

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, SEPTEMBER 21, 2015
8:30 A.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

1. CONSENT AGENDA
 - A. Minutes of September 8, 2015 regular session
 - B. Tax Releases and Refunds
2. MCAS CHERRY POINT JLUS BRIEFING: Steve Player, Wooten Company and James Norment, Ward and Smith
3. COASTAL ENVIRONMENTAL PARTNERSHIP UPDATE: Bobby Darden, Executive Director
4. FARMERS MARKET PRESENTATION: Joe Hunt, President
5. CITY OF HAVELOCK COMMUNITY DEVELOPMENT AGREEMENT: City of Havelock Official; Cliff Parsons, Ward and Smith; and Jim Hicks, County Attorney

DEPARTMENTAL MATTERS

6. HEALTH: Scott Harrelson, Health Director
 - A. Budget Amendment – Use of Reserve Funds 371
 - B. Budget Amendment – Additional State Funds Awarded
 - C. Fee Recommendations
 - D. Medicaid Cost Settlement Discussion
7. SOCIAL SERVICES: Alfreda Stout, Deputy Director
 - A. Budget Amendment – County Social Services Line Item
 - B. Budget Amendment – Roll Forward Unspent Donation Funds from Prior FY Senior Meals Program

8. RECREATION – HARLOWE FOOTBALL FIELD LIGHTING PROJECT: Eddie Games, Recreation Director
9. PLANNING – SUBDIVISION FOR APPROVAL: Don Baumgardner, Planning Director
10. FINANCE: Rick Hemphill, Assistant County Manager, Finance/Administration
 - A. Request by Community College Foundation to Revise Endowment Agreement
 - B. Policy for Fire Department Grant Matches by County
 - C. Budget Amendments
11. APPOINTMENTS
12. COUNTY ATTORNEY'S REPORT: Jim Hicks
13. COUNTY MANAGER'S REPORT: Jack Veit
14. COMMISSIONERS' REPORTS
15. CLOSED SESSION

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 SEPTEMBER 21, 2015. THE MEETING CONVENED AT 8:30 A.M.

MEMBERS PRESENT:

- Chairman Steve Tyson
- Vice Chairman Scott C. Dacey
- Commissioner Jason R. Jones
- Commissioner George S. Liner
- Commissioner Thomas F. Mark
- Commissioner Theron L. McCabe
- Commissioner Johnnie Sampson, Jr.

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
- Jim Hicks, County Attorney
- Aaron Arnette, County Attorney Associate

Following an invocation by Commissioner Sampson and the Pledge of Allegiance, Commissioner Mark moved to approve the agenda, seconded by Commissioner Liner and unanimously carried.

CONSENT AGENDA

Minutes of September 8, 2015 Regular Session

Commissioner Mark moved to approve the minutes of September 8, 2015 regular session, as presented, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

Tax Releases and Refunds

Craven County Tax Administrator, Ronnie Antry, submitted the following tax releases and refunds for the Board’s approval. Commissioner Mark moved for their approval, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

Credits

TAXPAYER NAME	TICKET#	AMOUNT
ALLINEN, JOHNNY L NOT IN BUSINESS 1/1/15	2015-0090322	\$93.57
ALONZO, FERNANDO FORECLOSURE – LIEN EXTINGUISHED	2015-0000881	\$240.05
BAKER, STEVEN KEITH INCORRECT SITUS – TO BE REBILLED	2015-0002486	\$38.27
BARDON, JOHN C & SANDRA M DID NOT OWN 1/1/2014	2014-0002935	\$15.29
BARDON, JOHN C & SANDRA M DID NOT OWN 1/1/2015	2015-0002866	\$31.60
BENNETT, BRUCE PARKER DID NOT OWN 1/1/2015	2015-0004319	\$19.74

