

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
TUESDAY, SEPTEMBER 3, 2013
7:00 P.M.**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

APPROVE MINUTES OF AUGUST 19, 2013 REGULAR SESSION

1. PETITIONS OF CITIZENS
 - A. Raynor James
 - B. Ray Griffin
2. ABC BOARD PRESENTATION: Charles Collins, Chairman; Donna Rouse, Director
3. RECOGNITIONS
 - A. Chairman's Privilege
 - B. Military Family of the Quarter
4. RESOLUTION EXPRESSING GRATITUDE AND APPRECIATION TO U.S. ARMED FORCES

DEPARTMENTAL MATTERS

5. TAX – RELEASES: Ronnie Antry, Tax Administrator
6. DSS – BUDGET AMENDMENT: Alfreda Stout, Assistant Social Services Director
7. CARTS – PUBLIC HEARING REQUEST: Terry Jordan, CARTS Director
8. ECONOMIC DEVELOPMENT – PUBLIC HEARING REQUEST: Timothy Downs, Economic Development Director
9. PLANNING – SUBDIVISIONS FOR APPROVAL: Don Baumgardner, Planning Director
10. WATER – REVOLVING LOAN FUND APPLICATION: Rick Hemphill, Assistant County Manager, Finance/Administration

11. FINANCE – BUDGET AMENDMENTS: Rick Hemphill, Assistant County Manager, Finance/Administration
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

Agenda Date: September 3, 2013

Presenters: Raynor James, Ray Griffin

Agenda Item No. 1

Board Action Required: No

PETITIONS OF CITIZENS

A. RAYNOR JAMES

Ms. James will address the Board concerning Extraterritorial Jurisdiction.

B. RAY GRIFFIN

Mr. Griffin wishes to speak about government issues.

Board Action: Receive information

Agenda Date: September 3, 2013

Presenters: Charles Collins, Donna Rouse

Agenda Item No. 2

Board Action Required: No

ABC BOARD PRESENTATION

Representatives of the ABC Board wish to make a check presentation to the County.

Board Action: Receive Information

Agenda Date: September 3, 2013

Presenter: _____

Agenda Item No. 3

Board Action Required: Yes

RECOGNITIONS

- A. CHAIRMAN'S PRIVILEGE
- B. MILITARY FAMILY OF THE QUARTER

The Board received a request to adopt a resolution, shown as Attachment #3, honoring the family of First Lieutenant Richard Salchow, as Military Family of the Quarter. A recognition luncheon will be held on Thursday August 12 at noon at the New Bern Golf and Country Club. A Commissioner is requested to attend to present the resolution.

Board Action: Consider adopting resolution and designate a Commissioner to attend the luncheon.

Agenda Date: September 3, 2013

Presenter: _____

Agenda Item No. 4

Board Action Required: Yes

**RESOLUTION EXPRESSING GRATITUDE AND APPRECIATION
TO U.S. ARMED FORCES**

The Highway 70 Corridor Commission has requested that the Board adopt the resolution appearing as Attachment #4.

Board Action: Consider resolution for adoption.

Agenda Date: September 3, 2013

Presenter: Ronnie Antry

Agenda Item No. 5

Board Action Required: Yes

DEPARTMENTAL MATTERS: TAX RELEASES

Craven County Tax Administrator, Ronnie Antry, will present the routine requests for tax releases and refunds contained in Attachment #5 for the Board's approval.

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

Agenda Date: September 3, 2013

Presenter: Alfreda Stout

Agenda Item No. 6

Board Action Required: Yes

DEPARTMENTAL MATTERS: DSS BUDGET AMENDMENT

Attachment #6 is a budget amendment and supporting documentation for funding received from Duke Energy for Duke Energy Progress customers.

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

Agenda Date: September 3, 2013

Presenter: Terry Jordan

Agenda Item No. 7

Board Action Required: Yes

DEPARTMENTAL MATTERS: CARTS PUBLIC HEARING REQUEST

As a NCDOT requirement all applicants receiving ROAP (Rural Operating Assistance Program) funding, transit systems must allow for public comment/input on the submitted application. In order to comply with this requirement Craven County/CARTS is requesting to set a Public Hearing to be held on Monday, September 16th, 2013 at 8:30 a.m. at the Craven County Commissioner meeting. The Public Hearing notice will be advertised to the general public at a minimum seven days prior to the meeting.

