

**AGENDA  
CRAVEN COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
MONDAY, APRIL 15, 2013  
8:30 A.M.**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

APPROVE MINUTES OF APRIL 1, 2013 REGULAR SESSION

1. REQUEST FOR EARTH DAY PROCLAMATION
2. WATER TREATMENT PLANT PROJECT UPDATE: Chris Windley and Bryan Blake, McKim & Creed
3. GOVERNOR'S SERVICE AWARDS: Tharesa Lee, Craven County Coordinator
4. JCPC FUNDING RECOMMENDATIONS: Jennifer Knight, Chair
5. HARLOWE VOLUNTEER FIRE DEPARTMENT REQUEST FOR BUDGET AMENDMENT: Maarten Van Der Biezen, Treasurer and John Keeter, Secretary

**DEPARTMENTAL MATTERS**

6. TAX RELEASES: Ronnie Antry, Tax Administrator
7. SHERIFF DEPARTMENT: Captain Jesse Pittman
  - A. EOMP Quarterly Report
  - B. Budget Amendment
  - C. Vehicle Purchase Discussion
8. PLANNING: Don Baumgardner, Planning Director
  - A. Road Addition Request
  - B. Subdivisions for Approval
  - C. Tall Structures Ordinance Discussion
9. FINANCE BUDGET AMENDMENT AND PROJECT ORDINANCE UPDATE: Rick Hemphill, Assistant County Manager for Finance/Administration

10. ECONOMIC DEVELOPMENT REQUEST FOR DEED OF EASEMENT AT INDUSTRIAL PARK: Gene Hodges, Assistant County Manager for Operations/Facilities
11. HEALTH BUDGET AMENDMENT: Scott Harrelson, Health Director
12. APPOINTMENTS
  - A. Pending
  - B. Current
  - C. Upcoming
13. COUNTY ATTORNEY'S REPORT: Jim Hicks
14. COUNTY MANAGER'S REPORT: Jack Veit
15. COMMISSIONERS' REPORTS

RECESS TO RECONVENE

Agenda Date: April 15, 2013

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

Agenda Item No. 1

Board Action Required: Yes

### **REQUEST FOR EARTH DAY PROCLAMATION**

Linda Staunch has submitted a request for adoption of the Earth Day Proclamation, which appears as Attachment #1, as the Board has done in previous years.

**Board Action: Consider proclamation for adoption**

Agenda Date: April 15, 2013

Presenters: Chris Windley, Bryan Blake

Agenda Item No. 2

Board Action Required: Yes

## **WATER TREATMENT PLANT PROJECT UPDATE**

McKim and Creed will update the Board on the water plant project, including FONSI status, project schedule, project budget and funding applications.

**Board Action: Consideration of submitting loan application for construction**

Agenda Date: April 15, 2013

Presenter: Tharesa Lee

Agenda Item No. 3

Board Action Required: No

### **GOVERNOR'S SERVICE AWARDS**

Tharesa Lee, Craven County Coordinator for the Governor's Service Awards, will present to the Board five recipients for Craven County. Attachment #3 is a press release concerning the awards program and local recipients.

**Board Action: Receive information and recognize Craven County's volunteer award recipients.**

Agenda Date: April 15, 2013

Presenter: Jennifer Knight

Agenda Item No. 4

Board Action Required: Yes

### **JCPC FUNDING RECOMMENDATIONS**

Jennifer Knight, Chair of the Juvenile Crime Prevention Council, will provide a brief overview of the program and funding recommendations that appear as Attachment #4. Representatives of the agencies will be present to entertain questions that the Board may have.

**Board Action: Receive information; consider recommended funding allocations.**

Agenda Date: April 15, 2013

Presenter: Marteen Van Der Biezen, John Keeter

Agenda Item No. 5

Board Action Required: Yes

**HARLOWE VOLUNTEER FIRE DEPARTMENT REQUEST FOR BUDGET  
AMENDMENT**

Attachment # 5 contains a copy of a memo to Mr. Hemphill and a letter from Milton Everette, President of Harlowe requesting to use fund balance from the Township 5 Fire Protection District.

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

Agenda Date: April 15, 2013

Presenter: Ronnie Antry

Agenda Item No. 6

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 #6 for the Board's approval.

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

Agenda Date: April 15, 2013

Presenter: Captain Jesse Pittman

Agenda Item No. 7

Board Action Required: Yes

## DEPARTMENTAL MATTERS: SHERIFF

### A. EOMP QUARTERLY REPORT

Administrative Captain, Jesse Pittman, will present the quarterly EOMP report. Statistics appear as Attachment #7.A.

**Board Action: Receive information**

### B. BUDGET AMENDMENT

The budget amendment is to budget monies under revenue and expenditure that were donated to the Sheriff's office to be used at the discretion of the Sheriff. (See Attachment #7.B.)

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

### C. VEHICLE PURCHASE DISCUSSION

Attachment #7.C. contains the proposal from the Sheriff's Department for the purchase of crime lab vehicles.

**Board Action:**

Agenda Date: April 15, 2013

Presenter: Don Baumgardner

Agenda Item No. 8

Board Action Required: Yes

## DEPARTMENTAL MATTERS: PLANNING

### A. ROAD ADDITION REQUEST

The Planning Department has received a request from the NC Department of Transportation to adopt the standard SR2 Road Addition Resolution for an extension of North Castle Dr. (SR 1921). Requested for addition is 370 feet at the end of the road to be added to the State Maintenance System. (See Attachment #8.A.)

**Board Action: Vote to approve the standard SR2 Road Addition Resolution.**

### B. SUBDIVISIONS FOR APPROVAL

The Planning Board has recommended the following subdivisions for approval.

#### Richard L. Laughinghouse & Wife Brenda J. Laughinghouse - Final

- Property is owned by Richard L. Laughinghouse & Teryl L. Ipock and surveyed by Gaskins Land Surveying, P.A.
- Property is located within Twp 1, off of Lewis Road (SR 1638)
- Parcel ID 1-033-034
- Subdivision contains 2 lots on 2.88 Acres
- Lots proposed to be served by County Water and existing individual septic system

#### Fox Meadows Phase 3 A – Final

- Property is owned by John D. & Dineen Wright and surveyed by Robert H. Davis, PLS
- Property is located within Twp 7, off of Wilcox Road (SR 1110)
- Parcel ID 7-110-4001
- Subdivision contains 1 lot on 0.34 Acres
- Lot proposed to be served by County Water and existing City of New Bern sewer

Lynnwood Highlands Ph. 4 – Final

- Property is owned by Bill Clark Homes of Greenville, LLC and surveyed by Herbert J. Nobles, Jr. PLS
- Property is located within Twp 7 off of E. Fisher Ave. (SR 1104)
- Parcel ID 7-206-007
- Subdivision contains 13 lots 6.98 Acres
- Lots proposed to be served by County Water and City of New Bern sewer

**Board Action: A vote to approve the subdivisions is needed.**

C. TALL STRUCTURES ORDINANCE DISCUSSION

Attachment #8.C. addresses some of the questions that were raised during the last discussion of the proposed Tall Structures Ordinance.