BENNETT, MICHAEL SCOTT MILITARY EXEMPTION	2015-0004396	\$162.00
BOTTORFF, FRANK P & SHEREE DAR INCORRECT SITUS – TO BE REBILLED	2015-0005704	\$39.79
BOYD, BRIAN ROSS DID NOT OWN 1/1/2015	2015-0005834	\$24.45
BRANCH BANKING & TRUST CO CORRECTED KEYING ERROR	2015-0006114	\$93.36
BROCK, JETTIE HRS FORECLOSURE – LIEN EXTINGUISHED	2015-0006799	\$74.59
BROOKS, BRIAN ALAN & KERRI LEI NOT TAXABLE TO CRAVEN COUNTY	2015-0006856	\$402.76
BROWN, FRANKLIN DELNO & VALENC DOUBLE LISTED AS REAL AND PERSONAL	2015-0007041	\$49.82
BRYANT, NATHAN HEIRS FORECLOSURE – LIEN EXTINGUISHED	2015-0007691	\$72.32
CARTER, STEVEN THOMAS DID NOT OWN 1/1/2015	2015-0009533	\$203.44
CHAPMAN, HERMAN JR HRS FORECLOSURE – LIEN EXTINGUISHED	2015-0010031	\$33.17
CIT TECHNOLOGY FINANCING SERVI INCORRECT SITUS – TO BE REBILLED	2015-0010547	\$88.16
COASTAL COMMUNITY DEVELOPMENT FORECLOSURE – LIEN EXTINGUISHED	2015-0010980	\$23.95
COGDILL, GEORGE W & MARY E DID NOT OWN 1/1/2015	2015-0011127	\$55.02
COOPER, JOHN R MILITARY EXEMPTION	2015-0011752	\$13.18
CORCORAN, MATTHEW F VALUE ERROR CORRECTION	2015-0090031	\$495.13
CORCORAN, MATTHEW F VALUE ERROR CORRECTION	2015-0011894	\$209.44
CRAVEN COUNTY DWELLING REMOVED FROM PROPERTY	2015-0012541	\$36.00
CROP PRODUCTION SERVICES INC LATE LISTING FEE CHARGED IN ERROR	2015-0012853	\$38.87
DIAZ AARON MILITARY EXEMPTION	2015-0014827	\$238.62
DOLLAR TREE STORES INC LATE LISTING FEE CHARGED IN ERROR	2015-0015432	\$130.88

DOLLAR TREE STORES INC #4047 LATE LISTING FEE CHARGED IN ERROR	2015-0015433	\$38.28
DOLLAR TREE STORES INC #85 LATE LISTING FEE CHARGED IN ERROR	2015-0015434	\$68.49
DONLEN TRUST LATE LISTING FEE CHARGED IN ERROR	2015-0015474	\$29.73
FEDERAL EXPRESS CORPORATION LATE LISTING FEE CHARGED IN ERROR	2015-0018133	\$102.68
FEDERAL EXPRESS CORPORATION LATE LISTING FEE CHARGED IN ERROR	2015-0018134	\$7.67
FIRST AMERICAN COMM BANCORP LATE LISTING FEE CHARGED IN ERROR	2015-0018536	\$1.95
FLEMING, PARSHEE JANICE FORECLOSURE – LIEN EXTINGUISHED	2015-0018862	\$50.36
FOY, ANNIE HEIRS FORECLOSURE – LIEN EXTINGUISHED	2015-0019443	\$34.22
GEWAIN, WILLIAM J & SHARON CORRECTED VALUE OF BOAT	2015-0021512	\$134.57
HEATH, ERNEST DANIEL BILLED INCORRECT ACCOUNT – SEE 107333	2015-0026031	\$79.30
HENNINGER, ROBERT T TRAILER DOUBLE LISTED & BILLED	2015-0026356	\$5.80
HILL, JAMES & RHONDA INCORRECT BILLING – TO BE REBILLED	2015-0026890	\$301.35
HOWARD, CHRISTY F NOT TAXABLE TO CRAVEN COUNTY	2015-0027979	\$54.36
HUNTSMAN, GLEE EILEEN APPRAISAL ERROR CORRECTION	2015-0028610	\$20.23
JANDRIAN, JAY J NOT TAXALBE TO CRAVEN COUNTY	2015-0029545	\$66.40
JONES, AUDREY DID NOT OWN 1/1/2015	2015-0030507	\$42.12
JONES, JOSEPH E & JOYCE DID NOT OWN 1/1/2015	2015-0030785	\$523.08
JONES, TOM HENRY & REGINA EATO APPRAISAL ERROR CORRECTION	2015-0031071	\$3,026.32
LAUGHINGHOUSE, RICHARD L & IPO CORRECTED MAPPING ERROR – MISSED DEED	2015-0033656	\$780.22
LAUGHINGHOUSE, RICHARD L & IPO CORRECTED MAPPING ERROR – MISSED DEED	2015-0033655	\$526.90

