

**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 OCTOBER 17, 2016. THE MEETING CONVENED AT 8:30 A.M.**

**MEMBERS PRESENT:**

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

**MEMBERS ABSENT:**

- Chairman George S. Liner

**STAFF PRESENT:**

- Jack B. Veit III, County Manager
- Gene Hodges, Assistant County Manager
- Craig Warren, Finance Director
- 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, as presented, seconded by Commissioner Tyson and unanimously carried.

**CONSENT AGENDA**

*Minutes of October 3, 2016*

Commissioner Mark moved to approve the minutes of October 3, 2016 regular session, seconded by Commissioner McCabe and unanimously carried in a roll call vote.

*Tax Releases and Refund*

Commissioner Mark 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>
ADAMS, LAUREN BROOKE & NICHOLA APPRAISAL ERROR CORRECTION	2016-0000234	\$117.84
BENNETT, PEGGY P CORRECTED DISCOVERED PROPERTY VALUE	2016-0090393	\$331.82
BRIGHT, NELSON AND DONNA RECYCLE FEE CHARGED IN ERROR	2016-0090456	\$36.00
CAROLINA COMMONS DEVELOP G DISCHARGED DUE TO BANKRUPTCY	2009-0090310	\$111.48
CAROLINA COMMONS DEVELOP G DISCHARGED DUE TO BANKRUPTCY	2010-0008277	\$89.45

CAROLINA COMMONS DEVELOP G DISCHARGED DUE TO BANKRUPTCY	2011-0090348	\$67.27
DAVIS, RANDOLPH SCOTT DID NOT OWN 1/1/2016	2016-0014223	\$15.66
DAVIS, STEPHEN T & DAVIS, CHRI MILITARY EXEMPTION	2016-0014270	\$278.14
EPPS, JUDY DOUBLE BILLED – SEE ACCT 77212	2016-0017521	\$128.44
FLORY, CHAD EDWARD DID NOT OWN 1/1/2016	2016-0090592	\$49.76
HARGETT, MILTON EARL FORECLOSURE – LIEN EXTINGUISHED	2016-0024880	\$.30
HARGETT, MILTON EARL FORELCOSURE – LIEN EXTINGUISHED	2016-0024882	\$.01
HARTWIG, SUE DID NOT OWN 1/1/2016	2016-0090659	\$42.17
HILL, MARION W & KATHRYN W APPRAISAL ERROR CORRECTION	2016-0027162	\$237.40
MATTHEWS, JOHN COTTON & MARIE DWELLING VACANT SINCE 6/1/15	2016-0037508	\$36.00
MCLAWHORN, GEOFFREY G CORRECTED DISCOVERED PROPERTY	2016-0038797	\$28.50
MCLAWHORN, GEOFFREY G DOUBLE BILLED – SAME ACCOUNT	2016-0038798	\$14.29
MORGAN, PETER HOWARD DID NOT OWN 1/1/2016	2016-0041234	\$66.11
MORRIS, TRACY CANNON DID NOT OWN 1/1/2007	2007-0039754	\$38.56
PLANTIN, KENNETH & JANET VALUE CORRECTION PER BILL OF SALE	2016-0046345	\$47.30
ROACH, JASON CORRECTED DISCOVERED PROPERTY VALUE	2015-0091167	\$362.79
ROACH, JASON CORRECTED DISCOVERED PROPERTY VALUE	2014-0092965	\$396.33
ROACH, JASON CORRECTED DISCOVERED PROPERTY VALUE	2014-0093166	\$1,485.68
SIMMS, EVELYN G DID NOT OWN 1-1-2007	2007-0049914	\$12.16
SPAIN, KEITH DONALD DID NOT OWN CAMPER 1/1/2016	2016-0054182	\$29.72
TESS, PHILIP JOSEPH JR DOUBLE BILLED PERSONAL AND REAL	2016-0056993	\$142.78

WEATHERLY, JERROL DAVID NOT TAXALBE TO CRAVEN COUNTY	2016-0060966	\$33.02
WHITE, THEOPHUS DID NOT OWN 1/1/2016	2016-0062353	\$70.60
WILLIAMS, III JOHN & MARY ANN NOT IN BUSINESS 1/1/2013	2013-0060102	\$46.55
WILLIAMS, III JOHN & MARY ANN NOT IN BUSINESS 1/1/2014	2014-0093126	\$43.19
WILLIAMS, III JOHN & MARY ANN NOT IN BUSINESS 1/1/2015	2015-0091568	\$39.98
	31 – CREDIT MEMO (S)	\$4,399.30

