

**AGENDA  
CRAVEN COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
MONDAY, MARCH 4, 2013  
7:00 P.M.**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

APPROVE MINUTES OF FEBRUARY 18, 2013 REGULAR SESSION

1. PUBLIC HEARINGS
  - A. Tall Structure Ordinance: Landin Holland, Holland Planning Consultants
  - B. Commissioners' Proposed Districts: Jack Veit, County Manager & Marshall Hurley, Consulting Attorney
2. PETITIONS OF CITIZENS
  - A. Hal James
  - B. Ray Griffin
  - C. Tom Balance

**DEPARTMENTAL MATTERS**

3. HEALTH: Teresa Ellen, Public Health Nursing Director
4. FINANCE: Rick Hemphill, Assistant County Manager, Finance/Administration
5. RECREATION: Eddie Games, Recreation Director
6. TAX: Ronnie Antry, Tax Administrator
7. PLANNING: Don Baumgardner, Planning Director
8. RESOLUTIONS
  - A. Military Family of the Quarter
  - B. Resolution to Support H.B. 107
  - C. Resolution to Preserve and Defend the United States Constitution and the North Carolina Constitution
  - D. Resolution Opposing Ferry Fees

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

Agenda Date: March 4, 2013

Presenters: Landin Holland, Jack Veit, Marshall Hurley

Agenda Item No. 1

Board Action Required: Yes

## PUBLIC HEARINGS

### A. TALL STRUCTURES ORDINANCE

A public hearing will be held on Monday, March 4, 2013 at 7:00 pm. The purpose of this hearing is to receive input from citizens regarding the proposed Craven County Tall Structures Ordinance. Required notices have been published in the New Bern *Sun Journal* newspaper, the first notice being published February 21<sup>st</sup> and second notice being published February 28<sup>th</sup>. The proposed ordinance has been reviewed by the County Attorney and the Coastal Carolina Regional Airport Manager. Attachment #1.A. contains the proposed ordinance and a resolution of support of the Craven County Tall Structures Ordinance from Allies for Cherry Point's Tomorrow.

**Board Action: Receive comments from the public and if the Commissioners so choose, approve the ordinance.**

### B. COMMISSIONERS' PROPOSED DISTRICTS

Following the 2010 census, the Board of Commissioners embarked upon the process of bringing population balance to the seven Commissioners' districts, as required by law. Mr. Veit and Mr. Hurley will discuss the results and the Board will receive the public's input. The public hearing notice was published in the New Bern *Sun Journal* on February 17, 2013, and maps of the proposed districts have been available for viewing by the public since that date at the County Administration Building, on the County's website, and at all Craven County library locations.

**Board Action: Receive input from the public.**

Agenda Date: March 4, 2013

Presenters: Hal James, Ray Griffin, Tom Balance

Agenda Item No. 2

Board Action Required: No

## PETITIONS OF CITIZENS

### A. HAL JAMES

Mr. James wishes to discuss the upcoming budget.

### B. RAY GRIFFIN

Mr. Griffin will speak about prayer.

### C. TOM BALANCE

Mr. Balance has requested to address the Board concerning the proposed school calendar.

**Board Action: Receive information**

Agenda Date: March 4, 2013

Presenter: Teresa Ellen

Agenda Item No. 3

Board Action Required: Yes

### **DEPARTMENTAL MATTERS: HEALTH**

Attachment #3 contains two budget amendments which will be presented for approval by Ms. Ellen.

**Board Action: A roll call vote will be needed for approval.**

Agenda Date: March 4, 2013

Presenter: Rick Hemphill

Agenda Item No. 4

Board Action Required: Yes

## DEPARTMENTAL MATTERS: FINANCE

### A. BUDGET AMENDMENT

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

**Amendments:** Schools – Amount received for late listing penalty has exceeded total projected for current fiscal year. Need to budget additional \$ 30,000 for revised revenue projection and corresponding expenditure to schools.

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

### B. 2007 COPS REFUNDING

We are beginning work on an advance refunding of the callable (those maturing after 2017) portion of the 2007 COPS which will result in savings of over \$1 million to the County over the life of the loan. The exact number is not known at this time but hopefully will be available by Monday's meeting. The refunding will be done as a private placement with SunTrust Bank rather than a public deal (like the original COPS). The offer from SunTrust is on a tight schedule (45 days) and will result in action needing to be taken today to adopt a resolution of findings shown in Attachment #4.B., authorize filing of application with the LGC and call for a public hearing for March 18, 2013.

**Board Action: Consider resolution for adoption, authorize filing of application and schedule a public hearing.**

Agenda Date: March 4, 2013

Presenter: Eddie Games

Agenda Item No. 5

Board Action Required: Yes

### **DEPARTMENTAL MATTERS: RECREATION**

Attachment #5 contains a memorandum to the Board from Recreation Director, Eddie Games, concerning a request that he will be making relative to naming rights at Creekside Park and budgeting donations. Also included in the attachment are the sponsorship brochure and form, and a list of naming opportunities.

**Board Action: Consider request for approval. If the budget amendment is approved, a roll call vote will be needed.**

Agenda Date: March 4, 2013

Presenter: Ronnie Antry

Agenda Item No. 6

Board Action Required: Yes

## **DEPARTMENTAL MATTERS: TAX**

### **A. TAX RELEASES AND REFUNDS**

Craven County Tax Administrator, Ronnie Antry, will present the routine requests for tax releases and refunds contained in Attachment #6.A. for the Board's approval.

### **B. BUDGET AMENDMENT**

Mr. Antry will be requesting approval of a budget amendment, as detailed in Attachment #6.B.

