

**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

TO: Jack Veit III, County Manager
FROM: Don Baumgardner, Planning Director
DATE: January 15, 2013

RE: **COMMISSIONERS' AGENDA FOR 01/22/2013**

1. **Closeout Public Hearing – FY11 CDBG-Contingency Program (Infrastructure Grant)**

Presented by: Chad Strawn, Assistant Planning Director

Craven County is in the process of closing out the FY11 CDBG Contingency Infrastructure Grant Program that involved infrastructure improvements in four (4) locations throughout the county. The first step in the closeout process involves holding a public hearing. The purpose of this morning's public hearing is to review the budget and activities that have been accomplished through the grant program to date.

The County used CDBG funds to:

1. Blount Brimage Rd.
 - Relocation of 920 LF of existing county waterline.
2. Pine Cliff Rd.
 - Relocation of 1,320 LF of existing county waterline
 - Electric utility relocation
3. Willis Landing Rd.
 - Construct 3,640 LF of new 4" and 2" county waterline to address moderate and severe water needs of ten households (existing failing private water wells).
 - Provided homeowners contribution for road improvements of Willis Landing Rd.
4. Old Pollocksville Rd.
 - Construct a new 8" sewer (3000 LF) along a section of Old Pollocksville Rd. to include installation of sewer laterals for 18 households currently being served by aging septic systems.

The CDBG Grant Budget is as follows:

- Street Improvements - \$63,416 – 100% expended
- Sewer Improvements - \$268,067 – 90% expended*
- Water Improvements - \$75,000 – 100% expended
- Administration - \$45,165 – 100% expended

Total CDBG Funds = \$451,648.00

*We project that all funds under this project will be expended by the end of January, once the remaining residential sewer connections are made.

Action: Receive comments from the public.

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 Brydgc & 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 Brydgc & 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.

COASTAL REGIONAL SOLID WASTE MANAGEMENT AUTHORITY

AUTHORIZATION: Resolution pursuant to NCGS 153A, Article 22

MISSION/FUNCTION: Regulates in an environmentally safe manner the collection, transport, storage, processing and disposition of municipal solid waste in order to protect the public health, safety and welfare; operates the tri-county (Craven, Pamlico, Carteret) landfill.

NUMBER OF MEMBERS:

3

2

2

TYPE:

Craven County

Carteret County

Pamlico County

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

LENGTH OF TERMS: 4 Years

MEETING SCHEDULE: 2nd Thursday of each month at 2:00 p.m.

COMPENSATION: No Yes Specify: _____

Application on file: John Kirkland (Attachment #9.B.1.) to replace William Ritchie

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.

CREDIT MEMOS SUBJECT TO BOARD APPROVAL ON 01/22/2013

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
BRINSON, BERTHA HRS FORECLOSURE-LIEN EXTINGUISHED	0824355 2012-0006580	33.30
BRUNO, BONITA C APPRAISAL ERROR CORRECTION	0083543 2012-0007336	496.49
BRUNO, BONITA C DOUBLE BILLED-SEE ACCT 34570	0095175 2012-0091694	739.32
CONRAD, DUSTIN J MILITARY EXEMPTION	0082874 2012-0011741	158.26
DAVIS, WILLIAM JOHN JR CORRECTED APPRAISAL ERROR ON BOAT	0094648 2012-0091636	133.90
DAVIS, WILLIAM JOHN JR CORRECTED APPRAISAL ERROR OF BOAT	0094648 2012-0091700	373.72
DIPAULA, JOSEPH CLEMENT JR AND VALUE CORRECTION OF BOAT	0093992 2012-0090615	20.33
DODD, JACK GRIFFIN III & MARY VALUE CORRECTION OF BOAT	0087370 2012-0091638	603.60
EDWARDS, LORI WALL APPRAISAL ERROR CORRECTION	2111170 2012-0091741	60.29
FORTUNA, JIM & JODY NO TAX SITUS IN CRAVEN COUNTY	0076449 2012-0019461	469.39
FRAZIER, MARY M DWELLING UNOCCUPIED SINCE 1997	0043562 2012-0019891	36.00
GASKINS, DENNIS GORDON & DWELLING UNOCCUPIED SINCE 2009	2637025 2012-0020952	36.00
H & D DEVELOPMENT LLC ROADS ACCEPTED BY NCDOT 2-4-2010	0054865 2012-0023643	16.87
H & D DEVELOPMENT LLC ROADS ACCEPTED BY NCDOT 2-4-2010	0054865 2012-0023644	19.76

