

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, JULY 1, 2013. THE MEETING CONVENED AT 7:00 P.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 Sampson and the Pledge of Allegiance, the Chairman asked for the addition of a Budget Amendment after Petitions of Citizens. Commissioner Mark moved to approve the agenda, as amended, seconded by Commissioner Sampson and unanimously carried.

RESOLUTION RECOGNIZING MARVIN RAINES

The Board was requested to adopt the following resolution recognizing the contributions of Marvin Raines, who passed away recently. Commissioner Tyson moved to adopt the resolution, seconded by Commissioner Allen and unanimously carried.

**RESOLUTION
HONORING THE LIFE OF
MARVIN LEE RAINES, JR.**

WHEREAS, On May 31, 2013, Craven County lost a stellar citizen in the passing of Marvin Lee Raines, Jr.; and

WHEREAS, he was, in addition to being an astute businessman and a devoted family man, a civic minded participant in all aspects of the community; and

WHEREAS, Marvin Raines served Craven County Government with distinction over the years as a County representative to the Craven Community College Board of Trustees, the CarolinaEast Medical Authority Board of Commissioners, the Economic Development Commission, the Global Transpark Development Commission and the Military Growth Task Force; and

WHEREAS, the time he gave back to this community far exceeded his representation of the county, and included serving as a director and Chairman of Swiss Bear Downtown Redevelopment Corporation, member of the Committee of 100, trustee of Mount Olive College, member of the local First Citizens Bank Board of Directors, Chair of the Municipal Service District Advisory Committee, Board Member and Chairman of the New Bern Chamber of Commerce; and

WHEREAS, Marvin Raines has made tremendous contributions of his time, talent and resources through the efforts of these bodies, which have had a significant impact on our educational and economic progress, and the enhanced quality of life for the citizens of Craven County; and

WHEREAS, he has left behind a wife, Karen; sons, Matthew and Michael, who can take comfort in the knowledge that their husband and father was recognized as a man of integrity and high ethical standards, who always honored his word.

NOW, THEREFORE, BE IT RESOLVED, that the Craven County Board of Commissioners honors the memory of Marvin Lee Raines, Jr. in appreciation of all that he has done for Craven County.

Adopted this 1st day of July, 2013.

PETITIONS OF CITIZENS

Ray Griffin thanked the Board for their work on the budget and thanked Commissioner Sampson for the invocation. He also spoke about the social and moral decline in America.

Lovay Singleton, 419 Connor- Grant Rd., New Bern, spoke to the Board concerning the Veterans Employment Base Camp and Organic Land Lease. She provided an update on progress of the garden and asked for support. She stated they are looking for cooperation with Havelock Parks and Recreation for a Havelock site. They received a grant of \$2,000 and she asked the Board for help, such as writing a letter of support. She plans to solicit referrals for participants from veterans agencies and organizations.

Nancy Masters-Pils, 224 East Palmer Drive, New Bern, stated that she received a positive result on a criminal background check due to the declaration of her dog as dangerous. She has lost her job and retirement and has currently turned her complaint over to Attorney Lee Bettis. She urged the Board to review the County’s Dangerous Dog Ordinance. County Attorney, Jim Hicks, reported that a public information request submitted by Ms. Masters-Pils has been processed. He stated that compilation of the requested documents took additional time due to the number of entries that needed to be redacted. Ms. Masters-Pils requested that it be sent to her attorney.

DEPARTMENTAL MATTERS: FINANCE BUDGET AMENDMENT

Assistant County Manager for Finance/Administration, Rick Hemphill, presented the following budget amendment for the Board’s approval. Commissioner Sampson moved for its approval, as requested, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

Soil Conservation

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00 Fund Balance Current Year	\$1,425.00	101-4101-420-32-40 Other Supplies	\$1,425.00
TOTAL	\$1,425.00	TOTAL	\$1,425.00

Justification: On June 17, 2013, unanticipated State funds in the amount of \$2,860 were budgeted to purchase supplies. It was not feasible to purchase all the needed supplies by June 30, 2013. The Department needs to carry over the \$1,425 balance to FY 14 to make those purchases.

