

**AGENDA
CITY OF LENOIR
COMMITTEE OF THE WHOLE
801 WEST AVENUE
TUESDAY, MAY 24, 2022
8:30 A.M.**

I. CALL TO ORDER

II. CITIZEN COMMENT

III. COMMITTEE ITEMS

A. Update; Public Utilities – Public Utilities Director Radford Thomas

B. Update; Public Works – Interim Public Works Director Ed Evans

V. COMMUNITY DEVELOPMENT

A. Lenoir Tourism Development Authority: The Lenoir Tourism Development Authority did not meet in May. The next meeting will be held in June with the date and time to be announced.

B. Lenoir Business Advisory Board: The Lenoir Business Advisory Board met on Thursday, April 21. Minutes of the meeting are submitted as information. Kaylynn Horn, Economic Development Director, will present a report of current projects.

C. Planning Board: The Planning Board is scheduled to meet on Monday, May 23 at 5:30 p.m. Jenny Wheelock, Planning Director, will present updates on current projects.

D. Parks & Recreation Advisory Board: The Parks & Recreation Advisory Board will not meet in June or July. Kenny Story, Recreation Director, will present updates on current activities.

1. July 4th Fireworks Permit Authorization

VI. FINANCE & ADMINISTRATION

A. Update – Finance Director Donna Bean

1. Job Descriptions of Re-organization of Public Services – Finance Director Donna Bean

B. Update; Public Communications – Public Information Officer Joshua Harris

1. April Communications Report

VII. PUBLIC SAFETY

A. Update; Police Department – Police Chief Brent Phelps

1. Quarterly Report (Jan., February & March) – Police Chief Brent Phelps.

2. Update; Nuisance Abatement Activity– Police Chief Brent Phelps

3. Letter of Engagement, Angie Clark, Clark & Clark, PA

B. Update; Fire Department – Fire Chief Ken Hair

1. Quarterly Report (January, February & March) – Fire Chief Ken Hair

VIII. OTHER

A. June Calendar

IX. ADJOURN

Lenoir Business Advisory Board Meeting

Meeting Minutes

4/21/2022

Meeting Attendance

Board Members PRESENT	Board Members ABSENT	Ex-Officio Members PRESENT	Ex-Officio Members ABSENT
1. Mark Transou- Chair	1. Kimmie Rogers	1	1 Joe Gibbons
2. Dana Clark	2. Gonzalo Vazquez	2	
3. Sean Williams	3. John Moore		
4. Darin McKinney	4. Glenda Wilson		
5. Glenda Wilson	5. Patrick Longano		
6. Jennifer Indicott	6.		
7. Margaret Forney	7.		
8. Tim Biddix			
9. Matt Underwood			
10			

Staff Members PRESENT	
1. Kaylynn Horn	
2. Matthew Anthony	

Mark Transou called the meeting to order.

Approval of Minutes

Upon a motion from Dana Clark, seconded by Margaret Forney the March 17, 2022 minutes were unanimously approved.

Report from Grants Committee

The Grants committee has nothing to report at this time.

Lenoir Main Street Committee Update

Matthew Anthony gave an update on the Love The Spring Festival and stated around 1200 people came out for the festival, many of which flowed into the Downtown square and Downtown businesses.

Upcoming Events:

- April- Bootlegger 100 4/23
- Cruise-in starting 4/2
- May- Farmers Market starting 5/7
- Bike Fest 5/14
- June- Summer Music Madness starting 6/10
- July- Blackberry Festival July 15-16
- Jazz Festival July 22-23

Conferences

- Kaylynn Horn spoke about the upcoming National Main Street Conference which is being held in Richmond, VA on May 16-18. Both Kaylyn Horn and Matthew Anthony will be attending this conference.

Business Updates

- 4440 Ranch & Cattle Co. is scheduled to be opening in May.
- Wolf Moon Salt Cave is scheduled to be opening in May.
- Aary's Ice Cream is fully open

- Taste of Havana is moving to their new location: 819 West Ave within the second week of May.

Meeting adjourned.



Lenoir Fire Department

602 Harper Avenue, N.W.
Lenoir, North Carolina 28645



Lenoir Fire Department
(828) 757-2190

Fire Marshal
Christopher W. Jacobs
(828) 757-2193
(828) 394-1206 Fax
cjacobs@ci.lenoir.nc.us

Ref: Fireworks Display for July 4th, 2022

Date: May 10th, 2022

Due to some changes in the North Carolina law, fireworks displays are now required to be approved by the County Board of Commissioners and/or City Council. This change came in effect February 1, 2010, and the approval must be granted prior to a permit being issued by the Fire Marshal's Office. I have attached a copy of General Statute 14-413. I am acquiring copies of one (1) application packet for fireworks display inside the City of Lenoir. The date of the display is July 4th, 2022 and conducted by Pyro Shows, Inc. for City of Lenoir Parks & Recreation. The display is located at Lenoir Optimist Park located at 701 Mulberry St SW, Lenoir NC, 28645. The General Statute requires that the County/City ensures proof of insurance prior to providing approval. A copy of the insurance certificate is provided in the packet provided by Pyro Shows. I have required that the information be submitted by each applicant that is required by the North Carolina Fire Code and this office will conduct the necessary inspections of these sites prior to the display. I would respectfully request that this fireworks display be placed on the next agenda for consideration by the City Council. It is my understanding that most Counties/Cities are placing these items on the consent agenda once the insurance certificate has been verified (it has). As always, if I can be of any further assistance in this matter, please do not hesitate to contact me.

A handwritten signature in black ink, appearing to read "Chris Jacobs".

Chris Jacobs
City of Lenoir Fire Marshal
Phone# 828-757-2193
Email: cjacobs@ci.lenoir.nc.us

Article 54.

Sale, etc., of Pyrotechnics.

§ 14-410. Manufacture, sale and use of pyrotechnics prohibited; exceptions; license required; sale to persons under the age of 16 prohibited.

(a) Except as otherwise provided in this section, it shall be unlawful for any individual, firm, partnership or corporation to manufacture, purchase, sell, deal in, transport, possess, receive, advertise, use, handle, exhibit, or discharge any pyrotechnics of any description whatsoever within the State of North Carolina.

(a1) It shall be permissible for pyrotechnics to be exhibited, used, handled, manufactured, or discharged within the State, provided all of the following apply:

- (1) The exhibition, use, or discharge is at a concert or public exhibition.
- (2) All individuals who exhibit, use, handle, or discharge pyrotechnics in connection with a concert or public exhibition have completed the training and licensing required under Article 82A of Chapter 58 of the General Statutes. The display operator or proximate audience display operator, as required under Article 82A of Chapter 58 of the General Statutes, must be present at the concert or public exhibition and must personally direct all aspects of exhibiting, using, handling, or discharging the pyrotechnics. Notwithstanding this subdivision, the display operator for the University of North Carolina School of the Arts may appoint an on-site representative to supervise any performances that include a proximate audience display subsequent to the opening performance, provided that the representative (i) is a minimum of 21 years of age and (ii) is properly trained in the safe discharge of proximate audience displays.
- (3) The display operator has secured written authority under G.S. 14-413 from the board of county commissioners of the county, or the city if authorized under G.S. 14-413(a1), in which the pyrotechnics are to be exhibited, used or discharged. Written authority from the board of commissioners or city is not required under this subdivision for a concert or public exhibition provided the display operator has secured written authority from (i) The University of North Carolina or the University of North Carolina at Chapel Hill under G.S. 14-413, and pyrotechnics are exhibited on lands or buildings in Orange County owned by The University of North Carolina or the University of North Carolina at Chapel Hill, (ii) the University of North Carolina School of the Arts and pyrotechnics are exhibited on lands or in buildings owned by the State and used by the University of North Carolina School of the Arts, or (iii) The University of North Carolina or North Carolina State University under G.S. 14-413, and pyrotechnics are exhibited on lands or buildings in Wake County owned by The University of North Carolina or North Carolina State University.

(a2) Notwithstanding any provision of this section, it shall not be unlawful for a common carrier to receive, transport, and deliver pyrotechnics in the regular course of its business.

(a3) The requirements of this section apply to G.S. 14-413(b) and G.S. 14-413(c).

(a4) It shall be permissible for pyrotechnics to be exhibited, used, handled, manufactured, or discharged within the State as a special effect by a production company, as defined in G.S. 105-164.30(185), for a motion picture production, if the motion picture set is closed to the public or is separated from the public by a minimum distance of 500 feet.

(a5) It shall be permissible for **pyrotechnics** to be exhibited, used, handled, **manufactured**, or discharged within the State for **pyrotechnic** or proximate audience display instruction consisting of **classroom and** practical skills training **approved** by the **Office of State Fire Marshal**.

(b) Notwithstanding the provisions of G.S. ~~14-414~~, it shall **be** unlawful for any individual, **firm**, **partnership**, or **corporation** to sell **pyrotechnics** as defined in G.S. ~~14-414~~(2), (3), (4)c., (5), or (6) to **persons** under the age of 16.

(c) The following definitions apply in this Article:

- (1) Concert or public exhibition. – A fair, carnival, show of any description, or public celebration.
- (2) Display operator. – **An** individual issued a **display** operator license under G.S. 58-82A-3.
- (3) State Fire Marshal. – **Defined** in G.S. 58-80-1. (1947, c. 210, s. 1; 1993 (Reg. Sess., 1994), c. 660, s. 3; 1995, c. 475, s. 1; 2003-298, s. 2; 2007-38, s. 1; 2009-507, s. 1; 2010-22, s. 8; 2013-275, s. 1; 2015-124, s. 1.)

§ 14-413. Permits for use at public exhibitions.

(a) For the purpose of enforcing the provisions of this Article, the board of county commissioners of any county, or the governing board of a city authorized pursuant to subsection (a1) of this section, may issue permits for use in connection with the conduct of concerts or public exhibitions, such as fairs, carnivals, shows of all descriptions and public celebrations, but only after satisfactory evidence is produced to the effect that said pyrotechnics will be used for the aforementioned purposes and none other. Provided that no such permit shall be required for a public exhibition under any of the following circumstances:

- (1) The exhibition is authorized by The University of North Carolina or the University of North Carolina at Chapel Hill and conducted on lands or in buildings in Orange County owned by The University of North Carolina or the University of North Carolina at Chapel Hill.
- (2) The exhibition is authorized by the University of North Carolina School of the Arts and conducted on lands or in buildings owned by the State and used by the University of North Carolina School of the Arts.
- (3) The exhibition is authorized by The University of North Carolina or North Carolina State University and conducted on lands or in buildings in Wake County owned by The University of North Carolina or North Carolina State University.

(a1) For the purpose of enforcing the provisions of this Article, a board of county commissioners may authorize the governing body of any city in the county to issue permits pursuant to the provisions of this Article for pyrotechnics to be exhibited, used, or discharged within the corporate limits of the city for use in connection with the conduct of concerts or public exhibitions. The board of county commissioners shall adopt a resolution granting the authority to the city, and it shall remain in effect until withdrawn by the board of county commissioners adopting a subsequent resolution withdrawing the authority. If a city lies in more than one county, the board of county commissioners of each county in which the city lies must adopt an authorizing resolution. If any county in which the city lies withdraws the authority of the city to issue permits for the use of pyrotechnics, the authority of the city to issue permits for the use of pyrotechnics will end, and all counties within which the city lies must resume their authority to issue the permits.

(b) For any indoor use of pyrotechnics at a concert or public exhibition, the board of commissioners or the governing body of an authorized city may not issue any permit unless the local fire marshal or the State Fire Marshal (or in the case of The University of North Carolina, the University of North Carolina at Chapel Hill, or North Carolina State University it may not authorize such concert or public exhibition unless the State Fire Marshal) has certified that:

- (1) Adequate fire suppression will be used at the site.
- (2) The structure is safe for the use of such pyrotechnics with the type of fire suppression to be used.
- (3) Adequate egress from the building is available based on the size of the expected crowd.

