

**AGENDA  
CRAVEN COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
MONDAY, SEPTEMBER 16, 2013  
8:30 A.M.**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

APPROVE MINUTES OF SEPTEMBER 3, 2013 REGULAR SESSION

1. PUBLIC HEARING – CARTS: Kelly Walker, Transportation Coordinator
2. PUBLIC HEARING – PROPOSED COMMISSIONERS' DISTRICTS
3. AIRPORT GRANT REQUEST: Leigh Ann Cook, Financial Manager

**DEPARTMENTAL MATTERS**

4. TAX RELEASES AND REFUNDS: Ronnie Antry, Tax Administrator
5. ECONOMIC DEVELOPMENT REQUEST TO SET PUBLIC HEARING:  
Timothy Downs, Economic Development Director
6. RECREATION AND PARKS – BUDGET AMENDMENT: Eddie Games,  
Recreation Director
7. HEALTH – BUDGET AMENDMENTS: Scott Harrelson, Health Director
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: September 16, 2013

Presenter: Kelly Walker

Agenda Item No. 1

Board Action Required: Yes

### **PUBLIC HEARING – CARTS**

At the September 3 meeting, the Board approved a request to set a public hearing as a NCDOT requirement of applicants receiving ROAP (Rural Operating Assistance Program) funding. The FY 2014 ROAP funding will be utilized in provision of services through CARTS to residents of Craven County. The grant includes funding for the EDTAP (Elderly and Disabled Transportation Assistance Program), the EMPL (Employment Program) and the RGP (Rural General Public) transportation services. (See Attachment #1)

**Board Action: Receive public comments and consider approval of application.**

Agenda Date: September 16, 2013

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

Agenda Item No. 2

Board Action Required: Yes

**PUBLIC HEARING – PROPOSED COMMISSIONERS’ DISTRICTS**

Attachment #2 contains a resolution adopting a proposed redistricting plan for consideration by the Board.

**Board Action: Receive public comment; consider adoption of the resolution**

Agenda Date: September 16, 2013

Presenter: Leigh Ann Cook

Agenda Item No. 3

Board Action Required: Yes

### **AIRPORT GRANT REQUEST**

Leigh Ann Cook, Financial Manager, Coastal Carolina Regional Airport, will present an FAA grant offer for the Airport Improvement Program. The grant must be accepted by September 17<sup>th</sup>. The amount of the grant is \$1,275,750 which covers 90% of the costs with the Airport Authority paying the remaining 10% of the total cost. The grant is for the following projects:

- Runway 4-22 Rehabilitation (Design)
- Taxiway A Lighting Rehabilitation (Construction)
- Taxiway A Rehabilitation (Construction)
- GA Area Security System Up
- ARFF Proximity Suits

**Board Action: Approve acceptance of grant offer.**

Agenda Date: September 16, 2013

Presenter: Ronnie Antry

Agenda Item No. 4

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 #4 for the Board's approval.

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

Agenda Date: September 16, 2013

Presenter: Timothy Downs

Agenda Item No. 5

Board Action Required: Yes

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

The Board of Commissioners previously set a public hearing for September 16, 2013, related to the sale of real property in the industrial park, but due to a publishing error, it was necessary to reschedule the hearing. Per the requirements of General Statute 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 October 7, 2013 at 7:00 p.m.

**Board Action: Set the Public Hearing for October 7, 2013.**

Agenda Date: September 16, 2013

Presenter: Eddie Games

Agenda Item No. 6

Board Action Required: Yes

## **DEPARTMENTAL MATTERS: RECREATION BUDGET AMENDMENT**

The Recreation and Parks Department will be receiving a grant in the amount of \$1,766.36 from the Communities Transformation Grant (CTG), which are monies earmarked for Craven County by the CTG for region 10. Our region includes Craven, Carteret, Pamlico, Jones, Beaufort, Pitt, Lenoir, Wayne and Greene County.

This money will be used by the department to purchase various sports equipment. The equipment will be used in our programs, classes and sporting events offered to citizens of Craven County. Attachment #6 shows the breakdown and items to be purchased.

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

Agenda Date: September 16, 2013

Presenter: Scott Harrelson

Agenda Item No. 7

Board Action Required: Yes

## **DEPARTMENTAL MATTERS: HEALTH BUDGET AMENDMENTS**

Craven County Health Director, Scott Harrelson, will present the following budget amendments for the Board's approval.

The first budget amendment is for funds in the amount of \$2,557 needed for advertising and Health Educator travel to required meetings in connection with the NC Tobacco Prevention and Control Branch grant award to Craven County. This amount represents the difference between the award amount and the amount currently available.

The second budget amendment is for Electronic Health Record incentive money received. The funds were not budgeted originally. They will be used for needed improvements at the Animal Shelter. (See Attachment #7)

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

Agenda Date: September 16, 2013

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

Agenda Item No. 8

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:  
Dictated 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**

**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: 2<sup>nd</sup> Monday of the month 12:30 p.m.

COMPENSATION: No X    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**

<u>Firemen's Relief Fund</u>	Anthony Elliott, Twp. 6 (initial appointment 2011)
<u>Industrial Facilities Pollution Control Financing Authority</u>	Gary Essex (initial appointment 2001)
<u>Jury Commission</u>	George Griffin (initial appointment 1999)

Agenda Date: September 16, 2013

Presenter: Jim Hicks

Agenda Item No. 9

Board Action Required: Yes

## COUNTY ATTORNEY'S REPORT

### A. Offer to Purchase Real Property - 607 Ruth Avenue (#8-015-116).

The County and City have received an offer in the amount of \$2,000.00 for this property, which was acquired through a tax foreclosure in 2005. The total taxes and costs that were foreclosed on were \$3,527.63. The current tax value is \$10,800.00. Attached are a copy of the offer to purchase, deed, and GIS information. The City has agreed to accept the offer, contingent on the County also accepting the offer.

See Attachment #9.A.

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

### B. Offer to Purchase Real Property - 609 Ruth Avenue (#8-015-117).

The County and City have received an offer in the amount of \$1,500.00 for this property, which was acquired through a tax foreclosure in 2005. The total taxes and costs that were foreclosed on were \$3,341.13. The current tax value is \$10,800.00. Attached are a copy of the offer to purchase, deed, and GIS information. The City has agreed to accept the offer, contingent on the County also accepting the offer.

See Attachment #9.B.

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

### C. Offer to Purchase Real Property - 611 Ruth Avenue (#8-015-118).

The County and City have received an offer in the amount of \$2,000.00 for this property, which was acquired through a tax foreclosure in 2005. The total taxes and costs that were foreclosed on were \$3,266.88. The current tax value is \$10,800.00. Attached are a copy of the offer to purchase, deed, and GIS information. The City has agreed to accept the offer, contingent on the County also accepting the offer.

See Attachment #9.C

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

Agenda Date: September 16, 2013

Presenter: Jack Veit

Agenda Item No. 10

## **COUNTY MANAGER'S REPORT**

Agenda Date: September 16, 2013

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

Agenda Item No. 11

## **COMMISSIONERS' REPORTS**

Agenda Date: September 16, 2013

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

Agenda Item No. 12

**CLOSED SESSION**

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