

THE BOARD OF COMMISSIONERS OF THE COUNTY OF CRAVEN MET IN REGULAR SESSION IN THE COMMISSIONERS' ROOM OF THE CRAVEN COUNTY ADMINISTRATION BUILDING, 406 CRAVEN STREET, NEW BERN, NORTH CAROLINA ON MONDAY, JUNE 16, 2003. THE MEETING CONVENED AT 9:00A.M.

MEMBERS PRESENT:

Chairman Johnnie Sampson, Jr.
 Vice Chairman Lee Kyle Allen
 Commissioner George Brown
 Commissioner Bill Harper
 Commissioner Perry Morris
 Commissioner M. Renée Sisk
 Commissioner Leon C. Staton

STAFF PRESENT:

Harold Blizzard, County Manager
 George B. Sawyer, Assistant County Manager
 Richard F. Hemphill, County Finance Officer
 Gwendolyn M. Bryan, Clerk to the Board
 James R. Sugg, County Attorney

Following an invocation by Commissioner Sampson and the Pledge of Allegiance, Commissioner Sisk moved to approve the minutes of June 2, 2003 regular session, as corrected, and the reconvened session minutes of May 21st, May 28th, and June 2nd. Commissioner Morris seconded the motion, which carried unanimously.

CONSENT AGENDA

Budget Amendments and Ordinance Updates

Craven County Finance Officer, Rick Hemphill, submitted the following budget amendments and ordinance updates for the Board's approval. Commissioner Brown moved for their approval, seconded by Commissioner Harper and unanimously carried in a roll call vote.

Finance/Non Departmental

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-301-01-00 Tax Current Year	\$ 62,900.00	101-0560-400-10-06 Payroll accrual	\$ 62,900.00
TOTAL	\$ 62,900.00	TOTAL	\$ 62,900.00

Justification: Payroll accrual for FY 2003 to include 3% COLA effective 06-18-2003.

Register of Deeds

101-1001-357-60-00 State Excise	\$ 52,500.00	101-1001-400-45-02 State Excise	\$ 52,500.00
TOTAL	\$ 52,500.00	TOTAL	\$ 52,500.00

Justification: Estimated Excise Tax revenue is exceeding anticipated amount. Revenue is estimated at \$575,000 and the State receives ½ (\$287,500) and only \$235,000 is budgeted for expense.

EMS-LEPC

101-0000-399-01-00 Fund Balance	\$ 500.00	101-2303-410-32-40 Other Supplies	\$ 500.00
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TOTAL	\$ 500.00	TOTAL	\$ 500.00
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Justification: LEPC Grant received in FY 1997 was never expended (Check was written to LEPC in June 1997 and Voided in FY 1998-Sept 1997 to a payable account, then rewritten in June 1998 and voided in August 1998. In June 1999, the money was put into Miscellaneous Income. Funds are now needed to cover LEPC expenses.

Medical Examiner

101-0000-399-01-00	\$ 5,000.00	101-2701-410-40-28	\$ 5,000.00
Fund Balance		Autopsies	
TOTAL	\$ 5,000.00	TOTAL	\$ 5,000.00

Justification: To cover cost of autopsies for FY 2003. Expenses thru April 2003 are \$48,000 and only \$50,000 is budgeted. Additional funds will be needed for two remaining months.

Health/Environmental LEAD

101-3133-370-32-00	\$ 1,800.00	101-3133-420-32-40	\$ 1,800.00
Medicaid-Federal/Home Inspection Charge		Supplies/Other Supplies	
TOTAL	\$ 1,800.00	TOTAL	\$ 1,800.00

Justification: Received \$876.32 on 6/9/03 for reimbursement of investigation(s) of lead-poisoned children enrolled in Medicaid. Will be spent on environmental interventions and supplies.

DSS 7221 Adult Services

101-7221-349-00-00	\$ 29,575.00	101-7221-450-40-00	\$ 29,575.00
Services Staff & Ovhd		Contractual Services	
TOTAL	\$ 29,575.00	TOTAL	\$ 29,575.00

Justification: Family Caregiver funds awarded from Area Agency on Aging. Funds are 90% Federal and 10% State. There is no County match.

DSS 7221 Adult Services

101-7221-349-78-00	\$ (2,000.00)	101-7221-450-39-18	\$ (2,000.00)
Adult Day Care		Adult Day Care	
TOTAL	\$ (2,000.00)	TOTAL	\$ (2,000.00)

Justification: Allocation reduced by the State. Funds will not be used due to the closing of the Adult Day Care Center. Funds are 100% State.

Convention Center

101-8201-357-75-00	\$(12,500.00)	101-8201-430-40-50	\$ 900.00
Space Rent		Temp Emps	
101-8201-357-08-00	\$ (500.00)	101-8201-430-23-00	\$ 11,000.00
Copies faxed		Utilities	
101-8201-357-81-00	\$ 1,500.00	101-8201-430-32-21	\$ (372.00)
Equip Rent		Rebillable	
101-8201-357-70-00	\$13,610.00	101-8201-430-10-02	\$ 11,308.00
Catering Commission		Salaries	
101-8201-335-15-00	\$ 700.00	101-8201-430-20-00	\$ (300.00)
Concession Catering		Postage	

