

**AGENDA**  
**CRAVEN COUNTY BOARD OF COMMISSIONERS**  
**REGULAR SESSION**  
**MONDAY, SEPTEMBER 17, 2007**  
**8:30 A.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE MINUTES OF SEPTEMBER 4, 2007 REGULAR SESSION

1. CONSENT AGENDA
  - A. Tax Releases and Refunds
  - B. Budget Amendments and Ordinance Update
  - C. Resolution Authorizing Sale of Property at 703 Bern Street
  - D. Sickle Cell Month Proclamation
  - E. Health Department Request for Rate Change
2. NEW BERN CRAVEN COUNTY RESCUE REQUESTS: Stanley Kite, Emergency Services Director
  - A. Request for Substitution of Equipment
  - B. Grant Match Request
3. FIBER OPTIC PROJECT UPDATE: Dennis Holton, Information Technology Director
4. SCHOOL PROJECTS ORDINANCE: Rick Hemphill, Finance Officer
5. APPOINTMENTS
  - A. Cove City Library Board
  - B. Map Review Officers
  - C. Upcoming Appointments – October
6. COUNTY ATTORNEY'S REPORT: Jim Sugg
7. COUNTY MANAGER'S REPORT: Harold Blizzard
8. COMMISSIONERS' REPORTS
9. CLOSED SESSION

Agenda Date: September 17, 2007

**AGENDA  
CRAVEN COUNTY WATER  
BOARD OF DIRECTORS  
MONDAY, SEPTEMBER 17, 2007**

ROLL CALL

APPROVE MINUTES OF SEPTEMBER 4, 2007

1. UNCOLLECTED DEBT WRITE-OFFS

## 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 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 – The Mighty Tau has 2 continuing grants from the NC Dept of Crime Control and Public Safety. ASAP 166 \$ 26,645 and ASAP 167 \$ 3,763. Structured Day submits reports to the State which are passed through Craven County.

Emergency Services – Budget \$ 4,900 US DOT Grant passed through NC Crime Control for the continuation of the Hazardous Materials Emergency Planning Site Specific Plans.

Non Departmental – Budget \$ 1,000,000. in Loan Proceeds to cover commitment to Tryon Palace for construction costs.

Sheriff – Mobile Data Terminals – Budget \$ 4. Grant was awarded for \$ 16,401 versus \$ 16,397 approved by the Board in August 2007.

Health – Family Planning – Budget \$ 12,377 in additional State Revenue to cover prescription drugs and medical supplies for TANF patients.

Health – Hospice – HCCBG grant – Original budget overstated grant amount – Decrease Grant \$ 2,000 and Local Match \$ 223 with the corresponding therapist line item \$ 2,223.

Social Services – Work First Transportation – Budget fund balance in the amount of \$ 197. to cover refund to the State of unused funds.

Social Services – Mandated Programs – Budget \$ 54,374 in additional energy funds to cover client energy costs.

Recreation – Donations – Budget FY 2007 donations fund balance in the amount of \$3,277 to cover recreation activities/expenses.

Capital Reserve – Community College – funds to be transferred from Reserve to Community College to cover fiber network in the amount of \$ 165,000.

Jail Project – Update project to reflect loan and estimated costs that will be incurred for a total project of \$ 33,973,000.

**Ordinances:** Jail Project – Update project to reflect loan and estimated costs that will be incurred.

C. RESOLUTION AUTHORIZING SALE OF PROPERTY AT 703 BERN STREET

The County owns joint interest with the City of New Bern in a lot located at 703 Bern Street. The City has requested that the Board adopt the resolution appearing as Attachment #1.C. authorizing the sale of the County's interest, which is 21%.

D. SICKLE CELL MONTH PROCLAMATION

As is done at this time each year, the Board is requested to proclaim September "Sickle Cell Awareness Month" in Craven County by adopting the proclamation that appears as Attachment #1.D.

