

**MINUTES**  
**LENOIR COUNTY BOARD OF COMMISSIONERS**  
**March 17, 2008**

The Lenoir County Board of Commissioners met in regular session at 4:00 p.m. on Monday, March 17, 2008 in the Board of Commissioners Main Meeting Room in the Lenoir County Courthouse at 130 S. Queen St., Kinston, NC.

Members present: Chairman Paul Taylor; Vice-Chairman George Graham and Commissioners, Jackie Brown, Claude Davis, Earl Harper, Chris Humphrey, and Claude Stroud.

Members absent: None

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 Taylor called the meeting to order at approximately 4:00 p.m. Ms. Brown offered the invocation and Mr. Taylor led the audience in the pledge of allegiance.

Mr. Taylor congratulated Kinston High School on their NCHSAA 3A Division win in Chapel Hill, North Carolina. The Board invited the team to the April 21<sup>st</sup> meeting for a presentation.

**ITEMS FROM THE COUNTY MANAGER**

Item No. 2 was Items from the County Manager. Mr. Jarman stated that Premier Trailers has received a grant in the amount of \$174,137 for the North Carolina Rural Economic Development Center, Inc., for building reuse and restoration. Mr. Jarman stated Lenoir Community College would like to meet on April 21<sup>st</sup> at 6:00 p.m. to discuss budgetary issues. The Board unanimously agreed to the meeting date and time. County Administration met with Dr. Terry Cline and Diane Lynch of the Lenoir County School Board regarding budget issues. No formal request was made.

**CONSENT AGENDA**

Upon a motion by Ms. Brown and a second by Mr. Davis, the Board unanimously approved the Consent Agenda:

- |    |   |                   |
|----|---|-------------------|
| 3. | Approval of Minutes: Regular Board Meeting: February 18, 2008                                   | Aytch/Jarman      |
| 4. | Resolution Approving the Releases and Refunds to the Individuals Listed Herein                  | Parrish/Hollowell |
| 5. | Budget Ordinance Amendment: Transportation: Transportation Administration: \$1,100: Increase    | Bryan/Hollowell   |
| 6. | Budget Ordinance Amendment: General Fund: Health (Adult Health Program): \$4,735: Increase      | Huff/Hollowell    |
| 7. | Budget Ordinance Amendment: General Fund: Process Funds-Emergency Management: \$4,922: Increase | Dail/Hollowell    |
| 8. | Budget Ordinance Amendment: General Fund: Maintenance: \$10,600: Increase                       | Jarman/Hollowell  |
| 9. | Budget Ordinance Amendment: General Fund: DSS: \$32,410: Increase                               | Jones/Hollowell   |

## **PROCLAMATION/BUDGET ORDINANCE AMENDMENT/RESOLUTIONS**

Item No. 10 was a Proclamation for National Library Week in Lenoir County. Mr. Taylor read the Proclamation aloud for members of the Board and the viewing public. Upon a motion by Ms. Brown and a second by Mr. Stroud, Item No. 10 was unanimously approved.

Item No. 11 was a Budget Ordinance Amendment: General/E-911: Wireline Department: \$260,864: Increase. Mr. Hollowell stated the amendment is required to transfer the remaining Fund Balance of the E-911 Wireline Department, as of January 1, 2008, to the General Fund. This transfer is mandated by legislation passed in 2007 (Session Law 2007-383 House Bill 1755). The county may use these funds for any lawful purpose. In FY 04-05 the General Fund of Lenoir County loaned \$700,000 to the E-911 Fund to assist in the construction of a new communications center. Payback to the General Fund was set at \$140,000 per year for 5 years. Two payments of \$140,000 each were made in FY 06-07 and FY 07-08, applying this \$260,864 leaves a remaining balance of \$159,136. Upon a motion by Mr. Humphrey and a second by Ms. Brown, Item No. 11 was unanimously approved.

