

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, APRIL 1, 2013
7:00 P.M.**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

APPROVE MINUTES OF MARCH 18, 2013 REGULAR SESSION

1. PUBLIC HEARING ON TALL STRUCTURES ORDINANCE
2. PETITIONS OF CITIZENS
 - A. Robert Holmes
 - B. Ray Griffin
 - C. Tanya Roberts
3. FACILITIES MATTERS: Gene Hodges, Assistant County Manager, Facilities/Operations
 - A. EOC-911 Project Revision
 - B. Disposition of 509 Broad Street

DEPARTMENTAL MATTERS

4. CONVENTION CENTER RENTAL RATES: Mary Harris, Convention Center Director
5. PLANNING – REGIONAL HAZARD MITIGATION PLAN GRANT AWARD: Don Baumgardner, Planning Director
6. DSS BUDGET AMENDMENT: Alfreda Stout, Assistant DSS Director
7. TAX RELEASES AND REFUNDS: Ronnie Antry, Tax Administrator
8. FINANCE DEPARTMENT MATTERS: Rick Hemphill, Assistant County Manager, Finance Administration
 - A. Application for Public School Capital Building Fund
 - B. Budget Amendments and Ordinance Update

9. HEALTH DEPARTMENT MATTERS: Scott Harrelson, Health Director
 - A. Budget Amendment
 - B. Preparedness Coordinator MOU
10. APPOINTMENTS
 - A. Pending
 - B. Current
 - C. Upcoming
11. COUNTY ATTORNEY'S REPORT: Jim Hicks
12. COUNTY MANAGER'S REPORT: Jack Veit
13. COMMISSIONERS' REPORTS
14. CLOSED SESSION

Agenda Date: April 1, 2013

Presenter: _____

Agenda Item No. 1

Board Action Required: Yes

PUBLIC HEARING ON TALL STRUCTURES ORDINANCE

A public hearing will be held on Monday, April 1, 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*, the first notice being published March 21st and second notice being published March 28th. The proposed ordinance has been reviewed by the County Attorney, officials of the Marine Corps Installation East, as well as cell and wind industry representatives. Attachment #1 contains the proposed ordinance.

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

Agenda Date: April 1, 2013

Presenters: Dr. Holmes, Mr. Griffin, Ms. Roberts

Agenda Item No. 2

Board Action Required: Yes

PETITIONS OF CITIZENS

A. ROBERT HOLMES

Dr. Holmes wishes to address the Board concerning fracking. His presentation is summarized in Attachment #2.A.

Board Action: Receive information

B. RAY GRIFFIN

Mr. Griffin wishes to speak to the Board about prayer and the Ten Commandments.

Board Action: Receive information

C. TANYA ROBERTS

Ms. Tanya Roberts, coordinator for the annual National Healthcare Decisions Day panel event in New Bern, together with CarolinaEast and several others, have held this event for the past several years. National Healthcare Decisions Day brings together a physician, attorney and chaplain to talk about the reasons we all need to have advance directives and then the three panelists answer questions. It has proven to be a fabulous free event for the community. Attachment #2.C contains a sample proclamation to recognize the event.

Board Action: Authorize the Chairman to sign the proclamation, if in agreement.

Agenda Date: April 1, 2013

Presenter: Gene Hodges

Agenda Item No. 3

Board Action Required: Yes

FACILITIES MATTERS

A. EOC-911 PROJECT REVISION

The construction of the EOC-911 project has started and the project is progressing. Prior to the beginning of construction, County staff, Charles Francis, and the construction manager with Brydge and Lee all met with Court officials and courthouse security staff to discuss the project and conduct a final plan review. During the meeting, Superior Court Judge Alford and Clerk of Court Teri Sharp stated that they would like to see a space in this area that can be used as a jury pool room. Initial thoughts were that the EOC space could be used for this function. As the discussion progressed, judicial staff stated that they would need the room at least 3 days a week two weeks out of the month minimum in order to gather a pool of approximately 60-80 people in order to sit a jury. Inherently, scheduling this amount of occupancy for this space would greatly limit the use of this area as training space when not in use as an active EOC. We requested that Mr. Francis design some space separate from the EOC space that can be used as a jury pool room. Attached you will find a copy of the original drawing that the Board has seen previously and a drawing of the redesigned space. (See Attachment #3.A.) The estimate to make this change is \$13,000. This includes extending the wall and adding a bathroom. Judge Alford and Clerk of Court Sharp have stated that this space will meet their needs. An e-mail of support from both is included.

Board Action: Consider adopting the change in the design and add \$13,000 to the project.

B. DISPOSITION OF 509 BROAD STREET

The building at 509 Broad Street has not been occupied since probation, parole, and guardian ad litem moved into the St. Luke's Building in 2011. We are at the point that a decision needs to be made regarding the future of this property. The building was originally built in 1943 as a Federal Works Agency project for health clinic needs. The building is not ADA compliant and is not built to be energy efficient. Additionally there are asbestos and lead concerns that would need to be abated prior to any new occupancy or reuse. Currently, the cost to keep the building up is approximately \$25,000 per year with the utilities being \$400-\$650 per month depending on weather conditions.

Including the first and second floors and the basement, there is approximately 4,300 square feet of space in the building and it is valued for insurance purposes at approximately \$400,000. In 2012, we were looking at reusing the building for needs in the Department of Social Services and the estimates for getting the space ready for occupancy was between \$350,000 and \$400,000.

As staff sees it, there are three options that can be exercised regarding this property:

1. Put the building up for sale "as is".
2. Demolish the building and sell the property as a potential downtown parking area (demolition costs are estimated at \$75,000-\$85,000 due to lead and asbestos issues)
3. Maintain building and perform repairs (we know there are over \$14,000 in roof repairs needed at this time)

Board Action: Discuss disposition of this property and provide direction to staff.

Agenda Date: April 1, 2013

Presenter: Mary Harris

Agenda Item No. 4

Board Action Required: Yes

DEPARTMENTAL MATTERS: CONVENTION CENTER

Rental Rates

As we do each year at this time, we have reviewed the Convention Center rates and completed a competitive analysis which includes other convention centers, hotels and banquet facilities. As a result of increased costs, we recommend the rates shown in Attachment #4 beginning January 2014. Based on our analysis, our rates will still be competitive with other facilities in our market. In the past we have experienced little or no resistance on rate increases.

Our bookings for the next fiscal year are as follows:

Banquets/Meetings/Reunions	86
Conventions	22
Military	28
Public Shows	20
Weddings	12

We continue to have many inquires/requests in booking the facility on a daily basis.

Attachment # 4 shows a comparison of proposed 2014 space rental rates to 2013 rates.

Board Action: A voice vote will be sufficient to approve the fee schedule.

Agenda Date: April 1, 2013

Presenter: Don Baumgardner

Agenda Item No. 5

Board Action Required: Yes

DEPARTMENTAL MATTERS: PLANNING

Regional Hazard Mitigation Plan

The Planning Department was notified that the County has received a grant from the State Hazard Mitigation Program. The grant will be used to establish a Regional Hazard Mitigation Plan. The plan will be to create an all Hazards Mitigation Plan in conjunction with Carteret, Pamlico, Beaufort, and Hyde counties, including the participating municipalities. A Hazard Mitigation Plan is required to be in place in order to receive post-disaster recovery funds. Our current plan expires in 2015 and this regional plan will take its place. Craven County will serve as the lead agency for this project. The total grant amount is \$80,000 and is comprised of both federal (75%) and State (25%) matching funds. No County funds are required.

Board Action: Authorize the designated agents (Jack Veit or Don Baumgardner) to sign the grant agreement on behalf of the County, and also authorize the Chairman to execute a contract with a consultant once the Regional Mitigation Advisory Committee (representative of each county) has recommended and agreed on a firm to write the plan. (Competitive Bid Process Required)

Agenda Date: April 1, 2013

Presenter: Alfreda Stout

Agenda Item No. 6

Board Action Required: Yes

DEPARTMENTAL MATTERS: DSS

Budget Amendment

The Department of Social Services is requesting additional funding authorizations for Share the Warmth. There is no County match and funds are 100% state.
(See Attachment #6)

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

Agenda Date: April 1, 2013

Presenter: Ronnie Antry

Agenda Item No. 7

Board Action Required: Yes

DEPARTMENTAL MATTERS: TAX

Tax Releases and Refunds

Craven County Tax Administrator, Ronnie Antry, will present the routine requests for tax releases and refunds contained in Attachment #7 for the Board's approval.

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

Agenda Date: April 1, 2013

Presenter: Rick Hemphill

Agenda Item No. 8

Board Action Required: Yes

DEPARTMENTAL MATTERS: FINANCE

A. APPLICATION FOR PUBLIC SCHOOL CAPITAL BUILDING FUND

Attachment #8.A. has been approved by the Board of Education. This application is used each year to draw down Craven County's portion of Lottery funds used to pay school debt service.

Board Action: Approve application and authorize the Chairman's signature.

B. BUDGET AMENDMENTS

Amendments: CDBG FY 10 Contingency Infrastructure – Received \$50,000 NCDOT grant funding in September 2012. Funds were budgeted for work related to the CDBG FY'10 Contingency Infrastructure Project. Of the \$50,000, \$13,683 was budgeted to be transferred to other supporting departments/projects. As project is nearing completion, transfer has been determined as follows: \$8,732 to Repetitive Flood Claims Elevation project; \$1,951 to Hazard Mitigation Plan update and \$2,380 to reimburse Water Dept. for invoice paid for inspection of line on Pine Cliff Rd.

Water Treatment Plant Project – As a result of receiving the \$3 million planning loan from DENR revolving loan, a budget and ordinance amendment is required to budget the loan proceeds in the amount of \$3,014,530. This will be offset by a reduction of the amount transferred from the water reserve in the amount of \$2,954,239. The difference of \$60,291 will be budgeted as project administration, and represents the 2% fee required to be paid to DENR for loan administration. The \$60,291 will be reimbursed to the project from the loan. (See Attachment #8.B.)

Ordinance: Castle Hayne Aquifer, Fund 422

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

Agenda Date: April 1, 2013

Presenter: Scott Harrelson

Agenda Item No. 9

Board Action Required: Yes

DEPARTMENTAL MATTERS: HEALTH

A. BUDGET AMENDMENTS

Recently the Craven County Health Department learned of an additional \$12,479 in healthy community funds which can be used for improving facilities and increasing access to facilities. According to the most recent County Health Rankings, Craven is below the state and national average for access to facilities for physical activity. There is a short time frame to expend these funds and the department would like to assist the Craven County Parks and Recreation department with developing a sand volleyball facility at Creekside Park which could be used for adult and your volleyball leagues; something that is currently not in the area. These funds could be coupled with money from the Bates Foundation and other funds to construct the facilities.

(See Attachment #9)

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

B. PREPAREDNESS COORDINATOR MOU DRAFT

This agreement would take effect in the upcoming budget year. Such arrangements have worked well in other portions of the state. We will take a portion of our preparedness funding and pay for half of the cost of the preparedness coordinator hired by the Wayne County Health Department. Functionally the employee would be a half time employee which we would provide adequate work space for. They would simply help us meet the criteria laid out for preparedness response through our agreement addenda with the state. We feel this is a superior method of carrying out the program requirements because this enables one employee to totally focus on preparedness and response rather than having multiple job duties such as environmental health and other program duties coupled with preparedness which is the situation we currently have.

