

**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 20, 2012. THE MEETING CONVENED AT 8:30 A.M.**

**MEMBERS PRESENT:**

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

**STAFF PRESENT:**

Jack B. Veit III., County Manager  
Gene Hodges, Assistant County Manager – Operations/Facilities  
Gwendolyn M. Bryan, Clerk to the Board  
Jim Hicks, County Attorney  
Aaron Arnette, County Attorney Associate

Following the Pledge of Allegiance, Commissioner McCabe moved to approve the minutes of February 6, 2012 regular session, as submitted, seconded by Commissioner Mark. There being no corrections, the Chairman accepted the minutes as presented.

**PUBLIC HEARING – JAMES CITY CDBG “ADD-ON” GRANT AMENDMENT**

A public hearing was set for 8:30 a.m. to hear citizen comments related to a proposed amendment of the James City CDBG “Add-On” Grant Amendment. The final unit scheduled for replacement under the on-going CDBG Program in James City at 310 Kennedy Drive was temporarily vacated by Ms. Hicksy Green.

Chip Bartlett with Holland Consulting Planners, reported that the State would not approve the proposed project amendment. In addition, the home has been reoccupied by its owner, Ms. Green, and the project will stand as originally planned; therefore, no public hearing is needed. The State will grant an extension until May 15 to assist Ms. Green. These funds could not be utilized for any projects with Neuse River Community Development Corporation (NRCDC) or Habitat for Humanity. A written request for such projects may be submitted for the next round of funding.

It was the consensus of the Board to cancel the public hearing.

**COMMUNITY HEALTH ASSESSMENT FOLLOW-UP**

On January 17, 2012, Public Health Nursing Supervisor, Teresa Ellen, presented the Community Health Assessment to the Board and was requested to return for further discussion of the document. She responded to Commissioners' inquiries concerning the payment scale for several services, and funding for the Home Health Program. Commissioner Dacey requested that the proposed 2013 budget for the Health Department include the breakdown of County funding by department or service.

The health priorities chosen by the Health Board for the County to focus on for the next three years are obesity, heart disease and cancer. Ms. Ellen noted that the County's HIV rates are decreasing due to more screening with the jail population and free HIV screenings at the Health Department, which are funded by the State.

She also announced that a copy of the Health Assessment is located on the County website, at the public library and at the Craven Community College library, or it can be obtained from the Craven County Health Department.

Health Director, Scott Harrelson, stated that he would like to provide an update on the new primary care clinic in March. Commissioner Dacey requested that Mr. Harrelson include any known impact of the primary care clinic on Merci Clinic.

### TAX RELEASES AND REFUNDS

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

#### *Credits*

| TAXPAYER NAME   | TICKET #     | AMOUNT   |
|---|--------------|----------|
| BABICH, WARREN L<br>MILITARY EXEMPTION                      | 2011-0002260 | \$31.72  |
| BARRETT, SHRON D<br>NOT IN BUSINESS 1/1/2011                | 2011-0091919 | \$10.70  |
| BATTS, WILLIE EDWARD<br>DWELLING VACANT SINCE 2009          | 2011-0003506 | \$36.99  |
| BRISTOL, ELDRIDGE LEE & LINDA<br>RELEASED TO JONES COUNTY   | 2010-0090489 | \$88.89  |
| BRISTOL, ELDRIDGE LEE & LINDA<br>RELEASED TO JONES COUNTY   | 2011-0006640 | \$79.48  |
| CHRISTIAN, RAY ALLEN<br>DOUBLE BILLED – SEE ACCT 84032      | 2009-0010339 | \$3.53   |
| COLEY, CHRISTINE<br>DOUBLE BILLED – SEE ACCT 24305          | 2010-0010468 | \$114.15 |
| COLEY, CHRISTINE<br>DOUBLE BILLED – SEE ACCT 24305          | 2011-0011539 | \$101.52 |
| DUKE, JOSHUA EDWARD<br>MILITARY EXEMPTION                   | 2011-0016352 | \$16.57  |
| HADDOCK, BOBBY ALLEN<br>DWELLING UNOCCUPIED SINCE 2010      | 2011-0023889 | \$36.99  |
| HOPEWELL, GEORGE R III<br>VALUE CORRECTION                  | 2011-0027882 | \$38.65  |
| HYATT, TERRY<br>DOUBLE BILLED – SEE ACCT 87626              | 2011-0091758 | \$534.38 |
| INABINET, JOSEPH & SANDEE<br>DOUBLE BILLED – SEE ACCT 90692 | 2011-0092120 | \$478.01 |
| JENKINS, JEFFERY D & BEDIE H<br>INCORRECT SITUS S/B 8T      | 2011-0029827 | \$130.41 |
| LEINGANG, RAPHAEL & SHERIE A<br>MILITARY EXEMPTION          | 2011-0034147 | \$111.77 |
| LEVY, PATRICIA ANNE<br>BOAT LEFT IN 2009-NOT TAXABLE TO NC  | 2011-0034264 | \$30.84  |

