

AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, APRIL 16, 2012
8:30 A.M.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVE MINUTES OF APRIL 2, 2012 REGULAR SESSION

1. PUBLIC HEARING – FY 08 CDBG JAMES CITY “ADD-ON” PROJECT
2. TAX RELEASES AND REFUNDS: Ronnie Antry, Tax Administrator
3. RESOLUTIONS AND PROCLAMATIONS
 - A. Craven County Tartan: Kelly Beasley, Craven 300th Committee
 - B. Earth Day Proclamation
4. GOVERNOR’S VOLUNTEER AWARDS: Tharesa Lee, Awards Coordinator for Craven County
5. MONARCH PRESENTATION: Eileen Bress, Quality Management Community Coordinator
6. VANCEBORO RESCUE TRUCK PURCHASE: Chief Stacey Lewis
7. PLANNING DEPARTMENT MATTERS
 - A. HCP Contract Amendment: Don Baumgardner, Planning Director
 - B. FY 11 Repetitive Flood Claim Project Agreement and Administrative Guidelines/Policies: Chip Bartlett, Holland Consulting Planners
 - C. Flood Damage Prevention Ordinance – Repetitive Loss Provision: Don Baumgardner
8. APPOINTMENTS
 - A. Deferred Appointments
 - B. Craven Aging Planning Board
 - C. EMS Advisory Council
 - D. Regional Aging Advisory Committee
 - E. Upcoming Appointments
9. BUDGET AMENDMENTS: Rick Hemphill, Finance Director
10. COUNTY ATTORNEY’S REPORT: Jim Hicks

11. COUNTY MANAGER'S REPORT: Jack Veit
12. COMMISSIONERS' REPORTS
13. CLOSED SESSION

Agenda Date: April 16, 2012
Presenter: _____
Agenda Item No. 1
Board Action Required: No

PUBLIC HEARING – FY 08 CDBG JAMES CITY “ADD-ON” PROJECT

A public hearing will be held on Monday, April 16, 2012 at 8:30 am. The purpose of the public hearing is to receive input from citizens and review the budget and activities that have been accomplished through the County’s FY08 CDBG-James City “Add-on” Project. The program activities are nearing completion and the County is in the process of closing out the program. A public hearing is required to close out the grant.

Board Action: Receive comments from the public

Agenda Date: April 16, 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 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: April 16, 2012
Presenter: Kelly Beasley
Agenda Item No. 3
Board Action Required: Yes

RESOLUTIONS AND PROCLAMATIONS

A. CRAVEN COUNTY TARTAN

Members of the District 2 Community Sub-committee for the Craven 300th Anniversary Celebration have been working with Mr. Brian Dobbs on creating a Craven County tartan. He created 4 possible designs for the 300th Birthday, and District 2 gathered a committee to help select the tartan, with input from the staff. Ms. Ila Grey White will be purchasing the material to make a 3x5 banner to either be placed in the County Courthouse or the County Administration Building. This is all being done as a gift to the County by these interested citizens; however, a resolution of support for their endeavor is needed in order to proceed through the registration for an official tartan. This is being done to recognize the Scottish contribution in the settlement of our area. Each registered tartan design is distinctly different from all other designs. Attachment # 3.A contains the requested resolution, which explains the colors that were chosen

B. EARTH DAY PROCLAMATION

The Board has traditionally been requested to adopt a proclamation recognizing Earth Day in Craven County. Attachment #3.B is the requested resolution which is being presented by Craven County's "Less Means More" conservation initiative.

Board Action: Consider resolution and proclamation for adoption

Agenda Date: April 16, 2012
Presenter: Theresa Lee
Agenda Item No. 4
Board Action Required: No

GOVERNOR'S VOLUNTEER AWARDS

Theresa Lee, Awards Coordinator for Craven County, will present to the Board Craven County's 2012 recipients of the Governor's Volunteer Awards. Attachment #4 provides information on the service of each recipient.

The New Bern Area Chamber of Commerce Non-Profit Council is proud to recognize these citizens for their service to the Craven County community as part of the National Volunteer Week observance.

Board Action: None

Agenda Date: April 16, 2012
Presenter: Eileen Bress
Agenda Item No. 5
Board Action Required: No

MONARCH PRESENTATION

Eileen Bress, Quality Management Community Coordinator, will make a PowerPoint presentation concerning the Monarch Ability Garden project. Attachment #5 is a synopsis of the project.

