

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, AUGUST 19, 2013
8:30 A.M.**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVE MINUTES OF AUGUST 5, 2013 REGULAR SESSION

1. PROCLAMATIONS/RESOLUTIONS: Commissioner Sampson
 - A. National Recovery Month Proclamation
 - B. NAACP Anniversary
2. INTERLOCAL IN-PATIENT HOSPICE DEVELOPMENT AGREEMENT:
Jim Hicks, County Attorney

DEPARTMENTAL MATTERS

3. TAX RELEASES AND REFUNDS: Ronnie Antry, Tax Administrator
4. SHERIFF'S – ANNUAL EOMP REPORT: Captain Jesse Pittman
5. HEALTH – FEE RECOMMENDATIONS: Ray Silverthorne, Environmental Health Director
6. HUMAN RESOURCES –2014 HOLIDAY SCHEDULE: Amber Parker, Human Resources Director
7. FINANCE - BUDGET AMENDMENS: Rick Hemphill, Assistant County Manager, Finance/Administration
8. APPOINTMENTS
 - A. Pending
 - B. Current
 - C. Upcoming
9. COUNTY ATTORNEY'S REPORT: Jim Hicks
10. COUNTY MANAGER'S REPORT: Jack Veit

11. COMMISSIONERS' REPORTS
12. CLOSED SESSION

Agenda Date: August 19, 2013

Presenter: Commissioner Sampson

Agenda Item No. 1

Board Action Required: Yes

PROCLAMATIONS/RESOLUTIONS

Commissioner Sampson will request adoption of the following proclamation and resolution.

- A. National Recovery Month Proclamation
(Attachment #1.A)
- B. NAACP Anniversary Resolution
(Attachment #1.B.)

Board Action: Consider proclamation and resolution for adoption.

Agenda Date: August 19, 2013

Presenter: Jim Hicks

Agenda Item No. 2

Board Action Required: Yes

INTERLOCAL IN-PATIENT HOSPICE DEVELOPMENT AGREEMENT

County Attorney, Jim Hicks, has provided the Board several updates on the status of the Interlocal In-patient Hospice Development Agreement. He will present the final document which has been approved by the other parties to the agreement.

Board Action: Approve and authorize the Chairman to execute the agreement.

Agenda Date: August 19, 2013

Presenter: Ronnie Antry

Agenda Item No. 3

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 #3 for the Board's approval.

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

Agenda Date: August 19, 2013

Presenter: Jesse Pittman

Agenda Item No. 4

Board Action Required: No

DEPARTMENTAL MATTERS: SHERIFF – EOMP REPORT

Administrative Captain, Jesse Pittman, will present the annual EOMP report which appears as Attachment #4.

Board Action: Receive information

Agenda Date: August 19, 2013

Presenter: Ray Silverthorne

Agenda Item No. 5

Board Action Required: Yes

DEPARTMENTAL MATTERS: HEALTH FEE RECOMMENDATIONS

Environmental Health Director, Ray Silverthorne, will present health fee recommendations contained in Attachment #5 for the Board's approval.

Board Action: Consider health fee recommendations for approval.

Agenda Date: August 19, 2013

Presenter: Amber Parker

Agenda Item No. 6

Board Action Required: Yes

DEPARTMENTAL MATTERS: HUMAN RESOURCES HOLIDAY SCHEDULE

Attachment #6 for your consideration is the proposed Craven County 2014 Holiday Schedule. The proposed 2014 Holiday Schedule grants thirteen (13) holidays including one (1) floating holiday being observed on Monday, November 10, 2014 in conjunction with Veterans Day which occurs on Tuesday, November 11, 2014.

The Craven County Personnel Resolution, Article VIII. Leave of Absence, Section 2. Paid Holidays Observed states, "The Floating Holiday will be used in conjunction with holidays observed on Tuesday or Thursday to extend the weekend and will only be used as such occurs from year to year."

The proposed 2014 Holiday Schedule is the same as the State of North Carolina's 2014 Holiday Schedule with the exception of the floating holiday on Monday, November 10, 2014. Please consider approval of the schedule as presented.

