



LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING

Monday, April 06, 2020 – 9:00 AM
Commissioners' Meeting Room, Lenoir County Courthouse
130 S. Queen Street, Kinston, North Carolina

AGENDA

CALL TO ORDER

Chairman Linda Rouse Sutton

Invocation: Commissioner Preston Harris

Pledge of Allegiance

THE NC ETHICS LAW:

PUBLIC INFORMATION

A. Employees Years of Service

5 YEARS	Melissa Bell	Social Services
20 YEARS	Deborah Martin	Social Services
40 YEARS	Clemetine Fuller	Health Department

B. Pam Brown, Covid-19 Update

PUBLIC HEARING: 10 Minutes

Public Hearing: Blue Mountain Enterprises, Inc.

ADDITIONS / DELETIONS OR ADOPTIONS TO AGENDA

CONSENT AGENDA

1. Approval of March 16, 2020, Regular Meeting Minutes.
PREPARED BY: King/Bryan
2. Resolution Approving the Releases and Refunds Listed.
PRESENTED BY: Parrish
3. Resolution Approving an Addendum to the FY 19-20 Position and Pay Classification Plan.
PRESENTED BY: Hall

4. Resolution Authorizing Purchase Order: Down East Protection Systems: \$2,807.57.
PRESENTED BY: Howard
5. Resolution Authorizing Purchase Order from the Sheriff's Department to Truckers Toy Store in the amount of \$4,379.00.
PRESENTED BY: Ingram
6. Resolution Authorizing the purchase of 8 Dell Latitude 3310 tablets for Commissioners. \$7,456.62.
PRESENTED BY: Bryan
7. Resolution Approving the execution of a Purchase Order for CAFROnline software to write countywide financial statements \$9,000.00.
PRESENTED BY: Barss
8. Resolution Authorizing Lenoir County Health Department Rabies Vaccination Clinics.
PRESENTED BY: Brown
9. Resolution Approving Lenoir County Health Department Expansion of Badge Swipe System. \$12,995.70.
PRESENTED BY: Brown
10. Resolution Approving Lenoir County Health Department WIC Office Carpeting. \$5,833.43.
PRESENTED BY: Brown
11. Resolution Approving the Lenoir County Juvenile Crime Prevention Council County Plan for FY 2020-2021.
PRESENTED BY: James
12. Resolution Authorizing Samuel Kornegay, Deputy Director – Emergency Management, as Primary Agent and Jerri King Emergency Services Director, as Secondary Agent for COVID–19 Pandemic FEMA-4487-NC.
PRESENTED BY: J. King

APPOINTMENTS

13. Resolution Approving Citizens to Boards, Commissions, Etc.
PRESENTED BY: Board

OTHER ITEMS

Items from County Manager

14. Items from County Manager

Items from County Attorney/Commissioners Public Comments/Closed Session (If necessary)

ADJOURN

If you need assistance in understanding or participating in the meeting, please contact Lenoir County at (252) 559-6450 at least 24 hours in advance, and we will try to make accommodations.

**LENOIR COUNTY BOARD OF COMMISSIONERS REGULAR MEETING: AGENDA
 MONDAY, APRIL 6, 2020 – TIME: 9:00 A.M.
 COMMISSIONERS’ MEETING ROOM, LENOIR COUNTY COURTHOUSE
 130 S. QUEEN ST., KINSTON, N.C.**

Summary of Actions Taken at the March 16, 2020, Meeting

- | | | |
|-----|--|----------|
| 1. | Approval of March 16, 2020, Regular Meeting Minutes. | Approved |
| 2. | Proclamation Honoring National Women’s Month: March 1-31. | Approved |
| 3. | Proclamation Honoring Isabelle Fletcher Perry. | Approved |
| 4. | Proclamation Honoring Emily Heard Moore. | Approved |
| 5. | Proclamation 2020 Child Abuse Prevention Month. | Approved |
| 6. | Resolution Authorizing Lenoir County Health Department to purchase computers for the Pregnancy Care Management Program (PCM). | Approved |
| 7. | Resolution Authorizing Lenoir County Health Department Child Health Department to purchase screener OAE hearing diagnostic device. | Approved |
| 8. | Resolution Authorizing Lenoir County Health Department to purchase Diabetic prevention program (DPP) educational tools. | Approved |
| 9. | Budget Ordinance Amendment increase of state funding for BCCCP for Cancer screenings. | Approved |
| 10. | Resolution Authorizing Lenoir Soil and Water Conservation District 2018 Disaster Recovery Program. | Approved |
| 11. | Budget Ordinance Amendment for 2018 Disaster Recovery Act Following Hurricane Florence. | Approved |
| 12. | Resolution Authorizing Lenoir County Cooperative Extensions’ Acceptance of Environmental Trust Fund (PETF) Grant and to purchase Items for the personal protective equipment displays. | Approved |
| 13. | Budget Ordinance Amendment for insurance proceeds received due to water damage from a malfunctioned fire sprinkler at DSS. | Approved |
| 14. | Resolution Authorizing LCHD to purchase vehicles for their daily operations. | Approved |

- 15. Resolution Approving Economic Development Grant Agreement with Blue Mountain Enterprises, Inc. \$40,000. Approved
- 16. Resolution Authorizing the Lenoir County AARP & World Health Organization partnership. Approved
- 17. Resolution Approving Sheriff's purchase of a Ford F550 truck. Approve
- 18. Resolution Approving Citizens to Boards, Commissions, etc. Approved

MINUTES
LENOIR COUNTY BOARD OF COMMISSIONERS

March 16, 2020

The Lenoir County Board of Commissioners met in open session at 4:00 p.m. on Monday, March 16, 2020, in the Commissioners' Meeting Room, Lenoir County Courthouse, 130 S. Queen Street, Kinston, NC.

Members present: Chairman Linda Rouse Sutton, Vice-Chairman Roland Best, Commissioners, June Cummings, Mac Daughety, Preston Harris, Craig Hill, and Eric Rouse.

Members Absent: None.

Also present were: Michael S. James, County Manager, Joey R. Bryan, Assistant County Manager, Vickie Freeman King, Clerk to the Board, Robert Griffin, County Attorney, members of the general public and news media.

Call To Order

Chairman Sutton called the meeting to order at approximately 4:00 p.m.

Mr. Harris offered the Invocation, and Mr. Best led the audience in the Pledge of Allegiance.

Chairman Sutton read the from the NC Ethics Law statement.

Public Information

Judge Beth Heath, shared statistics and information via PowerPoint regarding the Family Accountability and Recovery Court (FARC) for the 8th Judicial District of Greene, Lenoir and Wayne Counties: Topics included the following: Family Accountability & Recovery Court, History of Drug Treatment Courts in NC, Funding, Drug Court Trends, Application for Enhancement Grant, How FARC Court Work, FARC Court Core and Community Team Members, How it Work, 8th District Guardian Ad Litem Program Data, FARC 2019 Data, Challenges, FARC Management Committee, Sustainability, and Contact Details.