101-8201-357-74-00	\$13,500.00	101-8201-430-22-00	\$ (1,363.00)
Coffee Break Income		Telephone	
101-8201-357-78-00	\$ 2,194.00	101-8201-430-24-00	\$ (500.00)
Breaks Ser Chg		Meeting	
101-8201-357-79-00	\$ (3,000.00)	101-8201-430-25-00	\$ 250.00
Audiovisual		Travel	
101-8201-357-83-00	\$ (4,000.00)	101-8201-430-26-02	\$ 400.00
Utility Service		M/R equip	
101-8201-357-84-00	\$ 300.00	101-8201-430-26-01	\$ 200.00
Event Personnel		M/R Bldg Grds	
101-8201-357-13-00	\$ 500.00	101-8201-430-27-00	\$ 7,000.00
Rebillable		Adv Promo	
101-8201-335-00-00	\$ 500.00	101-8201-430-32-01	\$ (388.00)
Sprint Pepsi		Office Supplies	
101-8201-357-73-00	\$ 1,700.00	101-8201-430-15-15	\$ (445.00)
Catering Contract		Dues	
		100-8201-430-32-02	\$ (100.00)
		Info Tech Support	
		101-8201-430-32-07	\$ (152.00)
		Janitorial	
		101-8201-430-32-40	\$ (900.00)
		Other Supplies	
		101-8201-430-35-01	\$ (50.00)
		Uniforms	
		101-8201-430-40-0	\$ (3,000.00)
		Cont Ser	
		101-8201-430-73-21	\$ 800.00
		C/O 500-4,999	
		101-8201-430-40-83	\$ (100.00)
		Equip Rental	
		101-8201-430-32-19	\$ (50.00)
		Small Wares	
		101-8201-430-98-16	\$ (9,634.00)
		Reserve	
TOTAL	\$ 14,504.00	TOTAL	\$ 14,504.00

JOURNAL ENTRY

371-0000-366-01-00	\$ 9,634.00	371-0000-101-00-00	\$ 9,634.00
Transfer fr Gen Fd		Cash	
101-0000-101-00-00	\$ 9,634.00	101-8201-430-98-16	\$ 9,634.00
Cash		Reserve	

Justification: Budget revenue and realign expense to cover Convention Center costs through year. (Funds to County Reserve are decreasing by \$9,634)

CDBG FY 2002

271-4071-335-42-00	\$ 10,000.00	271-4071-430-76-29	\$ 10,000.00
Owner Contribution		Owner Cost	
TOTAL	\$ 10,000.00	TOTAL	\$ 10,000.00

Justification: Budget owner's share of the rehabilitation of homes (estimated at \$10,000)

2002 CDBG Scattered Sites

272-4074-377-02-00	\$390,000.00	272-4074-430-40-00	\$(10,000.00)
CDBG 03C118		Cont Ser	

		272-4074-430-40-00	\$ 3,500.00
		Planning	
		272-4074-430-15-10	\$ 36,500.00
		Administration	
		272-4074-430-76-22	\$360,000.00
		Rehabilitation	
TOTAL	\$390,000.00	TOTAL	\$390,000.00

Justification: Revised CDBG 03-C-118 budget from \$10,000 to \$400,000 to cover rehabilitation and administration costs.

County Reserve

371-0000-366-50-00	\$ 19,979.00	371-0571-400-97-01	\$ 19,979.00
From Closed Projects		Transfer to IT-FY 04	
TOTAL	\$ 19,979.00	TOTAL	\$ 19,979.00

Justification: Budget funds from Closed Project Software Project Fund 360 to be transferred to Info Technology in FY 2004 for the imaging program.

Software Project

JOURNAL ENTRY

TRANSFER FROM	AMOUNT	TRANSFER TO	AMOUNT
360-0501-400-97-02	\$ 19,978.53	360-0000-101-00-00	\$ 19,978.53
Transfer to Reserve		Cash	
371-0000-101-00-00	\$ 19,978.53	371-0000-366-50-00	\$ 19,978.53
Cash		From Closed Projects	

Residual Funds Transfer

LINE ITEM TRANSFER

360-0501-400-40-00	\$ 19,979.00	360-0501-400-97-02	\$ 19,979.00
Cont Ser		Trans to Reserve Fd 371	
TOTAL	\$ 59,936.06	TOTAL	\$ 59,936.06

BUDGET AMENDMENT

360-0000-329-00-00	\$ (13.00)	360-0501-400-40-00	\$ (13.00)
Interest		Cont Ser	
TOTAL	\$ (13.00)	TOTAL	\$ (13.00)

Justification: Close Software Project and transfer funds to Reserve Fund 371. Funds will be transferred to the General Fund into Tech Department in FY 2004 to cover the imaging project for County Departments.

Planning/Transfers

JOURNAL ENTRY

101-0567-400-97-04	\$100,000.00	271-4071-366-01-00	\$100,000.00
County Share of CDBG FY 2002		From General Fd	
TOTAL	\$100,000.00	TOTAL	\$100,000.00

BUDGET AMENDMENT

101-4001-366-00-00	\$ 20,461.00	101-0567-400-97-04	\$100,000.00
Planning Admin Fees		To Fd 271 CDBG	
101-00-399-01-0	\$ 79,539.00		
Fund Balance			
TOTAL	\$100,000.00	TOTAL	\$100,000.00

Justification: Budget Planning Administration charges (\$20,461) and fund balance (\$79,539) to cover the County's share of the FY 2002 CDBG grant.