LAUGHINGHOUSE, RICHARD L & IPO CORRECTED MAPPING ERROR – MISSED DEED	2015-0033654	\$258.81
MICHAELS STORES INC CLERICAL ERROR CORRECTION	2015-0039160	\$312.00
MID-STATE INVESTMENT CORP FORECLOSURE – LIEN EXTINGUISHED	2015-0039182	\$32.03
MILLER, BRYAN SWAIN NOT TAXABLE TO CRAVEN COUNTY	2015-0039347	\$130.37
MOORE, TRACIE MITCHELL FORECLOSURE – LIEN EXTINGUISHED	2015-0040747	\$122.85
MOORE, VICTOR JR & MOORE, GEOR FORECLOSURE – LIEN EXTINGUISHED	2015-0040757	\$79.25
MORAN, DENNIS JAY NOT TAXABLE TO CRAVEN COUNTY	2015-0040829	\$24.05
MORRIS, BILLY VAN JR BUILDINGS RAZED RIOR TO 1/1/2015	2015-0041040	\$135.19
ORMOND, CURTIS R JR NOT IN BUISNESS 1/1/2015	2015-0043841	\$325.87
OUTERWALL INC LATE FEE CHARGED IN ERROR	2015-0043980	\$9.63
OUTERWALL INC LATE FEE CHARGED IN ERROR	2015-0043979	\$7.18
OUTERWALL INC LATE FEE CHARGED IN ERROR	2015-0043978	\$1.46
OUTERWALL INC LATE FEE CHARGED IN ERROR	2015-0043982	\$4.87
PATTERSON, AMBER DAWN DID NOT OWN 1/1/2010	2010-0040094	\$64.92
PATTERSON, AMBER DAWN DID NOT OWN 1/1/2011	2011-0044628	\$59.96
PATTERSON, AMBER DAWN DID NOT OWN 1/1/2012	2012-0044522	\$55.51
PATTERSON, AMBER DAWN DID NOT OWN 1/1/2013	2013-0093037	\$51.34
PATTERSON, AMBER DAWN DID NOT OWN 1/1/2014	2014-0091966	\$47.21
PATTERSON, AMBER DAWN DID NOT OWN 1/1/2015	2015-0044818	\$43.54
POSNO HEATING & AIR LLC NOT IN BUSINESS 1/1/2015	2015-0046292	\$30.29
SCHULZE, JASON T & SARA A MILITARY EXEMPTION	2015-0051180	\$28.02

SMAIL, KENNETH HOWELL NOT TAXABLE TO CRAVEN COUNTY	2015-0052719	\$525.26
SMITH, JAMES E & TERRI DOUBLE BILLED – SEE ACCT 106047	2015-0053074	\$196.55
STUSSE, NATHANIEL B & ALLISON HALF MILITARY EXEMPTION	2015-0055273	\$18.38
SWAIN, DORIS VALUE CORRECTION PER BILL OF SALE	2015-0055628	\$78.66
SWANNER, AARON PAUL RECYCLE FEE CHARGED IN ERROR	2015-0055658	\$36.00
SWINSON, CHARMIN S FORECLOSURE – LIEN EXTINGUISHED	2015-0055791	\$209.29
THE CHILDRENS PLACE LATE LISTING FEE CHARGED IN ERROR	2015-0056683	\$67.44
THOMAS, BERTIE MAE DID NOT OWN 1/1/2015 PER MAPPING	2015-0056778	\$41.59
THOMPSON, DANIEL W & AMY L APPRAISAL ERROR CORRECTION	2015-0057065	\$8.91
UNISYS CORPORATION LATE LISTING FEE CHARGED IN ERROR	2015-0058817	\$1.06
VIRTEXCO CORPORATION NOT IN BUSINESS 1/1/2015	2015-0059410	\$236.50
WALKER, MICHAEL KEITH & CANDAC NOT TAXABLE TO CRAVEN COUNTY	2015-0059759	\$105.71
WARD, DON DID NOT OWN 1/1/2015	2015-0060098	\$611.31
WARMACK, WILLIAM G CORRECTED VALUE PER BILL OF SALE	2015-0060243	\$9.78
WEYERHAEUSER NR COMPANY CLERICAL ERROR CORRECTION	2015-0061566	\$6.16
WEYERHAEUSER NR COMPANY CLERICAL ERROR CORRECTION	2015-0061562	\$88.57
WILSON, ROBERT ALFERT HRS FORECLOSURE – LIEN EXTINGUISHED	2015-0063711	\$93.97
	84 – CREDIT MEMO (S)	\$12,976.99
<i>Refunds</i>		
BROWN, FRANKLIN DELNO & VALENC DOUBLE LISTED AS REAL AND PERSONAL	2014-0007094	\$51.50
BROWN, FRANKLIN DELNO & VALENC DOUBLE LISTED AS REAL AND PERSONAL	2013-0006931	\$50.09

INGRAM, CHARLES LINSEY NOT TAXABLE TO CRAVEN COUNTY 2014	2015-0090080	\$93.00
MARRERO, MARIA C FIRE TAX CHARGED INCORRECTLY	2015-009010	\$9.79
SMALL, PETER FRANK & MARCELLA DID NOT OWN 1/1/2011	2011-0052545	\$209.74
SMALL, PETER FRANK & MARCELLA DID NOT OWN 1/1/2012	2012-0052492	\$190.26
SMALL, PETER FRANK & MARCELLA DID NOW OWN 1/1/2013	2013-0094184	\$189.13
SMALL, PETER FRANK & MARCELLA DID NOT OWN 1/1/2014	2014-0090746	\$193.39
8 – REFUND (S)		\$986.90

MCAS CHERRY POINT JLUS BRIEFING

James Norment of Ward and Smith and Steve Player with Wooten Company briefed the Board about the Cherry Point JLUS (Joint Land Use Study) and its goals.