**Board Action: Discussion. If a vote is taken on the ordinance, it will need to be unanimous with all Commissioners present to be adopted.**

Agenda Date: April 15, 2013

Presenter: Rick Hemphill

Agenda Item No. 9

Board Action Required: Yes

## DEPARTMENTAL MATTERS: FINANCE

### *Budget Amendment and Project Ordinance Update*

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

**Amendments:** E911-EOC/911 Renovation –Need to budget a \$13,000 transfer from General Fund to the EOC/911 Renovation Project. These funds were approved at the 04/01/13 Board meeting to create a Jury Pool Room at the Courthouse.

**Ordinances:** Amend EOC/911 Renovation Project Fund 367.

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

Agenda Date: April 15, 2013

Presenter: Gene Hodges

Agenda Item No. 10

Board Action Required: Yes

**DEPARTMENTAL MATTERS: EDC**

**ECONOMIC DEVELOPMENT REQUEST FOR DEED OF EASEMENT AT INDUSTRIAL PARK**

Piedmont Natural Gas has requested to be granted an exclusive permanent easement on land owned by Craven County in the industrial park. Craven County retains ownership of a .5 acre parcel on the northern side of the industrial park. In the middle of this parcel is a sewer lift station owned by the City of New Bern. Located on or near the lift station site is a natural gas regulator station, pipelines, and other equipment owned by Piedmont Natural Gas that provides infrastructure to deliver natural gas to the industrial park and surrounding areas. Piedmont is planning on conducting some maintenance and making some upgrades to this equipment. In their survey and deed research, they discovered that they had never received an easement for this property to access and maintain their equipment. They have approached the county with a request to grant this easement. The County Attorney has reviewed the easement, which appears as Attachment #10, and he mainly notes that this easement is a permanent, exclusive easement

**Board Action: Consider approval of deed of easement for Piedmont Natural Gas.**

Agenda Date: April 15, 2013

Presenter: Scott Harrelson

Agenda Item No. 11

Board Action Required: Yes

## DEPARTMENTAL MATTERS: HEALTH

### *Budget Amendment*

Craven County Health Director, Scott Harrelson, will present the budget amendment contained in Attachment #11 for the Board's approval.

**Budget Amendment:** The Craven County Health Department was awarded an additional \$2,000 from the State to help pay for telephonic interpretation to Telanguage for our patients who request interpreter and translation services.

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

Agenda Date: April 15, 2013

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

Agenda Item No. 12

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.

**D. 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 has submitted the name of a nominee from the Rocky Run community, Mr. John Murrell, pending receipt of his application.

**Craven Pamlico Carteret Regional Library**

A new vacancy was created in the new contract for appointment to a fourth seat by the County. The application of Commissioner Taylor's nominee, Ms. Lynn Gonzalez, appears as Attachment # 12.A.

**EMS (Emergency Medical Services) Advisory Council**

The Board was previously advised of the expiring terms of Jonathan Gaskins (2011), Elizabeth Melvin (2011), and Sarah Rakowski (2011). The Emergency Services Department has indicated that Jonathan Gaskins and Sarah Rakowski are still the captains of their squads and wish to continue serving; however, Elizabeth Melvin is no longer captain and needs to be replaced. An application of Richard Crumbacker to replace Ms. Melvin appears as Attachment # 12.A.1.

**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)

William Mathews - #3 (Initial Appointment 1998)

Clarence Simpson –Rhems (Initial Appointment 1998)

Joseph Wetherington – Swift Creek (Initial Appointment 2008)

**No applications on file. Mr. Wetherington does not wish to be reappointed. An application will be forthcoming from the department.**

**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:**            W.O. Gaskins, Jr.- LSC (Initial Appointment 1999)  
                                      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)  
                                      Duward White – Dover (Initial Appointment 2003)  
                                      Douglas Whitford – LSC (Initial Appointment 1999)  
                                      Milton Everette, Twp. 5 (Initial Appointment 2009)

**Applications on file:**            Attachment # 12.A.2.  
    Johnny Norris (Replacing Clarence Simpson)

**Commissioner McCabe has verified that Mr. Everette wishes to continue serving.**

**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); Commissioner Sampson agreed to determine if Mr. Toon wishes to continue serving.

**Application(s) on File:** Attachment # 11.A.3.  
Robin Schaefer

NAME OF BOARD/COMMITTEE: Highway 70 Corridor Committee

AUTHORIZATION: \_\_\_\_\_

MISSION/FUNCTION: Regional Transportation Infrastructure Planning

\_\_\_\_\_  
\_\_\_\_\_  
NUMBER OF MEMBERS:

TYPE:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

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

LENGTH OF TERMS: \_\_\_\_\_

MEETING SCHEDULE: \_\_\_\_\_

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

**Term(s) ending:** Mike Avery (Retired)

**Application(s) on file:** Bobby Darden (Attachment # 12.A.4.)

NAME OF BOARD/COMMITTEE: Down East RPO

AUTHORIZATION: \_\_\_\_\_

MISSION/FUNCTION: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

NUMBER OF MEMBERS:

TYPE:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

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

LENGTH OF TERMS: \_\_\_\_\_

MEETING SCHEDULE: \_\_\_\_\_

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

**Term(s) expiring:** Sabrina Bengel  
Victor Taylor (Alternate)  
They are no longer eligible since formation of the New Bern MPO.  
Elected members from municipalities not participating in the New Bern  
MPO should be selected as member and alternate. (Vanceboro, Havelock,  
Dover, Cove City)

**Application(s) on file:** Chad Braxton (Attachment # 12.A.5.)

**B. CURRENT APPOINTMENTS**

**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: Chip Chagnon has resigned**

**(Application(s) on file: James Cline (Attachment #11.B.)**

NAME OF BOARD/COMMITTEE: New Bern MPO (TAC)

AUTHORIZATION: \_\_\_\_\_

MISSION/FUNCTION: The TAC serves as the decision making body for the MPO, which is responsible for carrying out the planning process for the urbanized area.

NUMBER OF MEMBERS:	TYPE:
_____	<u>Elected officials representing and appointed by each participating governmental unit</u>
_____	_____
_____	_____

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

Must be elected official.

LENGTH OF TERMS: \_\_\_\_\_

MEETING SCHEDULE: \_\_\_\_\_

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

**Term(s) ending:** New appointee

**E. 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 15, 2013

Presenter: Jim Hicks

Agenda Item No. 13

## **COUNTY ATTORNEY'S REPORT**

Agenda Date: April 15, 2013

Presenter: Jack Veit

Agenda Item No. 14

## **COUNTY MANAGER'S REPORT**

Agenda Date: April 15, 2013

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

Agenda Item No. 15

## **COMMISSIONERS' REPORTS**

### **RECESS TO RECONVENE**

The Board will recess to **reconvene at Craven County Cooperative Extension at 12:00 noon** to receive the annual report. Following the presentations at Cooperative Extension, the Board will need to recess to **reconvene at 6:00 p.m. on April 25 at the Convention Center** in joint session with municipal boards.