Board Action: Discuss and consider proposed Memorandum of Understanding.

Agenda Date: April 1, 2013

Presenter: _____

Agenda Item No. 10

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 days allowed to make this appointment. The City of New Bern will actively search for an appointee.

Craven Pamlico Carteret Regional Library

A new vacancy was created in the new contract for appointment to a fourth seat by the County.

EMS (Emergency Medical Services) Advisory Council

The Board was previously advised of the expiring terms of Crystal Davis (2011), Jonathan Gaskins (2011), Ian Jose (2011), Elizabeth Melvin (2011), and Sarah Rakowski (2011). At the last meeting of the Board, Crystal Davis and Ian Jose were reappointed. The Board sought to determine if the others whose terms are expiring are interested in continuing. The Emergency Services Department has indicated that Jonathan Gaskins and Sarah Rakowski are still the captains of their squads and are able to continue serving; however, Elizabeth Melvin is no longer captain and needs to be replaced. An application will be forthcoming.

PENDING APPOINTMENTS, CONT'D.

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:

30

TYPE:

3 per District

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)
- Mike Lucas – West New Bern (Initial Appointment 1998)
- William Mathews - #3 (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)
- Joseph Wetherington – Swift Creek (Initial Appointment 2008)

Applications on file: Attachment #10.A.

(recommended by the department):

- Donald Dunn (replacing Lewis Redd)
- Tim Harvey (replacing Mike Lucas)

Additional Application Received: Howard Humphries (for #7)

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)
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)

Applications on file: **Attachment # 10.A.1.**
Robert Blaylock (Reappointment)
John Harrell (Reappointment)
Matthew Spirko (Reappointment)
Oswald Thomas (Replacing Graham Williams)

B. CURRENT APPOINTMENTS

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

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

COMPENSATION: No Yes Specify: _____

Term(s) Ending: Lisa Smith (Initial Appointment 2011); has not been participating

Application(s) on File: Attachment # 10.B.
Joanne Celinski

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 Yes Specify: _____

Term(s) ending: Milton Everette, Twp. 5 (Initial Appointment 2009)
No Application on File

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:

30

TYPE:

3 per District

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: Craig Arthur, Twp. 6 (Initial Appointment 2007)
Leander Carter, Twp. 5 (Initial Appointment 2009)

Application (s) File: Attachment #10.B.1.
Craig Arthur

NURSING HOME ADVISORY COMMITTEE

AUTHORIZATION: N.C.G.S.131E-115

MISSION/FUNCTION: Work to maintain the intent of the Nursing Home Patients Bill of Rights within the licensed homes in the County; to promote community involvement and cooperation with domiciliary homes to ensure quality care for the elderly.

NUMBER OF MEMBERS:
7-12

TYPE:
Dictacted by the number of homes in the county; homes have right to recommend 25% of appointees

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

Cannot be employed by or have a relative in an adult care home.

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: Quarterly, beginning in March, third Wednesday, 10:00 a.m.

COMPENSATION: No Yes

Term(s) Ending: Earley Toon (Initial Appointment 2010)

Application(s) on File: Attachment # 10.B.2.
Robin Schaefer

PLANNING BOARD

AUTHORIZATION: N.C.G.S. 153A-21

MISSION/FUNCTION: _____

NUMBER OF MEMBERS: _____

8

TYPE:

Representatives from around the County (from each township to the extent possible)

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

LENGTH OF TERMS: 4 Years

MEETING SCHEDULE: Fourth Thursday of each month, 6:30 p.m.

COMPENSATION: No Yes Specify: \$25 per meeting-members; \$30 per meeting-Chairman

Term(s) Ending: Shelton Phillips – District 5 (Initial Appointment 1997)

Application(s) on File: Attachment # 10.B.3.
David Rink

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

Term(s) Ending:

- 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)

Application(s) on File:

- Attachment # 10.B.4.**
- James Arthur
- Glen Ipock
- David Parker
- Carl Turner
- Wyatt Whitford

CRAVEN COUNTY HEALTH BOARD

AUTHORIZATION: NCGS 130A-35

MISSION/FUNCTION: Primary policy making and hearing body for the Craven County Health Department, charged with the immediate care and responsibility for promoting and protecting the public health in Craven County.

NUMBER OF MEMBERS:

11

TYPE:

A physician, dentist, optometrist, veterinarian,

registered nurse, licensed pharmacist, Craven

County Commissioner, general public

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

(See above)

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: 2nd Monday of every month, 12:00 – 1:30 p.m.

COMPENSATION: No Yes X Specify: \$50/meeting

Term(s) Expiring: Christie Orientale (Resigned)

Application(s) on File: Attachment #10.B.5
Dr. Eric Wheelis

Hwy 70: To replace Mike Avery, Retired))

Down East RPO: To replace Sabrina Bengel/Victor Taylor, City of New Bern

A representative is needed from a municipality not included in the New Bern MPO (Vanceboro, Havelock, Dover, Cove City).

C. UPCOMING APPOINTMENTS

May

Craven Aging Planning Board Angela Shelters (Initial Appointment 2011)

Nursing Home Advisory Committee

Bob Dorsey (Initial Appointment 2010)
Rachelle Martin (Initial Appointment 2010)
Theron McCabe (Initial Appointment 2012)

Zoning Board

Cynthia Riley (Initial Appointment 2010)

June

Craven Community College

Earl Wright (Initial Appointment 1997)

Eastern Carolina Council

James Walker (Initial Appointment 2011)

Social Services Board

Rex Bennett (Initial Appointment 2007)
George Sawyer (Initial Appointment 2007)

Eastern Carolina Workforce Development Board

Jeff French (Initial Appointment 2011)
Ronald Knight (Initial Appointment 2007; Org. Labor)

Regional Aging Advisory Committee

Bob Dorsey (Initial Appointment 2012)
Mary Zeeman (Initial Appointment 2010)

Recreation Advisory Board

Dickie Fairburn (Initial Appointment 2009)
Demetrius Harkley (Initial Appointment 2007)
Robert Sabdo (Initial Appointment 2006)
Bill Taylor (Initial Appointment 2010)

Airport Authority

Harold Blott (Initial Appointment 2008)
Bill Nauman (Initial Appointment 2005)

Agenda Date: April 1, 2013

Presenter: Jim Hicks

Agenda Item No. 11

COUNTY ATTORNEY'S REPORT

Agenda Date: April 1, 2013

Presenter: Jack Veit

Agenda Item No. 12

COUNTY MANAGER'S REPORT

Agenda Date: April 1, 2013

Presenter: _____

Agenda Item No. 13

COMMISSIONERS' REPORTS

Agenda Date: April 1, 2013

Presenter: _____

Agenda Item No. 14

CLOSED SESSION

The Board will be requested to go into closed session pursuant to N.C.G.S. 143-318.11(a) (6) to discuss a personnel matter.

APPENDIX H

Tall Structures Ordinance

1.1. Purpose

The purpose of this Ordinance shall be to preserve the County's scenic beauty, to protect sensitive environmental areas, and to safeguard the general health, safety, and welfare of the citizens of Craven County. Additionally, this Ordinance will serve to mitigate conflicts stemming from the development of Tall Structures in relation to military, civilian and commercial aircraft operations.

1.2. Authority

This Ordinance establishing comprehensive regulations for Tall Structures, as defined under Section 1.16, in Craven County, North Carolina, and providing for the administration, enforcement, and amendment thereof, is adopted pursuant to the authority of North Carolina General Statutes 153A-121.

1.3. Applicability

This Ordinance shall apply to all of the land located within the unincorporated portions of Craven County, North Carolina, which are not located in an established municipal extraterritorial jurisdiction, as well as within the corporate boundaries and extraterritorial jurisdiction of any municipality that requests this Ordinance be effective therein, and the County so agrees. The effective date of this Ordinance is (Insert Date). This Ordinance governs the development and use of all land and structures for Tall Structures. No Tall Structure, or land shall be used, occupied or altered therefore, and no Tall Structure, or part thereof shall be erected, constructed, reconstructed, moved, enlarged, or structurally altered, unless in conformity with all the provisions of this regulation and all other applicable regulations, except as otherwise provided by this Ordinance. This Ordinance is intended to comply with and be consistent with the United States Telecommunication Act of 1996, and the Federal Communications Act, 47 U.S.C., paragraph 332, as amended.

1.4. Location

The proposed Tall Structure and accessory structures and equipment shall be placed in a location and in a manner that will minimize the visual impact on the surrounding area. To ensure the safety of the public and other existing buildings, the Tall Structure shall be a minimum of five hundred (500) feet from an existing residential structure of a Non-Participating Landowner. If located less than 500 feet from an existing residential structure of a Non-Participating Landowner, a continuous screen of evergreen vegetation intended to be at least six feet high and three feet thick at maturity shall be planted around the Tall Structure(s) and all

accessory structures and/or security fencing prior to receiving a Certificate of Occupancy.

Additionally, all proposed Tall Structure projects are subject to review and comment by representatives of Marine Corps Air Station (MCAS) Cherry Point and Seymour Johnson Air Force Base.

Any proposed Tall Structure, and related accessory structures and equipment, must be approved by the Craven County Board of Commissioners upon review and recommendation by the Craven County Planning Board for compliance with this Ordinance. Approval will be based on compliance with the standards and provisions set forth in this Ordinance, as well as any comments received from representatives of MCAS Cherry Point, Seymour Johnson Air Force Base, and/or the NC Utilities Commission.

1.5. Co-Location of Communication Towers.

Approval for a proposed Communication Tower within a radius of ten thousand (10,000) feet from an Existing Communication Tower or other similar structure shall not be issued unless the applicant certifies that the Existing Communication Tower does not meet applicant’s structural specifications or technical design requirements, or that a co-location agreement could not be obtained at a reasonable market rate and in a timely manner.

1.6. Height, Setbacks, and Minimum Lot Size

<u>Facility Type</u>	<u>Minimum Lot Size</u>	<u>Minimum Setback Requirements</u> ¹		<u>Maximum Height from Grade</u>
		<u>Setback factor regarding property lines</u> ²	<u>Setback factor regarding public right-of-way</u> ²	
<u>Wind Energy Generator (Accessory)</u>	Dictated by the Tall Structure setback requirements	1.0	1.0	100 Ft.
<u>Wind Energy Facility</u>	Dictated by the Tall Structure setback requirements	1.0	1.5	500 Ft.
<u>Communication Tower</u>	Dictated by the Tall Structure setback requirements	1.0	1.0	350 Ft.

¹ Measured from the center of the wind turbine base or Communication Tower to the property line.

² Calculated by multiplying the required setback distance by the proposed structure height. (example: a Wind Energy Facility of 200 feet in height must be located at least 300 feet from a public right-of-way [200 feet in height * 1.5 = 300 feet]).

1.7. Wind Energy Facility Requirements

The following Wind Energy Facility noise, shadow flicker, ground clearance and electromagnetic interference standards apply to potential impacts associated with Wind Generators. These standards shall not apply to the installation of a Wind Energy Generator installed as an accessory use.

