

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, JANUARY 20, 2004. THE MEETING CONVENED AT 8:30 A.M.

MEMBERS PRESENT:

Chairman George N. Brown
 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
 James R. Sugg, County Attorney

Following an invocation by Commissioner Sisk and the Pledge of Allegiance, Commissioner Morris moved to approve minutes of January 5, 2004, seconded by Commissioner Sisk and unanimously carried.

CONSENT AGENDA

Tax Releases and Refunds

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

Credits

TAXPAYER NAME	TICKET #	AMOUNT
BARNES, ANGELA F & LOWE STEPHE PROPERTY VACANT	2003-0002570	\$ 32.00
BARROW, JOY DOUBLE LISTED ON ACCT #21293	2003-0002771	\$ 89.95
BARROW, LARRY DEAN RECYCLE FEE ALREADY PAID	2003-0091489	\$ 38.00
BAYSDEN, SIDNEY PROPERTY VACANT	2003-0003173	\$ 32.00
CHURCH-HOLLY HILL PENTECOASTAL EXEMPT PER GS 105-278.3	2003-0009295	\$ 48.77
CHURCH-HOLLY HILL PENTECOASTAL EXEMPT PER GS 105-278.3	2003-0009297	\$ 180.68
CRAWFORD, CLARA POWELL RECYCLE REE ALREADY PAID	2003-00914797	\$ 46.00

CREEL CLARA H & JOYCE, WANDA PROPERTY VACANT	2003-0011489	\$ 32.00
CUTLER, JOHN A & KATHY D DID NOT OWN 1/1/2003	2003-0011934	\$ 226.00
FLEET CAPITAL LEASING LATE FEE CHARGED IN ERROR	2003-0016745	\$ 6.67
FLEET CAPITAL LEASING LATE FEE CHARGED IN ERROR	2003-0016746	\$ 5.84
FLEET CAPITAL LEASING LATE FEE CHARGED IN ERROR	2003-0016747	\$ 50.20
GASKINS, CHARLES A & ALICE RECYCLE FEE ALREADY PAID	2003-0091491	\$ 10.00
GRANT, LEE PARKER RECYCLE FEE ALREADY PAID	2003-0091499	\$ 20.00
HARTLEY, KENNETH H DWELLINGS NEVER OCCUPIED	2003-0022583	\$ 64.00
HICKMAN, JESSE D PROPERTY VACANT	2003-0023695	\$ 32.00
HICKMAN, JESSE D PROPERTY VACANT	2003-0023695	\$ 250.19
LAFRENIERE, ROBERT DOUBLE LISTED ON ACCT #17469	2003-0029410	\$ 72.93
NOBLES, RONALD R DOUBLE LISTED AS REAL ON SAME ACCT.	2003-0037697	\$ 265.25
ROBERTSON, HORACE DWELLING VACANT FOR 15 YEARS	2003-0043077	\$ 32.00

20 – CREDIT MEMO (S) \$ 1,534.48

Refunds

CUTLER, JOHN A & KATHY D DID NOT OWN 1/1/2002	2002-0011814	\$ 233.70
EATMAN LEASING INC CORRECTING APPRAISAL ERROR	2003-0014762	\$ 11.27
HUNTER, CECIL EARL DOUBLE LISTED WITH ACCT #50869	2003-0025378	\$ 21.55
KORNEGAY, JANIE L LATE LISTING CHARGED IN ERROR	2003-0029153	\$ 25.39
RIVERSHORE LLC BILLED AS PERSONAL, SHOULD BE REAL-WILL BE REBILLED	2003-0091495	\$ 191.58
SALTER, JAMES EDWARD & PROPERTY VACANT	2003-0044135	\$ 32.00

SALTER, JAMES EDWARD & PROPERTY VACANT	2003-0044136	\$ 32.00
---	--------------	----------

THORPE, DOROTHY LEE PROPERTY VACANT	2003-0049927	\$ 32.00
--	--------------	----------

8 – REFUND (S) \$ 579.49

Budget Amendments

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

Sheriff LLEBG

JOURNAL ENTRY

101-0000-329-00-00 \$ 15.61 Interest	101-2006-329-00-00 \$ 15.61 Interest
---	---

Interest on Federal funds for LLEBG Grant

TOTAL \$ 15.61	TOTAL \$ 15.61
----------------	----------------

BUDGET AMENDMENT

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-2006-329-00-00 \$ 16.00 Interest		101-2006-410-32-40 \$ 16.00 Other Supplies	
TOTAL \$ 16.00		TOTAL \$ 16.00	

Justification: Budget \$15.61 in interest received on federal funds to expend on project expenses.

