

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, DECEMBER 1, 2014
7:00 P.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

1. OLD BUSINESS
Approval of November 17, 2014 Minutes
2. RECOGNITION OF OUTGOING COMMISSIONERS:
Chairman Mark
3. RECONSTITUTION OF THE BOARD
 - A. Oath of Office Administered to the New Board
 - B. Election of Chairman
 - C. Oath of Office Administered to Chairman
 - D. Election of Vice Chairman
 - E. Oath of Office Administered to Vice-Chairman

RECESS

RECONVENE AS NEW BOARD

Establish meeting dates, times and location

4. CONSIDER APPOINTMENTS OF COMMISSIONERS TO BOARDS AND COMMITTEES
5. PUBLIC HEARING: ECONOMIC DEVELOPMENT
6. PETITIONS OF CITIZENS
7. AIRPORT REQUEST: Tom Braaten, Airport Director
8. MILITARY FAMILY OF THE QUARTER RESOLUTION

DEPARTMENTAL MATTERS

9. TAX – RELEASES AND REFUNDS: Ronnie Antry, Tax Administrator
10. FINANCE – BUDGET AMENDMENTS AND ORDINANCE UPDATE: Rick Hemphill, Assistant County Manager – Finance/Administration
11. APPOINTMENTS
12. COUNTY ATTORNEY’S REPORT: Jim Hicks
13. COUNTY MANAGER’S REPORT: Jack Veit
14. COMMISSIONERS’ REPORTS

Agenda Date: December 1, 2014

Presenter: _____

Agenda Item No. 1

Board Action Required: Yes

OLD BUSINESS

APPROVAL OF NOVEMBER 17, 2014 MINUTES

The Board will need to approve the minutes of November 17, 2014.

Board Action: Approve minutes

Agenda Date: December 1, 2014

Presenter: Chairman Mark

Agenda Item No. 2

Board Action Required: No

RECOGNITION OF OUTGOING COMMISSIONERS

The Chairman will recognize the outgoing Commissioners after they have had an opportunity to make final comments.

Board Action: None

RECONSTITUTION OF THE BOARD

A. OATH OF OFFICE ADMINISTERED TO THE NEW BOARD

The Commissioners-Elect and continuing Commissioners will come forward to take and subscribe the oath of office. For those who have not specifically designated someone to administer the oath, the Clerk to the Board will be available to administer it. Afterwards, the Board will be seated.

B. ELECTION OF CHAIRMAN

After the new Board is seated, the County Attorney will preside over the election of a chairman. He will open the floor for nominations (no second required). Once all nominations have been made, he will ask for a motion to close nominations. When this has been voted upon, the County Attorney will call for a vote on nominations, which is to be a voice vote by roll call. If more than one individual has been nominated, the Clerk will call the roll, and each Commissioner will name a nominee.

C. OATH OF OFFICE ADMINISTERED TO CHAIRMAN

When the vote is completed, the oath of office will be administered to the newly elected chairman, and he will assume his duties

D. ELECTION OF VICE CHAIRMAN

The new chairman will preside over the election of the vice chairman, continuing in the same process as for the election of the chairman.

E. OATH OF OFFICE ADMINISTERED TO VICE CHAIRMAN

When the vote is completed, the oath of office will be administered to the newly elected vice chairman.

Board Action: The Board may choose to recess at this point to allow outgoing and incoming Commissioners to greet their friends and supporters.

Agenda Date: December 1, 2014

Presenter: _____

Agenda Item No. 4

CONSIDER APPOINTMENTS OF COMMISSIONERS TO BOARDS AND COMMITTEES

Appointments of Commissioners to the boards and committees are considered during reorganization of the Board, but at times this has been deferred until the second meeting in December. Attachment #4 is a listing of boards on which Commissioners serve.

Board Action: The Board will need to consider appointments to boards and committees or defer them until the next meeting

Agenda Date: December 1, 2014

Presenter: _____

Agenda Item No. 5

Board Action Required: Yes

PUBLIC HEARING RELATED TO PROJECT GLOBAL

The Board will need to go into public hearing, as advertised, to receive public comment on the proposed incentives for Project Global for the purpose of industrial expansion and job creation. (See Attachment #5.A.)

Board Action: Approve the Resolution authorizing the Economic Development Agreements.

Agenda Date: December 1, 2014

Presenter: _____

Agenda Item No. 6

Board Action Required: No

PETITIONS OF CITIZENS

Board Action: Receive Information

Agenda Date: December 1, 2014

Presenter: Tom Braaten

Agenda Item No. 7

Board Action Required: Yes

AIRPORT REQUEST

Airport Director, Tom Braaten, will present a request for approval of the Avigation Easement as shown in Attachment #7.

Board Action: A vote on approval of the easement.

