

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, AUGUST 15, 2016
8:30 A.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

1. CONSENT AGENDA
 - A. Minutes of August 1, 2016 Regular Session
 - B. 2017 Holiday Schedule
 - C. Tax Releases and Refunds

DEPARTMENTAL MATTERS

2. ECONOMIC DEVELOPMENT – QUARTERLY ECONOMIC DEVELOPMENT UPDATE: Timothy Downs, Economic Development Director
3. TAX: Ronnie Antry, Tax Administrator
 - A. Annual Tax Collection Settlement
 - B. Charge to the Tax Collector
 - C. Revaluation Update
4. ADMINISTRATION – HARLOWE COMMUNITY RECREATION AREA AND PICNIC SHELTER REPAIRS: Gene Hodges, Assistant County Manager
5. APPOINTMENTS
6. COUNTY ATTORNEY’S REPORT: Jim Hicks
7. COUNTY MANAGER’S REPORT: Jack Veit
8. 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 15, 2016. THE MEETING CONVENED AT 8:30 A.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
 Alison Newcombe, Secretary
 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, as presented, seconded by Commissioner McCabe and unanimously carried. Chairman Liner acknowledged Mr. David Hale, Craven County School board member, in attendance.

CONSENT AGENDA

Minutes of August 1, 2016 Regular Session

Commissioner Sampson moved to approve the minutes of August 1, 2016 regular session, as presented, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

2017 Holiday Schedule

The Board was requested to approve the following proposed Craven County 2017 Holiday Schedule. The proposed 2017 Holiday Schedule grants twelve (12) holidays and includes one floating holiday on Monday, July 3, 2017.

The Craven County Personnel Resolution, Article VIII. Leave of Absence, Section 2. Paid Holidays Observed states, "The Floating Holiday will be used in conjunction with holidays observed on Tuesday or Thursday to extend the weekend and will only be used as such occurs from year to year."

The proposed 2017 Holiday Schedule is the same as the State of North Carolina's 2017 Holiday Schedule except the State of North Carolina will provide a third holiday for Christmas on Wednesday, December 27 that Craven County is not proposed to provide and Craven County provides a floating holiday on July 3 that the State of North Carolina does not provide.

Commissioner Sampson moved to approve the following 2017 Holiday Schedule, as requested, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

**CRAVEN COUNTY
 2017 HOLIDAY SCHEDULE**

**NEW YEAR'S DAY
 Monday, January 2, 2017**

MARTIN LUTHER KING, JR. DAY

Monday, January 16, 2017

GOOD FRIDAY

Friday, April 14, 2017

MEMORIAL DAY

Monday, May 29, 2017

INDEPENDENCE DAY

Monday, July 3, 2017 (Floating)

Tuesday, July 4, 2017

LABOR DAY

Monday, September 4, 2017

VETERANS DAY

Friday, November 10, 2017

THANKSGIVING

Thursday, November 23, 2017

Friday, November 24, 2017

CHRISTMAS

Monday, December 25, 2017

Tuesday, December 26, 2017

Tax Releases and Refunds

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

Credits

TAXPAYER NAME	TICKET#	AMOUNT
BOAHN, WILLIAM EDISON DID NOT OWN 1/1/2008	2008-0005211	\$161.80
BOAHN, WILLIAM EDISON DID NOT OWN 1/1/2009	2009-0005257	\$143.26
BOAHN, WILLIAM EDISON DID NOT OWN 1/1/2010	2010-0004896	\$117.21
BOAHN, WILLIAM EDISON DID NOT OWN 1/1/2011	2011-0005383	\$105.48
BOAHN, WILLIAM EDISON DID NOT OWN 1/1/2012	2012-0005377	\$95.90
BOAHN, WILLIAM EDISON DID NOT OWN 1/1/2013	2013-0005338	\$86.16
BOAHN, WILLIAM EDISON DID NOW OWN 1/1/2014	2014-0005466	\$81.39
BOAHN, WILLIAM EDISON DID NOT OWN 1/1/2015	2015-0005373	\$74.33
JONES, AUDREY DID NOT OWN 1/1/2015	2015-0030507	\$57.53

