

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
TUESDAY, JANUARY 22, 2013
8:30 A.M.**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

APPROVE MINUTES OF JANUARY 7, 2013 REGULAR SESSION

1. EMERGENCY OPERATIONS CENTER CONTRACT: Gene Hodges, Assistant County Manager – Facilities/Operations
2. SUBMISSION OF COMMUNITY SERVICES BLOCK GRANT DOCUMENTS TO COMMISSIONERS: Charlotte Neely, Family and Children’s Services Program Director
3. TAX RELEASES AND REFUNDS: Ronnie Antry, Tax Administrator
4. SOCIAL SERVICES BUDGET AMENDMENTS: Alfreda Stout, Assistant Social Services Director
5. CARTS REQUEST TO SET PUBLIC HEARING: Phyllis Toler, CARTS Director
6. QUARTERLY EOMP REPORT: Capt. Jesse Pittman, Administrative Division Commander, Sheriff’s Department
7. PROMISE PLACE UPDATE: Aaron Arnette, County Attorney Associate
8. BUDGET AMENDMENTS: Rick Hemphill, Assistant County Manager-Finance/Administration
9. APPOINTMENTS
 - A. Pending
 - B. Current
 - C. Upcoming
10. COUNTY ATTORNEY’S REPORT: Jim Hicks

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

Agenda Date: January 22, 2013

Presenter: Gene Hodges

Agenda Item No. 1

Board Action Required: Yes

EMERGENCY OPERATIONS CENTER CONTRACT

On November 19, 2012, the Craven County Board of Commissioners voted to approve the bid from Brydge & Lee, Inc. for the construction phase of the EOC-911 project and to continue to work with the company to find any cost savings associated with the project. The initial low bid was \$1,041,260 and after multiple rounds of project review, a savings of \$18,529 has been identified. The contractor and the architect have committed to continue to seek cost saving measures throughout the project. At this time, we recommend execution of a contract to Brydge & Lee for the construction phase of the EOC-911 Center for an amount not to exceed \$1,022,731.

Board Action: Consider award of construction contract.

Agenda Date: January 22, 2013

Presenter: Charlotte Neely

Agenda Item No. 2

Board Action Required: No

SUBMISSION OF COMMUNITY SERVICES BLOCK GRANT DOCUMENTS TO COMMISSIONERS

The North Carolina Department of Health and Human Services requires the Board of County Commissioners in each of the Community Services Block Grant service areas to review the FY2013-2014 Community Services Block Grant Application and to have the opportunity to make comments. Copies of the grant application have previously been submitted to all members of the Board of Commissioners, along with the executive summary. For proof of receipt, the grant application will need to be placed as an agenda item for comment at the next County Commissioners' meeting, although it does not require Board of Commissioners' approval.

Board Action: Receive information

Agenda Date: January 22, 2013

Presenter: Ronnie Antry

Agenda Item No. 3

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 #3 for the Board's approval.

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

Agenda Date: January 22, 2013

Presenter: Alfreda Stout

Agenda Item No. 4

Board Action Required: Yes

SOCIAL SERVICES BUDGET AMENDMENTS

At the last meeting of the Board, the following budget amendment that was requested by DSS was deferred.

DSS Mandated Services – DHHS has awarded additional funding to Dept of Social Services. Need to budget \$101,839 additional funding for Low Income Energy Assistance Program (LIEAP), \$230,549 for Crisis Intervention Program (CIP) and \$30,815 for Administration. These funds are 100% Federal. There is no County match.

Additional clarification was requested, which DSS Assistant Director, Alfreda Stout, will be present to provide. Attachment #4.A. contains fact sheets regarding LIEAP and CIP that she will discuss.

In addition, another budget amendment will be presented for approval, which appears as Attachment #4.B. for the Family Caregiver Program. In early December a waiting list was implemented for In Home Services, as the threshold had been reached for service provision with existing funding. Last week DSS was made aware of additional Family Caregiver funds available in our Area Agency on Aging Region. DSS requested and was approved for an additional \$26,701.

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

Agenda Date: January 22, 2013

Presenter: Kelly Walker

Agenda Item No. 5

Board Action Required: Yes

CARTS REQUEST TO SET PUBLIC HEARING

Kelly Walker will present the request to set a public hearing for 7:00 p.m. on February 4, 2013 which appears as Attachment #5.

