

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
TUESDAY, JANUARY 17, 2023
8:30 AM**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

- 1. CONSENT AGENDA**
 - A. Minutes of January 3, 2023 Regular Session**
 - B. Tax Releases and Refunds**
 - C. Sheriff's Donation Budget Amendment**
 - D. Health Budget Amendment**

DEPARTMENTAL MATTERS

- 2. SHERIFF – K-9 ECHO DONATION: Sgt. Rebecca Hopper**
- 3. HEALTH – 340B PHARMACY FEES: Scott Harrelson, Health Director**
- 4. APPOINTMENTS**
- 5. COUNTY ATTORNEY'S REPORT: Arey Grady**
- 6. COUNTY MANAGER'S REPORT: Jack Veit**
- 7. COMMISSIONERS' REPORTS**
- 8. CLOSED SESSION**

1. CONSENT AGENDA

A. JANUARY 3, 2023, REGULAR SESSION MINUTES

The Board is requested to approve the Minutes of January 3, 2023, as presented in the following document.

B. TAX RELEASES AND REFUNDS

The Board is requested to approve the tax releases and refunds, as presented in the following document. Tax Administrator, Leslie Young, provided an explanation for the following releases:

1. Owner – Deborah M. Wynn, LLC, Account Number 69863 - \$4,437.00 was billed incorrectly due to clerical error in appraising the personal property.
2. Owner – Tryon Estates of New Bern, LLC, Account Number 114140 - \$5,045.13 was double-billed under this former name. The new, correct ownership name is EWT 81, LLC, Account Number 90029, and was correctly billed.

C. SHERIFF'S DONATION BUDGET AMENDMENT

The Sheriff's Office received a donation check in the amount of \$50.00 by a Craven County citizen. The check will be used to support purchases for the K-9 unit.

The Board will be requested to approve a budget amendment, in the amount of \$50.00, as shown in the following document.

D. HEALTH BUDGET AMENDMENT

Craven County Health Department has been awarded additional Title X funding in the amount of \$2,067 to purchase family planning methods (birth control pills, long-acting contraceptives such as Depo Provera, Mirenas, Nexplanons, etc.) to clients seeking Family Planning services. These additional funds must be spent by March 31, 2023.

The Board will be requested to approve a budget amendment, in the amount of \$2,067, as shown in the following document.

Board Action: A roll call vote is needed to approve the Consent Agenda items.

1 **THE BOARD OF COMMISSIONERS OF THE COUNTY OF CRAVEN MET IN**
2 **REGULAR SESSION IN THE COMMISSIONERS' ROOM OF THE CRAVEN**
3 **COUNTY ADMINISTRATION BUILDING, 406 CRAVEN STREET, NEW BERN,**
4 **NORTH CAROLINA, ON TUESDAY, JANUARY 3, 2023. THE MEETING CONVENED**
5 **AT 6:00 PM.**

6
7 **MEMBERS PRESENT:**

8 Chairman Jason R. Jones
9 Vice-Chairman Denny Bucher
10 Commissioner Chadwick Howard
11 Commissioner Sherry Hunt
12 Commissioner E. T. Mitchell
13 Commissioner Beatrice R. Smith
14

15 **MEMBERS EXCUSED:**

16 Commissioner Thomas F. Mark
17

18 **STAFF PRESENT:**

19 Jack B. Veit, III, County Manager
20 Gene Hodges, Assistant County Manager
21 Craig Warren, Finance Director
22 Amber Parker, Human Resources Director
23 Arey Grady, County Attorney
24 Lauren Wargo, Assistant to the County Manager
25 Nan Holton, Clerk to the Board
26

27 County Attorney, Arey Grady, recited the following invocation, followed by the Pledge of
28 Allegiance.

29
30 *Gracious and life-giving God, we come before You this day in the warm afterglow*
31 *of the holiday season, after joyful gatherings with friends, family members and*
32 *other loved ones and a time for recalling the blessings we have received. We are*
33 *mindful and grateful for the many gifts You have bestowed on us, both as*
34 *individuals and as a Nation and as a County, especially the gift of freedom, the*
35 *gift of our abundant natural resources and the gift of opportunities to pursue*
36 *our hopes and aspirations.*

37
38 *We pray for Your continued blessings on our Country and on those in positions*
39 *of leadership and governance, especially this Board of County Commissioners.*
40 *Bless all its Members with wisdom and understanding to discern how best to*
41 *serve the people of Craven County--to promote the common good, to provide for*
42 *our County's security, and to work for justice and peace for all people.*

43
44 *Amen.*

45
46 *Based upon the invocation given by Reverend David Godleski, S.J., at the*
47 *December 26, 2013 session of the US House of Representatives*

48 Commissioner Mitchell motioned to approve the agenda, as presented, seconded by
49 Commissioner Smith and approved unanimously.

50

51 **PUBLIC HEARING: ECONOMIC DEVELOPMENT – PROJECT HUB**

52

53 Economic Development Director, Jeff Wood, reported that pursuant to N.C. Gen. Stat. §158-7.1,
54 Craven County (hereinafter “County”) intends to convey for economic development purposes a
55 fee simple interest in a +/- twelve (12) acre tract (hereafter “Tract”) of land, the Tract being a
56 portion of Lot 19 in the Craven County Industrial Park. He stated the value of the Tract is
57 Twenty Thousand and no/100 Dollars (\$20,000.00) an acre, for a total value of Two Hundred
58 Forty Thousand and no/100 Dollars (\$240,000.00), and the County intends to convey and sell
59 same for such value. Mr. Wood indicated the County believes the proposed conveyance will
60 stimulate and stabilize the local economy, result in the creation of a substantial number of new
61 permanent jobs in the County, and result in increased tax revenues to the County. The purchaser,
62 a business headquartered out of Florida with presence in Craven County, intends to use land to
63 create a regional hub for their business.

