

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, DECEMBER 21, 2015
8:30 A.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

CHAIRMAN'S PRIVILEGE

1. CONSENT AGENDA
 - A. Minutes of December 7, 2015
 - B. Tax Releases and Refunds
2. PRESENTATION BY JUDGE ALFORD
3. PRESENTATION OF CERTIFICATE OF ACHIEVEMENT IN FINANCIAL REPORTING: Lou Cannon, McGladrey LLP
4. CITY OF HAVELOCK – FORMER PHOENIX LANDFILL SITE RE-DEVELOPMENT - BUDGET AMENDMENT: Jim Hicks, County Attorney, Jack Veit, County Manager

DEPARTMENTAL MATTERS

5. SHERIFF – BUDGET AMENDMENTS: Jesse Pittman, Captain
 - A. Justice Assistant Grant – Firearms
 - B. Budget for Bullet Proof Vests
6. ECONOMIC DEVELOPMENT – APPROVAL OF INDUSTRIAL PARK DARK FIBER USE AGREEMENT WITH MOEN: Timothy Downs, Economic Development Director and Dennis Holton, Information Technology Director
7. HEALTH – NEW FEES, FEE CHANGE, CODE CHANGE RECOMMENDATIONS: Jennifer Blackmon, Human Services Deputy Director
8. FINANCE – BUDGET AMENDMENT: 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
13. CLOSED SESSION
14. RECESS TO CONVENE WATER BOARDS: Neuse River, Township 6

Agenda Date: December 21, 2015

Presenter: Chairman Liner

CHAIRMAN'S PRIVILEGE

Agenda Date: December 21, 2015

Presenter: _____

Agenda Item No. 1

Board Action Required or Considered: Yes

CONSENT AGENDA

A. MINUTES OF DECEMBER 7, 2015

The Board will be requested to approve the minutes of December 7, 2015 regular session.

B. TAX RELEASES AND REFUNDS

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

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

Agenda Date: December 21, 2015

Presenter: Judge Alford

Agenda Item No. 2

Board Action Required or Considered: No

PRESENTATION BY JUDGE ALFORD

Judge Alford will discuss the video arraignment initiative.

Board Action: Receive information

Agenda Date: December 21, 2015

Presenter: Lou Cannon

Agenda Item No. 3

Board Action Required or Considered: No

PRESENTATION OF CERTIFICATE OF ACHIEVEMENT IN FINANCIAL REPORTING

Lou Cannon, of the audit firm McGladry, will present the audit results for the year ended June 30, 2015.

The audit report was distributed to the Board in advance.

Board Action: Receive information

Agenda Date: December 21, 2015

Presenters: Jim Hicks and Jack Veit

Agenda Item No. 4

Board Action required or considered: Yes

**CITY OF HAVELOCK – FORMER PHOENIX LAND FILL SITE RE-DEVELOPMENT –
BUDGET AMENDMENT**

Based on the agreement on September 28, 2015, Craven County wishes to fulfill its obligations related to such. Please find attached copies of agreement and budget amendment. (See Attachment #4)

Board Action: A roll call vote will be necessary to approve budget amendment.

Agenda Date: December 21, 2015

Presenter: Jesse Pittman

Agenda Item No. 5

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: SHERIFF – BUDGET AMENDMENTS

A. JUSTICE ASSISTANT GRANT – FIREARMS

Captain Jesse Pittman, Craven County Sheriff's Department, will present the budget amendment contained in Attachment #5A. The following itemized information explains the request.

2015/2016 Justice Assistance Grant

1. Craven County is eligible to receive \$10,624 from the Edward Byrne Justice Assistance Grant in federal assistance monies for the procurement of equipment this fiscal year.
2. The monies must be used to purchase equipment that is intended to be utilized by local law enforcement.
3. It is the intention of the Sheriff's Office to utilize the funds to procure firearms comprised of pistols and long guns.
4. The equipment will be used by deputy sheriffs in the performance of their duties.
5. The grant funds will enable us to equip our deputies with the necessary tools for performing specialized and high risk functions.
6. The grant is 100% federal funded and requires no matching funds.
7. A public Hearing was held on December 7th, 2015 and board approved.
8. This budget amendment will allow funding of this purchase.

B. BUDGET FOR BULLET PROOF VESTS

Captain Pittman will present the budget amendment contained in Attachment #5.B. The following itemized information explains the request.

2015/2016 Budget Amendment Bulletproof Vest Purchase

1. Craven County Sheriff's Office applied for funding to purchase Bulletproof Vests through the Bureau of Justice Assistance.
2. Once the application was processed our agency received notification that we were being denied funding this fiscal year.
3. The basis for the denial was due to a policy change this year with the Federal Government.
4. The policy change allows only disparate agencies with a population under 100,000 to qualify for grant funding under this program.
5. We are seeking a budget amendment in the amount of \$10,750 to purchase new and replacement vests for deputies.