The FY 2014 ROAP funding will be utilized in provision of services through CARTS to the residents of Craven County. The grant includes funding for the: EDTAP (Elderly and Disabled Transportation Assistance Program), EMPL (Employment Program) and RGP (Rural General Public) transportation services.

Board Action: Set public hearing for September 16, 2013.

Agenda Date: September 3, 2013

Presenter: Timothy Downs

Agenda Item No. 8

Board Action Required: Yes

**DEPARTMENTAL MATTERS: ECONOMIC DEVELOPMENT PUBLIC HEARING
REQUEST**

Per the requirements of General Statutes 158-7.1, we are requesting that the Board of Commissioners set a public hearing related to the sale of real property in the industrial park to American Eagle Manufacturing for the purpose of industrial expansion and job creation. We request that the public hearing be held at the next Board of Commissioners' meeting on September 16, 2013 at 8:30 a.m. (See Attachment #8)

Board Action: Set the Public Hearing for September 16, 2013.

Agenda Date: September 3, 2013

Presenter: Don Baumgardner

Agenda Item No. 9

Board Action Required: Yes

DEPARTMENTAL MATTERS: PLANNING – SUBDIVISIONS FOR APPROVAL

Craven County Planning Director, Don Baumgardner, will present the following subdivisions, which are recommended by the Planning Board for the Board's final approval.

Mary Helen Jones Division Ph. 1 - Final

Property is owned by Mary Helen Jones and surveyed by Herbert J. Nobles, Jr.
Property is located within Twp 7 off of Brices Creek Rd. (SR 1004)
Parcel ID 7-103-043
Subdivision contains 1 lot on .91 acres
Lot proposed to be served by County water and an existing individual septic system

Hughes Family Farm Ph. 2 – Final

Property is owned by Donald and Becky Hughes and surveyed by Kendall Gaskins
Property is located within Twp 1 off of Cow Pen Landing Rd. (SR 1441)
Parcel ID 1-048-043
Subdivision contains 1 lot on 3.22 acres
Lot proposed to be served by County water and an individual septic system

John & Linda Thurston - Final

Property is owned by William and Stanley Sutton and surveyed by Kendall Gaskins
Property is located within Twp 1 off River Rd. (SR 1400)
Parcel ID 1-057-034
Subdivision contains 1 lot on 2.48 acres
Lot proposed to be served by County water and an individual septic system

Craven County Industrial Park Lot 30 Division – Final

Property is owned by Craven County and surveyed by Robert M. Chiles, P.E
Property is located within Twp 8 off Corporate Ln. (SR 1371)
Parcel ID 8-217-5004
Division contains 2 lots on 8.06 acres
Lots proposed to be served by City water and sewer.

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

Agenda Date: September 3, 2013

Presenter: Rick Hemphill

Agenda Item No. 10

Board Action Required: Yes

DEPARTMENTAL MATTERS: WATER – REVOLVING LOAN FUND APPLICATION

Attachment #10 is a resolution and a certification form regarding submitting an application to the State for the revolving loan relating to the water treatment plant construction. It is the same resolution passed in 2010 by the previous Board. The application deadline is 9/30/13.

Board Action: Consider resolution for approval.

Agenda Date: September 3, 2013

Presenter: Rick Hemphill

Agenda Item No. 11

Board Action Required: Yes

DEPARTMENTAL MATTERS: FINANCE BUDGET AMENDMENTS

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

Amendments: Volunteer Fire Depts/Water Dept – Need to budget and transfer a total of \$40,500 FEMA funds to Fire depts and Water dept that sustained damage from Hurricane Irene. Little Swift Creek will receive \$4,397, Ft. Barnwell \$1,396, Twp #5 \$7,901, Twp #9 \$4,596 and Water \$21,760.

Volunteer Fire Depts – Need to budget \$ 2,340 in additional fire dept funds to cover shortages in Volunteer Fire Departments' workers compensation lines. VFIS invoice dated 08/14/13 is for \$ 72,247.50.

Convention Center – Original budget included the appropriation of \$15,963 from Tourism Development Authority Board (FD 801) to Convention Center for Advertising/Marketing of Craven County through Outdoor Advertising Campaign. While this was budgeted in the TDA Fund for FY'14, the receipt and expenditure through the Convention Center was not. Need to budget that receipt and expenditure in the Convention Center at this time.

Convention Center – Appropriation of an additional \$15,037 was made from Tourism Development Authority Board (FD 801) to Convention Center. Need to budget these additional funds for Advertising/Marketing of Craven County through Outdoor Advertising Campaign.

