

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, MAY 16, 2016
8:30 A.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

1. CONSENT AGENDA
 - A. Minutes
 - B. Tax Releases and Refunds
 - C. Subdivisions for Approval
2. SPOT 4.0 PRESENTATION: Patrick Flannagan, RPO; Mauritzia Chapman, MPO

DEPARTMENTAL MATTERS

3. HEALTH - APPLICATION FOR SATELLITE FQHC-HAVELOCK AREA: Scott Harrelson, Health Director
4. PLANNING: Don Baumgardner, Planning Director
 - A. Recommended Subdivision Ordinance Changes
 - B. Cherry Point Regional Joint Land Use Study Update
5. EMERGENCY SERVICES: Stanley Kite, Emergency Services Director; Jim Hicks, County Attorney
6. FY – 2017 BUDGET PRESENTATION: Jack Veit, County Manager
7. APPOINTMENTS
8. COUNTY ATTORNEY'S REPORT: Jim Hicks

9. COUNTY MANAGER'S REPORT: Jack Veit

10. COMMISSIONERS' REPORTS

RECESS TO RECONVENE IN WORK SESSION

Agenda Date: May 16, 2016

Presenter: _____

Agenda Item No. 1

Board Action Required or Considered: Yes

CONSENT AGENDA

A. MINUTES

The Board will be requested to approve the minutes of May 2, 2016 regular session.

B. TAX RELEASES AND REFUNDS

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

There were ten (10) releases for Samuel & Robinette McCotter that were inadvertently keyed in the system to be submitted at the last Board meeting on May 2, 2016 after the list for that meeting was sent to be included in the agenda. As a result, these releases were posted on the accounts receivable but were not approved by the Board.

The Board will be requested to approve these ten (10) releases totaling \$438.22.

C. SUBDIVISIONS FOR APPROVAL

The Planning Board met on April 28 and recommended the following subdivisions for approval.

Jesse Braxton – Final

- Property is owned by Jesse Braxton, and surveyed by Gaskins Land Surveying, P.A.
- Property is located within Twp. 1, on Bay Bush Rd. and River Rd.
- Subdivision contains 5 lots on 14.23 acres
- Lots proposed to be served by County Water and individual septic systems.

Benjamin R. Pitts and Eric W. Pitts – Final

- Property is owned by William Jeffery Pitts, and surveyed by Atlantic Surveying, P.A.
- Property is located within Twp. 3, off of Daugherty Rd.
- Subdivision contains 2 lots on 7.14 acres
- Lots proposed to be served by County Water and proposed individual septic systems.

Brenda Ballard – Final

- Property is owned by Karen Fulcher, and surveyed by Brad Suit, P.A.
- Property is located within Twp. 2, on Branch Canal Rd.
- Subdivision contains 1 lot on 0.70 acres
- Lot served by existing County Water and an existing individual septic system.

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

Agenda Date: May 16, 2016

Presenters: Patrick Flannagan, Mauritzia Chapman

Agenda Item No. 2

Board Action Required or Considered: No

SPOT 4.0 PRESENTATION

Commissioner Mark requested that MPO and RPO representatives come to update the Board.

Board Action: Receive information

Agenda Date: May 16, 2016
Presenter: Scott Harrelson
Agenda Item No. 3.B.
Board Action Required or Considered: Yes

**AGENDA
(ADDENDUM)
May 16, 2016**

The following item was inadvertently omitted from the Health Department presentation.

**DEPARTMENTAL MATTERS – HEALTH: APPLICATION FOR SATELLITE FQHC,
HAVELOCK AREA**

We were informed of another round of NAP (New Access Point) funding, the only round of funding slated for the foreseeable future due to the upcoming election year. We reached out to our federal grant writer to assess the competitiveness of a Havelock application. Havelock received a competitive need score of 101. Due to the high need population in and around Havelock being over 9,000 individuals and only 250 of them taking advantage of our primary care services in New Bern we would like to apply for section 330 funding, yearly funding of \$650,000 for a two provider satellite site in Havelock. This would provide a sliding fee scale clinic like the one in New Bern for the population at the southern end of the county, some are 45 minutes away from our site in New Bern.

