

**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 TUESDAY, SEPTEMBER 2, 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  
Gwendolyn M. Bryan, Clerk to the Board  
James R. Sugg, County Attorney

Following an invocation by Commissioner Sampson and the Pledge of Allegiance, Commissioner Brown moved to approve minutes of the July 21, 2003 regular session, after one non-substantive correction, seconded by Commissioner Morris and unanimously carried.

**CONSENT AGENDA**

*Tax Releases*

Craven County Tax Administrator, Ronnie Antry, submitted the following routine requests for tax releases for the Board's approval. Commissioner Harper 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>
BELANGIA, RONALD & LISA L CORRECTING APPRAISAL ERROR-WILL BE REBILLED	2003-0003525	\$ 193.71
BOURRE, GEMMA MARIE CORRECTING APPRAISAL ERROR-WILL BE REBILLED	2003-0005075	\$ 129.73
BRYDGE, ROBERT MITCHELL & ALET CORRECTING APPRIASAL ERROR-WILL BE REBILLED	2003-0006874	\$ 392.32
BURNS, CHARLTON S & PEGGY B CORRECTING APPRAISAL ERROR – WILL BE REBILLED	2003-0007234	\$ 1,984.72
COOPER, TOMMY D & SHERIE A PROPERTY ANNEXED-RELEASING 10 MOS OF FIRE TAX	2003-0010594	\$ 62.81
DAMCO INC LATE PENALTY CHARGE IN ERROR	2003-0012065	\$ 1,285.42

FIRST CAPITAL PROPERTIES GROUP CORRECTING APPRAISAL ERROR	2003-0016479	\$ 945.40
HAINES, DAVID LEE & JUDITH HAL DID NOT OWN 1/1/2003	2003-0021166	\$ 40.66
HARDY, DEIRDRE FILEDS DID NOT OWN 1/1/2003	2003-0021733	\$ 528.45
HOLMES, DONNA TRIP MOVED FROM COUNTY PRIOR TO 7/1/2003	2003-0090146	\$ 32.00
HOWELL, SHELLEY CORRECTING APPRAISAL ERROR – WILL BE REBILLED	2003-0024998	\$ 2,379.35
JACKSON, JAMES R & BARBARA C CORRECTING APPRAISAL ERROR – WILL BE REBILLED	2003-0026084	\$ 2,255.57
JARONA, ANTHONY W II & LEAH R CORRECTING APPRAISAL ERROR – WILL BE REBILLED	2003-0026364	\$ 177.92
JONES, BETTY LOU INCORRECT SITUS – SHOULD BE PITT CO.	2001-0026656	\$ 66.64
JONES, BETTY LOU INCORRECT SITUS – SHOULD BE PITT CO.	2002-0026985	\$ 59.30
JONES, BETTY LOU INCORRECT SITUS – SHOUDL BE PITT CO.	2003-0027172	\$ 53.44
JONES, ELIJAH HRS REBILLED TO CORRECT OWNER	2003-0027292	\$ 20.90
KARAM, THOMAS A ESTATE CORRECTING APPRAISAL ERROR – WILL BE REBILLED	2003-0028008	\$ 2,939.86
MORTON, FREDERICK DOUBLE LISTED WITH ACCT #21718	2003-0036406	\$ 543.02
SCHEPER & ASSOCIATES INC. CORRECTING APPRAISAL ERROR – WILL BE REBILLED	2003-0044616	\$ 460.69
SCHNOEBELEN, CAROLINE M CORRECTING APPRAISAL ERROR	2003-0044695	\$ 129.73
SELLHORN, RICHARD & SELLHORN PORTION ANNEXED INTO CITY OF NEW BERN	2003-0045096	\$ 899.64
SIMMONS, ELIJAH O MOBILE HOME DOUBLE LISTED AS REAL AND PERSONAL	2003-0045599	\$ 367.25
SPEIGEL, JAMES M DOUBLE LISTED WITH ACCOUNT #50944	2003-0047074	\$ 257.58
TAYLOR, EARLENE K CANADY DID NOT OWN 1/1/2003	2003-0049035	\$ 51.40
THOMAS, RAMONA H & GRADY, WARR CORRECTING APPRAISAL ERROR	2003-0049738	\$ 250.08

