

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, MARCH 21, 2016
8:30 A.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

1. CONSENT AGENDA
 - A. Minutes of March 7, 2016
 - B. Health Budget Amendment
 - C. Proclamation for Mumfest
 - D. Tax Releases and Refunds
 - E. Finance Budget Amendment
 - F. Child Abuse Prevention Month Proclamation
2. ANNUAL REPORT OF THE CRAVEN COMMUNITY CHILD PROTECTION TEAM: Sandra Kutkuhn and Amy Bryant, Co-Chairs

DEPARTMENTAL MATTERS

3. CARTS – RESOLUTION AUTHORIZING 5307 STATE URBAN GRANT MATCH: Kelly Walker, Transportation Director
4. HEALTH – BUDGET AMENDMENTS: Scott Harrelson, Health Director
5. COOPERATIVE EXTENSION – CRAVEN COUNTY COST OF COMMUNITY SERVICES STUDY: Dr. Kathy Best, Certified Accountant; Dr. Sandy Maddox, Professor and Mike Carroll, Extension Agent
6. SOLID WASTE – CONVENIENCE CENTERS HAULING AGREEMENT: Rusty Cotton, Solid Waste Director and Gene Hodges, Assistant County Manager
7. FINANCE – BUDGET AMENDMENT: Craig Warren, Finance Director
8. APPOINTMENTS

9. COUNTY ATTORNEY'S REPORT: Jim Hicks
10. COUNTY MANAGER'S REPORT: Jack Veit
11. COMMISSIONERS' REPORTS

RECESS TO RECONVENE IN WORK SESSION

Agenda Date: March 21, 2016

Presenter: _____

Agenda Item No. 1

Board Action Required or Considered: Yes

CONSENT AGENDA

A. MINUTES OF MARCH 7, 2016

The Board will be requested to approve the minutes of March 7, 2016 regular session.

B. HEALTH BUDGET AMENDMENT

The Board will be requested to adopt the budget amendment contained in Attachment #1.B.

C. PROCLAMATION OF MUMFEST

The Board will be requested to adopt the proclamation seen as Attachment #1.C. in recognition of Mumfest, as has been done in past years.

D. TAX RELEASES AND REFUNDS

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

E. FINANCE BUDGET

The Board will be requested to adopt the budget amendment contained in Attachment #1.E.

Mental Health – Need to budget additional \$ 3,400 anticipated receipts from Craven Co. ABC Board. These funds are in turn passed to Trillium Health Services.

F. CHILD ABUSE PREVENTION MONTH PROCLAMATION

The Board is requested to adopt the proclamation seen as Attachment #1.F. in recognition of April as Child Abuse Prevention Month, as has been done in prior years.

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

Agenda Date: March 21, 2016

Presenters: Sandra Kutkuhn and Amy Bryant

Agenda Item No. 2

Board Action Required or Considered: No

ANNUAL REPORT OF THE CRAVEN COMMUNITY CHILD PROTECTION TEAM

Ms. Kutkuhn and Ms. Bryant will make a PowerPoint presentation, as required annually by statute, to update the Board.

Board Action: Receive information

Agenda Date: March 21, 2016

Presenter: Kelly Walker

Agenda Item No. 3

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: CARTS – RESOLUTION AUTHORIZING 5307 STATE URBAN GRANT MATCH

CARTS has been awarded State Urban Match funding by The North Carolina Board of Transportation (NCBOT). This funding is 100% state money. The purpose of this funding is to assist small urban transit systems with the local cost of purchasing urban vehicles. The CARTS FY2016 5307 approved federal grant already includes the purchase of three vehicles. The project total for these vehicles is \$195,000. They will be used in the urbanized area only and will replace vehicles previously purchased with rural money. The local match for these vehicles is 15% or \$29,250. By accepting the State Urban Match funding, North Carolina Department of Transportation/Public Transportation Division would pay for 7% or \$13,650. That reduces the match for CARTS to 8% or \$15,600.