**Refund**

BAILEY, INEZ TRAILER DOUBLE BILLED – SAME ACCOUNT	2016-0002383	\$2.33
	1 – REFUND (S)	\$2.33

**DEPARTMENTAL MATTERS: PLANNING – REQUEST TO SET A PUBLIC HEARING FOR THE SOLAR ENERGY FACILITIES ORDINANCE**

Don Baumgardner, Planning Director, and Jack Veit, County Manager, requested that the Board set a public hearing on November 7, 2016 at 7:00 p.m. to review and approve the recommended Solar Energy Facilities Ordinance.

Mr. Baumgardner stated that he has met with the Planning Board and recommended approval of the County Attorney’s resolution. The Planning Board’s recommendations will be considered at a later point during the refinement process.

Commissioner Mark moved to set a public hearing for November 7, 2016 at 7:00 p.m., as requested, seconded by Commissioner Tyson and unanimously carried.

Commissioner Mark clarified that Phase II environmental pertains to soil testing.

**DEPARTMENTAL MATTERS: INFORMATION TECHNOLOGY – DARK FIBER AGREEMENT**

At the Board’s request at its meeting of October 3, 2016, staff reported on the proposed Dark Fiber Agreements that were presented on September 19, 2016. Staff was directed to bring them forward at this meeting for consideration.

Changes were made based on Commissioner feed-back. Commissioner Dacey stated his understanding that the contract agreement term was changed to five years; however, Information Technology Director, Dennis Holton, clarified that the term had remained at ten years, but the County has the authority to review and adjust the rate every three years.

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

**DEPARTMENTAL MATTERS: HEALTH**

*New Fee Request*

Jennifer Blackmon, Human Services Deputy Director, requested approval of the following new fee for the Diabetes Prevention Program.

She reported that a new Health Educator was hired last year who has trained to become a certified Diabetic Life Style Coach. Craven County is the only Health Department in the east with a rate so low.

**Date:** August 8, 2016

**New Fee Recommended:** Diabetes Prevention Program/PreventT2.

**Reason:** PreventT2 is a lifestyle change program led by the Centers for Disease Control and Prevention (CDC). It is a program that has been shown to prevent or delay type 2 diabetes in high risk patients. Participants must be at least 18 years old, be overweight (BMI >24), have no previous diagnosis of type 1 or type 2 diabetes, have established risk factors, or history of gestational diabetes. Our health educator has been trained to teach the CDC approved curriculum. This is a yearlong program that will meet weekly for six months, and then once a month for the next six months.

Staff Time:	\$18.65
<u>Supply Fee</u>	<u>\$6.00</u>
Total Cost:	\$24.65

**Current Fee:** n/a

**Proposed Rate:** \$ 25.00

**Recommended Effective Date:** September 1, 2016

Commissioner Jones moved to approve the new fee, as requested, seconded by Commissioner Mark and unanimously carried.

*Equipment Purchase with Excess Revenues*

Scott Harrelson, Health Director, requested to utilize \$82,370 of revenues earned to purchase much needed items for the Health Department. This surplus is attributed to the fact that in the past fiscal year the department budgeted \$2,671,457 and only used \$1,942,816.

<u>Item</u>	<u>Justification</u>	<u>Price</u>	<u>Funding Source</u>
X-ray Fluoresciscop	Evaluates lead in paint. Radioactive Source - piece attached to the equipment; not the actual equipment - actual equipment costs \$16K	\$7,085	Reserve Funds
Multi-parameter meter - Probes, Cable & Stand	Accessories needed for use of the Multi-parameter below	\$430	Reserve Funds
Multi-parameter meter	Water analysis in our water lab - Measures ph & oxygen levels. The one we're using is 8 years old.	\$1,120	Reserved Funds
Water Bath	Have 1 and it's over 20 yrs old. Unit analyzes bacteria over a period of time; reduces time to analyze by 8 hours. Increases productivity & gives water plants analysis back quickly; also the main revenue source for labs.	\$1,800	Reserve Funds
(5) Sturdy Chairs for patients at Check-In window	Current chairs have cloth material and stained. Would like to replace with vinyl chairs.	\$2,119	Cost Settlement
(3) Office Chairs	Office Chairs for Vital Records Room	\$465	Cost Settlement