## **Earth Day Proclamation**

**WHEREAS**, in 1970, the Environmental Protection Agency (EPA) was created with the mission to protect the environment and public health; and in this same year, 20 million people in the United States celebrated the first Earth Day; and

**WHEREAS**, the idea for Earth Day has evolved into a national day of awareness and education focused on environmental concerns; and

**WHEREAS**, Earth Day will be observed by other communities throughout the world, providing an opportunity for governments to work together with business, industry, environmental groups, community organizations, and residents for a prosperous and sustainable future; and

**WHEREAS**, Earth Day celebrations in Craven County will include recognition of and awards to businesses and organizations that practice conservation efforts; and

**WHEREAS**, Earth Day is an excellent opportunity for all Craven County residents to join the effort to protect the planet by becoming conscious of the challenges facing the local, national, and global environments; and to take great pride in their responsibility for preserving our natural resources, and maintaining the cleanliness and beauty of our environment; and

**WHEREAS**, Craven County has formed the “Less Means More” Task Force to promote a water conservation initiative.

**NOW, THEREFORE, BE IT RESOLVED** that the Craven County Board of Commissioners does hereby proclaim April 22, 2013 as **Earth Day in Craven County** and invites all Craven County residents, businesses, civic groups, government agencies, and other organizations to participate in local and regional celebratory and educational activities.

Adopted this 15<sup>th</sup> day of April, 2013.

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Scott C. Dacey, Chairman

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Gwendolyn M. Bryan, Clerk to the Board



## **ANNOUNCING CRAVEN COUNTY GOVERNOR SERVICE AWARD RECIPIENTS**

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For Release: IMMEDIATE

Contact: Tharesa Lee

Date: April 9, 2013

### **Outstanding Volunteers in     CRAVEN     County Are Recognized**

*(NEW BERN)* – The North Carolina Commission on Volunteerism and Community Service has presented the 2013 Award for Outstanding Volunteer Service to   5   recipients from   CRAVEN   County. Award recipients are:

- Recipient 1.       Annie Fleming Ocorr, Individual category**
- Recipient 2.       Alfred Barfield, Lifetime Achievement category**
- Recipient 3.       Fred Amend, Faith Based category**
- Recipient 4.       Monarch Health Drive Day Program, Group category**
- Recipient 5.       Nicoletta Ingianni, Senior category and Medallion Winner**

The North Carolina Award for Outstanding Volunteer Service was first awarded in 1979. This year marks the 34th consecutive year of the award that honors people who have shown concern and compassion for their neighbors by making a significant contribution to their community through volunteer service.

Award winners will be recognized at the Craven County Commissioners meeting on Monday, April 15<sup>th</sup> @ 8:30 am and also at the New Bern Chamber of Commerce Nonprofit Council meeting on Tuesday, April 16<sup>th</sup> @ 8:00 am at the New Bern Convention Center as we celebrate National Volunteer Month. Nicolette Ingianni is also a medallion winner and will be

recognized on April 23<sup>rd</sup> at the Governor's Mansion along with only 19 others that received from across the state.

To: Craven County Commissioners

From: Craven County Juvenile Crime Commission

Re: Funding 2013

The Funding and Review Committee met on March 8, 2013. On Monday March 11, 2013 the recommendations were approved by the JCPC Members.

As to the Funding of the Programs:

The **Craven Juvenile Restitution Program's** increase request was related to the increase in the cost of health insurance to the program manager.

The **Area Day Reporting Center** increase was do to the program wanting to implement an after school component. The "Better Attitude Development" program will be offered three (3) days a week from 4:00PM to 7:00PM. This is building upon a program that was offered last summer by Area Day. We have at this time elected to fund the after school component until December 2013.

The **Resolve It Together Program** did not apply for funds this year. Referrals to this program have been in decline. Youth and families that may have attended this program in the past are now having their needs met in the community by several mental health agencies and their programs.

The **Teen Court Program's** increase came as a result of the Resolve It Together Program not asking for funding. These two (2) programs used to share many of the cost of doing business. Teen Court now must pay the entire cost.

The recommendations show there is an amount of \$19,178.00 in unallocated funds. This amount is contingent on the state funding the programs at the same amount as last year. We feel it is prudent to not allocate the entire amount in case the state cuts funding. If funding is available later on in the year we will first consider the needs of the existing programs, such as funding the after school component of Area Day for the remainder of the year, or try to address other needs that exist in the County.

# CRAVEN JCPC FUNDING RECOMENDATIONS 13-14

Funding Available: \$254,570.00

Committee Members Present:

Robert Keeter  
Todd Shuart

Jennifer Knight  
Jackie Smith

Johnnie Sampson, Jr.

NEEDED PROGRAMS	PROGRAM	CURRENT FUNDING	REQUEST 13-14	RECOMMENDATION
1. Community Service/Restitution	Juvenile Restitution	59,280.00	61,669.00	61,669.00
2. Community Day-Structured Day	Area Day Reporting Center	109,711.00	117,273.00	117,273.00
3. Teen Court Services	Teen Court	46,250.00	55,250.00	55,250.00
4. Parent/Family Skill Building Services	Resolve It Together	37,365.00	00.00	00.00
5. Temporary Shelter Services				
JCPC Administrative Funds		1,964.00	1,200.00	1,200.00
*****Unallocated Funds*****				19,178.00
<b>Totals</b>		<b>254,570.00</b>	<b>235,392.00</b>	<b>254,570.00</b>

**County Of Craven**  
**Emergency Services**

*Stanley Kite, Director*  
*Ira Whitford, Asst. Director*



**Bus: (252) 636-6608**  
**Fax: (252) 636-6655**

Memorandum

**TO:** Mr. Rick Hemphill, Finance Director

**FROM:** Stanley Kite, Director

**SUBJ:** Harlowe Fire Department

**DATE:** April 3, 2013

**RE:** Fund Balance

I have attached a letter from Milton Everette, President of Harlowe Fire Department requesting to use \$20,000.00 from the fire tax district fund balance to make repairs to the Fire Station on Adams Creek Road. I have attached his letter for your review and would like for you to tell me how to process his request. I feel this would be an Agenda item for the Commissioner's but I am certain it would need information from you to proceed and be on the Agenda.

I have copied Jack Veit, County Manager and would appreciate getting this matter resolved at your convenience. Thanks.

## Harlowe Volunteer Fire Department

3930 Highway 101

Havelock, NC 28532

(252) 447-1891 (252) 447-0162

To the Craven County Fire Marshal and the Craven county Commissioners,

We the Harlowe Volunteer Fire Department request to use \$20,000.00 of the reserve fund money in which we have with Craven County. This money is needed and will be used for the repair of Harlowe station# 2 which located in the Adams Creek community. Station # 2 took a beating from hurricane Irene and the building is in poor condition. The roof is leaking and there are numerous shingles missing. The high winds ripped off the wood framing from the soffit of the building. There is also significant damage to the block walls of the building. We have had three contractors come and look at the building and they all gave estimates in the ball park of \$35,000.00. We hope you can assist us with this issue and expedite the process in order to continue to serve our community and customers.

