and address mailing lists with new addresses from individuals, families and businesses that have moved and have recorded their new address with the USPS data base.
- **Reporting of Move Update changes to the client** – This allows the client to receive the most current address information updating the records within their data file.

G. **Prices For Standard Items** – Prices for the items in this contract may be viewed on the Detailed Pricing page attached to this Agreement.

H. **Pricing Changes** -The cost reflected in this proposal is based on the current cost of raw materials. Therefore, the quoted costs are valid for 1 (one) year. After that date, we reserve the right to review the quoted costs in this proposal based on current market conditions.

5. Term Of Agreement

The initial term of this Agreement shall be for three (3) years. Unless cancelled by either party in writing more than sixty (60) days prior to the end of the initial term and any subsequent terms this agreement shall automatically renew for additional terms of one year.

6. Cancellation

This Agreement may be cancelled for a documented breach of the terms of the Agreement. The party wishing to cancel the Agreement must provide notice of cause in writing and allow the other party thirty (30) days to remedy the breach. If the breach is not remedied within the thirty-day period, a final written notice must be provided to the breaching party. The Agreement will be cancelled thirty (30) days from receipt of the final notice.

7. Insurance

During the term of this Agreement, SouthData shall maintain at its expense, liability, property, vehicle and workmen's compensati insurance sufficient to meet the requirements of the State of North Carolina.

8. Independent Contractor

SouthData acknowledges that it is at all times performing as an independent contractor. Nothing in this agreement shall constitute be construed as a creation of a partnership or joint venture between the parties.

9. Severability

If any part of this Agreement is found to be invalid or unenforceable, the remaining parts of the Agreement shall continue in force

10. Waiver Ability

A party's waiver of a breach of any item of this Agreement shall not constitute a waiver of any subsequent breach of the same or another provision of this Agreement.

11. Governing Law

The laws of the state of North Carolina shall govern the provisions of this Agreement.

In Witness Whereof, the parties have caused the execution of this instrument, by authority duly given on the day and year first written abc

Lenoir County Tax Administration

SouthData, an OSG Company

Signature

Alan Connolly, Executive VP

Printed Name and Title

Effective Date

DETAILED CLIENT REQUIRED INFORMATION

Company Name: _____

Billing Address: _____

Mailing Address: _____

Shipping Address: _____

Contact Information for all Users:

User #1

Name: _____

Email: _____

Phone: _____

User #2

Name: _____

Email: _____

Phone: _____

User #3

Name: _____

Email: _____

Phone: _____

Software: _____

Market (check one): Healthcare Collections Government Utility

DETAILED PRICING SCHEDULE

This Detailed Pricing Schedule is made this the **16th day of November, 2015**, by and between **SouthData**, an OSG Company (hereafter "SouthData") and **Lenoir County Tax Administration** (hereafter "Client").

Billing Services – No postage included

Annual Property Notices (per notice)\$0.10

Advertising Notices

44,000 annual volume

8.5 x 11 duplex page

2 color

#10 double window envelope

#9 single window envelope

Business Personal Property Listing (per notice)\$0.215

2,300 annual volume

2 sheets, 8.5 x 11 duplex page, second page contains Schedule G on the front, instructions on the back.

2 color

#10 custom printed, single window envelope

#9 custom printed non-window envelope

Personal Property Listing (per notice)\$0.134

8.5 x 11 duplex page

6,900 annual volume

2 color

#10 custom printed, single window envelope

#9 custom printed non-window envelope

Postage will be invoiced at cost

eStatements Development and Delivery

Initial Application Setup \$500.00

Processing and Email Delivery (per statement) \$ Same as printed statement

NCOA Services

Annual Fee..... \$300.00

Covers all records submitted and error code reports

Householding

Multiple matching services (per notice) \$0.03

9 x 12 multiple envelopes are used when more than six bills/statements are matched and inserted together. These envelopes are an additional \$0.35 each.

File Delivery

Via DVD's (per DVD)..... \$50.00

Secure Archive See Secure Archive

Programming

Custom Programming (per hour)..... \$125.00
Written approval must be given by the client

Certified Mail \$7.29

Includes 3 pages, mailing envelope and all certified mail fees

Secure Archive

Secure Archive provides secure online access to the Client's image library. Secure Archive features secure, password-protected access, and is only accessible to the people you designate, such as your internal staff members. It provides instant 24-hour online confidential access. Customer questions can be answered immediately, and individual documents can be viewed or reprinted as necessary. The Secure Archive service also maintains a log of when each document is viewed and/or printed by the user. No special training is required to use Secure Archive.