(1) Storage Cabinet	One Small lateral cabinet	\$356	Cost Settlement
Security Windows at Check-Out	Secure work area for check-out staff who collects all forms of payments - cash, check, credit cards, etc.	\$6,500	Cost Settlement
Paint Hallway/Bathrooms	Recommendation from County Mgmt	\$1,460	Cost Settlement
Restroom Remodel	Recommendation from County Mgmt - Includes toilets, sinks, santiglaze on floors, strainers, supplies & materials, and labor	\$11,174	Cost Settlement
(2) A/C Split Units (Back-up Units)	Recommendation from Zach/Jimmy in Maintenance - Price Quote from Piedmont Service Group. Current split unit in Laboratory is no longer functioning and not up to code. Other split unit is in Vaccine Room and needs to be replaced asap.	\$18,558	Cost Settlement
Office Furniture for Vital Records Room	Current office furniture is falling apart and is over-sized for room. Need to have office configured for business purposes.	\$860	Cost Settlement
(2) Large Storage Cabinets with file drawers	Office has little storage area to hold all of the bulky books (SDS, Accreditation manuals, Administration manuals, etc.) and a variety of office supplies.	\$1,368	Cost Settlement
Lawn Mower	Lawn mower to be used at health dept. Spoke with S. Creel. He was OK with this proposal.	\$1,100	Reserve Funds
(3) Office Chairs & Blinds for windows	Lab office chairs are extremely old and need to be replaced. Blinds fell apart/cracked in places during renovation project and need to be replaced for safety reasons especially at night.	\$1,455	Cost Settlement
Commercial Refrigerator w/ glass doors	Current refrigerator inoperable. Quote received by Craig Wilkie.	\$3,350	Cost Settlement
(2) Desktop computers @ \$750	All computers are tied to an instrument. Need a free computer for administrative area and one for the RRP area (employees are current writing information/results down on a sheet of paper and then walking to a computer to insert results; other computer to be used for training purposes.)	\$1,500	Cost Settlement
(2) Binocular Compound Microscopes	Current microscopes are over 20 years old. One of which is inoperable. The other has issues & cannot get replacement parts due to their age. \$700 each.	\$1,400	Cost Settlement
Elite Horizontal Clinical Centrifuge	Machine is used daily to separate blood collection samples. Current centrifuge is around 8 yrs old & makes a squeaky sound.	\$2,120	Cost Settlement
(2) Vitals Sign Machines & (2) Rolling Carts	Clinics are trying to share current vital sign machine but it is not working well; need more. Machine costs \$2K each; Cart sold separately @ \$300 each.	\$600 \$4,000	Cost Settlement Cost Settlement

Doppler Machine	Doppler Machine used to hear pedal pulses in Diabetics	\$1,800	Cost Settlement
Freezer Replacement	Having issues with current freezer; it's been setting the alarm off in the middle of the night; could potentially lose thousands of dollars in immunizations if machine were to stop working	\$950	Cost Settlement
SAC award	Competition year for FQHC funding coming up this year; want to continue to receive \$650K; need to have a successful application. (Contract w/ Lorie Kayler)	\$10,800	Cost Settlement

**\$82,370**

	3133/3134
\$10,435	(Environmental)
\$43,960	5001 (Admin)
\$9,825	5200 (Lab)
\$7,350	6400 (Family Planning)
\$10,800	6612 (Primary Care)
<b>\$82,370</b>	

*Health/Misc Depts*

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00 Current Year Fund Balance	\$82,370.00	101-3133-420-73-01 C/Outlay over \$5,000	\$ 7,085.00
		101-3134-7420-32-40 Other Supplies	\$ 430.00
		101-3134-420-73-21 C/Outlay \$500-\$4,999	\$ 2,920.00
		101-5001-440-32-40 Other Supplies	\$ 2,940.00
		101-5001-440-73-02 Other Improvements	\$37,692.00
		101-5001-440-73-21 C/Outlay \$500-\$4,999	\$ 3,328.00
		101-5200-440-32-40 Other Supplies	\$ 1,455.00
		101-5200-440-73-21 C/Outlay \$500-\$4,999	\$ 8,370.00
		101-6400-440-32-40 Other Supplies	\$ 600.00
		101-6400-440-73-21 C/Outlay \$500-\$4,999	\$ 6,750.00
		101-6612-440-40-00 Contract Services	\$10,800.00

