

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, FEBRUARY 21, 2011. THE MEETING CONVENED AT 8:30 A.M.

MEMBERS PRESENT:

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

STAFF PRESENT:

- Harold Blizzard, County Manager
- Jack B. Veit, III., Assistant County Manager
- Richard F. Hemphill, County Finance Officer
- Gwendolyn M. Bryan, Clerk to the Board
- Jim Hicks, County Attorney
- Aaron Arnett, County Attorney Associate

Following an invocation by Commissioner Sampson and the Pledge of Allegiance, Commissioner Sampson moved to approve the minutes of February 7, 2011, seconded by Commissioner McCabe and unanimously carried.

DEPARTMENT OF SOCIAL SERVICES MATTERS

Home and Community Care Block Grant (HCCBG) Request

Tonya Cedars of the Area Agency on Aging presented background on the Home and Community Care Block Grant (HCCBG) program. She explained the funding formula and allocation by the Craven Aging Planning Board to address the assessed needs that have been identified. She stated that DSS and CARTS are the main providers of HCCBG services in Craven County.

Assistant DSS Director, Alfreda Stout, presented the following budget amendment and requested a 10% match for the additional grant funds being received. Commissioner Sampson introduced discussion of the frozen meal routes. Ms. Stout stated that there were 3,200 home delivered meals in January, with 800 being frozen. The routes to Dover and Cove City are covered by a paid employee who delivers 400 frozen meals. The Havelock route has 200 frozen meals. There is an effort underway to recruit additional volunteers in order to deliver more hot meals. Additional volunteers are also being sought to help with 135 frozen meals in New Bern. Commissioner Allen moved to approve the following budget amendment, seconded by Commissioner Sampson and unanimously carried in a roll call vote.

DSS/Senior 7295

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-7295-377-28-00	\$6,193.00	101-7295-450-40-00	\$6,882.00
HCCBG Home Deliv		Contractual Services	
101-0000-399-00-01	\$ 689.00		
Fund Balance			
101-7295-377-18-00	\$ 672.00		
USDA Home Deliv			
101-00-399-00-01	\$ (672.00)		
Fund Balance			

101-0564-348-30-00	\$3,334.00	101-0564-450-91-23	\$3,334.00
Senior Companion		Senior Companion	
TOTAL	\$10,216.00	TOTAL	\$10,216.00

Justification: Additional funds awarded for the Home & Community Care Block Grant (HCCBG) from the Division of Aging. Funds will be used for the Senior Program, for Home Delivered Meals. Funding is 90% Fed/State (the \$6,193) with a 10% required County match (\$689). This will also result in additional revenue of \$672 in USDA reimbursement of \$0.60 per unit. Additional Home & Community Care Block Grant (HCCBG) funding also awarded to the Senior Companion Program in the amount of \$3,334.00

Energy Program Budget Amendment

Ms. Stout presented the following budget amendment. Commissioner Sampson moved to approve the budget amendment, with the understanding that the funds can only be applied to CP&L customers, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

DSS 7291 Mandated

101-7291-349-32-00	\$584.00	101-7291-450-23-03	\$584.00
Energy CIP, CP&L		Energy Neighbor	
TOTAL	\$584.00	TOTAL	\$584.00

Justification: Additional funding received for the Progress Energy-Energy Neighbor Program. There is no County match, funds are 100% State.

REGISTER OF DEEDS DEPARTMENTAL BRIEFING

Register of Deeds, Sherri Richard, presented an overview of her department. She stated that approximately 100 old deed books remain in need of repair, with approximately 60 already having been done. The process of redacting sensitive personal information from records before uploading them is well underway. The estimate to redact sensitive information that is already online is \$45,000 - \$48,000. A new property fraud alert system was put into place last week. She stated that Craven County is the first county in North Carolina to have the property check system, which will alert property owners of any transactions that are being conducted in their names.