**Board Action: A roll call vote is necessary to approve both items.**

Agenda Date: March 4, 2013

Presenter: Don Baumgardner

Agenda Item No. 7

Board Action Required: Yes

## DEPARTMENTAL MATTERS: PLANNING

### A. REQUEST TO SET A PUBLIC HEARING ON PROPOSED CHANGES TO THE FLOOD INSURANCE RATE MAPS

The Planning Department requests the Craven County Board of Commissioners to set a Public Hearing for March 18<sup>th</sup>, 2013 at 8:30 am. The purpose of the public hearing is to receive input from citizens regarding the proposed changes in the National Flood Insurance Program Flood Insurance Rate Maps. The reason for the changes is due to Lenoir County updating their Flood Insurance Rate Maps and some of their map panels overlapping into Craven County. When the updated map panels overlap into an adjoining county, that county must recognize those map changes in their Flood Damage Prevention Ordinance.

**Action: Set a public hearing for the March 18th 8:30 AM Commissioner's meeting.**

### B. SELECTION OF A CONSULTANT FOR ADMINISTRATIVE SERVICES OF THE FY12 CDBG SCATTERED SITE PROJECT

On January 3, 2013 the Craven County Planning Department solicited proposals for administrative services for the administration of the FY12 CDBG Scattered Site Program. We received two proposals, one from Clayton Engineering and the other from Holland Consulting Planners. Attachment #7.B contains a summary rating sheet of the two firms that submitted proposals. The Craven County Planning Department recommends Holland Consulting Planners be awarded the contract as the most cost-effective and qualified firm to administer the FY12 CDBG Scattered Site Project.

**Board Action: Consider Award of Contract to Holland Consulting Planners.**

Agenda Date: March 4, 2013

Presenters: \_\_\_\_\_

Agenda Item No. 8

Board Action Required: Yes

## RESOLUTIONS

### A. MILITARY FAMILY OF THE QUARTER

The Board received a request to adopt a resolution, shown as Attachment #8.A, honoring the family of Corporal L. Wood, as Military Family of the Quarter. A recognition luncheon will be held on Thursday March 14 at noon at the New Bern Golf and Country Club. A Commissioner is requested to attend.

**Board Action: Consider adopting resolution**

**Chairman Dacey requested that the following three resolutions be placed on the agenda**

### B. RESOLUTION TO SUPPORT H.B. 107

Attachment #8.B.

**Board Action: Consider adopting resolution**

### C. RESOLUTION TO PRESERVE AND DEFEND THE UNITED STATES CONSTITUTION AND THE NORTH CAROLINA CONSTITUTION

Attachment #8.C.

**Board Action: Consider adopting resolution**

### D. RESOLUTION TO OPPOSE FERRY TOLLS

Attachment #8.D.

**Board Action: Consider adopting resolution**

Agenda Date: March 4, 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.

**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 was 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; therefore, a new appointment is needed. No applications on file.

**Fire Tax Commissioners**

The Board was advised at the February 4 meeting that the term of Casesell Martin-1998 (Twp. 5) was expiring. At the last meeting, Commissioner McCabe indicated that he would have a nominee at this meeting. He has also submitted an application to fill the seat of Mr. Roy McCabe (deceased). **Applications on file: John A. Keeter, Jr. and Ed Dozier (Attachment #9.A.)**

**Craven Pamlico Carteret Regional Library**

A new vacancy was created due to a provision in the new contract for appointment to a fourth seat by the County. No application on file.

**B. CURRENT APPOINTMENTS**

**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 representative nominated by Craven County Enforcement Association, representative hospital aboard MCAS Cherry Point, ad hoc members (ECCOG EMS Director, OEMS Coordinator, American Red Cross

Education, Law from naval

Regional Director

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

(See above)

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: Bi-monthly

COMPENSATION: No X    Yes     Specify: \_\_\_\_\_

Term(s) ending:                      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)

**Applications on file:** Crystal Davis, Ian Jose (**Attachment #9. B.**)

**FIREMEN'S RELIEF FUND BOARD OF TRUSTEES**

AUTHORIZATION: NCGS 58-84-30

MISSION/FUNCTION: To safeguard firefighters in active service and dependent members of their families from financial loss resulting from sickness, injury or loss of life suffered while in performance of his or her duties as a firefighter.

NUMBER OF MEMBERS:  
5 per department

TYPE:  
2 appointed by Baord of Commissioners; 2 appointed by the department; 1 appointed by Commissioner of Insurance

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

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: As necessary

COMPENSATION: No X    Yes     Specify: \_\_\_\_\_

**Term(s) ending:** 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)  
Warren Richardson= #1 (Initial Appointment 2006)  
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)

**Applications on file: Dennis Smith (replacing Johnny Midgette); Keith Morris (replacing Warren Richardson) Attachment # 9.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:** 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)

**Applications on file: Attachment #9.B.2.**  
Howard Spence (for reappointment)  
Tommy Cowan (replacing William Stilley)  
**(recommended by the department):**  
Sammy Lilly (replacing Grover Lancaster)  
Ronald Pate (replacing Curtis Morris)

**C. UPCOMING APPOINTMENTS**

**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: March 4, 2013

Presenter: Jim Hicks

Agenda Item No. 10

## **COUNTY ATTORNEY'S REPORT**

Agenda Date: March 4, 2013

Presenter: Jack Veit

Agenda Item No. 11

## **COUNTY MANAGER'S REPORT**

Agenda Date: March 4, 2013

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

Agenda Item No. 12

## **COMMISSIONERS' REPORTS**