Agenda Date: December 1, 2014

Presenter: _____

Agenda Item No. 8

Board Action Required: Yes

MILITARY FAMILY OF THE QUARTER RESOLUTION

The Board received a request to adopt the resolution, contained in Attachment #8., recognizing the family of Staff Sergeant Steven D. Garretson as Military Family of the Quarter. The recognition luncheon will be held on Thursday, December 11th at noon at the New Bern Country Club.

Board Action: Adopt Resolution

Agenda Date: December 1, 2014

Presenter: Ronnie Antry

Agenda Item No. 9

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 #9 for the Board's approval.

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

Agenda Date: December 1, 2014

Presenter: Rick Hemphill

Agenda Item No. 10

Board Action Required: Yes

DEPARTMENTAL MATTERS: FINANCE – BUDGET AMENDMENTS AND ORDINANCE UPDATE

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

(See Attachment #10)

Amendments: Economic Development/County Reserve – The NC Eastern Region Board agreed that any county withdrawing from the NCEast Alliance can request its portion of the unspent and unencumbered admin/operating reserve funds returned to them and spent on economic development. Craven County requested and received \$139,999.92 of those funds in August 2014 at which time it was placed in Craven County Reserve for future economic development use. Craven County has now received the remaining \$35,040.94. BA is needed to place these funds (now totaling \$175,040.86)

Cooperative Extension/EFNEP– Expanded Food and Nutrition Education Program (EFNEP) has been awarded a \$3,000 grant from CarolinaEast Foundation. These funds are restricted to be used for the EFNEP.

Animal Control/Shelter Project – Need to budget \$500,000 for addition to the Animal Shelter. Funding will come from the Capital Reserve Fund.

Ordinances: Animal Shelter Project Fund 390

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

Agenda Date: December 1, 2014

Presenter: _____

Agenda Item No. 11

Board Action Required: Yes

APPOINTMENTS

- A. PENDING
- B. CURRENT
- C. UPCOMING

Board Action: Appointments will be effective immediately, unless otherwise specified.

A. PENDING APPOINTMENT(S):

HAVELOCK BOARD OF ADJUSTMENT

AUTHORIZATION: Havelock City Code – Article XI

MISSION/FUNCTION: _____

NUMBER OF MEMBERS:

7

1

1

TYPE:

City of Havelock

Extraterritorial Jurisdiction (County)

Extraterritorial alternate (County)

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

County appointees must reside in the extraterritorial areas of the City of Havelock.

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: 3rd Wednesday of the month at 7:30 p.m., and at the call of the Chair

Terms ending: Nancy Webster, Alt. (Appointed 2009; resigned)

No applications on file. (The City of Havelock has not received any interest from citizens, but still working on it.)

INDUSTRIAL FACILITIES POLLUTION CONTROL FINANCING AUTHORITY

AUTHORIZATION: Bylaws

MISSION/FUNCTION: _____

NUMBER OF MEMBERS: _____

7 _____

TYPE:

Qualified electors

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

LENGTH OF TERMS: 6 Years

MEETING SCHEDULE: Annual Meeting on 2nd Tuesday in October; otherwise, as needed

COMPENSATION: No : Yes Specify: _____

Terms ending: Fletcher Watts (Appointed 1996)
Robert Lewis (incapacitated)
Dell Ipock (expired 2011; was on agenda indefinitely; no replacement found)
Charles Dees (Initial appointment 2000)
Gary Essex (initial appointment 2001)

No applications on file.

Economic Development Organization (EDO)

Based on approval of the Memorandum of Understanding for the Economic Development Organization the Board appointed three (3) of the four representatives for the County as follows:

- 1 – County Commissioner
- 1 – County Manager
- 1 – At large representative

Pending Appointment:

- 1 – At large representative

B. CURRENT APPOINTMENTS

Commissioners' Delegate to the NCACC Legislative Goals Conference

The Board has an opportunity to designate a voting delegate to the Legislative Goals Conference being held on January 15-16 by the North Carolina Association of County Commissioners. (See Attachment #11.B.)

CRAVEN COUNTY CLEAN SWEEP COMMITTEE

AUTHORIZATION: Bylaws

MISSION/FUNCTION: To eliminate littering and promote recycling through education and ordinance enforcement.

NUMBER OF MEMBERS:

25

TYPE:

Civic, neighborhood, municipal, industrial business, schools

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

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: 3rd Wednesday of the months of March, June, September and December

COMPENSATION: No Yes Specify: _____

Term(s) ending: Cherrie Sanders (Initial appointment 2011)

Application on File: Marcus Johnson (Attachment #11.B.1)

COASTAL REGIONAL SOLID WASTE MANAGEMENT AUTHORITY

AUTHORIZATION: Resolution pursuant to NCGS 153A, Article 22

MISSION/FUNCTION: Regulates in an environmentally safe manner the collection, transport, storage, processing and disposition of municipal solid waste in order to protect the public health, safety and welfare; operates the tri-county (Craven, Pamlico, Carteret) landfill.

