

**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, OCTOBER 19, 2009. THE MEETING CONVENED AT 8:30 A.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
- Aaron Arnett, County Attorney’s Office

Following an invocation by Commissioner Sisk and the Pledge of Allegiance, the Chairman recognized members of Leadership Craven who were in attendance. Commissioner Morris moved to approve minutes of October 5, 2009 regular session, seconded by Commissioner McCabe and unanimously carried.

**CONSENT AGENDA**

*Budget Amendments*

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

*Sheriff-Narcotics Equipment*

<b>REVENUES</b>	<b>AMOUNT</b>	<b>EXPENDITURES</b>	<b>AMOUNT</b>
101-2018-377-04-00 BJA Grant	\$19,830.00	101-2018-410-73-21 C/O Less than \$5,000	\$19,830.00
<b>TOTAL</b>	<b>\$19,830.00</b>	<b>TOTAL</b>	<b>\$19,830.00</b>

**Justification:** Budget Bureau of Justice Assistance Grant to cover cost of equipment for the Narcotics Unit. Current List – sting DVR system, Advanced Tech Cameras, Taser Unites, Radios, 6 Channel Intelligence System.

*Sheriff – Prisoner Transport*

101-2019-377-04-00 BJA	\$81,595.00	101-2019-410-73-01 C/O over \$5,000	\$81,595.00
<b>TOTAL</b>	<b>\$81,595.00</b>	<b>TOTAL</b>	<b>\$81,595.00</b>

**Justification:** Budget Bureau of Justice Assistance Grant to cover the cost of the prisoner transportation buses.

**Soil Conservation – VAD 4102**

101-4102-357-69-00	\$1,000.00	101-4102-420-32-01	\$1,000.00
VAD Fees		Office Supplies	
TOTAL	\$1,000.00	TOTAL	\$1,000.00

**Justification:** Line items for the new Voluntary Agricultural District Program.

**Health/Immunization Capacity**

101-5812-348-67-00	\$7,000.00	101-5812-440-20-00	\$200.00
Grant NC Div Public Health		Postage	
		101-5812-440-32-40	\$3,200.00
		Other Supplies	
		101-5812-440-73-21	\$3,600.00
		C/O \$500-\$4,999	
TOTAL	\$7,000.00	TOTAL	\$7,000.00

**Justification:** CCHD has recently been awarded grant money from the NC Div of Public Health to purchase immunization related equipment to ensure adequately and properly functioning services are available to improve coverage rates and safeguard state supplied vaccines. Funds will be used to purchase two computers dedicated to registry, portable refrigeration unites for off-site clinics, and postage for reminder appointments.

**DSS 7211 Income Maintenance**

101-7211-349-19-00	\$41,729.00	101-7201-450-40-50	\$41,729.00
IM Staff & Overhead		Contract Employees	
TOTAL	\$41,729.00	TOTAL	\$41,729.00

**Justification:** Second allocation of funding from the American Recovery and Reinvestment Act of 2009 (ARRA) providing administrative funds for the Food and Nutrition Services Program. This allocation is for July 1, 2009 thru June 30, 2010. Funds will be used to continue using contract staff to assist with the increased demand for food and nutrition services assistance. Funds are 100% with no County match required.

**CARTS/DSS**

101-0000-399-01-00	\$1,326.00	101-7028-450-33-02	\$125.00
Fund Balance		CARTS Work First	
		101-7231-450-33-02	\$1,201.00
		DSS TANF	
TOTAL	\$1,326.00	TOTAL	\$1,326.00

**Justification:** Unexpended Rural Operating Assistance Program (ROAP) funds from FY 09 must be returned to NCDOT Public Transportation Division.

**Road Addition Requests**

The Planning staff received two requests to add the following roads to the state maintenance system. Standard SR-2 Road Addition Resolutions were requested. Commissioner Sampson moved to approve the following road addition requests and to adopt the standard SR-2 Road Addition Resolutions, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

1. Fernie Lane, Jones Farm Road, Antioch Lake Road and Ramona’s Lake Court in The Lakes at Antioch Subdivision, Section I, Phase I located within Twp. 2.

