



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 21, 2020. THE MEETING**
 5 **CONVENED AT 8:30 A.M.**

6
 7 **MEMBERS PRESENT:**

- 8 Chairman Thomas F. Mark
- 9 Vice Chairman Jason R. Jones
- 10 Commissioner Denny Bucher
- 11 Chairman George S. Liner
- 12 Commissioner Theron L. McCabe
- 13 Commissioner E. T. Mitchell
- 14 Commissioner Johnnie Sampson, Jr.

15
 16 **STAFF PRESENT:**

- 17 Jack B. Veit III, County Manager
- 18 Gene Hodges, Assistant County Manager
- 19 Craig Warren, Finance Director
- 20 Amber Parker, Human Resources Director
- 21 Nan Holton, Clerk to the Board
- 22 Arey Grady, County Attorney

23
 24 Following the Pledge of Allegiance, County Attorney, Arey Grady, recited the following
 25 invocation:

26
 27 Almighty God, we give You thanks for giving us another day.
 28
 29 Bless the Members of this Board of County Commissioners. Help them to walk in the light, to share their
 30 strengths, and to build upon their common desire for the good of our County that they might better attend
 31 to the important issues of our day.
 32
 33 May they think clearly, speak confidently, and act courageously to make our County better today than it
 34 was yesterday. If it be Your will, we ask that men and women of good will from both sides of the political
 35 aisle might cooperate in the forming of law and policy.
 36
 37 May we be forever grateful for the blessings our County enjoys and appropriately generous with what we
 38 have to help those among us who are in need.
 39
 40 May all that is done this day be for Your greater honor and glory. Amen.

41 **Based upon the opening prayer given by Reverend Patrick J. Conroy, S.J. for the January 13, 2015**
 42 **session of the United States House of Representatives.**

43
 44 Commissioner Sampson motioned to approve the agenda, as presented, seconded by
 45 Commissioner Mitchell and approved unanimously.

46
 47 **CONSENT AGENDA**

48
 49 Commissioner Sampson moved to approve the consent agenda, inclusive of the January 6, 2020
 50 regular session minutes, seconded by Commissioner McCabe and approved 7-0 in a roll call
 51 vote.

52
 53 *Tax Releases and Refunds*

54
 55 *Credits*

57 TAXPAYER NAME	TICKET #	AMOUNT
58 59 BACKUS, DAVID ALAN 60 PROPERTY VALUE CORRECTION	2019-204534	\$257.97
61 62 BASINGER, CHARLES BAYNE 63 DID NOT OWN JANUARY 1	2019-401374	\$11.56

65	BASINGER, CHARLES BAYNE	2019-401370	\$12.28
66	DID NOT OWN JANUARY 1		
67			
68	BASINGER, CHARLES BAYNE	2019-401371	\$13.30
69	DID NOT OWN JANUARY 1		
70			
71	BASINGER, CHARLES BAYNE	2019-401377	\$14.33
72	DID NOT OWN JANUARY 1		
73			
74	BASINGER, CHARLES BAYNE	2019-401378	\$13.48
75	DID NOT OWN JANUARY 1		
76			
77	BASINGER, CHARLES BAYNE	2019-401379	\$14.37
78	DID NOT OWN JANUARY 1		
79			
80	BASINGER, CHARLES/STOREK, KATINA	2019-212572	\$270.22
81	INCORRECT OWNER/REBILL		
82			
83	BPNC LLC	2019-30256	\$752.44
84	APPRAISAL ERROR CORRECTION		
85			
86	BRINKLEY, KANELLE SUTLEY	2019-206433	\$98.19
87	DOUBLE BILLED		
88			
89	BROADWAY, CURTIS LEROY & THALIA C	2019-401360	\$56.24
90	INCORRECT OWNER/REBILL		
91			
92	BROADWAY, CURTIS LEROY & THALIA C	2019-401362	\$58.39
93	INCORRECT OWNER/REBILL		
94			
95	BROOME, STEVEN D & PAMELA L	2019-401883	\$350.08
96	NOT TAXABLE TO CRAVEN COUNTY		
97			
98	BRYANT, CHRISTOPHER JR & VIVIAN	2019-50349	\$120.00
99	RECYCLE FEE CORRECTION		
100			
101	CAHOON, DALLAS & KATHLEEN	2019-400103	\$68.45
102	DOUBLE BILLED		
103			
104	DUNCAN, RODNEY O & JAMIE M	2019-403029	\$333.36
105	DOUBLE BILLED		
106			
107	DUNCAN, RODNEY O & JAMIE M	2019-403031	\$188.52
108	DOUBLE BILLED		
109			
110	EUBANKS, RICHARD E	2019-211731	\$25.44
111	DID NOT OWN JANUARY 1		
112			
113	HAGAN, CHRISTOPHER B	2019-208691	\$108.29
114	DOUBLE BILLED		
115			
116	HUENKE, PAUL	2019-400292	\$1,324.14
117	NOT TAXABLE TO CRAVEN COUNTY		
118			
119	JENKINS, JOHNNIE ALLEN	2019-201499	\$218.83
120	DOUBLE BILLED		
121			
122	JOHNSON, SCOTTIE D	2019-211509	\$18.29
123	DID NOT OWN JANUARY 1		
124			
125	JONES, HOBSON JR	2019-200027	\$60.00
126	DWELLING VACANT		

