

**AGENDA  
CRAVEN COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
MONDAY, FEBRUARY 18, 2013  
8:30 A.M.**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

APPROVE MINUTES OF FEBRUARY 4, 2013 REGULAR SESSION

1. PRESENTATION OF AWARDS BY EASTERN CAROLINA COUNCIL OF GOVERNMENTS: Judy Hills, Interim Director
2. TAX RELEASES AND REFUNDS: Ronnie Antry, Tax Administrator
3. HEALTH DEPARTMENT REQUEST FOR FEE APPROVAL: Scott Harrelson, Health Director
4. SOCIAL SERVICES BUDGET AMENDMENTS: Alfreda Stout, Assistant DSS Director
5. CARTS REQUEST FOR AUTHORIZATION TO APPLY FOR "NEW FREEDOM" GRANT: Gene Hodges, Assistant County Manager, Facilities/Operations and Kelly Walker, Transportation Coordinator
6. REQUEST FOR ADDITION TO STATE MAINTAINED ROAD: Don Baumgardner, Planning Director
7. APPOINTMENTS
  - A. Pending
  - B. Current
  - C. Upcoming
8. COUNTY ATTORNEY'S REPORT: Jim Hicks
9. COUNTY MANAGER'S REPORT: Jack Veit
10. COMMISSIONERS' REPORTS

Agenda Date: February 18, 2013

Presenter: Judy Hills

Agenda Item No. 1

Board Action Required: No

**PRESENTATION OF AWARDS BY EASTERN CAROLINA COUNCIL OF GOVERNMENTS**

Judy Hills, Interim Director of Eastern Carolina Council of Governments, will appear to present two awards to Craven County.

**Board Action: Receive information**

Agenda Date: February 18, 2013

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 releases and refunds.**

Agenda Date: February 18, 2013

Presenter: Scott Harrelson

Agenda Item No. 3

Board Action Required: Yes

### **HEALTH DEPARTMENT REQUEST FOR FEE APPROVAL**

Attachment #3 is a schedule of fees approved by the Health Board. Health Director, Scott Harrelson, will present a request for approval by the Board of Commissioners.

**Board Action: Consider fees for approval.**

Agenda Date: February 18, 2013

Presenter: Alfreda Stout

Agenda Item No. 4

Board Action Required: Yes

### **SOCIAL SERVICES BUDGET AMENDMENT**

Assistant Social Services Director, Alfreda Stout, will present requests for budget amendments for Home and Community Care Block Grant funds and one budget request for Health Promotion, as detailed in Attachment #4.

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

Agenda Date: February 18, 2013

Presenters: Gene Hodges & Kelly Walker

Agenda Item No. 5

Board Action Required: Yes

**CARTS REQUEST FOR AUTHORIZATION TO APPLY FOR “NEW FREEDOM”  
GRANT**

At the February 4, 2013 Board of Commissioners’ meeting, a public hearing was held and CARTS requested authorization to apply for FY 2014 Targeted Transit Assistance Program 5317 New Freedom. The Board decided to table the authorization to apply for this grant until the February 18, 2013 meeting in order to obtain more information about the grant and the proposed project. The grant application narrative is provided in the agenda package that provides specific information regarding how this grant will be used to serve Craven County citizens. (See Attachment #5)

**Board Action: Consider authorizing CARTS to proceed with submission of the 5317 grant application prior to the February 28, 2013 deadline.**

Agenda Date: February 18, 2013

Presenter: Don Baumgardner

Agenda Item No. 6

Board Action Required: Yes

### **REQUEST FOR ADDITION TO STATE MAINTAINED ROAD**

Attachment #6 contains a road addition resolution requesting the Board of Commissioners to approve Neuse Harbor Blvd (Extension) to be turned over to the State of North Carolina for maintenance. The standard SR2 road addition resolution, 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.**

Agenda Date: February 18, 2013

Presenter: \_\_\_\_\_

Agenda Item No. 7

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.**

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

**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

The County has exceeded the 90 day period allowed to make this appointment. The City of New Bern will actively seek to identify an appointee.