UNKNOWN OWNER REBILLED TO CORRECT OWNER	2003-0051386	\$ 56.53
WALLACE, MANUEL RAY DID NOT OWN 1/1/2003	2003-0052255	\$ 332.56
WEYERHAEUSER REAL ESTATE CORRECTING APPRAISAL ERROR – WILL BE REBILLED	2003-0053876	\$ 796.57
WHITE, GARY L NOT IN BUSINESS 1/1/2000	2000-0090587	\$ 1.35
YUSI, NANCY CORRECTIN APPRAISAL ERROR – WILL BE REBILLED	2003-0057045	\$ 255.81

31 – CREDIT MEMO (S) \$ 17,950.41

*Budget Amendments*

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

*Personnel*

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0301-335-21-00 Sale of County Prop	\$ 500.00	101-0301-400-32-35 Safety Supplies	\$ 500.00
TOTAL	\$ 500.00	TOTAL	\$ 500.00

**Justification:** Budget charges for lost ID badges to cover the supply cost of replacement.

*Pass Through*

101-0564-348-35-00 Crime Structured Day	\$ 97,767.00	101-0564-450-91-35 Crime Structured Day	\$ 97,767.00
TOTAL	\$ 97,767.00	TOTAL	\$ 97,767.00

**Justification:** Budget State Grant for Area Structured Day Reporting. No County cost. Pass through only.

*Pass Through*

101-0564-348-31-00 Neuse Ctr Strength	\$ 5,565.00	101-0564-450-91-50 Neuse Ctr Strength	\$ 5,565.00
TOTAL	\$ 5,565.00	TOTAL	\$ 5,565.00

**Justification:** Budget final payment of Neuse Center-Strengthen Families Grant.

*Sheriff*

114-0000-399-01-00 Fund Balance County Share of Star grant commodities	\$ 3,338.00	114-2001-410-97-01 Transfer to General Fd	\$ 3,338.00
101-2020-366-14-00	\$ 3,338.00	101-2020-410-32-40	\$ 6,676.00

From Seized Assets		Supplies	
101-2020-377-08-0	\$ 3,338.00		
STAR Grant			
TOTAL	\$ 6,676.00	TOTAL	\$ 6,676.00

**Justification:** Budget Star Grant and local share from Seized Asset forfeiture funds to cover commodities for the Star Grant. The signed resolution from prior year allows for the purchase of fatal reaction kits, videos, push bumper, bike helmets for children, car seats, tint meters and alcohol sensors, this is a 50/50 shared Grant.

***Cooperative Extension***

101-0000-399-01-00	\$ 2,290.00	101-4201-420-40-50	\$ 2,290.00
Fund Balance		Cont Ser Employees	
TOTAL	\$ 2,290.00	TOTAL	\$ 2,290.00

**Justification:** Budget funds to cover County portion of bonus of \$550 to be paid to County Cooperative Extension employees, including FICA and Retirement.

***Cooperative Ext – PAT***

101-4242-348-59-00	\$(24,584.00)	101-4242-420-40-50	\$(20,831.00)
		Personnel	
		101-4242-420-32-40	\$( 1,215.00)
		Other Supplies	
		101-4242-420-25-0	\$( 1,170.00)
		Travel	
		101-4242-420-22-00	\$( 300.00)
		Telephone	
		101-4242-420-24-00	\$( 397.00)
		Mtg. And Conf	
		101-4242-420-25-15	\$( 1,445.00)
		Training	
		101-4242-420-15-15	\$( 20.00)
		Dues & Subs	

**Justification:** Decrease budget as Smart Start funding is only available for 6 months at the present.

***Transportation***

101-7026-348-26-00	\$ 5,384.00	101-7026-450-39-25	\$ 5,384.00
State Grant/Craven Gen. Trans		Craven Transp	
101-7002-368-13-00	\$ 5,384.00	101-7001-450-31-01	\$ 5,384.00
Craven General		Reg. Vehicle Exp	
TOTAL	\$ 5,384.00	TOTAL	\$ 5,384.00

**Justification:** Increase in state grant revenue FY 2003-2004 to cover vehicle expense.

***Convention Center***

101-8201-357-13-00	\$ 4,000.00	101-8201-430-32-21	\$ 4,000.00
Rebillable		Expense	
TOTAL	\$ 4,000.00	TOTAL	\$ 4,000.00

**Justification:** This increase is due to large events requesting the outsource of audio visual to be billed thru the Convention Center.

