

**AGENDA  
CRAVEN COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
MONDAY, SEPTEMBER 19, 2016  
8:30 A.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

1. CONSENT AGENDA
  - A. Approve Minutes of September 6, 2016
  - B. CARTS Request to Set Public Hearing
  - C. Tax Releases and Refunds
  - D. Budget Amendment – Fire Departments
  - E. Budget Amendment – Cove City Rescue Squads
  - F. Budget Amendment – DSS Correct Title III D Funding Received
  - G. Budget Amendment – DSS – Rollover Unspent Donation Funds
2. ABC BOARD SITE RECONFIGURATION DISCUSSION: Chip Chagnon, Chairman, and Donna Rouse, General Manager
3. RESOLUTION FOR NCACC LEGISLATIVE GOALS: Commissioner Dacey

DEPARTMENTAL MATTERS

4. DARK FIBER LEASE AGREEMENT FOR INDUSTRIAL PARK AND FOR OUTSIDE INDUSTRIAL PARK: Dennis Holton, Information Technology Director
5. HEALTH – FEE RECOMMENDATIONS: Scott Harrelson, Health Director
6. EMERGENCY SERVICES – MUTUAL AID AGREEMENT FOR 911 COMMUNICATIONS & DISPATCH BACK-UP: Stanley Kite, Emergency Services Director
7. ECONOMIC DEVELOPMENT – GRANT TO CRAVEN COMMUNITY COLLEGE TO SUPPLEMENT RE-ENTRY SPECIALIST: Timothy Downs, Economic Development Director

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

Agenda Date: September 19, 2016

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

Agenda Item No. 1

Board Action Requested or Considered: Yes

## CONSENT AGENDA

### A. APPROVE MINUTES

The Board will be requested to approve the minutes of September 6, 2016 regular session.

### B. CARTS REQUEST TO SET PUBLIC HEARING

North Carolina Department of Transportation/Public Transportation Division (NCDOT/PTD) has released the FY2018 5311 Community Transportation Program (CTP) application and a FY2018 Consolidated Capital Call for Projects application. Each requires the opportunity for public input as well as a public hearing. Applications for these projects must be submitted no later than November 4, 2016. NCDOT/PTD has specified it is allowed that one combined public hearing be held, if so desired.

The 5311 CTP grant is a formula based allocation grant for public transportation projects in non-urbanized areas. CARTS relies on this grant to assist with the Administrative costs of operation in the rural service area. In the past, this grant also included a capital budget under which CARTS would request to purchase rural vehicles.

This year, NCDOT/PTD changed the process for applying for capital projects to be a consolidated application which does not specify which grant capital projects will be placed. This allows for flexibility based on grant availability and this determination will be made at the state level. The only capital project planned for FY2018 at this time is the purchase of vehicles.

CARTS is requesting that a combined public hearing be set for the October 3 meeting at 7:00 p.m. Both of these grant applications will be available for public review at the CARTS office and on the CARTS website no later than September 26, 2016.

### C. TAX RELEASES AND REFUNDS

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

In addition to the routine requests, there are two tax releases and one tax refund of relatively large amounts that warrant further explanation.

The Bank of America NA release in the amount of \$3,686.77 on page one is the result of a listing made by the bank in January that included some items of personal property that were not located in Craven County. This error was not discovered until after the taxpayer received the tax notice and this release is necessary to correct the error. The County tax amount to be released is \$1,989.94 and the City of New Bern tax is \$1,696.93.

The second release request for Charles T. Cleveland in the amount of \$3,006.62 is due to a large boat that was incorrectly listed as having a tax situs in Craven County when in fact it was a transient vessel whose tax situs was in another state.

The recommended refund of \$14,305.45 is the result of the resolution of the appeal of the Lowe's property that was pending before the NC Property Tax Commission for the 2015 tax year. After the 2015 Board of Equalization and Review rendered its decision that the value be fixed at \$9,208,970, the taxpayer produced competent evidence after filing its appeal to the Property Tax Commission that the value should be reduced by \$1,630,251 to a value for 2015 of \$7,578,719. The County staff, the Craven County Board of Equalization and Review, and the taxpayer all agreed to and approved the change and the Property Tax Commission issued its order to effect the change on September 2, 2016. The valuation for 2016 was unchanged at \$6,916,620. Of the refunded amount, \$7,621.42 is Craven County's portion and the balance of \$6,684.03 is the amount to be refunded by the City of New Bern.

