

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, MAY 6, 2013
7:00 P.M.**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

APPROVE MINUTES OF APRIL 15, 2013 REGULAR SESSION

1. PETITIONS OF CITIZENS
 - A. Steve Ipock
 - B. Chris Elks
 - C. Ray Griffin
2. BOARD OF EDUCATION BUDGET PRESENTATION: Dr. Lane Mills, Superintendent
3. CRAVEN COMMUNITY COLLEGE BUDGET PRESENTATION: Dr. Catherine Chew, President
4. CRAVEN AGING PLANNING BOARD/HCCBG BUDGET AMENDMENT: Tonya Cedars, Area Agency on Aging and Alfreda Stout, Department of Social Services

DEPARTMENTAL MATTERS

5. DSS: BUDGET AMENDMENT: Alfreda Stout, Assistant DSS Director
6. TAX RELEASES AND REFUNDS: Ronnie Antry, Tax Administrator
7. COOPERATIVE EXTENSION PROPOSED FARMLAND DEVELOPMENT PLAN: Mike Carroll, Extension Agent, Agriculture
8. PLANNING: Don Baumgardner, Planning Director
 - A. Tall Structures Ordinance
 - B. Subdivisions for Approval
9. FINANCE BUDGET AMENDMENTS: Rick Hemphill, Assistant County Manager for Finance/Administration

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: May 6, 2013

Presenters: Steve Ipock, Chris Elks, Ray Griffin

Agenda Item No. 1

Board Action Required: No

PETITIONS OF CITIZENS

A. STEVE IPOCK

Mr. Ipock wishes to address the Board concerning the Ten Commandments.

B. CHRIS ELKS

Mr. Elks will speak about the Ten Commandments.

C. RAY GRIFFIN

Mr. Griffin would like to speak on prayer.

Board Action: Receive Information

Agenda Date: May 6, 2013

Presenter: Dr. Lane Mills

Agenda Item No. 2

Board Action Required: No

BOARD OF EDUCATION BUDGET PRESENTATION

Superintendent of Schools, Dr. Lane Mills, will present the proposed Board of Education budget for FY 2013-2014 and the schools' funding request to the County.

Board Action: Receive request

Agenda Date: May 6, 2013

Presenter: Dr. Catherine Chew

Agenda Item No. 3

Board Action Required: No

CRAVEN COMMUNITY COLLEGE BUDGET PRESENTATION

Craven Community College President, Dr. Catherine Chew, will present the proposed FY 2013-2014 budget and the funding request for the college to the County.

Board Action: Receive request

Agenda Date: May 6, 2013

Presenter: Tonya Cedars, Alfreda Stout

Agenda Item No. 4

Board Action Required: Yes

CRAVEN AGING PLANNING BOARD/HCCBG BUDGET AMENDMENT

Ms. Cedars and Ms. Stout will update the Board on the impact of sequestration on the Home and Community Care Block Grant. Attachment #4 provides details concerning budget adjustments that are being proposed for approval by the Board.

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

Agenda Date: May 6, 2013

Presenter: Alfreda Stout

Agenda Item No. 5

Board Action Required: Yes

DEPARTMENTAL MATTERS: DSS BUDGET AMENDMENT

Ms. Stout will be requesting a budget amendment to adjust the budget for Regular Subsidy Day Care funding. (See Attachment #5)

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

Agenda Date: May 6, 2013

Presenter: Ronnie Antry

Agenda Item No. 6

Board Action Required: Yes

DEPARTMENTAL MATTERS: 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 tax releases and refunds.

Agenda Date: May 6, 2013

Presenter: Mike Carroll

Agenda Item No. 7

Board Action Required: Yes

**DEPARTMENTAL MATTERS: COOPERATIVE EXTENSION PROPOSED
FARMLAND DEVELOPMENT PLAN**

Mike Carroll, Extension Agent, will discuss a proposed Farmland Development Plan, which has been provided to the Board under separate cover. The following resources along with members of the Agricultural Advisory Board will be present to provide additional details for the Board's discussion:

- Dr. Sandra Maddox, Director
Lois G. Britt Agribusiness Center
Mount Olive College
- Ms. Grace Lawrence
Program Director
Farm and Forest Protection Program
Mount Olive College Agribusiness Center

Board Action: Consider the proposed plan for approval.