Item No. 12 was a Budget Ordinance Amendment: School Capital Fund: School Building: \$1,733,557: Increase. Mr. Hollowell stated the amendment is requested to set aside and budget funds for the future debt service on school bonds. In FY 06-07 it was determined that \$1,500,000 of sales tax revenues in the school capital fund each year would be necessary to help meet the debt requirements of a \$69,700,000 bond issue. These funds must be "housed" in the school capital fund until they are needed for debt payments. No funds were set aside in FY 06-07. In the FY 07-08 budget, \$1,266,443 was transferred to the General Fund for debt service on interest payments only. This amendment sets aside for future payments the \$1,500,000 for FY 06-07 and the remaining \$233,557 for FY 07-08. Upon a motion by Mr. Graham and a second by Ms. Brown, Item No. 12 was unanimously approved.

Item No. 13 was a Resolution Supporting the Relocation of the Railroad Crossing in the 70 West Industrial Park. Item was tabled for further information.

Item No. 14A was a Resolution Approving Purchase Order with Down East Protection Systems: \$2,918.28. Major Chis Hill, Lenoir County Sheriff's Department, addressed the Board. Major Hill stated beginning March 1, 2008 North Carolina State law requires that all in-custody interviews pursuant to a homicide investigation must be audio and video recorded. The Sheriff's Office currently uses a VCR to record interviews at the Sheriff's Office. Using VCR's and VCR tapes is an older technology that has long term storage limitations. Today's recording technology utilizes digital video recorders (DVR) which can store data for several days and allow the user to burn the data to a DVD. Several vendors produce various software packages and storage devices for these types of circumstances. Down East Protection Systems has supplied the Sheriff's Office with cameras and DVR's for the jail and courthouse for the past several years. Down East Protection Systems has recently supplied Jacksonville Police Department and the Onslow County Sheriff's Office with a DVR and camera system to record in-custody interviews. Down East Protection Systems has supplied the Sheriff's Office with a quote for an Everfocus DVR, dome camera, audio mounting kit, 14" monitor and installation for \$2918.28. The Sheriff intends to utilize State Controlled Substances drug funds to purchase the equipment. The Sheriff respectfully recommends that the Board of Commissioners approve the request to execute a purchase order with Down East Protection Systems to purchase the DVR and camera equipment. Upon a motion by Mr. Harper and a second by Mr. Stroud, Item No. 14A was unanimously approved.

Item No. 14B Resolution Approving Purchase Order with Dell: \$4,106.88. Major Hill stated the Sheriff's Office utilizes in-car cameras that are computer based. These cameras record images with audio both inside and outside the front of the patrol vehicle. All of the data is downloaded to a database/raid array. This database can be accessed at anytime so that the data (images) can be viewed and transferred to other storage devices such as CD's or DVD's. Recently the dedicated raid array failed and could not be repaired by technicians. The current raid array is out of warranty. As a result of the array's failure all in-car video recordings have been abruptly halted until the array is replaced. The current raid array has the capability to store 3 terra bytes of data. After speaking to Lenoir County's MIS director and technicians from IPT (International Police Technologies) it was determined that the replacement array should be a Dell NF500 Quad Core Xenon E5405 Processor. The State contract price for this device is \$4106.88. The Sheriff intends to use Federal Asset Forfeiture funds to purchase the device. The Sheriff respectfully recommends that the Board of Commissioners approve the request to execute a purchase order with Dell to purchase the processor. Upon a motion by Mr. Harper and a second by Mr. Stroud, Item No. 14B was unanimously approved.

Item No. 15A was a Resolution Authorizing the Approval of a Fireworks Show at the Kinston Indians Stadium on April 4, May 9, May 26, June 20, July 4, July 18, August 8 and August 22, 2008. Mr. Roger Dail, Emergency Services Director, addressed the Board. Mr. Dail stated the Board of Commissioners must approve all fireworks shows held within the county. All permits and contracts have been received for the show. Paperwork has been reviewed by the Lenoir County Fire Marshal and approved. Upon a motion by Mr. Graham and a second by Ms. Brown, Item No. 15A was unanimously approved.