RECREATION DEPARTMENTAL BRIEFING

Recreation Director, Eddie Games provided an overview of the activities and facilities of the Recreation Department. He announced that the grand opening of Latham-Whitehurst Nature Park will be held at 11:00 a.m. on April 8. Commissioner Allen inquired what future infrastructure plans there are for eastern Craven County. Mr. Games stated that Havelock development was on the master development plan, following New Bern and the western end of the County. The first two priorities have been accomplished. Currently the County helps fund some of the leagues in Havelock and New Bern that do not play at Creekside. Commissioner Dacey stated that he has heard from citizens interested in serving in the upcoming vacancies on the Recreation and Parks Advisory Board in July. Commissioner Taylor advised Mr. Games that he has received some indication from citizens that more football field availability is needed.

MAINTENANCE DEPARTMENTAL BRIEFING

Maintenance Director, Steve Creel, provided an overview of the County’s maintenance operation. He informed the Board that the department’s facility responsibility has grown from five primary locations in 1990 to fifteen primary locations currently. In addition, there are 21 secondary locations for which his department provides maintenance, and/or housekeeping/grounds services.

CONVENTION CENTER FEE SCHEDULE

The Convention Center rates were reviewed and analyzed in comparison to other convention centers, hotels, and banquet facilities. As a result of increased costs, Convention Center Director, Mary Harris, presented a recommendation that a 5% increase in rental rates be adopted, beginning January, 2012. She indicated that rates will still be competitive with other facilities in comparable markets.

She also recommended that a linen fee of \$5.00 per linen (table cloth) be charged effective immediately. Commissioner Allen moved to approve the \$5.00 linen fee and the following fee schedule, as recommended, seconded by Commissioner Sampson and unanimously carried.

ROOM	DAILY RENTAL RATE 2011	DAILY RENTAL RATE 2012
Colonial Capital Ballroom (A,B &C)	\$2,625	\$2,755
Ballroom A	\$1,312	\$1,375
Ballroom B	\$785	\$825
Ballroom C	\$630	\$700
Tryon Room (A&B)	\$575	\$600
Tryon Room A	\$365	\$380
Tryon Room B	\$285	\$300
Berne Room	\$475	\$500
Craven Board Room	\$250	\$250
Heritage Hall	\$500	\$550
Promenade	\$250	\$250
Riverfront Veranda	\$500	\$500
Entire Facility	\$4,275	\$4,665

BUDGET AMENDMENTS

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

DJJCP/JCPC

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0564-348-10-00 DJJDP-comm children	\$1,782.00	101-0564-450-91-01 DJJDP-comm children	\$1,782.00
101-0564-348-15-00 DJJDP-area day report	\$1,000.00	101-0564-450-91-05 DJJDP-area day report	\$1,000.00
101-0564-348-19-00 DJJDP-juvenile restit	\$2,578.00	101-0564-450-91-09 DJJDP-juvenile restit	\$2,578.00
TOTAL	\$5,360.00	TOTAL	\$5,360.00

Justification: Additional state funding for Juvenile Crime Prevention Council programs.

Tax Collections

101-0000-399-01-00 Fund Balance	\$100,000.00	101-0901-400-33-02 Refunds	\$100,000.00
TOTAL	\$100,000.00	TOTAL	\$100,000.00

Justification: To provide funds for Board approved tax refunds. These additional funds are primarily requested for the anticipated refunds that will be owed to the property owners on board MCAS Cherry Point as these refund requests are submitted. Included in

this request are the additional funds that are needed to pay refunds related to the resolution of revaluation appeals where the value is adjusted after the taxpayer has paid the taxes.

