

**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 JANUARY 7, 2008. THE MEETING CONVENED AT 7:00 P.M.**

**MEMBERS PRESENT:**

- Chairman Jason R. Jones
- Vice Chairman Theron McCabe
- Commissioner Lee Kyle Allen
- Commissioner Perry L. Morris
- Commissioner Johnnie Sampson, Jr.
- 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
- Jim Hicks, County Attorney

Following an invocation by Commissioner Sisk and the Pledge of Allegiance, Commissioner McCabe moved to approve minutes of the December 12, 2007 reconvened session and December 17, 2007 regular session, seconded by Commissioner Sisk and unanimously carried.

*Budget Amendment*

Craven County Finance Officer, Rick Hemphill, submitted the following budget amendment for the Board's approval. Commissioner Sampson moved for its approval, as requested. Commissioner McCabe seconded the motion, which was unanimously carried in a roll call vote.

*Lead Program/Env Health*

<b>REVENUES</b>	<b>AMOUNT</b>	<b>EXPENDITURES</b>	<b>AMOUNT</b>
101-5600-348-45-00 State Grant/Lead Partnership	\$22,000.00	101-5600-440-24-00 Meeting Expenses	\$200.00
		101-5600-440-25-0 Travel/Training	\$1,500.00
		101-5600-440-27-0 Advertising	\$1,000.00
		101-5600-440-32-40 Other Supplies	\$8,500.00
		101-5600-440-40-50 Contract Employee's	\$10,800.00
<b>TOTAL</b>	<b>\$22,000.00</b>	<b>TOTAL</b>	<b>\$22,000.00</b>

**Justification:** The CDC grant was increased from \$5,000 to \$27,000. Funds will be used primarily to pay contractor's, with an increase in contractor's hours to 40 hours a week again. These funds will provide training necessary to maintain certification and to expand knowledge and skills. Advertising campaign will be used to promote health homes. Training funds will be used to maintain certification in Lead Based Paint Inspector, Lead Risk Assessor and Health Homes/IAQ Training. Remainder of funds will be used to cover grant related travel.

*Tax Releases and Refunds*

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

*Credits*

<b>TAXPAYER NAME</b>	<b>TICKET #</b>	<b>AMOUNT</b>
BELANGIA, RONALD A & LISA L DOUBLE BILLED ON SAME ACCT	2007-0090242	\$312.13
BOBEL, JACOB W ADJUST. VAL PER BILL OF SALE	2007-0091643	\$609.27
BROWN, TOM VALUE ADJUSTED PER BILL OF SALE	2007-0091619	\$65.15
CANNON, DANIEL W INCORRECT SITUS-SHOULD BE PITT CO	2007-91572	\$101.83
CAROLINA CREEK LLC DID NOT OWN 01/01/2007	2007-008751	\$456.28
CLEVE, BILL DOUBLE LISTED AS REAL ON ACCT #67546	2007-0010739	\$245.58
CRAVEN COUNTY & NEW BERN-CITY EXEMPT PROPERTY	2007-0012464	\$36.00
CUTLER, EDWIN VALUE ADJUSTED PER BILL OF SALE	2007-0091580	\$303.19
DEICHMANN, GEORGE L III DID NOT OWN 01/01/2007	2007-0091442	\$572.93
DIBELLA, JOSEPH A DID NOT OWN 01/01/07	2007-0091584	\$212.50
DIBELLA, JOSEPH A & LORRAINE C DID NOT OWN 01/01/07	2007-0014732	\$45.86
DUHON, JASON T & MARIA E MILIT. ½ VAL JASON 07 LES-TX ECC-01/20/08	2007-0015824	\$36.38
GODETTE, JOHNNIE MCCALL VACANT PROPERTY	2007-0021534	\$36.00
GRIFFITH, FRANK B NOT LOCATED IN CRAVEN CO 01/01/2007	2007-0091626	\$1,647.31
HAVARD, BRIAN D NOT LOCATED IN CRAVEN COUNTY 01/01/07	2007-0091649	\$707.91
IPOCK, JOSEPHINE G REBILLING FOR SCE	2007-0091668	\$24.00
JACKSON & JACKSON LLC CORRECTING APPRAISAL ERROR	2007-0090587	\$1,168.40