SPAIN, ALTON RAY DID NOT OWN 1/1/2015	2015-0053755	\$28.71
SUGGS, RODNEY DID NOT OWN 1/1/2012	2012-0055106	\$60.50
SULLIVAN, STEVEN BUNKE DID NOT OWN 1/1/2015	2015-0055363	\$421.64
SUTTON, AARON ROBERT DID NOT OWN 1/1/2015	2015-0055479	\$45.20
SUTTON, AARON ROBERT DID NOT OWN 1/1/2013	2013-0093535	\$53.11
SUTTON, AARON ROBERT DID NOT OWN 1/1/2014	2014-0090867	\$49.16
TUCKER, JEFF DID NOT OWN 1/1/2015	2015-0058292	\$112.97
TUCKER, RUBY DOUBLE LISTED – SEE ACCT 27497	2015-0058303	\$101.82
UNKNOWN OWNER DOUBLE LISTED 1-V-11-010	2010-0052655	\$31.72
UNKNOWN OWNER DOUBLE LISTED WITH 1-V-11-010	2011-0058615	\$29.80
UNKNOWN OWNER DOUBLE LISTED WITH 1-V-11-010	2012-0058575	\$27.81
UNKNOWN OWNER DOUBLE LISTED WITH 1-V-11-010	2013-0056147	\$25.84
UNKNOWN OWNER DOUBLE LISTED WITH 1-V-11-010	2014-0057465	\$23.92
UNKNOWN OWNER DOUBLE LISTED WITH 1-V-11-010	2015-0058834	\$22.00
WATSON, JOHN G CORRECTED DISCOVERED PROPERTY ERROR	2016-0090161	\$18.51
	24 – CREDIT MEMO (S)	\$1,975.77
<i>Refunds</i>		
HALL, JEREMY MILITARY EXEMPT	2013-0092033	\$100.11
HALL, JEREMY MILITARY EXEMPT	2014-0091420	\$187.70
JONES, WARREN CARSON DWELLINGS VACANT	2013-0029948	\$108.00
JONES, WARREN CARSON DWELLINGS VACANT	2014-0030600	\$108.00

4 – REFUND (S)

\$503.81

DEPARTMENTAL MATTERS: QUARTERLY ECONOMIC DEVELOPMENT UPDATE

Craven County Economic Development Director, Timothy Downs, presented an update on economic development activities in the County over the last quarter. He highlighted the following initiatives currently underway:

Product Development

- The County built out fiber in the industrial park last year with one company currently taking advantage and two companies interested in purchasing the fiber.
- Executive Parkway is in the planning stage of getting the road extended to the back of the property which will allow for an additional 100 acres.
- Working with C1A to build a small spec building; working on storm water access and infrastructure
- Working with the airport to identify land for development.
- Industrial Park was awarded a grant by Electricities to conduct a smart site. This project is almost finished. Once completed Electricities will be able to market the property for Craven County
- Mr. Downs recently met with the Economic Development Manager for the NC Railroad and they are pushing hard to advance their economic development mission and look for possible sites for rail development in Craven County.

New Business Recruitment

- There have been 14 new site selection requests.
- C1A has engaged with a firm called Journal Communications. Later in the year Craven County will create a general profile publication of Craven County talking about education, transportation, military, health care, manufacturing, etc., which will be supported through local advertising, with 18 advertisers already signed on. Those interested can contact Economic Development. This will be no cost to the County.

Business Retention and Expansion

- Bob Leland, owner and operator of Urethane Innovators and American Eagle Manufacturing, recently purchased 100 Industrial Drive and has plans to double the size of the building and expand his operations.
- Since the opening of Moen in May, there have been 100 employees hired, with 95 of them coming from within Craven County.
- Currently working with four existing companies discussing expansion and relocation in Craven County.
- A new Industrial Council is in development. Craven County will host the first meeting on August 24 at the History Center, with 15 plant managers and CEO's participating, which will provide an opportunity for industry colleagues to interact with each other.

Small Business and Entrepreneurial Development

- The Entrepreneur Center is distinct from 509 Broad Street

- Did not receive Golden Leaf grant for 509 Broad Street; currently seeking private funding and revising plans for the building.
- Four companies have shown interest and are ready to move into the building and close to two dozen people are interested in becoming members and using the facility, which will generate revenue.
- Sweat Equity Day was held in June to do some renovations to the building, with a very successful turnout.
- Working with management on drainage issue on the site.
- Next entrepreneurial event will take place August 24 at 5:30 p.m. at the City Laundry on Pollock Street.