|   |              |            |
|---|--------------|------------|
| LINDSEY, BRIAN<br>BOAT NOT IN NORTH CAROLINA 1/1/2011       | 2011-0034808 | \$152.45   |
| LINGLER, ROBERT E<br>MILITARY EXEMPTION                     | 2011-0034831 | \$37.21    |
| LIVINGSTON, RHONDA K<br>DOUBLE BILLED – SEE ACCT 85251      | 2011-0092017 | \$8.44     |
| MATTIE, THOMAS JR<br>DOUBLE BILLED – SEE ACCT 38228         | 2011-0037203 | \$117.29   |
| MIMS, NICHOLAS P & TERRI BETH<br>MILITARY EXEMPTION         | 2011-0039663 | \$53.55    |
| NORRIS, KATHLEEN A<br>APPRAISAL ERROR CORRECTION            | 2011-0092037 | \$8.16     |
| RASBERRY, DONNIE PATRICK<br>DID NOT OWN VEHICLE 1/1/2011    | 2011-0047436 | \$45.74    |
| STROUD, CHRISTOPHER GUY<br>RELEASED TO JONES COUNTY         | 2011-0091859 | \$42.74    |
| WAINWRIGHT, MICHELLE LYNN<br>DOUBLE BILLED – SEE ACCT 88253 | 2011-0091634 | \$93.26    |
| WORLEY, MILDRED PEARL<br>DWELLING UNOCCUPIED SINCE 2009     | 2011-0091640 | \$37.17    |
| 26 – CREDIT MEMO (S)  |              | \$2,440.61 |

***Refunds***

|  |              |          |
|--|--------------|----------|
| BARWICK, FLORA DALE WILSON<br>PARCEL QUALIFIED FOR PRESENT USE | 2011-0003267 | \$883.94 |
| BARWICK, FLORA DALE WILSON<br>PARCEL QUALIFIED FOR PRESENT USE | 2011-0003266 | \$99.70  |
| BARWICK, FLORA DALE WILSON<br>PARCEL QUALIFIED FOR PRESENT USE | 2011-0003268 | \$50.95  |
| BARWICK, FLORA DALE WILSON<br>PARCEL QUALIFIED FOR PRESENT USE | 2011-0003269 | \$15.73  |
| BARWICK, FLORA DALE WILSON<br>PARCEL QUALIFIED FOR PRESENT USE | 2011-0003270 | \$9.19   |
| BARWICK, FLORA W<br>PARCEL QUALIFIED FOR PRESENT USE           | 2011-0003271 | \$68.02  |
| BEACHY, DANIEL A & SUSAN R<br>PARCEL QUALIFIED FOR PRESENT USE | 2011-0003682 | \$648.24 |
| CHRISTIAN, RAY ALLEN<br>DOUBLE LISTED – SEE ACCT 84032         | 2009-0010339 | \$144.03 |
| GONZALEZ, FELICIANA MEDRANO<br>DOUBLE BILLED – SEE ACCT 89071  | 2011-0022518 | \$45.75  |

|  |                 |            |
|--|-----------------|------------|
| JAMES A COLLINS INC<br>BOAT DOUBLE BILLED – SEE ACCT 60506 | 2007-0028676    | \$24.18    |
| JAMES A COLLINS INC<br>BOAT DOUBLE BILLED – SEE ACCT 60506 | 2008-0029201    | \$22.97    |
| JAMES A COLLINS INC<br>BOAT DOUBLE BILLED – SEE ACCT 60506 | 2011-0029541    | \$18.76    |
|  | 12 – REFUND (S) | \$2,031.46 |

Commissioner Taylor inquired about double billing.

**EMERGENCY SERVICES MATTERS**

*Local Emergency Planning Committee (LEPC) Review*

Emergency Services Director, Stanley Kite, presented the LEPC review for 2011 to the Board, as required by LEPC bylaws, highlighting the committee’s activities during the year.

