

**AGENDA  
CRAVEN COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
TUESDAY, JANUARY 18, 2022  
8:30 AM**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

1. CONSENT AGENDA
  - A. Minutes of December 20, 2021 Regular Session and Minutes of January 3, 2022 Regular Session
  - B. Tax Releases and Refunds
  - C. Sheriff – Budget Amendment (Donation Checks)
  - D. Sheriff – Budget Amendment (International Paper Donation)
2. ECONOMIC DEVELOPMENT PUBLIC HEARING: Jeff Wood, Director of Economic Development

**DEPARTMENTAL MATTERS**

3. CARTS: Kelly Walker-Cuthrell, CARTS Transportation Director
  - A. Authorization to Apply for American Rescue Plan (ARP) Capital Funds
  - B. Authorization to Apply for American Rescue Plan (ARP) Operating Funds
4. SOCIAL SERVICES – LOW INCOME ENERGY ASSISTANCE PROGRAM FUNDING (PANDEMIC/ARPA AND REGULAR): Geoffrey Marett, Social Services Director
5. ECONOMIC DEVELOPMENT – AUTHORIZE SALE OF LOT 19-7 AND ADOPT RESOLUTION: Jeff Wood, Director of Economic Development
6. HUMAN RESOURCES – BUDGET AMENDMENT FOR PSYCHOLOGICAL SCREENING EXAMINATION: Amber Parker, Human Resources Director
7. FINANCE – BUDGET AMENDMENT – COLA FOR LIBRARY EMPLOYEES: Craig Warren, Finance Director
8. CITY OF HAVELOCK PARKS AND RECREATION CAPITAL REQUEST: Jack Veit, County Manager

9. APPOINTMENTS
10. COUNTY ATTORNEY'S REPORT: Arey Grady
11. COUNTY MANAGER'S REPORT: Jack Veit
12. COMMISSIONERS' REPORTS
13. CLOSED SESSION

**THE BOARD OF COMMISSIONERS OF THE COUNTY OF CRAVEN MET IN REGULAR SESSION IN THE COMMISSIONERS' ROOM OF THE CRAVEN COUNTY ADMINISTRATION BUILDING, 406 CRAVEN STREET, NEW BERN, NORTH CAROLINA, ON TUESDAY, JANUARY 18, 2022. THE MEETING CONVENED AT 8:30 AM.**

**MEMBERS PRESENT:**

Chairman Jason R. Jones  
 Vice Chairman Denny Bucher  
 Chairman George S. Liner  
 Commissioner Theron L. McCabe  
 Commissioner Thomas F. Mark  
 Commissioner E. T. Mitchell (via telephone)  
 Commissioner Beatrice R. Smith

**STAFF PRESENT:**

Jack B. Veit, III, County Manager  
 Gene Hodges, Assistant County Manager  
 Craig Warren, Finance Director  
 Amber Parker, Human Resources Director  
 Arey Grady, County Attorney  
 Nan Holton, Clerk to the Board  
 Lauren Wargo, Assistant to the County Manager

*Following the Pledge of Allegiance, County Attorney, Arey Grady, recited the following invocation:*

*Lord God, we humbly come before You today, and we thank You for Your love and Your Grace and Your peace that is made available to us all. God, we ask for Your divine wisdom and guidance here today, for You and You alone know the future and the things that are to come. We ask that You would lead us in the decisions we are a part of and that You would give us boldness to honor You.*

*Would You empower every man and woman in this room to use the life You have given them for good? Let us be leaders who follow Your example, leaders who love sacrificially, give selflessly, and serve graciously. May we all do our best to impact this incredible County and Nation of ours for the better.*

*We ask Your blessing on our Commissioners, on our County and on our United States of America.  
 In the name of Jesus, we pray.  
 Amen.*

*Based upon the invocation given by Pastor Randy Bezet at the June 25, 2015 session of the US House of Representatives*

Commissioner Mark motioned to approve the agenda, as presented, seconded by Commissioner Smith and approved 7-0 in a roll call vote.