TOTAL	\$82,370.00	TOTAL	\$82,370.00
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**Justification:** The Health Department would like to utilize \$82,370.00 of the revenues earned from last fiscal year to purchase much needed items.

Commissioner McCabe moved to approve the budget amendment, as presented, seconded by Commissioner Jones and unanimously carried.

*Health/Misc Depts.*

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
101-0000-399-01-00	\$82,370.00	101-3133-420-73-01	\$7,085.00
Current Year fund Balance		C/Outlay over \$5,000	
		101-3134-420-32-40	\$ 430.00
		Other Supplies	
		101-3134-420-73-21	\$2,920.00
		C/Outlay \$500-\$4,999	
		101-5001-440-32-40	\$2,940.00
		Other Supplies	
		101-5001-440-73-02	\$37,692.00
		Other Improvements	
		101-5001-440-73-21	\$3,328.00
		C/Outlay \$500-\$4,999	
		101-5200-440-32-40	\$1,455.00
		Other Supplies	
		101-5200-440-73-21	\$8,370.00
		C/Outlay \$500-\$4,999	
		101-6400-440-32-40	\$ 600.00
		Other Supplies	
		101-6400-440-73-21	\$6,750.00
		C/Outlay \$500-\$4,999	
		101-6612-440-40-00	\$10,800.00
		Contract Services	
TOTAL	\$82,370.00	TOTAL	\$82,370.00

**Justification:** The Health Department would like to utilize \$82,370 of the revenues earned from last fiscal year to purchase much needed items for the department.

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

**DEPARTMENTAL MATTERS: ECONOMIC DEVELOPMENT – REQUEST APPROVAL OF RESOLUTION ACCEPTING GRANT FROM THE STATE OF NORTH CAROLINA FOR CONSTRUCTION OF INFRASTRUCTURE**

Economic Development Director, Timothy Downs, announced that pre-application approval has been received from the Rural Infrastructure Authority for an infrastructure grant to extend Executive Parkway in the Industrial Park, pending submission of a full application. Economic Development would like to proceed with the full application, and adoption of the following resolution was requested, as it is a necessary component of the application

**RESOLUTION OF THE CRAVEN COUNTY BOARD OF COMMISSIONERS  
ACCEPTING A GRANT FROM THE STATE OF NORTH CAROLINA FOR  
CONSTRUCTION OF INFRASTRUCTURE AT THE CRAVEN COUNTY  
INDUSTRIAL PARK AND AGREEING TO ADMINISTER THE GRANT**

WHEREAS, Recent industry expansion at the Craven County Industrial Park has resulted in a need to open up more land for development;

WHEREAS, In order to open up more land for development, certain infrastructure must be constructed;

WHEREAS, Craven County submitted a North Carolina Industrial Development Fund Utility Account pre-application for funding to offset the cost to extend Executive Parkway in the Industrial Park;

WHEREAS, The Rural Infrastructure Authority approved funding, contingent upon the receipt of a full application, for the Executive Parkway Extension project; and

WHEREAS, Craven County finds that it is in its best interest to accept these funds to complete the Executive Parkway Extension project.

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF CRAVEN COUNTY RESOLVES:

Section 1. That Craven County accepts a grant from the Department of Commerce to assist the Executive Parkway Extension project.

Section 2. That Craven County will administer this grant in accordance with the rules and regulations of the Department of Commerce.

Section 3. That Craven County will administer this grant through the County Finance Office.

Section 4. That the grant will be monitored quarterly to assure compliance with this proposal and the Department of Commerce regulations.

Section 5. That the amount of the grant application will be \$515,000.

Section 6. That this Resolution shall be effective upon adoption.

Adopted this 17<sup>th</sup> day of October, 2016.

Commissioner Tyson moved to approve the foregoing resolution, seconded by Commissioner Dacey and unanimously carried.