- (1) Audible sound from a Wind Turbine shall not exceed fifty-five (55) dBA, as measured at the exterior foundation of any building of a Non-Participating Landowner that is occupied at the time the application is filed.
- (2) Shadow flicker at any occupied building on a Non-Participating Landowner's property caused by a Wind Energy Facility located within 2,500 feet of the occupied building shall not exceed thirty (30) hours per year.
- (3) Rotor blades on wind turbines must maintain at least twenty-four feet (24') of clearance between their lowest point and the ground.
- (4) Wind Turbines may not interfere with normal aviation radar, radio and television reception in the vicinity. The applicant shall mitigate any interference with electromagnetic communications, such as aviation radar, radio, telephone or television signals caused by any Wind Energy Facility.

1.8. Replacement of Tall Structures

Tall Structures that are in operation prior to (Insert Adoption Date), can be replaced at no greater than their current height as follows:

- (1) Conforming Tall Structures may be replaced or repaired, but only if the applicant presents engineering data to the Craven County Board of Commissioners that the replacement poses no threat to the surrounding property owners or that tower replacement does not have an adverse impact on aircraft operations. Replacement of a Tall Structure exceeding the maximum height listed under Section 1.6 will require full project review as outlined under Section 1.10.
- (2) Non-conforming Tall Structures may be repaired if damaged by no more than fifty percent (50%) of the Tall Structure's fair market value, but only if the applicant presents engineering data to the Craven County Board of Commissioners that the replacement poses no threat to the surrounding property owners or that tower replacement does not have an adverse impact on

aircraft operations. Repair of a Tall Structure exceeding the maximum height listed under Section 1.6 will require full project review as outlined under Section 1.10.

1.9. Abandoned Facilities

Any Tall Structure that is not utilized for its permitted purpose for more than one hundred and eighty (180) days shall be considered abandoned; and once considered abandoned shall be removed by the owner within ninety (90) days.

1.10. Permit Review and Approval Process

All applications for Tall Structures subject to this Ordinance shall be subject to the following review and approval process:

- (1) Applications shall be submitted to Craven County Planning Staff. Applications must comply with any applicable federal, state or local statutes, ordinances, rules or regulations.
- (2) Site plan required as specified under Section 1.14.
- (3) The application will be forwarded to the Craven County Planning Board for review and approval. Prior to review by the Craven County Planning Board, the application will be forwarded to MCAS Cherry Point and Seymour Johnson for review to determine if any potential adverse impacts may be associated with the proposed project.
- (4) Once review comments have been received from the representatives of MCAS Cherry Point and Seymour Johnson, they will be forwarded to the applicant. The applicant will have an opportunity to address any identified adverse impacts and take necessary action to mitigate issues identified through the military review process. Following receipt of the revised application, the application and all supporting documentation shall be forwarded to the Planning Board for review.
- (5) The final application will be reviewed by the Craven County Planning Board. The Planning Board will provide a recommendation for consideration by the Board of Commissioners. This recommendation shall be based on the requirements of this Ordinance, as well as comments received through the Base review process.

- (6) In the event that the County believes it needs to retain engineering services to review issues related to adverse impacts and/or mitigation of the same, the applicant will be required to reimburse the County for the cost thereof.
- (7) If an application is denied by the Craven County Board of Commissioners, the applicant may appeal the decision to the Superior Court of Craven County.
- (8) Approval of a Tall Structure shall be valid for a period of twenty-four (24) months from such approval. In the event that the Tall Structure is not substantially constructed for its intended purpose within such time, said approval shall be deemed automatically revoked, and of no further force or effect, without any action required by Craven County. Upon a showing of good cause, the Craven County Board of Commissioners may grant an extension hereunder, upon such terms and conditions it deems advisable, and upon payment of any additional fees that may be associated with the same.

1.11. Installation and Design

The installation and design of all Tall Structures shall conform to the following standards:

- (1) The installation and design of the facility shall conform to applicable industry standards, including those imposed by the NC General Statutes, North Carolina Administrative Code and/or the NC Utilities Commission.
- (2) All electrical, mechanical, and building components of the facility shall be in conformance with the International Building Code with North Carolina Amendments.
- (3) Any on-site collection and distribution lines shall, to the maximum extent possible, be installed underground.
- (4) The facility shall be constructed of a corrosion resistant material that will not fade, show rust spots or otherwise change the appearance as a result of exposure to the elements, and be a non-obtrusive color such as white, off-white or gray.
- (5) The facility shall not be artificially lit, except to the extent required by the Federal Aviation Administration or other applicable authority that regulates air safety or recommended by military.
- (6) Designed to mitigate any identified adverse impacts on aircraft operations.

1.12. Maintenance

Any Tall Structure that is not functional as permitted shall be repaired or removed by the owner within 6 months of non-functionality. In the event that the County becomes aware of any Tall Structure that is not operated for a continuous period of 6 months, the County will notify the owner by certified mail and provide 30 days for a written response; provided however, in the event the owner cannot be located, then the County shall post such notice at a conspicuous place at the Tall Structure property. In its response, the owner shall set forth reasons for the operational difficulty and provide a reasonable timetable for corrective action. If the County deems the timetable for corrective action as unreasonable, the County shall notify the landowner that the Tall Structure has been deemed abandoned, and such landowner shall remove the facility with 180 days of receipt of said notice. Any disturbed earth shall be graded and re-seeded, unless the landowner requests in writing that the access roads or other land surface areas not be restored.

1.13. Decommissioning and Removal of Incomplete/Abandoned Tall Structures

When required, the following decommissioning requirements shall apply:

- (1) The applicant must remove the tall structure facility if, after the completion of the construction, the facility fails to begin operation, or becomes inoperable for a continuous period of six months.
- (2) The six month period may be extended upon a showing of good cause to the Craven County Board of Commissioners.
- (3) Any person, firm, or corporation receiving approval for an application to construct a Tall Structure Facility, excluding Communication Towers, must provide to the County a form of surety equal to 125% of the entire cost, as estimated by a licensed engineer under seal, and approved by the County Attorney, either through a surety performance bond, irrevocable letter of credit or other instrument readily convertible into cash at face value, either with the County or in escrow with a financial institution designated as an official depository of the County. This surety shall be retained by the County to cover the cost of removal in the event the applicant is unable to perform any required removal hereunder. Following initial submittal of the surety, the cost calculation shall be reviewed annually every 12 months, and adjusted accordingly based upon an updated estimate of a licensed engineer under seal, of the estimated removal costs. The adjustment must be approved by the Director of the Craven County Planning Department. Failure to comply with any requirement of this

paragraph shall result in the immediate termination and revocation of all prior approval and permits; further, Craven County shall be entitled to make immediate demand upon, and/or retain any proceeds of, the surety, which shall be used for decommissioning and/or removal of the Tall Structure, even if still operational.

1.14. Tall Structures Facility Plans

No Tall Structure shall be constructed or permitted without a set of facility plans bearing an engineer's seal that has been filed with the Craven County Planning Staff and Building Inspector and approved through the review process outlined under Section 1.10.

Tall Structure facility plans shall contain the following:

- (1) Fee. A fee determined by the County's Fee Schedule.
- (2) Narrative. A written narrative of the development plan.
- (3) Co-Location on Existing Towers (communications towers only). Documentation that co-location on existing towers or structures within a radius of ten thousand (10,000) feet was attempted by the applicant, but found unfeasible with reasons noted.
- (4) Co-Location on Proposed Tower (telecommunications towers only). A notarized affidavit that states the applicant's willingness to allow location on the proposed tower, at a fair market price and in a timely manner, of any other service provided licensed by the Federal Communications Commission (FCC).
- (5) Other Permits. Copies of all county, state, and federal permits with the application building permit where prior local approval is not required.
- (6) Elevation Drawings. Elevation drawings of all towers, antennas, and accessory structures and equipment, indicating height, design, and colors.
- (7) NEPA Compliance. A copy of approved National Environmental Policy Act of 1969 (NEPA) compliance report for all towers, antennas, accessory structures, or equipment proposed for the site.
- (8) Structural Requirements. Documentation signed and sealed by a North Carolina registered engineer that indicates any proposed tower meets the structural

requirements of the Standard Building Code and the co-location requirements of this article.

- (9) Other Approvals, Certifications, or Recommendations. Appropriate approvals, certifications, or recommendations required to allow review of approval criteria such as sight line analysis, aerial photographs, or other such tests as determined by the Craven County Planning Staff.
- (10) Type of Facility (wind energy facilities only). Provide the representative type and height of the wind turbine in the form of horizontal and vertical (elevation) to-scale drawings, including its generating capacity, dimensions and respective manufacturer, and a description of ancillary facilities.
- (11) Utility Commission Certification (wind energy facilities only). An applicant for a commercial wind generation facility shall state in the application whether a Certificate of Public Convenience and Necessity for the system is required from the North Carolina Utilities Commission and, if so, the anticipated schedule for obtaining the certificate. The County may ask the Utilities Commission to determine whether a Certificate of Public Convenience and Necessity is required for a particular wind power project for which the County has received an application. The County shall not approve a project requiring a certificate unless and until such certificate is issued by the Utilities Commission. If a certificate is not required from the Utilities Commission, the permit shall include with the application a discussion of what the applicant intends to do with the power that is generated.
- (12) Any preliminary approvals of the proposed Tall Structure received prior to the application submittal from any State or Federal agency may be submitted for County consideration with the application.

1.15 Penalties

Any violation of this Ordinance shall be governed by the provisions of Chapter 1 of the Craven County Code of Ordinances.

1.16. Definitions

Accessory Use

A use incidental to and customarily associated with the operation/maintenance of a tall structure and located on the same lot or parcel as the tall structure.

Adverse Impact

A negative consequence impacting the physical, social, or economic environment resulting from an action or project.

Alternative Energy Facility

A facility that uses a variety of sources and/or products for the production of power for sale as a primary use. Types of energy facilities may include, but are not limited to: petroleum; methane; ethanol; thermal; wind; solar; hydro-electric; and other energy generation facilities.

Antenna

A conductor, usually located at the top of a wireless communication tower, by which electromagnetic waves are transmitted and/or received.

Communication Tower

Any tower or structure, natural or man-made, existing or erected, for the purpose of supporting; including, but not limited to, one or more antennas designed to transmit and/or receive television, AM/FM radio, digital, microwave, cellular, analog.

Existing Communication Tower

Any communication tower existing or permitted in Craven County, which was placed, built, erected or permitted prior to (insert adoption date).

Height

The distance measured from grade elevation above mean sea level at the time of application, to the highest point of the proposed facility while in operation.

Non-Participating Landowner

An owner of land, not the applicant or owner of the Tall Structure.

North Carolina Utilities Commission

The North Carolina Utilities Commission, or any successor state agency or department.

Setback

The required distance between the facility and the property line or right-of-way line.

Shadow Flicker

The visible flicker effect when rotating turbine blades cast shadows on the ground and nearby structures causing the repeating pattern of light and shadow.