Board Action: None – receive information

Agenda Date: April 16, 2012
Presenter: Chief Stacey Lewis
Agenda Item No. 6
Board Action Required: No

VANCEBORO RESCUE TRUCK PURCHASE

For the last several months the Vanceboro Fire Department has been looking and meeting with vendors on replacing unit 1507. They are at a point where they can't add any more equipment to the truck without it being overweight. After many nights at the firehouse, a decision was made on the truck. They are planning to purchase the truck from Triad Fire in Kernersville NC. The truck is a Pierce Encore on an International 4-door 440 Chassis. The price of the truck is \$291,860. The proposal was presented to the membership and to the Board of Directors, with both approving the purchase of the truck. They are planning to finance the purchase through First South Bank, for a loan of \$175,000. A quote has been given for 7 years at 2.8%. The payment would be \$2299.64 a month.

Board Action: None - information only according to policy

PLANNING DEPARTMENT MATTERS

A. HCP CONTRACT AMENDMENT

A contract amendment to the CDBG Contingency Infrastructure Project is needed to increase the HCP contract amount from \$69,000 to \$76,500 (+7,500) to compensate the Consultant for administering the following services related to the County's Community Development Block Grant (CDBG) Contingency Infrastructure Category Project: (See Attachment #7.A.)

- Assisting the Project Engineer and County Attorney in obtaining 22 easements for the Old Pollocksville Road sewer extension activity.
- Delay in execution of Willis Landing Road waterline construction contract due to additional required submittals for environmental review process.
- Assistance with developing CDBG needs assessment for Hurricane Irene recovery.

This proposed amendment would come out of the Contingency Project budget and is 100% grant funded.

Board Action: A vote to approve this contract amendment is needed in order to move forward with this project.

B. FY 11 REPETITIVE FLOOD CLAIM PROJECT AGREEMENT AND ADMINISTRATIVE GUIDELINES/ POLICIES

The Planning Department requests that the Board accept the forthcoming grant agreement for the \$132,455 Repetitive Flood Claim Project #RFC-PJ-04-NC-2011-002 and authorize the Chairman to execute the grant agreement. This grant will provide 100% of the cost of elevation of one residential structure located at 101 New Street in Bridgeton.

If the Commissioners so choose to accept the above mentioned grant, the Planning Department requests that the Commissioners approve the resolution shown as Attachment #7.B approving the administrative guidelines and policies for the FY2011 Repetitive Flood Claim (RFC) Program.

Board Action: Grant the Chairman the authority to enter into the Repetitive Flood Claim Project Grant Agreement and approve the Administrative Guidelines and Policies for the FY11 Flood Claim Program.

C. FLOOD DAMAGE PREVENTION ORDINANCE – REPETITIVE LOSS PROVISION

In response to Mr. Michalek's request on Monday, April 2nd for the County to look into adding a repetitive loss provision into our Flood Damage Prevention Ordinance, the Planning Department was in contact with our National Flood Insurance Program State representative to ask if this provision could be added to our ordinance. Below are some of the positives and negatives of adding this provision to our ordinance.

Positive- If a flood **insured** structure receives damages two times in a 10 year period, where the cost of repairing the flood damage, on the average, equaled or exceeded 25 percent of its market value at the time of each flood then that property owner could receive \$30,000 in Increased Cost of Compliance funds from the National Flood Insurance Program. The structure would be required to be elevated to the regulatory flood protection elevation.

Negative- If an **uninsured** structure receives damages two times in a 10 year period, where the cost of repairing the flood damage, on the average, equaled or exceeded 25 percent of its market value at the time of each flood that property owner would be required to elevate their structure to the regulatory flood protection elevation by their own means and with no assistance from the National Flood Insurance Program.

Currently as our ordinance states, the only time someone can receive Increased Cost of Compliance funding is for their structure to be damaged 50% or more of the structure's pre-damage market value.

In short, if we enact the repetitive loss provision within our Flood Damage Prevention Ordinance, we would have to enforce this provision uniformly across the county with no regard if the citizen has flood insurance or not.