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, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

Credits

TAXPAYER NAME	TICKET #	AMOUNT
ALBRECHT LEGAL NURSE CONSULT NOT IN BUSINESS 1/1/2011	2011-0090208	\$6.70
ALBRECHT LEGAL NURSE CONSULT OUT OF BUSINESS	2012-0090366	\$6.04
BRINSON, JENNIFER W & EMMITT L DID NOT OWN 1/1/2012	2012-0006616	\$6.61
FRANKS, ETHEL HRS FORECLOSURE – LIEN EXTINGUISHED	2009-0019706	\$13.48
FRANKS, ETHEL HRS FORECLOSURE – LIEN EXTINGUISHED	2010-0018025	\$16.72
FRANKS, ETHEL HRS FORECLOSURE – LIEN EXTINGUISHED	2011-0019894	\$15.52
FRANKS, ETHEL HRS FORECLOSURE – LIEN EXTINGUISHED	2012-0019726	\$14.26
GRIFFIN, MICHAEL BOAT NOT TAXABLE TO NORTH CAROLINA	2012-0023158	\$45.29
HIGBY, CLIFFORD MILITARY EXEMPTION	2012-0026703	\$35.94
HODGE, RONALD G & ELIZABETH M MILITARY EXEMPTION	2013-0090055	\$283.37
MERKLEY, JOHN & MERRILYN DOUBLE BILLED SEE ACCT 97502	2013-0090065	\$726.32
RAVELLETTE, DOROTHY DID NOT OWN 1/1/2011	2011-0047467	\$98.98
RAVELLETTE, DOROTHY DID NOT OWN 1/1/2013	2012-0047321	\$88.23
SIMS, MARY & ALEXANDER J FORECLOSURE – LIEN EXTINGUISHED	2008-0050749	\$34.33
SIMS, MARY & ALEXANDER J FORECLOSURE – LIEN EXTINGUISHED	2009-0051422	\$32.17
SIMS, MARY & ALEXANDER J FORECLOSURE – LIEN EXTINGUISHED	2010-0047034	\$37.14
SIMS, MARY & ALEXANDER J FORECLOSURE – LIEN EXTINGUISHED	2011-0052284	\$34.38
SIMS, MARY & ALEXANDER J FORECLOSURE – LIEN EXTINGUISHED	2012-0052233	\$31.44
SMITH, MARSHALL & KATHERINE CORRECTION OF LATE LISTING PENALTY	2013-0090081	\$1,033.20

SPRUELL, HORACE LEE FORECLOSURE – LIEN EXTINGUISHED	2010-0048398	\$226.07
SPRUELL, HORACE LEE FORECLOSURE – LIEN EXTINGUISHED	2011-0053798	\$209.63
SPRUELL, HORACE LEE FORECLOSURE – LIEN EXTINGUISHED	2012-0053758	192.30
SWINDELL, GEORGE & HELEN FORECLOSURE – LIEN EXTINGUISHED	2009-0054608	\$36.77
SWINDELL, GEORGE & HELEN FORECLOSURE – LIEN EXTINGUISHED	2010-0095351	\$68.87
SWINDELL, GEORGE & HELEN FORECLOSURE – LIEN EXTINGUISHED	2011-0055543	\$63.83
SWINDELL, GEORGE & HELEN FORECLOSURE – LIEN EXTINGUISHED	2012-0055539	\$58.47
SYDNOR, MARVIN D NOT IN BUSINESS 1/1/2011	2011-0091185	\$29.48
SYDNOR, MARVIN D NOT IN BUSINESS 1/1/2012	2012-0091200	\$43.74
TEREN COLLINS LLC NOT IN BUSINESS 1/1/2012	2012-0091224	\$43.74
TOWNE & COUNTRY FORESTRY LLC NOT IN BUSINESS 1/1/2011	2011-0091249	\$7.83
TOWNE & COUNTRY FORESTRY LLC NOT IN BUSINESS 1/1/2012	2012-0091262	\$5.60
VINES, WILLIAM H SR FORECLOSURE- LIEN EXTINGUISHED	2009-0058197	\$6.12
VINES, WILLIAM H SR FORECLOSURE – LIEN EXTINGUISHED	2010-0053183	\$26.11
VINES, WILLIAM H SR FORECLOSURE – LIEN EXTINGUISHED	2011-0059157	\$24.19
VINES, WILLIAM H SR FORECLOSURE – LIEN EXTINGUISHED	2012-0059117	\$22.17
	35 – CREDIT MEMO (S)	\$3,625.04
<i>Refunds</i>		
BENNETT, MATILDA DID NOT OWN 1/1/2011	2011-0004412	\$68.88
BENNETT, MATILDA DID NOT OWN 1/1/2012	2012-0004374	\$67.06
NEW BERN CAMPGROUND LLC BRIDGETON ANNEXATION – REL 2 MOS FIRE	2012-0042222	\$64.04