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

Agenda Date: September 3, 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.

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 X Yes Specify: _____

Term(s) ending: Ralph Roeland - #6 (Initial Appointment 1999)

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 Yes Specify: _____

Term(s) ending: Gertha Williams (Deceased)

No applications on file.

B. CURRENT APPOINTMENTS

EMS (Emergency Medical Services) ADVISORY COUNCIL

AUTHORIZATION: Bylaws

MISSION/FUNCTION: Develops and recommends for approval by the Board of Commissioners standards of care, procedures and actions which will maintain and improve the quality of emergency Medical Services for the residents of Craven County.

NUMBER OF MEMBERS:
28

TYPE:
County Manager (or representative), County Emergency Services Director, Representative from each Craven County Emergency Medical Services Provider, representative from each authorized First Responder Provider, hospital president (or designee), Craven County Medical Director, physician nominated by Craven County Medical Society, representative from Craven County Communications, representative from Craven County Firemen's Association, hospital Emergency Room Supervisor, citizen (non-provider affiliated), Community College Dean of Continuing Education, representative nominated by Craven County Law Enforcement Association, representative from naval hospital aboard MCAS Cherry Point, ad hoc members (ECCOG EMS Director, OEMS Regional Coordinator, American Red Cross Director

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

(See above)

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: Bi-monthly

COMPENSATION: No Yes Specify: _____

Term ending: Richard Crumbacher (Being replaced)

Application on file: Crystal Tew (Attachment # 12.B.)

JUVENILE CRIME PREVENTION COUNCIL (JCPC)

AUTHORIZATION: N.C.G.S. 147-33.66

MISSION/FUNCTION: To assess the needs of juveniles in the community, evaluate the adequacy of resources available and develop or propose ways to address unmet needs.

NUMBER OF MEMBERS:
25 (maximum)

TYPE:
From among the following categories, or in some instances, the designees of the specified position: school superintendent, chief of police, sheriff, district attorney, chief court counselor, area mental health director, social services director, county manager, substance abuse professional, member of faith community, county commissioner, person under the age of 21, juvenile defense attorney, chief district court judge, member of the business community, local health director, non-profit representative, parks and recreation representative, up to seven additional members appointed by the Board of Commissioners

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

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: 2nd Monday of the month 12:30 p.m.

COMPENSATION: No Yes Specify: _____

Terms ending:

- 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)
- Eddie Games (County Manager's designee)
- Jackie Smith (District Attorney's designee)
- Clint Rowe (assumed Cheryl Spencer unexpired term)
- Kim Best (Craven County DSS))
- Nancy Wells (ECBH)
- Alvin Burney (Deceased)

No applications on file

C. UPCOMING APPOINTMENTS

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: September 3, 2013

Presenter: Jim Hicks

Agenda Item No. 13

Board Action Required: Yes

COUNTY ATTORNEY'S REPORT

A. Offer to Purchase Real Property - 4296 River Road (#1-048-14003).

The County has received an offer from Lester Fornes in the amount of \$2,100.00 for this property, which was acquired through a tax foreclosure on May 6, 2013. The total taxes and costs that were foreclosed on were \$2,145.35. The tax value is \$26,000; and the property does not have public access frontage. Attachment #13.A contains a copy of the offer to purchase, deed, tax card, and GIS information.

Mr. Fornes was the owner of the property at the time of foreclosure. He indicates that he did not know about the foreclosure action until after its conclusion; however, he was served with the complaint by certified mail (which was signed), and was sent numerous additional pleadings and notices to his correct address.

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 Ferry Road (#5-003-091).

The County previously received an offer from John and Patricia DeStefano in the amount of \$2,500.00 for this property, which was acquired through a tax foreclosure in 2005. At the time of the foreclosure, the total of the County's taxes and costs were \$1,242.67. The offer was tentatively accepted by the Board on July 1, 2013, and the offer was advertised for upset bids; no upset bids were received.

Board Action: Consider acceptance of offers

Agenda Date: September 3, 2013

Presenter: Jack Veit

Agenda Item No. 14

COUNTY MANAGER'S REPORT

County Manager, Jack Veit, will update the Board on the status of the County's redistricting plan. (See Attachment #14)

Agenda Date: September 3, 2013

Presenter: _____

Agenda Item No. 15

COMMISSIONERS' REPORTS