(c) The requirements of subsection (b) of this section also apply to any city authorized to grant pyrotechnic permits by local act and to the officer delegated the power to grant such permits by local act.

(d) A board of county commissioners or the governing board of a city shall not issue a permit under this section unless the display operator provides proof of insurance in the amount of at least five hundred thousand dollars (\$500,000) or the minimum amount required under the North Carolina State Building Code pursuant to G.S. 143-138(e), whichever is greater. A board of county commissioners or the governing board of a city may

1993 (Reg. Sess., 1994), c. 660, s. 3.1; 1995, c. 509, s. 11; 2003-298, s. 1; 2007-38, s. 2; 2009-507, s. 2; 2013-275, s. 2; 2015-124, s. 2.)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/6/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Britton Gallagher One Cleveland Center, Floor 30 1375 East 9th Street Cleveland OH 44114	CONTACT NAME: PHONE (A/C, No, Ext): 216-658-7100 FAX (A/C, No): E-MAIL ADDRESS:														
INSURED Pyro Shows, Inc. PO Box 1776 115 North 1st Street La Follette TN 37766	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A : Everest Indemnity Insurance Co.</td> <td style="text-align: center;">10851</td> </tr> <tr> <td>INSURER B : Everest Denali Insurance Company</td> <td></td> </tr> <tr> <td>INSURER C : Arch Speciality Ins Co</td> <td style="text-align: center;">21199</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Everest Indemnity Insurance Co.	10851	INSURER B : Everest Denali Insurance Company		INSURER C : Arch Speciality Ins Co	21199	INSURER D :		INSURER E :		INSURER F :	
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COVERAGES**CERTIFICATE NUMBER:** 1924420242**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS EXCLUSION MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADOL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GENL AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC	Y	Y	SIBML01929-211	11/1/2021	11/1/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ☒ NON-OWNED AUTOS	Y	Y	SIBCA00004-211	11/1/2021	11/1/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$	Y	Y	UXP1034375-02	11/1/2021	11/1/2022	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			WC STATU-TORY LIMITS ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
G	Excess Liability #2	Y	Y	SIBEX01662-211	11/1/2021	11/1/2022	Each Occ Aggregate 5,000,000 Total Limits 10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional Insured extension of coverage is provided by above referenced policies where required by written agreement.

Excess policies are excess of both the general liability and automobile policies for total limits of \$10 million each.

Fireworks Display: July 04, 202 (Independence Day Celebration)

Additional Insured: City of Lenoir Parks & Recreation

CERTIFICATE HOLDER**CANCELLATION**

City of Lenoir Parks & Recreation P.O. Box 958 Lenoir NC 28645	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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RESOLUTION
DELEGATING AUTHORITY TO ISSUE PERMITS FOR PUBLIC
PYROTECHNICS EXHIBITIONS CONDUCTED WITHIN CORPORATE
LIMITS TO THE CITY OF LENOIR

WHEREAS, in accordance with NCGS 14-413 (a), the Caldwell County Board of Commissioners issues permits in Caldwell County for the public exhibition of pyrotechnics; and

WHEREAS, Article (a1) of NCGS 14-413 provides the Board of Commissioners authority to authorize the governing body of any city in the county the ability to issue permits pursuant to the provisions of this Article for pyrotechnics to be exhibited, used, or discharged within the corporate limits of the city for use in connection with public exhibitions; and

THEREFORE BE IT RESOLVED, that the Caldwell County Board of Commissioners does hereby delegate the authority for the City of Lenoir to issue permits for public exhibitions of pyrotechnics to be exhibited, used, or discharged within the corporate limits of the City of Lenoir, pursuant to the provisions of NCGS 14-413 (a1).

BE IT FURTHER RESOLVED, that the Caldwell County Board of Commissioners will hereby continue to issue pyrotechnic permits for exhibitions conducted outside the City of Lenoir's jurisdiction.

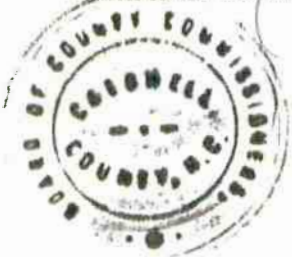
BE IT FURTHER RESOLVED, that this resolution shall remain in effect until withdrawn by the Caldwell County Board of Commissioners.

ADOPTED, this the 21st day of June 2010.


 Benjamin Griffin, Chairman
 Caldwell County Board of Commissioners

ATTEST:


 Kathy T. Myers, MMC, NCCCC
 Clerk to the Board



Public Services Director

General Statement of Duties

Performs complex managerial, administrative, and supervisory work planning, organizing, and directing public works and public utilities services for the City. The purpose of this position is to manage the public services functions of the city. Successful performance helps ensure the effective and efficient operation and provision of city services.

Distinguishing Features of the Class

An employee in this class plans, coordinates and directs department operations, staff, engineers, and contractors in general services. Work involves planning on a short-range basis, for long-range and major construction projects, budget development, the administration and management for the department, personnel management and oversight of the operations management of daily services. The employee provides technical advice and assistance to the Public Works and Public Utilities Operations Managers, the City Manager and City Council. Responsibilities include contract management, supervision of the Public Works and Public Utilities Operations Managers, handling citizens' issues, and working with other department heads. Work is performed with a high degree of independence and initiative requiring sound judgment and analytical and organizational skills. Performs complex work that consists of varied administrative, managerial, supervisory, and technical duties. The number of services performed by the department contributes to the complexity of the work. Work requires ensuring compliance with various state and federal guidelines and regulations. Work is performed under the general direction of the City Manager and is evaluated through reports, established timelines, discussion and citizen and community feedback.

Duties and Responsibilities

Essential Duties and Tasks

- Directs the operations of the Public Services Department, including water and wastewater treatment plant operations and distribution, water and wastewater construction and meter services, fleet management, building services, landscape services, cemeteries, streets, solid waste services and professional engineering operations. Oversees the department operations through the Operations Managers' feedback and direct observation where appropriate.
- Develops guidelines and procedures to assure compliance with city ordinances, policies, and procedures, engineering guidelines, Clean Water Act, Safe Drinking Water Act, OSHA regulations, and other relevant federal and state laws and regulations. These guidelines require judgment, selection, and interpretation in application. This position oversees the implementation and adherence to the guidelines through feedback from the operations managers and by supervision of department personnel.
- Researches, writes and administers grants for public services; consults and works with state officials as well as Federal designated grants administrator
- Oversees the development and administration of the Capital Improvement Plan and department budgets.
- Oversees the maintenance of records.
- Collaborates with the operations managers to prepare required reports.
- Collaborates and communicates with co-workers, other city employees, developers, contractors, state and federal officials, architects and representatives of engineering firms, vendors, representatives of public utilities, and the general public.

- The Director confers with consulting engineers on the construction of new facilities, improvements and expansions as well as evaluation studies of existing facilities.
- Works with consulting engineers and others to develop, design, and construct public works projects; inspects work in progress and upon completion to ensure adherence to specifications; negotiates contracts, meets with City attorney, when necessary, and make recommendations to the City Manager.
- Oversees and coordinates the City's capital project management.
- Coordinates City projects with the City Manager and other department heads.
- Evaluates the recommended specification or develops in consultation with consultant; involves division heads in developing; advertises for bids; reviews bids and makes recommendation to City Manager.
- Guides and works with Operations Managers in developing and implementing program services; analyzes level and cost of department services; assesses public expectations and general standards in other municipal operations; recommends revisions to existing services and implementation of new services.
- Evaluates the Operations Managers' recommendations for maintenance, repair, enhancements or improvements in service programs and plans, designs, prioritizes, schedules, assigns, and reviews results of services being provided.
- Has oversight of departmental operating and capital budgets in consultation with Operations Managers on their projections; monitors and approves expenditures; researches funding sources and potential grants.
- Consults with Operations Managers regarding the hiring, promoting, training, disciplining, evaluating, and other personnel actions and decisions for the department.
- Plans and implements safety programs, in coordination with the Risk Manager and Operations Managers to include training, procedures, and equipment as necessary.
- Consults with and advises the City Manager on the varied public services, status of projects and budget items, prepares agenda items, resolutions and ordinances for the City Manager and City Council to review and approval; attends City Council and Committee meetings; makes presentations.
- Responds to, investigates and resolves citizens' complaints, inquiries and concerns in coordination with the Operations Managers.
- Perform other related duties as assigned.

Knowledge, Skills and Abilities

- Thorough knowledge of the modern principles and practices for effective management and supervision of a large staff.
- Thorough knowledge of modern governmental budgeting, personnel and purchasing practices.
- Thorough knowledge of related City policies, and state and federal laws and regulations.
- Considerable knowledge of the principles and practices of public works services management and administration.
- Considerable knowledge of and skill in utilizing word processing and spreadsheet software.
- Demonstrated skills in modern and effective managerial, organizational, and leadership principles and practices.
- Skills in budget development and preparation and to monitor and manage expenditures.
- Ability to plan, organize, and delegate work in varied service functions.
- Ability to exercise sound professional judgment.

- Ability to direct operations and supervise subordinate supervisors utilizing effective communication, motivation, and coaching techniques.
- Ability to interpret and prepare complex and detailed records and reports.
- Ability to maintain effective working relationships with City, State, and local officials, management, subordinate supervisors, employees, contractors, engineers, and the general public.
- Ability to present ideas effectively in oral and written form.

Physical Requirements

- Must be able to perform the physical life functions of climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pulling, pushing, fingering, talking, hearing and repetitive motions.
- Must be able to perform light work exerting up to 20 pounds of force occasionally; and/or up to 10 pounds of force frequently, and/or a negligible amount of force frequently or constantly to move objects.
- Must possess the visual acuity to produce and review written reports and records including mathematical calculations, to operate a computer terminal, to analyze data and to read extensively, and to determine the accuracy, neatness and thoroughness of work assigned.

Desirable Education and Experience

- Graduation from an accredited college or university with a bachelor's degree in public administration, civil engineering, management, or related field, and considerable related experience in municipal engineering and/or public works and/or public utilities fields, including extensive supervisory and management experience; or an equivalent combination of education and experience. A Professional Engineering (PE) certification is preferred.

Special Requirement

- Possession of a valid North Carolina driver's license.

PUBLIC UTILITIES OPERATIONS MANAGER

General Statement of Duties

Performs difficult professional and managerial work planning, organizing and directing the operations, maintenance, and analysis of wastewater treatment plant, water treatment plants, related laboratory facilities, distribution and collection system maintenance and repair, utility engineering services, a wide scope of capital improvement projects and other areas as assigned.

Distinguishing Features of the Class

An employee in this class plans, organizes and directs the operations and maintenance of the water treatment plants, wastewater treatment plant, distribution and collections systems, pumping facilities, related facilities and equipment and other areas as assigned. Work also includes responsibility for a wide variety of utility capital improvement projects including coordination of design, bidding, construction management, inspection, and project acceptance for the City. Work is performed in accordance with state and federal laws and regulations. Work involves responsibility for department staffing, capital and operating budget development and administration. General administrative direction is received from the Public Services Director regarding matters of policy, budget, long-range plans, personnel matters, establishing and maintaining records and reports necessary for full compliance with all regulations and work priorities. The position receives assistance with and advising from the Public Services Director, City Manager, and Council regarding long range planning for facilities and system capacity, as well as technical compliance needs. The Public Utilities Operations Manager is responsible for effective management decision-making, representing the City in multiple regional and state issues, and insuring effective productivity of assigned personnel. Work involves considerable public contact, initiative and judgment. The employee may occasionally enter confined spaces and encounter other hazards. Work is evaluated through conferences and reports for productivity, and compliance with required laws and regulations.