NEW BERN CAMPGROUND LLC BRIDGETON ANNEXATION-REL 2 MOS FIRE	2012-0042221	\$1.59
SYDNOR, MARVIN D NOT IN BUSINESS 1/1/2010	2010-0049992	\$50.18
SYDNOR, MARVIN D NOT IN BUSINESS 1/1/2011	2011-0091185	\$17.82
WILLIAMS, JOHN & MARY ANN OUT OF BUSINESS 1/1/2010	2010-0056533	\$130.02
WILLIAMS, JOHN & MARY ANN OUT OF BUSINESS 1/1/2011	2011-0091323	\$130.02
WILLIAMS, JOHN & MARY ANN OUT OF BUSINESS 1/1/12	2012-0091332	\$135.72
9 – REFUND (S)		\$665.33

Commissioner Mark inquired about Bridgeton annexation cited as justification of the refund to New Bern Campground and Mr. Antry responded that it reflects the releases of the pro rata share of the fire tax when the property was annexed.

Mr. Antry reported that the Information Technology staff has successfully transferred all New Bern delinquent tax records, as Craven County has executed a tax collection agreement with the City of New Bern.

DEPARTMENTAL MATTERS: PLANNING

FY 12 Scattered Site Program

Reed Whitesell of Holland Consulting Planners presented the following guidelines, plans and policies to be formally adopted in order to move forward with this 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 adopt the guidelines, plans and policies, as requested, seconded by Commissioner McCabe and unanimously carried.

FY 12 CDBG Small Business Entrepreneurial Assistance Program

Mr. Whitesell 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 adopt the guidelines, plans and policies, as requested, seconded by Commissioner Mark and unanimously carried.

Subdivisions for Approval

The Planning Department recommended the following subdivisions for approval. Commissioner Mark moved for their approval, seconded by Commissioner McCabe and unanimously carried.

Ida Maye Wilson Estate – Final: The property, owned by Linda B. Mckeel and surveyed by Robert M. Chiles, P.E., is located within Twp. 1 off of River Road (SR 1400); Parcel ID 1-073-007. The subdivision contains 2 lots on 3.4 acres and will be served by County water and individual septic systems.

Scott O. Wetherington – Final: The property, owned by Gloria Wetherington and surveyed by Gaskins Land Surveying P.A., is located within Twp. 1 off of Nelson Road (SR 1450); Parcel ID 1-054-181 & 1-054-058. The subdivision contains 1 lot of 2.52 acres and is proposed to be served by County water and an individual septic system.

Benjamin L. & Natelie M. Shelton – Final: The property, owned by Harvey Lee Edwards and surveyed by Gaskins Land Surveying, P.A., is located within Twp. 1 off of Bear Hole Road (SR 1448); Parcel ID 1-055-013. The subdivision contains 1 lot on 1.01 acres and is proposed to be served by County water and an individual septic system.

Ronald Becton – Final: The property, owned by Ronald Becton, and surveyed by Chance & Associates, Inc., is located within Twp. 5 off of Fisher Town Road (SR 1712); Parcel ID 5-012-1005. The subdivision contains 3 lots on 3.72 acres and is proposed to be served by County water and individual septic systems.

DEPARTMENTAL MATTERS: ADMINISTRATION

Adoption of Records Retention Schedule

Clerk to the Board, Gwendolyn Bryan, advised the Board that the N.C. Department of Cultural Resources has updated the Records Retention and Disposition Schedule for County Management, which was last updated and adopted by this Board in 2006. Commissioner Allen moved to adopt the updated management schedule of April 2013, seconded by Commissioner McCabe and unanimously carried.

APPOINTMENTS

Down East RPO

Commissioner Taylor moved to appoint John Wetherington for appointment to the Down East RPO and to waive the one meeting waiting requirement, seconded by Commissioner Mark and unanimously carried. Mr. Wetherington will resign from the DSS Board.

