

**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, JULY 7, 2003. THE MEETING CONVENED AT 7:00 P.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  
Ray H. Moser, Human Resources Director  
James R. Sugg, County Attorney

Following an invocation by Commissioner Brown and the Pledge of Allegiance led by Commissioner Staton, Commissioner Morris moved to approve minutes of the June 16, 2003 regular session and the July 11, 2003 reconvened session, seconded by Commissioner Brown and unanimously carried.

**CONSENT AGENDA**

*Tax Releases and Refunds*

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

*Credits*

<b>TAXPAYER NAME</b>	<b>TICKET #</b>	<b>AMOUNT</b>
BACHELOR, CHARLES D NOT IN BUSINESS 1/1/2002	2002-0002915	\$ 28.08
CANNON, NATHAN THOMAS DOUBLE LISTED WITH ACCT #3362450	2000-0007622	\$ 91.08
CANNON, NATHAN THOMAS DOUBLE LISTED WITH ACCT #3362450	2001-0007685	\$ 93.59
CANNON, NATHAN THOMAS DOUBLE LISTED WITH ACCT #3362450	2002-0007788	\$ 82.04
CANNON, NATHAN THOMAS DOUBLE LISTED WITH ACCT #3362450	1997-0007014	\$ 121.16
CANNON, NATHAN THOMAS DOUBLE LISTED WITH ACCT #3362450	1998-0093190	\$ 111.84

CANNON, NATHAN THOMAS DOUBLE LISTED WITH ACCT #3362450	1999-0007451	\$ 101.12
CHANDLER, MICHAEL D & MELISSA MILITARY-1/2 VAL. MICHAEL LES-FL ECC-07/28/05	2002-0090667	\$ 125.70
CHANNELL, ROBERT WILLIAM JR INCORRECT SITUS-SHOULD BE ONSLOW COUNTY; ALSO MILIT	2002-0008779	\$ 138.22
DANKA LEASING DOUBLE LISTED WITH ACCT #25709	2002-0012113	\$ 375.81
DUHON, JASON T MILITARY - 1/2 VAL. 03 LES-TX ECC-09/02/03	2002-0090131	\$ 67.16
GASKINS, DUSTIN RAY DOUBLE LISTED WITH ACCT #49836	2002-0018469	\$ 119.80
INSLEY, JACKIE BANNISTER DOUBLE LISTED WITH ACCT #6621400	2001-0091587	\$ 103.42
LANDI, PAUL RICHARD DOUBLE LISTED WITH ACCT #48503	2002-0091024	\$ 55.40
SILLS, THERESA P DOUBLE LISTED WITH ACCT #48355	2002-0045130	\$ 62.83
SMITH, BENJAMIN I & WIMBERLY DOUBLE LISTED WITH ACCT #36091	2002-0045752	\$ 90.53
SMITH, ELIZABETH F MOBILE HOME USED FOR STORAGE ONLY	2002-0045874	\$ 34.08
SSC SERVICE SOLUTIONS DOUBLE LISTED WITH ACCT #22260	2001-0090778	\$ 98.49
SSC SERVICE SOLUTIONS DOUBLE LISTED WITH ACCT #22260	2002-0046863	\$ 88.99
TRENT NEUSE HOTEL LLC DID NOT OWN 1/1/2002	2002-0090868	\$ 169.89
WADDLE, FREDERICK ROBERT VALUE ADJUSTED PER BILL OF SALE	2002-0090876	\$ 226.60
WHITE, HERMAN DONALD JR DID NOT OWN 1/1/1997	1997-0048563	\$ 64.45
WHITE, HERMAN DONALD JR DID NOT OWN 1/1/1998	1998-0092934	\$ 54.88
WHITE, HERMAN DONALD JR DID NOT OWN 1/1/1999	1999-0051093	\$ 50.27
WHITE, HERMAN DONALD JR DID NOT OWN 1/1/2000	2000-0052723	\$ 46.20
WHITE, HERMAN DONALD JR DID NOT OWN 1/1/2001	2001-0053067	\$ 52.03

WHITE, HERMAN DONALD JR DID NOT OWN 1/1/2002	2002-0053868	\$ 46.82
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27 – CREDIT MEMO (S) \$ 2,700.48

***Refunds***

COASTAL TECH HOMES INC CORRECTED APPRAISAL ERROR	2002-0009790	\$ 94.25
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PLANTE, DELBERT S DOUBLE LISTED WITH ACCT #41292	2002-0039877	\$ 18.64
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PLANTE, DELBERT S DOUBLE LISTED WITH ACCT #41292	2001-0090685	\$ 19.26
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3 – REFUND (S) \$ 132.15

***Budget Amendments***

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

***Pass Through***

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0564-348-87-00 ACT	\$ 83,918.00	101-0564-450-91-87 ACT	\$ 83,918.00
TOTAL	\$ 83,918.00	TOTAL	\$ 83,918.00

**Justification:** NC Department of Crime Control and Public Safety Grant was awarded for the ACT (Acting Creatively Together) Program in the amount of \$83,918 and needs to be budgeted as a pass through Grant. No County funds.

