

THE BOARD OF COMMISSIONERS OF THE COUNTY OF CRAVEN RECONVENED ITS RECESSED SESSION OF MAY 23, 2012 ON MAY 29, 2012 AT 8:30 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 BUDGET WORK SESSION.

MEMBERS PRESENT:

Chairman Lee Kyle Allen
Vice Chairman Scott C. Dacey – 8:55 a.m. arrival
Commissioner Thomas F. Mark
Commissioner Theron L. McCabe
Commissioner Johnnie Sampson, Jr.
Commissioner Jefferey S. Taylor – 8:55 a.m. arrival
Commissioner Steve Tyson

STAFF PRESENT:

Jack B. Veit III., County Manager
Gene Hodges, Assistant County Manager – Operations/Facilities
Richard F. Hemphill, Assistant County Manager – Finance/Administration
Gwendolyn M. Bryan, Clerk to the Board

At 8:30 a.m. the meeting was called to order and it was the consensus to recess to wait for Commissioners Dacey and Taylor, who were in transit from an Economic Development Commission meeting.

At 8:50 a.m. the Board reconvened and began review of the following budgets.

Commissioners

An appropriation of \$10,000 is included in the proposed budget for Travel/Training, which equals \$1,400 per Commissioner. It was the consensus that Commissioners needing additional funding can petition the Board should such a situation arise.

At 8:55 a.m. Commissioners Dacey and Taylor arrived.

Special Appropriations

- ACT (Allies for Cherry Point's Tomorrow)–Commissioner Tyson recommended an appropriation of \$7,500 with justification, to be appropriated but not released until requested information is presented. It was the consensus of the Board to appropriate funds as a budget amendment when the Board is satisfied with the information requested from ACT.
- Swiss Bear – It was the majority consensus that no special appropriation be made at this time.
- Beaver Management – It was the consensus of the Board to appropriate \$4,000.
- Structured Day Reporting – It was the consensus to ask Ms. Barbara Lee, Executive Director, to come before the Board in work session and ask her to address the effectiveness of the program, along with its outcomes. It was the majority consensus that no special appropriation be considered until the last work session.
- Promise Place – It was the consensus of the Board to ask Executive Director, Jan Hood, to come forward in work session with more details.
- Coastal Women's Shelter – Commissioner McCabe recommended an appropriation of \$30,000. Commissioner Sampson recommended \$25,000. It was the majority consensus that \$25,000 be appropriated to the Coastal Women's Shelter.

- **Merci Clinic** – This appropriation was deferred until Health Director, Scott Harrelson, could make his presentation before the Board concerning a request to submit an application for Federally Qualified Health Center (FQHC).

Mr. Harrelson appeared before the Board stating that 30,000 people are uninsured or on Medicaid in Craven County. He presented justification for a proposal to become a Federally Qualified Health Center, which would entail expansion of current services. Carrabus County is the only publicly run FQHC in North Carolina. There is no hospital or County letter of support or certificate of need required.

Commissioner Tyson recommended a separate work session, to include other stakeholders. Mr. Harrelson was asked to put together a list that the County Manager could coordinate for such a meeting.

- **Religious Community Services** – Commissioner Sampson recommended an appropriation of \$20,000; Commissioner Taylor recommended \$15,000, Commissioner Dacey recommended \$10,000 and Chairman Allen recommended that no funding be appropriated. It was the majority consensus that \$10,000 be appropriated to RCS.
- **American Red Cross** – Commissioner McCabe recommended an appropriation of \$5,000; Commissioner Dacey recommended \$4,000 and Chairman Allen recommended that no funding be appropriated. It was the majority consensus that \$4,000 be appropriated in special funding to the American Red Cross.
- **Food Bank of Eastern North Carolina** – Commissioner Tyson recommended that no funding be appropriated. Commissioner Taylor recommended that \$2,500 be appropriated. It was the majority consensus that no special appropriation be made to the Food Bank of ENC.
- **Forest Service** – It was the consensus to appropriate \$140,000, which provides the County with forest fire protection. The State and County share costs for these expenses on a 60%/40% split, with the County's share being 40%. Mr. Hemphill explained that the appropriation is paid on actual expenditures submitted.

The total allocation for special appropriations agreed upon to this point is \$183,000.

Havelock Parks & Recreation

This request is primarily for infrastructure and equipment. Chairman Allen stated that the request should have come through the Recreation Advisory Board. There was no recommendation to fund it.

At 10:40 a.m. the Board recessed.

At 11:00 the Board reconvened.