EMS-First Responder

101-2307-349-91-00 \$281,444.00 First Responder	101-2307-410-32-40 \$281,444.00 Supplies
--	---

TOTAL \$281,444.00	TOTAL \$281,444.00
--------------------	--------------------

Justification: Budget State Homeland Security Grant Program funds in the amount of \$281,444 to cover costs associated with training, training exercises and equipment. All funds are currently being budgeted in other supplies line item pending meeting with other agencies in Craven County to ascertain needs.

Sheriff Mobile Data Terminals

101-2021-348-79-00 \$ (693.00) Crime Control	101-2021-410-73-01 \$ (924.00) C/O
101-0000-399-01-00 \$ (231.00)	

TOTAL \$ (924.00)	TOTAL \$ (924.00)
-------------------	-------------------

Justification: Mobile Data Terminal Grant underspent due to savings on equipment (use of fund balance decreased by \$231.00).

EMS-Domestic Preparedness Project

101-2308-348-89-00	\$ 2,751.00	101-2308-410-25-10	\$ 2,751.00
Domestic Prep Prj		Training Exercise	
TOTAL	\$ 2,751.00	TOTAL	\$ 2,751.00

Justification: Budget Domestic Preparedness Project to cover a training exercise.

Cooperative Ext. – PAT

101-4242-348-59-00	\$24,055.00	101-4242-420-40-50	\$20,120.00
Smart Start – PAT		Personnel	
		101-4242-420-32-40	\$ 1,037.00
		Other Supplies	
		101-4242-420-25-00	\$ 680.00
		Travel	
		101-4242-420-22-00	\$ (82.00)
		Telephone	
		101-4242-420-24-00	\$ 150.00
		Group Meeting	
		101-4242-420-25-15	\$ 150.00
		Training	
		101-4242-420-73-21	\$ 2,000.00
		Capital Outlay	
TOTAL	\$24,055.00	TOTAL	\$24,055.00

Justification: Smart Start approved to fund Parents As Teachers for the remainder of 2003-2004 fiscal year. Smart Start also approved \$2,000 to be used to purchase a new computer for the program.

DSS 7291 Mand.

101-7291-349-16-00	\$310,392.00	101-7291-450-39-17	\$310,392.00
Smart Start		Day Care Smart Start	
101-7231-349-38-00	\$ 18,402.00		
Smart Start Admin			
101-0000-399-01-00	\$(18,402.00)		
Fund Balance			
TOTAL	\$310,392.00	TOTAL	\$310,392.00

Justification: Additional funding received from Smart Start Day Care for purchased services and the administrative funding for the second half of the year. There is no County match.

EMS-HRSA

101-2309-377-50-00	\$ 27,464.00	101-2309-410-32-40	\$ 13,004.00
Fed HRSA		Supplies	
		101-2309-410-73-01	\$ 8,705.00
		C/O Over \$5,000	
		101-2309-410-73-21	\$ 5,755.00
		C/O Under \$5,000	

TOTAL	\$ 27,464.00	TOTAL	\$ 27,464.00
-------	--------------	-------	--------------

Justification: Budget Health Resources and Service Administration Federal grant in the amount of \$27,464 to cover the cost of gas masks, gas mask holders and coveralls in other supplies (\$13,004), a portable generator (\$2,965), a space heater (\$2,790 and a decontamination water heater (\$8,705).

