

**AGENDA
CITY OF LENOIR
COMMITTEE OF THE WHOLE
801 WEST AVENUE
TUESDAY, MAY 28, 2024
8:30 A.M.**

I. CALL TO ORDER

II. CITIZEN COMMENT

III. COMMITTEE ITEMS

A. Update; Public Services Public Works Director Jon Hogan

1. Stormwater Infrastructure Emergency Repairs at (3) Locations; Shotcrete Contractors, Inc.: Staff recommends approval to contract with Shotcrete Contractors, Inc. to make the needed critical repairs to the following locations as quoted:

#1. Bride Headwall – Meadowlane Drive Bridge

#2. Stormwater Retention Vault – 443 Harper Avenue SW

*Quote for items 1 & 2 is \$19,400.00

#3. 931 Overlook Drive Culvert

* Quote for item #3 is \$71,300.00

Note: Additional background information is included on the Council Action Form in the agenda packet.

2. Update; Lenoir Fire Department Infrastructure Repair (Sinkhole)

3. Update; Hospital Avenue Sidewalk Project

4. 23-02 N.C. Forest Service Urban and Community Forestry Financial Assistance - Award – Tree Canopy Cover Assessment

5. Veteran's Memorial Project

B. Update; Public Services Public Utilities Director Jeff Church

IV. COMMUNITY DEVELOPMENT

- A. Lenoir Business Advisory Board: The Lenoir Business Advisory Board met on Thursday, May 9. Brenda Floyd, Main Street & Economic Development Director will present a report of the meeting. Minutes of the March 21, 2024

meeting are submitted as information.

B. Planning Board: The Planning Board not meet in May. Matt Duchan, Planner & GIS Coordinator will present the following item for discussion. Note: This item will be placed on the June 4, 2024 Consent Agenda for consideration of approval.

1. Sidewalk Café Permit Application; Fercott Fermentables: Staff finds the proposed application approvable with conditions. The following conditions are recommended:

- A. All alcoholic beverages sold and consumed in the Fercott sidewalk café shall be in Social District containers, according to the Social District Management and Maintenance Plan.
- B. A 5 ft. clear pedestrian path between the sidewalk adjacent to Main Street.
- C. The sidewalk café shall only operate during Social District hours, as outlined by the Social District ordinance (Sec. 13-92, Lenoir Code of Ordinances.)
- D. Any fixtures aside from the table and chairs shall be subject to the Planning Director's review.

C. Parks & Recreation Advisory Board: The Parks & Recreation Advisory Board did not meet in May. Phil Harper, Parks & Recreation Director will present an update of current activities and projects. Also, information will be presented on the following two items for Council's consideration of approval.

1. Automatic Gate Installation; J.E. Broyhill Park & Broyhill Walking Park: Staff recommends awarding USA Fence the contract for the materials and installation of new automatic gate systems at JE Broyhill Park and Broyhill Walking Park for \$14,591.00 x 2 locations for a total amount of \$29,182.00. Staff also recommends changing the current Park Hours to the Standard Seasonal Park Hours as below:

Standard Seasonal Park Hours

April – September 6:00 a.m. – 8:30 p.m.

October – March 6:00 a.m. – 7:00 p.m.

2. Harambee Mural; Design Approval

V. FINANCE & ADMINISTRATION

A. Update –Donna Bean, Finance Director

1. Amendments; Annual Budget Ordinance: Staff request for amendments to be made to the annual budget ordinance for the fiscal year ending June 30, 2024 as follows:

- a. Increase revenues for the General Fund to allocated revenue exceeding budget amounts.
- b. Increase expenditure lines in the General Fund to allocate additional revenue by department.
- c. Reallocate funding for the Water and Sewer Fund by department.

2. Hibriten Mountain, LLC Lease; Antenna Lease Renewal: Staff recommends approval of a lease between the City of Lenoir and Hibriten Mountain, LLC for a ten-year period effective July 1, 2024 and shall continue in effect for a period of ten years ending on June 30, 2034. The purpose of the lease is for the continuation of the City's leasing of the location of our existing Public Services' Department communication equipment.
3. Updated Safety & Health Policy for City of Lenoir – David Coffey, Purchasing & Risk Manager

B. Update; Public Communications - Joshua Harris, Public Information Officer

1. April Communications Report

VI. PUBLIC SAFETY

A. Update; Police Department – Brent Phelps, Police Chief

1. First Quarter Report (January, February, March) – Chief Phelps

B. Update; Fire Department – Norman Staines, Fire Chief

1. First Quarter Report (January, February, March) – Chief Staines

VII. OTHER

A. June Calendar

VIII. ADJOURN

CITY OF LENOIR
COUNCIL ACTION FORM

I. Agenda Item:

Stormwater Infrastructure: Emergency Repairs at (3) Locations

II. Background Information:

1. Bride Headwall: During a current NCDOT Bridge Inspection it was brought to our attention that the bridge #130076 on Meadowlane Dr was in need of headwall repairs. The issue is considered critical. We are currently on a 45 day notice for repairs (See attached Municipal CF Letter). Shotcrete proposes to make headwall repairs through injections.

2. Stormwater Retention Vault: Public Works was made aware of an issue with a stormwater detention vault at 443 Harper Ave SW. Upon inspection we found that the concrete floor has deteriorated and is now eroding under the footing causing sinkholes to appear outside of the vault. Shotcrete proposes to make needed concrete repairs.

3. Overlook Culvert: Public Works was notified of a possible sinkhole at a double barrel creek culvert that crosses at 931 Overlook Drive. Upon inspection it was found that Barrel #1 is critical and need of immediate repair and Barrel #2 isn't critical but the pipe has no bottom and will also need to be lined. Shotcrete proposes to make repairs and line both pipe bottoms while on-site.

Shotcrete Contractors Inc. specializes in these concrete repairs and has proposed to mobilize (1) time to complete all jobs with no additional mobilization fees. Given the urgency of these repairs Shotcrete Contractors has proposed being on site on 5/29/2024.

Quote for #1 & #2

\$19,400.00

Quote for #3

\$71,300.00

III. Staff Recommendation:

Staff recommends contracting with Shotcrete Contractors Inc., to make the needed critical repairs to **#1 and #2 for \$19,400.00** and **#3 for \$71,300.00** as quoted.

IV. Reviewed By:

City Attorney:

Public Works/Public Utilities Director: JH

City Manager:

Shotcrete Contractors Inc., Quote for Repairs

As you can see in the picture the CMP on the right side is in very bad shape. The invert is missing only a few ribs keeping it intact. It has started to deflect and that is what is causing the dip in the road.

Holes has just started to rust thru the invert located in the CMP on the left, to prevent further deterioration I recommend installing a reinforced shotcrete liner typical for both CMP.

Shotcrete Contractors, Inc. will provide all Supervision, Labor, Equipment, Tools, Safety Eq. Materials, any required Insurance and Clean Up to:

Mobilize project site and install Shotcrete Liner in each CMP -----\$71,300.00 LS

Clarifications:

SCI has included all applicable taxes on materials.

All materials for reference project will meet ASTM Specifications.

SCI will provide and maintain sanitation facilities for the duration of the project.

Owner will furnish:

1. Access to potable water, any required hydrant permits.
2. Provide any required permits to legally perform the work.
3. Provide any required traffic control or work signs.

If you have any questions, please do not hesitate to contact me.

In addition to the proposal I sent to repair the existing CMP,S located at 931 Overlook Drive. There was two additional structures needing repairs, Manhole Structure and Bridge Headwall. I propose to complete these repairs once the lining of the CMP is completed. There will be no additional mobilization charge if the crew can continue to these projects.

Price to complete the additional repairs -----\$19,400.00 LS

Michael Milton, President
 Shotcrete Contractors Inc.
 1055 Long Hollow RD
 LaFollette, TN 37766
 (C) 423-494-0945
 (P) 423-449-8407
 (F) 423-449-8460

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system. If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.



201 W. Marion St., Suite 200
 Shelby, North Carolina 28150
 (704) 476-0003 Phone
 (704) 476-0024 Fax
www.tgsengineers.com

Tracey Huffman
 City of Lenoir

Re: Critical Finding Notice
 Bridge Number 130076 on Meadowlane Drive

Dear Tracey Huffman,

The Federal Highway Administration, through their National Bridge Inspection Standards, requires that certain highway structures be inspected for condition every two years. As part of this inspection requirement, the above structure was inspected on 5/10/2024.

During the inspection of this structure, the following condition was discovered. There is a 5 feet long x 2 feet tall x full width spall with exposed reinforcing and outward shifting of the East Headwall over Barrel 2. This is also causing the barrel below to distort. If not repaired or replaced, this defect could cause a failure of the structure. This condition was deemed as a "Critical Find" .

NCDOT / FHWA Timeline Requirements:

Posting Changes – Sign in place within 30 days of load rating.

Critical Findings – Repair plan within 10 days. Repair or resolve within 45 days.

Closing or posting the structure qualifies as resolution.

Priority Maintenance – Highly recommend repairs within one year.

Documentation not required but will store documentation if sent to NCDOT.

Please keep NCDOT updated on plans and progress via email. Once complete, submit a copy of the Critical Finding form and documentation containing a description of work performed, with photos, when the repair is completed.

David Snoke, NCDOT – Structures Management.

dsnoke@ncdot.gov and cc: SLA@ncdot.gov

919-707-6431

Our staff is available to meet with you and review the findings and explain the reasons for this notification

Sincerely,

Jacob Dobbins
 Bridge Inspector



201 W. Marion Street, Suite 200. | Shelby, NC 28150 | 704-476-0003 ex 315
jdobbins@tgsengineers.com

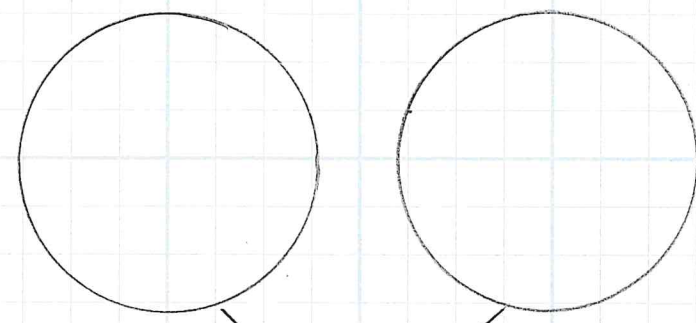


PAR: 5 FEET LONG X 2 FEET TALL X FULL WIDTH SPALL WITH EXPOSED REBAR AND SHIFTING IN EAST HEADWALL OVER BARREL 2

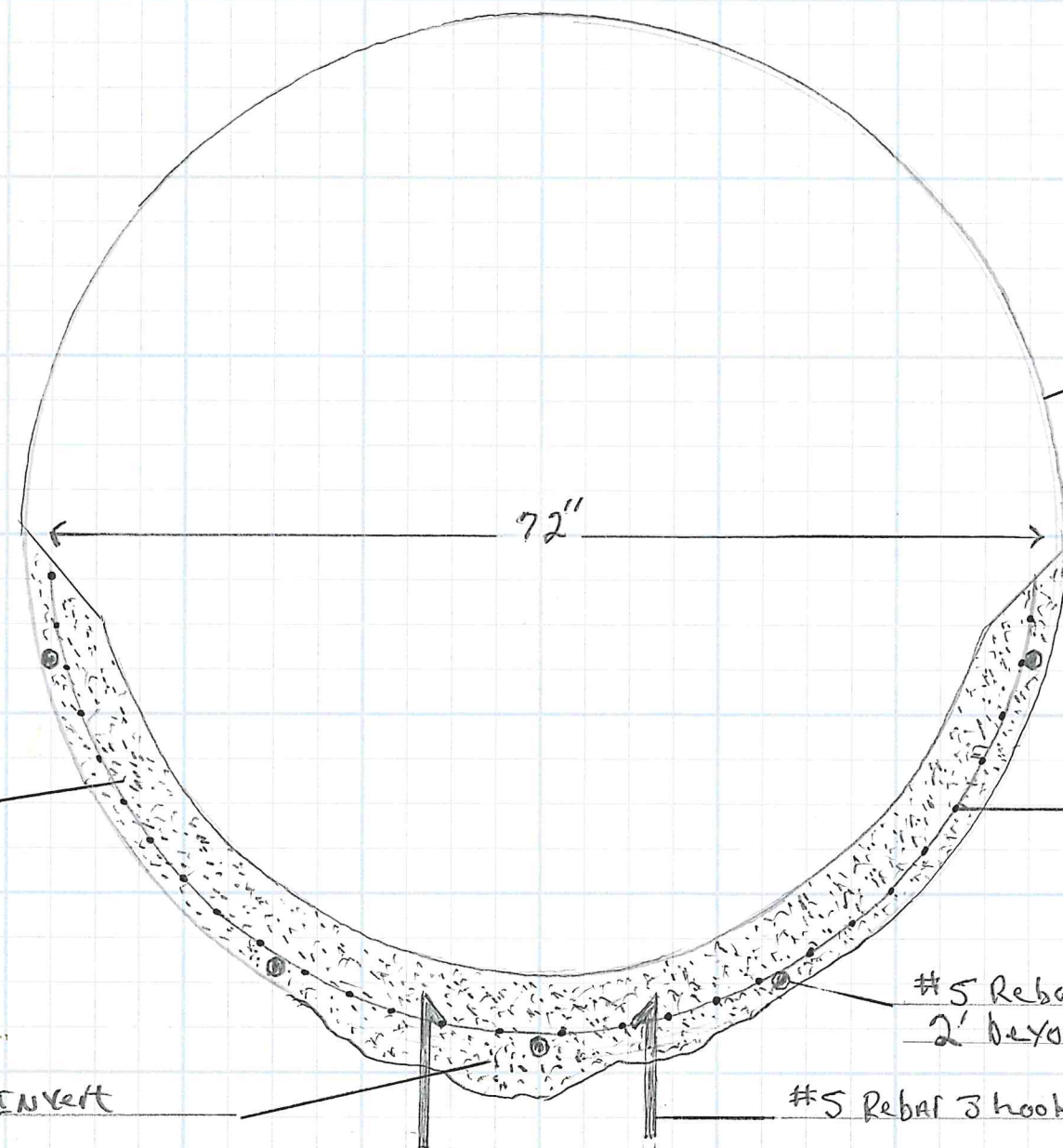
CMP Culvert Rehabilitation

City of Lenoir, NC

931 Overlook DR

Email — jon.hogan@ci.lenoir.nc.us

Two 72" dia CMP, each 58 LF



Existing 96" CMP

72"

6" thick minimum shotcrete
5,000 PSI - 28 DAY

6x6 W2.9, W2.9, 6ga WWF

#5 Rebar longitudinal bars extended
2' beyond joint approx. 22 feet

#5 Rebar 3 hook downs, spaced every 3'

Fill existing missing invert
with shotcrete

NOT TO SCALE

Lenoir Business Advisory Board Meeting
Meeting Minutes
3/21/2024

Meeting Attendance

Board Members PRESENT	Board Members ABSENT	Members/Ex-Officio PRESENT	Ex-Officio Members ABSENT
1. Mark Transou-Chair	1. Gonzalo Vazquez	1. Scott Hildebran	1. Joe Gibbons
2. Tim Biddix	2. Patrick Longano	2. Brenda Floyd	
3. John Moore	3. Tyler Reese		
4. Matt Underwood	4. Margaret Forney		
5. Jennifer Indicott	5. Dana Clark		
6. Glenda Wilson			
7. Sean Williams			
8. Darin McKinney			

Staff Members PRESENT		Guest
1. Lauren Hartley		1. Kaylynn Horn
2. Matthew Anthony		

Mark Transou called the meeting to order.