Tall Structures

All structures over 100 feet in height above ground level used for communication towers, wind energy facilities, and other similar structures used for wind energy generation, wind power, wind turbines, wireless communication facilities, or alternative energy facilities. Specifically excluded from this definition are buildings and accessory structures used primarily for residential, commercial, industrial or institutional purposes other than those contained in the preceding sentence, as well as any appearances related thereto.

Wind Energy Facility

An electricity-generating facility whose main purpose is to supply electricity to the electrical grid, consisting of one or more wind turbines and other accessory structures and buildings including substations, meteorological towers, electrical infrastructure, transmission lines, and other appurtenant structures and facilities, which has a rated capacity of greater than 100 kW.

Wind Energy Generator (Accessory)

A single system consisting of a single wind turbine, a tower, and associated control or conversion electronics designed to supplement other electricity sources as an accessory use to existing buildings or facilities, which has a rated capacity of not more than 100 kW.

Wind Power

Power that is generated in the form of electricity by converting the rotation of wind turbine blades into electrical current by means of an electrical generator.

Wind Turbine

A wind energy conversion system that converts wind energy into electricity through the use of a wind turbine generator, and may include a nacelle, rotor, tower, and pad transformer.

Wireless Communication Facility

Any unstaffed facility for the transmission and/or reception of wireless telecommunications services, usually consisting of an antenna array, connection cables, an equipment facility, and a support structure to achieve the necessary elevation.

I am here this evening to speak briefly on the subject of fracking. As you know, “fracking” refers to hydraulically fracturing underground shale rock formations with a mixture of water and chemicals to release the natural gas trapped inside. The industrial byproduct of fracking is a mixture of salt water, metals, dissolved solids and other chemicals which have to be flushed out of the ground during the process. It is the controversial issue of just how these millions of gallons of byproducts are disposed of that I would like to bring to your attention.

At this point, let me say that I, like most Americans, am interested in our country becoming energy independent and that the production of oil and natural gas from underground shale is one of the avenues toward that goal. Yes, I have always had an interest in the environment. No, I am not an anti-business, anti-industry “tree-hugger.”

Now, North Carolina’s natural gas productive shale rock is thought to be concentrated in several counties in the mid portion of the state, where, unfortunately, the rock is too impenetrable to accept the vast volume of undesirable byproduct from the fracking process.

This is the part of the story that should be of special concern to you and me: What to do with the waste? It is said that the state’s coastal counties are the only areas of the state that could potentially accept the poisonous underground fracking waste. Some say that the wells drilled for disposal will go to 8,000 feet below the surface and put into underground streams that do not communicate with the water that we drink or that industry uses. But “it is unclear whether these aquifers are hermitically sealed off from other aquifers above, or whether injected waste would migrate over time beyond its intended resting place.”

The truth is no one knows and, to me, this is a potentially catastrophic risk that we must not take. For instance, several years ago Arkansas regulators investigated 11 disposal sites and found all in violation of discharge limits of reclaimed water.

I am certain that each of you is as aware as I am of the fact that our area for some years now has been dealing with progressive lowering of our water table. This,

alone, is worry enough without throwing the dice on an underground scheme that, at some time in the future, could contaminate our sources of fresh water and result in an irrevocable damage to our way of life.

Now, I have lived east of Raleigh for 82 years and have gotten a pretty big dose of how people from Raleigh and west (and especially the state government) look upon us. They see Eastern North Carolina as a great wasteland populated by backward people that lies between them and the beach. One Raleigh genius said that disposing of fracking waste in the east would not bother the tourist industry. What a relief!

As I near the conclusion of my remarks you may be thinking of a hundreds questions. I'm sorry. I do not have the answers, but the frightening thing is that neither does anyone else.

So, why am I here? I am here because the fracking issue is a very current interest in the state legislature. Unfortunately, I have read nothing that would lead me to believe that with the state senators or the state representative from our area, in their rush to approve Fracking, has had any informed concern over the associated problem of waste disposal.

What can you, as our Board of Commissioners, do about it? I do not know. I do know that you should be able to wield some influence in the legislature. I do know that through zoning statutes you can regulate what can be done on a given property.

Whatever, please consider the urgency of this issue and its particular importance to our children and grandchildren- not just as the trifling parable of another old man.

Robert P. Holmes III

A handwritten signature in cursive script, appearing to read "Robert P. Holmes III", followed by a horizontal line.



NATIONAL HEALTHCARE DECISIONS DAY

★ *your decisions matter* ★

Healthcare Decisions Day Proclamation

WHEREAS, *Healthcare Decisions Day* is designed to raise public awareness of the need to plan ahead for health care decisions, related to end of life care and medical decision-making whenever patients are unable to speak for themselves and to encourage the specific use of advance directives to communicate these important health care decisions; and

WHEREAS, in North Carolina, the N.C.G.S. 90-320-322 and 32A-15 provides the specifics of our advance directives law and offers a model form for patient use; and

WHEREAS, it is estimated that only about 20 percent of people in North Carolina have executed an advance directive. Moreover, it is estimated that less than 50 percent of severely or terminally ill patients have an advance directive; and

WHEREAS, it is likely that a significant reason for these low percentages is that there is both a lack of knowledge and considerable confusion in the public about Advance Directives; and

WHEREAS, one of the principal goals of *Healthcare Decisions Day* is to encourage hospitals, nursing homes, assisted living facilities, continuing care retirement communities, and hospices to participate in a State-wide effort to provide clear and consistent information to the public about advance directives, as well as to encourage medical professionals and lawyers to volunteer their time and efforts to improve public knowledge and increase the number of North Carolina citizens with advance directives; and

WHEREAS, organizations throughout North Carolina have endorsed this event and are committed to educating the public about the importance of discussing health care choices and executing advance directives; and

WHEREAS, as a result of April 16, 2013, being recognized as *Healthcare Decisions Day* in North Carolina, more citizens will have conversations about their health care decisions; more citizens will execute Advance Directives to make their wishes known; and fewer families and health care providers will have to struggle with making difficult health care decisions in the absence of guidance from the patient;

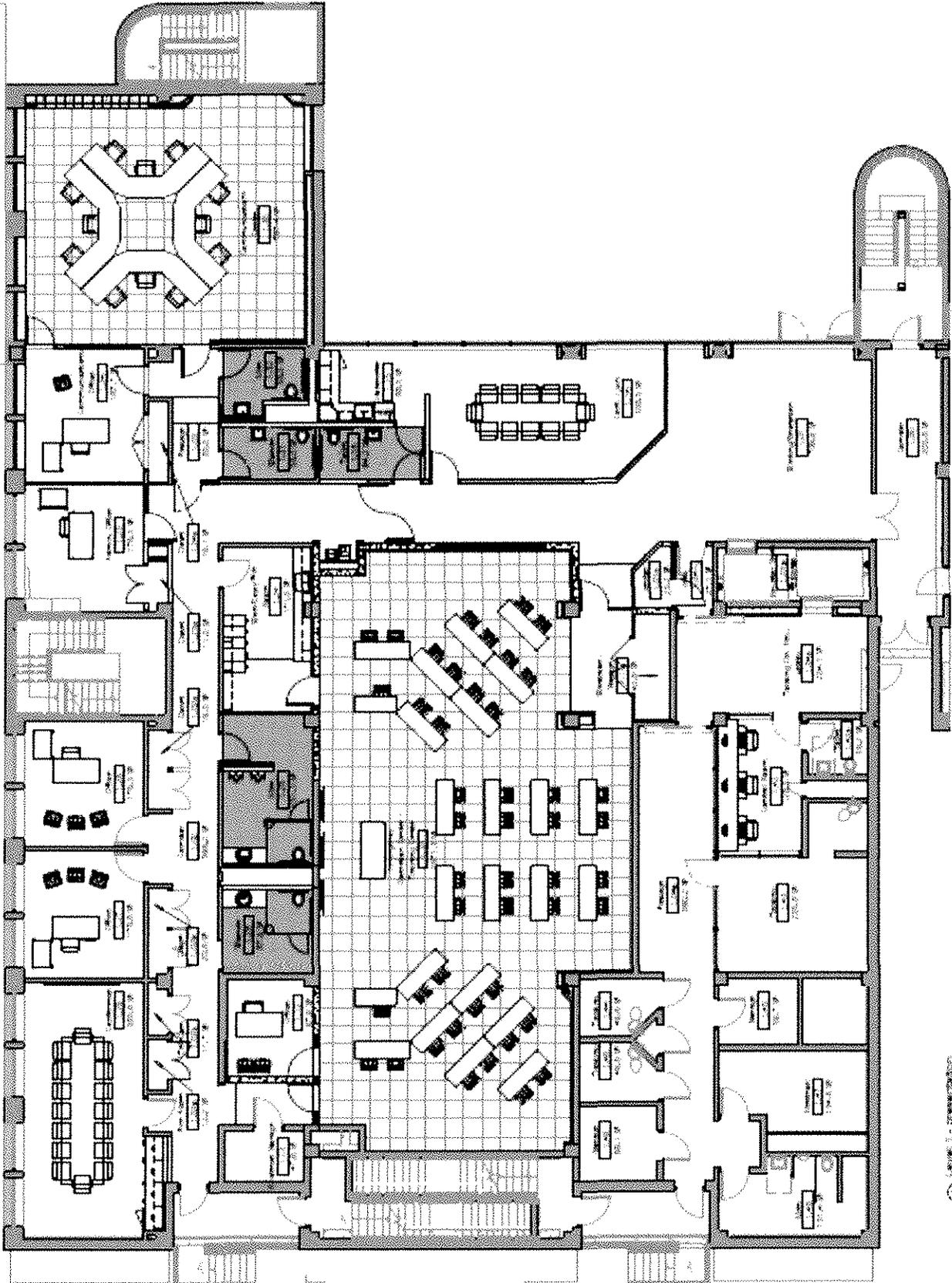
NOW, THEREFORE, BE IT RESOLVED, that the Craven County Board of Commissioners do hereby recognize April 16, 2013, as **HEALTHCARE DECISIONS DAY** in Craven County, North Carolina, and I call this observance to the attention of all our citizens.

Adopted this 1st day of April, 2013.

Chairman Scott C. Dacey
Craven County Board of Commissioners

Gwendolyn M. Bryan
Clerk to the Board

Original Drawing



1. Level 3. Conference Room
1/8" = 1'-0"



Gene Hodges <mhodges@cravencountync.gov>

Fwd: Jury Pool Room

1 message

Jack Veit, III <jveit@cravencountync.gov>

Tue, Mar 26, 2013 at 4:17 PM

To: Gene Hodges <mhodges@cravencountync.gov>, Gwendolyn Bryan <gbryan@cravencountync.gov>

For Agenda

——— Forwarded message ———

From: **Sharp, Terri W.** <Terri.W.Sharp@nccourts.org>

Date: Sun, Mar 17, 2013 at 3:13 PM

Subject: Re: Jury Pool Room

To: Benjamin Alford <judgealford@yahoo.com>, Jack Veit <JVeit@cravencountync.gov>

I mirror Judge Alford's comments and thank you for providing us with this space. If you need anything further, please feel free to contact me.

