

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
MONDAY, NOVEMBER 21, 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. Resolution Recognizing the Service of Marlene Copeland
 - D. Subdivision for Approval
2. CRAVEN COMMUNITY COLLEGE UPDATE ON FIRST STREET PROJECT:
Dr. Ray Staats, President

DEPARTMENTAL MATTERS

3. EMERGENCY SERVICES – REFINANCE ENGINE, PURCHASE NEW TRUCK AND STORAGE BUILDING: Roger Wetherington, No. 9 Township VFD Treasurer
4. SOLID WASTE – RENEWAL OF SOLID WASTE FRANCHISE AGREEMENT: Rusty Cotton, Solid Waste Director and Gene Hodges, Assistant County Manager
5. HEALTH – NEW FEE RECOMMENDATIONS: Greg Hodges, Environmental Health Supervisor
6. PLANNING – SOLAR ENERGY FACILITIES ORDINANCE: Don Baumgardner, Planning Director
7. ADMINISTRATION – FARMLAND LEASE PROPOSAL: Gene Hodges, Assistant County Manager

8. FINANCE – RESOLUTION AUTHORIZING AGENTS FOR DISASTER ASSISTANCE APPLICATION: Craig Warren, Finance Director
9. APPOINTMENTS
10. COUNTY ATTORNEY’S REPORT: Aaron Arnette
11. COUNTY MANAGER’S REPORT: Jack Veit
12. COMMISSIONERS’ REPORTS

Agenda Date: November 21, 2016

Presenter: _____

Agenda Item No. 1

Board Action Required or Considered: Yes

CONSENT AGENDA

A. MINUTES OF NOVEMBER 7, 2016 REGULAR SESSION

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

B. TAX RELEASES AND REFUNDS

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

C. RESOLUTION RECOGNIZING THE SERVICE OF MARLENE COPELAND

At the last meeting Commissioner Mark requested that the Board draft a resolution recognizing the service of Marlene Copeland. (See Attachment #1.C.)

D. SUBDIVISION FOR APPROVAL

The Board will be requested to approve the following subdivision for approval as recommended by the Planning Board at their October 27 meeting.

Tyson Subdivision – Final

- Property is owned by Christopher & Kathrine Doyle, and surveyed Robert Davis, PLS
- Property is located within Twp. 2, on Antioch Road
- Parcel ID 2-038-17000
- Subdivision contains 4 lots on 2.371 acres
- Lots proposed are to be served by community water and individual septic systems (lot #4 has existing septic)
- New private road name: Tyson Court

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

Agenda Date: November 21, 2016

Presenter: Dr. Ray Staats

Agenda Item No. 2

Board Action Required or Considered: No

CRAVEN COMMUNITY COLLEGE UPDATE ON FIRST STREET PROJECT

Dr. Ray Staats, President, Craven Community College, will make a Power Point presentation to update the Board on the First Street project.

Board Action: Receive Information

Agenda Date: November 21, 2016

Presenter: Roger Wetherington

Agenda Item No. 3

Board Action Required or Considered: No

**DEPARTMENTAL MATTERS: EMERGENCY SERVICES – REFINANCE ENGINE,
PURCHASE NEW TRUCK AND STORAGE BUILDING**

Roger Wetherington, No. 9 Township VFD Treasurer, will present a request for building a new storage building to house the rescue equipment and fire equipment and to refinance Engine One and purchase a new 3000 gallon fire apparatus (Tanker). The loans will be financed by Select Bank & Trust Co. Details are shown as Attachment #3.

Board Action: No action required. Presented for information only as required by the department's contract with the County.