Ms. Betsy Griffin, Director, Council on Aging, shared information regarding the AARP Network of Age-Friendly Livable States and Communities via PowerPoint. Topics included: Introduction, Network Profile, Eight Domains of Livability, Outdoor spaces and buildings, Transportation, Housing, Social Participation, Respect, and social inclusion, Civic participation and employment, Communication and Information, and Community support and health services. Program Cycle: Entering the network, Planning Phase 1-2 years, Implementation and Evaluation, Continuous cycle of improvements, and Network member benefits.

Public Comments

None

Upon a motion by Mr. Rouse and a second by Mr. Harris, Item No. 15 Resolution for Blue Mountain Enterprises, Inc. was amended to reflect the revised changes.

Upon a motion by Mr. Hill and a second by Mr. Best, the consent agenda was unanimously approved for Items 1-13, and Agenda Items 14-20.

Additions/Deletions or Adoptions to the Agenda

Consent Agenda

- | | | |
|-----|--|------------|
| 1. | Approval of March 2, 2020, Regular Minutes | King/Bryan |
| 2. | Proclamation: Honoring National Women's Month: March 1 – March 31. | Board |
| 3. | Proclamation: Honoring Isabell Fletcher Perry. | Board |
| 4. | Proclamation: Honoring Emily Heard Moore. | Board |
| 5. | Proclamation: Child Abuse Prevention Month. | Harrison |
| 6. | Resolution Authorizing Lenoir County Health Department to purchase Computers for the pregnancy care management program (PCM). | Brown |
| 7. | Resolution Authorizing Lenoir County Health Department to purchase Screener OAE hearing diagnostic device. | Brown |
| 8. | Resolution Authorizing Lenoir County Health Department to purchase Diabetic prevention program (DDP) educational tools. | Brown |
| 9. | Budget Ordinance Amendment increase of state funding for BCCCP for Cancer screenings. | Brown |
| 10. | Resolution Authorizing Lenoir Soil and Water Conservation District 2018 Disaster Recovery Program. | Kirby |
| 11. | Budget Ordinance Amendment for 2018 Disaster Recovery Act following Hurricane Florence. | Kirby |
| 12. | Resolution Authorizing Lenoir County Cooperative Extensions' acceptance of Environmental Trust Fund (PETF) Grant and to purchase items for the personal protective equipment displays. | Kelly |
| 13. | Budget Ordinance Amendment for insurance proceeds received due to water Damage from a malfunctioned fire sprinkler at DSS. | Harrison |

New Business

- | | | |
|-----|--|-------|
| 14. | Resolution Authorizing Lenoir County Health Department to purchase Vehicles for their daily operations. Upon a motion by Mr. Rouse and a second by Mr. Hill, Item No. 14 was unanimously approved. | Brown |
|-----|--|-------|

15. Resolution Approving Economic Development Grant agreement with Blue Mountain Enterprises, Inc. \$40,000. Upon a motion by Mr. Rouse and a second by Mr. Daughety, Item No. 15 was unanimously approved. Kod
16. Resolution Authorizing the Lenoir County AARP & World Health Organization Partnership. Upon a motion by Mr. Hill and a second by Mr. Best, Item No. 16 was unanimously approved. James
17. Resolution Approving purchase of Ford F550 Truck by Sheriff Office. Upon a motion by Mr. Daughety and a second by Mr. Hill, Item No. 17 was unanimously approved. Ingram

Appointments

18. Resolution Approving Citizens to Boards, Commissions, Etc. Upon a motion by Mr. Hill and a second by Mr. Best, Mr. Micajah Anderson appointment was approved for Lenoir County Transit, and Dr. Pradeep Arumugham appointment was approved for Lenoir County Board of Health. Board

Other Items

Item No. 13 were items from Mike James, County Manager, thanked Jerri King, EMS Director, and Pam Brown, Health Director, for the information and guidance with information about COVID 19. Following the announcement made by Governor Cooper that all K-12 schools in North Carolina will be closed from Monday, March 16th – Friday, March 27th, Lenoir County Government is enacting the following operational adjustments for this same two-week period. If the situation changes and K-12 school closures are extended, we will provide further guidance at that time. County Administration and Human Resources are sensitive to the impact this may cause our employees who will be faced with making alternative arrangements for child care. During events similar to this, the County has activated Section 16 of our Personnel Policy, Adverse Weather, to provide flexibility to staff who will need to make personal arrangements to deal with natural or human-made events that impact normal operations. During the next two weeks, we will be operating under Adverse Weather, and although this is not a weather-related event, the impact is similar. In an effort to make sure that those who need to take time off because of school closures, we will provide flexibility to make up work time as outlined in Section 16, Subsection C “Make-up Provisions” in our Personnel Policy, beginning on Monday, March 16th. We have spoken to Department Heads, and they are preparing to work with staff members who are being impacted by this statewide K-12 school closure while maintaining our ability to serve residents. Here in Lenoir County, our Public Health and Emergency Services agencies are working to ensure we are prepared to provide services while dealing with any potential impact.

It should be noted that the risk of contracting COVID-19 in Lenoir County and the State of North Carolina is low, but preparations are still being made. Lenoir County Government will continue normal operations, while we closely monitor the Lenoir County Government will continue normal operations, while we closely monitor the situation. Our organization has shared a detailed “What You Need to Know” press release to the public on Friday afternoon to ensure that our residents have access to timely and, more importantly, accurate information. We are taking proactive measures as well and have asked our janitorial services contractors to provide a heightened level of disinfection on door handles, access points, and common areas where the public is entering our facilities. Our office will provide further communications to the staff as the situation warrants. Still, please know that we are in constant communication with state and local officials to protect the safety of all. Mr. James stated he had contacted Bryan Hanks as the Public Information Officer who is on standby if the need warrants.

Ms. Jerri King, EMS Director, stated with the ongoing concerns surrounding the VOCID 19 have prompted some protocol changes for Lenoir County EMS; therefore, Lenoir County is following protocol from the North Carolina Office of Emergency Medical Services. Since Lenoir/Jones County 911 Center is a certified Emergency Medical Dispatch Center, they are able to integrate the new COVID 19 protocols into the dispatch process for 911 calls. Following the protocols provides guidance on what questions staff need to ask citizens and based on the answers determines the call as a high risk, etc. In regards to a high-risk call, EMS workers wear additional protective gear allows them to protect themselves and patients. Also, dispatchers would avoid sending first responders to high risk calls to limit the number of people potentially exposed to the virus. Ms. King stated while they are taking steps due to the virus, it is important for citizens to know the 911 Center, EMS, and the Sheriff's Department are still available 24/7 to assist in emergencies. If citizens have questions or concerns about the virus please do not call emergency services 911 centers please call the Coronavirus Hotline at 866-462-3821.

