

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, NOVEMBER 7, 2016
7:00 P.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

1. PUBLIC HEARING – SOLAR ENERGY FACILITY ORDINANCE:
Don Baumgardner, Planning Director
2. PETITIONS OF CITIZENS
3. CONSENT AGENDA
 - A. Approval of October 17 Minutes
 - B. Correction to October 3 Minutes
 - C. Tax Releases and Refunds
4. HAVELOCK ETJ EXTENSION REQUEST: Katrina Marshall, City of Havelock
Planning Director
5. PRESENTATION OF TRILLIUM ANNUAL REPORT: Dave Peterson, Central
Regional Director

DEPARTMENTAL MATTERS

6. INFORMATION TECHNOLOGY: Dennis Holton, Information Technology
Director and Franz Altman
7. FINANCE – BUDGET AMENDMENTS: Craig Warren, Finance Director
 - A. Emergency Telephone System
 - B. Vanceboro Rescue Squad
8. APPOINTMENTS
9. COUNTY ATTORNEY'S REPORT: Jim Hicks

10. COUNTY MANAGER'S REPORT: Jack Veit
11. COMMISSIONERS' REPORTS
12. CLOSED SESSION

Agenda Date: November 7, 2016

Presenter: Don Baumgardner

Agenda Item No. 1

Board Action Required or Considered: Yes

PUBLIC HEARING – SOLAR ENERGY FACILITY ORDINANCE

A public hearing will be held on November 7th, 2016 at 7:00 p.m. The purpose of this public hearing is to receive public input regarding the proposed Solar Energy Facilities Ordinance (See Attachment #1). Don Baumgardner, Planning Director, will give a brief presentation on the proposed Solar Energy Facilities Ordinance prior to opening the public hearing.

Board Action: A vote to approve the Solar Energy Facilities Ordinance must be unanimous on the first presentation for consideration.

Agenda Date: November 7, 2016

Presenter: _____

Agenda Item No. 2

Board Action Required or Considered: No

PETITIONS OF CITIZENS

Board Action: Receive information

Agenda Date: November 7, 2016

Presenter: _____

Agenda Item No. 3

Board Action Required or Considered: Yes

CONSENT AGENDA

A. APPROVAL OF OCTOBER 17, 2016 MINUTES

The Board will be requested to approve the minutes of October 17, 2016 regular session.

B. CORRECTION TO OCTOBER 3, 2016 MINUTES

The minutes of October 3 reflect the bid amount for the roof project at Farm Life Elementary School at \$179,000. The actual amount of the bid is \$179,800. (See Attachment #3.B.) Approval is requested to correct the minutes accordingly.

C. TAX RELEASES AND REFUNDS

The releases and refunds contained in Attachment #3.C. are greater in number than is usual for this time of year. You will note that most of them are changes that are the result of appeals to the Craven County Board of Equalization and Review that have now been decided. These appeals were brought to the Board before its adjournment in August; however, because it needed more information on them before deciding them, it deferred resolving them until it had the evidence it needed. Eighty of the parcels are the Skysail Condominium complex owned by New Bern Riverfront Development, LLC. Most of the others are properties in the historic district that have been reviewed and corrected. While the Board of Equalization and Review has finished most of its work for the year, it will meet again in late November to resolve any appeals that may arise from this latest change.

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

Agenda Date: November 7, 2016

Presenter: Katrina Marshall

Agenda Item No. 4

Board Action Required or Considered: Yes

HAVELOCK ETJ EXTENSION REQUEST

As a result of the 2016 Cherry Point Joint Land Use Study, in which Craven County and the City of Havelock both participated, the study recommended that Havelock extend its existing extraterritorial jurisdiction (ETJ) in an effort to prevent incompatible development around MCAS Cherry Point and to also facilitate compatible development around the future route of the Havelock Bypass. The current City of Havelock's 2030 Comprehensive Plan supports the policy of extending its ETJ to areas currently unprotected from uncontrolled growth.

On October 10, 2016, the City of Havelock's Mayor and Board of Commissioners held a public hearing to hear comments from the general public as required by General Statute and also approved a resolution to proceed with the expansion of the ETJ.

According to General Statute 160A-360, whenever a city wants to extend its ETJ more than one (1) mile and has the required population in order to do so, the city must receive approval from the County Board of Commissioners.

Attachment #4 contains a resolution authorizing the City of Havelock to exercise its ETJ up to 2 miles from the city limit boundary. This resolution must be approved in order for the City of Havelock to proceed with the extension of its existing ETJ. Maps of the affected areas are also shown in the attachment.

Board Action: Approve the resolution that allows the City of Havelock to exercise extraterritorial authority up to two (2) miles from its city limit boundary.

Agenda Date: November 7, 2016

Presenter: Dave Peterson

Agenda Item No. 5

Board Action Required or Considered: No

PRESENTATION OF TRILLIUM ANNUAL REPORT

Dave Peterson, Central Regional Director with Trillium Health Resources, will present their annual report to the Board. A copy of the presentation appears as Attachment #5.

