

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, AUGUST 1, 2016
7:00 P.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

1. PETITIONS OF CITIZENS
2. CONSENT AGENDA
 - A. Minutes of July 5, 2016 Regular Session
 - B. Tax Releases and Refunds
 - C. NAACP Resolution

DEPARTMENTAL MATTERS

3. HEALTH – ENVIRONMENTAL HEALTH FEE RECOMMENDATIONS: Keith Jernigan, Environmental Health Supervisor
4. RECREATION: Eddie Games, Recreation Director
 - A. Budget Amendment – Inclusive Playground at Creekside
 - B. Budget Amendment – Miscellaneous Donation for Dugout Top
5. WATER: Rusty Hayes, Water Superintendent
 - A. Establish Municipal Water Rate for Bulk Water Sales
 - B. Interlocal Agreement for Emergency Water Supply
6. PLANNING: Reed Whitesell, Holland Consulting Planners
 - A. FY 13 Flood Mitigation Assistance (FMA) Program Contract Award Recommendation
 - B. FY 14 Flood Mitigation Assistance (FMA) Program Contract Award Recommendation
7. EMERGENCY SERVICES – MUTUAL AID AGREEMENT FOR 911 COMMUNICATIONS & DISPATCH BACK-UP: Stanley Kite, Emergency Services Director

8. SHERIFF – BUDGET AMENDMENT: Jesse Pittman, Administrative Captain
9. FINANCE – BUDGET AMENDMENT: Craig Warren, Finance Director
10. ADMINISTRATION – FUEL PROCUREMENT AGREEMENT WITH CITY OF NEW BERN: Jack Veit, County Manager; Gene Hodges, Assistant County Manager
11. APPOINTMENTS
12. COUNTY ATTORNEY'S REPORT: Jim Hicks
13. COUNTY MANAGER'S REPORT: Jack Veit
14. 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 AUGUST 1, 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 and the Pledge of Allegiance, Commissioner Sampson moved to approve the agenda, as presented, seconded by Commissioner McCabe and unanimously carried.

PETITIONS OF CITIZENS

Ray Griffin, Vanceboro, Mr. Griffin addressed the Board concerning the trouble in America.

CONSENT AGENDA

Minutes of July 5, 2016 Regular Session

Commissioner McCabe moved to approve the minutes of July 5, 2016 regular session, seconded by Commissioner Mark and unanimously carried in a roll call vote.

Tax Releases and Refunds

Mr. Antry submitted routine tax releases and refunds, including a release in the amount of \$8,627.87 for Thomas B. & Vickie M. Harmon, which represents tax on a yacht to both Craven County and the City of New Bern for tax years 2014 and 2015. After the discovery was made, it was determined that the vessel was not owned by the Harmons, that it is permanently located in Florida and has been for many years.

This type of listing most often occurs when the marina reports a name other than the one in which the boat is registered. Although the Tax Department sends out a notice of the proposed discover in advance of billing it, sometimes the information is not forthcoming until after the bill is issued. Commissioner Tyson asked for clarification as to how this information is transmitted to the tax office. The County Manager was asked to get clarification from Mr. Antry.

Commissioner McCabe moved to approve the following tax releases and refunds, seconded by Commissioner Mark and unanimously carried in a roll call vote.

