

**AGENDA  
CRAVEN COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
MONDAY, MAY 2, 2016  
7:00 P.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

1. PETITIONS OF CITIZENS
2. PUBLIC HEARING: RECOMMENDED SUBDIVISION ORDINANCE CHANGES
3. CONSENT AGENDA
  - A. Approval of April 18, 2016 Minutes
  - B. Tax Releases and Refund
4. CRAVEN AGING PLANNING BOARD FUNDING ALLOCATIONS  
RECOMMENDATIONS: Alfreda Stout, Lead Agency Representative, and Georgia Newkirk, Chair
5. CRAVEN COMMUNITY COLLEGE BUDGET PRESENTATION: Dr. Ray Staats, President and Dr. Page Varnell, Vice President for Administration
6. CRAVEN COUNTY BOARD OF EDUCATION PRESENTATION: Dr. Lane Mills, Superintendent

DEPARTMENTAL MATTERS

7. FINANCE – APPROVAL OF PUBLIC SCHOOL FUNDING DRAW-DOWN: Craig Warren, Finance Director
8. APPOINTMENTS
9. COUNTY ATTORNEY'S REPORT: Jim Hicks
10. COUNTY MANAGER'S REPORT: Jack Veit
11. 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 MAY 2, 2016. THE MEETING CONVENED AT 7:00 P.M.**

**MEMBERS PRESENT:**

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

**STAFF PRESENT:**

Jack B. Veit III, County Manager  
Gene Hodges, Assistant County Manager  
Amber Parker, Human Resources Director  
Craig Warren, Finance Director  
Gwendolyn M. Bryan, Clerk to the Board  
Aaron Arnette, County Attorney Associate

Following an invocation by Commissioner Jones, Chairman Liner introduced members of Boy Scout Troop 13 to lead the Pledge of Allegiance. The troop has been in existence since 1927. Members in attendance were: Hunter Sanders, Zach Liland, Austin Van Dyke, Benjamin Grady, Hutch Smith, Jayden Lee, Noah Landen, Nathan Meyer, Sean Douglas, Kirby Smith and Dustin Welsh.

Commissioner Mark moved to approve the agenda, as presented, seconded by Commissioner McCabe and unanimously carried.

**PETITIONS OF CITIZENS**

*Hal James, 305 Calico Dr., New Bern*, cited an article in the *Sun Journal* stating that it appears there is a likelihood of a tax increase. The Craven County Taxpayer's Association is opposed to an increase no matter what the size. The County should be pushing back more against federal funds.

*Ray Griffin, Vanceboro*, addressed the Board regarding House Bill 2.

**PUBLIC HEARING: RECOMMENDED SUBDIVISION ORDINANCE**

A public hearing was held to receive public input regarding the proposed changes to the Craven County Subdivision Ordinance. Jason Frederick with the Planning Department reviewed a timeline of ordinance changes.

On March 21, 2016 the ordinance was presented to the Commissioners. April 4, 2016 a public hearing was scheduled, and on April 5, 2016 the proposed ordinance changes were posted on the Craven County website. The public hearing was advertised on April 11 and 18, 2016.

At 7:15 p.m. Commissioner Tyson moved to go into public hearing, as advertised, seconded by Commissioner McCabe and unanimously carried. The following citizen spoke:

*Hal James, 305 Calico Dr., New Bern*, commented that he does not understand the document because he found the proposed changes to be very hard to follow.

At 7:17 p.m. Commissioner McCabe moved to close the public hearing, seconded by Commissioner Tyson.

Mr. Frederick stated that the violations section has been made to mirror the provisions contained in the codified ordinance.

Commissioner Dacey inquired why changes are necessary. Mr. Frederick responded they are necessary to bring the ordinance into compliance with statutory changes in some instances. Also the Planning Board felt that design controls are needed for offsite systems. Minor subdivisions are exempt.

Commissioner Tyson moved to table the vote until the May 16 meeting, seconded by Commissioner McCabe and unanimously carried.

