

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, JANUARY 5, 2015
7:00 P.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

APPROVE MINUTES OF DECEMBER 15, 2014 REGULAR SESSION

1. PUBLIC HEARING: FY15 CDBG APPLICATION: Reed Whitesell, Holland Consulting Planners
2. PETITIONS OF CITIZENS
3. RESOLUTION FOR NCACC IN SUPPORT OF NC MILITARY AFFAIRS
COMMISSION: Commissioner Dacey
4. RESOLUTION REGARDING NC CLEAN WATER MANAGEMENT TRUST
FUND GRANTS: Commissioner Liner

DEPARTMENTAL MATTERS

5. TAX – RELEASES AND REFUNDS: Ronnie Antry, Tax Administrator
6. CARTS – BUDGET AMENDMENT: Rosann Christian
7. FINANCE – BUDGET AMENDMENT: Rick Hemphill, Assistant County Manager,
Finance/Administration
8. APPOINTMENTS
9. COUNTY ATTORNEY'S REPORT: Jim Hicks
10. COUNTY MANAGER'S REPORT: Jack Veit

11. COMMISSIONERS' REPORTS
12. CLOSED SESSION

Agenda Date: January 5, 2015

Presenter: Reed Whitesell

Agenda Item No. 1

Board Action Required: No

PUBLIC HEARING: FY15 CDBG APPLICATION

A public hearing will be held on Monday, January 5, 2014 at 7:00 pm to hear public comments regarding the County's intent to apply for FY2015 CDBG Infrastructure funding. Prior to application for CDBG Infrastructure or CDBG Economic Development funds made available in FY15 (approximately \$40 million in total CDBG funding available statewide), the County is required to hold a preliminary CDBG public hearing.

The purpose of this public hearing is to allow citizens, county staff, and elected officials to express concerns or interests related to community development throughout Craven County. Prior to actual application for any specific FY15 CDBG project; a second public hearing will be required to outline the project activities and budget.

Board Action: Hear public comment. No further action required.

Agenda Date: January 5, 2015

Presenter(s): _____

Agenda Item No. 2

Board Action Required: No

PETITIONS OF CITIZENS

Agenda Date: January 5, 2015

Presenter: Commissioner Dacey

Agenda Item No. 3

Board Action Required: Yes

**RESOLUTION FOR NCACC IN SUPPORT OF NC MILITARY AFFAIRS
COMMISSION**

Commissioner Dacey distributed the resolution contained in Attachment #3 at the last meeting for the Board's review. He will be presenting it for action by the Board.

Board Action: Consider adoption of the resolution.

Agenda Date: January 5, 2015

Presenter: Commissioner Liner

Agenda Item No. 4

Board Action Required: Yes

**RESOLUTION REGARDING NC CLEAN WATER MANAGEMENT TRUST FUND
GRANTS**

Commissioner Liner has asked that the resolution which appears as Attachment #4 be placed on the agenda.

Board Action: Consider adoption of the resolution.

Agenda Date: January 5, 2015

Presenter: Ronnie Antry

Agenda Item No. 5

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 #5 for the Board's approval.

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

Agenda Date: January 5, 2015

Presenter: Rosann Christian

Agenda Item No. 6

Board Action Required: Yes

DEPARTMENTAL MATTERS: CARTS – APPROVE BUDGET AMENDMENT AND AWARD OF CONSULTING CONTRACT TO WENDEL COMPANIES

As a part of the transition to a mixed urban/rural transit system, Craven Area Rural Transportation System (CARTS) must develop a Transit Development Plan (TDP) in order to continue to be eligible to apply for and receive federal transit grants to provide services in the urban areas. The New Bern Area Metropolitan Planning Organization (NBAMPO) secured in its federal grant an allocation of \$40,000 (\$25,000 in 5303 FTA funds and \$15,000 104(f) Federal Highway funds) to assist CARTS with the development of this plan. The allocation of \$40,000 assumes a 20% local match to complete the plan. The local match will come from CARTS current budget.

A Request for Proposals (RFP) was issued on November 5, 2014 to all eligible vendors on NCDOT's contractors list. Ultimately, three vendors (RLS Associates, Inc., URS Corporation, and Wendel Companies) submitted proposals. The proposals were evaluated by 6 members (Maurizia Chapman, Jeff Ruggieri, Gene Hodges, Patrick Flanagan, Don Baumgardner, and Rosann Christian) of the Technical Coordinating Committee (TCC) of the MPO. Wendell Companies scored the highest in the rankings and was the lowest priced proposal at \$39,776. A summary of the scoring matrix is attachment #6.