Credits

TAXPAYER NAME	TICKET#	AMOUNT
CAMINITI, CHRISTOPHER NOT IN BUSINESS 1/1/2015	2015-0090638	\$68.23

COLONIAL CAPITAL SERVICES LLC NOT IN BUSINESS 1/1/2015	2015-0011388	\$15.65
DIXON, JOHN & SHERRY DID NOT OWN 1/1/2011	2011-0015588	\$117.08
FOSS, JAMIE MILITARY EXEMPT	2015-0090050	\$155.02
GARNER, JESSE THOMAS II BOAT NOT TAXABLE TO CRAVEN COUNTY	2015-0020594	\$7.78
GUILLERMO, VICTORIANO DID NOT OWN 1/1/2014	2014-0023320	\$84.88
GUILLERMO, VICTORIANO DID NOT OWN 1/1/2015	2015-0023412	\$74.84
GUILLORY, DAVID J & DEBORAH FORECLOSURE – LIEN EXTINGUISHED	2011-0023642	\$47.18
GUILLORY, DAVID J & DEBORAH FORECLOSURE – LIEN EXTINGUISHED	2012-0023471	\$94.08
GUILLORY, DAVID J & DEBORAH FORECLOSURE – LIEN EXTINGUISHED	2013-0022675	\$81.81
GUILLORY, DAVID J & DEBORAH FORECLOSURE – LIEN EXTINGUISHED	2014-0023322	\$75.81
GUILLORY, DAVID J & DEBORAH FORECLOSURE – LIEN EXTINGUISHED	2015-0023414	\$69.81
HALL, JEREMY MILITARY EXEMPT	2013-0092033	\$3.09
HALL, JEREMY MILITARY EXEMPT	2015-0023890	\$211.88
HANRAHAN, BRIAN MILITARY EXEMPTION	2015-0024170	\$36.10
HARMON, THOMAS B & VICKI M NOT TAXABLE TO CRAVEN COUNTY	2015-0091845	\$8,627.87
JESANA ELECTRONICS BUSINESS CLOSED 2012	2015-0091170	\$57.24
JESANA ELECTRONICS BUSINESS CLOSED 2012	2013-0094914	\$63.72
JESANA ELECTRONICS BUSINESS CLOSED 2012	2014-0092405	\$60.46
KEARNY, JESSIE E JR & SASHA A DID NOT OWN 1/1/2014	2014-0090540	\$245.56
KEARNY, JESSIE E JR & SASHA A DID NOT OWN 1/1/2013	2013-0092545	\$263.89
MESESES, LUIS HERNANDO TRAILER NOT TAXABLE TO CRAVEN COUNTY	2013-0092826	\$34.78

MENESES, LUIS HERNANDO TRAILER NOT TAXABLE TO CRAVEN COUNTY	2014-0092589	\$30.66
MENESES, LUIS HERNANDO TRAILER NOT TAXABLE TO CRAVEN COUNTY	2015-0038905	\$26.95
MORRIS, RAY DID NOT OWN 1/1/2013	2013-0090877	\$51.24
MROSS, ROGER J & CAHTERINE T FORECLOSURE – LIEN EXTINGUISHED	2008-0040570	\$659.09
MROSS, ROGER J & CATHERINE T FORECLOSURE – LIEN EXTINGUISHED	2009-0040735	\$1,182.67
MROSS, ROGER J & CATHERINE T FORECLOSURE – LIEN EXTINGUISHED	2010-0037115	\$534.85
MROSS, ROGER J & CATHERINE T FORECLOSURE – LIEN EXTINGUISHED	2011-0041375	\$652.18
MROSS, ROGER J & CATHERINE T FORECLOSURE – LIEN EXTINGUISHED	2012-0041272	\$2,526.78
MROSS, ROGER J & CATHERINE T FORECLOSURE – LIEN EXTINGUISHED	2013-0039731	\$1,588.30
MROSS, ROGER J & CATHERINE T FORECLOSURE – LIEN EXTINGUISHED	2014-0040571	\$1,367.44
MROSS, ROGER J & CATHERINE T FORECLOSURE – LIEN EXTINGUISHED	2015-0041456	\$759.01
MURPHY, ROY EARL JR TAGGED VEHICLE – SHOULD NOT LIST	2015-0041709	\$78.50
NARDOZZI, ANTHONY S CORRECTED DISCOVERED PROPERTY VALUE	2015-0090102	\$254.45
NOBLES, ALLIE HRS FORECLOSURE – LIEN EXTINGUISHED	2012-0042641	\$45.78
NOBLES, ALLIE HRS FORECLOSURE – LIEN EXTINGUISHED	2013-0041018	\$42.48
NOBLES, ALLIE HRS FORECLOSURE – LIEN EXTINGUISHED	2014-0041921	\$39.36
NOBLES, ALLIE HRS FORECLOSURE – LIEN EXTINGUISHED	2015-0042849	\$36.24
PARKER, GREG DID NOT OWN 1/1/2015	2015-0044535	\$53.11
REGAN, JAMES ARTHUR SR DID NOT OWN 1/1/2015	2015-0047966	\$7.85
RIDENOUR, STEVEN HAROLD DID NOT OWN 1/1/2013	2013-0093187	\$10.08