Courthouse Roof

JOURNAL ENTRY

376-1366-400-97-02	\$294,214.91	376-0000-101-00-00	\$294,214.91
Transfer to Reserve		Cash	
371-00-101-00-0	\$294,214.91		

Residual Fund Transfer from Fund 376

Courthouse Roof to Reserve Fd 371

BUDGET AMENDMENT

376-0000-329-00-00	\$ 27,673.00	376-1366-400-75-01	\$(24,571.00)
Interest		Architect	
376-0000-354-02-00	\$ 591.00	376-1366-400-76-07	\$(241,380.00)
Contractor's Sales Tax		Contractor	
		376-1366-400-97-02	\$294,215.00
		Transfer to Reserve	
TOTAL	\$ 28,264.00	TOTAL	\$ 28,264.00

Justification: Budget interest and Contractor's Sales Tax as well as unused portion of Courthouse Roof Project to be transferred to Reserve (\$294,214.91).

Health/Dental/Child Health

JOURNAL ENTRY

101-5800-375-01-00	\$ 50,000.00	101-5500-375-01-00	\$ 50,000.00
Medicaid Max		Medicaid Max	
TOTAL	\$ 50,000.00	TOTAL	\$ 50,000.00

BUDGET AMENDMENT

101-5500-375-01-0	\$ 50,000.00		
Dental			
101-5800-375-01-0	\$(50,000.00)		
Child Health			
TOTAL	\$ 0.00		

Justification: Per conversation between the Health Director and Finance Director agreement to move revenue from Child Health into Dental Medicaid Max which wasn't budgeted in Dental at beginning of fiscal year.

Ordinances:

**CDBG FY 2002 Concentrated Needs
Fund 271**

There is hereby approved the following amounts for the CDBG FY 2002 Concentrated needs Project.

Expenditures:

C-1 Concentrated Needs	\$ 56,700.00
CDBG Administration	\$ 42,600.00
CDBG Clearance	\$174,500.00
CDBG Relocation	\$321,200.00
County Clearance	\$ 17,200.00
County Relocation	\$ 17,000.00
County Rehabilitation	\$ 65,800.00
CDBG Administration	\$ 10,000.00
CDBG Clearance	\$ 7,000.00
CDBG Relocation	\$ 88,000.00
Owner Cost	\$ 10,000.00
TOTAL	\$810,000.00

There is hereby approved the following amounts in revenue for the CDBG FY 2002 Concentrated Needs Project.

Revenue:

Owner Contribution	\$ 10,000.00
CDBG C-1	\$595,000.00
CDBG Waterlines L-1	\$105,000.00
Craven County	\$100,000.00
TOTAL	\$810,000.00

**CDBG FY 2003 Scattered Sites
Fund 272**

This ordinance is hereby amended in the following amounts for the CDBG FY 2003 Scattered Sites Project.

Expenditures:

Planning	\$ 3,500.00
Administration	\$ 36,500.00
Rehabilitation	\$360,000.00
TOTAL	\$400,000.00

There is hereby approved the following amounts in revenue for the CDBG FY 2003 Scattered Sites Project.

Revenue:

CDBG	\$400,000.00
TOTAL	\$400,000.00

**Software Project
Fund 360**

This ordinance is hereby amended in the following amounts for expenditures.

Expenditures:

Contractual Service – HTE	\$461,783.00
Transfer to Capital Reserve Fund 371	\$ 19,979.00
TOTAL	\$481,762.00

It is estimated the following revenues will be available to fund this project.

Revenues:

Interest	\$ 10,762.00
From General Capital Reserve	\$378,000.00
From Water Capital Reserve	\$ 93,000.00
TOTAL	\$481,762.00

**Courthouse Roof Repair Project
Fund 376**

This ordinance is hereby amended in the following amounts.

Expenditures:

Architect	\$ 22,526.00
Roof Repair	\$311,523.00
Transfer to Reserve Fd 371	\$294,215.00
TOTAL	\$628,264.00

The following revenues are hereby amended for the Courthouse Roof Repair Project.

Revenues:

Transfer from Reserve Fund 371	\$600,000.00
Interest	\$ 27,673.00
Contractor’s Sales Tax	\$ 591.00
TOTAL	\$628,264.00

Tax Releases and Refunds

Craven County Tax Administrator, Ronnie Antry, submitted the following routine requests for tax releases and refunds. Commissioner Brown moved for their approval, seconded by Commissioner Harper and unanimously carried in a roll call vote.

Credits

TAXPAYER NAME	TICKET #	AMOUNT
AAA CAROLINA LIMOUSINE & SHUTT CORRECTED APPRAISAL ERROR	2001-0090125	\$ 197.30
AAA CAROLINA LIMOUSINE & SHUTT CORRECTED APPRAISAL ERROR	2002-0000028	\$ 169.02
ALDRIDGE, MARK REVALUED BASED ON PURCHASE PRICE	2001-0090134	\$ 38.33
ALDRIDGE, MARK	2002-0000460	\$ 32.15

REVALUED BASED ON PURCHASE PRICE

FILLINGAME, PITTMAN JR DID NOT OWN 1/1/2002	2002-0016325	\$ 46.63
GREENLEAF MEMORIAL PARK INC PENDING APPEAL TO NC PROPERTY TAX COMMISSION	2002-0020364	\$ 4,441.34
HICKMAN, HAZEL MARIE & DOUBLE LISTED WITH ACCT #45050	2002-0023535	\$ 110.10
MONROE, ROBIN & C GREGORY DID NOT OWN 1/1/2002	2002-0035182	\$ 39.46
NEW TAXI SERVICE INC DID NOT OWN 1/1/2002	2002-0037109	\$ 41.47
9 – CREDIT MEMO(S)		\$ 5,115.80

Refunds

BRITTAIN, DIANNA O CORRECTED CLERICAL ERROR IN LISTING HOUSE	2002-0005877	\$ 137.46
FIRST CITIZENS BANK AUDIT REFLECTED THAT THERE SHOULD BE NO DISCOVERY	2003-0090094	\$ 101.97
MARTIN, DANIELLE CHARISSE DOUBLE LISTED WITH ACCT #3350500	2002-0032184	\$ 21.06
TANDS INC CORRECTED APPRAISAL ERROR	2002-0048454	\$ 39.59
4 – REFUND(S)		\$ 300.08

Resolution Approving Administrative Guidelines and Policies for the FY 2003 CDBG Scattered Site Program

The Board was requested to adopt the following resolution Approving Administrative Guidelines and Policies for the FY 2003 CDBG Scattered Site Program. Commissioner Brown moved for approval of the resolution, seconded by Commissioner Harper and unanimously carried in a roll call vote.

