

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, JUNE 17, 2013. THE MEETING CONVENED AT 8:30 A.M.

MEMBERS PRESENT:

- Chairman Scott C. Dacey
- Vice Chairman Thomas F. Mark
- Commissioner Lee Kyle Allen
- 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
- Richard F. Hemphill, Assistant County Manager – Finance/Administration
- Gwendolyn M. Bryan, Clerk to the Board
- Amber Parker, Human Resources Director
- Jim Hicks, County Attorney

Following an invocation by Commissioner Taylor and the Pledge of Allegiance, Commissioner Allen moved to approve the agenda, with deletion of Item #1, Airport Grant Approval, and #8, Resolution for Marvin Raines, seconded by Commissioner Taylor and unanimously carried. Commissioner Mark moved to approve the minutes of June 3, 2013 regular session and May 20, 21 and 24 reconvened sessions, seconded by Commissioner McCabe and unanimously carried.

BUDGET ORDINANCE

County Manager, Jack Veit, presented the Budget Ordinance for FY 2013-14, as follows:

SECTION I

The following amounts are appropriated for expenditure in the General Fund for the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Commissioners	\$ 575,333
Special Appropriations	\$ 243,880
Administration	\$ 623,144
Human Resources	\$ 346,951
Information Technology	\$ 1,177,291
GIS Mapping	\$ 344,363
Finance	\$ 907,877
Non Departmental	\$ 717,000
Pass Through	\$ 266,151
Transfer Out	\$ 13,000
Elections	\$ 459,272
Tax Assessor	\$ 1,061,284
Tax Collector	\$ 731,623
Register of Deeds	\$ 708,706
Public Buildings	\$ 3,934,384
Court Facilities	\$ 780,056

Maintenance	\$ 635,072
Central Maintenance Garage	\$ 389,974
Sheriff	\$ 5,674,106
Jail	\$ 3,809,872
Fire Marshall/ Emergency Management	\$ 399,970
Communications	\$ 563,432
Inspections	\$ 501,305
Medical Examiner	\$ 65,000
Rescue Squads	\$ 2,344,850
Solid Waste	\$ 3,667,407
Planning	\$ 565,649
Soil Conservation	\$ 266,864

SECTION I (continued)

Cooperative Extension	\$ 255,010
Economic Development	\$ 156,128
Health	\$ 10,332,664
Mental Health	\$ 276,827
Transportation – CARTS	\$ 1,387,780
Elderly Disabled	\$ 10,000
Elderly Handicap	\$ 72,537
General Public Transportation	\$ 187,676
CARTS – WORK FIRST	\$ 47,645
Veterans Services	\$ 149,708
Social Services	\$ 20,950,741
Recreation	\$ 861,547
Libraries	\$ 1,347,307
Convention Center	\$ 1,496,653
Craven County Schools	
Current Expense	\$ 18,851,584
Current Expense – Fines & Forfeitures	\$ 52,000
Current Expense - Payment in Lieu of Taxes	\$ 60,000
Capital Outlay	\$ 700,000
Transfer to Debt Service Fund	\$ 4,987,074
Craven Community College	
Current Expense	\$ 3,455,130
Capital Outlay	\$ 425,000
Debt Service Principal	\$ 110,800
Debt Service Interest	\$ 28,415

TOTAL **\$ 97,976,042**

SECTION II

It is estimated the following revenues will be available in the General Fund for the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Current Year's Property Taxes	\$	41,552,328
Prior Year's Property Taxes		455,000
Vehicle Property Taxes		4,669,315
Prior Year's Vehicle Property Taxes		205,000
Late Listing Penalty		52,000
Annual Fee (Solid Waste/Recycling)		1,545,312
In Lieu of Taxes		180,000
Penalty and Interest		303,220
Interest - Investments		181,000
Miscellaneous Revenue		215,370
Donations/Contributions		24,325
Beer & Wine State		190,000
One Cent Sales Tax		5,321,865
One Half Cent Sales Tax – Article 40		4,227,285

SECTION II (Continued)

One Half Cent Sales Tax – Article 42		3,554,203
Alcoholic Beverage Control		717,000
Grants – Other		51,500
State Revenues		14,568,173
State Grants		1,495,737
Court Fees		282,500
Sheriff Fees		224,000
First Party Payment for Services		167,361
Third Party Payment for Services		270,690
Fees for Services		5,423,868
Sales		165,000