RIDENOUR, STEVEN HAROLD DID NOT OWN 1/1/2014	2014-0090689	\$9.54
RIDENOUR, STEVEN HAROLD DID NOT OWN 1/1/2015	2015-0048574	\$9.07
SANGSTER, CORY CARRELL MILITARY EXEMPT	2015-0050674	\$133.85
THACKSTON, PERCY L D & LEGARE DID NOT OWN 1/1/2015	2015-0056656	\$152.76
THOMAS, CHRISTOPHER MILITARY EXEMPTION	2015-0091708	\$258.40
TOLER, ASHER RYAN MULTIPLE RECYCLES KEYED IN ERROR	2015-0057403	\$421.74
TURNER, PERRY GRAY SR DID NOT OWN 1/1/2015	2015-0058438	\$110.30
UNIQUELY U PHOTOGRAPHY CORRECTED DISCOVERED PROPERTY VALUE	2012-0091277	\$177.71
UNIQUELY U PHOTOGRAPHY CORRECTED DISCOVERED PROPERTY VALUE	2013-0095333	\$159.47
WILLEFORD, ROY BOAT NOT TAXABLE TO CRAVEN COUNTY	2015-0062824	\$66.54
WORTHINGTON, DEAN W DID NOT OWN 1/1/2011	2011-0064106	\$13.05
WORTHINGTON, DEAN W DID NOT OWN 1/1/2012	2012-0064050	\$14.62
WORTHINGTON, DEAN W DID NOT OWN 1/1/2013	2013-0093907	\$9.91
WORTHINGTON, DEAN W DID NOT OWN 1/1/2014	2014-0062982	\$9.03
WORTHINGTON, DEAN W DID NOT OWN 1/1/2015	2015-0064358	\$8.14
	57 – CREDIT MEMO (S)	\$21,997.91
<i>Refunds</i>		
HALL, JEREMY MILITARY EXEMPT	2013-0092033	\$103.36
KEARNY, JESSIE E JR & SASHA A DID NOT OWN 1/1/2011	2011-0031582	\$227.00
KEARNY, JESSIE JR & SASHA A DID NOT OWN 1/1/2012	2012-0031474	\$216.46
KEARNY, JESSIE JR & SASHA A DID NOT OWN 1/1/2015	2015-0031534	\$204.97
	4 – REFUND(S)	\$751.79

NAACP Resolution

The local chapter of NAACP requested that a resolution be adopted for inclusion in the program for the annual banquet being held on September 10, 2016. Commissioner McCabe moved to approve the following resolution, seconded by Commissioner Mark and unanimously carried in a roll call vote.

**RESOLUTION OF RECOGNITION:
Craven County Branch of the NAACP**

WHEREAS, the Craven County Branch of the NAACP will celebrate 67 years of continuous community service at its annual banquet on Saturday, September 10, 2016; and

WHEREAS, this organization, through its efforts continues to make a significant impact on the citizens and quality of life in this area; and

WHEREAS, the theme for this year's banquet, "ENC Forward Together -- Not One Step Backwards", reflects the NAACP's collaborative approach to establishing unity in its efforts toward equality and progress for all citizens.

NOW THEREFORE, the Craven County Board of Commissioners recognizes the contributions of the Craven County NAACP and extends congratulations and best wishes on the occasion of this annual observance.

Adopted this 1st day of August, 2016.

**DEPARTMENTAL MATTERS: HEALTH – ENVIRONMENTAL HEALTH FEE
RECOMMENDATIONS**

Keith Jernigan, Environmental Health Supervisor, presented the following proposed fee recommendations, to be effective August 1, 2016. Commissioner Sampson moved for their approval, as recommended, seconded by Commissioner Mark and unanimously carried.

Description of Service: Increase water analysis of certain tests performed by NC State Laboratory

Justification: Increases are needed to offset costs associated with collection, transportation and analysis of listed services.