The 15 year update currently being launched will focus on Carteret County, although inclusive of Craven, Pamlico & Jones Counties to some degree. Eugene Foxworth of Carteret County, Team Leader for all communities, provided an overview. He stated that several outreach information meetings are scheduled in the next few days, with the first being held on September 22 at Twp. #6 Fire Department at 7:00 p.m. They are currently in the data gathering stage. The project close-out is projected near the end of the first quarter 2016. He invited the Commissioners to complete the survey on their website.

COASTAL ENVIROMENTAL PARTNERSHIP UPDATE

At the request of Commissioner Mark, Coastal Partnership Executive Director, Bobby Darden, presented some of the fiscal year end tonnage data that was presented to the CRSWMA Board last month.

He reported that fees are below the inflationary rate and tipping fees are below eastern North Carolina averages. Construction & Demolition material numbers reflect volume of building permits issued. He stated that Craven County ranks 14th among 100 counties for recycling, which helps to preserve space at the landfill. Landfill development is more expensive in eastern N.C than in other areas of the state. He announced a household hazardous waste collection event which will be held on October 10 from 8:00 a.m. – 1:00 p.m. at Craven Community College. He announced that he will conduct group tours of the landfill upon request, or will come and speak to interested groups.

Commissioner Mark congratulated Mr. Darden and his staff for their good work.

FARMERS MARKET PRESENTATION

Joe Hunt, President of the Farmers Market presented an update to the Board on the status and plans of the New Bern Farmers Market.

He reported that the New Bern Rotary provided funding for a new fence and Craven County initially contributed for the building. The land is owned by the City of New Bern. He stated that farmers get top priority over the other vendors in reserving space. As a result of the City's discussion concerning other possibilities for using the site and alternative locations for the market, the leadership of the market has gathered public input. Statistics from petitions and customer surveys was the main focus of the presentation. The consensus among consumers and downtown businesses is that the market should remain at its current location.

Commissioner Jones stated that younger farmers are looking for alternatives, as commodity prices are falling, and produce is at the top of the list. He inquired if there are any strings attached to the County’s initial investment. Mr. Hunt responded that he is not aware of any. He reported that the site was funded as follows:

- Building grant \$125,000
- Doors, Lights & Heat \$ 52,000
- Parking Lot \$ 11,000
- Rotary Grant (for fence) \$ 5,600
- \$194,100

Mr. Hunt stated that it is not known when a final decision will be made by the City.

CITY OF HAVELOCK COMMUNITY DEVELOPMENT AGREEMENT

Havelock City Manager, Frank Borttorff, presented a proposed Community Development Agreement for transference of the County’s foreclosed interest in the Phoenix Recycling Site to the City of Havelock. The site was permitted and used as a demolition waste dump. In 2000, the owners declared bankruptcy, leaving an estimated 150,000 cubic yards of unprocessed material.

He reported that the North Carolina Department of Environment, Health and Natural Resources, Division of Waste Management, Inactive Hazardous Site Branch has since conducted numerous investigations to assess the potential environmental impacts at the site.

The City received an EPA Brownfields Assessment Grant for environmental site assessments and data collection. The Phoenix site was one of the sites which has been evaluated. Part of the Brownfields program is also to develop a revitalization/reuse plan. Both the EPA and DENR are extremely supportive of the City’s efforts to revitalize and make the Phoenix site safe for the community.

He stated that the City of Havelock’s three primary goals regarding the acquisition of the Phoenix site are to make the site safer, to mitigate existing environmental conditions and to redevelop the site in a way that best benefits citizens.

The City of Havelock desires to partner with Craven County to make the process as fiscally reasonable as possible. By approving the agreement, the County will receive back taxes and then assist the City of Havelock in its future efforts in remediation and redevelopment.

The City of Havelock has agreed to a draft Brownsfield agreement with NCDENR which will not go through a 30 day public comment period. If there are no substantive changes to the current document, a final agreement is expected before the end of October 2015, which in turn will result in ownership of the Phoenix property.

Commissioner Liner moved to approve the agreement, as proposed, seconded by Commissioner McCabe and unanimously carried.

