

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

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE MINUTES OF AUGUST 15, 2011 REGULAR SESSION

1. PETITIONS OF CITIZENS: Ken Crow
2. CARTS PUBLIC HEARING ON RURAL OPERATING ASSISTANCE PROGRAM GRANT: Phyllis Toler, CARTS Director
3. TAX DEPARTMENT MATTERS: Ronnie Antry, Tax Administrator
 - A. Tax Releases and Refunds
 - B. Settlement of 2010 Taxes
 - C. Charge to the Tax Collector
4. EASTERN CAROLINA BEHAIORAL HEALTH FISCAL MONITORING REPORT: Roy Wilson, CEO; Leza Wainwright, COO and Joy Futrell, Finance Officer
5. RESOLUTIONS
 - A. Military Family of the Quarter
 - B. Sickle Cell Awareness Month
6. BUDGET AMENDMENTS: Rick Hemphill, Finance Director
7. APPOINTMENTS
 - A. Agricultural Advisory Board (Deferred)
 - B. Firemen's Relief Fund Board of Trustees (Deferred)
 - C. Juvenile Crime Prevention Council (Deferred)
 - D. Criminal Justice Partnership Program`
 - E. Regional Aging Advisory Committee
 - F. Upcoming Appointments: October – December

8. WATER DEPARTMENT MATTERS
 - A. Approval of Minutes of August 15, 2011
 - B. Property Acquisition: Jim Hicks
9. COUNTY ATTORNEY'S REPORT: Jim Hicks
10. COUNTY MANAGER'S REPORT: Harold Blizzard
11. COMMISSIONERS' REPORTS
12. CLOSED SESSION

Agenda Date: September 6, 2011
Presenter: Judge Ken Crow
Agenda Item No. 1
Board Action Required: No

PETITIONS OF CITIZENS: KEN CROW

Judge Ken Crow wishes to thank the County staff for their efforts during a recent baseball tournament.

Board Action: Receive information

Agenda Date: September 6, 2011
Presenter: Phyllis Toler
Agenda Item No. 2
Board Action Required: Yes

CARTS PUBLIC HEARING ON RURAL OPERATING ASSISTANCE GRANT

Attachment #2 is a copy of the FY 2012 Rural Operating Assistance Program, completed application for Operating Assistance FY 2012 Rural Operating Assistance Program (ROAP) Grant and 2011-2012 ROAP Allocations by North Carolina counties. The Public Hearing Notice and the Craven County/CARTS FY 2012 ROAP Application have been posted on the Craven County web page.

Funds available to Craven County:

Elderly Disabled Transportation Assistance Program (EDTAP)	\$85,015
Employment (Dept of Social Services clients included)	\$50,253
Rural General Public (RGP)	\$90,673
Total Funding Available to Craven County	\$225,941

As part of the application package, Title VI Public Involvement Forms are available for the public to voluntarily complete. Completed forms will be returned with the ROAP application.

If approved by NCDOT/PTD this grant money will be utilized to fund transportation services provided by Craven Area Rural Transit System (C.A.R.T.S.). During FY 2010-2011 CARTS provided 41,640 one way passenger trips with Craven County ROAP funding.

Completed application is due back to NCDOT/PTD no later than Friday, September 30, 2011.

By way of this Public Hearing and Craven County Commissioner's meeting, CARTS is requesting approval to apply for the Craven County portion of the FY 2012 ROAP Grant.

Board Action: Receive public comment. Following the public hearing, the Board will be requested to take action approving this application.

Agenda Date: September 6, 2011
Presenter: Ronnie Antry
Agenda Item No. 3
Board Action Required: Yes

TAX DEPARTMENT MATTERS

A. TAX RELEASES AND REFUNDS

Craven County Tax Administrator, Ronnie Antry, will present the routine requests for tax releases and refunds contained in Attachment #3.A. for the Board's approval.

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

B. SETTLEMENT OF 2010 TAXES

Before being charged with the collection of the taxes for 2011, the settlement of the 2010 taxes will be presented. Copies of the settlement appear as Attachment #3.B.

Pursuant to GS 105-373, it is requested that the Board accept this settlement and enter it into its minutes.

Board Action: Vote to accept settlement

C. CHARGE TO THE TAX COLLECTOR

The Board is requested to adopt and enter into its minutes the attached order that is required by NCGS 105-321(b), as is done at this time each year. (See Attachment #3.C.)

Board Action: Vote to direct Tax Administrator to collect 2011 taxes

Agenda Date: September 6, 2011
Presenters: Wilson, Wainwright, Futrell
Agenda Item No. 4
Board Action Required: No

EASTERN CAROLINA BEHAVIORAL HEALTH FISCAL MONITORING REPORT

Roy Wilson, CEO; Leza Wainwright, COO; and Joy Futrell, Finance Officer will present the East Carolina Behavioral Health semi-annual report to the Board of Commissioners. Attachment # 4 is the Fiscal Monitoring Report that will be discussed.