64

65 At 6:03 pm, Commissioner Smith motioned to open the public hearing, seconded by
66 Commissioner Mitchell and approved unanimously.

67

68 There were no citizens from the public that signed up to speak.

69

70 At 6:04 pm, Commissioner Mitchell motioned to close the public hearing, seconded by
71 Commissioner Hunt and unanimously approved.

72

73 **PUBLIC HEARING: CARTS NC DEPT. OF TRANSPORTATION 5311 CTP**
74 **ADMINISTRATIVE GRANT; OPERATING GRANT; AND COMBINED CAPITAL**
75 **GRANT APPLICATIONS**

76

77 CARTS Transportation Director, Kelly Cuthrell, prefaced the public hearing by explaining the
78 different grants and their application process.

79

80 She stated the 5311 CTP grant is a formula-based allocation grant for rural public transportation
81 projects.

82

83 She indicated the deadline to submit a preliminary budget for the 5311 CTP grant was October 7,
84 2022, which is not the normal process for applying to NCDOT for these grants. She reported
85 that FY2024 is the first year of a major change to the application process. NCDOT experienced
86 unexpected problems during the process. The budgets are eligible to be amended pending the
87 public hearing and approval to apply.

88

89 Mrs. Cuthrell explained the Combined Capital application does not specify into which grants
90 capital projects will be placed. She further detailed that CARTS would be seeking to include
91 vehicles which have met useful life, radios which have met useful life and not replaced using
92 other grant funds, computers which have met useful life, and up to four camera replacements on
93 vehicles due to equipment failure.



94
95 She stated notice regarding this public hearing was advertised and the information has been
96 available in the CARTS office and on the Craven County website.

97
98 At 6:05 pm, Commissioner Mitchell motioned to open the public hearing, seconded by
99 Commissioner Hunt and approved unanimously.

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101 There were no citizens from the public that signed up to speak.

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103 At 6:06 pm, Commissioner Mitchell motioned to close the public hearing, seconded by
104 Commissioner Hunt and unanimously approved.

105
106 **PETITIONS OF CITIZENS – AGENDA TOPICS**

107
108 There were no citizens from the public that signed up to speak.

109
110 **CONSENT AGENDA**

111
112 Commissioner Mitchell motioned to approve the consent agenda, inclusive of the minutes of
113 December 19, 2022 Regular Session; Tax Releases and Refunds (**Credits - \$3,964.25;**
114 **Refunds = \$357.75**); CARTS – CTS TripMaster Software Budget Amendment; Recreation –
115 Craven County Community Foundation Grant Budget Amendment; Recreation – Bench
116 Donation Budget Amendment; and Sheriff – Donation Budget Amendment. Commissioner Hunt
117 seconded the motion, which carried 6-0 in a roll call vote.

118
119 **CARTS**

120	121	122	123	124	125	126	127	128	129
	REVENUES	AMOUNT		EXPENDITURES		AMOUNT			
123	1014511-33307	\$2,880.00		1014510-44000		\$2,880.00			
124	Rural Ops. Section 18 Admin			Contractual Services					
126	1014513-33114	\$2,820.00		1014512-44000		\$2,820.00			
127	Urbanized Formula Funds			Contractual Services					
129	TOTAL	\$5,700.00		TOTAL		\$5,700.00			

130
131 **Justification:** CTS TripMaster is the software used by CARTS for trip reservations, manifests,
132 billing and reporting. It is an operational expense based on monthly usage. Ridership is higher
133 than predicted, therefore, a budget amendment is needed to cover the additional expense.
134 Revenue to cover the additional expense will be paid by grant funding.

140 **Recreation**

141				
142	REVENUES	AMOUNT	EXPENDITURES	AMOUNT
143				
144	1015910-33501	\$3,500.00	1015910-47302	\$3,500.00
145	NC Community found		C/O Other Improvements	
146				
147	TOTAL	\$3,500.00	TOTAL	\$3,500.00
148				

149 **Justification:** This is a grant received from the Craven Community Foundation. The amount of
 150 the grant is \$3,500 and proceeds from the grant will go towards the Zipline surfacing at the
 151 inclusive playground located at Creekside Park. This has been budgeted as a C/O other
 152 improvement project in the 2023 budget.

154 **Recreation**

155				
156	REVENUES	AMOUNT	EXPENDITURES	AMOUNT
157				
158	1015910-38301	\$150.00	1015910-47321	\$150.00
159	Donations		C/O \$500-\$4,999	
160				
161	TOTAL	\$150.00	TOTAL	\$150.00
162				

163 **Justification:** This amount reflects the remainder of the donations by friends and family of
 164 Karen Wilkes towards the purchase of a memorial bench in her memory at Creekside Park. The
 165 bench has been purchased and additional donations will be used to beautify the area around the
 166 bench.