Transfers In From Other Funds	2,331,682
Inter-Departmental	604,584
Inter-Governmental	1,478,732
Medicaid	3,348,943
Medicare	1,989,958
Medicaid Maximization	627,430
Federal Revenue	1,451,181
Carryover of Unspent Grant Revenue	101,480
Fund Balance Appropriated	0
Total	\$97,976,042

SECTION III

The following amount is appropriated to the Seized Property – Sheriff’s Department Fund for the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Operating Expense	\$ 43,638
Total	\$ 43,638

It is estimated the following revenue will be available in the Seized Property – Sheriff’s Department Fund for the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Interest	\$ 138
Substance Abuse Tax – State	\$ 12,000
Asset Forfeitures	\$ 31,500
Total	\$ 43,638

SECTION IV

The following amount is appropriated for the Emergency Telephone System for its operation during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Emergency Telephone System Expense	\$659,091
Total	\$659,091

It is estimated the following revenues will be available in the Emergency Telephone System during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Telephone Subscriber Charges	203,206
Fund Balance Appropriated	451,885
Interest	4,000
Total	\$ 659,091

SECTION V

The following amounts are appropriated for the Rhems Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Workers Compensation	\$ 2,860
Insurance	1,085
Payment to District	209,268
Payment to West of New Bern FD	30,854
Capital Reserve	1,930
Total	\$ 245,997

It is estimated the following revenues will be available in the Rhems Fire Department Fund during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

District Ad Valorem Taxes	\$ 195,025
(Rate of .0389; Valuation of \$ 512,000,000)	
Sales Tax	50,972
Total	\$245,997

SECTION VI

The following amounts are appropriated for the Township No. 1 Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Workers Compensation	\$ 4,485
Insurance	1,085
Payment to District	191,992
Payment to Little Swift Creek Fire Department	11,799
Capital Reserve	2,107
Total	\$ 211,398

It is estimated the following revenues will be available in the Township No. 1 Fire Department Fund during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

District Ad Valorem Taxes	163,771
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(Rate of .025; Valuation of 669,000,000)

Sales Tax	47,627
Total	\$211,398

SECTION VII

The following amounts are appropriated for the Tri-Community Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Workers Compensation	\$ 5,655
Insurance	1,085
Payment to District	249,384
Payment from Sandy Point	8,115
Total	\$ 264,239

It is estimated the following revenues will be available in the Tri-Community Fire Department Fund during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

District Ad Valorem Taxes	\$ 190,681
(Rate of .0277; Valuation of \$703,000,000)	
Sales Tax	55,943
Sandy Point Appropriation	8,115
Fund Balance Appropriated	9,500
Total	\$264,239

SECTION VIII

The following amounts are appropriated for the Little Swift Creek Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Workers Compensation	\$ 2,600
Insurance	1,086
Payment to District	123,157
From Twp #1 Vanceboro	11,799
Total	\$ 138,642

It is estimated the following revenues will be available in the Little Swift Creek Fire Department Fund during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

District Ad Valorem Taxes	\$ 97,356
(Rate of .0549; Valuation of \$181,000,000)	

Sales Tax	27,999
From Township #1 Vanceboro	11,799
Fund Balance Appropriated	1,488
Total	\$ 138,642

SECTION IX

The following amounts are appropriated for the Township No. 3 Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Workers Compensation - Cove City	\$ 2,487
Insurance - Cove City	804
Payment to Cove City	62,972
Cove City Payment from Township #9	3,000
Worker's Compensation – Dover	1,365
Insurance – Dover	866
Payment to Dover	56,237
Workers Compensation - Fort Barnwell	2,470
Insurance - Fort Barnwell	834
Payment to Fort Barnwell	66,857
Total	\$ 197,892

It is estimated the following revenues will be available in the Township No. 3 Fire Department Fund during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

District Ad Valorem Taxes	\$ 144,506
(Rate of .0624; Valuation of \$236,500,000)	
Sales Tax	41,886
Payment from Township #9 to Cove City	3,000
Fund Balance Appropriated	8,500
Total	\$ 197,892

SECTION X

The following amounts are appropriated for the Township No. 5 Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Workers Compensation	\$ 2,470
Insurance	1,085
Payment from Township #6 Fire Department	2,642

Payment to District	253,757
Total	\$ 259,954

It is estimated the following revenues will be available in the Township No. 5 Fire Department Fund during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

