

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, JUNE 15, 2015
8:30 A.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

1. CONSENT AGENDA
 - A. Minutes of June 1, 2015 Regular Session and May 26 and 28, 2015 reconvened sessions
 - B. Resolution of Recognition
 - C. Tax Releases and Refunds
 - D. DSS Budget Amendment – Fan/Heat Relief
 - E. DSS Budget Amendment – Senior Donation
 - F. DSS Budget Amendment – HCCBG
2. BUDGET ORDINANCE APPROVAL: Jack Veit, County Manager, Rick Hemphill, Assistant County Manager, Finance/Administration
3. SENIOR CENTER UPDATE: Kim Grissom, Human Services Coordinator; Alfreda Stout, Assistant DSS Director
4. NOISE ORDINANCE: Jim Hicks, County Attorney

DEPARTMENTAL MATTERS

5. HUMAN RESOURCES – AMENDMENTS TO THE PERSONNEL POLICY: Amber Parker, Human Resources Director
6. PLANNING – SUBDIVISIONS FOR APPROVAL: Don Baumgardner, Planning Director
7. INFORMATION TECHNOLOGY – VIDEO ARRAIGNMENT – JURISLINK SOLUTION: Dennis Holton, Information Technology Director
8. FINANCE – BUDGET AMENDMENTS AND ORDINANCE UPDATES Rick Hemphill, Assistant County Manager-Finance/Administration

9. APPOINTMENTS

10. COUNTY ATTORNEY'S REPORT: Jim Hicks

11. COUNTY MANAGER'S REPORT: Jack Veit

12. COMMISSIONERS' REPORTS

WORK SESSION WITH TRANSPORTATION REPRESENTATIVES

Agenda Date: June 15, 2015

Presenter: _____

Agenda Item No. 1

Board Action Required or Considered: Yes

CONSENT AGENDA

A. MINUTES OF JUNE 1, 2015 REGULAR SESSION AND MAY 26 AND MAY 28, 2015 RECONVENED SESSIONS

The Board will be asked to approve the regular session minutes of June 1, 2015 and the reconvened sessions of May 26 and May 28, 2015.

B. RESOLUTION OF RECOGNITION

Commissioner McCabe has requested that the Board adopt the resolution appearing as Attachment #1.B. recognizing Mrs. Levonia "Pat" Porter Frazier in conjunction with her being honored by the Tryon Palace African American Outreach Program on June 18.

C. TAX RELEASES AND REFUNDS

County Tax Administrator, Ronnie Antry, submitted the routine tax releases and refunds contained in Attachment # 1.C.

D. DSS BUDGET AMENDMENT – FAN/HEAT RELIEF

The Board will be asked to approve the budget amendment contained in Attachment #1.D for funds received from Eastern Carolina Council on Aging for the fan/heat relief program.

E. DSS BUDGET AMENDMENT – SENIOR DONATION

The Board will be asked to approve the budget amendment contained in Attachment #1.E. due to \$872.00 being received in addition to the \$6,000 anticipated for regular Senior Donation for the current fiscal year.

F. DSS BUDGET AMENDMENT – HOME AND COMMUNITY CARE BLOCK GRANT (HCCBG)

The Board will be asked to approve the budget amendment contained in Attachment #1.F. for additional funds awarded for the Home & Community Care Block Grant (HCCBG) from the Division of Aging.

Board Action: A roll call vote is needed to approve consent agenda matters.

Agenda Date: June 15, 2015

Presenters: Jack Veit and Rick Hemphill

Agenda Item No. 2

Board Action Required or Considered: Yes

BUDGET ORDINANCE APPROVAL

County Manager, Jack Veit, and Assistant County Manager for Finance/Administration, Rick Hemphill, will present the Budget Ordinance for FY 2015-16, which will be provided to you under separate cover.

Board Action: If there is no additional input from Commissioners regarding the budget, the Chairman will call for a motion to adopt the FY 2015-16 Budget Ordinance. A roll call vote will be required.

Agenda Date: June 15, 2015

Presenters: Kim Grissom and Alfreda Stout

Agenda Item No. 3

Board Action Required or Considered: No

SENIOR CENTER UPDATE

Kim Grissom, Human Services Coordinator at the Senior Center and Alfreda Stout, Assistant Social Services Director, will present an update on the Senior Center.

