

**AGENDA  
CRAVEN COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
MONDAY, NOVEMBER 3, 2014  
7:00 P.M.**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

APPROVE MINUTES OF OCTOBER 20, 2014 REGULAR SESSION

1. PUBLIC HEARING ON CONVEYANCE OF REAL PROPERTY FOR ECONOMIC DEVELOPMENT PURPOSES
2. PETITIONS OF CITIZENS

DEPARTMENTAL MATTERS

3. TAX – RELEASES AND REFUNDS: Ronnie Antry, Tax Administrator
4. PLANNING: Don Baumgardner, Planning Director
  - A. Request to Set Public Hearing for FY12 – CDBG Scattered Site Closeout
  - B. Subdivision for Approval
5. PUBLIC BUILDINGS: Gene Hodges, Assistant County Manager – Facilities/Operations
  - A. Tax Administration Offices
  - B. Emergency Operations Center
6. APPOINTMENTS
7. COUNTY ATTORNEY'S REPORT: Jim Hicks
8. COUNTY MANAGER'S REPORT: Jack Veit
9. COMMISSIONERS' REPORTS

**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 NOVEMBER 3, 2014. THE MEETING CONVENED AT 7:00 P.M.**

**MEMBERS PRESENT:**

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

**STAFF PRESENT:**

Jack B. Veit III, County Manager  
Gene Hodges, Assistant County Manager – Operations/Facilities  
Rick Hemphill, Assistant County Manager – Finance/Administration  
Amber Parker, Human Resources Director  
Gwendolyn M. Bryan, Clerk to the Board  
Aaron Arnette, County Attorney Associate

Following an invocation by Commissioner Allen and the Pledge of Allegiance, Commissioner Sampson moved to approve the agenda, as presented, seconded by Commissioner McCabe and unanimously carried. Commissioner McCabe moved to approve the minutes of October 20, 2014 regular session, seconded by Commissioner Taylor and unanimously carried.

**PUBLIC HEARING ON CONVEYANCE OF REAL PROPERTY FOR ECONOMIC DEVELOPMENT PURPOSES**

At 7:02 p.m. Commissioner Taylor moved to go into public hearing, as advertised, seconded by Commissioner Sampson, to receive public comment on the proposed conveyance of real property for economic development purposes. The following citizen spoke:

1. *Hal James, 305 Calico Drive, New Bern*, inquired what taxpayers paid for the property. He asked how long it would take for taxpayers to recoup the loss resulting from the incentive. He stated that not enough information has been provided for a public hearing.

Commissioner Taylor asked about the shape of the land (lots 13 & 14) and cost to the County to prep the land. Economic Development Director, Timothy Downs, responded that it is raw land, which is not shovel ready, and requires an investment, to varying degrees, to be usable to varying degrees, depending on the type of building that it would support.

Commissioner Dacey inquired about the original purchase price paid by the County for the land. Mr. Down's stated that it was \$178,000 for all of the acreage, including lots 13 & 14. The County is currently marketing the lots at \$20,000 per acre.

At 7:12 p.m. Commissioner Taylor moved to close the public hearing, seconded by Commissioner Sampson and unanimously carried.

**PETITIONS OF CITIZENS**

1. *Gerald Weigh 200 Pecan Grove Court, New Bern*, spoke on behalf of residents of Pelican Ridge, stating that they have previously submitted a request for a fire hydrant. He stated that the nearest one is approximately a half mile from the center of the development, resulting in a 10-20 minute lead time to respond to a fire. County Manager, Jack Veit, responded that the process is usually handled through the developer. Since it was not done in this case, residents may be able to partner with the County, or do the project independently if there is an interest.

He stated that he will meet with Water Superintendent, Rusty Hayes, and contact Mr. Weigh with further information.

**DEPARTMENTAL MATTERS: 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, as presented, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