*Road Addition Request*

The Planning Department made a request to the Board to add Riverwood Lane within Riverwood Subdivision, Twp 7 to the state maintenance system and to approve the following standard SR-2 Road Addition Resolution. Commissioner Harper moved to add Riverwood Lane to the state maintenance system and to approve the SR-2 Road Addition Resolution, seconded by Commissioner Brown and unanimously carried in a roll call vote.

NORTH CAROLINA STATE DEPARTMENT OF TRANSPORTATION REQUEST  
FOR ADDITION TO STATE MAINTAINED SECONDARY ROAD SYSTEM

North Carolina

County of Craven

Road Description Riverwood Lane within Riverwood Subdivision, Twp 7

Length approx 720 feet

**WHEREAS**, the attached petition has been filed with the Board of County Commissioners of the County of Craven requesting that the above described road, the location of which has been indicated in red on the attached map, be added to the Secondary Road System; and

**WHEREAS**, the Board of County Commissioners is of the opinion that the above described road should be added to the Secondary Road System, if the road meets minimum standards and criteria established by the Division of Highways of the Department of Transportation for the addition of roads to the system.

**NOW, THEREFORE**, be it resolved by the Board of County Commissioners of the County of Craven that the Division of Highways is hereby requested to review the above described road, and to take over the road for maintenance if it meets established standards and criteria.

*Resolution Supporting Participation in Multi-Jurisdictional HMP and Appointment of Members*

The Planning Department made a request to the Board for adoption of the following resolution indicating Craven County's support for updating the Hazard Mitigation Plan (HMP), designating the Mitigation Advisory Committee (MAC) as the ad hoc public authority to receive public input regarding hazard mitigation, and appointing Don Baumgardner and Stephanie Currier as Craven County's representatives to the MAC. The revision to the existing Hazard Mitigation Plan is required in order to be in compliance with the new FEMA and NCDDEM standards. Commissioner Harper moved to adopt the following resolution, as requested, seconded by Commissioner Brown and unanimously carried in a roll call vote.

**RESOLUTION SUPPORTING PARTICIPATION IN THE CRAVEN COUNTY  
MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN (HMP) AND  
APPOINTING MEMBERS TO THE COUNTY-WIDE MITIGATION ADVISORY  
COMMITTEE (MAC) AND RELATED MATTERS**

**WHEREAS**, the citizens and property within Craven County are subject to the effects of natural hazards which pose threats to lives and cause damage to property; and

**WHEREAS**, the County wishes to pursue policies and programs that will help mitigate the effects of the aforementioned natural hazards, to the extent practicable; and

**WHEREAS**, the Federal Government, in Section 322 of the Federal Disaster Mitigation Act of 2000, and the State of North Carolina, in Session Law 2001-214, require that each local government in North Carolina adopt a hazard mitigation plan (HMP) and have it approved by the Federal Emergency Management Agency (FEMA) no later than November 1, 2004; and

**WHEREAS**, Craven County has or will shortly receive grant funds from the State of North Carolina's Division of Emergency Management (NCDEM) to assist it with the development of a HMP; and

**WHEREAS**, NCDEM and FEMA require that public input regarding natural hazards and hazard mitigation be obtained as part of HMP development;

**NOW, THEREFORE**, the Craven County Board of Commissioners hereby makes the following resolutions:

1. Designates the Craven County Mitigation Advisory Committee (MAC) as the ad hoc public body authorized to receive public input regarding hazard mitigation on behalf of Craven County through January 30, 2004; and
2. Appoints Donald Baumgardner as its representative to the MAC and appoints Stephanie Currier as its alternate representative to the MAC.

Adopted this 2<sup>nd</sup> day of September, 2003.

*Subdivision for Approval*

Craven County Planning Director, Don Baumgardner, submitted the following subdivision for the Board's approval.

Felicia Lynette Frazier Division – Final: The property, owned by Victor Moore, Sr. and surveyed by Kirby Braxton, is located within Twp 5 off of SR 1714 (Godette School Road). The subdivision contains 1 lot on .50 acres and is proposed to be served by community water and individual septic system. The Planning Board reviewed and recommended the subdivision for final approval. Commissioner Harper moved for its approval, seconded by Commissioner Brown and unanimously carried in a roll call vote.

*FY 2002 CDBG Concentrated Needs Contract Award*

A bid opening was held on August 21, 2003 for the installation of a substantial septic system and lot clearance for one unit in the 2002 CDBG project. Bids were received from two contractors; Everette George and Styron Construction.

