

THE BOARD OF COMMISSIONERS OF THE COUNTY OF CRAVEN, SITTING AS THE BOARD OF DIRECTORS OF THE CRAVEN COUNTY WATER AND SEWER DISTRICTS, MET IN REGULAR SESSION ON MONDAY, AUGUST 18, 2003 IN THE COMMISSIONERS' ROOM OF THE CRAVEN COUNTY ADMINISTRATION BUILDING, 406 CRAVEN STREET, NEW BERN, NORTH CAROLINA. THE MEETING CONVENED AT 9:20 A.M.

MEMBERS PRESENT:

Chairman Johnnie Sampson, Jr.
 Vice Chairman Lee Kyle Allen
 Commissioner George Brown
 Commissioner Bill Harper
 Commissioner Perry Morris
 Commissioner M. Renée Sisk
 Commissioner Leon Staton

STAFF PRESENT:

Harold Blizzard, County Manager
 George B. Sawyer, Assistant County Manager
 Richard F. Hemphill, County Finance Officer
 Ray H. Moser, Human Resources Director
 Gwendolyn M. Bryan, Clerk to the Board
 James R. Sugg, County Attorney

Commissioner Sisk moved to approve the minutes of June 16, 2003, seconded by Commissioner Morris and unanimously carried.

WATER AND VEHICLE MAINTENANCE BUILDING BIDS

Assistant County Manager, George Sawyer, presented bids, as follows, that were received on July 30, 2003 for the Water & Vehicle Maintenance Building that is proposed to be built on Howell Road on property owned by the Water Department.

GENERAL CONTRACTORS	BASE BID	ALT G-1	ALT G-2	LOW BID
Fasco, Inc.	\$448,800.00	750.00	(-2,100.00)	448,800.00
Farrior & Sons	\$487,000.00	(-850.00)	(-2,800.00)	
Tarheel Building Systems	\$526,063.00	(-1,000.00)	0.00	
Simpson Construction	\$541,450.00	10,830.00	(-4,647.00)	
Diamond Industrial	\$552,000.00	(-1,000.00)	(-2,000.00)	
Morton Commercial	\$587,500	(-1,000.00)	(-2,700.00)	

He explained that the project consists of two 4,800 foot warehouse style metal buildings attached by an office area between. One will be for the Water Department and the other will be for the County garage. The rent that the County garage currently pays in the amount of \$14,400 per year would be directed would pay the Water Department for the space that is occupied. Mr. Sawyer advised the Board that FASCO, Inc. was the low bidder at \$448,800. He further stated that an additional \$750 would be added to the contract for inclusion of Alternate G-1, for aluminum frames to the store front and another addition which is requested is to add brick at the front of the building, necessitating a change order in the amount of \$8,000. He advised that a 10% contingency for the project has been included and a fee of 6.8% negotiated with the architect. The total project cost is \$564,411. Commissioner Morris moved to approve the request to award the contract to FASCO, Inc. for \$448,800, with the inclusion of two change orders, bringing the total project cost to \$564,411, for an additional \$504,411 to the \$60,000 already budgeted. Commissioner Allen seconded the motion, which carried unanimously.

EARLY PAYOFF OF USDA LOAN

The Board was advised that the Water Department has a USDA loan outstanding in the amount of \$2,377,500 which was incurred in 1998. The current rate is 4.75% for a 40 year term, earning approximately 1% or less. It was recommended that the bonds be paid off, which could potentially save as much as \$343,934, with anticipated savings of \$87,000 for this year alone. Commissioner Harper moved to pay off the loan now, as recommended, seconded by Commissioner Sisk and unanimously carried in a roll call vote.

Water Operations

TRANSFER FROM	AMOUNT	TRANSFER TO	AMOUNT
401-4500-475-73-50 Reserve	\$900,000.00	401-4500-475-98-40 Trans to D/S	\$900,000.00

Transfer from Reserve to D/S Transfer

JOURNAL ENTRY

401-4500-475-98-40 Trans to D/S	\$1,264,348.00	401-0000-101-00-00 Cash	\$1,264,348.00
487-0000-101-00-00 Cash	\$1,264,348.00	487-0000-366-18-00 From East Craven Reserve	\$1,264,348.00

BUDGET AMENDMENT

401-0000-399-01-00 Fund Balance	\$241,848.00	401-4500-475-98-40 Trans to D/S	\$241,848.00
TOTAL	\$241,848.00	TOTAL	\$241,848.00

Justification: Budget water fund balance to cover a portion of USDA Rural Dev Debt pay off.