Agenda Date: May 6, 2013

Presenter: Don Baumgardner

Agenda Item No. 8

Board Action Required: Yes

DEPARTMENTAL MATTERS: PLANNING

A. TALL STRUCTURES ORDINANCE

On April 24, 2013, Craven County Management and Planning Staff along with Commissioner Tom Mark attended the NC Broadband Seminar hosted by the Carolinas Wireless Association and the NC League of Municipalities. The seminar was very informative and helped planning staff better understand the requirements set forth in the Federal Communications Act of 1996. The information presented will help the planning staff with the permitting process once the ordinance is adopted. At the seminar, a NC League of Municipalities endorsed draft sample telecommunications ordinance was handed out for review and after review by planning staff; the ordinance seems to be more restrictive than the current draft of the Craven County Tall Structures Ordinance. After attending the meeting we are of the opinion no changes are necessary to the current proposed Tall Structure Ordinance. No further changes have been made to the ordinance since the last public hearing. Attachment #8.A. contains a copy of the Craven County Tall Structure Ordinance to consider for adoption.

Board Action: Consider adoption of the Tall Structures Ordinance.

B. SUBDIVISIONS FOR APPROVAL

The Planning Board has recommended the following subdivisions for approval.

King Creek at Cherry Branch Ph. 1- Final

- Property is owned by Coastal Piedmont Developers, LLC and surveyed by Herbert J. Nobles, Jr. PLS
- Property is located within Twp 5 off of Cherry Branch Dr. (SR 1847)
- Parcel ID 5-006-001-A
- Subdivision contains 17 lots 10.14 Acres
- Lots proposed to be served by County Water and individual septic systems

Sharon Lewis Subdivision – Final

- Property is owned by Harold Hargett Jr. and Tonya Hargett and surveyed by Willard R. Hall, PLS
- Property is located within Twp 1 off of River Rd (SR 1400)
- Parcel ID 1-073-016
- Subdivision contains 1 lot 1.51 Acres
- Lot proposed to be served by County Water and individual septic system

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

Agenda Date: May 6, 2013

Presenter: Rick Hemphill

Agenda Item No. 9

Board Action Required: Yes

FINANCE BUDGET AMENDMENTS

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

Amendments: Cooperative Extension/EFNEP– The Expanded Food and Nutrition Education Program (EFNEP) budgeted \$6,000 for fiscal year 2013. This was done in error. The \$ 6,000 grant from CarolinaEast Foundation was a one-time grant received in fiscal year 2012. Need to reduce the revenue and corresponding expenditure line by \$6,000. The unspent balance of \$5,513 from fiscal year 2012 was approved to be carried forward at the August 6, 2012 board meeting.

Finance –Need to budget the \$33,950,000 Limited Obligation Refunding Bond Series 2013. This is to record the refunding of the Certificate of Participation Series 2007.

General/Pass through – Need to reallocate DJJDP funding among the Juvenile Crime Prevention Programs. The program revisions call for a \$13,012 reduction for JCPC administration, with a \$10,761 increase for area day reporting and a \$2,251 increase for teen court.

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

Agenda Date: May 6, 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. Although the County has exceeded the 90 days allowed to make this appointment, the City of New Bern has still deferred to the county and submitted the name of a nominee from the Rocky Run community, **Mr. John Murrell**, whose application appears as **Attachment #10.A.**

Down East RPO

At the last meeting Mayor Chad Braxton of Vanceboro was appointed. The appointment of an alternate was deferred. Elected members from remaining municipalities not participating in the New Bern MPO are eligible to serve as alternate. (Cove City, Dover or Havelock)

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:	TYPE:
<u>30</u>	<u>3 per District</u>
_____	_____

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

Must be a qualified voter of the district represented.

