

**GENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, OCTOBER 17, 2016
8:30 A.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

1. CONSENT AGENDA
 - A. Minutes of October 3, 2016
 - B. Tax Releases and Refunds

DEPARTMENTAL MATTERS

2. PLANNING – REQUEST TO SET A PUBIC HEARING FOR THE SOLAR ENERGY FACILITIES ORDINANCE: Jack Veit, County Manager, and Don Baumgardner, Planning Director
3. INFORMATION TECHNOLOGY – DARK FIBER AGREEMENT: Dennis Holton, IT Director, Jack Veit and Timothy Downs, Economic Development Director
4. HEALTH
 - A. New Fee Request: Jennifer Blackmon, Human Services Deputy Director
 - B. Equipment Purchase with Excess Revenues: Scott Harrelson, Health Director
5. ECONOMIC DEVELOPMENT – REQUEST FOR APPROVAL OF RESOLUTION ACCEPTING GRANT FROM THE STATE OF NORTH CAROLINA FOR CONSTRUCTION OF INFRASTRUCTURE AT THE CRAVEN COUNTY INDUSTRIAL PARK: Timothy Downs, Economic Development Director
6. APPOINTMENTS
7. COUNTY ATTORNEY’S REPORT: Jim Hicks

8. COUNTY MANAGER'S REPORT: Jack Veit
9. COMMISSIONERS' REPORTS

Agenda Date: October 17, 2016

Presenter: _____

Agenda Item No. 1

Board Action Required or Considered: Yes

CONSENT AGENDA

A. MINUTES OF OCTOBER 3, 2016

The Board will be requested to approve the minutes of October 3, 2016 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: October 17, 2016

Presenters: Don Baumgardner, Jack Veit

Agenda Item No. 2

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: PLANNING – REQUEST TO SET A PUBLIC HEARING FOR THE SOLAR ENERGY FACILITIES ORDINANCE

Don Baumgardner, Planning Director, and Jack Veit, County Manager, will request that the Board set a public hearing on November 7th, 2016 at 7:00 p.m. The purpose of this public hearing is to review and approve the recommended Solar Energy Facilities Ordinance. (See Attachment #2)

Board Action: Motion to set public hearing for November 7, at 7:00 p.m.

Agenda Date: October 17, 2016

Presenters: Dennis Holton, Jack Veit, Timothy Downs

Agenda Item No. 3

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: INFORMATION TECHNOLOGY – DARK FIBER AGREEMENT

At the Board's request at its meeting of October 3, 2016, staff reported on the proposed Dark Fiber Agreements that were presented on September 19, 2016. The Board directed staff to bring the agreements forward at the October 17 meeting for consideration. Attachment #3 contains the agreements as they were first presented.

Board Action: Consider approval of Dark Fiber Agreements.

Agenda Date: October 17, 2016

Presenters: Jennifer Blackmon, Scott Harrelson

Agenda Item No. 4

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: HEALTH

A. NEW FEE REQUEST

Jennifer Blackmon, Human Services Deputy Director, will request approval of a new fee for the Diabetes Prevention Program as detailed in Attachment #4.A.

Board Action: Approve proposed fees as requested.

B. EQUIPMENT PURCHASE WITH EXCESS REVENUES

Each year the health department strives to do its best to operate efficiently and come in under budget for expenses and over budget for revenues. This past fiscal year we did manage to do that and save County dollars in our departmental budget. We budgeted \$2,671,457 and we only used \$1,942,816. We had three major unknown factors heading in to the year: we didn't know if Hospice would be profitable and it was, we didn't know how the new cost settlement methodology would impact us. It did reduce our cost settlement but not by a great deal. We didn't know if we would be profitable with the FQHC since we had the \$350,000 renovation for the new clinic space but despite that it was still profitable on the year.

Scott Harrelson, Health Director, will be requesting to utilize the \$82,370 of the revenues earned to purchase much needed items for the Health Department. Attachment #4.B. contains a list of items ranging from clinic and laboratory equipment to refurbishing old bathrooms in the Health Department. Each item on the list is needed. We have a justification for each item listed and have the support of the Board of Health, the County Manager and the County Finance Officer. The attachment also includes the necessary budget amendment if the Board should approve the request.

Board Action: Approve the use of \$82,370 of the Health Department earnings from fiscal year 2016 to purchase items on the attached list. A roll call vote will be necessary to approve the budget request.

