

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, AUGUST 17, 2009
8:30 A.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE MINUTES OF AUGUST 3, 2009 REGULAR SESSION

1. CONSENT AGENDA
 - A. Budget Amendments
 - B. Tax Releases and Refunds
 - C. Health Fees
 - D. Road Addition Requests
 - E. Subdivision for Approval
 - F. Designation of NCACC Voting Delegate
2. PUBLIC HEARING – JUSTICE ASSISTANCE GRANT
3. EMPLOYEE SPECIAL ACHIEVEMENT AWARDS: Chairman Jones
4. COASTAL COALITION FOR SUBSTANCE PREVENTION UPDATE:
Carol Mattocks, Chairman, and Jenna Leissner, Craven County Task
Force Co-Chair
5. PRESENTATION OF FAA GRANT OFFER FOR ACCEPTANCE:
Tom Braaten, Airport Director
6. BEARTOWN BEARS REQUEST: Barbara Lubsen and Virginia Fitzhugh
7. REVALUATION PROCESS UPDATE: Ronnie Antry, Tax Administrator,
and Glenn Jones, Chief Appraiser
8. ELECTRONIC OFFENDER MONITORING PROGRAM (EOMP)
PRESENTATION: Sheriff Jerry Monette and Lt. Lee Thomas
9. E-911 SIGN CONTRACT: Don Baumgardner, Planning Director
10. COUNTY ATTORNEY'S REPORT: Jim Hicks

11. COUNTY MANAGER'S REPORT: Harold Blizzard
12. COMMISSIONERS' REPORTS
13. CLOSED SESSION

**AGENDA
CRAVEN COUNTY WATER BOARD OF DIRECTORS
MONDAY, AUGUST 17, 2009**

ROLL CALL

APPROVE MINUTES OF MAY 4, 2009 REGULAR SESSION

1. FY CDBG COMMUNITY REVITALIZATION APPLICATION:
Harold Blizzard, County Manager
2. WATERLINE IMPROVEMENT PROJECT BIDS: Rusty Hayes,
Water Superintendent

Agenda Date: August 17, 2009
Presenter: _____
Agenda Item No. 1
Board Action Required: Yes

CONSENT AGENDA

A. BUDGET AMENDMENTS

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

Amendments: Rescue Squads – Budget additional funds to cover shortage in Rescue Squad's Workers Compensation line item for VFIS invoice dated 08/04/09 for \$ 51,615.00.

Volunteer Fire Depts – Budget additional funds to cover shortage in Fire Department's Workers Compensation line item for VFIS invoice dated 08/04/09 for \$ 51,615.00.

Cooperative Extension/SHIIP – Senior Health Insurance Information Program was budgeted to receive \$ 2,000 in grant funds. Actual amount received from NC Dept of Insurance was \$ 2,946.88. Need to budget the additional \$ 946.88 to be spent on meetings, other supplies and low income subsidies.

Cooperative Extension/SHIIP – Senior Health Insurance Information Program received \$ 4,200 in grant funds during FY '09. Of those receipts, \$ 747 remained unspent on June 30, 2009. Those funds need to be carried over and budgeted for FY '10.

Health/Lead Program – Awarded \$25,000 by the CDC for the Childhood Lead Poisoning Prevention program. These funds are to be used within the Lead Program for contract employees, educational materials, promotions, travel and supplies.

DSS Mandated Public Assistance – Additional funding of \$ 69,155.00 allocated to DSS for Crisis Intervention Program. Funding is 100 % Federal requiring no County match.

DSS/Senior-Meals Program – As of June 30, 2009, the Senior program had received \$ 10,942.37 in donations to be used for programs and meals. Of the donations received, only \$ 2,425.71 was spent. The remaining \$ 5,056.25 specified for meals and \$ 3,460.41 in general donations need to be budget in FY '10.

Convention Center – Appropriation of \$ 40,000 made from FD 801 TDA to Convention Center for expenses related to 300th Anniversary. Entry not made in Convention Center's original budget to include this revenue and expenditure.

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. HEALTH FEES

At it's meeting of August 10, 2009, the Board of Health recommended the attached schedule of adjustments to fees in various clinics (See Attachment #1.C). 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. The attachment shows the current rate for the service, the newly instituted Medicaid rate and the proposed rate to use as posted charges. Also attached is a new fee for Environmental Health to teach Lead Safety for Renovation, Repair and Painting Refresher course.

D. ROAD ADDITION REQUESTS

The Planning staff has received a request to add the following roads; **Lemonwood Drive** and **Aspen Court** to the state maintenance system in the Neuse Point East Subdivision located within Twp 5. A standard SR-2 Road Addition Resolution needs to be approved by the Board.