WHEREAS, Craven County wishes to carry out its FY 2003 CDBG program in accordance with established state and federal administrative guidelines.

NOW, THEREFORE, the Craven County Board of Commissioners hereby collectively adopts the following resolutions, guidelines, plans and policies, and resolves that they be utilized during the administration of the County’s FY 2003 CDBG program.

1. Project Ordinance
2. CDBG Housing Assistance Policy
3. Rehabilitation/Demolition Contract Award Policy
4. Citizen Participation Plan
5. Residential Antidisplacement and Relocation Assistance Plan
6. Local Economic Benefit Plan
7. Equal Employment and Procurement Plan
8. Policy Concerning Code of Conduct
9. Fair Housing Policy
10. Section 519 Policy (Prohibiting Use of Excessive Force)

11. Temporary Relocation Policy

Adopted this 16th day of June, 2003.

Subdivision For Approval

Craven County Planning Director, Don Baumgardner, submitted the following subdivision for the Board’s approval. Commissioner Brown moved for its approval as requested, seconded by Commissioner Harper and unanimously carried in a roll call vote.

Brices Creek Mini Storage/Brices Quay Duplexes – Final: The property, owned by Brices Creek Mini Storage, LLC and engineered by Avolis Engineering, is located within Twp 7 off of SR 1004 (Brices Creek Road). The subdivision (PUD) contains a commercial mini storage and 12 duplex units on 4.87 acres and is proposed to be served by community water and individual septic systems. The Planning Board reviewed and recommended the subdivision for final approval.

MARINE FISHERIES PROGRAM PRESENTATION

Natalie Baggett, Craven County’s representative to the Coastal Resources Advisory Committee, provided a presentation concerning the Coastal Habitat Protection Plan. The plan must be adopted by three (3) Commissions, the Coastal Resources Commission, the Environmental Management Commission, and the Marine Fisheries by December of 2004.

RESOLUTIONS

Military Family of the Quarter

The Board was requested to adopt the following resolution recognizing the family of Sgt Joseph Shamay as Military Family of the Quarter. Commissioner Staton moved for adoption of the resolution, seconded by Commissioner Sisk and unanimously carried.

**RESOLUTUION
RECOGNIZING THE FAMILY OF
SERGEANT JOSEPH M. SHAMAY
AS MILITARY FAMILY OF THE QUARTER**

WHEREAS, Sergeant Joseph M. Shamay and his wife, Paula, have engaged in a continuing effort to strengthen the relations between MCAS Cherry Point and the neighboring communities; and

WHEREAS, Sgt Shamay, a member of Crash, Fire, and Rescue Headquarters and Headquarters Squadron, is a seasoned professional, having demonstrated an excellent mastery of his MCS skills, while Mrs. Shamay is currently the Youth Athletics Director at the Cherry Tree House aboard the Air Station; and

WHEREAS, the Shamays have shared the task of developing and maintaining public interest and support for the Special Olympics Program, and have joined the Special Olympics Committee; and

WHEREAS, the Shamays have, in addition to developing athletic programs for the Special Olympics, assisted with fundraising events and pursued additional funding sources; and

WHEREAS, Sgt and Mrs. Shamay began a bowling program one year ago at the Cherry Point Bowling Center, which has grown from eight to twenty-one athletes under their supervision; and

WHEREAS, the initiative and dedication demonstrated by the Shamays in the operation and administration of the bowling program has been an inspiration to others in the development of a similar program in golfing.

NOW, THEREFORE, BE IT RESOLVED that the Craven County Board of Commissioners recognizes the Shamay Family, including daughter, Alyssa, and Sgt Shamay’s Special Olympian sister, Jean, as the Military Family of the Quarter.

BE IT FURTHER RESOLVED that Sgt and Mrs. Shama be saluted for their commitment and compassion, and congratulated for a job well done.
Adopted this 16th day of June, 2003.

ST. PETER'S A.M.E. ZION CHURCH

The following resolution recognizing the significance of St. Peter's A.M.E. Zion Church on the occasion of its restoration, was adopted by motion of Commissioner Brown, seconded by Commissioner Harper and unanimously carried.

RESOLUTION

WHEREAS, St. Peter's A.M.E. Zion Church, first known as St. Andrew's Chapel, was established in 1863 as the premier church of the A.M.E. Zion denomination in the South; and

WHEREAS, St. Peter's enjoys a distinguished past, and has been home to many citizens whose influence has been felt by the local community spanning three centuries; and

WHEREAS, the original edifice was destroyed by the Great Fire of New Bern on December 1, 1922, and the congregation rebuilt on the same site, dedicating the current structure on Easter Sunday, 1940; and

WHEREAS, St. Peter's has been a significant historic site in the community, having been a feature on tours of the Historic District in recent years, and continues to be a force locally and across the state through the outreach of its programs and the active involvement of clergy and members; and

WHEREAS, this congregation has recently embarked upon a major restoration effort to preserve the integrity of this important site.