**Nursing Home Advisory Committee**

At the February 4 meeting the Board was advised that the terms of Alvia Hearren and Brenda Moore were expiring. An appointment was made to replace Mr. Hearren, who had served more than 10 years; however, Ms. Moore is eligible to continue serving. The Board asked for confirmation that she is interested in continuing. The ombudsman for the committee, Sheila Lewis, was contacted to find out and she stated that Ms. Moore has not been participating.

**Fire Tax Commissioners**

The Board was advised at its last meeting that the terms of Wilfred Chagnon-2011(Tri-Community), Casesell Martin-1998 (Twp. 5) and Trudi Williams-2011(Tri-Community) are expiring. These appointments were deferred.

**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:** Judge Walter Mills (**Attachment # 7.B.**)

(Judge Mills' official appointment has been pending, as his application form was awaited.)

**CRAVEN-PAMLICO-CARTERET REGIONAL LIBRARY**

AUTHORIZATION: N.C.G.S. Article 19A, Chapter 153

MISSION/FUNCTION: Determine policy of the regional library system, select and appoint administrative librarian, advise in the preparation of the budget, approve budget and work to obtain the necessary funds, provide and maintain adequate buildings and grounds, keep abreast of pertinent legislation.

NUMBER OF MEMBERS: 9

TYPE: 3 per member county

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

LENGTH OF TERMS: 6 Years

MEETING SCHEDULE: 3<sup>rd</sup> Tuesday in February, May, August and November at 10:00 a.m.

COMPENSATION: No  Yes  Specify: Mileage Reimbursement

**Term(s) ending: Commissioner Mark's resignation created one vacancy. An additional vacancy was created with the new contract allotting 4 appointees per county.**

**Application(s): on file: Judy Bird (Attachment # 7.B.1.)**

**FIRE TAX COMMISSIONERS**

AUTHORIZATION: N.C.G.S. 69-25.5

MISSION/FUNCTION: To serve in an advisory capacity as representatives of the County Commissioners relative to determining the amount of fire protection needed in their respective districts, assuring that district residents are afforded fire protection commensurate with the amount of fire tax paid, and furnishing said protection.

NUMBER OF MEMBERS:	TYPE:
<u>30</u>	<u>3 per District</u>
_____	_____

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

Must be a qualified voter of the district represented.

LENGTH OF TERMS: 2 Years

**Term(s) ending (#9 Township):**

- James T. Jackson (Initial Appointment 1998)
- Milton McCoy (Initial Appointment 1998)
- Lee Kirkman (Initial Appointment 2011)

**Applications on file (recommended by the department): Attachment # 7.B.2**

- Chris Register
- Howard Carrier, Jr.
- Marjorie Gonzalez

**Term(s) ending (Township 6):**

- Larry Paul (Does not wish to be reappointed)

**Application on file:**

- Martin Hernandez (Attachment # 7.B.3.)

## C. UPCOMING APPOINTMENTS

### 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)  
Grover Lancaster - #1 (Initial Appointment 1998)  
Mike Lucas –West New Bern  
(Initial Appointment 1998)  
William Mathews - #3 (Initial Appointment 1998)  
Curtis Morris - #1 (Initial Appointment 1998)  
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)

**April**

Craven Aging Planning Board Lisa Smith (Initial Appointment 2011)

Firemen's Relief Fund Board of Trustees  
Milton Everette, Twp. 5 (Initial Appointment 2009)

Fire Tax Commissioners Craig Arthur, Twp. 6 (Initial Appointment 2007)  
Leander Carter, Twp. 5 (Initial Appointment 2009)

Nursing Home Advisory Committee  
Earley Toon (Initial Appointment 2010)

Planning Board Shelton Phillips (Initial Appointment 1997)

Agricultural Advisory Board Jimmy Arthur (Initial Appointment 2009)  
Glen Ipock (Initial Appointment 2009)  
David Parker (Initial Appointment 2009)  
Carl Turner (Initial Appointment 2010)  
Wyatt Whitford (Initial Appointment 2009)

Agenda Date: February 18, 2013

Presenter: Jim Hicks

Agenda Item No. 8

## **COUNTY ATTORNEY'S REPORT**

Agenda Date: February 18, 2013

Presenter: Jack Veit

Agenda Item No. 9

## **COUNTY MANAGER'S REPORT**

Agenda Date: February 18, 2013

Presenter: \_\_\_\_\_

Agenda Item No. 10

## **COMMISSIONERS' REPORTS**