<u>Owner</u>	<u>Contract</u>	<u>Amount</u>
James Frazier 1376 Adams Creek Rd. Havelock	Styron Construction (Low Bidder)	\$11,805

Commissioner Harper moved to award the contract to the recommended bidder, Styron Construction, seconded by Commissioner Brown and unanimously carried in a roll call vote.

*Small Pox Policy*

The Human Resources Department submitted a request for approval of the "Craven County Smallpox Policy" and its incorporation as a part of the Craven County Personnel Resolution Article X. Conditions of Employment, Section E. Worker's Compensation (1) Smallpox Policy. This policy sets out how County employees will be identified that will be offered the vaccine and the correct procedures in the event an employee receiving the

vaccine has an adverse reaction. This action was requested in response to Section 304 of the Federal Homeland Security Act of 2002, which ensures that employees who receive vaccination against smallpox incident to the Administration of Smallpox countermeasures as part of the Homeland Security Act will be covered for adverse medial reactions due to vaccination, and North Carolina Session Law 2003-169. Commissioner Harper moved to adopt the “Craven County Smallpox Policy”, seconded by Commissioner Brown and unanimously carried in a roll call vote.

### PETITIONS OF CITIZENS

*E.H. Jackson*, representing the New Bern Shrine Club, requested that the Board consider releasing the organization from taxes because it is a charitable organization with declining membership and income. Commissioner Allen indicated that there had been some conversation with the Tax Collector concerning the organization’s status and that it would be appropriate to meet with Mr. Jackson following the meeting.

*Grace Simmons* spoke on behalf of United Senior Services, Inc. expressing concern that the senior citizens of the community will go lacking if County funds are not released to the organization. She expressed the opinion that the problem that the organization is having is the whole community’s problem and asked that the community be allowed to be part of the solution.

*Maria Ortiz*, representing the Taxpayer’s Association, expressed the position of the organization that tax dollars should not be utilized for support of private organizations; however, recognizing that some essential services would not otherwise be provided, the strictest financial guidelines should apply when public funds are allocated to private organizations. She stated that in such cases the independent auditors should be established to oversee non-profits receiving taxpayer funds. She deferred to Harold Hart to conclude her petition. He did not have an opportunity to conclude due to time limits; however, he presented the following written comments:

CRAVEN COUNTY TAXPAYERS ASSOCIATION  
INDEPENDENT STATEMENT REGARDING UNITED SENIOR SERVICES INC.

By  
Captain Harold Hart USN (ret)  
218 Drake Landing, New Bern, NC 28560  
Phone: 638-6262; E-Mail: [HHARTJR@ec.rr.com](mailto:HHARTJR@ec.rr.com)  
Before: the Craven County Commissioners, September 2, 2003

Mr. Chairman, Commissioners, Ladies and Gentlemen

In the brief time I have to speak I shall cut to the chase and provide you with a **summary** of my findings of fact, opinions and recommendations. My comments are based on my experience and education applied to the information contained in the public documents you have before you and media articles. I compliment the government employees on the quality of their report and their obvious effort to deal with very sensitive issues. I agree with their findings and recommendations.

Finding: The information leads me to conclude that the Corporate Board of Directors have **failed in their governance** of the financial and operational affairs of USSI a, 501-C-3, non-profit, charitable corporation chartered in the State of North Carolina. There appears to be a lack of enforceable policies, procedures and internal controls of the Board to ensure accomplishment of the purpose/mission of the corporation.

Finding: Tension between the Board and the Executive Director, an employee of the corporation, has developed into a permissive relationship with regard to scope of the operation, staffing and **compliance** with direction and policies of the Board.

Finding: The level of service to our elderly, shut-in, infirmed and disabled citizens is defined not by **their requirements** for support and the number that must be served but by the amount of funds available.

Finding: The Craven County Board of Commissioners do not have any authority over the private internal affairs of any 501-C-3 non-profit corporation. At best, the Commissioners can only obtain voluntary compliance with their requests for accountability over taxpayer funds they provide as grants. The Commissioners have adopted, not by law or regulation but by custom and tradition, a benevolent policy for the granting of taxpayer funds to charitable organizations. If the Commissioners desire to continue funding these charitable organizations they should require, by written agreement, an itemized accounting for the grant money they provide. The County to the best of my knowledge does not have written policies and procedures to insure the equitable distribution of taxpayer funds to charities (secular or faith based). In the future the Commissioners should establish a line item in their annual budget for funding grants to all charitable organizations as a matter of accountability to the taxpayer. I suggest the manner in which the County presently grants funds to charitable organizations is bad public policy and should be discontinued except for bonafied emergencies affecting the immediate health, safety or welfare of our citizens.