**CONSENT AGENDA**

Commissioner Liner motioned to approve the Consent Agenda, inclusive of the Minutes of December 20, 2021 Regular Session; Minutes of January 3, 2022 Regular Session; Tax Releases and Refunds (**Credits = \$5,866.98; Refunds = \$2,028.61**); Sheriff – Budget Amendment (Donation Checks); Sheriff – Budget Amendment (International Paper Donation). His motion was seconded by Commissioner Smith and approved 7-0 in a roll call vote.

*Sheriff's Office*

<b>REVENUES</b>	<b>AMOUNT</b>	<b>EXPENDITURES</b>	<b>AMOUNT</b>
1014310-38301 Misc. Donations	\$125.00	1014310-43240 Other Supplies	\$100.00
		1014310-43246 K-9 Supplies	\$ 25.00
<b>TOTAL</b>	<b>\$125.00</b>	<b>TOTAL</b>	<b>\$125.00</b>

**Justification:** The Sheriff's Office received two donation checks. One check in the amount of \$100.00 will be used to purchase a variety of items that the office needs. The other check in the amount of \$25.00 was given to the K-9 Unit to purchase items for the K-9's and their handlers.

*Sheriff's Office*

<b>REVENUES</b>		<b>EXPENDITURES</b>	<b>AMOUNT</b>	<b>AMOUNT</b>
1014310-38301 Misc. Revenue	\$1,000.00	1014310-43240 Other Supplies		\$1,000.00
<b>TOTAL</b>	<b>\$1,000.00</b>	<b>TOTAL</b>		<b>\$1,000.00</b>

**Justification:** The Sheriff's Office received a donation from International Paper Company for \$1,000.00 to use at the Sheriff's discretion. The Sheriff requested to use these funds to aid in the costs of Rabies Vaccines for the Animal Protective Services employees.

**ECONOMIC DEVELOPMENT PUBLIC HEARING – PROJECT 2 TIGER**

At 8:34 am Commissioner Mark motioned to go into public hearing, as advertised, to receive public comments regarding the sale of Lot 19-7 in the Craven County Industrial Park. Commissioner Liner seconded the motion, which carried 7-0 in a roll call vote.

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

At 8:34 am Commissioner Liner motioned to close the public hearing, seconded by Commissioner Mark and approved 7-0 in a roll call vote.

**DEPARTMENTAL MATTERS: CARTS**

*Authorization to Apply for American Rescue Plan (ARP) Capital Funds*

CARTS Transportation Director, Kelly-Walker-Cuthrell, reported that the North Carolina Department of Transportation Integrated Mobility Division (NCDOT/IMD) has released an application for American Rescue Plan (ARP) Capital Funds. She indicated CARTS receives 5311 Community Transportation Plan funding for the rural service provided in Craven, Jones, and Pamlico counties. All systems receiving 5311 are eligible to apply to NCDOT/IMD for ARP funding.

Mrs. Cuthrell noted that applications are due to NCDOT/IMD no later than February 1, 2022. The period of performance for this grant is March 3, 2022, through June 30, 2023. CARTS anticipates using these funds during the FY2022-2023 budget year.

She indicated the ARP grant will reimburse systems for 100% of the capital expenses. Expenses that qualify for reimbursement using CARES Act funding as well as ARP funding will be filed for reimbursement by the most beneficial grant. We are specifically requesting funding for 60% of the cost to replace twenty-seven (27) radio systems, purchase a wheelchair securement training table, replacement hard drives for the vehicle cameras, and a replacement administrative vehicle.

Mrs. Cuthrell requested authorization to submit a grant application for American Rescue Plan Capital funds in the amount of \$68,276. This application has the additional requirement of certification that CARTS did not furlough any employees on or after March 27, 2020. CARTS did not furlough employees.

Mrs. Cuthrell responded to an inquiry about the current condition of CARTS vehicles.