MCCOY, DOROTHY DANIELS DOUBLE BILLED ON ACCT #9334	2007-0090161	\$166.15
MURRELL, EVELYN EARL VACANT PROPERTY	2007-0040246	\$36.00
MYATT, THOMAS & TIA MILITARY-1/2 VAL TIA 06 LES-KS ECC-12/15/09	2007-0040316	\$70.17
NEW BERN ELECTRICAL CONTRACT CORRECTING APPRAISAL ERROR	2007-0090713	\$89.38
NEW BERN-CITY OF EXEMPT PROPERTY	2007-0040994	\$36.00
NEW BERN-CITY OF EXEMPT PROPERTY	2007-0040992	\$36.00
NEW BERN-CITY OF EXEMPT PROPERTY	2007-0040990	\$36.00
NEW BERN-CITY OF EXEMPT PROPERTY	2007-0040988	\$36.00
NEW BERN-CITY OF EXEMPT PROPERTY	2007-0040991	\$36.00
NEW BERN-CITY OF EXEMPT PROPERTY	2007-0040989	\$36.00
NEW BERN-CITY OF EXEMPT PROPERTY	2007-0040993	\$36.00
NEW BERN-CITY OF EXEMPT PROPERTY	2007-0040995	\$36.00
NEW BERN-CITY OF EXEMPT PROPERTY	2007-0040996	\$36.00
NEWTON AUTO SALES INC-TIM DID NOT OWN 01/01/2007	2007-0091661	\$1,403.60
PURIFOY, MARGARET R CORRECTING APPRAISAL ERROR	2007-0091631	\$466.17
SMULLEN, RICHARD M VALUE ADJUSTED PER ABOS BOOK	2007-0091530	\$499.70
TOLER, LEW C VACANT PROPERTY	2007-0054778	\$36.00
TRUELOVE, JERRY INCORRECT SITUS-SHOULD BE PAMLICO COUNTY	2007-0091547	\$1,677.50
WATERS, LARRY & SHERYL H CORRECTING APPRAISAL ERROR	2007-0057529	\$600.02
WATSON, E DANNY & JANICE P VALUE ADJUSTED PER BILL OF SALE	2007-0091556	\$271.59
YORK, LEE FRANKLIN & KATHY VACANT PROPERTY	2007-0061785	\$36.00

38 – CREDIT MEMO (S)	\$12,257.00
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***Refunds***

DOZIER, FLOYD JR CORRECTING APPRAISAL ERROR	2007-0015583	\$289.95
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GODETTE, WALTER LEE HRS VACANT PROPERTY	2006-0021029	\$32.00
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2 – REFUND (S)	\$321.95
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***Road Addition Request***

The Planning staff received a request to add Arrowhead Trail and Eagle Trail located within Indian Woods Park Section I, Phases 2, 3, 4 and 5 in Twp 7 to the state maintenance system, and to adopt a standard SR-2 Road Addition Resolution. Commissioner Sampson moved to add Arrowhead Trail and Eagle Trail to the state maintenance system and approve a standard SR-2 Road Addition Resolution. The motion was seconded by Commissioner McCabe and unanimously carried.

***Subdivisions for Approval***

Craven County Planning Director, Don Baumgardner, submitted the following subdivisions for the Board’s approval. Commissioner Sampson moved for their approval. The motion was seconded by Commissioner McCabe and unanimously carried in a roll call vote. The Planning Director was excused from the Planning Board meeting relative to Pecan Ridge due to family interest.

Sprott Acres – Final: The property, owned by Bill Cleve and surveyed by Mayo and Associates, is located within Twp. 1 off of SR 1436 (Winn Circle). The subdivision contains 1 lot on 2 acres and is proposed to be served by community water and an individual septic system.

Pecan Ridge Phase 2, Section 2 – Reapproval for Final: The property, owned by Scheper & Associates and surveyed by Brad Suitt & Associates, is located within Twp. 7 off of SR 1144 (Crump Farm Road). The subdivision contains 10 lots on 6.63 acres and is proposed to be served by community water and individual septic systems.