Agenda Date: October 17, 2016

Presenter: Timothy Downs

Agenda Item No. 5

Board Action Required or Considered: Yes

**DEPARTMENTAL MATTERS: ECONOMIC DEVELOPMENT – REQUEST
APPROVAL OF RESOLUTION ACCEPTING GRANT FROM THE STATE OF NORTH
CAROLINA FOR CONSTRUCTION OF INFRASTRUCTURE AT THE CRAVEN
COUNTY INDUSTRIAL PARK**

The continued development of the Craven County Industrial Park is a key component of the future growth of the County's economy. The Industrial Park needs work performed to make the remaining sites available for development. One work item is the extension of Executive Parkway and the construction of a new side street off of Executive Parkway. Earlier this year Economic Development submitted a pre-application for funds from the Rural Infrastructure Authority for the extension of Executive Parkway. The Rural Infrastructure Authority approved funding, contingent upon the receipt of a full application, for the project. Economic Development would like to proceed with the full application for the funding. A resolution by the Board of Commissioners is a required component of the full application for the funds. Attachment #5 contains a resolution that accepts the grant and agrees to administer such grant. Timothy Downs, Economic Development Director, will be present to answer any questions.

Board Action: Approve the resolution.

Agenda Date: October 17, 2016

Presenter: _____

Agenda Item No. 6

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):

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 (Commissioner Jones accepted temporary appointment in the absence of any interested applicants.)

Application(s) on file: Ricky Harrison (See Attachment # 6.A.)

B. CURRENT APPOINTMENTS

NEW BERN BOARD OF ADJUSTMENT

AUTHORIZATION: City Ordinance

MISSION/FUNCTION: To hear and decide appeals from and review of orders, requirements, decisions or determinations made administratively relative to zoning.

NUMBER OF MEMBERS:	TYPE:
<u>5</u>	_____
_____	_____
_____	_____
_____	_____

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

Resident of New Bern Extraterritorial Jurisdiction

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: The last Monday of each month at 6:30 p.m.

COMPENSATION: No ; Yes Specify: \$15 per meeting

Term(s) ending: Dorothea White*

No applications on file.

*Mrs. White is a resident of New Bern. If the County fails to make an appointment within 90 days, the City, in accordance with its ordinance, will make the appointment, as in the case of Ms. White.

Attachment # 6.B. contains a letter of request from the City, maps of the current extraterritorial area and a list of property owners in those areas.

C. UPCOMING APPOINTMENTS

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: October 17, 2016

Presenter: Jim Hicks

Agenda Item No. 7

COUNTY ATTORNEY'S REPORT

- A. Initial Offer to Purchase Real Property – 1707 Dillahunt Street, New Bern (Parcel Number 8-020-102).

County Attorney, Jim Hicks, will present an offer received by Craven County and City of New Bern in the amount of \$1,350.00 for the property located at 1707 Dillahunt Street, New Bern, which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$4,205.43. The current tax value is \$5,400.00.

Attachment #7.A. contains copies of the Offer to Purchase, deed, GIS information, and proposed resolution.

Should the County and City accept this offer, then the property will be advertised for upset bids in accordance with the General Statutes. Once no further upset bids are timely received, the County and City may accept or reject the final offer.

- B. Initial and Final Offer to Purchase Real Property – 808 C Street, Bridgeton (Parcel Number 2-002-023).

Mr. Hicks will present an offer received by Craven County and the Town of Bridgeton in the amount of \$2,605.92 for the property located at 808 C Street, Bridgeton, which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$2,605.92.

The Offer was submitted by Dorothy Whaley, the former owner at the time of foreclosure. Consequently, the Offer is not subject to the upset bid process by virtue of G.S. §105-376(c); provided however, the Board may elect to proceed with upset bids should it so choose.

Attachment #7.B. contains copies of the Offer to Purchase, deed, GIS information, and proposed resolution.

C. Boundary Line Agreement –George Street.

Mr. Hicks will present a proposed Boundary Line Agreement with an adjacent property owner for property to the rear of the Old Saint Luke's Hospital Building. While the boundary line of the County's property is clear and not in dispute, the adjacent property owner's chain of title stops well short of the County's boundary line; although the adjacent property owner's chain of title used to extend fully to the accepted boundary line. The adjacent property owner seeks the County's consent to a boundary line agreement, whereby the County formally agrees to establish the boundary line where the parties have historically understood and agreed it exists.

Attachment #7.C. contains copies of the proposed Boundary Line Agreement, survey, and proposed Resolution authorizing the Agreement.

Agenda Date: October 17, 2016

Presenter: Jack Veit

Agenda Item No. 8

COUNTY MANAGER'S REPORT

Agenda Date: October 17, 2016

Presenter: _____

Agenda Item No. 9

COMMISSIONERS' REPORTS