168 **Sheriff's Office**

169				
170	REVENUES	AMOUNT	EXPENDITURES	AMOUNT
171				
172	1014310-38301	\$300.00	1014310-43222	\$300.00
173	Misc. Donations		Supplies – Donations	
174				
175	TOTAL	\$300.00	TOTAL	\$300.00
176				

177 **Justification:** The Sheriff's Office was given a donation check of \$300.00 by a Craven County
 178 citizen. This check will be used towards the purchase of a variety of items for the office at the
 179 discretion of the Sheriff.

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DEPARTMENTAL MATTERS
PUBLIC BUILDINGS AND FACILITIES: COURT AND EOC EMERGENCY
RESPONSE EQUIPMENT BUDGET AMENDMENT

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Assistant Facilities Director, Zach Chenoweth, relayed that last year, Craven County received a \$200,000 grant from the NC Department of Public Safety for Emergency Response Equipment at the Court & Emergency Operations Complex located at 411 Craven Street. He indicated staff is currently in the planning and design phase for construction of a permanent flood barrier system at the street level vehicle entrance to the complex's basement, which works to keep up to 4' of water at street level from entering the basement of the complex when assembled by the Facilities team. He further stated that along with the construction of the permanent flood barrier system, staff is also acquiring proposals from vendors for a portable water filled flood barrier system that can be used around the complex as needed, several portable commercial sump pumps, a multi-sensor camera on the building to monitor flood water levels during an event, and other associated equipment needed to protect the complex's basement level from water intrusion. If approved, staff will begin the procurement & implementation process immediately as funds acquired with this grant must be spent by June 2023.

Mr. Chenoweth requested approval of a budget amendment in the amount of \$200,000 to transfer funds received in a grant for Emergency Response Equipment at the Courthouse and Emergency Operations Complex.

Commissioner Smith motioned to approve the following budget amendment, in the amount of \$200,000, as requested, seconded by Commissioner Howard and approved 6-0 in a roll call vote.

Public Buildings

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1010000-39901	\$200,000.00	1014200-47302	\$200,000.00
Current Year Fund Balance		Capital Outlay, other improvements	
TOTAL	\$200,000.00	TOTAL	\$200,000.00

Mr. Chenoweth responded to questions about the equipment’s capabilities and why it was selected.

DEPARTMENTAL MATTERS
ECONOMIC DEVELOPMENT PROJECT HUB

Economic Development Director, Jeff Wood, stated that HDPE Properties is a Florida and New Bern based company, which intends to construct a 15,000 square foot new facility and expects to employ up to eleven new employees over the next three years. They have offered to purchase the +/- 12 acre industrial park site for \$20,000 per acre, with the exact purchase price being determined subject to a final survey confirming the precise acreage.



232 Commissioner Hunt motioned to adopt the following resolution and to close on the sale,
233 seconded by Commissioner Mitchell and unanimously approved.

234

235 **RESOLUTION OF THE CRAVEN COUNTY BOARD OF COMMISSIONERS APPROVING**
236 **CONVEYANCE OF REAL PROPERTY FOR ECONOMIC DEVELOPMENT PURPOSES**

237

238 WHEREAS, Craven County (hereinafter "County") has determined that County has
239 historically suffered a degree of economic and fiscal distress which can be remedied in part by the
240 expansion of industries currently located in County and the location of new industries in County;
241 and,

242 WHEREAS, the expansion and location of industries in County will benefit County and its citizens
243 by increasing and diversifying both the personal property and real property ad valorem tax bases which
244 will increase tax revenue, and resulting ancillary economic activity will increase sales tax revenues, all of
245 which will make available to County more funds with which to improve the general health, safety and
246 welfare of County's citizens; by providing a greater number of jobs with higher salaries and better
247 benefits than are now available to citizens of County; by stimulating secondary economic activity which
248 is directly beneficial to County and its citizens, including residential real estate development and the
249 expansion of existing services and businesses; by increasing and improving the infrastructure of County;
250 by increasing the economic opportunity available to County's citizens and by improving the general
251 technical training of County's workforce; and,

252

253 WHEREAS, HDPE Properties, LLC (hereinafter "HDPE"), a Florida and New Bern based company,
254 intends to construct a 15,000 SF ("New Facility") to be valued at Two Million Two Hundred and Fifty
255 Thousand Dollars and no/100 (\$2,250,000) with potential to invest more and expects to employ up to
256 eleven (11) new employees over the next three years for the New Facility; and,

257

258 WHEREAS, HDPE currently has twenty-five employees located in Craven County; and,

259

260 WHEREAS, the New Facility will be constructed on an approximately +/-12 acre parcel to be
261 subdivided from a tract designated by Parcel Identification Number 8-217-025 in the Craven County Tax
262 Office ("the Site") in the Craven County Industrial Park; and,

263

264 WHEREAS, HDPE's construction of the New Facility and the creation of eleven (11) new jobs will
265 aid tremendously in remedying the previously identified economic and fiscal distresses suffered by
266 County and its citizens; and,

267

268 WHEREAS, HDPE has offered to purchase from County the Site for a total purchase price of
269 approximately Two Hundred Thirty-Eight Thousand Eight Hundred and no/100 Dollars (\$238,800.00)
270 (the "Purchase Price"), or Twenty Thousand and no/100 Dollars (\$20,000.00) per acre, the exact
271 purchase price being subject to a final survey confirming the precise acreage for the site; and,

272

273 WHEREAS, County has determined that the fair market value of the Site is Twenty Thousand and
274 no/100 Dollars (\$20,000.00) an acre for 11.94 acres, for a total fair market value of Two Hundred Thirty-
275 Eight Thousand Eight Hundred and (\$238,800.00) (the "Fair Market Value"); and,