- o Mr. Transou introduced Brenda Floyd, who has accepted the position of Downtown Economic Development / Main Street Director since the retirement of Kaylynn Horn. Brenda gave a brief introduction to the board.

Approval of Minutes

- o Upon a motion from Matt Underwood to approve the February 8, 2024 minutes as amended, seconded by Tim Biddix. All were in favor, none opposed.

Report from Grants Committee

- o Matthew Anthony gave an update on current projects that have been awarded grant money.

Lenoir Main Street Committee Update

- o Matthew Anthony gave an update on the upcoming events, which were provided.
- o New downtown pens and swag items have been ordered.
- o The new downtown website and the Wishtrip app were demonstrated to the board.

Updates from City Manager Scott Hildebran

- o The Valvoline Instant Oil Change has opened at 314A Blowing Rock Blvd.
- o New Construction:
 - T-Mobile & AFC Urgent Care facilities at 314 Blowing Rock Blvd.
 - Sunshine House Daycare at 110 Nuway Circle.
 - Biscuitville at 445 Blowing Rock Blvd.
 - Caldwell UNC Capstone Campaign Project to Caldwell UNC.
 - Lenoir City Hall renovation.
 - With the retirement of Public Services Director Radford Thomas, Dr. Jeff Church has been promoted to Public Services Utilities Director and Jonathan Hogan has been promoted to Public Services Public Works Director.

- Maurer Architecture has been retained for the redevelopment of The Campus-historic Lenoir High School.

Meeting adjourned.

PLANNING DEPARTMENT MEMORANDUM

CITY OF LENOIR, 801 WEST AVENUE, LENOIR, NC 28645

TO: Scott Hildebran, City Manager
FROM: Hannah Williams, AICP, Planning Director
DATE: May 28, 2024
SUBJECT: Fercott Fermentables Sidewalk Café: 107 Main St NW
CC: Committee of the Whole

Background Information

Jennifer Indicott, owner of this business submitted a Sidewalk Café application in early May. The application is attached to this memo. The original site plan submittal did not meet public sidewalk ADA requirements for a five-foot-wide unobstructed contiguous walkway. After revising her request to a narrower two-top table, staff found ADA requirement met and the proposal satisfactory.

The following items are attached: staff-generated Google street view with photos submitted by the applicant, permit from the county health department, certificate of insurance naming the City of Lenoir as a party insured, and the business's ABC permit.

Sidewalk Café and Social District Overlap

The sidewalk café must meet all provisions of Sec. 13-3 of the Lenoir City Code. This sidewalk café table and chairs will be removed while business is closed. Fercott Fermentable's hours are Wednesday to Friday, 4-9PM and Saturday, 2-8PM. This business is in the Social District and is permitted by the City of Lenoir Planning Department to sell alcoholic beverages in the Social District. Alcoholic beverages sold and consumed in the Fercott sidewalk café shall be in Social District containers, according to the Social District Management and Maintenance Plan.

Staff Recommendation

Staff finds the proposal approvable with conditions. The following conditions are recommended:

1. All alcoholic beverages sold and consumed in the Fercott sidewalk café shall be in Social District containers, according to the Social District Management and Maintenance Plan.
2. A 5 ft. clear pedestrian path between the sidewalk café and the city planters must be maintained to provide access to the public sidewalk adjacent to Main Street.
3. The sidewalk café shall only operate during Social District hours, as outlined by the Social District ordinance (Sec. 13-92, Lenoir Code of Ordinances).
4. Any fixtures aside from the table and chairs shall be subject to the Planning Director's review.

Following Council's discussion, this item can be placed on the Consent Agenda for the Council meeting on June 4, 2024.



SIDEWALK CAFE PERMIT APPLICATION

CITY HALL • 801 WEST AVENUE NW • PO BOX 958 • LENOIR, NC 28645

The City of Lenoir allows sidewalk cafes within the downtown Municipal Service District when a permit is approved by City Council, in accordance with Sec. 13-3 of the Lenoir City Code. For questions about this application form or the rules pertaining to sidewalk cafes in the City of Lenoir, please contact the Planning Dept. at 828.610.8442. PERMITS ARE GOOD FOR A PERIOD OF 1 YEAR AND MUST BE RENEWED ANNUALLY.

Submittal Checklist:

☐

Application Form

☐

Site Plan (including dimensions):

- Must show all tables, chairs, walkway areas, and entrances/exits to the restaurant.
- Must show location and materials of temporary barrier to be erected around the cafe.
- Must show 5 ft. clear pedestrian path on sidewalk adjacent to cafe area.

☐

Documentation of Public Liability Insurance

- Must carry \$1,000,000.00 insuring against personal injury, wrongful death and property damage, including the City as a party insured and insuring the City against any liability resulting from the uses permitted pursuant to Section 13-3 of the Lenoir City Code.

☐

Copies of All Permits and Licenses

- County Health Department and any other applicable regulatory agencies
- Current ABC/ALE permits if the sidewalk cafe intends to serve alcoholic beverages on the public sidewalk. NOTE: revised permits may be required to include the expanded areas.

Permit Information:

Property Address:

107 Main St NW

NC PIN: 2749870271

Zoning District:

B-3

Located within Municipal Service District?

Yes

☒

No

☐

Business Name:

Fercott Fermentables

Will ABC permit include sidewalk cafe area?

Yes

☐

No

☒

Not needed w/ Social District rules in place

Number of seats in Restaurant:

34

Number of seats* proposed for sidewalk cafe:

2-3

*Note: seating in sidewalk café can not exceed 50% of the seating within the restaurant.)

Contact Information:

Name of Restaurant Operator

Jennifer Indicott

Street Address

107 Main St NW

City

Lenoir

State

NC

Zip

28645

Phone Number:

828-394-9069

Fax Number:

N/A

Email:

fercottfermentables@gmail.com

Owner's Signature:

Jennifer Indicott

By signing, I certify that the information presented in this application is true to the best of my knowledge and I consent to enter into a hold-harmless agreement with the City and comply with all provisions of the City ordinances in the establishment and operation of the sidewalk café described in this application.

OFFICIAL USE ONLY:

City Council approved on

Permit No.

PAGE 2—SIDEWALK CAFE REQUIREMENTS

The City specifically retains the right to revoke or suspend a sidewalk cafe permit if the permittee fails to comply with the following city requirements, is found to have provided false or misleading information in the permit application, or the City otherwise deems it in the interest of the public health, safety, or welfare. The City shall have the right to suspend or prohibit the operation of a sidewalk cafe at any time and for any necessary period of time because of anticipated or actual problems or conflicts in the use of the sidewalk area. Such problems and conflicts may arise from, but are not limited to, scheduled festivals and similar events, parades or marches, repairs to the street or sidewalks, or from demonstrations or emergencies occurring the area.

General Requirements

- ☐ Permit is good for a maximum period of 1 year.
- ☐ Sidewalk cafe must be conducted as an accessory or incidental use to a legally established restaurant or other eating and drinking establishment (the "associated restaurant"), located on a contiguous adjacent parcel. The associated restaurant must be under the same management as the sidewalk café and share the same name, food preparation facilities, restroom facilities and other customer conveniences.
- ☐ Sidewalk dining may not constitute more than 50 percent of the total seating capacity of the associated restaurant.

Locational and Operational Requirements

- ☐ Majority of area in which the sidewalk cafe will be operated shall be on the public sidewalk directly in front of the associated restaurant, or to the side of the building if the associated restaurant is located on a corner lot.
- ☐ A 5-ft. wide unobstructed pedestrian path must be maintained at all times within the public sidewalk area and handicapped accessibility shall be provided. A temporary, physical barrier must be erected separating the permitted area from the unobstructed sidewalk.
- ☐ All tables, chairs, and other items shall be placed so as not to present a sight hazard to vehicular traffic or a hazard to pedestrians. Use of public amenities such as benches or seats is prohibited. Furniture material must be commercial grade, sturdy, safe, of quality workmanship, and aesthetically complement the permittee's property and the character of the business district where the furniture will be located.
- ☐ All outdoor dining furniture must be movable. Umbrellas must be secured with a minimum base weight of at least 60 lbs. Tables, chairs and other items (excluding planters) must be removed at the end of each day or during the period of the year when the cafe ceases operation. No materials may be stored in the public right-of-way.
- ☐ Hours of operation may be the restaurant's normal operating hours Monday—Saturday and after 12:00 noon on Sunday.
- ☐ The cafe area shall be maintained in a clean and sanitary manner, including daily sweeping and immediate cleaning and washing any liquid, food, debris, broken glass and other trash from the right-of-way. Overnight storage of trash is prohibited.

Alcoholic Beverages Sales

- ☐ Restaurant must otherwise be able to serve alcoholic beverages for on-premises consumption under state and local law and the sidewalk cafe must be included as part of the premises for which an ABC permit is issued.
- ☐ Signs shall be posted that it is unlawful to remove alcoholic beverages from the sidewalk cafe area. —Social District??
- ☐ The restaurant operator shall not have violated any laws relating to intoxicating beverages or controlled substances for three years preceding the commencement of the sale of alcoholic beverages at the sidewalk cafe. No outdoor bar or outdoor preparation of alcoholic beverages is permitted, except that wine may be decanted or beer poured at a table as a part of a meal.
- ☐ Alcoholic beverages must be served and consumed in glasses or cups which bear no markings other than the logo or the name of the business operating the sidewalk cafe.
- ☐ Alcoholic beverages can only be served to and consumed by a customer while that customer is consuming a meal purchased from the business operating the approved sidewalk cafe.





Fercott Fermentables LLC
Fercott Fermentables
107 Main Street NW
Lenoir, NC 28645

ISSUED: 04/24/2023
COUNTY: Caldwell
TYPE: LLC Member Managed

PERMIT NUMBER	ORIGINALLY ISSUED	DESCRIPTION
00256206AJ	01/19/2018	Malt Beverage On Premises
00256206AL	01/19/2018	Unfortified Wine On Premises
00256206MB	01/19/2018	Mixed Beverages Bar

Permit(s) listed in **BLUE** must be registered by **April 30th** every year.

Permit(s) listed in **RED** expire on **04/30/2024** and must be renewed each year.



FILE NUMBER:

00256206AJ-999

William H. Bauer, Jr.

WILLIAM HENRY BAUER, JR.
 Chairman

Pursuant to G.S. 18B-903, these permit(s) are valid only for the business listed at this address, are not transferable, and will automatically expire with an ownership change. See authorization(s) on the **back**.

NC Department of Health and Human Services
Division of Public Health
Environmental Health Section

☒ Permit ☐ Transitional Permit

Date: 03/26/2024

Name of Establishment: Fercott Fermentables Permittee: Fercott Fermentables LLC
Location Address: 107 Main St NW Manager/Person in Charge: Jennifer Indicott
City: Lenoir State: NC Zip: 28645 County: Caldwell
Billing Name: Fercott Fermentables LLC Status Code: I - New Permit/Opening Sheet
Billing Address: 107 Main St NW Establishment ID: 1014010094
City: Lenoir State: NC Zip: 28645 Map #: _____ Parcel ID: _____
Email Address: fercottfermentables@gmail.com Lat: _____ Long: _____
Phone: (828) 394-9069 Fax: _____ Emergency Phone Number: _____

Permission is granted to operate a 1 - Restaurant as defined in G.S. 130A-247(l) and 130A-248, Regulation of Food and Lodging Facilities. See permit requirements in Rules. This permit is not transferable and may be revoked for failure to comply with all requirements.

Wastewater Systems: ☒ Municipal/Community ☐ On-Site Capacity: 49 Category #: ☐ 0 ☐ 1 ☒ 2
Water Supply: ☒ Municipal/Community ☐ On-Site ☐ 3 ☐ 4

Pushcart/Mobile Food Unit operating in conjunction with: _____

Restaurant or Commissary Name and ID number _____

Conditions/Remarks:

No changes to menu without contacting CCEHS.

Facility not approved for specialized processing without local regulatory authority review to determine if a variance, HACCP plan, or both are required.

All equipment used shall comply with chapter 4 of the current NC Food Code Manual.

All wastewater generated by the facility shall be conveyed to an approved sanitary sewer system or onsite wastewater filtration system.

☐ Attachments

Transitional Permit Conditions

This permit shall expire on _____ and is not renewable. All non-compliant items listed herein and on attached pages (if applicable) must be completed within ☐ 90 / ☐ 180 days days. This establishment must close if all noncompliant items are not corrected by the expiration date.

