

AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, OCTOBER 20, 2008
8:30 A.M.

CALL TO ORDER

ROLL CALL

INVOCATION

APPROVE MINUTES OF OCTOBER 6, 2008 REGULAR SESSION

1. CONSENT AGENDA
 - A. Budget Amendments
 - B. Tax Releases and Refunds
 - C. Second Vote on Resolution Adopting Gross Receipts Tax Ordinance
 - D. Health Fee Adjustments
 - E. Subdivision for Approval
 - F. Request to Set Public Hearing for Road Naming and Addressing Ordinance
 - G. Multi-Jurisdictional Hazard Mitigation Program Designation of Applicant's Agent
 - H. Non-Profit Awareness Month Proclamation
2. PUBLIC HEARINGS
 - A. Neuse Harbour Assessment Roll
 - B. Work First Plan
3. REQUEST FOR CLOSED SESSION
4. ELECTIONS HAVA GRANT DISCUSSION: Esther Hardin, Chair, Craven County Board of Elections
5. ABC BOARD REQUEST: Donna Rouse, General Manager
6. CLEAN WATER MANAGEMENT TRUST FUND APPLICATION: Charlie Humphrey, Cooperative Extension
7. MILITARY GROWTH TASK FORCE PRESENTATION: Tom Gaskill, Executive Director
8. CHAMBER OF COMMERCE FOCUS GROUP PRESENTATION: Beth Atkins, Chair, New Bern Chamber of Commerce

9. APPOINTMENTS
 - A. Clean Sweep Committee
 - B. Firemen's Relief Fund Board of Trustees
10. COUNTY ATTORNEY'S REPORT
11. COUNTY MANAGER'S REPORT
12. COMMISSIONERS' REPORTS

AGENDA
CRAVEN COUNTY WATER BOARD OF DIRECTORS
MONDAY, OCTOBER 20, 2006

ROLL CALL

APPROVE MINUTES OF JULY 7, 2008 REGULAR SESSION

1. CONSIDERATION OF IDENTITY THEFT PREVENTION ORDINANCE:
Arey Grady
2. UPDATE ON NEW WATER RATES: Rusty Hayes, Water Superintendent

CONSENT AGENDA

A. BUDGET AMENDMENTS

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

Amendments: Pass Through – DMA Smart Start – Budget \$ 67,746 from the State to be passed through to Smart Start for Health Check Outreach.

Health – Child Health and Communicable Disease – Decrease Medicaid by \$ 7,319 (\$14,638 total) for both Programs as revenue is anticipated to be less. The salary and associated line items will be reduced by \$ 14,638 as the employee salary and fringe will be charged to the Jail Initiative Program.

B. TAX RELEASES AND REFUNDS

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

C. SECOND VOTE ON RESOLUTION ADOPTING GROSS RECEIPTS TAX ORDINANCE

At the Board's last meeting a unanimous vote was recorded on the first reading in favor of the resolution adopting the Gross Receipts Tax Ordinance appearing as Attachment #1.C. A unanimous vote of the entire Board is required for passage of the ordinance on first reading. Commissioner Sisk was absent; therefore, a second vote is necessary. A simple majority will carry passage of the ordinance on second reading.

D. HEALTH FEE ADJUSTMENTS

At its meeting of October 13, 2008, the Board of Health recommended the schedule of adjustments to the fees in Dental, Child Immunization and Maternity. It is required that charges be equal to or greater than the rates paid by Medicaid and Medicare in order to receive full reimbursement for services. Attachment #1.D. shows the current rate for the service, the newly instituted Medicaid rate and the proposed rate to use as the posted charges.

E. SUBDIVISION FOR APPROVAL

Craven County Planning Director, Don Baumgardner, submitted the following subdivision for the Board's approval.

Homeport – Final

- Property owned by Phillip S. Odom and surveyed by Suitt and Associates
- Property located within Twp 5 off of SR 1864 (Anchorage Drive)
- Subdivision contains 14 lots on 8.80 acres and is proposed to be served by community water and individual septic systems
- Planning Board reviewed and recommended the subdivision for final approval

F. REQUEST TO SET PUBLIC HEARING FOR ROAD NAMING AND ADDRESSING ORDINANCE

The Planning Board is requesting that a quarterly public hearing be set for Monday, November 3, 2008 at 7:00 p.m. to hear comments regarding the naming and addressing ordinance. The purpose for the public hearing is to receive public comments on changes, additions and corrections to the Craven County Road Naming and Addressing Ordinance.

