

**AGENDA
CITY OF LENOIR
COMMITTEE OF THE WHOLE
801 WEST AVENUE
TUESDAY, FEBRUARY 28, 2023
8:30 A.M.**

I. CALL TO ORDER

II. CITIZEN COMMENT

III. COMMITTEE ITEMS

A. Update; Public Services – Radford Thomas, Public Services Director

1. Freese and Nichols, Inc. Demo – General Fund Capital Asset Inventory & Management Plan – Director Radford Thomas

B. Update; Public Works/Public Utilities

IV. COMMUNITY DEVELOPMENT

A. Lenoir Business Advisory Board: The Lenoir Business Advisory Board met on Thursday, February 9. Kaylynn Horn, Economic Development Director will present a report of current projects.

1. ASU Professor Joe Bigley of the Western Carolina Sculpture Center will share updates on collaborative projects including the clock tower sculpture.

B. Planning Board: The Planning Board will not meet in February due to no agenda items. The next meeting will be held on Monday, March 27. Hannah Williams, Interim Planning Director, will present an update on upcoming projects.

C. Parks & Recreation Advisory Board: The Parks & Recreation Advisory Board met on Monday, February 20 at Mulberry Recreation Center. Minutes of the meeting are submitted as information.

1. Bid Award; Staff recommends Council approval of the low bid of Barger-Ashe Roofing in the amount of \$184,602.00 to install new TPO .060 Fleece back membrane roof on all the roof area at Mulberry Recreation Center.

V. FINANCE & ADMINISTRATION

A. Update –Donna Bean, Finance Director

1. January Financial Summary – Finance Director Donna Bean

2. Personnel Policy Revision – Finance Director Donna Bean

3. City of Lenoir Lease-Bernhardt Transportation – City Manager Scott Hildebran

B. Update; Public Communications

1. January Communications Report - Public Information Officer Joshua Harris

VI. PUBLIC SAFETY

A. Update; Police Department – Andy Wilson, Major

B. Update; Fire Department – Kenny Nelson, Deputy Fire Chief

VII. OTHER

A. March Calendar

VIII. ADJOURN

CITY OF LENOIR
COUNCIL ACTION FORM

I. Agenda Item:

Bid Award: Install New TPO .060 Fleece back membrane roof on all roof area at Mulberry Recreation Center

II. Background Information:

The entire roof at Mulberry Recreation center needs replacing. This is part of the Recreation Departments capital improvement project for budget year 2022-2023. Three bids were submitted for the project as they are listed below.

Bids: Barger-Ashe Roofing Company \$184,603.00
Integrity Roofing LLC \$242,325.89
Ambrosio Inc Roofing \$251,995.50

III. Staff Recommendation:

Staff recommends to approval the bid to Barger-Ashe Roofing in the amount of \$184,603.00.

IV. Reviewed by:

City Attorney:

Finance Director:

Public Works/Public Utilities Director:

Planning Director:

Recreation Director: Kenny Story



Roofing Company

P.O Box 642 Lenoir, NC. 28645

Office (828)754-4510

tomsmith@bargerashere.com

PROJECT PROPOSAL FOR

City of Lenoir

New roof on Mulberry Recreation Center

Date: January 23, 2023

SCOPE OF WORK: AS DESCRIBED BELOW.

1. The existing smooth surface asphalt roof will remain in place.
2. Instal a new TPO .060 Fleece back membrane roof on all roof area.
3. Note: No tapered insulation will be added on this base bid. The building is dead level so some slight ponding water will exist.
4. Includes all new roof drains as needed to create proper seal at drain bowl using new retro-roof drains.
5. Includes all new flashings and proper termination at all perimeters.
6. Includes removal of the three remaining linear skylights. Installing new 3/4" plywood on the curbs and then properly covering the curbs with new TPO roof membrane.
7. Includes all lifting and safety equipment to adhere to OSHA regulations.
8. Includes a Barger-Ashe 5 year labor warranty.
9. Includes a manufacturers 20 year membrane warranty.

Base bid:..... \$ 184,603.00 including tax

Notes:

1. Barger-Ashe Roofing is licensed by the North Carolina Board of General Contractors.
2. Barger-Ashe Roofing maintains workman's compensation and liability insurance.
3. This quote is accurate for up to 30 days.
4. Please sign and date this proposals and mail or email it back to tomsmith@bargerashe.com

Thomas R. Smith

Corporate President

Integrity Roofing LLC

1612 Tate Blvd. SE
Hickory, NC 28602 US
+1 8287641037
office@integrityroofingnc.com
www.integrityroofingnc.com

**ADDRESS**

Mulberry Recreation Center
720 Mulberry st sw
Lenior, NC 28645

SHIP TO

Mulberry Recreation Center
720 Mulberry st sw
Lenior, NC 28645

ESTIMATE # 1973**DATE 01/19/2023****SALES REP**

Steve

Layover for the Mulberry Rec Center- Mechanically
attached

1

242,325.89

242,325.89

Clean and prep roof

Lift will be provided

Install 1/2" substraight over entire roof (30,929SF) and
attach with plates and screws.

Remove 3 skylights on the upper roof and cover with
wood.

Install .060. mil TPO (thermoplastic polyolefin) roofing
system by mechanically attaching it. (34,022SF)

New flashing around all penetrations (chimney's, HVAC,
Pipe boots and roof access hatches)

Clean and reuse drip around perimeter

Install 7 new drains on upper and lower sections of the
roof

Clean up and haul away all debris

GAF (20yr) system pledge warranty will be provided as
well as a 5 yr workmanship warranty from Integrity
Roofing LLC upon full payment when job is complete

Any materials necessary to complete the project that is

SUBTOTAL

242,325.89

not listed will be billed in addition to the estimated price. Any necessary labor beyond the estimated project will be billed in addition to the estimated price. Any additional charges will be discussed and approved before moving forward. If you have any questions, give our office a call at 828-448-0855.

TAX
TOTAL

0.00

\$242,325.89

Accepted By

Accepted Date

FORM / PROPOSAL



Ambrosio Inc
14636 S. Brent Dr.
Huntersville, NC 28078
ambrosiocorp@gmail.com
(980) 722-8916

For: Integrity Roofing
Job Address: 720 Mulberry Street Southwest
Lenoir, NC 28645
Integrityrr17@gmail.com
(828) 218-4050

Job Id 2301-2941965-39 Job Name Lenoir Rec Center

Proposal Amount **\$251,995.50**

Proposal # 0283 Proposal Date 01/30/2023

#	Type	Name	(Price / Unit) x Qty	Line Total
1	ACTIVITY	TPO Roof	(\$251,995.50 / 1) x 1.00	\$251,995.50

Trade Type: ROOFING Work Type: Flat Roof

Description: Layover existing roof system. Install .060. mil TPO (thermoplastic polyolefin) roofing system mechanically attached.

-Remove 3 skylights on the upper roof and cover with wood.

-Install 1/2" Coverboard over entire roof and attach with plates and screws.

-New flashing around all penetrations and curbs

-Install 7 new drains

-GAF (20yr) system pledge warranty will be provided as well as a 5 yr workmanship warranty from Ambrosio INC when job is completed.

-Lift will be provided by AMBROSIO INC

Total \$251,995.50

Customer Rep Signature:

Customer Signature:

Louis Ambrosio

01/30/2023

Signature Date

Note:

Mulberry Rec Center



Recreation Administrative Offices (828)757-2165 - Fax (828)758-1315
 Martin Luther King Center (828)757-2170
 Lenoir Aquatic & Fitness Center (828)757-2196
 Mulberry Recreation Center (828)757-2165
www.cityoflenoir.com/parks

Recreation Advisory Board Meeting

Minutes

Monday, February 20, 2023

The Recreation Advisory Board met at the Mulberry Recreation Center at 6:00pm.

