

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

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

APPROVE MINUTES OF MARCH 2, 2015 REGULAR SESSION

1. PRESENTATION OF NC SYMPHONY "STRING FLING": Linda Stauch and Tom Payne
2. CRAVEN COMMUNITY CHILD PROTECTION TEAM (CCCPT)
PRESENTATION OF END OF YEAR REPORT: Terry Brubaker, Immediate Past Chair
3. REQUEST FOR CHILD ABUSE PREVENTION MONTH PROCLAMATION:
Terry Brubaker
4. SWISS BEAR REQUEST FOR PROCLAMATION: Jim Bisbee, Chair and Gary Curry, Co-Chair of the Mumfest Steering Committee
5. EAST CAROLINA BEHAVIORAL HEALTH PRESENTATION ON CONSOLIDATION: Mike Kupecki, Deputy Director, External Operations

DEPARTMENTAL MATTERS

6. TAX – RELEASES AND REFUNDS: Ronnie Antry, Tax Administrator
7. SOCIAL SERVICES: Kent Flowers, Director
 - A. Child Support Contract
 - B. Budget Amendment
8. SHERIFF – BUDGET AMENDMENTS: Jesse Pittman, Administrative Captain
9. WATER – AGREEMENT TO PROVIDE BULK WATER SERVICE TO TOWN OF COVE CITY: Rusty Hayes, Water Superintendent

10. PLANNING – SUBDIVISION FOR APPROVAL: Don Baumgardner, Planning Director
11. HEALTH
 - A. Budget Amendment – Additional Funding Request for Environmental Health: Ray Silverthorne, Jr., Environmental Health Director
 - B. Budget Amendment – Additional Medicaid Revenues: Scott Harrelson, Health Director
 - C. Request for Laboratory Fee Approval: Scott Harrelson
12. APPOINTMENTS
13. COUNTY ATTORNEY’S REPORT: Jim Hicks
14. COUNTY MANAGER’S REPORT: Jack Veit
15. COMMISSIONERS’ REPORTS

Agenda Date: March 16, 2015

Presenters: Linda Staunch and Tom Payne

Agenda Item No. 1

Board Action Required: No

PRESENTATION OF NC SYMPHONY “STRING FLING”

Linda Staunch and Tom Payne will make a brief presentation about the 2015 String Fling sponsored by the North Carolina Symphony, New Bern. The program of work includes a variety of musical, artistic and educational opportunities which will involve the entire community and help identify New Bern and Craven County as a cultural hub for the eastern NC area. This presentation is for information only and is not a request for funds.

Board Action: Receive Information

Agenda Date: March 16, 2015

Presenter: Terry Brubaker

Agenda Item No. 2

Board Action Required: No

**CRAVEN COMMUNITY CHILD PROTECTION TEAM (CCPT) PRESENTATION OF
END OF YEAR REPORT**

Immediate Past-Chair, Terry Brubaker, will have a PowerPoint presentation concerning the End of Year Report. Current Co-Chairs will also be in attendance.

Board Action: Receive information.

Agenda Date: March 16, 2015

Presenter: Terry Brubaker

Agenda Item No. 3

Board Action Required: Yes

REQUEST FOR CHILD ABUSE PREVENTION MONTH PROCLAMATION

Attachment # 3 contains information on the Opening Ceremonies for Prevent Child Abuse Month and a Proclamation which Ms. Brubaker will be requesting the Board to adopt. She will also be requesting that a Commissioner be in attendance at the ceremonies in New Bern and Havelock to read the proclamation.

Board Action: Consider proclamation for adoption.

Agenda Date: March 16, 2015

Presenters: Jim Bisbee and Gary Curry

Agenda Item No. 4

Board Action Required: Yes

SWISS BEAR REQUEST FOR PROCLAMATION

Mr. Bisbee and Mr. Curry will be requesting that the Board adopt the proclamation contained in Attachment #4 in observance of Swiss Bear's 35th Anniversary.

Board Action: Consider proclamation for adoption.

