

October 21, 2013 7:00 P.M.
JONES COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING
COMFORT VOLUNTEER FIRE DEPARTMENT
MINUTES

COMMISSIONERS PRESENT:

Mike Haddock, Vice-Chairman
Sondra Ipock-Riggs, Commissioner
Joe Wiggins, Commissioner
Zack Koonce, III, Commissioner

OFFICIALS PRESENT:

Franky J. Howard, County Manager
Melissa Moore-Freeman, Finance Officer

COMMISSIONER ABSENT:

Frank Emory, Chairman

OFFICIAL ABSENT:

Jennifer King, Clerk to the Board

The Vice-Chairman called the meeting to order and Zack Koonce gave the invocation. A **MOTION** was made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** the agenda be approved with the following amendments:

- 8. SURPLUS - 2006 FORD TRUCK**
- 9. ADDING INSURANCE 2008 FORD EXPLORER**
- 10. EASTERN CAROLINA BEHAVOIRAL HEALTH (ECBH)**

MOTION made by Zack Koonce, seconded by Sondra Ipock-Riggs and unanimously carried **THAT** the minutes of September 23, 2013, October 7, 2013, and October 14, 2013, be approved.

PUBLIC COMMENT PERIOD:

There were no public comments.

1. PURPLE HEART PROCLAMATION

Lenny Lazzara and additional Purple Heart recipients were present for the meeting. The board formally presented the Purple Heart County Proclamation that was approved at a prior meeting. Mr. Lazzara, on behalf of Chapter 639 of the Military Order of the Purple Heart, thanked the board for their support.

2. CDBG MONTHLY REPORTS

The monthly reports were submitted to the board for the Community Development Block Grants for the NC Catalyst (Hawthorn Lane) and Scattered Site Housing Assistance programs. Sondra Ipock-Riggs expressed concern over the loss of the CDBG Scattered Site program.

3. TAX COLLECTIONS REPORT - AUGUST

Mr. Howard presented the September Tax Collections Report showing a total collection of \$981,499.36.

4. 2013 TAX ADMINISTRATION SCHEDULE

MOTION made by Joe Wiggins, seconded by Zack Koonce, and unanimously carried THAT the 2013 Tax Administration Records Retention Schedule be approved.

5. PROJECT CLOSEOUT - POLLOCKSVILLE INDUSTRIAL PARK

MOTION made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried THAT final payments for the Pollocksville Industrial Park Streets, Water, and Sanitary Sewer Improvements be approved in the amount of \$67,831.07 using Pollocksville Industrial Park Funds.

6. BUDGET UPDATE

Melissa Moore-Freeman, Finance Officer, presented a quarterly budget update to the board. A copy of the update is marked Exhibit A and is hereby incorporated by reference and made a part of these minutes.

7. BOARD APPOINTMENT - ALCOHOLIC BEVERAGE CONTROL

MOTION made by Sondra Ipock-Riggs, seconded by Zack Koonce, and unanimously carried THAT Timothy Sanderson be reappointed to the ABC Board for a term to expire on October 14, 2016.

8. SURPLUS - 2006 FORD TRUCK

MOTION made by Zack Koonce, seconded by Joe Wiggins, and unanimously carried THAT a 2006 Ford F150 XLT 2WD truck be sold on GovDeals as surplus equipment.

9. ADDING INSURANCE - 2008 FORD EXPLORER

MOTION made by Sondra Ipock-Riggs, seconded by Zack Koonce, and unanimously carried THAT a 2008 Ford Explorer purchased by the Sheriff's Office be added to the county vehicle insurance policy effective immediately.

10. EASTERN CAROLINA BEHAVOIRAL HEALTH (ECBH)

Zack Koonce updated the board on the status of the Eastern Carolina Behavioral Health Board. Jones County was chosen to serve on this board and Zack Koonce was appointed for a three-year term.

PUBLIC COMMENT PERIOD

There was no public comment.

COUNTY MANAGER'S REPORT

Mr. Howard informed the board that the construction for the 911 backup center has started. Mr. Howard reminded the board that the fire appreciation dinner will be held on November 13 at 7:00 p.m. at the Jones County Civic Center. A discussion was held about the repaving of Highway 41 West and the smoothness of the road. Sondra Ipock-Riggs stated the board should speak to the governor about the reduction in force for the Department of Transportation.

Mike Houston, Water Supervisor, updated the board on the status of the Automated Meter Reading Project. Mr. Houston explained that blue flags have been placed throughout the county to mark the water meters. He also explained that the public needs to be informed that the flags should not be pulled up. Mr. Houston sent public notices out to the news media but they failed to report on the matter.

COMMISSIONER'S REPORTS

Sondra Ipock-Riggs-

Mrs. Ipock-Riggs wanted to know what would be done about the Comfort Library. Zack Koonce suggested a meeting with the Library Board.

Zack Koonce -

Mr. Koonce wanted to know what could be done to improve internet service in the county.