Members present for this meeting were: Scott Barnett, Darrell Lipford, Rick Pierce, and James Robertson

City staff members present were: Kenny Story, Maria Swanson and Scott Hildebran

Absences included: Schonna Banner, Michael Dineen, Tim Poarch, and Crissy Thomas, Ex-Officio

Member and resident were welcomed by Scott Barnett.

Minutes from the September 2022 and October 2022 meetings were reviewed. Motion made by James Robertson to approve the September and October minutes as written. Second by Rick Pierce. Motion Carried.

Director's Report

- Christmas Parade had largest turnout in several years
- Youth Basketball will finish up next week. There were 16 teams and 150 kids participating.
- Baseball and Softball registrations are now through March 10th.
- LYSA registration is going on now.
- February is Black History Month. There are several events planned at the Martin Luther King Jr. Center. A gospel singing with The Praise Church was held on February 4th. Movie Night was February 11th. Around 75-80 people came to watch the movie Till. On February 22nd we will have the annual Quiz Bowl and Essay Contest and on February 28th we will sponsor a Blood Drive from 2-6:30pm.
- The Annual Leprechaun Leap 5k/10k will be held at the Soccer Complex on March 18th.
- Foothills Performing Arts is continuing to use the LHS Auditorium for their plays.
- CCC& TI Girls' Softball team continues to use the Optimist Park field for practices and home games.
- Rentals at Mulberry and the Optimist Clubhouse are very busy with rentals every weekend. Shelter rentals should start to increase as the weather gets warmer.
- Lights at Mack Cook. Our goal is for the installation to be completed by the end of February. Lights will be able to be controlled through an APP on our phones.
- New bleachers are being installed at Mack Cook. They will hold around 200 people.
- PARTF Grant: Zack and Kenny have met with a few contractors for the splash pad. For the locker room renovations, there may be some issues with plumbing lines and how we will be able to work around those lines. Completion date is November 2025

- The Broyhill Family Foundation recently donated \$100,000 to have the Walking Park Pond dredged.

New Business

- Scott Barnett presented the board with the plans for a dog park on property currently owned by Greenway Presbyterian Church. Part of the property may be located in a flood plan or floodway. This will need to be reviewed to see if fencing, and other structures are possible in the area.

Old Business

- No new business was discussed

There being no further business to discuss, the meeting was adjourned.

The next meeting will be at Mulberry Recreation Center at 6 p.m. Monday, March 20, 2023

Minutes submitted by: Maria Swanson

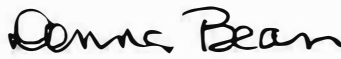


**City of Lenoir
Financial Summary
As of 1/31/2023**



General Fund					
	2022-2023 Budget	1/31/2023	% of Budget	Change from Previous Year	1/31/2022
Total Revenue	\$ 20,320,130.00	\$ 16,302,366.52	80%	\$ 1,544,583.77	\$ 14,757,782.75
Expenditures	\$ 20,320,130.00	\$ 12,139,453.56	60%	\$ 1,673,660.58	\$ 10,465,792.98
Over/Under	\$ -	\$ 4,162,912.96		\$ (129,076.81)	\$ 4,291,989.77
Downtown District					
	2022-2023 Budget	1/31/2023	% of Budget	Change from Previous Year	1/31/2022
Revenues	\$ 288,220.00	\$ 36,153.07	13%	\$ 4,725.20	\$ 31,427.87
Expenditures	\$ 288,220.00	\$ 238,966.80	83%	\$ 136,226.34	\$ 102,740.46
Over/Under	\$ -	\$ (202,813.73)		\$ (131,501.14)	\$ (71,312.59)
Water/Sewer Fund					
	2022-2023 Budget	1/31/2023	% of Budget	Change from Previous Year	1/31/2022
Revenues	\$ 10,232,980.00	\$ 6,186,687.50	60%	\$ 376,888.64	\$ 5,809,798.86
Expenditures	\$ 10,232,980.00	\$ 4,160,768.99	41%	\$ (2,110.64)	\$ 4,162,879.63
Over/Under	\$ -	\$ 2,025,918.51		\$ 378,999.28	\$ 1,646,919.23

CITY OF LENOIR
COUNCIL ACTION FORM

- I. Agenda Item:** Consideration to approve the updates to the Personnel Resolution as presented.
- II. Background Information:** Staff recommends making changes to the Personnel Resolution.
- Due to recruitment challenges, staff recommends reverting to the Personnel Resolution dated 7-2016 as it relates to the employment of relatives.
 - Recommend changing the guidance in the Substance Abuse portion of the Personnel Resolution.
- III. Staff Recommendation:** Staff recommends City Council approve the updates to the Personnel Resolution as presented.
- IV. Reviewed by:**
- City Attorney:**
- Finance Director:** 
- Public Works/Public Utilities Director:**

Current Policy

The City prohibits the hiring and employment of immediate family in permanent positions within the same work unit. "Immediate Family" is defined in Article VII, Section 12. "Work unit" is defined as a division rather than a department within the City. The City also prohibits the employment of any person into a permanent position who is an immediate family member of individuals holding the following positions: Mayor, Mayor Pro Temp, City Council Member, City Manager, **Department Heads**, Human Resources **Officer**, City Clerk, or City Attorney. Otherwise, the City will consider employing family members or related persons in the service of the City, provided that such employment does not:

- 1) result in a relative supervising relatives;
- 2) result in a relative auditing the work of a relative;
- 3) create a conflict of interest with either relative and the City; or
- 4) create the potential or perception of favoritism.

This provision shall not apply retroactively to anyone employed when the provision is adopted by the City. Should an immediate family member of a City employee be elected to the Council, the employee shall resign within six months.

Article VII, Section 12

"Immediate family" shall be defined as spouse, child, parent, brother, sister, grandparent, grandchild, son-in-law, daughter-in-law, parent-in-law, brother or sister-in-law, aunt, uncle, or the employee or spouse or guardian of the employee. This also includes various combinations of step, half, and adopted relationships.

Proposed Policy

The City prohibits the hiring and employment of immediate family in permanent positions within the same work unit. "Immediate Family" is defined in Article VII, Section 12. "Work unit" is defined as a division rather than a department within the City. The City also prohibits the employment of any person into a permanent position who is an immediate family member of individuals holding the following positions: Mayor, Mayor Pro Temp, City Council Member, City Manager, **Finance Director**, Human Resources **Manager**, City Clerk, or City Attorney. Otherwise, the City will consider employing family members or related persons in the service of the City, provided that such employment does not:

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4. Reasonable Suspicion Testing

Alcohol and/or controlled substances testing will be required when a trained supervisor *(recommend to replace with "knowledgeable member of City staff")* observes a CDL driver or any employee with behavior or appearance that creates reasonable suspicion of alcohol influence or controlled substance use. Reasonable suspicion testing must be authorized by the Department Manager and reported to the Human Resources Manager. Once the test is authorized, the employee must immediately go to the City's contracted medical facility for alcohol and controlled substances testing. The supervisor or his/her designee shall be responsible for transporting the employee to and from the medical testing facility.

Reasonable suspicion alcohol testing is only authorized under the Omnibus Act during, just preceding, or just after an employee performs safety-sensitive functions. Any other times an employee in a position covered by the Omnibus Act is suspected of being under the influence of alcohol, the employee will be considered a general employee and tested under municipal authority as outlined in this policy.

Employees who are referred for reasonable suspicion testing will be placed on non-disciplinary suspension until test results have been received or are available.