Board Action: Receive information

Agenda Date: June 15, 2015

Presenter: Jim Hicks

Agenda Item No. 4

Board Action Required or Considered: No

NOISE ORDINANCE

On May 4 the draft noise ordinance was presented for public inquiry. Adoption was deferred pending further discussion by the Board. At the June 1 meeting, staff was requested to bring the ordinance back before the Board. Attachment #4.A is a current red lined draft which re-institutes provisions relative to animals. Attachment #4.B is the version which was presented on May 4.

Board Action: Discussion

Agenda Date: June 15, 2015

Presenter: Amber Parker

Agenda Item No. 5

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: HUMAN RESOURCES – AMENDMENT TO PERSONNEL POLICY

Human Resources Director, Amber Parker, will present the FY 15-16 amendment to the Craven County Personnel Policy.

The Craven County self-insured health insurance plan will experience a 10% rate increase for FY 15-16. The rates of retiree health insurance paid by the County are specified in the Craven County Personnel Resolution based upon FY 14-15 rates as shown in the current policy language. The 10% increase will be passed along to be paid by retirees unless the above-referenced policy is amended to reflect the FY 15-16 rates as shown in the proposed policy language.

Article XI. Employee Benefits, Section 2. Health Care Coverage for Retirees (f)

Current Policy Language

- (f) are under the age of 65 and are not Medicare eligible, and have not become covered under another comparable group medical plan after retirement from Craven County Government.

If the above criteria are met, Craven County will provide the following specified amounts for medical insurance premiums for the benefit of the retiree, based on the retiree's years of service with the Retirement System.

30 years of service	\$480.00 per month
29 years of service	\$456.00 per month
28 years of service	\$433.00 per month
27 years of service	\$409.00 per month
26 years of service	\$384.00 per month
25 years of service	\$360.00 per month
24 years of service	\$336.00 per month
23 years of service	\$312.00 per month
22 years of service	\$288.00 per month
21 years of service	\$264.00 per month
20 years of service	\$241.00 per month

Proposed Policy Language

- (f) are under the age of 65 and are not Medicare eligible, and have not become covered under another comparable group medical plan after retirement from Craven County Government.

If the above criteria are met, Craven County will provide the following specified amounts for medical insurance premiums for the benefit of the retiree, based on the retiree's years of service with the Retirement System.

30 years of service	\$528.00	\$480.00	per month
29 years of service	\$502.00	\$456.00	per month
28 years of service	\$475.00	\$433.00	per month
27 years of service	\$449.00	\$409.00	per month
26 years of service	\$422.00	\$384.00	per month
25 years of service	\$396.00	\$360.00	per month
24 years of service	\$370.00	\$336.00	per month
23 years of service	\$343.00	\$312.00	per month
22 years of service	\$317.00	\$288.00	per month
21 years of service	\$290.00	\$264.00	per month
20 years of service	\$264.00	\$241.00	per month

Action requested: Approval of amended Personnel Resolution section related to retiree health insurance rates.

Agenda Date: June 15, 2015

Presenter: Don Baumgardner

Agenda Item No. 6

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: PLANNING – SUBDIVISIONS FOR APPROVAL

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

1. Lambsgate Subdivision – Final

- Property is owned by Alton Coward and surveyed by Mayo and Associates, P.A.
- Property is located within Twp. 1, off NC 43 Hwy
- Parcel ID 1-059-010
- Subdivision contains 4 lots on 6.246 acres
- Lots proposed to be served by community water and individual septic systems
- Proposed road name – Lambsway Lane

2. Joy Guthrie Subdivision – Final

- Property is owned by Joy Guthrie and surveyed by Kendal Gaskins Surveying, PLS.
- Property is located within Twp. 1, on US 17 Hwy
- Parcel ID 1-036-006
- Subdivision contains 1 lot on 2.74 acres
- Lot proposed to be served by community water and an individual septic system

3. Cathy and Wilbur Swanner Subdivision – Final

- Property is owned by Cathy and Wilbur Swanner, surveyed by Kendal Gaskins Surveying, PLS
- Property is located within Twp. 1, on Oak Grove Rd.
- Parcel ID 1-051-019
- Subdivision contains 1 lot on 0.83 acres
- Lot is served by community water and an existing individual septic system

4. Lindenrain Ph.2 - Final

- Property is owned by NAD Development, LLC. Surveyed by Herbert Nobles, Jr, PLS and Engineered by Thomas Engineering, P.A.
- Property is located within Twp. 7, off of Crump Farm Rd. and Brices Creek Rd.
- Parcel ID 7-100-18001
- Subdivision contains 52 lots on 27.42 acres
- Lots proposed to be served by community water and individual septic systems

5. Green Trees Section Two – Final

- Property is owned by KR Frantz Construction, INC and surveyed by Robert Davis, PLS
- Property is located within Twp. 7, on Green Tree Dr.
- Parcel ID 7-043-015-A
- Subdivision contains 33 lots on 34 acres
- Lots proposed to be served by community water and City of New Bern sewer

Board Action: A vote to approve the subdivisions is needed.