Board Action: Receive Information

Agenda Date: November 7, 2016

Presenter: Dennis Holton and Franz Altman

Agenda Item No. 6

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: INFORMATION TECHNOLOGY

Dennis Holton, Information Technology Director, will present a request on behalf of Craven County Schools for additional fiber allocations in the Havelock area to meet expanded needs at those schools. In researching this request, it has been determined by the School IT, City of Havelock IT and Craven IT, this need cannot be met due to the limitation of a 1.5 mile section of 48 strand fiber, from Catawba Road to the new bridge at Slocum Creek. There is 144 and 96 strand fiber available on each side of this 48 strand section.

This section of fiber was originally installed by the City of Havelock prior to the County fiber project in 2007. The City of Havelock granted use of its excess fiber along this section to the County, schools, college and library. Presently there is 100% utilization of this 48-strand section.

The solution is to replace this 48 strand fiber with a 144 strand fiber and splice into the 144 & 96 strand on either end, thereby eliminating this bottleneck. A price quote of \$37,500 has been received thus far to provide a turn-key solution over a weekend/holiday. As this will adversely affect many Craven County partners a weekend/holiday work schedule must be utilized.

It was discussed to wait and request this in the upcoming 2017-2018 budget cycle; however, the schools feel this need is important enough to request funding from the Board of Commissioners to help meet their immediate need. (See Attachment #6)

Replacement of the 48 strand fiber does have other benefits besides solving the immediate needs of the schools. It will also resolve a splice concern on the east end, prepare for possible county office expansion on the west end and provide additional capacity for all parties utilizing this fiber.

Board Action: Consider request from Board of Education to enhance fiber network. If consideration is approved, a fund balance appropriation not to exceed \$37,500 is requested for the County Information Technology's budget.

Agenda Date: November 7, 2016

Presenter: Craig Warren

Agenda Item No. 7

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: FINANCE – BUDGET AMENDMENTS

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

A. EMERGENCY TELEPHONE SYSTEM E911

Emergency Services was approved in the annual budget to move forward with implementation of the Emergency Medical Dispatch (EMD) Certification Program. The estimated cost considered at that time was \$57,657 of which \$14,025 was determined non-eligible for E911 funding. That amount was budgeted in the general fund under the Communications Department however, the portion that was eligible for E911 funding was not. Since July, staff has worked with the vendor to revise implementation cost down to \$46,732 and has received pre-approval from the NC 911 Board for 100% eligibility. At this time, staff is requesting the Board appropriate \$47,000 from fund balance of the Emergency Telephone System Fund to move forward with the implementation of the EMD program.

B. VANCEBORO RESCUE SQUAD

At the January 18, 2016 board meeting, Commissioners approved a 50% matching grant awarded by the NC Dept of Insurance to Vanceboro Rescue Squad. Vanceboro Rescue Squad submitted paid invoices in excess of \$50,000 to the NC Dept of Insurance thus fulfilling the requirements of the grant. The rescue squad received a \$25,000 check from the NC Dept of Insurance in May 2016. In October 2016, Vanceboro Rescue Squad provided the County with the necessary back-up to receive the County's \$25,000 match. The money that was appropriated in FY '16 rolled into fund balance on June 30, 2016. Therefore an amendment is needed to appropriate the County's \$25,000 in order to fulfill this grant agreement.

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

Agenda Date: November 7, 2016

Presenter: _____

Agenda Item No. 8

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):

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: 3rd Monday at 6:00 p.m.; Administration conference room

COMPENSATION: No X Yes Specify: _____

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

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

(See Attachment # 8.A.)

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 #8.A.1. contains the maps of the areas and a list of corresponding property owners.

B. CURRENT APPOINTMENTS

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: _____

Term(s) expiring: Ernest Richardson (Appointed 2014; wishes to continue serving)

EMERGENCY MEDICAL SERVICES ADVISORY COUNCIL

AUTHORIZATION: _____

MISSION/FUNCTION: Functions as a technical committee of the Board of Commissioners to develop and recommend for approval by the Board of Commissioners standards of care, policies, procedures and actions which will maintain and improve the quality of Emergency Medical Services for Craven County residents.