127			
128	M & J PROPERTIES LLC	2019-201367	\$387.77
129	NOT TAXABLE TO CRAVEN COUNTY		
130			
131	MCILWEAN, REBECCA RALPH	2019-401759	\$26.76
132	DOUBLE BILLED		
133			
134	MCILWEAN, REBECCA RALPH	2019-401758	\$23.46
135	DOUBLE BILLED		
136			
137	MCILWEAN, REBECCA RALPH	2019-401757	\$20.71
138	DOUBLE BILLED		
139			
140	MITCHELL, JUSTIN CHRISTOPHER	2019-209793	\$62.93
141	DID NOT OWN JANUARY 1		
142			
143	MITCHELL LEWIS E	2019-400905	\$42.41
144	INCORRECT SITUS/REBILL		
145			
146	NORMAN, JEFFERY ALLEN	2019-402197	\$97.34
147	CORRECTED DISCOVERED PROPERTY VALUE		
148			
149	NORMAN, JEFFERY ALLEN	2019-402195	\$85.47
150	CORRECTED DISCOVERED PROPERTY VALUE		
151			
152	NOWAJEWSKI, ALLAN W & SHERRY R	2019-32197	\$673.58
153	INCORRECTED OWNER/REBILL		
154			
155	NOWAJEWSKI, ALLAN W & SHERRY R	2019-32271	\$20.22
156	INCORRECT OWNER/REBILL		
157			
158	NOWAJEWSKI, ALLAN W & SHERRY R	2019-32272	\$20.22
159	INCORRECT OWNER/REBILL		
160			
161	NOWAJEWSKI, ALLAN W & SHERRY R	2019-32196	\$22.47
162	INCORRECT OWNER/REBILL		
163			
164	NYE, BRANDI C	2019-62179	\$60.00
165	RECYCLE FEE CORRECTION		
166			
167	PFEFFERKORN, MARLEE M	2019-402497	\$6.78
168	DID NOT OWN JANUARY 1		
169			
170	PORTER, ANDREW CLAY	2019-211998	\$96.97
171	CORRECTED DISCOVERED PROPERTY VALUE		
172			
173	RUTH, JANET HUDSON	2019-209442	\$10.87
174	DID NOT OWN JANUARY 1		
175			
176	SPATHAROS, JAMES LEE	2019-402928	\$68.14
177	CORRECTED DISCOVERED PROPERTY VALUE		
178			
179	TALL, TALL	2019-210291	\$71.72
180	MOBILE HOME/PROPERTY RAZED		
181			
182	TROMMERS, KERRIE P	2019-28700	\$376.42
183	ELDERLY OR DISABLED EXCLUSION		
184			
185			
186	TUTWILER, KYLE BROOKS	2019-206537	\$695.18
187	DID NOT OWN JANUARY 1		
188			

