

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, 6, 2005. THE MEETING CONVENED AT 7:00 P.M.

MEMBERS PRESENT:

- Chairman George N. Brown, Jr.
- Vice Chairman Perry L. Morris
- Commissioner Lee Kyle Allen
- Commissioner Bill Harper
- Commissioner Johnnie Sampson, Jr.
- 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 Allen and the Pledge of Allegiance, Commissioner Morris moved to approve minutes of August 15, 2005 regular session, seconded by Commissioner Sisk and unanimously carried in a roll call vote.

CONSENT AGENDA

Commissioner Allen requested to remove the tax releases and refunds from the Consent Agenda and asked that he be allowed to abstain from the vote on that item, due to his personal interest in the First Baptist Church of Havelock request for tax release. Commissioner Sampson moved to excuse Commissioner Allen from the vote on the tax releases and refunds, seconded by Commissioner Morris and unanimously carried.

Budget Amendments

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

Non Departmental

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00 Fund Balance	\$50,000.00	101-0560-430-96-79 Convention Ctr – Special	\$50,000.00
TOTAL	\$50,000.00	TOTAL	\$50,000.00

Justification: Legal expenses associated with Convention Center.

Elections – Accessibility

101-0000-399-01-00 Carryover Balance	\$2,046.00	101-0602-400-32-40 Other Supplies	\$2,046.00
TOTAL	\$2,046.00	TOTAL	\$2,046.00

Justification: Carryover Accessibility grant from FY 2004.

First Responder EMS

101-2307-348-91-00	\$4,546.00	101-2307-410-73-21	\$4,546.00
1 st Responder		C/O Less than \$5,000	
TOTAL	\$4,546.00	TOTAL	\$4,546.00

Justification: Budget carryover First Responder grant to purchase equipment.

2311 EMS Citizens Corp

101-2311-377-89-00	\$8,788.00	101-2311-410-40-00	\$234.00
Citizens Corp		Cont Ser	
		101-2311-410-40-54	\$5,500.00
		City of Havelock	
		101-2311-410-40-88	\$3,054.00
		Trent Woods	
TOTAL	\$8,788.00	TOTAL	\$8,788.00

Justification: Grant carryover from FY 2005.

EMS 2312 Formula 2004

101-2312-377-89-00	\$13,526.00	101-2312-410-40-00	\$8,079.00
Formula Grant		Cont Ser	
		101-2312-410-73-21	\$5,447.00
		C/O under \$5,000	
TOTAL	\$13,526.00	TOTAL	\$13,526.00

Justification: Carryover FY 2005 Grant-unexpected funds-State reimburses after funds are expended.

Health/Environmental Lead

101-3133-399-08-00	\$2,031.00	101-3133-420-40-50	\$515.00
Carryover Balance		Contract Employees	
		101-3133-420-25-0	\$1,000.00
		Travel Training	
		101-3133-420-32-40	\$516.00
		Other Supplies	
TOTAL	\$2,031.00	TOTAL	\$2,031.00

Justification: When budget was originally submitted, it was unknown that revenues for last year would be greater than expenses, \$2,031 is the difference between the lead service fees, home inspection fees, and state revenue which were actually collected and the actual expenses paid for fiscal year 04/05.

Health/Environmental Asthma

101-3140-399-08-00	\$1,640.00	101-3140-420-32-40	\$1,640.00
Carryover balance		Other supplies	
TOTAL	\$1,640.00	TOTAL	\$1,640.00

Justification: When budget was originally submitted, it was unknown that actual revenues collected for fiscal year 04/05 would be greater than actual expenses paid. Excess revenue of \$1,640 to be carried forward to current fiscal year.

Cooperative Ext./PAT

101-4242-348-59-00	\$(10,613.00)	101-4242-420-15-15	\$(25.00)
		Dues and Sub.	
		101-4242-420-22-0	\$(4.00)
		Telephone	
		101-4242-420-24-0	\$(200.00)
		Meeting Exp.	
		101-4242-420-25-0	\$(239.00)
		Travel	
		101-4242-420-25-15	\$(100.00)
		Training	
		101-4242-420-32-40	\$(625.00)
		Other Supplies	
		101-4242-420-40-50	\$(8,970.00)
		Contract Emp.	
TOTAL	\$(10,163.00)	TOTAL	\$(10,163.00)

Justification: Smart Start approved Parents As Teachers contract.

Multiple/Health

JOURNAL ENTRY

101-6500-440-97-10	\$1,281.84	101-5810-366-03-00	\$1,281.84
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BUDGET AMENDMENT

101-6500-352-05-00	\$1,282.00	101-6500-440-97-10	\$1,282.00
1 ST Party Payments		Transfer Out	
101-5810-366-03-00	\$1,282.00	101-5810-440-25-00	\$652.00
Transfer in H/H		Travel/Training	
		101-5810-440-33-02	\$630.00
		Refund FY/05	
TOTAL	\$2,564.00	TOTAL	\$2,564.00

Justification: Adjustment to the CCO contract which states Craven County has the responsibility for paying employee general insurance. The CCP budget was charged for general insurance in FY/05 and again in FY/06. This budget amendment is to be considered pay back to the 5810 budget.