*New Bern-Craven Rescue Request*

Mr. Kite presented the Craven County EMS Advisory Council’s recommendation for modifying the Craven County EMS System Plan to allow New Bern Rescue Squad’s advancement to the Intermediate Level of care. Commissioner Sampson moved to approve the modification, as recommended, seconded by Commissioner McCabe and unanimously carried.

County Manager, Jack Veit, stated that according to the EMS Study, all squads should be encouraged to advance to the paramedic level. Commissioner Mark remarked that there are potential volunteers in the community who are licensed at the paramedic level in other states; however, their credentials are not accepted by North Carolina. He recommended that the legislature be petitioned to address the requirement that they sit for the entire course, rather than for the exam only.

**SOLID WASTE MATTERS**

*Solid Waste Franchise Agreement Update*

In July 2009, Craven County entered into a three-year agreement with five franchise haulers to provide curbside trash pickup for county residents. Assistant County Manager, Gene Hodges, advised the Board that the contract expires as of June 2012. He requested the Board to provide direction on how staff should proceed with these agreements going forward. The following options were presented.

1. Renew the current contract with the five haulers for an additional three years
2. Solicit bids for the existing five franchise areas and/or modify the length of the contract.
3. Bid out the County’s curbside trash collection to a sole contractor and continue using the trash sticker program.

Commissioner Mark moved to solicit bids on options #2 and #3, seconded by Commissioner Taylor. During extensive discussion, Commissioners McCabe and Sampson expressed opposition to bidding the services if the service is being provided satisfactorily by the current franchisees. It was argued that the bidding process has the potential of saving the County money. Commissioner Mark moved to call the question, seconded by Commissioner Dacey. After Chairman Allen recognized Commissioner Tyson for an additional comment, the motion to call the questions carried with five (5) “ayes”, there being two (2) “nays” from Commissioners McCabe and Sampson.

The original motion to bid options #2 and #3 carried with five (5) “ayes”, there being two (2) “nays” from Commissioners McCabe and Sampson.

*Disaster Debris Final Disposal Bid Award*

On February 7, 2012, bids were opened for site work and for transporting the remaining Hurricane Irene vegetative debris to the final disposal site. The certified bid tabulation is as follows:

| <b>Contractor</b>             | <b>Bid</b>   |
|-------------------------------|--------------|
| Santee Modular Homes, Inc.    | \$143,889.00 |
| Jimmie L. Morris & Sons, Inc. | \$149,027.00 |
| Cooper & Cooper, Inc.         | \$180,558.58 |
| Trader Construction Company   | \$236,266.00 |

The low bidder, Santee Modular Homes, Inc. of Santee, South Carolina, was recommended. This project will be primarily funded through FEMA and State funds. Mr. Hodges reported that staff members have checked references on the low bidder and recommended them for award of the contract. Commissioner Sampson moved to award the contract to the low bidder, Santee Modular Homes, Inc., in the amount of \$143,889, seconded by Commissioner McCabe and unanimously carried.

**EOC 911 PROJECT PHASE I – DEMOLITION**

On February 12, 2012, bids for the demolition of the old Craven County Jail and Sheriff’s office space for the planned reuse as Craven County’s Emergency Operations, 911 Center, and Training Center were opened with the following results:

| <b>Contractor</b>           | <b>Bid</b> |
|-----------------------------|------------|
| D S Simmons                 | \$ 63,325  |
| Frasco, Inc.                | \$ 88,900  |
| Bruin Builders LLC          | \$129,230  |
| R. Brown Electric           | \$ 95,786  |
| Brydge & Lee Inc.           | \$195,000  |
| Thomas Simpson Construction | \$204,000  |
| Group III                   | \$121,900  |

This phase of the project includes needed demolition work on the 1<sup>st</sup> and 2<sup>nd</sup> floors of the former Sheriff’s office and the construction of a detention grade wall in the holding area where inmates are located on court days. Staff recommended that the bid be awarded to the low bidder, D S Simmons of Goldsboro. The County’s architect, Charles Francis, is personally knowledgeable of this company’s qualifications and has worked with them on a previous project. The budget for this project has been budgeted from the Capital Reserve Fund and the 911 Surcharge Fund. Commissioner Tyson moved to award the demolition contract to the low bidder, D S Simmons, in the amount of \$63,325, as recommended, seconded by Commissioner McCabe and unanimously carried.