Duties and Responsibilities

Essential Job Tasks

- Plans, organizes and directs the work of subordinate supervisors and employees engaged in plant operations, process control, laboratory analysis, distribution and collection system operations and maintenance, pumping stations, and preventive maintenance and repair.
- Advises management and participates in planning for current and future capacity needs and plant and systems modifications for increased efficiency or regulatory compliance; manages the budgeting, design, construction, and inspection of a wide variety of capital projects for capacity, environmental compliance, service extension, etc.
- Manages the hiring, promotion, training, discipline, evaluation, and other personnel actions and decisions for the department in consultation with the Public Services Director; plans and implements safety programs, in coordination with the Risk Manager, including training, procedures, and equipment as necessary.
- Researches and recommends strategies for meeting new regulatory requirements.
- Evaluates utility customer service policies and procedures, coordinates evaluation of fee structures; recommends improvements.
- Plans and supervises contracted construction and maintenance projects; insures proper inspection and adherence to plans and standards prior to City acceptance.
- Establishes, maintains, and analyzes a variety of reports as required and as needed for effective management decision-making; directs the acquisition and usage of computer systems to enhance operations and record keeping.

Public Utilities Operations Manager
Page 2

- Plans, organizes, and directs the maintenance and repair of water and sewer pumping stations, elevated storage tanks, and related facilities; supervises the installation of water taps and meters; supervises the meter reading program, water service connections and disconnections, and related utility customer response.
- Oversees response to citizen complaints, service requests and other response; insures excellent customer service.
- Requests resources as part of annual budget process; reviews and submits budget requests of subordinate supervisors; controls allocated resources once approved; participates in capital budgeting to construct and maintain utility infrastructures.
- Participates in plan review; approves all plans and specifications regarding utility systems.
- Performs related work as required.

Recruitment and Selection Guidelines

Knowledges, Skill, and Abilities

- Thorough knowledge of the principles and practices of water and wastewater treatment, distribution and collection transmission lines, pumping stations, metering, and other utility systems appurtenances.
- Thorough knowledge of the local, state, and federal laws and regulations relating to water and wastewater treatment, distribution and collection.
- Thorough knowledge of the City budget, purchasing, and personnel policies and practices.
- Thorough knowledge of effective management practices including staffing, motivation, communications, delegation, discipline, performance review, and other practices.
- Considerable knowledge of the application of information technology to the work of the department.
- Working knowledge of engineering principles and their application to utilities construction and maintenance.
- Working knowledge of mechanical, electrical, and electronic trades as applied to wastewater treatment facilities and equipment maintenance and repair.
- Ability to provide leadership to a large staff in multiple locations providing around the clock services.
- Ability to analyze information and make effective decisions.
- Ability to establish and maintain effective working relationships with City officials, industrial officials, regulatory officials, contractors, engineers, other employees, regional customers, and the general public.
- Ability to prepare, present and interpret complex records and reports.

Physical Requirements

- Must be able to perform the basic life functions of climbing, balancing, stooping, kneeling, crouching, reaching standing, walking, pushing, pulling, lifting, fingering, talking, hearing, and repetitive motions.
- Must be able to perform light work exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently or constantly to move objects.

Public Utilities Operations Manager

Page 3

- Must possess visual acuity necessary to inspect schematic drawings, prepare and analyze figures and data, perform extensive reading, and operate a computer terminal.

Desirable Education and Experience

- Graduation from college with a degree in business or public administration, environmental sciences, civil engineering, chemistry, or related field and extensive experience managing water and/or wastewater treatment or distribution and collection systems; or an equivalent combination of education and experience. Professional Engineering certification is a plus.

Special Requirement

- May require certification for wastewater treatment, water treatment, or distribution or collections systems operations by the State of North Carolina or the ability to obtain within two years.
- Possession of a valid North Carolina driver's license.

PUBLIC WORKS OPERATIONS MANAGER

General Statement of Duties

Performs complex managerial, administrative, and supervisory work planning, organizing, and directing public works services for the City.

Distinguishing Features of the Class

An employee in this class plans, coordinates and directs department operations, staff and contractors in general services. Work involves planning on short-range basis and for long-range projects and major construction projects; budget development, administration and management for the department; personnel management and daily services' operations management. The employee provides technical advice and assistance to the Public Services Director, City Manager and the City Council. Work also includes contract management, handling citizens' issues, and working with other department heads. Work is performed with a high degree of independence and initiative requiring sound judgment and analytical and organizational skills. Work requires ensuring compliance with varied state and federal guidelines and regulations. Work is performed under the general direction of the Public Services Director and is evaluated through reports, established timelines, discussion and citizen and community feedback.

Duties and Responsibilities

Essential Duties and Tasks

- Plans, directs, coordinates and supervises department operations, programs and services including building, grounds and traffic maintenance, cemetery operations and maintenance, automotive maintenance and repair, solid waste collection, and street repair and maintenance.
- Develops policies and procedures for divisional and departmental operations.
- Guides and works with division heads in developing and implementing program services; analyzes level and cost of department services; assesses public expectations and general standards in other municipal operations; recommends revisions to existing services and implementation of new services.
- Determines needs for maintenance, repair, enhancements or improvements in service programs and plans, designs, prioritizes, schedules, assigns, and reviews results of services being provided.
- Prepares departmental operating and capital budgets in consultation with division heads on their projections; monitors and approves expenditures; researches funding sources and potential grants.
- Manages the hiring, promotion, training, discipline, evaluation, and other personnel actions and decisions for the department in consultation with the Public Services Director; plans and implements safety programs, in coordination with the Risk Manager, including training, procedures, and equipment as necessary.
- Consults with and advises the Public Services Director on the varied public works services, status of projects and budget line items balances; prepares agenda items, resolutions and ordinances for the Public Services Director, City Manager and City Council to review and approval; attends City Council and Committee meetings; makes presentations.
- Coordinates City projects with Public Services Director, City Manager and other department heads.
- Works with consulting engineers and others to develop, design, and construct public works projects; inspects work in progress and upon completion to ensure adherence to specifications; negotiates contracts, may meet with City attorney and recommends to Public Services Director.

- Defines specification or develops in consultation with consultant; involves division heads in developing; advertises for bids; reviews bids and makes recommendation to Public Services Director.
- Responds to, investigates and resolves citizens' complaints, inquiries and concerns; coordinates as appropriate with division superintendents.
- Meets with division superintendents daily and makes field visits to monitor work progress, quality, etc; discusses priorities each morning.
- Performs related duties as required.

Recruitment and Selection Guidelines

Knowledge, Skills and Abilities

- Thorough knowledge of the modern principles and practices for effective management and supervision of a large staff.
- Thorough knowledge of modern governmental budgeting, personnel and purchasing practices.
- Thorough knowledge of related City policies, and state and federal laws and regulations.
- Considerable knowledge of the principles and practices of public works services management and administration.
- Considerable knowledge of and skill in utilizing word processing and spreadsheet software.
- Demonstrated skills in modern and effective managerial, organizational, and leadership principles and practices.
- Skills in budget development and preparation and to monitor and manage expenditures.
- Ability to plan, organize, and delegate work in varied service functions.
- Ability to exercise sound professional judgment.
- Ability to direct operations and supervise subordinate supervisors utilizing effective communication, motivation, and coaching techniques.
- Ability to interpret and prepare complex and detailed records and reports.
- Ability to maintain effective working relationships with City, State, and local officials, management, subordinate supervisors, employees, contractors, engineers, and the general public.
- Ability to present ideas effectively in oral and written form.

Physical Requirements

- Must be able to perform the physical life functions of climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pulling, pushing, fingering, talking, hearing and repetitive motions.
- Must be able to perform light work exerting up to 20 pounds of force occasionally; and/or up to 10 pounds of force frequently, and/or a negligible amount of force frequently or constantly to move objects.
- Must possess the visual acuity to produce and review written reports and records including mathematical calculations, to operate a computer terminal, to analyze data and to read extensively, and to determine the accuracy, neatness and thoroughness of work assigned.

Desirable Education and Experience

- Graduation from an accredited college or university with a bachelor's degree in public administration, civil engineering, management, or related field, and considerable related experience in municipal engineering or public works field,

including some supervisory and management experience; or an equivalent combination of education and experience. A Professional Engineering (PE) certification is preferred.

Special Requirement

- Possession of a valid North Carolina driver's license.

Lenoir 2022

April 2022 Communication Report

By Joshua Harris, Director, Communication & Public Information

5/9/2022

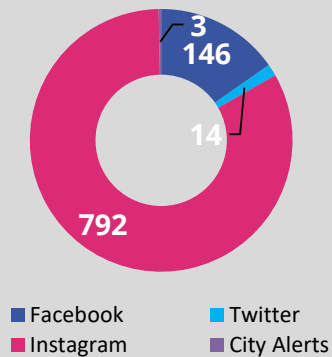
CONTENT CREATION

News Releases	Photos	Videos	Podcasts/Radio	Social Posts	Notify Me	Q&A	eSign
9	160	2		77	29	31	5

PUBLIC ENGAGEMENT

New Followers

955



Social Reach

110,056

Facebook	105,858	
Twitter	2,897	

Video Views

2,132

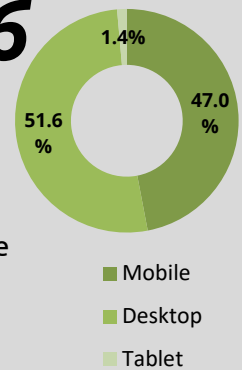
Facebook	2,091
YouTube	41

Website Views

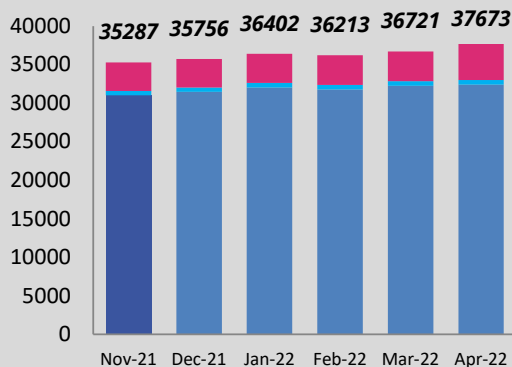
36,556

Top Pages

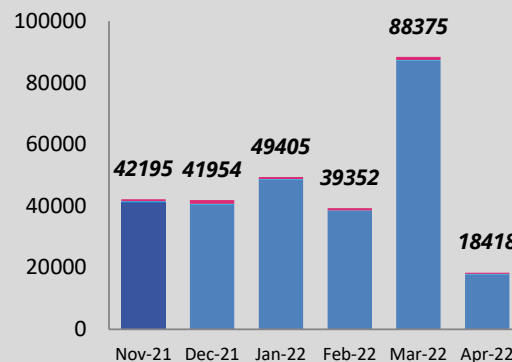
- 1 Payment Options
- 2 Jobs
- 3 Water & Sewer Service
- 4 LAFC
- 5 Garbage Collection
- 6 Police
- 7 Job: Public Works Director



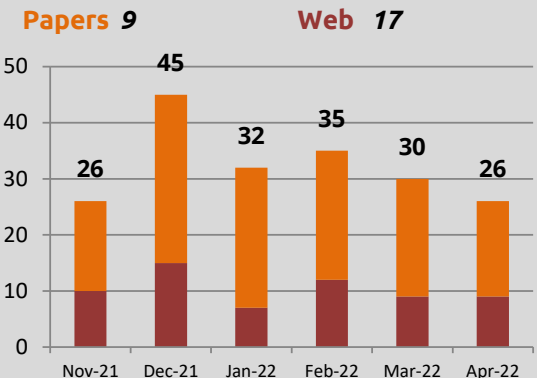
Total Followers



Social Engagement



Media Coverage





Top Facebook

Reach: The number of people who saw the post on their feed

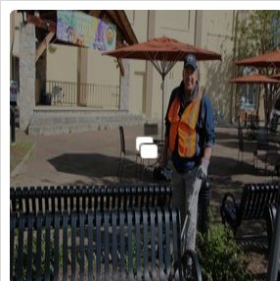
Engagements: Reactions, comments, shares, photo/video views, and clicks

Total Facebook Followers

32,404

Last Month 32,258

Gain 146



Boost post

About 35 City staff including Mayor Joe Gibbons and Councilm...