Health/Healthy Carolinians

101-6604-399-08-00	\$1,255.00	101-6604-440-40-00	\$1,255.00
Carryover Balance		Cont. Ser.	
TOTAL	\$1,255.00	TOTAL	\$1,255.00

Justification: When budget was originally submitted, it was unknown that actual revenues for fiscal year 04/05 would be greater than actual expenses paid, \$1,255 to be carried over to current fiscal year.

Health/Bates Foundation

101-6609-399-08-00	\$5,060.00	101-6609-440-40-00	\$5,060.00
Carryover Balance		Cont. Ser.	
TOTAL	\$5,060.00	TOTAL	\$5,060.00

Justification: When budget was originally submitted, it was unknown that grant funds provided by the Bates Foundation would not be totally exhausted. Funds carried forward to current fiscal year are designated to be used for a water safety program.

Health/United Way Grant

101-6610-399-08-00	\$314.00	101-6610-440-40-00	\$314.00
Carryover Balance		Cont. Ser	
TOTAL	\$314.00	TOTAL	\$314.00

Justification: When budget was originally submitted, it was unknown that grant money from United Way would not be completely exhausted, \$314 remaining grant funds to be carried forward to current fiscal year.

DSS 7295 Senior

101-0000-399-01-00	\$602.00	101-7294-450-32-12	\$545.00
Fund Balance		GS Activity Suppl	
		101-7296-450-32-12	\$30.00
		V'boro Activity Supp	
		101-7298-450-32-12	\$27.00
		Harlowe Activity Supp	
TOTAL	\$602.00	TOTAL	\$602.00

Justification: Budget amendment to carry forward unspent donations collected for Bingo supplies and senior events in fiscal year 04-05.

Juvenile Restitution

565-0000-399-01-00	\$2,662.00	565-7500-500-33-02	\$2,662.00
Fund Balance		Refunds	
TOTAL	\$2,662.00	TOTAL	\$2,662.00

Justification: Unspent Juvenile Restitution CBA funds to be returned to the State.

Tax Releases and Refunds

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

Credits

TAXPAYER NAME	TICKET #	AMOUNT
ASSESSMENT & COUNSELING SERVIC NOT IN BUSINESS 01/01/2005	2005-0001720	\$12.60
BALENTINE, BRYANT D & KELLY C CORRECTING APPRAISAL ERROR	2005-0002289	\$521.55
BOTTS, RONALD J & CAROL A VALUE ADJUSTED PER ABOS BOOK	2005-0005291	\$18.92
BOWLING, MARTHA E SCE ALREADY BILLED	2005-0090363	\$10.00

BRYANT, HENRY LEE & BRYANT, DA DOUBLE LISTED ON ACCT #14091	2005-0090364	\$20.12
CASE, CLYDE B III DID NOT OWN 01/01/2005	2005-0008896	\$766.06
CHRISTIAN, RAY DID NOT OWN 01/01/2005	2005-0009656	\$92.51
CHURCH-BRIDGETON UNITED METH EXEMPT PROPERTY PER NCGS #105-278.3	2005-0009696	\$169.67
CHURCH-EMNANUEL ANGLICAN EXEMPT PROPERTY PER NCGS 105-278.3	2005-0009739	\$994.50
CHURCH-FIRST BAPTIST OF HAVELO EXEMPT PROPERTY PER NCGS 105-278.3	2005-0009741	\$1,579.92
CLEARVIEW OF NC NOT IN BUSINESS 01/01/05	2005-0010140	\$21.81
CLEVE, HUGH DALTON HRS DID NOT OWN 01/01/2005	2005-0010239	\$50.70
CLEVE, HUGH MCCOY CORRECTING APPRAISAL ERROR	2005-0010241	\$248.88
COASTLINE BUILDING COMPANY INC DID NOT OWN 01/01/2005	2005-0010412	\$711.72
COLLINS, KEVIN EDWARD JR INCORRECT SITUS-SHOULD BE 7G	2005-0010731	\$34.47
CONWAY CONSTRUCTION LLC-TERRY DID NOT OWN 01/01/2005	2005-0011009	\$919.73
COVE CITY-TOWN OF ROAD RIGHT OF WAY OWNED BY COVE CITY	2003-0010916	\$.37
COVE CITY-TOWN OF ROAD RIGHT OF WAY OWNED BY COVE CITY	2004-0011040	\$.37
COVE CITY-TOWN OF ROAD RIGHT OF WAY OWNED BY COVE CITY	2005-0011499	\$.36
CRUZ, JOSE A MILITARY-HIS NAME ONLY 05 LES-NY ECC-07/04/09	2005-0012392	\$67.95
DAWSON, WILLIAM G NOT IN BUSINESS 01/01/05	2005-0013557	\$39.94
DEROSIER, JOHN DUTILE II MILITARY-HIS NAME ONLY 05 LES-FL ECC-09/30/05	2005-0013976	\$310.16
DIXON, DANIEL A & MELISSA H DID NOT OWN 01/01/2005	2005-0014355	\$86.71
ELMER, CHRISTOPHER JAMES MILITARY-HIS NAME ONLY 05 LES-FL ECC-08/12/06	2005-0016358	\$191.22
EVERETT, CHARLES L PROPERTY VACANT	2005-0016728	\$32.00