*Credits*

| <b>TAXPAYER NAME</b>  | <b>TICKET#</b> | <b>AMOUNT</b> |
|---|----------------|---------------|
| CARTER, JAMEL LAMAR<br>PERSONAL PROPERTY VALUE ADJUSTMENT     | 2014-0091222   | \$74.73       |
| CHUNG, CLAIRE<br>NOT IN BUSINESS 1/1/2014                     | 2014-0010439   | \$31.43       |
| COLONIAL TIRE & AUTOMOTIVE<br>NOT IN BUSINESS 1/1/2012        | 2012-0011565   | \$261.13      |
| COLONIAL TIRE & AUTOMOTIVE<br>NOT IN BUSINESS 1/1/2013        | 2013-0094656   | \$235.61      |
| HARUM, KIRK E<br>BILLED LATE IN ERROR                         | 2014-0090498   | \$159.83      |
| HARUM, KIRK E & PENNY L<br>DOUBLE BILLED – SEE ACCT 50497     | 2014-0025191   | \$1,598.32    |
| HEDGE, EDWIN LAMAR<br>DOUBLE BILLED – SEE ACCT 83274          | 2011-0091985   | \$30.43       |
| HEDGE, EDWIN LAMAR<br>DOUBLE BILLED – SEE ACCT 83274          | 2012-0026159   | \$26.71       |
| HEDGE, EDWIN LAMAR<br>DOUBLE BILLED – SEE ACCT 83274          | 2013-0092159   | \$23.31       |
| HOPEWELL, WILLIAM STEPHEN<br>INCORRECT SITUS – TO BE REBILLED | 2014-0091555   | \$20.42       |
| HOWARD, BYRON PATRIK & CHRISTI<br>DID NOT OWN 1/1/2010        | 2010-0025369   | \$127.20      |
| HOWARD, BYRON PATRIK, & CHRISTI<br>DID NOT OWN 1/1/2011       | 2011-0028097   | \$117.94      |
| HOWARD, BYRON PATRIK & CHRISTI<br>DID NOT OWN 1/1/2012        | 2012-0027963   | \$105.68      |
| HOWARD, BYRON PATRIK & CHRISTI<br>DID NOT OWN 1/1/2013        | 2013-0092400   | \$96.18       |
| HUFF, DONALD D<br>BOAT NOT TAXABLE TO CRAVEN COUNTY           | 2014-0027956   | \$67.62       |
| IRELAND, MICHAEL SHANE<br>DID NOT OWN 1/1/2014                | 2014-0090523   | \$15.20       |

| JASPER, RAY LLC<br>NOT IN BUSINESS 1/1/2010                        | 2010-0026820 | \$60.28    |
|--|--------------|------------|
| JASPER, RAY LLC<br>NOT IN BUSINESS 1/1/2011                        | 2011-0090697 | \$59.78    |
| JASPER RAY LLC<br>NOT IN BUSINESS 1/1/2012                         | 2012-0090808 | \$113.82   |
| JASPER RAY LLC<br>NOT IN BUSINESS 1/1/2013                         | 2013-0094909 | \$105.03   |
| JREISAT, FAREED K JR<br>NOT IN BUSINESS 1/1/2011                   | 2011-0092003 | \$30.63    |
| JREISAT, FAREED K JR<br>NOT IN BUSINESS 1/1/2012                   | 2012-0090829 | \$28.44    |
| JREISAT, FAREED K JR<br>NOT IN BUSINESS 1/1/2013                   | 2013-0094926 | \$26.25    |
| KNORTZ, MATTHEW R<br>DOUBLE BILLED – SEE ACCT 82211                | 2011-0092007 | \$108.54   |
| KNORTZ, MATTHEW R<br>DOUBLE BILLED – SEE ACCT 82211                | 2012-0090851 | \$100.55   |
| KNORTZ, MATTHEW R<br>DOUBLE BILLED – SEE ACCT 82211                | 2013-0094950 | \$92.31    |
| LAWRENCE LAW FIRM PLLC<br>BILLED INCORRECT RECYCLE FEE             | 2013-0032413 | \$1,404.00 |
| LEWIS, TERRY MCCOY & GAYNELLE<br>MH DOUBLE BILLED – SEE ACCT 93228 | 2014-0033854 | \$134.21   |
| LYONS, JAMES<br>DWELLING MOVED FROM CRAVEN COUNTY                  | 2009-0035351 | \$75.00    |
| LYONS, JAMES<br>DWELLING MOVED FROM CRAVEN COUNTY                  | 2010-0032226 | \$64.84    |
| LYONS, JAMES<br>DWELLING MOVED FROM CRAVEN COUNTY                  | 2011-0035898 | \$59.59    |
| LYONS, JAMES<br>DWELLING MOVED FROM CRAVEN COUNTY                  | 2012-0035779 | \$54.80    |
| LYONS, JAMES<br>DWELLING MOVED FROM CRAVEN COUNTY                  | 2013-0092730 | \$50.30    |
| MANNING, SCOTTIE<br>REBILLED ON ACCT #96328                        | 2013-0092746 | \$76.88    |
| MANNING, SCOTTIE<br>REBILLED ON ACCT 96328                         | 2012-0036339 | \$80.63    |
| MANNING, SCOTTIE<br>REBILLED ON ACCT 96328                         | 2011-0036458 | \$89.35    |
| NEWMAN, STEPHANIE<br>DOUBLE BILLED – SEE ACCT 89082                | 2011-0042551 | \$56.41    |

