

**AGENDA**  
**CRAVEN COUNTY BOARD OF COMMISSIONERS**  
**REGULAR SESSION**  
**MONDAY, JUNE 18, 2007**  
**8:30 A.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE MINUTES OF JUNE 4, 2007 REGULAR SESSION

1. CONSENT AGENDA
  - A. Tax Releases and Refunds
  - B. Budget Amendments
  - C. Neuse Center Request
  - D. Service Person of the Quarter Resolution
  - E. CARTS Request to Set Public Hearing
  - F. Audit Contract for 2007-2009
2. PRESENTATION OF CAFR AWARD
3. TAX APPEAL – ZACHARY TAYLOR
4. RECREATION DEPARTMENT MATTERS: Jan Parker, Recreation Director
  - A. Recreation and Parks Ordinance for Spring Garden and Cowpen Boat Landings
  - B. Memorandum of Agreements
5. APPOINTMENTS
  - A. Nursing Home Advisory Committee
  - B. NACo Voting Delegate
  - C. Upcoming – July
6. CONSIDERATION OF BUDGET ORDINANCE FOR ADOPTION

RECESS

7. SIGN ORDINANCE WORK SESSION: Don Baumgardner, Planning Director

8. SET PUBLIC HEARING FOR SIGN ORDINANCE
9. COUNTY ATTORNEY'S REPORT: Jim Sugg
10. COUNTY MANAGER'S REPORT: Harold Blizzard
11. COMMISSIONERS' REPORTS

## CONSENT AGENDA

### A. TAX RELEASES AND REFUNDS

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

### B. BUDGET AMENDMENTS

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

#### **Amendments:**

Sheriff – Jail- Budget additional jail revenue (\$47,600) plus fund balance (\$ 52,515) to cover jail expenses (\$ 100,115) through year end. Increase in Jail population and termination of employees being paid accrued leave/holiday and compensatory time.

Health – Animal Control – Budget \$ 1,500 in spay neuter fees to cover the cost of Veterinarian spay neuter expense.

EMS-Rescue- Twp 7 – Budget \$ 6,000 in additional Ambulance collection fees to be paid to the squad (\$ 5,400) and the collection fee(\$ 600).

EDC – Budget \$ 2,000 in Boeing cost share of utilities invoices to cover utilities through year end.

Mental Health – Budget \$ 2,200 in ABC 5 cent bottle revenue to be passed through to Neuse Center.

CARTS Elderly Handicap –Budget \$ 430 in interest to cover program costs.

Social Services – Mandated Programs – Budget \$ 4,180 in additional day care funds for Military subsidy adjustment.

Schools – Budget additional sales tax to be received in the amount of \$575,000. to be transferred to schools debt service.

C. NEUSE CENTER REQUEST

Due to the merger of Neuse Center for MH/DD/SAS, Roanoke-Chowan Human Services, Pitt County Mental Health Center and Beaufort County’s mental health program into East Carolina Behavioral Health (ECBH), it is requested that Commissioners approve the resolution in Attachment #1.C. for ECBH to hold real property located in Northampton and Hertford Counties.

D. SERVICE PERSON OF THE QUARTER RESOLUTION

Attachment #1.D. is a resolution which the Board will be requested to adopt, recognizing Justin E. Studler as Service Person of the Quarter. A representative of the Board is requested to make the presentation on June 21, 2007 at 12:00 noon at the New Bern Golf & Country Club.

E. CARTS REQUEST TO SET PUBLIC HEARING

Attachment #1.E. is a copy of the Public Hearing Notice that was placed on Sunday, June 17 in the New Bern *Sun Journal*, in anticipation that the Board would approve setting the public hearing, as requested. A public hearing is required for Craven County to apply for FY 2007-2008 Rural Assistance Program (ROAP). The package from the State was received too late to make a request for public hearing on the Board’s last agenda; however, the application must still be submitted by July 13 in order to receive grant funds in a timely manner.

The maximum individual program amounts are:

Elderly and Disabled Transportation Assistance Program (EDTAP)	\$99,895
Employment Transportation Assistance Program (EMP)	\$21,990
Rural General Public (RGP)	\$98,866
TOTAL	\$220,751

The Board is requested to set a public hearing July 2, 2007 at 7:00 p.m.

E. AUDIT CONTRACT FOR 2007-2009

Attachment #1.E. contains the audit contract for the years ending June 30, 2007-2009. The contract is with McGladrey & Pullen, the current auditor for the County. The fee is \$80,000 for 2007 and then goes up to \$90,000 in 2008 and back down to \$87,000 in 2009. The fee for 2006 was \$76,000. The reason for the significant increase in 2008 is due to more work being required as a result of the implementation of new Auditing Standards (Standards 104-111) for all entities with year ends after December 31, 2007. The required additional time for these new standards is estimated to be 15% to 40%. These new standards are a result of the recent corporate accounting scandals and the fixes have now filtered down to the government auditing level. The changes will require more work to be done by the auditors and also lower the threshold for what is considered to be a weakness by the auditors. The fee will decrease in 2009 because the first year (2008) of any new standard is the one which requires the most work to implement.