### CONSENT AGENDA

#### *Approval of April 18, 2016 Minutes*

Commissioner Sampson moved to approve the minutes of April 18, 2016 regular session, as requested, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

#### *Tax Releases and Refunds*

Commissioner Sampson moved to approve the following tax releases and refund, 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>
ALEXANDRE, JEAN CLAUDE JR MILITARY EXEMPTION	2014-0093322	\$116.11
ALEXANDRE, JEAN CLAUDE JR MILITARY EXEMPTION	2015-0000619	\$104.75
ALEXANDRE, JEAN-CLAUDE MILITARY EXEMPTION	2015-0000620	\$119.73
ANDERSON, CHARLES EDWARD JR NOT TAXABLE TO CRAVEN COUNTY	2015-0001157	\$99.22
BRINSON, JAMES A DID NOT OWN 1/1/2015	2015-0006613	\$16.75
CONN, JEFFREY ALLEN MILITARY EXEMPTION	2015-0011496	\$6.86
HAYES, LILLIE M HRS DWELLING VACANT SINCE 2009	2015-0025861	\$112.59
HAYES, LILLIE M HRS DWELLING VACANT SINCE 2013	2015-0025862	\$37.53
HAYES, THELMA LILLIE DWELLING VACANT SINCE 2006	2015-0025877	\$37.53
LONGTIN, DALE NOT TAXABLE TO CRAVEN COUNTY	2015-0035237	\$200.78
NAD DEVELOPMENT LLC DWELLING DID NOT EXIST 1-1-2015	2015-0041941	\$596.79
RAINES, MARVIN LEE JR DID NOT OWN 1/1/2015	2015-0047405	\$17.28
SUTLEY, ROBERT WAYNE RECYCLE CHARGED IN ERROR	2015-0055459	\$37.53

WOOD, EDWARD ANTHONY MILITARY EXEMPTION	2015-0064052	\$8.84
	14 – CREDIT MEMO (S)	\$1,512.29

**Refund**

NAD DEVELOPMENT LLC DWELLING DID NOT EXIST 1-1-2015	2015-0041941	\$593.08
	1 – REFUND (S)	\$593.08

**CRAVEN AGING PLANNING BOARD FUNDING ALLOCATIONS**

Alfreda Stout, representative of the Lead Agency (DSS), and Georgia Newkirk, Aging Planning Board Chairperson, presented the following recommended funding allocations for the Home and Community Care Block Grant (HCCBG). Ms. Stout explained that each agency is taking a 4.89% decrease, as a result of a \$26,269 reduction from the state HCCBG funds. Commissioner Sampson moved to approve the recommended allocations, seconded by Commissioner McCabe and unanimously carried.

<u>Services</u>	<u>Access</u>	<u>Block Grant Funding</u>		<u>Total</u>	<u>Required Local Match</u>	<u>USDA Subsidy</u>	<u>Total Funding</u>
		<u>In-Home</u>	<u>Other</u>				
Transp.	49353			49353	5483.67		54837
Craven Cty Sen Cong			32285	32285	3587.22	4181	40053.22
HDM			157164	157164	17462.67	28576	203202.67
Senior Companion		23186		23186	2576.22		25762.22
Care Management 55643				55643	6182.56		61825.56
LVII (DSS)		109916		109916	12212.89		122128.89
LVIII (DSS)		66129		66129	7347.67		73476.67
<u>Havelock Cong</u>			17119	17119	1902.11	2812.5	21833.61
Total	104996	199231	206568	510795	56755	35570	603119.50

Commissioner Dacey asked how meals will be affected. Ms. Stout responded that the reduction translates to Havelock losing \$880 (equivalent of one meal per day) and the Craven County Senior Center losing \$1,600 (equivalent of two meals per day approximately). Commissioner Sampson stated that he is disturbed by the loss of meals. Chairman Liner stated that he thinks it is coming to the point of re-prioritizing needs as funding sources continue to shrink.

**CRAVEN COMMUNITY COLLEGE BUDGET PRESENTATION**

The new Craven Community College President, Dr. Ray Staats, summarized the year in review, including key leadership changes, status of accreditation and partnerships, new academic programs and an overview of resource management and development accomplishments. Enrollment trends show a slight decline since 2010; however, there has been growth in the proportion of workforce development trainees (and re-training) during the same period. Projects planned for the upcoming academic year include developing a new STEM Building, Student Success Center (with relocation of the Godwin Library), and potential partnerships with County library services and the hospitality industry.

The community college budget request of the County for FY 2016-2017 remained the same at \$3,482,948 in operating funds and \$500,000 for capital projects for a total allocation request of \$3,982,948. Dr. Staats advised the Board, however, that additional funding will likely be sought in the future to maintain the new STEM Building and other endeavors.