CREDIT MEMOS SUBJECT TO BOARD APPROVAL ON 01/22/2013

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
H & D DEVELOPMENT LLC ROADS ACCEPTED BY NCDOT 2-4-2010	0054865 2012-0023646	15.41
H & D DEVELOPMENT LLC ROADS ACCEPTED BY NCDOT 2-4-2010	0054865 2012-0023647	21.17
H & D DEVELOPMENT LLC ROADS ACCEPTED BY NCDOT 2-4-2010	0054865 2012-0023648	50.14
HART, ALFRED G & DARRELL DWELLING UNOCCUPIED SINCE 2009	3207760 2012-0025323	36.00
HAWKINS, JAMES MILTON & OLIVER VALUE CORRECTION PER BILL OF SALE	0095145 2012-0091648	204.22
JOHNSON, ROBERT MILITARY EXEMPTION	0094602 2012-0091654	10.73
KEECH, LEWIS R & RHONDA P APPRAISAL ERROR CORRECTION	0028356 2012-0091453	244.87
KING, JOHN G & ADELL F DWELLING VACCANT SINCE 2000	4138800 2012-0032081	37.44
LANE, MICHAEL W NOT IN BUSINESS 1/1/2012	4269701 2012-0090859	37.02
LEATHER, JEFF BOAT HAS NO TAX SITUS IN CRAVEN CO.	0068605 2012-0033821	21.24
LEXMI HOSPITALITY LLC APPRAISAL ERROR CORRECTION	0077707 2012-0034434	459.10
LINKE, STEVEN RANDALL AND STOC VALUE CORRECTION PER BILL OF SALE	0094566 2012-0091657	274.18
LOPEZ, SHEILA DOUBLE BILLED SEE ACCT 71881	0092018 2012-0035204	49.39
MILLS, DIANE B APPRAISAL ERROR CORRECTION	0064303 2012-0039429	116.58

CREDIT MEMOS SUBJECT TO BOARD APPROVAL ON 01/22/2013

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
PETERSON, DONALD J BOAT HAS NO TAX SITUS IN CRAVEN CO.	0094366 2012-0091664	653.90
RAMSEY, ROBERT K DOUBLE BILLED-SEE PID 1-053-013.1	0023494 2012-0047217	271.97
SANDERSON, THOMAS J DOUBLE LISTED WITH TICKET #91127	0033791 2012-0091488	543.30
SEARCY, BRICE MILITARY EXEMPTION	0094528 2012-0091671	321.88
SKINNER, CARL JR VETERANS EXCLUSION FOR 2012	6584175 2012-0052363	268.29
STANLEY, JUDITH LYNN DID NOT OWN 1/1/2012	0079823 2012-0091180	41.08
WARD, JAMES H CORRECTED VALUE PER BILL OF SALE	0076719 2012-0091681	194.98
WARD, JAMES H CORRECTED VALUE PER BILL OF SALE	0076719 2012-0091735	205.22
	36 -CREDIT MEMO(S)	7,275.34

REFUNDS SUBJECT TO BOARD APPROVAL ON 01/22/2013

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
FOWLER, MARGARET SENIOR EXCLUSION REMOVED IN ERROR	0031689 2008-0019452	66.60
FOWLER, MARGARET SENIOR EXCLUSION REMOVED IN ERROR	0031689 2009-0019520	64.47
FOWLER, MARGARET SENIOR EXCLUSION REMOVED IN ERROR	0031689 2010-0017856	55.21
FOWLER, MARGARET SENIOR EXCLUSION REMOVED IN ERROR	0031689 2011-0019706	53.65
FOWLER, MARGARET SENIOR EXCLUSION REMOVED IN ERROR	0031689 2012-0019541	52.01
H & D DEVELOPMENT LLC ACCEPTED FOR PUBLIC DEDICATION BY NCDOT ON 2-4-20	0054865 2011-0023815	16.97
H & D DEVELOPMENT LLC ACCEPTED FOR PUBLIC DEDICATION BY NCDOT ON 2-4-20	0054865 2011-0023816	19.87
H & D DEVELOPMENT LLC ACCEPTED FOR PUBLIC DEDICATION BY NCDOT ON 2-4-20	0054865 2011-0023818	15.50
H & D DEVELOPMENT LLC ACCEPTED FOR PUBLIC DEDICATION BY NCDOT ON 2-4-20	0054865 2011-0023819	21.29
H & D DEVELOPMENT LLC ACCEPTED FOR PUBLIC DEDICATION BY NCDOT ON 2-4-20	0054865 2011-0023820	50.42
PERRYMAN, CHARLES VAN INCORRECT SITUS-NO RECYCLE IN 2B	0055531 2010-0040588	36.00
PERRYMAN, CHARLES VAN INCORRECT SITUS-NO RECYCLE IN 2B	0055531 2011-0045180	36.00
PERRYMAN, CHARLES VAN INCORRECT SITUS-NO RECYCLE IN 2B	0055531 2012-0045061	36.00
ROACH, LEALON D APPRAISAL ERROR/DOUBLED RECYCLE	6141701 2012-0048778	36.00