January 2023 Communication Report

CITY OF **LENOIR**
NC ★ CREATE WITH US

By Joshua Harris, Communication & Public Information Director

2/10/2023

CONTENT CREATION

News Releases

4

Photos

154

Videos

5

Web Updates

145

Podcast/Radio

Social Posts

65

Q&A

20

eSign

2

Council

1

Committees

PUBLIC ENGAGEMENT

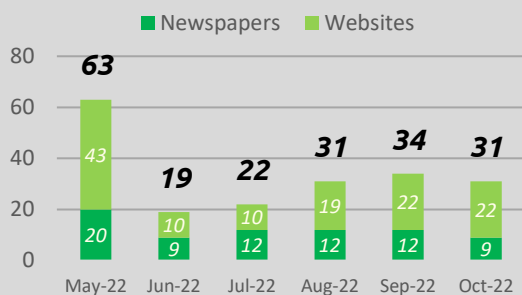
Website Total Views

48,867

Website Top Pages

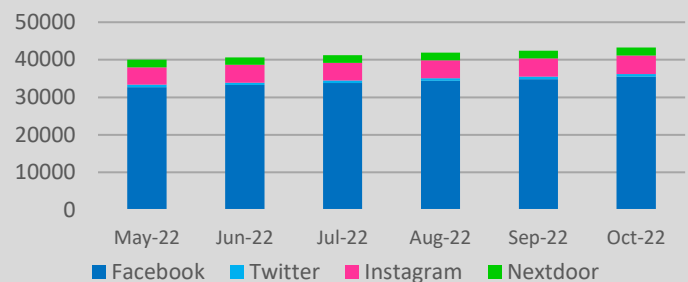
- 1 *Payment Options*
- 2 *Job: Parks & Recreation Director*
- 3 *Jobs*
- 4 *Job: Fire Chief*
- 5 *Water & Sewer Service*
- 6 *Police*
- 7 *Garbage Collection*
- 8 *LAFC*
- 9 *Holiday Collection Schedule*

Media Coverage



Social Followers

Total **44,657** +/- **-0.55%** New this month **-247**



Social Engagement

	Total	+/-
Social Reach	86,552	-51.43%
Social Visits	10,800	-30.26%

Video Views

2,162

	Views
Facebook	1,921
YouTube	241

Watch Time Hrs

88.7

	Hours
Facebook	58.1
YouTube	30.6

News Releases

4

- 1/12** MARTIN LUTHER KING JR. DAY CELEBRATION
- 1/12** CITY INSTALLING LIGHTS AT MACK COOK STADIUM
- 1/26** SWIMMING, LESSONS, LIFEGUARD COURSE, KAYAKING AT THE LENOIR AQUATIC & FITNESS CE
- 1/27** COUNCIL HONORS CAPT. BRIAN SMITH AND LT. BRETT INGRAM

Photos

154

<i>Date</i>	<i>#</i>	<i>Subject</i>
1/5	3	Aspen Dental Chipotle
1/5	6	lights at Mack Cook Stadium
1/10	37	The Boomerrang ribbon cutting
1/11	2	Kattz Corner
1/11	11	LPD HQ
1/11	58	Mack Cook Stadium lights
1/17	20	Capt Brian Smith Lt Bret Ingram retirement resolutions
1/24	17	Downtown Master Plan DLR Advisory Group Meeting



Chipotle and Aspen Dental construction



LED lights waiting for install at Mack Cook Stadium



The Boomerang ribbon cutting



Capt. Brian Smith and Lt. Brett Ingram retirement



Downtown Master Plan Advisory Committee meeting



Christmas Parade Marshals, Sam Sturgis & Buddy Edmisten

Social Posts 165

Top Facebook

#1City



Construction is still underway f...
City of Lenoir, NC Government

View insights

...

Thu Jan 5, 5:30pm

77.4K
Accounts Center accou...

85.9K
Impressions

1.3K
Reactions/Likes, comm...

306
Comments

875
Reactions

#2Police



REQUEST FOR IDENTITY AND I...
City of Lenoir Police Department

View insights

...

Wed Jan 18, 12:13pm

10.2K
Accounts Center accou...

12K
Impressions

206
Reactions/Likes, comm...

28
Comments

91
Reactions

#3Downtown



Summer Music Madness
Downtown Lenoir

View insights

...

Thu Jan 19, 2:48pm

5.4K
Accounts Center accou...

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#4Parks & Recreation



Upcoming winter and spring s...
Lenoir Parks and Recreation

View insights

...

Thu Jan 19, 8:30am

3.2K
Accounts Center accou...

3.4K
Impressions

61
Reactions/Likes, comm...

8
Comments

29
Reactions

#5Fire



Apply today to join our aweso...
City of Lenoir Fire Department

View insights

...

Fri Jan 27, 12:44pm

2.6K
Accounts Center accou...

2.7K
Impressions

82
Reactions/Likes, comm...

1
Comments

67
Reactions

Top Twitter

Tweets	Top Tweets	Tweets and replies	Promoted	Impressions	Engagements	Engagement rate
	City of Lenoir, NC @CityofLenoir · Jan 10 Congratulations to The Boomerang on their ribbon cutting today! Located at 309 Main St Suite C, the shop sells antiques, vintage items, clothing, & more. The shop is open Tuesday through Saturday from 10 am to 5 pm and Sunday from noon to 5 pm. Welcome to Lenoir! pic.twitter.com/FAvgRQEeHs View Tweet activity			190	15	7.9%
	City of Lenoir, NC @CityofLenoir · Jan 5 Construction is still underway for the new @ChipotleTweets and @AspenDental in Lenoir. But the signs are up! pic.twitter.com/xTs5ye6E4z View Tweet activity			134	9	6.7%

Top Instagram

#1City



Construction is still underway f...

cityoflenoirnc

View insights

...

Thu Jan 5, 5:32pm

1.1K

Accounts Center accou...

--

--

5

Comments

119

Likes

#2Downtown



We're declaring February "LOV...

downtownlenoir

View insights

...

Fri Jan 20, 11:00am

305

Accounts Center accou...

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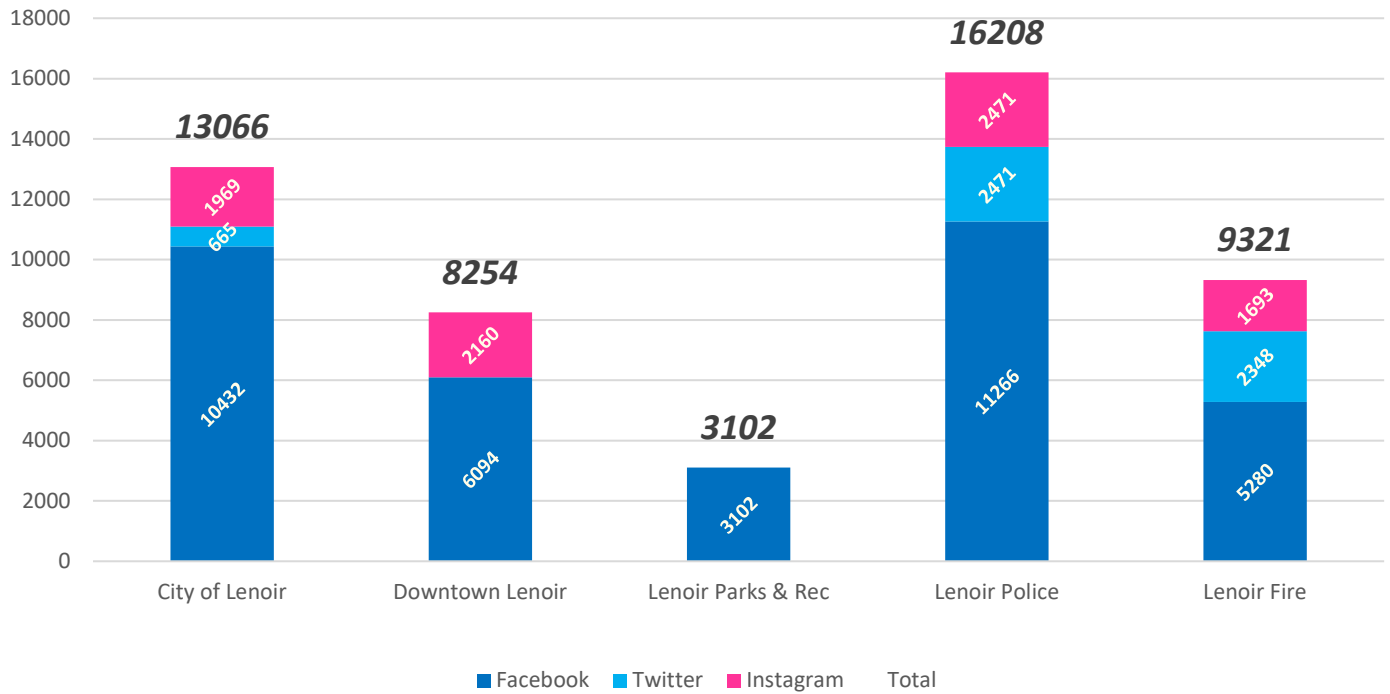
0