**509 BROAD STREET BUILDING UPDATE**

Following background comments by Social Services Director, Kent Flowers, Deputy Social Services Director, Alfreda Stout, presented a detailed proposal for repurposing the County’s building at 509 Broad Street as a Family Resource Center. She advised the Board of the following projected costs:

- Facility Cost: \$176,525  
Includes but not limited to: lead/asbestos remediation; cameras/security; roof resealing; paint; flooring; fire escape; handicap ramp; construction changes, etc.
- Equipment and Furnishing Costs: \$ 80,729

Includes but not limited to: computers/printers/phones/  
Furnishings for training/supervised visitation, etc.

- Total Cost for Family Resource Center \$257,254
- Special Adoptions Funding \$100,000
- Remaining funding needed for total rehabilitation \$157,254

There was discussion concerning the ongoing operating costs for such a facility and the ability to carry forward funds from a state revenue source which are available to help offset the cost. Commissioner Dacey suggested that the matter be deferred until the budget process, since these funds may be carried forward.

Commissioner Sampson moved to consider the proposal for repurposing the County’s building at 509 Broad Street as a Family Resource Center, seconded by Commissioner McCabe. County Manager, Jack Veit, stated the fact that DSS is running out of space and the proximity of 509 Broad Street to court facilities and child support offices help to justify the project; however, he saw no reason a decision could not be deferred until the budget process. The motion failed with six (6) “nays”, there being one (1) “aye” from Commissioner Sampson

**APPOINTMENTS**

*Craven County Clean Sweep Committee*

Commissioner McCabe nominated Connie and Bob Adams for appointment to the Clean Sweep Committee. There being no additional nominees, Mr. and Mrs. Adams were appointed by acclamation. There are six vacancies remaining.

*Havelock-Craven County Library Board*

The Board was advised of the resignation of Joanna Wishon on the Havelock-Craven County Library Board. Commissioner McCabe nominated Jennettia Drake to fill Ms. Wishon’s unexpired term. There being no additional nominees, Ms. Drake was appointed by acclamation.

*Industrial Facilities Pollution Control Financing Authority*

It was the consensus of the Board that these appointments be deferred.

*Board of Equalization and Review*

Commissioner Mark nominated Ronald Saggio to replace Grover Lancaster on the Board of Equalization and Review. Commissioner McCabe nominated George Norris to replace Al Otto. There being no additional nominees, Mr. Saggio and Mr. Norris were appointed by acclamation. Although there is no term ending date for members of the Board of Equalization and Review, the Board of Commissioners’ bylaws establish a 10-year limit. Mr. Lancaster and Mr. Otto have both served for more than 10 years.

*Promise Place*

Executive Director of Promise Place, Jan Hood, notified the Board of Commissioners of recommendations for appointment to Promise Place. Commissioner Tyson nominated Mary Ann Harper. Commissioner Dacey nominated Walter Graves, Ed Armstrong, Ciara Rogers and Kimberly Rademacher. There being no additional nominees, Ms. Harper, Mr. Graves, Mr. Armstrong, Ms. Rogers and Ms. Rademacher were appointed by acclamation.

**COUNTY ATTORNEY’S REPORT**

*Erma Starkey CDBG Foreclosure – 1040 Kite Town Road, Vanceboro*

The property, located at 1040 Kite Town Road, Vanceboro, is a former CDBG property, where the recipient of the grant violated its terms. Subsequently, the County commenced

a foreclosure action under the CDBG Note and Deed of Trust. The property was foreclosed and the County was the highest bidder at the sale. The Board had previously attempted to sell the property by advertisement for sealed bids but no bids were received and the Board elected to list the property on the MLS.

The County received an offer to purchase the property, for the sum of \$18,000, with closing on March 2, 2012. Although the property appraised for \$36,000, the property is in extremely poor condition and is in need of extensive repairs.

County Attorney, Jim Hicks, recommended that the Board of Commissioners accept the offer of \$18,000 for its property at 1040 Kite Town Road, Vanceboro conditioned upon the State’s approval of the sales price and net proceeds. Commissioner Mark moved to approve the sale, under the stated conditions, and extension of settlement date to no later than March 31, with advertisement for upset bids, seconded by Commissioner Sampson and unanimously carried.