NOW, THEREFORE, BE IT RESOLVED that the Craven County Board of Commissioners congratulates the congregation of St. Peter's A.M.E. Zion Church and their pastor, the Reverend Joseph C. George, on the dedication of the newly restored sanctuary.

FURTHER RESOLVED that the Board of Commissioners extends best wishes for the continuation of this legacy.

Adopted this 16th day of June, 2003.

BRAC

At the request of North Carolina's Eastern Region, the following resolution was unanimously adopted by motion of Commissioner Allen, and seconded by Commissioner Staton, supporting the military presence in eastern North Carolina.

RESOLUTION IN SUPPORT OF RETAINING A STRONG DEFENSE RELATED PRESENCE IN THE EASTERN REGION AND THE STATE

WHEREAS, the Military presence is a major economic engine in Eastern North Carolina; and

WHEREAS, the Military's economic impact is in excess of \$7.6 billion dollars, before any multiplier effect; and

WHEREAS, the North Carolina General Assembly has directed East Carolina and NC State Universities to collaborate on an in-depth Military Economic Impact Study to document the military's contribution and importance to the state's economy; and

WHEREAS, the Department of Defense FY 2005 BRAC (Base Realignment and Closure) review may pose a serious threat to the continued presence of some of our military installations; and

WHEREAS, the closing or downsizing of our military installations could have a devastating effect on the Eastern North Carolina economy; and

WHEREAS, the Governor recognizes the importance of the Military presence and has assigned the Lt. Governor to take the lead on Military Affairs issues; and

WHEREAS, the Governor's Economic Development Advisory Board will recognize, support and quantify the effect that the military has on the state's economy and encourage the development of military industry in the state; and

WHEREAS, the North Carolina Department of Commerce is developing a coordinated statewide plan for defense related issues;

NOW, THEREFORE, BE IT RESOLVED that Craven County strongly supports the State's efforts to resist any base closures/realignments in the upcoming BRAC 2005 review process, efforts to promote the State as an excellent location for organizations displaced by BRAC actions in other states and efforts to recruit defense related companies.

This is the 16th day of June, 2003.

APPOINTMENTS

Nursing Home Advisory Committee

An Appointment, which was deferred from the June 2nd meeting, was further deferred.

Down East Rural Planning Organization (RPO)

The Board considered a deferred request for appointment of a representative of Economic Development. Commissioner Morris nominated Jim Davis, Executive Director of the Economic Development Commission. Commissioner Brown moved to close nominations, seconded by Commissioner Harper, with Mr. Davis being appointed by acclamation.

Eastern Carolina Workforce Development Board

At the June 2nd meeting the Board deferred consideration of an appointment to replace John Canady as a representative of organized labor. This appointment was further deferred.

Juvenile Crime Prevention Council

Jan Parker, Nominations Chairperson of the Juvenile Crime Prevention Council, requested that the Board reappoint the following: Blake Belcher, Jerry Waddell, Renée Sisk, George Sawyer, Chekesha Jones, Donn Gunderson, Michael Barnhill, Eddie Mace, Chris Aycock, Frank Palumbo, Terrance Hicks, Forrest Pruitt, Richard Bowers, Jennifer Knight, Mary Mallard, Erin George, Carol Mattocks, Tom Braaten. Commissioner Brown moved to approve the appointments as recommended by the Juvenile Crime Prevention Council, seconded by Commissioner Staton and unanimously carried.

Firemen's Relief Fund

President of the Tri Community Volunteer Fire Department, Robert Flannagan, requested that the Board appoint Richard Peterson and John McCollum to represent the district on the Firemen's Relief Fund Board of Trustees. Commissioner Sisk moved to approve the appointments as requested, seconded by Commissioner Morris and unanimously carried.

NACo Voting Delegate

The Board considered the appointment of a voting delegate to the NACo Annual Conference being held in July. Commissioner Allen indicated that it is customary for the Chairman to serve in this capacity, if attending. Commissioner Harper nominated Commissioner Sisk. Commissioner Morris nominated Commissioner Sampson. Commissioner Sampson received five (5) votes from Commissioners Brown, Morris, Staton, Allen and Sampson, with Commissioner Sisk receiving two (2) votes from Commissioners Harper and Sisk.

CLOSED SESSION

County Attorney, Jim Sugg, requested that the Board go into closed session concerning property acquisition pursuant to NCGS 143-318.11(a)(5), relative to the property at 310 Broad Street, and on a personnel matter pursuant to NCGS 143-318.11(a)(6). He announced that he would not be in attendance at the closed session because of his interest in the subject property.

At 9:35 a.m. Commissioner Morris moved to go into closed session, seconded by Commissioner Brown and unanimously carried.

At 9:55 a.m. the Board returned to regular session. County Manager, Harold Blizzard, announced that in regard to the property acquisition matter, it had been determined that the current owner of the subject property, only has interest in leasing it, and that the Board had reached consensus that it would not be in the County's best interest to pursue the property on those terms. No action was reported on the personnel matter.

ADOPT FY 2004 BUDGET ORDINANCE

The County Manager presented the FY 2004 budget ordinance for adoption. Commissioner Allen stated that he objected to the timeliness of the Board's consensus regarding the Havelock Rescue Squad collections and expressed a need for further study. Commissioner Harper moved to adopt the budget ordinance as presented, seconded by Commissioner Morris and unanimously carried.