DEPARTMENTAL MATTERS: HEALTH

Craven County Health Director, Scott Harrelson, presented the following budget amendments:

Use of Reserve Funds 371

Health/Dental

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-5500-366-07-00 Transfer in from Reserve	\$6,905.00	101-5500-440-73-01 C/O Over	\$6,905.00
371-0000-399-01-00 Approp Fund Balance	\$6,905.00	371-0571-400-97-01 Transfer to General Fund	\$6,905.00

JOURNAL ENTRY

101-0000-101-00-00	\$6,905.00	101-5500-366-07-00	\$6,905.00
Gen Fund Cash		Transfer in from Reserve	
371-0571-400-97-01	\$6,905.00	371-0000-101-00-00	\$6,905.00
To General Fund		County Reserve Cash	
TOTAL	\$6,905.00	TOTAL	\$6,905.00

Justification: Use of dental reserve funds to purchase handheld x-ray machine. The current x-ray machine is over six years old and inoperable. Used daily for business operations on the dental mobile.

Commissioner Liner inquired what about the amount of the remaining reserve balance. Mr. Hemphill responded approximately \$50,000.

Commissioner Sampson moved to approve the budget amendment, as presented, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

Health/Preparedness/Response

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-5010-348-00-00	\$20,000.00	101-5010-440-10-02	\$8,230.00
State Grant		Salaries/Fulltime	
		101-5010-440-25-02	\$.26
		Mileage Reimbursement	
		101-5010-440-31-11	\$ 213.00
		Gasoline	
		101-5010-440-40-00	\$2,000.00
		Contractual Services	
		101-5010-440-32-40	\$6,431.00
		Other Supplies	
		101-5010-440-73-21	\$3,100.00
		C/Outlay	
TOTAL	\$20,000.00	TOTAL	\$20,000.00

Justification: State awarded CCHD an additional \$20,000 Preparedness & Response funding. This funding will cover Bioterrorism and Ebola Preparedness Response. Fulltime salary covers CCHD employees’ reimbursement for time spent working in the mass dispensing exercise on 8/7/15, as well as personal vehicle usage and gasoline utilized during this exercise. An additional \$2,000 will go to Strategic Emergency Management for additional policies, procedures and training required for Preparedness & Response Capital - \$1,500 to purchase a cell phone booster to be located in the board room which will serve as the Incident Comand Center and \$1,600 – vaccine temp alert unit for logging and storing data on refrigerators which meets new state regulations; \$6,431 will stock/restock supplies utilized in the exercise – vests, cones, clipboards, ponchos, etc.

Commissioner Sampson moved to approve the budget amendment, as presented, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

Fee Recommendations

Mr. Harrelson presented the following recommended fees for approval, to be effective September 1, 2015.

Reason: Increase in the cost of vaccines

1. Procedure Code/Description: 90732/ PNEUMOVAX 23

Cost per Vaccine: \$73.90

Current Fee: \$28.00 Medicaid Rate: \$31.38 Proposed Rate: \$83.00
Medicare Rate: \$82.51

2. Procedure Code/Description: 90651 / Gardasil 9

Note: Gardasil 9 (CPT #90651) will be replacing Gardasil (CPT #90650)

Cost per Vaccine: \$ 158.06

Current Fee: \$152.00 Medicaid Rate: 177.84 Proposed Rate: \$178.00

Patients will incur an Administrative fee of \$17.00 in addition to vaccines listed above. This fee covers staff time and the cost of supplies.

Commissioner McCabe moved to approve the recommended fee increases, as presented, seconded by Commissioner McCabe and unanimously carried.

Medicaid Cost Settlement Discussion

Mr. Harrelson briefed the Board on recent changes involving Craven County’s Medicaid cost settlement. These changes could potentially negatively affect the financial standing in current and previous fiscal years.

The cost settlement is the annual check received from Medicaid for what the Medicaid rate does not cover. The Health Department has only received 90% of the cost settlement since 2011. It was recently learned that the NC Department of Health and Human Services Division of Medical Assistance has changed methodology retroactively back to 2011. Other counties that face losses are appealing the decision.

Mr. Harrelson reported that in 2013 a \$1 million cost settlement was received and as a result of the new methodology the County would have to pay back \$600,000. The statewide payback for all counties would total nearly \$23 million.

County Manager, Jack Veit, stated that he will work with Mr. Harrelson on drafting a letter to the Governor. The Federal government has not asked for the return of these funds. This issue is the result of one individual staff member’s decision in the department. The Board asked that a copy of the letter be mailed to the County’s legislative delegation, other counties and the Secretary of Health.

Commissioner Dacey inquired if there is an opportunity to include the issue in Medicaid negotiations currently going on in the General Assembly. He suggested that Mr. Harrelson develop two (2) one-page information sheets outlining: 1) Cost settlement going forward; 2) Retroactive effect.