<u>Current Fee:</u>		<u>Proposed Fee:</u>
\$75.00	-Inorganic Panel – Metals, Anions, Nitrate/Nitrite	\$135.00
\$80.00	-Full Well Panel – Inorganic Chemistry and Microbiology	\$150.00
\$80.00	-Pesticides	\$100.00
\$80.00	-Herbicides	\$100.00
\$80.00	-Petroleum Products	\$100.00
\$80.00	-Volatile Organic Chemicals	\$200.00
\$55.00	-Fecal coliform/Fecal Streptococcus-MTF	\$ 85.00
\$70.00	-Inorganic Panel – Metals	\$120.00
\$65.00	-Metals Panel	\$ 85.00
\$50.00	-Individuals metals: 3 max from above panel plus uranium	\$ 85.00
\$35.00	-Anions – Fluoride, Chloride, & Sulfate	\$ 50.00

Description of Service: Swimming Pool Revisit

Justification: Covers cost associated with reinstatement of a suspended permit or revisit request for permitting of a pool found to be not prepared for permitting during previous inspection. Also, to bring the cost of a revisit fee in line with neighboring counties: Carteret \$30; Pitt \$50; New Hanover \$70.

Current Fee:
\$25.00

Proposed Fee:
\$50.00

DEPARTMENTAL MATTERS: RECREATION

Budget Amendment – Inclusive Playground at Creekside

Eddie Games, Recreation & Parks Director, presented the following budget amendment requesting to move the funds from the FY16 budget (\$367,774) to this year’s budget to complete the inclusive playground at Creekside Park. This project was started this spring and is scheduled to be completed by mid-August. Commissioner McCabe moved to approve the following budget amendment, as requested, seconded by Commissioner Jones and unanimously carried in a roll call vote.

Recreation & Parks

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00 Fund Balance Approp CY	\$ 14,416.00	101-8001-460-73-02 C/O Other Improvements	\$ 14,416.00
101-8001-346-11-00 Tillium Grant	\$353,358.00	101-8001-460-73-02 Other Improvements	\$353,358.00
TOTAL	\$367,774.00	TOTAL	\$367,774.00

Justification: These funds need to be carried over from FY 16 to complete the inclusive playground at Creekside Park.

Budget Amendment – Miscellaneous Donation for Dugout Top

Mr. Games presented the following budget amendment requesting to move \$1,310 collected last fiscal year to purchase dugout tops for the adult baseball field at Creekside Park. These funds were given to the department as a memorial donation by family and friends in memory of Bob McCunn who played in the adult baseball league. This money will purchase one top and there are funds available in this year’s budget to purchase the second. Commissioner Mark moved to approve the following budget amendment, as requested, seconded by Commissioner Sampson and unanimously carried in a roll call vote.

Recreation & Parks

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00 Fund Balance Approp CY	\$1,310.00	101-8001-460-73-21 C/O 500-\$4,999	\$1,310.00
TOTAL	\$1,310.00	TOTAL	\$1,310.00

Justification: These funds were collected as memorial donations for Robert McCunn to purchase dugout tops on the adult baseball field at Creekside Park. The donations were collected in FY 16 which would purchase one top and the department budgeted the fund in this year’s budget to purchase the second top.

DEPARTMENTAL MATTERS: WATER

Establish Municipal Water Rate for Bulk Water Sales

In July 2015 Craven County Water entered into a contract with the Town of Cove City to supply water at an agreed upon rate; however, the rate was not formally established in the water fee schedule. Water Superintendent, Rusty Hayes, requested that the Board adopt the following rates:

Municipal Rate:

- 0 – 3000 \$400.00
- 3,001 – 6,000 \$3.00
- 6,001 – 9,000 \$3.50
- 9,001 – 12,000 \$3.50
- 12,001 – 15,000 \$3.50
- Over 15,000 \$3.75

In addition, Craven County Water currently has five interconnections with adjoining water systems. Currently there is no established rate to charge in the event assistance is needed to provide water in an emergency. Mr. Hayes proposed a \$4.00 per thousand gallon rate to be established as part of the water fee schedule.

Commissioner Jones moved to approve the establishment of a municipal and emergency interconnection rate, as requested, seconded by Commissioner McCabe and unanimously carried.

Interlocal Agreement for Emergency Water Supply

Mr. Hayes, presented a request from the Town of Dover to enter into an agreement with Craven County through a proposed interconnection with the Craven County Water system’s existing waterline located near the intersection of Kansas and Dover-Fort Barnwell Roads. The Town of Dover will bear all costs associated with the interconnection.

Commissioner Mark moved to approve the proposed interconnection agreement, seconded by Commissioner Jones and unanimously carried.