**PETITIONS OF CITIZENS**

The following citizens appeared to express opposition to the location of the new Judicial Center:

- Charlie Simmons, 2218 Tuscarora Road*
- Albert Cox, 537 Stevenson Road*
- Mattie Foy, 154 Rocky Run Road*
- Mary Fatherly, 140 Rocky Run Road*

**PUBLIC HEARING – COMMUNITY TRANSPORTATION PLAN GRANT (CTP)**

CARTS Director, Phyllis Toler, was called forward to preface the public hearing with remarks concerning the grant program for the Community Transportation Plan. She explained the citizen feedback that is required for state funded projects, and indicated that survey forms were available for citizens.

At 7:13 p.m. Commissioner Morris moved to go into public hearing, as advertised, seconded by Commissioner McCabe and unanimously carried. There were no speakers from the public. At 7:14 p.m. Commissioner Sisk moved to go out of public hearing, seconded by Commissioner McCabe and unanimously carried. Ms. Toler distributed trip information for July 2007-December 2007 to the Board and explained that the grant

money subsidizes the public routes that do not require appointments. She stated that the grant will cover capital funds for the replacement of five vehicles and for one computer, with a ten percent (10%) County match. The total amount of the grant application is \$700,518, with \$123,653 being required in local match. Commissioner Sampson moved to adopt the following resolution and approve the Local Share Certification for the grant application, seconded by Commissioner McCabe.

### FY 2008 - FY 2009 RESOLUTION

Applicant Seeking Permission to Apply for Community Transportation Program Funding,  
Enter Into Agreement with The North Carolina Department Of Transportation  
And to Provide the Necessary Assurances.

A motion was made by (*Board Member's Name*) Commissioner Sampson and seconded by (*Board Member's Name or N/A, if not required*) Commissioner McCabe for the adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds; and

WHEREAS, the North Carolina Department of Transportation will apply for a grant from the US Department of Transportation, Federal Transit Administration and receives funds from the North Carolina General Assembly to provide assistance for rural public transportation projects; and

WHEREAS, the purpose of these transportation funds is to provide grant monies to local agencies for the provision of rural public transportation services consistent with the policy requirements for planning, community and agency involvement, service design, service alternatives, training and conference participation, reporting and other requirements (drug and alcohol testing policy and program, disadvantaged business enterprise program, and fully allocated costs analysis);

WHEREAS, (*Legal Name of Applicant*) County of Craven hereby assures and certifies that it will comply with the federal and state Statutes, regulations, executive orders, Section 5333 (b) Warranty, and all administrative requirements which relates to the applications made to and grants received from the Federal Transit Administration, as well as the provisions of Section 1001 of Title 18, U. S. C.

NOW, THEREFORE, be it resolved that the (*Authorized Official's Title*)\* Chairman of (Name of Applicant's Governing Body) Craven County Board of Commissioners is hereby authorized to submit a grant application for federal and state funding, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide rural public transportation services.

During discussion, Commissioners inquired about the participation of Jones and Pamlico Counties. Ms. Toler responded that the social services departments in the respective counties do pay some Rural Operating Assistance Program (ROAP) costs for the transportation of Jones and Pamlico residents, and that the fees charged to the passengers help to cover the costs. She stated that the other counties do not participate in the CTP match, but will be solicited to help match funds in the future if ever the existing fee structure does not cover the cost. She also explained that a condition of the ROAP grant was to provide service to Jones and Pamlico Counties. Commissioner Tyson asked to receive a copy of the map of the red and yellow routes. She responded that the map is available on the website to citizens. Following discussion the motion carried unanimously.

**APPOINTMENTS – HEALTH BOARD**

The Board was advised that the terms of Robert Whitley (dentist), Mark Leary (optometrist) and David Stevic (engineer) were due to expire on the Health Board. Commissioner Allen nominated all three for reappointment. There were no other nominations and Dr. Whitley, Dr. Leary and Mr. Stevic were all reappointed by acclamation.