Commissioner Mark motioned to authorize CARTS to apply for American Rescue Plan (ARP) Capital Funds, as requested, seconded by Commissioner Mitchell, and approved 7-0 in a roll call vote.

*Authorization to Apply for American Rescue Plan (ARP) Operating Funds*

Mrs. Cuthrell reported that the North Carolina Department of Transportation Integrated Mobility Division (NCDOT/IMD) has released an application for American Rescue Plan (ARP) Operating Funds. She indicated CARTS receives 5311 Community Transportation Plan funding for the rural service provided in Craven, Jones, and Pamlico counties. All systems receiving 5311 are eligible to apply to NCDOT/IMD for ARP funding.

Mrs. Cuthrell noted that applications are due to NCDOT/IMD no later than February 1, 2022. The period of performance for this grant is March 3, 2022 through June 30, 2023. CARTS anticipates using the funds during the FY2022-2023 budget year.

She highlighted the ARP grant will reimburse systems for 100% of the net operating expenses. Expenses that qualify for reimbursement using CARES Act funding as well as ARP funding will be filed for reimbursement by the most beneficial grant.

Mrs. Cuthrell requested authorization to submit a grant application for American Rescue Plan Operating funds in the amount of \$254,145.

Commissioner Mark motioned to authorize CARTS to apply for American Rescue Plan (ARP) Operating Funds, as requested, seconded by Commissioner Liner and approved 7-0 in a roll call vote.

**DEPARTMENTAL MATTERS: SOCIAL SERVICES – LOW INCOME ENERGY ASSISTANCE PROGRAM FUNDING (PANDEMIC/ARPA AND REGULAR)**

Social Services Director, Geoffrey Marett, reported that the state has released the Pandemic Low Income Energy Assistance Program Funding to counties. This funding is 100% Federal with no County match, payments will be made directly to vendors on behalf of eligible participants.

He stated that additionally, funds for regular Low Income Energy Assistance Program funding exceeds the original state estimates.

Mr. Marett responded to inquiries about overhead and the application process.

Mr. Marett requested approval of a budget amendment in the amount of \$803,220.00. Commissioner Mitchell motioned to approve the following budget amendment, as requested, seconded by Commissioner Smith, and approved 7-0 in a roll call vote.

***Mandated 5215***

<b>REVENUES</b>	<b>AMOUNT</b>	<b>EXPENDITURES</b>	<b>AMOUNT</b>
1015215-33424 Energy Assistance (regular LIEAP funding)	\$ 90,354.00	1015215-42307 Energy Assistance Program (LIEAP) (regular LIEAP funding)	\$ 90,354.00
1015215-33424 (ARPA/Pandemic LIEAP funding)	\$625,717.00	1015215-42307 (ARPA/Pandemic LIEAP funding)	\$625,717.00

1015212-33416	\$ 87,149.00	1015210-44050	\$ 87,149.00
Services Staff & Overhead		Contractual Employees	
TOTAL	\$803,220.00	TOTAL	\$803,220.00

**DEPARTMENTAL MATTERS: ECONOMIC DEVELOPMENT – AUTHORIZE SALE OF LOT 19-7 AND ADOPT RESOLUTION**

Economic Development Director, Jeff Wood, announced pursuant to N.C. Gen. Stat. § 158-7.1, Craven County (hereinafter “County”) intends to convey for economic development purposes a fee simple interest in a +/- two (2) acre tract (hereinafter “Tract”) of land, the Tract being Lot 19-7 in the Craven County Industrial Park. The tract contains a blue line stream and cannot be developed. The buyer has offered Five Thousand and no/100 Dollars (\$5,000.00) an acre, for a total value of Ten Thousand and no/100 Dollars (\$10,000.00), and the County intends to convey and sell same for such value. He indicated that the County believes the proposed conveyance will stimulate and stabilize the local economy, result in the retention of a substantial number of new permanent jobs in the County, and result in increased tax revenues to the County. The purchaser owns property adjacent to the tract and intends to invest in their current building. This property will allow that expansion to occur and also allow for the environmental sustainability of the stream.