276

277 WHEREAS, N.C. Gen. Stat. § 158-7.1(a), provides:

278 **Each county and city in this State is authorized to make**
279 **appropriations for economic development purposes. These**
280 **appropriations must be determined by the governing body of**
281 **the city or county to increase the population, taxable**
282 **property, agricultural industries, employment, industrial**
283 **output, or business prospects of the city or county. These**
284 **appropriations may be funded by the levy of property taxes**
285 **pursuant to G.S. 153A-149 and 160A-209 and by the allocation**
286 **of other revenues whose use is not otherwise restricted by**
287 **law.**

288 WHEREAS, N.C. Gen. Stat. § 158-7.1(d) provides:

289 **A county or city may acquire and develop land for an industrial**
290 **park, to be used for manufacturing, assembly, fabrication,**
291 **processing, warehousing, research and development, office**
292 **use, or similar industrial or commercial purposes. A county may**
293 **acquire land anywhere in the county, including inside of cities,**
294 **for an industrial park, while a city may acquire land anywhere**
295 **in the county or counties in which it is located. A county or city**
296 **may develop the land by installing utilities, drainage facilities,**
297 **street and transportation facilities, street lighting, and similar**
298 **facilities; may demolish or rehabilitate existing structures; and**
299 **may prepare the site for industrial or commercial uses. A county**
300 **or city may convey property located in an industrial park**
301 **pursuant to subsection (d) of this section.**

303 WHEREAS, County has determined that the probable hourly average wage to be paid to
304 individuals to be employed at the New Facility is \$25.50 per hour; and,

306 WHEREAS, the Site has heretofore been owned for over 3 decades by County, thereby
307 generating no ad valorem tax revenue for County, and upon transfer of the site to HDPE, ad valorem tax
308 revenue generated by the Site will begin accruing to County; and,

310 WHEREAS, on January 3rd, 2023, and after proper public notice, pursuant to N.C. Gen. Stat. §
311 158-7.1(d) the Board of Commissioners for County held a public hearing concerning its intent to
312 convey and sell the Site to HDPE, upon the terms and conditions herein described; and,

314 WHEREAS, the Board of Commissioners of County does desire to convey and grant to HDPE
315 the Site, by and through the Agreement for Purchase and Sale of Land attached hereto and
316 incorporated herein by reference and does further desire that this RESOLUTION serve as a memorial
317 of the actions taken by the Board of Commissioners on this matter.

319 Now, therefore, be it resolved as follows:

320 Section 1. That the Agreement for Purchase and Sale of Land attached hereto and
321 incorporated herein by reference is hereby ratified and approved in its entirety.

368 Management Systems (SMS). The PTASP rule became effective July 19, 2019. The compliance
369 deadline was extended twice, with a final compliance deadline of July 20, 2021, in which
370 CARTS met.

371
372 She expounded that on February 17, 2022, FTA issued a letter regarding the Bipartisan
373 Infrastructure Law signed November 15, 2021, informing that it amended FTA's safety program
374 at 49 U.S.C. Section 5329(d) by adding to the PTASP requirements. New requirements apply to
375 transit agencies that must have an Agency Safety Plan (ASP) in place under the PTASP
376 regulation (49 CFR part 673). She indicated CARTS was one of those agencies.

377
378 In summary, Mrs. Cuthrell stated that WSP, a compliance review vendor contracted by NCDOT,
379 has verified that the updated CARTS' Public Transportation Agency Safety Plan met all
380 requirements under 49 CFR part 673 and the updates found in the Bipartisan Infrastructure Law.
381 She requested approval of that plan.

382
383 Commissioner Mitchell motioned to approve the Public Safety Agency Safety Plan, as requested,
384 seconded by Commissioner Smith and approved unanimously.

385
386 *Rural Operation Assistance Program (ROAP) funds Budget Amendment*

387
388 Mrs. Cuthrell announced the North Carolina Department of Transportation/Integrated Mobility
389 Division (NCDOT/IMD) has issued a second allocation of Rural Operation Assistance Program
390 (ROAP) funds for transit systems, and Craven County is eligible to receive \$18,145 in additional
391 Elderly and Disabled Transportation Assistance Program (EDTAP) funds, \$4,717 Employment
392 (EMP) funds, and \$17,069 Rural General Public (RGP) funds. This is a total of \$39,931 in
393 additional ROAP funding.

394
395 She indicated EDTAP and EMP funds are eligible to be used in both the rural and urban areas of
396 Craven County. RGP is eligible to be used in the rural area only. Funds are eligible to be moved
397 between programs, taking on the requirements of that program, except funds may not be taken
398 from EDTAP.

399
400 Mrs. Cuthrell requested: 1) authorization for the County Manager and Finance Director to sign
401 the Certified Statement for the Second ROAP Distribution (January 2023) accepting the funds,
402 and 2) approval of the Budget Amendment to reflect the revenue and expenses related to the
403 additional funds.

404
405 Commissioner Bucher motioned to authorize the County Manager and Finance Director to sign
406 the Certified Statement for the Second ROAP Distribution (January 2023) accepting the funds,
407 and to approve the following budget amendment in the amount of \$39,931.00, seconded by
408 Commissioner Smith and approved 6-0 in a roll call vote.