Agenda Date: June 15, 2015

Presenter: Dennis Holton

Agenda Item No. 7

Board Action Required or Considered: No

**DEPARTMENTAL MATTERS: INFORMATION TECHNOLOGY – VIDEO
ARRAINGMENT – JURISLINK SOLUTION**

Mr. Dennis B. Holton, Information Technology Director, will provide an update to the Board as to the status of the Video Arraignment project, a project having initial interest dating back to January 2011. JurisLink, a company founded in 2012 and based out of Raleigh NC, has been selected to provide the turn-key video arraignment solution for Craven County and came in at \$55,000 which is contained in the current Information Technology budget. (See Attachment #7)

Board Action: Receive information

Agenda Date: June 15, 2015

Presenter: Rick Hemphill

Agenda Item No. 8

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: FINANCE – BUDGET AMENDMENTS

Rick Hemphill, Assistant County Manager, Finance/Administration, will present the following budget amendments and ordinance updates for the Board's approval. (See Attachment #8)

Amendments: Health Benefit – Need an additional \$472,102 to cover Health benefits claims through end of FY '15. A portion of this funding will come from anticipated excess in workers comp claims, dental claims and admin health fees. The remaining \$286,102 will need to be funded through Health Benefits (fd 512) fund balance.

Schools – Received \$66,158.07 from National Timber receipts this year. These funds are passed to Craven County Board of Education as school PILT. The amount budgeted for FY '15 was \$65,000. Need to budget an additional \$1,159 to both revenue and expenditure side for distribution.

Mental Health – Need to budget additional \$ 2,575 anticipated receipts from Craven Co. ABC Board. These funds are in turn passed to East Carolina Behavioral Health.

Health/CCHD Foundation – Donations are made to Craven County to be used for the CCHD Foundation. When Craven County receives a donation, it in turn writes a check to CCHD Foundation. County has received more donations than anticipated. We need to budget an additional \$2,000 to both the donations revenue and the special appropriation line from which the checks are written.

Rescue Squads – Ambulance service fees/collections are exceeding amount budgeted for two squads. Need to budget an additional \$51,580 for Bridgeton rescue and \$44,500 for Twp # 7 rescue. (90% squads, 10% collection fees).

Sheriff/Jail– Higher inmate population has resulted in greater expenditures in boarding prisoners and inmate welfare. Need to budget an additional \$105,000 for boarding prisoners and \$25,000 for inmate welfare. This funding will come from anticipated excess in revenues from jail fees, inmate welfare, outside counties and misdemeanor housing.

Ordinances: Close CDBG FY 12 Scattered Sites Housing Project #12 C-2413; Fund 279.
Close EOC/911 Renovation Project; Fund 367.

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

Agenda Date: June 15, 2015

Presenter: _____

Agenda Item No. 9

Board Action Required or Considered: Yes

APPOINTMENTS

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

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

A. PENDING APPOINTMENT(S):

EASTERN CAROLINA REGIONAL HOUSING AUTHORITY

AUTHORIZATION: Housing Authority Laws of North Carolina (1941)

MISSION/FUNCTION: Oversees the operation of 718 units of public housing in 10 North Carolina Counties: Sampson, Harnett, Duplin, Johnston, Wayne, Craven, Onslow, Jones, Pamlico and Carteret. There are 50 units in Craven County known as Manteo Circle in Havelock.

NUMBER OF MEMBERS:

10

1

TYPE:

1 per County

Appointee of Governor

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

LENGTH OF TERMS: 5 Years

MEETING SCHEDULE: 1st Tuesday of the first month of each quarter

COMPENSATION: No Yes Specify: _____

Term(s) ending: Arlene Clifton (Appointed 1995; does not seek reappointment)

Application on file: Lana Cieszko (Attachment # 9.A.)