In order to move forward a budget amendment in the amount of \$31,821 will need to be approved by the Board of Commissioners. These funds will come from the allocation in the MPO's federal grant. Craven County will pay the invoices for the plan and will file for reimbursement from the MPO. As mentioned earlier, the local match of \$7,955 is already included in CARTS' current budget.

Board Action: A roll call vote will be required to adopt the budget amendment and to award the consulting contract to Wendel Companies.

Agenda Date: January 5, 2015

Presenter: Rick Hemphill

Agenda Item No. 7

Board Action Required: Yes

DEPARTMENTAL MATTERS: FINANCE – BUDGET AMENDMENT

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

Economic Development – Original budget for project-based legal services was determined by project activity in recent years. With greater activity, need to increase the budgeted amount by \$7,000 to cover services already rendered and those anticipated for remainder of fiscal year. (Attachment #7)

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

Agenda Date: January 5, 2015

Presenter: _____

Agenda Item No. 8

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)

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: Trey Paul, Pharmacist

No applications on file.

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)

Applications on file: Gunter E.L. von der Heyde
Victor Taylor

(See Attachment #8)

B. CURRENT APPOINTMENTS

CRAVEN COUNTY CLEAN SWEEP COMMITTEE

AUTHORIZATION: Bylaws

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

NUMBER OF MEMBERS:

15

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 ending: Raymond Birch (Appointed 2012)

No Applications on file.

CRAVEN COUNTY COMMUNITY CHILD PROTECTION TEAM

AUTHORIZATION: NCGS 7B-1406

MISSION/FUNCTION: To respond to child protection needs before a child is harmed by taking action to identify and address gaps or deficiencies in services and resources through the annual report to the County Board of Commissioners, collaboration with community partners, promoting public awareness and advocating for action that addresses the child protection needs of each county.

NUMBER OF MEMBERS:

11-16

TYPE:

DSS Director, DSS staff member, law enforcement officer, attorney from DA's office, executive director of local community action agency, public School superintendent or designee, member of DSS Board, mental health professional, Guardian ad Litem Coordinator, Public Health Director, local health care provider, EMS/firefighter, District Court Judge, Commissioners appointees from other county agencies or community at-large

QUALIFICATIONS: Stated above.

LENGTH OF TERMS: As set by respective agencies, position and Commissioners'

MEETING SCHEDULE: Quarterly; January, April, July, October

Terms ending:

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

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, 5:00 p.m.

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

Term(s) ending: Robert Bell (Trent Woods; appointed 2007)
Drew Willis (Trent Woods; appointed 2011)

Application on file: Daniel Hill (Attachment #8.A.)

C. UPCOMING APPOINTMENTS

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)

March

Child Protection Team: Kent Flowers (DSS; appointed 2006)

EMS Advisory Committee: Crystal Davis (Appointed 2011)

Firemen's Relief Fund: Keith Morris (Twp. 1; appointed 2013)
Dennis Smith (No. 1; appointed 2013)

Fire Tax Commissioners: Tommy Cowen (Twp.1; appointed 2013)
Ed Dozier (Twp. 5; appointed 2013)
Sammy Lilly (Twp. 1; appointed 2013)
Ronald Pate (Twp. 1; appointed 2013)
James Smith (Twp. 3; appointed 2006)
Howard Spence (Swift Creek; appointed 2011)

Agenda Date: January 5, 2015

Presenter: Jim Hicks

Agenda Item No. 9

COUNTY ATTORNEY'S REPORT

Offer to Purchase Real Property – Tuscarora Rhems Road (#9-039-020)

The County has received an offer from Glenn Murphy, in the amount of \$1,500.00, for this property, which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$1,456.24. The current tax value is \$2,700.00. Attachment #9 contains a copy of the offer to purchase, deed, and GIS information.

Board Action: 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.

Agenda Date: January 5, 2015

Presenter: Jack Veit

Agenda Item No. 10

COUNTY MANAGER'S REPORT

Agenda Date: January 5, 2015

Presenter: _____

Agenda Item No. 11

COMMISSIONERS' REPORTS

Agenda Date: January 5, 2015

Presenter: _____

Agenda Item No. 12

CLOSED SESSION

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