

THE BOARD OF COMMISSIONERS OF THE COUNTY OF CRAVEN MET IN REGULAR SESSION IN THE COMMISSIONERS' ROOM OF THE CRAVEN COUNTY ADMINISTRATION BUILDING, 406 CRAVEN STREET, NEW BERN, NORTH CAROLINA, ON MONDAY, NOVEMBER 19, 2007. THE MEETING CONVENED AT 8:30 A.M.

MEMBERS PRESENT:

- Chairman Johnnie Sampson, Jr.
- Vice Chairman Jason R. Jones
- Commissioner Lee Kyle Allen
- Commissioner Theron McCabe
- Commissioner Perry L. Morris
- Commissioner M. Renée Sisk
- Commissioner Steve Tyson

STAFF PRESENT:

- Harold Blizzard, County Manager
- Ray H. Moser, Assistant County Manager
- Richard F. Hemphill, County Finance Officer
- Gwendolyn M. Bryan, Clerk to the Board
- James R. Sugg, County Attorney
- Jim Hicks, County Attorney's Staff

Following an invocation by Commissioner Sampson and the Pledge of Allegiance, Commissioner McCabe moved to approve minutes of November 5, 2007 regular session, seconded by Commissioner Sisk and unanimously carried.

CONSENT AGENDA

Tax Releases and Refunds

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

Credits

TAXPAYER NAME	TICKET #	AMOUNT
ADHERHOLT, RONNIE DALE DID NOT OWN 01/01/2007	2007-0000282	\$72.71
BANKS, LEE WAYNE & SHIRLEY M DOUBLE BILLED WITH ACCT #69720	2007-0091234	\$115.39
BATTEN RENTALS LLC-TOMMY CORRECTING APPRAISAL ERROR	2007-0003267	\$864.51
BEAMON, KEVIN & TERASA DOUBLE BILLED WITH ACCT #70939	2007-0090236	\$161.29
CRAVEN COUNTY EXEMPT PROPERTY	2007-0012461	\$36.00
DALRYMPLE, STEPHEN JOHN CORRECTING APPRAISAL ERROR	2007-0091299	\$350.35
DANIEL, CHARLIE E & CARRIE M VACANT PROPERTY	2007-0091248	\$36.00
DIXON, LINDA KAY VACANT PROPERTY	2007-0015116	\$36.00

GONZALEZ, ORLANDO & SHANNON R 2007-0021766 DID NOT OWN 01/01/2007		\$471.11
INVESTORS HOMES PARK CORRECTING APPRAISAL ERROR	2007-0091270	\$708.31
INVESTORS HOMES PARK CORRECTING APPRAISAL ERROR	2007-0091271	\$256.99
JONES, JOSEPH H & CAROLYN ANNE DOUBLE LISTED WITH PARCEL 1-069-026	2007-0029970	\$581.06
LAWLER, STEPHEN M LISTED IN CARTERET CO BY 01/31/2007	2007-0091279	\$14.65
MORRIS, LINSON DID NOT OWN 01/01/2000	2005-0090013	\$1,532.65
SANTIAGO, PHILLIP A NOT IN BUSINESS 01/01/2007	2007-0090849	\$97.50
SAVAGE, JEROME LEMARK & DONNA MILIT ½ VAL JEROME 07 LES-VA ECC-12/31/08	2007-0091292	\$22.98
SOFGE, RICHARD A & MEGAN E CORRECTING APPRAISAL ERROR	2007-0051073	\$285.48
WALKER, TRAVIS B & STACEY K DID NOT OWN 01/01/2007	2007-0056913	\$588.42
WOOLARD, ROBERT H CORRECTING APPRAISAL ERROR	2007-0061320	\$76.44
	19 – CREDIT MEMO (S)	\$6,307.84

Refunds

DIXON, SANDRA MARIE DID NOT OWN 01/01/2006	2006-0014744	\$492.40
KEENER, MARY LYNNE CORRECTING APPRAISAL ERROR	2007-0030688	\$312.56
MORRIS, LINSON DID NOT OWN 01/01/2000	2005-0090013	\$153.00
	3 – REFUND (S)	\$957.96

Budget Amendments

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

3135/Food Services

101-3135-357-86-00 \$10,200.00 Course	101-3135-420-40-00 Contract Services	\$7,480.00
	101-3135-420-32-40 Other Supplies	\$720.00
	101-3135-420-25-0	\$2,000.00

		Travel Training	
TOTAL	\$10,200.00	TOTAL	\$10,200.00

Justification: Planning for two more Serfsafe classes on Dec 4-7 and the other in March. The classes can hold 30 people @ \$150 each times 2 = \$9,000, plus current revenues have already been collected.

