

**AGENDA
CRAVEN COUNTY BOARD OF COMMISSIONERS
REGULAR SESSION
TUESDAY SEPTEMBER 5, 2023
6:00 P.M.**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

- 1. CARTS PUBLIC HEARING – CTP GRANT: Kelly Walker-Cuthrell, CARTS Director**
- 2. ECONOMIC DEVELOPMENT PUBLIC HEARING – NORTH CAROLINA DEPARTMENT OF COMMERCE GRANT: Jeff Wood, Economic Development Director**
- 3. ECONOMIC DEVELOPMENT PUBLIC HEARING – PROJECT PHANTOM: Jeff Wood, Economic Development Director**
- 4. PETITIONS OF THE CITIZENS – Agenda Topics**
- 5. CONSENT AGENDA**
 - A. August 21, 2023 Regular Session**
 - B. Tax Releases and Refunds**
 - C. DSS Share the Warmth Funding (prior year) - Budget Amendment**
 - D. Recreation & Parks Bench Donation - Budget Amendment**
 - E. Military Service Person of the Quarter Resolution**

DEPARTMENTAL MATTERS:

- 6. CARTS: Kelly Walker – Cuthrell, CARTS Director**
 - A. Approval to Apply for FY 2024-2025 CTP and Combined Capital Grants**
 - B. Adoption of the Updated Drug and Alcohol Testing Policy**

7. **ECONOMIC DEVELOPMENT: Jeff Wood, Economic Development Director**
 - A. **North Carolina Department of Commerce Grant & Budget Amendment**
 - B. **Project Phantom – Authorization to Sell Property in CCIP**
 - C. **Engineering Services Lot 9 & 10 – Budget Amendment**
 - D. **Economic Development Update**

8. **AIRPORT FAA GRANT FUNDING APPROVAL: Andrew Shorter, Airport Director**

9. **FACILITIES – APPROVAL OF BUDGET AMENDMENT AND AUTHORIZATION TO PURCHASE AIR HANDLER UNIT REPLACEMENTS FOR THE CRAVEN COUNTY-NEW BERN LIBRARY BRANCH: Gene Hodges, Assistant County Manager**

10. **APPOINTMENTS**

11. **COUNTY ATTORNEY’S REPORT: Arey Grady**

12. **PETITIONS OF THE CITIZENS – General Topics**

13. **COUNTY MANAGER’S REPORT: Jack Veit**

14. **COMMISSIONERS’ REPORTS**

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, SEPTEMBER 5, 2023. THE MEETING CONVENED AT 6:00 PM.

MEMBERS PRESENT:

Chairman Jason R. Jones
 Vice-Chairman Denny Bucher
 Commissioner Chadwick Howard
 Commissioner Sherry Hunt
 Commissioner E. T. Mitchell
 Commissioner Beatrice R. Smith

MEMBERS EXCUSED:

Commissioner Thomas Mark

STAFF PRESENT:

Jack B. Veit, III, County Manager
 Gene Hodges, Assistant County Manager
 Arey Grady, County Attorney
 Lauren Wargo, Assistant to the County Manager
 Nan Holton, Clerk to the Board

STAFF EXCUSED:

Amber Parker, Human Resources Director

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

How good and pleasant it is when people live together in unity. Remind us again, O God, of this divine vision which has given the psalmist such joy.

Call to our minds the most wonderful moments in our lives: When we are overwhelmed with the abundance of Your sacred presence; when we are confident in the work You have given us to do, and the ability You have granted us with which to do it; when we are surrounded by dear friends on the occasion of life-changing events.

Bring to our memories the countless times You have blessed us when we have most needed Your blessing: With rain in times of drought; with shade from scorching heat; comfort in our sorrow; refreshment from the tedium of our labor.

Then, having reminded us of all these things, reveal to us that all these joys, these many blessings, no matter how wonderful, are nothing compared to the pleasure to be found in the harmony of those who live together in unity.

May we cherish and embody that joy this day. In Your merciful and gracious name we pray. Amen

Based upon the invocation given by Chaplain Margaret Grun Kibben, at the August 18, 2023 session of the US House of Representatives

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

CARTS PUBLIC HEARING – CTP GRANT

CARTS Director, Kelly Walker-Cuthrell, explained the need to go into public hearing to receive public comments regarding CARTS' application to the NC DOT for the FY24-25 5311 Community Transportation Program Grant and the Combined Capital Grant.