**HEALTH DEPARTMENT MATTERS**

Craven County Health Director, Wanda Sandel , presented a request for a position realignment, reclassification and budget amendment, as follows:

1. Transfer one PHN II position from Home Health to Maternity. (\$21,336)
2. Transfer one Community Health Technician position from Home Health to Maternity and reclassify the position downward to a Community Health Assistant. (\$11,262)
3. Purchase an NST machine and a recliner (\$7,400.00)

The total amount required for the remainder of the fiscal year is \$39,998 which would be available from internal transfers, and would not require an allocation from fund balance. Commissioner Allen moved to approve the request, seconded by Commissioner Sampson and unanimously carried in a roll call vote. During discussion, Ms. Sandel  explained that this action will not solve the problem permanently due to the rapid growth in this program. She stated further that assigning space to accommodate these changes would utilize all available space in her department which will create another issue. She advised the Board that in the next budget cycle she would be returning to the Board with additional requests.

***Health/Maternity and Home Health***

<b>REVENUES</b>	<b>AMOUNT</b>	<b>EXPENDITURES</b>	<b>AMOUNT</b>
101-5700-370-08-00	\$39,998.00	101-5700-440-10-02	\$53,541.00
Maternity Medicaid		Fulltime Salaries	
		101-5700-440-11-01	\$1,801.00
		FICA	
		101-5700-440-11-02	\$1,156.00
		Retirement	
		101-5700-440-11-03	\$942.00
		401K	
		101-5700-440-11-04	\$664.00
		Workers Comp	
		101-5700-440-11-06	4,150.00
		Health Insurance	
		101-5700-440-11-07	\$300.00
		Dental Insurance	
		101-5700-440-11-08	\$19.00
		Life Insurance	
		101-5700-440-11-09	\$25.00
		Disability Insurance	
		101-5700-440-73-01	\$7,000.00
		Capital over \$5,000	
		101-5700-440-32-40	\$400.00
		Other Supplies	
101-6500-399-01-00	\$(32,598.00)	101-6500-440-10-01	\$(23,541.00)
Home Health Fund Balance		Fulltime Salaries	
		101-6500-440-11-01	\$(1,801.00)
		FICA	
		101-6500-440-11-02	\$(1,156.00)

		Retirement	
		101-6500-440-11-03 401K	\$(942.00)
		101-6500-440-11-04 Workers Comp	\$(664.00)
		101-6500-440-11-06 Health Insurance	\$(4,150.00)
		101-6500-440-11-07 Dental Insurance	\$(300.00)
		101-6500-440-11-08 Life Insurance	\$(19.00)
		101-6500-440-11-09 Disability Insurance	\$(25.00)
<b>TOTAL</b>	<b>\$7,400.00</b>	<b>TOTAL</b>	<b>\$7,400.00</b>

**Justification:** Transfer of one PHN II position from Home Health to Maternity (\$21,336); transfer of one CHT position from Home Health to Maternity and downgrade to Community Health Assistant (\$11,262); purchase NST machine (\$7,000) and recliner (\$400). Additional cost of Maternity staff and equipment to be covered by increased Medicaid revenues.

**COUNTY ATTORNEY’S REPORT**

*Airport Authority Lease Agreement with the City of New Bern*

County Attorney, Jim Hicks, presented a request that the Board approve a lease from the Airport to the City of New Bern of a small parcel of land approximately 65’x70’ at the corner of Williams Road and Scott Road. The purpose is for the City to construct a water-booster pump station and the City will be restricted from constructing any structure higher than ten feet. The proposed lease would be for twenty years. Commissioner Morris moved to approve the request for the sublease, seconded by Commissioner McCabe and unanimously carried.

*Airport Authority Lease Agreement with Tidewater Air Services*

Mr. Hicks presented a request on behalf of Tidewater Air Services, which currently sub-leases a portion of the Airport property under an agreement that expires on December 31, 2036. The Lease and Operating Agreement between the County and the Airport Authority, however, is due to expire in 2013. Tidewater Air Services requested that the County honor the expiration date of its sublease in 2036. Commissioner Morris moved to approve honoring December 31, 2036 expiration of the Tidewater Lease Agreement. The motion was seconded by Commissioner Sampson and carried unanimously.

**COUNTY MANAGER’S REPORT**

County Manager, Harold Blizzard, presented a request for fire station driveway paving on behalf of the Emergency Services Department for the new fire station on NC 43. Commissioner Sisk moved to adopt the resolution approving the request, seconded by Commissioner Morris and unanimously carried.

