

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, JULY 6, 2015
7:00 P.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

1. PETITIONS OF CITIZENS
2. CONSENT AGENDA
 - A. Minutes of June 15, 2015 Regular Session and June 1 and June 5, 2015 Reconvened Sessions
 - B. Health Budget Amendment
 - C. Request for Resolution/Proclamation
 - D. Subdivision for Approval
 - E. Tax Releases
3. HOME AND COMMUNITY CARE BLOCK GRANT (HCCBG) FY 15-16
FUNDING RECOMMENDATIONS: Georgia Newkirk, Chair, Craven Aging Planning Board
4. PRESENTATION CONCERNING DISTRACTED DRIVING: Commissioner Sampson, Mr. Sam Dawson
5. FUNDING REQUEST FROM THE BOARD OF EDUCATION: Dr. Lane Mills, Superintendent of Schools

DEPARTMENTAL MATTERS

6. SOCIAL SERVICES – BUDGET AMENDMENTS: Alfreda Stout, Assistant Social Services Director
7. RECREATION – PLAYGROUND UPDATE AND REQUEST: Billy Wilkes, Assistant Recreation Director
 - A. Request for Resolution
 - B. Brick Campaign

8. CARTS: Kelly Walker, CARTS Transportation Director
 - A. Request for Public Hearing
 - B. Request for Approval to Enter into Memorandum of Agreement with the North Carolina State Board of Elections
9. SOLID WASTE – TEMPORARY DISASTER DEBRIS MAINTENANCE SITE:
Rusty Cotton, Solid Waste Director
10. HUMAN RESOURCES – REQUEST FOR CLOSED SESSION: Amber Parker,
Human Resources Director
11. APPOINTMENTS
12. COUNTY ATTORNEY’S REPORT: Jim Hicks
13. COUNTY MANAGER’S REPORT: Jack Veit
14. COMMISSIONERS’ REPORTS
15. CLOSED SESSION

Agenda Date: July 6, 2015

Presenter: _____

Agenda Item No. 1

Board Action Required or Considered: No

PETITIONS OF CITIZENS

Board Action: Receive Information

Agenda Date: July 6, 2015

Presenter: _____

Agenda Item No. 2

Board Action Required or Considered: Yes

CONSENT AGENDA

A. MINUTES OF JUNE 15, 2015 REGULAR SESSION AND JUNE 1 AND JUNE 5, 2015 RECONVENED SESSIONS

The Board will be asked to approve the regular session minutes of June 15, 2015 and June 1 and June 5, 2015 reconvened sessions.

B. HEALTH BUDGET AMENDMENT

The Board will be asked to approve the budget amendment shown as Attachment #2.B.

C. REQUEST FOR RESOLUTION/PROCLAMATION

The Tuscarora of New York will be coming to New Bern July 23-25 commemorating the 300th Anniversary of the end of the Tuscarora War, which lasted from 1711-1715. The sponsors have requested a resolution or proclamation and the Chairman has agreed to welcome the delegation at the Convention Center on July 23. The draft resolution has not yet been composed. Therefore, the Board is requested to authorize staff to compose the document in collaboration with the event sponsors, Family History Society of Eastern North Carolina, and to ratify it at the next meeting.

D. SUBDIVISION FOR APPROVAL

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

William Dan Rouse – Final

- Property is owned by Willis and Darlene McCoy and surveyed by Matrix East, PLLC.
- Property is located within Twp. 3, on Willis Rd. (SR 1238)
- Subdivision contains 1 lot on 1.86 acres
- Lot is served by an individual well and an existing individual septic system

The Planning Board has recommended the subdivision for approval.

E. TAX RELEASES

Craven County Tax Administrator, Ronnie Antry, submitted the routine requests for tax releases and refunds contained in Attachment #2.E. for the Board's approval.

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

Agenda Date: July 6, 2015

Presenter: Georgia Newkirk

Agenda Item No. 3

Board Action Required or Considered: Yes

HOME AND COMMUNITY CARE BLOCK GRANT (HCCBG) FY 15-16 FUNDING RECOMMENDATIONS

Georgia Newkirk, Chair, Craven Aging Planning Board, will present the Home and Community Care Block Grant (HCCBG) FY 15-16 funding recommendations as contained in Attachment #3.

All aging service providers requesting Home Care & Community Block Grant (HCCBG) funding were required to have all requests for funding to the lead agency by June 16, 2015.

The Budget Committee, Beth Junak, Linda LeDrew and Joanne Celinski held a meeting on June 22, 2015 at 10 am to review all requests for FY 15 16 funding. Providers were available to answer questions as needed.

The Aging Board met at 10 am on June 23, 2015 to review the Budget Committee's recommendation per provider. There was an oversight in the amount of \$77,732 in HCCBG for Care Management Services provided by DSS.