Finding: The report before you provides quantitative financial and staffing information and is well done. In my eyes and in no way meant to be a criticism is the future need for a qualitative assessment of how well USSI is doing in providing its services to our citizens when quality, price and delivery are considered. In other words, how well are our citizens being served by USSI and is the taxpayer receiving good value for the money spent. In my opinion if USSI terminated the services they provide there would be substantial transfer of a significant number of clients to MEDICAID programs and the County taxpayers would wind up paying a lot more for the same level of care.

#### RECOMMENDATION

Recognizing that the clients receiving services from USSI are the innocent bystanders in the matter before you this evening your decisions must place their health, safety and welfare above all other issues. The funding you provide should require a written agreement with USSI regarding the proposed action plan.

#### RECOMMENDATION

The action plan should have a schedule or milestone chart attached that clearly shows the actions to be taken and when. The schedule/milestone chart should also show the time-phased funding requirements by month.

#### RECOMMENDATION

Craven County does not have the authority nor the investigative resources to make inquiries into matters of corporate governance and performance. The Commissioners should forward their USSI report by letter to the appropriate North Carolina oversight agencies (NC Secretary of State, NC Attorney General and NC State Bureau of Investigation, etal) requesting their assistance to restore this corporations' solvency and performance of its essential community functions.

#### RECOMMENDATION

Craven County, in the future, require all non-profit corporations to execute written agreements that account by item for all grant funds provided. The County should provide line items in the budget for funding grant requests

THANK YOU

*Mike Speciale* asked that funding be withheld to United Senior Services, Inc. until all corrections, changes in procedures and requested documentation is provided and then require monthly oversight to the agency should funding continue.

*Martha Hagger* expressed the opinion, based on her experience with the congregate meals program at United Senior Services, Inc., that the funds designated for meals are not being properly handled.

*John Gallant*, 163 Croatan Lane, New Bern, presented a petition to the Board asking that a resolution be approved asking the State Auditor to investigate United Senior Services, Inc.

### COUNTY ATTORNEY'S REPORT

County Attorney, Jim Sugg, presented a request for adoption of the following resolution for disinterment of an abandoned grave in the Vanceboro area and reinterment in the Vanceboro Cemetery. Commissioner Allen moved to approve the resolution, seconded by Commissioner Staton and unanimously carried.

#### RESOLUTION OF THE CRAVEN COUNTY BOARD OF COMMISSIONERS TO PERMIT INTERMENT, REMOVAL AND REINTERMENT OF THE LANCASTER FAMILY CEMETERY

**WHEREAS**, the Lancaster Family Cemetery, located in the Vanceboro area of Craven County and shown on a survey plat titled "Survey for Jimmie L. Morris & Sons, Inc. of White Tract" recorded in Plat Cabinet 6, at Slide 160-B and Deed Book 2002, Page 92 in the Office of the Register of Deeds of Craven County, is owned by Jimmie L. Morris & Sons, Inc., said cemetery has fallen in an unkept and neglected condition, and is abandoned; and

**WHEREAS**, it is located so as to be impractical to maintain and for family members to continue to have access to said cemetery; and

**WHEREAS**, North Carolina General Statute § 65-13 allows for the disinterment, removal and reinterment of abandoned graves by landowners after securing consent of the governing body in which such abandoned cemetery is located; and

**WHEREAS**, Jimmie L. Morris & Sons, Inc. employed R. Ward Sutton, 2905 Wellington Drive, Post Office Box 8555, Rocky Mount, North Carolina 27803 to perform the services necessary to comply with the provisions of North Carolina General Statute § 65-13 to relocate the said Lancaster Family Cemetery; and

**WHEREAS**, notice of intention to disinter, remove and reinter the Lancaster Family Cemetery has been published in the *Sun Journal* four (4) times, the first time being more than thirty (30) days prior to said intention to take action to remove said graves; and

**WHEREAS**, R. Ward Sutton has complied with all the requirements necessary and prescribed by North Carolina General Statute § 65-13 and asks that the Craven County Board of Commissioners adopt a resolution authorizing said interment, removal and reinterment of the Lancaster Family Cemetery to Vanceboro Cemetery, Vanceboro, Craven County, North Carolina. Upon doing so, a complete record of where these graves have been reintered will be on file with the Register of Deeds of Craven County, North Carolina.