Training Workforce Development

- Created a manufacturing awareness video for schools to educate students and parents on manufacturing careers in Craven County.
- Working with Craven Community College on apprenticeship program.
- Working with the organization, NC4ME, to educate employers on the value of hiring veterans and connect them with actual veterans for employment.

Mr. Downs also announced that the State of North Carolina will be doing another Prosperity Zone Tour. The tour will visit Craven County on October 11 at 2:00 p.m.; however, the location has not yet been determined. They will update Craven County on what they do and how they can serve our communities.

Commissioner Dacey asked about the status of workforce development and the re-entry program. Mr. Downs stated that he is working with Greg Singleton and programs at the community college to develop skills and training for entering into the workforce.

County Manager, Jack Veit, stated that he met with the Sheriff to discuss the re-entry program in further detail, and particularly where it may be housed. The Sheriff is willing to transport participants, if necessary, and suggested consideration in any plans to expand the jail. Discussion will continue.

Mr. Downs put the Board on notice that he is having discussions with colleagues at the North Carolina Department of Commerce concerning disparities between attention to the rural and urban areas.

DEPARTMENTAL MATTERS: TAX

Annual Tax Collection Settlement

Tax Administrator, Ronnie Antry, presented the settlement of the 2015 taxes. Mr. Antry highlighted the following:

- Net Levy was \$45,082,970.58, with \$44,709,582.73 being collected.
- Uncollected taxes as of June 30, 2016 was \$373,387.85
- Percentage of 2015 taxes collected – 99.17, which is slightly higher than last year's percentage of 99.14

Mr. Veit stated that Craven County has the 12th highest collection rate in North Carolina.

Commissioner McCabe moved to accept the 2015 tax collection settlement, as presented, seconded by Commissioner Sampson and unanimously carried.

Charge to the Tax Collector

NCGS 105-321(b) requires that after the Tax Collector has settled the collection of the 2015 taxes, he is charged with the collection of the tax levy for the current year. Commissioner Mark moved to adopt the following order for the collection of 2016 taxes, seconded by Commissioner Sampson and unanimously carried.

2016 CHARGE TO THE CRAVEN COUNTY TAX COLLECTOR

**STATE OF NORTH CAROLINA
COUNTY OF CRAVEN**

TO THE TAX COLLECTOR OF THE COUNTY OF CRAVEN

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the tax records filed in the office of the Craven County Tax Collector and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the County of Craven, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property of such taxpayer, for and on account thereof, in accordance with law.

Witness my hand and official seal, this 15th day of August, 2016.

Revaluation Update

Mr. Antry presented the Board with an update on the 2016 revaluation. He stated that the 2016 is the first revaluation conducted since the Board adopted the new schedule in 2011. The next revaluation will take place in 2020. He presented the following comparisons:

- In the 2010 revaluation, the tax base increased by 37% from 2009 assessment.
- In the 2016 revaluation, the tax base decreased by an estimated 11%. The final valuation will not be known until June 30, 2017.

Mr. Antry stated that since 1978 the tax base has always increased. This is the first year the tax base has decreased. He stated that 78% of property values declined. He reported there have been fewer requests for reviews this year. Mr. Antry stated that tax bills will be mailed out next week. Commissioner Dacey inquired why there has been a lack in the appeal process. Mr. Antry responded that he believes the major reason is due to 78% of total property values having declined. In addition, social media and the Internet were very helpful in getting the message out to the public regarding the revaluation beforehand.

Commissioner Tyson stated that there has been a 1.8% growth in the market.

Mr. Antry reported that the Department of Revenue conducts a sales/ratio study every year to determine the accuracy of the level of assessment. The new value study for 2016 is 100.37%, which means that values are at statutory levels.

Mr. Antry thanked Chief Appraiser, Glenn Jones, and his staff of appraisers for their efforts and quality of work during the revaluation.

Chairman Liner also thanked Mr. Antry and the staff at the Tax Department for a job well done.

**DEPARTMENTAL MATTERS: ADMINISTRATION - HARLOWE COMMUNITY
RECREATION AREA PICNIC SHELTER REPAIRS**

Gene Hodges, Assistant County Manager, advised the Board that in the FY2016-2017 Budget, the Craven County Board of Commissioners approved \$10,000 for repairs related to the Harlowe Community Recreation Area and Picnic Shelter. This budget number was based on estimates provided by Craven County Maintenance personnel. The County has received three prices for the picnic shelter repairs that range from \$10,800 to \$13,173.