DEPARTMENTAL MATTERS: SOCIAL SERVICES

Alfreda Stout, DSS Deputy Director, presented the following budget amendments.

County Social Services Line Item

The County Social Services line item is utilized to pay expenses associated with mandated Adult Protective Services and Guardianship cases. The Craven County Dept. of Social Services provides service on average to 50 or more individuals per month.

Costs generally associated with adult protective services and guardianship cases include: psychological and or medical expenses, adult care and/or nursing home room and board, medications, legal and estate fees, etc. This line item also provides payment for but is not limited to: disposition of unclaimed bodies, transports, contract with “ARC” for specific guardianship cases, etc.

Since June, Craven County DSS has been involved with two cases that have presented unexpected and higher than average costs for room and board, additional supervision, medication, psychological needs and evaluations, and other related costs. These have already exceeded the annual allocation.

Based on a review of currently known and projected costs, DSS anticipates a need for an additional \$80,000 through June 30, 2016.

Placement and related costs for adult protective and guardianship services can be very fluid. Therefore, an additional \$40,000 was requested to provide funding through December 2015, with a review of potential additional needs at that time.

Senior 7295

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00 Fund Balance	\$40,000.00	101-7221-450-39-05 County Social Service	\$40,000.00
TOTAL	\$40,000.00	TOTAL	\$40,000.00

Justification: Requesting \$40,000 to be utilized in meeting the needs of individuals through the provision of Adult Protective and Guardianship Services. Both services are mandated through North Carolina State Statutes.

Commissioner Dacey moved to approve the budget amendment, as requested, seconded by Commissioner Sampson and unanimously carried in a roll call vote.

Roll Forward Unspent Donation Funds from Prior FY Senior Meals Program

Ms. Stout requested to roll forward from the prior fiscal year unspent funds donated to the Senior Program and Meals Program.

DSS 7295 Senior

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00 Fund Balance	\$6,112.00	101-7295-450-32-29 Donations – Meals	\$1,999.00
		101-7295-450-32-31 Donations – Senior	\$4,113.00
TOTAL	\$6,112.00	TOTAL	\$6,112.00

Justification: Roll forward unspent funds donated to the Senior Program and Meals Program in Fiscal Year 2014-2015.

Commissioner Sampson moved to approve the budget amendment, as requested, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

DEPARTMENTAL MATTERS: RECREATION – HARLOWE FOOTBALL FIELD LIGHTING PROJECT

Recreation Director, Eddie Games, reported that he met with electrical contractor, Ray Brown, and Commissioner McCabe at the Harlowe football field on Thursday August 6, 2015. The purpose for this meeting was for R. Brown to evaluate the current lighting at the facility and to discuss options for repairs or replacements.

Mr. Games also contacted Bruce Johnson with Carteret – Craven Electric Cooperative about any possible assistance from them towards the Harlowe light project, and was directed to Jake Joplin and Sarah Grider. There is a possibility of assistance with the installation of new poles or up to a \$500 donation to the league to help with league expenses.

Commissioner Liner stated that he has talked with Carteret-Craven Electric and has obtained an application. He has also contacted the Bate Foundation, which has two grant application cycles: May 15 and October 1. He has a possible alternative to show Commissioner McCabe for security lights that are used by the City of Havelock.

It was the consensus of the Board to defer further discussion until the Board's next meeting.

DEPARTMENTAL MATTERS: PLANNING – SUBDIVISION FOR APPROVAL

Craven County Planning Director, Don Baumgardner, presented the following subdivision for the Board's approval. The Planning Board met on July 27, 2015 and recommended the subdivision for approval.

Quail Woods Ph. 2, Sec. 1 – Final: The property, owned by Quail Woods Village, LTD and surveyed by Baldwin Design Consultants, P.A., is located within Twp. 2 off Broad Creek Road. (SR 1600); Parcel ID 2-015-019. The subdivision contains 24 lots on 11.194 acres and is proposed to be served by community water and individual septic systems.

Commissioner Mark moved to approve the subdivision, as recommended, seconded by Commissioner McCabe and unanimously carried.

DEPARTMENTAL MATTERS: FINANCE

Request by Craven Community College Foundation to Revise Endowment Agreement

Rick Hemphill, Assistant County Manager, Finance/Administration, informed the Board that after the sale of the NC Railroad Stock in 1998 the County donated \$500,000 to the Craven Community College Foundation Scholarship Fund. The original agreement states that 80% of earnings can be used each year to fund scholarships. Over the years the Foundation has seen this amount vary considerably based on the fluctuations in the market. The Foundation proposed a revision that would provide for scholarships to be awarded each year. The request made by the Foundation is to amend the agreement to allow that 80% of the average of the five previous years' earnings can be used to fund scholarships.