Annual budget for this site would be approximately \$950,000 per year. We would be expected to see 3,000 patients by the end of year two. We would need to begin seeing patients within 120 days of notification of funding. Funding notifications are to come out January 2, 2017 or shortly thereafter. Between Medicaid Cost settlement, Medicaid earnings and all other patient pay and third party revenues we would need to earn approximately \$25,000 per month to meet budget. To put that in perspective we earn \$78,000/ month without cost settlement at our current FQHC in New Bern.

This would be treated as a satellite location of our current public entity FQHC and would operate as an extension of our current FQHC under the existing FQHC Board and existing structure.

We would also like to co-locate our WIC (Women, Infants and Children) program at this new proposed site. This would be much more convenient for the military families and the non-military families in that area of the county.

Action requested: Approval to move forward with the federal grant application at a cost of \$22,500

Agenda Date: May 16, 2016

Presenter: Don Baumgardner

Agenda Item No. 4

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: PLANNING

A. RECOMMENDED SUBDIVISION ORDINANCE CHANGES

At the May 2nd Board of Commissioner's meeting a public hearing was held to receive public comment regarding the proposed changes to the Craven County Subdivision Ordinance. The Board requested that staff bring this item back at the May 16th Board meeting for consideration of adoption.

Board Action: Consider adoption of ordinance changes

B. CHERRY POINT REGIONAL JOINT LAND USE STUDY UPDATE

At the April 18th Board of Commissioners meeting, Steve Player from the Wooten Company, gave a presentation on the updates to the Cherry Point Regional Joint Land Use Study. As part of the process, Mr. Player requested that each County within the study endorse the updates. The study was not finalized on April 18th, but has since been finalized by Carteret County, which is the lead County for the updates. If it is the pleasure of the Board, an endorsement is requested for the update of the Cherry Point Regional Joint Land Use Study. A copy of the final draft has been posted to the website, but is not included here as an attachment due to the size of the document.

Board Action: A vote to endorse the Cherry Point Regional Joint Land Use Study Updates.

Agenda Date: May 16, 2016

Presenters: Stanley Kite, Jim Hicks

Agenda Item No. 5

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: EMERGENCY SERVICES

The Town of Bridgeton has requested that its municipal limits be added to the Tri-Community Fire Protection District, beginning July 1, 2016. The Town adopted a resolution on May 10, 2016, making this request to the County. To effect this change, the County would have to adopt a resolution agreeing to the same. If approved, the County would levy and collect Tri-Community Fire Protection District taxes within the Town.

Copies of the proposed County resolution, and the adopted Town resolution, are included in Attachment #5.

Board Action: Consider resolution for approval

Agenda Date: May 16, 2016

Presenter: Jack Veit

Agenda Item No. 6

Board Action Required or Considered: No

FY – 2017 BUDGET PRESENTATION

County Manager, Jack Veit, will present the proposed budget for FY 2016-2017.

Board Action: Receive information

Agenda Date: May 16, 2016

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):

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)

Applications on file: Trisha Webb (Attachment #7.A.)

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.

CRAVEN AGING PLANNING BOARD

AUTHORIZATION: Bylaws

MISSION/FUNCTION: To provide a comprehensive assessment of the needs and opportunities associated with older adults; an achievable vision of successful aging. Craven County based programs for the support of and investment in older adults and their families, including a system of care for high-risk older adults; and policy strategies for maximizing the functional independence and quality of life of older adults and their families consonant with their wishes and desires.

Serves as the sole policy formulation board concerning aging programs on behalf of the Craven County Board of Commissioners.

NUMBER OF MEMBERS:

18

TYPE:

Agency - 10
Local Government - 3
Client/Caregiver - 2
Senior Representative - 3

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

Representative of senior population (60+ years of age), client representative (caretaker of an older adult, employed by or volunteering for senior service provider) or representative of one of the following agencies or government entities: Craven County DSS, Craven County Health, Carolina East Medical Center, CARTS, Employment Security Commission, Neuse Center, Coastal Community Action, Legal Aid of North Carolina, Senior Tarheel Legislature, Craven County Commissioners, Craven County Manager, Council of Governments.