The Planning staff also received a request to add **Bentley Lane** to the state maintenance system in the River Ridge Subdivision located within Twp 7. A standard SR-2 Road Addition Resolution needs to be approved by the Board. The road addition resolution appears as Attachment #1.D.

E. SUBDIVISION FOR APPROVAL

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

The Village at Croatan Townhomes Sec. I – Final

- Property owned by LRH Development, LLC and surveyed by Brad Suitt & Assoc.
- Property located within Twp 6 off of SR 1100 (Catfish Lake Road)
- Subdivision contains 32 lots on 3.55 acres and is proposed to be served by community water and sewer
- Planning Board reviewed and recommended the subdivision for final approval

The Planning Director, Don Baumgardner asked to excuse him self from the Planning Board meeting when this subdivision was being voted upon due to a family conflict of interest. He has also requested to be excused from the recommendation of approval of this subdivision.

F. DESIGNATION OF NCACC VOTING DELEGATE

The Board will need to designate a voting delegate to the NCACC Conference August 27-30. (See Attachment #1.F.)

Board Action: Approve all consent agenda items in a roll call vote.

Agenda Date: August 17, 2009
Presenter: _____
Agenda Item No. 2
Board Action Required: Yes

PUBLIC HEARING – JUSTICE ASSISTANCE GRANT

At its August 3, 2009 meeting, the Board of Commissioners set a public hearing for August 17, 2009 for public input on a U.S. Dept. of Justice Grant, in the amount of \$19,830. This grant will not require any funding. The grant monies will be used to procure equipment for use by narcotics agents to combat the sale of narcotics in Craven County through a program entitled Operations Buy/Bust.

Sheriff Monette will be requesting approval to apply for this grant and will answer any questions the public or the Board of Commissioners may have.

Board Action: Approve application following public hearing

Agenda Date: August 17, 2009
Presenter: Chairman Jones
Agenda Item No. 3
Board Action Required: No

EMPLOYEE SPECIAL ACHIEVEMENT AWARDS

Each year employees are recognized by the Board of Commissioners for their length of service to Craven County at the Employee Appreciation and Awards Banquet. Although the banquet was cancelled this year as a cost savings measure, employees celebrating 5, 10, 15, 20, 25 and 30 or more years service will still be receiving certificates or gifts recognizing their tenure with Craven County without ceremony. Also, there are three special awards given at the annual banquet for Special Achievement, Department Head of the Year, and Employee of the Year. The recipients of those awards for this year have been invited to this meeting of the Board to accept their awards and be publicly recognized for their achievements.

Additionally, you will see on Attachment #3, that Deborah Hodges is one of ten winners of the 2008-2009 Local Government Federal Credit Union Employee Productivity Awards for the implementation of a comprehensive departmental safety audit program. Winners of the LGFCU Awards will be presented their awards at the NCACC annual conference where their respective commissioners in attendance will accompany them. Mrs. Hodges has been invited to this special meeting of the Board to be publicly recognized for her achievement.

Board Action: None required

Agenda Date: August 17, 2009
Presenters: Carol Mattocks and Jenna Leissner
Agenda Item No. 3
Board Action Required: No

COASTAL COALITION FOR SUBSTANCE ABUSE PREVENTION UPDATE

Coastal Coalition for Substance Abuse Prevention (CCSAP) originated from a community impact study initiated by United Way of Coastal Carolina in 2004. The idea was to bring community leaders together to collaboratively address one major problem in Craven, Carteret, Jones and Pamlico Counties, the four counties that comprised United Way of Coastal Carolina. When everyone at the table agreed on substance abuse prevention as the most pressing issue, a coalition formed with a mission of "Creating Communities Free of Substance Abuse". Today, Onslow County is a member of CCSAP, Eastern Carolina Council of Governments is our fiscal agent, and there are task forces in each county working on environmental changes to the culture of permissive underage drinking, the illegal use of prescription drugs and other illicit drug use. Ms. Mattocks and Ms. Leissner have requested to address the Board concerning the progress of these efforts.

Board Action: Receive report

Agenda Date: August 17, 2009
Presenter: Tom Braaten
Agenda Item No. 4
Board Action Required: Yes

PRESENTATION OF FAA GRANT OFFER FOR ACCEPTANCE

Coastal Carolina Regional Airport has received the FAA grant offer for AIP-31 and Airport Director, Tom Braaten, will be on the agenda to request acceptance and to answer any questions the Board may have. Attachment #5 contains a summary of the offer and a copy of the grant agreement, which will need to be executed.

Board Action: Receive presentation and authorize Chairman to execute grant agreement.