SECTION I

The following amounts are appropriated for expenditure in the General Fund for the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Commissioners	\$ 393,928
Special Appropriations	\$ 472,484
Administration	\$ 466,262
Personnel	\$ 381,824
Information Technology	\$ 791,572
Finance	\$ 630,683
Non Departmental	\$ 525,170
Pass Through	\$ 352,001
Contributions to Other Funds	\$ 1,826,000
Elections	\$ 221,861
Tax Assessor	\$ 840,967
Tax Collector	\$ 365,138
Register of Deeds	\$ 729,258
Public Buildings	\$ 712,951
Housekeeping	\$ 188,611

Court Facilities	\$ 469,415
Maintenance	\$ 294,418
Central Maintenance Garage	\$ 262,086
Sheriff	\$ 3,971,972
Jail	\$ 2,153,094
Communications	\$ 381,841
Fire Marshall/ Emergency Management	\$ 195,617
Inspections	\$ 276,045
E 911 County/Wireless	\$ 93,560
Medical Examiner	\$ 57,500
Rescue Squads	\$ 834,723
Solid Waste	\$ 3,321,826
Planning	\$ 419,216
Soil Conservation	\$ 123,618
Cooperative Extension	\$ 280,697
Economic Development	\$ 326,958
Health	\$ 10,075,168
Mental Health	\$ 269,827
Transportation – CARTS	\$ 891,835
Elderly Handicap	\$ 63,186
General Public Transportation	\$ 85,049
Veterans Services	\$ 96,365
Social Services	\$ 19,030,265
Recreation	\$ 513,416
Libraries	\$ 968,826
Convention Center	\$ 1,710,687
Craven County Schools	
Current Expense	\$ 13,203,940
Capital Outlay	\$ 650,000
Payment in Lieu of Taxes	\$ 50,000
Transfer to School Debt Service Fund	\$ 3,365,000
Craven Community College	
Current Expense	\$ 2,367,588
Capital Outlay	\$ 75,000
Debt ServicePrincipal	\$ 50,000
Debt Service Interest	\$ 79,050
TOTAL	\$ 75,906,498

SECTION II

It is estimated the following revenues will be available in the General Fund for the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Current Year's Property Taxes	\$	26,410,406
Prior Year's Property Taxes		255,000
Vehicle Property Taxes		3,668,112
Prior Year's Vehicle Property Taxes		260,000
Late Listing Penalty		60,000
Annual Fee (Solid Waste/Recycling)		1,166,000
In Lieu of Taxes		106,000
Penalty and Interest		164,210
Franchise Fees - (Cable T.V.)		115,000
Interest - Investments		401,173
Miscellaneous Revenue		69,375
Donations/Contributions		62,190
One Cent Sales Tax		5,495,486
One Half Cent Sales Tax – Article 40		3,730,000
One Half Cent Sales Tax – Article 42		3,750,000
One Half Cent Sales Tax –Article 44		2,700,000
Alcoholic Beverage Control		270,000
State Grants		1,664,738
State Revenue		11,695,065
Court Fees		315,000

Sheriff Fees	60,000
First Party Payment for Services	120,689
Third Party Payment for Services	206,500
Fees for Services	4,051,105
Transfers In From Other Funds	2,640,998
Inter-Departmental	347,235
Inter-Governmental	659,588
Medicaid	1,853,921
Medicare	1,559,500
Medicaid Maximization	247,398
Federal Revenue	114,253
Fund Balance Appropriated	1,106,513
County Health Appropriations	581,043
Total	\$75,906,498

SECTION III

The following amount is appropriated to the Seized Property – Sheriff’s Department Fund for the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Expense:

Miscellaneous	\$150,000
Total	\$150,000

It is estimated the following revenue will be available in the Seized Property – Sheriff’s Department Fund for the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Fund Balance Appropriated	\$150,000
Total	\$150,000

SECTION IV

The following amount is appropriated for the Enhanced 911 Project for its operation during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Enhanced 911 Operating Expenses	\$ 344,310
Total	\$ 344,310

It is estimated the following revenues will be available in the Enhanced 911 Project during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Interest	\$ 12,000
Telephone Subscriber Charges	275,000
Fund Balance Appropriated	57,310
Total	\$ 344,310

SECTION V

The following amounts are appropriated for the Rhems Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Workers Compensation	\$ 2,100
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Insurance	950
Payment to District	160,413
Total	\$163,463

It is estimated the following revenues will be available in the Rhems Fire Department Fund during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

District Ad Valorem Taxes	\$109,170
(Rate of .0375; Valuation of \$ 300,000,000.00)	
Sales Tax	54,293
Total	\$163,463

SECTION VI

The following amounts are appropriated for the Township No. 1 Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Workers Compensation	\$ 4,000
Insurance	950
Payment to District	144,760
Payment to Little Swift Creek Fire Department	5,499
Capital Outlay – Reserve	9,996
Total	\$ 165,205

It is estimated the following revenues will be available in the Township No. 1 Fire Department Fund during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

District Ad Valorem Taxes	109,935
(Rate of .0238; Valuation of \$476,000,000.00)	
Sales Tax	55,270

Total **\$165,205**

SECTION VII

The following amounts are appropriated for the Tri-Community Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Workers Compensation	\$ 5,800
Insurance	950
Payment to District	178,247
Payment from Sandy Point	11,688
Total	\$ 196,685

It is estimated the following revenues will be available in the Tri-Community Fire Department Fund during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

District Ad Valorem Taxes	\$ 129,742
(Rate of .0350; Valuation of \$382,000,000.00)	
Sales Tax	55,255
Sandy Point Appropriation	11,688
Total	\$196,685