Commissioner Jones moved to approve the revision and authorize the Chairman to sign the amendment, seconded by Commissioner McCabe and unanimously carried.

Policy for Fire Department Grant Matches by the County

During the budget workshops the Board asked staff to develop a policy to be used to determine the eligibility to receive a match from the County for Department of Insurance grants to volunteer fire departments. Mr. Hemphill presented the following recommendation:

- 1) Each year the Board must first decide if the County will match any grants. This decision should be made during the budget development timeframe to be effective for the grants applied for the following January (funded the next budget year). This will allow the departments to know whether a match is available prior to their applying.
- 2) Volunteer fire departments with an estimated property valuation of less than \$300,000,000 are eligible to be considered for a match if the current tax rate is more than \$.05 per \$100 of valuation.
- 3) Cash available to the departments will also be considered as will the amount of fund balance held for the departments by the County.
- 4) Departments with cash balances over \$100,000 will be required to explain the purpose for this amount of cash being accumulated before being approved for a match.

- 5) Additionally the Board may require the department to use the fund balance on the County’s books as the match if it is sufficient to do so.

Commissioner Liner stated that he would like to defer this matter to get more information from the fire departments. Commissioner McCabe moved to table it until the October 19 meeting, seconded by Commissioner Sampson and unanimously carried.

Budget Amendments

Mr. Hemphill presented the following budget amendments for approval.

Fire Departments – Multiple

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
244-0000-399-00-00 Cove City	\$2,140.00	244-2901-410-11-04 Workers Comp	\$2,140.00
TOTAL	\$2,140.00	TOTAL	\$2,140.00

Justification: To cover shortage of Fire Department’s Worker’s Compensation line item for VFIS invoice dated 7/29/15 in the amount of \$90,560.00.

Fire/Special Service Districts

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
243-0000-366-01-00 From General Fund	\$20,000.00	243-2900-410-96-99 Little Swift Creek match	\$20,000.00
244-0000-366-01-00 From General Fund	\$21,000.00	244-2901-410-96-99 Cove City Match	\$ 3,000.00
		244-2902-410-96-99 Dover match	\$14,720.00
		244-2903-410-96-99 Ft. Barnwell Match	\$ 3,280.00
249-0000-366-01-00 From General Fund	\$ 9,683.00	249-2900-410-96-99 Township #9 match	\$ 9,683.00
TOTAL	\$50,683.00	TOTAL	\$50,683.00

Justification: To budget Craven County’s 50% matching portion of fire grants awarded to certain VFD’s. Funds are already in the General Fund as the Board of Commissioners approved \$50,683 for grant matches in the FY ’16 budget.

Commissioner Mark moved to approve the budget amendments, as presented, seconded by Commissioner Liner and unanimously carried in a roll call vote.

APPOINTMENTS

Adult Care Home Advisory Committee: Kathy Nelson, Jessica James, Mystre Van Horn

Commissioner Jones nominated Cheryl Wyatt for appointment to the Adult Care Home Advisory Committee. There being no additional nominees, Ms. Wyatt was appointed by acclamation.

Upcoming Appointments

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

October

- Community Child Protection Team
- Adult Care Home Advisory
- Jury Commission – Commissioner Mark nominated James Muse for reappointment. There being no additional nominees, Mr. Muse was reappointed by acclamation.

November

- Firemen's Relief Fund
- Agricultural Advisory Committee

COUNTY ATTORNEY'S REPORT*Final Acceptance – Offer to Purchase Real Property – 735 W NC. Hwy 55 (#8-218-066)*

The County and City of New Bern previously received and tentatively approved an offer in the amount of \$4,000 for the property located at 735 W. NC Hwy. 55, which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$3,529.80. The current tax value is \$23,850. The offer was advertised, and there were no upset bids received.

Commissioner Jones moved to adopt the following resolution granting approval of the sale, and approve the deed and lien waver, seconded by Commissioner Tyson and unanimously carried.