GAMMILL, DUSTIN R NOT IN CRAVEN CO 01/01/2005	2005-0019278	\$32.00
GEORGE, BRENDA H & MILTON FORECLOSURE-LIEN EXTINGUISHED	2000-0018570	\$306.91
GEORGE, BRENDA H & MILTON FORECLOSURE-LIEN EXTINGUISHED	2001-0018717	\$311.29
GEORGE, BRENDA H & MILTON FORECLOSURE-LIEN EXTINGUISHED	2002-0018961	\$248.10
GEORGE, BRENDA H & MILTON FORECLOSURE-LIEN EXTINGUISHED	2003-0019052	\$224.19
GEORGE, BRENDA H & MILTON FORECLOSURE-LIEN EXTINGUISHED	2004-0019397	\$206.79
GEORGE, BRENDA H & MILTON FORECLOSURE-LIEN EXTINGUISHED	2005-0020160	\$203.45
GIBBS, ROMEO C JR FORECLOSURE-LIEN EXTINGUISHED	1996-0017108	\$29.02
GIBBS, ROMEO C JR FORECLOSURE-LIEN EXTINGUISHED	1997-0017383	\$27.46
GIBBS, ROMEO C JR FORECLOSURE-LIEN EXTINGUISHED	1998-0017403	\$25.78
GIBBS, ROMEO C JR FORECLOSURE-LIEN EXTINGUISHED	1999-0018237	\$24.34
GIBBS, ROMEO C JR FORECLOSURE-LIEN EXTINGUISHED	2000-0018786	\$24.41
GIBBS, ROMEO C JR FORECLOSURE-LIEN EXTINGUISHED	2001-0018930	\$23.84
GIBBS, ROMEO C JR FORECLOSURE-LIEN EXTINGUISHED	2002-0019179	\$33.24
GIBBS, ROMEO C JR FORECLOSURE-LIEN EXTINGUISHED	2003-0019269	\$30.20
GIBBS, ROMEO C JR FORECLOSURE-LIEN EXTINGUISHED	2004-0019615	\$27.80
GIBBS, ROMEO C JR FORECLOSURE-LIEN EXTINGUISHED	2005-0020359	\$24.88
HARGETT, DALTON PROPERTY VACANT	2005-0022981	\$64.00
HARRINGTON, VANCE S INCORRECT SITUS-SHOULD BE PITT CO.	2005-0023404	\$186.32
HARRIS, JAMES R DOUBLE LISTED WITH ACCT #29393	2005-0023502	\$64.18

HASKINS, STEVE DID NOT OWN 01/01/2005	2005-0023891	\$165.53
HEGGIE, TORRANCE D & SHAWNICKA FORECLOSURE-LIEN EXTINGUISHED	2000-0022730	\$16.47
HEGGIE, TORRANCE D & SHAWNICKA FORECLOSURE-LIEN EXTINGUISHED	2001-0022927	\$16.13
HEGGIE, TORRANCE D & SHAWNICKA FORECLOSURE-LIEN EXTINGUISHED	2002-0023213	\$21.89
HEGGIE, TORRANCE D & SHAWNICKA FORECLOSURE-LIEN EXTINGUISHED	2003-0023368	\$20.08
HEGGIE, TORRANCE D & SHAWNICKA FORECLOSURE-LIEN EXTINGUISHED	2004-0023746	\$18.52
HEGGIE, TORRANCE D & SHAWNICKA FORECLOSURE-LIEN EXTINGUISHED	2005-0024573	\$15.60
HOGUE, MICHAEL J & SHARON G DID NOT OWN 01/01/2005	2005-0025618	\$5.43
HOLLAND II DID NOT OWN 01/01/2005	2005-0025658	\$6,179.80
HOME WORKS OF NEW BERN INC CORRECTING APPRAISAL ERROR	2005-0025903	\$54.17
JACKSON, ADA FENNER MOBILE HOME USED AS STORAGE	2005-0027318	\$35.34
LANE, LOUISE MCDANIEL DID NOT OWN 01/01/2005	2005-0031180	\$1,331.23
LATHON, TERESA F PROPERTY VACANT	2005-0031360	\$32.00
LIPMAN REALTY CO INC. DID NOT OWN 01/01/2005	2005-0032414	\$613.78
LOVELACE, ASHLIN L CORRECTING APPRAISAL ERROR	2005-0032818	\$296.08
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	1996-0028365	\$64.84
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	1996-0028366	\$37.88
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	1996-0028367	\$37.88
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	1996-0028368	\$38.65
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	1997-0028845	\$61.30
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	1997-0028846	\$35.78

MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	1997-0028847	\$35.78
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	1997-0028848	\$36.56
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	1998-0028831	\$57.44
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	1998-0028832	\$32.74
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	1998-0028833	\$32.74
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	1998-0028834	\$34.28
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	1999-0030248	\$54.20
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	1999-0030249	\$30.94
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	1999-0030250	\$30.94
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	1999-0030251	\$32.36
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2000-0031115	\$51.70
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2000-0031116	\$30.41
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2000-0031117	\$30.41
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2000-0031118	\$31.70
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2001-0031413	\$51.38
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2001-0031414	\$30.20
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2001-0031415	\$30.20
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2001-0031416	\$31.01
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2002-0031803	\$71.40
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2002-0031804	\$41.62

MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2002-0031805	\$41.62
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2002-0031806	\$42.27
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2003-0032048	\$64.37
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2003-0032049	\$37.61
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2003-0032050	\$37.61
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2003-0032051	\$38.42
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2004-0032566	\$59.33
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2004-0032567	\$34.73
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2004-0032568	\$34.73
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2004-0032569	\$35.42
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2005-0033678	\$57.10
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2005-0033679	\$32.15
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2005-0033680	\$32.15
MANNING, ROSSIE M FORECLOSURE-LIEN EXTINGUISHED	2005-0033681	\$32.82
MARTIN, BETH A DID NOT OWN 01/01/2005	2005-0034014	\$766.06
MCLAUGHLIN, FLOYD LEONARD HRS CORRECTING APPRAISAL ERROR	2005-0035446	\$312.91
MIGUEI, ANGEL DOUBLE LISTED ON ACCT #57161	2002-0091032	\$195.66
MIGUEI, ANGEL DOUBLE LISTED ON ACCT #57161	2003-0034590	\$170.25
MIGUEI, ANGEL DOUBLE LISTED ON ACCT #57161	2004-0035124	\$150.91
MUSE, GREGORY DEAN DID NOT OWN 01/01/2005	2005-0038435	\$56.22
NEW BERN-CITY OF PROPERTY VACANT	2005-0039034	\$32.00

NEW BERN-CITY OF PROPERTY VACANT	2005-0039035	\$32.00
NEW BERN-CITY OF PROPERTY VACANT	2005-0039037	\$32.00
NEW BERN-CITY OF PROPERTY VACANT	2005-0039036	\$32.00
NEW BERN-CITY OF PROPERTY VACANT	2005-0039039	\$32.00
NEW BERN-CITY OF PROPERTY VACANT	2005-0039038	\$32.00
NEW HORIZONS CONCEPTS INC NOT IN BUSINESS 01/01/2005	2005-0039055	\$144.58
NEWBY, GARFIELD L & VIRGINIA E VALUE ADJUSTED PER BILL OF SALE	2005-0039078	\$55.72
NIEVES, ORLANDO & MIRON P DID NOT OWN 01/01/2005	2005-0039255	\$916.74
NYSTROM, PARTICIA W ET-ALS DID NOT OWN 01/01/2005	2005-0039786	\$346.84
POOL, J G JR DID NOT OWN 01/01/2005	2005-0042086	\$40.47
RIDLEY, DELZLINA CHAPMAN PROPERTY VACANT	2005-0044294	\$32.00
RIPP, BRADLEY J NOT IN BUSINESS 01/01/2005	2005-0044472	\$8.52
ROBERTS, KEVIN C & BRENDA LATE LISTING APPLIED IN ERROR	2005-0090307	\$6.26
SECOSKY, FORREST D DID NOT OWN 01/01/2005	2005-0046895	\$6.46
SOLE, WILLIAM L & M NOEL NOT IN CRAVEN COUNTY IN 6 MONTHS	2005-0048795	\$757.01
STROUD, THOMAS L CORRECTING APPRAISAL ERROR	2005-0050176	\$749.53
THOMAS DDS PA – JEFFREY R INCORRECT SITUS-SHOULD BE 8-T	2005-0051598	\$828.17
THOMAS FAMILY ENTERPRISES LTD INCORRECT SITUS-SHOULD BE 8-T	2005-0051601	\$61.52
WADDELL CONSTRUCTION INC DID NOT OWN 01/01/2005	2005-0054082	\$1,169.17
WAYDEN, JOHN R DID NOT OWN 01/01/2005	2005-0055048	\$1,032.60

WEYERHAEUSER REAL ESTATE DID NOT OWN 01/01/2005	2005-0056013	\$47.09
WIGGINS, RONALD F PROPERTY VACANT	2005-0057054	\$32.00
WILLIAMS, CHRIS K & SUSIE S DID NOT OWN 01/01/2005	2005-0057252	\$175.56
WOOD WASTE ENERGY INC. BANKRUPTCY DISCHARGE	2001-0055119	\$490.02

131 – CREDIT MEMO (S) \$28,221.43

Refunds

CARTER, ANDRE DID NOT OWN 01/01/2005	2005-0008686	\$58.78
HOLLOWAYS HOME CHILD DAY CARE NOT IN BUSINESS 01/01/2005	2005-0025756	\$16.79
LARSEN, GARY W VALUE ADJUST. PER ABOS & BUC BOOKS	2005-0031311	\$8.00

3 – REFUND (S) \$83.57

Requests for Release of Late Listing Penalties

The Board considered two requests for release of late listing penalties from Exprezit Convenience Stores, LLC, in the amount of \$26.61 and Jenkins Gas Company, in the amount of \$614.60. The County Tax Administrator recommended denial of these requests, although the Board does have authority to grant the releases, on the basis of consistent Board response to all such claims. Commissioner Sisk moved to accept the recommendation of the Tax Administrator, seconded by Commissioner Morris and unanimously carried.