SECTION VIII

The following amounts are appropriated for the Little Swift Creek Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Workers Compensation	\$ 3,200
Insurance	950

Payment to District	90,842
From Twp #1 Vanceboro	5,499
Total	\$ 100,491

It is estimated the following revenues will be available in the Little Swift Creek Fire Department Fund during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

District Ad Valorem Taxes	\$ 63,551
(Rate of .0590; Valuation of \$111,000,000.00)	
Sales Tax	31,441
From Township #1 Vanceboro	5,499
Total	\$ 100,491

SECTION IX

The following amounts are appropriated for the Township No. 3 Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Workers Compensation - Cove City	\$ 1,400
Insurance - Cove City	700
Payment to Cove City	49,602
Cove City Payment from Township #9	3,000
Payment to Dover	38,555
Workers Compensation - Fort Barnwell	1,800
Insurance - Fort Barnwell	700
Payment to Fort Barnwell	52,243

Total	\$ 148,000
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It is estimated the following revenues will be available in the Township No. 3 Fire Department Fund during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

District Ad Valorem Taxes	\$ 96,483
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(Rate of .0681; Valuation of \$146,000,000.00)

Sales Tax	48,517
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Payment from Township #9 to Cove City	3,000
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Total	\$ 148,000
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SECTION X

The following amounts are appropriated for the Township No. 5 Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Workers Compensation	\$ 1,600
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Insurance	950
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Payment to District	165,452
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Capital Outlay – Reserve	229
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Total	\$ 168,231
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It is estimated the following revenues will be available in the Township No. 5 Fire Department Fund during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

District Ad Valorem Taxes	\$ 110,626
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(Rate of .0570; Valuation of \$200,000,000.00)

Sales Tax	57,605
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Total	\$ 168,231
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SECTION XI

The following amounts are appropriated for the Township No. 6 Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Workers Compensation	\$	3,000
Insurance		950
Payment to District		142,356
Total		\$146,306

It is estimated the following revenues will be available in the Township No. 6 Fire Department Fund during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

District Ad Valorem Taxes	\$	97,719
(Rate of .0475; Valuation of \$212,000,000.00)		
Sales Tax		38,587
Fund Balance Appropriated		10,000
Total		\$146,306

SECTION XII

The following amounts are appropriated for the Township No. 7 Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Workers Compensation	\$	3,600
Insurance		950
Payment to District		255,079

Total **\$ 259,629**

It is estimated the following revenues will be available in the Township No. 7 Fire Department Fund during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

District Ad Valorem Taxes \$ 171,615

(Rate of .027; Valuation of \$655,000,000.00)

Sales Tax 88,014

Total **\$ 259,629**

SECTION XIII

The following amounts are appropriated for the West of New Bern Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Workers Compensation \$ 2,475

Insurance 950

Payment to District 264,653

Total **\$ 268,078**

It is estimated the following revenues will be available in the West of New Bern Fire Department Fund during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

District Ad Valorem Taxes \$ 177,723

(Rate of .0312; Valuation of \$587,000,000.00)

Sales Tax 90,355

Total **\$ 268,078**

SECTION XIV

The following amounts are appropriated for the Township No. 9 Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Workers Compensation	\$ 3,050
Insurance	950
Payment to District	152,055
Payment to Cove City	3,000
Capital Outlay – Reserve	2,187
Total	\$ 161,242

It is estimated the following revenues will be available in the Township No. 9 Fire Department Fund during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

District Ad Valorem Taxes	\$ 107,936
(Rate of .0713; Valuation of \$156,000,000.00)	
Sales Tax	53,306
Total	\$ 161,242

SECTION XV

The following amounts are appropriated for the Sandy Point Service District for its operation during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Transfer to Tri Community	11,688
Total	\$ 11,688

It is estimated the following revenues will be available in the Sandy Point Service District during

the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

District Ad Valorem Taxes	7,703
(Rate of .05670; Valuation of \$14,000,000.00)	
Sales Tax	3,985
Total	\$ 11,688

SECTION XVI

The following amount is appropriated for the Schools Debt Service for its operation during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Debt Service Expenses	\$4,286,588
Total	\$4,286,588

It is estimated the following revenues will be available in the Schools Debt Service Fund for the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Interest	\$ 50,000
Sales Tax	3,365,000
State ADM	600,000
Fund Balance Appropriated	271,588
Total	\$ 4,286,588

SECTION XVII

The following amount is appropriated for the County Reserve Fund for its operation during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

County Expenses	\$ 1,550,000
Total	\$ 1,550,000

It is estimated the following revenues will be available in the County Reserve Fund for the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Transfer from General Fund	\$ 1,550,000
Total	\$ 1,550,000

SECTION XVIII

The following amount is appropriated for the Creekside Park Phase II operation during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Parks Expense	\$ 76,000
Total	\$ 76,000

It is estimated the following revenue will be available in the Creekside Park during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Revenue	\$ 76,000
Total	\$ 76,000

SECTION XXIV

The following amount is appropriated for the Craven County Water Fund for its operation during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Water Operations Expense	\$ 2,956,976
Total	\$ 2,956,976

It is estimated the following revenues will be available in the Craven County Water Fund during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Penalty and Interest	\$ 87,500
Interest on Investments	40,000
Fees	161,040
Water Sales	2,668,436
Total	\$ 2,956,976

Any rates not listed remain unchanged from prior year.

