

**MINUTES**  
**LENOIR COUNTY BOARD OF COMMISSIONERS**  
**August 7, 2006**

The Lenoir County Board of Commissioners met in regular session at 9:00 a.m. on Monday, August 7, 2006 in the Board of Commissioners Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

Members present: Chairman George Graham; and Commissioners, Claude Davis, Earl Harper, and Wayne Pittman.

Members absent: Jackie Brown, Chris Humphrey and Vice-Chairman Paul Taylor

Also present were: Michael W. Jarman, County Manager; Tommy Hollowell, Assistant County Manager; Robert Griffin, County Attorney; Lashanda Aytch, Clerk to the Board; and members of the general public and the news media.

Chairman Graham called the meeting to order at approximately 9:00 a.m. Mr. Pittman offered the invocation and Mr. Graham led the audience in the pledge of allegiance.

The absence of Ms. Brown, Mr. Humphrey and Mr. Taylor was excused.

**PUBLIC INFORMATION**

Mr. Larry Moolenaar, Director of the Eastern Carolina Council (ECC) updated the Board regarding activities going on at the Council. Mr. Moolenaar stated in the 1960's nine counties came together to create the ECC, Lenoir County being one of those county's. The counties represented have dues that are paid annually for services that ECC offers. The dues paid go towards providing the cash match for federal and state grants that come to each county. The \$11,557 due this year will generate \$500,000 in grant funds to help the aging agencies in the county. The ECC also created a revolving loan program; this helps funding of small business loans to individuals who need assistance. All of the county's municipalities are members of the ECC as well, which helps to keep dues lower for the county's involved. Mr. Graham asked Mr. Moolenaar to set up a meeting with Pink Hill, LaGrange, Kinston and Lenoir County to formulate needs for the areas combined. Mr. Moolenaar stated that he would set up the meeting. The Board thanked Mr. Moolenaar for his update to the Board.

Mr. Graham introduced the new Free Press reporter Ms. Trisha Capansky. Ms. Capansky stated she has just moved to the area and is employed with the Free Press on part time basis. Ms. Capansky is originally from Texas. The Board welcomed Ms. Capansky to Lenoir County.

## **CONSENT AGENDA**

Upon a motion by Mr. Davis and a second by Mr. Harper the Consent Agenda was unanimously approved.

1. Approval of Minutes: Regular Board Meeting: July 17, 2006  
Closed Session Meeting: July 17, 2006  
Special Call Meetings: July 27, 2006 Aytch/Jarman
2. Resolution Approving the Releases and Refunds to the Individuals Listed Herein Parrish/Hollowell
3. Budget Ordinance Amendment: General Fund: Process Funds –  
JCPC: \$848: Decrease Jarman/Hollowell
4. Budget Ordinance Amendment: General Fund: Finance: \$64,484.07: Increase Jarman/Hollowell

## **RESOLUTIONS/ORDINANCE**

Item No. 5A. was a Resolution Approving Purchase of (4) Motorola 800 MHZ Portable Radios: \$4,676. Sheriff Smith stated Communications during any emergency or disaster is vital if emergency workers are to save lives. Radio communications in these situations allow responders to send and receive important information in an expedited manner so that the event is properly managed. It is necessary that organizations such as the Red Cross, who are involved in disasters such as tornados, hurricanes, explosions etc., have a redundant form of communications in case of a primary communications failure. This type of failure was seen the disasters of 9/11 and Hurricane Katrina. Radio communication with the Red Cross would allow the Sheriffs office as well as other agencies to call upon the Red Cross and vice versa and request resources or relay vital information. Currently the Red Cross has no radio communication with any Lenoir County emergency agency. The Sheriff purposes to purchase four 800 MHZ Motorola portable radios from Motorola at a cost of \$1169 per radio. The price includes programming, a battery charger and battery. The Sheriff will issue these radios to the Lenoir County Chapter of the Red Cross but Lenoir County will retain ownership of said radios calling them back if necessary. The Sheriff's office further purposes to purchase the radios using lapsed salaries of detention officer positions that have not been filled. Upon a motion by Mr. Harper and a second by Mr. Davis, Item No. 5A was unanimously approved.

Item No. 5B. Budget Ordinance Amendment: General Fund: Finance/Jail: \$5,000. Upon a motion by Mr. Harper and a second by Mr. Davis, Item No. 5B was unanimously approved.