Ms. Pam Brown, Health Director, stated Lenoir County Health Department are closely monitoring the COVID-19. At this time, she would like echoed on what Ms. King stated in regards to the safety of citizens. The risk to the residents of Lenoir County is low. They are working with public health partners at the state and federal level assessing this virus. COVID-19 has caused an outbreak of respiratory illness and was first detected in Wuhan China in late December 2019. Ms. Brown shared measures taken to prevent respiratory virus infections. The NC Department of Health and Human Services has compiled a fact sheet with frequently asked questions. There are currently 33 cases in North Carolina with no deaths. Continue to put in practice the washing of hands often with soap and water for at least 20 seconds, especially after going to the bathroom. If anyone would like up to date information or COVID 19 general questions, please call the NC State Coronavirus Hotline at 866-462-3821 because the hotline is staffed by knowledgeable individuals who are available to provide any needed information.

Item No. 20 Items from County Attorney/Commissioners Public Comments/Closed Session (if necessary). Mr. Rouse shared Transportation Updates: TIP Projects, R-5703, NC 148 Felix Harvey Parkway Extension from NC 58 to NC 11 on the new location. It was awarded to Branch Civil, Inc. Approximately 80% complete. Contract completion date September 1, 2021, with an incentive for early completion. The contractor's goal is in September 2020. The Bridge/Pipe Replacement is SR 1121 Davis Mill Road, Replacement of existing pipes with box culvert will be re-advertised.

Meeting Adjourned at 5:25 p. m.

Respectfully submitted,



Vickie F. King
Clerk to the Board

Reviewed by,



Joey R. Bryan
Assistant County Manager

MANAGER'S RECOMMENDATION: Approve Deny

RESOLUTION: NOW THEREFORE BE IT RESOLVED:

by the Lenoir County Board of Commissioners that the releases and refunds as set above are approved.

FUNDING SOURCE:

AMENDMENTS

MOVED:

SECOND:

APPROVED:

DENIED:

UNANIMOUS:

YEA VOTES:

Sutton
 Harris

Best
 Hill

Daughety
 Rouse

Cummings

Linda Rouse Sutton, Chairman

04-06-2020

Date

ATTEST

04-06-2020

DATE

RESOLUTION

INTRODUCED BY: Michael S. James, County Manager **DATE:** 04/06/2020

SUBJECT AREA Personnel **PRESENTED BY:** Hall

RESOLUTION: Approving an Addendum to the FY 19-20 Position and Pay Classification Plan

ACTION REQUESTED:

The Board is requested to approve the attached revised FY 19-20 Position and Pay Classification Plan, due to the addition of an additional classification.

HISTORY/BACKGROUND:

The Human Resources Department has proposed a Pay and Position Classification Plan that promotes uniform and consistent pay and classification practices for all Lenoir County employees. The plan complies with the State Human Resources Act and the County Personnel Policy requirements and is presented in a format most commonly used by local units of Government. The Plan includes all of the position classifications that may be used in the new Fiscal Year.

Recommended amendments or revisions to the Plan may be presented to the County Manager and the Governing Board as needed throughout the year.

EVALUATION:

Listed below is an addition to the Classification Plan from Lenoir County Emergency Services

Department/Division	Classifications
Lenoir County Emergency Services Manager	Deputy Director of EMS amended to EMS Operations

MANAGER'S RECOMMENDATION: Approve Deny

RESOLUTION: NOW THEREFORE BE IT RESOLVED:

by the Lenoir County Board of Commissioners, that the FY 19-20 Position and Pay Classification Plan, as attached, revised and incorporated into this resolution by reference, is approved, effective April 6, 2020.

AMENDMENTS

MOVED: First, Last **SECOND:** First, Last

APPROVED: **DENIED:** **UNANIMOUS:**

YEA VOTES:

<input type="checkbox"/> Sutton	<input type="checkbox"/> Best	<input type="checkbox"/> Daughety	<input type="checkbox"/>
<input type="checkbox"/> Harris	<input type="checkbox"/> Hill	<input type="checkbox"/> Rouse	<input type="checkbox"/>

Linda Rouse Sutton, Chairman 04/06/2020
Date

ATTEST 04/06/2020
DATE

RESOLUTION

INTRODUCED BY: Michael S. James, County Manager **DATE:** 04/06/2020
SUBJECT AREA Purchases / Bids **PRESENTED BY:** Howard
RESOLUTION: Authorizing Purchase Order: Down East Protection Systems: \$2,807.57

ACTION REQUESTED:

The Board is requested to authorize the Buildings and Grounds Department to execute a Purchase Order to Down East Protection Systems in the amount of \$2,807.57

HISTORY/BACKGROUND:

The Adult Probation and Day Reporting Center located in the Alice S. Hannibal Building at 130 E. King St. currently has no way to control the flow of traffic into its lobby area. The front door of the building is located in a blind spot from the reception window. This is causing safety concerns. Down east protection is Proposing to install and program an IP video doorbell intercom system with a Strike Lock for remotely letting people in the front door

EVALUATION:

Down East Protection has installed multiple video and lock systems within other County buildings. Completion of this project will allow the Probation Office staff to operate more efficiently and maintain the safety of their building and guests more effectively.

MANAGER'S RECOMMENDATION: Approve Deny

RESOLUTION: NOW THEREFORE BE IT RESOLVED:

by the Lenoir County Board of Commissioners, that the Buildings and Grounds Department execute a Purchase Order to Down East Protection Systems in the amount of \$2,807.57

FUNDING SOURCE: 100-42600-435000

AMENDMENTS

MOVED:

SECOND:

APPROVED:

DENIED:

UNANIMOUS:

YEA VOTES:

Sutton
 Harris

Best
 Hill

Daughety
 Rouse

Cummings

Linda Rouse Sutton, Chairman

04/06/2020
Date

ATTEST

04/06/2020
DATE

RESOLUTION

INTRODUCED BY: Michael S. James, County Manager **DATE:** 4/6/2020

SUBJECT AREA Administrative

PRESENTED BY: Ingram

RESOLUTION: Approved Purchase Order for Truckers Toy Store \$4,379.00

ACTION REQUESTED:

Approve purchase order for Truckers Toy Store for camper shell and bed tray for Ford F150 Crime Scene Vehicle in the amount of \$4,379.00

HISTORY/BACKGROUND:

The Lenoir County Sheriff's Office employs one full time evidence custodian. In this year's vehicle purchase, a Ford F150 was purchased for the evidence custodian position to have a vehicle appropriate for carrying evidence, pulling trailers and serving as a back up crime scene vehicle. This vehicle is a Ford F150 truck. As with all Sheriff's Office vehicles, emergency equipment including lights, siren and other equipment must be added as an upfit to the vehicle. Since this is a truck, part of the equipment upfit includes creating secure and weatherproof storage space for equipment and evidence transportation. The Sheriff will add a camper shell and bed tray to the vehicle. The Sheriff has chosen to purchase an ARE Top and tray from Truckers Toy Store in Wilson, NC.