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CARTS

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1014511-34901	\$18,145.00	1014511-41004	\$13,931.00
Interdept-Elderly Handicap		Part-time Salaries	
1014511-34907	\$ 4,717.00	1014511-44050	\$13,000.00
Interdept-Craven Employer		Contract Employees	
1014511-34903	\$17,069.00	1014510-42603	\$ 3,000.00
Gen Pub-Craven		Maint/Repair Vehicle	
		1014510-43101	\$10,000.00
		Vehicle Expense-Fuel and	
TOTAL	\$39,931.00	TOTAL	\$39,931.00

DEPARTMENTAL MATTERS

CONVENTION CENTER – BUDGET AMENDMENT RELATED TO THE INCREASED SALES OF ADULT BEVERAGES

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Convention Center Director, Tarshi McCoy, conveyed for the first 6 months of this fiscal year, the Convention Center has successfully hosted numerous events, meetings, and conferences. Additionally, the Convention Center, working together with the Finance and Information Technology Departments, implemented a point-of-sale cash register and credit card system. She indicated, as a result, adult beverage sales have been robust for the Center. To continue to host events and meet the needs of clients, a budget amendment in the amount of \$30,000 is needed to increase the Adult Beverages Supply line in order to continue purchasing these products. She emphasized the expenditure increase is offset by increasing the budget in the Adult Beverage Sales revenue line to recognize the additional revenue generated from increased sales.

Ms. McCoy requested approval of a budget amendment in the amount of \$30,000, to recognize additional anticipated revenue and increase the supply expenditure budget lines related to the sale of Adult Beverages.

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Commissioner Howard motioned to approve the following budget amendment, in the amount of \$30,000.00, as requested, seconded by Commissioner Mitchell and approved 5-1 in a roll call vote, there being one (1) “Nay” from Chairman Jones.

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Convention Center

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REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1015920434500	\$30,000.00	101592043244	\$30,000.00
Adult Beverage Sales		Supplies – Adult Beverage Sales	
TOTAL	\$30,000.00	TOTAL	\$30,000.00

460
461 Ms. McCoy responded to inquiries about the point-of-sale cash registers, how the funds are being
462 used, current inventory, and the profit margin on adult beverages.

463
464 Commissioner Jones stated for the record, that he opposed the vote regarding alcoholic
465 beverages, based upon his faith.

466
467 **DEPARTMENTAL MATTERS**
468 **PLANNING – AERIAL WATERLINE RELOCATION**

469
470 Assistant Planning Director, Chad Strawn, and Assistant Water Superintendent, Elliot Thomas,
471 announced that Craven County has been officially notified by the State of North Carolina
472 Department of Public Safety that the County's letter of interest to relocate the aerial waterline at
473 the Maple Cypress Bridge in Western Craven County has been approved, which would allow
474 Craven County to continue to the FEMA Building Resilient Infrastructure and Communities
475 (BRIC) national grant competition. During the State rating process, this project ranked 12th out
476 of 125 submitted letters of interest. They highlighted this project has been identified as a
477 resiliency priority for the County's water system for many years due to its exposure to
478 floodwaters, as well as other hazards. This aerial waterline could potentially be impacted by
479 floating debris during storm events, resulting in a loss of service to water customers in a large
480 portion of western Craven County. They relayed the Building Resilient Infrastructure and
481 Communities grant is a 75% federally funded grant, requiring a 25% local funding match
482 commitment. The preliminary engineer's estimates for this project are \$750,000.

483
484 If approved, Craven County would be required to pay 25% of the project cost, which is
485 \$187,500. County staff has identified American Rescue Plan Act (ARPA) funds to be used as the
486 local funding match, such that no County funds would be utilized. In order to move forward with
487 this grant application, the State has required a commitment notification in the amount of
488 \$187,500.00.

489
490 Commissioner Hunt motioned to approve support of a commitment notification in the amount of
491 \$187,500.00, for this project, seconded by Commissioner Howard and approved 6-0 in a roll call
492 vote.

493
494 Mr. Thomas indicated if the materials were available and on-site, the project could be completed
495 in four weeks; but he was anticipating 6-8 months given availability of commercial products.
496 Commissioner Bucher confirmed that the supply chain has not caught up. Commissioner Jones
497 commended staff for taking this project up as a priority.

498
499 **APPOINTMENTS**

500
501 *Pending*

502
503 Chairman Jones reviewed the following pending appointments:

504
505 ➤ Emergency Medical Services

- 506 ➤ Fireman’s Relief Fund Board of Trustees
- 507 ➤ Juvenile Crime Prevention Council (JCPC)
- 508 ➤ Voluntary Agricultural District (Districts 5 & 6)

509
510 *Current*

511
512 *Fire Tax Commissioners Board*

513
514 Chairman Jones nominated applicant James Cherry for appointment to the Twp. 9 vacant seat.
515 There being no additional nominations, Mr. Cherry was appointed by acclamation.

516
517 *Craven County Clean Sweep*

518
519 Commissioner Bucher nominated Roberta Randall for reappointment. There being no additional
520 nominations, Ms. Randall was reappointed by acclamation.

521
522 *Upcoming*

523
524 Chairman Jones reviewed upcoming expiring terms on boards and committees.

525
526 **COUNTY ATTORNEY’S REPORT**

527
528 County Attorney, Arey Grady, had nothing to report.