Thank for assistance,

Milton Everette , Jr (President HVFD)

Harlowe Volunteer Fire Department



EOMP QUARTERLY REPORT

PERIOD COVERED: JANUARY-MARCH 2013

Daily Average Active Units

JAN- 46 units

FEB- 48 units

MARCH- 41 units

Quarterly Average: 45 units

Revenue

Total Quarterly Revenue: \$13,521

Collection rate: 53%

Increase In Collection Rate Since Last Quarter: 18%

Expenditure

Total Quarterly Expenditure: \$25,489.72



Purposed Purchase

**Purposed Purchase of Crime Lab Vehicles**

**Capt. Jesse L. Pittman**

**Craven County Sheriff's Office**

**Administrative Division**

**April 8<sup>th</sup>, 2013**

**[jpittman@cravencountync.gov](mailto:jpittman@cravencountync.gov)**

## Purposed Purchase

### **Purpose Statement**

Monies are budgeted yearly in capital outlay expenditure lines to cover capital purchases and are assigned in one of two asset categories. Monies were budgeted and approved by the Craven County Board of Commissioners in the FY 2012-2013 budget to purchase twelve vehicles to replace high mile Sheriff's Office vehicles. Of the twelve vehicles approved for purchase ten were to be marked patrol vehicles and two unmarked vehicles. To date the Sheriff's Office has purchased and equipped ten marked vehicles leaving the two unmarked vehicles still to be purchased as approved in the budget.

### **Problem Statement**

The two unmarked vehicles that remain to be purchased are vehicles assigned to two Forensic Crime Scene Specialist that work in the investigative unit of the Sheriff's Office. At present the forensic investigators are driving a 2006 Ford Expedition and a 2007 Ford Explorer. Both vehicles are in need of replacement due to wear and high mileage. SUV utility vehicles were purchased in 2006 and 2007 to help facilitate the transportation of crime scene processing equipment and evidence collection kits as well as tools and other equipment needed to process crime scene within the confines of Craven County. The assignment of an SUV or cargo type vehicle to these two investigators serves the citizens of our county as a mobile crime lab.

The current state contract price to replace these vehicles with exact type vehicles exceeds the budgeted amount for vehicle purchases. At present we have \$55,085.10 remaining in Capital Outlay to purchase the two unmarked vehicles. The state contract price on Ford Explorers is \$25,400.00 and on the Ford Expedition it is \$27,660.00 for a total of \$53,060 plus a 3% road usage tax of \$1,591.80 this total would exceed the budgeted amount and not allow for equipment installation of radio, blue light and siren from existing vehicle.

### **Proposal Statement**

Therefore we are requesting to purchase two 2013 Dodge Caravans to be utilized as mobile crime labs to enable Forensic investigators to carry out their task of crime scene and evidence processing. The purchase prices of the Caravans are within the amount approved for vehicle procurements for this Fiscal Year. The cargo vans are functional and will provide adequate space for transporting tools and equipment needed to continue to function and operate the forensic unit at its current level of efficiency.

Purposed Purchase

**Problem Resolution**

In lieu of requesting the allocation of additional funds we are proposing the purchase of two 2013 Dodge Caravans at the purchase cost of \$44,702. An additional 3% road usage tax of and a license tag fee will be added to the price of the vehicle for a total of \$46,06.12. This would allow us to operate within the confines of the approved budget and utilize the necessary remaining budgeted amount for equipment install as set forth in the approved budget detail.

**NORTH CAROLINA STATE DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
REQUEST FOR ADDITION TO STATE MAINTAINED SECONDARY ROAD SYSTEM**

North Carolina  
County of Craven

Road Description: North Castle Drive (Approx. 370')

WHEREAS, the attached petition has been filed with the Board of County Commissioners of the County of Craven requesting that the above described road, the location of which has been indicated in red on the attached map, be added to the Secondary Road System; and

WHEREAS, the Board of County Commissioners is of the opinion that the above described road should be added to the Secondary Road System, if the road meets minimum standards and criteria established by the Division of Highways of the Department of Transportation for the addition of roads to the system.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of the County of Craven that the Division of Highways is hereby requested to review the above described road, and to take over the road for maintenance if it meets established standards and criteria.

**CERTIFICATE**

The foregoing resolution was duly adopted by the Board of Commissioners of the County of Craven at a meeting on the \_\_\_\_ day of \_\_\_\_\_, 2013.

WITNESS my hand and official seal on this the \_\_\_\_ day of \_\_\_\_\_, 2013.

**(Official Seal)**

\_\_\_\_\_  
Clerk to the Board of Commissioners  
County of Craven

**PLEASE NOTE:**

**Forward direct with request to the Division Engineer, Division of Highways**

Form SR-2 (3/2006)

**North Carolina Department of Transportation  
Division of Highways  
Secondary Road Addition Investigation Report**

County: Craven Co. File No: 17-13-03 Date: 2/27/13  
 Township: # 6 Div. File No: \_\_\_\_\_ Div. No: 02  
 Local Name: North Castle Drive Subdivision Name: N/A  
 Length: .07 mile Width: 20 feet Surface Type: I-2 PVMT Condition: Good  
 Surface Thickness: 1.5 inches Base Type: ABC Base Thickness: 6 inches

\*Bridges Yes \_\_\_ No X \* Pipe > 48" Yes \_\_\_ No X \*Retaining Walls Within Right of Way Yes \_\_\_ No X

**\* If Yes -Include Bridge Maintenance Investigation Report**

Is this a subdivision street subject to the construction requirements for such streets? Yes

Recording Date: \*\* Book: \*\* Page: \*\*

Number of homes having entrances into road: 2 Full-Time Homes (6 Full-Time Homes Total on Entire Road)

Other uses having entrances into road: N/A

Right-of-Way Width: 60 feet If right-of-way is below the desired width, give reasons under "Remarks and Recommendations."

