

AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, MAY, 21, 2007
8:30 A.M.

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE MINUTES OF MAY 7, 2007 REGULAR SESSION

1. CONSENT AGENDA
 - A. Tax Releases
 - B. Budget Amendments and Ordinance Update
 - C. Request to Set Public Hearing for Conditional Use Permits
 - D. Resolution Recognizing Mrs. Melinda Harris
2. SPECIAL PRESENTATION: Chairman
3. REQUEST FOR PROCLAMATION OF NON-PROFIT RECOGNITION MONTH: Tharesa Lee, Non-Profit Council Coordinator, New Bern Area Chamber of Commerce
4. TRANSPORTATION MATTERS: Jason Peterson, DOT District Engineer
 - A. Presentation of 2007-2008 Secondary Road Improvement Program
 - B. Transportation Improvement Plan Recommendations
5. PLANNING DEPARTMENT REQUEST FOR FEE INCREASES: Don Baumgardner, Planning Director
6. APPOINTMENTS
 - A. Craven Regional Medical Authority
 - B. Nursing Home Advisory Committee
 - C. Upcoming Appointments – June
7. COUNTY ATTORNEY'S REPORT: Jim Sugg
8. COUNTY MANAGER'S REPORT: Harold Blizzard

9. BUDGET MESSAGE: Harold Blizzard

10 . COMMISSIONERS' REPORTS

CONSENT AGENDA

A. TAX RELEASES

Craven County Tax Administrator, Ronnie Antry, submitted the routine tax releases contained in Attachment #1.A. for the Board's approval.

B. BUDGET AMENDMENTS AND ORDINANCE UPDATE

Craven County Finance Officer, Rick Hemphill, submitted the following budget amendments and ordinance update for the Board's approval.

Amendments:

Pass Through – DJJDP – Reallocation (based on need) of DJJDP - Increase Structured Day Reporting (\$1,110.), increase Resolve (\$3,090.), decrease Psychological Services Court Referred Youth (\$ 2,000.), and decrease Committee for Children (\$2,200). Amendments submitted to the State by DJJDP Net overall effect on revenue and expense is 0.

Pass Through – DJJDP – Structured Day Reporting has been awarded another \$ 2,400 of State discretionary funds for use in their program.

Multiple- Home and Community Care Block Grant – CARTS will under spend \$ 6,000 with a \$ 667 match. Funds are being split between Congregate Meals \$ 3,000 (match included in current Budget) and Senior Companion \$ 3,000 (Agency Expense). In addition Social Services is moving \$ 5,000 from In home to Congregate Meals. Matches are included in current budgets. USDA is being adjusted for additional meals in the amount of \$ 1,093. and \$ 20.

Health – Child Health – Budget State revenue in the amount of \$ 1,500. to cover computer hardware, software and printers for Child Health.

Health – Home Health – Budget \$ 20,500 in Hospice Medicare funds to cover the cost of operating expenses due to an increase in Hospice patients.

Social Services – Mandated Programs – Budget April 07
Military adjustment for day care in the amount of \$ 5,841.

Pre Disaster Mitigation 06 – Budget PDM FY 2006 Grant as submitted by Holland and Associates, Administrator in the amount of \$80,021. Owner Contribution (\$20,025), NC Crime Control and Public Safety Grant \$ 59,996) to cover Construction (\$ 68,727) and Admin Costs (permits, legal and administration) (\$11,294.)

Ordinances: Pre Disaster Mitigation 06 – To reflect the budget as presented above.

C. REQUEST TO SET PUBLIC HEARING FOR CONDITIONAL USE PERMITS

The Planning Department is requesting that a public hearing be set for June 4, 2007 at 7:00 p.m. to hear comments regarding the following parcels for a conditional use permit.

- a) Owner: W.D. Sutton
817 Airport Road
Parcel ID #7-103 -103
Zoning Designation: Airport Zone
Current Use: Residential/Office
Proposed Use: Commercial Brick Showroom/Storage
- b) Owner: James and Patricia Johnson
804 US Hwy 70 E
Parcel ID #7-009-014-A
Zoning Designation: Airport Development – Mixed Use Zone
Current Use: Moose Lodge (Vacant)
Proposed Use: Office Space/Mercantile (2 Units)

D. RESOLUTION RECOGNIZING MRS. MELINDA HARRIS

At the Board's last meeting, staff was directed to draft a resolution recognizing Mrs. Melinda Harris in celebration of her 111th birthday. The resolution to be adopted appears as Attachment #1.D.

Agenda Date: May 21, 2007
Presenter: Chairman Sampson
Agenda Item No. 2

SPECIAL PRESENTATION

Several meetings ago, at the request of the Chairman, staff was directed to draft a resolution recognizing Mr. Louis Fleming for his military honors. The resolution to be adopted appears as Attachment #2. Commissioner Sampson plans to present the resolution to Mr. Fleming at the meeting.

Agenda Date: May 21, 2007
Presenter: Tharesa Lee
Agenda Item No. 3

REQUEST FOR PROCLAMATION OF NON-PROFIT RECOGNITION MONTH

Attachment #3 contains a request from the Non-Profit Council of the New Bern Area Chamber of Commerce for a proclamation of the month of June as Non-Profit Awareness Month. The attachment also contains the proclamation. Non-Profit Council Program Coordinator, Tharesa Lee, will present the request, and ask that a member of the Board read the proclamation at a ceremony to take place at the Courthouse on June 6.