Economic Development Commission

Commissioner Taylor announced that EDC Director, Jim Davis, will be retiring at the end of June. The desirability of a reorganization of the Economic Development Commission at this juncture was discussed. It was the consensus of the Board that an advisory board (other than members of the Committee of 100) be formed to help guide the transition and to bring economic development under the control of the County Manager. Assistant County Manager for Operations/Facilities, Gene Hodges, was appointed as interim director for no longer than one year, during a period of needs assessment and the search for a new director. Chairman Allen asked that Commissioner Taylor lead a five member advisory board. There was no objection from the Board. Vice Chairman Dacey asked Commissioner Taylor to develop a list of four other members to present to the Board.

It was recommended that a resolution be adopted to dissolve the Economic Development Commission, effective June 30, 2012. County Manager, Jack Veit, recommended that any EDC budget that is approved in the 2012-2013 budget, be put into Department 0201, Administration, for the current year. This is expected to provide some economy of scale in areas such as facilities and duplication of personnel.

Libraries

There was discussion concerning the amount of funds that would be lost by the County's withdrawal from the regional library. Mr. Hodges stated that the funding formula for the regional library structure is complex. Having researched comparable entities in North Carolina he estimated roughly a \$100,000 potential loss to the region, not just in Craven County.

The applicable rules require independent libraries to operate as a county system for one to two years before being eligible for state funding.

Staff was asked to analyze data that has been gathered and determine how funding needs might be met until Craven County could become eligible for state support. Acquisition of IT infrastructure and software would be major expenses.

It was the consensus to approve the FY 13 budget for the regional library, along with an expression of intent to withdraw at the end of FY 13. The notice of intent may later be withdrawn, depending on results of staff research and analysis, expected in August or September.

The Chairman stated that he would contact Pamlico and Carteret Counties initially, and the County Manager will follow up with the County Managers. Approval of the letter of intent will need to be done at the regular meeting.

Commissioner Taylor nominated Commissioner Mark for appointment to the Craven-Pamlico-Carteret Regional Library Board. There was no objection by the Board and he was appointed by acclamation.

Branding Study

The City of New Bern requested \$24,000 for the County's portion of a regional branding study. The Board's consensus was to defer this matter and include it in discussion during the final work session. It was the consensus to wait and see how this initiative relates to the new economic development model. If the city needs an answer immediately, the answer is "no".

County Attorney

The hourly rates for county attorneys in surrounding counties are as follows:

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|----------|--|
| Beaufort | \$150-200 per hour |
| Carteret | \$150 -175 per hour |
| Jones | \$175 per hour |
| Lenoir | \$150-225 per hour plus \$22,500 retainer |
| Pitt | \$443,000 in-house attorney plus \$115,000 outside attorney budgeted |

Commissioner Mark recommended Option A in the County Attorney's proposal; with negotiation of some exceptions, and an estimate of how many hours are likely to accrue in excepted matters. It was the consensus to have County Attorney, Jim Hicks, speak before the Board in work session on June 4.

Sheriff

It was the consensus of the Board that no changes be made to the Sheriff's proposed FY13 budget.

County Manager Jack Veit, provided the following overview, stating that one EOMP Deputy position has been added, which is the only new position. A 3% COLA is included in the salary line. Capital Outlay-vehicles – line includes 12 vehicles, which is typical, and is the same as last year. Capital Outlay – under \$5,000 budget includes laptops, handheld radios, etc. The Sheriff will be requested to give the Board a quarterly update, including EOMP, federal prisoners, and outside of County prisoner numbers.

Fire Departments

Commissioner Dacey provided a West of New Bern audit update, stating that auditors do not yet have all distribution receipts.

Commissioner Taylor asked that the Board consider Department of Insurance grant matches for the three fire departments in Twp. 3, although other departments have been refused, for the purchase of turn-out gear. It was the consensus that Twp. 3 will need to raise the fire tax rate if they must get turn-out gear. As a result of the number of parcels in the district that are tax deferred under present use value, the tax base is not adequate at the current rate to support the district's needs.

Vice Chairman Dacey inquired about developing a formula countywide to fund these types of needs, based on population, area covered, etc. Commissioner Mark recommended that no grant matches be made, and this was the majority consensus.

Commissioners' Salary

Commissioner McCabe recommended increasing the Commissioners' travel allowance by \$50 per pay period for Commissioners, totaling \$1,300, which equals an 11.5% increase. Commissioner Sampson recommended \$50 per month. The majority consensus was that there be no increase in the Commissioners' travel allowance.

At 2:00 p.m. the Board was recessed to reconvene on June 4 at 1:00 p.m.

Chairman Lee Kyle
Craven County Board of Commissioners

Gwendolyn M. Bryan
Clerk to the Board