As a side note: Although these vehicles are FY2016 approved vehicles, CARTS has not been able to order these vehicles due to state contract issues. The state contract has gone back out for bid and is anticipated to be in place by June 2016. We expect to order the vehicles in fall 2016 and receive them in spring 2017. This means that CARTS will not receive delivery during the current fiscal year. Instead, CARTS expects to receive delivery of FY2016 5307 and FY2017 5339 urban vehicles at the same time in spring 2017. As you may remember, a resolution at the last meeting was approved allowing CARTS to apply for FY2017 5339 urban vehicles.

We are asking approval of the resolution, contained in Attachment #3, to enter into agreement with NCDOT for the assistance in funding the local match when purchasing FY2016 5307 funded urban vehicles.

Board Action: Approval of resolution to enter into agreement with NCDOT for NCDOT assistance in funding the local match when purchasing FY2016 5307 funded urban vehicles.

Agenda Date: March 21, 2016

Presenter: Scott Harrelson

Agenda Item No. 4

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: HEALTH – BUDGET AMENDMENTS

Health Director, Scott Harrelson, will present the budget amendments contained in Attachments #4.A and 4.B. for the Board's approval.

- A. Adult Primary Care
- B. Hospice

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

Agenda Date: March 21, 2016

Presenters: Dr. Kathy Best, Dr. Sandy Maddox,
Mike Carroll

Agenda Item No. 5

Board Action Required or Considered: Yes

**DEPARTMENTAL MATTERS: COOPERATIVE EXTENSION – CRAVEN COUNTY
COST OF COMMUNITY SERVICES STUDY**

Through grant funds, the Craven County Agricultural Advisory Board (CCAAB) has coordinated with Mount Olive University and NC East Alliance to conduct a cost of service study for Craven County for the fiscal year 2012-2013. This study involved examination of the county's revenue and expenditures by land use category (Residential, Commercial and Agricultural Use).

Results of this study reflect similar studies across the nation showing that counties typically spend more than revenue received for residential property. Specifically, within Craven County this created a \$11.4 million deficient. In contrast, industry and agriculture contributes to this deficient by requiring less service (\$9.8 million surplus). Ratios of revenue to expenditures for Craven County for residential, industrial and agricultural land use is \$1: \$1:10; \$1: \$0.33; and \$1:\$0.20 respectively. These ratios are slightly less than average for residential and commercial land uses and significantly less for agricultural use.

The CCAAB wishes the Board of Commissioners to review the report, which has been provided with your agenda packet under separate cover. A final report will be made public by posting to the Craven County and NC Cooperative Extension web pages.

Board Action: Endorsement/approval for posting to web sites.

Agenda Date: March 21, 2016

Presenters: Rusty Cotton and Gene Hodges

Agenda Item No. 6

Board Action Required or Considered: Yes

**DEPARTMENTAL MATTERS: SOLID WASTE – CONVENIENCE CENTERS
HAULING AGREEMENT**

On February 1, 2016, the Board of Commissioners directed staff to proceed with the execution of a bid process for the hauling of Solid Waste and Recyclable materials from staffed convenience center locations in Craven County.

On February 2, 2016, County staff solicited written proposals from qualified contractors to perform the hauling of these items from our convenience sites. We also held a mandatory pre-proposal conference on February 12, 2016. Proposals were due on Friday, March 4, 2016 and we had three (3) proposals submitted. Republic Services of NC, LLC submitted the low bid of \$144.75 per pull. (See Attachment #6)

The Solid Waste Department requests direction from the Board concerning execution of this agreement.

Board Action: Provide direction to staff concerning execution of the agreement.

Agenda Date: March 21, 2016

Presenter: Craig Warren

Agenda Item No. 7

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: FINANCE – BUDGET AMENDMENT

Finance Director, Craig Warren, will present the following budget amendment for the Board's approval. (See Attachment #7)

Rescue Squads – Ambulance service fees/collections are exceeding amount budgeted. Need to budget an additional \$40,864 for New Bern/Craven rescue, \$2,097 for Ft. Barnwell rescue, \$18,454 for Bridgeton rescue, \$3,577 for Vanceboro rescue, \$23,603 for Cove City rescue and \$15,621 for Twp #7 rescue (90% squads, 10% collection fees). Also need additional \$6,300 for New Bern/Craven rescue for ambulance transport to/from jail.