April 22, 2022 at 9:52 AM
ID: 353512763486144

Interactions

255 reactions

33 comments

15 shares

Overview

Performance

Feed preview

Performance

Reach ⓘ

Total
13,713

Organic 13,713 (100%)
Paid 0 (0%)

Engagements ⓘ

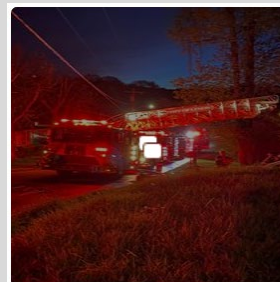
Reactions
255

Comments 33
Shares 15

Negative interactions ⓘ

Total
5

Unique 5



Boost post

Some shots from B Shifts fire late last night/early this morning...

April 15, 2022 at 2:51 PM
ID: 28916630066095

Interactions

271 reactions

14 comments

24 shares

Overview

Performance

Feed preview

Performance

Reach ⓘ

Total
12,634

Organic 12,634 (100%)
Paid 0 (0%)

Engagements ⓘ

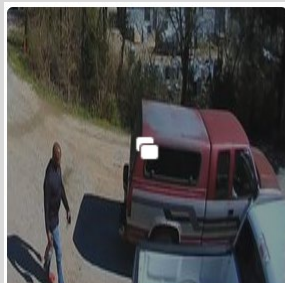
Reactions
271

Comments 14
Shares 24

Negative interactions ⓘ

Total
1

Unique 1



Boost post

UPDATE: This person has been identified. SEEKING IDENTIFI...

April 1, 2022 at 10:12 AM
ID: 287213090234222

Interactions

34 reactions

1 comment

152 shares

Overview

Performance

Feed preview

Performance

Reach ⓘ

Total
12,445

Organic 12,445 (100%)
Paid 0 (0%)

Engagements ⓘ

Reactions
34

Comments 1
Shares 152

Negative interactions ⓘ

Total
2

Unique 2



Boost unavailable

Coming soon Wolf Moon Salt Cave and Stress Reduction Cente...

April 17, 2022 at 1:29 PM
ID: 5003332453092711

Interactions

22 reactions

1 comment

4 shares

Overview

Performance

Feed preview

Performance

Reach ⓘ

Total
1,438

Organic 1,438 (100%)
Paid 0 (0%)

Engagements ⓘ

Reactions
22

Comments 1
Shares 4

Negative interactions ⓘ

Total
1

Unique 1



Top Tweets

Impressions: Times people saw this Tweet on Twitter

Engagements: Times people interacted with this Tweet

Total Twitter Followers

611

Last Month 597 Gain 14



City of Lenoir, NC @CityofLenoir

Developers Yorke Lawson and Tom Niemann held a ribbon cutting for Blue Bell at Lenoir Mills yesterday to officially open the Blue Bell loft apartments in Downtown Lenoir. Nearly 200 people attended the event including state legislators. @ncculture @PreservationNC pic.twitter.com/N7SWQJJrvx

Impressions	324
Total engagements	24
Media engagements	10
Profile clicks	6
Detail expands	4
Likes	2
Replies	1
Retweets	1



City of Lenoir, NC @CityofLenoir

Construction of a new @Popeyes on Blowing Rock Boulevard in Lenoir continues. Staff reached out to the corporate office for an update on opening, but have not heard back. <https://www.popeyes.com/pic.twitter.com/gwMKuuJuRO>

Impressions	296
Total engagements	12
Detail expands	6
Likes	3
Link clicks	2
Media engagements	1

City of Lenoir, NC @CityofLenoir

Public Works staff have been repainting parking and crosswalk stripes in Downtown Lenoir the past couple of weeks. The bright white lines really catch your eye. pic.twitter.com/dswDMidGFM

Impressions	230
Media views	55
Total engagements	10
Media engagements	5
Detail expands	3
Likes	2



Top Instagram

Likes: The number of people who liked the post on their feed

Total Instagram Followers

4,658

Last Month 3,866 Gain 792



Mayor Joe Gibbons proclaimed April 2022 to be Fair Housing ...
 April 6, 2022 at 4:37 PM
 ID: 17967045367583660

Interactions

47 likes 1 comment

Overview Performance Feed preview

Performance

Reach ⓘ Total 744	Engagements ⓘ Likes 47	Negative interactions ⓘ
	Comments 1	Unique --



City Council and staff held a ribbon cutting to officially open H...
 April 7, 2022 at 4:58 PM
 ID: 17941186573844010

Interactions

49 likes 0 comments

Overview Performance Feed preview

Performance

Reach ⓘ Total 734	Engagements ⓘ Likes 49	Negative interactions ⓘ
	Comments 0	Unique --



Construction of a new @popeyes on Blowing Rock Boulevard i...
 April 5, 2022 at 2:51 PM
 ID: 18223919152117806

Interactions

61 likes 0 comments

Overview Performance Feed preview

Performance

Reach ⓘ Total 723	Engagements ⓘ Likes 61	Negative interactions ⓘ
	Comments 0	Unique --



The first First Saturday in the Garden program is tomorrow at t...
 April 1, 2022 at 4:55 PM
 ID: 340378971466190

Interactions

16 reactions 2 comments 2 shares

Overview Performance Feed preview

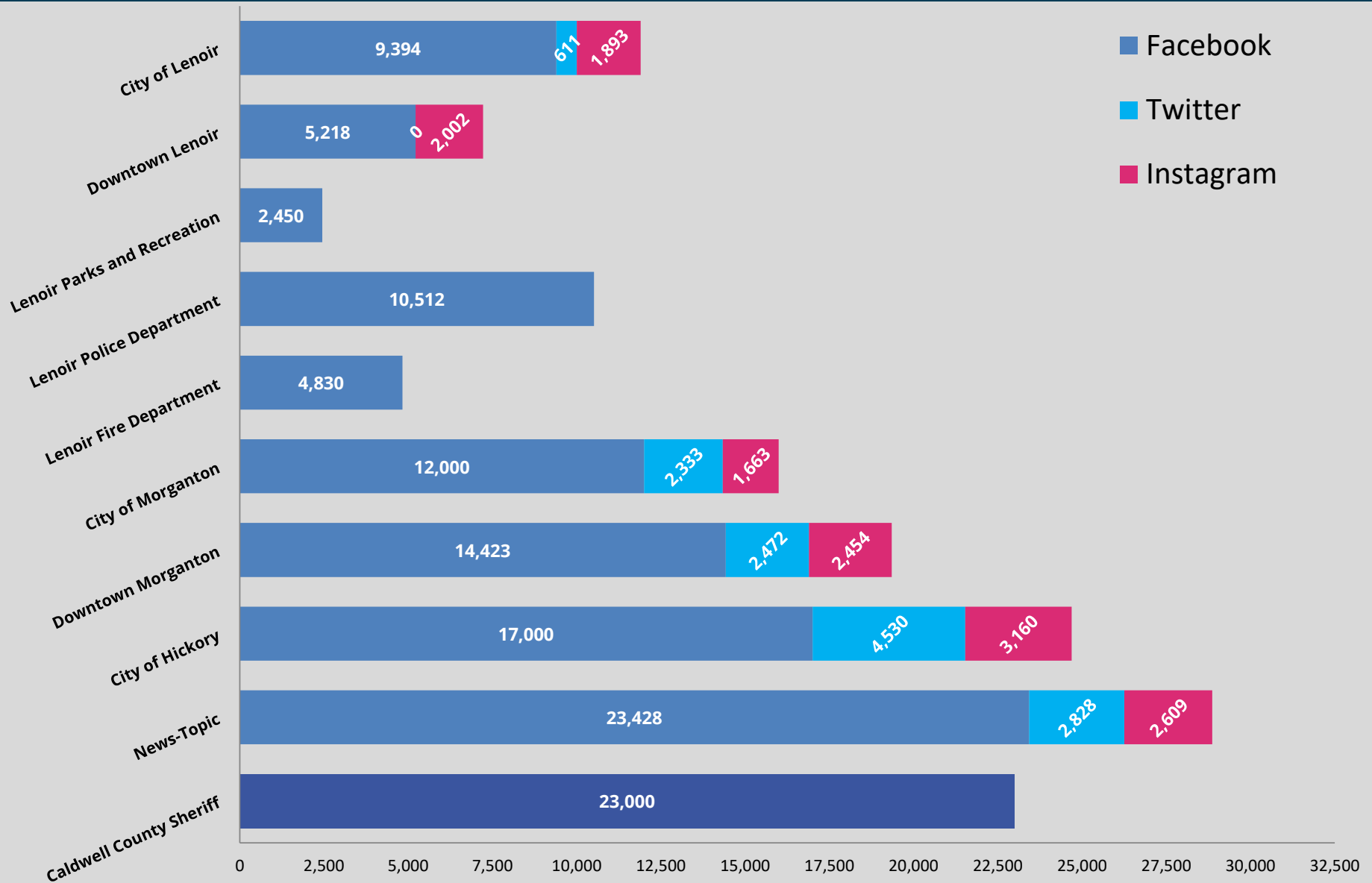
Performance

Reach ⓘ Total 1,951	Engagements ⓘ Reactions 16	Negative interactions ⓘ Total 0
Organic 1,951 (100%) Paid 0 (0%)	Comments 2 Shares 2	Unique 0



Social Comparison

The chart below compares Lenoir's social accounts with surrounding organizations.





Questions and Form Requests

I would like to share information regarding the opening of a new Lenoir business. I am Dr. Kelli Kelley an
How can I get information about a dumpster rental if no one returns calls or emails. I have continually tri
Hola buen día, para un servicio social, estamos buscando al Sr Santos Duran, el salió hace más de 30 años
how do you go about reporting someone if your s s I and stimulus is being stolen
Hello! I seem to have like "trenches" forming in my front yard and was wondering who I can talk to to sta

Why has my green yard waste container not been emptied? Last time this happened, I was told to put it c
I'm not sure address this message to? I have idea for a future event for Lenoir NC / Caldwell County. I would like to see an Heritage festival we you wo
Nuisance report - trash and debris

Good morning! I got a question. Where can I get a house title?

Good evening my name is Dave schreiner and I live on hemlock dr ne and we are having issues with traffic on a dead end block and believe speed limit
I live on hemlock dr ne and we are having issues with traffic on a dead end block and believe speed limit of 20mph is too high for dead end block... I h
Outdoor storage/accumulation junk or trash, Trash and debris

Could you possibly tell what was going on around SW blvd today around noon? Just curious.

WaterSmart: Have narrowed leak to between meter and house. Plumber scheduled 4/19/22 at 9am to attempt to locate and fix leak.

Joshua, I hate to be a thorn in your side but do above ground pools have any zoning restrictions? Our neighbors have just put one about 12 feet from

WaterSmart: Thanks for the info! We have a pool filler that adds water as needed during the spring and summer.

Do I need some kind of permit to build a front porch/deck at my house?