**NOW, THEREFORE, BE IT RESOLVED**, that the Craven County Board of Commissioners has determined that the said R. Ward Sutton is a person qualified to disinter, remove and reinter the graves in the Lancaster Family Cemetery in accordance

with the provisions of North Carolina General Statute § 65-13; that said Craven County Board of Commissioners hereby grants permission pursuant to the statute for said action by R. Ward Sutton.

Done this 2<sup>nd</sup> day of September, 2003.

### **7:30 P.M. PUBLIC HEARING – LOCAL LAW ENFORCEMENT BLOCK GRANT**

At 7:30 p.m. Commissioner Brown moved to go into public hearing, as advertised, to receive public comment concerning receipt and expenditures for the Local Law Enforcement Block Grant. Commissioner Staton seconded the motion, which carried unanimously. Craven County Sheriff, Jerry Monette, reported that a grant had been awarded Craven County in the amount of \$16,876, requiring a match of \$1,875 by the County. He stated that the Sheriff's Department is anticipating purchase of technical equipment and that a list would be compiled within the next sixty (60) days. There were no speakers from the public and at 7:31 p.m. Commissioner Sisk moved to close the public hearing, seconded by Commissioner Brown, and unanimously carried. Commissioner Harper moved to accept the grant awarded and to commit the County match, seconded by Commissioner Brown and unanimously carried in a roll call vote.

### **COUNTY MANAGER'S REPORT**

#### *Flood Map Presentation*

County Manager, Harold Blizzard, reminded the Board that State officials will be presenting the new flood maps at 10:00 a.m. on September 4<sup>th</sup> in the Commissioners' Room. He advised the Board that the State has assumed primary responsibility for the National Flood Insurance Program. After the presentation on September 4<sup>th</sup>, there will be opportunities for public participation and appeals if the maps are subject to correction.

#### *Ribbon Cutting at Creekside Waterfront*

The Board was advised that the Creekside Park waterfront will be officially opened on September 6<sup>th</sup> at 9:00 a.m. and invited Commissioners were asked to attend.

#### *Military Family of the Quarter*

Mr. Blizzard reported that the Military Family of the Quarter will be honored at a luncheon at noon on September 10<sup>th</sup> and shared a request by the New Bern Chamber of Commerce that a resolution be adopted in recognition of the family. He explained that a resolution had not yet been drafted because the request had been received just prior to the meeting. Commissioner Allen moved to draft and adopt a resolution recognizing the family of Gunnery Sergeant Stephanie Williams. Commissioner Staton seconded the motion, which carried unanimously and indicated his intent to make the presentation at the luncheon on September 10<sup>th</sup>.

#### *Request for New Position*

Mr. Blizzard requested authorization to create a new position titled Income Maintenance Case Worker II at the Department of Social Services, effective September 10<sup>th</sup>. The position, if approved, will be a grade 63 with a salary range of \$26,347-\$39,260. The position was requested to meet an increase in demands due to new State mandates in the North Carolina Medicaid and Health Choice programs, which became effective on September 1, 2003. The position will be funded fifty percent (50%) by the County and fifty percent (50%) by Medicaid. Commissioner Allen moved to approve creation of the new position, as requested, for an Income Maintenance Case Worker II at the Department of Social Services at a grade 63, effective September 10<sup>th</sup>. Commissioner Staton seconded the motion, which carried unanimously in a roll call vote.

**7:45 P.M. PUBLIC HEARING – STREET NAME ADDITION**

At 7:45 p.m. the Board went into public hearing, as advertised, by motion of Commissioner Morris, seconded by Commissioner Brown, to receive public input regarding proposed changes to the Craven County Road Naming and Addressing Ordinance. The Planning Department received a petition and request to name a private drive “Mary Jane Lane” for emergency response purposes. The road is located in Twp 7 off of Perrytown Road. There were no members of the public who wished to speak and Commissioner Brown moved to close the public hearing at 7:48 p.m., seconded by Commissioner Sisk. Commissioner Allen moved to approve the change to the Craven County Road Naming and Addressing Ordinance to add “Mary Jane Lane”, seconded by Commissioner Brown and unanimously carried.