EVALUATION:

The Sheriff budgeted for this truck as required and this is part of the equipment upfitting of this vehicle. The Sheriff will use asset forfeiture funds to purchase the shell and tray slide for the vehicle.

MANAGER'S RECOMMENDATION: Approve Deny

RESOLUTION: NOW THEREFORE BE IT RESOLVED:

by the Lenoir County Board of Commissioners, that the Sheriff is authorized to execute a purchase order with Truckers Toy Store for the purchase of a camper shell and bed tray for a Ford F150 Crime Scene Vehicle in the amount of \$4,379.00.

FUNDING SOURCE: 100-43160-426100, 100-43160-429000

AMENDMENTS

MOVED:

SECOND:

APPROVED:

DENIED:

UNANIMOUS:

YEA VOTES:

Sutton
 Harris

Best
 Hill

Daughety
 Rouse

Cummings

Linda Rouse Sutton, Chairman

04/06/2020
Date

ATTEST 04/06/2020
DATE

RESOLUTION

INTRODUCED BY: Michael S. James, County Manager **DATE:** 04/06/2020

SUBJECT AREA Purchases

PRESENTED BY: Bryan

RESOLUTION: Authorizing the purchase of 8 Dell Latitude 3310 tablets for Commissioners.

ACTION REQUESTED:

That the Board of Commissioners approve the Purchase Order to Dell/EMC for the purchase of 8 Dell Tablets in the amount of \$7,456.62

HISTORY/BACKGROUND:

The Lenoir County Board of Commissioners have always used a paper Agenda system in the past which lead to increased work times for staff. We have recently put in place a new Electronic Agenda Management System called Municode. It allows for Electronic Agendas and Minutes.

EVALUATION:

Lenoir County has always utilized a manual method of creating and publishing Agenda Packets and Minutes for the Board of Commissioners Meetings making for a much time consuming, unforgiving process when it comes to making changes. This not only takes up the Clerks valuable time, but also the time of the Manager, and Department Heads. By moving to an automated process for Managing the Agenda Creation Process, we will actually see a time savings of 85% in the creation process and also allow for an automated Minutes Creation process as well Time Stamped videos that we can at a later date move to have published on the County's You tube page. These Laptops will also allow for the commissioners to simply touch the screen and have that item appear on the page.

MANAGER'S RECOMMENDATION: Approve Deny

RESOLUTION: NOW THEREFORE BE IT RESOLVED:

by the Lenoir County Board of Commissioners, that a Purchase Order to Dell/EMC for the purchase of 8 Dell Tablets in the amount of \$7,456.62 be produced.

FUNDING ACCOUNT: 49210-451160

AMENDMENTS

MOVED: First, Last **SECOND:** First, Last

APPROVED: **DENIED:** **UNANIMOUS:**

YEA VOTES:

<input type="checkbox"/> Sutton	<input type="checkbox"/> Best	<input type="checkbox"/> Daughety	<input type="checkbox"/>
<input type="checkbox"/> Harris	<input type="checkbox"/> Hill	<input type="checkbox"/> Rouse	<input type="checkbox"/>

 Linda Rouse Sutton, Chairman 04/06/2020
Date

 ATTEST 04/06/2020
DATE



A quote for your consideration.

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

Quote No.	3000056305949.1	Sales Rep	Bryan Montmeny
Total	\$7,456.62	Phone	(800) 456-3355, 5132300
Customer #	5451587	Email	Bryan_Montmeny@Dell.com
Quoted On	Feb. 25, 2020	Billing To	MR LARRY HAYES
Expires by	Mar. 26, 2020		LENOIR COUNTY FINANCE DEPT
Deal ID	16767790		P O BOX 68
			130 S QUEEN ST
			KINSTON, NC 28502

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!
Bryan_Montmeny@Dell.com
512.513.2300

Regards,
Bryan Montmeny

Shipping Group

Shipping To	Shipping Method
LISA BOHANNON LENOIR COUNTY FINANCE DEPT 130 S QUEEN ST INTENSIVE MONITORING PROGRAM KINSTON, NC 28501 (252) 523-2568	Standard Delivery

Product	List Price	Unit Price	DOL	Qty	Subtotal
Latitude 3310	\$1,730.78	\$801.55	53.69%	8	\$6,412.40
Dell Professional Sleeve 13	\$29.99	\$18.00	39.98%	8	\$144.00
Dell 65-Watt 3-Prong AC Adapter with 3.28 ft Power Cord	\$79.99	\$53.59	33%	8	\$428.72

Subtotal:	Item #6.	2
Shipping:		0.00
Estimated Tax:		\$471.50
<hr/>		
Total:		\$7,456.62

Special lease pricing may be available for qualified customers and offers. Please contact your DFS Sales Representative for details.

Shipping Group Details

Item #6.

Shipping To	Shipping Method
LISA BOHANNON LENOIR COUNTY FINANCE DEPT 130 S QUEEN ST INTENSIVE MONITORING PROGRAM KINSTON, NC 28501 (252) 523-2568	Standard Delivery

Latitude 3310	\$801.55	Qty 8	Subtotal \$6,412.40
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Estimated delivery if purchased today:
Mar. 11, 2020
Contract # C000000008653
Customer Agreement # 204A-ITS-400203

Description	SKU	Unit Price	Qty	Subtotal
Dell Latitude 3310 CTO	210-AUEM	-	1	-
8th Generation Intel Core i5-8265U Processor (4 Core,6MB Cache,1.6GHz up to 3.90 GHz)	379-BDKU	-	1	-
Win 10 Pro 64 English, French, Spanish	619-AHKN	-	1	-
No AutoPilot	340-CKSZ	-	1	-
Microsoft(R) Office 30 Days Trial	658-BCSB	-	1	-
Intel Core i5-8265U Processor w/Intel UHD Graphics 620	338-BTZO	-	1	-
No Out-of-Band Systems Management - No vPro	631-ACKG	-	1	-
4GB, 1x4GB, DDR4 Non-ECC	370-AECW	-	1	-
128GB M.2 PCIe NVMe Solid State Drive	400-BGVZ	-	1	-
13.3" LCD Cover	320-BDPF	-	1	-
13.3" HD (1366 x 768) Anti-Glare Non-Touch, Camera & Microphone, WLAN Capable	391-BEWU	-	1	-
Internal US English Qwerty Non-backlit Keyboard	583-BDVE	-	1	-
No Mouse	570-AADK	-	1	-
Intel Dual Band Wireless Driver 9560 (802.11ac) 2x2 + Bluetooth 5.0	555-BFME	-	1	-
Intel Dual Band Wireless AC 9560 (802.11ac) 2x2 + Bluetooth 5.0	555-BESD	-	1	-
4 Cell 56WHR Battery	451-BCOK	-	1	-
65 Watt AC Adaptor	492-BBDD	-	1	-
Custom Configuration	817-BBBB	-	1	-
Dell Latitude 3310 Flex 4	610-BCEN	-	1	-
Bottom Door	321-BEZW	-	1	-
ENERGY STAR Qualified	387-BBOI	-	1	-
Quick Start Guide	340-COEV	-	1	-
Safety/Environment and Regulatory Guide (English/French Multi-language)	340-AGIK	-	1	-
US Power Cord	537-BBBL	-	1	-
Direct Ship Info Mod	340-AASO	-	1	-
Mix Model Packaging DAO	340-COKQ	-	1	-