**APPOINTMENTS**

*Agricultural Advisory Committee: Jimmy Arthur (Commissioner Jones accepted temporary appointment in the absence of any interested applicants)*

Commissioner Jones resigned from his temporary appointment on the Agricultural Advisory Committee and nominated Ricky Harrison to fill his term. There being no additional nominations, Mr. Harrison was appointed by acclamation.

*New Bern Board of Adjustment: Dorothea White*

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

*Upcoming Appointments*

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

**November**

- Craven Aging Planning Board
- EMS Advisory Council
- Regional Aging Advisory Committee

**COUNTY ATTORNEY'S REPORT**

*Initial Offer to Purchase Real Property – 1707 Dillahunt Street, New Bern  
(Parcel Number 8-020-102)*

County Attorney, Jim Hicks, presented an offer received by Craven County and the City of New Bern in the amount of \$1,350.00 for the property located at 1707 Dillahunt Street, New Bern, which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$4,205.43. The current tax value is \$5,400.00.

Commissioner Mark moved to accept the offer and advertise for upset bids in accordance with the General Statutes, seconded by Commissioner McCabe and unanimously carried.

**RESOLUTION**

THAT WHEREAS, Craven County has received an offer to purchase a parcel of property owned by it identified as 1707 Dillahunt Street, New Bern, NC, Tax Parcel Number 8-020-102, and more particularly described in Deed Book 2924 at Page 582 in the Craven County Registry (hereinafter the "Real Property"), a copy of said offer is attached hereto as Exhibit A; and

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

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

1. That the Board of Commissioners hereby authorizes the initiation of the upset bid process for the Real Property by advertising notice of the offer to purchase in accordance with the provisions of North Carolina General Statute §160A-269.

2. That the County Manager, Clerk and/or Attorney are authorized to take all actions necessary to accomplish the purposes of this Resolution.

ADOPTED THIS 17<sup>th</sup> DAY OF October, 2016.

*Initial and Final Offer to Purchase Real Property – 808 C Street, Bridgeton  
(Parcel Number 2-002-023)*

Mr. Hicks presented an offer received by Craven County and the Town of Bridgeton in the amount of \$2,605.92 for the property located at 808 C Street, Bridgeton, which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$2,605.92

The offer was submitted by Dorothy Whaley, the former owner at the time of foreclosure. Consequently, the offer was not subject to the upset bid process by virtue of GS 105-376(c). Commissioner Mark moved to accept the offer to purchase and adopt the following resolution, seconded by Commissioner McCabe and unanimously carried.

**RESOLUTION**

**Tax Parcel Number 2-002-023,  
808 C Street, Bridgeton, North Carolina**

THAT WHEREAS, Craven County has received an offer to purchase a parcel of property owned by the County, identified as Tax Parcel Number 2-002-023, and being more particularly described herein; and

WHEREAS, the property was acquired by the County and the Town of Bridgeton, as tenants in common, under a tax foreclosure proceeding pursuant to North Carolina General Statute §105-374; and

WHEREAS, the offer to purchase is in the sum of \$2,605.92 by Dorothy G. Whaley, the former owner of the property at the time of foreclosure; and

WHEREAS, the Board of Commissioners is authorized to resell the County's interest in the property to the former owner at a private sale, pursuant to North Carolina General Statute §105-376(c); 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 former owner for the sum of \$2,605.92 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 Offer to Purchase from Dorothy G. Whaley in the amount of \$2,605.92 for said parcel identified as Tax Parcel Number 2-002-023, 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 purchaser for the County's interest in said property, and to further execute any and all other documents related to the sale of the same.

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 purchaser once the same has been executed on behalf of the County, 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 Two (2) Township, Craven County, North Carolina, and being more particularly described as follows:

All of that certain property more fully described in Deed Book 3322 at Page 813 in the Craven County Registry. This property is also commonly referred to by its tax parcel identification number which is 2-002-023.

ADOPTED THIS 17<sup>th</sup> DAY OF OCTOBER, 2016.