At 7:48 p.m. the Board was declared in recess to reconvene at 8:00 p.m.

At 8:00 p.m. the Board reconvened.

**8:00 P.M. PUBLIC HEARING – NO WAKE ZONE**

At 8:00 p.m. Commissioner Allen moved to open the public hearing, as advertised, to receive public input on a request for a no-wake zone at Creekside Park. Commissioner Brown seconded the motion, which carried unanimously. Recreation Director, Jan Parker, explained that the establishment of the no-wake zone in Brices Creek adjacent to Creekside Park is desirable to protect the safety of canoers and kayakers utilizing the Creekside Park waterfront. There were no members of the public who wished to speak and at 8:01 p.m. Commissioner Allen moved to close the public hearing, seconded by Commissioner Brown and unanimously carried. Commissioner Morris moved to adopt the following resolution and authorize the Chairman to execute Form D-1, which is the agreement with the NC Wildlife Resources Commission. Commissioner Harper seconded the motion, which carried unanimously.

**WHEREAS**, under authority of North Carolina General Statutes Section 75A-15(a) any subdivision of the State of North Carolina may at any time, after public notice, make formal application to the Wildlife Resources Commission for special rules and regulations with reference to the safe and reasonable operation of vessels on any water within its territorial limits; and

**WHEREAS**, Craven County has given public notice of its intention to make formal application to the Wildlife Commission for special rules and regulations with reference to the safe and reasonable operation of vessels on Brices Creek within the territorial limits of Craven County, and for the implementation of the Uniform Waterway Marker System in all the waters of the County.

**BE IT RESOLVED** that in accordance with G.S. 75A-15, the Board of Commissioners of Craven County requests the North Carolina Wildlife Resources Commission to promulgate special rules and regulations with reference to safe and reasonable operation of vessels on the waters of Brices Creek located in said County, the pertinent substance of which proposed regulations is as follows:

To establish a no-wake zone in Brices Creek adjacent to Creekside Park. A waterfront park has been developed which offers a dock for fishing and launch areas for canoes & kayaks. This is a dangerous curve, and boats need to slow down through this area for the safety of everyone.

**BE IT FURTHER RESOLVED** that the said Board of Commissioners requests the said Commission to promulgate regulations fully implementing the Uniform Waterway Marker System in all of the waters of the said County.

## UNITED SENIOR SERVICES MATTER

### *Presentation of United Senior Services Board of Directors*

Keith Hundley, Assistant Secretary of the United Senior Services Board of Directors, made a presentation during which he stated that he would demonstrate that United Senior Services has made progress in meeting the objectives laid out by the study team. He reported that the agency had determined the precise cash position as a result of the hard work of volunteer accountants, Les Babcock and Lillian Creger. He anticipated that the agency would end the next six month period with money in the bank. He asked that Mr. Babcock expound upon their findings. Mr. Babcock explained to the Board that documenting the agency's cash flow and accounts payable were the most critical areas to address and that it had been accomplished showing that the agency would have approximately \$20,000 in the bank at the end of the six month period. Mr. Hundley proposed that the County consider funding the agency in the amount of \$25,000, with \$10,000 in advance to be repaid by the agency.

### *Report of the Study Committee*

Alfreda Stout of the Department of Social Services reported for the three member study team. She advised the Board that although there were positives, such as the update of the FY 2002-2003 budget, increase in the employee cost for health insurance premiums and cessation of contributions to the employees 401k program, there were remaining issues and concerns. She stated that the team, after the conclusion of the August review, continues to have concerns about the operations, as follows:

- USSI does not have the cash flow available to meet day to day operating expenses and payroll
- Continued overspending of actual revenues
- Continued practice of balancing the budget with estimated revenues
- Agency does not demonstrate understanding of programmatic and financial skills needed to become solvent
- Agency continues to resist sound programmatic and financial guidance as provided by the team and Commissioners stated in the Action Plan