DEPARTMENTAL MATTERS: PLANNING

FY13 Flood Mitigation Assistance (FMA) Program Contract Award Recommendation

A bid opening for the reconstruction of one frame-built structure at 1065 Bluebill Drive, Havelock, was held on July 6, 2016. Reed Whitesell, Holland Consulting Planners, presented bids, as follows, received from three (3) regional general contractors: CLA/Billy Earp, Sun Coast Homes & Development and B & B Construction.

Address Occupant	Actual Bid (Tabulated)	Contractor	Recommended Award	Comments
Thompson	\$158,500.00	CLA/Billy Earp		
1065 Bluebill Dr. Havelock	\$149,500.00	SunCoast Homes	X	Low Bidder
	\$186,300.00	B&B Construction		

Contract award was recommended for the contractor submitting the lowest responsible bid:

<u>Unit Address</u>	<u>Contractor</u>	<u>Amount</u>
1065 Bluebill Drive, Havelock	Sun Coast Homes & Development	\$149,500 (low bid)

Commissioner Dacey asked if more flooding is anticipated in areas where these homes are located. Mr. Whitesell responded that they are running out of repetitive flooding homes. There are currently fifteen waiting for funding. Commissioner McCabe move to approve the contract award to the low bidder, Sun Coast Homes & Development in the amount of \$149,500, and to move forward with the project, seconded by Commissioner Sampson and unanimously carried.

FY14 Flood Mitigation Assistance (FMA) Program Contract Award Recommendation

A bid opening for the elevation of three (3) residential structures at 1809 High Street, New Bern; 990 Live Oak Drive, Havelock; and 405 Harbor Drive, New Bern, was held on July 21, 2016. Mr. Whitesell presented bids received from six (6) contractors: JE Dillahunt, Paul Woolard Construction, B & B Construction, IMEC Group, Goose Creek Construction and J. Harrelson Company.

Occupant Address	Actual Bid (Tabulated)	Contractor	Recommended Award (X)	Comments
McDaniel 1809 High St. New Bern, NC	\$ 91,904.00	JE Dillahunt		
	\$115,850.00	P. Woolard Const.		
	\$ 88,000.00	B&B Const.	X	Low Bid
	\$129,466.00	IMEC Group		
	\$116,000.00	Goose Creek		
	\$105,650.00	J. Harrelson Co.		
Parker 990 Live Oak Dr. Havelock, NC	\$129,746.00	JE Dillahunt		
	\$ 96,586.00	P. Woolard Const.	X	Low Bid
	\$135,000.00	B&B Const.		
	\$120,214.00	IMEC Group		
	\$112,000.00	Goose Creek		
	\$124,600.00	J. Harrelson Co.		
Townsend 405 Harbor Dr. New Bern, NC	\$198,000.00	JE Dillahunt		
	\$167,025.00	P. Woolard Const.		
	\$212,000.00	B&B Const.		
	\$227,840.00	IMEC Group		
	\$167,370.00	Goose Creek		
	\$139,200.00	J. Harrelson Co.	X	Low Bid

Contract awards were recommended for the contractors submitting the lowest responsible bids as follows:

Unit Address	Contractor	Amount
1809 High St, New Bern	B & B Construction	\$ 88,000 (Low Bid)
990 Live Oak Drive, Havelock	Paul Woolard Construction	\$ 96,586 (Low Bid)
405 Harbor Drive, New Bern	J. Harrelson Company	\$139,200 (Low Bid)

Commissioner Mark moved to approve the contract awards, as recommended and to move forward with the project, seconded by Commissioner McCabe and unanimously carried.

It was noted that all bids were under budget.

DEPARTMENTAL MATTERS: EMERGENCY SERVICES – MUTUAL AID AGREEMENT FOR 911 COMMUNICATIONS & DISPATCH

Stanley Kite, Emergency Services Director, presented a Mutual Aid Agreement between Beaufort County and Craven County E911 Center to provide mutual aid during times of disaster or any emergency situation to ensure that all available resources are potentially available in the event either party’s E911 communications center requires aid of the other. He stated that there is no cost to the County and any additional resources needed to function will be the cost of Beaufort County. Commissioner Jones asked if this would preclude addition of other counties to the back-up agreements. Mr. Kite responded that other jurisdictions could be accommodated, but they would have to establish their own protocol.

Commissioner Dacey suggested that Commissioners could help with improving the County’s relationship with the 911 Board by speaking to legislators.