189	WADE, DAVID JEFFREY & TONYA JENKINS	2019-209419	\$60.00
190	DWELLING VACANT		
191			
192	WEST, LATASHA	2019-212765	\$965.54
193	NOT TAXABLE TO CRAVEN COUNTY		
194			
195	WHITE, LATASHA & ROBERSON, KOKICA	2019-11495	\$60.00
196	RECYCLE FEE CORRECTION		
197			
198		46 – RELEASES	\$8,343.13
199			
200	Refunds		
201			
202	BROADWAY, BENJAMIN F & GAIL H	2019-4979	\$60.00
203	RECYCLE FEE CORRECTION		
204			
205	BROADWAY, BENJAMIN F & GAIL H	2018-6849	\$36.00
206	RECYCLE FEE CORRECTION		
207			
208	BROADWAY, BENJAMIN F & GAIL H	2017-6890	\$36.00
209	RECYCLE FEE CORRECTION		
210			
211	BROADWAY, BENJAMIN F & GAIL H	2016-6809	\$36.00
212	RECYCLE FEE CORRECTION		
213			
214	BROADWAY, BENJAMIN F & GAIL H	2015-6740	\$36.00
215	RECYCLE FEE CORRECTION		
216			
217	BROADWAY, BENJAMIN F & GAIL H	2014-6799	\$36.00
218	RECYCLE FEE CORRECTION		
219			
220	FREMONT LAND CO LLC	2019-5615	\$60.00
221	MOBILE HOME/PROPERTY RAZED		
222			
223	K PATEL INC	2019-400916	\$164.59
224	DOUBLE BILLED		
225			
226	MORRIS, THOMAS C & DIANA E	2019-203480	\$32.41
227	DID NOT OWN JANUARY 1		
228			
229		9 – REFUNDS	\$497.00
230			

Sheriff's Budget Amendment – K-9 Donations

Sheriff's Office

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1014310-38301	\$2,000.00	1014310-43222	\$2,000.00
Misc. Donations		Supplies – Donations	
1014310-38301	\$ 500.00	1014310-43222	\$ 500.00
Misc. Donations		Supplies – Donations	
1014310-38301	\$ 200.00	1014310-43222	\$ 200.00
Misc. Donations		Supplies – Donations	
1014310-38301	\$ 50.00	1014310-43222	\$ 50.00
Misc. Donations		Supplies – Donations	
TOTAL	\$2,750.00	TOTAL	\$2,750.00

Justification: This budget amendment will reflect citizen donations in the amount of \$2,750.00 that will support various expenses associated with Sheriff's K-9 program.

COASTAL COMMUNITY ACTION PRESENTATION

251
252
253 Coastal Services Program Director, Stephanie Cox, appeared before the Board and requested
254 their approval of the Coastal Community Action’s application for the CSBG Program.
255 Commissioner Liner stated that the numbers throughout their application did not add up and
256 indicated they needed to edit their document before submitting it.

257
258 Commissioner Sampson motioned to approve the CSBG application submitted by Coastal
259 Community Action. His motion was seconded by Commissioner McCabe and carried
260 unanimously.

261
262 **DEPARTMENTAL MATTERS: ECONOMIC DEVELOPMENT – INVESTMENT**
263 **STEPS FOR INFRASTRUCTURE AT LOT 19-CRAVEN COUNTY INDUSTRIAL**
264 **PARK**

265
266 Economic Development Director, Jeff Wood, presented the Board with a strategic investment
267 plan for Lot 19 in the Industrial Park. He reviewed recent successes before proposing the next
268 step. Mr. Wood highlighted that Lot 19 is a 65 acre piece of property and the internal
269 investments already made. He emphasized that after a series of successes within the Industrial
270 Park, investment into Lot 19 is needed to continue a seamless movement of development. He
271 proposed expanding the water and sewer at an estimated cost of \$470,000. Mr. Wood stated that
272 the Economic Development department was prepared to apply for funding from the North
273 Carolina Infrastructure Development Fund (IDF) in the amount of \$352,000, which paired with
274 other funding would leave a \$50,000 deficit towards the infrastructure need. He requested
275 authorization to apply for the funding and to utilize funds from economic development reserve
276 fund to be utilized as a 25% grant match.

