

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY MARCH 3, 2014
7:00 P.M.**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

APPROVE MINUTES OF FEBRUARY 17, 2014 REGULAR SESSION

1. PUBLIC HEARING – JUSTICE ASSISTANCE GRANT (JAG)
2. PETITIONS OF CITIZENS
 - A. Howard Humphreys
 - B. Frank Radicella
 - C. Ray Griffin
 - D. Charlie Simmons
3. CRAVEN COMMUNITY CHILD PROTECTION TEAM (CCCPT) REPORT AND REQUEST FOR PROCLAMATION: Terry Brubaker, Program Manager, Child and Community Services Division, Social Services
4. REQUEST FOR RED CROSS MONTH PROCLAMATION: Joy Branham, CEO, Coastal Carolina Red Cross

DEPARTMENTAL MATTERS

5. HEALTH – HOME HEALTH CERTIFICATE OF NEED (CON) AGREEMENT: Scott Harrelson, Health Director
 - A. Contract with CliftonLarsonAllen, LLP
 - B. Attorney Fees
6. TAX – RELEASES AND REFUNDS: Ronnie Antry, Tax Administrator

7. PLANNING: Don Baumgardner
 - A. Request to Set Public Hearing for FY 13 Community Development Block Grant (CDBG) Funding Cycle
 - B. Request for Addition to State Maintained Secondary Road System
 - C. Request to Adopt Hazard Mitigation Grant (HMG) Project Budget Amendment and Ordinance
8. REQUEST FOR MILITARY FAMILY OF THE QUARTER RESOLUTION
9. APPOINTMENTS
 - A. Pending
 - B. Upcoming
10. COMMISSIONERS' RULES OF PROCEDURE: Jim Hicks, County Attorney
11. COUNTY ATTORNEY'S REPORT: Jim Hicks
12. COUNTY MANAGER'S REPORT: Jack Veit
13. COMMISSIONERS' REPORTS
14. CLOSED SESSION

Agenda Date: March 3, 2014

Presenter: _____

Agenda Item No. 1

Board Action Required: Yes

PUBLIC HEARING – JUSTICE ASSISTANCE GRANT (JAG)

A public hearing was advertised for 7:00 p.m. for the purpose of receiving comment from the public on the Sheriff's Department's proposed use of funds from the 2013-2014 Edward Byrne Memorial Justice Assistance Grant in the amount of \$10,591.
(See Attachment #1)

Board Action: Receive information and consider request to approve receipt of grant funds.

Agenda Date: March 3, 2014

Presenters: Humphreys, Radicella, Griffin, Simmons

Agenda Item No. 2

Board Action Required: No

PETITIONS OF CITIZENS

A. HOWARD HUMPHREYS

Mr. Humphreys wishes to compliment the Board on its performance during calendar year 2013, among other things.

B. FRANK RADICELLA

Mr. Radicella, who is Cherry Branch Homeowner's President, will discuss target practice that is occurring within the subdivision.

C. RAY GRIFFIN

Mr. Griffin wishes to address the Board concerning governmental issues.

D. CHARLIE SIMMONS

Mr. Simmons wishes to address the Board concerning private roads.

Board Action: Receive information

Agenda Date: March 3, 2014

Presenter: Terry Brubaker

Agenda Item No. 3

Board Action Required: Yes

**CRAVEN COMMUNITY CHILD PROTECTION TEAM (CCCPT) REPORT AND
REQUEST FOR PROCLAMATION**

Ms. Brubaker will present the Community Child Protection Team report, as required each year, and will request a proclamation of April as Child Abuse Prevention Month in Craven County (See Attachment #3)

Board Action: Receive information and consider adoption of the proclamation.

Agenda Date: March 3, 2014

Presenter: Joy Branham

Agenda Item No. 4

Board Action Required: Yes

REQUEST FOR RED CROSS MONTH PROCLAMATION

Joy Branham, Chief Executive Officer, Coastal Carolina Chapter of American Red Cross, will present a proclamation of March as Red Cross Month. (See Attachment #4)

Board Action: Consider adoption of proclamation.

Agenda Date: March 3, 2014

Presenter: Scott Harrelson

Agenda Item No. 5

Board Action Required: Yes

**DEPARTMENTAL MATTERS: HEALTH – HOME HEALTH CERTIFICATE OF NEED
(CON) AGREEMENT**

A. CONTRACT WITH CLIFTONLARSON ALLEN, LLP

A contract with CliftonLarsonAllen, LLP in the amount of \$39,000 will be presented to the Board of Commissioners by Scott Harrelson. Mr Harrelson will provide the Board with additional comments and be available for questions. (Attachment #5.A.)

B. ATTORNEY FEES

Legal Service Fees for the aforementioned project are separate and above the fees charged by CliftonLarsonAllen. Scott Harrelson will present the low bid, \$250 per hour from Sumrell, Sugg, Carmichael, Hicks & Hart, PA Law Firm. It is expected that total fees will be in the range of \$15,000 to \$20,000.

Board Action: The Board of Commissioners is requested to consider and approve the contract with CliftonLarsonAllen and accept the low bid of legal services from Sumrell, Sugg, Carmichael, Hicks & Hart, PA.

Agenda Date: March 3, 2014

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: March 3, 2014

Presenter: Don Baumgardner

Agenda Item No. 7

Board Action Required: Yes

DEPARTMENTAL MATTERS: PLANNING

A. REQUEST TO SET PUBLIC HEARING FOR FY 13 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING CYCLE

The Craven County Planning Department requests to set a public hearing on March 17th at 8:30 a.m. to hear public comments regarding the County's intent to apply for FY2013 CDBG Infrastructure funding. The previous decision by the state of not having to hold a second public hearing has been rescinded and the County is now required to hold two public hearings. The 1st public hearing was held on February, 17th. It is anticipated that up to \$750,000.00 for Infrastructure projects will be available. A presentation will be given at the 2nd public hearing as to the project for which the county intends to apply.