**BOARD OF COMMISSIONERS – COUNTY OF CRAVEN REQUEST FOR CONSTRUCTION OF ACCESS TO VANCEBORO FIRE DEPARTMENT**

**North Carolina**

**County of Craven County Government**

**Project Description: Paving of Driveway to Vanceboro Fire Department**

**WHEREAS**, the attached request has been filed with the Craven County Board of Commissioners requesting that the above described project be approved; and

**WHEREAS**, the Board of County Commissioners is of the opinion that the above described project should occur, if the project is within the policy, procedures, and funding capability of the Division of Highways of the Department of Transportation.

**NOW, THEREFORE**, be it resolved by the Craven County Board of Commissioners that the Division of Highways is hereby requested to review and approve the use of Secondary Road Highway Funds for said access improvement.

**CERTIFICATE**

The foregoing resolution was duly adopted by the Board of Commissioners of the County of Craven at a meeting on the 7<sup>th</sup> day of January, 2008.

WITNESS my hand and official seal this the 7<sup>th</sup> day of January, 2008.

Commissioner Tyson inquired if rescue squads would also qualify for Department of Transportation funds for driveway paving. Finance Officer, Rick Hemphill, responded that the rescue squads could qualify; however, the area that would be eligible for the paving would only be from the door to the road and not the whole area.

*Budget Amendment*

County Finance Officer, Rick Hemphill, presented the following budget amendment for the New Bern Craven Rescue Squad. Commissioner Morris moved to approve the budget amendment, as presented, seconded by Commissioner Sampson and unanimously carried in a roll call vote.

<b>REVENUES</b>	<b>AMOUNT</b>	<b>EXPENDITURES</b>	<b>AMOUNT</b>
101-0000-399-01-00 Fund Balance	\$21,356.00	101-2825-410-33-20 Grant Match	\$21,356.00
<b>TOTAL</b>	<b>\$21,356.00</b>	<b>TOTAL</b>	<b>\$21,356.00</b>

**Justification:** Prior year grant match for New Bern Craven Rescue Squad.

**COMMISSIONERS' REPORTS**

*Commissioner Sampson* reported on his attendance at the Christmas Party for senior citizens at the George Street Senior Center and the parade for the New Bern High School State Championship Football Team. He advised citizens that the victory shirts that are bought from stores in town will not benefit the team. Only proceeds of shirts that are bought from the school will go toward the purchase of the team victory rings. He announced that Craven Regional Hospital is planning to allow staff and the public one year for smoking cessation and that the Hospital Board is likely to adopt a rule in the near future to establish a tobacco free campus by next year.

*Commissioner Tyson* reminded the Board of a public information meeting at 7:00 p.m. on Tuesday, January 8 at Brinson Memorial Elementary School to receive information from the Planning Department and Planning Consultant concerning a proposal for a zoning ordinance in Township Seven. He also announced that there will be a Super 70 Meeting for public input on January 31. The time is tentatively set for 6:00 p.m.; however, details will be forthcoming concerning time and location. He made an appeal for urgently needed volunteers for Merci Clinic.

*Commissioner Morris* reported that the West Craven Park site is progressing well and is expected to be ready for the Spring Little League season. He also stated that the boat landings at Cowpen and Spring Garden have now been improved and are safe for family use.

*Commissioner Jones* recognized members of Leadership Craven who were present; Attorney Charles Cushman and Gary Curray of the BridgePointe Hotel. He asked that Board members submit questions to the County Manager for the proposed joint meeting with the Board of Education. It was the consensus of the Board to try to schedule the joint meeting for mid February. The Chairman reported that he had requested a visit from Jean Preston in the western part of the County in the previous week to view some urgent road repair needs and to solicit her assistance with the Department of Transportation. He announced the historical marker that has been approved by the Department of Archives that will be placed in the Buzzard's Corner area of his district to recognize the accomplishments of songwriter and fiddler, Ervin T. Rouse. He also provided an update on the condition of former Commissioner Leon Staton, and asked that staff, Commissioners and the public keep him in their prayers.

Commissioner McCabe moved to adjourn at 8:08 p.m., seconded by Commissioner Morris and unanimously carried.

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Chairman Jason R. Jones  
Craven County Board of Commissioners

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Gwendolyn M. Bryan, Clerk to the Board