Agenda Date: March 16, 2015

Presenter: Mike Kupecki

Agenda Item No. 5

Board Action Required: No

EAST CAROLINA BEHAVIORAL HEALTH PRESENTATION ON CONSOLIDATION

Mike Kupecki, ECBH Deputy Director of External Operations, will present the proposed consolidation plan for mental health services, as it appears in Attachment #5. The attachment also includes a copy of a resolution that the Board will be asked to adopt at a subsequent meeting, but prior to July 31, 2015.

Board Action: Receive information.

Agenda Date: March 16, 2015

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 16, 2015

Presenters: Kent Flowers and Alfreda Stout

Agenda Item No. 7

Board Action Required: Yes

DEPARTMENTAL MATTERS: SOCIAL SERVICES

A. CHILD SUPPORT CONTRACT

A presentation regarding Child Support was given at the Commissioner's Work Session on January 20, 2015. Attachment #7.A contains a Child Support document that was presented at that meeting. The recommendation was to develop a new Contract and see if an agreement could be made with the current contractor. A new Contract has been developed with the assistance of the County Attorney and agreed to by the current contractor. The amount of the contract remains the same as the current year. There were very few substantive changes made to the new contract. The contract will be for five years with an option to renew. Either party may terminate this contract upon the other party's failure to cure any breach of this contract within ten (10) business days of such breach. The Craven County Department of Social Services is requesting the County Commissioners to approve the County and the Department entering into the Contract with Maximus Human Services, Inc. to provide Child Support Services for Craven County.

Board Action: Approve the County and the Craven Department of Social Services entering into a Child Support Contract with Maximus Human Services, Inc.

B. BUDGET AMENDMENT

Assistant Social Service Services Director, Alfreda Stout, will present the budget amendment shown in Attachment #7.B. for the Board's approval.

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

Agenda Date: March 16, 2015

Presenter: Captain Jesse Pittman

Agenda Item No. 8

Board Action Required: Yes

DEPARTMENTAL MATTERS: SHERIFF – BUDGET AMENDMENTS

Administrative Captain, Jesse Pittman, will present two (2) budget amendments, contained in Attachment #8, for the Board's approval.

Charitable Donation: The Sheriff's Department received a donation from a citizen and a budget amendment is needed in order to accept the donation into General Fund Balance to be transferred into Sheriff's other supplies.

Repairs: The Sheriff's Office was awarded a vehicle that was forfeited by the County under G.S. 90-108(a)(7). The vehicle was forfeited upon the conviction of the registered owner for maintaining a vehicle for the purpose of the sale or narcotics. Upon the agency taking possession of the vehicle, mechanical problems were discovered. The cost of the repair was estimated at \$6,000 on a vehicle valued at \$40,000.

During the process of repairing the vehicle other mechanical issues became apparent and the vehicle was repaired at a cost of \$10,603.10. The budget amendment will allow funds for payment of these vehicle repairs to be taken from the Sheriff's asset seizure account and move over into the Sheriff's current year budget.

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

Agenda Date: March 16, 2015

Presenter: Rusty Hayes

Agenda Item No. 9

Board Action Required: Yes

DEPARTMENTAL MATTERS: WATER – AGREEMENT TO PROVIDE BULK WATER SERVICE TO TOWN OF COVE CITY

Craven County Water Superintendent, Rusty Hayes, will present an agreement to provide bulk water service to the Town of Cove City. Cove City is currently served by the City of New Bern. Attachment #9 is a Termination of Water purchase Contract from the City of New Bern along with an agreement for the Bulk Sale and Purchase of Potable Water from Craven County.

The City of New Bern Board has approved the agreement terminating the purchase agreement with Cove City. The Cove City Board has mutually agreed to the County Water system terms.

Board Action: Consider approval of agreement.

Agenda Date: March 16, 2015

Presenter: Don Baumgardner

Agenda Item No. 10

Board Action Required: Yes

DEPARTMENTAL MATTERS: PLANNING – SUBDIVISION FOR APPROVAL

Craven County Planning Director, Don Baumgardner, will present the following subdivision for the Board's approval.