Data Storage Fee** (per image)..... \$0.0006

Access Annual Fee..... \$500.00

Or

Access Monthly Fee \$ 100.00

**Data Storage Fee is invoiced at the end of each month for the total number of stored records.

Returned Listing Service

Returned Listing Service receives the returned listings, preps, scans, indexes and electronically delivers via FTP site the digital listings. The digitized listings can be categorized based on County specified criteria.

Initial Setup..... \$ 395.00

Scanning Fee (per image) \$0.065

Indexing Fee (per lead page)..... \$0.08

Miscellaneous Services

Pick-up or Delivery (per mile)..... \$0.75

Pull and Seek (per document)..... \$25.00

Destruction of Documents (per lb.) \$0.15

INTRODUCED BY: Michael Jarman, County Manager **DATE:** 12/07/15 **ITEM NO.:** 8

RESOLUTION: Approving 2016 County Holidays

SUBJECT AREA: Administrative

ACTION REQUESTED: Formally Approve Dates of County Holidays

HISTORY / BACKGROUND: It is good management practice to officially adopt an annual calendar of County holidays in order to reduce ad hoc questions (when holidays arise) and in order to better schedule completing tasks and managing workload.

EVALUATION: It is good management practice to officially adopt an annual calendar of County holidays. As per prior policy and practice, the County holidays are patterned after the schedule adopted by the State of North Carolina.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the attached 2016 Schedule of County Holidays, herein incorporated into this resolution by reference, is approved.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

12/07/15
Date

ATTEST

12/07/15
Date

LENOIR COUNTY GOVERNMENT



2016 HOLIDAY SCHEDULE

<u>Holiday</u>	<u>Observance Date(s)</u>	<u>Day(s) Scheduled Off Work</u>
New Year's Day	January 1, 2016	Friday
Martin Luther King, Jr.'s Birthday	January 18, 2016	Monday
Good Friday/Easter Holiday	March 25, 2016	Friday
Memorial Day	May 30, 2016	Monday
Independence Day	July 4, 2016	Monday
Labor Day	September 5, 2016	Monday
Veteran's Day	November 11, 2016	Friday
Thanksgiving/Holidays	November 24 & 25, 2016	Thursday & Friday
Christmas/Holidays	December 23, 26, & 27, 2016	Friday, Monday & Tuesday

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 12/07/15 **ITEM NO.:** 9

RESOLUTION: Approving 2016 Calendar of Board Meeting Dates and Times

SUBJECT AREA: Administrative

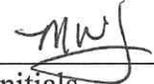
ACTION REQUESTED: Formally approve all meeting dates and times of the Lenoir County Board of Commissioners.

HISTORY / BACKGROUND: It is good practice to officially adopt an annual calendar. This calendar can then be published as well as sent to all news media.

EVALUATION: The Clerk to the Board is responsible for maintaining this calendar so that citizens and staff have proper advance notice of times, days and dates of meetings. Commissioners can modify the calendar if situations or emergencies warrant it to be changed. Historically, the Board meets only once during the months of July and December.

MANAGER'S RECOMMENDATION:

Respectfully Recommend Approval.


Initials

RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Lenoir County Board of Commissioners that the attached 2016 calendar of Board meeting dates and times, herein incorporated into this resolution by reference, is approved.

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

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

Craig Hill, Chairman 12/07/15
Date

ATTEST 12/07/15
Date

**2016 CALENDAR
REGULAR MEETINGS
LENOIR COUNTY BOARD OF COMMISSIONERS**

DAY	DATE	TIME
Monday	January 4	9:00 a.m.
Tuesday	January 19	5:00 p.m.
Monday	February 1	9:00 a.m.
Monday	February 15	5:00 p.m.
Monday	March 7	9:00 a.m.
Monday	March 21	5:00 p.m.
Monday	April 4	9:00 a.m.
Monday	April 18	5:00 p.m.
Monday	May 2	9:00 a.m.
Monday	May 16	5:00 p.m.
Monday	June 6	9:00 a.m.
Monday	June 20	5:00 p.m.
Monday	July 18	5:00 p.m.
Monday	August 1	9:00 a.m.
Monday	August 15	5:00 p.m.
Tuesday	September 6	9:00 a.m.
Monday	September 19	5:00 p.m.
Monday	October 3	9:00 a.m.
Monday	October 17	5:00 p.m.
Monday	November 7	9:00 a.m.
Monday	November 21	5:00 p.m.
Monday	December 5	9:00 a.m.