TAX RELEASES AND REFUNDS

Craven County Tax Administrator, Ronnie Antry, presented the following routine requests for tax releases and refunds for the Board’s approval. He stated that the list included the first release and refund requests to date relative to the correction to taxes erroneously collected aboard MCAS Cherry Point. Commissioner Sampson moved to approve the following tax releases and refunds, as presented, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

Credits

TAXPAYER NAME	TICKET #	AMOUNT
ADRIANO, EVIA DID NOT OWN 1/1/2010	2010-0000330	\$41.61
ARTHUR, JASON THOMAS & SARAH DID NOT OWN 1/1/2010	2010-0098216	\$93.31
ASPERGREN, LARS DID NOT OWN 1/1/2010	2010-0001720	\$122.90
ASPEGREN, LARS DAVIS DID NOT OWN 1/1/2010	2010-0001721	\$72.58
BANK OF AMERICA DOUBLE LISTED-SEE ACCT 57227	2010-0002438	\$212.66
BECK, SONNY DID NOT OWN 1/1/2008	2008-0003712	\$106.28
BENNETT, MARY BROCK APPRAISAL ERROR CORRECTION	2010-0004019	\$28.77
BOOKOUT, RANDALL D & CYNTHIA R APPRAISAL ERROR CORRECTION	2010-0005057	\$72.87
BROWN, DONEARL SR & MARCIA APPRAISAL ERROR CORRECTION	2010-0006326	\$76.41
CONCRETE PLUS OF NEW BERN INC OUT OF BUSINESS 1/1/2010	2010-0010664	\$117.73
CREATIVE TOUCH SALON AND SPA I APPRAISAL ERROR CORRECTION	2010-0011814	\$76.42
DAVIS, ALBERT APPRAISAL ERROR CORRECTION	2010-0094615	\$76.47
DUNN, JENNIFER ANN DID NOT OWN 1/1/2010	2010-0015091	\$79.74
DUNN, JENNIFER ANN DID NOT OWN 1/1/2009	2009-0016470	\$1.44
FAISON, OZIE T JR DID NOT OWN 1/1/2010	2010-0016505	\$53.97

FIRST PORTLAND CORPORATION CORRECT APPRAISAL ERROR	2010-0017156	\$141.43
FRAZIER, GREGORY T & REBECCA N DI D NOT OWN 1/1/2010	2010-0018117	\$46.96
GREEN, DAVID DOUBLE LISTED-SEE ACCT 29874	2010-0020786	\$824.63
GREUNEBAUM, JAMES LEE BOAT ON BOARD MILITARY BASE	2009-0091371	\$5,942.22
GRUENEBAUM, JAMES LEE BOAT LOCATED ON MILITARY BASE	2010-0021235	\$423.97
HARGETT, ABNER & JUANITA APPRAISAL ERROR CORRECTION	2010-0022274	\$126.21
HARRIS, BARBARA MOORE DID NOT OWN 1/1/2009	2010-0022744	\$40.61
HARRIS, BARBARA MOORE DID NOT OWN 1/1/2009	2009-0090536	\$56.96
HARRIS, BARBARA MOORE DID NOT OWN 1/1/2008	2008-0090488	\$61.52
HT CAROLINA COLOURS LLC ORDERED BY BOARD OF E&R 2/8/2011	2010-0025544	\$2,914.81
IPOCK, GRACE N SENIOR EXC. REMOVED IN ERROR	2010-0026241	\$155.02
KLUDY, WILLIAM RAYMOND DID NOT OWN 1/1/2010	2010-0029292	\$8.38
MILNOR, STACY MARIE DOUBLE LISTED-SEE ACCT 72602	2010-0035620	\$134.60
MITCHELL, LOUISE H APPRAISAL ERROR CORRECTION	2010-0035831	\$77.86
NEW MARKET HDS LLC APPRAISAL ERROR CORRECTION	2010-0090853	\$1,491.40
PETRITSCH, ROBERT DID NOT OWN 1/1/2010	2010-0040701	\$84.86
PRICE, HENRY JOE DID NOT OWN STOR BLDG 1/1/2010	2010-0098228	\$4.15
SIERS, AUDREY G CORRECTED APPRAISAL ERROR	2010-0046679	\$174.57
T-SQUARE PROPERTIES LLC ORDERED BY BOARD OF E&R 2/8/2011	2010-0050076	\$109.59
T-SQUARE PROPERTIES LLC ORDERED BY BOARD OF E&R 2/8/2011	2010-0050073	\$276.42
T-SQUARE PROPERTIES LLC ORDERED BY BOARD O E&R 2/8/2011	2010-0097952	\$63.15