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

Agenda Date: December 21, 2015

Presenters: Timothy Downs and Dennis Holton

Agenda Item No. 6

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: ECONOMIC DEVELOPMENT – APPROVAL OF INDUSTRIAL PARK DARK FIBER USE AGREEMENT WITH MOEN

On November 2, 2015, the County Board of Commissioners approved the installation of conduit and optical fiber in the right of way along Industrial Drive in the Craven County Industrial Park for use by companies in the park. Moen is in the final phase of the expansion project that will result in a new 200,000 square foot facility at the end of Industrial Drive. Moen has expressed an interest to use a portion of the optical fiber to connect the two facilities it will occupy. Moen will be responsible for connecting its facilities to the conduit and fiber. Moen will also be responsible for providing equipment in its facilities to access and use the optical fiber. The County is only making the conduit and dark fiber available – there will be no service provided by the County. Staff contemplates that this agreement will be used as the model for any future users of the conduit and optical fiber in the Industrial Park. It is recommended that the Board approve the terms of the Industrial Park Dark Fiber Use Agreement and approve the execution of documents. See Attachment #6.

Board Action: Approve the Industrial Park Dark Fiber Use Agreement.

Agenda Date: December 21, 2015

Presenter: Jennifer Blackmon

Agenda Item No. 7

Board Action Required or Considered: Yes

**DEPARTMENTAL MATTERS: HEALTH – NEW FEES, FEE CHANGE,
CODE CHANGE RECOMMENDATIONS**

Human Services Deputy Director, Jennifer Blackmon, will present new fees, fee change and code change recommendations as shown in Attachment #7.

Board Action: A vote to approve fee recommendations

Agenda Date: December 21, 2015

Presenter: Rick Hemphill

Agenda Item No. 8

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: FINANCE – BUDGET AMENDMENT

Rick Hemphill, Assistant County Manager – Finance/Administration, will present the following budget amendment, as shown in Attachment #8, for the Board's approval.

Amendment: Craven County School System – In July, County increased School Systems Capital Outlay allocation by \$50,000.00 for welding improvements at WCHS. Once complete, the total cost of the project came in at \$28,000. Need to reduce budget for School System's Capital Outlay allocation by \$22,000.00 and return the amount to fund balance.

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

Agenda Date: December 21, 2015

Presenter: _____

Agenda Item No. 9

Board Action Required or Considered: Yes

APPOINTMENTS

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

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

A. PENDING APPOINTMENT(S):

COMMISSIONERS' APPOINTMENTS TO BOARD'S AND COMMITTEES
(See Attachment #9.A.)

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 Litem Coordinator, Public Health Director, local health care provider, EMS/firefighter, District Court Judge Commissioners appointees from other county agencies or communities 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. A recommendation will be brought forth by Mike Carroll and the Committee.)

B. UPCOMING APPOINTMENTS

January - None

February

Craven Aging Planning Board:

Gwen Bryan (County Manager's designee)
Tonya Cedars (ECCOG)
Jayne Davis (AARP)
Sherry Roy (CarolinaEast)
Dora Jones (Client Representative)
Mary Ann Mehan (DSS)
Georgia Newkirk (Coastal Community Action)
Deborah Patterson (Legal Aid of NC)
Dean Roberts (Client Representative)

Community Child Protection Team:

Bradley Lanto (2013; MCAS Cherry Point)
Walter Mills (2013; Chief District Court Judge)
Christopher Morning (2013; Havelock P.D.)

Nursing Home Advisory Committee:

Donna Siegmund (2013)

Zoning Board of Adjustment:

Lee Kyle Allen III (2010)
Bud Stilley (2010)

Agenda Date: December 21, 2015

Presenter: Jim Hicks

Agenda Item No. 10

COUNTY ATTORNEY'S REPORT

Agenda Date: December 21, 2015

Presenter: Jack Veit

Agenda Item No. 11

COUNTY MANAGER'S REPORT

Agenda Date: December 21, 2015

Presenter: _____

Agenda Item No. 12

COMMISSIONERS' REPORTS

Agenda Date: December 21, 2015

Presenter: _____

Agenda Item No. 13

CLOSED SESSION

The Board will be requested to go into closed session under attorney client privilege, pursuant to N.C.G.S. 143-318.11(a)(3).

Agenda Date: December 21, 2015

Presenter: _____

Agenda Item No. 14

CONVENE WATER BOARDS

A. NEUSE RIVER WATER AND SEWER DISTRICT BOARD

The Board will need to recess to convene as the Board of Directors of the Neuse River Water and Sewer District Board concerning conveyance of property.
(See Attachment #14.A.)

Once business is concluded for the Neuse River District, the Board, sitting as its Directors will need to adjourn to convene the Number Six District.

B. NUMBER SIX TOWNSHIP WATER AND SEWER DISTRICT BOARD

The Board will need to recess to convene as the Board of Directors of Number Six Township Water and Sewer District Board concerning conveyance of property.
(See Attachment #14.B.)