Subdivisions for Approval

Craven County Planning Director, Don Baumgardner, submitted the following subdivisions for the Board’s approval. Commissioner Sisk moved for their approval, seconded by Commissioner Morris and unanimously carried in a roll call vote.

River Ridge – Final: The property, owned by Wentworth Properties, Inc. and engineered by Robert Chiles PE, is located within Twp. 7 off of SR 1115 (River Ridge Road). The subdivision contains 7 lots on 7.33 acres and is proposed to be served by community water and New Bern sewer. The Planning Board reviewed and recommended the subdivision for final approval.

Joseph Meadows MHP – Final: The property, owned by Joseph Meadows and surveyed by Suitt and Associates, is located within Twp. 7 off of SR 1171 (Howell Road). The subdivision contains 2 lots on .50 acres and is proposed to be served by community water and New Bern sewer. The Planning Board reviewed and recommended the park for final approval.

Willie Locklear MHP Phase 2 – Final: The property, owned by Anthony and Barbara Veneziano and surveyed by Kirby Braxton, is located within Twp. 2 off of SR 1433 (Antioch Road). The park contains 1 lot on .57 acres and is proposed to be served by community water and individual septic systems. The Planning Board reviewed and recommended the park for final approval.

Road Addition Request

The Planning Department was contacted by the Department of Transportation regarding a request to have Dean Drive and Lilliana Court added to the state maintenance system. The roads are located within Twp. 9 in the River Place subdivision. The Board was requested to adopt the standard SR-2 Road Addition Resolution. Commissioner Sisk moved to add Dean Drive and Lilliana Court to the state maintenance system and to adopt the standard SR-2 Road Addition Resolution, seconded by Commissioner Morris and unanimously carried.

2006 Holiday Schedule

The Human Resources Department presented to the Board for consideration the following proposed 2006 holiday schedule for Craven County employees. Commissioner Sisk moved for adoption of the proposed 2006 Holiday Schedule, seconded by Commissioner Morris and unanimously carried in a roll call vote.

**2006
HOLIDAY SCHEDULE**

NEW YEAR'S DAY
Monday, January 2, 2006

MARTIN LUTHER KING, JR.'S BIRTHDAY
Monday, January 16, 2006

GOOD FRIDAY
Friday, April 14, 2006

MEMORIAL DAY
Monday, May 29, 2006

INDEPENDENCE DAY
Monday, July 3, 2006 (Floating)
Tuesday, July 4, 2006

LABOR DAY
Monday, September 4, 2006

VETERANS' DAY
Friday, November 10, 2006

THANKSGIVING
Thursday, November 23, 2006
Friday, November 24, 2006

CHRISTMAS
Monday, December 25, 2006
Tuesday, December 26, 2006

Personnel Policy Amendments

The Board was presented a request from Human Resources to update the Personnel Manual by revising the current Smoking Policy to reflect the changes made due to the adoption of the Smoking Ordinance on August 15, 2005. The revision sets forth the change that applies to the Human Services Complex and also incorporates changes that have occurred since the original policy was adopted on October 14, 1993. The Board was asked to consider approval of the following revised policy as **Article X. Conditions of Employment, Section X. Smoking Policy, revised September 6, 2005**, and to incorporate same in place of the original in the Craven County Personnel Resolution. Commissioner Sisk moved for adoption of the following revised Smoking Policy, as requested, seconded by Commissioner Morris and unanimously carried in a roll call vote.

ARTICLE X. CONDITIONS OF EMPLOYMENT

X. SMOKING POLICY – Amended September 6, 2005

PURPOSE

In an effort to consider the needs and concerns of smokers and non-smokers alike and all Craven County employees and citizens, to promote a safe and hazard free work environment for all employees and to promote the public health, safety, and welfare of all persons employed by Craven County or transacting business within buildings and facilities owned, operated, controlled or leased by Craven County, the following policy is hereby established.

A. SCOPE

This policy shall apply to any person entering a County owned, operated, controlled or leased facilities, unless such building is exempted herein by reference.

B. DEFINITIONS

1. **“Smoking or smoking”** shall refer to the carrying or holding of a lighted pipe, cigar or cigarette of any kind or any other lighted smoking equipment or device; the possession of any burning tobacco, weed or other plant product and the lighting of, emitting or exhaling of the smoke of a pipe, cigar, cigarette or other combustible tobacco product.
2. **“Non smoking area”** shall mean any area in a county building where smoking is not permitted.
3. **“Smoking area”** shall mean any area in a county building designated and clearly marked as an area where smoking is permitted.
4. **“Office area or office spaces”** shall refer to the interior portion of any building or facility which may be divided into separate departments, rooms, or offices where a person is working or may work at any given time.
5. **“County Building”** shall mean any building or facility now or hereafter owned, leased, operated, occupied, managed or controlled by Craven County.
6. **“Hallway”** shall mean a passageway into which other rooms open, with a permanent wall extending from the floor to the ceiling.
7. **“Lobby”** shall mean an area used as a waiting room or foyer.
8. **“Vestibule”** shall mean an enclosed entrance between the outer door and interior of a building.