Water Reserve

493-00-329-00-0 Interest	\$ 93,924.00	493-4500-475-98-40 Trans to Fd 487	\$1,073,436.00
493-0000-335-00-00 Misc	\$ 444.00	493-4500-475-15-10 Admin	\$ (20.00)
493-0000-357-01-000 Tap	\$251,935.00		
493-0000-357-11-00 Tap East Craven	\$ 350.00		
493-00-366-00-0 Transfers	\$516,131.00		
493-00-366-18-0 Transfers	\$ (2,094.00)		
493-00-366-41-0 Transfers	\$191,310.00		
493-00-366-45-0 Transfers	\$ 11,116.00		
493-00-366-47-0	\$ 10,300.00		
TOTAL	\$1,073,416.00	TOTAL	\$1,073,416.00

Justification: Budget reserve funds to be transferred to fund 487 to pay off a portion of the USDA Rural Development loan. Balance from East Craven Reserve and Operations.

JOURNAL ENTRIES

493-4500-475-98-40	\$1,073,436.23	493-0000-101-00-00	\$1,073,436.23
Trans to Fd 487		Cash	
487-0000-101-00-00	\$1,073,436.23	487-0000-366-18-00	\$1,073,436.23
Cash		From Reserve/OPS	
497-4587-475-98-43	\$ 62,216.31	497-0000-101-00-00	\$ 62,216.31
to EC DS		Cash	
487-0000-101-00-00	\$ 62,216.31	487-0000-366-18-00	\$ 62,216.31
Cash		From East Craven Reserve	

Close out reserve to cover Debt Service

BUDGET AMENDMENT

487-0000-366-18-00	\$1,141,848.00	487-4587-475-80-11	\$ (92,000.00)
From Reserve/OPS		Interest	
487-0000-366-18-00	\$1,073,436.00	487-4587-475-80-01	\$2,369,500.00
From Water Reserve		Principal	
487-0000-366-18-00	\$ 62,216.00		
From East Craven Reserve			
TOTAL	\$2,277,500.00	TOTAL	\$2,277,500.00

Justification: Budget transfers in from Water Operations, Water Reserve and East Craven Reserve to cover Debt Service pay off.

Howell Road Project

JOURNAL ENTRY

493-4500-475-98-40	\$501,411.00	493-0000-101-00-00	\$501,411.00
Trans to fd 416		Cash	
416-0000-101-00-00	\$501,411.00	416-4516-366-08-00	\$501,411.00
Cash		Trans Fr Reserve	

Transfer funds from reserve to cover HRP

401-4500-475-98-40	\$ 3,000.00	401-0000-101-00-00	\$ 3,000.00
Trans to D/S		Cash	
416-0000-101-00-00	\$ 3,000.00	416-4516-366-08-00	\$ 3,000.00
Cash		Trans Fr Reserve	

Transfer funds from reserve to cover HRP

493-0000-366-00-00	\$501,411.00	493-4500-475-98-40	\$501,411.00
Reserve Funds		Trans to Fd 416	
416-4516-366-08-00	\$504,411.00	493-4516-475-75-01	\$ 1,113.00
Trans Fr Reserve		Architect	
		493-4516-475-76-01	\$457,544.00
		Construction	
		493-4516-475-76-59	\$ 45,754.00
		Contingency	

TOTAL	\$504,411.00	TOTAL	\$504,411.00
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Justification: Howell Road project bids have been received.
Total Project \$564,411
Construction-\$448,800
G-1 Alt-\$750
Brick work-\$7,994. Total Const \$457,544
Architect-\$31,113 (\$30,000 previously budgeted)
Site Improvements (\$30,000 previously budgeted)

GRANT FUNDS

Water and Sewer Superintendent, Rusty Hayes, advised the Board that the federal government has mandated vulnerability studies on all public water systems. The State has pass through grant funds available for this purpose. Craven County Water Department has applied for and received a grant in the amount of \$8,400.00. Commissioner Brown moved to authorize Mr. Hayes to proceed with executing the documents to accept the grant, seconded by Commissioner Staton and unanimously carried.

At 9:40 a.m. Commissioner Morris moved to adjourn, seconded by Commissioner Brown and unanimously carried.

Chairman Johnnie Sampson, Jr.
Craven County Board of Commissioners

Gwendolyn M. Bryan, Clerk