Commissioner McCabe moved to approve the agreement, as requested, seconded by Commissioner Sampson and unanimously carried.

DEPARTMENTAL MATTERS: SHERIFF

Budget Amendment

Jesse Pittman, Administrative Captain, presented a budget amendment requesting to carryover grant funds from FY 15-16 to allow for payment of items purchased under the grant description which were on order in FY 15-16 but not received and invoiced until after July 1st.

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

Sheriffs

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-2022-377-04-00 Bureau of Justice Assistance	\$9,976.22	101-2022-410-32-40 Grants/Other Supplies	\$9,976.22
TOTAL	\$9,976.00	TOTAL	\$9,976.00

Justification: This budget amendment will allow for the payment of equipment ordered last FY that did not arrive until after the cut off for FY15-16. These are carryover funds from the 2015-2016 grant. The department now has all the equipment and invoices will be closing out the grant in October 2016.

National Night Out

Captain Pittman announced that the Sheriff’s Department will participate in National Night Out in Cove City August 2 from 6:00-9:00 p.m. at the firehouse. He introduced Jason Buck, Sgt. Clemons and Cpl. Bill Casey, who worked hard on preparing for the event. He stated that they hope to move to different communities in the County in future years. Commissioner Sampson stated that it is important for law enforcement and citizens to work together. Commissioner Jones stated that he is proud of officers, two of whom are his brothers-in-law.

DEPARTMENTAL MATTERS: FINANCE – BUDGET AMENDMENT

Craig Warren, Finance Director, presented the following budget amendment for the Board’s approval.

Volunteer Fire Dept.

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
242-0000-301-01-00 Property tax current year	\$36,553.00	242-2900-410-99-80 Special appropriation – pay to district	\$36,553.00
TOTAL	\$36,553.00	TOTAL	\$36,553.00

Justification: Correct budget oversight. County to provide fire protection services to the Town of Bridgeton by adding the town to Tri Community Fire District coverage area. Need to budget estimated property tax revenue generated for this additional service area into special appropriation for Tri Community Fire District

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

DEPARTMENTAL MATTERS: ADMINISTRATION – FUEL PROCUREMENT AGREEMENT WITH THE CITY OF NEW BERN

Assistant County Manager, Gene Hodges, reported that earlier in the calendar year, the City of New Bern proposed changes to the Fuel Procurement Agreement that Craven County has with the City. The primary change was to increase the administrative fee of 1% of total fuel costs to a \$0.13 per gallon fee.

This new \$0.13 per gallon fee is comprised of \$0.03 per gallon for the County’s pro-rata share of the capital and maintenance expense of the fuel dispenser and equipment and \$0.10 per gallon for administrative and overhead costs. County staff conducted a thorough analysis of options for fuel procurement. These options were: 1) continuing with the procurement agreement with the City of New Bern under the new terms, 2) purchasing the necessary equipment and operating our own fuel pump, or 3) utilizing a fleet card system that will allow for purchase of fuel at retailers in the County. Continuing with the agreement with the City proved to be the most economical option for Craven County, and was recommended by staff.

Commissioner Jones asked if the County conceives of having its own fueling station in the future. County Manager, Jack Veit, responded that the County would indeed like to begin looking into that solution during the next budget. It would provide greater flexibility. Commissioner Jones stated that he would support that decision. Commissioner Sampson moved to authorize the County Manager to enter into a 3 year agreement with the City of New Bern related to the procurement of fuel for Craven County vehicles and equipment, seconded by Commissioner McCabe and unanimously carried.

APPOINTMENTS

Craven Aging Planning Board: Joy Hudson

Chairman Liner nominated Joy Hudson for reappointment to the Craven Aging Planning Board. There being no additional nominations, Ms. Hudson was reappointed by acclamation.

Agricultural Advisory Committee

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

Recreation and Parks Advisory Board: Dickie Fairburn. Cathy Frazier; Abel Sandoval; Bill Taylor

The Board’s consensus at the last meeting was to review the bylaws to consider amendments to the size of the advisory board, and term limits. Staff was also asked to provide the Board with the record of participation for members of this advisory committee. Following is a list of current appointees.