District Ad Valorem Taxes	\$ 196,061
(Rate of .0453; Valuation of \$442,000,000)	
Sales Tax	57,251
Payment from Township #6 Fire Department	2,642
Fund Balance Appropriated	4,000
Total	\$ 259,954

SECTION XI

The following amounts are appropriated for the Township No. 6 Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Workers Compensation	\$ 2,860
Insurance	1,086
Payment to Township #5 Fire District	2,642
Payment to District	256,100
Capital Reserve	1,947
Total	\$264,635

It is estimated the following revenues will be available in the Township No. 6 Fire Department Fund during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

District Ad Valorem Taxes	\$ 201,637
(Rate of .048; Valuation of \$429,000,000)	
Sales Tax	62,998
Total	\$264,635

SECTION XII

The following amounts are appropriated for the Township No. 7 Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Workers Compensation	\$ 3,965
Insurance	1,085

Payment to District	324,749
Total	\$ 329,799

It is estimated the following revenues will be available in the Township No. 7 Fire Department Fund during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

District Ad Valorem Taxes	\$ 253,392
(Rate of .0177; Valuation of \$1,462,000,000)	
Sales Tax	74,142
Fund Balance Appropriated	2,265
Total	\$ 329,799

SECTION XIII

The following amounts are appropriated for the West of New Bern Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Workers Compensation	\$ 4,355
Insurance	1,085
Payment to District	334,766
Payment to District from West of New Bern II	30,854
Total	\$ 371,060

It is estimated the following revenues will be available in the West of New Bern Fire Department Fund during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

District Ad Valorem Taxes	\$ 252,698
(Rate of .0324; Valuation of \$796,500,000)	
Sales Tax	81,882
Payment from West of New Bern II	30,854
Fund Balance Appropriated	5,626
Total	\$ 371,060

SECTION XIV

The following amounts are appropriated for the Township No. 9 Fire Department Fund for its operation during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Workers Compensation	\$ 3,185
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Insurance	866
Payment to District	175,619
Payment to Cove City	3,000
Total	\$ 182,670

It is estimated the following revenues will be available in the Township No. 9 Fire Department Fund during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

District Ad Valorem Taxes	\$ 135,008
(Rate of .0582; Valuation of \$236,900,000)	
Sales Tax	39,162
Fund Balance Appropriated	8,500
Total	\$ 182,670

SECTION XV

The following amounts are appropriated for the Sandy Point Service District for its operation during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Transfer to Tri Community	8,115
Total	\$ 8,115

It is estimated the following revenues will be available in the Sandy Point Service District during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

District Ad Valorem Taxes	4,705
(Rate of .0352; Valuation of \$13,650,000.00)	
Sales Tax	1,410
Fund Balance Appropriated	2,000
Total	\$ 8,115

SECTION XVI

The following amount is appropriated for the Schools Debt Service for its operation during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Debt Service Expenses	\$5,583,124
Total	\$5,583,124

It is estimated the following revenues will be available in the Schools Debt Service Fund for the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Interest	\$ 5,000
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Sales Tax	3,196,074
Lottery Proceeds	1,000,000
Transfer from General Fund	1,791,000
Fund Balance Appropriated	(408,950)
Total	\$ 5,583,124

SECTION XVII

The following amount is appropriated for the Craven County Water Fund for its operation during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Water Operations Expense	\$ 3,755,700
Total	\$ 3,755,700

It is estimated the following revenues will be available in the Craven County Water Fund during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Penalty and Interest	\$ 96,500
Interest on Investments	60,000
Fees	181,200
Water Sales	3,400,000
Rents	18,000
Total	\$ 3,755,700

SECTION XVIII

The following amount is appropriated for expenditures in the Northwest Craven Water and Sewer – Debt Service Fund for the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Debt Service	\$ 105,688
Total	\$ 105,688

It is estimated the following revenue will be available in the Northwest Craven Water and Sewer – Debt Service Fund for the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Transfers in From Water Operating Fund	\$ 105,688
Total	\$ 105,688

SECTION XIX

The following amount is appropriated to the Health Benefits Fund for the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Health Benefits	\$ 4,219,000
Workers Compensation	\$ 305,000
Auto Physical Damage	\$ 40,000
Total	\$ 4,564,000

It is estimated the following revenues will be available in the Health Benefits Fund for the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Health Benefits:

Interest	\$ 25,000
Employer Contribution – Health	3,340,000
Employee Contribution - Health	290,000
Employer Contribution - Dental	239,000
Employee Contribution - Dental	110,000
Workers Compensation Fees	520,000
Regular vehicle Expense	40,000
Total	\$ 4,564,000

The above revenues reflect the following rates:

Health – Employee	\$ 457
Child Only	184
Family	446
Dental – Employee	34
Child Only	37
Family	48

SECTION XX

The following amount is appropriated for the Occupancy Tax Trust Fund for its operation during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Transfer to General Fund	\$ 797,148
City of Havelock	97,000
Administration Fees	50
Total	\$ 894,198

It is estimated the following revenue will be available in the Occupancy Tax Trust Fund during the Fiscal Year beginning July 1, 2013 and ending June 30, 2014.

Revenue:

Tourism Development Authority Occupancy Tax	\$ 894,198
Total	\$ 894,198

SECTION XXI

There is levied a tax rate of \$.4675 per \$100.00 valuation of property listed as of January 1, 2013, for the purpose of raising revenues listed as current year's property tax in Section II of this Ordinance.

The rate of tax is based on an estimated valuation of property for the purpose of taxation of \$10,097,000,000.00 and an estimated collection rate of 97.92% real property and motor vehicles.

SECTION XXII

The Budget Officer is authorized to make line item transfers within each department.

The Budget Officer is authorized to transfer between departments within the same fund amounts not to exceed \$20,000.00.

The Budget Officer is authorized to loan dollars between funds for the purpose of maintaining a constant cash flow, provided that such funds are repaid in the scope of this Fiscal Year.

The Budget Officer is authorized to freeze any new/vacant positions until such time as the necessity and imperativeness can be ascertained and assuredness of available fiscal funding can be better determined.

The Budget Officer is further authorized to decide the time any capital improvements or capital outlay items in the budget may be processed.

SECTION XXI1

Copies of this Budget Ordinance shall be furnished to the Finance Officer for direction in carrying out the duties of that office.

This Ordinance is hereby adopted this 17th day of June, 2013.

Commissioner Taylor moved to approve the budget ordinance, as presented, seconded by Commissioner Mark. During discussion Commissioner Allen commended Sue Book with the *Sun Journal* for doing a superb job on publishing the Board's actions relative to the Board's work sessions on the budget. He stated that some citizens have not read all the information in the budget and have misunderstood. He commended staff for their work on the budget.

Commissioner Taylor stated that no fund balance had been appropriated and a healthy capital reserve has been maintained to address future needs.

Commissioner McCabe read comments regarding his opposition to ending the meals program at two sites and the Havelock Library allocation. He also thanked staff for their hard work on the budget.

Commissioner Sampson expressed his appreciation for the job done on the budget by the County Manager, but stated his disagreement with relief to taxpayers in the tax rate while leaving out the needy with the reduction in the congregate meals program.

Commissioner Mark thanked the County Manager and staff for their hard work on the budget.

He stated that Harlowe and Havelock congregate meals have been taken away as a result of decreased federal dollars and that all libraries were treated equitably.

Chairman Dacey thanked the County Manager and staff for their hard work. He noted there is an applied standard of equity to libraries and that the corporate community extended good will toward libraries in the form of computer donations, which most libraries accepted, but Havelock declined. He stated that the process and decisions on meals appropriations is justified.

The motion to approve the budget was carried with six (6) “ayes”, there being one (1) “nay” from Commissioner McCabe.

DEPARTMENTAL MATTERS: DSS

Budget Amendment – Family Caregiver

The Department of Social Services presented the following budget amendment for the Board’s approval. Commissioner Mark moved for its approval, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-7221-349-22-00	\$5,000.00		
101-0000-399-01-00	\$(5,000.00)		
TOTAL	\$0.00	TOTAL	\$0.00

Justification: Additional funding received for Family Caregiver program for In Home services from the Eastern Carolina Council of Government, Area Agency on Aging. There is no County match required.

Budget Amendment – Daycare

The Department of Social Services presented the following budget amendment for the Board’s approval. Commissioner Sampson moved for its approval, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

101-7291-349-10-00	\$19,711.00	101-7291-450-39-26	\$19,711.00
Day Care combined		Day Care combined	

Justification: Additional funding received for Regular Subsidy Dare Care from the Division of Child Development in order to make the final service month’s payments for Fiscal Year 12-13. There is no County Match required.