529
530 **PETITIONS OF CITIZENS – GENERAL TOPICS**

531
532 The following citizen signed up to speak:

- 533
- 534 1. *Tyker Gonzales, Cove City, NC*, provided animal shelter reports to the Clerk.
- 535

536
537 **COUNTY MANAGER’S REPORT**

538 County Manager, Jack Veit, wished everyone a Happy New Year.

539
540 He informed the Board that the NC Association of County Commissioners were holding a caucus
541 on Friday, January 13th to fill the Regional Director District 3 seat left vacant by Theron
542 McCabe, since he was not re-elected. Mr. Veit stated someone needed to be selected to fill that
543 seat and someone else selected to attend the online caucus.

544
545 Commissioner Jones nominated Commissioner E.T. Mitchell to be presented as the Craven
546 County nominee to fill the District 3 seat; his motion was seconded by Commissioner Bucher
547 and approved unanimously.

548
549 It was consensus that either Commissioner Jones or Bucher would attend the online caucus on
550 January 13th.

551

552 Mr. Veit relayed that management staff would be taking newly elected Commissioners Howard
553 and Hunt on Departmental tours on Wednesday and Thursday. He reported they would also be
554 attending the Essentials of County Government training held in Cary next week.
555

556 In response to an inquiry from Commissioner Jones, Mr. Veit explained that while Craven
557 County no longer holds a seat of the Eastern Carolina Council of Governments Board, the
558 Legislative Breakfast they are hosting on January 23rd is open for any Commissioner to attend.
559

560 Mr. Veit reminded the Board of the upcoming Employee Service Awards being held at 9:00 am
561 on January 11th at the Riverfront Convention Center and encouraged them to attend if possible.
562

563 COMMISSIONERS' REPORTS

564
565 *Commissioner Hunt* thanked all the volunteers who participated in the roadside clean up on
566 December 31st in her District. She reported 44 bags of trash, a mattress and several other large
567 items were collected. She thanked the Sheriff for sending out a deputy and other helpers and
568 indicated there were 14 volunteers working for several hours to make this happen.
569

570 *Commissioner Smith* had nothing to report.
571

572 *Commissioner Howard* thanked Mr. Veit and his staff for their timeliness and professionalism in
573 assisting him with recent community issues.
574

575 *Commissioner Mitchell* stated she hoped everyone experienced a wonderful holiday season and
576 wished all a happy and successful 2023.
577

578 *Commissioner Bucher* echoed Happy New Year, wishing all to remain healthy. He stated that
579 while 2022 had its challenges, and 2023 will also, he looks forward to solving them as they arise.
580

581 *Commissioner Jones* expressed sincere dismay with Duke Energy cutting off power in western
582 Craven County for an extended period on Christmas Eve. He emphasized that many experienced
583 busted water lines and senior citizens were without heat. Mr. Jones stated he felt the reasoning
584 for cutting power to select group of citizens was not practical.
585

586 \

587 -

588 - 6:53 pm, Commissioner Mitchell motioned to adjourn, seconded by Commissioner
589 Hunt and unanimously approved.
590

Craven County

RELEASES SUBJECT TO BOARD APPROVAL ON 1/17/2023

Taxpayer Name	Account Number	Tax Year	Bill Number	Amount
CHAPMAN, WILMA RECYCLE FEE CORRECTION	1298550	2022	1956	60.00
CRUMPLER, MICHAEL DALE NOT TAXABLE TO CRAVEN COUNTY	31984	2022	215889	170.89
DEBORAH M WYNN LLC BILLING ERROR	69863	2022	217891	4,437.22
DIZON, GRANT ADAM RECYCLE FEE CORRECTION	131845	2022	220619	60.00
GREULICH, STEPHEN M & CHEVON A DID NOT OWN JANUARY 1	82338	2022	217252	25.12
HUENEFELD, MARCUS RICHARD MILITARY EXEMPT	92461	2022	220372	69.55
IPOCK, TRACY J & ROSE E RECYCLE FEE CORRECTION	97382	2022	1008	60.00
MCKEITHEN, MICHAEL RECYCLE FEE CORRECTION	4823800	2022	32570	60.00
MESSIER, KYLE EDMOND MILITARY EXEMPT	92456	2022	220201	389.88
MILLS, ROBERT ALIC II MILITARY EXEMPT	70553	2022	218789	104.63
MOORE, MARVIN DOUBLE BILLED	46187	2022	213918	148.48
NORRIS, GEORGE THOMAS RECYCLE FEE CORRECTION	10213	2022	200152	60.00
ODONOGHUE, JOHN JOSEPH CORRECTED DISCOVERED PROPERTY VALUE	92869	2022	220869	127.69
PARSON, CHRISTOPHER LEE DID NOT OWN JANUARY 1	35744	2022	214049	9.17
PURSER, GARLAND FRANKLIN JR RECYCLE FEE CORRECTION	7294	2022	1195	60.00
SEA MIST NB, LLC DOUBLE BILLED	112528	2022	409967	1,243.09
SEA MIST NB, LLC DOUBLE BILLED	112528	2022	409968	1,082.53
STEWART, JAMES III DOUBLE BILLED	68595	2022	217489	112.07
TRAN, PAUL PHUONG CORRECTED DISCOVERED PROPERTY VALUE	202292170800	2022	921708	43.86
TRYON ESTATES OF NEW BERN LLC INCORRECT OWNER/ REBILL	114140	2022	210618	964.24
VOGIATZIS, ANASTASIOS APPRAISAL ERROR CORRECTION	7459824	2022	17455	632.89
WILEY, WILLIAM RAY RECYCLE FEE CORRECTION	7947495	2022	202665	60.00
YORK, LEE FRANKLIN & KATHY RECYCLE FEE CORRECTION	8249400	2022	203871	60.00
23 RELEASES SUBJECT TO BOARD APPROVAL ON 1/17/2023:				10,041.31