*Boundary Line Agreement – George Street*

Mr. Hicks presented a proposed Boundary Line Agreement with an adjacent property owner for property to the rear of Old Saint Luke's Hospital Building. The boundary line of the County's property is not in dispute; however, the adjacent property owners' chain of title stops well short of the County's boundary line; although the adjacent property owner's chain of title used to extend fully to the accepted boundary line. The adjacent property owner requested the County's consent to a boundary line agreement, whereby the County formally agrees to establish the boundary line where the parties have historically understood and agreed it exists.

Commissioner Tyson moved adopt the following resolution approving the Boundary Line Agreement, seconded by Commissioner Mark and unanimously carried.

**RESOLUTION**

**BOUNDARY LINE AGREEMENT**

THAT WHEREAS, Craven County is the owner of that certain parcel of land identified as Tax Parcel Number 8-008-111, 709 New Street, and being more particularly described in that certain deed recorded in Deed Book 855 at Page 556 in the Craven County Registry ("County Property"); and

WHEREAS, Cherise and Peter Milburn ("Milburns") are the owners of that certain parcel of land identified as Tax Parcel Number 8-008-115, 409 George Street, and being more particularly described in that certain deed recorded in Deed Book 3460 at Page 598 in the Craven

County Registry (“Parcel 1”), which property is adjacent to the eastern property line of the County Property; and

WHEREAS, the Milburns are also the owners of that certain parcel of land identified as Tax Parcel Number 8-008-9000, 411 George Street, and being more particularly described in that certain deed recorded in Deed Book 3380 at Page 444 in the Craven County Registry (“Parcel 2”), which property is between George Street and Parcel 1; and

WHEREAS, the Milburns’ chain of title for Parcels 1 and 2 are inconclusive as to their collective westernmost boundary line; and

WHEREAS, however, the County’s chain of title for the County Property is conclusive as to its easternmost boundary line with Parcel 1; and

WHEREAS, the Milburns request that the County enter into a Boundary Line Agreement, to formally establish the property boundary line between the County Property and Parcel 1; and

WHEREAS, the Board of Commissioners deems it advisable and in the best interest of the County to enter into such an agreement.

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

Section 1. That the Boundary Line Agreement, attached hereto and incorporated herein by reference, be and the same is hereby approved; and that the Chairman, County Manager and/or Clerk be and they are hereby authorized and directed to execute the same, and to further execute any and all other documents related to the same.

ADOPTED THIS 17<sup>th</sup> DAY OF OCTOBER, 2016.

### COUNTY MANAGER’S REPORT

County Manager, Jack Veit, thanked staff, particularly Stanley Kite, Ira Whitford, Patti McDaniel, the Management Team, Dennis Holton and Information Technology staff.

He reported that the Neuse River has crested, and as it recedes, this is a time for a new beginning: The Road Map to Recovery.

The following two issues were brought forward, which he asked to have addressed either presently or in a subsequent special meeting.

1. Well Testing: Mr. Veit reported that 300 test kits were requested this morning. He stated the cost is being absorbed by NCEMS. Commissioner Mark moved to abate the \$30 fee for the kits to affected customers, seconded by Commissioner McCabe and unanimously carried.
2. Permit Fees: He noted that volunteer and donor groups will be arriving in the area to assist with recovery, resulting in a need for numerous permits related to construction activities for affected residents. He asked that the Board waive fees for electrical reconnection for the affected properties, numbering 500 – 1,000. Commissioner Tyson moved to waive the fee for electrical reconnection, seconded by Commissioner McCabe. There was discussion concerning the potential for the County’s being reimbursed for these fees, as well as the need for other types of permits that will be needed for citizens to get back into their homes. Commissioner McCabe raised the question of expansion of the affected area originally described (Neuse River Basin from Weyerhaeuser Plant to the Pitt County line) to include other areas, such as in his district, where damage has been assessed by the State. As a result of the discussion, Commissioner Tyson amended the motion as follows: to hold fees for structural, electrical, mechanical, insulation and plumbing in abeyance in areas where damage has been assessed by the State that may have occurred as a result of initial storm surge or flooding from Hurricane Matthew until a determination is made concerning reimbursement, at which time the Board may decide to waive the fees or receive reimbursement. The motion was seconded by Commissioner McCabe and unanimously carried. Mr. Veit clarified that these considerations will only apply to basic recovery for homes that are recovering from verifiable storm damage, and not to any other work.