DEPARTMENTAL MATTERS: 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. Commissioner Sampson moved for their approval, as requested, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

Credits

TAXPAYER NAME	TICKET #	AMOUNT
BROCK, SHIRLEY FORECLOSURE – LIEN EXTINGUISHED	2011-0006775	\$397.53
BROCK, SHIRLEY FORECLOSURE – LIEN EXTINGUISHED	2012-0006800	\$374.04
LOERA, MARIA MOBILE HOME IN BEAUFORT CO. 1/1/12	2012-0035018	\$137.07

NORTH CAROLINA DEPT OF EXEMPT PROPERTY	2011-0090980	\$296.87
NORTH CAROLINA DEPT OF EXEMPT PROPERTY	2012-0043033	\$272.12
SMITH-MAYFIELD, ROSA MARIE DWELLING VACANT – AWAITING DEMO	2012-0052542	\$42.43
TAYLOR, FRANK M JR FORECLOSURE – LIEN EXTINGUISHED	2008-0054225	\$27.85
TAYLOR, FRANK M JR FORECLOSURE – LIEN EXTINGUISHED	2008-0054226	\$27.85
TAYLOR, FRANK M JR FORECLOSURE – LIEN EXTINGUISHED	2009-0055045	\$26.05
TAYLOR, FRANK M JR FORECLOSURE – LIEN EXTINGUISHED	2009-0055046	\$26.05
TAYLOR, FRANK M JR FORECLOSURE – LIEN EXTINGUISHED	2010-0050352	\$20.59
TAYLOR, FRANK M JR FORECLOSURE – LIEN EXTINGUISHED	2010-0050353	\$20.59
TAYLOR, FRANK M JR FORECLOSURE – LIEN EXTINGUISHED	2011-0055998	\$19.03
TAYLOR, FRANK M JR FORECLOSURE – LIEN EXTINGUISHED	2011-0055999	\$19.03
TAYLOR, FRANK M JR FORECLOSURE – LIEN EXTINGUISHED	2012-0055986	\$17.38
TAYLOR, FRANK M JR FORECLOSURE – LIEN EXTINGUISHED	2012-0055987	\$17.38
	16 – CREDIT MEMO (S)	\$1,741.86

Refund

KMF HOLDINGS LTD CORRECTING AUDIT DISCOVERY ERROR	2012-0091380	\$389.36
	1 – REFUND (S)	\$389.36

DEPARTMENTAL MATTERS: PLANNING*Pamlico Sound Regional Hazard Mitigation Update*

An overview of the process to update the Pamlico Sound Regional Hazard Mitigation Plan was provided by Landin Holland of Holland Consulting Planners.

Selection of Consultant for Infrastructure Program Grant

Planning Director, Don Baumgardner, reported that the County was informed that a CDBG request for a \$750,000 Infrastructure Grant had been approved. Requests for proposals were sent out on May 10, 2013 for an administrative consultant and only one proposal was received from Holland Consulting Planners. A second request for proposals was sent out; however, no

additional proposals were received. In addition to advertising, solicitations were mailed to all consultants in North Carolina that administer CDBG grants. Should the Board approve award of the contract, the County will request from the Division of Community Assistance for the County to enter into a sole source contract with Holland Consulting Planners. Although the grant allows up to 18% for administrative costs, the Holland Consulting contract amount for this item is \$66,900, which is 11.2%. Administrative costs will be shared with the City of New Bern, resulting in less than 11.2% from the County. The Craven County match is the portion of administrative cost being put forth by the City of New Bern. Commissioner McCabe moved to approve Holland Consulting Planners to administer the grant funds and to authorize the Chairman to execute the contract, seconded by Commissioner Sampson and unanimously carried.

Request for Addition to State Maintained Secondary Road System

The Board was requested to adopt a standard SR2 road addition resolution approving Pine Cove Road in Pine Cove Subdivision be turned over to the State of North Carolina for maintenance. The resolution, once passed, will be forwarded to NCDOT for their final consideration and acceptance of the road to the State Maintenance System. Commissioner Mark moved to adopt the standard SR2 road addition resolution, seconded by Commissioner McCabe and unanimously carried.

FY 12 CDBG Scattered Site Program

Chip Bartlett of Holland Consulting Planners presented the following guidelines, plans and policies, to be formally adopted in order to move forward with the project.