Mr. Wood requested that the Craven County Board of Commissioners authorize the County Manager to complete the sale of Lot 19-7 and adopt the resolution.

Commissioner Liner motioned to authorize the sale of Lot 19-7 and to adopt the following resolution, as requested, seconded by Commissioner McCabe and approved 7-0 in a roll call vote.

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

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

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

WHEREAS, William S. Lane, Jr. (“Buyer”) has previously purchased a parcel of real property located in the Craven County Industrial Park and constructed thereon a commercial facility (“New Facility”) valued at \$724,400.00 by the Craven County Assessor; and,

WEHREAS, adjacent to the New Facility Craven County owns a +/- 2 acre parcel known as Lot 19-7 (“the Site”); and,

WHEREAS, in order to provide for the future expansion of the New Facility, Buyer has offered to purchase from County the Site for a total purchase price of Ten Thousand and no/100 Dollars (\$10,000.00) (the "Purchase Price"), or Five Thousand and no/100 Dollars (\$5,000.00) per acre; and,

WHEREAS, due to the size of the Site and the configuration of adjoining parcels, the Site is not suitable for commercial use or ownership separate and apart from that of such adjoining parcels; and,

WHEREAS, County has determined that the fair market value of the Site is Five Thousand and no/100 Dollars (\$5,000.00) an acre, for a total fair market value of Ten Thousand (\$10,000.00) (the "Fair Market Value"); and,

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

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

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

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

WHEREAS, individuals employed at the New Facility are on average paid \$28.00 per hour, and the Buyer anticipates additional employees hired on account of future expansion of the New Facility will be paid similarly; and,

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

WHEREAS, on January 18, 2022, and after proper public notice, pursuant to N.C. Gen. Stat. § 158-7.1(d) the Board of Commissioners for County held a public hearing concerning its intent to convey and sell the Site to Buyer, upon the terms and conditions herein described; and,

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

Now, therefore, be it resolved as follows:

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

Section 2. That, pursuant to the aforesaid agreement, County shall execute and deliver such documents and instruments as may be reasonably necessary in the opinion of counsel to County to accomplish the purposes of said Agreement, including but not limited to the transfer and conveyance to Buyer of the Site.

Section 3. That the Chairman, Clerk to the Board, Manager, Assistant Managers, Economic Developer and such other officers and agents of County are hereby authorized to execute any and all documents necessary in the opinion of counsel to County to effectuate any of the transactions contemplated herein.

Section 4. That this RESOLUTION be entered in the official minutes of the Board of Commissioners of County and that the Clerk to the Board certify copies of this RESOLUTION as may be necessary in the opinion of counsel to County.

This the 18<sup>th</sup> day of January 2022.

**DEPARTMENTAL MATTERS: HUMAN RESOURCES – BUDGET AMENDMENT FOR PSYCHOLOGICAL SCREENING EXAMINATION**

Human Resources Director, Amber Parker, addressed the Board stating that Session Law 2021-138 (SB 300) Criminal Justice Reform and Session Law 136 (HB 436) Support Law Enforcement Mental Health require a psychological screening examination by a licensed psychologist to determine a criminal justice officer's psychological suitability to properly fulfill responsibilities. The new laws apply to all newly hired criminal justice officers as of January 1, 2022, unless they are already certified by the NC Sheriffs' Training and Standards Commission.

She stated the psychological screening exam must be completed prior to the new criminal justice officer receiving initial certification or before they perform any action requiring certification by the Commission and it will apply to deputies, detention officers and telecommunicators. She indicated it is intended to establish a contract with The FMRT Group, which is an industry leader in psychological services and the vendor Craven County routinely uses for Fitness for Duty evaluations and other psychological services. They have over 500 clients nationwide (most are in NC and SC) and are well versed in the new requirements. The cost will be \$445.00 for each screening, and it is estimated approximately 40 screenings will need to be completed for the remainder of the fiscal year. Ms. Parker requested approval of a budget amendment in the amount of \$18,000.00 from the County's Fund Balance to the Human Resources Contract Services budget line to cover the cost.