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

Agenda Date: March 21, 2016

Presenter: _____

Agenda Item No. 8

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):

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 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; parent who has lost child before the age of 18)

Bradley Lanto (2013; MCAS Cherry Point; **wishes to continue**)

Walter Mills (2013; Chief District Court Judge; **wishes to continue**)

No applications on file.

NURSING HOME ADVISORY COMMITTEE

AUTHORIZATION: N.C.G.S.131E-115

MISSION/FUNCTION: Work to maintain the intent of the Nursing Home Patients 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.

NUMBER OF MEMBERS:

7-12

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 a nursing home.

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: Quarterly, beginning in March, third Wednesday, 10:00 a.m.

COMPENSATION: No Yes Specify: _____

Term(s) expiring: Donna Siegmund (2013 – not functioning)

No applications on file.

RIVER BEND BOARD OF ADJUSTMENT (EXTRATERRITORIAL JURISDICTION)

AUTHORIZATION: NCGS 160A-362

MISSION/FUNCTION: Serves as a quasi-judicial body; reviews and rules on permitted variances

NUMBER OF MEMBERS:

1

TYPE:

Resident of River Bend's ETJ Area

1

Alternate; resident of River Bend's ETJ Area

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

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: As needed

No applications on file.

B. UPCOMING APPOINTMENTS

April

Craven Aging Planning Board: Joy Hudson (permanent agency seat; ESC)
Linda Klund (permanent agency seat; Trillium)

Health Board: Dr. Eric Wheelis (appointed 2013)

Nursing Home Advisory Committee: Robin Schaefer (appointed 2013)

Down East RPO: Chad Braxton (municipal official; appointed 2013)

Agricultural Advisory Board: Jimmy Arthur (appointed 2009)
Glen Ipock (appointed 2009)
David Parker (appointed 2009)
Carl Turner (appointed 2010)
Wyatt Whitford (appointed 2009)

Agenda Date: March 21, 2016

Presenter: Jim Hicks

Agenda Item No. 9

COUNTY ATTORNEY'S REPORT

- A. Final Acceptance - Offer to Purchase Real Property – 1021 Lees Avenue, New Bern (Parcel Number 8-006-172)

The County and City previously received and tentatively approved an offer in the amount of \$4,000.00 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 \$26,240.00. The offer was advertised, and there were no upset bids. Attachment #9.A contains the proposed resolution. It is recommended that the Board give final approval of the sale and adopt the resolution.

- B. Final Acceptance - Offer to Purchase Real Property – 435 Prichard Avenue (Parcel Number 5-021-063)

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 \$2,952.34. The current tax value is \$15,400.00. The offer was advertised, and there were no upset bids. Attachment #9.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.

Agenda Date: March 21, 2016

Presenter: Jack Veit

Agenda Item No. 10

COUNTY MANAGER'S REPORT

Agenda Date: March 21, 2016

Presenter: _____

Agenda Item No. 11

COMMISSIONERS' REPORTS

RECESS TO RECONVENE IN WORK SESSION

AGENDA
WORK SESSION
March 21, 2016

1. DISCUSSION WITH THE BOARD OF EDUCATION – FISCAL MATTERS

2. PLANNING DEPARTMENT MATTERS: Don Baumgardner, Planning Director,
Planning Staff and County Attorney
 - A. Subdivision Ordinance Updates
 - B. JLUS Update and Recommendations
 - C. Flood Map Update Information

3. ANIMAL SHELTER PROJECT UPDATE: Gene Hodges, Assistant County Manager

4. SOCIAL SERVICES MATTERS – STAFFING ISSUES: Kent Flowers, DSS Director
and Alfreda Stout, Deputy Director

(See Attachment #4)

5. LEGISLATIVE BRIEFING/ Q&A: Senator Sanderson; Representatives Bell, Graham
and Speciale