

**THE BOARD OF COMMISSIONERS OF THE COUNTY OF CRAVEN RECONVENED ITS RECESSED SESSION OF MAY 17, 2004 ON JUNE 2, 2004 FOR THE PURPOSE CONDUCTING A BUDGET WORK SESSION. THE MEETING RECONVENED IN THE COMMISSIONERS' ROOM OF THE CRAVEN COUNTY ADMINISTRATION BUILDING, 406 CRAVEN STREET, NEW BERN, NORTH CAROLINA AT 11:00 A.M.**

**MEMBERS PRESENT:**

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

**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

Following an invocation by Commissioner Sampson, the Chairman sought to establish a method of proceeding through the budget. Commissioner Sisk indicated a desire to go over the entire document by department. It was the consensus of the Board to proceed in this manner.

Finance Officer, Rick Hemphill, requested adoption of a budget amendment to receive and disburse to Wirthein, as follows:

***EDC***

<b>REVENUES</b>	<b>AMOUNT</b>	<b>EXPENDITURES</b>	<b>AMOUNT</b>
101-4401-348-92-00 Dept of Commerce	\$225,000.00	101-4401-430-47-10 Wirthein/Carolina	\$225,000.00
<b>TOTAL</b>	<b>\$225,000.00</b>	<b>TOTAL</b>	<b>\$225,000.00</b>

**Justification:** Budget NC Dept of Commerce grant to be paid to Werthein/Carolina Plastics.

Commissioner Allen moved for its approval, seconded by Commissioner Sampson and unanimously carried in a roll call vote.

Mr. Hemphill also reviewed with the Board, the current status of the County's fund balance and appropriations that were made during the current fiscal year. He projected that the undesignated fund balance at the year's end would be slightly over 18%. The Board discussed funding for Allies for Cherry Point's Tomorrow. Commissioner Staton recommended that a budgetary appropriation be made to fund the committee, but that the County hold the funds until a disbursement is requested. County Manager, Harold Blizzard, advised the Board that one additional request for special appropriation was received from New Bern Civic Theater after the list was developed. He provided a brief overview of the departmental budgets stating that a 3% salary adjustment to all eligible employees was recommended. In addition, the recommended budget includes increases in medical and dental premiums. The budget seeks to extend the employee pay plan from 17 steps to 21 steps and to add 4 grades at the bottom of the pay scale, with a \$10,000 appropriation to study various pay plan options, The Board proceeded to review the

following departmental budgets: Administration, Human Resources, Information Technology and Finance.

At 12:25 p.m. the Board was declared in recess and reconvened at 12:50 p.m.

After reconvening the Board proceeded to review the departmental budgets of Elections, the Tax Assessor, the Tax Collector, Register of Deeds, Public Buildings, Court Facilities, Central Maintenance Garage, Sheriff, Fire Marshal, Inspections, Rescue Squads, Environmental Health, Solid Waste, Cooperative Extension, Economic Development Commission and Health.

At 2:55 p.m. Commissioner Sampson moved to recess to reconvene at 11:00 a.m. on June 3, 2004, seconded by Commissioner Staton and unanimously carried.

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Chairman George N. Brown, Jr.  
Craven County Board of Commissioners

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Gwendolyn M. Bryan  
Clerk to the Board