**D. BUDGET AMENDMENT – FIRE DEPARTMENTS**

The Board will be requested to approve the budget amendment contained in Attachment #1.D. to cover shortage of Fire Department's Worker's Compensation line item for VFIS Invoice dated 8/2/16 in the amount of \$88,972.50.

**E. BUDGET AMENDMENT – COVE CITY RESCUE SQUADS**

The Board will be requested to approve the budget amendment contained in Attachment #1.E. to cover current and future transport services provided by Cove City Rescue.

**F. BUDGET AMENDMENT – DSS CORRECT TITLE III D FUNDING RECEIVED**

DSS has submitted the budget amendment appearing as Attachment #1.F. The request is to amend the budget to reflect the correct original allocation for Title III D Health Promotion funds from Area Agency on Aging. There is a 10% County match.

G. BUDGET AMENDMENT – DSS – ROLLOVER UNSPENT DONATION FUNDS

DSS has submitted the budget amendment included as Attachment #1.G., requesting to roll forward from prior fiscal year unspent funds donated to the Senior Program and Meals Program.

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

Agenda Date: September 19, 2016

Presenters: Chip Chagnon and Donna Rouse

Agenda Item No. 2

Board Action Required or Considered: No

### **ABC BOARD SITE RECONFIGURATION DISCUSSION**

ABD Board Chairman, Chip Chagnon, and General Manager, Donna Rouse, will discuss recommendations concerning site locations. (See Attachment #2)

**Board Action: Receive information**

Agenda Date: September 19, 2016

Presenter: Commissioner Dacey

Agenda Item No. 3

Board Action Required or Considered: Yes

### **RESOLUTION FOR NCACC LEGISLATIVE GOALS**

At the Board's last meeting, Commissioner Dacey introduced a resolution recommending a legislative goal to be considered by NCACC. He asked that it be reviewed and brought forward for action at this meeting. (See Attachment #3)

**Board Action: Consider adoption of the resolution.**

Agenda Date: September 19, 2016

Presenter: Dennis Holton

Agenda Item No. 4

Board Action Required or Considered: Yes

**DEPARTMENTAL MATTERS: INDUSTRIAL PARK FIBER LEASE CONTRACT**

Dennis Holton, Information Technology Director, will present a request on behalf of Clarity Communications to lease dark fiber from Craven County for an estimated 10 years, both inside and outside of Industrial Park. Two separate dark fiber lease agreements are included as Attachment #4 for Board consideration and approval.

Clarity Communications desires to provide high speed internet services to Industrial Park and requests Craven County dark fiber as a middle mile supplier for connectivity. Craven County will not be providing the internet service.

The inside Industrial Park dark fiber lease is similar to the previous lease with Moen. This is the first outside Industrial Park request the County has received, however it does contain the same rate structure and provisions as the inside Industrial Park lease.

**Board Action: Consider approval of lease agreements for dark fiber usage.**

Agenda Date: September 19, 2016

Presenter: Scott Harrelson

Agenda Item No. 5

Board Action Required or Considered: Yes

**DEPARTMENTAL MATTERS: HEALTH – FEE RECOMMENDATIONS**

Scott Harrelson, Health Director, will present the following request to increase hospice billing rates effective October 1, 2016.

**Fee Increase Recommended:** Requesting approval to increase Hospice billing rates effective October 1, 2016.

**Reason:** For Fiscal Year 2017, CMS increased Medicare and Medicaid reimbursement rates for Hospice Care to reflect increasing regulatory compliance, medication and operational costs. If adopted, the following rates would become effective for Craven County Hospice on October 1, 2016:

|           |          |                        |
|-----------|----------|------------------------|
| \$ 175.00 | per day  | Routine Hospice Care   |
| \$ 37.00  | per hour | Continuous Home Care   |
| \$ 170.00 | per day  | Inpatient Respite Care |
| \$ 680.00 | per day  | General Inpatient Care |

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**Current Hospice Billing Rates:**

\$171.00 per day Routine Hospice Care; \$36 per hour Continuous Home Care; \$165.00 per day Inpatient Respite Care; \$664 per day General Inpatient Care

**Per CMS, Medicare and Medicaid Reimbursement Rates Effective October 1, 2016:**

**Medicare:** \$174.77 per day Routine Hospice Care; \$36.87 per hour Continuous Home Care; \$159.82 per day Inpatient Respite Care; \$678.25 per day General Inpatient Rate

**Medicaid:** \$175.00 per day Routine Hospice Care; \$36.88 per hour Continuous Home Care; \$168.23 per day Inpatient Respite Care; \$678.25 per day General Inpatient Rate