Havelock Senior Services opted for Craven County DSS to provide all Home Delivered meals in the county with Havelock Senior Services being a drop off location for home delivered meals to be delivered in the Havelock/Harlowe area of the county.

The meeting adjourned and reconvened on June 25 at 1:00 pm. The Budget Committee remained to work on the spreadsheet.

The first spreadsheet shows a distribution for funding at a 17% decrease of provider requests. Havelock Senior Services stated they could provide congregate meals with a decreased dollar amount of HCCBG funding.

The second spreadsheet reflects Havelock Senior Services self-recommended reduction, giving all other providers a 15.35% decrease in their initial requests. The Aging Board voted for the 15.35% decrease to be presented for Craven County Commissioners' approval.

Board Action: Decision for FY 2015-2016 Home and Community Care Block Grant funding allocations.

Agenda Date: July 6, 2015

Presenter: Ray Dawson

Agenda Item No. 4

Board Action Required or Considered: No

PRESENTATION CONCERNING DISTRACTED DRIVING

Commissioner Sampson requested that Mr. Ray Dawson be placed on the agenda to make a video presentation on distracted driving, particularly involving cell phone use.

Board Action: Receive Information

Agenda Date: July 6, 2015

Presenter: Dr. Lane Mills

Agenda Item No. 5

Board Action Required or Considered: Yes

FUNDING REQUEST FROM THE BOARD OF EDUCATION

Superintendent of Schools, Dr. Lane Mills, will present a request concerning the proposed welding program at West Craven High School as detailed in Attachment #5.

Board Action: Consider request.

Agenda Date: July 6, 2015

Presenter: Alfreda Stout

Agenda Item No. 6

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: SOCIAL SERVICES – BUDGET AMENDMENTS

Alfreda Stout, Assistant Social Services Director, will present the following two (2) budget amendments for the Board’s approval. (See Attachment #6)

A. REQUEST TO ROLL FORWARD FUNDING TO PURCHASE COMPUTER EQUIPMENT

Craven County Social Services requests to roll forward funding approved in the February 3, 2015 budget amendment for the one time opportunity to purchase computer equipment for Income Maintenance Caseworkers performing tasks in the NC FAST system. Equipment will be reimbursed at a 75% Federal participation rate.

Due to a delayed final approval from the State (not received until June 5), there was insufficient time to complete the purchase of this equipment within fiscal year purchasing and reporting deadlines. However, the State is allowing the purchase of this equipment under the 75% reimbursement rate to take place through August of 2015.

B. REQUEST TO ROLL FORWARD MEDICAID REVENUE

Craven County Social Services requests to roll forward Medicaid revenue that was approved in the March 16, 2015 budget amendment for the transformation of the Vanceboro Work Release Center into a record storage site.

The vendor that was chosen to provide the shelving units for the storage project failed to meet the requirements and deadlines for the project. Unfortunately, there was not enough time remaining in FY 14-15 to order the shelving from another vendor.

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

Agenda Date: July 6, 2015

Presenter: Billy Wilkes

Agenda Item No. 7

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: RECREATION – PLAYGROUND UPDATE AND REQUEST

A. REQUEST FOR RESOLUTION

Assistant Recreation Director, Billy Wilkes, will present a resolution (Attachment #7.A.) in support of building an inclusive playground at Creekside Park. This is a requirement to apply for a non-matching grant through East Carolina Behavioral Health. The grant is called a “Play Together Construction Grant” and the deadline is July 31st.

Board Action: Consider resolution for adoption.

B. BRICK CAMPAIGN

Mr. Wilkes will also introduce and request support for the Buy a Brick Campaign with funds to go towards the development of the inclusive playground at Creekside Park. This campaign will run through the end of November and give individuals the opportunity to buy a brick in honor or memory of someone. (See Attachment #7.B.)

Board Action: Approve support of campaign.

Agenda Date: July 6, 2015

Presenter: Kelly Walker

Agenda Item No. 8

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: CARTS

A. REQUEST FOR PUBLIC HEARING

The Transportation Development Plan for CARTS has been completed. The plan tries to guide CARTS in how to reach/keep as much self-sufficiency as possible. The plan recommends in order to maintain where CARTS is now financially, CARTS needs to look at changing the price structure to agencies that contract with CARTS as well as the prices charged to the public passenger in the Urban area. The changes CARTS is undergoing are a direct result of the designation of the urbanized area. It is within the urbanized area that funding streams change. The federal match on grants is not as favorable as the state rural grants previously used to serve the same area. Federal requirements are that systems have a plan or policy in place that is followed regarding any proposed fare increases or reduction in service. The CARTS policy on Public Comment Process for Fare Increases and Major Service Reduction requires that we hold a public hearing and consider any public comments in determining whether to implement the proposed changes. Based on the recommendation by the TDP, CARTS is proposing a fare increase in the urbanized area and to agencies paying a shared cost per mile for services provided. We are not proposing a service reduction. A copy of the Final Report and TDP action plan will be provided at the meeting. CARTS is requesting to set a public hearing to be held at the next meeting. CARTS will also be prepared to make a quick presentation about the TDP prior to the public hearing. In the interim, CARTS will be holding public information meetings throughout the urbanized area. The Board has a schedule of those meetings. The schedule will also be made available to the public through various resources including but not limited to: the CARTS webpage, e-mail notifications, informational flyers, and newspaper advertisement.