T-SQUARE PROPERTIES LLC ORDERED BY BOARD OF E&R 2/8/2011	2010-0097953	\$63.15
T-SQUARE PROPERTIES LLC ORDERED BY BOARD OF E&R 2/8/2011	2010-0097954	\$63.15
T-SQUARE PROPERTIES LLC ORDERED BY BOARD OF E&R 2/8/2011	2010-0097955	\$63.15
T-SQUARE PROPERTIES LLC ORDERED BY BOARD OF E&R 2/8/2011	2010-0097956	\$63.15
T-SQUARE PROPERTIES LLC ORDERED BY BOARD OF E&R 2/8/2011	2010-0097957	\$63.15
T-SQUARE PROPERTIES LLC ORDERED BY BOARD OF E&R 2/8/2011	2010-0097958	\$63.15
T-SQUARE PROPERTIES LLC ORDERED BY BOARD OF E&R 2/8/2011	2010-0097959	\$63.15
T-SQUARE PROPERTIES LLC ORDERED BY BOARD OF E&R 2/8/2011	2010-0097960	\$63.15
T-SQUARE PROPERTIES LLC ORDERED BY BOARD OF E&R 2/8/2011	2010-0097961	\$63.15
T-SQUARE PROPERTIES LLC ORDERED BY BOARD OF E&R 2/8/2011	2010-0097962	\$63.15
T-SQUARE PROPERTIES LLC ORDERED BY BOARD OF E&R 2/8/2011	2010-0097963	\$63.15
T-SQUARE PROPERTIES LLC ORDERED BY BOARD OF E&R 2/8/2011	2010-0097964	\$63.15
T-SQUARE PROPERTIES LLC ORDERED BY BOARD OF E&R 2/8/2011	2010-0098010	\$63.15
UNKNOWN OWNER APPRAISAL ERROR CORRECTION	2010-0052651	\$28.67
UNKNOWN OWNER APPRAISAL ERROR CORRECTION	2010-0052652	\$167.31
WETHERINGTON, GROVER C & LINDA DOUBLE LISTED-SEE ACCT #72125	2010-0054827	\$146.97
	52 – CREDIT MEMO (S)	\$15,556.38
<i>Refunds</i>		
ALT, JOHN J & RISA R APPRAISAL ERROR CORRECTION	2010-0000854	\$88.48
BARRY, PAUL R DID NOT OWN 1/1/2010	2010-20002922	\$7.80
BARRY, PAUL R ADJUSTED PER BILL OF SALE	2010-0002921	\$54.24

BAYER INVESTMENTS INC APPRAISAL ERROR CORRECTION	2010-0094429	\$337.22
BECK, SONNY DID NOT OWN 1/1/2008	2008-0003712	\$17.49
BENDER, ILENE WETHERINGTON APPRAISAL ERROR CORRECTION	2010-0090465	\$236.40
BRANCH BANKING & TRUST COMPANY APPRAISAL ERROR CORRECTION	2010-0005603	\$255.17
BRYAN, KERRI ANN DOUBLE BILLED-SE ACCT 17835	2010-0006713	\$42.39
BUCHER, DENNIS K & DIANN E APPRAISAL ERROR CORRECTION	2010-0007016	\$253.18
BUNN, BENNIE G III & MARION APPRAISAL ERROR CORRECTION	2010-0007216	\$66.90
BUTLER, STEPHEN NATHAN & GIBSO APPRAISAL ERROR CORRECTION	2010-0007509	\$55.75
CLARK HOMES OF GREENVILLE LLC APPRAISAL ERROR CORRECTION	2010-0095791	\$34.97
CUMBER, WILLIAM EARL APPRAISAL ERROR CORRECTION	2010-0090555	\$236.40
DUNN, JENNIFER ANN DID NOT OWN 1/1/2009	2009-0016470	\$97.08
DUNN, JENNIFER ANN DID NOT OWN 1/1/2008	2008-0016415	\$101.80
DUNN, JENNIFER ANN DID NOT OWN 1/1/2007	2007-0016007	\$93.43
GRUENEBAUM, JAMES LEE BOAT ON BOARD MCAS CHERRY POINT	2009-0091138	\$785.97
GRUENEBAUM, JAMES LEE APPRAISAL ERROR CORRECTION	2010-0021234	\$120.56
HANNAH, JERRY & TERESA APPRAISAL ERROR CORRECTION	2010-0021977	\$18.52
HARMAN, STEVEN C JR & ANNE M APPRAISAL ERROR CORRECTION	2010-0022517	\$47.09
KENT, LEE & RITA APPRAISAL ERROR CORRECTION	2010-0098055	\$253.18
KRISE, JAMES & SHARON APPRAISAL ERROR CORRECTION	2010-0029665	\$32.58
LEWIS, LARRY T & PATRICIA D APPRAISAL ERROR CORRECTION	2010-0030949	\$9.18