Board Action: Receive information

RESOLUTIONS

A. MILITARY FAMILY OF THE QUARTER

The Board received a received a request to adopt a resolution contained in Attachment #5.A. recognizing Sergeant Joshua J. Milhorn as Military Family of the Quarter.

Board Action: Consider adoption of resolution, and designate a Commissioner to present it at the luncheon being held on Thursday, September 8.

B. SICKLE CELL AWARENESS MONTH

At this time each year the Board has traditionally received a request from the Sickle Cell Disease Association for the observance of Sickle Cell Awareness Month in Craven County.

Board Action: Consider proclamation for approval

Agenda Date: September 6, 2011
Presenter: Rick Hemphill
Agenda Item No. 6
Board Action Required: Yes

BUDGET AMENDMENTS

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

Amendments: Cooperative Extension/SHIIP – Senior Health Insurance Information Program received \$ 3,722 in grant funds during FY '11. Of those receipts, \$ 1,716 remained unspent on June 30, 2011. Those funds need to be carried over and budgeted for FY '12.

Cooperative Extension/SHIIP – Senior Health Insurance Information Program was originally budgeted to receive \$3,922 in grant funds for FY'12. The actual amount of funding was \$4,606. Need to budget the additional \$684 received.

Environmental Health/Healthy Homes – Program had unspent funds in the amount of \$ 26,490 at the end of FY '11. Need to budget this carryover balance in FY '12 for contract employee to instruct EPA required lead safety RRP class, to repair the XRF instrument and for other related expenses.

Health/BT Preparedness-Response Program – The amount awarded for the BT Preparedness/Response program was \$4,308 less than the original budget of \$56,582. Need to adjust the budget to reflect the actual amount of the grant - \$52,274.

Health/Diabetes – Program had unspent Public Health Foundation funds in the amount of \$ 1,110 at the end of FY '11. Need to budget this carryover balance and \$ 250 in State allocation to cover FY '12 expenses.

CARTS/Transportation – The amount awarded to CARTS by HCCBG (Home and Community Care Block Grant) was greater than originally budgeted. Need to increase revenue and expenditure by \$5,200 to correctly reflect the \$69,887 allocated for FY '12.

CARTS/Transportation – Rural Operating Assistance Program (ROAP) funding for FY '12 is more than projected. Need to budget a \$35,441 increase in revenues and expenditures among Craven's EDTAP (Elderly and Disabled Transportation Assistance Program), Employment and General Public Transportation programs.

DSS Mandated Public Assistance – Additional funding of \$100,740 allocated to DSS for Crisis Intervention Program. Funding is 100 % Federal requiring no County match.

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

Agenda Date: September 6, 2011
Presenter: _____
Agenda Item No. 7
Board Action Required: Yes

APPOINTMENTS

Deferred Appointments

- A. Agricultural Advisory Board
- B. Firemen's Relief Board of Trustees
- C. Juvenile Crime Prevention Council

September Appointments

- D. Criminal Justice Advisory Committee
- E. Regional Aging Advisory Committee

Upcoming Appointments: October – December

CURRENT DEFERRED APPOINTMENT(S):

A. Agricultural Advisory Board

AUTHORIZATION: Local Ordinance

MISSION/FUNCTION: Administer provision of the Craven County Voluntary Agricultural District Ordinance and perform other agricultural related tasks or duties assigned by the Craven Count Board of Commissioners.

NUMBER OF MEMBERS:
9

TYPE:
(See qualifications)

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

1) resident of area Townships, who represent the following categories; 2) agricultural landowner; 3) actively and directly involved in agricultural production on at least 10 acres of farmland 4) special interest, experience, or education in agriculture and/or rural land preservation

LENGTH OF TERMS: 3 Years

TERM (S) Ending: Patrick Pritchard (non-participation)

MEETING SCHEDULE: At the call of the Chairperson

COMPENSATION: No ; Yes Specify: _____

B. Firemen's Relief Fund Board of Trustees

AUTHORIZATION: NCGS 58-84-30

MISSION/FUNCTION: To safeguard firefighters in active service and dependent members of their families from financial loss resulting from sickness, injury or loss of life suffered while in performance of his or her duties as a firefighter.

NUMBER OF MEMBERS:
5 per department

TYPE:
2 appointed by Board of Commissioners; 2 appointed by the department; 1 appointed by Commissioner of Insurance

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: As necessary

TERM(S) ENDING:

Pete Bradeson (Already serving as State appointee)

C. Juvenile Crime Prevention Council

AUTHORIZATION: N.C.G.S. 147-33.66

MISSION/FUNCTION: To assess the needs of juveniles in the community, evaluate the adequacy of resources available and develop or propose ways to address unmet needs.

NUMBER OF MEMBERS:
25 (maximum)

TYPE: From among the following categories, or in some instances, the designees of the specified position: school superintendent, chief of police, sheriff, district attorney, chief court counselor, area mental health director, social services director, county manager, substance abuse professional, member of faith community, county commissioner, person under the age of 21, juvenile defense attorney, chief district court judge, member of the business community, local health director, non-profit representative, parks and recreation representative, up to seven additional members appointed by the Board of Commissioners

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: 2nd Monday of the month 12:30 p.m.