Agenda Date: June 18, 2007

Presenter: \_\_\_\_\_

Agenda Item No. 2

## **PRESENTATION OF CAFR AWARD**

The Craven County Finance Department has qualified for a Certificate of Achievement for Excellence in Financial Reporting for the fiscal year ended June 30, 2006. This is the sixteenth consecutive year that the department has received this award. This award is conferred by the Government Finance Officers Association of the United States and Canada and is the highest form of recognition in the area of governmental accounting and financial reporting. Its attainment represents a significant accomplishment by a government and its management. Chairman Sampson will present the award to Finance Officer, Rick Hemphill, and his department.

Agenda Date: June 18, 2007

Presenter: \_\_\_\_\_

Agenda Item No. 3

### **TAX APPEAL – ZACHARY TAYLOR**

Attachment #3 is a letter by Zachary Taylor requesting to appear before the Board to appeal the Tax Administrator's decision denying the refund of Land Use Value Taxes. Attachment #3 also contains the Tax Department's response to Mr. Taylor's letter. Ultimately, it has been determined that the new owners of the property in question did not make application within the required 60 day time period to keep the property under the Present Use Value Program. Additionally, the North Carolina Machinery Act prohibits the Board from refunding Mr. Taylor the taxes and interest requested in this instance. Ronnie Antry, Tax Administrator, and Glenn Jones, Chief Appraiser, will be in attendance at this meeting to answer questions by the Board.

## RECREATION DEPARTMENT MATTERS

### A. RECREATION AND PARKS ORDINANCE FOR SPRING GARDEN AND COWPEN BOAT LANDINGS

This proposed ordinance (Attachment #4.A.) would give the County the authority to regulate the use of the boat landing sites in order to provide safe recreational opportunities to the public. The ordinance addresses such issues as personal conduct, fires, camping, alcohol and illegal drug use, loaded firearms and trash removal. If approved, a public hearing would need to be set for the July 2, 2007 County Commissioners meeting.

### B. MEMORANDUM OF AGREEMENTS

Attachment #9.B. contains copies of the proposed Memoranda of Agreement between the County and the North Carolina Wildlife Resources Commission for Cowpen and Spring Garden Landings. Please note changes in Section II.A. on both agreements which were made since first drafts were distributed to Commissioners. These agreements establish a relationship with the Commission whereby the County will maintain the grounds and the Commission will provide capital improvements to the boat access areas. If approved, these agreements need to be signed by the Chairman and submitted to the Wildlife Commission for signatures.

Agenda Date: June 18, 2007

Presenter: \_\_\_\_\_

Agenda Item No. 5

## **APPOINTMENTS**

### **A. NURSING HOME ADVISORY COMMITTEE**

The Board previously deferred an appointment to the vacancy created by Roy Murphy's resignation.

### **B. NACo VOTING DELEGATE**

The Board will need to designate a voting delegate to the NACo Annual Conference in Richmond July 14-17.

### **C. UPCOMING - JULY**

Terms are due to expire on the ABC Board (Jimmy Whitford) and the River Bend Board of Adjustment (Ralph Kilmer and Kelly Forrest).

Agenda Date: June 18, 2007  
Presenter: \_\_\_\_\_  
Agenda Item No. 6

## **CONSIDERATION OF BUDGET ORDINANCE FOR ADOPTION**

The Budget Ordinance for FY 2007-2008 will be presented at the meeting for the Board's consideration.

Agenda Date: June 18, 2007  
Presenter: Don Baumgardner  
Agenda Item No. 7

## **SIGN ORDINANCE WORK SESSION**

At its June 4, 2007 meeting, the Board of Commissioners received the Craven County Planning Board's recommended sign ordinances, in addition to a proposed timeline to follow for adoption of a sign ordinance (See Attachment #7). The next step in that process includes a work session with the Board of Commissioners to review details of the proposed sign ordinances scheduled at this time. Don Baumgardner, Planning Director, will provide the Board details of the proposed ordinances and answer questions the Board may have. At the conclusion of the work session, the Board will be asked to schedule a public hearing on the proposed sign ordinances sometime between July 16 and August 3, 2007. Since the Board's regularly scheduled third Monday meeting in July conflicts with the NACo Conference, the Board may want to consider scheduling a Special Meeting for July 23 for the purpose of conducting the required public hearing.

Agenda Date: June 18, 2007  
Presenter: \_\_\_\_\_  
Agenda Item No. 8

### **SET PUBLIC HEARING FOR SIGN ORDINANCE**

The Craven County Planning Department would like to request that the Craven County Board of Commissioners establish a special meeting to hold a public hearing regarding the adoption of the Craven County Sign Ordinance. The Planning Department would prefer the special meeting be held after the second Board of Commissioners meeting in July at 7:00 p.m.

Agenda Date: June 18, 2007  
Presenter: Jim Sugg  
Agenda Item No. 9

## **COUNTY ATTORNEY'S REPORT**

Agenda Date: June 18, 2007  
Presenter: Harold Blizzard  
Agenda Item No. 10

## **COUNTY MANAGER'S REPORT**

Agenda Date: June 18, 2007

Presenter: \_\_\_\_\_

Agenda Item No. 11

## **COMMISSIONERS' REPORTS**