System Ship Info	640-BBJB	-	1	<i>Item #6.</i>	-
Regulatory Label, FCC	389-DPGZ	-	1		-
No Anti-Virus Software	650-AAAM	-	1		-
No Resource DVD / USB	430-XXYG	-	1		-
US Order	332-1286	-	1		-
Intel Core(TM) i5 Processor Label	389-CGBB	-	1		-
No UPC Label	389-BCGW	-	1		-
OS-Windows Media Not Included	620-AALW	-	1		-
BTO Standard Shipment (VS)	800-BBQK	-	1		-
No Docking Station	452-BBSE	-	1		-
No Carrying Case	460-BBEX	-	1		-
No Option Included	340-ACQQ	-	1		-
SupportAssist	525-BBCL	-	1		-
Dell(TM) Digital Delivery Cirrus Client	640-BBLW	-	1		-
Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	658-BBMR	-	1		-
Waves Maxx Audio	658-BBRB	-	1		-
Dell Power Manager	658-BDVK	-	1		-
Dell SupportAssist OS Recovery Tool	658-BEOK	-	1		-
Dell Latitude 3310 SRV	658-BEQJ	-	1		-
Not TCO Certified	340-CNXZ	-	1		-
Intel Rapid Storage Technology	409-BCVO	-	1		-
Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	1		-
Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport or call 1-866-516-3115	989-3449	-	1	-	
ProSupport: Next Business Day Onsite, 1 Year	997-6662	-	1	-	
ProSupport: Next Business Day Onsite, 3 Year Extended	997-6665	-	1	-	
ProSupport: 7x24 Technical Support, 4 Years	997-6674	-	1	-	
Dell Limited Hardware Warranty	997-6727	-	1	-	
Absolute Resilience 4 Year	365-1131	-	1	-	
Absolute Installation Fee	365-1245	-	1	-	
BIOS - Absolute Setting	376-9455	-	1	-	
Partner Success Program Management	822-3177	-	1	-	

			Qty	Subtotal
Dell Professional Sleeve 13		\$18.00	8	\$144.00

Estimated delivery if purchased today:
Mar. 02, 2020
Contract # C000000008653
Customer Agreement # 204A-ITS-400203

Description	SKU	Unit Price	Qty	Subtotal
Dell Professional Sleeve 13	460-BCBN	-	8	-

			Qty	Subtotal
Dell 65-Watt 3-Prong AC Adapter with 3.28 ft Power Cord		\$53.59	8	\$428.72

Estimated delivery if purchased today:
Mar. 02, 2020
Contract # C000000008653

Item #6.

Description	SKU	Unit Price	Qty	Subtotal
CUS,ADPT,65W,LTON,1M,V2, DH,US	492-BBZP	-	8	-
				Subtotal: \$6,985.12
				Shipping: \$0.00
				Estimated Tax: \$471.50
				<hr/> Total: \$7,456.62

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringsspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

^Dell Business Credit (DBC):

OFFER VARIES BY CREDITWORTHINESS AS DETERMINED BY LENDER. Offered by WebBank to Small and Medium Business customers with approved credit. Taxes, shipping and other charges are extra and vary. Minimum monthly payments are the greater of \$15 or 3% of account balance. Dell Business Credit is not offered to government or public entities, or business entities located and organized outside of the United States.

RESOLUTION

INTRODUCED BY: Michael S. James, County Manager **DATE:** 04/06/2020

SUBJECT AREA Administrative **PRESENTED BY:** Barss

RESOLUTION: Approving the execution of a Purchase Order for CAFROnline software to write countywide financial statements \$9,000.00

ACTION REQUESTED:

Request that the Board of Commissioners approve a purchase order with CAFROnline, so Finance staff can effectively and efficiently prepare the County’s financial statements.

HISTORY/BACKGROUND:

Lenoir County entered into a contract with Thompson, Price, Scott, Adams & Co, P.A. to audit the County’s financial records for FY’s 2018 and 2019 at a savings of \$17,500 compared to the quoted cost of the FY2018 audit by Carr, Riggs and Ingram. Due to staffing levels and weather-related delays, it has become extremely difficult to meet the submittal deadline to the Local Government Commission (LGC) for the last several years. Also, revisions to the 2018 Yellow Book, require that Audit firms to not write the Financial Statements of the unit, due to the threat of independence of the auditor.

The Finance office received two quotes for software that will prepare the financial statements:

1. Munis Financials the County’s current accounting software vendor, is an additional one-time cost of \$25,405.00 and a yearly recurring cost of \$2,487.00.
2. CAFROnline one-time cost of \$9,000.00 and a yearly recurring cost of \$3,000.00.

EVALUATION:

Approving the purchase of CAFROnline would streamline processes and time that Finance staff spend on compiling information in preparation of the financial statements presented to the auditor. Better prepared statements presented to the auditor could reduce the time that the auditor spends reviewing and or correcting statements causing lower audit fees.

MANAGER’S RECOMMENDATION: X Approve Deny

RESOLUTION: NOW THEREFORE BE IT RESOLVED:

by the Lenoir County Board of Commissioners, that a purchase order for CAFROnline \$9,000.00 be approved.

FUNDING SOURCE: 100-41300-469000

AMENDMENTS

MOVED:

SECOND:

APPROVED:

DENIED:

UNANIMOUS:

YEA VOTES:

Sutton

Best

Daughety

Cummings

Harris

Hill

Rouse

Linda Rouse Sutton, Chairman

04-06-2020
Date

ATTEST

04-06-2020
DATE

RESOLUTION

INTRODUCED BY: Michael S. James, County Manager **DATE:** 04/06/2020

SUBJECT AREA Administrative **PRESENTED BY:** Brown

RESOLUTION: Rabies Vaccination Clinics

ACTION REQUESTED:

The Board of Commissioners is asked to establish an \$8 fee for the county-sponsored rabies vaccination clinic.

HISTORY/BACKGROUND:

NCGS 130A-187 requires the local health director to organize and assist other organizations to conduct rabies vaccination clinics at least annually. NCGS 130A-188 requires the Board of County Commissioners to establish the fee for rabies vaccinations at county-sponsored vaccination clinics. Rabies Vaccination Clinics have been scheduled for Thursday, April 23, 2020 at Riverbank Animal Hospital, Northside Animal Hospital, Five Oaks Animal Hospital, and Country View Animal Hospital.

EVALUATION:

This action is necessary to comply with NCGS 130A-187 and 188.

MANAGER'S RECOMMENDATION: Approve Deny

RESOLUTION: NOW THEREFORE BE IT RESOLVED:

by the Lenoir County Board of Commissioners, to establish an \$8 fee for rabies vaccinations to be administered at the county-sponsored Rabies Vaccination Clinic.