E. HEALTH DEPARTMENT REQUEST FOR RATE CHANGE

At its meeting of September 10, 2007, the Board of Health recommended changes to fees for certain services provided in the Health Department. The fee adjustments are necessary to maintain the requirement that charges be equal to or higher than Medicaid rate to assure full payment by DMA. Attachment #1.E. shows the current rate for the service, the newly instituted Medicaid rate and the proposed rate to use as the Craven County Health Department's posted charges.

## **NEW BERN CRAVEN COUNTY RESCUE REQUESTS**

### **A. REQUEST FOR SUBSTITUTION OF EQUIPMENT**

Last fall the Commissioners were requested to match a grant from the NC Department of Insurance for assisting the New Bern Craven Squad to upgrade the defibrillators in order to meet the new standards. Due to the Food and Drug Administration's placing a stop work order on the company that builds the defibrillator intended for purchase, receipt of the equipment was not possible before the grant expired. This problem has not been resolved to date. The Rescue Squad received an extension on the due date for the grant from NC Department of Insurance and has revised the list of the equipment to purchase. To avoid loss of the grant funds the Rescue Squad is asking approval from the Commissioners to switch the equipment from the defibrillators to the following list. The NC Department of Insurance has given their approval to this change but the Commissioners' approval is needed as well.

Items to be purchased:

Res Q Jack vehicle stabilization equipment  
Satellite Telephone  
Backboards  
Spider straps  
Portable radios  
Pagers  
Mega Movers (used to move large and regular size patients in tight places)

### **B. GRANT MATCH REQUEST**

The NC Department of Insurance Fire and Rescue Services is offering a matching grant for \$25,000.00 again this year. Rescue Squads that intend to seek these grants have been instructed to enter this in their budget when it is submitted. They are attempting to get new defibrillators again this year and are asking the State to help them by granting the Rescue Squad \$25,000.00. The application for this grant must be submitted in October and they would not know before December 15 if the grant is awarded. The Rescue Squad would also like to ask the Commissioners to match this grant for \$25,000.00. The County has historically matched the grants for the EMS units in an effort to save monies for equipment purchases. The US Food and Drug Administration made

manufacturers of the defibrillators stop making them last year for an extended period of time and to date only a few manufacturers have gotten the issues resolved. The problems of last year will likely be avoided within time frames to allow the Squads to utilize the grant cycle for the purchase of these items.

## FIBER OPTIC PROJECT UPDATE

### Background

In August 2005, a joint communications project was initially discussed by IT Directors from City of New Bern, City of Havelock, Craven County School System, Craven Community College and Craven County Government. Due to cooperation from City of New Bern and City of Havelock to share existing fiber networks already in place, such a project could be achieved.

The concept was endorsed by the County Commissioners at a January 2006 budget work session to find alternative, non-recurring methods of providing the schools high speed connectivity.

Initially, the project was setup into 3 phases with a 3 year estimated completion, those being:

Phase I – Connect the New Bern and Havelock existing fiber networks

Phase II – Connect several schools within the City of New Bern

Phase III – Connect schools in the western and northern sections of the county

Due to a very aggressive bid received and approved at the August 6, 2007 Commissioners meeting, Phase I and Phase II objectives have been contracted and the permitting process is underway on each phase.

A budget of \$1,717,552 was set for these 2 phases, leaving \$450,000 which could be put toward Phase III. A breakdown of the budget is included.

At the August 6, 2007 Commissioners Meeting, Mr. Holton was asked to research Phase III options and costs to provide high speed access to the 4 remaining schools which included JW Smith, West Craven High School, Vanceboro Farm Life and Bridgeton Elementary.