Agenda Date: August 17, 2009
Presenters: Barbara Lubsen and Virginia
Fitzhugh
Agenda Item No. 6
Board Action Required: Yes

BEARTOWN BEARS REQUEST

At its July 6, 2009 meeting, the Board of Commissioners approved the request by the Bear Town Bears organization to place three bear figures celebrating New Bern's 300th anniversary on County property. Approval was given on the condition that there would be no cost to the County associated with the installation, maintenance and removal of the bears, nor any liability for damages or injuries. A formal agreement to that end is currently under development.

In the meantime, Ms. Lubsen has been asked by representatives of Weyerhaeuser Corporation to determine the County's interest in receiving one of the bear figures as a gift to the County for display during the 300th celebration. It is understood that Weyerhaeuser does not choose to be held to the conditions as previously approved.

Board Action: Consideration of offer

Agenda Date: August 17, 2009
Presenters: Ronnie Antry and Glenn Jones
Agenda Item No. 7
Board Action Required: No

REVALUATION PROCESS UPDATE

Tax Administrator, Ronnie Antry, and Chief Appraiser, Glenn Jones, have asked to update the Board on the upcoming 2010 revaluation. Attachment #7 is a calendar of important dates for this effort that will occur over the next ten months. Additionally, Mr. Antry and Mr. Jones have offered to meet informally with individual Board members to discuss how the process will affect them in order to demonstrate the impact this process will have on the general citizenry.

Board Action: Receive update

Agenda Date: August 17, 2009
Presenters: Jerry Monette and Lee Thomas
Agenda Item No. 8
Board Action Required: Yes

ELECTRONIC OFFENDER MONITORING PROGRAM (EOMP) PRESENTATION

At its September 15, 2008 meeting, the Board of Commissioners heard details of an electronic monitoring program being considered by the Sheriff's Department. This program will relieve some of the costs associated with incarceration of inmates in the County Jail (See Attachment #8). This program would consist of house arrest with ankle bracelets used to monitor the movement of inmates. Eligible inmates will be placed in the program for a daily fee that they will pay to the Sheriff's Department.

In our current budget, two (2) positions for the Sheriff's Department were approved for this program. Lt. Lee Thomas and Sheriff Jerry Monette would like to present this program to the Board of Commissioners and request funding of \$81,000 to be paid to I Securetrac to cover monitoring fees and equipment leasing. This money would need to come from fund balance. The Sheriff will also need permission to sign a contract with I Securetrac.

Board Action: Receive report and consider request for approval.

Agenda Date: August 17, 2009
Presenter: Don Baumgardner
Agenda Item No. 9
Board Action Required: Yes

E-911 SIGN CONTRACT

The County's current street sign installation contractor moved to Morehead City about a year ago and has explained to the Planning Department that he wishes to terminate his contract with the County for his services. Presently, the department has found a new contractor that would take over the same duties as the previous contractor. The new contractor being proposed is Seth Parsons, owner of Breakwater Construction. He currently has the required insurance policy coverage's in effect, has met with the previous sign installation contractor and had agreed to be compensated the same as the previous contractor for the sign installation services. Mr. Baumgardner will ask the Board to approve this contractor and allow the Chairman to enter into a contract with Breakwater Construction for the installation of E-911 Street Signs. (See Attachment #9)

Board Action: Approve E-911 Contractor and allow Chairman to enter into a contract.

Agenda Date: August 17, 2009
Presenter: Jim Hicks
Agenda Item No. 10

COUNTY ATTORNEY'S REPORT

Agenda Date: August 17, 2009
Presenter: Harold Blizzard
Agenda Item No. 11

COUNTY MANAGER'S REPORT

Agenda Date: August 17, 2009

Presenter: _____

Agenda item No. _____

COMMISSIONERS' REPORTS

Agenda Date: August 17, 2009

Presenter: _____

Agenda Item No. 13

CLOSED SESSION

The Board will be asked to go into closed session for consultation with the County Attorney relative to potential litigation, pursuant to NCGS 143-318.11(a)(3).

Agenda Date: August 17, 2009
Presenter: Harold Blizzard
Agenda Item No. W/S #1
Board Action Required: Yes

FY CDBG COMMUNITY REVITALIZATION APPLICATION

Attachment #10 is a resolution which will enhance the County's application for FY 09 CDBG Community Revitalization for the James City revitalization area. Our consultants have advised that the County's application will receive more points if water fund revenues are committed to this project rather than funds coming directly from the County. If the application is approved, the water fund will ultimately be reimbursed at least 75% of the \$20,000 commitment.

Board Action: Adopt resolution

Agenda Date: August 17, 2009
Presenter: Rusty Hayes
Agenda Item No. W/S #2
Board Action Required: Yes

WATERLINE IMPROVEMENT PROJECT

On Friday, August 14, the Water Department will open bids to construct water lines in the County in accordance with priority projects planned for FY 2009-2010. Mr. Hayes will present the results of the bids to the Board at this meeting and request bid approval.

Board Action: Approve bid