SECTION XX

The following amount is appropriated for expenditures in the Neuse River Water and Sewer – Debt Service Fund for the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Debt Service	\$ 79,072
Total	\$ 79,072

It is estimated the following revenue will be available in the Neuse River Water and Sewer – Debt Service Fund for the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Transfers in from Water Operating Fund	\$ 79,072
Total	\$ 79,072

SECTION XXI

The following amount is appropriated for expenditures in the Number Six Township Water and Sewer – Debt Service Fund for the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Debt Service	\$ 109,624
Total	\$ 109,624

It is estimated the following revenue will be available in the Number Six Township Water and Sewer – Debt Service Fund for the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Transfers in from Water Operating Fund	\$ 109,624
Total	\$ 109,624

SECTION XXII

The following amount is appropriated for expenditures in the Northwest Craven Water and Sewer – Debt Service Fund for the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Debt Service	\$ 477,744
Total	\$ 477,744

It is estimated the following revenue will be available in the Northwest Craven Water and Sewer – Debt Service Fund for the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Transfers in From Water Operating Fund	\$ 477,744
Total	\$ 477,744

SECTION XXIII

The following amount is appropriated for expenditures in the East Craven Water & Sewer Debt Service for the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Debt Service	\$ 144,432
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Total	\$ 144,432
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It is estimated the following revenue will be available in the East Craven Water & Sewer Debt Service for the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Transfer in from Water Operating Fund	\$ 144,432
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Total	\$ 144,432
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SECTION XXIV

The following amount is appropriated to the Health Benefits Fund for the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Health Benefits	\$ 2,377,156
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Workers Compensation	\$ 220,000
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Auto Physical Damage	\$ 50,000
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Total	\$ 2,647,156
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It is estimated the following revenues will be available in the Health Benefits Fund for the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Health Benefits:

Interest	\$ 10,000
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Employer Contribution – Health	1,911,960
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Employee Contribution - Health	199,896
Employer Contribution - Dental	170,100
Employee Contribution - Dental	85,200
Workers Compensation Fees	220,000
Regular vehicle Expense	50,000
Total	\$ 2,647,156

The above revenues reflect the following rates, which are changed for Health Coverage:

Health – Employee	\$	282
Child Only		164
Family		424
Dental – Employee		25
Child Only		31
Family		40

SECTION XX

The following amount is appropriated to the Community Based Alternatives (CBA) Juvenile Restitution Fund for the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Juvenile Restitution Expense	\$ 40,000
Total	\$ 40,000

It is estimated the following revenue will be available in the Community Based Alternatives (CBA) Juvenile Restitution Fund for the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

CBA - Juvenile Restitution	\$ 40,000
Total	\$ 40,000

SECTION XXVI

The following amount is appropriated for the Occupancy Tax Trust Fund for its operation during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Administrative Expenses	\$ 500
Debt Services	798,472
City of Havelock	97,000
Total	\$ 895,972

It is estimated the following revenue will be available in the Occupancy Tax Trust Fund during the Fiscal Year beginning July 1, 2003 and ending June 30, 2004.

Revenue:

Tourism Development Authority Occupancy Tax	\$ 894,972
Interest	1,000
Total	\$ 895,972

SECTION XXVII

There is levied a tax rate of \$.56 per \$100.00 valuation of property listed as of January 1, 2003, for the purpose of raising revenues listed as current year's property tax in Section II of this Ordinance.

The rate of tax is based on an estimated valuation of property for the purpose of taxation of \$5,535,000,000.00 and an estimated collection rate of 97.04%.

SECTION XXVIII

The Budget Officer is authorized to make line item transfers within each department.

The Budget Officer is authorized to transfer between departments within the same fund amounts not to exceed \$10,000.00.

The Budget Officer is authorized to loan dollars between funds for the purpose of maintaining a constant cash flow, provided that such funds are repaid in the scope of this Fiscal Year.

The Budget Officer is authorized to freeze any new/vacant positions until such time as the necessity and imperativeness can be ascertained and assuredness of available fiscal funding can be better determined.

The Budget Officer is further authorized to decide the time any capital improvements or capital outlay items in the budget may be processed.

SECTION XXIX

Copies of this Budget Ordinance shall be furnished to the Finance Officer for direction in carrying out the duties of that office.

This Ordinance is hereby adopted this 16th day of June, 2003.

COMMISSIONERS' REPORTS

Commissioner Harper commented on the difficulty involved in preparing the County's budget. He stated that non-profit organizations that are funded by the County should be willing to have their expenditures scrutinized when taxpayers' dollars are being spent.

Commissioner Brown also commented on the challenges of the budget and stated that the Commissioners must always be mindful that the citizens are holding them accountable for spending funds responsibly.

Commissioner Sisk expressed appreciation for the research and knowledge of the management team and attention given to the Capital Improvement Plan.

Commissioner Staton commented that the decision made relative to the collections for the Havelock Rescue Squad provides an opportunity to reevaluate all of the rescue operations. He stated that the new plan would be given a change to work; however, the County's help will be sought if Havelock fails to serve Township 5 as a result of the new plan.

Commissioner Morris apologized for having missed the Blueberry Festival in his district, but stated that it was due a business emergency. He also congratulated Jim Davis, EDC Executive Director, for being named the Economic Developer of the Year.

Commissioner Allen expressed his concerns about United Senior Services, Inc. operations and the County's EMS program. He advised the Board of Paul Ruffin's death.

Commissioner Sampson reported on the Legislative Breakfast that was held at 7:30 a.m. and acknowledged the recommendations of staff, relative to the budget process.

At 10:00 a.m. Commissioner Morris moved to adjourn, seconded by Commissioner Sisk and unanimously carried.

Chairman Johnnie Sampson, Jr.
Craven County Board of Commissioners

Gwendolyn M. Bryan, Clerk



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