277
278 Commissioner Liner motioned to adopt the following resolution authorizing Economic
279 Development to apply for IDF funds and use Economic Development reserve funds for the
280 \$50,000 deficit. His motion was seconded by Commissioner Mitchell and approved in a 7-0 roll
281 call vote.

282
283 **RESOLUTION AUTHORIZING INDUSTRIAL DEVELOPMENT**
284 **FUND APPLICATION TO DEPARTMENT OF COMMERCE**

285
286 BE IT RESOLVED, that Craven County plans to apply for an Industrial
287 Development Fund Grant to assist with utility infrastructure improvements to Lot 19 in
288 the Industrial Park; and

289
290 BE IT FURTHER RESOLVED, that should a grant from the Department of
291 Commerce through the County of Craven be made to assist with Lot 19 Infrastructure
292 Improvement projects that Craven County will administer this grant in accordance with
293 the rules and regulations of the Department of Commerce; and

294
295 BE IT FURTHER RESOLVED, that the County will administer this grant
296 through the County Finance Office; and

297
298 BE IT FURTHER RESOLVED, that the grant will be monitored quarterly to
299 assure compliance with this proposal and the Department of Commerce regulations.

300
301 BE IT FURTHER RESOLVED, that the amount of the grant application will be
302 for \$352,500.

303
304 **DEPARTMENTAL MATTERS: CARTS – REQUEST APPROVAL OF CARTS PUBLIC**
305 **COMMENT PROCESS FOR FARE INCREASE**

306
307 CARTS Director, Kelly Walker, commented that the current CARTS Public Comment Process
308 for Fare Increases and Major Service Reductions policy was written in 2010 and at the time the
309 policy was written, it did not require governing board approval.
310 Based on feedback from the Federal Transit Administration (FTA) Triennial Review and
311 discussions with North Carolina Department of Transportation (NCDOT), it is best practice to
312 obtain the governing board’s approval before discussions and development of service

313 improvements begin. Therefore, Ms. Walker requested approval of this policy, so it will be in
314 place for discussions of service improvements.

315
316 She stated that the policy remains consistent with the 2010 version which was included and
317 accepted as part of the Triennial Review in August 2019 and the NCDOT. This will be the
318 guiding document when determining what changes to service would require public input and
319 public comment opportunities in the form of a public hearing, should changes be considered
320 anytime in the future.

321
322 Commissioner Mitchell motioned to approve the CARTS Public Comment Process for Fare
323 increases, as requested, seconded by Commissioner Liner and approved unanimously.

324
325 **DEPARTMENTAL MATTERS: SHERIFF – SCHOOL RESOURCE OFFICERS (SRO)**
326 **DISCUSSION**

327
328 County Manager, Jack Veit, stated that Craven County Schools Superintendent, Dr. Meghann
329 Doyle, was successful in gaining grant monies for three additional School Resource Officers
330 (SRO) identified to be assigned at Vanceboro Farm Life, Brinson Elementary, and Arthur
331 Elementary. He reminded the Board that there are currently twelve elementary schools without
332 SROs. Mr. Veit reported that the grant would pay approximately \$50,000 per SRO, but actual
333 costs associated with SROs is likely to be \$100,000. He indicated that the Town of Vanceboro
334 would be willing to take on the costs associated with the SRO for Farm Life Elementary, leaving
335 the other two for Craven County to fund.

336
337 Mr. Veit stated because of other factors to be worked out, he is not requesting approval of these
338 positions, but seeking authorization for the Sheriff to move forward in placing holds on vehicle
339 orders.

341 Sheriff Hughes reported that he has qualified applicants available to fill these positions, but lacks
342 enough vehicles. He highlighted that dealers have quit taking orders for the Dodge Chargers,
343 which is traditionally used, so they are looking at the Dodge Durango SUV. There is a 90-120
344 day lead time needed when ordering these vehicles; and that they could back out if necessary.