***Sheriff***

101-2001-348-02-00	\$ 37,838.00	101-2001-410-10-02	\$ 28,582.00
		Salaries	
101-0000-399-01-00	\$ (2,949.00)	101-2001-410-11-01	\$ 2,187.00
Fund Balance		FICA	
		101-2001-410-11-02	\$ 168.00
		Retirement	
		101-2001-410-11-05	\$ 105.00
		LEO 401 K	
		101-2001-410-11-04	\$ 110.00
		W/C	
		101-2001-410-11-06	\$ 3,384.00
		Health Ins	
		101-2001-410-11-07	\$ 300.00
		Dental	
		101-2001-410-11-08	\$ 21.00
		Life	
		101-2001-410-11-09	\$ 32.00
		Disability	
TOTAL	\$ 34,889.00	TOTAL	\$ 34,889.00

**Justification:** Budget an additional Resource Officer at West Craven.

***Health/Medical Nutrition Therapy***

101-5105-352-21-00	\$	800.00	101-5105-440-20-00	\$	100.00
1 <sup>st</sup> Party Fees			Postage		
			101-5105-440-32-40	\$	700.00
			Other Supplies		
TOTAL	\$	800.00	TOTAL	\$	800.00

**Justification:** Fees for bariatric pre and post surgery counseling. The expense offset will cover printing of materials for placement in the referring Physicians office.

*Subdivision and Mobile Home Park for Approval*

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

Berne Glade Phase III – Final: The property, owned by Croatan Forest, LLC and engineered by Avolis Engineering, is located within Twp 7 off of SR 1964 (Howell Road). The subdivision contains 16 lots on 7.23 acres and is proposed to be served by community water and City of New Bern sewer. The Planning Board reviewed and recommended the subdivision for final approval.

Wake Properties Mobile Home Park – Final: The property, owned by Wake Properties, LLC and engineered by Avolis Engineering, is located within Twp 7 off of US Hwy 70 E. The Park contains 8 lots on 5.12 acres and is proposed to be served by community water and City of New Bern sewer. The Planning Board reviewed and recommended the park for final approval.

*Road Addition Request*

The Board was requested to have the following roads added to the state maintenance system and to adopt the standard SR-2 Road Addition Resolutions. Commissioner Allen moved for the addition of the following roads to the state maintenance system and for adoption of the SR-2 Road Addition Resolutions, seconded by Commissioner Brown and unanimously carried in a roll call vote.

Berne Glade Subdivision Phases 1, 2 and 3 (Twp 7)  
Hidden Pond Dr., Owls Nest Ct., Clearbrook Way and Shady Side Ln.

The Oaks Subdivision (Twp 7)  
Leonard Drive

Ready Creek Subdivision Phase II (Twp 7)  
Tupelo Trail, Hyacinth Lane, and Fern Ct.

*Update to Hazard Mitigation and Selection of Holland Consulting Planners*

The Board was requested to vote on the selection of Holland Consulting Planners as the consultant to update the existing Hazard Mitigation Plan. A draft must be completed and sent to the State for review by January 30, 2004. Grant funds are provided by the State of \$7,500 with the County to provide \$2,500 in-kind staff time. No County dollars will be needed. The plan must be updated to be eligible to receive federal disaster assistance funds in the event of any declaration. Commissioner Allen moved to authorize the Chairman to enter into the contract with the State and with Holland Consulting Planners, seconded by Commissioner Brown and unanimously carried in a roll call vote.

*I.D. Badge Policy*

A request was made to the Board to consider approval of the policy entitled “Craven County Identification Badge Policy” and to incorporate same as a part of the Craven County Personnel Article X. Conditions of Employment, Section AA. Craven County Identification Badge Policy. This policy sets forth the guidelines for administration, issuance, and responsibility of the I.D. badges. All County employees will be required to sign for receipt of their I.D. badges and a copy of the approved policy. Commissioner Allen moved for approval of the “Craven County Identification Badge Policy”, seconded by Commissioner Brown and unanimously carried in a roll call vote.

*Incentive Pay Policy*

A request was made to the Board to consider approval of the “Incentive Pay Policy” and to incorporate same as a part of the Craven County Personnel Resolution Article X. Conditions of Employment, Section BB. Incentive Pay Policy. This policy sets forth the criteria that must be met by the Department of Social Service employees assigned to Child Protective Services, Adult Protective Services and Health Department employees assigned to Home Health/Hospice before they can receive incentive pay. The funds are budgeted to cover the incentive pay for 2003-2004 fiscal year. Commissioner Allen moved for approval of the “Incentive Pay Policy”, seconded by Commissioner Brown and unanimously carried in a roll call vote.