1. Housing Assistance Policy
2. Rehabilitation/Demolition Contract Award Policy
3. Citizen Participation Plan
4. Residential Anti-displacement and Relocation Assistance Plan
5. Local Economic Benefit for LMI Persons (Section 3) Plan
6. Equal Employment and Procurement Policy
7. Policy Concerning Code of Conduct
8. Fair Housing Policy
9. Section 519 Policy (Prohibiting Use of Excessive Force)
10. Temporary Relocation Policy

Commissioner Sampson moved to approve the proposed guidelines, plans and policies, seconded by Commissioner McCabe. Commissioner Taylor inquired of the timeframe for signing the documents. Mr. Bartlett responded that the Board has additional time to absorb the information until the July meeting, if needed. Language can be changed if the Board wishes to do so. Commissioner Taylor moved to defer action until the July 1 meeting, seconded by Commissioner Allen. Commissioner Sampson withdrew the original motion, and the motion to defer consideration until the Board's next meeting was unanimously carried.

FY 12 CDBG Small Business Entrepreneurial Program

Mr. Holland presented the following guidelines, plans and policies, to be formally adopted in order to move forward with this project.

1. Citizen Participation Plan
2. Residential Anti-displacement and Relocation Assistance Plan
3. Local Economic Benefit for LMI Persons (Section 3) Plan
4. Equal Employment and Procurement Policy
5. Policy Concerning Code of Conduct
6. Fair Housing Policy
7. Section 519 Policy (Prohibiting Use of Excessive Force)
8. Designation of Labor Standards Enforcement Officer

Commissioner Taylor moved to defer consideration until the Board's next meeting, seconded by Commissioner Allen and unanimously carried.

DEPARTMENTAL MATTERS: CARTS – APPROVAL OF PLAN

CARTS Director, Terry Jordan, presented the Local Coordinated Plan (LCP), which each transportation system is required to have adopted by the governing board in order to continue to maintain eligibility for Federal and State grants. He explained that LCP’s typically have a four year life span and it is time for the LCP for the Craven Area Rural Transportation System (CARTS) to be updated. The recent designation of New Bern as an urban area necessitates the creation of the New Bern Area Metropolitan Planning Organization (MPO), which will in turn require an extensive rewrite of the LCP. CARTS has been allowed to develop a simple update to the existing LCP for the 2013-2014 fiscal year since funding for FY 2014 will still be based on the rural funding criteria. Prior to the funding cycle for fiscal year 2014-2015, a new LCP will need to be created that reflects the changes with the urban designation.

Commissioner Sampson moved to adopt the Local Coordinated Transportation Plan, as requested, seconded by Commissioner McCabe and unanimously carried.

DEPARTMENTAL MATTERS: FINANCE – BUDGET AMENDMENTS & ORDINANCE UPDATE

Assistant County Manager for Finance/Administration, Rick Hemphill, presented the following budget amendments and ordinance update for the Board’s approval. Commissioner Sampson moved for their approval. Commissioner McCabe seconded the motion, which carried unanimously in a roll call vote.

Schools

101-0000-345-03-00	\$ 75,000.00	101-8500-480-98-01	\$225,000.00
St Tax Are 40 1/2ct sch		Schools debt service	
101-0000-345-05-00	\$150,000.00		
St tax art 42 1/2ct sch			
TOTAL	\$225,000.00	TOTAL	\$225,000.00

Justification: Portion of Article 40 and Article 42 sales tax dedicated to school debt service. Anticipate that revenue will be greater than projected/ budgeted. Need to budget the additional revenue expected and corresponding transfer to the Debt Service Fund.

Recreation & Parks

101-8001-336-02-00	\$550.00	101-8001-460-32-40	\$550.00
Misc. Donations		Other supplies	
101-8001-336-02-00	\$750.00	101-8001-460-32-40	\$750.00
Misc. Donations		Other supplies	
TOTAL	\$1,300.00	TOTAL	\$1,300.00

Justification: \$550 was received from a Community Transformation Grant to purchase miscellaneous basketballs, tennis balls, volley balls and kick balls. The \$750 donation was received from Zaxby’s of New Bern to purchase and install a sign on a ball field fence at Creekside Park. After purchasing the sign, the remaining donation will be used to purchase mats for the batters boxes at Creekside Park.