|  |                     |            |
|--|---------------------|------------|
| NEWMAN, STEPHANIE<br>DOUBLE BILLED – SEE ACCT 89082        | 2012-0042452        | \$51.96    |
| NEWMAN, STEPAHANIE<br>DOUBLE BILLED – SEE ACCT 89082       | 2013-0092972        | \$47.81    |
| PRIESTLY, TORIAN R<br>CITY RAZED DWELLING 7/12/13          | 2014-0045712        | \$202.73   |
| FUGH, ELMA P<br>DWELLING DOES NOT EXIST                    | 2014-0045880        | \$41.27    |
| SAWYER, DAVID MITCHELL<br>INCORRECT SITUS – TO BE REBILLED | 2014-0049620        | \$26.19    |
| VARIETY STORES INC<br>PERSONAL PROPERTY VALUE CORRECTION   | 2014-0057791        | \$34.22    |
|  | 43 – CREDIT MEMO(S) | \$6,267.56 |

***Refund***

|   |                |            |
|---|----------------|------------|
| GIBBS, CHARLENE L<br>DID NOT OWN 1/1/2010           | 2010-0091505   | \$48.33    |
| GIBBS, CHARLENE L<br>DID NOT OWN 1/1/2011           | 2011-0021808   | \$47.98    |
| GIBBS, CHARLENE L<br>DID NOT OWN 1-1-2012           | 2012-0021636   | \$49.42    |
| GIBBS, CHARLENE L<br>DID NOT 1-1-2013               | 2013-0020969   | \$47.82    |
| HITE, TIMOTHY & TERESA<br>MOBILE HOME DOUBLE BILLED | 2010-0024652   | \$407.36   |
| HITE, TIMOTHY & TERESA<br>MOBILE HOME DOUBLE BILLED | 2011-0027340   | \$378.97   |
| HITE, TIMOTHY & TERESA<br>MOBIEL HOME DOUBLE BILLED | 2012-0027206   | \$390.85   |
| HITE, TIMOTHY & TERESA<br>MOBILE HOME DOUBLE BILLED | 2013-0026242   | \$375.58   |
| SYDES, NOLAN<br>APPRAISAL ERROR CORRECTION          | 2014-0091080   | \$100.02   |
|   | 9 – REFUND (S) | \$1,846.33 |

**DEPARTMENTAL MATTERS: PLANNING***Request to Set Public Hearing for FY12 – CDBG Scattered Site (SS) Closeout*

Craven County Planning Director, Don Baumgardner, requested that the Board set a closeout public hearing on November 17 at 8:30 a.m. to hear public comments regarding the budget and housing rehabilitation activities that have been accomplished through the County's FY12 CDBG – SS Program. The program activities are complete and the County is beginning the process of closing out the program.

Commissioner McCabe moved to set a public hearing for November 17<sup>th</sup> at 8:30 a.m., as requested, seconded by Commissioner Taylor and unanimously carried.

*Subdivision for Approval*

Mr. Baumgarnder presented the following recommended subdivision for the Board’s approval:

King Creek Phase Two – Final: The property is owned by Coastal Piedmont Developers, LLC, surveyed by Herbert J. Nobles Jr., PLS, and engineered by Thomas Engineering, PA. The property is located within Twp. 5 on King Creek Drive; Parcel ID 5-006-001-A and contains 16 lots on 7.70 acres. The lots are proposed to be served by County water and individual septic systems. The proposed name for this subdivision is Stephen Court. Commissioner McCabe moved to approve the subdivision, seconded by Commissioner Taylor and unanimously carried.

**DEPARTMENTAL MATTERS: PUBLIC BUILDINGS**

*Tax Administration Offices*

The Board was advised that its decision to advance the general revaluation of property to January 2016 has required the creation and recruitment of appraisal and data entry positions that are essential to the completion of this function. The addition of personnel necessitates building a new office in the Appraisal section of the Tax Administration building. Staff requested quotes from three contractors to build an 11’ X 10’ office in the existing GIS workroom and Assistant County Manager, Gene Hodges, reported that quotes ranged from \$5,995 to \$7,850, with R. Brown Electric and General Construction being the lowest price.

*Emergency Operations Center*

Mr. Hodges requested a budget amendment in the amount of \$25,000 to cover the above referenced project, to cover the replacement of the Automatic Transfer Switch (ATS) at the Emergency Operations and 911 Center, and for a new generator tap. This generator tap device is a new piece of equipment that will allow a secondary generator to power the building when the utility power has been interrupted and in the event of a prolonged, catastrophic outage that could necessitate use of a back-up, portable generator.