Agenda Date: November 21, 2016

Presenters: Rusty Cotton and Gene Hodges

Agenda Item No. 4

Board Action Required or Considered: Yes

**DEPARTMENTAL MATTERS: SOLID WASTE – RENEWAL OF SOLID WASTE
FRANCHISE AGREEMENT**

In June 2012, Craven County signed a 5 year agreement with Republic Services of North Carolina, LLC to be the exclusive provider of household solid waste services to the areas in Craven County that are not serviced by municipalities. This contract expires on June 30, 2017 and in discussions with Republic, it has been stated that they will require an increase (from \$1.89 currently to a proposed amount of \$2.97) in the reimbursement they receive for each trash sticker they turn in to the Solid Waste Department. Attachment #4 contains a memo describing in detail, how the current contract pricing works as well as information regarding the impact of the proposed rate on the purchase price of a Craven County trash sticker if the new rate is accepted. The current Solid Waste Franchise Agreement is also attached for reference.

Board Action: Provide direction to staff regarding the desire of the Board on how to proceed with this process.

Agenda Date: November 21, 2016

Presenter: Greg Hodges

Agenda Item No. 5

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: HEALTH – NEW FEE RECOMMENDATIONS

Greg Hodges, Environmental Health Supervisor, will present a proposed new fee request for an Engineered Option Permit (EOP). This permit developed from a bill that became a Temporary Rule on July 1, 2016 and becomes a permanent Rule January 1, 2017. Further explanation is contained in Attachment #5.

Board Action: Approve new fee recommendation.

Agenda Date: November 21, 2016

Presenter: Don Baumgardner

Agenda Item No. 6

Board Action Required or Considered: Yes

**DEPARTMENTAL MATTERS: PLANNING – SOLAR ENERGY FACILITIES
ORDINANCE**

On November 7, 2016, the Board of Commissioners conducted a public hearing to hear public comments regarding the proposed Solar Energy Facilities Ordinance. After the public hearing, the Commissioners decided to table the vote and requested for staff to bring the ordinance back before the Board for a potential vote at their next regularly scheduled meeting. A copy of the ordinance is contained in Attachment #6.

Board Action: A vote to approve the Solar Energy Facilities Ordinance will need to be unanimous in order for it to be adopted at this meeting. It may be adopted by majority on a second vote.

Agenda Date: November 21, 2016

Presenter: Gene Hodges

Agenda Item No. 7

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: FARMLAND LEASE PROPOSAL

Craven County owns approximately 55 acres of land (down from 150 acres three years ago) that is leased as farmland for crop production. This acreage is comprised of undeveloped land in the Industrial Park next to the Cooperative Extension Building and acreage to the right of the entrance at the Judicial Center. In 2013, this lease was put out for bids and a 3-year lease was awarded to Mitchell Farms from Cove City at a rate of \$85/acre. This year we solicited proposals via an ad in the *Sun Journal*, posting the request on the County's website, and posting the request at Ag Extension. When the proposal deadline closed on October 21 there were no submitted proposals. Working with Mike Carroll with Cooperative Extension, contact was made with 3 individuals that had separately expressed an interest in leasing the farmland. After talking with all 3 individuals, we received an offer from Timmy Cox with TRC Farms from Cove City, NC to lease the County's farmland for \$50/acre. Attachment #7 contains maps of the leased farmland.

Board Action: Direct staff to move forward with advertising the public notice of intent to enter into a farmland lease agreement and place on the December 5, 2016 agenda for Board approval.

Agenda Date: November 21, 2016

Presenter: Craig Warren

Agenda Item No. 8

Board Action Required or Considered: Yes

DEPARTMENTAL MATTERS: FINANCE – RESOLUTION AUTHORIZING AGENTS FOR DISASTER ASSISTANCE APPLICATION

As a result of Hurricane Matthew that came through our area on October 8th and 9th of 2016, Craven County received a Public Assistance Disaster Declaration on October 10th, 2016. This declaration triggers the availability of federal funds in order to assist communities in their recovery efforts. As part of the application, the North Carolina Department of Emergency Management requires that the resolution shown in Attachment #8 be adopted by the governing board designating the applicant's primary and secondary agents. It is recommended that the Board authorize the Finance Director and County Manager to act on its behalf by adopting this resolution.