Rescue Squads

101-2827-387-51-00	\$8,500.00	101-2827-410-33-10	\$7,650.00
Ft. Barnwell Rescue Fee		Ft. Barnwell 90% collection	
		101-2801-410-40-03	\$ 850.00
		Collection Cost	
101-2828-357-49-00	\$62,250.00	101-2828-410-33-10	\$56,025.00
Bridgeton Rescue Fee		Bridgeton 90% collection	
		101-2801-410-40-03	\$ 6,225.00

		Collection Cost	
101-2829-357-50-00	\$34,000.00	101-2829-410-33-10	\$30,600.00
Vanceboro Rescue Fee		Vanceboro 90% collection	
		101-2801-410-40-03	\$ 3,400.00
		Collection Cost	
101-2830-357-52-00	\$16,500.00	101-2830-410-33-10	\$14,850.00
Cove City Rescue Fee		Cove City 90% collection	
		101-2801-410-40-03	\$ 1,650.00
		Collection Cost	
101-2825-357-53-00	\$28,000.00	101-2825-410-33-10	\$25,200.00
New Bern/Craven Rescue Fee		New Bern/Craven 90% collection	
		101-2801-410-40-03	\$ 2,800.00
		Collection Cost	
TOTAL	\$149,250.00	TOTAL	\$149,250.00

Justification: Ambulance billing fees received exceeding amount budgeted. Need to budget increase to pay squads 90% and vendor collection cost 10%.

Soil Conservation

101-4101-349-00-00	\$2,860.00	101-4101-420-32-40	\$1,860.00
State Grants, other		Other Supplies	
		101-4101-420-32-10	\$1,000.00
TOTAL	\$2,860.00	TOTAL	\$2,860.00

Justification: This money was unanticipated and a one time event for the District’s help on a Conservation Reserve Enhancement project. The money will be used to purchase surveying equipment, such as a levelor, tripod, 200’ engineers tape and range poles. Also environmental educational materials for education programs and community events and color/black ink for 2 printers.

Jail

101-2008-369-40-00	\$130,000.00	101-2008-410-21-01	\$ 6,000.00
Misdemeanant house		Board prisoners	
		101-2008-410-32-08	\$60,000.00
		Medical supplies	
		101-2008-410-32-26	\$33,000.00
		Inmate welfare	
		101-2008-410-40-04	\$25,000.00
		Food service	
		101-2008-410-40-17	\$ 6,000.00
		Electronic monitoring	
TOTAL	\$130,000.00	TOTAL	\$130,000.00

Justification: Higher prisoner population has increased expenditures in all areas of the jail. The higher inmate population has also resulted in a corresponding increase in revenue. Need to budget the additional revenue to cover the expenditures for the remainder of the fiscal year.

General/County Reserve

101-0000-399-01-00	\$1,000,000.00	101-0567-400-98-16	\$1,000,000.00
Fund Balance current year		Transfer County Reserve	

371-0000-366-01-00 \$1,000,000.00
 From General Fund
 371-0000-399-01-00 \$(1,000,000.00)
 Fund Balance current year

TOTAL	\$1,000,000.00	TOTAL	\$1,000,000.00
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Justification: Year-end transfer to County Reserve.

Ordinance:

**CDBG FY 10 Contingency Infrastructure
 Fund 278**

This ordinance is hereby amended in the following amounts for expenditures for the CDBG FY 10 Contingency Infrastructure.

Expenditures:

Street Improvements	\$	63,416.00
Water Improvements	\$	75,000.00
Sewer Improvements	\$	268,293.00
Administration	\$	45,165.00
Water-Other	\$	20,000.00
Sewer – Other	\$	16,711.00
Transfer to General Fund	\$	10,683.00
Transfer to Water Fund	\$	2,380.00
TOTAL	\$	501,648.00

The following revenues are hereby approved for the CDBG FY 10 Contingency Infrastructure.

Revenues:

CDBG Grant	\$	451,648.00
NCDOT Grant	\$	50,000.00
TOTAL	\$	501,648.00

This ordinance is hereby approved this 17th day of June, 2013.

APPOINTMENTS

Down East RPO

It was the consensus of the Board that this appointment be deferred.

Firemen’s Relief Fund Board of Trustees

Commissioner Mark moved to appoint Kevin Jones to replace W.O. Gaskins and Jeffery Norman to replace Douglas Whitford on the Firemen’s Relief Fund Board of Trustees, and to waive the one meeting waiting requirement. Commissioner Taylor seconded the motion, which carried unanimously.