Board Action: Consider request to set public hearing.

Agenda Date: January 22, 2013

Presenter: Jesse Pittman

Agenda Item No. 6

Board Action Required: No

QUARTERLY EOMP REPORT

Sheriff's Department Administrative Commander, Jesse Pittman, will provide the Quarterly Report of the Electronic Offender Monitoring Program for the months October, November and December.

Board Action: Receive information

Agenda Date: January 22, 2013

Presenter: Aaron Arnette

Agenda Item No. 7

Board Action Required: No

PROMISE PLACE UPDATE

At the last meeting, the Board discussed the structure and operations of Promise Place, and requested clarification. County Attorney Associate, Aaron Arnette, has followed up on the request and will present his findings.

Board Action: Receive information

Agenda Date: January 22, 2013

Presenter: Rick Hemphill

Agenda Item No. 8

Board Action Required: Yes

BUDGET AMENDMENTS

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

Amendments: EMS/CERT – Need to budget grant funds awarded from NC Crime Control & Public Safety/Division of Emergency Management/NC Citizens Corps. Funds to help ensure adequate community disaster preparedness are awarded to the following Community Emergency Response Teams (CERT): Fairfield Harbour - \$1,980, Town of Riverbend - \$1,000, City of New Bern - \$1,775, Havelock - \$1,962 and Town of Trent Woods - \$1,500. No County match required.

Sheriff – Need to budget the \$16,435 grant awarded by the NC Governor's Highway Safety Program. The Board had previously approved the grant application and resolution during the October 1, 2012 board meeting. These funds are needed to acquire equipment necessary for night time traffic safety checkpoints. No County match required.

Non-Departmental – Need to budget \$125,000 received from NC Department of Commerce. These funds are provided to support the initiatives ensuring military base continuity for MCAS Cherry Point and FRC East.

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

Agenda Date: January 22, 2013

Presenter: _____

Agenda Item No. 9

Board Action Required: Yes

APPOINTMENTS

- A. Pending
- B. Current
- C. Upcoming

Board Action: If the intent is to make appointments effective immediately, a motion to waive the one meeting waiting requirement would be in order.

PENDING APPOINTMENT(S):

Industrial Facilities Pollution Control Financing Authority

There is one term remaining; **Lloyd Taylor** has agreed to serve, but no application on file.

Recreation and Parks Advisory Board

One vacancy to replace Mike Marks, representing Twp. 9; no applications on file

Adult Care Home Advisory Committee

Four vacancies remaining, no applications on file

Juvenile Crime Prevention Council

Juvenile Defense Attorney to replace Mike Barnhill; no applications on file

New Bern Board of Adjustment, Extraterritorial Representative

Vacancy to replace Starlin Beatty; no applications on file.

PENDING APPOINTMENTS, CONT'D.

NEW BERN-CRAVEN COUNTY PUBLIC LIBRARY

AUTHORIZATION: Bylaws and NCGS 153-250.4

MISSION/FUNCTION: To determine policy of the library, advise in preparation of the budget, approve the budget, study relevant legislation, provide adequate facilities.

NUMBER OF MEMBERS: _____

10

TYPE:

5 County Appointees

5 City Appointees

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

LENGTH OF TERMS: 6 Years

MEETING SCHEDULE: 7:30 p.m. 1st Tuesday of alternate months February, April, June, August, October and December)

COMPENSATION: No Yes Specify: _____

Term Ending December 31: Kenneth Brinson (wishes to step down)

Application on File: Kyna Herzinger (Attachment # 9.A.)

B. CURRENT APPOINTMENTS

CRAVEN COUNTY COMMUNITY CHILD PROTECTION TEAM

AUTHORIZATION: NCGS 7B-1406

MISSION/FUNCTION: To respond to child protection needs before a child is harmed by taking action to identify and address gaps or deficiencies in services and resources through the annual report to the County Board of Commissioners, collaboration with community partners, promoting public awareness and advocating for action that addresses the child protection needs of each county.