In addition, the costs for a load of sand to be applied in the playground area (\$350) and paint to re-stripe the lines on the basketball court (\$106) would need to be added to these prices to complete this project. By accepting the lowest price from Coastal Craftsmen and the sand and paint prices, this total project budget is \$11,256. Staff recommends adding \$2,000 to this project so that Coastal Craftsmen can be authorized to proceed with the shelter repairs.

Commissioner Sampson moved to approve the budget amendment to add \$2,000 to complete the Harlowe Community Recreation area and picnic shelter, seconded by Commissioner McCabe.

Commissioner Dacey moved to amend the motion and change the requested amount from \$2,000 to \$1,894 to reflect a reduction in the cost of paint to re-stripe the lines on the basketball court. Commissioner Tyson seconded the motion. Commissioner Dacey stated that there is a private party willing to donate \$106 for the paint.

Chairman Liner inquired why the budget amendment is for \$2,000 when the project is only \$1,256 above what has already been obligated.

County Manager, Jack Veit, responded that the shelter is in very bad shape and there may be hidden issues once repairs begin that could result in additional funding. All the funds will not be spent unless absolutely necessary.

In a roll call vote, the amendment to the motion carried unanimously.

In a roll call vote, the amended motion carried with five (5) “Ayes”, there being two (2) “Nays” from Commissioners Dacey and Mark.

Special Appropriations

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00 Fund Balance Appropriation	\$1,894.00	101-0190-450-96-89 Harlowe Community Center	\$1,894.00
TOTAL	\$1,894.00	TOTAL	\$1,894.00

Justification: FY 17 budget contained an appropriation of \$10,000 for repairs to the Harlowe Community recreation center and picnic shelter. The actual cost will be greater than estimated. Need to budget an additional \$1,894 to complete project.

APPOINTMENTS

Agricultural Advisory Committee: Jimmy Arthur

Commissioner Jones advised the Board that an appointment to this board is forthcoming. It was the consensus of the Board to defer this appointment.

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

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

Craven Aging Planning Board: Beth Junak

Commissioner Jones nominated Thomas Smith for appointment to replace Beth Junak on the Craven Aging Planning Board. There being no additional nominees, Mr. Smith was appointed by acclamation.

Craven Community Child Protection Team: Dawn McCabe, Cindy Stone

Commissioner Jones nominated Kristen Wynne for appointment to replace Dawn McCabe on the Craven Community Child Protection Team. There being no additional nominees, Ms. Wynne was appointed by acclamation. The appointment to Ms. Stone’s position was deferred.

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*Initial Offer to Purchase Real Property – 2102 New Bern Avenue, New Bern (#8-038-120)*

County Attorney, Jim Hicks, presented an offer received by Craven County and the City of New Bern in the amount of \$8,000 for the property located at 2102 New Bern Avenue, New Bern, which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$3,335.81 and the current tax value is \$30,600.

Commissioner McCabe moved to accept the offer and advertise for upset bids in accordance with the general statutes, seconded by Commissioner Sampson and unanimously carried.

COUNTY MANAGER'S REPORT

County Manager, Jack Veit, reported that Health Director, Scott Harrelson, will provide the Board with an update on the Zika Virus at the Board's next meeting. He stated that the Health Department is currently working with a \$6,000 budget for this plan.

He also reported that he met with the Department of Social Services, which is working on a "cut sheet" for how adult care homes are monitored from a local level. They are hoping to have an update prepared for the Board at the first September meeting.

Mr. Veit reported that he spoke with other counties who have received services from the Sheriff's Association on security. All were favorable in their feedback and he plans to update the Security Sub-Committee at their next meeting.

He updated the Board on the recent NCACC Conference he attended in Winston-Salem, noting that all the sessions were very good and stated that he met with several other Commissioners and County Managers who are dealing with the same issues as Craven County. He commented that he particularly enjoyed the session pertaining to how counties and schools should work together.

He announced that he received an update from the Commissioner's Association regarding the USDA timeline with food stamp applications and reported that Craven County received a 97% timeliness rate, which was above the 95% required.