Board Action: Request to set public hearing.

B. REQUEST FOR APPROVAL TO ENTER INTO MEMORANDUM OF AGREEMENT WITH THE NORTH CAROLINA STATE BOARD OF ELECTIONS

Craven Area Rural Transit System (CARTS), as well as other public transportation systems, were contacted by the North Carolina State Board of Elections (NCSBE) to enter into a Memorandum of Agreement for the purchase of transportation services.

The purpose of the transportation is for obtaining photo identification acceptable for voting. The NCSBE will be responsible for arranging the transportation services on behalf of the passenger. NCSBE will be considered an agency contract, and billed accordingly. This agreement, contained in Attachment #8.B, has been reviewed by the County Attorney.

Board Action: Request permission to enter into an agreement with NCSBE.

Agenda Date: July 6, 2015

Presenter: Rusty Cotton

Agenda Item No. 9

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: SOLID WASTE – TEMPORARY DISASTER DEBRIS MAINTENANCE SITE

The Craven County Solid Waste Dept. currently has three (3) Temporary Disaster Debris Management Sites approved by NCDENR. These sites are the Creekside Park Site located centrally in Craven County adjacent to Creekside Recreation Park, the Weyerhaeuser Satellite Woodyard Site located in the western area of Craven County on Weyerhaeuser Road adjacent to the Weyerhaeuser Plant and the Harlowe Site located in the Eastern area of Craven County near the intersection of Hwy. 101 and Blades Road. The Creekside Park Site is our main site where all disaster debris is eventually hauled and processed. The two (2) smaller sites are encouraged by NCDENR to clean up the surrounding areas quicker and to help the areas get back to normal as soon as possible. Disaster Debris can be staged at these sites for up to six (6) months when it is eventually hauled to our main Creekside Park Site for processing.

In August of 2011 Craven County entered into a Storm Debris Storage Agreement with Rudolph F. Taylor for use of his property located near the intersection of Hwy. 101 and Blades Road for depositing and stockpiling storm debris. This Agreement is self renewing on the date signed unless the County is notified in writing sixty (60) days prior to expiration by Mr. Taylor that the lease will not be renewed. The Agreement states that the County shall pay Mr. Taylor \$500.00 per month or any portion of a month that the County shall utilize the site as a debris disposal site, subject to a two (2) month minimum if utilized. (See Attachment #9)

In May of 2015 Mr. Taylor notified the County that he would like to terminate or modify the existing Agreement. Mr. Taylor asks that the County pay \$100.00 per month during the new term of this Agreement with no increase in cost should the County utilize the site as a debris disposal site.

Board Action: Request for Board to authorize the agreement under revised terms.

Agenda Date: July 6, 2015

Presenter: Amber Parker

Agenda Item No. 10

DEPARTMENTAL MATTERS: HUMAN RESOURCES – REQUEST FOR CLOSED SESSION

Human Resources Director, Amber Parker, will request that the Board go into closed session at the end of the meeting to discuss a personnel matter under the authority of NCGS 143-318.11(a)(6).

Agenda Date: July 6, 2015

Presenter: _____

Agenda Item No. 11

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):

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: Chris Wetherington, Little Swift Creek (Appointed 2013)
Wishes to be reappointed.

No applications on file.

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

LENGTH OF TERMS: 2 Years

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

COMPENSATION: No Yes Specify: _____

Term(s) expiring:

(Reappointment of all is being requested with the exception of Jennifer Knight, who has served more than 10 years. This needs to be a representative of the business community.)

- James Anderson (appointed 2013; at-large position; Principal, St. Paul's)
- Amy Bryant (System of Care Coordinator; representative of AMH/DD/SA)
- Marisa Byer (Health Director's designee)
- Eddie Games (Craven County Recreation)
- Catherine Hardison (appointed 2013; at-large position; United Way)
- Michelle Jerome (appointed 2013; Juvenile Defense Attorney)
- Robert Keeter (appointed 2006; at-large position; Juvenile Court Counselor)
- Jennifer Knight – (Appointed 2001; business community position; needs to be replaced)
- Tony Lee (appointed 2011)
- Mary Mallard (appointed 2006; Chief Court Counselor)
- Billy Mathis (Sheriff's Department designee)
- Carlton Metts (appointed 2013; New Bern Recreation)
- Tracy Monk (appointed 2013; at-large position)
- Clint Rowe (Chief District Court Judge designee)
- Jackie Smith (appointed 2009; District Attorney's designee))

Applications on file: (Attachment # 11.A.1.)