Item No. 15B was a Resolution Authorizing the Purchase of Two Computers and Four Monitors from CDS for Mapping Hardware NTE: \$2,600. Mr. Dail stated The Lenoir County Emergency Services Department – Communications Division is in the process of upgrading mapping projects hardware in the Communications Center which will allow staff to provide optimum, effective dispatches to all emergency services personnel based on 911 calls for service. The purpose of two- (2) computers with a dual-card will allow two- (2) workstations to operate off the same computer, while utilizing individual (4) 19" monitors at each individual workstations. Upgrading the mapping project hardware in the Communications is necessary to perform the functions of dependable, reliable and efficient location of any and all 911 callers, either wire-line or wire-less caller, as well as providing the most efficient dispatch of the closest unit to the call for service. Upon a motion by Mr. Stroud and a second by Mr. Davis, Item No. 15B was unanimously approved.

Item No. 15C was a Resolution Authorizing the Approval of a Purchase Order for North Carolina Department of Corrections Enterprise Accounting Department: \$2,687.45. Mr. Dail stated the Lenoir County Emergency Services Department – Communications Division is the responsible department for ordering road signs and all items associated with the maintenance and upkeep of road signs for the County of Lenoir. This includes placing orders for all associated hardware needed for the placement of road signs for new roads, as well as replacing existing hardware that is no longer in place or is damaged beyond repair. The existence of up-to-date road signs is imperative in the assistance of emergency services personnel in locating citizens in need of emergency response. Upon a motion by Mr. Stroud and a second by Ms. Brown, Item No. 15C was unanimously approved.

Item No. 15D was a Resolution Authorizing the Purchase of a Microsoft SQL Server and License from CDS: NTE: \$3,315. Mr. Dail stated the Lenoir County Emergency Services Department – Communications Division is in the process of receiving a scheduled CAD software upgrade from VisionAir. However, VisionAir customer services has advised that the current Microsoft SQL Server, 7.0, is unable to support the Version 3.5 VisionAir software upgrade. In order to be able to support the latest upgrade, which will provide Lenoir County with up-to-date software to allow our CAD to run at an optimum level, we need to purchase Microsoft SQL 2005. Upon a motion by Mr. Stroud and a second by Ms. Brown, Item No. 15D was unanimously approved.

Item No. 15E was a Resolution Authorizing the Purchase of CAD EFD and EPD Interface Software from Visionair at a Cost of: \$11,940. The Lenoir County Emergency Services Department – Communications Division is currently utilizing a manual system for Emergency Fire Dispatch (EFD) and Emergency Police Dispatch (EPD) calls. We must purchase the CAD EFD and CAD EPD in order to interface with the Priority Dispatch EFD and EPD software. This will enable us to provide better service to the citizens of Lenoir County and provide a better quality assurance program for EFD and EPD compliance. Staff has evaluated both manual and computerized versions of the Priority Dispatch EFD and EPD programs. It has been determined that utilizing the computerized versions will benefit the citizens of Lenoir County for various reasons. The computerized versions allow the Telecommunicator to view a computer screen, asking all pertinent questions while inputting the correct responses. The computer will then assist the Telecommunication in dispatching the call correctly. The greatest benefit of purchasing these software programs is the increased efficiency, as well as the increased compliance with EFD and EPD calls. The monies for this purchase will come from the E911 “Special Emergency Telephone Fund”; therefore, will not impact the general fund. Upon a motion by Ms. Brown and a second by Mr. Stroud, Item No. 15E was unanimously approved.