C. POLICY

Smoking is prohibited throughout all County owned, operated, controlled or leased facilities except in those designated buildings and designated areas as set out in this policy.

I. SMOKING IS PROHIBITED in the following buildings:

1. **Courthouse Annex:** Smoking is **prohibited** in any area of the Craven County Courthouse Annex.

Health Department: Smoking is prohibited in any area of the Craven County Health Department. (Incorporated with Human Services Complex)

Waste Water Lab Building (at Lagoon): Smoking is **prohibited** inside the building. **(Building sold to City with Sewer System)**

(#2 (a)(b) & (c) is Human Services Complex Offices under newly adopted Ordinance)

2. **Craven County Human Services Complex:** Smoking is prohibited in any area of the Human Services Building, and within 50 linear feet of any entrance to the building and also within 50 linear feet of any air intake units serving the Human Services Building, to include the following departments currently located therein:
 - (a) Craven County Health Department:** Smoking is prohibited in any area of the Health Department and is prohibited within 50 linear feet of any entrance to the Health Department and is also prohibited within 50 linear feet of any air intake units serving the Health Department Building.
 - (b) Craven County Department of Social Services:** Smoking is prohibited in any area of the Department of Social Services and is prohibited within 50 linear feet of any entrance to the Department of Social Services and is also prohibited within 50 linear feet of any air intake units serving the Department of Social Services Building.
 - (c) Craven County Veterans Services Office:** Smoking is prohibited in any area of the Veterans Services Office and is prohibited within 50 linear feet of any entrance to the Veterans Services Office and is also prohibited within 50 linear feet of any air intake units serving the Veterans Services Building.

(Buildings 3 – 7 are newly built/remodeled since original policy was adopted in 1993)

3. **Human Services Annex Building:** Smoking is prohibited in any area of the Human Services Annex, which currently houses CARTS, Water Department, Planning and Inspections Departments and Department of Social Services Career Center.
4. **New Bern Riverfront Convention Center:** Smoking is prohibited in any area of the Convention Center.
5. **Creekside Park Recreation Barn:** Smoking is prohibited in any area of the Recreation Barn and all other areas where prohibited by any law or rule for fire safety purposes, including the state minimum fire safety standards.
6. **Craven County Tax and Register of Deeds Building:** Smoking is prohibited in any area of the Tax and Register of Deeds Building.
7. **Craven County District Attorney's Office Building:** Smoking is prohibited in any area of the building housing the District Attorney's Office.

II. SMOKING IS PERMITTED in the following buildings in only those designated areas as listed below.

Administration Building: (1) Hallways, not located in office spaces; (2) Vestibules, but “no smoking” within ten (10) feet of a smoke alarm.

Mayo Building/Water and Sewer Building: (1) Hallway, not located in office spaces; (2) Lobby. **(Building Demolished)**

Pugh Building/Tax Assessor’s Mapping and Appraisal: (1) Maintenance Department – Hallway and lobby, not located in office spaces, adjacent to Maintenance Department Office; (2) Tax Office – First lobby of Tax Assessor’s Mapping and Appraisal Office. **(Building Demolished)**

Courthouse (Old Section): (1) First floor hallway, not located in office spaces; (2) Second floor lobby located to rear of Superior Courtroom over the Broad Street entrance to old section of Courthouse.

Law Enforcement Center: (1) Hallways, not located in office spaces; (2) All cell blocks; (3) Lobby on second (2nd) floor only.

Magistrates Office – Havelock: (1) Hallways; (2) Lobby

Probation and Parole Building: (1) Hallways, not located in office spaces; (2) waiting area on both floors.

NC Cooperative Extension Service Building: (1) Hallways, not located in office spaces; (2) Vestibules; (3) Auditorium.

Animal Shelter: (1) Hallways, not located in office spaces; (2) Lobby.

Maintenance Garage: Smoking is permitted in all areas except the office space, and where prohibited by any law or rule for fire safety purposes, including the state minimum fire safety standards.

Waste Water Storage Barn (at Lagoon): Smoking is permitted in all areas except where prohibited by any law or rule for fire safety purposes, including the state minimum fire safety standards. **(Sold to City with Sewer System)**

Department of Social Services: (l) Only those hallways with a permanent wall extending from the floor to the ceiling. **(Incorporated with 2(b) under new Ordinance)**

102 PROCEDURES

1. “NO SMOKING” or other signs shall be clearly posted in conspicuous places throughout each building or other places where smoking is prohibited. Designated smoking areas should be clearly marked as well.
2. Every employee and official of Craven County shares the responsibility of adhering to this policy. They should communicate with the general public in a courteous and understanding manner, to inform them of designated smoking areas.
3. All prospective new County Employees shall be informed of the County’s smoking policy during the interview process, and if hired, the employee will be informed during orientation and advised of the designated areas.

D. ENFORCEMENT

1. All Craven County Department Heads shall be responsible for enforcing this policy in their department and effective communications concerning smoking and non-smoking areas.
2. All County Employees are expected to abide by the provisions of the policy. Repeated violations of smoking in non-designated areas will be considered a disciplinary problem, according to the Craven County Personnel Manual, Article VII, Section B, Personal Conduct, (f) insubordination and (n) willful disobedience.
3. In the event a citizen or visitor violates this Policy, an employee or official shall politely and courteously inform him or her concerning the Policy and refer them to the designated smoking area.