G. MULTI-JURISDICTIONAL HAZARD MITIGATION PROGRAM DESIGNATION OF APPLICANT'S AGENT

The resolution included as Attachment #1.G. needs to be passed and approved in order to move forward with the FY09 Hazard Mitigation Assistance Program for the Federal funding application to undertake updates to the Craven County Multi-Jurisdiction Hazard Mitigation Plan. The resolution designates Planning Director, Don Baumgardner, as primary agent, and County Manager, Harold Blizzard, as secondary agent. In order to be eligible for federal disaster assistance funds, the Planning Board must have an approved updated Hazard Mitigation Plan. The requested agent designation is a routine matter.

H. NON-PROFIT AWARENESS MONTH PROCLAMATION

Non-profit organizations will be celebrating Non-Profit Awareness Month in November. Local agencies have requested that the Board adopt the proclamation that is Attachment #1.H., recognizing November as Non-Profit Awareness Month in Craven County.

Action: A roll call vote will be required to approve all consent items.

Agenda Date: October 20, 2008
Presenter: _____
Agenda Item No. 2
Board Action Required: Yes

PUBLIC HEARINGS

A. NEUSE HARBOUR ASSESSMENT ROLL

The Board will need to go into public hearing, as advertised, to receive comments from the public regarding the proposed adoption of the Preliminary Assessment Roll (Attachment #2.A.) for special assessments related to improvements to certain roads in the Neuse Harbour Phase Two Subdivision. Arey Grady of Sumrell, Sugg, Carmichael, Hicks and Hart will be available to discuss this matter and to field questions on behalf of County Attorney, Jim Hicks.

Action: Following the public hearing the Board will need to adopt the Preliminary Assessment Roll contained in the attachment.

B. WORK FIRST PLAN

At the Board's last meeting, Social Services Director, Kent Flowers, submitted a request to set a public hearing to receive input from citizens concerning Craven County's proposed Work First Plan. At that time, copies of the plan were distributed to Commissioners, and a copy was placed in the Clerk's office for public review. Mr. Flowers will be present to discuss the plan and to answer any questions that may arise. Another copy of the plan has not been included in this agenda package; however, several copies are available for viewing in the Commissioners' office, if necessary

Action: Following the public hearing, the Board will need to take action to adopt the plan.

Agenda Date: October 20, 2008
Presenter: _____
Agenda Item No. 3
Board Action Required: Yes

REQUEST FOR CLOSED SESSION

The Board will be requested to go into closed session to discuss a personnel matter pursuant to NCGS 143-318.11(a)(6).

Agenda Date: October 20, 2008
Presenter: Esther Hardin
Agenda Item No. 4
Board Action Required: No

ELECTIONS HAVA GRANT DISCUSSION

On October 6, 2008 the Board voted to accept a HAVA grant in the amount of \$111,656.88 for the purpose of establishing additional one-stop voting locations in Craven County. At that time, Esther Hardin, Chair of the Craven County Board of Elections, was unavailable to explain the amount of the grant award, which was significantly higher than the amount requested. Ms. Hardin has asked to come before the Board at this meeting to discuss the grant.

Action: None required

Agenda Date: October 20, 2008
Presenter: Donna Rouse
Agenda Item No. 5
Board Action Required: _____

ABC BOARD REQUEST

Attachment #5 is a request by the ABC Board to keep \$105,000 that would normally be given to the County. State law places a limit on how much money the ABC Board can have on hand. Any amount over this limit is required to be remitted to the County unless the Board of Commissioners approves the ABC Board keeping it. Although the ABC Board budgeted to spend \$600,000 to upgrade several stores, they now want to keep the excess funds for other projects. The attached letter says the ABC Board has \$1.9 million cash reserve and plans to spend only \$1.2 million for expenses this quarter, but does not mention the revenues that will be generated during the same time period.

Agenda Date: October 20, 2008
Presenter: Charlie Humphrey
Agenda Item No. 6
Board Action Required: Yes

CLEAN WATER MANAGEMENT TRUST FUND APPLICATION

Earlier this year the NC Clean Water Management Trust Fund (CWMTF) sent out a request for grant proposals specifically for “innovative stormwater management projects” that will reduce stormwater runoff and improve water quality.

Cooperative Extension Agents Charlie Humphrey, Amy Andrews and Mike Carroll saw this as an opportunity to work with local businesses and government agencies in Craven County on a series of rainwater harvesting projects.