*New Residential Code*

Mr. Hicks briefed the Board on an issue with a new 2012 residential code adopted by the State. Chief Inspector, Shelton Toler, indicated that the manual for operating under the new code is not yet available; however, the code will be in effect prior to availability of the manual. The State has recommended that the on-line summary be used as a guide in the meantime. The following options were suggested:

1. Inform partners in the homebuilding industry and encourage them to submit permit applications by February 29<sup>th</sup>. The old code will apply until the end of February
2. Hold any applications received March 1<sup>st</sup> onward until the code manual becomes available
3. Process new applications as well as possible, based on the on-line summary and get hold harmless agreements. There was discussion, however, of the ineffectiveness of hold harmless agreements in many circumstances.

Commissioner Dacey recommended that the Governor’s Office appeal to the appropriate agency to extend the deadline.

Commissioner Tyson asked County Manager, Jack Veit, to contact NCACC for leverage. The Planning Department staff was requested to develop an estimate of how much cost the new code would add to new home construction, using an average home size of 1,500 sq. ft.

**COUNTY MANAGER’S REPORT**

*Budget Amendment*

County Manager, Jack Veit, presented the following budget amendment:

*Non Departmental*

| <b>EXPENDITURES</b>                  | <b>AMOUNT</b>      | <b>REVENUES</b>                           | <b>AMOUNT</b>      |
|--------------------------------------|--------------------|---|--------------------|
| 101-0560-348-92-00<br>Commerce Grant | \$50,000.00        | 101-0560-430-15-03<br>Consultant-base def | \$50,000.00        |
| <b>TOTAL</b>                         | <b>\$50,000.00</b> | <b>TOTAL</b>                              | <b>\$50,000.00</b> |

**Justification:** Appropriate funds for local counsel to provide consulting services to defend the base at Cherry Point and FRC East.

Commissioner Sampson moved for its approval, as presented, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

*Agreement for Participation in the Statewide Misdemeanant Confinement Program*

Mr. Veit presented an agreement for participation in the Statewide Misdemeanant Confinement Program, along with an executive summary. He explained that the agreement, if entered, could be terminated at any time. Commissioner Sampson moved to enter into the agreement, as presented, seconded by Commissioner McCabe. During discussion Mr. Veit stated that the program may be a source of modest revenue to help offset operational expenses; however, several questions remained which the Board desired to consider further. The motion and second were withdrawn. The matter was deferred until the Board's recessed meeting on February 27.

*Sheriff's Department Grant Application*

Mr. Veit reported that the Sheriff wishes to apply for a grant to purchase vests. The grant amount is \$12,000, and requires a 50% match. Commissioner Taylor moved to approve the grant application, seconded by Commissioner Sampson. During discussion, Commissioner Taylor requested that the Sheriff consider budgeting for vests on an annual basis. The motion was carried unanimously.

**CLOSED SESSION**

At 11:05 a.m. Commissioner Sampson moved to go into closed session, seconded by Commissioner McCabe, pursuant to NCGS 143-318.11(a)(5) relative to property acquisition.

At 11:35 a.m. Commissioner McCabe moved to return to regular session, seconded by Commissioner Taylor.

The County Attorney announced that the Board discussed three properties and reached a consensus to purchase approximately 51.5 acres owned by Turf Club LLC for the site of a new high school at \$32,000 per acre, subject to the standard contract, with \$25,000 in escrow. Commissioner Taylor moved to approve the purchase, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

**COMMISSIONERS' REPORTS**

*Commissioner Taylor* responded to a recent editorial concerning funds missing from the Sheriff's canteen account with the following points:

- The missing funds occurred in July, not December.
- The County's (finance) staff discovered the missing money and contacted the Sheriff's Department
- The Board did not cancel its work session after receiving the Sheriff's information.
- The work session with the Sheriff is re-scheduled for February 27.
- The information requested from the Sheriff helps the Board to make responsible decisions.

*Commissioner Sampson* commented on rising gas prices.

*Commissioner Dacey* announced a Town Hall Meeting in the Craven County Administration Building on February 27 from 4:00 p.m. – 5:30 p.m. He commented that he and County Manager, Jack Veit, had met with Governor Perdue the previous week and reviewed the President's budget relative to a Base Realignment and Closing scheduled for 2014-15. She indicated plans to include a budget line item for base protection in North Carolina.

*Commissioner Mark* announced a Precinct 20 Town Hall meeting on February 23 from 3:00 p.m.-5:00 p.m.

At 11:45 a.m. the Board was declared in recess until 8:30 a.m. on February 27.

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Chairman Lee Kyle Allen  
Craven County Board of Commissioners

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Gwendolyn M. Bryan  
Clerk to the Board