

**THE BOARD OF COMMISSIONERS OF THE COUNTY OF CRAVEN RECONVENED ITS RECESSED SESSION OF NOVEMBER 21, 2011 ON NOVEMBER 21, 2011 AT 10:15 A.M. IN THE COMMISSIONERS' ROOM OF THE CRAVEN COUNTY ADMINISTRATION BUILDING, 406 CRAVEN STREET, NEW BERN, NORTH CAROLINA. THE PURPOSE OF THE MEETING WAS TO CONDUCT A WORK SESSION.**

**MEMBERS PRESENT:**

Chairman Steve Tyson  
Vice Chairman Lee Kyle Allen  
Commissioner Scott C. Dacey  
Commissioner Thomas F. Mark  
Commissioner Theron L. McCabe  
Commissioner Johnnie Sampson, Jr.  
Commissioner Jefferey S. Taylor

**STAFF PRESENT:**

Jack B. Veit, III., Craven County Manager  
Richard F. Hemphill, County Finance Director  
Gwendolyn M. Bryan, Clerk to the Board

County Manager, Jack Veit, reviewed the agenda and gave an overview of items to be discussed. He introduced Tax Administrator, Ronnie Antry, and Chief Appraiser, Glenn Jones, to begin discussion concerning the proposed changes to the County's revaluation cycle.

**TAX REVALUATION CYCLE**

Mr. Antry explained that currently 35,000 – 40,000 of 56,000 parcels in the County have structures, and about 30,000 of those are residential structures. One-eighth (1/8) must be evaluated each year over an eight year period. Land use parcels need to be reviewed at approximately every 20 months.

The cost of the 2010 revaluation was approximately \$697,260. There was discussion about the impact of the VAD district. Mr. Antry stated that there is no impact unless the VAD parcel is in the land use program; however, land use is not required to participate in VAD. The average revaluation cost is \$20 per parcel statewide. The estimated cost of the next revaluation is \$707,780.

Commissioner Taylor proposed to make the revaluation a fee-based fund, similar to the recycling fee at an additional cost to the property owner of approximately \$3.00 per year, which would roughly provide for the per parcel revaluation cost over six years. Mr. Antry advised the Board that the projection includes an additional two full-time staff for the next revaluation, and two part-time staff for approximately two years in advance of the revaluation.

It was the consensus of the Board to adopt a resolution at the Board's next meeting setting the next tax reappraisal in six years (2016), and thereafter on a four year cycle.

**HURRICANE IRENE RECAP**

Emergency Services Director, Stanley Kite, and Ira Whitford, Assistant Emergency Services Director, reviewed a Hurricane Irene After Action Report/Improvement Plan. They discussed major strengths of the County's emergency operations and noted primary areas in which improvement is desired, along with recommendations, as follows:

- Reliance on City of New Bern fuel pumps created a vulnerability. The recommended solution is to install County tanks with back-up generators
- The Emergency Operations Center (EOC) is set up in an actively used courtroom. The recommended solution is to create a permanently fixed EOC.
- Loss of power to the Administration Building caused interruption of e-mail and internet communication. The recommended solution is to move critical IT

equipment and servers to a protected structure co-located with the EOC, with access to emergency power. Commissioner Taylor inquired if the District Courtroom at the Judicial Center could be used as an EOC; however, the consensus was that it would not be a feasible solution.

### **EOC/EMERGENCY SERVICE RENOVATION**

County Manager, Jack Veit, conducted a review of project drawings for a proposed EOC to be located in the old Sheriff's facility along with cost estimates and potential funding sources. Finance Officer, Rick Hemphill, explained the availability of approximately \$400,000 from the County's 911 fund balance, which must be spent by June 30, 2012. After this date, these funds will become unavailable under the new 911 funding guidelines. Staff was authorized to spend half of the fund balance (approximately \$400,000) by June 30, 2012.

### **911 CONSOLIDATION**

After discussing the pro's and con's of 911 consolidation, the Board was presented with several alternatives, as follows:

- Action 1A – Continue with a more formal consolidation study, develop a study committee and/or review cost proposals for additional consultant services
- Action 1B – Approve conceptual drawing of proposed 911 Center in EOC/Emergency Services Project, receive bids and continue negotiations with Havelock/New Bern to join the County 911 system
- \*Action 1C – Approve conceptual drawing of proposed 911 Center in EOC/Emergency Services Project and receive bids with the current County 911 system.

Commissioner Allen moved to approve the conceptual drawing of the proposed 911 Center in the EOC/Emergency Services Project and to receive bids with the current County 911 system (Action 1C), seconded by Commissioner Mark and unanimously carried.

### **509 BROAD STREET**

The Board reviewed the status of the building at 509 Broad Street, which the Board toured in August, and was asked to consider the viability of adaptive use of the property or disposal by sale.

The Board was given a presentation from Social Services about the potential use of the facility. The following services would be moved:

- Court ordered visits for foster care children and children with guardianship; as well as for foster care parents and shared parenting
- Services to families following a CPS finding
- Special needs parenting training

Initially, five staff members would be moved into the building and possibly another ten staff members at a later date.

Commissioner Taylor suggested contacting Embarq to determine if they are still interested in buying the building. It was the consensus to move forward with obtaining in-house cost estimates for adapting the building for the proposed use.

### **REDISTRICTING**

The Board was asked to consider meeting dates in December or January to meet with the redistricting consultants. County Manager, Jack Veit, agreed to check with the consultants on available dates and bring them back to the Board.

**MCAS CHERRY POINT**

The County Manager advised the Board of the possibility of receiving a briefing from Cassidy & Associates on December 5, 2011, if Commissioners are available, concerning efforts to support operations at MCAS Cherry Point.

At 12:45 p.m. Commissioner Allen moved to adjourn, seconded by Commissioner Taylor.

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Chairman Lee Kyle Allen  
Craven County Board of Commissioners

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Gwendolyn M. Bryan  
Clerk to the Board