Comments

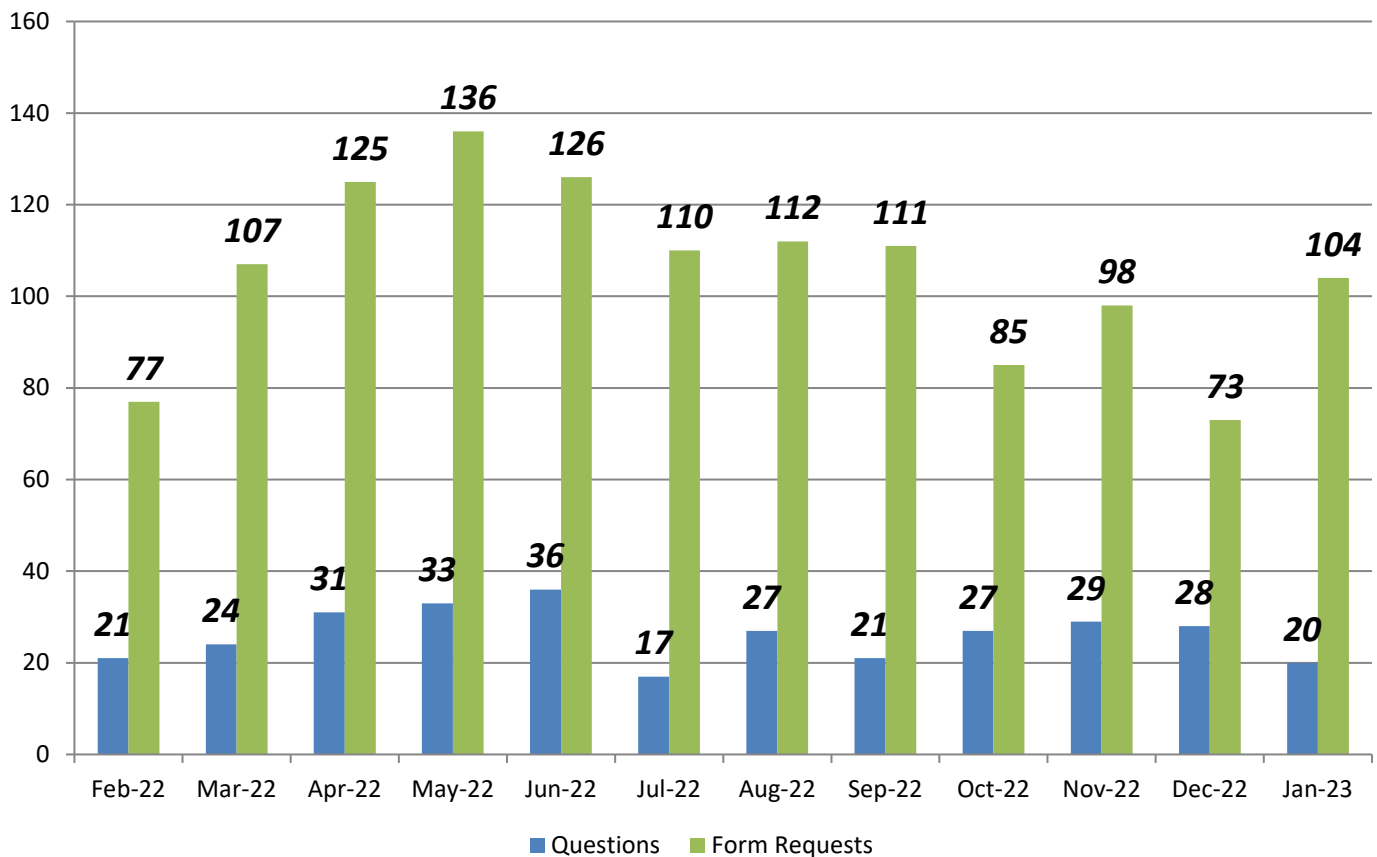
11

Likes

Social Comparison



Questions & Form Requests



I have had a leak at my property resulting from the temperatures last week. Is there a way to get my money back for the next bill?

How do I find out who owns a certain property?

Under the Freedom of Information Act (FOIA), Mid-Atlantic Associates (Mid-Atlantic) respectfully requests the copies of the following

Hello, there was work done ,across my address and now my basement is flooded. Can they pls finish whatever is going on there? Sp
NUISANCE ORDINANCE NOISE!

My name is Travis Chambers with National General Insurance. I was hoping I could obtain a police report in regards to an accident th

My name is Jessica Kobylinski with United Federal Credit Union. I am trying to verify an address for a loan I am working on that is in L

Overgrowth of grass, weeds, Outdoor storage/accumulation junk or trash, Junk/abandoned vehicles, Trash and debris, Noise compla

I need to get a copy of an old (1997) tax bill. How do I do that?

Hello, I am moving to Lenoir in May from Arizona. My daughter DOB 7/12/19 has been in year round swim lessons for a year and has

I've received the bill for account xxxx. I wondered if it was possible to get a leak credit for a leak during the cold weather in December

Overgrowth of grass, weeds, Outdoor storage/accumulation junk or trash, Junk/abandoned vehicles, Trash and debris, Rotten, dama

W9 requested for City of Lenoir for UNC Health (UNC Caldwell)

BV is an engineering firm currently conducting an Environmental Site Assessment of the following property on behalf of the property

Turning left into from Harper Avenue (or Wilkesboro Blvd heading east) into the new DariO ought to be illegal, but it happens way to

When will there be swimming courses for under 4?

Hello I was wondering if I need a permit to put signage on this property, 490 Center Cross Lane, Lenoir City, TN 37771

trying to log into my CoL, couldn't remember my password, went into my Forgot Password, put in email and username, and it keeps

I have a request. My neighbor who lives at the corner of Ridgewood and Powell has had leaves at the edge of her property since the

Hey what is coming beside Hannah's BBQ..What they building?

2022 Annual Report

Lenoir Fire Department



**145 Years of Service
1877-2022**

Mission & Vision

“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.”