REFUNDS SUBJECT TO BOARD APPROVAL ON 01/22/2013

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
SUDAN TRUCKERS ERROR CORRECTION-SUDAN EXEMPT	0094585 2012-0091191	5.63
	15 -REFUND(S)	565.62

Crisis Intervention Program (CIP) Income Limits

Income limits are 150% of Poverty

No. Eligible In Household	Maximum Countable Income		
1	<u>\$1,397</u>		
2	<u>1,892</u>		
3	<u>2,387</u>		
4	<u>2,882</u>		
5	<u>3,377</u>		
6	<u>3,872</u>		
7	<u>4,367</u>		
8	<u>4,862</u>		
9	<u>5,357</u>		
10	<u>5,852</u>		
11	<u>6,347</u>		
12	<u>6,842</u>		
13	<u>7,337</u>		

\$600 is the Maximum available per Fiscal Year per Household for Heating and or Cooling Expenses.*

Crisis Intervention Program (CIP) Allocations

<u>Fiscal Year</u>	<u>Total Received</u>
FY 11-12 Total Allocation	\$ 741,505
FY 11-12 Utilized for Craven County Citizens	<u>\$ 711,172</u>
Unspent Allocation (funds were unable to be	\$ 30,333
Spent due to State timeframes for reimbursement	
FY 12-13 Existing Allocation	\$ 330,791
New Allocation (Pending Budget Amendment)	<u>\$ 230,549</u>
Total to be available for Craven County Citizens	\$ 561,340

Supplemental Information request by Commissioner's on January 7, 2013 for pending Crisis Intervention Program Budget Amendment

Low Income Energy Assistance Program (LIEAP) Income Limits

Households meet income eligibility if the total household members' countable income for base period (month(s) prior to application) is equal to or less than 130% of the current poverty level.

No. Eligible In Household	Maximum Countable Income
1	\$1,210
2	1,639
3	2,068
4	2,497
5	2,926
6	3,355
7	3,784
8	4,213
9	4,642
10	5,071
11	5,500
12	5,929
13	6,358

Annual maximum benefit is \$400 per household

Low Income Energy Assistance Program (LIEAP) Allocations

<u>Fiscal Year</u>	<u>Total Received</u>
FY 11-12 Total Allocation	\$ 188,105
FY 11-12 Utilized for Craven County Citizens	<u>\$ 187,800</u>
Allocation not utilized	\$ 305
FY 12-13 Existing Allocation	\$ 251,761
New Allocation (Pending Budget Amendment)	<u>\$ 101,839</u>
Total to be available for Craven County Citizens	\$ 353,600

Supplemental Information request by Commissioner's on January 7, 2013 for pending Low Income Energy Assistance Program Budget Amendment



Eastern Carolina Council

Phone: 252.638.3185 ext. 3011 • Fax: 252.638.3187 • Email: mholloway@eccog.org

SFY 12/13 Budget Revision

This Agreement entered into as of this day of January 15, 2013 by and between Craven Department of Social Services (hereinafter referred to as Contractor), and Eastern Carolina Council of Governments, (hereinafter referred to as ECC), with offices located at 233 Middle Street, 3rd Floor, New Bern, North Carolina, WITNESSETH THAT;

WHEREAS, ECC wishes to make available certain services to family caregivers within a service area hereafter described; and,

WHEREAS, the Contractor desires to assist ECC in this endeavor,

NOW, THEREFORE, the parties hereto do agree to Budget revision as follows:

<i>Provider</i>	<i>Service Code/ County</i>	<i>Allocation as of July 2012</i>	<i>Increase/Decrease</i>	<i>Newly Allocated Amount Reflected in ARMS</i>
Craven Department of Social Services	842	\$4,000	\$30,300	\$34,300
	846	\$3,600	\$3,600	\$0
	857	\$385	\$0	\$385
	859	\$386	\$0	\$386
Total Allocation		\$8,371	\$26,700	\$35,071



Tonya Cedars, Director

1/15/13

Date

Eastern Carolina Council Area Agency on Aging



Mineko Holloway, Family Caregiver Resource Specialist

1/15/13

Date

Craven County



**Craven Area Rural Transit System
PUBLIC TRANSPORTATION**

Director - Phyllis Toler
P.O. Box 13605 - 2822 Neuse Blvd.
New Bern, North Carolina 28561
Phone: 252-636-4917 - Fax: 252-636-4919
1-800-735-2962 TDD/TTY
Email: carts@cravencounty.com



January 7, 2013

TO: Craven County Board of Commissioners
Jack Veit, Craven County Manager

FROM: Phyllis Toler, CARTS Director

Ref: Request for Public Hearing

Craven Area Rural Transit System (CARTS) is requesting to set a public hearing to be held at the Craven County Board of Commissioner meeting on February 4, 2013.

Public Hearing for:

1. FY 2014 New Freedom 5317 grant for funding of transportation assistance for disabled riders in the amount of \$91,000.00. This grant requires a 50% match. CARTS will use fares collected, advertising profits, and the leveraging of other grants for the match. This is the first time CARTS has requested to apply for this grant. This grant is for Craven County residents only and the targeted population is the disabled who are participants of sheltered workshops and psychosocial programs or the disabled who live and will travel within a 7.5 mile radius of the CARTS office for life necessity purposes and for whom the 48 hour minimum notice is not feasible.

This grant has been prepared and legal advertisements will be published in the local newspaper to notify the public of the public hearings and the amount of funds being requested. CARTS will give any overview of the each grant including the amount of requested funds and how funds will be utilized just prior to the opening of each public hearing on February 4, 2013.

If you need additional information, please let me know.

From the desk of

Phyllis Toler
Director

Volunteer Board Information and Interest Sheet Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

New Bern/Craven County Library Board

Name:	<u>Kyna Herzinger</u>	Home Phone:	<u>775-527-7261</u>
Home Address:	<u>1519 College Way</u>		
City:	<u>New Bern</u>	Zip Code:	<u>28562</u>
Township:	<u></u>	City Limits:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Occupation:	<u>Special Collections & Manuscripts Librarian</u>	Business Phone:	<u>252-639-3537</u>
Place of Employment:	<u>Tryon Palace</u>	Fax Number:	<u>252-514-4876</u>
E-Mail Address:	<u>kyna.herzinger@ncdcr.gov</u>		

(Please indicate your preferred contact number.)

Education

B.A. in History from Whitworth University (2005); Master's in Library and Information Science from University of South Carolina (2010); Master's of Arts in Public History from University of South Carolina (2010)

Business and Civic Experience

Archival processor at Eastern Washington State Historical Society; Access services librarian at South Caroliniana Library; Digital assets manager at Historic Columbia Foundation; Member of the Neuse River Bridge Run's Race Committee

Areas of Expertise, Interest, Skills

Archival administration; 20th century American history; Japanese-American history; running; digital preservation

Why do you want to serve?

I am interested in seeing the Craven County Public Library thrive as a resource to its community and to remain relevant even as technology and community needs change. As a young professional with an educational background in library science, I also believe I can offer a fresh perspective and knowledge of current standards.

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: 12/05/2012

Kyna Herzinger

Digitally signed by Kyna Herzinger
DN: cn=Kyna Herzinger, o=ou,
email=Kyna.herzinger@ncdcr.gov, c=US
Date: 2012.12.05 13:41:16 -0500

Signature

The Craven County Board of Commissioners sincerely appreciates the interest of all citizens in serving their county. For more information on the responsibilities of various boards, you may view the on-line board descriptions or contact the County Clerk's Office at (252) 636-6601. RETURN FORM TO: CRAVEN COUNTY CLERK, 406 CRAVEN STREET, NEW BERN, NC 28560. The form may also be sent via e-mail (gbryan@cravencountync.gov) or fax: (252) 637-0526.

This form will remain active until two years after date received.

