

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, MARCH 5, 2012
7:00 P.M.**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVE MINUTES OF FEBRUARY 20, 2012 REGULAR SESSION

CHAIRMAN'S PRIVILEGE

1. PETITIONS OF CITIZENS
 - A. Ray Griffin
 - B. Mark Griffin
 - C. Pat Gallo
 - D. Hal James

2. TAX RELEASES AND REFUNDS: Ronnie Antry, Tax Administrator

3. RESOLUTION RECOGNIZING THE MILITARY FAMILY OF THE QUARTER

4. PLANNING DEPARTMENT MATTERS: Don Baumgardner, Planning Director
 - A. Building Code Update
 - B. Road Addition Requests
 - C. Subdivision for Approval

5. BUDGET AMENDMENTS: Rick Hemphill, Assistant County Manager for Finance and Administration

6. APPOINTMENTS
 - A. Clean Sweep Committee
 - B. Industrial Facilities Pollution Control Financing Authority
 - C. Board of Equalization and Review
 - D. Craven Aging Planning Board
 - E. Upcoming Appointments

7. COUNTY ATTORNEY'S REPORT: Jim Hicks

8. COUNTY MANAGER'S REPORT: Jack Veit
9. COMMISSIONERS' REPORTS
10. CLOSED SESSION

Agenda Date: March 5, 2012
Presenter: Chairman Allen

CHAIRMAN'S PRIVILEGE

Agenda Date: March 5, 2012
Presenters: R. Griffin, M. Griffin, Gallo, James
Agenda Item No. 1
Board Action Required: No

PETITIONS OF CITIZENS

- A. RAY GRIFFIN
- B. MARK GRIFFIN will provide a briefing on North Carolina Eastern Region.
- C. PAT GALLO wishes to speak about local government.
- D. HAL JAMES will address the Board concerning religious freedom.

Board Action: Receive information

Agenda Date: March 5, 2012
Presenter: Ronnie Antry
Agenda Item No. 2
Board Action Required: Yes

TAX RELEASES AND REFUNDS

Craven County Tax Administrator, Ronnie Antry, will present the 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: March 5, 2012
Presenter: _____
Agenda Item No. 3
Board Action Required: Yes

RESOLUTION RECOGNIZING THE MILITARY FAMILY OF THE QUARTER

The Board received a request to adopt a resolution, shown as Attachment #3, recognizing Master Sergeant Kevin Harrington and his family as Military Family of the Quarter. A luncheon will be held in their honor on Thursday, March 8, 2012 at 12 noon at the New Bern Golf and Country Club, where they will be presented with the resolution. A Commissioner is requested to attend and present the resolution.

Board Action: Adopt resolution

Agenda Date: March 5, 2012
Presenter: Don Baumgardner
Agenda Item No. 4
Board Action Required: Yes

PLANNING DEPARTMENT MATTERS

A. BUILDING CODE UPDATE

Planning Director, Don Baumgardner and Chief Building Inspector, Shelton Toler, will provide the Board with an update on the March 1, 2012 Building Code changes.

Board Action: No action is required.

B. ROAD ADDITION REQUESTS

Attachment #4.B contains two (2) road addition resolutions requesting that the Board of Commissioners approve Willis Landing Road and Blount Brimage Drive to be turned over to the State of North Carolina for maintenance. These resolutions, once passed, will be forwarded to NCDOT for their final consideration and acceptance of the road to the State Maintenance System.

Board Action: A vote by the Board of Commissioners is needed to approve the standard SR2 Road Addition Resolution.

C. SUBDIVISION FOR APPROVAL

On February 23, 2012 the Planning Board met and recommended the following subdivision for approval.

Vernice Fulcher Hoyle-Final

- Property is owned by Vernice Fulcher Hoyle and surveyed by Jerry Ryan, PLS
- Property is located within Twp 3 off of Dover Fort Barnwell Rd. (SR 1262)
- Parcel ID 3-040-018
- Subdivision contains 1 lot on 3.002 acres
- Lot is proposed to be served by Craven County water and an individual septic system

Board Action: A vote to approve the subdivision is needed.

Agenda Date: March 5, 2012
Presenter: Rick Hemphill
Agenda Item No. 5
Board Action Required: Yes

BUDGET AMENDMENTS

Assistant County Manager for Finance and Administration, Rick Hemphill, presented the following budget amendments for the Board's approval.

Amendments: DSS Mandated Public Assistance – Additional funding of \$174 allocated to DSS for Share the Warmth program. Funding is 100% State requiring no County match.

Health/Risk Reduction/Refugee – Need to budget additional state funding of \$1,455 for Refugee Health. These funds will be used to help provide interpretation using Telelanguage.

Health/Family Planning – State awarded funding of \$169 to assist with cost of mandatory infection control training. The training is required to comply with NCAC 0206: Infection prevention – health care settings.

Cooperative Extension/EFNEP– Need to budget a \$ 6,000 grant awarded to the Expanded Food and Nutrition Education Program (EFNEP). These funds were awarded from CarolinaEast Foundation and will be used to improve the health of limited resource youth and families with young children.