At 6:03 pm, Commissioner Mitchell motioned to go into public hearing, as advertised, seconded by Commissioner Hunt and approved unanimously.

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

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

ECONOMIC DEVELOPMENT PUBLIC HEARING – NORTH CAROLINA DEPARTMENT OF COMMERCE GRANT

Economic Development Director, Jeff Wood, stated the need to go into public hearing to receive public comments regarding the acceptance of a grant from the NC Department of Commerce to fund the extension of a road necessary for commercial aerospace development adjacent to the Coastal Carolina Regional Airport.

At 6:05 pm, Commissioner Hunt motioned to open the public hearing, as advertised, seconded by Commissioner Smith.

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

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

ECONOMIC DEVELOPMENT PUBLIC HEARING – PROJECT PHANTOM

Mr. Wood explained the Economic Development Department has been working with a local manufacturer who has provided an offer to purchase 6.022 acres of land in the Craven County Industrial Park establishing the need to go into a public hearing to receive public comments.

At 6:06 pm, Commissioner Mitchell motioned to open the public hearing as advertised, seconded by Commissioner Hunt and unanimously approved.

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

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

PETITIONS OF CITIZENS: AGENDA TOPICS

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

CONSENT AGENDA

Commissioner Mitchell motioned to approve the Consent Agenda, inclusive of the Minutes of August 21, 2023 Regular Session; Tax Releases and Refunds (*Credits = \$26,188.89; Refunds = \$269.51*); DSS Share the Warmth Funding (Prior Year) – Budget Amendment; Recreation & Parks Bench Donation – Budget Amendment; and Military Service Person the Quarter Resolution. Commissioner Hunt seconded the motion which carried 6-0 in a roll call vote.

Mandated Public Assistance 5215

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1015215-33430 Share the Warmth	\$6,604.00	1015215-42342 Share the Warmth	\$6,604.00
TOTAL	\$6,604.00	TOTAL	\$6,604.00

Justification: These are funds that were delayed in NC FAST in FY 2022-2023 for Share the Warmth pledges that have been put in the budget using state funds to fulfill the pledges to the vendors for clients that were deemed eligible. There is no County match required.

Recreation

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1015910-38301 Donations	\$1,330.00	1015910-47321 C/O \$599-\$4,999	\$1,330.00
TOTAL	\$1,330.00	TOTAL	\$1,330.00

Justification: A donation for a bench at Rocky Point Park in honor of one of the founding members of Zeta Phi Beta Sorority, Inc. This bench will be located near the playground for parents to enjoy for years to come.

**RESOLUTION
RECOGNIZING CORPORAL MARIA VILLASILVA
AS MILITARY SERVICE
PERSON OF THE QUARTER**

WHEREAS, Corporal Maria Villasilva is currently stationed aboard Headquarters and Headquarters, MCAS Cherry Point, NC, where she serves as an SMP Rep, Administrative Clerk RPAC, and

WHEREAS, Cpl Villasilva, has since been selected as Marine of the Quarter, Non-Commissioned Officer of the Quarter, nominated for meritorious Sergeant, was hand-picked to deploy to Qatar in support of Operation Inherent Resolve and appointed to be the Single Marine Program coordinator of her unit; and

WHEREAS, Cpl Villasilva is always the first one to volunteer for all events and takes her time to be compassionate and is a great source of motivation in her workspace; and

WHEREAS, she devotes countless hours to her local community by participating in the following services:

- ❖ Skilled Nursing Facilities
- ❖ Onslow Beach Clean-ups
- ❖ Carteret Community, Cherry Point and Havelock Clean-ups
- ❖ President and First Lady of the United States Friendsgiving

WHEREAS, Cpl Villasilva is a shining illustration of a great leader and sets out to accomplish tasks with pride and dignity. She is the epitome of a true Marine and philanthropist.

NOW, THEREFORE, BE IT RESOLVED THAT THE CRAVEN COUNTY BOARD OF COMMISSIONERS recognizes Corporal Maria Villasilva for being an amazing example for all those in her charge as well as her personal dedication as a community volunteer.

BE IT FURTHER RESOLVED THAT THE CRAVEN COUNTY BOARD OF COMMISSIONERS congratulates her on being selected for Military Service Person of the Quarter.

Adopted this 5th day of September 2023.