E. EFFECTIVE DATE

The effective date of this policy is October 14, 1993 at 5:00 p.m.

Amended this 6th day of September, 2005, pursuant to the Smoking Ordinance adopted by the Board of Commissioners on August 15, 2005.

Community College Request for Vehicle

Craven Community College requested the donation of a Ford Explorer, which has been retired from service at the Sheriff's Department, to be used by the college's maintenance department for the delivery of items between New Bern and Havelock, and for security use. Commissioner Sisk moved for approval of the donation of a Ford Explorer to Craven Community College, as requested, seconded by Commissioner Morris and unanimously carried in a roll call vote.

Service Person of the Quarter Resolution

The Board was requested to adopt the following resolution in recognition of the MCAS Cherry Point Service Person of the Quarter. Commissioner Sisk moved for approval of the following resolution in recognition of the MCAS Cherry Point Service Person of the Quarter, seconded by Commissioner Morris and unanimously carried in a roll call vote.

**RESOLUTION
RECOGNIZING CORPORAL RICHARD D. MONTGOMERY
AS SERVICE PERSON OF THE QUARTER**

WHEREAS, Corporal Richard D. Montgomery distinguishes himself by his superior performance of duty, serving as an Aircraft Rescue Firefighter, Headquarters and Headquarters Squadron since October 2004; and

WHEREAS, Corporal Montgomery displays a level of maturity that has gained himself the respect and admiration of his peers as well as his superiors; and

WHEREAS, his motivation and dedication are an asset to the division, the United States Marine Corps and the local community; and

WHEREAS, in addition to his duties as an Aircraft Rescue Firefighter, Corporal Montgomery works as a martial arts instructor, training both children and adults, volunteers as a gymnastics instructor, and spends off-duty hours volunteering for the Harlowe Fire Department.

NOW, THEREFORE, BE IT RESOLVED that Corporal Richard D. Montgomery, because of his initiative, dedication and leadership, is deserving of this recognition as Marine Corps Air Station, Cherry Point, Service Person of the

Quarter, and the Craven County Board of Commissioners congratulates him and his wife Brandi, for this honor.

Adopted this 6th day of September, 2005.

Sickle Cell Proclamation

The Eastern North Carolina Chapter of the Sickle Cell Disease Association of America, Inc. requested that the Board adopt the following proclamation honoring September as Sickle Cell Awareness Month in Craven County. Commissioner Sisk moved for adoption of the following proclamation, as requested, seconded by Commissioner Morris and unanimously carried in a roll call vote.

**PROCLAMATION
OF
SICKLE CELL AWARENESS MONTH
IN CRAVEN COUNTY**

WHEREAS, sickle cell disease is an inherited blood disorder that causes pain, infection disability, economic strain and even death among African Americans and other groups; and

WHEREAS, about one of every 294 African American North Carolinians is born with sickle cell disease and one out of every 10 has sickle cell trait, meaning that he or she carries the gene for this condition. No cure for this disease exists, though treatment is available to help those with sickle cell lead more productive and rewarding lives; and

WHEREAS, since 1973, the North Carolina Sickle Cell Syndrome Program has provided quality services throughout the State. Provision of services is a collaborative effort between regional educators/counselors, community-based programs, major medical centers, local health departments and the State Laboratory of Public Health. Services include screening of all newborns at birth, general screening by request for the public at local health departments, education, genetic counseling, service coordination, medical reimbursement and social support for affected persons; and

WHEREAS, support for research on the treatment and management of this disorder is vital to improving the health and quality of life of persons with sickle cell disease.

NOW, THEREFORE, the Craven County Board of Commissioners proclaims September 2005 as “**SICKLE CELL AWARENESS MONTH**” in North Carolina, and urges our citizens to recognize and support this observance.

Adopted this 6th day of September, 2005.

PUBLIC HEARING CONCERNING ROAD NAMES

At 7:05 p.m. Commissioner Morris moved to go into public hearing concerning the naming of a private road in Twp. 3 (Ralph Lane) and the renaming of an existing road in Twp. 6 (from Colony Circle to Olony Circle). The motion was seconded by Commissioner Harper and unanimously carried. Planning Director, Don Baumgardner, explained the requested names. There were no speakers from the public and at 7:08 p.m. the public hearing was closed. Commissioner Allen moved to approve the naming of the two roads, as requested, seconded by Commissioner Sampson and unanimously carried.

PETITIONS OF CITIZENS

Ray Griffin reported on mission work in the Craven County jail and detention center. He requested that the County make available a plot at the courthouse to place a Ten Commandments monument, which would involve no cost to the County. He stated that volunteers would collect donations to finance the design and creation of the monument, as well as to reimburse the County for any legal work required in researching constitutional issues. At the suggestion of Commissioner Allen, the Board requested a schematic, including the size and content, from Mr. Griffin which the County Attorney could use to research the matter.