Terri W. Sharp
Clerk of Superior Court
Craven County
302 Broad Street
New Bern, NC. 28560
Telephone: [252-639-3020](tel:252-639-3020)

Sent from my Droid Charge on Verizon 4G LTE Benjamin Alford wrote:

Jack,

This will follow up our meeting on Friday regarding the plan's change for the above referenced area. I believe the area drawn and projected and toured will be suitable for the gathering of jurors.

I am grateful to Craven County for this very important feature for the judicial system. Please call upon me when I may be of service to you.

My best.

Benjamin G. Alford
Senior Resident Superior Court Judge
3B Judicial District
310 Broad Street
New Bern, North Carolina 28560

E-mail correspondence to and from this address may be subject to the North Carolina public records laws and if so, may be disclosed.



DATE: March 12, 2013

TO: Jack Veit III, County Manager
Rick Hemphill, Assistant County Manager of Finance & Administration Director
Gene Hodges, Assistant County Manager of Operations & Facilities

FROM: Mary Harris, Convention Center Director

SUBJ: 2014 Convention Center Space Rental Rate

I have reviewed the Convention Center rental rates history and completed a competitive analysis, which includes other convention center, hotels and banquet facilities. I do recommend an increase in our rates for calendar year 2014 with an increase in the catering food minimum for use of the Colonial Capital Ballroom.

To recap our space rental rate history: In 2001, we increased our rental rates by approximately 5%; in 2002, we held our rates steady; in 2004, we increased our wedding rate to full space rental and increased our overall space rental rates by 5%; in 2005, we held our rates steady; from 2006 through 2011, we increased our overall space rental rates by 5% each year; in 2012 and 2013, we held our rates steady.

Over the last three years, the Convention Center has imposed the following fees to clients: a \$5 linen usage fee and a \$25 an hour bartending fee. All other fees such as equipment and audiovisual has remained the same during this time period.

I have enclosed a proposed 2014 space rental rates compared to the current 2013 rental rates.

NEW BERN RIVERFRONT CONVENTION CENTER

ROOM	SQUARE FEET	DIMENSIONS	RECEPTION STYLE	BANQUET SEATING	DAILY RENTAL RATE	Proposed Rate 2014
COLONIAL CAPITAL BALLROOM (A, B & C)	12,000	100 X 120	1,350	1,000	\$ 2,755	\$3,000
BALLROOM A	6,000	60 X 100	650	500	\$ 1,375	\$1,650
BALLROOM B	3,500	58 X 60	390	250	\$ 825	\$975
BALLROOM C	2,500	42 X 60	260	150	\$ 700	\$850
TRYON ROOM (A and B)	2,030	42 X 48	225	150	\$ 600	\$700
TRYON ROOM A	1,100	42 X 26	140	90	\$ 380	\$400
TRYON ROOM B	930	42 X 22	75	60	\$ 300	\$300
BERNE ROOM	1,680	42 X 40	175	120	\$ 500	\$600
CRAVEN BOARD ROOM	450	19 X 24			\$ 250	\$250
HERITAGE HALL	8,000		800		\$ 550	\$550
PROMENADE	1,900				\$ 250	\$265
RIVERFRONT VERANDA	3,740		100	320	\$ 500	\$525
ENTIRE FACILITY	29,800				\$ 4,660	\$5,100

2014 RENTAL RATES

Policy: A Complete listing of booking policies and priorities are enclosed.

Rental rates reflect initial set-up and dismantle of in-house equipment including tables and chairs. All other equipment and changes in the initial set-up will be billed at the prevailing rates.

A linen fee will be applied to final bill.

Space rental rates include an 8 hour shift for personnel. Additional charges may be applied for groups with extended hours. All signed contracts require a minimal 50% deposit to be considered definite. The remaining space rental balance is due one week prior to the date of the event.

Insurance coverage, as required per contract, should stipulate the New Bern Riverfront Convention Center, County of Craven, their officers, directors, agents, and employees be named as additional insured.

Move-in / move-out rates are one-half the rate shown.

Standard banquets utilizing the space for 4 hours or more are one-half the rental rate shown with a food minimum for the following rooms; \$2,000 spent on food in Ballroom B or Ballroom C, \$3,000 spent on food in Ballroom A or Ballroom B & C together, \$5,000 spent on food in the entire Colonial Capital Ballroom.

Holiday rates may be subject to additional labor charges for holiday personnel.

The New Bern Riverfront Convention Center estimates an increase in daily rental rates for 2015 and beyond.

The NBRFCC holds all NC ABC permits and has bar pricing available upon request.



FUNDING AUTHORIZATION
DIVISION OF SOCIAL SERVICES
FUNDING SOURCE: Piedmont Natural Gas-Share the Warmth
EFFECTIVE DATE: 07/01/2012
AUTHORIZATION NUMBER: 12

ALLOCATION PERIOD
FROM JUNE 2012 THRU MAY 2013 SERVICE MONTHS
FROM JULY 2012 THRU JUNE 2013 PAYMENT MONTHS

Co. No.	COUNTY	Initial (or Previous) Allocation Funding Authorization		Additional Allocation		Grand Total Allocation	
		State	Total	State	Total	State	Total
01	ALAMANCE	10,692.68	10,692.68	206.72	206.72	10,899.40	10,899.40
02	ALEXANDER	0.00	0.00	0.00	0.00	0.00	0.00
03	ALLEGHANY	0.00	0.00	0.00	0.00	0.00	0.00
04	ANSON	1,605.25	1,605.25	70.69	70.69	1,675.94	1,675.94
05	ASHE	0.00	0.00	0.00	0.00	0.00	0.00
06	AVERY	0.00	0.00	0.00	0.00	0.00	0.00
07	BEAUFORT	92.00	92.00	0.00	0.00	92.00	92.00
08	BERTIE	0.00	0.00	0.00	0.00	0.00	0.00
09	BLADEN	0.46	0.46	0.00	0.00	0.46	0.46
10	BRUNSWICK	0.06	0.06	0.00	0.00	0.06	0.06
11	BUNCOMBE	0.00	0.00	0.00	0.00	0.00	0.00
12	BURKE	12.35	12.35	0.00	0.00	12.35	12.35
13	CABARRUS	0.00	0.00	0.00	0.00	0.00	0.00
14	CALDWELL	0.00	0.00	0.00	0.00	0.00	0.00
15	CAMDEN	0.00	0.00	0.00	0.00	0.00	0.00
16	CARTERET	0.00	0.00	0.00	0.00	0.00	0.00
17	CASWELL	0.00	0.00	0.00	0.00	0.00	0.00
18	CATAWBA	6,544.48	6,544.48	263.85	263.85	6,808.33	6,808.33
19	CHATHAM	0.00	0.00	0.00	0.00	0.00	0.00
20	CHEROKEE	0.00	0.00	0.00	0.00	0.00	0.00
21	CHOWAN	120.73	120.73	0.00	0.00	120.73	120.73
22	CLAY	0.00	0.00	0.00	0.00	0.00	0.00
23	CLEVELAND	0.00	0.00	0.00	0.00	0.00	0.00
24	COLUMBUS	18.43	18.43	0.00	0.00	18.43	18.43
25	CRAVEN	2,149.04	2,149.04	102.77	102.77	2,251.81	2,251.81
26	CUMBERLAND	7,651.13	7,651.13	323.39	323.39	7,974.52	7,974.52
27	CURRITUCK	0.00	0.00	0.00	0.00	0.00	0.00
28	DARE	0.00	0.00	0.00	0.00	0.00	0.00
29	DAVIDSON	6,551.56	6,551.56	289.25	289.25	6,840.81	6,840.81
30	DAVIE	0.00	0.00	0.00	0.00	0.00	0.00
31	DUPLIN	84.11	84.11	0.00	0.00	84.11	84.11
32	DURHAM	0.00	0.00	0.00	0.00	0.00	0.00
33	EDGECOMBE	2,135.53	2,135.53	50.64	50.64	2,186.17	2,186.17
34	FORSYTH	11,546.88	11,546.88	483.94	483.94	12,030.82	12,030.82
35	FRANKLIN	0.00	0.00	0.00	0.00	0.00	0.00
36	GASTON	600.00	600.00	0.00	0.00	600.00	600.00
37	GATES	0.00	0.00	0.00	0.00	0.00	0.00
38	GRAHAM	0.00	0.00	0.00	0.00	0.00	0.00
39	GRANVILLE	0.00	0.00	0.00	0.00	0.00	0.00
40	GREENE	0.00	0.00	0.00	0.00	0.00	0.00
41	GUILFORD	32,756.83	32,756.83	694.76	694.76	33,451.59	33,451.59
42	HALIFAX	0.00	0.00	0.00	0.00	0.00	0.00
43	HARNETT	0.00	0.00	0.00	0.00	0.00	0.00
44	HAYWOOD	0.00	0.00	0.00	0.00	0.00	0.00
45	HENDERSON	0.00	0.00	0.00	0.00	0.00	0.00
46	HERTFORD	0.00	0.00	0.00	0.00	0.00	0.00
47	HOKE	0.87	0.87	0.00	0.00	0.87	0.87