Is petition (SR-1) attached? Yes

Is the County Commissioners Approval (SR-2) attached? Yes If not, why not? \_\_\_\_\_

Is a map attached indicating information for reference in locating road by the Planning Department? Yes

Cost to place in acceptable maintenance condition: Total Cost: \$ N/A

Grade, drain, stabilize: \$ N/A Drainage: \$ N/A Other: \$ N/A

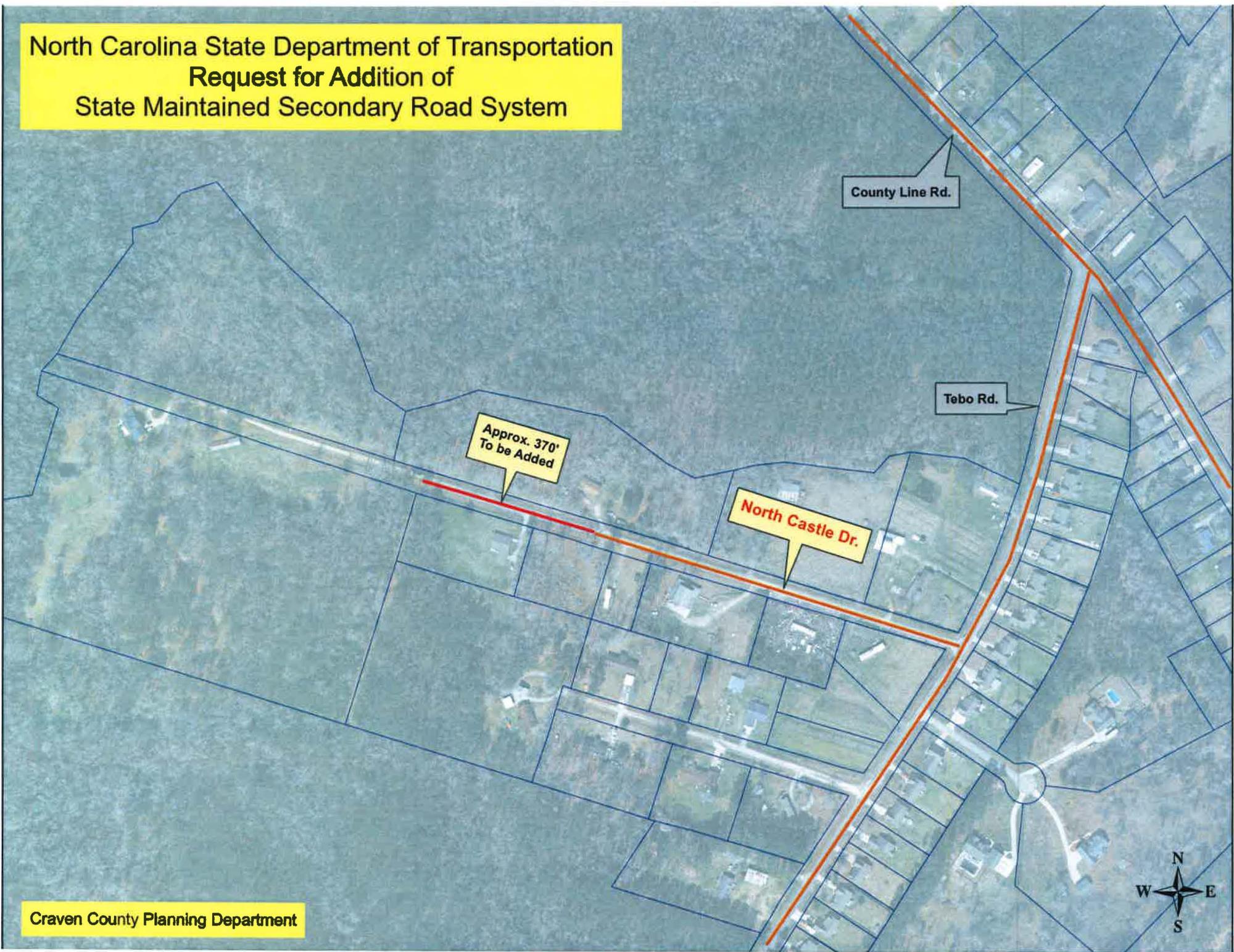
Remarks and Recommendations:  
\*\* R/W recorded on entire road by individual deeds dating back to July 1970. Recommend addition as an old subdivision street.

Submitted by: \_\_\_\_\_ Reviewed and Approved: \_\_\_\_\_  
 DISTRICT ENGINEER DIVISION ENGINEER

**Reviewed and Approved  
BOARD OF TRANSPORTATION MEMBER: \_\_\_\_\_**

	Do not write in this space- For Use by Secondary Roads Unit
	Petition #

North Carolina State Department of Transportation  
Request for Addition of  
State Maintained Secondary Road System



## Questions and Comments posed by citizens during the second public hearing for the Craven County Tall Structures Ordinance.

(Q) Citizen did not like the requirement within the ordinance that asks for military review, citizen feels like it is taking the control out of the hands of the Board of Commissioners.

(A) The officials at MCAS Cherry Point and Seymour Johnson AFB only can comment on projects and are prevented by executive order from opposing tall structures. Therefore all approval authority lies with the Board of Commissioners.

(Q) Citizen did not like lumping Telecommunication regulation and Wind Turbine regulations into one Tall Structures Ordinance.

(A) All Tall Structures pose the same potential problem for the aviation industry and each is addressed separately within the ordinance as proposed.

(Q) Citizen made a statement that co-location of cell towers could be deemed unsafe.

(A) Presently, according to N.C. State Building Code, anytime a telecommunication company wants to co-locate on the same tower, a building permit and engineering data will be required which should state that the tower is safe for the co-location to occur.

(Q) Citizen did not like Section 1.13. Decommissioning and Removal of Incomplete/Abandoned Tall Structure, which requires the submittal of 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.

(A) According to Section 1.13. This requirement excludes communication towers and would only be required if a wind turbine is incomplete or abandoned for a period of six months.

(Q) Citizen had a concern with 1.9. Abandoned Tall Structures, the citizen felt that 180 days was not enough time to repair a Tall Structure to keep it from being considered an abandoned tall structure.

(A) 180 days is considered to be the industry standard and neither the wind or cell industry had a problem with 180 days.

(Q) Citizen did not like that the ordinance did not have a time limit for the application review process.

(A) To address that concern, staff included the following statement at the recommendation of the telecommunication tower industry back on April 1<sup>st</sup>. "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." Staff feels that this should speed up the review process.

(Q) Citizen did not like the definition of height reflected in the ordinance. The definition of height in the ordinance is as follow; "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." Citizen believed the definition of height should be from adjacent grade and not mean sea level.

(A) It is very common for height to be measured from grade elevation above mean sea level, so that all measurements of tall structures will take in consideration the current ground elevation into the total height of the tall structure, mean sea level is the one constant measurement bar.

(Q) Citizen did not like the definition of Non-Participating Landowner. The definition of a Non-Participating Landowner is as follows; “an owner of land, not the applicant or owner of the Tall Structure.” The citizen feels that if a neighbor of a tall structure facility is okay with the tall structure then that neighbor should not be considered a Non-Participating Landowner.

(A) The reason the definition is worded as such was because we are taking into consideration future owners of property that are adjacent to a tall structure facilities and not just the current owners.