Shirley Chapman of Country Acres Road requested the Board's support for a neighborhood sign identifying the Riverside Community to be placed at the junction of Riverside Road and Hwy. 118. She stated that the community is surrounded by the communities of Epworth, Honolulu and Maple Cypress. Commissioner Morris moved to prepare a resolution and submit it to the Department of Transportation requesting a sign for the Riverside Community, seconded by Commissioner Harper and unanimously carried.

Mike Herriman requested to appear before the Board concerning the closing of a road in Twp. 7; however, he did not appear.

APPOINTMENTS

Criminal Justice Advisory Board

The Board was apprised of the expiring terms of Clement Brown, Vicky McDaniel, Dan Potter and James Ragan on the Criminal Justice Advisory Board. Commissioner Allen nominated all for reappointment. Commissioner Sampson moved to close nominations, seconded by Commissioner Staton and unanimously carried, with Mr. Brown, Ms. McDaniel, Mr. Potter and Mr. Ragan being reappointed by acclamation.

Regional Aging Advisory Committee

The Board was advised that the term of Gertha Williams was due to expire. Commissioner Morris nominated her for reappointment. Commissioner Sampson moved to close nominations, seconded by Commissioner Sisk and unanimously carried, with Ms. Williams being reappointed by acclamation.

COUNTY ATTORNEY'S REPORT

County Attorney, Jim Sugg, indicated a need for a closed session concerning potential litigation, which was deferred until the end of the meeting.

COUNTY MANAGER'S REPORT

Request from Allies for Cherry Point's Tomorrow (ACT)

County Manager, Harold Blizzard, presented the Board correspondence from ACT requesting \$25,000 within the next thirty (30) days for support of continuing regional BRAC efforts. Mr. Blizzard reminded the Board that \$20,000 had been appropriated for ACT during the budget process. Commissioner Allen moved to release the \$20,000 which had been appropriated, seconded by Commissioner Sampson and unanimously carried.

Sale of Trailer

Mr. Blizzard reported on the sale of a lowboy trailer which had been authorized by the Board in a previous meeting. He advised that the trailer, which was auctioned on GovDeals.com sold for \$5,100.

Update on County's Activities Relative to Hurricane Katrina

Mr. Blizzard advised the Board that he had met with the department heads concerning the fuel situation and conservation measures that have been put in place for the County. In addition, he advised that he is forming an ad hoc fuel conservation committee, which will be chaired by Emergency Services Director, Stanley Kite. He stated that Craven County staff had been instructed to remain in the County, as opposed to trying to travel to the affected areas inasmuch as the hurricane season had not ended and the County still may be vulnerable. He stated that the County staff is, however, keeping abreast of the needs in the affected areas and how the County may assist in addressing those needs as they become known.

COMMISSIONERS' REPORTS

Commissioner Harper protested rising gas prices as a result of the disaster. He suggested boycotting those stations where the prices are consistently higher.

Commissioner Sampson indicated his belief that the point of leverage for gas price control is with the legislature in the form of anti-gouging legislation. He also announced the Chairman's election as the Third Vice President of the North Carolina Association of County Commissioners, and encouraged citizens of Craven County to reach out and extend help to Hurricane Katrina victims.

Commissioner Sisk commented on the deployment ceremony for the 694th Company of the North Carolina National Guard and stressed the importance that local residents be prepared for disasters that could come our way. Preparation of a 72 hour emergency kit is highly recommended. She reported on sessions which she attended at the North Carolina Association of County Commissioners Conference in Charlotte.

Commissioner Staton reminded the public of the County's junk vehicle program and encouraged citizens to make use of it. He also announced that he has offered his home for displaced survivors of Hurricane Katrina.

Commissioner Allen explained the significance of the Chairman's election as the Third Vice President of the North Carolina Association of County Commissioners, as the Association is approaching its 100th Anniversary.

Commissioner Morris pointed out the need to support families of deployed national guardsmen. He also reported on a meeting with Neil Lassiter of the North Carolina Department of Transportation, who advised that all paving projects are being postponed due to budgetary restraints with the exception of repairs.

Commissioner Brown reinforced the need to support the families of the 694th Maintenance Company of the North Carolina National Guard, which has just been deployed, and stressed the importance of citizens being prepared for possible disasters. He thanked his colleagues on the Board and County staff for help in his campaign for Third Vice President of the North Carolina Association of County Commissioners.

At 8:12 p.m. Commissioner Morris moved to recess to convene the meeting of the Water and Sewer Board, seconded by Commissioner Sampson and unanimously carried.

At 8:22 the regular session reconvened and Commissioner Morris moved to go into closed session as requested by the County Attorney pursuant to NCGS 143-318.11(a)(3) to discuss potential litigation and for consultation with the Attorney. Commissioner Sampson seconded the motion. After a five (5) minute recess the Board proceeded in closed session and reconvened in regular session at 8:57 p.m.

County Attorney, Sugg, announced that the matter discussed, relative to taxation of land in Havelock at the Marine Corps Air Station, will come before the Board at a future time and that no action was taken.

At 8:58 p.m. Commissioner Sampson moved to adjourn, seconded by Commissioner Sisk and unanimously carried.

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

Gwendolyn M. Bryan, Clerk to the Board

