

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

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

1. CONSENT AGENDA
  - A. Minutes of November 2, 2015 Regular Session
  - B. Tax Releases and Refunds
  - C. Request for Public Hearing
2. RECOGNITION OF VETERANS: Owen Smith, Craven County Veterans Council

DEPARTMENTAL MATTERS

3. TAX – CONSIDERATION OF THE SCHEDULES OF VALUES, STANDARDS AND RULES FOR THE 2016 REVALUATION:  
Ronnie Antry, Tax Administrator
4. HEALTH – BUDGET AMENDMENTS: Scott Harrelson, Health Director
  - A. Additional State Funds Awarded for Health/HIV-STD
  - B. New State Funding Awarded for Health/WIC Counseling
5. SOLID WASTE – SOLID WASTE AGREEMENTS: Rusty Cotton, Solid Waste Director; Gene Hodges, Assistant County Manager – Facilities/Operations
6. PLANNING – SUBDIVISION FOR APPROVAL: Don Baumgardner, Planning Director
7. APPOINTMENTS
8. COUNTY ATTORNEY’S REPORT: Jim Hicks

9. COUNTY MANAGER'S REPORT: Jack Veit
10. COMMISSIONERS REPORTS
11. CLOSED SESSION

Presenter: \_\_\_\_\_  
Agenda Item No. 1  
Board Action Required or Considered: Yes

## CONSENT AGENDA

### A. MINUTES OF NOVEMBER 2, 2015 REGULAR SESSION

The Board will be requested to approve the minutes of November 2, 2015 regular session.

### B. TAX RELEASES AND REFUNDS

The Board will be requested to approve the routine requests for tax releases and refunds contained in Attachment #1.B.

The routine releases include several large amounts that are the result of discoveries our office made for large vessels that were reported to us by marinas in the county. If the owner of the boat communicates with us before the tax is billed that the boat does not have a tax situs in Craven County, we are able to dispense with the discovery without any further action. However, if the bill is issued and that determination as to its taxability by Craven County is made afterward, then the only remedy to release the tax billed is for the Board to act upon it in this manner at the regular meeting. I am aware that it may seem as if there are many of them; however, given the numbers that we have discovered and added to the tax records, it is a relatively small percentage.

In addition, there are several small requests for refund for Coastal Piedmont Developers LLC that total \$369.24 from the 2014 tax year. This refund is required to comply with the North Carolina Property Tax Commission's order of October 30, 2015 to resolve an appeal that was pending before the commission.

### C. REQUEST FOR PUBLIC HEARING

The Board will be requested to set a public hearing at 7:00 p.m. December 7, 2015 to receive public input on the 2015-2016 Justice Assistance Grant. Details are contained in Attachment #1.C.

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

Agenda Date: November 16, 2015

Presenter: Owen Smith

Agenda Item No. 2

Board Action Required or Considered: No

## **RECOGNITION OF VETERANS**

Attachment #2 is correspondence from the Veterans Council asking for an opportunity to recognize two local veterans recently chosen as award recipients.

**Board Action: No Action**

Agenda Date: November 16, 2015

Presenter: Ronnie Antry

Agenda Item No. 3

Board Action Required or Considered: Yes

**DEPARTMENTAL MATTERS: TAX – CONSIDERATION OF THE ADOPTION OF  
THE SCHEDULES OF VALUES, STANDARDS AND RULES FOR THE 2016  
REVALUATION**

A public hearing on the schedules was held on November 2, 2015 after the presentation to the Board on October 19<sup>th</sup>. It is anticipated that at least one amendment to the schedules will be recommended at the November 2<sup>nd</sup> reconvened regular session to be held at 8:30 a.m. on November 12<sup>th</sup>. In order to comply with the provisions of NCGS 105-317(c), Tax Administrator, Ronnie Antry, is recommending that the Board adopt the schedules of values, standards and rules as amended and cause the notices of their adoption to be published as required by the above-mentioned statute.

**Board Action: Consider a vote to adopt the schedules.**

Agenda Date: November 16, 2015

Presenter: Scott Harrelson

Agenda Item No. 4

Board Action Required or Considered: Yes

**DEPARTMENTAL MATTERS: HEALTH BUDGET AMENDMENTS**

A. ADDITIONAL STATE FUNDS AWARDED FOR HEALTH/HIV-STD

Health Director, Scott Harrelson, will present the budget amendment contained in Attachment #4.A. for the Board's approval.

B. NEW STATE FUNDING AWARDED FOR HEALTH/WIC COUNSELING

Mr. Harrelson will present the budget amendment contained in Attachment #4.B. for the Board's approval.

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

Agenda Date: November 16, 2015

Presenters: Rusty Cotton, Gene Hodges

Agenda Item No. 5

Board Action Required or Considered: Yes

## DEPARTMENTAL MATTERS: SOLID WASTE AGREEMENTS

The Craven County Solid Waste Department has two contractual agreements which are due to expire June 30, 2016. These Agreements, shown in Attachment #5, may be extended upon mutual consent of the parties for an additional three (3) year period beyond the initial term of five (5) years.

### A. CONVENIENCE CENTERS HAULING AGREEMENT

The first Agreement is the Convenience Centers Hauling Agreement which is currently awarded to Republic Services of NC, LLC. This agreement provides boxes to all seven (7) convenience sites including containers for mixed recyclables, scrap metal, bulk waste, yard waste, C&D waste, mixed paper, waste oil, used oil filters, batteries and cardboard. The agreement is also for the hauling of these boxes from the convenience sites to the designated location for disposal or recycling.