KYNA RANELL HERZINGER

1519 College Way
New Bern, NC 28562

775.527.7261
kherzinger01@gmail.com

Education

- | | |
|---|------|
| Master of Arts in Public History
University of South Carolina
Thesis: "Life, Liberty, and Pursuit of Japs": Japanese American Internment during World War II and Its Challenge to Americanism | 2010 |
| Master of Library and Information Science
University of South Carolina
Concentration: Archival Administration | 2010 |
| Bachelor of Arts in History
Whitworth University
Honors: <i>Magna cum laude</i> | 2005 |

Professional Experience

- | | |
|---|--------------|
| ▪ Special Collections & Manuscripts Librarian
North Carolina Department of Cultural Resources, Tryon Palace Historic Site

Manage all aspects of the Tryon Palace archives by appraising, arranging, describing, and providing access to institutional records. Established and implemented procedures—including user policies, cataloging standards, and digital imaging and metadata standards—for a completely unprocessed archive and a collection of minimally-described manuscripts. Created DACS-compliant finding aids and template for XML-based Encoded Archival Descriptions (EAD). Initiated project to digitize the Tryon Palace Photograph Collection. Assisted Collections Department with selecting artifacts and writing object labels for a 2011 exhibit, <i>Connecting through Collecting</i> . | 2010-Present |
| ▪ Digital Assets Manager
Historic Columbia Foundation

Assist the project director of an award-winning initiative, <i>Connecting Communities through History</i> (winner of the AASLH Leadership in History Award and the South Carolina Heritage Tourism Award) to draft and vet tour brochures and interactive online exhibits by conducted grassroots historical research. Established and implemented digital imaging standards and procedures to collect and curate oral histories. Trained student interns in oral history interviewing and transcribing. | 2009-2010 |
| ▪ Textual Editor/Transcriptionist
International Women's Year Oral History Project

Created inventory of oral histories taken during the 1977 national conference of the International Women's Year. Transcribed, edited, and compiled metadata for oral histories according to Dublin Core and Oral History Association guidelines. | 2009 |

- Access Services Librarian
South Caroliniana Library

Provided visiting scholars timely, courteous, and advanced research assistance for a wide range of requests. Processed new acquisitions and created original MARC catalog records in a largely unmonitored, self-paced environment that demanded creativity and initiative in identifying patron needs and library priorities.

2007-2009
- Teaching Assistant
University of South Carolina

Evaluated grammatical and historical accuracy of essay exams and research papers for an introductory-level survey course in twentieth-century American history. Provided one-on-one instruction to students outside of class.

2008-2009
- Processing Archivist
Eastern Washington State Historical Society

Arranged and described unprocessed manuscript collections, including the Hirata Family Papers and the Spokane Japanese Businessmen Photograph Collection. Addressed institutional backlog by employing Green and Meissner's "More Product, Less Process" methodology. Created and re-engineered finding aids and encoded EAD instances for each collection.

2006-2007
- Processing Archivist
Whitworth University Archives

Completed the arrangement and description of a large, partially processed institutional archive according to accepted archival best practices. Designed a system to index visual materials.

2007
- Contract Research Consultant
History of Religion in the Pacific Northwest; Clarke Family Research Project;
George Whitworth Diaries; Washington Timber Initiative

Working with little supervision, conducted archival research on a variety of subjects related to Pacific Northwest history. Digitized educational slide show, demonstrating a willingness to learn new skills in order to accomplish tasks. Maintained deadlines and established transcription priorities for over 65 diaries, dated 1853-1933. Recorded and maintained preservation data and prepared manuscripts for conservation treatment.

2005-2007

Other Experience/Scholarship

Internships:

- Park Guide
Hagerman Fossil Beds and Minidoka Internment National Monuments,
National Park Service

Completed National Park Service interpretative training. Provided visitors with formal interpretation of displays, artifacts, and monument grounds through guided tours and educational presentations. Conducted research and composed new presentation on Japanese American incarceration during World War II.

2004

- The Civilian Conservation Corps in the Northwest Oral History Project 2004
Whitworth University
Conducted archival research on Camp Seven Mile. Edited script drafts and audio files. Refined oral history transcription skills, and prepared oral histories for deposit at the University Archives.