LEWIS, THOMAS A & BARBARA D APPRAISAL ERROR CORRECTION	2010-0031030	\$147.89
LIGHTBODY, JACK S & KATIE T APPRAISAL ERROR CORRECTION	2010-0096191	\$140.97
LUCAS, CHRISTOPHER R & REBECCA APPRAISAL ERROR CORRECTION	2010-0096259	\$21.80
MCCLATCHEY, DEAN B & MAXINE D APPRAISAL ERROR CORRECTION	2010-0098066	\$1,157.41
MCGRANAGHAN, SHANE D & AMANDA APPRAISAL ERROR CORRECTION	2010-0034364	\$17.26
MCLAWHORN, ALFRED M & TERESA G APPRAISAL ERROR CORRECTION	2010-0034575	\$193.61
MONETTE, JAMES G JR & WELLS, B DOUBLE LISTED-SEE ACCT 38256	2010-0097198	\$63.88
MONETTE, JAMES G JR & WELLS, B DOUBLE LISTED-SEE ACCT 38256	2009-0039534	\$70.11
OLDE SOUTH CONSTRUCTION LLC APPRAISAL ERROR CORRECTION	2010-0039098	\$793.55
PALUMBO, THOMAS & PAMELA APPRAISAL ERROR CORRECTION	2010-0039671	\$168.79
RANDOLPH, MARY D APPRAISAL ERROR CORRECTION	2010-0042642	\$25.03
RICE, PATRICK T & KERRY L APPRAISAL ERROR CORRECTION	2010-0043281	\$124.02
ROBERTS, JOHN & DEBORAH APPRAISAL ERROR CORRECTION	2010-0098083	\$37.35
ROSADO, DAVID M & MARJORIE J APPRAISAL ERROR CORRECTION	2010-0044405	\$112.34
S & A OF NEW BERN LLC ORDERED BY BOARD OF E&R ON 10/19/10	2010-0044969	\$21.28
SCOTT, LEON C JR & HELEN RUTH APPRAISAL ERROR CORRECTION	2010-0098088	\$1,001.84
SUGGS, SAMUEL D APPRAISAL ERROR CORRECTION	2010-0091001	\$77.07
URICK, PHILIP M & PATRICIA Z APPRAISAL ERROR CORRECTION	2010-0052712	\$532.89
VOGEL, GLENN C & TIETUEN A APPRAISAL ERROR CORRECTION	2010-0053228	\$512.84
WALKER, WILIAM C & BETTY ANN APPRAISAL ERROR CORRECTION	2010-0053539	\$309.35
WEST, ELIZABETH HRS APPRAISAL ERROR CORRECTION	2010-0054684	\$715.23

YOUNG, BRITT K & EISEN, ANGELA 2010-0058045
ORDERED BY BOARD OF E&R ON 10/19/10

\$21.28

45 – REFUND (S)

\$9,511.57

APPOINTMENTS

Craven Aging Planning Board

At the Board’s last meeting, a request from the Craven Aging Planning Board for appointment to two vacant positions was received. One vacancy was filled at that time, leaving one remaining vacancy for a member from the Havelock/Harlowe area. This appointment was deferred until the Board’s next meeting.