FUNDING SOURCE:

AMENDMENTS

MOVED:

SECOND:

APPROVED:

DENIED:

UNANIMOUS:

YEA VOTES:

Sutton

Best

Daughety

Cummings

Harris

Hill

Rouse

Linda Rouse Sutton, Chairman

Date

ATTEST

DATE

RESOLUTION

INTRODUCED BY: Michael S. James, County Manager **DATE:** 04/06/2020

SUBJECT AREA Administrative **PRESENTED BY:** Brown

RESOLUTION: LCHD Expansion of Badge Swipe System

ACTION REQUESTED:

The Board of Commissioners is asked to grant permission to the Lenoir County Health Department (LCHD) to expand its badge-swipe door entry system at a cost of \$12,995.70.

HISTORY/BACKGROUND:

LCHD currently has three door security systems—key, badge swipe, and combination entry. Several doors that have the combination entry are utilized constantly throughout the day, such as a nurse taking a patient between a clinic and the lab. The key and combination entry doors that are in high traffic areas slow staff and patient movement and pose a security risk if they are not properly locked. Down East Protection Systems, who maintains the current badge swipe door infrastructure, has provided a quote of \$12,995.70 to expand the system. State monies through Aid to County will fund this purchase.

EVALUATION:

Changing some doors at LCHD from a key or combination lock to a badge swipe will improve staff efficiency, patient convenience, and facility security.

MANAGER'S RECOMMENDATION: Approve Deny

RESOLUTION: NOW THEREFORE BE IT RESOLVED:

by the Lenoir County Board of Commissioners, to authorize the Lenoir County Health Department to expand its badge swipe door entry system.

FUNDING SOURCE: Aid to County -100-51100-463010

AMENDMENTS

MOVED:

SECOND:

APPROVED:

DENIED:

UNANIMOUS:

YEA VOTES:

Sutton

Best

Daughety

Cummings

Harris

Hill

Rouse

Linda Rouse Sutton, Chairman

Date

ATTEST

DATE



Down East Protection Systems
 2006 N Queen St
 Kinston, NC 28501
www.depsnet.com - 1-800-215-0238

Item #9.

 Proposal

Number AAAQ7450
Date Mar 11, 2020

NC Alarm License #1012-CSA - (919) 875-3611
 NCASLB 1631 Midtown Pl. Ste 104, Raleigh, NC 27609

Bill To	Work Site	Your Sales Rep
Lenoir County Health Dept Pam Brown 201 North McLewean Street Kinston, NC 28501 United States Phone (252) 526-4200 Fax	Lenoir County Health Dept Pam Brown 201 North McLewean Street Kinston, NC 28501 United States Phone (252) 526-4200	Tom Vermillion (252) 939-9500 tvermillion@depsnet.com

Introduction:

Description	Qty.	Unit Price	Extended Price
Add Galaxy Access Control to 7 Doors, replace Door Hardware and add Door Closers			
Galaxy 635 CPU Access Control Board	4		
Galaxy Enterprise Software License 8 Door Addon	1		
Farpointe P-300H Proximity Reader	7		
Altronix 4 A 12/24 VDC 8 Output Pwr Sply Access Co	1		
HES Electric Strike for Low Profile Cylindrical Lo	7		
Door Knob Set	7		
Door Closers	7		
Door Plate to cover push button lock hole, conduit, etc	5		
Honeywell 3/4" Recessed Contact w/ 3/8 Magnet - Wh	7		
18/6 Stranded Shielded Wire	1,000		
18/4 Stranded	1,000		
Job Labor - Access Control	48		
Job Labor - IT/Networking	4		
SubTotal			\$12,173.96

1 Year Warranty on all Parts and Labor except for physical abuse and acts of nature.	SubTotal	\$12,173.96
Split Door for Pharmacy will need to be tied together or replaced. If replaced that is not part of this quote.	Tax	\$821.74
	Shipping	\$0.00
	Total	\$12,995.70

DEPS proposes to furnish materials and labor in accordance with specifications for the above total.
The price quoted is valid for 30 days from date of proposal. Payments will be made as follows:
Half due upon acceptance of proposal and the remainder due upon completion of the installation.

Item #9.

Acceptance

Please note that this is an estimate for work to be done.
Any unforeseen time or products needed to complete the installation will be billed as required.
The above prices, specifications, and conditions are satisfactory and are hereby accepted.

Authorized DEPS Representative

Date

Signature

Date

RESOLUTION

INTRODUCED BY: Michael S. James, County Manager **DATE:** 04/06/2020

SUBJECT AREA Administrative

PRESENTED BY: Brown

RESOLUTION: LCHD WIC Office Carpeting

ACTION REQUESTED:

The Board of Commissioners is asked to grant permission to the Lenoir County Health Department (LCHD) to pay for the installation of new carpeting in the WIC office area at a cost of \$5,833.43

HISTORY/BACKGROUND:

LCHD WIC has received state support over the last year to renovate its office areas to make them more inviting for participants. This flooring project will complement the painting, murals, and new furniture that have already been completed. Elite Flooring has provided a quote of \$5,833.43. This purchase will be made with federal funds provided to North Carolina and then to LCHD through the WIC program.

EVALUATION:

Installing new carpeting will provide a benefit to WIC staff and participants. The old carpeting is in disrepair. This project will utilize carpet squares, which will allow for easier maintenance and replacement should the carpet be damaged.

MANAGER'S RECOMMENDATION: Approve Deny

RESOLUTION: NOW THEREFORE BE IT RESOLVED:

by the Lenoir County Board of Commissioners, to authorize the Lenoir County Health Department to replace the carpeting in the WIC offices.

FUNDING SOURCE: WIC – 100-51670-426100

AMENDMENTS

MOVED:

SECOND:

APPROVED:

DENIED:

UNANIMOUS:

YEA VOTES:

Sutton
 Harris

Best
 Hill

Daughety
 Rouse

Cummings

Linda Rouse Sutton, Chairman

Date

ATTEST

DATE

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

1 Name (as shown on your income tax return. Name is required on this line; do not leave this line blank.)
ELITE FLOORING + INT

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only one of the following seven boxes:
 Individual/sole proprietor or single-member LLC
 C Corporation
 S Corporation
 Partnership
 Trust/estate
 Limited liability company. Enter the tax classification (C-C corporation, S-S corporation, P-partnership) >
 Note: For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.
 Other (see instructions) >

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 8).
 Exempt payee code (if any) _____
 Exemption from FATCA reporting code (if any) _____
 (Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)
PO BOX 1086

6 City, state, and ZIP code
WINTERVILLE, NC 28590

7 List account number(s) here (optional)

Part II Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 2. For other entities, it is your employer identification number (EIN). If you do not have a number, see How to get a TIN on page 2.

Social security number
 _____ - _____ - _____

or
 Employer identification number
36 - 4622-009

Note: If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Part III Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 2.