Received By: Jennifer Indicott Title: _____ Date: 03/26/2024
Manager/Person in Charge

Signed By: [Signature] REHS#: 2867 - Little, Logan Date: 03/26/2024
Division of Public Health

Purpose: General Statute 130A-248(b) states "No establishment shall commence or continue operation without a permit or transitional permit issued by the Department. The permit or transitional permit shall be issued to the owner or operator of the establishment and shall not be transferable. If the establishment is leased, the permit or transitional permit shall be issued to the lessee and shall not be transferable. If the location of an establishment changes, a new permit shall be obtained for the establishment. A permit shall be issued only when the establishment satisfies all of the requirements of the rules. The Commission shall adopt rules establishing the requirements that must be met before a transitional permit may be issued, and the period for which a transitional permit may be issued. The Department may also impose conditions on the issuance of a permit or transitional permit in accordance with rules adopted by the Commission. A permit or transitional permit shall be immediately revoked in accordance with G.S. 130A-23(d) for failure of the establishment to maintain a minimum grade of C. A permit or transitional permit may otherwise be suspended or revoked in accordance with G.S. 130A-23." Preparation: Local environmental health specialists shall issue a permit every time a change in permit status is indicated. Prepare an original and one copy for: 1. Original to be left with the owner or operator. 2. Copy for the local health department. Disposition: Please refer to Records Retention and Disposition Schedule 8.B.6., for County/District Health Departments which is published by the North Carolina Division of Archives & History. Additional forms may be ordered from: Environmental Health Section, 1632 Mail Service Center, Raleigh, NC 27699-1632, (Courier 52-01-00)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
04/25/2024

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 have ADDITIONAL INSURED provisions or 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 Baker & Company Insurance Inc 121 W Plymouth St Bremen, IN 46506	CONTACT NAME: Robyn Goehring PHONE (A/C, No, Ext): 574-546-2685 FAX (A/C, No): 574-546-3527 E-MAIL ADDRESS: robyn@bakerandcompanyinsurance.com														
INSURED Fercott Fermentables 107 Main St Nw Lenoir, NC 28645	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A : Liberty Mutual</td> <td></td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></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 : Liberty Mutual		INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : Liberty Mutual															
INSURER B :															
INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															

COVERAGES
CERTIFICATE NUMBER:
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 CERTIFICATE 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	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:	X		BKS63437918	07/07/2023	07/07/2024	EACH OCCURRENCE \$ 1000000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300000 MED EXP (Any one person) \$ 15000 PERSONAL & ADV INJURY \$ 1000000 GENERAL AGGREGATE \$ 2000000 PRODUCTS - COM/PO/AGG \$ 2000000
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) ☐ Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

Listed as Additional Insured

CERTIFICATE HOLDER
CANCELLATION

City of Lenoir 801 W Avenue NW 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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CITY OF LENOIR
COUNCIL ACTION FORM

I. Agenda Item:

Automatic Gate Installation at JE Broyhill Park & Broyhill Walking Park
 Park Hours Change

II. Background Information:

Due to restructuring, safety and consistency of our parks, we have discussed replacing the manual gate systems at both the Broyhill Walking Park and JE Broyhill Park. We are proposing to replace the current manual gate with a Black decorative automatic sliding gate that will work on a timer and photo eyes. This would alleviate the need to have a staff member on hand each evening to close the gates as well as assist with the aesthetic appeal.

As part of the project we are proposing to change current park hours to the following.

Standard Seasonal Park Hours:

April – September6am – 8:30pm
October – March6am – 7:00pm

Note: These hours are based on the” latest sunset” throughout each season.

Automatic Gate Quotes:

USA Fence	\$ 14,591.00 X 2 Locations = \$29,182.00
Fister Fence	\$ 14,791.00
Security Gate Systems of Hickory	\$ 17,861.04

III. Staff Recommendation:

Staff recommends awarding USA Fence the contract for the materials and installation of new automatic gate systems at JE Broyhill Park and Broyhill Walking Park for \$14,591.00 X 2 = \$29,182.00. Staff also recommends changing current Park Hours to the Standard Seasonal Park Hours as listed.

IV. Reviewed By:

City Attorney:

Public Works/Public Utilities Director: JH

City Manager:

City of Lenoir Parks: Automatic Gates



Sliding/Roller System: Black Decorative Aluminum

- Fister Fence: \$ 14,791.00
- USA Fence: \$ 14,591.00
- Security Gate Systems: \$ 17,861.04



PROPOSAL / PRICE QUOTE

May 23, 2024 ♦ Page 1 of 2

City of Lenoir – Broyhill Walking Park Gate
945 Lakewood Cir SW
Lenoir, NC 28645

Attn: Duke Moore
dmoore@ci.lenoir.nc.us
828-757-2169

OUR SCOPE OF WORK ON THE ABOVE PROJECT IS AS FOLLOWS:

COMMERCIAL ALUMINUM

Install New:

- 1 4' x 20' Black Commercial Aluminum Cantilever Gate style Bellehaven
- 1 Cantilever Gate Operator with free exit, photo eyes, programmable timer and wireless keypad
- 2 4" Black Commercial Aluminum Gate Posts
- 3 4" Bollards – Concrete Filled

TOTAL PRICE OF MATERIAL AND LABOR, INSTALLED: \$14,591.00

VINYL COATED CHAIN LINK

Install New:

- 1 4' x 20' #8ga finish Black vinyl coated chain link cantilever gate
- 1 Cantilever Gate Operator with free exit, photo eyes, programmable timer and wireless keypad
- 2 4" Vinyl Coated Gate Posts
- 3 4" Bollards – Concrete Filled

TOTAL PRICE OF MATERIAL AND LABOR, INSTALLED: \$11,681.00

****NOTE****

If there is any variance between quantities and specifications shown by us and those in your request, please notify us immediately. Unless noted, assumed to be installed in dirt - Core Drilling will result in additional charges/change order. Quote covers listed footages only.

Respectfully Submitted,
Brittany Andrews
Estimator

Acceptance Signature: _____ Date: _____

Printed Name & Title: _____

**** Due to the current fluctuation of steel prices, this quote may be withdrawn by USA Fence if Not Accepted Within 10 Days ****



PO Box 11099 • 919 8th Ave NE Suite A • Hickory, NC 28601
Phone: (828) 999-2606 • www.usafence.biz





Fister Fence of Hickory, LLC



1702 11th Avenue S. W. Hickory NC 28602
 Phone: 828-855-9860 Fax: 828-855-9862
 e-mail: fisterfence@charter.net

May 6, 2024

PROPOSAL: CITY OF LENOIR
 ATTN: JONATHAN HOGAN
 RE: BROYHILL PARK

Dear Jonathan:

We submit, herewith, our proposal for the above-mentioned project.

CANTILEVER GATE AND OPERATOR

- 1 20'X4' Alumi-Guard Industrial Grade Cantilever Gate in Fairmont Style
- 3 4" Gate Posts and Latch Posts
- 2 6"X6" Anti Drive Around Posts
- 1 Viking Slide Gate Operator
- 2 Loop Detectors
- 1 7-Day Timer
- 1 Reflective Photo Eye
- 1 Safety Edge
- 2 Loops Installed in Driveway

TOTAL PRICE OF MATERIALS & LABOR, INSTALLED.....\$14,791.00

***** Price is valid for **thirty (30) days. Power to operator by others.** If there is any variance in quantities and specifications shown by us or in your request, please notify us immediately. A 3.99% surcharge will be added to all invoices paid by debit or credit card.

Respectfully Submitted,

Signature Acceptance_____

Printed Name_____

Date_____

Tim Pfister/wm
 Commercial Sales

SECURITY GATE SYSTEMS OF HICKORY
221 33RD AVE NW
HICKORY, NC. 28601
(828)381-1644

PROPOSAL

CUSTOMER

May 16, 2024

City of Lenoir
 945 Lakewood Dr
 Lenoir, NC. 28645

ATTN: Duke Moore

Below please see the description and labor for our proposal to perform the gate work at above mentioned project;

Aluminum Slide Gates

Install new 20'x4' Black Aluminum Slide Gate.

2 – 4" Heavy Duty Black Aluminum Gate posts in concrete with intertrack rollers

1 – Aluminum Latch Post with latch

2 – Black Bollards as requested.

CSL-24u slide gate operator with battery back up.

7 day timer.

Optex above ground free exit sensor.

250 code key pad to be mounted to post.

*****NOTE*** POWER TO BE SUPPLIED BY OTHERS.**

PROPOSAL TOTAL \$ 17,861.04

Note* With respect, No quote on Barrier Arm Gate

(A 4% surcharge will be added if paid by credit card)

NOTE* Due to constant price changes, this quote will be honored for Twenty (20) days only.

Respectfully, Don (Donzo) Beverly

Signature Acceptance _____

Printed Name _____

Date _____



CITY OF LENOIR
COUNCIL ACTION FORM

I. Agenda Item:

Request for amendments to be made to the annual budget ordinance for the fiscal year ending June 30, 2024.

Background Information:

Request for amendments to be made to the annual budget ordinance for the fiscal year ending June 30, 2024 as follows:

- **Increase revenues for the General Fund to allocated revenue exceeding budgeted amounts.**
- **Increase expenditure lines in the General Fund to allocate additional revenue by department.**
- **Reallocate funding for the Water and Sewer Fund by department.**

Staff Recommendation:

Approve as requested

II. Reviewed by:

City Attorney:

Finance Director:

Donna Bean

Public Works/Public Utilities Director:

Planning Director:

Recreation Director:

2023-2024 FISCAL YEAR			
28			
BUDGET AMENDMENT			
MAY 28, 2024			
Request for amendments to be made to the annual budget ordinance for the fiscal year ending June 30, 2024 as follows:			
ITEM 1: ADJUSTMENT TO ALLOCATE ADDITIONAL REVENUES.			
ACCOUNT #	DEPARTMENT	INCREASE	DECREASE
3123	AD VALOREM TAXES	393,000.00	
3411	LIENS AGAINST PROPERTY	60,000.00	
3831	INTEREST EARNED	75,000.00	
	TOTAL INCREASE/DECREASES	528,000.00	
NET EFFECT ON GENERAL FUND BUDGET		528,000.00	
NET EFFECT ON THE GENERAL FUND BALANCE		-	
ITEM 2: ADJUSTMENTS TO THE GENERAL FUND TO ALLOCATE ADDITIONAL REVENUE.			
ACCOUNT #	DEPARTMENT	INCREASE	DECREASE
4110	LEGISLATIVE	25,000.00	
4120	ADMINISTRATIVE	108,500.00	
4130	FINANCE	37,000.00	
4250	VEHICLE SERVICES	20,000.00	
4260	BUILDING MAINT.	20,000.00	
4270	ENGINEERING	28,500.00	
4312	POLICE PATROL	50,000.00	
4511	STREET MAINTENANCE	101,300.00	
4512	STREET TRAFFIC CONTROL	25,000.00	
4710	SANITATION	50,000.00	
6121	AQUATIC	15,000.00	
6130	PARKS	47,700.00	
	TOTAL INCREASE/DECREASES	528,000.00	-
NET EFFECT ON GENERAL FUND BUDGET		528,000.00	-
NET EFFECT ON THE GENERAL FUND BALANCE		-	-
ITEM 3: ADJUSTMENTS TO THE WATER AND SEWER FUND WITH A ZERO NET EFFECT ON FUND BALANCE.			
ACCOUNT #	DEPARTMENT	INCREASE	DECREASE
WATER FUND			
7130	RHODHISS PLANT		125,000.00
7131	WATER DIST.		125,000.00
7132	WATER RESOURCES		15,000.00
7133	WATER ADMIN	40,000.00	
7140	WASTEWATER COLLECTION	-	25,000.00
7141	WASTEWATER PRETREATMENT		
7142	GUNPOWDER		25,000.00
7143	LOWER CREEK	275,000.00	
	TOTAL INCREASE/DECREASES	315,000.00	315,000.00
NET EFFECT ON WATER AND SEWER FUND BUDGET		-	
NET EFFECT ON ENTERPRISE FUND BALANCE		-	-

**CITY OF LENOIR COUNCIL
ACTION FORM**

I. Agenda Item:

Approval of the lease with Hibriten Mountain, LLC of a small spot on top of Hibriten Mountain for Public Services' Department communication equipment.

II. Background Information:

The City has been leasing a small spot on the top of Hibriten Mountain from Hibriten Mountain, LLC for a number of years, for our communications equipment, and desires to continue the lease into the future pursuant to the proposed lease. This lease is intended solely for the continuation of the City's leasing of the location of our existing Public Services Department communication equipment. In the event the City wishes to place new equipment on the mountain which takes up or occupies a different footprint than that currently used on the date this lease is executed, then a new lease may be required, at Hibriten Mountain, LLC's discretion.

The lease shall begin on July 1, 2024 and shall continue in effect for a period of ten years ending on June 30, 2034.

III. Staff Recommendation:

Recommend approval of the lease with Hibriten Mountain, LLC for the location of communications equipment on a spot at the top of Hibriten Mountain, as presented.

IV. Reviewed By:

City Attorney: Yes

Finance Director: Yes

Public Works/Public Utilities Directors: Jeff Church

NORTH CAROLINA	)	
	)	
CALDWELL COUNTY	)	LEASE

THIS LEASE, made and entered into on the date of the last to sign below, is by and between:

HIBRITEN MOUNTAIN, LLC, a North Carolina limited liability company,
Mailing address: Attn: James B. Hogan
118 N. Sterling Street
Morganton, North Carolina 28655
Phone: (828) 437-3335; Email: james@starneslawfirm.com,
("Landlord")

and

CITY OF LENOIR,
A North Carolina municipal corporation;
With a mailing address of:
Attn: Dr. Jeff Church
City of Lenoir
Public Works, Telemetry and Water Department
Post Office Box 958
Lenoir, North Carolina 28645
Email: jeff.church@ci.lenoir.nc.us; ("Tenant");
both parties of Caldwell County, North Carolina;

For and in consideration of the rents to be paid and the covenants and agreements hereinafter expressed, Landlord hereby leases to Tenant, and Tenant hereby leases from Landlord, upon the terms and conditions hereinafter cited, that certain property located in Caldwell County, North Carolina more particularly described below, (the "Leased Premises"), together with the use of the Hibriten Mountain Road to access the Leased Premises.

W I T N E S S E T H:

1. Landlord owns the property known as Hibriten Mountain, pursuant to that certain deed recorded in deed book 1783 at page 1428 of the Caldwell County Registry.
2. Leased Premises: Tenant has been leasing a small spot on top of Hibriten Mountain (hereafter "the Leased Premises") from Landlord, and Landlord's predecessor in title, for a number of years, for its communications equipment, and desires to continue the lease into the future pursuant to this Lease. This lease is intended solely for the continuation of Tenant's leasing of the location of its existing equipment. In the event Tenant wishes to place new equipment on the mountain which takes up or occupies a different footprint than that used on the date this lease is executed, then a new lease may be required at Landlord's discretion.
3. Term: This Lease shall begin on July 1, 2024, and shall continue in effect for a period of Ten (10) years ending on June 30, 2034, (the "Initial Term").