Board Action: Adopt 2014 Holiday Schedule

Agenda Date: August 19, 2013

Presenter: Rick Hemphill

Agenda Item No. 7

Board Action Required: Yes

DEPARTMENTAL MATTERS: FINANCE BUDGET AMENDMENTS

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

Amendments: E911– Need to budget \$175,000 of E911 funds to purchase remaining equipment for the Communication Center. This includes computers, monitors, recorder and balance of Motorola equipment.

Environmental Health – In late June 2013, Environment Health received \$2,500 from the FDA. Need to carry over these funds to FY '14 so they can be utilized as intended. This will provide \$1,770 for mandatory training and \$1,330 for supplies to include lab coats, light meters, thermocouples and printer.

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

Agenda Date: August 19, 2013

Presenter: _____

Agenda Item No. 8

Board Action Required: Yes

APPOINTMENTS

- A. PENDING
- B. 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):

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: Ralph Roeland - #6 (Initial Appointment 1999)
Duward White – Dover (Initial Appointment 2003)

No applications on file

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: Rachelle Martin (Initial appointment 2010)
(No longer serving and needs to be replaced.)

No applications on file.

REGIONAL AGING ADVISORY COMMITTEE

AUTHORIZATION: _____

MISSION/FUNCTION: The committee advocates on behalf of the senior population of COG Region P, and as advocates for seniors in their respective counties. It reviews and comments on laws, policies, actions and programs that affect older adults.

NUMBER OF MEMBERS:

27

TYPE:

3 Representatives of each county in Region P

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

Interest in issues affecting the senior population; older adults who are participants in aging services, representatives of older adults, older minority individuals, nutrition project representatives, general public, local elected officials

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: First Monday of January, April, July and October, 10:00 a.m.

COMPENSATION: No X Yes Specify: _____

Term(s) ending: Gertha Williams (Deceased)

No applications on file.

B. UPCOMING APPOINTMENTS

September

Juvenile Crime Prevention Council Scott Harrelson (Craven County Health Department)
Lillie Hayes (Deceased)
Robert Keeter (Initial Appointment 2006)
Jennifer Knight (initial appointment 2001)
Tony Lee (initial appointment 2011)
Mary Mallard (initial appointment 2006)
Carol Mattocks (initial appointment 2001)
Rudy Riggs (Sheriff's Department designee)
Sherri Riggs (County Manager's designee)
Jackie Smith (District Attorney's designee)
Cheryl Spencer (assumed Wadell unexpired term)
Hollyanne Trombley (initial appointment 2009)
Nancy Wells (ECBH)

October

Firemen's Relief Fund Anthony Elliott, Twp. 6 (initial appointment 2011)

Industrial Facilities Pollution Control Financing Authority Gary Essex (initial appointment 2001)

Agenda Date: August 19, 2013

Presenter: Jim Hicks

Agenda Item No. 9

Board Action Required: Yes

COUNTY ATTORNEY'S REPORT

A. Offer to Purchase Real Property - Near Cove City (#3-035-124).

The County has received an offer from Dred Mitchell, Jr. in the amount of \$3,000.00 for this property, located near Cove City (#3-035-124), which was acquired through a tax foreclosure in 2004. The total taxes and costs that were foreclosed on were \$2,449.40. Attachment #9.A is a copy of the offer to purchase, deed, and GIS information.

Should the Board 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 County may accept or reject the final offer.

B. Offer to Purchase Real Property - Off of Temples Point Road (#5-008-134).

The County has received an offer from Wilbur Boone in the amount of \$9,500.00 for this property, which was acquired through a tax foreclosure earlier this year. The total taxes and costs that were foreclosed on were \$9,433.22. Attachment #9.B is a copy of the offer to purchase, deed, and GIS information.

Should the Board 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 County may accept or reject the final offer.

Board Action: Consider offers and direct the County Attorney accordingly.

Agenda Date: August 19, 2013

Presenter: Jack Veit

Agenda Item No. 10

COUNTY MANAGER'S REPORT

Agenda Date: August 19, 2013

Presenter: _____

Agenda Item No. 11

COMMISSIONERS' REPORTS

Agenda Date: August 19, 2013

Presenter: _____

Agenda Item No. 12

CLOSED SESSION

The Board will be requested to go into closed session pursuant to N.C.G.S. 143-318(a)(3) and (4) for consultation with the attorney and to discuss industrial expansion.