2. Sweet Bay Drive and Oakley Drive in Creekwood Subdivision, Phases II-IV  
 Located within Twp. 7.

*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, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

*Credits*

<b>TAXPAYER NAME</b>	<b>TICKET#</b>	<b>AMOUNT</b>
BIALOWAS, ELISHA DAWN & MATT APPRAISAL ERROR	2009-0094635	\$304.34
CHANDLER, ERNEST CRAIG DOUBLE BILLED ACCT #35880	2009-0090317	\$88.92
CHAPMAN, WILMA VACCANT SINCE 1998	2009-0010113	\$36.00
CRUF, LEOBARIO M DOUBLE BILLED ACCT 80006	2009-0013207	\$45.13
ESTES, LAURA DID NOT OWN 2009	2009-0017728	\$42.46
FRAZIER, GLORIA JEAN APPRAISAL ERROR	2009-0090490	\$26.68
HAWKINS, CARROLL & ELINOR D COMBINED AFTER BILLING	2009-0025571	\$83.46
HAWKINS, CARROLL & ELINOR D COMBINED AFTER BILLING	2009-0025572	\$22.09
HAWKINS, CARROLL & ELINOR D COMBINED AFTER BILLING	2009-0025569	\$21.75
HEATH, ELISHA U SURVEY MAP CORRECTION	2009-0025904	\$34.82
HENDERSON, MICHAEL DOUBLE BILLED-SEE ACCT 75002	2009-0090551	\$43.19
HERMAN, CHARLES DID NOT OWN 2009	2009-0026300	\$99.89
JACOBSON, LINDA J INCORRECT TOWNSHIP	2009-0029227	\$23.57
JENKINS, JOHN CURTIS DOUBLE LISTED	2009-0090600	\$96.40
KROEGER, ELIZABETH E CORRECTING SENIOR EXEMPTION	2009-0032568	\$12.00
MAIL BOXES ETC CORRECTED APPRAISAL ERROR	2009-0035672	\$8.54

NATELLA, ROBERT P SOLD BUSINESS IN 2008	2009-0090715	\$14.09
NEAL, GARY BURNED 2008	2009-0041283	\$55.04
NICE ASSOCIATES LLC APPRAISAL ERROR	2009-0041968	\$1,236.72
NICE ASSOCIATES LLC VACANT 2008	2008-0041715	\$36.00
NICHOLSON, BENJAMIN C & JUDITH VACANT SINCE 2008	2009-0041999	\$36.00
OLSON, CHARLES W & ANNA MERRIL APPRAISAL ERROR	2009-0042884	\$52.26
PEGRAM, SHELIA DID NOT OWN IN 2009	2009-0044137	\$81.08
PHY, JOHN B COUNTY ERROR	2009-0044738	\$379.13
RIVER BLUFFS LIMITED PARTNERSHI APPRAISAL ERROR	2009-0047806	\$140.11
RIVER BLUFFS LIMITED PARTNERSHI APPRAISAL ERROR	2009-0047789	\$1,240.35
RIVIERA COLLISON INC BUSINESS SOLD IN 2008	2009-0090802	\$203.29
ROSEY RENTALS LP BUSINESS SOLD	2009-0090813	\$427.23
SHAFFER, WILLIAM UNCOLLECTABLE	2008-0091768	\$6.80
SHAFFER, WILLIAM UNCOLLECTABLE	2009-0050726	\$5.95
TAYLOR, JACK H JR RELEASE TO PAMLICO COUNTY	2009-0055102	\$108.42
THOMAS, JOHN S & TONYA L BUSINESS SOLD IN 2008	2009-0090915	\$37.98
VAUGHN, MICHAEL J SR APPRAISAL ERROR	2009-0058000	\$9.52
WALDEN BOOD COMPANY INC #1622 LATE LISTING CHARGED IN ERROR	\$2009-0058488	\$18.37
WHITE, ERIC MICHAEL BOAT OUT OF STATE 2009	2009-0060587	\$15.91
WILLIAMS, DOUGLAS E & MARY E DOUBLE LISTED ACCT #42915	2009-0091045	\$1,968.61
YORK, WILLIAM VANN CORRECTED TO PAMLICO COUNTY	2009-0063481	\$11,155.17

37 – CREDIT MEMO (S)	\$18,217.27
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***Refund***