4. Rental: During the Initial Term, the Rent will be:

7/1/2024 – 6/30/2025:	\$710.00/mo.
7/1/2025 – 6/30/2026:	\$731.30/mo.
7/1/2026 – 6/30/2027:	\$753.24/mo.
7/1/2027 – 6/30/2028:	\$775.84/mo.
7/1/2028 – 6/30/2029:	\$799.11/mo.
7/1/2029 – 6/30/2030:	\$823.08/mo.
7/1/2030 – 6/30/2031:	\$847.78/mo.
7/1/2031 – 6/30/2032:	\$873.21/mo.
7/1/2032 – 6/30/2033:	\$899.41/mo.
7/1/2033 – 6/30/2034:	\$926.39/mo.

The rental to be paid by Tenant for said premises shall be deemed divided among the City's Departments, as follows:

Public Works Dept.:	31%
Telemetry Dept.:	31%
Water Dept.:	38%

All rent shall be payable in advance of the 10th day of each month being rented. Should any monthly installment of rent remain overdue for twenty (20) days, at any time during such default Landlord may terminate this lease and demand and receive possession of said premises. Rent should be sent to: Attn: John C. Hogan, 10601 River Forest Drive, Raleigh, N.C. 27614-8969.

5. Access: Landlord grants to Tenant access over the existing roadbed of the private portion of the Hibriten Mountain Road to the Leased Premises for the purpose of constructing, operating, maintaining and modifying Tenant's facilities and associated equipment at any time subsequent to the signing of this Lease. Landlord shall have no duty to repair or maintain the road. Access is subject, however, to Tenant complying with the Forest Service regulations for use of Forest Service roads. Tenant shall share equally with other tenants on the site in the cost of maintaining the access road.
6. Permitted Use; Equipment; Underground Lines: Tenant shall be entitled to occupy and use the Leased Premises and the access routes described herein for purposes related to the construction, installation, operation, maintenance, repair and replacement from time to time of telecommunications facilities, towers, antennae, electronic equipment boxes and cabinets and/or equipment or devices which Tenant deems necessary or desirable for cell phone, one-way and two-way wireless, wireline and cable communications purposes (collectively, the "Equipment"). Without limiting the generality of the foregoing, Tenant shall be entitled to construct, reconstruct, replace, rebuild, inspect, maintain and use only underground telephone, telecommunications and electrical conduit and lines to serve the Equipment (the "Underground Lines"). Any such conduit and lines previously installed but not underground may be maintained, but not expanded without Landlord's express written consent. All utilities shall be placed parallel to and within ten (10) feet of the margins of access roads and rights of way.

7. Tenant shall be responsible for repair and maintenance of its Equipment and Underground Lines and shall pay all utility expenses attributed to its operation on the Leased Premises during the term of the Lease.
8. This Lease is not assignable and the Leased Premises may be used only by Tenant.
9. Interference: Tenant shall not use, nor shall tenant permit others to use any portion of the Leased Premises in any way which interferes with the operations of other tenants located on the Landlord's Property. Tenant shall comply with all applicable FCC laws and regulations related to *RF* emissions. Tenant shall be responsible for taking such steps as may be necessary to prevent any interference or spurious radiation affecting radio, telephone or electric facilities of Landlord or other tenants existing on the Landlord's Property (Hibriten Mountain) on the date of this Lease. Landlord agrees to require the same level of non-interference of any subsequent tenant on Hibriten Mountain.
10. Indemnities: Landlord and tenant shall each indemnify and save harmless the other, as follows:
 - a) Tenant indemnifies Landlord for damages proximately caused by the negligence or wrongful conduct of Tenant and Tenant's agents and employees.
 - b) Landlord indemnifies Tenant for damages proximately caused by the negligence or wrongful conduct of Landlord or the Landlord's agents and employees.
 - c) The indemnity provisions in this Paragraph covers personal injury and property damage and shall bind the agents, servants and employees of Landlord and Tenant (as the case may be). The indemnity obligations in this Paragraph shall survive the expiration or earlier termination of this Lease.
11. Default: If Tenant shall continue in default in the payment of any rental or other sum of money becoming due hereunder for a period of ten (10) days after written notice of such default has been received by Tenant, or if either party hereto shall default in the performance of any other terms, conditions or covenants contained in this Lease to be observed or performed by it and the party in default does not remedy such default within thirty (30) days after receipt of written notice thereof or, if such default cannot be remedied in such period, does not within thirty (30) days commence such act or acts as shall be necessary to remedy the default and shall not diligently complete such act or acts (to effect a cure of the default), then in any such event the party failing to so perform shall be deemed to be in default under the Lease and the other party shall have the right, at its option, to terminate and cancel this Lease (although any indemnities provided herein shall expressly survive such termination) and/or exercise any and all other remedies and seek all damages available at law or in equity. Additionally, if Landlord is in default hereunder, in addition to all rights and remedies afforded tenant by law and equity, Tenant may take such steps as reasonably necessary (and expend such funds as reasonably necessary) to cure such default and recoup from Landlord or Landlord's successors and assigns the funds expended by deducting same from rents payable by Tenant hereunder. All of the remedies provided herein

shall be cumulative and not exclusive. Forbearance by a party to enforce one or more of the remedies herein provided upon an event of default shall not be deemed or construed a waiver of such default or an election of remedies.

12. End of Term: Tenant shall, upon the expiration or earlier termination of the term of this Lease, vacate and deliver the Leased Premises to Landlord in as good condition and repair as existed at the beginning of this Lease, reasonable wear and tear, fire and other unavoidable casualty excepted. Notwithstanding the foregoing to the contrary, Tenant shall be entitled, in tenant's sole discretion, to remove all or any portion of the Equipment from the Leased Premises or to leave all or any portion of the Equipment on the Leased Premises upon the expiration or earlier termination of the term of this Lease. With respect to any portions (or all, as the case may be) of the Equipment that Tenant elects to leave on the Leased Premises (as evidenced by written notice from tenant to Landlord), such Equipment shall become the property of the Landlord upon the expiration or earlier termination of the term of this Lease.
13. Quiet Enjoyment: Landlord covenants and agrees that Tenant shall lawfully and quietly hold, occupy and enjoy the Leased Premises during the term of this Lease without hindrance or molestation by or from anyone claiming by, through or under Landlord. Tenant understands that Landlord has leased other portions of the top of the mountain to other tenants.
14. Address of Landlord and Tenant Notices:
 - a) Notices required to be given to Landlord under this Lease, shall be mailed or delivered via Courier Service to:
 Attn: James B. Hogan
 Hibriten Mountain, LLC
 118 N. Sterling St.
 Morganton, N.C. 28655
 (828) 437-3335; Email: james@starneslawfirm.com,
 or to such other person, firm or corporation and/or at such other place as shall be designated by Landlord by written notice to Tenant from time to time.
 - b) Notices required to be given to Tenant under this Lease, shall be mailed or delivered via Courier Service to:
 Attn: Mr. Jeff Church
 City of Lenoir
 Public Works, Telemetry and Water Department
 Post Office Box 958
 Lenoir, North Carolina 28645
 - c) Wherever in this Lease it shall be required or permitted that any notice, request, report, communication or demand be given, served or transmitted by either party to this Lease to or on the other, such notice or demand shall be in writing and shall be personally delivered or forwarded by registered or certified mail, return receipt requested, or by nationally recognized courier service providing written

confirmation of delivery, to the applicable address(es) of the parties specified in this Paragraph (or to such other address(es) designated by such party by written notice to the other from time to time). Notice shall be deemed to have been given or served on the delivery date indicated by the United States Postal Service or courier service on the return receipt or on the date such delivery is refused or marked "undeliverable" unless Tenant or Landlord (as the case may be) is served personally, in which event the date of personal delivery shall be deemed the effective date of notice.

d) Email notice is sufficient where the intended recipient of the email acknowledges receipt.

15. Liens: Landlord hereby warrants that no mortgages or deeds of trust are outstanding against the Leased Premises at the time this Lease is executed. Should Tenant cause any liens to arise, Tenant shall discharge all liens with interest and penalties, which arise against the Leased Premises as a result of operations by Tenant.

16. Complete Agreement: This Lease contains the complete agreement of the parties with reference to the demising of the Leased Premises.

17. Amendment: No modification of any provision hereof and no cancellation or surrender hereof shall be valid unless in writing and signed and agreed to by both parties.

18. Binding Effect: The stipulations, agreements and covenants herein contained shall be binding upon the parties hereto and their respective heirs, successors and assigns.

19. Should a dispute arise hereunder, and litigation ensue as a result, the prevailing party shall be entitled to recover his reasonable attorneys' fees and court costs from the non-prevailing party.

IN WITNESS WHEREOF, the parties hereto have executed this Lease the day and year of the last to sign below.

LANDLORD:
Hibriten Mountain, LLC

By: _____ (SEAL)
James B. Hogan, Manager Date

TENANT:
City of Lenoir

By: _____ (SEAL)
Signature Title Date

CITY OF LENOIR
COUNCIL ACTION FORM

- I. Agenda Item:** Updated Safety Policy
- II. Background Information:** The current Safety Policy has some outdated information and needs to be updated.
- III. Staff Recommendation:**
Staff recommends City Council approve the updated Safety Policy.
- IV. Reviewed by:**
Risk Manager: *David Coffey*



City of Lenoir

Employee Safety and Health Policy

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Management Statement of Safety and Health Policy

The success of the City of Lenoir depends upon our efficient use of resources to produce an exemplary place to live and do business for the citizens of our community. Our most important resource is our employees. To protect this resource, we are committed to providing a safe and healthful workplace for all employees by establishing and maintaining an effective safety and health program. We consider safety to be a core value of our organization's operations.

The occupational safety and health program of the City of Lenoir is organized to give each department responsibility for the incident prevention program. All employees at all levels of our workforce are directed to make safety a matter of continuing concern, equal in importance to all other operational considerations. We are all expected to cooperate in implementing safety practices and to adopt the concept that the safe way to perform a task is the most efficient, and the only acceptable way to perform it.

City Manager Signature

Date

Safety Responsibilities

Management and Department Head Safety Responsibilities

Management is responsible for providing a place of employment that is free from recognized hazards that could result in incidents or injuries. Since it is impossible for managers to personally observe all employee activities, management must rely on and assure that all supervisors are trained and aware of their safety responsibilities. Other safety responsibilities for managers include:

1. Provide leadership and direction concerning safety activities.
2. Participate actively in the continuous evaluation of the safety program.
3. Set goals concerning safety performance within your department.
4. All departments, except administrative departments, shall conduct monthly safety meetings and keep records of employee attendance.
5. Review losses for potential trends on a regular basis.
6. Enforce all safety rules.
7. Participate in facility and work site audits.
8. Participate in and support all incident investigation activities.
9. Review incident reports and recommend corrective actions.
10. Ensure that all employees have proper training/certifications for the equipment they operate, and never allow untrained employees to operate equipment.
11. Ensure that all safety policies and procedures are written and up to date for your respective areas.

Supervisors' Safety Responsibilities

Safety is as much a part of the supervisor's responsibility as is getting the job done efficiently. Among the important safety responsibilities of each and every supervisor are:

1. Familiarize yourself with and enforce the safety rules and regulations that have been established by applicable local, state and federal organizations. These regulations are intended to set minimum standards for safety and the contents of the regulations should be enforced as minimum safety requirements (it is recommended to go above and beyond minimum requirements) for all activities on the City of Lenoir's worksites and facilities.
2. Do not permit new or inexperienced employees under your supervision to work with power tools, machinery or complex equipment without proper instruction and training.

3. Give adequate instructions. Do not assume that an employee knows how to do a job unless you personally have knowledge that the person can perform the task correctly.
4. Ensure all tools, equipment, and machinery being used in the workplace is in proper working condition.
5. Ensure that proper personal protective equipment is available and used by employees when necessary or required.
6. Always set a good example in safety, such as wearing the proper safety equipment (safety glasses, hard hats, etc.), following policies/procedures, using seat belts, etc.
7. Consistently enforce the requirements of the organization's safety program and any associated rules or policies.
8. Ensure that all employees have access to a copy of the organization's safety program.
9. Encourage safety suggestions from employees under your supervision.
10. Obtain prompt first aid for injured employees.
11. Participate in incident investigations involving your employees.
12. Conduct audits of all work areas and facilities on a regular basis in an effort to improve housekeeping, eliminate unsafe conditions, and encourage safe work practices.
13. Complete incident form for all incidents and keep in employee's file. Send completed incident report to Risk Manager's office within 24 hours for any incident.
14. Correct all reported hazards.

Employee Safety Responsibilities

All employees carry a certain amount of responsibility in any safety program. You must be aware that your actions, mental state, physical condition, and attitude directly affect the safety of yourself and your fellow employees. All employees are expected to:

1. Know your job, follow instructions, and think before you act.
2. Use engineering controls, work practice controls, and/or personal protective equipment (eye protection, hard hats, gloves, fall protection, etc.), as the job requires.
3. Work according to good safety practices as posted, instructed, and/or discussed.
4. Refrain from any unsafe act that might endanger yourself or your fellow workers.
5. Report any unsafe situation or act to your supervisor immediately.
6. Assume responsibility for thoughtless or deliberate acts that may cause injury to yourself or your fellow workers.

7. Abide by all policies, procedures, rules, etc. associated with the City of Lenoir's Safety Program.
8. Never operate equipment that you are unfamiliar with or not trained to use, also equipment that is defective or in need of repair shall not be used and must be reported to your supervisor.
9. Report all incidents to your supervisor as soon as they occur. Failure to report any injury or incident may be cause for disciplinary action.

Safety Committees

A safety committee shall be established, and be composed of employees representing each department or division. Members of the committee should be chosen from those employees recognized for their good work, safety consciousness, and should have familiarity with the overall work area and equipment. Employees from various work areas should be represented, both supervisory and non-supervisory. A chairperson needs to be selected who will be responsible for scheduling meetings, notifying committee members, and following up on items discussed. In order to stay on top of things, the committee will meet monthly. The committees will have the following responsibilities:

1. Review incident/injury investigation reports from all departments to see if corrective measures need to be implemented.
2. Ensure that bi-annual inspections are conducted of each department's work areas, tools, and equipment to identify safety hazards, and recommend ways to correct hazards.
3. Coordinate the development of safety rules and safe work methods.
4. Coordinate safety training between departments when possible. This may include videos, speakers and exhibits.

Incident and Medical Emergency Procedures

The following actions should be taken in the event of a medical emergency:

1. Call 911 if needed.
 2. Make sure site is safe before providing assistance. Do not attempt rescue alone!
 3. Put on proper PPE (ex. nitrile gloves, CPR mask, etc.) then provide assistance to injured person.
 4. Notify Supervisor or Department Head.
 5. Complete the Incident Reporting Packet and submit to the Risk Manager within 24 hours.
- Note: Due to OSHA's reporting requirements, Risk Management must be notified immediately**

if injury results in death, hospitalization, amputation, or loss of an eye. Contact information: David Coffey 828-726-2217 or 828-493-0459.