Rainwater harvesting is the process of capturing, storing and using rainwater for non-potable activities, thus reducing the use of potable water for non-potable uses. By capturing rainwater from rooftops of buildings during storms and storing the rainwater in appropriately sized cisterns, runoff and pollutant transport during storms is reduced. Reducing runoff during storms also lessens flash flooding in receiving streams/drainage-ways. Also, the rainwater stored in the cisterns can be used later for various applications. With rainwater harvesting, stormwater can become a resource to be utilized. Over the past few weeks, we developed a project proposal that includes the installation of 13 large cisterns and a holding pond on 6 sites in Fort Barnwell, Clarks, and New Bern. The sites include a hog farm, agricultural services business, NC DOT maintenance yard, Tryon Palace and a construction company. The harvested water will be used for flushing the hog houses, mixing with sludge for land application, wetting roads during road construction, large equipment washing and irrigation. These projects and demonstrations will be monitored to determine the volume of runoff reduced, water saved and water quality characteristics of the stormwater. Monitoring will be conducted by NCSU. The project, if funded, will last 2 years beginning in August 2009. This project will be used as a case study and information and data gathered will be presented to other businesses, agencies and communities.

The CWMTF requires grant recipients to front the initial costs associated with the project and provide quarterly progress reports with invoices showing project expenditures. The CWMTF will reimburse grantees the costs associated with the project after receipt of the reports. Cooperative Extension will manage the project and write the reports. For this grant, Craven County does not have to provide a cash match, but Cooperative Extension Agents (Charlie, Amy and Mike) and the 6 project cooperators will provide in-kind matches in the form of time, effort, labor and some equipment use. Again, a cash match from Craven County was not written into the grant.

The grant proposal was submitted on the October 15, 2008 (the due date), and will be reviewed over the next several weeks by the CWMTF. The CWMTF funds requested total \$205,000 for the project.

Action: The Board will be asked to approve the grant.

Agenda Date: October 20, 2008
Presenter: Tom Gaskill
Agenda Item No. 7
Board Action Required: No

MILITARY GROWTH TASK FORCE PRESENTATION

Executive Director of the Military Growth Task Force, Tom Gaskill, will present an update on the activities and progress of the organization.

Action: None required

Agenda Date: October 20, 2008
Presenter: Beth Atkins
Agenda Item No. 8
Board Action Required: No

CHAMBER OF COMMERCE FOCUS GROUP PRESENTATION

The New Bern Area Chamber of Commerce established a Vision Committee for the purpose of conducting a membership survey addressing “What should New Bern look like in 20-30 years, and why”? The areas of focus that emerged were business development, entertainment, environment, retail growth, transportation and Five Points and the Greater Broad Street area. Committee Chair, Beth Atkins, will present an overview of the effort, and introduce other members of the committee to present the results in each category. Attachment #8 lists the topics to be covered and their presenters.

Action: None required

Agenda Date: October 20, 2008
Presenter: _____
Agenda Item No. 9
Board Action Required: Yes

APPOINTMENTS

A. CLEAN SWEEP COMMITTEE

At the Board's last meeting, the slate contained in Attachment #9.A. was presented for approval. The appointments were deferred because of the Goldsboro address of one nominee, Jamie Johnson. It has been determined that Ms. Johnson is a Craven County employee of the Environmental Health Department.

B. FIREMEN'S RELIEF FUND BOARD OF TRUSTEES

Attachment #9.B. is a request from the Emergency Services Department for appointments to the Firemen's Relief Fund Board of Trustees.

Action: Consider appointments

Agenda Date: October 20, 2008
Presenter: Jim Hicks
Agenda Item No. 10

COUNTY ATTORNEY'S REPORT

Agenda Date: October 20, 2008
Presenter: Harold Blizzard
Agenda Item No. 11

COUNTY MANAGER'S REPORT

Agenda Date: October 20, 2008

Presenter: _____

Agenda Item No. 12

COMMISSIONERS' REPORTS

Agenda Date: October 20, 2008
Presenter: Arey Grady
Agenda Item No. 13
Board Action Required: Yes

CONSIDERATION OF IDENTITY THEFT PREVENTION ORDINANCE

The Federal Trade Commission has adopted regulations requiring “creditors” establish policies to help prevent identity theft. Identity thieves use personally identifying information to open new credit accounts and abuse existing credit accounts for financial gain - taking advantage of innocent victims. The new regulations require creditors to adopt Red Flag Rules and take action to mitigate potential identity theft. Such requirements apply to counties who own utility operations if the county is “extending credit” to the customer and it must have written procedures in place by November 1, 2008 in order to comply with the new regulations.

Although the County has previously taken steps to reduce the likelihood of identity theft, these efforts were primarily aimed at preventing the theft of employee information. The proposed program will aid in the prevention of theft of information obtained from water service customers of the County. Attachment #13 is the proposed Ordinance to Establish An Identity Theft Prevention Program which will be presented by Arey Grady.

Action: Consider proposed ordinance

Agenda Date: October 20, 2008
Presenter: Rusty Hayes
Agenda Item No. 14
Board Action Required: No

UPDATE ON NEW WATER RATES

Water Superintendent, Rusty Hayes, will provide an update on new water rates and public information efforts.

Action: None required