TYLER, PAUL M & AMY J HOME VACANT 2008	2008-0056399	\$36.00
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1 – REFUND	\$36.00
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**RECOGNITION OF AWARDS**

*Recreation*

Craven County Recreation Director, Jan Parker, reported on two awards received from the NC Coastal Land Trust at their annual meeting held in Wilmington on October 9, 2009. Craven County received the 2008-2009 Conservationist Award for exceptional service by a government agency as a Land Conservation Partner. The County was successful in conserving 133 acres of land which will be developed in Craven County’s Latham-Whitehurst Nature Park, in partnership with the Coastal Land Trust. In addition, Ms. Parker was presented an award for exceptional service by a government official as a Land Conservation Partner. She applied for and received a Park and Recreation Trust Fund award in the amount of \$500,000 to develop the nature park. Commissioner Tyson stated if it had not been for Ms. Parker, the County never would have known about the grant possibility.

*GIS*

Chairman Jones recognized Robin Becker, Tax Mapper with Craven County, who was awarded “Best Cartographic Design” for the map titled “Historic and Haunting Facts of Craven County” at the 2009 North Carolina Property Mappers’ Association Conference.

**PRESENTATION OF SCHEDULE OF VALUES**

Tax Administrator, Ronnie Antry, presented the completed schedule of values to the Craven County Board of Commissioners. These documents provide the framework by which the general reappraisal of all real property will be made, effective January 1, 2010, and they are available for public inspection in the assessor’s office. He stated that the notice will be published in the *Sun Journal* on October 20<sup>th</sup>.

A public hearing on the proposed schedules, standards, and rules has been set for November 2.

Mr. Antry explained that sales figures from 2007, 2008 and 2009 were taken into account in developing the schedule. The tax department has the ability to monitor sales up to the end of the year, which should enhance accuracy. There are two (2) schedules: Market Value Schedule and Use Value Schedule. Commissioner Morris inquired if everyone in the Use Value Program will be required to reapply if they have no changes. Mr. Antry replied that only new applicants or anyone with a change will need to apply. The applicable statute, however, does requires audits of use value properties, which are conducted with 1/8 being reviewed annually. Chairman Jones inquired if any extensions are possible on the requirement that use value applications be filed within 60 days of receiving tax notices. Mr. Antry responded that such an extension would be precluded by statute, but indicated that he will confirm his understanding.

**CRAVEN COUNTY HISTORIC SITE SURVEY**

The CAMA Land Use Plan recently approved by the Board requires the County to begin to conduct a historic site survey in FY 09-10. Planner, Catherine Grimm, presented plans for conducting this countywide survey, “to gather, organize and present information about historic properties and environments in pictures, words, maps and drawings in such a way as to enable other people who may never see the places themselves to understand

them sufficiently to be able to make decisions about them.” Staff will determine which structures are still standing since the last survey was done in the early 1980’s, observe changes, photograph structures, digitize files, and add structures to the survey which were not old enough to be included on the previous study.

She reported that the survey will necessitate staff driving around the County and stopping in front of buildings, although not entering property without prior owner consent. Several Commissioners made Ms. Grimm aware of properties they believed should be surveyed, including Trader Store and the old train station in Havelock, the one room schoolhouse in Hickman Hill, Mission Rest Home and the old Civilian Conservation Corps Camp Patterson.

**GENERAL OBLIGATION BOND REFUNDING**

Finance Officer, Rick Hemphill, advised the Board that the County is in a position to recognize substantial savings by refunding three of the outstanding general obligation bonds, due to favorable interest rates. The outstanding amounts of these bonds, as of December 1, 2009 will be:

Community College General Obligation Bonds-Series 2001	\$ 1,000,000
Airport General Obligation Bonds – Series 1998	\$ 780,000
School General Obligation Bonds – Series 2002	\$19,200,000

The potential savings, as of September 29, 2009, are estimated at \$1,576,608, after deducting all expenses connected with the refunding. The net present value of these savings, as of December 1, 2009, is \$1,377,676. The majority of the savings are on the school bonds, with only about \$50,000 savings on the college bonds and \$45,000 savings on the airport bonds.