FUNDING SOURCE: Piedmont Natural Gas-Share the Warmth

	COUNTY	Initial (or Previous) Allocation		Additional Allocation		Grand Total Allocation	
		Funding Authorization					
		State	Total	State	Total	State	Total
48	HYDE	0.00	0.00	0.00	0.00	0.00	0.00
49	IREDELL	0.00	0.00	0.00	0.00	0.00	0.00
50	JACKSON	0.00	0.00	0.00	0.00	0.00	0.00
51	JOHNSTON	0.00	0.00	0.00	0.00	0.00	0.00
52	JONES	0.00	0.00	0.00	0.00	0.00	0.00
53	LEE	0.00	0.00	0.00	0.00	0.00	0.00
54	LENOIR	73.13	73.13	0.00	0.00	73.13	73.13
55	LINCOLN	6.00	6.00	0.00	0.00	6.00	6.00
56	MACON	0.00	0.00	0.00	0.00	0.00	0.00
57	MADISON	0.00	0.00	0.00	0.00	0.00	0.00
58	MARTIN	0.00	0.00	0.00	0.00	0.00	0.00
59	MCDOWELL	0.00	0.00	0.00	0.00	0.00	0.00
60	MECKLENBURG	50.00	50.00	0.00	0.00	50.00	50.00
61	MITCHELL	0.00	0.00	0.00	0.00	0.00	0.00
62	MONTGOMERY	0.00	0.00	0.00	0.00	0.00	0.00
63	MOORE	0.00	0.00	0.00	0.00	0.00	0.00
64	NASH	0.00	0.00	0.00	0.00	0.00	0.00
65	NEW HANOVER	1,738.95	1,738.95	86.94	86.94	1,825.89	1,825.89
66	NORTHAMPTON	0.00	0.00	0.00	0.00	0.00	0.00
67	ONSLow	0.10	0.10	0.00	0.00	0.10	0.10
68	ORANGE	0.00	0.00	0.00	0.00	0.00	0.00
69	PAMLICO	0.00	0.00	0.00	0.00	0.00	0.00
70	PASQUOTANK	513.04	513.04	14.83	14.83	527.87	527.87
71	PENDER	0.00	0.00	0.00	0.00	0.00	0.00
72	PERQUIMANS	0.00	0.00	0.00	0.00	0.00	0.00
73	PERSON	0.00	0.00	0.00	0.00	0.00	0.00
74	PITT	63.50	63.50	0.00	0.00	63.50	63.50
75	POLK	0.00	0.00	0.00	0.00	0.00	0.00
76	RANDOLPH	0.00	0.00	0.00	0.00	0.00	0.00
77	RICHMOND	342.55	342.55	0.00	0.00	342.55	342.55
78	ROBESON	0.00	0.00	0.00	0.00	0.00	0.00
79	ROCKINGHAM	2,532.79	2,532.79	80.10	80.10	2,612.89	2,612.89
80	ROWAN	3,115.10	3,115.10	111.19	111.19	3,226.29	3,226.29
81	RUTHERFORD	0.00	0.00	0.00	0.00	0.00	0.00
82	SAMPSON	0.00	0.00	0.00	0.00	0.00	0.00
83	SCOTLAND	0.00	0.00	0.00	0.00	0.00	0.00
84	STANLY	0.00	0.00	0.00	0.00	0.00	0.00
85	STOKES	600.00	600.00	0.00	0.00	600.00	600.00
86	SURRY	0.00	0.00	0.00	0.00	0.00	0.00
87	SWAIN	0.00	0.00	0.00	0.00	0.00	0.00
88	TRANSYLVANIA	0.00	0.00	0.00	0.00	0.00	0.00
89	TYRRELL	0.00	0.00	0.00	0.00	0.00	0.00
90	UNION	5,449.10	5,449.10	317.69	317.69	5,766.79	5,766.79
91	VANCE	0.00	0.00	0.00	0.00	0.00	0.00
92	WAKE	0.00	0.00	0.00	0.00	0.00	0.00
93	WARREN	0.00	0.00	0.00	0.00	0.00	0.00
94	WASHINGTON	0.00	0.00	0.00	0.00	0.00	0.00
95	WATAUGA	0.00	0.00	0.00	0.00	0.00	0.00
96	WAYNE	3,294.43	3,294.43	129.01	129.01	3,423.44	3,423.44
97	WILKES	0.00	0.00	0.00	0.00	0.00	0.00
98	WILSON	0.00	0.00	0.00	0.00	0.00	0.00
99	YADKIN	0.00	0.00	0.00	0.00	0.00	0.00
100	YANCEY	0.00	0.00	0.00	0.00	0.00	0.00
150	Jackson Indian	0.00	0.00	0.00	0.00	0.00	0.00
187	Swain Indian	0.00	0.00	0.00	0.00	0.00	0.00
	Total	100,341.08	100,341.08	3,225.77	3,225.77	103,566.85	103,566.85

FUNDING SOURCE: Piedmont Natural Gas-Share the Warmth

FUNDING SOURCE: Share the Warmth

GRANT INFORMATION:

This funding authorization represents 100% state funds.

XS411 Heading: Not available on XS411 Report

Tracked on XS411: Not available on XS411 Report

OBLIGATIONS INCURRED AND EXPENDITURES MADE UNDER THIS ADVICE WILL BE SUBJECT TO LIMITATIONS PUBLISHED BY FEDERAL AND STATE AGENCIES AS TO THE AVAILABILITY OF FUNDS

AUTHORIZED SIGNATURE

DATE:

Shuang to Bradsher

March 6, 2013

CREDIT MEMOS SUBJECT TO BOARD APPROVAL ON 04/01/2013

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
BANKS, HATTIE M FORECLOSURE - LIEN EXTINGUISHED	0023507 2010-0002486	197.00
BANKS, HATTIE M FORECLOSURE - LIEN EXTINGUISHED	0023507 2011-0002737	182.36
BANKS, HATTIE M FORCLOSURE-LIEN EXTINGUISHED	0023507 2012-0002721	163.77
BROOKS, DANIEL E FORECLOSURE - LIEN EXTINGUISHED	0019674 2009-0006690	42.79
BROOKS, DANIEL E FORECLOSURE - LIEN EXTINGUISHED	0019674 2010-0006197	45.21
BROOKS, DANIEL E FORECLOSURE - LIEN EXTINGUISHED	0019674 2011-0006830	41.85
COLORADO, ADRIAN DID NOT OWN 1/1/2012	0048582 2012-0011568	42.98
DAVIS, THELMA R DWELLING VACANT SINCE 2008	1765770 2012-0014332	74.52
GCO MINERALS COMPANY DID NOT OWN 1/1/2012	2733762 2012-0021339	934.51
MILLER, CHARLILLIE FORECLOSURE - LIEN EXTINGUISHED	4944150 2010-0035322	228.20
MILLER, CHARLILLIE HRS FORECLUSURE-LIEN EXTINGUISHED	0086037 2011-0039330	211.28
MILLER, CHARLILLIE HRS FORECLOSURE - LIEN EXTINGUISHED	0086037 2012-0039226	190.23
PENUELAS-MORALES, FLOR ZOBAYDA DOUBLE BILLED - SEE ACCT 78741	0093318 2012-0090317	124.05
PURSER, GARLAND FRANKLIN JR VALUE CORRECTION PER BILL OF SALE	0007294 2013-0090027	264.72

CREDIT MEMOS SUBJECT TO BOARD APPROVAL ON 04/01/2013

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
	14 -CREDIT MEMO(S)	2,743.47

REFUNDS SUBJECT TO BOARD APPROVAL ON 04/01/2013

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
DAVIS, THELMA & RHEM, JAMES DWELLING VACANT SINCE 2008	1765775 2012-0014328	36.00
DAVIS, THELMA R DWELLING VACANT SINCE 2008	1765770 2012-0014330	36.00
DAVIS, THELMA R DWELLING VACANT SINCE 2008	1765770 2012-0014331	36.00
DAVIS, THELMA R DWELLING VACANT SINCE 2008	1765770 2012-0014334	36.00
DAVIS, THELMA R DWELLING VACANT SINCE 2008	1765770 2012-0014337	36.00
DAVIS, THELMA R DWELLING VACANT SINCE 2008	1765800 2012-0014340	36.00
DAVIS, THELMA R DWELLING VACANT SINCE 2008	1765800 2012-0014342	36.00
DAVIS, THELMA R DWELLING VACANT SINCE 2008	1765800 2012-0014339	36.00
	8 -REFUND(S)	288.00

**APPLICATION
PUBLIC SCHOOL BUILDING CAPITAL FUND
NORTH CAROLINA EDUCATION LOTTERY**

Approved: _____

Date: _____

County: Craven County
LEA: 250 - Craven County
Address: 3600 Trent Rd, New Bern, NC 28562

Contact Person: David Clifton
Title: Assistant Superintendent
Phone: 252-514-6317

Project Title: Debt Service for COPS and 2002 School Bond
Location: Craven County
Type of Facility: New Elementary and additions to a elementary & middle School

North Carolina General Statutes, Chapter 18C, provides that a portion of the proceeds of the North Carolina State Lottery Fund be transferred to the Public School Building Capital Fund in accordance with G.S. 115C-546.2. Further, G.S. 115C-546.2 (d) has been amended to include the following:

- (3) No county shall have to provide matching funds...
- (4) A county may use monies in this Fund to pay for school construction projects in local school administrative units and to retire indebtedness incurred for school construction projects.
- (5) A county may not use monies in this Fund to pay for school technology needs.

As used in this section, "Public School Buildings" shall include only facilities for individual schools that are used for instructional and related purposes, and does not include central administration, maintenance, or other facilities. **Applications must be submitted within one year following the date of final payment to the Contractor or Vendor.**

Short description of Construction Project: Debt used to construct Creekside Elementary and additions at J. T. Barber and Grover Fields Middle

Estimated Costs:

Purchase of Land	_____	\$	_____
Planning and Design Services	_____		_____
New Construction	_____		_____
Additions / Renovations	_____		_____
Repair	_____		_____
Debt Payment / Bond Payment	_____		4,329,963.00
TOTAL	_____	\$	4,329,963.00

Estimated Project Beginning Date: July 2006 Est. Project Completion Date: Dec 2008

We, the undersigned, agree to submit a statement of state monies expended for this project within 60 days following completion of the project.

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request release of \$ 1,300,000.00 from the Public School Building Capital Fund (Lottery Distribution). We certify that the project herein described is within the parameters of G.S. 115C-546.

(Signature) [Signature] Chair, County Commissioners

(Date)

(Signature) [Signature] Chair, Board of Education

(Date)

03/21/13



Castle Hayne Aquifer
Fund 422

This ordinance is hereby amended in the following amounts for expenditures to the Castle Hayne Aquifer Project.

Expenditures:

Test Wells

Chemical/Lab Analysis	\$	4,800.00
Contractual Services	\$	31,600.00
Engineering	\$	34,200.00
Construction	\$	101,640.00

Pre-Design/Site

Postage	\$	248.00
Utilities	\$	9,100.00
Contractual Services	\$	408,440.00
Capital Outlay - Equipment	\$	902.00
Land	\$	736,926.00
Engineering	\$	3,922.00
Engineering - McKim Creed	\$	335,520.00
Sitework	\$	2,399.00

Design Phase

Contractual Services	\$	1,095.00
Engineering - McKim Creed	\$	3,453,700.00
Contingency	\$	61,658.00
Administration	\$	60,291.00

Total	\$	5,246,441.00
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The following revenues are hereby amended for the Castle Hayne Aquifer Project.

Revenue:

Interest	\$	330.00
Transfer From Water Reserve	\$	2,231,581.00
Loan Proceeds	\$	3,014,530.00

Total	\$	5,246,441.00
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This ordinance is hereby amended this 1st day of April, 2013.

Scott C. Dacey, Chairman
Craven County Board of Commissioners

Attest:

Gwendolyn M Bryan, Clerk to the Board
Craven County Board of Commissioners

MEMORANDUM OF UNDERSTANDING AND AGREEMENT

BETWEEN

WAYNE COUNTY HEALTH DEPARTMENT

AND

CRAVEN COUNTY HEALTH DEPARTMENT

I. TITLE

PREPAREDNESS RESOURCE SHARING AGREEMENT

II. EXPLANATION

The next level of preparedness planning and response becomes more complex as counties move from capacity to capabilities. Achieving capabilities requires more processes, more planning and more partners in the face of reduced funding. Preparedness is now a core function of public health which must continue to be refined. The natural business model is to utilize economies of scale and to leverage funding streams. The Department of Homeland Security is taking a regional approach to funding. Public health is now considering a regional approach by developing regional planning methods to target capabilities and performance measurements.

III. PURPOSE

The intent of this policy is to allow for a multiple health department utilization of preparedness resource from a regional approach to complete the required capabilities of the CDC Public Health Preparedness Cooperative Agreement and to assure accountability at all levels. Expectations for the deliverables of the Cooperative Agreement and the Preparedness Agreement Addendum 514 (AA514) may vary year to year as the federal program changes. Updates will be distributed by the Office of Public Health Preparedness and Response (PHP&R). "Preparedness Coordinator (PC)" refers to an individual identified who is the person responsible for fulfilling the planning processes and writing the plans as required by the AA514.