Hey, I am trying to find out if the city of Lenoir has any kind of grants that may be able to help my father with some Major home repairs. He is 74 draw

Hello I'd like to inquire about the structural requirements as far as wind load, snow loads and any other type of loads that I would need to guide throu
spoke with someone in the Community Affairs office last year, I am interested in speaking with someone about helping with starting a ghost walk.

WaterSmart: Had plumber Jeremy Benghe here to investigate leak and he found nothing. Derrick from Water Dept looked around too and didn't find a

Cars speed and accelerate from the Lower Creek parking lot speed hump until the top hill of Powell Rd. or vice versa in other direction. There have be

The intersection of Powell Road and Wilmore St. NE has become unsafe for pedestrians, children, and pets due to the speed of cars who are passing tl

Speeding cars. Need a speed bump on pennel street at the corner of wilmore st ne. Many young children playing on Wilmore St N.E. Also people revin

Apex Companies, LLC is evaluating the property located at 139 Blowing Rock Boulevard, Lenoir, North Carolina for a Phase I Environmental Site Asses

Currently my family and I are in an unsafe living situation being evicted. I had a program helping me but it fell through. I'm not going to point fingers c

Needing a speed bump, Country side drive/rd granite falls

I would just like to know why the city was going to throw away things on the front porch of a residential property. I was not aware of any notification

Marriage certificate married 4/21/1962 James r Hollar to Barbara j Pascarelli

what do you do when someone is stealing your money and food stampswhat I mean by money is my stimulus all of it and s s I and all I get is \$560 is th

my husband was a WW2 veteran and want to get a plaque for him in memorial day, sent in in February

Bulk Garbage 92

Garbage Pickup 10

Cart Issue 9

Extra Cart 13

Payment Plan

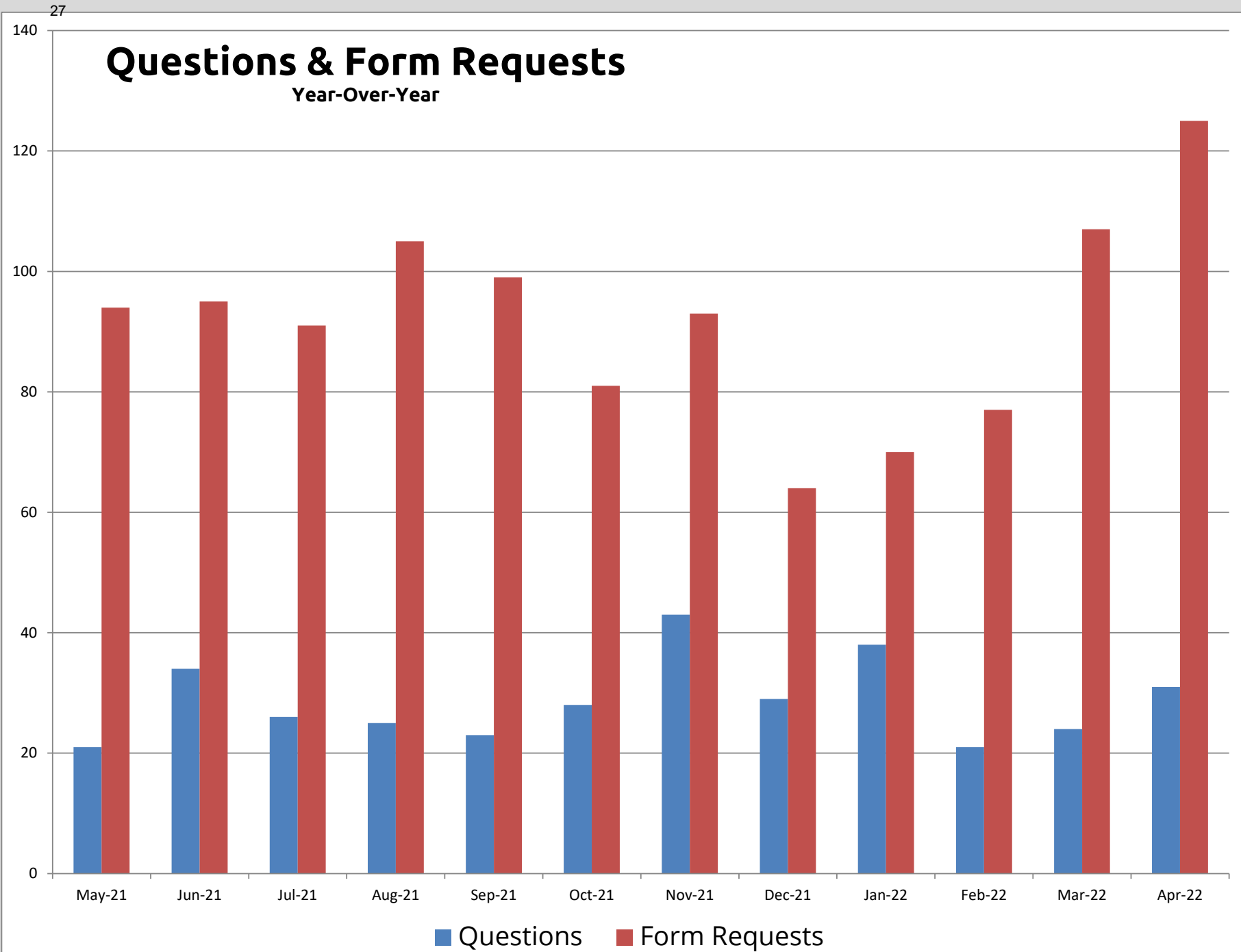
Records Request

Total Requests 124

Questions 31

Questions & Form Requests

Year-Over-Year





Chief Brent Phelps
First Quarter Report
January – March, 2022



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

	Communications & Records Training Hours	155
Broadcasting Techniques & Radio Etiquette		22
DCI Criminal Record Inquiries, File Transactions & General Inquiries; Security Awareness		11
Developing Healthy Responses		20
Duty Related Trauma		20
Identifying the Telecommunicator's Role		20
Promoting Career Development & Survival		22
Telecommunicator's Role in Crisis Management		40
	Investigations Training Hours	160
Crime Scene Investigations		160
	Non-Specific Training Hours	56
Bloodborne Pathogens / Hazmat (2021 & 2022)		56
	Instructor Training Hours	19
General Instructor Update (2022)		11
In-Service Training Coordinator		4
Verbal De-Escalation Train-the-Trainer		4
	Patrol Training Hours	1006
Advanced Roadside Impaired Driving Enforcement		16
Advanced Traffic Crash Investigations		160
Bean Bag Gun Training; Bean Bag / Less Lethal Training (2022)		48
Creating a Safety Net (2022)		54
Crisis Intervention Training		40
Current Trends in Marijuana & Extracts		10
Domestic Violence: Psych of Whether to Stay or Go (2022)		52
Ethics: Preempting Misconduct & Corruption (2022)		74
Fair & Impartial Policing (new hires)		24
Field Training Officer Training		80
Firearms Classroom, Combat & Qualification (2021)		10
First Responder to Hostage / Barricade		8
Incorporating a Co-Response (2022)		42
Interdiction Mastermind		8
Interview & Interrogation		40
Legal Update (2022)		92
New Hire: BWC, Conduct, Driving, Firearms, Garrity, OC, Pursuit, Scat, Taser, UOF, Verbal De-Escalation, Weapon Cleaning		62
Practicing Proactive Wellness (2022)		52
Raising the Bar (2022)		44
Roadside Interview Techniques		32
SRO: Interview or Interrogation (2022)		4
Subversive Groups (2022)		50
Taser / Less Lethal Update (2022)		4
	Special Response Team Training Hours	278
Command Initiated Device Training		28
Distraction Device Training		32
Sniper Course		90
SRT Non-Specified		128
	Supervisory Training Hours	105
Background Investigations		18
IA Investigations: Legal Responsibility		7
Leadership Development for LEO Managers		40
Officer Virtual Academy		8
Promoting Professional Standards		32
	TOTAL TRAINING HOURS	1779



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

Achievements

Retirements: SGT J. Moore (28+ years)

Supervisory Promotions: M. Spears & M. Coffey to SGT; M. Foust to CPL

Committees & Meetings

Field Training Officers Committee

NC FBI-NAA Board Meeting & Training Conference: Chief Phelps & LT Herman

Demos, Events & Tours

Appreciation Breakfast for 1st Responders: Brookdale Senior Living

Governor's Highway Safety Initiatives

Loving Spring Festival (Downtown)

Lower Creek 5th Grade Presentation: Drug Awareness

Department Upgrades & Equipment

Radar Calibrations

Orientation & Training

Bean Bag Training (annual)

Honor Guard (12 Officers Selected for Uniform Fitting & Training)

NC Property & Evidence Conference: J. Kerley, B. Coffey

New Hires H. Carswell & S. Clark: Oath of Office / 11 weeks of Field Training

New Hire Brandon Mooney: Orientation

Programs & Other Mentions

Audits Completed: CJLeads & LInX

International Women's History Month: female staff members recognized

Oral Board Assessments: Sergeant Process

Reserve Guard Duty: PTL Warren & Zambrano

Urban Archery Season Renewed for 2023

**Some cancellations due to CV-19 Omicron Variant*



3/29/2022 - Lenoir, N.C.

Sgt. Matt Spears and officers from the Lenoir Police Department meet 5th graders at Lower Creek Elementary to discuss drug awareness and the dangers that drug abuse poses, not only for the health and welfare of the individual, but the health and welfare of families, loved ones, and the community at large. Thank you to all participants, as well as the opportunity to help educate the students and answer their questions.



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

CRIMES AGAINST PERSONS

NIBRS	Charge Description	1Q19	1Q20	1Q21	1Q22
13A	Aggravated Assault	11	9	8	3
11D	Forcible Fondling	3	5	4	4
11A	Forcible Rape	1	3	4	3
11B	Forcible Sodomy	0	0	0	1
64A	Human Trafficking (Commercial Sex Acts)	0	0	0	0
64B	Human Trafficking (Involuntary Servitude)	0	1	0	0
36A	Incest	0	0	0	0
13C	Intimidation	2	3	6	1
09C	Justifiable Homicide	0	0	0	0
100	Kidnapping / Abduction	1	2	1	0
09A	Murder / Non-Negligent Manslaughter	0	0	0	0
09B	Negligent Manslaughter	0	0	0	0
11C	Sexual Assault with Object	1	0	1	1
13B	Simple Assault	52	45	46	56
36B	Statutory Rape	0	0	0	0
TOTALS		71	68	70	69

CRIMES AGAINST SOCIETY

NIBRS	Charge Description	1Q19	1Q20	1Q21	1Q22
720	Animal Cruelty	0	1	0	0
40B	Assisting / Promoting Prostitution	0	0	0	0
35A	Drug / Narcotic Violations	92	90	75	77
35B	Drug Equipment Violations	32	40	36	33
39A	Gambling (Betting / Wagering)	0	0	0	0
39C	Gambling (Equipment Violations)	0	0	0	0
39B	Gambling (Operating / Promotion)	0	0	0	0
39D	Gambling (Sports Tampering)	0	0	0	0
370	Pornography / Obscene Materials	4	4	0	1
40A	Prostitution	0	0	0	0
40C	Purchasing Prostitution	0	0	0	0
520	Weapons Law Violations	6	8	8	11
TOTALS		134	143	119	122