Options include:

A.	Fiber to all Schools	
	James W. Smith	\$258,317
	West Craven High	\$306,951
	Vanceboro Farm Life	\$355,171
	Bridgeton Elementary	\$544,616

Total: \$1,465,055

B. Fiber to 3 schools and wireless to Bridgeton Elementary

James W. Smith	\$258,317
West Craven High	\$306,951
Vanceboro Farm Life	\$355,171
Bridgeton Elementary	\$125,000
Total:	\$1,045,439

C. Wireless to 4 schools (rough estimates received, not formal quotes)

West Craven Middle	\$75,000
James W. Smith	\$50,000
West Craven High	\$50,000
Vanceboro Farm Life	\$50,000
Bridgeton Elementary	\$50,000
Total:	\$275,000 (rough estimate)

Mr. Holton has communicated with several vendors on the wireless topic and scheduled Mr. Randy Choplin to address the Board on present day wireless communications and field questions from the Board. Mr. Choplin is owner and president of WindChannel Communications located in Raleigh, NC. WindChannel Communications has done numerous municipal wireless installations in North Carolina.

### SCHOOL PROJECTS ORDINANCE

The borrowing and bids for the “other” school projects are as follows:

	<u>Borrowing</u>	<u>Bid Amounts</u>
J.T. Barber renovations	\$2,956,750	\$2,915,845
Grover C. Fields	\$2,415,402	\$2,028,863
Bus Garage	\$2,957,240	\$3,055,030
Land	\$ 750,000	\$ 750,000
Intercom/Phones	<u>\$ 471,000</u>	<u>\$ 471,000</u>
	\$9,550,392	\$9,220,738

The above bid amounts are shown with a 3% contingency. This leaves a balance of \$329,654 not committed to a specific project.

A need has been identified by school officials to replace the roof and make other renovations to the old maintenance building located adjacent to the bus garage. The original plan was to demolish this building but it has been determined that it is needed for storage. A meeting at the site with school officials occurred on September 13.

## APPOINTMENTS

### A. COVE CITY LIBRARY BOARD

Commissioner Jones has requested that the Board make an appointment to the Cove City Library Board to replace Paul Avery.

### B. MAP REVIEW OFFICERS

Attachment #6.B. is a memorandum and proposed resolution from Lou Valenti who is recommending that the Board adopt an updated appointment list of review officers for Craven County. For the reasons that are outlined in the memo, it is recommended that the Board adopt this resolution.

Once it is adopted, it will need to be recorded in the office of the Register of Deeds of Craven County. Also included for review is a copy of the existing resolution that was adopted by the Board on April 7, 2003 and recorded in Book 2034 Page 470.

### C. UPCOMING APPOINTMENTS - OCTOBER

Terms are due to expire in October on the following Boards:

- Jury Commission (George Griffin)
- Havelock Board of Adjustment ETJ (Alvin West)
- Industrial Facilities Pollution Control Financing Authority (Gary Essex, Norman Lee, Robert Lewis)

Agenda Date: September 17, 2007  
Presenter: Jim Sugg  
Agenda Item No. 6

### **COUNTY ATTORNEY'S REPORT**

At the Board's meeting on August 20, 2007, an appeal was heard from Zachary Taylor for a tax refund, based on his assertion that the property in question was eligible for use value. The Board directed the County Attorney to research the Board's authority to grant this request. The County Attorney will report on his findings, as detailed in Attachment #7.

Agenda Date: September 17, 2007  
Presenter: Harold Blizzard  
Agenda Item No. 7

## COUNTY MANAGER'S REPORT

Agenda Date: September 17, 2007

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

Agenda Item No. 8

## **COMMISSIONERS' REPORTS**

Agenda Date: September 17, 2007

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

Agenda Item No. 9

## **CLOSED SESSION**

A closed session will be requested for discussion of a Personnel matter.

Agenda Date: September 17, 2007  
Presenter: Rusty Hayes  
Agenda Item No. W/S #1

### **UNCOLLECTED DEBT WRITE-OFFS**

Water Superintendent, Rusty Hayes, has placed account uncollected debt write-offs on the agenda for the Board's approval. Finance Officer, Rick Hemphill, is in concurrence with these write-offs being done at this time.

Fiscal Year 2005-2006	\$4,895.81
Fiscal Year 2006-2007	\$6,016.73

This does not include debts over \$50.00 in cases where social security numbers are available. These are being sent to Debt Set Off for collection from state income tax refunds.

Fiscal Year 2005-2006	\$9,102.78
Fiscal Year 2006-2007	\$8,382.41