DEPARTMENTAL MATTERS: CARTS

Approval to Apply for FY 2024-2025 CTP and Combined Capital Grants

CARTS Director, Kelly Walker-Cuthrell requested the Board’s approval to apply to the North Carolina Department of Transportation (NCDOT) for the FY2024-2025 5311 Community

Transportation Program (CTP) Administrative Grant and the Combined Capital Grant. She stated that CARTS relies on these grants to assist with the cost of operating public transit service.

Mrs. Cuthrell explained the 5311 CTP Grant is a formula-based allocation grant for rural public transportation projects and that CARTS is seeking to apply for the entire allocation of \$441,820. She further explained that this funding is broken down as 80% federal, 5% state, and 15% local match. The amount of \$441,820 represents 60% of CARTS' eligible expenses. The other 40% is included in a 5307 Federal Transit Administration (FTA) grant. CARTS is required by NCDOT to maintain the 60% rural and 40% urban split for these expenditures.

Mrs. Cuthrell indicated the Combined Capital application does not specify into which grants capital projects will be placed. That decision will be made by NCDOT at a later time. She stated that CARTS is seeking to apply for two replacement vehicles, due to the vehicles being replaced having met or exceeded useful life. CARTS is also seeking to apply for four cameras to be used to replace cameras in the event of malfunction. All cameras are out of warranty but have not yet met useful life per federal guidelines. Also in the grant is a six-foot folding table to be used during community outreach events and a portable language translation device that is currently being used by other Craven County human services agencies. She relayed that any item with a useful life of more than one year is considered a capital item, per FTA requirements, therefore are included in this capital grant. The Combined Capital grant request totals \$211,522. This funding is broken down as 80% federal, 10% state, and 10% local match.

She stated information is available for review on the CARTS website and at the CARTS office.

Commissioner Mitchell motioned for approval to apply for FY 2024-2025 NCDOT 5311 CTP and Combined Capital grants, as requested, seconded by Commissioner Smith and approved unanimously.

Adoption of the Updated Drug and Alcohol Testing Policy

Mrs. Cuthrell stated the current CARTS Drug and Alcohol Testing Policy was adopted November 1, 2021, with an effective date of November 2, 2021. As part of the triennial review being conducted by the Federal Transit Administration (FTA), CARTS has been instructed to add the sentence "Employees must abide by the terms of this policy as a condition of employment" to the current Drug and Alcohol Testing Policy. She relayed that per those instructions, the sentence has been added to the end of the paragraph identified as Section A. Purpose 2). The only other changes are for grammar and spelling.

Mrs. Cuthrell requested adoption of the updated Drug and Alcohol Testing Policy to be effective September 6, 2023, and indicated all employees to whom this policy applies will be given a copy of the new policy.

Commissioner Hunt motioned to adopt the updated CARTS Drug and Alcohol Testing Policy, with an effective date of September 6, 2023, seconded by Commissioner Mitchell and approved unanimously.

ECONOMIC DEVELOPMENT

North Carolina Department of Commerce Grant and Budget Amendment

Economic Development Director, Jeff Wood, reported the North Carolina Department of Commerce has awarded Craven County \$1,077,694 to construct a road to the Corporate Aerospace Development Area of Coastal Carolina Regional Airport. He indicated this investment would open approximately 90 acres of property along the runway assisting the Economic Development Department in attracting the aerospace industry, a target industry for Craven County. This investment follows an earlier announcement of \$750,000 from Golden Leaf to extend water and sewer to the same property.

Mr. Wood requested acceptance of the NC Department of Commerce grant and approval of a budget amendment in the amount of \$1,077,694.00

Commissioner Mitchell motioned to approve the NC Department of Commerce grant and to approve the following budget amendment, in the amount of \$1,077,694.00, as requested, seconded by Commissioner Smith and approved 6-0 in a roll call vote.

Economic Development

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1014920-33321 NC Dept. of Commerce	\$1,077,364.00	1014920-43315 Grants	\$1,077,694.00
TOTAL	\$1,077,364.00	TOTAL	\$1,077,364.00

Project Phantom – Authorization to Sell Property in CCIP

Mr. Wood reported that 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 +/- 6.022 acre tract (hereinafter “Tract”) of land (a sketch plan for the Tract is available for inspection in County’s Office of Economic Development), the Tract being a portion of Lot 7 in the Craven County Industrial Park. He indicated the value of the Tract is Twenty-Five Thousand and no/100 Dollars (\$25,000.00) an acre, for a total value of One Hundred Fifty Thousand Five Hundred Fifty and no/100 Dollars (\$150,550.00), and the County intends to convey and sell same for such value. He stated the County believes the proposed conveyance will stimulate and stabilize the local economy, result in the creation of a substantial number of new permanent jobs in the County, and result in increased tax revenues to the County.