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

CRIMES AGAINST PROPERTY

NIBRS	Charge Description	1Q19	1Q20	1Q21	1Q22
200	Arson	1	0	0	0
510	Bribery	0	0	0	0
220	Burglary / Breaking & Entering	43	32	31	42
250	Counterfeiting / Forgery	9	4	4	2
290	Destruction/ Damage/ Vandalism of	44	40	25	45
270	Embezzlement	1	1	1	0
210	Extortion / Blackmail	0	0	0	0
26G	Hacking / Computer Invasion	0	0	0	0
26F	Identity Theft	1	1	1	2
23H	Larceny (All Other)	49	30	47	56
23D	Larceny (From Building)	13	3	6	6
23E	Larceny (From Coin-Operated Machines / Devices)	3	0	1	0
23F	Larceny (From Motor Vehicles)	17	9	21	24
23G	Larceny (Motor Vehicle Parts and Accessories)	4	10	4	8
23A	Larceny (Pick-Pocket)	0	0	0	0
23B	Larceny (Purse Snatching)	2	0	0	1
23C	Larceny (Shoplifting)	22	23	7	19
240	Motor Vehicle Theft	16	23	18	18
26B	Fraud (Credit / Debit Card / ATM)	4	10	8	15
26A	Fraud (False Petense / Swindle / Confidence Game)	18	12	12	16
26C	Fraud (Impersonation)	1	2	1	1
26D	Fraud (Welfare)	0	0	1	0
120	Robbery	3	3	2	3
280	Stolen Property	3	2	1	2
26E	Wire Fraud	0	0	0	0

TOTALS	254	205	191	260
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CRIME STOPPERS

Description	1Q19	1Q20	1Q21	1Q22
Calls Received	106	67	41	77
Crime of the Week Press Releases	3	3	0	0
Illegal Narcotics Recovered	\$20	\$0	\$0	\$0
Rewards Paid	\$200	\$1,300	\$0	\$1,050
Stolen Property Recovered	\$0	\$6,015	\$0	\$3,000
Total Arrests / Charges	9 / 22	12 / 37	0 / 0	2 / 2



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

GROUP B OFFENSES

NIBRS	Charge Description	1Q19	1Q20	1Q21	1Q22
90A	Bad Checks	0	0	0	0
90B	Curfew / Loitering / Vagrancy	0	0	0	0
90C	Disorderly Conduct	12	6	0	6
90D	Driving under Influence	9	6	7	6
90E	Drunkenness	1	1	0	0
90F	Family Non Violent Offenses	48	75	47	54
90G	Liquor Law Violations	1	0	1	0
90H	Peeping Tom	0	0	0	0
90I	Runaways	3	0	1	1
90J	Trespass of Real Property	0	0	0	0
90Z	All Other Offenses (Person / Property / Society)	30	4	3	1
TOTALS		104	92	59	68

CALLS FOR SERVICE

Description	1Q19	1Q20	1Q21	1Q22
Alarms	308	410	332	399
Animal Complaints	49	56	47	50
Civil Disturbances	162	200	189	232
Domestic Disturbances	207	253	237	248
Field Contacts	54	28	71	66
Follow-Ups	199	173	162	284
Foot Patrols	215	70	113	59
Incomplete 911s	492	488	542	508
Loud Noise Complaints	33	48	65	42
Special/House Checks	3008	2909	2780	2830
Stranded Motorists	164	162	130	183
Suspicious Persons	461	443	392	307
Suspicious Vehicles	556	410	387	544
Warrant Service	486	441	293	285
TOTALS	6394	6091	5740	6037

Group B offenses are non-reportable and consist of Crimes Against Society, except bad checks, runaway juvenile, and all other offenses.
Runaway juvenile is not classified as a crime by the FBI, but we feel documentation is warranted.



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

CANINE ACTIVITIES

Description	1Q19	1Q20	1Q21	1Q22
Building Searches	4	8	16	8
Building Search Apprehensions	0	0	0	4
Call Outs	0	0	0	0
Demonstrations	5	3	0	0
Currency Seized	\$2,855	\$120	\$0	\$518
Assist Narcotics Searches	8	8	10	4
Assist Narcotics Seizures	4	2	3	0
Narcotic Utilizations	73	114	93	50
Street Value of Seized Narcotics	\$19,928	\$16,080	\$65,039	\$3,207
Tracks	2	3	9	6
Tracks Apprehensions	0	2	0	1
Training Hours	135	77	60	44
Utilizations	68	158	140	60

CHARGES / ARRESTS

Description	1Q19	1Q20	1Q21	1Q22
-------------	------	------	------	------

Felony Charges

Adult	194	186	152	160
Juvenile	0	3	0	0

Misdemeanor Charges

Adult	725	623	528	632
Juvenile	18	8	12	7

TOTALS	937	820	692	799
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Figures to the right are arrests stemming from charges above. Involuntary Commitments are included in misdemeanor arrest totals.

Felony Arrests	133	78	105	111
Misdemeanor Arrests	591	512	430	495
Involuntary Commitments	26	32	28	36



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

TRAFFIC

Description	1Q19	1Q20	1Q21	1Q22
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Crashes

Crashes with Injuries	40	31	41	32
Crashes with Property Dmg	198	220	224	217

TOTALS	238	251	265	249
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Figures to the right are included in the totals above.	Fatalities	0	0	0	1
	Hit & Runs	49	49	44	45
	Parking Lots	64	65	69	67

In first quarter 2022, we had 3 pedestrians injured in traffic crashes.

Tickets	1Q19	1Q20	1Q21	1Q22
---------	------	------	------	------

Handicap Tickets Issued	1	0	0	3
Parking Tickets Issued	91	135	78	93
Parking Tickets Paid	81	108	50	53
Traffic Citations Issued	1015	853	709	697
Warning Tickets Issued	762	408	342	450

Top Five Contributing Circumstances 1Q22

Inattention	52
Failure to Reduce Speed	49
Failure to Yield Right of Way	34
Improper Backing	19
Improper Lane Change	13

Top Five Crash Locations 1Q22

Blowing Rock Blvd / Hospital Ave	8
Wilkesboro Blvd / Tremont Park Dr	6
Blowing Rock Blvd / ABC Court	3
Blowing Rock Blvd / Commercial Ct	3
Blowing Rock Blvd / Greenhaven-Nuway	3



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

ADMINISTRATIVE

Description	1Q22
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ABC Permits	2
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Dodge City Steakhouse (954 Blowing Rock Blvd)	Mixed Bev, Malt & Unfortified Wine (on premise)
NW NC Mtn. Bike Alliance (Special One Time)	Malt Bev (on premise w/ temporary extension)

Backgrounds	1
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COMMUNICATIONS

Description	1Q19	1Q20	1Q21	1Q22
CAD Requests DSS	50	60	63	71
Criminal History Requests	97	46	40	88
Entered CAD Calls	11322	10286	9315	9999
Number of Monthly Validations	159	158	152	167
Utility Calls	96	73	112	103

TOTALS	11724	10623	9682	10428
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RECORDS

Description	1Q19	1Q20	1Q21	1Q22
CAD Reports	\$35	\$40	\$5	\$45
Fingerprints	\$25	\$20	\$5	\$0
Parking Ticket Payments	\$760	\$690	\$310	\$310
Reports	\$60	\$60	\$15	\$50

TOTALS	\$880	\$810	\$335	\$405
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PROPERTY & EVIDENCE

Description	1Q19	1Q20	1Q21	1Q22
Evidence Destroyed	724	266	6	581
Evidence Received	912	749	548	542
Evidence Inventory Total	40083	42983	45103	47297

In first quarter 2022, 56 pounds of unused, unwanted medication was collected from our lobby drop box.



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

GENERAL INVESTIGATIONS

Description	1Q19	1Q20	1Q21	1Q22
Polygraph Examinations	2	3	3	1
Recovered Stolen Property	\$24,537	\$18,102	\$8,489	\$132,887
Recovered Stolen Vehicles (number of)	15	18	12	16
Recovered Stolen Vehicles (value of)	\$50,526	\$80,829	\$211,485	\$137,200
Narcan Use	5	2	14	17
Overdoses	9	8	23	38
<i>Opioid Induced Overdoses</i>	5	2	14	17
Suicides	1	4	1	3
Unattended Deaths	9	12	12	20

Narcan is used to reverse fatal drug overdoses. In first quarter 2022, we were able to save 17 lives.

CASE STATUSES

Description	1Q19	1Q20	1Q21	1Q22
Open	130	131	133	126
Inactive	190	227	208	281
CBA (Cleared by Arrest)	115	88	52	95
Exceptionally Cleared	20	14	12	17
Unfounded	27	31	12	19

NUISANCE

Description	1Q19	1Q20	1Q21	1Q22
Offenses				
Abandoned / Junk Vehicle	1	22	2	9
Graffiti	0	0	0	0
Health and Safety	0	8	0	4
Junk and Debris	9	25	13	31
Miscellaneous	0	3	2	3
Tall Grass or Vegetation	2	6	0	5

TOTALS	12	64	17	52
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Case Statuses

City Abated	0	1	0	3
Owner Abated	3	42	9	25



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

NARCOTICS ACTIVITIES

Description	1Q19	1Q20	1Q21	1Q22
Arrests	17	19	23	19
Charges	39	40	49	46
Arrests While Assisting Other Agencies	0	0	0	0
Charges While Assisting Other Agencies	0	0	0	0
Cases Opened or Initiated Within City Limits	33	73	46	48
Cases Opened or Initiated While Assisting Other Agencies	9	14	11	6
Cash and Property Seized	\$111,988	\$13,235	\$14,954	\$12,049
Cash and Property Seized While Assisting Other Agencies	\$3,753	\$0	\$0	\$101,945
Illegal Narcotics Seized	\$36,780	\$30,027	\$107,456	\$94,644
Illegal Narcotics Seized While Assisting Other Agencies	\$5,866	\$59,321	\$1,018,633	\$548,368
Knock and Talks	10	4	7	7
Search Warrants	10	46	9	27
Total Assists and Joint Investigations	9	14	11	6
Vehicle Seizures	0	0	0	0

NARCOTICS CONFISCATED

Description	1Q22	
Drug Name	Quantity	Value
Acetam / Oxycodone	1.5 du	\$8
Alprazolam	3 du	\$30
Assorted Pills	20.5 du	\$103
Clonazepam	6 du	\$60
Cocaine	43.3 gm	\$4,330
Crack Cocaine	19.9 gm	\$1,060
Fentanyl	11.5 gm	\$6,900
Heroin	39.2 gm	\$23,520
Heroin / Fentanyl	1 gm	\$600
Marijuana	806.5 gm	\$6,452
Marijuana Cookies	5.1 gm	\$41
Marijuana Wax	22.3 gm	\$178
MDMA	28.1 du	\$700
Methamphetamine	321.4 gm	\$48,210
Oxycodone	1 du	\$10
Oxy / Hydrochloride	5 du	\$70
Suboxone Patches	3 du	\$30
THC Gummies	116.3 gm	\$930
Vape Cartilage	169.4 gm	\$1,352
Xanax	12 du	\$60
TOTAL		\$94,644



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

For the Alcoholic Beverage Commission Board's reporting requirements, listed below are alcoholic violations and drug charges from inside the city limits of Lenoir for the quarters below:

ALCOHOLIC VIOLATIONS

Description	1Q19	1Q20	1Q21	1Q22
Contributing to the Delinquency of a Minor	2			
Driving While Subject to Impairing Substances	8	6	1	5
Disorderly Conduct				
Driving Under the Influence		6		
Driving While Impaired	3	1	6	1
Drunkenness	1	1		
Hold Until Sober	12	9	4	1
Impaired Driving Revocation		2	2	
Intoxicated and Disruptive	6	2		1
Open Container in a Vehicle	2			
Possessing Open Container in Passenger's Area	3			
Sell/Give Malt Beverage and/or Unfortified Wine to < 21				
TOTALS	37	27	13	8

DRUG CHARGES

Description	1Q19	1Q20	1Q21	1Q22
Felony Drug Charges	83	42	56	37
Misdemeanor Drug Charges	44	23	44	27
TOTALS	127	65	100	64



City of Lenoir Police

1035 West Avenue NW
 Lenoir, North Carolina 28645
 (828) 757-2100 • Fax (828) 757-2103



Council Action Form

I. Agenda Item:

II. Background Information:

III. Staff Recommendation:

IV. Reviewed by:

City Attorney: _____	Date: _____
City Manager: _____	Date: _____
Police Chief:  _____	Date: _____

What's New in Nuisance?