Ms. Parker responded to inquiries regarding location of screenings, impact on ability to place people, and this being an unfunded mandate.

Commissioner Mark motioned to approve the following budget amendment in the amount of \$18,000.00, as requested, seconded by Commissioner Smith, and approved 7-0 in a roll call vote.

***Human Resources***

<b>REVENUES</b>	<b>AMOUNT</b>	<b>EXPENDITURES</b>	<b>AMOUNT</b>
1010000-39901 Current Year FB	\$18,000.00	1014130-44000 Contract Services	\$18,000.00
<b>TOTAL</b>	<b>\$18,000.00</b>	<b>TOTAL</b>	<b>\$18,000.00</b>



**DEPARTMENTAL MATTERS: FINANCE – BUDGET AMENDMENT – COLA FOR LIBRARY EMPLOYEES**

Finance Director, Craig Warren, reminded the Board that at the December 20, 2021, Board meeting, Commissioners approved a 5% COLA for eligible County employees effective with the pay period beginning January 5, 2022. The Board also indicated that it would like to fund a COLA for library employees as well. To cover the COLA for the libraries, it is estimated that a budget amendment in the amount of \$30,259.00 will be needed.

Mr. Warren requested approval of a budget amendment in the amount of \$30,259.00.

Commissioner Liner motioned to approve a budget amendment in the amount of \$30,259.00, as requested, seconded by Commissioner Mark, and approved 7-0 in a roll call vote.

*Special Appropriations – Libraries*

<b>REVENUES</b>	<b>AMOUNT</b>	<b>EXPENDITURES</b>	<b>AMOUNT</b>
1010000-39901	\$30,259.00	1015931-49660	\$21,674.00
Current Year FB		New Bern	
		1015931-49660	\$ 1,917.00
		Cove City	
		1015932-49660	\$ 4,328.00
		Havelock	
		1015934-49660	\$ 2,340.00
		Vanceboro	
<b>TOTAL</b>	<b>\$30,259.00</b>	<b>TOTAL</b>	<b>\$30,259.00</b>

**CITY OF HAVELOCK PARKS AND RECREATION CAPITAL REQUEST**

County Manager, Jack Veit, welcomed City of Havelock staff members; Jim Freeman, Interim City Manager; Chris McGee, new City Manager; and Travis Adams, P&R Director.

Mr. Veit reviewed that this was brought forth in 2016 to a different Board and stated that the City of Havelock and Craven County agreed to a 50% cost share project, improving the recreational facility located off Highway 101. Craven County’s 50% will go towards two (2) equipment and maintenance metal storage facilities on opposite sides on a 50-acre recreational site.

Mr. Veit highlighted the nine points that both parties much agree to:

- One-time capital recreation improvement that is City owned, maintained, and insured, whereby the County and City would pro-rata cost share fifty percent, however the total of the County’s individual share is not to exceed \$100,000
- IF grant related funds should be obtained/utilized by either party, the other party’s contribution is to be reduced accordingly by same grant amount
- A copy of the City’s developed informal bid documents and project scope/specifications are referenced as part of this document
- Upon both governing bodies approval of the MOU, and within 14 days of said concurred approvals, the City shall begin advertisement for project bids
- Once City of Havelock awards an actual construction contract, such is provided to the County and cost share dollar amounts are to be adjusted accordingly as per the understanding of this MOU
- Additionally, the city of Havelock is to provide the County the contractor’s actual dates of notice of award, pre-construction meeting, notice to proceed and proposed construction to completion timeline
- The County is to reimburse within 30 days its pro-rata shares after their receipt of actual paid project invoices from the City of Havelock
- Upon issuing a notice to proceed with the contractor, the City staff is to provide both governing bodies with a monthly written progress report and

- If there should be use/storage fees, it is understood that such fee schedule is to be equal for all associations, city/county citizens or other permitted organizations who would utilize these two storage facilities.