Commissioner Mitchell motioned to approve the following draft resolution and to authorize the County Manager to close on the sale of approximately 6.022 acres of property, seconded by Commissioner Hunt and approved 6-0 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, Crystal Coast Signs and Fabrication, LLC (hereinafter “Crystal Coast Signs and Fabrication”), a New Bern based company, intends to construct a 14,000_SF (“New Facility”) to be valued at one Million, three hundred thousand and no/100 (\$1,330,000) with potential to invest more and expects to employ up to seventy (70) new employees over the next three years for the New Facility; and,

WHEREAS, Crystal Coast Signs and Fabrication currently has 5 employees located in Craven County; and,

WHEREAS, the New Facility will be constructed on an approximately +/-6 acre parcel to be subdivided from tracts heretofore designated as lots 9 and 10 in the Craven County Industrial Park (“the Site”); and,

WHEREAS, Crystal Coast Signs and Fabrication’s construction of the New Facility and the creation of fifteen (15) new jobs will aid tremendously in remedying the previously identified economic and fiscal distresses suffered by County and its citizens; and,

WHEREAS, Crystal Coast Signs and Fabrication has offered to purchase from County the Site for a total purchase price of approximately One Hundred Fifty Thousand Five Hundred Fifty and no/100 Dollars (\$150,550.00) (the “Purchase Price”), or Twenty-Five Thousand and no/100 Dollars (\$25,000.00) per acre, the exact purchase price being subject to a final survey confirming the precise acreage for the site; and,

WHEREAS, County has determined that the fair market value of the Site is Twenty-Five Thousand and no/100 Dollars (\$25,000.00) an acre for 6.02 acres, for a total fair market value of One Hundred Fifty Thousand Five Hundred Fifty and no/100 Dollars (\$150,550.00) (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, County has determined that the probable hourly average wage to be paid to individuals to be employed at the New Facility is \$22.00 per hour; 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 Crystal Coast Signs and Fabrication, ad valorem tax revenue generated by the Site will begin accruing to County; and,

WHEREAS, on September 5th, 2023, 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 Crystal Coast Signs and Fabrication, upon the terms and conditions herein described; and,

WHEREAS, the Board of Commissioners of County does desire to convey and grant to Crystal Coast Signs and Fabrication the Site, by and through the Agreement for Purchase and Sale of Land 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 Land 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 Crystal Coast Signs and Fabrication of the Site.

Section 3. That the Chairman, Clerk to the Board, Manager, Assistant Managers, Economic Developer, County Attorney 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 5th day of September, 2023.

Engineering Services Lot 9 & 10 – Budget Amendment

Mr. Wood stated that last fiscal year, the Board of Commissioners awarded an engineering and master planning contract to JMT to assist the Economic Development Department in planning the remaining +/- 50 acres owned by the County in the Craven County Industrial Park. He indicated work during fiscal year 2023 on Lot 9 & 10 has been completed with JMT including a wetland analysis, Army Corp wetland designation and a Phase 1 environmental site assessment completed. JMT has also provided a concept outline of how the property will be subdivided and a road for access to all seven lots. Mr. Wood explained the next phase would be to divide the property and finalize the road design to prepare for a request for proposal for construction. He requested approval of a budget amendment in the amount of \$131,500.00, which includes funds for JMT to perform the tasks above and funds to allow the County Engineer to purchase documentation packets that allow the County to internally handle putting construction contracts together for the County to go out to bid.

Commissioner Smith motioned to approve the following budget amendment, in the amount of \$131,500.00, as requested, seconded by Commissioner Hunt and approved 6-0 in a roll call vote.

Economic Development – 4920

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1014920-39802 Transfer from Capital Reserve	\$131,150.00	1014920-44000 Contract Services	\$131,150.00
4000000-39801	\$131,150.00	1004150-49701	\$131,150.00
TOTAL	\$262,300.00	TOTAL	\$262,300.00

Economic Development Update

Mr. Wood stated there was a desperate need for property to be able to develop further, as the local real estate picture is small. He indicated the same was true with the property surrounding the airport, as there is already interest with investors, so they will continue to seek land. Mr. Wood relayed the next steps would be conducting due diligence site selections. He provided unemployment data comparisons, with local being 3.6% which is great people are employed, but difficult for employers when hiring.