LAST NAME	FIRST NAME	FIRST APP'T.	EXP.	ADDRESS/DISTRICT
(A) ALLEN	JENNINGS	2013	2016	1175 SPRING GARDEN RD (Dist. 2)
(A) BAUER	EUGENE	2015	2018	111 BOWLINE ROAD (Dist. 4)
(A) BERNTHAL	JIM	2011	2017	1000 CAMBRIDGE CT. (Dist. 4)
(A) BRAXTON	CHAD	2014	2017	404 FIRST AVE. VANCEBORO (At Large)
(I) FAIRBURN	DICKIE	2001	2016	3797 W NC HWY 55 W COVE CITY (At Large)
(A) FRAZIER	CATHY	2013	2016	155 DEWEY RD., HAVELOCK (Dist. 5)
(I) MCCOY*	KRISTEN	2012	2018	206 WEST SUNSET BLVD, COVE CITY (Dist. 2)
(A) MILLER	DANIEL	2011	2017	2308 CARACARA DR (Dist. 1)
(I) RIGGS	FORRESTINE	2012	2017	437 KORNEGAY, DOVER (Dist. 2)
(I) SANDOVAL*	ABEL	2013	2016	110 LEE K ALLEN DR.HAVELOCK (Dist. 6)
(A) TAYLOR	BILL	2010	2016	504 LILLIPUT DR. (Dist.7)
(A) WEBB	MATT	2014	2017	1013 COLLETON WAY (Dist. 4)

(A) – Active

(I) – Inactive

(*)- Inactive Intermittently; has been active but missed last couple of meetings

Commissioner Dacey suggested that each Commissioner reach out to appointees from their respective districts to get a quorum at the next scheduled meeting. It was the consensus of the Board to defer these appointments.

River Bend Board of Adjustment (Extraterritorial Jurisdiction): Kelly Forrest

Commissioner Dacey nominated Kelly Forrest for reappointment to the River Bend Board of Adjustment. There being no additional nominations, Ms. Forrest was reappointed by acclamation.

Craven Aging Planning Board: Lavick Williams, Beth Junak, Kelly Walker

Commissioner Jones moved to reappoint Lavick Williams and Kelly Walker to the Craven Aging Planning Board, seconded by Commissioner Mark and unanimously carried. It was the consensus of the Board to defer the appointment to the position of Beth Junak, who is no longer employed with the Health Department.

Commissioner Sampson stated that he frequently visits nursing and adult care facilities and there does not appear to be enough help. He suggested a need for another committee to investigate staffing and level of care. Chairman Liner asked that the County Manager look into this matter but he thinks this is within the authority of the state, not the County. He would like to check the legality of Commissioners' intervention in these matters.

Fire Tax Commissioners: Otto Simmons

Commissioner Jones nominated Otto Simmons for reappointment to the Fire Tax Commission. There being no additional nominees, Mr. Simmons was reappointed by acclamation.

Craven Community Child Protection Team: Amy Bryant

Commissioner Dacey nominated Jean Kenefick to replace Amy Bryant on the Craven Community Child Protection Team. There being no additional nominees, Ms. Kenefick was appointed by acclamation.

Craven County Clean Sweep: Judi Lloyd, Lynn Rosania

Commissioner Tyson nominated Judi Lloyd and Lynn Rosania for reappointment to the Craven County Clean Sweep Committee. There being no additional nominees, Ms. Lloyd and Ms. Rosania were reappointed by acclamation.

NCACC Voting Delegate

Commissioner McCabe nominated Chairman Liner as the NCACC Voting Delegate to the NCACC Annual Conference. There being no additional nominees, Chairman Liner was appointed by acclamation.

Upcoming Appointments

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

September

- River Bend Planning Board

October

- Aging Planning Board
- Firemen's Relief Fund
- Fire Tax Commissioners

COUNTY ATTORNEY'S REPORT

*Final Acceptance – Offer to Purchase Real Property – 3022 Madison Avenue, New Bern
(Parcel Number 8-044-A-069)*

County Attorney, Jim Hicks, presented an offer previously received and tentatively approved by Craven County and the City of New Bern for the property located at 3022 Madison Avenue, in the amount of \$4,200.00. The total taxes and costs that were foreclosed on were \$4,189.43. The current tax value is \$47,900.00.

The offer was advertised and there were multiple upset bids, with the final bid in the amount of \$17,751.05. Commissioner Mark moved to approve the final sale and adopt the following resolution, seconded by Commissioner McCabe and unanimously carried.

