

**AGENDA  
CRAVEN COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
MONDAY, NOVEMBER 21, 2011  
8:30 A.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE MINTUES OF NOVEMBER 7, 2011

1. TAX RELEASES AND REFUNDS: Ronnie Antry, Tax Administrator
2. REQUEST TO SET CLOSEOUT PUBLIC HEARING - JAMES CITY  
FY08 COMMUNITY REVITALIZATION PROJECT: Don Baumgardner,  
Planning Director
3. AIRPORT REQUEST: Tom Braaten, Airport Director
4. REQUEST FOR RESOLUTION IN SUPPORT OF ROADWAY  
IMPROVEMENTS IN THE INDUSTRIAL PARK: Jack Veit, County Manager
5. BUDGET AMENDMENTS AND ORDINANCE UPDATE: Rick Hemphill,  
Finance Director
6. APPOINTMENTS
  - A. Deferred Appointments
  - B. Upcoming Appointments
7. RESOLUTION SUPPORTING LEGISLATION TO REQUIRE VOTER ID:  
Commissioner Dacey
8. COUNTY ATTORNEY'S REPORT: Jim Hicks
9. COUNTY MANAGER'S REPORT: Jack Veit
10. COMMISSIONERS' REPORTS

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Manager
5. BUDGET AMENDMENTS AND ORDINANCE UPDATE: Rick Hemphill,  
Finance Director

**Audit Report for FY 2010-2011: Lou Cannon, McGladrey & Pullen**

Agenda Date: November 21, 2011  
Presenter: Ronnie Antry  
Agenda Item No. 1  
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 #1 for the Board's approval.

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

Agenda Date: November 21, 2011  
Presenter: Don Baumgardner  
Agenda Item No. 2  
Board Action Required: Yes

**REQUEST TO SET CLOSEOUT PUBLIC HEARING FOR JAMES CITY FY08  
COMMUNITY REVITALIZATION PROJECT**

The Planning Department requests that the Board set a closeout public hearing for the James City FY08 CDBG Community Revitalization Project at 7:00 PM on 12/05/11. Final program activities are underway and the County is required to hold a public hearing prior to submitting the closeout documents to the NC Department of Commerce.

**Board Action: Set public hearing as requested**

Agenda Date: November 21, 2011  
Presenter: Tom Braaten  
Agenda Item No. 3  
Board Action Required: Yes

### **AIRPORT REQUEST**

Coastal Carolina Regional Airport is fortunate to have been chosen by Federal Express for one of its select few distribution centers in North Carolina to be located aboard an airport. The Federal Express distribution center at Coastal Carolina Regional Airport provides a significant benefit for businesses and individuals residing in Craven County. Currently, Coastal Carolina Regional Airport Authority leases land to Express Properties, the entity which constructed the Federal Express distribution center. Federal Express recently requested that the County and the Airport execute a Subordination and Non-Disturbance Agreement to ensure their continued operations at the distribution center in the event of a default by Express Properties. In other words, if Express Properties fails to comply with their obligations to the County and the Airport under the existing land lease, then Federal Express would still be able to step into a direct lease with the County or the Airport so long as commercial operations continue at the airport. In the unlikely event that the County and/or the Airport decide to discontinue commercial airport operations, then the lease could be terminated. The attorneys for all parties have approved the Agreement as it is being submitted.

**Board Action: Approval of agreement**

Agenda Date: November 21, 2011  
Presenter: Jack Veit  
Agenda Item No. 4  
Board Action Required: Yes

**REQUEST FOR RESOLUTION IN SUPPORT OF ROADWAY IMPROVEMENTS IN  
THE INDUSTRIAL PARK**

County Manager, Jack Veit, will present the resolution shown as Attachment #4 at the request of the Economic Development Commission, and the North Carolina Department of Transportation.

**Board Action: Consider adoption of resolution**

Agenda Date: November 21, 2011  
Presenter: Rick Hemphill  
Agenda Item No. 5  
Board Action Required: Yes

## **BUDGET AMENDMENTS AND ORDINANCE UPDATE**

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

**Amendments:** Seized Property – Budget \$ 10,000 from Seized Property fund balance to be utilized in drug buys.

DSS Mandated Public Assistance – Funding of \$119,515 has been allocated to DSS for Low-Income Home Energy Assistance Program (LIEAP). Funding is 100 % Federal requiring no County match.

Health/Adult Primary Care – Additional \$42,802 in General Aid-to-County funds to be allocated to Craven Health Dept. Need to budget \$10,000 of that increase in Adult Primary Care program for lab supplies and contract with consultant.

Health/Family Planning – Additional \$42,802 in General Aid-to-County funds to be allocated to Craven Health Dept. Need to budget \$28,952 of that increase in Family Planning for contraceptives, medical and other supplies.

Health/Communicable Disease – Additional \$42,802 in General Aid-to-County funds to be allocated to Craven Health Dept. Need to budget \$3,850 of that increase to cover services provided by ECU Tuberculosis doctor last fiscal year (Dec 2010 – June 2011). Holdup by ECU attorneys resulted in payments being delayed to this fiscal year.

Health/Lead CDC Grant Program – The CDC awarded Craven County a \$50,000 per year grant for a period of 3 years. We originally budgeted \$40,000 for fiscal year 2012 as the start date of the program was September 1, 2011. Being that each grant year runs September 1 – August 31, we have now been advised by the State to budget \$41,667 this initial fiscal year, \$50,000 for fiscal years 2013 and 2014, and \$8,333 for fiscal year 2015. The additional \$1,667 for current fiscal year needs to be budgeted for postage and training.