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

Our Core Values

- *“Customer Service”* – Above all else, we realize that we are here to meet the needs of the public. We treat all customers with respect, dignity, fairness, and compassion.
- *“Professionalism”* – We conduct ourselves at all times in a manner befitting the oath we swore to uphold.
- *“Integrity”* – We live according to our Code of Conduct that governs our behavior both on and off the job.
- *“Respect”* – We always treat others as they desire to be treated.
- *“Innovation”* – We inspire our employees to take risks that improve our organization and advance our profession. We are responsive to the ever changing needs of our community.
- *“Trust”* – We trust one another to prepare in such a way that puts the safety, effectiveness, and reputation of the team and the department first.

Office of the Chief

I am pleased to present this Annual Report which provides an overview of the Fire Department's Operations for the year 2022. With the departments daily operation returning to pre-pandemic conditions our

Staff has diligently worked to maintain the standards set forth by the department. With COVID still a possible threat to the city, the fire department was still able to participate in and accomplish many of the objectives set forth by the cities leaders. 2022 showed a 16% increase in service calls over the 2021 year. The following points are explained further in the presentation ahead.

I am very proud of every member of our department. Through this year they bestowed a great sense of responsibility to the fire service and citizens; they also presented a great sense of loyalty to the fire department and the City. So thank you to each of our members for being great servants to our City and citizens and especially thank you for all you do everyday.

Note: this annual report is only a summation of operational activities for the year and for further details of what all our department and staff perform daily, we request for you to please view our quarterly reports posted on the City's website under the Fire Department Reports.

Thank you,

Kenny Nelson Interim

Fire Chief

2022 Accomplishments & Highlights

- We were able to sign the contracts to purchase a new Rescue Pumper Truck. This new apparatus will transition the current 2004 Rescue Truck and give us capabilities to haul necessary rescue equipment but will also provide water and a pump which the current apparatus does not allow. This should expand our capabilities to further enhance our service to the citizens. This new truck was purchased through HGAC which is a group purchasing organization along with funding through the ARP available funds. The costs associated with the purchase of this new apparatus is just over \$695,000.
- We were able to purchase a new 2022 Chevrolet Silverado 1500 pick-up truck to be used by the Fire Marshal. With the new duties that were placed upon the Fire Marshal we needed a vehicle that could carry the necessary equipment needed to perform the function of Fire Investigations and Emergency Management without contaminating the passenger area of the vehicle. This new truck was purchased for \$38,000 through the Sheriff's Association Purchasing contract. The former Kia Optima was transferred to the Police Department for their utilization.
- We provided numerous medical stand-by for City events and back-up ambulance stand-by for High and Middle School football programs.

2022 Accomplishments & Highlights

- We are continuing our smoke alarm campaign. We installed smoke alarms for citizens that could not provide their own to improve their chances of surviving a fire in their residence. The state currently provides the smoke alarms at no cost for distribution but we only receive 54 alarms per year. The City Financial Director allowed us to implement a program with City funds to purchase an additional 100 alarms. The smoke alarms are not given to an individual. Our staff installs the devices and completes the paperwork needed by the state. This program has been a success for our department for many years and is a great community outreach program.
- We had several members participate in the City's two "Litter Sweep" events this year. During April's event we had 16 members participate and we collected 21 bags of litter. This is a great initiative started by the Customer Service Team to help beautify our community and bring awareness to the citizens of other services the City of Lenoir offers the community.
- Two of our staff were involved in the CIS mentoring program at William Lenoir Middle School.

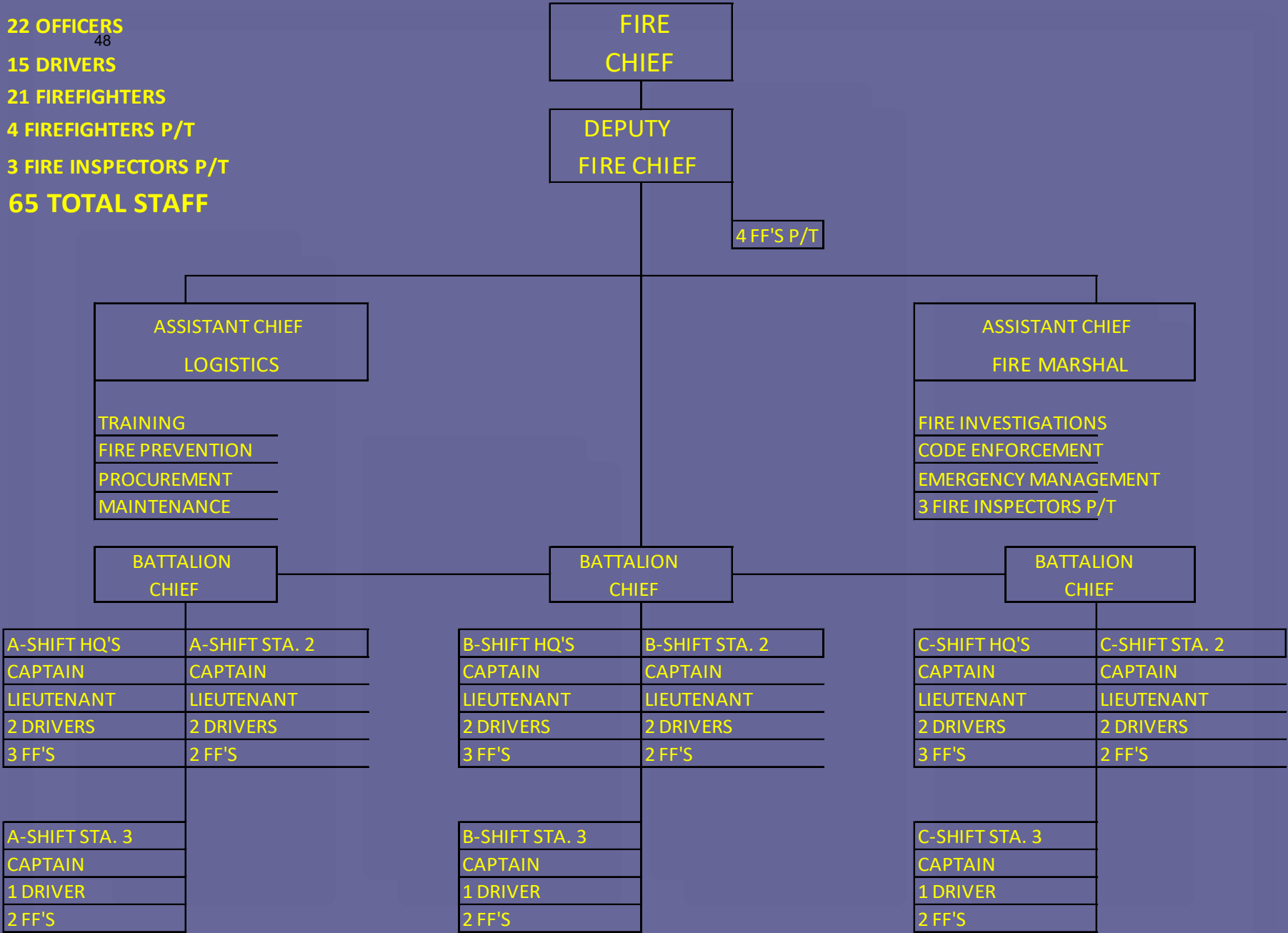
2022 Accomplishments & Highlights

- We received two grants from the North Carolina League of Municipalities. These grants were a 50/50 match of up to \$10,000 for each section of the grant. This grant helped us to purchase a hose roller and a hose tester. The cost to our budget was \$5,894.
- ISO Class 2. In the state of North Carolina there are 1,533 rated fire districts. The City of Lenoir is rated as a Class 2 fire district. The classification scale rates 1 to be the best protected and 9s the worst protected. Including all 1,533 fire districts, only 13 cities have a better fire rating than the City of Lenoir. Another 15 share our class 2 fire rating. The City of Lenoir Fire Departments fire rating is within the top 2% of all the fire departments in North Carolina.
- Also we assisted several other City departments throughout the year including maintenance, fleet services, parks and recreations, cemetery and grounds, and sanitation to complete some of their projects.