Health/Cancer Coalition-6605

101-6605-336-02-00	\$ 500.00	101-6605-44-32-40	\$ 500.00
Misc. Donation		Other Supplies	
TOTAL	\$ 500.00	TOTAL	\$ 500.00

Justification: This money will be used to purchase training materials for the outreach group of the speakers bureau when training new groups. Special Donation made by Bill's Pet Shop

Creekside Park Phase I

JOURNAL ENTRY

373-8001-460-97-63	\$ 14.39	373-0000-101-00-00	\$ 14.39
To Fund 363		Cash	
363-0000-101-00-00	\$ 14.39	363-8050-366-01-00	\$ 14.39
Cash		From Fd 373	

Residual Fund Transfer from Fund 373 to 363

BUDGET AMENDMENT

373-0000-329-00-00	\$ (1,510.00)	373-8001-460-26-05	\$ (5.00)
Interest		System	
373-0000-354-02-00	\$ (61.00)	373-8001-460-73-02	\$ (4.00)
Contractors Sales Tax		Other Imp	
373-8009-348-86-00	\$(78,880.00)	373-8001-460-73-05	\$ (2,708.00)
Roadway State		Land	
373-8050-336-02-00	\$ 990.00	373-8004-460-73-09	\$ (17.00)
Donations		Restrooms/Concession	
		373-8007-460-75-02	\$ (135.00)
		Engineering	
		373-8007-460-76-01	\$ (135.00)
		Gen Const	
		373-8008-460-76-01	\$ (6.00)
		Const	
		373-8009-460-15-02	\$ (2,858.00)
		Legal	
		373-8009-460-40-00	\$ (4,995.00)
		Contractual	
		373-8009-460-75-01	\$ (1,605.00)
		Architect	
		373-8009-460-76-50	\$(22,486.00)
		Road	
		373-8009-460-76-53	\$ (702.00)
		Trails	
		373-8024-460-76-01	\$(34,400.00)
		Gen Const	
		373-8050-460-27-00	\$ (407.00)
		Advertising	

		373-8050-460-40-00	\$ (3,788.00)
		Contractual Ser	
		373-8050-460-76-01	\$ (5,225.00)
		Gen Const	
		373-8001-460-97-63	\$ 15.00
		To Fund 363	
TOTAL	\$(79,461.00)	TOTAL	\$(79,461.00)

Justification: Close out fund 373.

Health/University Health System – 5810

101-5810-369-37-00	\$ 35,495.00	101-5810-440-10-02	\$ 26,544.00
University Health System		Full-time	
		101-5810-440-11-01	\$ 2,031.00
		FICA	
		101-5810-440-11-02	\$ 1,303.00
		Retirement	
		101-5810-440-11-03	\$ 1,062.00
		401K	
		101-5810-440-11-04	\$ 464.00
		Worker Comp	
		101-5810-440-11-06	\$ 2,256.00
		Health Ins	
		101-5810-440-11-07	\$ 200.00
		Dental	
		101-5810-440-11-08	\$ 14.00
		Life	
		101-5810-440-11-09	\$ 21.00
		Disab	
		101-5810-440-22-00	\$ 800.00
		Telephone	
		101-5810-440-25-00	\$ 800.00
		Travel/Training	
TOTAL	\$ 35,495.00	TOTAL	\$ 35,495.00

Justification: Contract with University Health System in support of Carolina Assess III requires two PHN II's salary/fringe and associated monthly expense through year end. Start date is anticipated for March, which will leave nine pay periods through year end.

Rescue

101-0000-399-01-00	\$ 14,212.00	101-2825-410-33-20	\$ 14,212.00
Fund Balance		NB Craven Rescue	
TOTAL	\$ 14,212.00	TOTAL	\$ 14,212.00

Justification: Grant match for EMS equipment. State has awarded \$14,211.86 and the County has been requested to match that amount to cover the cost.

Ordinance

**CRAVEN COUNTY CREEKSIDE PARK RECREATION PROJECT
(FUND 373)**

The following amounts are hereby amended for the Craven County Creekside Park Recreation Project.

Expenditures:

Improvements (8001,8006)	\$ 693,151.00
NC Recreation Trails (8011)	\$ 29,298.00
Trails Construction (8002)	\$ 3,500.00
Donations-Special Expense (8050)	\$ 197,468.00
Parks Trust Fund (8002)	\$ 499,978.00
Coastal Management (8005)	\$ 175,938.00
Roadway (8007)	\$ 92,570.00
Cama Waterfront (8008)	\$ 109,369.00
Secondary Road (8009)	\$ 218,053.00
Total	\$2,019,325.00

There is hereby amended the following revenues for the Craven County Creekside park Recreation Project.