Board Action: Set a public hearing for the March 17th 8:30 AM Commissioner's meeting.

B. REQUEST FOR ADDITION TO STATE MAINTAINED SECONDARY ROAD
Attachment #7.B. contains a road addition resolution request to approve Dudley Street to be turned over to the State of North Carolina for maintenance. The resolution once passed will be forwarded to NC Department of Transportation (DOT) for their final consideration and acceptance of the road to the State Maintenance System.

Board Action: A vote by the Board of Commissioners is needed to approve the standard SR2 Road Addition Resolution.

C. REQUEST TO ADOPT HAZARD MITIGATION GRANT (HMG) PROJECT BUDGET AMENDMENT AND ORDINANCE

In order to move forward with the Hazard Mitigation Grant Project the Board of Commissioners needs to adopt a Budget Amendment (\$531,220) and Budget Ordinance for the Hazard Mitigation Project, contained in Attachment #7.C. This project is proposed to elevate four repetitively damaged residential structures and is 100% federal and state funding; no County funds.

Board Action: Request adoption of the Budget Amendment and Budget Ordinance and authorize the Chairman to sign.

Agenda Date: March 3, 2014

Presenter: _____

Agenda Item No. 8

Board Action Required: Yes

REQUEST FOR MILITARY FAMILY OF THE QUARTER RESOLUTION

The Board received a request to adopt a resolution, shown as Attachment #8, recognizing the family of Gunnery Sergeant Zane J. Poe, as Military Family of the Quarter. A luncheon will be held in their honor on Thursday March 13, 2014 at noon at the New Bern Golf and Country Club. A Commissioner is requested to attend.

Board Action: Consider adoption of resolution

Agenda Date: March 3, 2014

Presenter: _____

Agenda Item No. 9

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):

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: Rachele Martin (Not serving and needs to be replaced.)
Alvia Hearren (Initial appointment 1991)

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: Mary Zeeman (Resignation)

No applications on file.

PLANNING BOARD

AUTHORIZATION: N.C.G.S. 153A-21

MISSION/FUNCTION: _____

NUMBER OF MEMBERS: _____

8
each

TYPE:

Representatives from around the County (from township to the extent possible)

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

LENGTH OF TERMS: 4 Years

MEETING SCHEDULE: Fourth Thursday of each month, 6:30 p.m.

COMPENSATION: No Yes Specify: \$25 per meeting-members; \$30 per meeting-Chairman

Term(s) ending: Regina Crawford (resigned; District 7)
No applications on file for District 7.

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

MEETING SCHEDULE: _____

COMPENSATION: No Yes Specify: _____

Term(s) ending: Bobby Broadie (#5; appointed 2012)
Applications on file: Bobby Broadie and David Rink (Attachment #9.A.)

B. UPCOMING APPOINTMENTS

April - None

May - Craven Community College: Bill Naumann (Appointed 2009)

Craven Community Child Protection Team: Christy Hawkins (Appointed 2011)

CarolinaEast Medical Center: David Blain (Appointed 2011)
Clay Milstead (Appointed 2011)
Purvis Rogers (Appointed 2011)
Trawick Stubbs (Appointed 2011)

* These appointments are made by the Chairman from a list of nominees provided by the hospital.

CRSWMA: Jack Veit, Alternate (Appointed 2010)

EMS Advisory Council: Keith Morris (Appointed 2012)
Jonathan Stephens (Appointed 2012)

Agenda Date: March 3, 2014

Presenter: Jim Hicks

Agenda Item No. 10

COMMISSIONERS' RULES OF PROCEDURE

County Attorney, Jim Hicks, will present the updated draft document, which incorporates changes that were agreed upon at the Board's last work session. (See Attachment #10)

Agenda Date: March 3, 2014

Presenter: Jim Hicks

Agenda Item No. 11

COUNTY ATTORNEY'S REPORT

Agenda Date: March 3, 2014

Presenter: Jack Veit

Agenda Item No. 12

COUNTY MANAGER'S REPORT

A. MEETING WITH LEGISLATIVE DELEGATION

County Manager, Jack Veit, will discuss the Legislative Goals of the North Carolina Association of County Commissioners (NCACC) in preparation for communicating with the Legislative Delegation to the N.C. General Assembly. (See Attachment #12.A.)

B. NCACC LEGISLATIVE UPDATE

Mr. Veit will share a video that has been provided by NCACC.

C. BUDGET WORK SESSIONS

The Board will be asked to begin scheduling work sessions for the FY 2014-15 budget.

Agenda Date: March 3, 2014

Presenter: _____

Agenda Item No. 13

COMMISSIONERS' REPORTS

SONS OF THE AMERICAN REVOLUTION PROCLAMATION

Commissioner McCabe has requested that the Board adopt a proclamation honoring Craven County's African American Patriots of the American Revolutionary War to be presented at a ceremony at the Harlowe Community Center on March 16. Members of the Sons of the American Revolution (SAR) will be recognizing these patriots. (Attachment #13.)

Board Action Requested: Adoption of proclamation.

Agenda Date: March 3, 2014

Presenter: _____

Agenda Item No. 14

CLOSED SESSION

The Board will be requested to go into closed session under the authority of consultation with the County Attorney, pursuant to NCGS 143-318.11 (a)(5).