TRANSPORTATION MATTERS

A. PRESENTATION OF 2007-2008 SECONDARY ROAD IMPROVEMENT PROGRAM

District Engineer, Jason Peterson, will make the annual presentation concerning the upcoming Secondary Road Improvement Program. Cameron McRae, Department of Transportation Board Member; Neil Lassiter, Division Engineer and John Rouse, Division Maintenance Engineer, will also be present. Attachment #4.A. is the resolution which the Board will be asked to approve.

B. TRANSPORTATION IMPROVEMENT PLAN (TIP) RECOMMENDATIONS

Planning Director, Don Baumgardner, will present recommendations from the Craven Pamlico Jones Transportation Committee for inclusion in the TIP. Attachment #4.B. shows the recommendations that have been identified as priorities for Craven County.

PLANNING DEPARTMENT MATTERS

A. REQUEST FOR FEE INCREASES

The Craven County Planning and Inspections Department proposes to increase the residential and commercial building inspection fees by 15%. This increase will be the first increase since July of 2005. The proposed increase in fees will be used to cover the normal operational cost of the building inspections department. All proposed fee changes have been reviewed and compared to other counties of similar size and character and Craven County is in the mid to lower percentile of those comparable communities. Attachment #5 is a spreadsheet which demonstrates the impact of the proposed increases.

Fee increase of 15% for sample residential structure

Current Permit Fee \$506.00

Proposed Permit Fee \$581.99

2000 square foot building
\$95 per square foot
12 plumbing fixtures
1 temp pole
200 amp electrical service
Page 2

Fee increase of 15% for sample commercial structure

Current Permit Fee \$1231.00

Proposed Permit Fee \$1415.65

5000 square foot building	Cost of Mechanical Contract \$20,000
\$80 per square foot	Cost of Electrical Contract \$20,000
6 plumbing fixtures	Cost of Plumbing Contract \$10,000
1 temp pole	
200 amp electrical service	
2 ton mechanical	

The Craven County Planning and Inspections Department has also proposed to increase fees for bulkheads, piers, and docks. Again, the proposed increase in

fees will be used to cover the normal operational cost of the building inspections department.

Currently, the inspection fee for bulkheads, piers, and docks is a minimum inspection fee of \$35.00. The proposed fee increase would be a minimum permit fee of \$45.00 + \$.15 per square foot.

Currently, the inspection fee for fire protection sprinklers system is a minimum inspection fee of \$35.00. The proposed new fee would be a minimum permit fee of \$45.00 + \$.02 per square foot.

The Craven County Planning and Inspections Department also request that the street sign fees for new subdivisions paid for by developers be increased to an amount that will cover the cost of the materials and labor for the installation of new street signs. The proposed fees are as follows;

Single blade street sign- \$120.00

Double blade street sign- \$135.00

The proposed fee schedule changes, if adopted, are requested to **take effect on July 1, 2007**. It is requested that these fee changes be approved before budget adoption, to allow for adequate notice to those affected.

APPOINTMENTS

A. CRAVEN REGIONAL MEDICAL AUTHORITY

Attachment #6.A. contains a request from Craven Regional Medical Authority for appointments to its Board of Commissioners, in accordance with the provisions of NCGS 131E-18. At the regular session of May 15, 2006, the Board approved a petition to the North Carolina General Assembly to reverse local laws operating in Craven County relative to appointments. The petition was approved during the last session of the General Assembly. The attachment also includes a copy of the provision, which stipulates that the Medical Authority will submit a list of nominees from whom the Commissioners must appoint. However, as of the Board's last meeting, no list had been provided and terms of Norman Kellum and Charles Wethington are due to expire at the end of May. At that meeting on May 7, the Board voted to reappoint Mr. Kellum and Mr. Wethington, without benefit of the Medical Authority's recommendation; therefore, it will be necessary in the spirit of the statute, for the Board to make these appointments again in addition to the physician position. Although the statute specifies that the Chairman will make the appointments, the practice in such cases has been to solicit input from the other Commissioners.

B. NURSING HOME ADVISORY COMMITTEE

Attachment #6.B. is a letter of resignation from Roy Murphy. An appointment will be needed to fill his unexpired term.

C. UPCOMING APPOINTMENTS - JUNE

The following boards will have terms expiring in June:

Tourism Development Authority (Reg Poteat); Craven Regional Airport Authority (Clemens Schaller and Bill Naumann); Craven Community College (Carol Mattocks); DSS (Kirby Smith). Attachment #6.C. contains correspondence related to the upcoming appointments as well as resumés and expressions of interest from citizens willing to serve in various capacities.

Agenda Date: May 21, 2007
Presenter: Jim Sugg
Agenda Item No. 7

COUNTY ATTORNEY'S REPORT

Agenda Date: May 21, 2007
Presenter: Harold Blizzard
Agenda Item No. 8

COUNTY MANAGER'S REPORT

County Manager, Harold Blizzard, will provide an update on the status of the Judicial Center.

Agenda Date: May 21, 2007
Presenter: Harold Blizzard
Agenda Item No. 9

BUDGET MESSAGE

County Manager and Budget Officer, Harold Blizzard, will present the recommended budget for FY 2007-2008. The Board will be asked to set a public hearing on the budget at 7:00 p.m. on June 4, 2007 and to set budget work sessions for the Board. It will be necessary to recess at the end of the meeting to reconvene at the time of the first budget work session that is set. A public copy of the recommended budget will be available for review in the Commissioners' office.

Agenda Date: May 21, 2007

Presenter: _____

Agenda Item No. 10

COMMISSIONERS' REPORTS