Commissioner Sampson noted that the Sampson Scholarship that has been in existence for ten years was instituted to help “C” average students who desire to move forward.

## CRAVEN COUNTY SCHOOLS BUDGET PRESENTATION

Denise Altman, Finance Officer, presented the proposed Board of Education budget for FY 2016-2017 and the schools' funding request to the County. She highlighted the following factors impacting the current expense budget:

- Decreasing ADM – impacts dollars available to cover fixed costs
- Approximately 81% of costs in Local Current Expense Fund are personnel and benefit costs
- Reductions from state for lower ADM occur mid-year once classrooms have already been staffed according to expected student numbers
- Lower military connected population is affecting dollars received from Impact Aid
- Slower receipt of federal funding in general
- Retirement rate and health costs continue to increase and have nearly doubled since 2008

She stated that revenue has been adjusted to meet actual collection trends over the last few years. Resulting budget adjustments include:

- Evaluation of each position that becomes vacant to determine the need to fill position
- Review of staffing levels at each school in May each year with anticipated numbers of students to determine any vacancies that come up at year end that can remain unfilled and still provide adequate level of service to students.
- Reduction of instructional software used; travel (unless necessary); contract costs (where possible); and seeking grants to help with professional development and specific projects; and looking for all ways to reduce spending.
- Reduction of budget by 15 local teaching positions
- Reduction of budget by 3 local nursing positions. The remaining 21 nurses will be shared between all 25 school locations based on specific needs of student population at each school.
- Reduction of central office staff by 3.5 positions; reorganization of school clerical staff in order save months of employment and standardized assignments.
- Reduction of the athletic supplies budget and athletic supplement schedule.
- Reduction of travel allotments for board members and the number of support and professional memberships for the school district.
- Reduction of Facilities Maintenance budget by \$100,000 for next fiscal year
- Employment of a firm, School Efficiency Consultants, to review budget documents and determine ways to utilize current state and federal dollars in a more economical way. There is no cost for the study unless they find areas the schools can save.
- Entering into a contract with Cenergistic – an Energy Conservation company to assist with further analysis of ways to save on utility bills. There is no cost unless the schools see significant improvement in utility costs.

Ms. Altman stated that the requested budget would provide an additional \$1.5 million of County funding.

Commissioner Jones inquired how much the classroom size will be affected by a 15 staff reduction. She responded that there will be approximately 24 students per teacher; however, there are economies of scale in the balancing of class sizes.

Commissioner Dacey posed several questions, as follows:

- 81% of costs are personnel and benefit related; is that average? Ms. Altman responded that it is on the high side of normal (65%-80%) but not out of line.
- Is the district handling deadlines to avoid fines such as occurred in previous years
- Will deferment of addressing facilities needs cause bigger concerns later?
- When will School Efficiency Report be available? Superintendent, Dr. Lane Mills, stated that the preliminary draft was just received and is being studied. It will be made available. Commissioner Dacey asked that it be made available before the Board of Commissioners deliberates on the budget.
- Carteret County has taken on the responsibility of capital needs for its schools. How might that model be regarded here? Dr. Mills responded that is a question that needs to be addressed to the Board of Education.

Commissioner Dacey stated that the budget request would likely necessitate a tax increase, and that he is appalled at student outcomes. He stated that citizens would want to see better results from increased spending.

Commissioner Jones stated that he does not agree with any cuts. He feels that teachers have much to contend with and are often lacking parental support.

Dr. Mills stated that third grade reading is consistent with state averages.

Commissioner Sampson stated that money to charter schools is not being cut in the budget like it is for public schools.

Commissioner Tyson stated that Craven County should be spending at least at the state per pupil average, but is falling far short.

Chairman Limer stated that the charter schools funding level is mandated by statute. If the Board must raise taxes above the revenue neutral rate, it will not be driven solely by the schools' funding.

At 9:05 p.m. the Board went into recess.

At 9:15 p.m. the Board reconvened.

#### **DEPARTMENTAL MATTERS: FINANCE – APPROVAL OF PUBLIC SCHOOL FUNDING DRAW – DOWN**

Craig Warren, Finance Director, presented the application to be submitted to the Department of Public Instruction (DPI) requesting the release of \$1,200,000 from the Public School Building Capital Fund, as is done annually upon approval of a project.

This draw down from lottery funds allocated to Craven County was previously approved by the Board of Education. Commissioner Sampson moved to approve submittal of the application, seconded by Commissioner Mark and unanimously carried.