2022 Accomplishments & Highlights

- With the City Manager and Finance Director's help we were able to implement a part-time Fire Inspections program. This initiative aids in the City Council's push to improve Code Enforcement. We were able to hire three positions whom each work eight hours a week to aid with Fire Inspections. We have over 1,500 businesses and multi-family properties that require periodic inspections and we were not even getting a third of them performed annually. It is our belief that with this new program we should be able to achieve closer to 80-90% inspection rate for these properties. Before the implementation we were averaging approximately 40 inspections a month and since then we are seeing our averages go above 100 monthly currently. The more inspections that we can achieve properties should come into compliance of current International Building and Fire Codes and improve fire safety for their properties, occupants and owners.

22 OFFICERS
15 DRIVERS
21 FIREFIGHTERS
4 FIREFIGHTERS P/T
3 FIRE INSPECTORS P/T
65 TOTAL STAFF

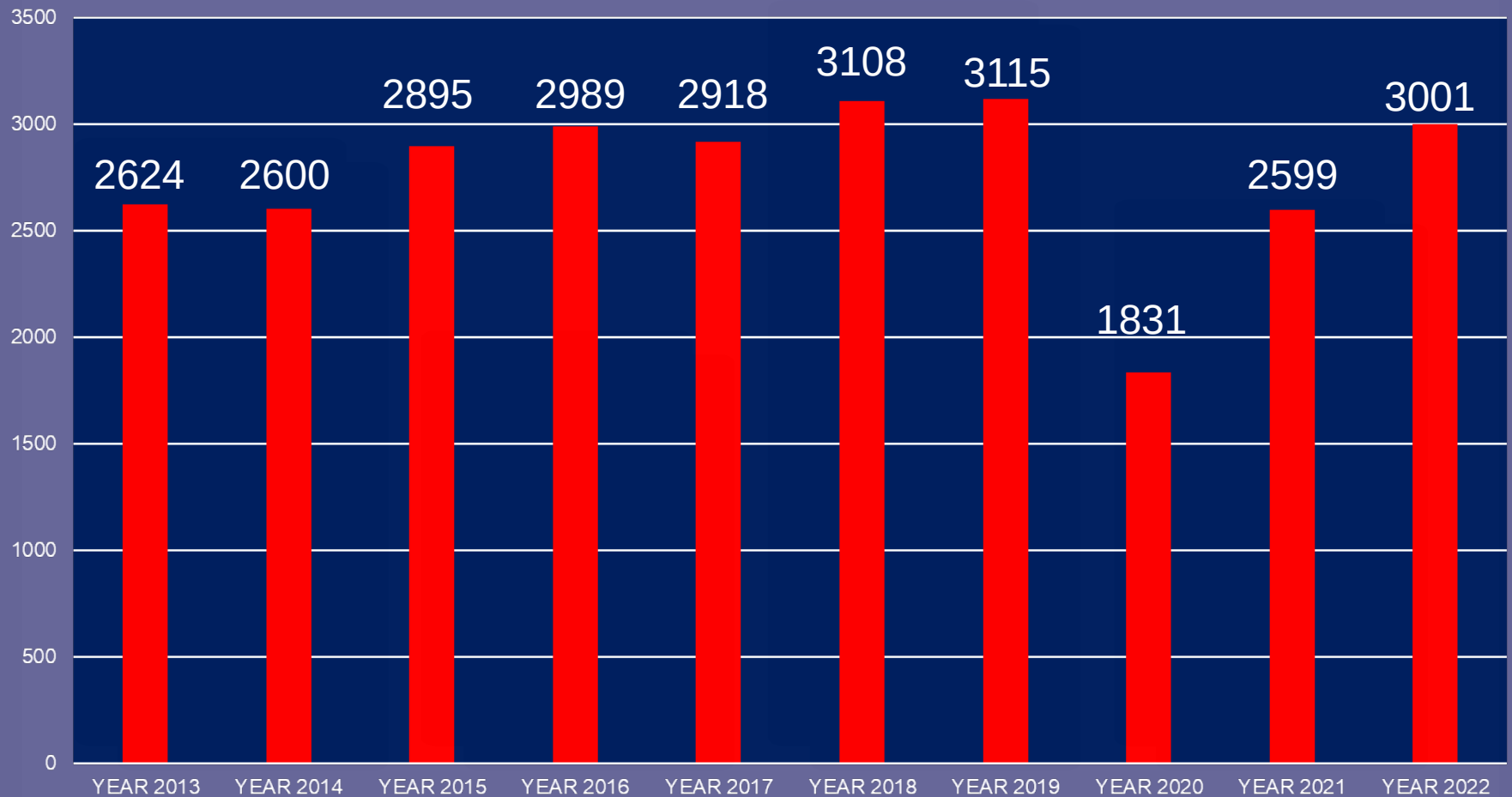


LENOIR FIRE DEPARTMENT

2022 ANNUAL REPORT

Incident Responses

TEN YEAR COMPARISON OF INCIDENT CALLS

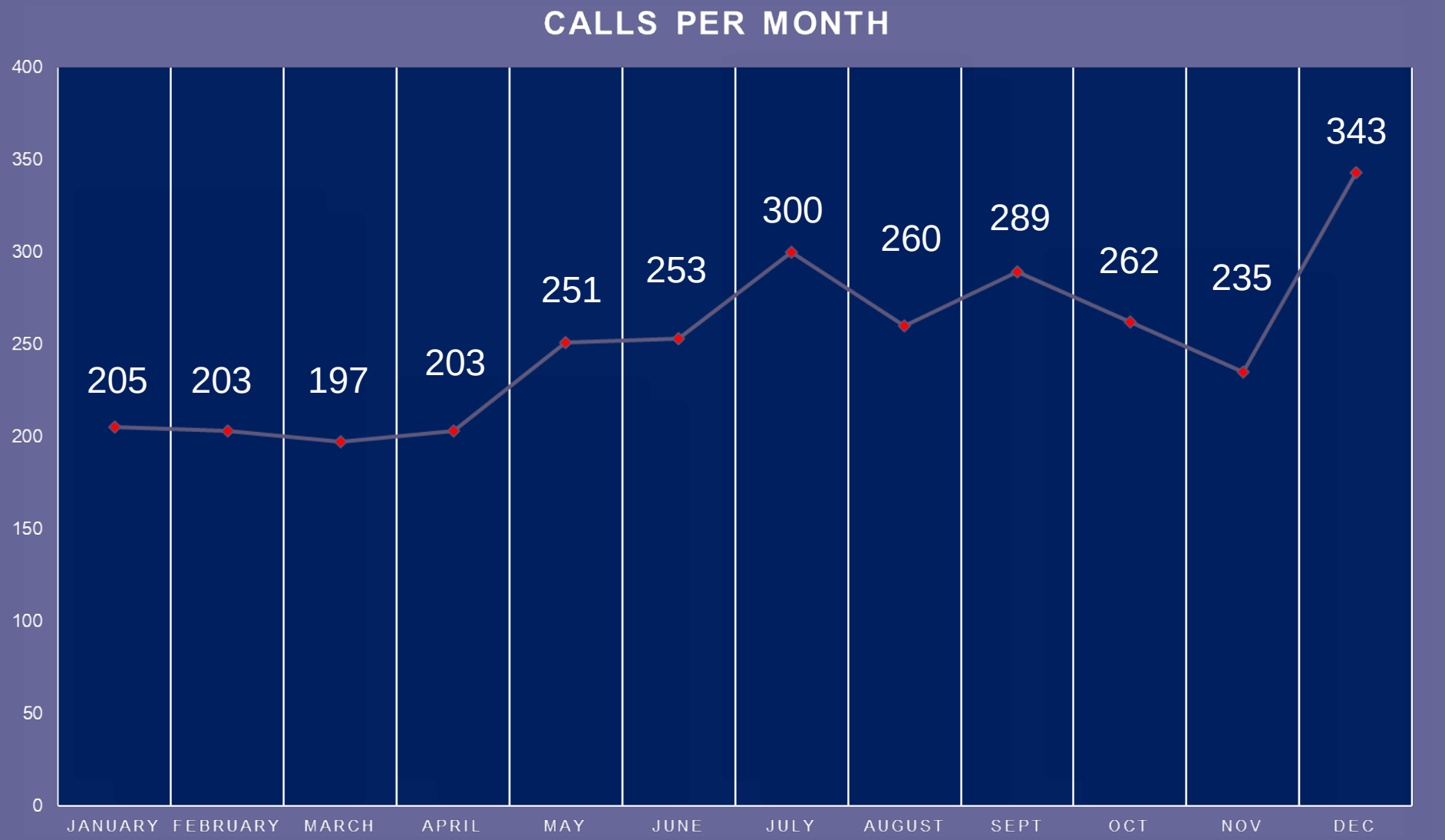


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LENOIR FIRE DEPARTMENT

2022 ANNUAL REPORT

Calls per month