Mr. Veit thanked Religious Community Services, American Red Cross, Salvation Army and Vanceboro Christian Help Center for handling donations, and Amital Spinning for providing free

space, as well as staff for the distribution center. He thanked Senators and Representatives who have been working for the citizens, as well as County's municipal partners, and Announced a 12:00 noon Press Conference, with Governor McCrory.

Mr. Veit stated that Craven County is not yet designated for individual help. FEMA will be surveying later in the day to make a determination.

Commissioner Tyson inquired if there is a plan in place for construction and demolition debris. Mr. Veit responded that operations at the Vanceboro and Sanders Lane convenience sites are being reinforced.

### COMMISSIONERS' REPORTS

*Commissioner Dacey* reported on his attendance at a recent ACT meeting where legislative issues were discussed. On September 8 a fundraiser was held to benefit ACT. There were 175 attendees and \$141,000 was raised. He reported that he visited the affected areas from Hurricane Matthew and thanked Stacey Willis and Keith Morris with the Volunteer Fire Departments as well as Governor McCrory for his attention and assistance.

*Commissioner McCabe* reported that there were no major injuries or losses in his district due to Hurricane Matthew. He thanked Carteret-Craven Electric and the National Guard for their quick responses. He stated that he spent the weekend at the fire department preparing to assist where needed.

*Commissioner Mark* reported that the CRSWMA meeting was cancelled last week and he stated that he missed the TDA meeting while he was stranded in Maryland due to road closures. Assistant County Manager, Gene Hodges, attended in his place.

*Commissioner Jones* expressed appreciation to his colleagues for their support. He stated that 95% of those affected are in his district and he also had family members displaced. He feels blessed to have Mr. Veit's leadership. He reported that two National Guard units and the South Orange County Swift Water Rescue Team were deployed. He stated that some individuals are still paying off loans from Hurricane Floyd. He thanked Governor McCrory and Congressmen Jones and Butterfield for their concern and help, as well as citizens for the outpouring of support.

*Commissioner Tyson* stated that he received a call from Leslie Muse, President of Neuse River Region Association of Realtors offering assistance, and the State Homebuilders Association will be sending supplies. Commissioner Tyson announced that he is a certified mold abatement contractor and offered his services at no charge to citizens recovering from the flood.

*Commissioner Sampson* stated that he is overjoyed by the togetherness that has been displayed during the storm and in its aftermath. He thanked the County Manager and partners/agencies and commended the Chairman for his diligence. He hopes that this cooperation will continue and is thankful for those who were spared. He stated that he was also thankful that Commissioner Mark was able to return safely.

At 9:50 a.m. Commissioner Mark moved to recess until 11:45 a.m. for the press conference, seconded by Commissioner Tyson and unanimously carried.

At 12:05 p.m. the Board reconvened in a Governor's Press Conference, joined by Mayors of Craven County, Senator Norman Sanderson and Representative Michael Speciale.

Governor McCrory stated the immediate goal is to get FEMA public assistance for individual assistance. He reported that FEMA will be visiting Craven County at 2:00 p.m. He stated that the National Guard has no units in Craven County at the moment but encouraged that they be requested if needed. He reported that I-95 is now open and on Wednesday October 19, he will be announcing a Long Term Hurricane Matthew Recovery Task Force. He confirmed emphatically that no water is being released from upriver dams to save upstream areas at the expense of downstream communities.

County Manager, Jack Veit, applauded citizens for following instructions, resulting in no loss of life.

Stanley Kite, EMS Director, presented statistics and thanked all who have provided assistance, especially law enforcement, fire and rescue teams and elected officials. There were 125 emergency calls, 46 in affected areas. No total number of people needing services has been determined yet due to residents evacuating.

Scott Harrelson, Health Director, provided directions for citizens re-entering their property. He stated that Environmental Health will evaluate and treat wells with testing being done at no cost to the citizen, and warned against consuming water from submerged wells before treatment. HVAC units need to be cleaned if they have been submerged to avoid distributing mold spores throughout the structure.

Kent Flowers, Social Services Director, reported that staff is on hand at shelters to process food stamp applications, as well as replacement food stamp applications for spoiled food.

Sheriff Jerry Monette warned the public about contractors coming into the area. He stated that nobody needs to be in an area if they do not live there.