John Franklin Griffin – Final

- Property is owned by Deanna Grady and surveyed by Hanover Design Services, P.A.
- Property is located within Twp. 3, off of Loftin Farm Rd. (SR 1263)
- Subdivision contains 1 lot on 1 acre
- Lot proposed to be served by county water and an individual septic system

Board Action: Approve subdivision as recommended by the Planning Board.

Agenda Date: March 16, 2015

Presenters: Ray Silverthorne and Scott Harrelson

Agenda Item No. 11

Board Action Required: Yes

DEPARTMENTAL MATTERS: HEALTH

A. BUDGET AMENDMENT – ADDITIONAL FUNDING REQUEST FOR ENVIRONMENTAL HEALTH

Environmental Health Director, Ray Silverthorne, will present the budget amendment shown as Attachment #11.A. for the Board's approval.

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

B. BUDGET AMENDMENT – ADDITIONAL MEDICAID REVENUES

Health Director, Scott Harrelson, will present the budget amendment shown as Attachment #11.B. for the Board's approval.

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

C. REQUEST FOR LABORATORY FEE APPROVAL

The State Lab of Public Health is no longer performing certain labs as of April 2015. Per our Women' Health State Agreement Addendums, we must offer services on a sliding fee scale. In an attempt to capture especially the uninsured client, we have reevaluated the labs drawn and worked with LabCorp to obtain a fee that would bring us in line with our State Requirements. (See Attachment #11.C.)

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

Agenda Date: March 16, 2015

Presenter: _____

Agenda Item No. 12

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.)

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. 1st Tuesday of alternate months February, April, June, August, October and December)

COMPENSATION: No ; Yes Specify: _____

Term(s) ending: Maria Muniz

Application(s) on file: Georgene Jackson
Donna Woodruff
Tedra Harris
Emily Downs
Jane Olstad
Lindsay Wyatt

(Attachment # 12.A.)

B. CURRENT APPOINTMENTS

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: Craig Arthur (#6; appointed 2007)
Shep Carroll (#7; appointed 2013)
James Cline (Tri-Community; appointed 2013)
Tim Harvey (appointed 2013; has moved and needs to be replaced)
Jackie McKinney (#7; appointed 2013)

Reappointment of all is requested except Tim Harvey, who has moved out of district.

No applications on file:

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 Yes Specify: _____

Term(s) ending: 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)

Reappointment is requested for all.

No Applications on file.

EMERGENCY MEDICAL SERVICES ADVISORY COUNCIL

AUTHORIZATION: _____

MISSION/FUNCTION: Functions as a technical committee of the Board of Commissioners to develop and recommend for approval by the Board of Commissioners standards of care, policies, procedures and actions which will maintain and improve the quality of Emergency Medical Services for Craven County residents.

NUMBER OF MEMBERS: _____ TYPE: _____
28 _____
_____ _____

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

1) Craven County Manager, or designee; 2) Director of Emergency Services; 3) representative from each EMS provider; 4) representative from each authorized First Responder provider; 5) hospital president or designee; 6) County Medical Director; 7) physician nominated by Craven County Medical Society; 8) representative from Communications division; 9) representative nominated by Craven County Firemen’s Association; 10) hospital emergency room supervisor; 11) non-provider affiliated citizen; 12) Community College Dean of Continuing Education; 13) representative nominated by Craven County Law Enforcement Association; 14) representative from Naval Hospital at Cherry Point; 15) ad hoc members to include Eastern Carolina Council of Governments, EMS Director, NC Office of Emergency Medical Services, and Executive Director of the American Red Cross

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: Bi-monthly

COMPENSATION: No Yes Specify: _____

Term(s) ending: Jonathon Gaskins (appointed 2011)
Sarah Rakowski (Tarheel; appointed 2011)

Reappointment is requested for both.

CRAVEN AGING PLANNING BOARD

AUTHORIZATION: Bylaws

MISSION/FUNCTION: To provide a comprehensive assessment of the needs and opportunities associated with older adults; an achievable vision of successful aging. Craven County based programs for the support of and investment in older adults and their families, including a system of care for high-risk older adults; and policy strategies for maximizing the functional independence and quality of life of older adults and their families consonant with their wishes and desires.