Revenue:

Interest	\$ 39,990.00
General Fund Allocation (8001,8006)	\$1,133,815.00
Donations (8050)	\$ 205,990.00
State Grant-Adopt A Trail (8002)	\$ 3,500.00
State Grant-Parks Trust Fund (8004)	\$ 250,000.00
Contractor's Sales Tax	\$ 2,939.00
Coastal Management (8005)	\$ 93,222.00
CAMA Waterfront (8008)	\$ 93,750.00
Secondary Road (8009)	\$ 171,119.00
NC Recreation Trails (8011)	\$ 25,000.00
Total	\$2,019,325.00

This Ordinance is hereby amended this 20th day of January, 2004.

HEALTH DEPARTMENT MATTERS

Carolina Access Network

Craven County Health Director, Wanda Sandelé, provided an overview of the Carolina Access III Network, a care management system for Medicaid recipients. The network, which includes Craven, Jones and Pamlico Counties is aimed at reducing the cost of care for Medicaid eligible patients. She requested that three (3) new positions be approved; two Public Health Nurse II positions and one Social Worker II position, to be housed for the network by Craven County. The positions would be Craven County employees, but cost of their operation would be reimbursed by the network. She explained that the long-term goal of the program is to make the most efficient use of Medicaid dollars. Commissioner Allen moved to approve the request for two Public Health Nurse II positions at a grade 70, step 2, with annual salaries of \$49,384.00, totaling \$98,768, and a Social Worker II position at a grade 66, step 2, with an annual salary of \$41,002. The motion was seconded by Commissioner Harper and unanimously carried in a roll call vote. Ms. Sandelé explained to the Board that the cost for the remainder of this fiscal year is \$35,495 for the two Public Health Nurse II positions. She does not anticipate filling the Social Worker position before the end of the fiscal year. The Board was advised that the functions of these three positions would cease to exist if the program is ever dissolved, and they would be abolished.

Bioterrorism Plan Update

Ms. Sandelé provided the Board an update on efforts to develop a bioterrorism plan and training coordination for Craven County.

RECREATION DEPARTMENT REQUEST

The Recreation & Parks Advisory Board requested several changes to their by-laws, as follows:

- Reducing the regular meetings from twelve (12) monthly meetings to eight (8) meetings per year; four (4) being quarterly meetings and four (4) set aside for committees to meet.
- Creation of an Executive Committee, as well as the four standing committees in Article XII.
- An amendment to Article IX, which addresses attendance.

These amendments were recommended by the Recreation & Parks Advisory Board at their December 15, 2003 meeting for approval by the Board of Commissioners. Commissioner Sisk moved to approve the amendments to the by-laws, seconded by Commissioner Sampson and unanimously carried.

Commissioner Morris advised the Board that he would like to discuss with the Planning Department the idea of accepting payment in lieu of land from developers, which would release them from the current requirement that green space be set aside for park areas in each new development. He stated that such an agreement would help to fund some of the operations of the Recreation Department.

TRANSPORTATION COMMITTEE

The Craven Pamlico Jones Transportation Committee requested that the Board adopt a resolution similar to and in support of their resolution relative to Department of Transportation signage. Commissioner Allen moved to approve adoption of the resolution, which follows, seconded by Commissioner Sisk and unanimously carried.

**RESOLUTION
BY THE
CRAVEN COUNTY BOARD OF COMMISSIONERS**

WHEREAS, Craven County proudly claims the distinction of being the birthplace of Pepsi Cola, an internationally known brand; and

WHEREAS, the Pepsi Cola Company has, in the past, supported activities that have positively benefited the tourism industry in the area; and,

WHEREAS, the Pepsi Cola Company is willing to fund the cost of signs to be erected by the North Carolina Department of Transportation, recognizing New Bern and Craven County as the birthplace of Pepsi Cola; and,

WHEREAS, the Craven/Pamlico/Jones Transportation Committee, believing that the foregoing recognition by the North Carolina Department of Transportation will be beneficial to the area, has adopted a resolution requesting that appropriate highway signage be erected.

NOW, THEREFORE, be it hereby resolved that the Craven County Board of Commissioners supports the request of the Craven/Pamlico/Jones Transportation Committee, and encourages the North Carolina Department of Transportation to erect

highway signage recognizing New Bern as the “Birthplace of Pepsi Cola”, such signage to be erected at the cost of the Pepsi Cola Company.