Commissioner Mark thanked Vanceboro and western fire departments and rescue squads along the river as well as Emergency Services and Little Swift Creek Fire Department, municipal police departments and Sheriff's Department. The County will be reaching out to all agencies and governmental partners to address the needs of those in the affected areas.

Commissioner Jones, who represents 95% of the affected area, stated that he has been working jointly with Commissioner Mark and Vanceboro Mayor, Chad Braxton, whose constituents were also affected. The agricultural community has felt a great impact from the hurricane and subsequent floods. FSA and Cooperative Extension are currently assessing the extent of the damage.

Amber Parker, Human Resources Director, read the following press release:

### **Craven County Develops Road Map to Recovery**

NEW BERN, N.C. – Craven County Emergency Management has added recovery to its efforts in the aftermath of Hurricane Matthew. A Central Receiving and Distribution Point has been established at the Amital Warehouse and Storage facility located in the Craven County industrial area near B/S/H Home Appliances Corporation at 197 Bosch Boulevard. Amital has volunteered their facility and manpower to assist Craven County Emergency Management with the receipt and distribution of donations. The Central Receiving and Distribution Point began operations at 12:00 p.m. today.

The next stage of the disaster recovery process will be for Craven County Emergency Management to establish a Disaster Assistance Center (DAC) in a location near the affected population to provide a one-stop location for citizens to apply for disaster assistance and other benefits available to them through support agencies. Arrangements are being made to establish a DAC but it has not been determined when the DAC will be open.

Several resources are currently available for those impacted by Hurricane Matthew and related flooding. The American Red Cross Mobile Feeding station is providing two meals a day at locations in Vanceboro. The Farm Life Elementary Emergency Shelter also remains open for citizens in flooded areas with nowhere else to go. A map of flooded areas and road closures in Craven County is available on the county website at [www.cravencountync.gov](http://www.cravencountync.gov) to help citizens plan travel routes. More than 100 Craven County employees and community volunteers are providing assistance to the affected communities.

Craven County Emergency Management has received an outpouring of citizens and groups requesting to make donations to assist those impacted by Hurricane Matthew and related flooding. Citizens and groups wishing to drop off donations can deliver items to Religious Community Services (RCS), the Salvation Army and Vanceboro Christian Help.

RCS is located at 919 George Street in New Bern. RCS will be accepting personal hygiene items, cleaning supplies, baby supplies and non-perishable food items. To schedule a donation drop off or to request assistance from RCS call 252-633-2767.

Salvation Army is located at 1402 Rhem Avenue in New Bern. The Salvation Army will be accepting donations of clothing, hygiene items, cleaning supplies, baby supplies and non-perishable food items. To schedule a donation drop off or to request assistance from the Salvation Army call 252-637-2277.

Vanceboro Christian Help is located at 411 White Street in Vanceboro. Vanceboro Christian Help will be accepting donations of clothing, hygiene items, cleaning supplies, baby supplies and non-perishable food items. To schedule a donation drop off or to request assistance from Vanceboro Christian Help call 252-244-1141.

The North Carolina Department of Health and Human Services has not activated a disaster Food and Nutrition Services Program at this time. The U.S. Department of Agriculture requires states to use the regular Food and Nutrition Services Program first in an effort to meet the needs of citizens impacted by the disaster. A Presidential Individual Assistance Declaration is required before a disaster program can be considered for recipients not currently receiving Food and Nutrition Services. Craven County has not received the Individual Assistance Declaration. Anyone not currently receiving Food and Nutrition Services may apply at any time with their local county department of social services office or apply using the online application at <https://epass.nc.gov/>. Anyone currently receiving Food and Nutrition Services who experienced a food loss must contact their local county department of social services within 10 calendar days from the date of the food loss and request a replacement of benefits. Craven County citizens can call the Craven County Department of Social Services at 252-636-4900 or walk-ins are accepted at 2818 Neuse Boulevard in New Bern.

For more information and resource referrals call the Craven County Emergency Operations Center at 252-636-6608.

Following a brief question and answer period, the press conference ended at 12:50 p.m. and the meeting was adjourned.

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Chairman George S. Liner  
Craven County Board of Commissioners

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Gwendolyn M. Bryan  
Clerk to the Board