Three quotes were requested for the ATS replacement and generator tap installation from local electrical contractors. The quotes for the ATS replacement ranged from \$17,422 to \$25,750 and the quotes for the generator tap installation range from \$19,619 to \$23,500. R. Brown Electric, Inc. was the lowest quote on each job.

| <u>Contractor</u>       | <u>ATS Upgrade</u> | <u>Generator Tap</u> |
|-------------------------|--------------------|----------------------|
| R. Brown Electric, Inc. | \$17,421.73        | \$19,619.12          |
| PECO Electric, Inc.     | \$25,750.00        | \$21,050.00          |
| Bryant Electrical, Inc. | \$22,750.00        | \$23,500.00          |

Commissioner McCabe moved to approve the following budget amendment, which includes both projects, seconded by Commissioner Sampson and unanimously carried in a roll call vote.

***Public Buildings***

| <b>REVENUES</b> | <b>AMOUNT</b>      | <b>EXPENDITURES</b>    | <b>AMOUNT</b>      |
|-----------------|--------------------|------------------------|--------------------|
| 101-0000-399-01 | \$25,000.00        | 101-1201-400-73-02     | \$25,000.00        |
| Fund Balance    |                    | C/O Other Improvements |                    |
| <b>TOTAL</b>    | <b>\$25,000.00</b> | <b>TOTAL</b>           | <b>\$25,000.00</b> |

**Justification:** Appropriate fund balance of \$25,000 to go along with the \$22,450 in the original budget to accomplish three projects: The replacement of the automatic transfer switch on the generator at the EMS building (\$18,000), addition of a new generator tap at the EMS building to provide hookup for backup generator in the event of a storm (for E-911 and data center)

(\$20,000), and to do renovation at the tax office to create an office out of an existing conference/storage area (\$6,000). Balance of \$3,500 is a contingency for all three.

### APPOINTMENTS

*Havelock Board of Adjustment: Nancy Webster*

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

*Emergency Medical Services Advisory Council: Joe Hofman*

Commissioner Mark moved to reappoint Joe Hofman to the Emergency Medical Services Advisory Council, representing the Law Enforcement Association, seconded by Commissioner McCabe and unanimously carried.

*Craven Aging Planning Board: Paula Lassiter*

Commissioner Dacey moved to appoint Ernest Richardson to the Craven Aging Planning Board, to replace Paula Lassiter, who has resigned. Commissioner Taylor seconded the motion, which carried unanimously.

*Industrial Facilities Pollution Control Financing Authority: Fletcher Watts, Robert Lewis, Dell Ipock, Charles Dees, Gary Essex*

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

*Upcoming Appointments*

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

#### **November**

None

#### **December**

- Commissioners' Appointments
- Clean Sweep Committee
- CRSWMA
- Health Board
- Cove City Library
- Regional Library

### COUNTY MANAGER'S REPORT

County Manager, Jack Veit, reported that he met with the City of Havelock and City of New Bern Managers regarding the Economic Development/Committee of 100 Agreement and expects to bring the document before the Board on November 17.

He also reported on Craven County's hosting of the NC County Clerks' Eastern Regional Conference on October 24.

### COMMISSIONERS' REPORTS

*Commissioner Allen* announced his plans to attend a Veterans' Day celebration at Graham A. Barden Elementary School on November 6 at 9:00 a.m. and encouraged others to attend.

*Commissioner Tyson* expressed good wishes to all candidates on Election Day and reminded candidates to pick up their signs after the election.

*Commissioner Dacey* reported on his recent River Bend Town Hall meeting, with two attendees; the Mayor and a citizen concerned about inpatient hospice.

He also reported that at the recent Airport Authority meeting he attended, he was informed that runway re-surfacing is currently underway.

*Commissioner McCabe* thanked the Department of Transportation for cutting along roadsides from the ditch to the wood-line from Adams Creek to Havelock.

*Commissioner Sampson* congratulated New Bern High School Bears on their undefeated season so far. He commented that the price of regular gasoline continues to come down, but the cost of premium gasoline is still high, as well as the cost of food. He noted a trend among nursing homes of reducing their work force, but with no reduction in the number of residents. They do not have enough staff to attend to residents in a timely manner. He encouraged others to visit residents in nursing homes, as many of them have no family to be attentive to them. He stated that he is very much in favor of palliative care.

*Commissioner Taylor* stressed the importance of voting on Election Day.

*Chairman Mark* announced that 4-H is being awarded on Thursday November 6 at Cooperative Extension. He reported that he and the County Manager attended a meeting on transportation and freight in the eastern corridor in Kinston with Representative Butterfield and Secretary of Transportation, Anthony Foxx..

At 8:47 p.m. Commissioner McCabe moved to adjourn, seconded by Commissioner Taylor and unanimously carried.

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Chairman Thomas F. Mark  
Craven County Board of Commissioners

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Gwendolyn M. Bryan  
Clerk to the Board