Craven County

REFUNDS SUBJECT TO BOARD APPROVAL ON 1/17/2023

Taxpayer Name	Account Number	Tax Year	Bill Number	Amount
ADAMS, BONNIE L & STEWART, WILLIAM APPRAISAL ERROR CORRECTION	98299	2022	16998	259.86
ADAMS, BONNIE L & STEWART, WILLIAM APPRAISAL ERROR CORRECTION	98299	2022	38524	111.33
EPPERSON, R STEPHEN & PHYLLIS VETERANS EXCLUSION	71773	2022	51101	468.99
HUKINS, MARY HRS RECYCLE FEE CORRECTION	3611055	2022	10138	60.00
RICE, GORDAN VAN ALLEN DOUBLE BILLED	112442	2022	409950	42.49
TRYON ESTATES OF NEW BERN LLC INCORRECT OWNER/ REBILL	114140	2022	65892	5,045.13

6 REFUNDS SUBJECT TO BOARD APPROVAL ON 1/17/2023: **5,987.80**

DEPARTMENTAL MATTERS:

2. Sheriff – K-9 Echo Donation: Sgt. Rebecca Hopper

K-9 Echo has been donated to the Craven County Sheriff's Office by the Throw Away Dogs Project. Echo will be replacing retired K-9 Nibbles. It is the request of the Sheriff's Office to approve the acceptance of the donation to continue the great work put forth by the K-9 Unit.

Justification documents follow.

Board Action: Approve donation

Good afternoon,

Below is a justification for requesting the acceptance of the donation of K-9 Echo. If you have any questions, please do not hesitate to ask me. Thank you.

K-9 Echo will be replacing K-9 Nibbles. K-9 Nibbles retired on Sept. 6, 2022. K-9 Echo needs to be certified through NPCA (National Police Canine Association) with his handler (McCaw). The certifier at NPCA may or may not have a certification date available in January/February, but if there is availability, we need to be ready and completely finished with K-9 McCaw and his handler's training in order to get certified. These certifications through NPCA are not available every month and it is crucial to prevent the K-9 from having down time where he is not working/training because it could result in the K-9 potentially losing the training they just completed. Therefore, we need to have this K-9 accepted as a donation so we can get started on his training. This K-9 would not be an adjustment to our current policy and/or current budget, the dog would simply be a replacement. Nothing special would need to be purchased as we already have equipment.

All equipment will be transferred from retiring K-9 Nibbles (i.e.: home kennel, vehicle, Leads, etc.)

K-9 Echo
1 ½ Year Old German Shepherd
Not microchipped at this time
Worth \$19,000.00

Thank you for your continued support of this program! Please let me know if you have any additional questions!

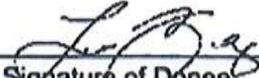
K-9 Sgt. Hopper

Intact

Your contribution value is worth **\$15,000**

Your generous contribution will help to further the important mission of our Nonprofit Organization.

By executing this document, you understand that you are transferring ownership of the above said dog to Throw Away Dogs Project. The above said dog will be donated to a Law Enforcement Agency whom filed an application with our Organization and was approved. For any reason the above said dog is not fit for Police Work, you will be contacted and offered first rights of dog being returned to you.



Signature of Donee

19 July 2022

Date

*Throw Away Dogs Project is an exempt organization as described in section 501 c 3 of the Internal Revenue Code.
EIN# 45-4902227*



RESCUE REHABILITATE RELOCATE

Throw Away Dogs Project
232 Barnsley Ave
Huntingdon Valley, PA 19006
EIN# 46-4902227

Global K9 Protection
10950 Missionary Ridge Rd
Bon Aqua, TN 37025

September 6, 2022

Thank you for your generous donation of four (4) weeks protection training for Throw Away Dogs K9 Echo.

Your contribution value is worth \$4,000

Your generous contribution will help further the importance of our Nonprofit Organization's mission.

Thank you!

Signature of Donee

9/6/22

Date

Throw Away Dogs Project

Sept 6, 2022

Date



Memorandum of Disposition

To: Craven County Finance

(Submit electronically with digital photo to of item(s) to Craig Wilkie at cwilkie@cravencountync.gov)

From: Craven County Sheriff's Office Department Date: 01/06/2023

The item(s) listed below are no longer needed by my Department.

Department Number: _____ Physical Location: 146 Willis Rd., New Bern, NC 28562

Property Description: K9 Nibbles, Pittbull

County Asset Tag/Vehicle Number: N/A Color: Tan

Serial/License Plate Number: Microchip 982000410984264

Physical Condition: Fair

Reason for disposition: Spine Deteriation

Digital Photo must be attached with electronic submission of this MOD form

If disposition is approved, will relocation of the asset be necessary? Yes No

If yes, please give details: _____

[Handwritten Signature]
Signature

01/06/23
Date

To: County Manager Office Earls List Scrap/Disposal Gov Deals
From: Finance Inter. Dept. Transfer to Dept: _____

Add. Notes: _____

Signature (County Manager or designee) Date

The above item(s) has been approved for deletion and/or transfer.

Maintenance

The approved items have been:
 Listed on the County's Intranet for redistribution.
 Picked up for storage until sold at next County Auction.