3,001 Total Calls for Service in 2022

Station #1 – 1,921 Responses,	64% of total calls
Station #2 – 705 Responses,	23.5% of total calls
Station #3 – 375 Responses,	12.5% of total calls

LENOIR FIRE DEPARTMENT

2022 ANNUAL REPORT

Suppression Report

<u>Fires</u>	2022	2021
Building fires	43	24
Vehicle fires	19	18
Brush or grass fires	16	55
Trash or dumpster fires	12	16
Other fires	2	15
Total Fire calls	102	128
<u>False Alarms</u>		
Alarm system sounded, no fire	170	93
Smoke detector activation due to malfunction	65	133
Sprinkler activation due to malfunction	40	25
False alarm, other & Bomb Threats	43	109
Total suppression calls	360	360

Average Response Time for 2022 Calls – 4:04 Minutes

***After we have been dispatched**

53

LENOIR FIRE DEPARTMENT

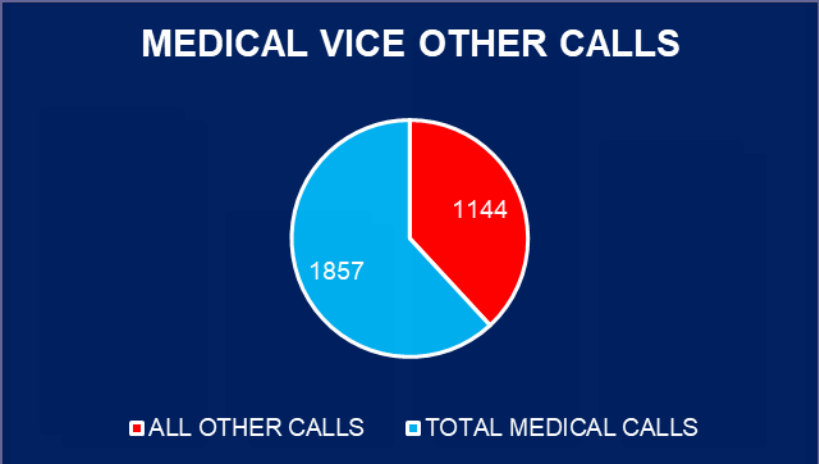
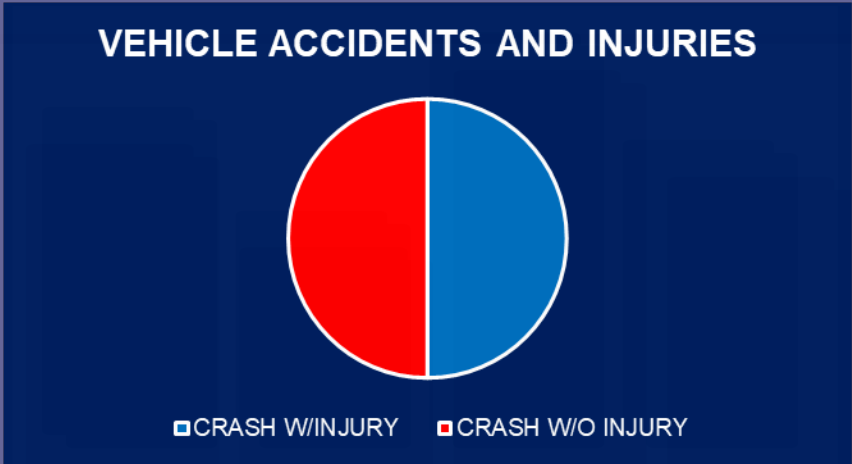
2022 ANNUAL REPORT

EMS Calls	2022	2021
Medical calls	1,518	1257
EMS Lift Assistance*	72	73
Assist Invalid*	29	40
10-50 Personal Injury	119	88
10-50 No Personal Injury	119	168

Total Medical Calls

1857

1626



LENOIR FIRE DEPARTMENT
2022 ANNUAL REPORT
Miscellaneous Call Report

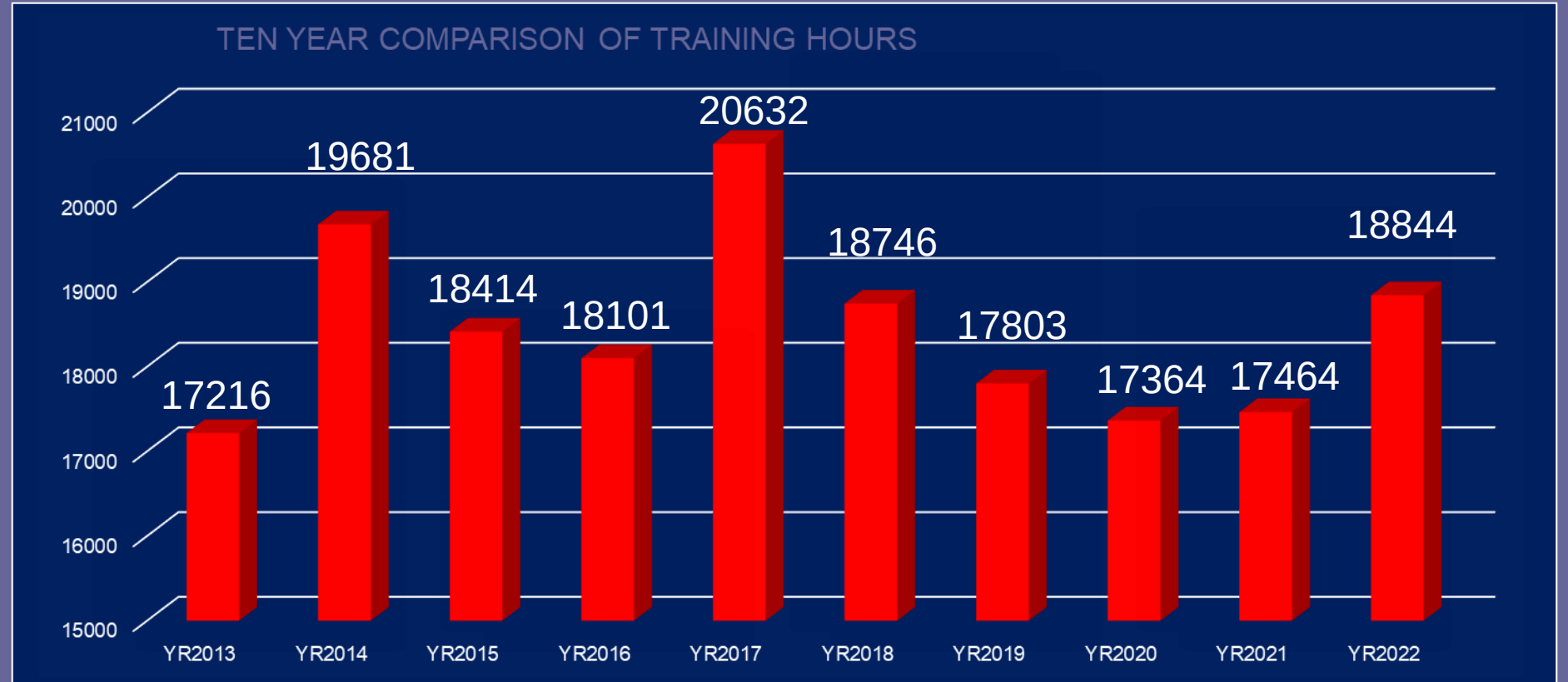
	<u>2022</u>	<u>2021</u>
Hazardous Condition/Materials Spills or Leaks	44	90
Public Service Calls	216	264
Rescue Calls	42	104
Cover Assignment/Stand-by	112	8
Severe Weather Calls	29	19
Total Miscellaneous Calls	443	485