Schools Debt Service

275-0000-348-68-00	\$714,146.00	275-8500-490-80-01	\$980,000.00
Lottery Proceeds		Principal	
		275-8500-490-80-11	\$(265,854.00)
		Interest	
TOTAL	\$714,146.00	TOTAL	\$714,146.00

Justification: Budget lottery proceeds to cover principal and interest payments on debt for Schools Project.

Application for Lottery Project

The Board was requested to authorize the Chairman to sign the application allowing the County to draw down lottery funds. Projects to be accomplished utilizing the lottery funds are Creekside Elementary School debt service, renovations at Grover C. Fields Middle School and J.T. Barber Elementary School, and construction of a new bus garage. Finance Director, Rick Hemphill, had informed the Board that \$918,168 was in the County’s account to be drawn down, representing the first of four quarterly distributions. Commissioner Jones moved to authorize the Chairman to sign the application allowing the County to draw down lottery funds, seconded by Commissioner McCabe and unanimously carried.

HEALTH DEPARTMENT FEES

At its November 5, 2007 meeting, the Board of Health recommended the following changes to fees for certain services in the Health Department, necessary to maintain the requirement that charges be equal to or higher than Medicaid rate to assure full payment by DMA. Additionally, a request to establish a \$200 well repair permit fee, equal to the fee for a new well was submitted. Commissioner Morris moved to approve the recommendations of the Health Board for the proposed rate and fee changes, seconded by Commissioner Allen and unanimously carried.

Fee Establishment Recommended:

<u>Procedure Code/Description</u>	<u>Medicaid Rate</u>	<u>Proposed Rate</u>
<u>Child Health Laboratory</u>		
85027/Complete CBC Automated	\$9.04	\$10.00
85007/Blood Smear-Manual Differential	\$4.81	\$5.00
85008/Blood Smear-Manual Platelet	\$4.81	\$5.00
85652/Sedimentation Rate-Erythrocyte	\$3.77	\$4.00
<u>Mental/Behavioral Health Clinic</u>		
90816/Indiv Therapy (20-30 min)	\$55.28	\$56.00
90818/Indiv Therapy (45-50 min)	\$83.02	\$84.00
90821/Indiv Therapy (75-80 min)	\$123.37	\$124.00
90823/Indiv Therapy (20-30 min)	\$59.54	\$60.00
90826/Indiv Therapy (45-50 min)	\$88.21	\$89.00
90828/Indiv Therapy (75-80 min)	\$127.94	\$128.00
90849/Group Therapy	\$27.17	\$29.00
90857/Interactive Psychotherapy	\$31.04	\$32.00
96101/Psychological testing (limited)	\$81.00	\$81.00
96110/Developmental testing (extended)	\$10.06	\$11.00
96116/Neurobehavioral Status Exam	\$90.00	\$90.00
96118/Neuropsychological Testing	\$106.00	\$106.00

H0001/Behavioral Health Assessment	\$22.00	\$22.00
H004/Behavioral Health Counseling/Therapy	\$22.00	\$22.00
H004HQ/DMH Outpat Treatment Group	\$9.00	\$9.00
H004HR/DMH Outpat Treat Fam Ther w/client	\$22.00	\$22.00
H0004HS/DMH Outpat Treat Fam Ther w/out	\$22.00	\$22.00
H0005/Alcohol and/or Drug Services; Group	\$9.00	\$9.00
H0031/Mental Health Assessment	\$22.00	\$22.00

Reasons for Addition:

Child Health Laboratory

Replacing codes that are no longer accepted due to revisions of CPT coding

Mental/Behavioral Health Clinic

New services being offered

Fee Increase Recommended:

<u>Procedure Code/Description</u>	<u>Current Rate</u>	<u>Medicaid Rate</u>	<u>Proposed Rate</u>
<u>Hospice</u>			
Routine Home Care	\$125/day	\$130.00/day	\$130.00/day
Continuous Home Care	\$30.00/hour	\$35.00/hour	\$35.00/hour
General Inpatient Care	\$550.00/day	\$570.00/day	\$570.00/day

Above fees to be effective October 1, 2007

<u>Procedure Code/Description</u>	<u>Current Rate</u>	<u>Medicaid Rate</u>	<u>Proposed Rate</u>
<u>Home Health</u>			
Physical, Speech &	\$105.00/visit	\$115.00/visit	\$115.00/visit

Above fees to be effective retroactively to January 1, 2007.