CID staff recently attended training in order to use our new web based code enforcement system. We hope this will streamline code enforcement for staff and citizens alike!

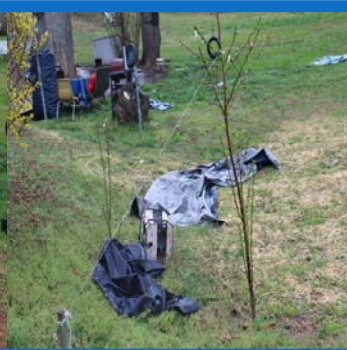


In addition to the incident reports on the quarterly, Detective Hartley also had 55 follow up, and 60 self initiated code enforcement calls for the first quarter of 2022. Please see the map on the next page for a visible view of the Detective's follow ups and self initiated calls!

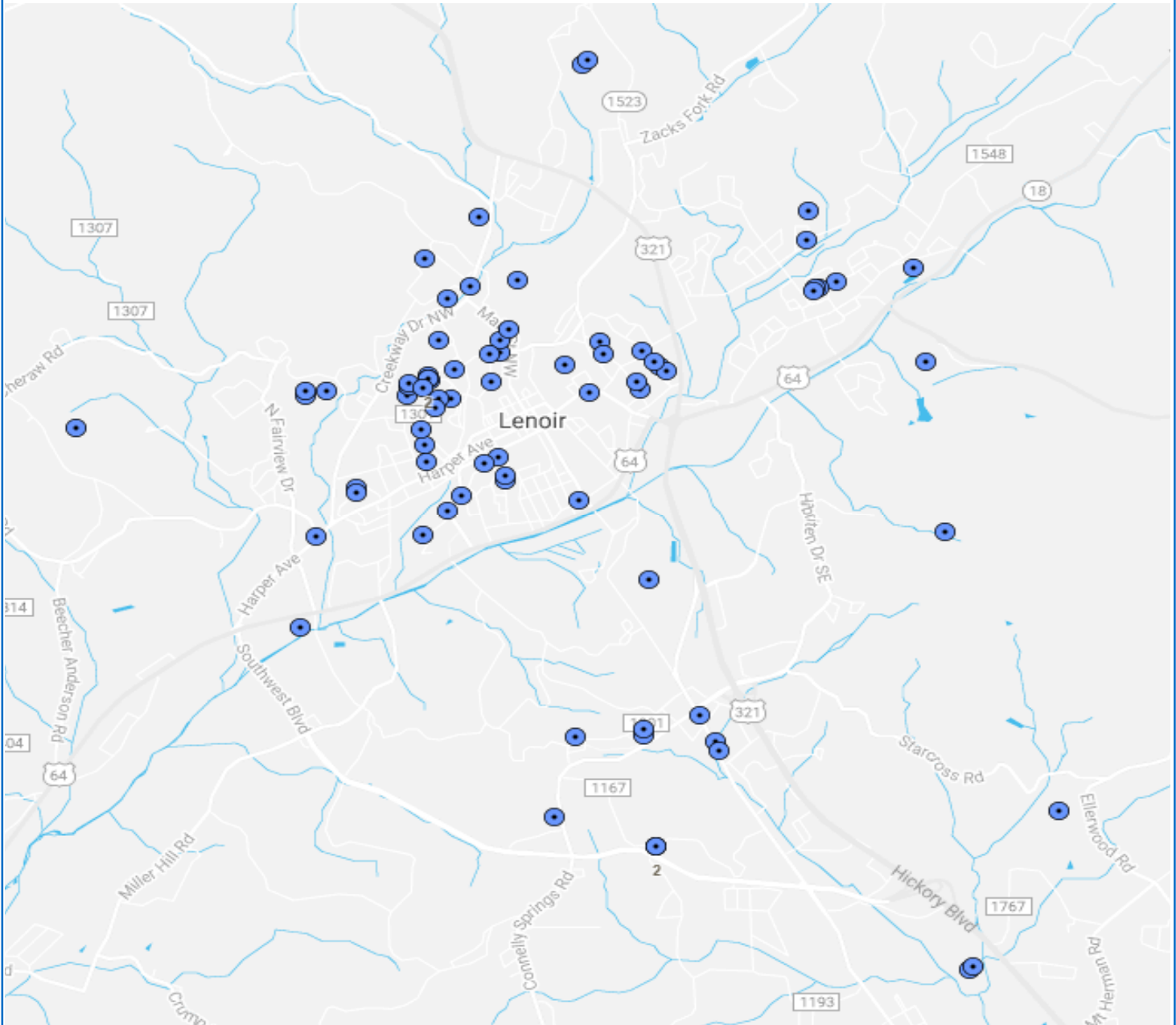
Please note duplicate visits have been limited to one visit per address for mapping purposes



Below you will find recent properties that have been abated by the owner. The before pictures are on the left, and after on the right.



Follow us around town!



812 NE MEADOWOOD DR	117 SW MEADOWVIEW PL	804 SW TIFFANY PL	132 NW TORRENCE CIR
235 NW SHARON AV	821 NW MONTCLAIR CIR	1106 SW SPAINHOUR ST	314 NW BROADWAY ST
2577 TRENTON PK	813 NE HEMLOCK DR	614 NW ROBBINS AV	523 NW HILL ST
1174 MOOSE LODGE RD	531 NW BEALL ST	116 NW BEALL ST	303 SW SPRUCE ST
716 NE CIRCLE DR	205 SW BRIXTON PL	1510 SW UNDERDOWN AV	SW PENNTON AV/SW NORWOOD ST
706 NE RIDGECREST DR	710 NE RIDGECREST DR	600-BLK NW STAGE ST	216 NW WILSON ST
409 NW WILSON ST	1201 SW COLLEGE AV	NW STAGE ST/NW HILLCREST ST	1105 SW TARA PL
1301 SW UNDERDOWN AV	1021 NW WARREN PL	409 NW WILLOW ST	516 NW SIMS PL
134 NW TORRENCE CIR	NE RIDGECREST DR/NE CIRCLE DR	208 NE TILTON PL	171 SE HAIGLER RD
429 HARPER AV	1319 NE JOLLY PL	530 NW WHEELER ST	1330 SW UNDERDOWN AV
514 NW SIMS PL	1301 NE JOLLY PL	844 NW QUEENS ST	221 NW SHARON AV
527 NW VANCE ST	309 SW SPRUCE ST	845 NW QUEENS ST	115 NW PINETOP PL
1902 NW HARPER AV	519 SW OAK ST	906 SW CHEROKEE PL	2224 OLDE WELL RD
602 NW STAGE ST	701 NW CONLEY PL	206 NW WILSON ST	2025 SW MORGANTON BLVD
1317 NW LENWELL ST	2303 SW WALT ARNEY RD	2205 SW WALT ARNEY RD	428 NW VANCE ST
227 NW BROADWAY ST	710 SW PENNTON AV	509 NW HARRIS ST	1040 ALTA LN
512 SW OAK ST	607 NW VANCE ST	813 NW FINLEY AV	424 NW WILSON ST
918 NE HEMLOCK DR	302 NW HOSPITAL AV	510 NW STAGE ST	517 SW SOUTH MAIN ST
118 SW MEADOWVIEW PL	1653 SW NORWOOD ST	1115 NW REGAL PL	
502 NW HEALAN PL	809 NW QUEENS ST	211 NW SHARON AV	



2022 FIRST QUARTER REPORT

JANUARY, FEBRUARY & MARCH

MISSION:

“The mission of Lenoir Fire Department is to provide public safety in the form of Fire Prevention, Fire Protection, Rescue Services and Emergency Medical Care. We will constantly strive to improve the quality of life for the citizens of Lenoir.”

VISION:

“To be aggressively proactive with respect to traditions and the realization of progression.”

OVERVIEW

Thank you for taking the time to look through Lenoir Fire Department's quarterly report. This report is designed to give you an understanding of the day to day operations of our department and staff for the first quarter of 2022. The first three months of the year have gotten off to a busy start for our department and staff. Our community and department witnessed the highest number of COVID positive people due to the new variant since the pandemic began. This highly affected our department through the last couple of weeks in January. We had numerous firefighters contract COVID which affected our staffing by with all the other staff pulling together, our citizens and operational efficiency were never compromised. I want to state a huge thank you to all our staff for looking after your brothers and sister in our department.

MAJOR EVENTS

JANUARY – The first three days of this month, our department went through a major shift and station change. All shifts and stations switched the majority of personnel to provide a balance and strengthening of each shift to shore up some short falls with positions. These moves also gave a balance of workloads for each station assigned personnel.

- Also this month, our personnel assisted the City's Maintenance Department remove Christmas decorations with the use of Tower 1.
- Several of our staff contracted COVID and the numbers were great enough on each shift for us to freeze all vacations until COVID positives reduced and we could return to full staff again. Thankfully, all of our staff who were COVID positive remained healthy and were able to return to work without any compromises.
- We had two firefighters turn in resignation notices wishing to leave their employment with our department and the City of Lenoir. One Firefighter that resigned had served with us for 4 ½ years and the other firefighter had served 1 ½ years. We wish good luck to them both on their future endeavors.
- This month our we endured a major winter storm, "Winter Storm Izzy", which called for our City to Declare a State of Emergency for the threat the storm presented. We received 8" of snow but thankfully didn't incur any significant damages from the storm.
- We had an incident involving one of our City's sanitation trucks. They had picked up some radioactive materials from one of their residential stops that registered high enough that the landfill would not take it. Our department checked the same out and also contacted the Department of Health and Human Services, Radiation Protection Section and got them involved. They came to us and identified the radioactive material as "Iodine – 131" which was residential medical waste. With the help of DHHS, Foothills Environmental and Public Works Director, we were allowed to dump the sanitation load off at the landfill, separated from all other waste, until the readings decapitated enough to be mixed with all other waste.



FEBRUARY – On February 1st we were able to unfreeze the staff's vacation list and resume normal operations due to staff COVID positives reduced drastically.

- We had another firefighter turn in their resignation notice this month. This firefighter had served with us for 2 years.
- We had our Fire Rating (ISO) Inspection this month conducted by the NC Office of the State Fire Marshal's Office. The Inspector goes over every aspect of our department, Water Department and Communications Department to rate our operations. We have received our notice that our department meets the minimum standards as a Fire Department and we are awaiting the results of the inspection to receive our actual rating.
- We were able to fill the two full-time vacancies we had open. The firefighters hired were, Justin Hall and Jody Spears. Each of these firefighters came highly recommended from their peers and volunteer fire departments. Justin comes to us from Wilkes County and is a member at North Wilkesboro Fire Department. Jody is from Caldwell County and is a member at Little Rive Fire Department. Also, Jody's father was a former employee with Lenoir Fire Department. Congratulations to both of you and welcome to our Lenoir Fire Department family.



Jody Spears

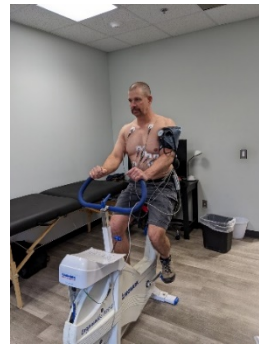


Justin Hall

MARCH – This month we held our quarterly retiree breakfast at Fire Station 2. We had approximately 16 retirees attend.