Serves as the sole policy formulation board concerning aging programs on behalf of the Craven County Board of Commissioners.

NUMBER OF MEMBERS:

18

TYPE:

Agency - 10
Local Government - 3
Client/Caregiver - 2
Senior Representative - 3

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

Representative of senior population (60+ years of age), client representative (caretaker of an older adult, employed by or volunteering for senior service provider) or representative of one of the following agencies or government entities: Craven County DSS, Craven County Health, Carolina East Medical Center, CARTS, Employment Security Commission, Neuse Center, Coastal Community Action, Legal Aid of North Carolina, Senior Tarheel Legislature, Craven County Commissioners, Craven County Manager, Council of Governments.

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: Fourth Thursday of every second month, beginning in January, at 1:30 p.m. in the Craven County Administration Building

COMPENSATION: No Yes Specify: _____

Term(s) ending: Joanne Celinski (appointed 2013)

BOARD OF ADJUSTMENT

AUTHORIZATION: General Statute 153-345

MISSION/FUNCTION: To hear and decide appeals from and review any order, requirement, decision or determination made by an administrative official charged with the enforcement of the applicable ordinance; may permit special exceptions to zoning regulations if provided for in the ordinance.

NUMBER OF MEMBERS:

7

TYPE:

Representatives of each airport zoned area

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

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: Not Specified

COMPENSATION: No Yes Specify: _____

Term(s) ending:

John Brazelton (appointed 1999)

Gerald Teel (appointed 1999)

Alvin West (Alternate; appointed 1999)

DOWN EAST RPO (Rural Planning Organization)

AUTHORIZATION: Memorandum of Understanding (Pursuant to NCGS 136-211)

MISSION/FUNCTION: To develop, in cooperation with the Department of Transportation, long-range local and regional multimodal transportation plans; to provide a forum for public participation in the transportation planning process; to develop and prioritize suggestions for transportation projects the organization believes should be included in the State's Transportation Improvement Program; and to provide transportation-related information to local governments and other interested organizations and persons.

NUMBER OF MEMBERS:

- 1
- 1
- 1
- 1

TYPE: (TAC)

- County Elected Official
- County Alternate (Elected Official)
- Municipal Elected Official
- Municipal Alternate (Elected Official)

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

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: _____

COMPENSATION: No Yes Specify: _____

Vacancy: County Alternate

Highway 70 Corridor: Bobby Darden (appointed 2013)

C. UPCOMING APPOINTMENTS

May

Eastern Carolina Regional
Housing Authority

Arlene Clifton (Appointed 2000)

Fire Tax Commissioner

John Hawkins (Twp. 3; appointed 2013)
John Norris, Sr. (Rhems; appointed 2013)

Nursing Home Advisory
Committee

Cheryl Stevenson (Appointed 2012)

Agenda Date: March 16, 2015

Presenter: Jim Hicks

Agenda Item No. 13

COUNTY ATTORNEY'S REPORT: Request for Public Hearing – Amendments to Zoning Ordinances and Sign Ordinance

Recent statutory changes necessitate that the County amend its two Zoning Ordinances (“Cherry Point Marine Corps Air Station Zoning Ordinance” and the “Coastal Carolina Regional Airport Zoning and Height Control Ordinance”), in order to update the provisions related to the Board of Adjustment. In addition, as the Board of Adjustment has a role under the Sign Ordinance, similar changes must be made to the Sign Ordinance. The Planning Board has reviewed and recommended for approval the proposed changes. Consequently, a public hearing is requested for April 6, 2015 at 7:00 p.m. or as soon thereafter as the matter may be heard.

Attachment #13 includes the proposed amendments, Notice of Public Hearing, and the Resolutions of the Planning Board recommending the approval of the amendments.

Agenda Date: March 16, 2015

Presenter: Jack Veit

Agenda Item No. 14

COUNTY MANAGER'S REPORT

Agenda Date: March 16, 2015

Presenter: _____

Agenda Item No. 15

COMMISSIONERS' REPORTS