In conclusion, the team reported that the agency had failed to substantially comply with the Action Plan as stated. Based on observations and facts gathered by the team, it was stated that it did not appear that the agency had the ability to manage public funds appropriately. There was no indication that significant progress in the management and understanding of appropriate use of funds had been made to date. The agency did not exhibit a working knowledge of how to programmatically administer programs within set financial constraints, as well as apply standards and regulations to ensure compliance in all program areas. There was no indication that the agency would make significant progress in these areas in the future. Following the report of the study committee, Commissioners were asked to comment. Commissioner Morris stated that his big concern was for the meals programs, but he also indicated concern about the top heaviness of the salaries line item in the agency's budget. Commissioner Sisk stated her belief that it would be most effective for the County to provide the meals programs and that the County could effectively provide the number of meals that were being provided before services were reduced. Commissioner Sampson indicated his belief that more County financial support would be involved if the County were to operate the meals programs, as opposed to giving the agency another chance. The team projected that the meals could be provided by the County within the amount of the County's allocation or less, based on the Home and Community Care Block Grant revenues. They projected that \$18,500 congregate meals could be provided for and \$25,000 home delivered meals could be provided at no additional cost. It appears that \$30,000-\$45,000 of the County's allocation could be applied to direct cost, in addition to the availability of additional HCCBG resources. It was suggested that the Area Agency on Aging would be able to step in during the transition until an agency could be designated to operate the program. Commissioner Morris recommended giving the staff of United Senior Services, Inc. an

opportunity to meet the number of meals, and if not able to do so that the County Manager be notified ten (10) days in advance of the next meeting so that transition could be put into place. Commissioner Allen moved to sever ties with United Senior Services, Inc. immediately, seconded by Commissioner Sisk. During discussion, Commissioner Brown stated that he did not agree with taking this action immediately and that it should not be taken without careful consideration of what is going to be done and how, and what the long term scenario would be. Commissioner Staton said that he did not believe the Board would be using good judgement to make such a quick decision to dismantle the agency. Commissioner Sisk responded that the Board's action is not intended to dismantle the agency and that withholding County funds would not make the agency dissolve, but would redirect the funds and operation cost for the meals programs. Commissioner Sampson stated that he would be willing to take a chance if the agency is any way salvageable. Commissioner Brown urged that the study team be allowed to go back to the agency on the next day and review the most recent figures that were presented by Mr. Babcock, which had not been available prior to compilation of their report. In a roll call vote the motion to sever ties with the agency effective immediately carried with five (5) "Ayes", there being two (2) "Nays" from Commissioners Sampson and Staton. County Manager, Harold Blizzard, advised the Board that there would need to be a motion to rescind the appointment of United Senior Services, Inc. as the designated meal provider for Craven County and to ask the Area Agency on Aging to provide temporary oversight. Commissioner Sisk moved to rescind the designation of United Senior Services, Inc. as meal provider for Craven County, to ask the Area Agency on Aging to provide temporary oversight with the help of County staff and to cease provision of the \$12,5000 monthly allocation to United Senior Services, Inc. The motion was seconded by Commissioner Harper and carried with five (5) "Ayes", there being two (2) "Nays" from Commissioners Sampson and Staton. Mr. Blizzard requested that the Area Agency on Aging be allowed to collect the files at the agency at 8:00 a.m. on the morning of September 3<sup>rd</sup> and asked that use of the George Street center be allowed for congregate meals and the Meals on Wheels program carriers, temporarily. He asked that three (3) Commissioners assist to contact the outposts in Vanceboro, Havelock and Harlowe to notify them of the changes.

### COMMISSIONERS' REPORTS

*Commissioner Harper* expressed the opinion that the Board had done the right thing.

*Commissioner Brown* expressed the hope that the Board had done the right thing and that the senior citizens of the County are better fed as a result.

*Commissioner Sisk* expressed the difficulty of the decision that was made by the Board and stated that it had required a great amount of reading and study.

*Commissioner Morris* expressed the hope that the Board has done the right thing and acknowledged that a greater burden has been placed upon County staff.

*Commissioner Allen* indicated that his opinion that the Board had made the right decision, in light of the feedback that he has received from members of the community.

*Commissioner Sampson* indicated his concern about making the program work for the benefit of the people. He expressed the hope that the right decision had been made and committed to making the Board's action work.

At 9:50 p.m. Commissioner Allen moved to recess until 10:00 a.m. on September 4<sup>th</sup>. Commissioner Sisk seconded the motion which carried unanimously.

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Chairman Johnnie Sampson, Jr.  
Craven County Board of Commissioners

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Gwendolyn M. Bryan, Clerk