Board Action: Approve resolution

Agenda Date: November 21, 2016

Presenter: _____

Agenda Item No. 9

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 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 # 9.A. The attachment also includes a list of current members, their corresponding commissioner districts and attendance records.)

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.

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 # 9.A.1. shows current members, their townships and corresponding commissioner districts.

Application(s) on file: Daniel Hill (See Attachment)

B. CURRENT APPOINTMENTS

FIREMEN'S RELIEF FUND BOARD OF TRUSTEES

AUTHORIZATION: NCGS 58-84-30

MISSION/FUNCTION: To safeguard firefighters in active service and dependent members of their families from financial loss resulting from sickness, injury or loss of life suffered while in performance of his or her duties as a firefighter.

NUMBER OF MEMBERS:

5 per department

TYPE:

2 appointed by Board of Commissioners; 2 appointed by the department; 1 appointed by Commissioner of Insurance

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

LENGTH OF TERMS: 2 Years

MEETING SCHEDULE: As necessary

COMPENSATION: No X Yes Specify: _____

Term(s) ending:

Bill Joiner (resigned)
(See Attachment # 9.B.)

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)

Agenda Date: November 21, 2016

Presenter: Jim Hicks

Agenda Item No. 10

COUNTY ATTORNEY'S REPORT

A. INITIAL OFFER TO PURCHASE REAL PROPERTY – 1103 ELM STREET, NEW BERN (Parcel Number 8- 012-262).

Jim Hicks, County Attorney, will present an offer received by Craven County and the City of New Bern in the amount of \$1,000.00 for the property located at 1103 Elm Street, New Bern, which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$8,857.28. The current tax value is \$4,000.00. Attachment #10.A. contains copies of the Offer to Purchase, deed, GIS information, and proposed resolution.

The City has previously accepted this Offer. 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 and City may accept or reject the final offer.

B. FINAL ACCEPTANCE – OFFER TO PURCHASE REAL PROPERTY – 1801 MCKINLEY AVENUE, NEW BERN (Parcel Number 8-038-237).

Mr. Hicks will present an offer previously received and tentatively approved by Craven County and the City of New Bern for the property located at 1801 McKinley Avenue, New Bern, which after the upset bid process, was in the final amount of \$1,250.00. The total taxes and costs that were foreclosed on were \$2,255.55. The current tax value is \$5,000.00. The offer was advertised, and there were no upset bids.

Attachment #10.B. contains copies of the proposed resolution, deed and lien waiver. It is recommended that the Board give final approval of the sale and adopt the resolution.

C. FINAL ACCEPTANCE – OFFER TO PURCHASE REAL PROPERTY – 2302 MCKINLEY AVENUE, NEW BERN (Parcel Number 8-038-064).

Mr. Hicks will present an offer previously received and tentatively approved by Craven County and the City of New Bern for the property located at 2302 McKinley Avenue, which after the upset bid process, was in the final amount of \$2,000.00. The total taxes and costs that were foreclosed on were \$3,136.20. The current tax value is \$6,080.00. The offer was advertised, and there were no upset bids.

Attachment #10.C. contains copies of the proposed resolution, deed and lien waiver. It is recommended that the Board give final approval of the sale and adopt the resolution.

D. FINAL ACCEPTANCE – OFFER TO PURCHASE REAL PROPERTY – 1707 DILLAHUNT STREET, NEW BERN (Parcel Number 8-020-102).

Mr. Hicks will present an offer previously received and tentatively approved by Craven County and the City of New Bern for the property located at 1707 Dillahunt Street, New Bern, which after the upset bid process, was in the final amount of \$1,350.00. The total taxes and costs that were foreclosed on were \$4,205.43. The current tax value is \$5,400.00. The offer was advertised, and there were no upset bids.

Attachment #10.D. contains copies of 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: November 21, 2016

Presenter: Jack Veit

Agenda Item No. 11

COUNTY MANAGER'S REPORT

Agenda Date: November 21, 2016

Presenter: _____

Agenda Item No. 12

COMMISSIONERS' REPORTS