Sign Here Signature of U.S. person *Sam Taylor* Date **10/29/19**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted. Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/efile.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued).
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See What is FATCA reporting? on page 2 for further information.

page #1

INVOICE NO. 7189



ELITE FLOORING, INC.
 P.O. BOX 614
 4421 GEORGE ABBOTT ROAD
 LA GRANGE, NC 28551
 PHONE: (252) 566-4445
 FAX: (252) 566-2197

JOB PHONE	DATE OF ORDER
JOB NAME / LOCATION	3/16/20
Tyrina A. Atkinson	

TO: Lenoir County WIC Office
 201 N. McLENDEN ST.
 Kinston, NC
 ORDER TAKEN BY: WILLIAM

TERMS: Quotes are valid for 30 days.

QTY.	MATERIAL	PRICE	AMOUNT
*	WIC Offices *		
112 yds	Aladdin Cpt 18" x 18" Tiles Style 51	4.00	504.00
	Go Forward Cabinet 238 Sandstone		
112 yds	Installation of Cpt Tiles		300.00
*	Remove Refers Desks, File Cab., Etc.		
112 yds	Remove Disposal of Existing Cpt		300.00
360 yd	Perko Meron 1/2" Covebase Cabinet Installed	1.90	684.00
*	Skimcoat over Existing Hch. for New PSA (Approx 950') (Materials/Labor)		476.00
*	Frucht on Mat		140.00

DESCRIPTION OF WORK	AMOUNT
TAX	302.40
Sub Total	4782.28
* Breast Feeding Area *	
24 yds Aladdin Go Forward Cpt	
3 Cabs Tile Cabinet 238 Sandstone @ 18.99 sy	455.76
* Installation of Skimcoat over Existing Cpt	276.00
80 yd Perko Meron 1/2" Covebase Installed @ 1.90	152.00
Tax	59.59
Sub Total	942.00
Tax	
Sub Total	942.00
Thank You!	
PAY THIS AMOUNT →	

Item #10.

WORK ORDERED BY: DATE COMPLETED: TAX: \$942.00
 SIGNATURE (I hereby acknowledge the satisfactory completion of the above described work):

RESOLUTION

INTRODUCED BY: Michael S. James, County Manager **DATE:** 04/6/2020

SUBJECT AREA Administrative **PRESENTED BY:** James

RESOLUTION: Approval of the Lenoir County Juvenile Crime Prevention Council County Plan for FY 2020-2021.

ACTION REQUESTED:

The Board is requested to approve the Lenoir County Juvenile Crime Prevention Council County Plan for FY 2020-2021.

HISTORY/BACKGROUND:

The purpose of the Lenoir County Juvenile Crime Prevention Council shall be that of overall coordination among the community and youth serving agencies and institutions within Lenoir County. The Council shall be the local planning body for developing community-based alternatives to Youth Development Centers and to provide community-based delinquency and substance abuse prevention strategies and programs.

EVALUATION:

This action is necessary to fulfill the required duties and responsibilities as set forth in the General Statutes of the State of North Carolina to develop the Lenoir County Juvenile Crime Prevention Council County Plan for FY 2020-2021.

MANAGER'S RECOMMENDATION: Approve Deny

RESOLUTION: NOW THEREFORE BE IT RESOLVED:

By the Lenoir County Board of Commissioners to approve the proposed Lenoir County Juvenile Crime Prevention Council County Plan for FY 2020-2021 is approved.

FUNDING SOURCE: 42010463440, 42010463460, 4201043560, 42010463630

AMENDMENTS

MOVED:

SECOND:

APPROVED:

DENIED:

UNANIMOUS:

YEA VOTES:

Sutton
 Harris

Best
 Hill

Daughety
 Rouse

Cummings

Linda Rouse Sutton, Chairman

04/6/2020

Date

ATTEST

04/6/2020
DATE

Lenoir County

NC DPS - Community Programs - County Funding Plan

Item #11.

Available Funds: \$ 247,183 Local Match: \$ 86,947 Rate: 10%

DPS JCPC funds must be committed with a Program Agreement submitted in NC Allies and electronically signed by authorized officials.

#	Program Provider	DPS-JCPC Funding	LOCAL FUNDING			OTHER	OTHER	Total	% Non DPS-JCPC Program Revenues
			County Cash Match	Local Cash Match	Local In-Kind	State/Federal	Funds		
1	Lenoir Structured Day, Teen Court, Restitution Prevention & Treatment Center	\$201,590			\$82,838			\$284,428	29%
2	Transition/ReEntry Methodist Home for Children	\$41,093			\$4,109			\$45,202	9%
3	JCPC Administration	\$4,500						\$4,500	
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
TOTALS:		\$247,183			\$86,947			\$334,130	26%

The above plan was derived through a planning process by the Lenoir County
 Juvenile Crime Prevention Council and represents the County's Plan for use of these funds in FY 20-21.

Amount of Unallocated Funds _____

Amount of funds reverted back to DPS _____

Discretionary Funds added _____

check type initial plan update final

 Chairperson, Juvenile Crime Prevention Council (Date)

 Chairperson, Board of County Commissioners (Date)
 or County Finance Officer

-----DPS Use Only-----	
Reviewed by	Date
Area Consultant	
Reviewed by	Date
Program Assistant	
Verified by	Date
Designated State Office Staff	

RESOLUTION

INTRODUCED BY: Michael S. James, County Manager **DATE:** 04/06/2020

SUBJECT AREA Administrative **PRESENTED BY:** J. King

RESOLUTION: Authorizing Samuel Kornegay, Deputy Director – Emergency Management, as Primary Agent and Jerri King Emergency Services Director, as Secondary Agent for COVID–19 Pandemic FEMA-4487-NC

ACTION REQUESTED:

The Board is requested to approve Samuel Kornegay, Deputy Director – Emergency Management, as the Primary Agent and Jerri King, Emergency Services Director, as Secondary Agent for COVID-19 Pandemic FEMA-4487-NC.

HISTORY/BACKGROUND:

The Coronavirus disease (COVID-19) is an infectious disease that was first discovered in Wuhan, China in December 2019. Since the discovery the virus has spread throughout many countries creating a pandemic and a world health emergency. The first case in North Carolina tested positive on March 3, 2020 and in Lenoir County on March 24, 2020. Since then the virus has continued to spread rapidly throughout the United States prompting State of Emergencies by local, and state agencies. On March 25, 2020, the president declared an emergency for the United States. Lenoir County was added to the declared disaster list for public assistance and is able to apply for assistance for reimbursement for money spent in response to the Coronavirus.

EVALUATION:

While Lenoir County has been added to the list of declared counties for Coronavirus and can request reimbursement, a designation of agents has to be selected and approved by local governing body. Emergency Services is requesting Samuel Kornegay, Deputy Director – Emergency Management, as the Primary Agent and Jerri King, Emergency Services Director, as Secondary Agent for COVID–19 Pandemic FEMA-4487-NC.