Board Action: None

Agenda Date: April 16, 2012
Presenter: _____
Agenda Item No. 8
Board Action Required: Yes

APPOINTMENTS

- A. Deferred Appointments
- B. Craven Aging Planning Board
- C. EMS Advisory Council
- D. Regional Aging Advisory Committee
- E. Upcoming Appointments

A. PENDING APPOINTMENT(S):

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: None

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)**

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

COMPENSATION: No Yes Specify: _____

Attachment(s): None

Agricultural Advisory Committee

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 Township representing; 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

MEETING SCHEDULE: At the call of the Chairperson

COMPENSATION: No Yes Specify: _____

TERM(S) ENDING:: Jackie Amerson, Dale Dawson (Initial appointments 2009)

CURRENT APPOINTMENT(S) - APRIL

B. 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: Public Representative vacancy created by moving Dean Roberts to a Client Representative slot on the Board (Havelock Senior Center)

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

COMPENSATION: No X Yes Specify: _____

Attachment(s): Attachment # 8.B.

C. EMS (Emergency Medical Services) Advisory Council

AUTHORIZATION: Bylaws

MISSION/FUNCTION: Develops and recommends for approval by the Board of Commissioners standards of care, procedures and actions which will maintain and improve the quality of emergency Medical Services for the residents of Craven County.

NUMBER OF MEMBERS:
28

TYPE:
County Manager (or representative), County
Emergency Services Director,
Representative from each Craven County
Emergency Medical Services Provider,
representative from each authorized First
Responder Provider, hospital president (or
designee), Craven County Medical Director,
physician nominated by Craven County
Medical Society, representative from Craven
County Communications, representative
from Craven County Firemen's Association,
hospital Emergency Room Supervisor,
citizen (non-provider affiliated), Community
College Dean of Continuing Education,
representative nominated by Craven County
Law Enforcement Association,
representative from naval hospital aboard
MCAS Cherry Point, ad hoc members
(ECCOG EMS Director, OEMS Regional
Coordinator, American Red Cross Director

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

(See above)

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: Bi-monthly

COMPENSATION: No Yes Specify: _____

Attachment(s): Attachment #8.C.

D. 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

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

COMPENSATION: No Yes Specify: _____

Attachment(s): Attachment # 8.D.

E. UPCOMING APPOINTMENTS:

May

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

June

ABC Board: John “Curly” Brazelton (initial appointment 2000)

Eastern Carolina Council of Governments: James Walker (initial appointment 2011)

Economic Development Commission: Mike Epperson (initial appointment 2009)

North Carolina Eastern Region: Mark Griffin (initial appointment 2010)

Planning Board: Jessie White (initial appointment 1996)

Recreation Advisory Committee: Jeff Cannon (2002), Mike Marks (2001),
Dennis Smith (2009), Brad White (2006)

Coastal Carolina Airport Authority: Curtis Bare (1991), Royce Jordan (1997), Kenny
Morris (2011)

Tourism Development Authority: Barbara Dotterer (hospitality; initial appointment 2007)

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

Agenda Date: April 16, 2012
Presenter: Rick Hemphill
Agenda Item No. 9
Board Action Required: Yes

BUDGET AMENDMENTS

Craven County Assistant County Manager-Finance/Administration, Rick Hemphill, will present the following budget amendments for the Board's approval.

Amendments: Environmental Health – Due to unusual circumstances, funds are needed by Environmental Health to cover expenditures through fiscal year end. In December 2011, Environmental Health had to utilize \$4,884 of their salary line to cover an Employment Security Commission invoice for a former employee receiving unemployment benefits. Now, a vacation payout is owed to an Environment Health Specialist that recently resigned. The result of these two events has left salary related expenditures in need of \$7,834. As another employee terminated earlier, Environmental Health has been forced to hire two new Specialists the first quarter of this year. These new employees are required to attend mandatory out of town training. An additional \$2,750 will be needed to cover these added expenditures. Environment Health needs \$10,584 from fund balance to cover these unforeseen events.

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

Agenda Date: April 16, 2012
Presenter: Jim Hicks
Agenda Item No. 10

COUNTY ATTORNEY'S REPORT

Agenda Date: April 16, 2012
Presenter: Jack Veit
Agenda Item No. 11

COUNTY MANAGER'S REPORT

Agenda Date: April 16, 2012
Presenter: _____
Agenda Item No. 12

COMMISSIONERS' REPORTS

Agenda Date: April 16, 2012
Presenter: _____
Agenda Item No. 13

CLOSED SESSION

The Board will be requested to go into closed session pursuant to NCGS 143-318.11(a)(6) to consider a personnel matter.