Mr. Travis Adams provided the Board with an update on the purpose of the projects.

Mr. Veit requested approval of a budget amendment in the amount of \$84,700.00, and to execute a Memorandum of Understanding.

Commissioner Liner motioned to approve the following budget amendment in the amount of \$84,700.00 and to execute a Memorandum of Understanding with the City of Havelock. His motion was seconded by Commissioner Smith and approved 7-0 in a roll call vote.

***Special Appropriation – City of Havelock***

<b>REVENUES</b>	<b>AMOUNT</b>	<b>EXPENDITURES</b>	<b>AMOUNT</b>
1010000-39901 Current Year FB	\$84,700.00	1014111-49691 City of Havelock	\$84,700.00
<b>TOTAL</b>	<b>\$84,700.00</b>	<b>TOTAL</b>	<b>\$84,700.00</b>

**APPOINTMENTS**

*Pending*

Chairman Jones reviewed the following pending appointments:

- Adult Care Home Advisory Committee
- Community Child Protection Team
- Craven County Clean Sweep
- Craven/Pamlico Regional Library
- Emergency Medical Services
- JCPC – Faith Community Representative seat
- Nursing Home Advisory Committee
- Regional Aging Advisory Board
- Voluntary Agriculture District Advisory Board (District 6)

*Current*

There were no current appointments.

*Upcoming*

Chairman Jones reviewed upcoming appointments to boards and committees due to expire in February and March.

**COUNTY ATTORNEY’S REPORT**

County Attorney, Arey Grady, had nothing to report.

**COUNTY MANAGER’S REPORT**

County Manager, Jack Veit, commented that Monday, January 24<sup>th</sup> would be an opportunity to receive information from County staff regarding the American Rescue Plan (ARP) fund. He asked if the Board would be interested in recessing this meeting to January 24<sup>th</sup> at 8:30 am to receive this presentation.

He reported he and Commissioner Smith met recently with Smart Start Executive Director, Pat Morrow and talked about the work that needs to be done with our young citizens to change the narrative of their life.

He commented on his recent participation in an ACT meeting where they are looking at different options and positioning for Cherry Point.

### COMMISSIONERS' REPORTS

*Commissioner Mark* commented on his recent Fairfield Harbour precinct meeting, stating that 55 people were in attendance. He reported there were 51 people in the hospital with Covid.

*Commissioner McCabe* had nothing to report.

*Commissioner Mitchell* had nothing to report.

*Commissioner Liner* had nothing to report.

*Commissioner Smith* also mentioned meeting with Pat Morrow of Smart Start and is looking forward to the continued relationships. She emphasized the significance of working with the youth rounding them out to become well education and well fed so they can become better citizens. Mrs. Smith extended her appreciation to Mr. Veit for taking the time to meet with her and Ms. Morrow and for working with her and her interests.

*Commissioner Bucher* had nothing to report.

*Chairman Jones* had nothing to report.

### CLOSED SESSION

At 9:14 am Commissioner Liner motioned to go into closed session (following a five-minute recess to set the room up) pursuant to NCGS 143-318.11(a)(1) to prevent the disclosure of information that is privileged or confidential. Commissioner Smith seconded the motion which was approved 7-0 in a roll call vote.

At 9:40 am Commissioner McCabe motioned to return to open session, seconded by Commissioner Mark and approved 7-0 in a roll call vote.

There was no action to report.

At 9:40 am Commissioner Mark motioned to recess until January 24<sup>th</sup> at 8:30 am in the Commissioners' Boardroom. His motion was seconded by Commissioner Liner and approved 7-0 in a roll call vote.

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Chairman Jason R. Jones  
Craven County Board of Commissioners

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Nan Holton  
Clerk to the Board