First Aid

This policy does not supersede or replace an exposure control program that is required by 1910.1030 or 13 NCAC 07F.0201(a)(3) when there is foreseeable employee exposure to bloodborne pathogens arising from performance of an employee's job duties, such as a designated first responder.

In the event an employee is injured on the job, first aid kits are available for them to treat their own injuries. In the event of a serious injury, 911 or medical response will be summoned. No employee is required to treat another's wounds. However, in the event "Good Samaritan" assistance is rendered, barrier protection is available in the first aid kits. The employer is not responsible for any exposure to blood or body fluids that the "Good Samaritan" may incur.

Medical treatment is mandatory for any of the following:

- Severe chest pains
- Traumatic injuries (head injury or severe cut)
- Loss of consciousness or severe dizziness

At least one first aid kit shall be maintained in each occupied building. In addition, a first aid kit shall be located in each vehicle, authorized by medical personnel. First Aid Kits shall be inspected monthly, replacing used, missing, soiled, damaged or outdated items. Make sure all employees are advised of the location of the first aid kits.

An eye wash station suitable for quick drenching or flushing of the eyes and body shall be provided within the work area for immediate use if employees are exposed to harmful materials.

Medical Services

Severe Injuries and Illnesses: (traumatic injuries, massive bleeding, broken bones, etc.)	Ambulance: Dial 911 or Caldwell Memorial Hospital Emergency Room 321 Mulberry Street SW Lenoir, NC 28645 Phone: 828-757-5298
General Injuries and Illnesses: (minor cuts, poison ivy, sprains, abrasions, bruises, etc.)	Hudson Primary Care 109 Fairway Shopping Center Hudson, NC 28638 Phone: 828-728-0900 Fax: 828-728-0868 or Robbins Plus Urgent Care Robbins Medical Park, 322 Mulberry St SW, Lenoir, NC 28645 or FastMed Urgent Care 825-B Blowing Rock Blvd. Lenoir, NC 28645
Eye Injuries and Illnesses	Graystone Ophthalmology Associates, PA 2060 Hickory Blvd. SW Lenoir, NC 28645 Phone: 828-726-1100 Fax: 828-726-1111
Out-of-Town Injuries and Illnesses	The employee is to seek medical treatment from the provider of his or her choice.
First Aid Kits	Know the location of first aid kits in your area.
Drug and Alcohol Testing	For new hire employees, random screening employees, or due to an incident, Hudson Primary Care will be the first choice for drug and alcohol testing. In the event that Hudson Primary Care is closed the other options are: Catawba Valley Medical Center's Occupational Health Center 3521 Graystone Pl SE #201 Conover, NC 28613 or Catawba Valley Medical Center - Lab 810 Fairgrove Church Rd. SE Hickory, NC 28602 Phone: 828-326-3000

Training and Orientation

The department head or their designee will provide and document ongoing safety training in the following areas as the need arises:

- New equipment purchases.
- New/changes in operations.
- Identified areas of increased incidents and injury.
- Newly identified areas of exposure.
- Annual refresher training required for each program.

Documentation of Safety Training

Documentation from any training courses attended by employees, supervisors, or managers will be kept for recordkeeping purposes. Documentation associated with safety meetings and training will be kept in supervisor's files. Employees who do not attend regularly scheduled safety meetings or training activities will be identified and scheduled to attend make-up training. Documentation will be noted for employees that attend make-up training.

New Employee Safety Orientation

Department heads or their designee will provide an orientation to all new employees to address the hazards of their position. This will include a review of all safety rules, policies/procedures, equipment, etc., that are applicable to the new employee's area of assignment. The new employees will be given an opportunity to ask any relevant questions that may pertain to their assigned duties. Documentation of the safety orientation training for each new employee will be maintained in their personnel files.

Outside Contractors

Before a contractor commences work on a City of Lenoir property, the project coordinator and/or supervisor who controls the work area will be responsible for informing all outside contractors of the elements of all safety programs of the City that affect the project. Contractors who fail to follow safety program requirements will be asked to leave the premises.

When contractors are to work in areas covered by the Hazard Communication Program; the department head, area supervisor, or project manager will inform the contractor that they may encounter hazardous chemicals at their work location and the name of the person(s) from whom chemical safety information is available.

Contractors who use hazardous chemicals at City of Lenoir facilities must provide a list of the chemicals that are brought on the property and maintain a copy of the SDSs at the work-site.

Safety Audits and Inspections

Department Self-Inspection Checklists

Since the success of any safety program depends on identifying hazards and taking immediate corrective action, quarterly department self-inspections are required. Each department shall develop its own checklist to assist in the inspections. The completed checklist should be submitted to the safety committee and reviewed at the monthly safety committee meetings.

Reporting Unsafe Acts/Unsafe Conditions

All employees are encouraged and required to immediately report any unsafe acts or unsafe conditions.

1. Stop work immediately and secure the location or lockout unsafe equipment.
2. Inform immediate supervisor of problem.
3. Complete Unsafe Conditions Report.

Basic Safety Rules

1. Each employee will be required to comprehend and abide by the contents of this safety program.
2. All incidents, no matter how minor, shall be reported immediately to the supervisor.
3. All hazardous conditions, actions, and/or practices shall be reported to the supervisor.
4. Work areas, including the inside and outside of vehicles and buildings shall be kept clean and orderly at all times.
5. Employees are only to operate equipment/tools that they are trained and authorized to operate.
6. Smoking is prohibited in areas where there is a danger to equipment, materials, coworkers or buildings, or where "No Smoking" signs are posted.
7. Employees must use all safety devices and personal protective equipment provided for their protection.
8. Employees shall wear clothing and shoes suitable for the particular work they are doing.
9. Employees must use assisted lifting devices or obtain assistance from a coworker when lifting heavy objects.
10. Guards are never to be removed except when authorized to make repairs or adjustments. Replace guard immediately upon completion of maintenance work.

11. The use of drugs and alcohol during working hours is prohibited. Any employee reporting for work under the influence of alcohol or controlled substances is subject to disciplinary action.
12. Any employee taking prescription drugs or over-the-counter drugs that could impair assigned work shall report this fact to the supervisor as required by the Controlled Substance Use Policy.
13. Employees shall not engage in practical jokes or horseplay that could result in injury to themselves, others, or cause property damage.

Specific Safety Policies and Procedures

Specific Procedures will be developed for each department. Employees will be trained on specific policies and procedures in their departments. These may include, but are not limited to the following:

- A. Blood-Borne Pathogen Exposure Control Plan
- B. Confined Space Entry
- C. Emergency Action Plan
- D. Electrical Safety
- E. Fall Protection
- F. Hazard Communication
- G. Hearing Conservation
- H. Hot Work Permit
- I. Lockout/Tagout
- J. Personal Protective Equipment
- K. Respiratory Protection

Safety and Health Contact Information

Human Resource Department:

Phone – 828-757-2202

Risk Management:

Phone – 828-757-2217

NC Department of Labor (NCDOL):

Website - <https://www.labor.nc.gov/> Phone - 1-800-NC-LABOR (1-800-625-2267)

Occupational Safety and Health Administration (OSHA):

Website - <https://www.osha.gov/> Phone – 1-800-321-6742 (OSHA)



Lenoir Police Department

Council Action Form



I. Agenda Item:

1st Quarter 2024 Report to present to Council at the May committee of the whole meeting.

II. Background Information:

Department stats for the months of Jan. - Mar. 2024 for Council Review.

III. Staff Recommendation:

IV. Reviewed by:

City Attorney: _____ Date: _____

City Manager: _____ Date: _____

Police Chief: *Butt* Date: 5/1/2024



Chief Brent Phelps
First Quarter Report
January - March, 2024



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

DEPARTMENTAL TRAINING

	Investigations Training Hours	40
General Criminal Investigations Course: J. Massey		40
	School Resource Training Hours	37
Juvenile Law Process (Supplemental)		8
Physical Training, Responsibilities & Update		29
	Special Response Team Training Hours	402
Active Shooter		36
SRT Non-Specified		366
	State Mandated Training Hours	555
Active Assailant: Preparation & Response		88
Care Under Gunfire		46
Citizens With Firearms		46
Compliance & Subject Control (2023)		2
DCI Criminal Record Inquiries, File Transactions & General Inquiries		10
DV: Overcoming Elder Abuse & Exploitation		50
Ethics: Increasing Professionalism		42
General Instructor Update (2024)		8
Intoxilyzer Recertification		16
Juvenile Justice: Communication & Engagement		40
Legal Update		64
Legislative Update		16
Officer Safety		48
Security Awareness Training		14
T/O: Active Assailant, Disposition of Firearms, Ethics, Healthy Mindset, Professionalism, Remembering Your Why		65
	Supplemental Training Hours	650
At-Scene Traffic Crash Investigation: C. Miller		80
Bean Bag Gun Course		36
DMV-349 Overview		4
FEMA Incident Command System 0300, 0400		126
Field Training Officer Course: L. Barrett		40
General Instructor Training: C. Lynn		105
New Hire: Garrity, OC Defense Technology, Naloxone, Policy, Surviving Verbal Conflict, Taser, Weapon Cleaning/Disassembly		22
NIBRS Refresher Class		70
Officer Safety and Readiness: L. Barrett		45
SCAT Course		32
Speed Measuring Instrument Operator: G. Hoke		38
Telecommunicator Certificate Course: C. McCurry		47
Tenant V. Guest: Trespass or Eviction		5
	Supervisory Training Hours	41
First Line Supervision & Harassment Prevention: J. Massey		41
	TOTAL TRAINING HOURS	1725



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

DEPARTMENTAL ACTIVITIES

Achievements & Announcements

Certificate(s): (Telecommunications Course - C. McCurry)

Golden Tickets: MPO C. Smith; Rec. SVR S. Felts

Law Enforcement Certificates: (Advanced - SNR DET L. Annas, SGT M. Coffey & MPO C. Smith); (Intermediate - CPL C. Lynn)

Oath of Office(s): K. Coulter, B. Fagan, M. Severt

Recognition: New SROs S. Clark (Davenport) & G. Warren (Valmead); new K-9 Handler for Atos (PTL H. Carswell); B. Mooney to Det

Committees & Meetings

Criminal Justice Advisory Committee: Chief Phelps

Dept Involvement: Child Abuse/Fatality Prevention, Crime Stoppers, Cust Svc, FTO/Trg, FOP, Robins Nest, SCAT, SVR, Shelter Home

FBI-NAA Conference; Chief was elected as President for the NC Chapter of the FBINAA (Jan)

Demos, Events & Tours

Community: MLK Memory March, Red Sand/Human Trafficking event, Black Balloon Restart event

Downtown: Procession of the Cross

Governor's Highway Safety Initiatives

Employee Appreciation Pizza Party at Mulberry Rec

Tours: elementary school (2 groups); new Council Member K. Rogers, cub scouts

Department Upgrades & Equipment

Badge Pass Employee ID system Upgraded

Radar Recalibrations

Orientation & Training

Annual Policy Review, Beanbag Shotgun Certification

City-Wide Training: Payroll, Handbook/Resolution, Documentation (in addition to Customer Service)

Oral Boards & New Hires: M. Severt (Patrol), Nadia Hollar (T/O)

W5 Training Program - Recognizing, Reporting, and Preventing Child Abuse and Neglect: Robins Nest collaboration

Programs & Other Mentions

Audits Completed: CJLeads, LInx, Training Stds. In-Svc. Compliance

Reserve Guard Duty: G. Warren & M. Zambrano

Recognition Ceremony (LPD semi-annual); Retirement Receptions (Radford Thomas, Kaylynn Horn)

Social District Off Duty Detail (weekend nights)

Urban Archery Season Renewed for 2025



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

CRIMES AGAINST PERSONS

NIBRS	Charge Description	1Q21	1Q22	1Q23	1Q24
13A	Aggravated Assault	8	3	8	5
11D	Forcible Fondling	4	4	2	6
11A	Forcible Rape	4	3	1	4
11B	Forcible Sodomy	0	1	0	1
64A	Human Trafficking (Commercial Sex Acts)	0	0	0	0
64B	Human Trafficking (Involuntary Servitude)	0	0	0	0
36A	Incest	0	0	0	0
13C	Intimidation	6	1	4	2
09C	Justifiable Homicide	0	0	0	0
100	Kidnapping / Abduction	1	0	1	0
09A	Murder / Non-Negligent Manslaughter	0	0	0	0
09B	Negligent Manslaughter	0	0	0	0
11C	Sexual Assault with Object	1	1	1	3
13B	Simple Assault	46	56	84	64
36B	Statutory Rape	0	0	0	2
TOTALS		70	69	101	87

CRIMES AGAINST SOCIETY

NIBRS	Charge Description	1Q21	1Q22	1Q23	1Q24
720	Animal Cruelty	0	0	1	0
40B	Assisting / Promoting Prostitution	0	0	0	0
35A	Drug / Narcotic Violations	75	77	76	69
35B	Drug Equipment Violations	36	33	39	20
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	0	1	0	6
40A	Prostitution	0	0	0	0
40C	Purchasing Prostitution	0	0	0	0
520	Weapons Law Violations	8	11	11	5
TOTALS		119	122	127	100



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

CRIMES AGAINST PROPERTY

NIBRS	Charge Description	1Q21	1Q22	1Q23	1Q24
200	Arson	0	0	1	1
510	Bribery	0	0	0	0
220	Burglary / Breaking & Entering	31	42	37	53
250	Counterfeiting / Forgery	4	2	2	5
290	Destruction/ Damage/ Vandalism of	25	45	26	41
270	Embezzlement	1	0	0	0
210	Extortion / Blackmail	0	0	0	0
26G	Hacking / Computer Invasion	0	0	1	0
26F	Identity Theft	1	2	0	1
23H	Larceny (All Other)	47	56	50	57
23D	Larceny (From Building)	6	6	12	5
23E	Larceny (From Coin-Operated Machines / Devices)	1	0	0	0
23F	Larceny (From Motor Vehicles)	21	24	17	21
23G	Larceny (Motor Vehicle Parts and Accessories)	4	8	4	1
23A	Larceny (Pick-Pocket)	0	0	0	0
23B	Larceny (Purse Snatching)	0	1	0	0
23C	Larceny (Shoplifting)	7	19	25	27
240	Motor Vehicle Theft	18	18	20	7
26B	Fraud (Credit / Debit Card / ATM)	8	15	7	11
26A	Fraud (False Pretense / Swindle / Confidence Game)	12	16	10	19
26C	Fraud (Impersonation)	1	1	3	5
26D	Fraud (Welfare)	1	0	0	0
120	Robbery	2	3	1	1
280	Stolen Property	1	2	6	1
26E	Wire Fraud	0	0	1	0