Reason for Increase:

Medicaid and Medicare reimbursement rates have increased

FY 2006-2007 AUDIT REPORT

Mr. Lou Cannon of McGladrey & Pullen presented the annual audit report for the year ended on June 30, 2007. An unqualified “clean” opinion was rendered as a result of the audit, which represents the highest level of assurance. During the 2007 fiscal year, Craven County realized a 5% increase in the value of its tax base and collected 98.19% of the tax levy. The collection rate was an increase over FY 2006 and is higher than both similar size county rates and the statewide rate. The unreserved end of year fund balance was 22.12%, which is an increase from FY 2006 and higher than the statewide average. Mr. Cannon advised the Board that a new set of auditing standards being implemented for the year ending June 30, 2008 will require more detailed account by account review.

COUNTY ATTORNEY’S REPORT

County Attorney, Jim Sugg, advised the Board that a lease has been prepared for the Board’s consideration for leasing the lot purchased by the County from Marvin Moore to the New Hope Missionary Baptist Church for use as a parking lot. The lease includes the County’s agreement to lease the lot at \$50 a year for one year at a time, with no advertising being required, in exchange for the church keeping the lot cleared. The lease period would be from November 19, 2007 to November 19, 2008. Commissioner McCabe moved to approve execution of the lease of the lot by New Hope Missionary Baptist Church, seconded by Commissioner Allen and unanimously carried.

COUNTY MANAGER'S REPORT
Reorganization of GIS Position

County Manager, Harold Blizzard, requested the Board's approval of reorganization of the GIS Department to place it under the supervision of the Information Technology Department for enhanced operability as the demand for these services increases. He also requested that the new GIS Technician position that was approved during the FY 08 budget process be reclassified from a Grade 64 to a Grade 68, GIS Application Developer. Commissioner Allen moved to approve the request for reorganization and reclassification, seconded by Commissioner Jones and unanimously carried.

Tax GIS Mapping

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0404-357-64-00 GIS Service Fees	\$500.00	101-0804-357-64-00 GIS Service Fees	\$500.00
101-0804-400-10-02 Salaries	\$177,117.00	101-0404-400-10-02 Salaries	\$177,117.00
101-0804-400-10-05 Longevity	\$1,300.00	101-0404-400-10-05 Longevity	\$1,300.00
101-0804-400-11-01 Fica	\$13,369.00	101-0404-400-11-01 Fica	\$13,369.00
101-0804-400-11-02 Retirement	\$8,742.00	101-0404-400-11-02 Retirement	\$8,742.00
101-0804-400-11-03 401 K	\$7,137.00	101-0404-400-11-03 401 K	\$7,137.00
101-0804-400-11-04 Work Comp	\$607.00	101-0404-400-11-04 Work Comp	\$607.00
101-0804-400-11-06 Hlth Ins	\$24,900.00	101-0404-400-11-06 Hlth Ins	\$24,900.00
101-0804-400-11-07 Dental	\$1,800.00	101-0404-400-11-07 Dental	\$1,800.00
101-0804-400-11-08 Life	\$114.00	101-0404-400-11-08 Life	\$114.00
101-0804-400-11-09 Disability	\$138.00	101-0404-400-11-09 Disability	\$138.00
101-0804-400-15-15 Dues Subs	\$300.00	101-0404-400-15-15 Dues Subs	\$300.00
101-0804-400-25-00 Travel	\$1,500.00	101-0404-400-25-00 Travel	\$1,500.00
101-0804-400-32-01 Office Supplies	\$50.00	101-0404-400-32-01 Office Supplies	\$50.00
101-0804-400-32-02 DP Supplies	\$560.00	101-0404-400-32-02 DP Supplies	\$560.00
101-0804-400-32-40 Other Supplies	\$2,500.00	101-0404-400-32-40 Other Supplies	\$2,500.00
101-0804-400-40-00 Cont Ser	\$33,200.00	101-0404-400-40-00 Cont Ser	\$33,200.00
101-0804-400-73-01 C/O > 5000	\$12,500.00	101-0404-400-73-01 C/O > 5000	\$12,500.00
101-0804-400-73-21 C/O < 5000	\$2,100.00	101-0404-400-73-21 C/O < 5000	\$2,100.00
TOTAL	\$288,434.00	TOTAL	\$288,434.00

Justification: GIS Mapping will fall under Data Processing versus Tax as such will have a department # change. All budgets and expenses fiscal year to date will be transferred to the new department.