Firemen's Relief Fund Board of Trustees

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

Nursing Home Advisory Committee

It was the consensus of the Board to defer this appointment.

Regional Aging Advisory Committee

It was the consensus of the Board to defer appointment to replace Gertha Williams, who is deceased.

Recreation and Parks Advisory Board

Commissioner Allen moved to appoint Abel Sandoval to replace Robert Sabdo on the Recreation and Parks Advisory Board and to waive the one meeting waiting requirement. Commissioner McCabe seconded the motion, which carried unanimously. The remaining vacancy, representing District 5, will be addressed at the next meeting.

Craven County ABC Board

Commissioner Allen nominated Barbara Whiteman for appointment to fill the expiring term of Billy Whitford. Commissioner McCabe nominated Billy Whitford for reappointment. In a roll call vote, Ms. Whiteman received five (5) votes from Commissioners Allen, Dacey, Mark, Taylor and Tyson, with Mr. Whitford receiving two (2) votes from Commissioners McCabe and Sampson. The one meeting waiting requirement was waived by virtue of the vote on the nomination.

At the last meeting, the Board voted to adopt a resolution increasing the number of ABC Board members from three to five to achieve better geographic distribution, creating two additional vacancies. The two positions that were added are to be for a three-year term (Position "A") and a two-year term (Position "B"). Commissioner Mark nominated Wilfred "Chip" Chagnon for Position A and Carol Crayton for Position B. Commissioner Taylor moved to appoint Mr. Chagnon for Position "A" and Ms. Crayton for Position "B" and to waive the one meeting waiting requirement, seconded by Commissioner Mark and unanimously carried.

Commissioner Mark moved to amend the rate of compensation from \$150/month to \$90/month per member, not to exceed an aggregate amount of \$450, seconded by Commissioner Taylor and unanimously carried.

River Bend Board of Adjustment (Extraterritorial Jurisdiction)

It was the consensus of the Board to defer this appointment.

NCACC Annual Conference Voting Delegate

Commissioner Allen will attend the NCACC Annual Conference and volunteered to serve as Craven County's voting delegate. It was the consensus of the Board to appoint Commissioner Allen as the County's voting delegate.

Upcoming Appointments

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

August

- Clean Sweep Committee

September

- Juvenile Crime Prevention Council

COUNTY ATTORNEY'S REPORT

Mr. Hicks announced an offer to purchase parcel #5003091 off of Ferry Road in the amount of \$2,500 from John and Patricia DeStefano. Commissioner Mark moved to accept the offer, pending advertisement for upset bids, seconded by Commissioner Tyson and unanimously carried.

COUNTY MANAGER'S REPORT

County Manager, Jack Veit, announced that on the evening of July 15, the Economic Development Strategic Plan is being presented at the Convention Center for invited stakeholders

and members of the public. It will be presented to the Commissioners in a work session immediately following the July 15 regular meeting.

COMMISSIONERS' REPORTS

Commissioner McCabe asked for a moment of silent prayer for the 19 Hot Shot firefighters in Arizona who perished.

Commissioner Sampson commented on gas and other commodity prices and stated that conditions will force people to work harder together. He stated that tragedies are everywhere and it would be better if people would work together before tragedy strikes.

Commissioner Taylor wished everyone a happy 4th of July and urged citizens to be careful. He stated that it will be a busy couple of weeks for Economic Development and thanked Jack Veit and Gene Hodges for their hard work in that regard. He announced that the County may get an opportunity to reclaim \$1.5M from North Carolina Eastern Region for County Economic Development.

Commissioner Tyson extended an invitation to the James City 150th Anniversary celebration on July 4-6, stating that the history of this community is very unique.

Chairman Dacey announced that a recent U.S. Supreme Court ruling makes it no longer necessary for Craven County redistricting maps to go to the Justice Department for pre-clearance under the requirements of the Voting Rights Act. The maps will be effective in about three weeks once the court's ruling is formalized. He announced that River Bend will be holding a parade on July 4 at 10:30 a.m.

At 8:15 p.m. Commissioner Taylor moved to go into closed session pursuant to NCGS 143-318.11(a)(4) to discuss a matter of industry expansion, seconded by Commissioner Allen and unanimously carried.

At 8:35 p.m. Commissioner Taylor declared the Board back in regular session, seconded by Commissioner McCabe, with nothing to report.

At 8:35 p.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