Inspections – Funds are needed to cover gasoline expenses for remainder of fiscal year. Revenue in both mechanical inspection fees and electrical inspection fees is exceeding expectations to date. Need to budget additional \$4,550 in mechanical inspection fees and \$800 in electrical inspection fees to cover the additional \$5,350 needed for gasoline for remainder of fiscal year.

EMS/LEPC – Need to budget a \$ 10,000 Hazardous Materials Emergency Preparedness (HMEP) grant awarded to the Local Emergency Planning Committee (LEPC). These funds are for the 2012 Business and Industry Conference where emergency responders, private industry, local governments and others will receive information on complying with SARAH Title III and EPCRA.

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

Agenda Date: March 5, 2012
Presenter: _____
Agenda Item No. 6
Board Action Required: Yes

APPOINTMENTS

- A. Clean Sweep Committee
- B. Industrial Facilities Pollution Control Financing Authority
- C. Board of Equalization and Review
- D. Craven Aging Planning Board
- E. Upcoming Appointments

DEFERRED APPOINTMENT(S):

A. Craven County Clean Sweep Committee

AUTHORIZATION: Bylaws

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

NUMBER OF MEMBERS:
15

TYPE:
Civic, neighborhood, municipal, industrial business, schools

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

LENGTH OF TERMS: 3 Years

TERM(S) EXPIRING:

(There are six vacancies remaining.)

MEETING SCHEDULE: 3rd Wednesday of the months of March, June, September and December

COMPENSATION: No Yes Specify: _____

Attachments:

B. 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)

(One of these seats has already been filled, leaving one vacancy)

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

COMPENSATION: No : Yes Specify: _____

ATTACHMENT(S):

C. Board of Equalization and Review

AUTHORIZATION: NCGS 105-322

MISSION/FUNCTION: To examine and review the tax lists of the county for the current year; to hear any taxpayer, on request, with respect to the listing and/or appraisal of his property.

NUMBER OF MEMBERS:

7

TYPE:

Citizens

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

LENGTH OF TERMS: Unlimited

MEETING SCHEDULE: 1st Monday in May; 2nd Monday in June

COMPENSATION: No Yes Specify: \$100/day (chairman); \$85/day (members)

Current Board of Equalization and Review:

James Findley (2003)

George Norris (2012)

Bill Pope (1996)

Ronald Saggio (2012)

Jimmy Smith (2009)

Jerry Stapleford (1999)

Drew Willis(1996)

NEW APPOINTMENT(S) - MARCH

D. Craven Aging Planning Board

AUTHORIZATION: Bylaws

MISSION/FUNCTION: To provide a comprehensive assessment of the needs and opportunities associated with older adults; an achievable vision of successful aging. Craven County based programs for the support of and investment in older adults and their families, including a system of care for high-risk older adults; and policy strategies for maximizing the functional independence and quality of life of older adults and their families consonant with their wishes and desires. Serves as the sole policy formulation board concerning aging programs on behalf of the Craven County Board of Commissioners.

NUMBER OF MEMBERS:

18

TYPE:

Agency-10; Local Government-3
Client/Caregiver-2; Senior Representative-3

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.): Representative of senior population (60+ years of age), client representative (caretaker of an older adult, employed by or volunteering for senior service provider) or representative of one of the following agencies or government entities: Craven County DSS, Craven County Health, Carolina East Medical Center, CARTS, Employment Security Commission, Neuse Center, Coastal Community Action, Legal Aid of North Carolina, Senior Tarheel Legislature, Craven County Commissioners, Craven County Manager, Council of Governments.

LENGTH OF TERMS: 2 Years

TERM(S) EXPIRING: Linda LeDrew, Public Rep. (Initial appointment 2010)

MEETING SCHEDULE: Fourth Thursday of every second month, beginning in January, at 1:30 p.m. in the Craven County Administration Building

COMPENSATION: No Yes Specify: _____

E. UPCOMING APPOINTMENTS:

April

Voluntary Agricultural District: Jackie Amerson, Dale Dawson, Patrick Pritchard (Initial appointments 2009)

Zoning Board of Adjustment: John Brazelton (Alternate), Gerald Teel, Alvin West (Alternate) (Initial appointments 2009)

May

Carolina East Medical Center: Milt Gold (initial appointment 2000); Dell Ipock (initial appointment 2008), Barbara Lee (initial appointment 2006), Lonnie Pridgen (initial appointment 2002)

Eastern Carolina Workforce Development Board: Kimsey Welch – Vocational Education (initial appointment 2002)

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

Agenda Date: March 5, 2012
Presenter: Jim Hicks
Agenda item No. 7

COUNTY ATTORNEY'S REPORT

Agenda Date: March 5, 2012
Presenter: Jack Veit
Agenda Item No. 8

COUNTY MANAGER'S REPORT

Agenda Date: March 5, 2012
Presenter: _____
Agenda Item No. 9

COMMISSIONERS' REPORTS

Agenda Date: March 5, 2012
Presenter: _____
Agenda Item No. 10

CLOSED SESSION

The Board will be requested to go into closed session pursuant to NCGS 143-318.11(a)(5) concerning property acquisition.