**Board Action: Approve increase to billing rates.**

Agenda Date: September 19, 2016

Presenter: Stanley Kite

Agenda Item No. 6

Board Action Required or Considered: Yes

**DEPARTMENTAL MATTERS: EMERGENCY SERVICES – MUTAL AID AGREEMENT  
FOR 911 COMMUNICATION & DISPATCH BACK-UP**

Stanley Kite, Emergency Services Director, will present a Mutual Aid agreement, included as Attachment #6, between Pamlico County and Craven County E911 Center to provide mutual aid during times of disaster or any emergency situation to ensure that all available resources are potentially available in the event either party's E911 communications center requires aid of the other.

**Board Action: Approval of Mutual Aid Agreement.**

Agenda Date: September 19, 2016

Presenter: Timothy Downs

Agenda Item No. 7

Board Action Required or Considered: Yes

**DEPARTMENTAL MATTERS: ECONOMIC DEVELOPMENT – GRANT TO  
COMMUNITY COLLEGE TO SUPPLEMENT RE-ENTRY SPECIALIST**

The Department of Justice has partnered with state, local, and tribal agencies and national organizations to support hundreds of re-entry programs across the country. Individuals leaving corrections facilities have benefitted from unprecedented access to job training, healthcare, housing, and other services aimed at putting them on a path to productive, successful lives. The demand for effective re-entry services in Craven County remains high. Through a partnership with Craven Community College we have an opportunity to make significant progress in establishing an effective re-entry program here in Craven County that will ultimately benefit our neighboring counties as well. By awarding Craven Community College a one-time grant of \$6000 we can support the work of an existing Workforce Development Specialist who will formally establish the Craven-Pamlico Reentry Council, including the necessary programs, partnerships and initiatives.

**Board Action: Consider approval of funding.**

Agenda Date: September 19, 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):**

RECREATION AND PARKS ADVISORY BOARD

AUTHORIZATION: Bylaws

MISSION/FUNCTION: Serves as the recreation advisory body for the Craven County Department of Recreation and Parks; suggests policies; consults with and advises Recreation Director, County Manager and Commissioners in matters related to recreation programs, finances, acquisition and disposal of property consistent with overall, long range recreation planning.

NUMBER OF MEMBERS:

12

TYPE:

1 from each township (8)

4 at-large

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

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: 3<sup>rd</sup> Monday at 6:00 p.m.; Administration conference room

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

**Terms expiring:** Dickie Fairburn (2 terms)  
Cathy Frazier  
Abel Sandoval (resigned)  
Bill Taylor (2 terms)

**Application(s) on file:** Stacey Lewis  
Ryan Purtle  
Todd Frankson  
Talina Massey

(See Attachment # 8)

At the last meeting, there was consensus to defer these appointments pending Commissioners' outreach to current Recreation Advisory Board members and to know the outcome of attempts to meet a quorum at the upcoming advisory board meeting on September 19.

**B. UPCOMING APPOINTMENTS**

**OCTOBER**

Aging Planning Board:

Clay Gaskins

Firemen's Relief Fund:

Aaron McLawhorn (Rhems)  
Dred Mitchell (Cove City)

Fire Tax Commissioners:

Rolf Maris (Twp. #!)  
Aaron McLawhorn (Rhems)  
Joseph Midgette  
Alton Riggs (No. 7 Twp.)

**NOVEMBER**

Craven Aging Planning Board:

Ernest Richardson (Appointed 2014)

EMS Advisory Council:

Joe Hoffman (CC Law Enforcement  
Association)

Regional Aging Advisory Committee:

Lavick Williams (Appointed 2013)

Agenda Date: September 19, 2016

Presenter: Jim Hicks

Agenda Item No. 9

## **COUNTY ATTORNEY'S REPORT**

*Initial Offer to Purchase Real Property – 1455 Bear Hole Road, Craven County (Parcel Number 1-063-007)*

County Attorney, Jim Hicks, will present an offer received by the County in amount of \$1,500.00 for the property located at 1455 Bear Hole Road, which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$4,153.84. The current tax value is \$19,080. Attachment #9 contains copies of the offer to purchase, deed, GIS information, and proposed resolution.

Should the Board accept this offer, 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 may accept or reject the final offer.

Agenda Date: September 19, 2016

Presenter: Jack Veit

Agenda Item No. 10

## **COUNTY MANAGER'S REPORT**

Agenda Date: September 19, 2016

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

Agenda Item No. 11

## **COMMISSIONERS' REPORTS**