

**AGENDA**  
**CRAVEN COUNTY BOARD OF COMMISSIONERS**  
**REGULAR SESSION**  
**TUESDAY, JULY 5, 2011**  
**7:00 P.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE MINUTES OF JUNE 20, 2011 REGULAR SESSION AND JUNE 10, 2011 RECONVENED SESSION

1. PETITIONS OF CITIZENS
  - A. Maria Williams
  - B. Daisy English (Terrance Hicks, William Stevens)
  - C. Donna Pope
2. TAX RELEASES AND REFUNDS: Ronnie Antry, Tax Administrator
3. RESOLUTION RECOGNIZING MASTER SERGEANT LESLIE JACKSON
4. PLANNING DEPARTMENT MATTERS: Don Baumgardner, Planning Director
  - A. CDBG Bid Award
  - B. Subdivisions for Approval
5. BUDGET AMENDMENTS: Rick Hemphill, Finance Director
6. COUNTY ATTORNEY'S REPORT: Jim Hicks
7. COUNTY MANAGER'S REPORT: Harold Blizzard
8. COMMISSIONERS' REPORTS

Agenda Date: July 5, 2011

**AGENDA**  
**WATER BOARD OF DIRECTORS**  
**TUESDAY, JULY 5, 2011**

ROLL CALL

APPROVE MINUTES OF JUNE 20, 2011 REGULAR SESSION

1. PUBLIC HEARING ON PROPOSED WATER RATE CHANGES

Agenda Date: July 5, 2011  
Presenters: Maria Williams, Daisy English,  
Donna Pope  
Agenda Item No. 1  
Board Action Required: No

## PETITIONS OF CITIZENS

### A. MARIA WILLIAMS

Maria Williams, who was a beneficiary of the CDBG project in James City, wishes to express her appreciation to the Board.

### B. DAISY ENGLISH

Daisy English, a resident and community worker in the James City area, wishes to thank the Board for supporting the CDBG program which has brought long sought improvements to the area. She indicated that she will be accompanied by Terrence Hicks and William Stevens.

### C. DONNA POPE

Donna Pope wishes to address the Board concerning a matter related to the Carolina East Medical Center Emergency Room.

**Board Action: Receive information**

Agenda Date: July 5, 2011  
Presenter: Ronnie Antry  
Agenda Item No. 2  
Board Action Required: Yes

### **TAX RELEASES AND REFUNDS**

Craven County Tax Administrator, Ronnie Antry, will present the routine requests for tax releases and refunds contained in Attachment #2 for the Board's approval.

**Board Action: A roll call vote is needed to approve tax releases and refunds**

Agenda Date: July 5, 2011  
Presenter: \_\_\_\_\_  
Agenda Item No. 3  
Board Action Required: Yes

**RESOLUTION RECOGNIZING MASTER SERGEANT LESLIE JACKSON**

The Chairman has requested that the Board adopt a resolution recognizing the meritorious achievement of Master Sergeant Leslie Jackson, USAF, a former resident of New Bern, who is a Bronze Medal recipient. His parents still reside in New Bern.

**Board Action: Consider adoption of resolution. (MSGT Jackson will be home over the holiday weekend, and may be able to attend the meeting.)**

Agenda Date: July 5, 2011  
Presenter: Don Baumgardner  
Agenda Item No. 4  
Board Action Required: Yes

## PLANNING DEPARTMENT MATTERS

### A. CDBG BID AWARD

A bid opening to identify the low responsible bidder for the construction of three (3) new frame-built homes (733 sq. ft., 2 Br, 1 Bath) was held on January 18, 2011. Bids were received from eight (8) regional contractors; United Builders, Neil Weeks, Ben Hager, B&B Construction, Bruin Builders, Williams Services, HCR, Inc. and Clint Blanton. *Note: This same floor plan was selected as the most cost effective comparable unit for all three (3) proposed reconstruction units to be built within the CDBG target area. Federal requirements require that "displaced" households be given the option to relocate on or off-site when dilapidated housing is cleared with CDBG funds. In this case, all three households elected to accept "reconstruction" on the site of their displacement home.*

The contractor submitting the lowest responsible bid was as follows:

733 sq. ft., 2 Bedroom, 1 Bath New Construction	Clint Blanton \$66,250 (Low Bid)
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At that time of the original bid opening, new construction at 306 Kennedy Drive was deferred pending a request for additional funding which has since been received. In order to move forward, a contract award by the Board of Commissioners for this unit to the low bidder, Clint Blanton Construction is needed.

**Board Action: A vote to approve this award is requested to move forward with the grant activities of the program.**

### B. SUBDIVISIONS FOR APPROVAL

Craven County Planning Director, Don Baumgardner, will present the following subdivisions, which are recommended by the Planning Board, for the Board's approval.