IV. SCOPE

The term of this contract is for a twelve (12) month period from July 1, 2013 through June 30, 2014.

The PC will serve as Preparedness Coordinator for Craven County located in the Eastern Region designated by the Public Health Preparedness and Response branch of the Division of Public Health.

V. DELIVERABLES

Deliverables by the Wayne County PC as outlined by AA514 include:

Responsibility	
1.	Coordinate efforts towards completing the gaps that were identified in the March 2012 Capabilities Assessments by: <ol style="list-style-type: none"> a. Developing a work plan that provides a description of activities and dates of completion b. Utilizing the PHP&R Progress Check Database to record activities and updates
2.	Participate in state and regional planning processes by attending: <ol style="list-style-type: none"> a. Not less than 75% of scheduled regional in-person planning meetings in this area b. The annual Preparedness Conference
3.	Meet the following Strategic Nation Stockpile (SNS) requirements: <ol style="list-style-type: none"> a. Maintain a SNS Plan that meets the requirements of the Local Technical Assistance Review tool (LTAR) with a minimum score of 79. <ol style="list-style-type: none"> i. Complete call down drills as required by the LTAR tool ii. Complete trainings and exercises with AARs and CAPs as required by the LTAR tool b. Attend annual SNS review meetings c. Conduct one full scale Point of Dispensing exercise by June 30, 2016. Submit a full scale Point of Dispensing exercise planning timeline by May 31, 2014. The full scale exercise will be required by June 30, 2016. Details for exercise preparation and planning will be provided by PHP&R. d. Provide updates/date for each Point of Dispensing/Local Receiving Site (POD/LRS) location, hospital information sheets, and other documents as requested.
4.	Maintain preparedness and response activities by: <ol style="list-style-type: none"> a. Maintaining a system to receive reports of communicable diseases or other public health threats on a 24-hour-a-day, 7-day-a-week basis b. Establishing and maintaining a respiratory protection program. This may be in conjunction with other programs in the LHD. c. Maintaining a current Incident Command System (ICS) and National Incident Management System (NIMS) as guided by the NC Public Health Workforce ICS and NIMS Training Directive.
5.	Be involved in the local emergency planning committee, local epidemiology meetings and other meetings by request and approved by the Craven County Health Director. This should include a minimum of one meeting per month.
6.	Submit the following reports: <ol style="list-style-type: none"> a. Homeland Security Exercise and Evaluation Plan (HSEEP) compliant documentation and After Action Reports (AARs) within 60 days of completing the full scale Point of Dispensing exercise and other documents as required by the CDC. b. Monthly description of activities to the PHP&R Progress Check Database

Deliverables by the Crave County Health Department include:

1. Designate and assign a Point of Contact for the PC and provide an orientation of key stakeholders, resources, and process by August 30th, 2013.
2. Health Directors, Fiscal Officers and designated individuals as required will be in attendance at site visits to assess compliance with CDC grant and Agreement Addendum requirements and/or financials.

3. The local county health department and county government will supply statistics and information required to complete the tasks listed in the AA514.
4. The county will provide access to the county IT system.
5. The local health director or designee will make introductions as required to county officials and county partners to assist the PC in completing the tasks outlined in the AA514.
6. The local health director or designee who has decision making authority will:
 - Attend the Steering Committee meetings at least 90% of the time.
 - Meet with the PC once a month
7. Wayne County will bill Craven County for the total amount of \$26,000 to include up to 50% of salary, fringe and operating expense during the course of the contract term.
8. In the event that Craven County has a request of the Preparedness Coordinator that supersedes the scope of deliverables as defined herein, upon approval of the Wayne County Health Director and the Craven County Health Director, Craven County will reimburse Wayne County for any additional costs associated with the fulfillment of the request.

Wayne County Health Director

Date

Witness

Craven County Health Director

Date

Witness

Wayne County Finance Director

Date

Craven County Finance Director

Date

Pre Audit Statement Goes here

REC'D MAR 12 2013



**WEST of NEW BERN
VOLUNTEER FIRE DEPARTMENT**

900 Chelsea Road

New Bern, N. C. 28562

252-638-1119

March 12, 2013

To Whom It May Concern:

Please find attached two names for your consideration in being appointed Fire Tax Commissioners for our department. Both reside within the district.

We are replacing Mr. Lewis Redd and Mr. Mike Lucas who terms have exceeded the limits.

Mr. Donald Dunn and Mr. Tim Harvey are our recommendations to you and have been approved by the Board of Directors of the Fire Department.

Cleve Woolard President

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:

FIRE TAX COMMISSIONER WEST NEW BERN

Name: DONALD DUNN Home Phone: 252 638-2953
 Home Address: 406 FAIRWAY DR
 City: _____ Zip Code: 28562
 Township: Trent Woods, NC City Limits: Yes No
 Occupation: Sales Business Phone: 252 636-2216
 Place of Employment: DUNN'S BEDS Fax Number: 252 636-2276
 E-Mail Address: dunnsbeds@cmbarqmail.com
 (Please indicate your preferred contact number.) 252 671-2633

Education

South Lenoir H.S. Deep Run, N.C.
Lenoir C.C. Kinston, N.C.

Business and Civic Experience

Eagle Scout
Kinston Jaycees
Business Owner 10 years

Areas of Expertise, Interest, Skills

Interest - golf, beach, family, ECU football
Skills - business management

Why do you want to serve?

To be a larger part of my community

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

Date: 3-11-13 Donald Dunn
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.

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:

FIRE TAX COMMISSIONER - WEST OF NEW BERN FIRE DEPARTMENT

Name: Timothy P. HARVEY Home Phone: 252 633 9768
 Home Address: 3711 DAKBY RD
 City: Trent Woods Zip Code: 28562
 Township: _____ City Limits: Yes No
 Occupation: REGIONAL EMERGENCY MANAGER Business Phone: 910 450 7935
 Place of Employment: MCEAST/USMC Fax Number: -
 E-Mail Address: timothy.p.harvey.ctr@usmc.mil

(Please indicate your preferred contact number.)

Education

Park Ridge High School, Park Ridge, NJ
Caldwell Community College & Technical Institute

Business and Civic Experience

OFFICER IN CHARGE X2 U.S. COAST GUARD (retired)
DIRECTOR OF EMERGENCY MANAGEMENT Pamlico County
ASS. DIRECTOR, EMERGENCY SERVICES, CRAVEN COUNTY
AMERICAN RED CROSS / NC STATE MEDICAL ASSISTANCE TEAM
Areas of Expertise, Interest, Skills
EMERGENCY SERVICES / FIRE MARSHAL / EMS
NAUTIC SEARCH & RESCUE.

Why do you want to serve?

Continue service to my country & community

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

Date: 4 March 2013 Timothy P. Harvey
 Signature

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

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:
Township Seven Fire Tax Commissioner

Name: Howard J. Humphreys Home Phone: (252) 633-9083
Home Address: 2603 Old Cherry Point Rd
City: New Bern Zip Code: 28560
Township: #7 City Limits: Yes No
Occupation: Retired Business Phone: _____
Place of Employment: _____ Fax Number: _____
E-Mail Address: hjhumphreys@gmail.com

(Please indicate your preferred contact number.)

Education

Attended Ball State University

Business and Civic Experience

Areas of Expertise, Interest, Skills

Why do you want to serve?

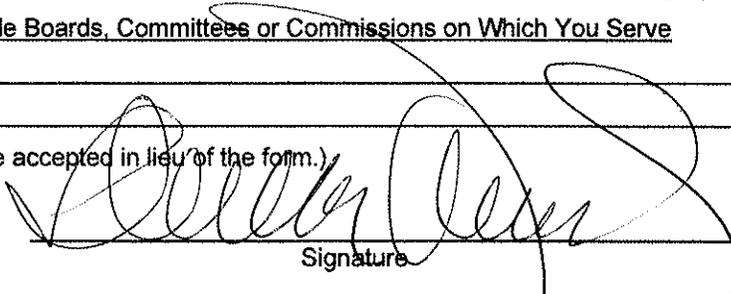
As a retiree I have the time available.

Please List Other Local, Regional and Statewide Boards, Committees or Commissions on Which You Serve

None

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

Date: 20 March 2013


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.

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:

FIREMAN'S RELIEF FUND BOARD No. 7 TOWNSHIP

Name: ROBERT BLALOCK

Home Phone: 252-638-8278

Home Address: 3105 OLD CHERRY PT. RD.

City: NEW BERN, N.C.

Zip Code: _____

Township: 7

City Limits: Yes No

Occupation: MAT. HANDLER

Business Phone: 252-633-3101 EXT. 3402

Place of Employment: NATTERAS YACHTS

Fax Number: _____

E-Mail Address: RBLALOCK@NATTERAS YACHTS

(Please indicate your preferred contact number.)

Education

12 yr.

Business and Civic Experience

CHURCH MEMBER, GRANTHAM 725, SHRINER, FIRE DEPT. 40 yrs.

Areas of Expertise, Interest, Skills

Why do you want to serve?

MAKE SURE THE MONEY GOES WHERE IT NEEDS TO

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

Date: 2-25-13

Robert Blalock

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.

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:

EMS Advisory Council
Firemen Relief Fund

Name: John Harrod Home Phone: 252-617-9535
 Home Address: 265 Sand Hill Rd.
New Bern
 City: _____ Zip Code: 28560
 Township: 2 City Limits: Yes No
 Occupation: Retired Business Phone: NA
 Place of Employment: _____ Fax Number: NA
 E-Mail Address: JHarrodBRS P2 @ Yahoo.

(Please indicate your preferred contact number.)

Education

H.S.

Business and Civic Experience

Chief Bridgton EMS 1st Asst. Chief
Tri-Community Fire Dept.

Areas of Expertise, Interest, Skills

Fire & EMS

Why do you want to serve?

To help out community

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

Date: 05-16-2012 John Harrod
 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.

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:

Firemen's Relief Fund

Name: Matthew Spirko Home Phone: 252 626-8044
Home Address: 902 Muirfield Ct
City: New Bern Zip Code: 28560
Township: 2 City Limits: Yes No
Occupation: Retired Business Phone: _____
Place of Employment: _____ Fax Number: _____
E-Mail Address: marmasu@yahoo.com

(Please indicate your preferred contact number.)

Education

BS Electrical Engineering

MS Applied and Mathematical Statistics

MS Engineering Management

Business and Civic Experience

Employed by Eastman Kodak, Motorola, Astra Zeneca, and Amgen over 41 year period of time. Worked as an engineer as well as held management positions at Director and Vice president level. Presently assistant chief TCVFD, on county planning board, Fairfield Harbor Property Control Committee, member of Vietnam Veterans Association,

Areas of Expertise, Interest, Skills

Interest in Fire department as well as trap and skeet, boating, travelling with my wife, spending time with family (grand children, children, brother, sisters)and friends.

Skills vary from computer to math to boating to shooting skills at trap and skeet. also have skills in fire fighting and developing consensus in proper situations

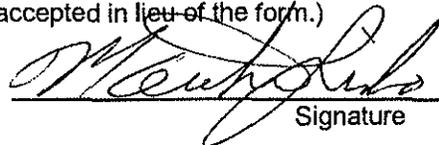
Have interest in improving what needs to be improved and not working on something that needs nothing or little

Why do you want to serve?