NUMBER OF MEMBERS:

3

2

2

TYPE:

Craven County

Carteret County

Pamlico County

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

LENGTH OF TERMS: 4 Years

MEETING SCHEDULE: 2nd Thursday of each month at 2:00 p.m.

COMPENSATION: No Yes Specify: _____

Term(s) ending: Joe Fogelman (Initial Appointment 2011)

CRAVEN COUNTY HEALTH BOARD

AUTHORIZATION: NCGS 130A-35

MISSION/FUNCTION: Primary policy making and hearing body for the Craven County Health Department, charged with the immediate care and responsibility for promoting and protecting the public health in Craven County.

NUMBER OF MEMBERS:

11

TYPE:

A physician, dentist, optometrist, veterinarian, registered nurse, licensed pharmacist, Craven County Commissioner, general public

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

(See above)

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: 2nd Monday of every month, 12:00 – 1:30 p.m.

COMPENSATION: No Yes Specify: \$50/meeting

Term(s) ending:

Paul Gaskins, Public (Initial Appointment 2008)
Rosanne Leahy, Nurse (Initial Appointment 2008)
Trey Paul, Pharmacist (Initial Appointment 2008)
Ronald Preston, Physician (Initial Appointment 2011)

COVE CITY/CRAVEN COUNTY LIBRARY BOARD OF TRUSTEES

AUTHORIZATION: General Statute (153-250.4)

MISSION/FUNCTION: To determine policy of the Library, advise in the preparation of the budget, approve it and work to obtain necessary funds; provide and maintain adequate facilities; monitor relevant legislation

NUMBER OF MEMBERS:
8

TYPE:
4 County Appointees
4 City Appointees

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

LENGTH OF TERMS: 6 Years

MEETING SCHEDULE: 1st Thursday quarterly, 7:30 p.m. (January, April, July and October)

COMPENSATION: No ; Yes Specify: _____

Term(s) ending: William Jones (Initial Appointment 2003)

CRAVEN-PAMLICO-CARTERET REGIONAL LIBRARY

AUTHORIZATION: N.C.G.S. Article 19A, Chapter 153

MISSION/FUNCTION: Determine policy of the regional library system, select and appoint administrative librarian, advise in the preparation of the budget, approve budget and work to obtain the necessary funds, provide and maintain adequate buildings and grounds, keep abreast of pertinent legislation.

NUMBER OF MEMBERS: 9

TYPE: 3 per member county

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

LENGTH OF TERMS: 6 Years

MEETING SCHEDULE: 3rd Tuesday in February, May, August and November at 10:00 a.m.

COMPENSATION: No Yes Specify: Mileage Reimbursement

Term(s) ending: Esther Hardin (Initial Appointment 2003)

C. UPCOMING APPOINTMENTS

January

Child Protection Team: Mary Mallard (Dept. Juvenile Justice; appointed 2012)
Dawn McCabe (Health Dept.; appointed 2012)
Cynthia Morton (CarolinaEast Health Center; appointed 2012)
Deb Rogers (Medical Examiner; appointed 2012)
Alfreda Stout (DSS; appointed 2012)

Clean Sweep Committee: Raymond Birch (Appointed 2012)

Planning Board: Robert Bell (Appointed 2007)
Drew Willis (Appointed 2011)

February

Child Protection Team: Amy Bryant (ECBH; appointed 2012)

Clean Sweep Committee: Bob Adams (Appointed 2012)
Connie Adams (Appointed 2012)
Eddie Games (Appointed 2012)
Debbie Kirkman (Appointed 2012)

Firemen's Relief Fund: Carl Jarman (Cove City; appointed 2013)
Billy Joiner (West New Bern; appointed 2011)
Theron McCabe (Harlowe; appointed 1999)
Roger Wetherington (Cove City; appointed 2013)

Fire Tax Commissioners: Dallas Ray Brown (Appointed 2013)
Howard Carrier (Twp. #9; appointed 2013)
Wilfred Chagnon (Tri-Community; appointed 2011)
Marjorie Gonzalez (Cove City; appointed 2013)
Martin Hernandez (Twp. #6; appointed 2013)
Chris Register (Twp. #9; appointed 2013)
Trudy Williams (Tri-Community; appointed 2012)

Agenda Date: December 1, 2014

Presenter: Jim Hicks

Agenda Item No. 12

COUNTY ATTORNEY'S REPORT

Agenda Date: December 1, 2014

Presenter: Jack Veit

Agenda Item No. 13

COUNTY MANAGER'S REPORT

Agenda Date: December 1, 2014

Presenter: _____

Agenda Item No. 14

COMMISSIONERS' REPORTS