#### **APPOINTMENTS**

*Craven Community Child Protection Team: Dawn Gibson*

It was the consensus of the Board to defer this appointment as they are still awaiting an application.

*Nursing Home Advisory Committee: Carol Wolfe*

Commissioner Jones nominated Evon Blount-Folks for appointment to the Nursing Home Advisory Committee to replace Carol Wolfe. There being no additional nominees, Ms. Folks was appointed by acclamation.

*River Bend Board of Adjustment (Extraterritorial Jurisdiction)*

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

*Craven Aging Planning Board: Joy Hudson, Linda LeDrew*

Commissioner Sampson nominated Carolyn Bland for appointment to the Craven Aging Planning Board to replace Linda LeDrew. There being no additional nominees, Ms. Bland was appointed by acclamation.

*Craven County Health Board: Dr. Eric Wheelis*

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

*Agricultural Advisory Committee: Jimmy Arthur*

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

*EMS (Emergency Medical Services) Advisory Council: Tim Wetherington, Jonathan Stephens*

Commissioner Sampson nominated Tim Wetherington and Jonathan Stephens for reappointment to the EMS Advisory Council. There being no additional nominees, Mr. Wetherington and Mr. Stephens were reappointed by acclamation.

*Local Emergency Planning Committee: Paul Bryant, Danny Hill, Tamara Jones, Timothy Lawrence, Rick Weaver, Scott Hanford*

Commissioner Sampson nominated Paul Bryant, Danny Hill, Tamara Jones and Scott Hanford for reappointment to the Local Emergency Planning Committee. There being no additional nominees Mr. Bryant, Mr. Hill, Ms. Jones and Mr. Hanford were reappointed by acclamation.

*New Bern Board of Adjustment: John "Pop" Murrell*

Commissioner Sampson nominated John "Pop" Murrell for reappointment to the New Bern Board of Adjustment. There being no additional nominees, Mr. Murrell was reappointed by acclamation.

*Upcoming Appointments*

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

### **June**

- ABC Board
- Social Services Board
- Fire Tax Commissioner
- Juvenile Crime Prevention Council
- Nursing Home Advisory Committee
- Recreation Advisory Board
- Coastal Carolina Airport Authority

### **COUNTY ATTORNEY'S REPORT**

*Initial Offer to Purchase Real Property – NC Hwy 43, Vanceboro (Parcel Number 1-044-050)*

County Attorney Associate, Aaron Arnette, presented an offer received by the County in the amount of \$1,500.00 for the property located at NC Hwy 43, Vanceboro, which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$2,286.60. The current tax value is \$4,350.

Commissioner Mark moved to accept the offer, seconded by Commissioner Sampson and unanimously carried. The property will be advertised for upset bids in accordance with the General Statutes. Once no further bids are timely received, the County may accept or reject the final offer.

*Short-term Lease of Real Property – 1032 Cedar Street, New Bern (Parcel Number 8-007-062)*

Mr. Arnette presented a request by Preservation Management, Inc., the managing entity of the Craven Terrace Public Housing Complex, to lease the property located at 1032 Cedar Street, New Bern, for the purpose of a community garden for the residents of Craven Terrace through October 31, 2016. The property is jointly owned with the City of New Bern.

Commissioner Sampson moved to adopt the following resolution, seconded by Commissioner McCabe and unanimously carried.

**RESOLUTION**  
**1032 Cedar Street, New Bern (Tax Parcel Number 8-007-062)**  
**Lease to Preservation Management, Inc.**

THAT WHEREAS, Craven County (the “County”), along with the City of New Bern, acquired an interest in that certain property more commonly referred to as 1032 Cedar Street, New Bern, North Carolina, and further identified as Tax Parcel Number 8-007-062 (the “Real Property”); and

WHEREAS, Preservation Management, Inc. (“PMI”) is the managing entity of the Craven Terrace Public Housing Complex, and desires to lease the Real Property through October 31, 2016, for the purpose of establishing a community garden for the residents of Craven Terrace; and,

WHEREAS, the Board of Commissioners has determined that it will not need the Real Property during the term of the proposed lease agreement, and that it is authorized to enter into the lease for such terms and upon such conditions as the Board may determine, pursuant to North Carolina General Statute §160A-272.

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

Section 1. That the County lease the Real Property to PMI pursuant to the terms of that certain Lease Agreement attached hereto and incorporated herein by reference.