He stressed that employers are looking at daycare and other quality of life issues when trying to recruit and retain employees. Mr. Wood emphasized the need to continue having conversations about infrastructure and staying ahead on that front.

Mr. Wood commented from his conversations with local industries, there has been a slowing of their products going out the door, which could also slow the hiring processes as a result. He reported on all the networks established between the military base organizations and the local industries, the airport, and the Tourism Development Authority and how these collaborations are critical when marketing the area. Mr. Wood gave a shout out to Craven County IT for developing a contact data base of these networks.

Mr. Wood addressed questions about farmland preservation and multi-level properties. He was requested to prepare a report tracking the number of jobs created by year and the increase in local commercial tax base by year.

DEPARTMENTAL MATTERS: AIRPORT

FAA Grant Funding Approval

Coastal Carolina Regional Airport Director, Andrew Shorter, reported the Coastal Carolina Regional Airport Authority has applied for its FY2023 Airport Improvement Program in the amount of \$4,866,211.00. Mr. Shorter indicated a Craven County signature is required to accept the FAA FY2023 grant for the commercial terminal expansion project and an Air Traffic Control Tower siting study. This grant figure is derived from EWN's annual FAA entitlement funding formula and an additional \$3.492M discretionary allocation for FY23. He stated this grant will be issued to cover the remaining portions of the multi-year terminal expansion and improvement project currently underway, with a total project cost of \$26,933,981.00. The control tower siting study will cost \$205,207.00.

Mr. Shorter relayed the airport is awaiting the formal grant offer and agreement from the FAA, with an expected date to be issued to the airport by September 7th. It must be accepted, signed, and returned to the FAA before September 15th.

Commissioner Mitchell motioned to authorize the Chair to sign the FAA grant agreement when received, seconded by Commissioner Mitchell and approved 6-0 in a roll call vote.

At the Chair’s request, Mr. Shorter provided an update on the terminal expansion project. He reported on all the various funding sources and proudly relayed that there is no out of pocket expense and they do not have to borrow money, which is beneficial to the airlines in keeping their rates lower.

The Coastal Carolina Regional Airport Authority Chair, Tyler Harris, stated the airport is owned by taxpayers and the airport authority leases it. He reported they have been moving forward in improving their infrastructure with none bigger than the terminal renovation ongoing now. Mr. Harris stressed the importance of the new roads and lengthening of the runway to market the airport and he expressed his appreciation to the C1A and the Board of Commissioners for their support.

Mr. Shorter and Mr. Harris addressed questions about the runway extension and road movements and the timelines associated with those projects; as well as recruiting more airlines to the local hub.

DEPARTMENTAL MATTERS: FACILITIES

Approval of Budget Amendment and Authorization to Purchase Air Handler Unit Replacements for the Craven County-New Bern Library Branch

Assistant County Manager, Gene Hodges, reported that for several years now, Craven County Facilities Department has provided oversight and management of facility maintenance and capital projects for the New Bern, Cove City, and Vanceboro branches of the Craven-Pamlico Library System. Immediately after the events of Hurricane Florence, staff began to notice significant settling issues in the older part of the New Bern branch library. He stated based on past experience with other facilities, it was decided to contract with the team that the County worked with on the Convention Center. Engineered Foundation Solutions from Durham and Accident Reconstruction Analysis from Raleigh were consulted and provided a report of their findings. He stated to facilitate floor repairs would take the library offline for a considerable amount of time and require the replacement of the floor coverings throughout the facility. During any temporary closure, Facilities staff recommended replacement of the air handler units throughout the facility that have met useful life and have required numerous repairs. He indicated one unit in particular is located in the middle of the building and there is the possibility of minor demolition work and reconstruction that would be required to change out this unit.

Mr. Hodges further stated in anticipation of these needed repairs, library staff has contracted with the City of New Bern to lease a temporary location to serve the patrons of the New Bern branch. This lease has a term of 1 year and commences on September 15, 2023. Craven County is working with the local representation in the General Assembly in an attempt to obtain a grant to assist in making the repairs needed for the New Bern branch. The estimate to make all the needed repairs is approximately \$1 million.

Mr. Hodges communicated that in the current building market, there are significant lead times for commercial grade HVAC equipment. Based on estimates from Piedmont Service Group, the vendor that has provided HVAC services to this location for years, the preliminary cost to replace all 3 air handlers is \$328,000.00 and it will take 6 to 8 months to obtain the equipment. Staff recommended the Board of Commissioners approve a budget amendment in the amount of \$350,000.00 funded from Capital Reserve, which would enable staff to put this work out for bid and issue a Purchase Order to the approved low bidder so that the equipment can be ordered and put into production as soon as possible.