Signature Date



DEPARTMENTAL MATTERS:

3. Health – 340B Pharmacy Fees – Health Director Scott Harrelson

Now that the pharmacy renovation is complete, the health department needs to establish fees for the program. The following documentation is a proposed list of dispensing fees for self-pay patients. We are requesting that these fees be retroactive as of December 1, 2022

Board Action: Approve 340B Pharmacy Fees

CRAVEN COUNTY HEALTH DEPARTMENT
Board of Health & Board of Commissioners
Fee Approval Recommendations

Date: 1/9/23

New Fee Recommendations: We are requesting the below rates be effective December 1, 2022.

Reason: 340B Pharmacy dispensing fee recommendations for self-pay patients.

340B Cash Price/ Uninsured - Insulins		
QTY	ACQ Cost/340B Price	Dispensing Fee
Insulin Multidose Vial (1 box)	Varies	\$15.00
Insulin Pens (1 box)	Varies	\$15.00
Victoza (1 box)	Varies	\$20.00
Ozempic (1 box)	Varies	\$20.00
340B Cash Price/Uninsured - Insulin Supplies		
QTY	ACQ Cost	Dispensing Fee
Syringes (100 box)	Varies	\$10.00
Pen Tips (100 box)	Varies	\$7.50
340B Cash Price/Uninsured - Inhalers		
QTY	ACQ Cost	Dispensing Fee
1 Albuterol (Rescue Inhaler)	Varies	\$10.00
1 Long-Acting Inhaler	Varies	\$25.00
340B Cash Price/Uninsured – Epi-Pen		
QTY	ACQ Cost	Dispensing Fee
1 box	Varies	\$20.00
340B Cash Price/Uninsured - OTC Nicotine Products		
QTY		Dispensing Fee
14 Patches	Varies	\$15.00
28 Patches	Varies	\$30.00
Gum (110 box)	Varies	\$10.00
Lozenges (81 box)	Varies	\$10.00

Approvals:

Nicole Sutton 1/9/2023

Administrative Officer

Scott Chandler 1-9-23

Health Director

Eivie D. Patrick 01/09/2023

Board of Health Chairperson/Date

Board of Commissioner's Approval /Date

4. APPOINTMENTS

A. Pending:

Emergency Medical Services
Juvenile Crime Prevention Council (JCPC)
Volunteer Agricultural District (District 6)

B. Current:

Fireman's Relief Fund

- Applicant Roy Darold Mccoy to fill vacant seat left by Mr. William McCoy (TWP 3 Cove City Fire Department) (Document follows)

C. UPCOMING: Terms Expiring in February

Craven Aging Planning Board

- Lorraine Gardner (60+ rep; first appointed 2/2021)

Craven County Planning Board

- Johnnie Robinson (first appointed 2/2019)

Fire Tax Commissioners Board

- Timothy Mason (TWP 2 Tri Community; first appointed 2019)
- Shane Turney (TWP 8 West New Bern; first appointed 2015)
- Allen Gaskins (TWP 1 Vanceboro; first appointed 2019)
- Martin Hernandez (TWP 6; first appointed 2013)
- Dallas Brown (TWP 8 West New Bern)
- Howard Carrier (TWP 9; first appointed 2013)
- Chris Register (TWP 9; first appointed 2013)
- Chris Wetherington (TWP 2 Little Swift Creek; first appointed 2015)

Emergency Medical Services Advisory Council

- Keith Morris (TWP 1 Vanceboro Fire; first appointed 2014)
- Michael Paul (TWP 7 Fire & Rescue; first appointed 2016)

Fireman's Relief Fund

- Theron McCabe (TWP 5 Harlowe; first appointed 2013)
- Carl Jarman (TWP 9 Fire; first appointed 2013)
- Roger Wetherington (TWP 9 Fire; first appointed 2013)

Roy McCoy

Craven County | Generated 1/4/2023 @ 10:33 am by OnBoard2 - Powered by ClerkBase

Status

Name

Roy McCoy

Application

Date

1/4/2023

Expiration

Date

1/4/2025

Status

Board	Vacancies	Status
Fireman's Relief Fund Board of Trustees	1	Pending

Basic Information

Name

Roy McCoy

Please list any other Boards or Commissions on which you currently serve?

currently serving on the board of commissioners for the town of Cove City. also serve on the Core Creek drainage district committee.

Please tell us about yourself and why you are interested in serving on a board or commission?

I have previously been a member of Cove City Vol. Fire Dept. with over 20 years service and feel like this would be a great way to continue contributing.

Business and/or Civic Experience/Involvement

I was once involved with Craven County Soil and Water Board

Contact Information

Address

302 South Main St.
Cove City, NC 28523

Cell Phone

[252-229-3492](tel:252-229-3492)

Email

mccoyfam89@gmail.com

Occupation

Employer

R&W McCoy Farms Inc

Occupation

Famer

Job Title

owner/operator

Other Questions

Question #1

What is your Commissioner's District?

2

Question #2

Highest Education Level

Associates Degree

Gender

What is your gender?

Male

Ethnicity

What is your ethnic origin?

White

Generated 1/4/2023 @ 10:33 am

5. COUNTY ATTORNEY'S REPORT

6. COUNTY MANAGER'S REPORT

7. COMMISSIONERS' REPORTS

8. CLOSED SESSION PURSUANT TO NCGS 143-318.11(a)(1)

To prevent the disclosure of information that is privileged or confidential