RESOLUTION**735 W. NC 55 HWY, New Bern, North Carolina**

THAT WHEREAS, Craven County and the City of New Bern have received an offer to purchase a parcel of property owned by the County and City identified as 735 W. NC 55 Hwy., and being more particularly described herein; and

WHEREAS, the Board of Commissioners is authorized to sell the County's interest in the property pursuant to North Carolina General Statute §160A-269; and

WHEREAS, the offer to purchase was advertised as required by said statute; and

WHEREAS, the offer to purchase was in the sum of \$4,000.00 by Dollie Baker; and that no increased bids were received; and

WHEREAS, the Board of Commissioners deems it advisable and in the best interest of the County to sell its interest in the subject property to the successful bidder and to convey its interest in said property by quitclaim deed.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF CRAVEN COUNTY:

Section 1. That the last and highest bid of Dollie Baker, in the sum of \$6,300.00 for said parcel identified as 735 W. NC 55 Hwy, New Bern, NC, and being more particularly described herein, be and the same is hereby accepted as to the County's interest in said property, and the Chairman, County Manager and/or Clerk be and they are hereby authorized and directed to execute a quitclaim deed to the purchasers for the County's interest in said property.

Section 2. That a copy of said quitclaim deed is attached hereto and incorporated herein by reference, and the original deed shall be delivered to said purchasers once the same has been executed on behalf of the County and City, upon payment of the purchase price.

Section 3. That the subject property is more particularly described as follows:

All that certain lot or parcel of land lying and being situate in Number Eight (8) Township, Craven County, North Carolina, and being more particularly described as follows:

All of that certain property more fully described in Deed Book 3362 at Page 452 in the Craven County Registry. This property is also commonly referred to by its tax parcel identification number which is 8-218-066.

ADOPTED THIS 21st DAY OF SEPTEMBER, 2015.

Initial Offer to Purchase Real Property – 3022 Madison Avenue (#8-044-A-069)

The County and City of New Bern have received an offer in the amount of \$4,200 for the property located at 3022 Madison Ave, which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$4,189.43. The current tax value is \$62,530.

County Attorney, Jim Hicks, advised the Board that the City may not be inclined to accept the offer.

Commissioner Mark moved to table discussion until the City of New Bern decides, seconded by Commissioner Liner and unanimously carried.

County Manager, Jack Veit, reported that GIS is building a website link that will show all County owned properties with details. A demonstration will be done at the October 19 meeting.

COUNTY MANAGER'S REPORT

County Manager, Jack Veit, reported that video arraignment started today with 18 people for probation violation appearances.

Mr. Veit reported on a conference call held with staff and the Golden Leaf Foundation regarding the Neighborhood Solutions grants initiative for government, non-profits, economic development, workforce development; education and community colleges.

Notice was sent targeting County Managers as local agents; however at Mr. Veit's request, Chairman Tyson has appointed a subcommittee with Commissioners Mark, Sampson and himself to assist the County Manager in vetting projects.

Mr. Veit reported that creek snagging on Core Creek and Flat Swamp are underway, and made the following additional announcements:

- The first revaluation public information meeting was held in Vanceboro last week.
- He, along with Commissioner Liner and staff attended a check presentation by Trillium at Creekside Park in the amount of \$750,000 toward the development of an inclusive playground.
- A Pedro sunset presentation will be held on September 25 at MCAS Cherry Point.
- The GIS application for disposal of surplus property development, as mentioned earlier, is being developed.

He reminded the Board that after the closed session a tour of some roads in the Tuscarora Rhems area will be offered, at Commissioner McCabe's request.

COMMISSIONERS' REPORTS

Commissioner Liner announced that the MAC Committee will be feeding the Pedro Crew at the retirement event.

Commissioner Jones reported on the Cove City Firemen's Day. He thanked Commissioner McCabe for attending the event and Commissioner Liner for his contribution.

Commissioner Mark commented that the roll out for revaluation in Vanceboro went well. He stated that the Tax Department staff presentation was very clear. He announced an upcoming quarterly Big Sweep event.

Commissioner McCabe reported that Temples Point Road has been resurfaced from Highway 101 to Matthews Point and the resurfacing and widening of Merrimon Road in the North River area is underway.

Commissioner Sampson commented that some people are not aware and wait until the last minute to look at their tax bills. He stated that he has been urging for people to take notice and he hopes for a good turnout at the revaluation information meeting in New Bern on September 22. He stated that gas prices are still coming down, but groceries still remain high.

Commissioner Dacey reported that he will be holding a Town Hall meeting on September 28 at the Craven County Administration building from 4:30 p.m. - 5:30 p.m. and reported that he will be attending a Trillium meeting on September 22 from 4:00 p.m. – 7:00 p.m.

CLOSED SESSION

At 10:52 a.m. Commissioner McCabe moved to go into closed session, seconded by Commissioner Mark concerning a personnel matter and economic development, pursuant to N.C.G.S. 143-318.11 (a)(4) and (6).

At 12:07 the Board returned to regular session with no action to report.

At 12:15 p.m. Commissioner Jones moved to adjourn, seconded by Commissioner Sampson and unanimously carried.

Chairman Steve Tyson
Craven County Board of Commissioners

Gwendolyn M. Bryan
Clerk to the Board