Zoning Study for Township 7

Mr. Blizzard informed the Board that, at its direction, he had conferred with the Planning Department staff, Planning Board and consultants concerning zoning in Township 7. Staff requested that the Board conduct a joint study session with the Planning Board and the consultants during the month of December to provide greater focus and direction for the Planning Board's continued study of this matter. The Board reached consensus to schedule the joint study session for 9:00 a.m. on December 12.

COMMISSIONERS' REPORTS

Commissioner Tyson reported on his attendance at the first Super Highway 70 Corridor Committee meeting. He emphasized that the Super 70 Corridor website maps are not definitive at this point. He further stated that there is no funding in place for any of the improvements that are shown; therefore, no immediate changes are expected to the corridor. He anticipated that it may be ten years or more before some of the proposed improvements can be made. This will provide ample time for study by the Committee and the Department of Transportation, as well as for input from the community. He stated that the purpose of the project is to get all of the counties from Johnston County to Carteret County along the Highway 70 Corridor on board for a unified approach, which would enhance the ability to obtain funding for road projects along Highway 70. He anticipated that a public information hearing would be scheduled for the community by mid-January.

Commissioner Tyson also announced a fund raising event at the New Bern Golf and Country Club to be held on December 11 for funds to provide transportation home for wounded warriors during the holidays.

Commissioner Morris recognized Ms. Harvey at the Bridgeton Restaurant for her 94th birthday and announced that she is still working at the restaurant at 94 years of age.

Commissioner Sisk reported on her attendance at an environmental conference on climate change and sea rise. She stated that it would be important to consider these issues in relationship to zoning and planning so that the results of climate change and predictions of more severe weather would be accounted for in any planning and zoning regulations.

Commissioner McCabe expressed appreciation to individuals in companies that had assisted in repairs to Pine Cliff Road and other roads in his district. He stated that Trader Construction and East Coast Demolition had donated labor and materials. He indicated that he is still waiting for some progress on getting Highway 101 resurfaced, as well as some other roads that are in need of repair in his district. He anticipates developing a petition for raising the bridge on Adams Creek Road and is hoping to raise funds to bring about that project.

Commissioner Allen reported on his attendance at the North Carolina Health Task Force Subcommittee on Communicable Diseases and announced that he will distribute the report at a later date to the other Board members. He encouraged the Board's attendance at the Havelock Chamber Christmas Party and the Administration Employee Thanksgiving Luncheon.

Commissioner Jones spoke concerning the transportation needs in the County, saying that a DOT official had indicated to him that all DOT funds are being directed to Highway 17 improvements. He expressed the desire that legislators would help in finding solutions to some of the transportation dilemmas in the area.

Commissioner Sampson acknowledged Mayor Kirkland of River Bend who was re-elected to office and spoke concerning the gas prices.

At 9:35 a.m. Commissioner Allen moved to recess to conduct business of the Water Board, seconded by Commissioner McCabe and unanimously carried.

WORK SESSION

The Board reconvened at 10:55 a.m. in work session, with Human Resources Director, Joan Harrell. She reported on the Classification Plan Study that has been conducted by the County during the last year and reported that only ten positions out of 232 positions in the plan were found in the study to be below labor market. These ten positions affect only 53 employees. She recommended a 4.8% increase to bring these positions into parity, most of which are in the Sheriff's Department. Only eleven out of the 53 employees are not in the Sheriff's Department. She also recommended that the County maintain the current plan, adding nine more steps, which takes the plan from step 21 to step 30 to encourage longevity. Commissioner Morris moved to adopt the recommendations of the Human Resources Director for bringing the ten positions into parity and to add nine steps to the pay plan, seconded by Commissioner Sisk and unanimously carried.

The Chairman asked that several Commissioners be available to meet with Department of Water Quality officials as arranged by Senator Jean Preston. Commissioners Tyson, Morris and McCabe were asked to attend and they agreed.

At 11:20 a.m. Commissioner Sisk moved to adjourn, seconded by Commissioner Tyson and unanimously carried.

Chairman Johnnie Sampson, Jr.
Craven County Board of Commissioners

Gwendolyn M. Bryan
Clerk to the Board