- During the last two weeks of this month, we held our annual OSHA blood draw and physicals. We are required to have these physicals and North Greenville Fitness Cardiac

Rehabilitation perform our services. They do it all in house and while our staff are on duty.



- We held our Officer's meeting this month and went over areas of concerns for the department and goals set for the next Fiscal year and items listed on the City's CIP. Also we discussed submissions from the firefighters on morale initiatives moving forward.
- We performed a medical stand-by for the City's sponsored Parks and Recreation's Leprechaun Leap Race. We also performed a medical stand-by for the new Youth Football League game held at Hibriten High School.
- We once again were asked by City Fleet Services to assist with changing the fuel filters on the storage tanks. We utilized this opportunity to help the City but we were able to get in some ladder operations training as well.



- We were able to fill the remaining full-time vacancy we had open. The firefighter hired was Cody Cox. Cody is from Caldwell County and is a member with Hudson Fire Department. Congratulations and welcome to our Lenoir Fire Department family.



Cody Cox

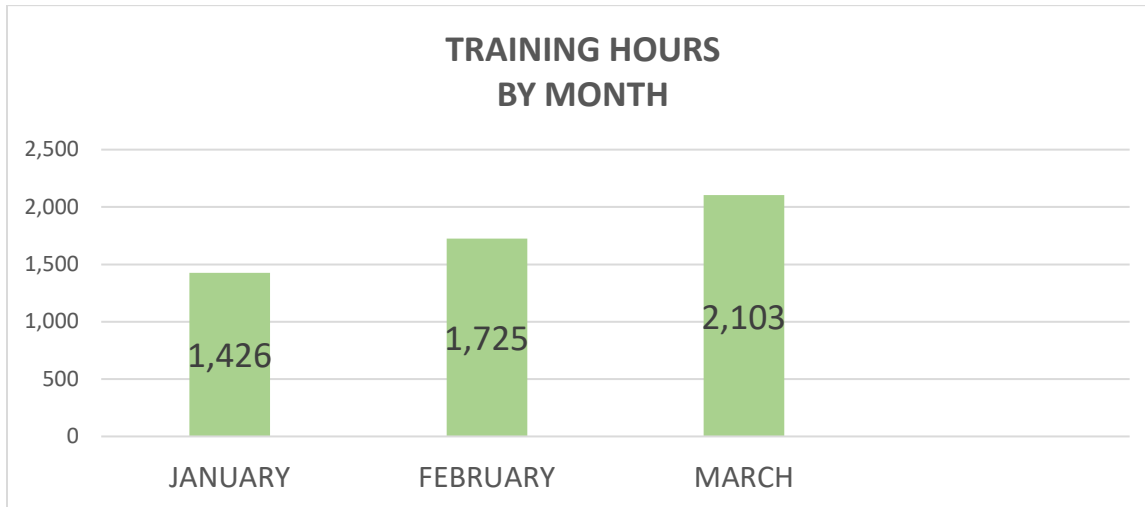
RESPONSES/INCIDENTS/CALLS FOR SERVICE

Incident Reports By Type of Situation Found	# of Incidents Current Quarter	2021 Quarterly Comparison	# of Incidents 2022 YTD
Fire, structure	9	5	9
Fire, vehicle & heavy equipment	5	4	5
Fire, brush or grass	25	10	25
Fire, trash	0	5	0
Fire, other	7	1	7
Medical call	271	293	271
EMS lift assist	17	19	17
Assist invalid, lift assist	8	5	8
MVA – with Injuries	24	14	24
MVA- no Injuries	32	44	32
Rescue call	30	21	30
Service call, public	53	50	53
Cover in assignment	3	2	3
Hazardous condition, other, power lines	13	11	13
Hazardous material or spill	10	19	10
False alarm, sprinkler	15	2	15
False alarm, smoke or carbon monoxide	23	24	23
False alarm, alarm sounded	38	25	38
False alarm, malicious & bomb threats	0	0	0
False alarm, other	17	17	17
Severe weather or natural disasters	6	0	6
TOTALS	606	571	606

Incident Responses by Districts	# of Incidents Current Quarter	Avg. Response Time/Minutes	Incidents 2021 Comparison	Response Time 2021 Comparison
Station 1	395	3:51	352	3:58
Station 2	133	3:47	154	3:30
Station 3	78	4:05	65	3:38
TOTALS	606	3:54	571	3:42

TRAINING REPORT

In the first quarter, our department personnel participated in a total of **5,254 hours** of training, on and off duty which averages to about **89 hours** per firefighter.



- **January**, our training focus on duty was EMT in-service, which is a monthly requirement and Officer's Training which is an annual requirement. During the Officer's training we placed emphasis on Officer Leadership Roles and Administration. We also performed Customer Service Training.
- **February**, we participated in EMT in-service and our focus on duty was Fire Flows and Bumper Line Hose Deployments.
- **March**, we participated in EMT in-service and our focus on duty was allowing for Shift Captain's Training Chices to focus on their individual shift training needs.

FIRE PREVENTION ACTIVITIES

- In the first quarter of this year we have performed and delivered **3 fire prevention presentations/programs**. We were able to perform these programs for a civic group, a school and a daycare. These program/presentations allowed us to reach a **total of 122 people, 85 children and 37 adults**.
- This quarter, with our smoke alarm program. Our staff distributed and installed **31 smoke alarms** this quarter ensuring early warning detection of a fire and improving the safety of the citizens at these residences. This program is made possible by the grant award from NC Office of State Fire Marshal and the department budget.



FIRE MARSHAL'S REPORT

Fire Marshal - This quarter the Fire Marshal performed a total of **112 fire code inspections** on businesses within Lenoir City Limits. In January he completed **28**, February he completed **38** and in March he completed **46**.

- Also, this month the Fire Marshal investigated complaints at two businesses, Poncho Villa and Walmart. After the investigation, the Fire Marshal found the complaints to be unsubstantiated at both businesses as Fire Codes were being upheld at the time.
- The Fire Marshal has put in significant work on several different projects this quarter which includes; Kattz Corner, JBS Meat Packing, Azura Health, Dodge City Steakhouse, Google, Hwy. 55 Grill, Malouf, Popeyes, Yoga Studio on Harper, Aary's Ice Cream and Gateway Nursing.
- The Fire Marshal is currently working with the Planning Department on a possible residential area.
- Dealt with 13 instances of illegal burns this quarter.

FIRE INVESTIGATIONS – In accordance with N.C.G.S. Chapter 58 article 79, all fires that occur inside the City Limits of Lenoir are investigated for cause and determination. We have certified fire investigators on each shift and they work under the direct supervision of our Fire Marshal. This quarter we had **46 fires** that occurred in the City.

- Of the 46 fires mentioned, 31 of these fires required minor investigative effort. However in this quarter, we had six residential structure fires that received structural damage and an in-depth investigation. These structures were located on; Connelly Springs Rd., Moose Lodge Rd., Cedar, St., Bramblewood Ct., Perkins Pl., and Sherwood Pl. We also had one commercial structure fire which was at Bojangles.

EMERGENCY MANAGEMENT – The Fire Marshal also acts as the City of Lenoir's Emergency Manager under the direct supervision of the Fire Chief. This position works closely with local and State Emergency Management and partners with the LEPC to respond and mitigate hazardous/disasterous incidents or situations.

- Chick-Fil-A was having issues with a natural gas installation, worked with them to resolve.
- Had a vehicle crash into a house which caused a gas leak.
- Had multiple storm preparations and had multiple responses to snow and flooding issues.
- Assisted with a radiation issue with a sanitation truck, working with NCEM/Public Works/State Radiological/Landfill to resolve.
- Had a water overflow at Swartz and Swartz.
- Fuel spill into a storm drain on Abington Rd.
- Gas leak on Morganton Blvd.

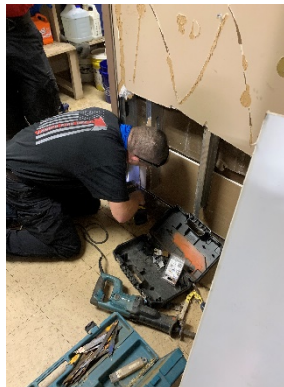
OTHER DUTIES – Our Fire Marshal also performs I/T services for our department to help the City's IT staff. This quarter, he has been assisting the department with future plans to upgrade our I/T services including computers, monitors, printers, and networking.

LOGISTICS' REPORT

MAINTENANCE – This portion of the report will indicate any maintenance that took place on apparatus and/or facilities for the quarter.

January – Rescue 1 had repair work performed, adjusted the brakes and replaced a defective guage \$521.50

- Ladder 1 had repair work performed, two tires were not all the way into the connector body and CEL would not turn off \$48.00
- Car 4 repair work performed, radio wouldn't turn on \$32.00
- Car 2 replaced battery and topped off antifreeze \$145.66
- Ladder 1 Supplies, ordered DEF fluid \$39.98
- Station 2 repaired interior wall in the wash pit \$80.69



February – Ladder 2, outsourced repair work to replace drive shaft \$1,393.50, found cornering module defective \$175.00 and outsourced repair work to replace carrier bearing, U-joint and repaired coolant leak \$2,036.23

- Car 3 outsourced repair work painted and installed door handle \$233.36, A/B service and new tires \$657.09, and State Inspection \$16.85
- Engine 2 repair work air leak for air governor that had went bad \$85.72
- Engine 3 repair work replaced both belts and ordered sight glass for coolant \$249.68 and outsourced repair work for radiator leak \$6,195.36
- Rescue 1 supplies antifreeze and oil \$44.88
- Station 2 replaced kitchen faucet

March – Rescue 1 repair work replaced 2 broken bolts from the cylinder head and reinstalled exhaust manifold and turbo \$419.16

- Engine 2 Safety Inspection \$16.85
- Tower Safety Inspection \$16.85
- Station 3 replaced bathroom faucet \$75.51
- Pressure Washed all trucks, cleaned compartments and cleaned the booms for Ladder 1, Ladder 2 and Tower 1

EQUIPMENT PURCHASES – This portion of the report will indicate the major equipment purchases for the quarter.

January – No major equipment purchases took place

February – No major equipment purchase took place

March – Purchased 10 complete sets of structural firefighting gear \$36,956.08

Respectfully submitted by;

Ken Hair

Fire Chief, City of Lenoir Fire Department



June 2022



Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3 8:30 p.m. Neon Bike Ride (Begins at Lenoir Soccer Complex)	4 3:00 p.m. Cruise-In (Downtown)
5	6	7 6:00 p.m. City Council	8 9:00 a.m. Staff Mtg.	9 (TBA) LTDA 6:00 p.m. Lenoir Business Adv. Board	10 7:00 p.m.-10:00 p.m. Summer Music Madness Event (Downtown Stage)	11
12	13 Noon - City/County Services Committee	14 8:00 a.m. EDC	15	16	17 7:00 p.m.-10:00 p.m. Summer Music Madness Event (Downtown Stage)	18
19	20	21 6:00 p.m. City Council	22 9:00 a.m. Staff Meeting	23	23 7:00 p.m.-10:00 p.m. Summer Music Madness Event (Downtown Stage)	25
26	27 5:30 p.m. Planning Board	28 8:30 a.m. Committee of the Whole (City Hall, 3rd Floor)	29	30		
Notes for July						
City offices will be closed on Monday, July 4 in observance of Independence Day.						

City of Lenoir
P.O. Box 958
Lenoir, N.C. 28645
www.cityoflenoir.com
757-2200 / 757-2162 fax

Joseph L. Gibbons, Mayor
Scott E. Hildebran, City Manager
Shirley M. Cannon, City Clerk