RESOLUTION
3022 Madison Avenue, 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 3022 Madison Avenue, 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 final offer to purchase was in the sum of \$17,751.05 by CoCo Ventures, LLC, after multiple upset bids; 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 CoCo Ventures, LLC, in the sum of \$17,751.05 for said parcel identified as 3022 Madison Avenue, 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 3392 at Page 725 in the Craven County Registry. This property is also commonly referred to by its tax parcel identification number which is 8-044-A-069.

ADOPTED THIS 1st DAY OF AUGUST, 2016.

COUNTY MANAGER'S REPORT

Craven County Manager, Jack Veit, announced that there will be a ribbon cutting at 11:00 a.m. on August 15 for the inclusive playground at Creekside Park.

He reminded the Board that on July 14 the Board received a letter from Judge Alford regarding courthouse security concerns. Assistant County Manager, Gene Hodges, and Maintenance Supervisor, Steve Creel, are looking into the matter. Commissioners Liner, Dacey and McCabe are already on an appointed committee regarding security. Commissioner Dacey stated that there is a consultant available through the Sheriff's association who can help to evaluate the situation. He suggested getting in touch with Carteret and Pamlico counties, who have already gone through this exercise. Administrative Captain, Jesse Pittman, responded that he will reach out to the association.

Mr. Veit reported that new Veterans' Services Director, Jeff Futrell, has met established goals so far, and has reduced wait times of veterans by weeks. He is still investigating a new, larger space for Veterans Services.

Mr. Veit announced the passing of 43 year employee, Stuart Daniels.

COMMISSIONERS' REPORTS

Commissioner Mark reported on upgrades to Broad Creek Road, stating the D.O.T. has agreed to fix the water situation at Catherine Street. Between November 2016 and March 2017 they will widen each side by two feet and repave the entire road.

Commissioner Jones reported that Dover had a grand opening of the Dover Area Park, made possible by a Trillium grant. He stated he plans to attend National Night Out and is looking forward to it. He asked for discussion regarding the Zika virus. He needs to discuss measures to protect the public health in the County with the Health Department and staff. The Chairman requested that the Health Department contact the Centers for Disease Control to find out their recommendation.

Commissioner Tyson commended a successful “Paint Your Heart Out” program held by the Neuse River Community Development Corporation (CDC). He recommended coming out at 9:00 a.m. on Saturday to Lawson Creek Park for the next Clean Sweep event. Partners in Education (PIE) is holding their annual “stuff the bus” event from 10:00 a.m. – 2:00 p.m. on Saturday August 6 at Havelock and New Bern Walmarts.

Commissioner Dacey reported that Recreation and Parks Director, Eddie Games, will provide a list of the Recreation Board members with phone numbers. He announced that the Trillium regional board met to update the budget. There were 187,000 eligible participants in the 20 County area and \$444M was generated in Medicaid payments. If there are things perceived in communities that can potentially be addressed, he would like to discuss them. He announced a town hall meeting on August 15 from 6:00 p.m -7:00 p.m. in the Commissioners’ meeting room.

Commissioner McCabe thanked D.O.T./Newport for helping with trash pick-up in Harlowe. He stated that private contractors who are cutting back vegetation on the roadsides are not doing a good job and are creating driving hazards.

Commissioner Sampson announced that National Night Out will be observed also at the Stanley White Recreation Center. He stated that there are citizens of the City and County who are suffering in the heat with nowhere to go. There needs to be a solution. He stated that the Neuse River CDC worked with Habitat for Humanity for houses on Walt Bellamy Drive. He commented that he has known Stuart Daniels since he became a County Commissioner. He commented that he also attended Don Baumgardner’s father’s funeral.

Chairman Liner reported that he recently attended the Change of Command ceremony at Cherry Point. Havelock is presenting “Bone Crusher” Smith for National Night Out. From 5:00 – 8:00 p.m. Saturday, eight Gold Star Mothers and a little more than 100 Purple Heart recipients will be honored at a Purple Heart dinner at the New Bern Riverfront Convention Center.

At 8:55 p.m. Commissioner Tyson moved to adjourn, seconded by Commissioner McCabe and unanimously carried.

Chairman George S. Liner
Craven County Board of Commissioners

Gwendolyn M. Bryan
Clerk to the Board