

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
TUESDAY, JANUARY 20, 2009
8:30 A.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE MINUTES OF JANUARY 5, 2009 REGULAR SESSION AND
JANUARY 8, 2009 RECONVENED SESSION

1. CONSENT AGENDA
 - A. Budget Amendments
 - B. Subdivision for Approval
 - C. Tax Releases and Refunds
 - D. Correction to December 15 Minutes
 - E. Set Public Hearing for CARTS
 - F. Environmental Health Fees
2. EAST CAROLINA BEHAVIORAL HEALTH REPORT (ECBH):
Roy Wilson, Director
3. RECREATION MATTERS: Jan Parker, Recreation Director
4. CONVENTION CENTER MATTERS: Sandy Chamberlin, Convention
Center Director
5. APPOINTMENTS
 - A. Havelock Library Board
 - B. Upcoming Appointments – February
6. COUNTY ATTORNEY'S REPORT: Jim Hicks
7. COUNTY MANAGER'S REPORT: Harold Blizzard
8. COMMISSIONERS' REPORTS

CONSENT AGENDA

A. BUDGET AMENDMENTS

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

Amendments:

Health-Cancer Control – Additional \$ 117 in grant money awarded from the state. Funding to be used for Mammograms and Cervical Biopsies.

Health – Healthy Carolinians – The state has awarded \$ 5,727 to the Healthy Carolinians program. Grant money to be used for contractual services.

Sheriff – Department received \$ 19,848 Nationwide Insurance check on 10/21/08 for accident settlement. A portion of this settlement (\$ 14,086) is to be used for more pressing needs – firearms, computers and mobile radios. (County to retain difference of \$ 5,762)

B. SUBDIVISION FOR APPROVAL

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

Long Creek Estates, Section 3 - Final

- Property owned by Harry B. Taylor and surveyed by Powell Surveying Company
- Property located within Twp 5 off of SR 1700 (Adams Creek Road)
- Subdivision contains 14 lots on 8.54 acres of land and is proposed to be served by community water and individual septic systems
- Planning Board reviewed and recommended the subdivision for final approval

C. TAX RELEASES AND REFUNDS

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

D. CORRECTION TO DECEMBER 15, 2008 MINUTES

Redundant appointments were made to the Firemen's Relief Fund Board of Trustees on December 15, 2008. The Board is requested to approve correction of the minutes, as shown in Attachment #1.D., as two of the listed terms had already been filled in October 2008.

E. SET PUBLIC HEARING FOR CARTS

CARTS has received the Fy 2010 Community Transportation Program (CTP) grant application. It requires that Craven County/CARTS hold a public hearing. The Board is requested to set the public hearing for March 2, 2009. The grant is due back to Raleigh no later than March 31, 2009 with no extensions.

F. ENVIRONMENTAL HEALTH FEES

The Board of Health recommended that the following new fees be approved for the Environmental Health Laboratory:

Heterotrophic Plate Count	Fee	\$30
Combination (HPC and TC/E coli)	Fee	\$42

These are new tests that can be performed with the current equipment and current staffing levels. This particular test was requested by Pamlico County to determine if the water in their water lines is stagnant or not. This type of test may be requested in Craven County in the future. Currently Pamlico County is the only customer requesting this test and Pamlico County would be responsible for payment. (See Attachment #1.F)

Board Action: A roll call vote for approval of all consent agenda items

Agenda Date: January 20, 2009

Presenter: Jan Parker

Agenda Item No. 2

Board Action Required: Yes

RECREATION MATTERS

Jan Parker, Recreation & Parks Director will request approval to apply for a Parks and Recreation Trust Fund grant to acquire and develop Craven County's Latham-Whitehurst nature park. A Waiver of Retroactivity from the State allowed the County to obtain this 133-acre tract from the Coastal Land Trust on August 29, 2008. The appraised value of the land will be allowed as a match for the grant, thus no cash amount will be required. The Recreation & Parks Department has been working on this project and held a public input meeting as well as meetings with the Twin Rivers Paddle Club and the Fairfield Harbour Property Owners Association to determine the needs and layout of the park. A State Conservation Easement limits the uses of this property to passive recreation only. Mrs. Parker will discuss the site plan and ask for approval to submit the grant and provide necessary signatures for the February 2, 2009 submission deadline.

Board Action: Approval to submit grant

Agenda Date: January 20, 2009
Presenter: Sandy Chamberlin
Agenda Item No. 3
Board Action Required: Yes

CONVENTION CENTER MATTERS

Convention Center Director, Sandy Chamberlin, has reviewed the Convention Center rental rate history and completed a competitive analysis including hotels, convention centers and conference centers within the Eastern Region and across the state.

Many facilities have taken substantial space rental increases over the past two years. Craven County's rate increases have been comparatively low. In addition many of these facilities do not include the equipment and services New Bern Riverfront Convention Center provides, including a one-time setup fee of all tables and chairs, a podium, microphone and sound system in each room, free onsite parking and our recently added free wireless internet service throughout the building. Based on these findings and increased operating costs, the attached space rental rate increases for 2010 are being recommended. (See Attachment #3).

The Convention Centers operational costs have increased for every expense line, with substantial increases in utility fees, refuse, linen rentals, cleaning fees, and staff salaries.

There has been little to no rate resistance from group bookings. Many larger conventions and trade shows qualify for rate variances based on their overnight room history and the groups' projected economic impact on Craven County.

Please review the attached Convention Center 2010 space rental recommendations for approval.

Board Action: Review and approve proposed fee adjustments

Agenda Date: January 20, 2009
Presenter: _____
Agenda Item No. 4
Board Action Required: Yes

APPOINTMENTS

A. HAVELOCK LIBRARY BOARD

The terms of Lossie Carter and Pat Coleman have expired and have previously been brought before the Board. At that time consideration was deferred but never introduced.

B. UPCOMING APPOINTMENTS

Terms on the Craven Aging Planning Board, Farmers Market Board, Nursing Home Advisory Committee and Fire Tax Commission are due to expire in February.

Board Action: Make necessary appointments

Agenda Date: January 20, 2009
Presenter: Jim Hicks
Agenda Item No. 5

COUNTY ATTORNEY'S REPORT

Agenda Date: January 20, 2009
Presenter: Harold Blizzard
Agenda Item No. 6

COUNTY MANAGER'S REPORT

Agenda Date: January 20, 2009

Presenter: _____

Agenda Item No. 7

COMMISSIONERS' REPORTS`