Item No. 6 was a Resolution Approving Purchase of Investigative Surveillance Equipment: \$6,115. Sheriff Smith stated the Lenoir County Sheriff's Office is charged with the duty of investigating various criminal offenses in Lenoir County. Some criminal incidents require specific investigatory equipment to monitor and or record the activities of persons under investigation. This equipment consists of special concealable transmitters which can be placed in inconspicuous locations to achieve the best results. These same transmitters must transmit their signal to receivers which display and record the data. Audio Intelligence Devices (AID), a law enforcement equipment vendor, will provide a concealable transmitter for \$1495. B&L Company Police Video Systems, another law enforcement equipment vendor will provide a concealable video transmitter and receiver for \$4620. Both systems have been evaluated and are used by other law enforcement agencies in

North Carolina to perform undercover criminal investigations. The Sheriff purposes to use federal asset forfeiture funds to purchase the equipment. The Sheriff respectfully recommends that the Board of Commissioners approve the request to execute a purchase order with Audio Intelligence Devices and B&L Company Police Video Systems for the purchase of the equipment. Upon a motion by Mr. Harper and a second by Mr. Davis, Item No. 6 was unanimously approved.

Item No. 7 was a Resolution Authorizing the Purchase of COTT Resolution User Licenses Software: \$12,000. Ms. Margaret Seymour, Register of Deeds, stated the Register of Deeds office implemented the COTT Resolution System in October 2005. Since the installation, it has become apparent that there is a need for 2 additional user licenses. At present there are 8 public terminals and 3 terminals that have user licenses that the staff of 5 uses. By installing this software on 2 public terminals, it would give the office of the Register of Deeds 5 user terminals and still leave 6 terminals for the public's use. The public now has access to the Real Estate Indexes back to 1976 via the Internet, this has caused a decrease in the number of people that have to come into the office and use a public terminal. Upon a motion by Mr. Harper and a second by Mr. Davis, Item No. 7 was unanimously approved.

Item No. 8 was a Resolution Authorizing Contracted Service for Parents as Teachers; Administrative Assistant: \$14,224. Ms. Tammy Kelly, Cooperative Extension Director addressed the Board stating Blanchie Morgan has served as Administrative Assistant for the Parents as Teachers Program since November 1995. Blanchie has a degree in Secretarial Science from Cortez Peter's Business College, Washington, D.C. Prior to this position she served 30 years as Secretary for North Carolina Cooperative Extension. Her duties included; Computer Contact for the office, data entry for EFNEP Records, edit and compose letters, monthly reports such as; Travel Reimbursement, Leave Reports, and any other similar duties for several Extension Agents. Job responsibilities as Administrative Assistant consist of writing, editing and preparing Grant Proposal each year. Also includes preparation of the yearly budget, management of budget line items with Educators, order supplies as needed, reconcile, and monitor all reports (including leave reports, payroll time sheets, financial status report, travel reports, and bills). Complete Quarterly Monitoring Reports for Partnership. Serve as liaison with the Partnership and Finance Offices for the Parents as Teachers Program. Assist Parent Educators in preparation for site monitoring and assisting clientele. Produce two newsletters, one monthly and one quarterly. Assist with activities, such as playgroups, graduation, and Advisory Board meetings, as needed. Answer telephone and reproduce educational materials, parent lesson sheets, parent handouts, etc. This position is 20 hours per week. Upon a motion by Mr. Harper and a second by Mr. Pittman, Item No. 8 was unanimously approved.

Item No. 9 was a Resolution Authorizing FY 2006-2007 Purchase Orders for (4) four Replacement Stretchers to Ferno Washington: \$25,000. Mr. Roger Dail, Emergency Services Director, stated Lenoir County EMS is currently using stretchers that are approximated 15-20 years old to transport its patients on calls. Recently, the EMS Division has had a couple stretchers that have dropped causing no injury to patients, but some small workman's compensation claims for employees. Staff recommends the purchase of these stretchers to allow for a higher weight capacity stretcher for our patients. This will make it safer for both crews and patients. Two of the stretchers are electronic will create better usage. Mr. Pittman stated how would purchasing just four stretchers benefit EMS with as many trucks as the county is running. Mr. Dail stated the department has to start somewhere; the EMS department has received very good deals on the four stretchers with hopes to purchase more in the future. Upon a motion by Mr. Harper and a second by Mr. Davis, Item No. 9 was unanimously approved.

Item No. 10 was a Resolution Approving Contract and Purchase Order with Enterprise Rent-A-Car: \$20,000. The Medicaid program requires DSS to assist Medicaid recipients with transportation to obtain necessary non-emergency medical services when requested. For out-of-town trips, DSS seeks the most cost efficient means of transport. DSS contracts with Enterprise Rent-A-Car when it is the most cost effective means for trips over 50 miles or trips to multiple out-of-county appointments. DSS will also contract with Enterprise Rent-A-Car for out-of-county work-related travel for DSS staff on an as-needed basis. This will significantly reduce travel costs and Medicaid costs as well. Upon a motion by Mr. Harper and a second by Mr. Davis, Item No. 10 was unanimously approved.