345
346 There was discussion regarding the costs and how the vehicles would be assigned.
347 Commissioner Liner requested that further discussion on the SRO issue be added to the February
348 21st Work Session.

349
350 It was the consensus of the Board for the Sheriff to move forward and reserve two vehicles.

351
352 **DEPARTMENTAL MATTERS: HUMAN RESOURCES – REQUEST TO AMEND**
353 **PERSONNEL RESOLUTION – ARTICLE VIII. LEAVE OF ABSENCE**

354
355 Human Resources Director, Amber Parker, stated that teachers and State Employees Retirement
356 System (TSERS) and other reciprocal retirement systems may apply unused sick leave balances
357 at the time of retirement to increase their service length and thus sick leave balances are very
358 important to employees, especially employees with higher years of service in local government.
359 Because of this, state agencies and many local governments allow new employees to transfer in
360 their sick leave balance when they are hired. In the past, Craven County has not allowed new
361 employees to transfer in sick leave and it has proven to be a great recruitment hindrance when
362 trying to recruit experienced employees, especially Department Heads and employment
363 candidates are turning down offers of employment due to not being able to transfer their valuable
364 sick leave balances because most other employers are allowing for sick leave transfer.

365
366 She highlighted that over the years, Craven County has continued to prohibit the transfer of sick
367 leave for new employees because it would not be fair to current employees who were unable to
368 transfer their sick leave balance upon their hire.

369
370
371 To reduce recruitment challenges Ms. Parker requested to amend the personnel policy to allow
372 for new hires to transfer in their sick leave balances to Craven County. In attempt to make this
373 policy change fair to current employees, for a period of six months from the date this policy is
374 amended, Human Resources will accept official verification from current employee's immediate

375 past employer who is a member of a North Carolina State Retirement System documenting sick
 376 leave balances and eligible sick leave will be accepted.

377
 378 Commissioner Liner motioned to approve the proposed policy language to include:

379
 380 “Employees hired by the County, whose immediate past employer within the last ninety
 381 (90) days was the State of North Carolina, any of its political subdivisions, any local government
 382 entity or authority, or municipality in North Carolina, may transfer to the County any
 383 unused sick leave, provided the employee has not requested, or is receiving, retirement benefits
 384 from the North Carolina Retirement System. The employee must request this transfer within
 385 ninety (90) days of the beginning of employment with Craven County, and it is the responsibility
 386 of the employee to provide bona-fide documentation of the amount of unused sick leave from the
 387 immediate past employer. Upon verification of the unused sick leave by Human Resources, the
 388 employee will be credited with the transferred sick leave. Transferred sick leave can be used in
 389 the same manner as sick leave earned in the scope of employment with Craven County”.

390
 391 His motion was seconded by Commissioner McCabe and approved unanimously.

392

393 APPOINTMENTS

394

395 *Pending Appointments*

396

397 Chairman Mark reviewed the following pending appointments:

398

- 399 • Adult Care Home Advisory Committee
- 400 • Nursing Home Advisory Committee
- 401 • Senior Legislative Tarheel Alternate
- 402 • Board of Equalization and Review
- 403 • Juvenile Crime Prevention Council (JCPC)
- 404 • Recreation Advisory Committee
- 405 • Regional Aging Advisory Board

406

407 He reported that he, Commissioner Mitchell and Jack Veit had recently met with the ECC COG
 408 Director, Katie Bordeaux and Tonya Cedars to discuss the difficulties associated with recruiting
 409 for the Nursing Home Advisory Committee and the Adult Care Home Committee. He indicated
 410 they had made concessions. He requested each Commissioner to actively recruit people to fill
 411 vacancies in these two Boards.

412

413 *Current Appointments*

414

415 *Adult Care Home Advisory Committee*

416

417 Chairman Mark nominated Anne York for reappointment to the Adult Care Home Advisory
 418 Committee. There being no additional nominations, Ms. York was reappointed by acclamation.

419

420 *Havelock Library Board*

421

422 Commissioner McCabe nominated William Sherman for reappointment to the Havelock Library
 423 Board. There being no additional nominations Mr. Sherman was reappointed by acclamation.