TOTALS	191	260	223	256
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CRIME STOPPERS

Description	1Q21	1Q22	1Q23	1Q24
Calls Received	41	77	44	33
Illegal Narcotics Recovered	\$0	\$0	\$0	\$0
Rewards Paid	\$0	\$1,050	\$0	\$200
Stolen Property Recovered	\$0	\$3,000	\$90	\$300
Total Arrests	0	2	3	3



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

GROUP B OFFENSES

NIBRS	Charge Description	1Q21	1Q22	1Q23	1Q24
90A	Bad Checks	0	0	0	0
90B	Curfew / Loitering / Vagrancy	0	0	0	0
90C	Disorderly Conduct	0	6	3	1
90D	Driving under Influence	7	6	11	4
90E	Drunkenness	0	0	0	1
90F	Family Non Violent Offenses	47	54	28	55
90G	Liquor Law Violations	1	0	1	0
90H	Peeping Tom	0	0	0	1
90I	Runaways	1	1	4	1
90J	Trespass of Real Property	0	0	1	3
90Z	All Other Offenses (Person / Property / Society)	3	1	3	3
TOTALS		59	68	51	69

CALLS FOR SERVICE

Description	1Q21	1Q22	1Q23	1Q24
Alarms	332	399	353	388
Animal Complaints	47	50	71	61
Civil Disturbances	189	232	198	191
Domestic Disturbances	237	248	222	201
Field Contacts	71	66	49	192
Follow-Ups	162	284	283	239
Foot Patrols	113	59	23	27
Incomplete 911s	542	508	768	511
Loud Noise Complaints	65	42	60	58
Special/House Checks	2780	2830	2776	4104
Stranded Motorists	130	183	133	155
Suspicious Persons	392	307	481	522
Suspicious Vehicles	387	544	308	249
Warrant Service	293	285	226	217
TOTALS	5740	6037	5951	7115

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	1Q21	1Q22	1Q23	1Q24
Building Searches	16	8	4	2
Building Search Apprehensions	0	4	0	0
Call Outs	0	0	0	0
Demonstrations	0	0	0	1
Currency Seized	\$0	\$518	\$0	\$0
Assist Narcotics Searches	10	4	0	3
Assist Narcotics Seizures	3	0	0	3
Narcotic Utilizations	93	50	88	14
Street Value of Seized Narcotics	\$65,039	\$3,207	\$11,678	\$2,339
Tracks	9	6	2	1
Tracks Apprehensions	0	1	1	0
Training Hours	60	44	24	83
Utilizations	140	60	56	19

CHARGES / ARRESTS

Description	1Q21	1Q22	1Q23	1Q24
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Felony Charges

Adult	152	160	170	142
Juvenile	0	0	4	3

Misdemeanor Charges

Adult	528	632	556	479
Juvenile	12	7	6	10

TOTALS	692	799	736	634
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Figures to the right are arrests stemming from charges above. Involuntary Commitments are included in misdemeanor arrest totals.

Felony Arrests	105	111	112	113
Misdemeanor Arrests	430	495	452	417
Involuntary Commitments	28	36	54	47



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

TRAFFIC

Description	1Q21	1Q22	1Q23	1Q24
Crashes				
Crashes with Injuries	41	32	46	50
Crashes with Property Dmg	224	217	196	205

TOTALS	265	249	242	255
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<i>Figures to the right are included in the totals above.</i>	Fatalities	0	1	0	2
	Hit & Runs	44	45	50	55
	Parking Lots	69	67	49	69

In 1st quarter 2024, we had 7 pedestrians injured in traffic crashes.

Tickets	1Q21	1Q22	1Q23	1Q24
Handicap Tickets Issued	0	3	0	2
Parking Tickets Issued	78	93	54	115
Parking Tickets Paid	50	53	33	129
Traffic Citations Issued	709	697	355	488
Warning Tickets Issed	342	450	144	318

Top Five Contributing Circumstances	1Q24
Failure to Reduce Speed	61
Failure to Yield Right of Way	52
Improper Backing	28
Inattention	24
Improper Turn	12

Top Five Crash Locations	1Q24
Blowing Rock Blvd / Pennton Ave	7
Blowing Rock Blvd / Hospital Ave	6
Morganton Blvd / Harper Ave / SW Blvd	5
Morganton Blvd / Harper Ave	3
Blowing Rock Blvd / Seehorn St	3



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

ADMINISTRATIVE

Description 1Q24

ABC Permits 3

Your Big Break dance4acause - JEBCC (Special One Time)	Malt Bev, Wine, Spirituous Liq (sell - on premise)
Mi Molcajete - 303 Morganton Blvd	Malt & Mixed Bev, Unfortif/Fortif Wine (on premise)
Frankie's Bar & Pizza Tk - 1016 Harper Ave	Temporary Extension of premises (one time event)

Backgrounds 17

COMMUNICATIONS

Description	1Q21	1Q22	1Q23	1Q24
CAD Requests DSS	63	71	62	44
Criminal History Requests	40	88	75	78
Entered CAD Calls	9315	9999	10017	10991
Interpreter Requests (all Spanish)			4	2
Number of Monthly Validations	152	167	160	162
Utility Calls	112	103	64	66

There were 2 Interpreter Requests for the 1st Quarter of 2024; both for Spanish.

RECORDS

Description	1Q21	1Q22	1Q23	1Q24
CAD Reports	\$5	\$45	\$90	\$115
Fingerprints	\$5	\$0	\$75	\$15
Parking Ticket Payments	\$310	\$310	\$290	\$1,175
Reports	\$15	\$50	\$55	\$35

TOTALS	\$335	\$405	\$510	\$1,340
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PROPERTY & EVIDENCE

Description	1Q21	1Q22	1Q23	1Q24
Evidence Destroyed	6	581	13	596
Evidence Received	548	542	649	525
Evidence Items To Date	45103	47106	50057	56067

In 1st quarter 2024, 29 pounds of unused, unwanted medication was collected.



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

GENERAL INVESTIGATIONS

Description	1Q21	1Q22	1Q23	1Q24
Interviews / Forensic Interviews			95 / 1	201 / 10
Recovered Stolen Property	\$8,489	\$132,887	\$223,356	\$9,645
Recovered Stolen Vehicles (number of)	12	16	23	4
Recovered Stolen Vehicles (value of)	\$211,485	\$137,200	\$217,520	\$40,400
Narcan Use	14	17	21	21
Overdoses	23	38	40	33
<i>Opioid Induced Overdoses</i>	14	17	26	18
Suicides	1	3	2	2
Unattended Deaths	12	20	10	20

Narcan is used to reverse fatal drug overdoses. In 1st quarter 2024, we were able to save 14 lives.

CASE STATUSES

Description	1Q21	1Q22	1Q23	1Q24
Open	133	126	105	87
Inactive	208	281	316	216
CBA (Cleared by Arrest)	52	95	90	43
Exceptionally Cleared	12	17	9	6
Unfounded	12	19	37	35

TOTALS	417	538	557	387
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NUISANCE

Description	1Q21	1Q22	1Q23	1Q24
Offenses				
Abandoned / Junk Vehicle	2	9	5	3
Graffiti	0	0	25	4
Health and Safety	0	4	2	2
Junk and Debris	13	31	33	35
Miscellaneous	2	3	1	7
Tall Grass or Vegetation	0	5	0	0

TOTALS	17	52	66	51
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Case Statuses

City Abated	0	3	8	9
Owner Abated	9	25	15	25



LENOIR POLICE DEPARTMENT QUARTERLY REPORT

NARCOTICS ACTIVITIES

Description	1Q21	1Q22	1Q23	1Q24
Arrests	23	19	5	7
Charges	49	46	12	14
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	46	48	20	68
Cases Opened or Initiated While Assisting Other Agencies	11	6	13	27
Cash and Property Seized	\$14,954	\$12,049	\$762,079	\$15,737
Cash and Property Seized While Assisting Other Agencies	\$0	\$101,945	\$1,040	\$9,866
Illegal Narcotics Seized	\$107,456	\$94,644	\$3,343,899	\$218,717
Illegal Narcotics Seized While Assisting Other Agencies	\$1,018,633	\$548,368	\$74,065	\$613,251
Knock and Talks	7	7	2	9
Search Warrants	9	27	35	25
Total Assists and Joint Investigations	11	6	13	27
Vehicle Seizures	0	0	0	0

NARCOTICS CONFISCATED

Description	1Q24	
Drug Name	Quantity	Value
Cocaine	7 gm	\$700
Clonazepam	108 du	\$1,080
Crack Cocaine	6.1 gm	\$790
Ecstasy	2.2 gm	\$330
Fentanyl	208.05 gm	\$124,830
Heroin	.7 gm	\$420
Hydrocodone	2 du	\$20
Marijuana	3014 gm	\$24,111
Marijuana Plant	1	\$2,500
Methamphetamine	423.5 gm	\$63,525
Opium	2 du	\$50
Oxycodone	18 du	\$360
Unknown Drug	60 du	\$1
TOTAL		\$218,717



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	1Q21	1Q22	1Q23	1Q24
Contributing to the Delinquency of a Minor				4
Defrauding a Drug / Alcohol Screening Test				1
Driving While Subject to Impairing Substances	1	5	8	4
Disorderly Conduct				
Driving Under the Influence				
Driving While Impaired	6	1	3	1
Drunkenness				
Hold Until Sober	4	1	6	3
Impaired Driving Revocation	2			2
Intoxicated and Disruptive		1	4	3
Open Container in a Vehicle				
Possessing Open Container in Passenger's Area				
Sell/Give Malt Beverage and/or Unfortified Wine to < 21				
TOTALS	13	8	21	18

DRUG CHARGES

Description	1Q21	1Q22	1Q23	1Q24
Felony Drug Charges	56	37	33	37
Misdemeanor Drug Charges	44	27	49	61
TOTALS	100	64	82	98

What's New in Nuisance?

- In addition to the incident reports on the quarterly, Detective Hartley also had 16 follow ups, and 53 self initiated code enforcement calls for the first quarter of 2024. 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

- The following pictures are some before and after shots of a properties in the city that Detective Hartley has been working on this quarter. Take a look!

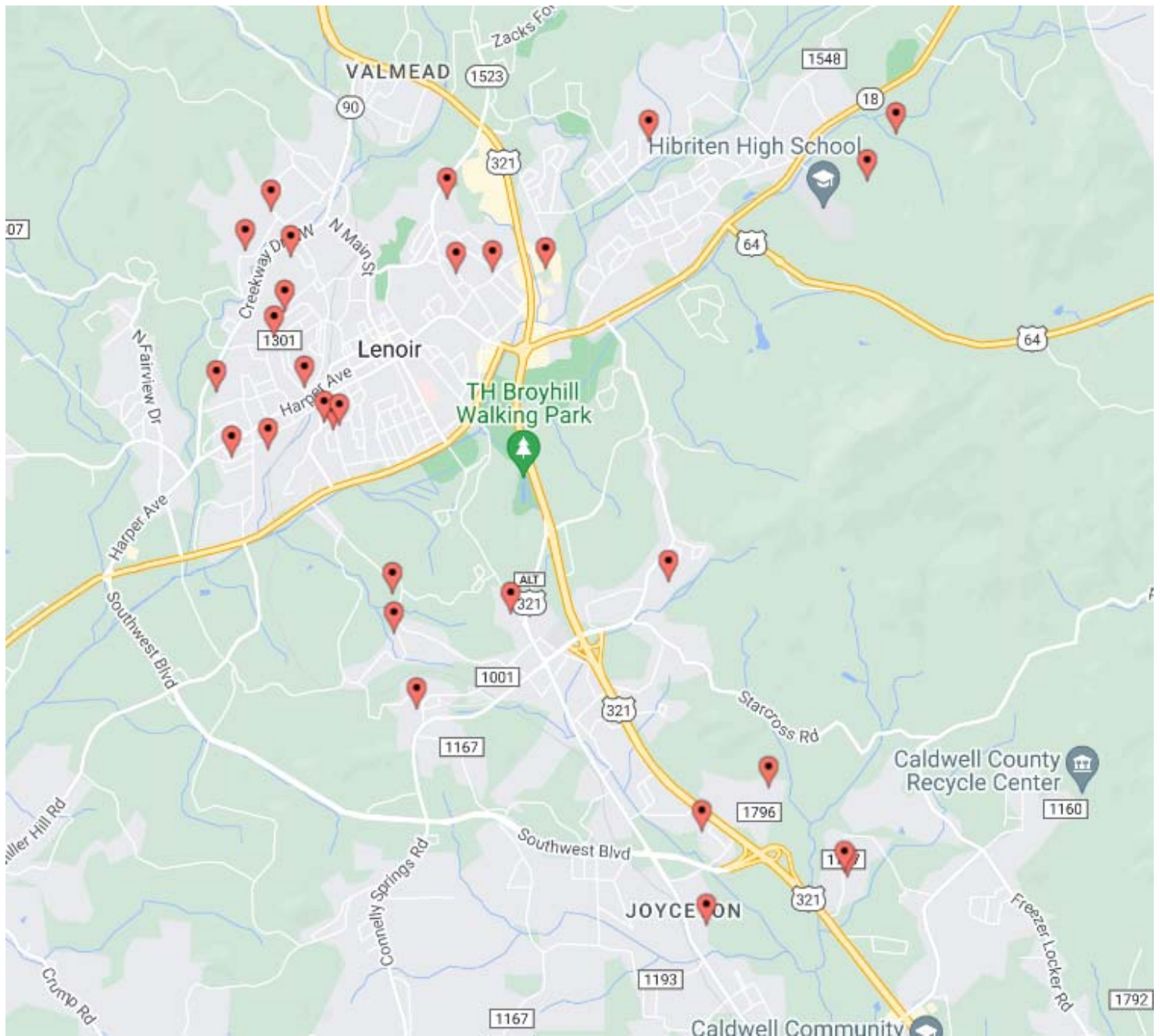
This city abated property is located 314 Broadway St



This owner abated property is located at 1702 Columbus St



Follow us around town!