55

LENOIR FIRE DEPARTMENT

2022 ANNUAL REPORT

Training	Hours
Total Training In-House	17,103
Total Training Taken Away From Lenoir Fire Department	1741.5
Total Training for 2022	18,844.5



LENOIR FIRE DEPARTMENT

2022 ANNUAL REPORT

Training, Special Classes Firefighters Attended

- National Fire Academy: Four Firefighters attended this school
- Breathing Equipment School (Spring): Two firefighters attended this school
- F.D.I.C.: Five Firefighters attended this school
- Mid-winter Fire Chief's Conference: Three Officers attended this conference
- Breathing Equipment School (Fall): Two firefighters attended this school
- NCSFA Conference: Four Firefighters attended the Conference
- NC Fire Prevention School: One Firefighter attended the School
- High Angle Rescue School (Fall): Cancelled due to COVID
- NC/SC IAAI Conference: Four Firefighters attended this school
- UTV (ATV): All 58 firefighters attended this annual in-house training
- Burke, McDowell, Wilkes, and Cleveland County Schools: Eight Firefighters attended these schools

NC Rescue Association Conference: One Firefighter attended this Conference

NC Level II Inspector Class: Fire Marshal (Chief Jacobs) Attended

LENOIR FIRE DEPARTMENT

2022 ANNUAL REPORT

Fire Prevention and Inspections

Inspections

Occupancy group-A (*Assembly*)

A-1 Assembly with fix setting for Performing arts or motion pictures.	2
A-2 Assembly uses intended for food and drink consumption.	64
A-3 Assembly uses intended for worship.	36
A-4 Assembly uses skating rinks and pools.	1
A-5 Ballfields/Stadium/Bleacher Seating	11

Occupancy Group B (*Business*)

B	209
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Occupancy Group E (*Educational*)

E	43
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Occupancy Group F (*Factory/Industrial*)

F-1 Factory Industrial with moderate-Hazard Occupancy	46
F-2 Factory Industrial with low-Hazard Occupancy	14

Occupancy Group H

H-1 Hazardous	1
H-2 Hazardous	7

LENOIR FIRE DEPARTMENT

2022 ANNUAL REPORT

Fire Prevention and Inspections

H-4 Hazardous	4
Occupancy Group I (<i>Institutional</i>)	
I-2 Structures used for medical, nursing or custodial care on a 24 hour basis	15
I-3 Building and structures which are inhabited by 5 or more under restraints.	2
Occupancy Group M (Mercantile)	72
Occupancy Group R (Residential)	
R-1 Boarding house or Hotels	13
R-2 Apartment houses	52
R-3 Other Residential	5
R-4 Assisted Living Facilities	6
Residential Special – (Foster Homes)	12
Occupancy Group U (Tents)	1
S-1 Storage Group	14
S-2 Storage	2
Total Inspections	638

59

LENOIR FIRE DEPARTMENT
2022 ANNUAL REPORT
Fire Prevention and Education

Classes/Presentation	44
Schools	
Number in attendance	733
Day Care	
Number in attendance	356
Senior Center	
Number in attendance	42
Church, Public Housing, etc...	
Number in attendance	1532
Smoke Detectors Issued	96
CO Detectors Issued	0

LENOIR FIRE DEPARTMENT

2022 ANNUAL REPORT

Fire Loss vs. Save Report

- Total estimated value of property and contents for 2022 pre-fire responses:
\$105,638,150 (**total value**)
- In 2022, Lenoir Fire Department responded to 102 fires. Of these 102 fires, we had 43 structure fires, 19 vehicle fires, and 40 fires listed as other; an estimated total monetary fire loss of property and contents equaled to:
\$1,171,850 (**fire loss**)
- However of these same 102 fires, we were able to show that we potentially saved, of the same property and contents, an estimated monetary total equaled to:
\$104,466,300 (**saved**)

NC FIRE INSURANCE RATING

ISO Class 2

- In the state of North Carolina there are 1,533 rated fire districts. The City of Lenoir is rated as a **Class 2** fire district. The classification scale rates 1 to be the best protected and 9S to be the worst protected. Including all 1,533 fire districts, only 13 cities have a better fire rating than the City of Lenoir and another 15 share our Class 2 fire rating. The City of Lenoir Fire Department's fire rating is within the top 2% of all Fire Departments in NC.
- We get an insurance break for many of the commercial properties but by getting to Class 2 we get:
 - Faster response times
 - Operable, appropriate equipment to do various firefighting jobs
 - High levels of trained personnel
 - Contracts for more personnel and/or equipment if needed
 - Tested water systems that can appropriately put out fires or understood weak areas to prepare for
 - Communications for better responses and fire attacks
 - Public prevention with classes for public, inspections and investigations
 - Better outcomes in the event of fire



March 2023



	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7 6:00 p.m. City Council	8 9:00 a.m. Staff Meeting	9 2:00 p.m. ABC Board 6:00 p.m. Lenoir Business Adv. Board	10	11
12 Daylight Savings Time Begins	13 Noon - City/County Services Committee	14 NC Main Street Conference (Statesville Civic Ctr.)	15 NC Main Street Conference	16 NC Main Street Conference Ends	17	18
19	20 6:00 p.m. Parks & Recreation Adv. Brd. (Mulberry Rec. Ctr.)	21 6:00 p.m. City Council	22 9:00 a.m. Staff Meeting	23	24	25 NLC Conference Begins
26 NLC Conference	27 NLC Conference 5:30 p.m. Planning Board	28 NLC Conference Cancelled- Committee of the Whole	29 Noon - Foothills Regional Airport Authority	30 8:30 a.m. Budget Meeting (City Hall, 3rd Floor)	31	
		Notes for April City offices will be closed on Friday, April 7 in observance of Good Friday. NCLM's City Vision 2023 Conference will be held in Concord on April 25-27. NCDOT's Spring Litter Sweep begins on Saturday, April 15 & ends on Saturday, April 29.				