Section 2. That the Chairman, County Manager and/or Clerk be and they are hereby authorized and directed to execute any and all documents necessary to accomplish the purposes of this Resolution.

ADOPTED THIS 2<sup>nd</sup> DAY OF MAY, 2016.

*Plantation Gardens MHP Lawsuit*

Mr. Arnette reported on the Plantation Gardens lawsuit, stating that the case went before Judge Alford earlier in the day and resulted in a judgment in favor of Craven County: 1) \$10,000 - civil penalties to the County within 30 days; 2) compliance with all provisions of the ordinance within 30 days

The 30 days begins when the judgment is served.

**COUNTY MANAGER’S REPORT**

County Manager, Jack Veit, acknowledged the County receipt of the Certificate of Achievement in Financial Reporting (CAFR), and recognized the Finance Department for its good work. He announced that Tax Administrator, Ronnie Antry, was recently selected as Tax Collector of the Year by his peers. He also announced that April 29 was Veterans Services Officer, Vicki Glover’s, last day after 38 years of service to Craven County. Jeff Futrell has been selected as her replacement and will begin May 9 as the new Veterans Services Director.

Mr. Veit announced the following budget work sessions:

May 16 Overview and Fire Departments, immediately following the regular Session

May 19 – 8:30 – until

May 20 – 8:30 – until

He announced that May 18 is County Assembly Day in Raleigh.

Mr. Veit reminded the Board that teacher salaries will be decided by the State after the County’s budget has been adopted.

He reported that he met with Havelock last week regarding the recommendation for a new F-35 flight path, and he stated that there is no final JLUS document as of yet.

Mr. Veit announced that on May 6 a ribbon cutting will be held for the new health clinic (FQHC) at 2:00 p.m. at the Health Department.

### COMMISSIONERS' REPORTS

*Commissioner Dacey* announced that he participated in a program of the Re-entry Council at Craven Community College regarding housing. He reported that the Library Board has held discussions with Craven Community College regarding possible relocation of the New Bern library. He stated that Community College President, Dr. Staats, will bring forth a request for funds for a study. The College Foundation will be asked to cover a third of the cost with the Community College contributing one third and Craven County contributing one third.

*Commissioner McCabe* announced that he attended the Cherry Point Air Show Friday, April 29.

*Commissioner Mark* reported on his attendance at a Highway 17/64 Board meeting in Jacksonville and shared their new logo. A new prioritization was given out and he stated that he will ask Patrick Flannagan to come before the Board for an update.

*Commissioner Jones* announced that he and Commissioner Mark will be attending the Vanceboro Strawberry Festival Saturday, April 30 at 10:00 a.m.

He announced a plant sale will be held at West Craven High School on April 30 from 8:00 a.m. -1:00 p.m.

He stated that there is a lot of concern about the sale of the Weyerhaeuser plant.

*Commissioner Tyson* commented that he was escorted on a walk-through of all the classrooms at Brinson Memorial Elementary School. He reported that he spoke with Hatteras Yachts, where there are currently 500 employees, and they are still hiring. There are 17 boats in progress. He announced a Clean Sweep clean-up will be held on Saturday morning, April 30, beginning at Lawson Creek Park. He reported that he met with the New Bern Police Chief, the District Attorney and the Sheriff regarding the enforcement of littering laws.

*Commissioner Sampson* spoke about gas and grocery prices. He stated that the City of New Bern managed to get electric rates decreased. He reported that he and Commissioner Dacey have been working with the Re-entry Council to put an investment in schools rather than jails. He advocated the County's getting funds back through the various grant programs from federal money that is collected at the local level.

*Chairman Liner* commented that he gave remarks at the Tax Assessors' Conference, hosted by Tax Administrator, Ronnie Antry, at the Tax Collector of the Year ceremony. He announced that on May 10 there will be a TEC meeting at 6:00 p.m. He announced Early College graduation will be May 13 and Craven Community College graduation is May 14 at 9:00 a.m.

He announced that his wife, in conjunction with Clean Sweep and 30 volunteers, will be picking up trash in Havelock City Park at 9:00 a.m. on April 30.

At 9:55 p.m. Commissioner Tyson moved to adjourn, seconded by Commissioner McCabe and unanimously carried.

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Chairman George S. Liner  
Craven County Board of Commissioners

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Gwendolyn M. Bryan  
Clerk to the Board