Planning/CDBG FY 10 Contingency Infrastructure – Budget additional \$296,648 Community Development Block Grant (CDBG) funded by NC Community Investment and Assistance. A part of the Contingency Infrastructure grant had already been approved. Budgeting this remaining portion is needed to appropriate the total \$451,648 grant award. These funds are to be utilized for street, water and sewer improvements.

**Ordinances:** CDBG FY 10 Contingency Infrastructure

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

Agenda Date: November 21, 2011  
Presenter: \_\_\_\_\_  
Agenda Item No. 6  
Board Action Required: Yes

## **APPOINTMENTS**

### **A. Deferred Appointments**

Clean Sweep Committee  
Industrial Facilities Pollution Control Financing Authority

### **B. Upcoming Appointments – December - March**

**A. DEFERRED APPOINTMENT(S):**

**NAME OF BOARD/COMMITTEE:** Craven County Clean Sweep Committee

**AUTHORIZATION:** Bylaws

**MISSION/FUNCTION:** To eliminate littering and promote recycling through education and ordinance enforcement.

**NUMBER OF MEMBERS:**

25

**TYPE:**

Civic, neighborhood, municipal, industrial business, schools

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

**LENGTH OF TERMS:** 3 Years

**TERM(S) EXPIRING:**

**Felix Croom (Appointed 2008; not participating)**  
**Dave Gardner (Appointed 1991; active member)**  
**Janie Johnson (Appointed 2008; moved away)**  
**Ivett Jones (Appointed 2003; not participating)**  
**Jan Parker (Appointed 1997)**  
**Pat Sager (Appointed 2008; active member)**  
**Tim Tabak (Appointed 2008; resigned)**  
**Thomas Wooten (Appointed 2001; not participating)**

**MEETING SCHEDULE:** 3<sup>rd</sup> Wednesday of the months of March, June, September and December

**COMPENSATION:** No  Yes  Specify: \_\_\_\_\_

**Attachments:**

**NAME OF BOARD/COMMITTEE:** Industrial Facilities Pollution Control Financing Authority

AUTHORIZATION: Bylaws

MISSION/FUNCTION: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NUMBER OF MEMBERS:

7

TYPE:

Qualified electors

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

LENGTH OF TERMS: 6 Years

TERM(S) EXPIRING:

**Dell Ipock (Appointed 1999)**

**Gray Lancaster (Appointed 1999)**

MEETING SCHEDULE: Annual Meeting on 2<sup>nd</sup> Tuesday in October; otherwise, as needed

COMPENSATION: No  : Yes  Specify: \_\_\_\_\_

**ATTACHMENT(S):**

**December:** Commissioners' Appointments

\*Board of Equalization and Review (James Findley, 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. (please reference County Manager's memo)*

Health Board (Paul Gaskins: initial appointment 2008; James Jackson: initial appointment 2008; Rosanne Leahy: initial appointment 2008; Trey Paul: initial appointment 2006; Reed Underhill: initial appointment 2008)

Havelock Library Board (Jacqueline Attaway: initial appointment 2011 to unexpired term)

New Bern Library Board (Molly Ritter: initial appointment 1993)

Vanceboro Library Board (Dorothy Bryan: initial appointment 1991)

**January:**

Craven Aging Planning Board (Dora Jones: initial appointment 2010)

**February:**

Craven Aging Planning Board (All are ex officio agency representatives)

Stephanie Allen (Legal Aid)

Carolyn Bland (Senior Tarheel Legislature)

Gwendolyn Bryan (County Manager)

Tonya Cedars (Eastern Carolina COG)

Clayton Gaskins (CarolinaEast)

Jim Harriett (DSS)

**March:**

Craven Aging Planning Board

Linda LeDrew: initial appointment 2010)

**Board Action: The Board will need to consider necessary appointments**

Agenda Date: November 21, 2011  
Presenter: Commissioner Dacey  
Agenda Item No. 7

**RESOLUTION SUPPORTING LEGISLATION TO REQUIRE VOTER ID**

Commissioner Dacey will present the resolution shown as Attachment #7.

## COUNTY ATTORNEY'S REPORT

### **Regulation of Solid Waste Disposal at Convenience Centers and Curbside Recyclable Materials**

Attachment #8 contains proposed amendments to Chapter 37, Article II of the Code of Ordinances. The primary purpose for these amendments is to better clarify the restrictions on scavenging from recycle bins once they are placed curbside. Each municipality within the County (except for the Town of Bridgeton) has signed an interlocal agreement with the County, whereby the County's regulations apply within the municipality. In addition to the County's contract with GDS whereby ownership of the materials are conveyed to GDS as part of the compensation for recycling collections, there has been an increase in citizens' complaints regarding scavenging at the curbside.

The secondary purpose of the amendments is to bring the Code into compliance with the actual solid waste collection and services currently provided by the County. Most of the proposed deletions are due to certain activities and sites that the County no longer conduct or operate.

A public hearing is not required to adopt these amendments, but the Board may conduct one all the same should it desire.

Agenda Date: November 21, 2011  
Presenter: Jack Veit  
Agenda Item No. 9

## **COUNTY MANAGER'S REPORT**

Agenda Date: November 21, 2011  
Presenter: \_\_\_\_\_  
Agenda Item No. 10

## **COMMISSIONERS' REPORTS**