This, the 20th day of January, 2004.

NEW BERN CRAVEN COUNTY RESCUE REQUEST

Emergency Services Director, Stanley Kite, presented a request on behalf of the New Bern Craven County Rescue Squad for funds to match a grant received from the North Carolina Insurance Commission. The total amount of the grant is \$28,423.72, with the County’s match amount being \$14,211.86. The grant is for the purchase of new equipment, which will include the following items:

- 6 Nomex extrication jumpsuits
- 20 EMS jackets
- 50 protective eyewear
- 20 fire gloves
- 20 rain coats – w/reflective striping
- 2 150’ rope
- 2 rope bags
- 2 trauma/oxygen bags
- 2 stair chair
- 4 GPS
- 6 pediatric backboard system
- 6 long backboards
- 4 short backboards
- 2 35’ throw ropes
- 2 75’ throw ropes
- 2 glass master tool
- 2 portable suction units
- 4 adult traction splint (2) ped. Traction splint (2)
- 2 head immobilizer
- 10 stethoscopes
- 200 extrication collars
- 4 pagers
- 4 hand held portable radios
- 2 mobile radios

Commissioner Sisk moved to approve the request to match the grant in the amount of \$14,211.86 from fund balance, seconded by Commissioner Staton and unanimously carried in a roll call vote.

APPOINTMENTS

Farmers’ Market Board

The Board considered an appointment to fill the position of Billy Dunham, who has resigned from the Farmers’ Market Board. Commissioner Morris moved to defer this appointment until the Board’s next meeting, seconded by Commissioner Sisk and unanimously carried.

Craven Aging Planning Board

The Board received a request from the Craven Aging Planning Board for reappointment of Ann Johnson and Lois Pugh, serving as senior public representatives. Commissioner Sampson moved to approve the request for reappointments of Ms. Johnson and Ms. Pugh, seconded by Commissioner Morris and unanimously carried.

COUNTY MANAGER'S REPORT

County Manager, Harold Blizzard, stated that at the close of the meeting he would request a closed session concerning property acquisition.

COMMISSIONERS' REPORTS

Commissioner Sampson thanked West Craven High School for a plaque that he had received and reported on activities that had taken place in the community in observance of Martin Luther King, Jr. Day. He commended the committee which planned and carried out the activities, stating that seven (7) scholarships had been presented by the committee during the course of the observance.

Commissioner Sisk presented the final draft of a letter to Governor Michael Easley requesting his intervention in scheduling improvements to NC Hwy 17. Commissioner Sisk moved to authorize the Chairman to sign the letter and forward it to Governor Easley, seconded by Commissioner Sampson and unanimously carried.

She also commented on the overcrowding conditions in the Craven County Jail and inquired if there could be any creative strategies to alleviate the overcrowding until the new facility is constructed.

Commissioner Staton advised the Board that ditching is a problem at the eastern end of the County in his district, as well as at the western end. He stated that he is working with the County Manager to address this problem.

Commissioner Allen stated his belief that the County is eventually heading toward paid rescue squads and that he looks forward to such a discussion. He stated that he would propose continuing the County's subsidy to the squads, but as an incentive, allow them to retain all of the funds received from their trips.

Commissioner Brown congratulated the City of New Bern on its designation as an "American Dream" town. He reminded the Commissioners of invitations to the No. 9 Township Fire Department After Christmas Celebration and the February 1st dedication ceremony at the sub-station.

At 9:45 a.m. Commissioner Sisk moved to go into closed session, as requested, pursuant to NCGS 143-318.11(a)(3) and (5), relative to acquisition of property. Commissioner Morris seconded the motion, which carried unanimously. County Attorney, Jim Sugg, stated that the property being considered for acquisition, located at 310 Broad Street, would be utilized as office space and is currently owned by Sumrell Sugg. Due to his interest in the property he requested to be excused from the closed session.

At 10:20 a.m. the Board returned to regular session by motion of Commissioner Morris, seconded by Commissioner Sampson.

County Manager, Harold Blizzard, reported that there had been no action taken in closed session.

At 10:22 a.m. Commissioner Sampson moved to adjourn, seconded by Commissioner Staton and unanimously carried.

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

Gwendolyn M. Bryan, Clerk