REGULATOR STATION EASEMENT AGREEMENT

STATE OF NORTH CAROLINA  
COUNTY OF CRAVEN

Mail to: Sandy Ogint

Piedmont Natural Gas Co.,  
Inc.  
4720 Piedmont Row Drive  
Charlotte, N.C. 28210

Parcel ID#: A portion of: 8-217-1-006

Know all men by these presents that for and in consideration of the sum of \$ \_\_\_\_\_, paid to Craven County North Carolina, a body politic, (hereinafter designated Grantor), the receipt of which is hereby acknowledged, Grantor hereby grants, bargains, sells and conveys unto Piedmont Natural Gas Company, Inc. (hereinafter designated Grantee), its successors and assigns, an exclusive easement to the tract of land hereinafter described for the exclusive use and occupancy thereof for the purpose of erecting, constructing and thereafter operating and maintaining thereon a natural gas regulator station and one or more pipelines and all appurtenances used in connection therewith, for the transportation and regulation of natural or manufactured gases or other substances over, under and across the lands of the Grantor, situated in Number 8 Township, Craven County, which exclusive easement is more particularly described and shown as "New Easement Area" on that certain survey of Matrix East, PPLC entitled "Piedmont Natural Gas across Property of: Craven County" dated March 4, 2013, which survey is attached hereto and made a part hereof ("New Easement Area"), Said New Easement Area being a portion of the land described in the Deed recorded in Book 1604 at page 1010, Craven County Registry.

Grantee shall have the right to fence and enclose the New Easement Area around the natural gas regulator station facility and Grantee shall have all other rights necessary or convenient for the full use and enjoyment of the rights herein granted, including without limitation a right of way and non-exclusive easement for access, being ingress, egress and regress to the New Easement Area to and from the Regulator Station and NCSR 1369 (the "Access Easement"). Said non-exclusive Access Easement is described in the Deed recorded in Book 1882, Page 703, Craven County Registry. Grantee shall have the right from time to time to cut or remove all trees, underbrush or other obstructions within this Access Easement which may interfere with the rights granted herein.

To have and to hold said New Easement Area together with the Access Easement and all privileges and appurtenances thereunto belonging to the said Grantee, its successors and assigns, to its and their only use and behoof forever. Grantor, for themselves, their executors and administrators, covenants with the said Grantee, its successors and assigns, that Grantor is seized of the premises in fee, and has the right to convey the foregoing Easement; that the same are free and clear of all encumbrances and that Grantor hereby warrants and agrees to defend the said title to the same against the lawful claims of all persons whosoever.

Grantee, its successors and assigns, are hereby expressly given and granted the right to assign this Easement.

It is understood and acknowledged by the undersigned that the person securing this grant is without authority to make any agreement with regard to the subject matter hereof which is not expressed herein, and that no such agreement will be binding on the Grantee.

IN WITNESS WHEREOF, this agreement is signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

By: \_\_\_\_\_ Sign  
\_\_\_\_\_ Print

Title: Member / Manager / \_\_\_\_\_ President (Circle One)

STATE OF NORTH CAROLINA

COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public of \_\_\_\_\_ County, North Carolina, do hereby certify that \_\_\_\_\_, Member / Manager / \_\_\_\_\_ President (Circle One) of \_\_\_\_\_, GRANTOR, personally appeared before me this day and acknowledged the due execution of the foregoing REGULATOR STATION EASEMENT AGREEMENT on behalf of the corporation.

Witness my hand and seal this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

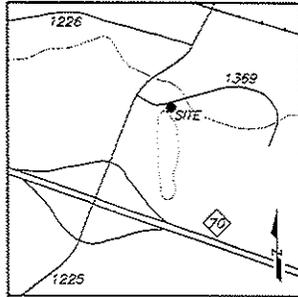
\_\_\_\_\_ Sign

Notary Public

Notary Seal

\_\_\_\_\_ Print

My Commission Expires: \_\_\_\_\_



VICINITY MAP  
(NOT TO SCALE)

STATE OF NORTH CAROLINA      CRAVEN COUNTY  
I, \_\_\_\_\_, REVIEW OFFICER OF  
CRAVEN COUNTY, CERTIFY THAT THE MAP OR PLAT TO  
WHICH THIS CERTIFICATION IS ATTACHED MEETS ALL  
STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER      DATE

NOTES:

1. COMBINED FACTOR IS 0.9996786.
2. ALL DISTANCES ARE HORIZONTAL GROUND MEASUREMENTS IN FEET & DECIMALS THEREOF, UNLESS OTHERWISE NOTED.
3. ALL UTILITIES AND IMPROVEMENTS MAY NOT BE SHOWN ON THIS SURVEY.
4. UNDERGROUND UTILITIES WERE MARKED BY OTHERS.



PNP PROJECT NO. 2639983      PROJ: 20130014-REV  
REGULATOR STATION EASEMENT SURVEY FOR:  
**PIEDMONT NATURAL GAS**  
ACROSS THE PROPERTY OF: CRAVEN COUNTY

NO. 8 TOWNSHIP      CRAVEN COUNTY, NC

MARCH 4, 2013      1" = 50'

**MATRIX  
EAST, PLLC**

906 N. QUEEN ST., SUITE A  
KINSTON, NC 28501  
TEL: 252-522-2500      FAX: 252-522-4747  
FIRM LIC. # P-0221  
EMAIL: surveyor@matrixeast.net

SOURCE OF TITLE  
DB 1604, PG 1010  
PC C, SL 26  
  
NEW EASEMENT  
ACREAGE DATA  
(BY COMPUTER)  
  
0.0699 AC± EXCL. R/W

"PRELIMINARY PLAT" NOT FOR SALES, CONVEYANCES, OR RECORDATION.

INDUSTRIAL DR. - NCSR 1369  
80' PUBLIC R/W

LINE	BEARING	DISTANCE
L-1	S 63°10'38" W	10.86'
L-2	S 63°10'38" W	45.00'
L-3	N 53°34'34" W	44.80'
L-4	N 63°10'38" E	45.77'
L-5	N 10°14'34" W	23.35'
L-6	N 74°58'32" E	30.10'
L-7	S 10°14'34" E	59.65'

- LEGEND
- R/W = RIGHT OF WAY
  - C/L = CENTERLINE
  - EP = EDGE OF PAVEMENT
  - EB = ELECTRICAL BOX
  - MH = MANHOLE
  - UT = UNDERGROUND TELEPHONE
  - C = GATE
  - EIS = EXISTING IRON STAKE
  - EIP = EXISTING IRON PIPE
  - UGM = UNDERGROUND GAS LINE MARKER
  - PS = PUMP STATION
  - CF = CONCRETE FLUME
  - T = TRANSFORMER
  - GV = GAS VALVE
  - GVT = GAS VENT
  - GRS = GAS REGULATOR STATION
  - O = NO POINT SET
  - RR = RIP-RAP
  - ☆ = AREA LIGHT
  - HW = HEAD WALL
  - = UNDERGROUND ELECTRIC
  - = CORRUGATED PLASTIC PIPE
  - = CORRUGATED METAL PIPE
  - (CC) = CONTROL CORNER
  - GF = GAS LINE FLAG
  - WV = WATER VALVE
  - = NOT TO SCALE
  - NCGSM = NC GRID SURVEY MONUMENT
  - = ADJOINING PROPERTY LINE

FLOOD STATEMENT

THIS PROPERTY IS LOCATED IN ZONE "X"  
AND IS NOT WITHIN A SPECIAL FLOOD HAZARD  
AREA, AS DETERMINED BY NFIP RATE MAP  
DATED JULY 2, 2004 : COMMUNITY PANEL  
NUMBER 370072-5540-J.

