

**AGENDA  
CRAVEN COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
MONDAY, FEBRUARY 16, 2015  
8:30 A.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

APPROVE MINUTES OF FEBRUARY 2, 2015 REGULAR SESSION

DEPARTMENTAL MATTERS

1. TAX – RELEASES AND REFUNDS: Ronnie Antry, Tax Administrator
2. ECONOMIC DEVELOPMENT – QUARTERLY REPORT: Timothy Downs, Economic Development Director
3. HEALTH – BUDGET AMENDMENTS: Scott Harrelson, Health Director
4. PLANNING – REQUEST TO SET PUBLIC HEARING: Don Baumgardner, Planning Director
5. APPOINTMENTS
6. COUNTY ATTORNEY'S REPORT: Jim Hicks
7. COUNTY MANAGER'S REPORT: Jack Veit
8. COMMISSIONERS' REPORTS

Agenda Date: February 16, 2015

Presenter: Ronnie Antry

Agenda Item No. 1

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 #1 for the Board's approval.

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

Agenda Date: February 16, 2015

Presenter: Timothy Downs

Agenda Item No. 2

Board Action Required: No

**DEPARTMENTAL MATTERS: ECONOMIC DEVELOPMENT – QUARTERLY  
REPORT**

Craven County Economic Development Director, Timothy Downs, will present an update on economic development activities in the County over the last quarter. The update will include a look at the recently updated economic development website, the Craven 100 Alliance, and other new initiatives, as well as a general update on projects and prospects.

**Board Action: None**

Agenda Date: February 16, 2015

Presenter: Scott Harrelson

Agenda Item No. 3

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:

- A. *Additional WIC Funding* – Additional funding has been awarded to the Health Department to further enhance its ability to continue with WIC's Nutritional Program objectives; request to purchase equipment and supplies related to WIC. (See Attachment #3.A.)
  
- B. *Additional Family Planning State Funding* – Additional performance-based funding has been awarded to the Health Department due to the increase in the number of family clients over the recent years; requesting additional funding for facility operational needs and contraceptive products. (See Attachment #3.B)
  
- C. *Additional State Funding* – Increase in state funding awarded in the amount of \$13,757 to provide healthy choices and support the pursuit of healthy lifestyles. (See Attachment #3.C)

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

Agenda Date: February 16, 2015

Presenter: Don Baumgardner

Agenda Item No. 4

Board Action Required: Yes

**DEPARTMENTAL MATTERS: PLANNING – REQUEST TO SET PUBLIC HEARING**

Craven County Planning Director, Don Baumgardner, will request the Commissioners to set a public hearing on March 2<sup>nd</sup> at 7:00 p.m. to hear public comments regarding the County's intent to apply for FY2015 CDBG Infrastructure funding (township 7 STEP pump replacement). The County is required to hold two public hearings, the 1<sup>st</sup> public hearing was held on January 5<sup>th</sup>. It is anticipated that up to \$750,000.00 for Infrastructure projects will be available.

**Board Action: Set a public hearing for the March 2<sup>nd</sup> 7:00 P.M. Commissioner's meeting.**

Agenda Date: February 16, 2015

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

Agenda Item No. 5

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: 3<sup>rd</sup> 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 2<sup>nd</sup> Tuesday in October; otherwise, as needed

COMPENSATION: No  : Yes  Specify: \_\_\_\_\_

**Terms remaining to be filled: 3**

**Application(s) on file: Joan Muller (Attachment # 5.A.)**

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: 3<sup>rd</sup> Wednesday of the months of March, June, September and December

COMPENSATION: No  Yes  Specify: \_\_\_\_\_

**Term(s) ending:**

- Bob Adams (Appointed 2012)
- Connie Adams (Appointed 2012)
- Eddie Games (Appointed 2012)
- Debbie Kirkman (Appointed 2012)

**No applications on file.**

**B. CURRENT APPOINTMENTS**

NEW BERN-CRAVEN COUNTY PUBLIC LIBRARY

AUTHORIZATION: Bylaws and NCGS 153-250.4

MISSION/FUNCTION: To determine policy of the library, advise in preparation of the budget, approve the budget, study relevant legislation, provide adequate facilities.

NUMBER OF MEMBERS: \_\_\_\_\_

10

\_\_\_\_\_

TYPE:

5 County Appointees

5 City Appointees

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

LENGTH OF TERMS: 6 Years

MEETING SCHEDULE: 7:30 p.m. 1<sup>st</sup> Tuesday of alternate months February, April, June, August, October and December)

COMPENSATION: No ; Yes  Specify: \_\_\_\_\_

**Term(s) ending:** Maria Muniz (See Attachment # 5.B.)

No applications on file.

**FIRE TAX COMMISSIONERS**

AUTHORIZATION: N.C.G.S. 69-25.7

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:

30  
\_\_\_\_\_

TYPE:

3 per District  
\_\_\_\_\_

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: \_\_\_\_\_

**Terms due to expire:** Ed Dozier (Township #5)  
Term is not expiring, but he has resigned.

Donald Dunn (West New Bern)  
Moved out of area.

**Application(s) on file:** (Attachment # 5.C.)

David Rink (Twp. #5)  
Commissioner McCabe previously presented this application; however, according to the record, the appointment was not confirmed by Board action.

Shane Turney (West New Bern)

## C. UPCOMING APPOINTMENTS

### March

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

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)

### April

Aging Planning Board: Joanne Celinski (appointed 2013)

EMS Advisory Board: Richard Crumbacker (appointed 2013)  
Jonathon Gaskins (appointed 2011)  
Sarah Rakowski (Tarheel; appointed 2011)

Firemen's Relief Fund: Robert Blalock (Twp. 7; appointed 2011)  
Oswald Chance (Twp. 7; appointed 2013)  
Milton Everette (#5; appointed 2009)  
John Harrell (Tri-Community; appointed 2011)  
Donald Heath (Ft. Barnwell; appointed 2011)  
John Norris (appointed 2013)  
Matthew Spirko (Tri-Community; appointed 2012)

Fire Tax Commissioners: Craig Arthur (#6; appointed 2007)  
Shep Carroll (#7; appointed 2013)  
James Cline (Tri-Community; appointed 2013)  
Tim Harvey (appointed 2013)  
Jackie McKinney (#7; appointed 2013)

Highway 70 Corridor: Bobby Darden (appointed 2013)

Zoning Board: John Brazelton (appointed 1999)  
Gerald Teel (appointed 1999)  
Alvin West (Alternate; appointed 1999)

Agenda Date: February 16, 2015

Presenter: Jim Hicks

Agenda Item No. 6

## **COUNTY ATTORNEY'S REPORT**

Agenda Date: February 16, 2015

Presenter: Jack Veit

Agenda Item No. 7

## **COUNTY MANAGER'S REPORT**

Agenda Date: February 16, 2015

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

Agenda Item No. 8

## **COMMISSIONERS' REPORTS**