Fireman like many come upon hard times and hopefully can work to benefit those in need when needed

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

Date: 10/10/2012


Signature

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

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:

FIREMAN'S RELIEF FUND BOARD NO. 7 TOWNSHIP

Name: OSWALD THOMAS CHANCE JR Home Phone: 633-3742

Home Address: 5060 WILCOX RD
28562

City: NEW BERN NC Zip Code: 28562

Township: 7 City Limits: Yes No

Occupation: RETIRED + PART FARMER Business Phone: CELL 671-0750

Place of Employment: HOME Fax Number: _____

E-Mail Address: OTCHANCE5060@AOL.COM

(Please indicate your preferred contact number.)

Education

12 GRADE

Business and Civic Experience

CHURCH MEMBER 62 YRS - FIRE DEPT 39 YRS - US ARMY 3 YRS
SCOUT LEADER AT CHURCH - MOOSE MEMBER - 32° MASON. BOTH
SCOTS RITE + YORK RITE + SHINER

Areas of Expertise, Interest, Skills

HEAVY EQUIPMENT + FARMING, TRUCK DRIVING + CRANE OP

Why do you want to serve?

TO MAKE SURE THE MONEY IS SPENT WISELY

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

Date: FEB 25 13

Oswald T. Chance Jr
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:

Aging Planning Board and Regional Aging Advisory Council

Name:	Joanne R Celinski	Home Phone: (252) 636-1493
Home Address:	5 Gables Road	
City:	New Bern	Zip Code: 28562
Township:	7	City Limits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Occupation:	Self employed Bookkeeping	Business Phone: (252) 636-1493
Place of Employment:	GS Celinski General Contractors Inc.	Fax Number:
E-Mail Address:	jrcelinski@gmail.com	

(Please indicate your preferred contact number.)

Education

New York Institute of Technology - Paralegal Studies

Business and Civic Experience

Pamlico Sound Legal Services - approximately 4 years as an Elderlaw Paralegal

41 years in bookkeeping and administration for both my husbands contracting business as well as other entities.

4th year as a volunteer for the AARP Tax Aide program, volunteer for Pamlico Craven Animal Services, Volunteer Fed Up With Hunger

Areas of Expertise, Interest, Skills

Issues relating to the elderly.

Why do you want to serve?

Being a senior citizen myself, I would like to get more involved with issues of the elderly

Please List Other Local, Regional and Statewide Boards, Committees or Commissions on Which You Serve

None

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

Date: March 25, 2023

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:

Fire Tax Commissioner - Turp. 6

Name:

Craig T Arthurs Sr.
431 Planners Beach Rd

Home Phone:

252-635-3320

Home Address:

City:

New Bern

Zip Code:

28560

Township:

Craven

City Limits:

Yes No

Occupation:

retired USMC part time stock

Business Phone:

252-671-0724

Place of Employment:

Target New Bern

Fax Number:

Ø

E-Mail Address:

carthurs@cc.nc.com

(Please indicate your preferred contact number.)

Education

high school AA at Craven

Business and Civic Experience

Church, own business

Areas of Expertise, Interest, Skills

fire fighter 3, military training in safety and fire prevention on aircraft at Iwakaki Japan

Why do you want to serve?

enjoy working with fire department no longer am physically able to be a fire fighter

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

Date:

4/20/2012

Craig T Arthurs Sr.
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:

Health Board, Craven Community College Board of Trustees

Nursing Home Advisory Committee, Regional Aging Advisory Council

Name:	<u>Robin Schaefer</u>	Home Phone:	<u>(252) 671-6009</u>
Home Address:	<u>300 Meridian Court</u>		
City:	<u>New Bern</u>	Zip Code:	<u>28562</u>
Township:		City Limits:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Occupation:	<u>RN-Director Periop Services</u>	Business Phone:	<u>(252) 633-8531</u>
Place of Employment:	<u>CarolinaEast Health System</u>	Fax Number:	<u>(252) 633-9045</u>
E-Mail Address:	<u>robin.schaefer@me.com</u>		

(Please indicate your preferred contact number.)

Education

Mount Saint Mary College-Newburgh, NY- Bachelor of Science In Nursing- May 1990

Medical College of Virginia- Richmond, VA- Masters of Science Nurse Anesthesia- December 1996

Business and Civic Experience

Fellow in the American College of Healthcare Executives, Robert Wood Johnson Executive Nurse

Fellow, Have Volunteered with the New Bern Civic Theater- 2003-2009, Member of Chamber of Commerce for CarolinaEast Surgery Center

Areas of Expertise, Interest, Skills

Healthcare, Health and Wellness, Education, Mental Health

Why do you want to serve?

Having lived in Craven County for 10 years and receiving from the community I believe it is my time to give back. I believe with the fellowships I have been involved in I have something to contribute.

Please List Other Local, Regional and Statewide Boards, Committees or Commissions on Which You Serve

None at this time

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

Date: March 18, 2013

Robin Schaefer
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 PLANNING BOARD

Name: DAVID RINK Home Phone: 252 463-3618
 Home Address: 103 MARIE CT cell 252 241-0267
 City: Havelock Zip Code: 28532
 Township: 5 City Limits: Yes No
 Occupation: TRANSPORTATION SUPERVISOR Business Phone: 252 514-6377
 Place of Employment: CRAVEN COUNTY SCHOOLS Fax Number: 252 514-4301
 E-Mail Address: drink@cc.rr.com
 (Please indicate your preferred contact number.) CELL (252) 241-0267

Education

HIGH SCHOOL
MILITARY SCHOOLS
Multiple on line courses in Transportation

Business and Civic Experience

Been in the Transportation Industry for forty plus years
Twenty one years in the Marine Corps
Current member of the Harbour Volunteer Fire Dept.
Marine Corps League Areas of Expertise, Interest, Skills Marine Corps Association see Reverse Side
Transportation
Better our communities
Mechanic/wood working

Why do you want to serve?

To work with the people in my community

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

Date: 2-12-2013

David Rink

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 Agricultural Advisory Board

Name: James Arthur Home Phone: 252-637-5960

Home Address: 1109 Brices Creek Rd

City: New Bern, NC 28562 Zip Code: 28562

Township: #7 City Limits: Yes No

Occupation: Retired Farmer Business Phone: 671-9860 Preferred

Place of Employment: Arthur Farms Fax Number: _____

E-Mail Address: _____

(Please indicate your preferred contact number.)

Education

12th grade

Business and Civic Experience

1/2 owner Arthur Farms

Areas of Expertise, Interest, Skills

Farming

Why do you want to serve?

I grew up on a farm and after more than 50 years of being directly involved with agriculture, I feel I may have some hands on experience that may be beneficial to this board.

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

Date: 11-19-2012 James Arthur
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 Agricultural Advisory Board

Name: Glen Spork Home Phone: 633-6789

Home Address: 550 Spork Lane

City: New Bern NC 28562 Zip Code: 28562

Township: 8 City Limits: Yes No

Occupation: farmer Business Phone: 670-9648

Place of Employment: 550 Spork Lane Fax Number: _____

E-Mail Address: _____

(Please indicate your preferred contact number.)

Education

13 years

Business and Civic Experience

NC Farm Bureau board member
Farm Bureau board member
Sudan Shrine

Areas of Expertise, Interest, Skills

farmer - row crops and livestock

Why do you want to serve?

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

Date: 8-7-12

Glen Spork
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 Agricultural Advisory Board

Name:

David Parker

Home Phone:

252 633 5326

Home Address:

2755 Hwy 55 W

City:

New Bern

Zip Code:

28562

Township:

9

City Limits:

Yes No

Occupation:

Farmer

Business Phone:

252 514 8286

Place of Employment:

Fax Number:

E-Mail Address:

sweetpotato@centurylink.net

(Please indicate your preferred contact number.)

514 8286

Education

High School

Business and Civic Experience

FSA Board Chair Beech Grove UMC
Farm Bureau Board

Areas of Expertise, Interest, Skills

Why do you want to serve?

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

Date:

8-7-12

David Parker
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:

Agriculture Advisory Board

Name: CARI TURNER Home Phone: 252 463 3519

Home Address: 605 Taylor Farm Rd

City: Havelock NC Zip Code: 28532

Township: 5 City Limits: Yes No

Occupation: Retired / Farmer Business Phone: None

Place of Employment: NC STATE Forest Service / self Fax Number: None

E-Mail Address: CTURNER123@yahoo.com

(Please indicate your preferred contact number.)

Education

Millbrook High School 1965

Wayne Community College - AAS degree 1967

Business and Civic Experience

Feb 1969 to July 2006 NC Forest Service

Areas of Expertise, Interest, Skills

Retired as chief LE officer of NC Forest Service

Interested in Farming - operate a Contour Farm in Craven Co

Why do you want to serve?

To see that Forest landowners are treated as Farmers

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

Date: 11-7-12

Cari A Turner
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 Ag Advisory Board

Name: Garland (Wyatt) Whitford Jr. Home Phone: 638-5119
Home Address: 170 High Bridge Rd
City: Exum NC 28527 Zip Code: 28527
Township: 2 City Limits: Yes No
Occupation: Farmer Business Phone: 514-1942
Place of Employment: _____ Fax Number: 745-5612
E-Mail Address: gwhitford@earthlink.net
(Please indicate your preferred contact number.) 514-1942

Education

AA + BS Animal Science NC State University

Business and Civic Experience

13 years USDA Farmers Home Admin / FSA
16 years self employed Farmer, NC Soybean producers Association
National Director American Soybean Assoc, NC State Ag Foundation

Areas of Expertise, Interest, Skills

Agriculture

Why do you want to serve?

I want to participate in preserving the Ag. Industry in Craven County

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

Date: 9/18/12

Garland Whitford Jr.
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:

Board of Health

Name: G. Eric Wheelis Home Phone: 672-0064
Home Address: 117 Oak Leaf Ct.
City: New Bern Zip Code: 28562
Township: Riverbend City Limits: Yes No
Occupation: Veterinarian Business Phone: 649-1520
Place of Employment: Animal Hospital of New Bern Fax Number: _____
E-Mail Address: nscsvet@yahoo.com
(Please indicate your preferred contact number.)

Education

B.A. UNC-W '91
DVM NCSU-CVM '97

Business and Civic Experience

Jefferson Mobile Veterinary Service
Wheelis Media Productions

Areas of Expertise, Interest, Skills

Veterinary Medicine and Surgery

Why do you want to serve?

It's an extremely important position in that it helps protect our community.

Please List Other Local, Regional and Statewide Boards, Committees or Commissions on Which You Serve

None

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

Date: 3/27/13 GE Wheelis, DVM
Signature

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Scott Harrelson Mar 26 (2 days ago)

to me

Gwen,

We have been trying to find a Craven County veterinarian to serve on the board for a couple of years now. One of our Board members, Ms. Orientele just stepped down from the board which opened up a community member slot. We would like to move Mr. Si Seymour over to that vacant community member slot and bring Dr. Wheelis on as the veterinarian member of the board. Below is some brief information that I sent over about Dr. Wheelis. If I need anything further please let me know. Thank you.