NC GEODETIC SURVEY MONUMENT  
REFERENCE TABLE

FROM: "VOLTAGE 1979"	TO: "CLARKS 1979"
N=505,516.8708' E=2,557,593.2772'	N=509,908.1633' E=2,548,100.7929'
GRID BEARING N 70°-20'-25" W	GRID DISTANCE 10,080.0720' (CALC.) XXXX (MEASURED)

I HEREBY CERTIFY THAT THE PROPERTY SHOWN  
HEREON IS A SURVEY OF ANOTHER CATEGORY.  
TO WIT: AN EASEMENT SURVEY.

L-4258

STATE OF NORTH CAROLINA      CRAVEN COUNTY  
I, JOHN C. NIX, CERTIFY THAT THIS  
PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL  
SURVEY MADE UNDER MY SUPERVISION; (DEED DESCRIPTION  
RECORDED IN MAP & DEED BOOKS NOTED; THAT THE RATIO  
OF PRECISION AS CALCULATED IS 1: 10,000; THAT THE LINES  
NOT SURVEYED ARE SHOWN AS BROKEN LINES PLOTTED FROM  
INFORMATION FOUND IN MAP AND DEED BOOKS NOTED; THAT  
THIS PLAT WAS PREPARED IN ACCORDANCE WITH THE STANDARDS  
OF PRACTICE AS AMENDED. WITNESS MY ORIGINAL SIGNATURE,  
REGISTRATION NUMBER AND SEAL THIS 4TH DAY OF  
MARCH, 2013.

L-4258



Craven County does NOT warrant the information shown on this map and should be used ONLY for tax assessment purposes.

1 inch equals 50 feet





# 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-Pamlico-Carteret Regional Library Board

Name: Lynn C. Gonzalez

Home Phone: <sup>252</sup> 633-3710 (preferred contact #)

Home Address: 220 Loop Rd.

City: Cove City, NC

Zip Code: 28523

Township: 3

City Limits: Yes  No

Occupation: farmer/homemaker

Business Phone: 252-671-0713

Place of Employment: Green Pastures Family Farm

Fax Number: <sup>252</sup> 633-3710

E-Mail Address: mymcelmg@gmail.com

(Please indicate your preferred contact number.) Home

### Education

High School graduate - North Lenoir High School - 1986

2 years - Craven Community College - 2006-2008

### Business and Civic Experience

I am an active member of Wintergreen OFWV Church serving as Sunday School teacher and Sound/Worship Associate & Coordinator. Active participant in community events.

### Areas of Expertise, Interest, Skills

Homeschooling mother of 6. Currently only has one child - 5 graduated.

### Why do you want to serve?

I appreciate the services our library system offers - literature & computer services. Our community needs the library to help children & adults meet their educational goals. I <sup>want</sup> to help more people reach their goals in order to provide healthy homes today and in the future. The library is vital in making this happen.

Core City Public Library Board - currently serving as Chairwoman

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

Date: 4/8/13

Lynn Cox Gonzalez  
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 ( ) or fax: 252 637-0528.

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

REC'D APR 03 2013

# 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

Name:	<u>Richard Crumbacker</u>	Home Phone:	<u>252-566-0551</u>
Home Address:	<u>PO BOX 5040</u>		
City:	<u>Kinston</u>	Zip Code:	<u>28503</u>
Township:		City Limits:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Occupation:	<u>EMT</u>	Business Phone:	<u>252-522-1209</u>
Place of Employment:	<u>Fort Barnwell Rescue Squad</u>	Fax Number:	<u>252-522-1211</u>
E-Mail Address:	<u>fbrescue34@yahoo.com</u>		

(Please indicate your preferred contact number.)

### Education

EMT-I

### Business and Civic Experience

### Areas of Expertise, Interest, Skills

CPR, ACLS, PEPP, BTLS

### Why do you want to serve?

To be a part of the continuous growth of the EMS system.

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

Date: 04/02/2013

Richard Crumbacker  
Digitally signed by Richard Crumbacker  
DN: cn=Richard Crumbacker, o=Fort Barnwell Rescue Squad,  
ou=Rescue 34, email=fbrescue34@yahoo.com, c=US  
Date: 2013.04.02 15:49:40 -0400

Signature

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

Craven County



REC'D APR 08 2013

Emergency Services  
Office - 252-636-6608  
Fax - 252-636-6655

**April 8, 2013**

**To: Gwen Bryan  
Clerk to the Board of Commissioners**

**Ref: Rhem's Volunteer Fire Dept.  
Fire Tax Commissioner  
Firemen Relief Fund Trustee**

**Gwen:**

**Attached is Volunteer Form for Mr. Johnny Norris. Rhems Volunteer Fire Department wish to nominate him to replace Mr. Clarence Simpson on the Firemen's Relief Fund and as Rhems Fire Tax Commissioner.**

**Thank you  
Patti McDaniel**

# 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

Firemens Relief Fund Trustee

Name: John W. Norris, Sr.

Home Phone: (252) 670-0159

Home Address: 5660 Hwy 17 South

City: New Bern, N.C. 28562

Zip Code: 28562

Township: 8

City Limits:  Yes  No

Occupation: Retired - Welder

Business Phone: —

Place of Employment: —

Fax Number: —

E-Mail Address: —

(Please indicate your preferred contact number.)

### Education

12<sup>th</sup> Grade

### Business and Civic Experience

Served 34 years / Bd of Directors - Rhems Fire Dept.

### Areas of Expertise, Interest, Skills

Welder

### Why do you want to serve?

Think that it is my responsibility being a resident of the Rhems community to help and serve.

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

Date: April 4, 2013

John W. Norris Sr.  
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](mailto: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:

Health Board, Craven Community College Board of Trustees

Nursing Home Advisory Committee, Regional Aging Advisory Council

Name: Robin Schaefer Home Phone: (252) 671-6009

Home Address: 300 Meridian Court

City: New Bern

Zip Code: 28562

Township: \_\_\_\_\_

City Limits:  Yes  No

Occupation: RN-Director Periop Services

Business Phone: (252) 633-8531

Place of Employment: CarolinaEast Health System

Fax Number: (252) 633-9045

E-Mail Address: robin.schaefer@me.com

(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

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](mailto: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:

\_\_\_\_\_ Highway 70 Corridor Commission \_\_\_\_\_

Name: \_\_\_\_\_ Bobby Darden \_\_\_\_\_ Home Phone: \_\_\_\_\_ 252-316-0233 \_\_\_\_\_

Home Address: \_\_\_\_\_ 1039 Colleton Way \_\_\_\_\_

City: \_\_\_\_\_ New Bern \_\_\_\_\_

Zip Code: \_\_\_\_\_ 28562 \_\_\_\_\_

Township: \_\_\_\_\_ Number Eight (Trent Woods) \_\_\_\_\_

City Limits: \_\_\_\_\_ X \_\_\_\_\_ Yes \_\_\_\_\_ No

Occupation: \_\_\_\_\_ Executive Director \_\_\_\_\_

Business Phone: \_\_\_\_\_ 252-633-1564 \_\_\_\_\_

Place of Employment: \_\_\_\_\_ Coastal Environmental Partnership \_\_\_\_\_

Fax Number: \_\_\_\_\_ 252-633-6515 \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ bdarden@crswma.com \_\_\_\_\_