MOTION made by Joe Wiggins, seconded by Sondra Ipock-Riggs, and unanimously carried **THAT** the meeting be adjourned at 8:00 p.m.

Mike Haddock
Vice-Chairman

Melissa Moore-Freeman
Acting Clerk to the Board

EXHIBIT A

Quarterly Budget Update
Quarter Ending 09/30/2013

Department	Percentage of Expenditures
Governing Body	28.4
Insurance	74.5
Administration	22.3
Finance Office	25.4
Tax Collector	36.1
Legal Service	19.8
Jury Commission	65.4
Facility Fees	10.1
Board of Elections	33.5
Register of Deeds	27.5
Computer	41.9
Public Building	39
Housekeeping	23.7
Building Improvements	39.8
Sheriff	32.2
Jail	25.7
Building Inspections	19.1
Communications	39.1
Fire & Rescue	37.8
Medical Examiner	1.7
Emergency Services	26.9
Emergency Management	34.5
Rabies	9.5
Solid Waste	26.9
Landfill	24.1
State Forest Protection	20.2
Planning	39.2
Economic Development	33.2
Extension	18.9
Soil Conversation	23.7
Health Department	31.1
Other Services	36.5
Tuberculosis	96.2
Immunization Action	54.9
Health Promotions	49.9
BCCCP	0.3
Maternal Health	0.7
Child Health	24.3
Care Coordination for Children	0
Family Planning	23.1
Pregnancy Care Management	0
WIC	25.8
School Health Nurse Grant	24.8
OMHHD Interpreter Grant	24.9
Environmental Health	26.5

Quarterly Budget Update
Quarter Ending 09/30/2013

Bioterrorism	11.8
HIV/STD	1.9
Communicable Diseases	22.4
Teen Pregnancy Prevention	29.7
Adult Health	11.4
Mosquito Control	0
East Carolina Behavioral Health	25
Social Services	23.2
Child Protective Services	0
Workfirst	23.8
Supplemental Assistance	9.9
General Assistance	0
Foster Care	15.3
AFDC Extra Items	6.5
AFDC Foster Care	27.7
Links Allocation	0
Medicaid	0
Medicaid Transportation	23.6
Aid to the Blind	0
Adoption Assistance	0
Crisis Invention	12.5
Carolina Power & Light	1.7
EBT	12.3
Long Term Care Screening	23.8
Title III Homemaker	22
Veterans Office	32.1
Adult & Youth Services	0
Day Care	30.6
Senior Center	20.1
Transportation	2.3
School Current Expense	17.5
School Capital	21.4
Lenoir Community College	25
County Libraries	26
Recreation	19.4
Juvenile Justice Council	0
Arts Council	0
Civic Center	16.9
Miscellaneous	12.1
Water Admin	28.9
Raw Water	27.5
Water Construction	6.2
Total Revenues General Fund	19.1
Total Expenditures General Fund	26.4
Total Revenues Water	28.9
Total Expenditures Water	20.9

Over Expenditures Explanations

Governing Body -Convention Expenses

Insurance-Property&Liability as well as Workers Compension annual premiums have been paid.

Finance Office-A portion of the Audit Contract has been paid

Tax Collector- Annual software support contracts have been paid

Jury Commission-Annual membership has been paid

Board of Elections-Software for upon coming elections for 4 times the budgeted amount. Later in the year we maybe reimbursed by the state for these expenditures

Register of Deeds-Audit Expenses as well as office supplies

Computer- Annual Contracts Boundary work for fire districts

Public Buildings-Electrial upgrades, Electrical Bills are running higher than normal Finishing up installation of the generator at the sheriff office

Building Improvements-Concrete work at the Civic Center. Stripping and Waxing floors in several of the county buildings.

Sheriff- The two vehicles have been purchased.

County Jail-Inmate meals were up in the first quarter.

Communications-Motorola radios to be reimbursed by the Department of Homeland Security.

Fire & Rescue-Capital allocations have been made to most squads.

Emergency Services-Final Payment for the ambulance.

Emergency Management-Camet trailer supplies, mileage, educational expenses.

Solid Waste-Postage and cart services have increased.

Planning-Annual renewals have been paid.

Economic Development-Highway 17 study fee has been paid. Revenue was received to offset this expenditure.

Health Department-Contract Consultants to assist with preparing policies and procedures.

Other Services-Salaries of nurse reallocated to this program.

Over Expenditures Explanations

Tuberculosis-Salaries of nurse reallocated to this program.

Immunization Action-Salaries of nurse reallocated to this program.

Health Promotions-Salaries of nurse reallocated to this program

Environmental Health-Salaries

Teen Pregnancy Prevention-Supplies

Foster Care-New Children taken into the program.

Veteran's Officer-Salaries

Daycare-Some of June expenditures are included.

County Libraries-Maintenance requests have drastically increased.

Water Admin-Salaries for Elaine and Sandy at the same time for training.

Raw Water-Truck has been purchased.