MANAGER'S RECOMMENDATION: Approve Deny

RESOLUTION: NOW THEREFORE BE IT RESOLVED:

by the Lenoir County Board of Commissioners, by the Lenoir County Board of Commissioners that the above name Primary Agent, Deputy Director – Emergency Management Samuel Kornegay, and Secondary Agent, Emergency Services Director Jerri King, are hereby authorized to execute and file applications for federal and/or state assistance on behalf of Lenoir County and its jurisdictions for the purpose of obtaining certain state and federal financial assistance under the Robert T. Stafford Disaster Relief & Emergency Assistance Act. (Public Law 93-288 as amended) or as otherwise available. BE IT FURTHER RESOLVED that the above named agents are authorized to represent and act for Lenoir County and its jurisdictions in all dealings with the State of North Carolina and the Federal Emergency Management Agency for all matters pertaining to such disaster assistance required by the grant agreements. BE IT FINALLY RESOLVED the above mentioned agents are authorized to act severally.

FUNDING SOURCE: FEMA

AMENDMENTS

MOVED:

SECOND:

APPROVED:

DENIED:

UNANIMOUS:

YEA VOTES:

- | | | | |
|---------------------------------|-------------------------------|-----------------------------------|-----------------------------------|
| <input type="checkbox"/> Sutton | <input type="checkbox"/> Best | <input type="checkbox"/> Daughety | <input type="checkbox"/> Cummings |
| <input type="checkbox"/> Harris | <input type="checkbox"/> Hill | <input type="checkbox"/> Rouse | |

	04-06-2020
Linda Rouse Sutton, Chairman	Date

	04-06-2020
ATTEST	DATE

RESOLUTION

INTRODUCED BY: Michael S. James, County Manager **DATE:** 4/6/2020

SUBJECT AREA: Administrative **PRESENTED BY:** Board

RESOLUTION: Approving Citizens to Boards, Commissions, Etc.

ACTION REQUESTED:

The Board is requested to 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>
Kinston Lenoir County Parks & Recreation	Jeremy Barnett 2nd Appearance	2023
Lenoir County ABC Board	Edward Mills 2nd Appearance	2023

CURRENT VACANCIES:

- 1. Lenoir County Planning & Inspections: Districts 1, 2, 3, 4, 5, and 2 At-Large.**
- 2. Lenoir County Transit: (2-3) representatives of agencies whose clients are recipients of LCT services, and who coordinate with sponsoring agencies to secure transportation for eligible clients that are not from Department of Social Services, Council on Aging, Mental Health, Health Department, or Vocational Rehabilitation. (1) Transit system rider, (1) At-Large member not associated with a human service agency from the general public.**

MANAGER'S RECOMMENDATION: Approve Deny

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>
Kinston Lenoir County Parks & Recreation	Jeremy Barnett 2 nd Appearance	2023
Lenoir County ABC Board	Edward Mills 2 nd Appearance	2023

FUNDING SOURCE:

AMENDMENTS

MOVED:

SECOND:

APPROVED:

DENIED:

UNANIMOUS:

YEA VOTES:

<input type="checkbox"/> Sutton	<input type="checkbox"/> Best	<input type="checkbox"/> Cummings	<input type="checkbox"/> Daughety
<input type="checkbox"/> Harris	<input type="checkbox"/> Hill	<input type="checkbox"/> Rouse	

_____ 4/6/2020
Linda Rouse Sutton, Chairman Date

_____ 4/6/2020
ATTEST DATE

RECEIVED

APPLICATION FOR APPOINTMENT

FEB 24 2020

to

LENOIR COUNTY ADVISORY BOARDS AND COMMISSIONS

LENOIR COUNTY
MANAGER'S OFFICE

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, at P.O. Box 3289, Kinston, NC 28502, or fax to (252) 559-6454.

Advisory Board/Committee/Commission interested in:

Recreation Commission

(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: Jeremy Barnett Email: jebarnett@lenoir.k12.nc.us
Home Address: 822 Abbeville Road
City/State/Zip Code: Kinston, NC 28504
Telephone: (Home) 252-361-5546 (Work) 252-527-8067 (Cell)
Occupation: Assistant Principal - Kinston High School
Business Address: _____
Age: (Optional): 34
Number of hours available per month for this position: as needed
Training: 12 years teacher/coach - Various committees served
Business and Civic Experience/Skills: Leadership, Committee experience, 3 kids participating in recreation sports
Other County Boards/Committees/Commissions presently serving on: _____

Expiration date of Term: _____

Circle your voting precinct

- K-1 (Carver Courts Recreation Center)
- K-2 (Gordon Street Christian Church)
- K-3 (Fairfield Recreation Center)
- K-4 (Tanglewood Church of God)
- K-5 (Spilman Baptist Church)
- K-6 (Teachers' Memorial School Gym)
- K-7 (Grainger Place Apartments)
- K-8 (Holloway Recreation Center)
- K-9 (First Pentecostal Holiness Church)
- Contentnea (Hugo Free Will Baptist Church)
- Falling Creek (Trinity United Methodist Church)
- Institute (Institute Methodist Church)
- Moseley Hall (LaGrange Community Building)
- Neuse (Jackson Heights OFWB Church)
- Pink Hill 1 (Bethel Baptist Church)
- Pink Hill 2 (Pink Hill Rescue Station)
- Sand Hill (Sand Hill Volunteer Fire Station)
- Southwest (Southwood Volunteer Fire Station)
- Trent 1 (Deep Run Volunteer Fire Station)
- Trent 2 (Moss Hill Ruritan Building)
- Vance (Grace Fellowship Church)
- Woodington (Smith's New Home FWB Church)

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.

[Signature]
Signature of Applicant

2/10/2020
Date

Item #13.

Item #18.

LENOIR COUNTY

ALCOHOLIC BEVERAGE CONTROL BOARD

RECEIVED



FEB 19 2020

Wiley Dawson, Chairman

E. Clyde Sutton, Member

Edward Mills, Member

Brantley Uzzell, General Manager

LENOIR COUNTY
MANAGER'S OFFICE

110 S. Heritage St.

PO Box 3188

Kinston, NC 28501

Phone: (252) 523-0775

Fax: (252) 523-3472


Email: lenoircoabc@embarqmail.com

To: Appointing Authority
From: Brantley Uzzell
Re: Reappointment of Edward Mills
Date: 2/12/2020

Dear Commissioners,

Mr. Edward Mills has expressed interest of being reappointed to his current position on the ABC Board. Mr. Mills' term expires June 2020. Mr. Mills has been a contributing member to the Board. The Board hopes that you will consider this matter and also expresses appreciation for the time spent with regards to Mr. Edward Mills' reappointment.

Sincerely,


Brantley Uzzell, General Manager
Lenoir County ABC Board

TO: Chairman and Members of the Board

FROM: Michael S. James, County Manager

DATE: April 6, 2020

SUBJECT: Items from County Manager

1. None