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: Fourth Thursday of every second month, beginning in January, at 1:30 p.m. in the Craven County Administration Building

COMPENSATION: No Yes Specify: _____

Terms Expiring: Joy Hudson (Permanent agency seat; Employment Security Commission "ESC")*

No applications on file.

* The ESC member has not been attending for some time. The Aging Planning Board is in the process of determining if this seat needs to continue or if bylaws need amendment.

CRAVEN COUNTY HEALTH BOARD

AUTHORIZATION: NCGS 130A-35

MISSION/FUNCTION: Primary policy making and hearing body for the Craven County Health Department, charged with the immediate care and responsibility for promoting and protecting the public health in Craven County.

NUMBER OF MEMBERS:

11

TYPE:

A physician, dentist, optometrist, veterinarian, registered nurse, licensed pharmacist, Craven County Commissioner, general public

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

(See above)

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: 2nd Monday of every month, 12:00 – 1:30 p.m.

COMPENSATION: No Yes Specify: \$50/meeting

Term(s) expiring: Dr. Eric Wheelis (**Veterinarian; not seeking re-appointment**)

Application(s) on file: Dr. Natalie Shelton (Attachment #7.A.1)

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: _____

Terms expiring: Jimmy Arthur (**Not seeking reappointment**)

No applications on file.

B. UPCOMING APPOINTMENTS

June

ABC Board:

Chip Chagnon (Appointed 2013)
Tony Lee (Appointed 2013)
Barbara Whiteman (Appointed 2013)

Social Services Board:

Clayton Gaskins (Appointed 2013)

Fire Tax Commissioner:

Sandra Hammer (Appointed 2014)

Juvenile Crime Prevention Council:

Jennifer Dacey (Appointed 2013)
Dawn Gibson (Appointed 2014)
Debbie Hodges (Appointed 2010; Schools)
Jan Hood (Appointed 2012; Non-Profit; retired)
Jean Huryn (Appointed 2010; Substance Abuse)
Faye Legacy (Appointed 2014; DSS)
Todd Shuart (Appointed 2010; YMCA)
Toussaint Summers (Appointed 2011; N.B.P.D.)

Nursing Home Advisory Committee:

Howard Humphreys (Appointed 2013)

Recreation Advisory Board:

Dickie Fairburn (Appointed 2009; two terms)
Cathy Frazier (Appointed 2013)
Bill Taylor (Appointed 2010; two terms)

Coastal Carolina Airport Authority:

Harold Blot (Appointed 2008)

Agenda Date: May 16, 2016

Presenter: Jim Hicks

Agenda Item No. 8

COUNTY ATTORNEY'S REPORT

- A. Final Acceptance - Offer to Purchase Real Property – 329 Nelson Road, Vanceboro (Parcel Number 1-054-8002)

The County previously received and tentatively approved an offer in the amount of \$3,057.65 for the property located at 329 Nelson Road, Vanceboro, which was acquired through a tax foreclosure. The total taxes and costs foreclosed were \$3,057.65. The offer was advertised, and there were no upset bids. Attachment #8.A contains the proposed resolution, deed and lien waiver.

- B. Final Acceptance - Offer to Purchase Real Property – 109 Great Inagua Court (Parcel Number 2-061-079)

The County previously received and tentatively approved an offer in the amount of \$25.00 for the property located at 109 Great Inagua Court, which was acquired through a tax foreclosure. The total taxes and costs foreclosed were \$1,579.56 in 2003. Note that this vacant lot is not suitable for development of any kind, and is subject to annual POA assessments. The offer was advertised, and there were no upset bids. Attachment #8.B contains the proposed resolution, deed and lien waiver.

Agenda Date: May 16, 2016

Presenter: Jack Veit

Agenda Item No. 9

COUNTY MANAGER'S REPORT

County Manager, Jack Veit, will present information concerning expansion of the Public Defender Office into Craven County, as detailed in Attachment #9.

Agenda Date: May 16, 2016

Presenter: _____

Agenda Item No. 10

COMMISSIONERS' REPORTS

RECESS TO RECONVENE IN WORK SESSION