**PETITION OF CITIZEN**

*Mike Speciale* spoke on behalf of John Gallant, who was unable to attend. He presented his concerns about live animals in restaurants in Craven County. Commissioner Allen addressed the concerns and said that the owners of the restaurant says that the cage is being cleaned daily and that the staff are directed not to touch the bird. Commissioner Sisk had been to the restaurant since the last meeting and did not notice any staff coming in contact with the bird. Commissioner Allen stated that environmental rules are set by the State and Health Department enforces the rules.

**APPROVAL OF SOLID WASTE PLAN**

The Board was requested to adopt the following resolution, approving the Ten-Year Solid Waste Management Plan for 2003-2013. Commissioner Sisk moved for adoption of the resolution, seconded by Commissioner Morris and unanimously carried. After some further discussion, the Board concurred that they would like to have Allen Hardison, Executive Director for the Coastal Regional Solid Waste Management Authority, give a report to the Board in the near future and answer any questions that the Board may have.

**Resolution  
Approving the 2003 Solid Waste Plan for the  
Coastal Regional Solid Waste Management Authority**

**WHEREAS**, the N.C. General Statute 130A-309.09A(b) requires each unit of local government, either individually or in cooperation with other units of local government, to update the Ten Year Comprehensive Solid Waste Management Plan; and

**WHEREAS**, the County of Craven is a member county and located within the designated geographic area of the Coastal Regional Solid Waste Management Authority; and

**WHEREAS**, the County of Craven has, by an intercounty agreement, delegated the statutory responsibility for solid waste planning to the Coastal Regional Solid Waste Management Authority; and

**WHEREAS**, the Coastal Regional Solid Waste Management Authority has prepared to update the Ten-Year Comprehensive Solid Waste Management Plan for the designated geographic area, including Craven County; and

**WHEREAS**, a draft of the proposed Ten-Year Comprehensive Solid Waste Management Plan was made available for public inspection in the Office of the Craven County Manager and a public meeting was held to receive public comment; and

**WHEREAS**, it is in the best interest of the citizens of the County of Craven to participate in the Comprehensive Solid Waste Management Plan prepared by the Coastal Regional Solid Waste Management Plan.

**NOW, THEREFORE BE IT RESOLVED**, by the Board of County Commissioners of Craven County:

*That the Coastal Regional Solid Waste Management Authority's 2003 Ten-Year Comprehensive Solid Waste Management Plan is hereby approved and accepted.*

Adopted this the 7<sup>th</sup> day of July, 2003.

#### **ECONOMIC DEVELOPMENT COMMISSION PRESENTATION**

Jim Davis, Executive Director of the Economic Development Commission, made a presentation to the Board concerning economic development since 1993.

#### **APPOINTMENTS**

##### *Craven County Planning Board*

The Board was advised of the expiring term of James Lewis on the Craven County Planning Board. Commissioner Sisk made a motion to reappoint Mr. Lewis to the Craven County Planning Board, seconded by Commissioner Staton. Commissioner Morris moved to close nominations, seconded by Commissioner Brown and unanimously carried, with Mr. Lewis being appointed by acclamation.

##### *Craven Community College Board of Trustees*

The Board was advised of the expiring term of Mr. Marvin Raines on the Craven Community College Board of Trustees. Commissioner Staton moved to reappoint Mr. Raines, seconded by Commissioner Sisk. Commissioner Brown moved to close nominations, seconded by Commissioner Morris and unanimously carried, with Mr. Raines being appointed by acclamation.

##### *Board of Equalization & Review*

The Board received correspondence from Sandra L. Rice, who has resigned her appointment to the Craven County Board of Equalization & Review. Before the first meeting of the Board of Equalization & Review in May, 2004, the Board will need to replace her. Commissioner Sisk recommended that this appointment be deferred, and the other members of the Board agreed.

##### *River Bend Planning Board*

The Board received correspondence from the River Bend Town Clerk requesting reappointment of Thomas Zak as the ETJ member to the River Bend Planning Board. Commissioner Sisk moved to reappoint Mr. Zak as the ETJ member to the River Bend Planning Board, seconded by Commissioner Harper. Commissioner Brown moved to close nominations, seconded by Commissioner Morris and unanimously carried, with Mr. Zak being appointed by acclamation.

*Nursing Home Advisory Committee*

The Board was requested to fill one remaining appointment on the Nursing Home Advisory Committee. Commissioner Sampson moved to appoint Enis Evans to the Nursing Home Advisory Committee, seconded by Commissioner Staton. Commissioner Staton moved to close nominations, seconded by Commissioner Brown and unanimously carried, with Ms. Evans being appointed by acclamation.