Commissioner Mitchell motioned to approve the following budget amendment in the amount of \$350,000.00 and to authorize staff to obtain pricing and issue a purchase order for HVAC equipment for the New Bern branch of the Craven-Pamlico Library. Her motion was seconded by Commissioner Hunt and approved 6-0 in a roll call vote.

Public Buildings

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1014200-39802	\$350,000.00	1014200-47302	\$350,000.00
Transfer from Res. Fund		Capital Outlay Other Improvements	
4000000-39801	\$350,000.00	4004150-49701	\$350,000.00
Transfer from General Fund		Transfer to General Fund	

TOTAL	\$700,000.00	TOTAL	\$700,000.00
-------	--------------	-------	--------------

Mr. Hodges responded to questions about insurance and FEMA.

Chairman Jones expressed appreciation to the City of New Bern in contracting with the Library Board for a temporary location while renovations take place.

APPOINTMENTS

Chairman Jones reviewed the following pending appointments:

- Coastal Carolina Regional Airport
- Craven County Planning Board
- Craven Regional Library
- Havelock Board of Adjustment (ETJ)
- Havelock Library
- Highway 70 Corridor Committee
- Volunteer Agricultural District (District 6)

Chairman Jones requested the Board to review the application from John Hawkins to serve on the Planning Board representing District 2. Commissioner Jones nominated him for appointment, seconded by Commissioner Mitchell. There being no additional nominations, Mr. Hawkins was appointed by acclamation.

Current

Juvenile Crime Prevention Council

Commissioner Howard nominated applicant Blake Larson for appointment. There being no additional nominations, Pastor Larson was appointed by acclamation.

Upcoming

Chairman Jones reviewed upcoming appointments to boards and committees with terms expiring in October/November.

COUNTY ATTORNEY’S REPORT

County Attorney, Arey Grady, had nothing to report.

PETITIONS OF CITIZENS: GENERAL TOPICS

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

COUNTY MANAGER’S REPORT

County Manager, Jack Veit, requested the Commissioners mark their calendars for a ribbon cutting and a work session on Monday, October 16th following their Regular Session meeting.

Mr. Veit reminded the Board of the C1A event Wednesday, September 6th aboard Cherry Point at 4:30 pm.

He informed them of a software demo from Polymorphic, a data analytical company he networked with at the NC Association of County Commissioners’ Annual Conference in Raleigh. The demo will be set up the afternoon of September 12th and he requested that the Board let Lauren Wargo know of their intentions to attend.

Mr. Veit provided a brief overview of several sessions he attended while at the NC ACC Conference, specifically citing lottery funding and the learning loss during Covid, broadband Great Grant second round funding opportunities, and a presentation on how counties look at sales tax.

Chairman Jones recognized two Leadership Craven individuals in attendance: Patrick Manzo and Marzanne Draves.

COMMISSIONERS' REPORTS

Commissioner Hunt reported on her experience at the NC ACC Annual Conference, expressing great interest in the cyberspace attacks session and tour of the state facility. She relayed they provide assessments to local counties and municipalities and indicated the need to be proactive. Mrs. Hunt expressed appreciation to Mr. Shorter and Mr. Wood for their work with the airport and how it relates to local military support.

Commissioner Smith expressed gratitude to Chairman Jones and staff for ensuring she was safe leading up to and after the hurricane.

Commissioner Howard reported he found all the informational sessions at the NC ACC Conference very useful and provided great data to bring back and apply locally.

Commissioner Mitchell reported on her recent County tour with Mr. Veit, Mr. Hodges, and Mr. Wood, which highlighted all the great things happening throughout Craven County. She stated it was encouraging to be focused on smart growth and to be a part of it.

Commissioner Bucher had nothing to report.

Commissioner Jones stated it was great to see broadband internet activity ongoing in the western part of the county. He expressed appreciation to Commissioner Howard for mentioning the significance of farmland preservation as he relayed stories about how farming has changed generationally. Mr. Jones indicated he supports creating new jobs, balanced with keeping a simple way of life.

At 7:15 pm, Commissioner Smith motioned to adjourn, seconded by Commissioner Hunt and unanimously approved.

Chairman Jason R. Jones
Craven County Board of Commissioners

Nan Holton
Clerk to the Board