NUMBER OF MEMBERS:

11-16

TYPE:

DSS Director, DSS staff member, law enforcement officer, attorney from DA's office, executive director of local community action agency, public School superintendent or designee, member of DSS Board, mental health professional, Guardian ad Litem Coordinator, Public Health Director, local health care provider, EMS/firefighter, District Court Judge, Commissioners appointees from other county agencies or community at-large

QUALIFICATIONS: Stated above.

LENGTH OF TERMS: As set by respective agencies, position and Commissioners'

MEETING SCHEDULE: Quarterly; January, April, July, October

Application on file: Bradley Lanto (Attachment # 9.B.) submitted for consideration to replace John Roberts from Cherry Point.

C. UPCOMING APPOINTMENTS

February

Craven Aging Planning Board: B.J. Ipock (Initial Appointment 2011)

Firemen's Relief Fund Board: George Brown, No. 9 (Initial Appointment 1999)
Billy Joiner, West New Bern
(Initial Appointment 2011)
Theron McCabe, Harlowe (Initial Appointment 1999)
Raymond T. White, No. 9 (Initial Appointment 1999)

Fire Tax Commissioners: Wilfred Chagnon, Tri-Community
(Initial Appointment 2011)
Casesell Martin, Twp. 5
(Initial Appointment 1998)
Thomas Williams, Tri-Community
(Initial Appointment 2011)

Nursing Home Advisory Committee: Alvia Hearren (Initial Appointment 1991)
Brinda Moore (Initial Appointment 2007)

Zoning Board of Adjustment: Lee Kyle Allen III (Initial Appointment 2010)
Bud Stilley (Initial Appointment 2010)

March

EMS Advisory Council: Crystal Davis (Initial Appointment 2011)
Jonathan Gaskins (Initial Appointment 2011)
Ian Jose (Initial Appointment 2011)
Elizabeth Melvin (Initial Appointment 2011)
Sarah Rakowski (Initial Appointment 2011)

Firemen's Relief Fund: Robert Blalock -#7 (Initial Appointment 2011)
W.O. Gaskins, Jr.- LSC (Initial Appointment 1999)
John Harrell – Tri-Comm (Initial Appointment 2011)
Donald Heath– Ft. Barnwell (Initial Appointment 2011)
Johnny Midgette- #1 (Initial Appointment 1999)

Richard Peterson– Tri-Comm
(Initial Appointment 2003)
Ralph Roeland - #6 (Initial Appointment 1999)
Clarence Simpson- Rhems (Initial Appointment 1999)
Matthew Spirko – (Initial Appointment 2012)
Duward White – Dover (Initial Appointment 2003)
Douglas Whitford – LSC (Initial Appointment 1999)
Graham Williams - #7 (Initial Appointment 2001)

Fire Tax Commissioners:

Clarence Edwards - #6 (Initial Appointment 2003)
Reuben Earl Hart - #7 (Initial Appointment 1998)
James T. Jackson- #9 (Initial Appointment 1998)
Lee Kirkman - #9 (Initial Appointment 2011)
Grover Lancaster - #1 (Initial Appointment 1998)
Mike Lucas –West New Bern
(Initial Appointment 1998)
William Mathews - #3 (Initial Appointment 1998)
Milton McCoy - #9 (Initial Appointment 1998)
Curtis Morris - #1 (Initial Appointment 1998)
Larry Paul - #6 (Does not wish to be reappointed)
Steve Redd – West New Bern
(Initial Appointment 1998)
Alton Riggs - #7 (Initial Appointment 1998)
Clarence Simpson -Rhems (Initial Appointment 1998)
James W. Smith - #3 (Initial Appointment 2008)
Howard Spence – Swift Creek
(Initial Appointment 2011)
William Stilley –Swift Creek (Initial Appointment 1998)
Joseph Wetherington – Swift Creek
(Initial Appointment 2008)

Agenda Date: January 22, 2013

Presenter: Jim Hicks

Agenda Item No. 10

COUNTY ATTORNEY'S REPORT

Agenda Date: January 22, 2013

Presenter: Jack Veit

Agenda Item No. 11

COUNTY MANAGER'S REPORT

Agenda Date: January 22, 2013

Presenter: _____

Agenda Item No. 12

COMMISSIONERS' REPORTS

Agenda Date: January 22, 2013

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) regarding a personnel matter. After the Board returns to regular session it will be appropriate to recess to reconvene in work session.