Item No. 15F was a Resolution Authorizing the Purchase of Priority Dispatch Emergency Fire Dispatch (EFD) and Emergency Police Dispatch (EPD) Dispatching Software and Aqua Quality Management System at a NTE: \$53,000. Mr. Dail stated The Lenoir County Emergency Services Department – Communications Division will begin implementation of the automated Priority Dispatch Emergency Fire Dispatch and Emergency Police Dispatch system. This system will also allow the Communications Division to maintain the highest level of care on all dispatch disciplines that is currently available. The purchase of the EFD and EPD dispatching software and the AQUA quality management software, will allow the Communications Division to be able to service the citizens of Lenoir County in a more timely and accurate manner. The purchase of these two software packages includes the purchase of the software, installation of the software, as well as on-site training for the Communications Division personnel. The upgrade of the present EFD and EPD system is necessary to assist the Communications Division personnel in the performance of their duties as Emergency Fire Dispatchers and Emergency Police Dispatchers. This product cannot be bid out, due to it being vendor specific. Priority Dispatch is the only authorized dealer for this software package. Upon a motion by Mr. Davis and a second by Ms. Brown, Item No. 15F was unanimously approved.

Item No. 16 was Resolution Approving the Lenoir County Adoption Confidential Intermediary Fees for Services. Mr. Jack Jones, Department of Social Services Director, addressed the Board. Mr. Jones stated A change in the law, effective January 1, 2008, allows for licensed child-placing agencies to act as confidential intermediaries between adult adoptees, adult lineal descendants of a deceased adoptee, parents of adoptees under the age of 21, and biological parents. The Lenoir County Board of Social Services adopted an Adoption Confidential Intermediary Policy specifically for Lenoir County DSS at its December board meeting and that policy was amended at the January meeting to include policy for the 200% of poverty indigent population. This policy outlines the expected services, including:

- Provide initial consultation regarding Lenoir County’s policy in addressing the law regarding this service;
- Conduct an in-house record review and a search for the person including, but not limited to, an Internet based search;
- Initiate contact with any person found in an attempt to obtain current non-identifying health and background information; and/or
- Ascertain that person’s willingness to share identifying information or have contact with the applicant.
- Provide the intermediary services needed to ensure all parties are addressing the psychosocial issues in a healthy and productive manner.

The Confidential Intermediary (Lenoir County DSS) will provide counseling services or referral to appropriate counseling services for the original client if needed or requested by any party. The North Carolina General Statute states that the fees to be charged are based upon a plan recommended by the county director of social services and subject to the approval of the local board of social services and the board of county commissioners. In no event is the fee charged to exceed the cost to the board of social services. If counseling services are provided by the Confidential Intermediary, they will be provided by written agreement on a fee scale agreed upon by the agency and the individual receiving the services. An initial deposit of \$250 is applied to the actual costs of services. The hourly rate of services can fluctuate monthly depending upon the agency's cost of the Confidential Intermediary in a particular month. Upon a motion by Ms. Brown and a second by Mr. Stroud, Item No. 16 was unanimously approved.

Item No. 17A was a Resolution Authorizing Lenoir County Health Department to Execute Purchase Orders to Glaxo Smith Kline Pharmaceuticals (\$6,000) and Theracom Pharmaceuticals (\$4,000). Mr. Joey Huff, Health Director, addressed the Board. Mr. Huff stated the requested utilization of funds is based on projected expenditures for hepatitis vaccine and contraceptives/medications required in the Family Planning Program. Upon a motion by Mr. Humphrey and a second by Mr. Graham, Item No. 17A was unanimously approved.

Item No. 17B was a Resolution Authorizing the Lenoir County Health Department to Execute a Purchase Order Contract to Vic Bailey Ford, Inc.: \$14,148. Mr. Huff stated the Health Department would like to use state funding to purchase a 2008 Ford F150 Regular Cab Pickup Truck to replace the vehicle presently used in the Animal Control Program. The vehicle to be replaced is a 2000 model and has in excess of 183,000 miles. The vehicle has had frequent and costly repairs averaging 25,000 miles per year. The new vehicle will have a 36,000-mile warranty. Upon a motion by Ms. Brown and a second by Mr. Harper, Item No. 17B was unanimously approved.