Publications/Presentations:

- "John Rankin." *Densho Encyclopedia* (access: <http://encyclopedia.densho.org/John%20Rankin/>).
- "Swansboro's Privateer: Captain Otway Burns." *Living History Classroom* (forthcoming).
- "A Soldier's Short Adventure: Private Alfred C. Finney at Fort Peirson." *Living History Classroom* (Spring 2012): 6-7.
- "Connecting Communities through History." Panel discussion at the annual meeting of the South Carolina Federation of Museums, Columbia, SC, 10-11 March 2011.
- "Doing it the 'Old Fashioned' Way: Notes on the Challenges of Digital Surrogates in Historical Research." Paper presented at the Library Research Seminar-V, College Park, MD, 6-9 October 2010.
- "Listening to Women's History: Curation." Poster presented at the annual meeting of the National Council on Public History, Portland, OR, 10-14 March 2010.
- "Constructing Community: Japanese American Identity at Minidoka Relocation Center." Paper presented at the annual meeting of the Southwest Texas American & Popular Culture Association, Albuquerque, NM, 25-28 February 2009.
- "John Graham Lake: Spokane's Greatest Faith Healer." Paper presented at the Whitworth Research Conference, Spokane, WA, 23 April 2005.
- "Improvising Their Own Fun: Social Activities for Whitworth Students during the Depression Era." *Nostalgia* 6, no. 4 (April 2004): 26-27.

Related Proficiencies

- Data Content Standards: AACR2, DACS, Dublin Core
- Data Structure Standards: MARC, EAD
- Data Value Standards: LCSH
- Software: Adobe Photoshop, Microsoft Office, Oxygen, XMetal, Re: Discovery

Professional Memberships

- Society of American Archivists
- Society of North Carolina Archivists

Volunteer Board Information and Interest Sheet

Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

CCPT

Name:	Bradley T. Lanto	Home Phone:	252-241-9009
Home Address:	9807 Outrigger Court		
City:	Emerald Isle	Zip Code:	28594
Township:		City Limits:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Occupation:	Behavioral Health Branch Head	Business Phone:	252-466-3264
Place of Employment:	MCAS Cherry Point, NC	Fax Number:	252-466-5558
E-Mail Address:	lantobt@usmc-mccs.org		

(Please indicate your preferred contact number.)

Education

Master of Social Work from East Carolina University 1997; BS in Urban and Regional Planning from East Carolina University 1991

Business and Civic Experience

Areas of Expertise, Interest, Skills

Clinical Social Work and USMC

Why do you want to serve?

To represent the interest of sailors/Marines, families/significant others, and the Marine Corps at MCAS Cherry Point

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: 10/18/2012

LANTO.BRADLEY.TODD.10
87786540

Digitally signed by LANTO.BRADLEY.TODD.1087786540
DN: cn=US, o=U.S. Government, ou=DoD, ou=PKI,
ou=OTHER, cn=LANTO.BRADLEY.TODD.1087786540
Date: 2012.10.18 16:48:03 -0400

Signature

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Volunteer Board Information and Interest Sheet Craven County, North Carolina

Names of board, committee, authority, etc., in which you are interested. Please list in order of priority:

Craven County Representative to Coastal Environmental Partnership

Name: John R. Kirkland Home Phone: (252) 633-1363
 Home Address: 118 Bowline Road
 City: River Bend Zip Code: 28562
 Township: _____ City Limits: Yes No
 Occupation: _____ Business Phone: _____
 Place of Employment: _____ Fax Number: _____
 E-Mail Address: jkirkland@riverbendnc.org
 (Please indicate your preferred contact number.) (C) 252-259-8033

Education

BS - Marine Engineering, U.S. Coast Guard Academy

BCE - Rennselear Polytech Institute

Business and Civic Experience

30 years Career Officer, U.S. Coast Guard

11 years Environmental Manager, General Dynamics Electric Boat Division

15 years Member of Town Council, Town of River Bend

Areas of Expertise, Interest, Skills

Understanding of state and federal environmental regulations

Engineering skills developed during work experience in military and industry

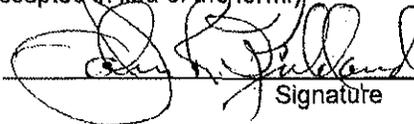
Organizational skills. Why do you want to serve?

I believe the mission of the Partnership is critical to the environmental well-being of the three-county area it serves. And I believe

my background qualifies me to maintain and further this well-operated facility.

(A resume may be attached to this form, but will not be accepted in lieu of the form.)

Date: 11/19/12


Signature

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