*Workforce Development Board*

It was the consensus of the Board to defer this appointment for consideration at a later time.

*Tax Assessor*

The Board received correspondence from Ronnie Antry, Craven County Tax Administrator, requesting reappointment to the position of Tax Assessor. Commissioner Allen moved to reappoint Ronnie Antry for a four-year term as Craven County Tax Assessor, seconded by Commissioner Staton. Commissioner Brown moved to close nominations, seconded by Commissioner Morris and unanimously carried, with Mr. Antry being appointed by acclamation.

**COUNTY MANAGER'S REPORT**

*Employment Security Commission Award*

County Manager, Harold Blizzard reported that the Employment Security Commission had given an award to Craven County at the June 25<sup>th</sup> meeting in Raleigh recognizing Craven County as a professional employer. Mr. Blizzard said that he appreciated Ray Moser and his staff for the hard work they have accomplished and the professionalism displayed.

*Rescue Squad Fees*

Mr. Blizzard recommended to the Board that fees collected for rescue squads be distributed on a monthly basis. Commissioner Morris moved to approve the recommendation of the Manager, seconded by Commissioner Allen and unanimously carried. Mr. Blizzard stated that Havelock has agreed to furnish rescue services, as previously provided. The City of Havelock wants to collect fees and send forty-five percent (45%) to the County, rather than as was proposed by the County. Mr. Blizzard stated that if the Board of Commissioners is agreeable for Havelock to collect fees, then the staff recommends that the contract include wording such that Havelock will permit the collection company to provide the County copies of all records pertaining to billings by the City of Havelock. Additionally, the contract should provide for Havelock to make monthly disbursements to the County, and the County will disperse to other rescue squads. Commissioner Allen moved to allow Havelock to collect the fees and give Craven County these fees on a monthly basis, seconded by Commissioner Brown and unanimously carried.

Mr. Blizzard stated that the Community Resource Development Center (Weed & Seed) had asked that their funds, provided by the County, be appropriated on a quarterly basis as opposed to a monthly basis. Commissioner Staton moved to suspend the rules to allow the Board to vote on this, seconded by Commissioner Sampson, with four (4) "Ayes" from Commissioners Brown, Morris, Sampson, and Staton, there being three (3) "Nays" by Commissioners Harper, Sisk and Allen. Commissioner Morris moved to disperse funds to the Community Resource Development Center on a quarterly basis, seconded by Commissioner Brown. The motion passed with four (4) "Ayes" from Commissioners Brown, Morris, Sampson, and Staton, there being three (3) "Nays" from Commissioners Harper, Sisk and Allen.

## COMMISSIONERS' REPORTS

*Commissioner Harper* asked that the Board consider a resolution in opposition to the GTP and offered it in the form of a motion but the motion did not receive a second. He also stated that his heart goes out to the two victims killed in the sailboat accident recently.

*Commissioner Sisk* inquired of the Manager if the County departments have established goals for the new budget year. Mr. Blizzard responded that nothing has been formalized, but he offered to check into it and report back to the Board. Commissioner Sisk thanked those Commissioners that were in the July 4<sup>th</sup> parade in River Bend.

*Commissioner Staton* asked the County Manager to contact Planning Director, Don Baumgardner, about a drainage problem on Highway 101. Commissioner Staton also stated that former Commissioner Albert Toon had worked hard for Craven County and that he would like to set up a memorial in his honor. Commissioner Staton made a motion to appropriate \$3,000 for this memorial, seconded by Commissioner Sampson. Discussion was held by the Board with Commissioners Allen and Sisk asking for more information before taking a vote. Commissioner Staton withdrew his motion.

*Commissioner Morris* thanked Jim Davis for his presentation. In addition, he thanked Allen Hardison, Executive Director for the Coastal Regional Solid Waste Management Authority, for the Ten-Year Solid Waste Management Plan that had been presented. He stated that the County needs to closely monitor the fees collected by rescue squads. Commissioner Morris also stated that several people had asked him about the status of the OLF.

*Commissioner Allen* stated that he was not at the River Bend parade because the band in which he is a member had been scheduled to be in Beaufort on that day, but he had enjoyed the River Bend parade in the past.

*Commissioner Sampson* thanked Commissioner Sisk for helping with the decorations on his car for the River Bend parade held on July 4<sup>th</sup>. Commissioner Sampson made a motion requesting Craven County Commissioners to support a resolution of Mecklenburg County in support of Senate Bill 575 and House Bill 653, regarding court appointed counsel for indigent citizens of civil cases. He did not receive a second on this motion.

At 8:45 p.m. Commissioner Brown moved to adjourn, seconded by Commissioner Morris and unanimously carried.

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Chairman Johnnie Sampson, Jr.  
Craven County Board of Commissioners

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Gwendolyn M. Bryan, Clerk