Nursing Home Advisory Committee

It was the consensus of the Board that this appointment be deferred.

Craven Community College Board of Trustees

Commissioner Allen moved to appoint Roseanne Leahy to replace Earl Wright on the Craven Community College Board of Trustees and to waive the one meeting waiting requirement,

seconded by Commissioner Mark and unanimously carried. Commissioner Tyson acknowledged the dedicated service of Mr. Wright.

Social Services Board

Commissioner Allen moved to appoint John Wetherington to replace George Sawyer on the Social Services Board and to waive the one meeting waiting requirement. Commissioner Mark seconded the motion, which carried unanimously.

Regional Aging Advisory Committee

Commissioner Mark moved to reappoint Mary Zeeman on the Regional Aging Advisory Committee and to waive the one meeting waiting requirement, seconded by Commissioner McCabe and unanimously carried.

Recreation and Parks Advisory Board

Commissioner Mark moved to reappoint Dickie Fairburn on the Recreation and Parks Advisory Board and to waive the one meeting waiting requirement, seconded by Commissioner Taylor and carried unanimously.

Upcoming Appointments

The Board was apprised of the following upcoming appointments to boards and committees:

July

- ABC Board
- River Bend Board of Adjustment

August

- Clean Sweep Committee

Commissioner Mark moved to approve a resolution to increase the number of ABC Board members from 3 to 5 for better geographic distribution and given the current complexity of the Board. Commissioner Taylor seconded the motion, which carried unanimously.

COUNTY ATTORNEY'S REPORT

Offer to Purchase Real Property

County Attorney, Jim Hicks, presented an offer from Timmerly Bryant in the amount of \$1,900 for the property at 128 Little Lake Circle, New Bern (#8-223-1-031), which was acquired through a tax foreclosure in 2003. The offer was advertised for upset bids, but no upset bids were received. Commissioner Mark moved to accept the offer, seconded by Commissioner Sampson and unanimously carried.

Offer to Purchase Real Property

Mr. Hicks presented an offer from Hicks Propane, Inc. in the amount of \$2,000 for the property near the intersection of Main Street and Maul Swamp Road, Vanceboro (#1-044-262), which was acquired through a tax foreclosure in 2005. The offer was advertised for upset bids, but no upset bids were received. Commissioner Mark moved to accept the offer, seconded by Commissioner Sampson and unanimously carried.

Update on Inpatient Hospice Program Interlocal Agreement

The County Attorney presented the Interlocal Agreement for the Inpatient Hospice Program for approval. He stated that the Hospital Foundation has requested minor changes in the final draft and recommended that it be deferred for inclusion of the final revisions.

COUNTY MANAGER'S REPORT

County Manager, Jack Veit, provided an update on the status of the North Carolina Eastern Region (NCER) attempt to move from a public entity to a private 501(c)(4) organization. The County was not advised of this effort prior to deliberations and not included as a participating county in the press release that was distributed. Several Commissioners expressed concern about the status of Craven County funds that remain under the control of NCER.

COMMISSIONERS' REPORTS

Commissioner McCabe reported on a recent Ferry Road incident during which a man was entrenched in his home with a gun. He commended the outstanding job of the Sheriff's Department as well as the Havelock Police Department for disarming the situation.

Commissioner Sampson commented on gas prices rising again and announced a housing authority family day event held at Stanley White on Saturday, June 15. He expressed enthusiasm about the number of County residents who volunteer.

Commissioner Taylor wished to publicly express appreciation to a family who paid for his lunch at Chick-fil-A. He stated that he has no idea who it was but his family will "pay it forward".

Commissioner Mark announced a Town Hall meeting on June 26 at Fairfield Harbour from 4:00 p.m. – 6:00 p.m. and announced he will hold a Town Hall meeting in Bridgeton the 2nd week of July, with specifics to be announced.

Chairman Dacey announced an upcoming River Bend Town Hall meeting.

CLOSED SESSION

At 10:25 a.m. Commissioner Taylor moved to go into closed session, seconded by Commissioner Mark pursuant to N.C.G.S. 143.318.11 (a)(6), pertaining to a personnel matter.

At 10:50 a.m. the Board returned to regular session with nothing to report.

At 10:51 a.m. Commissioner Sampson moved to adjourn, seconded by Commissioner Taylor and unanimously carried.

Chairman Scott C. Dacey
Craven County Board of Commissioners

Gwendolyn M. Bryan
Clerk to the Board