George Royal
Eugene Bauer

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:

Applications on file: Anthony Cruz (See Attachment # 11.A.2.)

B. CURRENT APPOINTMENTS

CRAVEN COUNTY ABC BOARD

AUTHORIZATION: N.C.G.S. 18B-700

MISSION/FUNCTION: To serve the locality responsibly by controlling the sale of spiritous liquor and promoting customer-friendly, modern and efficient stores.

NUMBER OF MEMBERS:	TYPE:
<u>5</u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

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

Interest in public affairs, good judgement, knowledge, ability and good moral character

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: Third Tuesday of each month at 5:30 p.m. in the boardroom of the warehouse located at 3493 Martin Drive

COMPENSATION: No Yes Specify: \$150/month

Term(s) ending: Carol Crayton (appointed 2013; wishes to be reappointed)
(See Attachment #11.B.1.)

VOTING DELEGATE – NCACC ANNUAL CONFERENCE

To date four Commissioners have registered for the conference: Commissioners Jones, Liner, McCabe and Sampson.

(See Attachment #11.B.2.)

C. UPCOMING APPOINTMENTS

August

<u>Craven Community Child Protection Team</u>	Debra Kenyear (appointed 2012)
<u>Adult Care Home Advisory Committee</u>	Kathy Nelson (appointed 2012) Jessica James (resigned)
<u>EMS Advisory Council</u>	David Short, Provider (appointed 2013)
<u>Firemen's Relief Fund</u>	Daniel New, Dover (appointed 2013)

Agenda Date: July 6, 2015

Presenter: Jim Hicks

Agenda Item No. 12

Board Action Required or Considered: Yes

COUNTY ATTORNEY'S REPORT

A. Initial Offer to Purchase Real Property – 807 Cedar Street (#8-007-262)

The County and City have received an offer 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 \$11,855.16. The current tax value is \$3,760.00. Attachment #12.A contains copies of the offer to purchase, deed, GIS information, and proposed resolution.

Should the County and City accept this offer, then the property will then be advertised for upset bids in accordance with the General Statutes. Once no further upset bids are timely received, the County and City may accept or reject the final offer.

B. Initial Offer to Purchase Real Property – 1021 Lees Avenue (#8-006-172)

The County and City have received an offer in the amount of \$4,403.00 for this property, which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$4,402.44. The current tax value is \$34,730.00. Attachment #12.B contains copies of the offer to purchase, deed, GIS information, and proposed resolution.

Should the County and City accept this offer, then the property will then be advertised for upset bids in accordance with the General Statutes. Once no further upset bids are timely received, the County and City may accept or reject the final offer.

C. Transfer of 1504 North Hills Drive (#8-063-033) to the City of New Bern

The County acquired ownership of 1504 North Hills Drive, New Bern through a Hazard Mitigation Grant Program (“HMGP”), which is a Federal grant program that provides funds to counties for the purpose of purchasing parcels from individuals that have suffered repetitive loss due to flooding. The County used the HMGP funds to purchase the property from Ryan Spellman on October 9, 2014 for \$93,000.

Prior to the County obtaining ownership of the property, the County and the City of New Bern entered into an informal agreement, whereby the County agreed to apply for HMGP funds to purchase the property with the understanding that it would subsequently be conveyed to the City, and the City would thereafter maintain the property in compliance with Federal regulations applicable under the HMGP.

The Federal Emergency Management Agency (“FEMA”) has approved the County’s proposed transfer of the subject parcel to the City, and the City has also adopted a resolution agreeing to accept the property, and to be bound by the applicable deed restrictions. The Federal regulations pursuant to which the County initially obtained title to the subject parcel require the County to retain a conservation easement over the subject parcel for the purpose of requiring that the City use the property for purposes consistent with applicable Federal regulations (e.g. parks, wetland management, nature reserve and buffer zone).

Attachment #12.C contains copies of the proposed resolution, deed, and additional documentation.

Agenda Date: July 6, 2015

Presenter: Jack Veit

Agenda Item No. 13

COUNTY MANAGER'S REPORT

Agenda Date: July 6, 2015

Presenter: _____

Agenda Item No. 14

COMMISSIONERS' REPORTS

Agenda Date: July 6, 2015

Presenter: _____

Agenda Item No. 15

CLOSED SESSION