(Please indicate your preferred contact number.) Work Number \_\_\_\_\_

### Education

\_\_\_\_\_ B.S. Virginia Tech \_\_\_\_\_

\_\_\_\_\_ M.B.A. East Carolina University \_\_\_\_\_

### Business and Civic Experience

\_\_\_\_\_ Currently Executive Director the regional solid waste authority. Previously employed as County Manager for Perquimans County, NC \_\_\_\_\_

### Areas of Expertise, Interest, Skills

\_\_\_\_\_ Local Government Knowledge and previous involvement with regional partnerships and organizations \_\_\_\_\_

### Why do you want to serve?

\_\_\_\_\_ The Coastal Environmental Partnership has its own transportation fleet that operates within the region and is very much impacted by the future development of US Highway 70. \_\_\_\_\_

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

\_\_\_\_\_ None Currently \_\_\_\_\_

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

Date: \_\_\_\_\_ April 3, 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](mailto: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:

RPO

Name:	<u>Chad E. Braxton</u>	Home Phone:	<u>252-244-2758</u>
Home Address:	<u>404 First Ave.</u>		
City:	<u>Vanceboro</u>	Zip Code:	<u>28586</u>
Township:	<u>1</u>	City Limits:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Occupation:	<u>Manager - Grocery Store</u>	Business Phone:	<u>252-244-1404</u>
Place of Employment:	<u>Kitec Supermarket</u>	Fax Number:	<u>252-244-0632</u>
E-Mail Address:	<u>chadb@vanceboronc.com</u>		

(Please indicate your preferred contact number.)

Education

1994 Graduate West Craven High School  
Attended Craven Community College - Business Administration

Business and Civic Experience

Twenty years of management experience in the grocery industry  
Past Master - Vanceboro Masonic Lodge ~~0220~~ Active Member - Sudan Shrine, Scottish Rite, Craven Correctional - Community Resource Council, Vanceboro Rural Fire Dept.  
Former Member - Vanceboro Christian Help Center.

Areas of Expertise, Interest, Skills

Five years experience as Head Coach of youth basketball, baseball, & football teams.

Why do you want to serve?

As Mayor of Vanceboro, I feel that it is important for me to be hands on with issues that affect our town and surrounding rural area.

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

Mayor - Town of Vanceboro  
Board of Directors - Vanceboro Rural Volunteer Fire Dept.

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

Date: 4-2-13

Chad E. Braxton  
 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](mailto:gbryan@cravencountync.gov)) or fax: (252-637-0526).

# 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 Town Community

Name: James Cline

Home Phone: 252-635-1786

Home Address: 1225 Pelican Dr

City: New Bern

Zip Code: 28560

Township: Fairfield Harbor

City Limits:  Yes  No

Occupation: Retired

Business Phone: -

Place of Employment: N/A

Fax Number: -

E-Mail Address: JIMCLINE@embarqMAIL.COM

(Please indicate your preferred contact number.)

### Education

SOME COLLEGE - MECHANICAL DRAFTING, ELECTRONICS

### Business and Civic Experience

PROJECT MANAGEMENT, PLANNING MANAGER, VP OPERATIONS

### Areas of Expertise, Interest, Skills

OPERATIONS, COMPUTERS, SOFTWARE

### Why do you want to serve?

IMPROVE COMMUNITY

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

Date: 02/08/2013

James M Cline  
Signature

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

James M. Cline  
1225 Pelican Dr., New Bern, NC  
252-635-1786

**Objective**

Manufacturing Related Employment

**Experience**

2005–1995 Made2Manage Systems Inc. Indianapolis, IN  
Implementation Consultant-Manufacturing Software  
Trained over 100 companies in all aspects of Manufacturing  
Specialized in MRP, TOC, Kanban and capacity planning.  
Taught numerous classes on site and at company headquarters.

1995–1990 Tri-V Inc. Evans City, PA  
President and Owner-Manufacturing Software  
Provided ERP selection consulting  
Sold several different types of ERP software.  
Provided implementation consulting.

1990–1988 Vocollect Inc. Pittsburgh, PA  
Manufacturing Manager-Electronics  
Developed manufacturing process for new speech synthesis product.  
Implemented MRP/ERP Software package for the company

1988–1978 Conservolite Inc. Oakdale, PA  
Plant Manager-Electronics  
Set-up an electronic manufacturing plant, hired and trained all employees.  
Purchased over \$750,000 of material each year including MRO.  
Sold excess manufacturing capacity generating \$450,000/yr for 3 years

1978–1968 Disston Inc. Danville, VA  
Plant Management-Saws & Tools  
QA Manager-28 Inspectors, First Piece Inspection, Met. And Chem. labs  
Senior Industrial Engineer-New product planning and Production line set-up.  
Product Engineering Manager-15 designers and product test lab.

**Education**

1958–1959	University of Pittsburgh	Pittsburgh, PA
1960-1961	Triangle School of Drafting	Pittsburgh, PA
1962-1963	US Army Electronics School	Ft. Monmouth, NJ

**Interests**

Gardening, carpentry, computers, history, stained glass

**Additional Information**

Lifetime Certified APICS, Founding member Danville, Chapter ASQC

## CREDIT MEMOS SUBJECT TO BOARD APPROVAL ON 04/15/2013

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
BROOKS, DANIEL E FORECLOSURE-LIEN EXTINGUISHED	0019674 2012-0006854	38.56
MERCHANT, JOHN EUGENE INCORRECT BILLING-TO BE REBILLED	0066745 2012-0038843	33.63
RHODES, CARROL J FORECLOSURE-LIEN EXTINGUISHED	6029100 2012-0047990	41.66
RHODES, CARROL J FORECLOSURE-LIEN EXTINGUISHED	6029100 2011-0048053	50.11
RHODES, CARROL J FORECLOSURE-LIEN EXTINGUISHED	6029100 2009-0047232	27.39
RHODES, CARROL J FORECLOSURE-LIEN EXTINGUISHED	6029100 2010-0043219	54.07
RICHARDSON, PAUL JOSEPH DID NOT OWN 1/1/2011	0090189 2011-0091851	152.74
RICHARDSON, PAUL JOSEPH DID NOT OWN 1/1/2012	0090189 2012-0048229	132.84
ZIMMERMAN, DONALD DID NOT OWN 1/1/2004	0057222 2004-0091597	93.75
ZIMMERMAN, DONALD DID NOT OWN 1/1/2005	0057222 2005-0059221	173.99
10 -CREDIT MEMO(S)		798.74

REFUNDS SUBJECT TO BOARD APPROVAL ON 04/15/2013

TAXPAYER NAME	ACCT#/TICKET#	AMOUNT
	-REFUND(S)	.00