Mr. Veit commented that he would like to coordinate a work session with the Board. He suggested either September 19 or October 17, both after the morning Commissioners' meeting to discuss the following items:

- Solar Farm Ordinance
- ETJ regarding JLUS
- Security Committee
- Real Estate Committee
- Commissioner Mark suggested discussion of the ABC Board

Chairman Liner stated that he is available for the September 19 work session. It was the consensus to confirm a date at the Board's next meeting.

Mr. Veit reminded the Board that the first meeting in September will be on Tuesday, September 6 due to the Labor Day Holiday.

COMMISSIONERS' REPORTS

Commissioner Tyson thanked the Chairman and citizens for a seamless Purple Heart celebration. He reported there were 800 plus in attendance. He congratulated CarolinaEast Medical center on their five-star rating for Medicaid/Medicare. He commended the City of New Bern for their successful events over the weekend. He reported that the Hospital Board approved a contractor for the new Cancer Center.

Commissioner Jones commented that National Night Out in Cove City was a great success with over 500 citizens in attendance. He reported on his attendance at a recent Health Board meeting in which the Health Board presented their financials for the Health Department for the last fiscal year. As a whole, it was reported that the Health Department made a profit. Hospice also made a profit with the help of Thomas Smith who has taken over leadership. The FQHC audit resulted in three items that were negligent, which is a very low outcome for this program. He asked that Scott Harrelson update the Board on these results.

Commissioner Mark reported on his recent attendance at a TDA meeting where they welcomed two new members; Mark Stephens and Craig Smith. Jack Veit was the guest speaker and spoke about the contract between TDA and Craven County. In addition, the occupancy tax collections for 2016 were up over last year and the budget was reduced by approximately \$6,000.

Commissioner Dacey reported on his attendance at the recent NCACC Conference, stating that Governor McCrory provided an update on the status of the economy and ways he can address shortcomings on the mental health policy in North Carolina. He also spoke on how he is going to work to address the loss of revenue that has been coming from the State to the counties generated by the NC Education Lottery.

Commissioner Dacey also mentioned that he has been following the Stepping-Up Initiative, which is an effort to reduce those incarcerated in jails who are suffering from mental illness. He would like to find more opportunities to address this issue. There are also diversion programs available for those that have been institutionalized to address reducing the number of emergency room visits for those in crisis. He announced that on Thursday, September 8 at 6:00 p.m. the Allies for Cherry Point's Tomorrow (ACT) will be holding their Sea to Table fundraising event at the Crystal Coast Civic Center. Tickets can be purchased through Commissioner Dacey or the ACT website. He announced he will hold a town hall meeting from 6:00-7:00 p.m. in the Commissioners' Room in the Administration Building.

Commissioner McCabe commented on his attendance at Havelock's National Night Out where he assisted with the event. He also noted that he had the opportunity to meet Bone Crusher Smith, the first African American boxer to receive a college education. He stated that he would like to see National Night Out held in Harlowe next year.

Commissioner Sampson reported on New Bern's National Night Out which was held at the Stanley White Recreation Center. Despite the weather, everyone united together and had a great time.

He encouraged citizens to come together and help those in need during the extreme heat wave and stated that he would like to see a place made available for those in need during this type of situation. He commented on the hospital being overcrowded due to the closing of Halliburton Naval Hospital on board MCAS Cherry Point.

Chairman Liner reported on the huge success of the Purple Heart Dinner. He stated there were 715 attendees, 110 Purple Heart recipients and 8 Gold Star mothers. He stated the food was hot and delicious. He's received very positive feedback on the event. He commended Michael Johnson, Chair, and Dave Nelson and Sabrina Bengel, Sub-Chairs, for bringing the team together. There were 42 sponsors for the event, with the largest being CarolinaEast Hospital. Walmart picked up the tab for all of the Purple Heart recipients plus two of their guests. He also praised Commissioner McCabe for his assistance with National Night Out.

He commended the *Sun Journal* for their insert in Sunday's paper for all the events happening with the school system. He announced a ribbon cutting will take place at 11:00 a.m. for the new playground at Creekside Park. He also expressed pride in his daughter recently receiving her Master's Degree.

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

Chairman George S. Liner
Craven County Board of Commissioners

Gwendolyn M. Bryan
Clerk to the Board