NUMBER OF MEMBERS:

28

TYPE:

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

1) Craven County Manager, or designee; 2) Director of Emergency Services; 3) representative from each EMS provider; 4) representative from each authorized First Responder provider; 5) hospital president or designee; 6) County Medical Director; 7) physician nominated by Craven County Medical Society; 8) representative from Communications division; 9) representative nominated by Craven County Firemen's Association; 10) hospital emergency room supervisor; 11) non-provider affiliated citizen; 12) Community College Dean of Continuing Education; 13) representative nominated by Craven County Law Enforcement Association; 14) representative from Naval Hospital at Cherry Point; 15) ad hoc members to include Eastern Carolina Council of Governments, EMS Director, NC Office of Emergency Medical Services, and Executive Director of the American Red Cross

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: Bi-monthly

COMPENSATION: No Yes Specify: _____

Term(s) expiring: Joe Hoffman (Craven County Law Enforcement Association; will continue)

REGIONAL AGING ADVISORY COMMITTEE

AUTHORIZATION: _____

MISSION/FUNCTION: The committee advocates on behalf of the senior population of COG Region P, and as advocates for seniors in their respective counties. It reviews and comments on laws, policies, actions and programs that affect older adults.

NUMBER OF MEMBERS:

27

TYPE:

3 Representatives of each county in Region P

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

Interest in issues affecting the senior population; older adults who are participants in aging services, representatives of older adults, older minority individuals, nutrition project representatives, general public, local elected officials

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: First Monday of January, April, July and October, 10:00 a.m.

COMPENSATION: No Yes Specify: _____

Term(s) expiring: Lavick Williams (Appointed 2013; wishes to continue serving)

PLANNING BOARD

AUTHORIZATION: N.C.G.S. 153A-321

MISSION/FUNCTION: _____

NUMBER OF MEMBERS:

8

TYPE:

Representatives from around the County (from each township to the extent possible)

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

LENGTH OF TERMS: 4 Years

MEETING SCHEDULE: Fourth Thursday of each month, 5:00 p.m.

COMPENSATION: No Yes X Specify: \$25 per meeting-members; \$30 per meeting-Chairman

Term(s) ending: Two vacancies created by resignations (Michael Scoggins and Robert Carnes).
Attachment # 8.B. shows current members and their townships.

C. UPCOMING APPOINTMENTS

DECEMBER

Commissioners:

Required Boards (currently serving):

Tourism Development Authority (Mark)
Craven County Health Board (Jones)
East Carolina Workforce Development Board (Sampson)
New Bern Craven County Library Board (Dacey)
Military Civilian Community Council (Liner)
Aging Planning Board (Liner)
Kellenberger Foundation (Liner)
Tryon Palace Commission (Liner)
Juvenile Crime Prevention Council (Sampson)
Smart Start (McCabe)
ECCOG (Dacey)
Down East RPO (Sampson)
Swiss Bear (Tyson)
MPO (Tyson)
EDO (Tyson)
Joint Land Use Study Committee (Liner)

Other Boards (currently serving):

CRSWMA -Voting Member (Mark)
Local Emergency Planning Committee (McCabe)
Cove City Library Board (Jones)
Havelock City Library Board (McCabe)
Vanceboro Library Board (Mark)
Highway 70 Corridor Committee (Mark)
Partners in Education (PIE) (Jones)
Craven-Pamlico-Carteret Regional Library (Liner)
Highway 17 Association (Mark)
ACT (Dacey)

EMS Advisory Committee: Todd Wade (MCAS Cherry point; appointed 2013; will continue)

Health Board:

David Baxter (optometrist; appointed 2011)
Kenneth Holton (Dentist; appointed 2013)
Si Seymour (Appointed 2011)
David Stevick (Engineer; appointed 2007)

New Bern Library:

Tere Otero (Appointed 2012; wishes to continue serving)

Regional Library: Judy Bird (Appointed 2013)
Lynn Gonzalez (Appointed 2013)

Vanceboro Library: Christian Kling (Appointed 2011)
Gail Midgett (Appointed 2011)

JANUARY

CRSWMA: John Kirkland (Appointed 2013)

Agenda Date: November 7, 2016

Presenter: Jim Hicks

Agenda Item No. 9

COUNTY ATTORNEY'S REPORT

A. 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 the amount of \$4,500.00 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 \$19,080.00. Attachment #9.A. contains copies of the Offer to Purchase, deed, GIS information, and proposed resolution.

Should the County 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 may accept or reject the final offer.

B. INITIAL OFFER TO PURCHASE REAL PROPERTY – N US HWY 17, CRAVEN COUNTY (Parcel Number 2-038-051).

Mr. Hicks will present an offer received by the County in the amount of \$1,200.00 for this property located at N US Hwy 17 which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$1,838.88. The current tax value is \$13,500.00. Attachment #9.B. contains copies of the Offer to Purchase, deed, GIS information, and proposed resolution.

Should the County 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 may accept or reject the final offer.

Agenda Date: November 7, 2016

Presenter: Jack Veit

Agenda Item No. 10

COUNTY MANAGER'S REPORT

Agenda Date: November 7, 2016

Presenter: _____

Agenda Item No. 11

COMMISSIONERS' REPORTS

Agenda Date: November 7, 2016

Presenter: _____

Agenda Item No. 11

CLOSED SESSION

The Board will need to go into closed session pursuant to NCGS-143-318.11(a)(3) for consultation under attorney/client privilege.