LENGTH OF TERMS: 2 Years

Term(s) ending: Harvey Hurst - #6 (Initial Appointment 2011 to Edwards Unexpired Term)
William Mathews - #3 (Initial Appointment 1998)
Clarence Simpson –Rhems (Initial Appointment 1998)
Joseph Wetherington – Swift Creek (Initial Appointment 2008)

Applications on File: Johnny Norris to replace Clarence Simpson and John Carroll Hawkins to replace William Mathews (**Attachment # 10.A.1.**)

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 Board 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:

W.O. Gaskins, Jr.- LSC (Initial Appointment 1999)
Ralph Roeland - #6 (Initial Appointment 1999)
Duward White – Dover (Initial Appointment 2003)
Douglas Whitford – LSC (Initial Appointment 1999)

No applications on file

B. CURRENT APPOINTMENTS

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: Bob Dorsey (Initial appointment 2010)
Rachelle Martin (Initial appointment 2010)
Theron McCabe (Initial appointment 2010; appointed at
Chairman's suggestion that a Commissioner serve)

No application(s) on file.

ZONING BOARD OF ADJUSTMENT

AUTHORIZATION: General Statute 153-345

MISSION/FUNCTION: To hear and decide appeals from and review any order, requirement, decision or determination made by an administrative official charged with the enforcement of the applicable ordinance; may permit special exceptions to zoning regulations if provided for in the ordinance.

NUMBER OF MEMBERS:

7

TYPE:

Representatives of each airport zoned area

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

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: Not Specified (as needed)

Term(s) ending: Cynthia Riley

No applications on file
(Planning is checking on her interest in continuing)

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 X Yes Specify: _____

Term(s) expiring: Angela Shelters (Initial appointment 2011)

Application on file: Angela Shelters (Attachment #10.B.)

C. UPCOMING APPOINTMENTS

June

<u>Craven Community College</u>	Earl Wright (Initial Appointment 1997)
<u>Eastern Carolina Council</u>	James Walker (Initial Appointment 2011)
<u>Social Services Board</u>	Rex Bennett (Initial Appointment 2007) George Sawyer (Initial Appointment 2007)
<u>Eastern Carolina Workforce Development Board</u>	Jeff French (Initial Appointment 2011) Ronald Knight (Initial Appointment 2007; Org. Labor)
<u>Regional Aging Advisory Committee</u>	Bob Dorsey (Initial Appointment 2012) Mary Zeeman (Initial Appointment 2010)
<u>Recreation Advisory Board</u>	Dickie Fairburn (Initial Appointment 2009) Demetrius Harkley (Initial Appointment 2007) Robert Sabdo (Initial Appointment 2006) Bill Taylor (Initial Appointment 2010)
<u>Airport Authority</u>	Harold Blott (Initial Appointment 2008) Bill Nauman (Initial Appointment 2005)

Agenda Date: May 6, 2013

Presenter: Jim Hicks

Agenda Item No. 11

Board Action Required: Yes

COUNTY ATTORNEY'S REPORT

Offer to Purchase Real Property – 613 Ruth Avenue (#8-015-119).

The County and City of New Bern have received an offer from Carmen Burgos in the amount of \$2,000.00 for this property, which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$3,882.21. The current tax value is \$10,800 (the property is unimproved). Also attached are a copy of the offer to purchase, deed, and GIS information. The City has accepted the offer.

Should the Board desire to accept this offer, then the property will then be advertised for upset bids in accordance with General Statutes. Once no further upset bids are timely received, the City and County may accept or reject the final offer.

Board Action: Consider offer to purchase

Agenda Date: May 6, 2013

Presenter: Jack Veit

Agenda Item No. 12

COUNTY MANAGER'S REPORT

Agenda Date: May 6, 2013

Presenter: _____

Agenda Item No. 13

COMMISSIONERS' REPORTS

Agenda Date: May 6, 2013

Presenter: _____

Agenda Item No. 14

CLOSED SESSION

The Board will be requested to go into closed session under the authority of NCGS 143-318.11(a)(3) to discuss potential litigation.