TERM(S) ENDING: (See Attachment)

ATTACHMENT(S): Attachment #7.C.

Remarks: _____

SEPTEMBER APPOINTMENTS:

NAME OF BOARD/COMMITTEE: Criminal Justice Advisory Board

AUTHORIZATION: N.C.G.S. 143B-273.10

MISSION/FUNCTION: To participate in a planning process to develop a community based corrections plan for programs funded through the Criminal Justice Partnership Act

NUMBER OF MEMBERS:
10 (minimum)

TYPE:
See qualifications below

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

The following categories must be represented to the extent possible: County Commissioners, County Manager, Superior Court judge, District Attorney, criminal defense attorney, public defender, County Sheriff, probation officer, City Chief of Police, community service coordinator, mental health, substance abuse, employment and training, community-based corrections or victims services, business community, crime victim

LENGTH OF TERMS: 3 Years

TERM(S) EXPIRING: All

MEETING SCHEDULE: Bi-monthly, second Tuesday

NAME OF BOARD/COMMITTEE: Regional Aging Advisory Committee

AUTHORIZATION: _____

MISSION/FUNCTION: The committee advocates on behalf of the senior population of COG Region P, and as advocates for seniors in their respective counties. It reviews and comments on laws, policies, actions and programs that affect older adults.

NUMBER OF MEMBERS:
27

TYPE:
3 Representatives of each county in Region P

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

Interest in issues affecting the senior population; older adults who are participants in aging services, representatives of older adults, older minority individuals, nutrition project representatives, general public, local elected officials

LENGTH OF TERMS: 3 Years

TERM(S) EXPIRING: Gertha Williams (Appointed 2002)

MEETING SCHEDULE: First Monday of January, April, July and October, 10:00 a.m.

COMPENSATION: No Yes

Specify: _____

Upcoming Appointments: October – December

October:

Clean Sweep Committee (Felix Croom, Dave Gardner, Jamie Johnson, Ivett Jones, Jan Parker, Pat Sager, Tim Tabak, Thomas Wooten)

Firemen's Relief Fund Trustees (Jim Hines)

Industrial Facilities Pollution Control Financing Authority (Dell Ipock, Gray Lancaster)

Promise Place (Amy Currin, Rodney Currin, Rebecca McKenny, Sandy Perry)

November: None

December: Commissioners' Appointments

*Board of Equalization and Review (Grover Lancaster, Al Otto, Bill Pope, Jimmy Smith, Jerry Stapleford, Drew Willis)

**This board does not have terms certain; however, an ending date is required for entry into the appointments database*

Health Board (James Jackson, Rosanne Leahy, Trey Paul, Reed Underhill)

Havelock Library Board (Jacqueline Attaway)

New Bern Library Board (Molly Ritter)

Vanceboro Library Board (Dorothy Bryant)

Reminder: The Nursing Home and Adult Care Home Advisory Committees have met their minimal staffing requirements; however, additional appointees are welcome.

Board Action: Consider appointments

Agenda Date: September 6, 2011
Presenter: Jim Hicks
Agenda Item No. 8
Board Action Required: Yes

WATER DEPARTMENT MATTERS

- A. APPROVAL OF AUGUST 15, 2011 MINUTES
- B. PROPERTY ACQUISITION

Attachment #8.B. is an offer to purchase a tract of approximately 1.22 acres for well construction.

Board Action: Consider offer

COUNTY ATTORNEY'S REPORT

Offer to Purchase Real Property (1206 Walt Bellamy Drive, New Bern; Parcel ID# 8-011-182)

The County has received an offer from Clovis, Inc. in the amount of \$4,434.80 for this property, which is owned jointly with the City of New Bern (it was acquired as a result of a joint tax foreclosure). The total taxes that were foreclosed on for this property, both County and City, were \$4,434.80. The tax value is \$3,900.

This sale was previously approved; however, the buyer was concerned about a potential title problem, and revoked its offer prior to the City of New Bern approving the same. The title issue has been resolved, and the buyer desires to proceed with the purchase.

Should the Board desire to accept this offer, then the property will then be advertised for upset bids in accordance with General Statutes. Once no further upset bids are timely received, the County and City may accept or reject the final bid. The City of New Bern has already approved the offer.

Agenda Date: September 6, 2011
Presenter: Harold Blizzard
Agenda Item No. 10

COUNTY MANAGER'S REPORT

Agenda Date: September 6, 2011
Presenter: _____
Agenda Item No. 11

COMMISSIONERS' REPORTS

Agenda Date: September 6, 2011
Presenter: _____
Agenda Item No. 12

CLOSED SESSION

The Board will be requested to go into closed session pursuant to N.C.G.S. 143-318 (a)(6) to discuss a personnel matter.