### B. RECYCLABLE MATERIALS COLLECTION EXCLUSIVE FRANCHISE AGREEMENT

The second Agreement is the Recyclable Materials Collection Exclusive Franchise Agreement which is currently awarded to Waste Industries, LLC. This agreement provides weekly curbside recycle collection to each residence or hand commercial establishment with an 18 gallon recycling container. The recyclable materials included as part of the current program are glass containers, aluminum cans, newspapers, #1 and #2 plastics, steel cans and corrugated cardboard. The contractor is responsible for all sorting, handling and processing of recyclable materials collected. The contractor is also responsible for the marketing and disposition of all recyclable materials collected and shall be entitled to retain 100% of the net proceeds from the sales of the materials collected.

The Solid Waste Department and Administration have conducted recent discussions with these contractors and each is agreeable to extending the agreements.

**Board Action: The Solid Waste Department requests direction from the Board of Commissioners to enter into an extension of each agreement with contractors or to place these agreements out for RFP's.**

Agenda Date: November 16, 2015

Presenter: Don Baumgardner

Agenda Item No. 6

Board Action Required or Considered: Yes

**DEPARTMENTAL MATTERS: PLANNING – SUBDIVISION FOR APPROVAL**

Planning Director, Don Baumgardner, will present the following subdivision for the Board's approval. The Planning Board met on September 24th and recommended the following subdivision for approval:

Lynnwood Highlands Ph. 5 – Final

- Property is owned by Bill Clark Homes of Greenville, LLC and Surveyed by Herbert J. Nobles, Jr. PLS
- Property is located within Twp. 7, off of E. Fisher Ave.
- Parcel ID 7-206-007
- Subdivision contains 12 lots on 8.84 acres
- Lots proposed to be served by county water and City of New Bern Sewer

**Board Action: A vote to approve the subdivision is needed.**

Agenda Date: November 16, 2015

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

Agenda Item No. 7

Board Action Required or Considered: Yes

## APPOINTMENTS

- A. PENDING
- B. UPCOMING

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

**A. PENDING APPOINTMENT(S):**

ADULT CARE HOME ADVISORY COMMITTEE

AUTHORIZATION: N.C.G.S.131D-31

MISSION/FUNCTION: Work to maintain the intent of the Domiciliary Home Residents Bill of Rights within the licensed homes in the County; to promote community involvement and cooperation with domiciliary homes to ensure quality care for the elderly and disabled adults

NUMBER OF MEMBERS:

9-11

TYPE:

Dictated by the number of homes in the county; homes have right to recommend 25% of appointees

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

Cannot be employed by or have a relative in an adult care home.

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: \_\_\_\_\_

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

**Term(s) ending:** Jessica James (Resigned)  
Mystre Van Horn (Resigned)

**No applications on file.**

CRAVEN 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 Lite 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

**Term(s) expiring:** Dawn Gibson (Not seeking reappointment; a recommendation will be forthcoming)

**No application on file.**

AGRICULTURAL ADVISORY COMMITTEE

AUTHORIZATION: Local Ordinance

MISSION/FUNCTION: Administer provision of the Craven County Voluntary Agricultural District Ordinance and perform other agricultural related tasks or duties assigned by the Craven Count Board of Commissioners.

NUMBER OF MEMBERS:

9

\_\_\_\_\_

TYPE:

(See qualifications)

\_\_\_\_\_

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):  
1) resident of area Township representing; 2) agricultural landowner; 3) actively and directly involved in agricultural production on at least 10 acres of farmland 4) special interest, experience, or education in agriculture and/or rural land preservation

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: At the call of the Chairperson

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

**Term(s) ending:** Jackie Anderson (Appointed 2009)  
Dale Dawson (Appointed 2009)

(They have requested that these be deferred.)

**B. UPCOMING APPOINTMENTS**

**December**

EMS Advisory Council

James Zechman (Appointed 2013)

Health Board

Verdelle Newby (Appointed 2007)

Cove City Library Board  
term)

Theresa Hodges (Appointed 2007; unexpired

Commissioners' Appointments

## COUNTY ATTORNEY'S REPORT

A. Final Acceptance - Offer to Purchase Real Property – 1240 Jonestown Road (#3-032-017)

The County previously received and tentatively approved an offer in the amount of \$3,000.00 for this property, which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$2,463.54. The offer was advertised, and there were numerous upset bids. The final upset bid is in the amount of \$8,000.00. Attachment #8.A contains the proposed resolution, deed and lien waiver. It is recommended that the Board give final approval of the sale and adopt the resolution.

B. Final Acceptance - Offer to Purchase Real Property – 345 Hudnell Road (#1-028-126-B)

The County previously received and tentatively approved an offer in the amount of \$4,025.00 for this property, which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$8,387.69. The offer was advertised, and there was one upset bid. The final upset bid is in the amount of \$4,500.00. Attachment #8.B contains the proposed resolution, deed and lien waiver. It is recommended that the Board give final approval of the sale and adopt the resolution.

C. Final Acceptance - Offer to Purchase Real Property – 1040 Kite Town Road, (#1-042-6004)

The County previously received and tentatively approved an offer in the amount of \$15,000.00 for this property, which was acquired through a Crisis Housing Assistance Fund (CHAF) grant, under which the property owner subsequently defaulted under the terms of the program. The offer was advertised, and there were no upset bids. Attachment #8.C contains the proposed resolution, deed and lien waiver. It is recommended that the Board give final approval of the sale and adopt the resolution.

Agenda Date: November 16, 2015

Presenter: Jack Veit

Agenda Item No. 9

## **COUNTY MANAGER'S REPORT**

Agenda Date: November 16, 2015

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

Agenda Item No. 10

## **COMMISSIONERS' REPORTS**

Agenda Date: November 16, 2015

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

Agenda Item No. 10

### **CLOSED SESSION**

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