INTRODUCED BY: Michael W. Jarman, County Manager **DATE:** 12/0715 **ITEM NO.:** 10

RESOLUTION: Approving Citizens to Boards, Commissions, Etc.

SUBJECT AREA: Boards and Commissions

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

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

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

<u>BOARD/COMMITTEE/COMMISSION</u>	<u>APPLICANT/ CURRENT MEMBER</u>	<u>TERM EXPIRATION</u>
Lenoir County Nursing Home & Adult Care	Jean King Mallie B. Stocks 1st Appearance	2017 2017

CURRENT VACANCIES:

Lenoir County Health Board - (1) Optometrist

Lenoir County Nursing Home & Adult Care – (6)

MANAGER'S RECOMMENDATION:

Respectfully Request Approval.


Initials

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

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

AMENDMENTS:

MOVED _____ SECOND _____

APPROVED _____ DENIED _____ UNANIMOUS _____

YEA VOTES: Hill _____ Brown _____ Best _____ Daughety _____

Davis _____ Rouse _____ Sutton _____

Craig Hill, Chairman

12/07/15
Date

ATTEST

12/07/15
Date

APPLICATION FOR APPOINTMENT
to
LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

RECEIVED

NOV 16 2015

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

LENOIR COUNTY
MANAGER'S OFFICE

Advisory Board/Committee/Commission interested in:

NURSING HOME & ADULT CARE HOME

(I understand that this application will be kept on the active file for two years only, and I, hereby, authorize Lenoir County to verify all information included in this application.)

Name: Open King
Address: 580 Lakeland Dr
City/State/Zip: Kinston N.C. 28504
Telephone: (Home) 252-522-3585 (Work) NA
Occupation: retired
Business Address: N/A
Age: (Optional): _____
Number hours available per month for this position: as needed
Training: retired from OSS-
Business and Civic Experience/Skills: _____

Other County Boards/Committees/Commissions presently serving on: _____

Expiration date of Term: N/A

Circle your voting precinct

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

CERTIFICATION

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

Open King
Signature of Applicant

10-4-2015
Date

APPLICATION FOR APPOINTMENT

to

LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

RECEIVED

NOV 16 2015

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

Advisory Board/Committee/Commission interested in:

NURSING HOME & ADULT CARE HOME

(I understand that this application will be kept on the active file for two years only, and I, hereby, authorize Lenoir County to verify all information included in this application.)

Name: * * * * * Mollie B. Stacks
Address: 603 Fitzgerald Drive
City/State/Zip: Kinston N.C
Telephone: (Home) 252 527-1012 (Work) N/A
Occupation: Retired
Business Address:
Age: (Optional):
Number hours available per month for this position: As required
Training: 2 Term: Several, and training at meetings
Business and Civic Experience/Skills: Educator + volunteer

Other County Boards/Committees/Commissions presently serving on: only this, requiring approval.
Expiration date of Term: 11-4-17

Circle your voting precinct

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

CERTIFICATION

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

Mollie B. Stacks
Signature of Applicant

11-4-15
Date

Item No. 11

TO: Chairman and Members of the Board

FROM: Mike Jarman, County Manager

DATE: December 07, 2015

SUBJECT: Items from County Manager

1. 902 Herbert Drive Property
2. Reminders - County Employee Appreciation Christmas Luncheon 12/11/15 11:30 a.m.
County Commissioners Christmas Dinner 12/16/15 6:00 p.m.

Action Required

Picture Number	NC Pin Number	Record Number	Street #	Street Name	Town	Anything on Property	How Acquired	Taxes Owed	Foreclosure Costs	Tax Value	Previous Bid	Current Bid	Recommendation
65.	4535-1036-6578	34456	902	Herbert Drive	Kinston	Yes	Tax Foreclosure	\$ 11,071.18		\$ 34,258.00		\$ 2,000.00	Decline