Item No. 18 was a Resolution Approving Acceptance and Execution of Contract for Independent Audit Services per Proposal dated February 20, 2008: Fiscal Year 2007-2008: \$38,700. Mr. Hollowell stated on March 17, 2003, the Board accepted a proposal from the certified public accounting firm of Pittard, Perry, & Crone, Inc. of LaGrange, N.C., to conduct the annual financial audit of Lenoir County for Fiscal Year 02-03 at a cost of \$33,500; Fiscal Year 03-04 at a cost of \$34,500; and Fiscal Year 04-05 at a cost of \$35,500. Pittard, Perry, and Crone's proposal represented the lowest cost to the County of all proposals submitted. The County contracted with Pittard, Perry, & Crone, Inc., again to conduct the Fiscal Year 05-06 audit at a cost of \$36,600 and again to conduct the Fiscal Year 06-07 audit at a cost of \$37,600. A new contract must be executed each year and submitted to the Local Government Commission for their approval. Pittard, Perry, & Crone, Inc. has agreed to prepare the annual audit for Fiscal Year 07-08 with a cost of living increase of 2.9%. Pittard, Perry, & Crone, Inc. has been the County's auditor for over 14 years and is well qualified to conduct the County's audit in compliance with all governmental accounting standards. Upon a motion by Ms. Brown and a second by Mr. Davis, Item No. 18 was unanimously approved.

**APPOINTMENTS**

Item No. 19 was a Resolution Appointing Citizens to Boards, Commissions, Etc. The following reflects existing vacancies and appointments.

| <b><u>BOARD/COMMITTEE/COMMISSION</u></b>  | <b><u>APPLICANT/<br/>CURRENT MEMBER</u></b>                               | <b><u>TERM EXPIRATION</u></b>        |
|---|---|--------------------------------------|
| East Pointe Human Services<br><b>2<sup>nd</sup> Appearance</b>                  | Emily H. Moore<br>(Appointment)   | June 2010<br>M: Brown<br>S: Davis    |
| Lenoir Memorial Hospital Board of Directors<br><b>2<sup>nd</sup> Appearance</b> | Ralph Lee Cox<br>(Primary)<br><br>Michel G. Haddad<br>(Alternate)         | January 2012<br>M: Brown<br>S: Davis |
| Lenoir Memorial Hospital Board of Directors<br><b>1<sup>st</sup> Appearance</b> | J. Clark Johnson, Jr.<br>(Primary)<br><br>W. Loren Edwards<br>(Alternate) | January 2012                         |

**CURRENT VACANCIES:**

**Lenoir County Health Board – Four (4) Vacancies; (1) Veterinarian, (1) Optometrist, (2) Public Members**  
**Grifton Planning Board – One (1) Vacancy**  
**JCPC – One (1) Vacancy; 1-Juvenile Attorney**  
**Lenoir County Planning Board – K-6 Precinct & At-Large**  
**CJPP – Four (4) Vacancies**  
**Kinston Board of Adjustment – Two (2) ETJ Members; (1) Primary – (1) Alternate**  
**Lenoir County Transportation Committee – At Large Member – Business Community**

**AMENDMENTS**

Mr. Taylor introduced a Resolution for Lenoir Community College-Celebrating 50 Years Service. Mr. Taylor read the Resolution aloud for members of the Board and the viewing public. Upon a motion by Ms. Brown and a second by Mr. Davis, the Resolution was unanimously approved.

Ms. Brown reminded everyone of County Government week, which starts April 6-12<sup>th</sup>. Ms. Brown stated she would like to see the Board educate the public on how government is run during the weeklong celebration.

**ADJOURNMENT**

Upon a motion by Mr. Harper, the meeting was adjourned at 4:50 p.m.

Respectfully submitted,

Reviewed By

Lashanda Aytch  
Clerk to the Board

Michael W. Jarman  
County Manager