108 DOVE ST
 1104 APPLGATE CT
 1108 DELWOOD DR
 118 PLYMOUTH RD
 1219 LENOIR AV
 1230 FRAZIER PL
 1248 SPAINHOUR ST
 1309 PIEDMONT ST
 1429 COLLEGE AV
 1526 WAKEFIELD DR

1630 HAYES PL
 1702 COLUMBUS ST
 1922 MARIGOLD LN
 1927 MARIGOLD LN
 202 BROADWAY ST
 280 MCCRARY PL
 302 HOSPITAL AV
 307 SUMMIT PL
 324 EASTVIEW PL
 330 BLOWING ROCK BLVD

402 REALTY ST
 407 NW MAIN ST
 409 WILSON ST
 427 ARROWOOD ST
 501 BROADWAY ST
 531 BEALL ST
 560 ARROWOOD ST
 813 HEMLOCK DR
 830 CONNELLY SPRINGS RD
 831 MONTCLAIR CIR



Chief Norman Staines
First Quarter Report
January – March, 2024

OVERVIEW

Thank you for taking the time to look through the 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 2024. The first quarter of the year has been busy for our department and staff.

MAJOR EVENTS

JANUARY – Our department responded to several structure fires in January and internally celebrated the retirement of Battalion Chief Keith Owens.

- Staff hosted “Lenoir Moms” at Station 1 for a tour. This is a group of homeschool parents who look for opportunities to visit and learn about our community (January 13th).
- Staff received notification from Firehouse Subs Public Safety Foundation Board of Directors that the City of Lenoir, on behalf of the City of Lenoir Fire Department was awarded a grant valued up to \$26,698.62. This grant will be used to purchase 18 nozzles and 72 sections of 1 ¾” fire hose (January 9th).
- NC Association of Rescue and EMS completed our five (5) year inspection which is required to maintain our “Heavy Rescue” status (January 30th).
- Battalion Chief Keith Owens retired with nineteen (19) years of service from the Lenoir Fire Department working his last shift on January 31st.
- The department received 60 smoke detectors to be installed within houses inside the City upon citizens’ request. These smoke detectors were provided by the American Red Cross.
- Chief Staines served on the interview committee for the 911 Communications Division Chief for Caldwell County (January 18th).
- Staff met with Caldwell County Emergency Services, Caldwell County Health Department and Western Piedmont Council of Government for a roundtable discussion on warming stations and shelter concerns within Caldwell County (January 30th).
- Chief Powell is working with Caldwell County Emergency Services to update our communication processes and equipment.

FEBRUARY – Staff completed training on Hazardous Materials responses and with new equipment. Staff continued to prepare to change reporting software.

- Chief Staines and Chief Wes Lail (Sawmills FD) met with Caldwell Community College about potential apprenticeship program to support the fire service in the area (February 7th).
- Woodgrain Millworks provided lunch for each shift (February 16, 23 and March 1st).
- Firefighters Matt Fraizer and Tucker Stone completed the Wildland S130 and S190 classes hosted at Station # 2 (February 26 – March 1).

- Staff assisted Aquatic Center staff with supplying water to outdoor pool.
- Firefighter Jody Spears and Tucker Stone received their Firefighter II certifications from NCDOL/OSFM.
- Staff worked with Caldwell County EMS to place KING airways on the QRVs.
- Staff began preparing for promotional process to be conducted in April.

MARCH – Staff completed annual physicals during the month. Lower Creek Baptist Church invited all public safety agencies for a lunch.

- Hosted quarterly “Retirees Breakfast” (March 1st).
- All three stations and staff participated in the Statewide Tornado drill (March 6th).
- Staff conducted a fire safety demonstration at First Methodist Church (March 11th).
- Assistant Chief Chris Jacobs completed the Fire Inspector Level III course (March 11th – 13th.)
- Firefighters Eli Woodie and Alex Nicholas successfully completed the North Carolina Breathing Equipment / Firefighter Survival School (March 11-15).
- Chief Staines attended the Disaster Recovery Public Assistance Financial Administration Training at the Western Piedmont Council of Government (March 13th).
- Engineer Anthony Stamper completed training on Air-Q3 Laryngeal airways to be able to train staff on these new airways (March 15th).
- Assistant Chief Chris Jacobs attended the North Carolina Fire Prevention School (March 18th – 22nd).
- Lower Creek Baptist Church provided an appreciation meal to emergency services personnel, all on duty staff attended the luncheon (March 19th).
- Lieutenant Anthony Harrison and Firefighter Matt Triplett attended the North Carolina Terrorism Response Summit (March 19-21).
- Staff completed annual physicals with North Greenville Fitness (March 19-21).
- Engineer Anthony Stamper assisted Morganton PSO with a driver assessment (March 26th).
- Chief Jacobs and Chief Staines attended the CCC&TI Emergency Management Advisory Committee meeting (March 27th).
- Staff participated in Career Expos at Hibriten High School and West Caldwell High School (March 28th).

RESPONSES / INCIDENTS / CALLS FOR SERVICE

INCIDENT COUNT

INCIDENT TYPE	1 st Quarter 2023 # INCIDENTS	1 st Quarter 2024 # INCIDENTS
MEDICAL	566	548
FIRE	237	228
TOTAL	803	776

PRE-INCIDENT VALUE – VS – DOLLAR LOSSES – VS PROPERTY SAVED

	PRE-INCIDENT VALUE	LOSSES	PROPERTY SAVED
2023 – 1st QUARTER	\$101,498,300	\$164,900	\$101,333,400
2024 – 1st QUARTER	\$10,589,200	\$266,100	\$10,323,100

LIGHTS AND SIREN – AVERAGE RESPONSE TIME (Dispatch to Arrival)

Station	MEDICAL 2023 1 st Quarter	MEDICAL 2024 1 st Quarter	FIRE 2023 1 st Quarter	FIRE 2024 1 st Quarter
Station 1	3:46	3:29	3:01	3:13
Station 2	3:42	3:11	4:43	3:25
Station 3	3:56	3:41	4:07	4:24

LIGHTS AND SIREN AVERAGE FOR ALL CALLS (MM:SS)

2023 – 1st QUARTER	3:48
2024 – 1st QUARTER	3:27
REDUCTION IN RESPONSE TIME	00:21

AVERAGE TIME ON SCENE (MM:SS)

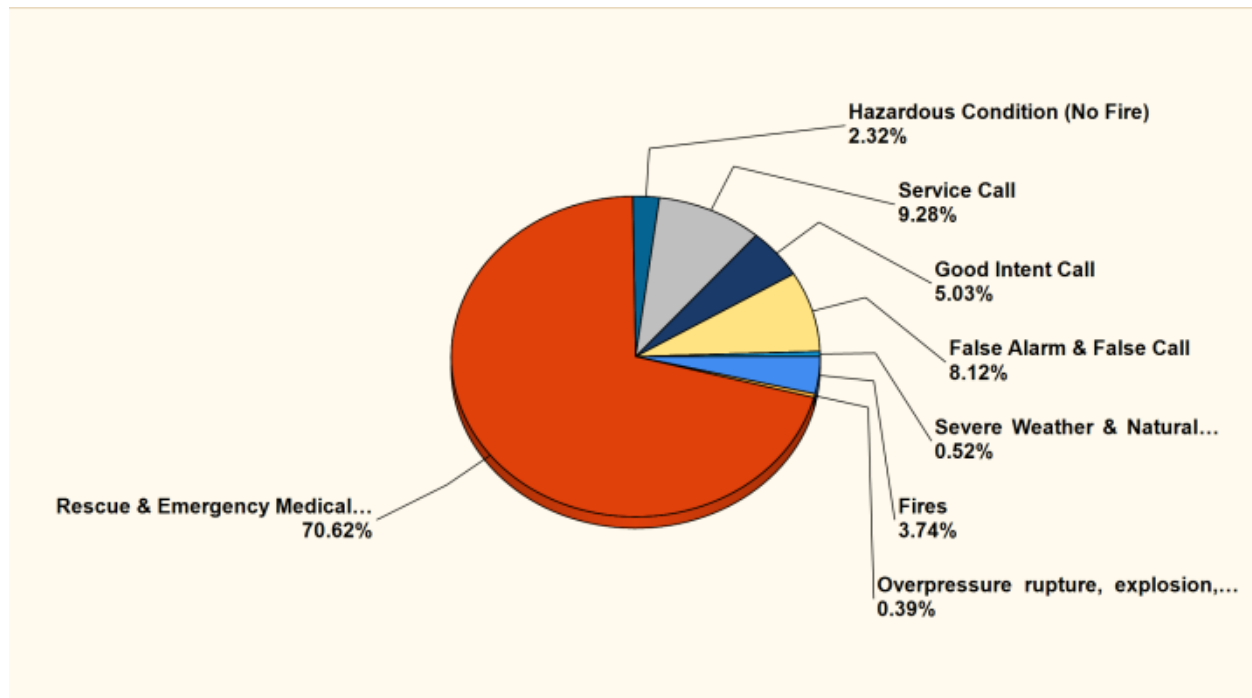
2023 – 1st QUARTER	27:42
2024 – 1st QUARTER	30:03

COUNT OF INCIDENTS BY APPARATUS

	2023 – 1 st QUARTER	2024 – 1 st QUARTER
Battalion	93	80
Car 1	4	14
Car 2	13	7
Car 3	16	18
Car 4	5	6
Engine 1	94	41
Engine 2	92	84
Engine 3	112	117
Ladder 1	120	151
Ladder 2	103	107
Personal	2	2
QRV – 1	291	292
QRV – 2	152	118
QRV – 3	62	68
Rescue 1	165	144
Rescue 10	5	7
Support 1 (UTV)	2	1

S-10 (Command Trailer)	0	0
ST1 – Headquarters	0	1
ST2 – Station 2	0	0
Tower 1	8	5
Truck 17	2	1
Truck 18	0	0
TOTAL FOR ALL APPARATUS	1,347	1,275

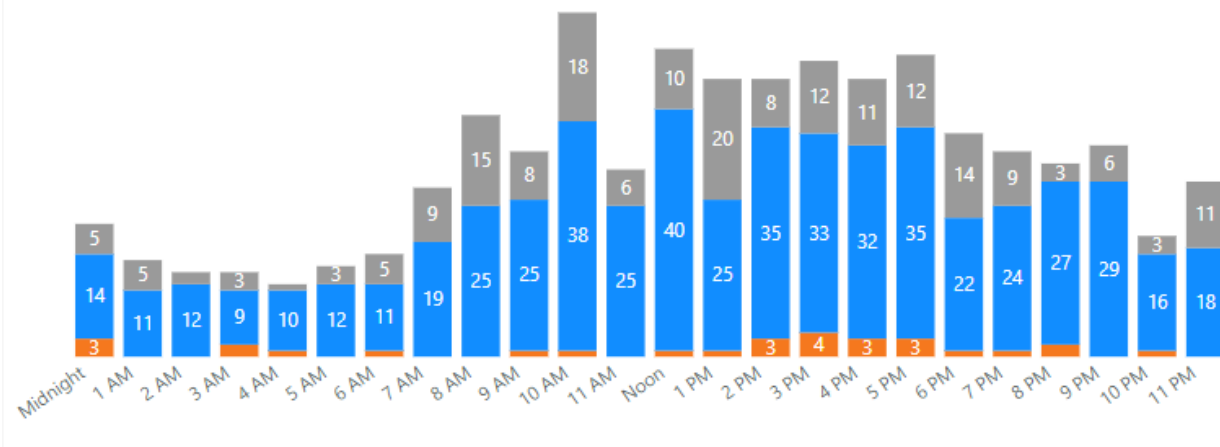
Breakdown of Major Incident Types



MAJOR INCIDENTS	# INCIDENTS	% of TOTAL
Fires	29	3.74%
Overpressure rupture, explosion, overhear – no fire	3	0.39%
Rescue & Emergency Medical Services	548	70.62%
Hazardous Condition (No Fire)	18	2.32%
Service Call	72	9.28%
Good Intent Call	39	5.03%
False Alarm & False Call	63	8.12%
Severe Weather & Natural Disaster	4	0.52%
TOTAL	776	100%

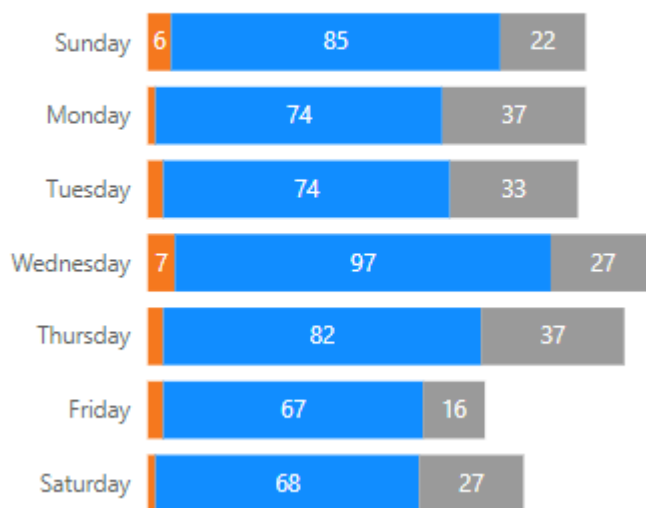
Number of Incidents by Hour of the Day

Incident Category ● Fire ● EMS ● Other



Number of Incidents by Day of the Week

● Fire ● EMS ● Other



1st QUARTER INCIDENT TYPE COUNT PER STATION

INCIDENT TYPE	# INCIDENTS 2023	# INCIDENTS 2024
Station: 1 - STATION 1		
111 - Building fire	2	2
112 – Fires in structure other than in a building	1	0
114 – Chimney or flue fire, confined to chimney or flue	1	0
118 - Trash or rubbish fire, contained	1	2
131 - Passenger vehicle fire	1	0
132 - Road freight or transport vehicle fire	0	0
140 – Natural vegetation fire, other	1	3
142 – Brush or brush and grass mixture fire	0	3
143 - Grass fire	1	0
151 - Outside rubbish, trash or waste fire	1	3
160 – Special outside fire, other	0	1
162 - Outside equipment fire	0	0
163 - Outside gas or vapor combustion explosion	0	0
240 – Explosion (no fire), other	0	1
251 – Excessive heat, scorch burns with no ignition	2	1
311 - Medical assist, assist EMS crew	21	7
321 - EMS call, excluding vehicle accident with injury	287	290
322 - Motor vehicle accident with injuries	18	19
323 - Motor vehicle/pedestrian accident (MV Ped)	0	2
324 - Motor vehicle accident with no injuries.	15	16
331 - Lock-in (if lock out , use 511)	2	2
341 - Search for person on land	0	0
350 – Extrication, rescue, other	0	1
353 - Removal of victim(s) from stalled elevator	0	0
381 - Rescue or EMS standby	6	8
400 - Hazardous condition, other	1	0
412 - Gas leak (natural gas or LPG)	4	2
413 - Oil or other combustible liquid spill	0	1
421 - Chemical hazard (no spill or leak)	1	0
422 - Chemical spill or leak	0	0
424 – Carbon monoxide incident	1	0
440 – Electrical wiring / equipment problem, other	1	1
441 – Heat from short circuit (wiring), defective/worn	2	1
442 - Overheated motor	2	1
444 - Power line down	1	0
445 - Arcing, shorted electrical equipment	1	3
462 - Aircraft standby	0	0
463 - Vehicle accident, general cleanup	0	1
511 - Lock-out	2	0
522 - Water or steam leak	0	1
531 – Smoke or odor removal	0	1