**Randy G. Register and Dawn R. Register-Final**

- Property is owned by Randy and Dawn Register and surveyed by Gaskins Land Surveying, P.A.
- Property is located within Twp 9, off of Davis Rd. (SR 1248)
- Parcel ID 9-020-006
- Subdivision contains 1 lot on 0.92 acres
- Lot proposed to be served by Craven County Water and an existing individual septic system

**Charles J. Register-Final**

- Property is owned by Shirley M. James and surveyed by Terry K. Wheeler, PE, PLS
- Property is located within Twp 1, off of Craven Farms Rd. (SR 1442)
- Parcel ID 1-048-011
- Subdivision contains 1 lot on 2.50 acres
- Lot proposed to be served by Craven County Water and proposed individual septic system

**Fronnie A. Jones III-Final**

- Property is owned by Fronnie A. Jones III and surveyed Mayo and Associates, P.A.
- Property is located within Twp 2, off of Antioch Rd. (SR 1433)
- Parcel ID 2-038-009
- Subdivision contains 3 lots on 6.999 acres
- Lots proposed to be served by Craven County Water and existing individual septic system

**Board Action: A vote to approve the subdivisions is requested.**

Agenda Date: July 5, 2011  
Presenter: Rick Hemphill  
Agenda Item No. 5  
Board Action Required: Yes

## **BUDGET AMENDMENTS**

Craven County Finance Director, Rick Hemphill, will present the following budget amendments for the Board's approval.

**Amendments:** General/Pass through – In 2010, the NC Dept of Juvenile Justice and Delinquency Prevention granted an additional \$ 25,000 award for a second year of project 'Youth/Parent Life Skills'. This is a community-based youth gang prevention program. Year 2 of the grant funding does not conclude until September 30, 2011. Need to budget the \$ 14,667 remaining from year 2 of the program.

General/Pass Through – Need to budget the HCCBG Senior Companion funding of \$ 34,821. This amount is then passed through to Coastal Community Action.

Criminal Justice Partnership Program – Need to budget the \$102,619 awarded to CJPP for FY '12. Board approved participation in the program during the 04/04/11 meeting. Breakdown of funding has just been confirmed and needs to be budgeted.

Home Health – Correct FY '12 budget entries in order to balance health departments. Need to reduce both the anticipated Home Health Medicare revenue and Transfer to Other Health department expenditure by \$75,572.

Volunteer Fire Depts – Correct FY '12 VFD budget entries to balance with approved grant match from County. Need to reduce each VFD grant amount by half to agree with the total County appropriation of \$ 66,415.

**Board Action: A roll call vote is needed to approve budget amendments**

Agenda Date: July 5, 2011  
Presenter: Jim Hicks  
Agenda Item No. 6

## **COUNTY ATTORNEY'S REPORT**

Agenda Date: July 5, 2011  
Presenter: Harold Blizzard  
Agenda Item No. 7  
Board Action Required: No

## COUNTY MANAGER'S REPORT

The Board will find in Attachment #7 the 911 Consolidation Feasibility Study commissioned by the Cities of Havelock and New Bern and Craven County. The purpose of the study was to determine the feasibility of consolidating three independent dispatch centers into one to serve all public safety agencies of the County. The main reasons for considering consolidation are increased efficiency, reduced costs, improved service, and improved interagency cooperation. The study concludes that the three entities should pursue dispatch consolidation to eliminate the current duplication of services and recommends a four phased approach for implementation. The County Manager will summarize the report and ask the Board if it wishes to pursue consolidation further.

**Board Action: Receive report**

Agenda Date: July 5, 2011  
Presenter: \_\_\_\_\_  
Agenda Item No. 8

## **COMMISSIONERS' REPORTS**

Agenda Date: July 5, 2011  
Presenter: \_\_\_\_\_  
Agenda Item No. \_\_\_\_\_ W/S #1  
Board Action Required: No

## **PUBLIC HEARING ON PROPOSED WATER RATE CHANGES**

The County has given notice that the Water Board will hold a public hearing for the purpose of providing information and hearing public comment on proposals to adjust water rates. The proposed rate adjustment will mean residential customers who use more water will pay higher rates which will in turn encourage water conservation.

Attachment # 4 includes copies of notice of the public hearing placed in the *Sun Journal* and on the County's website. It also includes updated water rate information previously provided to the Board which has been posted on the Water Department's website.

The Board is not being asked to make any decisions at this time. Instead, there are a number of options and other rate related issues that need to be discussed perhaps in a workshop setting.

Rusty Hayes, Water Superintendent, will review this information with the Board.

**Board Action: Receive information and public comment**