424

425 *Juvenile Crime Prevention Council (JCPC)*

426

427 It was the consensus of the Board to defer this appointment.

428

429 *Upcoming Appointments*

430

431 Chairman Mark reviewed the upcoming appointments due to expire February 2020:

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- 433 • Craven Aging Planning Board
- 434 • Nursing Home Advisory Committee
- 435 • Craven County Health Board

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COUNTY MANAGER'S REPORT

County Manager, Jack Veit, reminded the Board that they would recess today to the VOLT Center where the Craven Community College President, Ray Staats, would make a presentation and a tour would be given.

COMMISSIONERS' REPORTS

Commissioner Bucher commented on the 2nd Amendment activities in Virginia and indicated he had been approached by several constituents inquiring what Craven County is doing to address this issue. Mr. Bucher stated that Craven County is fortunate to have a Sheriff who supports the 2nd Amendment and informed the Board that someone would be coming to their February 3rd meeting to present a resolution in support of the 2nd Amendment. He referred the Board to the sample resolution in their packet and requested they take action at the next meeting.

Commissioner Mitchell reported that Allies for Cherry Point (ACT) is beginning to hold preliminary meetings to engage the public in discussions on ways to promote and grow the military facilities. She also reported on the recent Department of Transportation Symposium she attended in Raleigh, highlighting that a transportation revolution is coming. She referenced automated vehicles and electric vehicles and the influence they will play in the future.

Commissioner Liner spoke in support of the 2nd Amendment and requested Sheriff Hughes be present at the next meeting to endorse support for a resolution.

Commissioner McCabe had nothing to report.

Commissioner Sampson reported on a Martin Luther King event that he attended on Monday, and the positivity of working together to get things done. Mr. Sampson referenced the youth without direction and the value of the re-entry program in helping to get people headed back in the right direction.

Commissioner Jones stated he, along with Chairman Mark, Sheriff Hughes, and Vanceboro Mayor Chad Braxton recently met with Representative Kidwell, with discussion focusing on school safety and issues related to not having a state budget.

Chairman Mark informed the public that there would be a Clean Sweep event held on Saturday, February 1st, gathering in the Administrative building parking lot at 9:00 a.m. to go out and pick up litter. He remarked on the leadership of Pat Sager for this program and encouraged everyone to participate. He also reported on attending the Board of Education meeting last week where they discussed their vision and recognized several teachers for their achievements. Mr. Mark stated he also attended the Tri Community VFD meeting and commented on their recruitment efforts.

At 9:23 a.m., Commissioner Liner motioned to go into Closed Session pursuant to NCGS 143-318.11(a)(1) to protect confidential information related to the Sheriff's Office; and 143-318.11(a)(6) to discuss a personnel issue. His motion was seconded by Commissioner Mitchell and approved unanimously.

At 9:53 a.m., Commissioner Jones motioned to return to Open Session and recess to reconvene at the VOLT Center. His motion was seconded by Commissioner Liner and approved unanimously. There was nothing to report in Open Session.

At 10:23 a.m., Commissioner Liner motioned to reconvene; his motioned was seconded by Commissioner Sampson and carried unanimously. Commissioner Mitchell was not present at the VOLT Center for the presentation and the tour.

Craven Community College President, Ray Staats, welcomed everyone and talked about the vision for the VOLT Center and the process of getting grants and gaining partnerships as it was developed. Other CCC employees, Gary Boucher, Jeff Schulz and Eddie Foster were on site and provided overviews on the refrigeration, HVAC, plumbing, and electrical training modules. Jeff

498 Wood added comments on the value the VOLT Center has to economic development recruitment
499 and Jack Veit highlighted the funding that Craven County has provided in support of this
500 endeavor.

501
502 At 11:15 a.m., Commissioner Jones motioned to adjourn the meeting. He was seconded by
503 Commissioner Liner and approve unanimously.

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506 _____
507 Chairman Thomas F. Mark
508 Craven County Board of Commissioners

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510 _____
511 Nan Holton
512 Clerk to the Board

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