If approved, the scheduled sale date is December 2, 2009 with the Local Government Commission. This is an aggressive schedule; however, with fluctuating rates the Board was advised that the sooner the sale can take place, the better chance of maintaining the savings shown above. Actual savings will be based on the rates as of the date of the sale, which accounts for the accelerated schedule. In order to move ahead with the refunding the Board was requested to:

- 1) Adopt the following refunding bond orders:
- 2) Approve Jim Lapenn and Peter Baumgaertner of Dewey & LeBoeuf as bond counsel for the refunding.
- 3) Approve Alison Peeler of BB&T Capital Markets and the Financial Advisor for the refunding.
- 4) Approve Craig DeBerg of Barthe & Wahrman as the Verification Agent for the refunding.
- 5) Approve Wells Fargo as the Escrow Agent for the refunding.
- 6) Grant permission for BB&T Capital Markets (also serving as Financial Advisor) to bid on the bonds when sold.

Commissioner Tyson moved to approve the bond refunding with conditions regarding agents, as requested, seconded by Commissioner Morris. Commissioner Jones inquired if refunding and constant monitoring affect the fees of the various agents. Mr. Hemphill responded that it does not. The agents only get paid if the strategy is successful. The motion carried unanimously in a roll call vote.

**APPOINTMENTS**

*Regional Aging Advisory Committee*

The Board received a request from Eastern Carolina Council of Governments to fill a vacancy on the Regional Aging Advisory Committee. This appointment was deferred.

*Craven Aging Planning Board*

The Board received a request for the reappointment of Sylvia Gaskins as a client representative on the Craven Aging Planning Board. Commissioner Sampson nominated Ms. Gaskins. There being no additional nominations, Ms. Gaskins was reappointed by acclamation.

**COUNTY MANAGER'S REPORT***Accommodations for Probation Offices*

Assistant County Manager, Ray Moser, reported that the state budget passed by the General Assembly in the 2009-2010 session included a special provision that shifted the responsibility of funding office space for probation offices to counties, effective January 1, 2010. Craven County was notified by the Division of Community Correction that they have private vendor leased space in Craven County. In regard to this, staff proposed three options to consider:

1. County provide space in a County building near the courthouse
2. Transfer the current lease to the County
3. Request that the state continue their lease and the County reimburse the state with a monthly remittance.

The current leased space, owned by Chuck Tyson Realty, is 3,505 square feet at an annual cost of \$40,557 for rent, \$7,750 for utilities and \$7,020 for janitorial service. Staff recommended that the Board allow staff to exercise option #3 until there is more of an opportunity to explore other County space opportunities or options. Commissioner Allen moved to allow Commissioner Steve Tyson to excuse himself due to financial interest of his brother, seconded by Commissioner McCabe and unanimously carried. Commissioner Allen moved to approve the recommendation of staff, and an appropriation from fund balance of \$28,000 to cover the expense for six months, January 1, - June 30, 2010, seconded by Commissioner Sisk and unanimously carried by the remaining six Commissioners in a roll call vote.

**COMMISSIONERS' REPORTS**

*Commissioner Tyson* reported that Commissioners Sampson and McCabe and Planning Director, Don Baumgardner, attended a meeting in Raleigh on behalf of James City residents to deliver the block grant application.

*Commissioner Sampson* stated that he cannot understand the wide disparity in gas prices in the region. He commented on the Blitz Build in which volunteers are building two houses in two days with Habitat for Humanity. He commended Carolina East Medical Center on their recent renovation and expansion, and stated that more expansion will likely be necessary in the near future due to the closing of the Haliburton Naval Hospital onboard Cherry Point.

*Commissioner Allen* urged citizens to vote in the municipal election. He reported on the North Carolina chili festival held in Havelock and stated that the proceeds will benefit charities.

*Commissioner McCabe* advocated at the meeting in Raleigh, along with Commissioner Sampson and Mr. Baumgardner, for a \$850,000 block grant to relocate some homes, improve drainage and pave roads in James City.

*Commissioner Jones* met with Dover citizens who are organizing a Dover reunion for 2010 from July 16-18. He expressed the expectation that the Tourism Development Authority will help with promotion of the event.

At 9:25 a.m. Commissioner McCabe moved to adjourn, 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