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: Harvey Hurst – Twp. 6 (appointed 2011; doesn't wish to be reappointed. The district recommends JoAnn Slagle)

Applications on file: JoAnn Slagle (Attachment #9.A.1.)
(Margie Garrison who was appointed June 1 lives outside district and is not eligible)

JUVENILE CRIME PREVENTION COUNCIL

AUTHORIZATION: N.C.G.S. 147-33.66

MISSION/FUNCTION: To assess the needs of juveniles in the community, evaluate the adequacy of resources available and develop or propose ways to address unmet needs.

NUMBER OF MEMBERS:
25 (maximum)

TYPE:
From among the following categories, or in some instances, the designees of the specified position: school superintendent, chief of police, sheriff, district attorney, chief court counselor, area mental health director, social services director, county manager, substance abuse professional, member of faith community, county commissioner, person under the age of 21, juvenile defense attorney, chief district court judge, member of the business community, local health director, non-profit representative, parks and recreation representative, up to seven additional members appointed by the Board of Commissioners

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

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: 2nd Monday of the month 12:30 p.m.

COMPENSATION: No Yes Specify: _____

Term(s) expiring: James Anderson (appointed 2013)
Catherine Hardison (appointed 2013)
Michelle Jerome (appointed 2013)

Applications on file: George Royal
Eugene Bauer

(Attachment #9.A.2.)

RECREATION AND PARKS ADVISORY BOARD

AUTHORIZATION: Bylaws

MISSION/FUNCTION: Serves as the recreation advisory body for the Craven County
Department of Recreation and Parks; suggests policies; consults with and advises
Recreation Director, County Manager and Commissioners in matters related to recreation
programs, finances, acquisition and disposal of property consistent with overall, long range
recreation planning.

NUMBER OF MEMBERS:

12

TYPE:

1 from each township (8)
4 at-large

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

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: 3rd Monday at 6:00 p.m.; Administration conference room

COMPENSATION: No Yes Specify: _____

Term(s) expiring: Dennis Smith, Vanceboro (appointed 2009; not eligible for reappointment)

Applications on file: Eugene Bauer (See Attachment #9.A.3.)

B. CURRENT APPPOINTMENTS

EASTERN CAROLINA WORKFORCE DEVELOPMENT BOARD

AUTHORIZATION: Bylaws

MISSION/FUNCTION: "...to perform all functions of a Workforce Investment Board and Local Area as set forth in the Federal Workforce Investment Act (WIA)

NUMBER OF MEMBERS:

18

9

1

TYPE:

2 from private sector, appointed by each member county

1 appointed by each member county, to be recruited to represent community based organizations, organized labor, education agencies, vocational rehabilitation agencies, public assistance agencies, economic development agencies, and public employment service

Additional member from consortium member county from which current chairman appointed

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

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: Bi-monthly, at a time and location determined by the Board

COMPENSATION: No X Yes Specify: _____

Terms ending: (See Attachment # 9.B.)

NAME OF BOARD/COMMITTEE: 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:

28

TYPE:

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 X Yes Specify: _____

Term(s) ending: New appointment; EMS Advisory Committee in meeting of May 20, 2015 recommended Chief Robert Boyd, Jr. of New Bern Fire and Rescue First Responder to participate on the Advisory Committee per EMS guidelines.

Applications on file: Chief Robert Boyd, Jr. (Attachment #9.B.1.)

VOTING DELEGATE – NACo ANNUAL CONFERENCE

To date one Commissioner has registered for the conference: Commissioner McCabe.

(See Attachment #9.B.2.)

C. UPCOMING APPOINTMENTS

July

ABC Board

Carol Crayton (Appointed 2013)

August

Craven Community Child Protection Team

Debra Kenyear (appointed 2012)

Adult Care Home Advisory Committee

Kathy Nelson (appointed 2012)

EMS Advisory Council

David Short, Provider (appointed 2013)

Firemen's Relief Fund

Daniel New, Dover (appointed 2013)

Agenda Date: June 15, 2015

Presenter: Jim Hicks

Agenda Item No. 10

COUNTY ATTORNEY'S REPORT

Agenda Date: June 15, 2015

Presenter: Jack Veit

Agenda Item No. 11

COUNTY MANAGER'S REPORT

Agenda Date: June 15, 2015

Presenter: _____

Agenda Item No. 12

COMMISSIONERS' REPORTS

WORK SESSION WITH TRANSPORTATION REPRESENTATIVES