Item No. 11 was a Resolution Approving Copier, Fax & Printer Services Purchase Order with COECO Office Systems: \$32,051. DSS is in the process of completing a Request for Proposal for the lease of office equipment that includes copiers, fax machines and printers. Imaging services (that DSS does not currently have) will be included in the RFP. In the interim, however, we will continue with the current vendor, COECO, until the RFP is completed and contracts awarded. Lenoir County DSS contracts with COECO for the lease of copiers for the agency. COECO Office Systems has agreed to provide copier services at the same rate for the previous fiscal year of \$8850 annually on a volume of 606,000 copies with an overage rate of \$.0085 cents per copy. COECO also offers a 48-month lease/maintenance price of \$735 yearly for two (2) Ricoh 2050L Fax machines for high volume users. The cost of maintenance on the Ricoh Priport VT-2200 that DSS owns is \$641 annually. DSS has budgeted a total of \$1,115 for copier and Priport overages for FY 06-07. DSS replaced the old dot matrix printers with laser printers so that forms could be downloaded (since the State of North Carolina is no longer printing the majority of forms used by DSS). Costs for these printers, duplexes and maintenance services are \$14,460 yearly. And, \$6,250 is budgeted to cover costs of cartridges for the printers. Mr. Pittman stated that he has concerns regarding the cost of the use of these machines. Mr. Jones stated he is trying to get the best deals for the systems that have to be used. Upon a motion by Mr. Davis and a second by Mr. Graham, Item No. 11 was unanimously approved.

Item No. 12 was a Resolution Approving Child Day Care Eligibility Position Funded by the Lenoir-Greene Partnership for Children: \$54,550. Upon a motion by Mr. Graham and a second by Mr. Harper, Item No. 12 was unanimously approved.

Item No. 13 was a Resolution Approving Provider Agreements for Subsidized Day Care: \$3,078,353. Upon a motion by Mr. Harper and a second by Mr. Pittman, Item No. 13 was unanimously approved.

Item No. 14A Memo from Darrell Parrish regarding the Annual Settlement of Property Taxes Collected for Fiscal Year 2005-2006. Mr. Parrish thanked the Board for appointing him as Lenoir County Tax Collector at the last meeting. In comparing the current years' settlement from last years' totaled \$26,271,000 is up over \$1 million from last year. The collection rate increased to 93.78%; and the collection of prior year taxes decreased by \$93,500.

Item No. 14B Report of Insolvents: Year 2005. Upon a motion by Mr. Pittman and a second by Mr. Davis, Item No. 14B was unanimously approved.

Item No. 14C Resolution Approving Insolvent Personal Property Tax List. Upon a motion by Mr. Pittman and a second by Mr. Davis, Item No. 14C was unanimously approved.

Item No. 14D Resolution Approving 2005-2006 Tax Collector's Annual Settlement. Upon a motion by Mr. Davis

**APPOINTMENTS**

Item No. 15 was a Resolution Appointing Citizens to Boards, Commissions, Etc. The following reflects existing vacancies and appointments. Mr. Jarman asked if the Board could hold out until the expiration date of 2008 Troy Player to elect another person to the Utilities Advisory Commission.

<b><u>BOARD/COMMITTEE/COMMISSION</u></b>	<b><u>APPLICANT/ CURRENT MEMBER</u></b>	<b><u>TERM EXPIRATION</u></b>
<b>Lenoir Memorial Hospital 2<sup>nd</sup> Appearance</b>	Mary M. Cauley (Primary) Alonza Gray (Alternate) <b>One Choice</b>	June 2010 M: Davis S: Pittman
<b>Lenoir County Economic Development Board 1<sup>st</sup> Appearance</b>	Woodard Gurley Bill Whaley Jack Harrell (Re-Appointment)	December 2009

**CURRENT VACANCIES:**

- Lenoir County Health Board – One (1) Vacancy; (1) Veterinarian**
- Grifton Planning Board – One (1) Vacancy; Expired Term; Does Not Desire Re-Appointment**
- JCPC – One (1) Vacancy; 1-Juvenile Attorney;**
- Lenoir County Planning Board – One (1) Vacancy; Resignation: District Six**
- CJPP – Four (4) Vacancies**
- Kinston Board of Adjustment – Two (2) ETJ Members; (1) Primary – (1) Alternate**

**ITEMS FROM THE COUNTY MANAGER/COMMISSIONERS/COUNTY ATTORNEY**

Item No. 16 was a memo from Mr. Jarman regarding Items of Interest. Mr. Mark Pope stated several members of the communities were instrumental in getting the new company here to Lenoir County. These community leaders were not recognized.

**ADJOURNMENT**

Upon a motion by Mr. Davis and a second by Mr. Graham the Board adjourned at 9:35 a.m.

Respectfully submitted,

Reviewed By

Lashanda Aytech  
Clerk to the Board

Michael W. Jarman  
County Manager