New Bern Planning Board

An appointment to replace Mark Best as an ETJ representative on the New Bern Planning Board was deferred until the Board’s next meeting.

First Craven Sanitary District

The First Craven Sanitary District requested an appointment to replace Mr. Troy Jones, who has resigned. The District recommended appointment of Mr. Doug Cowan and requested adoption of a Resolution of Appointment. Commissioner Mark moved to appoint Mr. Cowan, and adopt a Resolution of Appointment, as requested, seconded by Commissioner Tyson.

Upcoming Appointments – March

The Board was advised that the term of Harry Mercer as a Fire Tax Commissioner in Township 9 is due to expire in March. In addition, the Emergency Services Department is awaiting confirmation from Fire Tax Commissioners and Firemen’s Relief Fund Trustees that they will accept reappointments which the Board acted upon at its last meeting.

COUNTY MANAGER’S REPORT

Convention Center Repairs

County Manager, Harold Blizzard, presented a copy of an engineering proposal from Tom Admay, of Engineering Foundation Solutions (EFS), to assist the County in selecting a repair method, obtaining bids for the work, and overseeing the repairs to the Convention Center. Mr. Admay was previously an employee of ECS Carolinas which thoroughly evaluated the settlement problems at the Convention Center in preparation for the lawsuit that was recently settled. Mr. Blizzard advised the Board that Mr. Admay’s familiarity with the Convention Center’s settlement issues should save the County time and money in the process of addressing problems at the facility. EFS proposed to perform the work in three (3) phases for a fixed fee of \$8,000.

- Phase I – Help understand what repairs are needed.
- Phase II – Assist with putting together bids
- Phase III – Assist with award

Extra site visits would cost \$1,000 and any additional services would be negotiated. Mr. Blizzard recommended that the Board authorize the County to enter into the contract with EFS. Commissioner Allen moved to authorize execution of the contract, as recommend, and approve the appropriation of funds from the capital fund, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

Upcoming Budget Process

Mr. Blizzard reviewed the budget process and timeline with the Board, and called upon Finance Director, Rick Hemphill, to provide the current and historical financial information to be considered in the upcoming budget development process.

Public Hearings

Mr. Blizzard presented a request on behalf of the Planning Department that the Board set two public hearings for March 7 at 7:00 p.m. to get public comment on 1) general community development needs of Craven County for the upcoming FY11 CDBG funding cycle; and 2) specific CDBG contingency application for the Willis Landing Road project, to bring the road up to state semi-improved standards for state maintenance. The Chairman called for public hearings on March 7 at 7:00 p.m.

COMMISSIONERS' REPORTS

Commissioner Sampson commented on high gas prices.

Commissioner Mark reported that he had conducted two Town Hall meetings, one in Bridgeton with 2 attendees and one at Fairfield Harbor with 14 attendees.

Commissioner Dacey announced his next Town Hall meeting on March 7 from 5:00-6:30 at the Trent Woods Town Hall.

Commissioner Allen commented that the stock market is likely driving gas prices.

Commissioner Tyson announced that Sam Whitehurst, who donated property for the Latham-Whitehurst Nature Park, is visiting in Craven County.

At 11:00 a.m. the Board moved to recess to go to New Bern High School at 12:00 noon.

At 12:00 noon the Board, with the exception of Commissioners Allen and Taylor, reconvened in the conference room at New Bern High School. Others present were Larry Moser, Superintendent of Schools, David Clifton, Assistant Superintendent, and Tom Marsh, New Bern High School Principal. They discussed needs related to school security and traffic, followed by lunch and a tour of the facility.

The meeting adjourned at 1:05 p.m.

Commissioner Steve Tyson
Craven County Board of Commissioners

Gwendolyn M. Bryan
Clerk to the Board