541 – Animal problem	1	0
542 - Animal rescue	2	1
551 - Assist police or other governmental agency	2	2
552 - Police matter	1	3
553 - Public service	14	21
554 - Assist invalid	6	5
561 - Unauthorized burning	2	4
571 - Cover assignment, standby, moveup	0	0
611 - Dispatched & cancelled en route	16	14
622 - No incident found on arrival at dispatch address	4	2
631 - Authorized controlled burning	0	2
651 - Smoke scare, odor of smoke	5	8
652 – Steam, vapor, fog or dust thought to be smoke	0	1
653 – Smoke from barbecue, tar kettle	1	0
671 - HazMat release investigation w/no HazMat	3	3
700 – False alarm or false call, other	2	0
713 - Telephone, malicious false alarm	0	0
721 - Bomb scare, odor of smoke	0	0
730 – System malfunction, other	1	0
731 - Sprinkler activation due to malfunction	2	3
733 - Smoke detector activation due to malfunction	1	3
735 - Alarm system sounded due to malfunction	4	5
740 - Unintentional transmission of alarm, other	0	1
741 - Sprinkler activation, no fire - unintentional	3	7
743 - Smoke detector activation, no fire - unintentional	20	6
744 - Detector activation, no fire - unintentional	1	1
745 - Alarm system activation, no fire - unintentional	18	13
746 - Carbon monoxide detector activation, no CO	1	0
812 - Flood assessment	0	0
813 - Wind storm, tornado/hurricane assessment	0	2
# Incidents for 1 - Station 1:	491	479
Station: 2 - STATION 2		
111 - Building fire	5	5
113 - Cooking fire, confined to container	1	1
117 - Commercial Compactor fire, confined to rubbish	0	0
118 - Trash or rubbish fire, contained	0	2
121 - Fire in mobile home used as fixed residence	0	0
131 - Passenger vehicle fire	0	0
132 – Road freight or transport vehicle fire	1	0
141 – Forest, woods or wildland fire	1	1
142 – Brush or brush and grass mixture fire	0	1
143 – Grass fire	8	2
150 – Outside rubbish fire, other	1	0
151 - Outside rubbish, trash or waste fire	0	0
154 - Dumpster or other outside trash receptacle fire	0	0
161 – Outside storage fire	1	0

251 – Excessive heat, scorch burns with no ignition	1	1
311 - Medical assist, assist EMS crew	3	5
321 - EMS call, excluding vehicle accident with injury	134	114
322 - Motor vehicle accident with injuries	10	7
323 - Motor vehicle/pedestrian accident (MV Ped)	1	0
324 - Motor vehicle accident with no injuries.	2	8
331 – Lock-in (if lock out, use 511)	1	0
341 – Search for person on land	1	0
381 - Rescue or EMS standby	0	1
400 - Hazardous condition, other	0	0
411 – Gasoline or other flammable liquid spill	1	0
412 - Gas leak (natural gas or LPG)	2	1
413 - Oil or other combustible liquid spill	0	1
444 - Power line down	2	3
445 - Arcing, shorted electrical equipment	0	1
462 - Aircraft standby	0	0
463 – Vehicle accident, general cleanup	1	0
511 - Lock-out	0	1
522 - Water or steam leak	0	1
531 - Smoke or odor removal	0	0
542 - Animal rescue	2	1
550 - Public service assistance, other	0	0
551 - Assist police or other governmental agency	0	0
552 – Police matter	1	0
553 - Public service	10	7
554 - Assist invalid	7	7
561 - Unauthorized burning	2	3
571 - Cover assignment, standby, moveup	0	0
611 - Dispatched & cancelled en route	6	1
622 - No incident found on arrival at dispatch address	3	0
631 - Authorized controlled burning	0	0
651 - Smoke scare, odor of smoke	2	0
652 – Steam, vapor, fog or dust thought to be smoke	1	0
711 - Municipal alarm system, malicious false alarm	0	0
715 - Local alarm system, malicious false alarm	0	0
731 - Sprinkler activation due to malfunction	0	1
732 - Extinguishing system activation due to malfunction	0	0
733 - Smoke detector activation due to malfunction	0	3
734 - Heat detector activation due to malfunction	0	0
735 - Alarm system sounded due to malfunction	0	0
736 – CO detector activation due to malfunction	0	3
740 - Unintentional transmission of alarm, other	0	1
741 - Sprinkler activation, no fire - unintentional	1	2
743 - Smoke detector activation, no fire - unintentional	0	1
744 - Detector activation, no fire - unintentional	0	0
745 - Alarm system activation, no fire - unintentional	1	3

746 - Carbon monoxide detector activation, no CO	0	0
813 - Wind storm, tornado/hurricane assessment	1	0
814 - Lightning strike (no fire)	0	0
# Incidents for 2 - Station 2:	212	189
Station: 3 - STATION 3		
100 - Fire, other	0	0
111 - Building fire	1	3
113 – Cooking fire, confined to container	1	0
131 - Passenger vehicle fire	0	0
140 – Natural vegetation fire, other	1	0
151 - Outside rubbish, trash or waste fire	0	1
311 - Medical assist, assist EMS crew	2	0
321 - EMS call, excluding vehicle accident with injury	59	60
322 - Motor vehicle accident with injuries	3	2
323 – Motor vehicle / pedestrian accident (MV Ped)	0	1
324 - Motor vehicle accident with no injuries.	1	3
331 – Lock-in (if lockout, use 511)	0	2
353 - Removal of victim(s) from stalled elevator	0	0
363 - Swift water rescue	0	0
381 - Rescue or EMS standby	0	0
412 - Gas leak (natural gas or LPG)	0	1
421 - Chemical hazard (no spill or leak)	0	0
423 - Refrigeration leak	0	0
424 - Carbon monoxide incident	1	0
440 – Electrical wiring/equipment problem, other	1	1
442 - Overheated motor	0	0
444 - Power line down	1	0
445 - Arcing, shorted electrical equipment	0	0
463 - Vehicle accident, general cleanup	0	0
500 - Service Call, other	0	0
511 - Lock-out	0	0
512 – Ring or jewelry removal	1	0
531 - Smoke or odor removal	0	1
541 – Animal problem	0	1
542 – Animal rescue	1	1
551 – Assist police or other governmental agency	2	0
553 - Public service	0	5
554 - Assist invalid	1	4
561 - Unauthorized burning	2	2
571 - Cover assignment, standby, moveup	0	0
611 - Dispatched & cancelled en route	3	3
622 - No incident found on arrival at dispatch address	2	2
631 - Authorized controlled burning	0	1
651 - Smoke scare, odor of smoke	0	0
653 – Smoke from barbecue, tar kettle	1	0
671 – HazMat release investigation w/no HazMat	0	2

730 – System malfunction, other	0	1
733 - Smoke detector activation due to malfunction	2	0
734 – Heat detector activation due to malfunction	1	0
735 - Alarm system sounded due to malfunction	0	1
736 - CO detector activation due to malfunction	1	2
740 – Unintentional transmission of alarm, other	2	1
741 - Sprinkler activation, no fire - unintentional	0	0
743 - Smoke detector activation, no fire - unintentional	3	1
744 – Detector activation, no fire – unintentional	1	0
745 - Alarm system activation, no fire - unintentional	1	3
746 – Carbon monoxide detector activation, no CO	0	1
813 - Wind storm, tornado/hurricane assessment	0	2
# Incidents for 3 - Station 3:	100	108

TRAINING REPORT

In the first quarter, our department participated in a total of **5,191.5** hours of training. This training accounts for both on and off duty training.

Student Hours by Month

	On Duty	Off Duty	Total
January	1,562	9	1,571
February	1,642.5	50	1,692.5
March	1,614	314	1,928
Total	4,818.5	373	5,191.5

January: During the month, staff completed Critical Incident Stress Management for their EMT in service. They then trained on professionalism, harassment and completed pre-incident plans at various businesses within the City.

February: During the month, staff completed CPR training for their EMT in service. Staff completed their annual Hazardous Materials training during the month. Staff completed SCBA and RIT drills to train on new RIT PAKS. The department hosted a Basic Wildland Firefighter course.

March: Staff completed Patient Assessment training for their EMT in service. Staff completed a HazMat decontamination scenario as part of monthly training. Additional company level training was completed in the areas of RIT, ladders and hose evolutions. Two members attended NC Breathing School and NC Terrorism Response Summit.

FIRE PREVENTION ACTIVITIES

In the first quarter of 2024 the department delivered 5 fire prevention presentations / public education programs. We were able to perform these programs for businesses, schools, and religious groups and had an estimate of 155 participants.

0-4 years (preschool)	3
5-10 years (elementary)	15
11-13 years (middle school)	5
14-18 years (high school)	15
Adults (19-61)	117
Seniors (62+)	0
Total Participants	155

Fourteen (14) smoke detectors were installed in first quarter 2024. These detectors can be requested and installed free for our citizens by calling one of our stations and scheduling them.

FIRE MARSHAL'S REPORT

Fire Marshal – This quarter **277 fire code inspections** were completed on businesses within the Lenoir City limits. Monthly totals were 54 in January, 143 in February and 80 in March.

- The Fire Marshal investigated complaints at seven businesses during this quarter. Highway to Hedges, 714 Virginia Street, Gamewell Optimist Building, Jackson Hewitt, Delk 4 Law, UPS, SJM Marketplace Ventures and Blue Moose Coffee Lodge. A warning citation was issued for illegal burning to Blue Moose Coffee Lodge. Any issues found at other locations have been resolved or are in process of being resolved with assistance of Fire Marshal.
- The Fire Marshal put in significant work on the following projects this quarter: Bemis, Bushel and a Peck, Sealed Air Corporation, Hibriten High School, Exela (Elma and Augusta), 304 Mulberry St., Banana Box Grocery, 822-C Hibriten Drive, Robbins Medical Park, Mulberry Medical Park, Caldwell Memorial Hospital, Walmart, Clarence's Restaurant, Lenoir Healthcare, McDonalds, Iglesia International, Caldwell County Fairgrounds, Metro T-Mobile and City of Lenoir Planning Department.
- Assisted U.S. Post Office with fire evacuation training and drill.
- Used approximately 72,730 gallons of water on fires and training.

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 44 investigations that occurred in the City with below being of higher impact:

- House fires: Folk St., Connelly Springs Rd., Cliffside Dr., Triplett Dr., Clearfield Pl. and Hill St.

- Commercial fires: NEPTCO (chemical room) and Advantage Auto Glass
- Wildland fires: Block Rock Blvd. (Walmart property), North Main Street, Hampton Heights, Countryside Drive and Olde Meadow

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.

- Fuel spill at business on Wilkesboro Boulevard.
- Oil spill at Speedy Car Wash – individual was changing oil and dumping in storm drain.
- Gas leak on Old Farm Road – residential
- Gas leak on Hospital Avenue – Doctor's office
- Gas leak on Tywood – supply line into home leaking
- Furnace explosion scare on Mountain View Street
- Multiple storm preparations with tow (2) storms causing calls for service and damage

Other –

- Continuing to work on changing reporting software from Emergency Report to ESO.
- Working with City Safety on OSHA and Emergency Operation Plans.
- Shut off water to house to limit property damage at Victoria Court.
- Business had water leak on top of their building and we turned off water to limit property damage.
- Responded to cat stuck in dash of car. We were able to remove the cat.
- Assisted Lenoir Police Department with entering second floor of structure with ground ladder.
- Responded to dog stuck in a furnace. We were able to remove the dog.
- A crew assisted Robin's Nest with moving equipment out of building.
- A crew assisted with moving TV to third floor of City Hall.
- A crew assisted Bail Bondsman with removal of taser probes from subject.
- Crews assisted Building Maintenance with locating water leak at Mulberry Recreation Center.
- Engine 2 crew responded mutual aid to assist Valmead Fire Department on a structure fire.
- Engine 3 crew responded mutual aid to assist Little River Fire Department on a structure fire. Engine 3 crew was first arriving, pumped water for attack and was primary fire attack on call.



Alex Nicholas (left) and Eli Woodie (right) upon returning from N.C. Breathing School.



Jody Spears (left) and Tucker Stone (right) received their Firefighter certification this quarter.



Engineer Miranda Harper talking to this child about her gear.



Folk Street Fire



Cliffside Drive Fire



Hill Street fire





June 2024



Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1 3:00 p.m. Cruise-In (Downtown Lenoir)
2	3	4 6:00 p.m. City Council	5 9:00 a.m. Staff Meeting Noon - Foothills Regional Airport Auth.	6	7 7:00 p.m. - 10:00 p.m. Off the Record (Downtown Stage)	8
9	10 Noon - City/County Services Committee	11 8:15 a.m. Economic Development Adv. Board	12	13 2:00 p.m. ABC Board 6:00 p.m. Lenoir Business Advisory Board	14 7:00 p.m. - 10:00 p.m. Black Tie (Downtown Stage)	15
16	17	18 6:00 p.m. City Council	19 9:00 a.m. Staff Meeting	20	21 7:00 p.m. - 10:00 p.m. Opal Moon (Downtown Stage)	22
23	24 5:30 p.m. Planning Board	25 8:30 a.m. Committee of the Whole	26	27	28 7:00 p.m. - 10:00 p.m. Mister D & the Rhythm Kings (Downtown Stage)	29 7:00 p.m. The movie "Migration" will be shown at the former LHS Aud.
30		July City offices will be closed on Thursday, July 4 in observance of Independence Day. City of Lenoir Fireworks Show will be Thursday, July 4 at 9:30 p.m. at Mulberry Recreation Center. This is a free event.				