

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 MONDAY, JUNE 21, 2021. 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
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

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

Bless us, O Lord: our lawmakers, our Country, our County and each one of us, as we lift our prayers to You. Bless us and keep us that our walk this day would be blameless in Your sight.

Guard us and guide us wherever we are called to serve today: in our offices, in our communities, or in our homes, that we would be eager to respond to You with our whole being. Would that we seek to live upright lives and keep Your laws. And when our steps go wayward and our thoughts are overcome by selfish intent, do not forsake us, but call us back that we would once again desire to live according to the righteousness You set before us.

May Your judgment upon us today find us without fault or flaw, and may our praise to You this day and always be steadfast and shameless.

In the strength of Your name we pray. Amen.

Based upon the invocation given by Chaplain Margaret Grun Kibben, the June 1, 2021 session of the US House of Representatives

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

GUARDIAN AD LITEM PROGRAM PRESENTATION

Tracy Brenneman, District Administrator for District 3, which represents Carteret, Craven and Pamlico Counties, explained that Guardian Ad Litem is a child's advocate in court. She provided a PowerPoint presentation highlighting the following points:

- What is a Guardian Ad Litem Child Advocate
- The role of a NC Guardian ad Litem (GAL) Advocate
- Qualifications to be a GAL
- Why volunteers are needed
- How to find out more

Ms. Brenneman addressed several questions following her presentation.

ADOPTION OF FY 2021-2022 BUDGET ORDINANCE

County Manager, Jack Veit, indicated that through many budget work sessions and a great deal of discussion, the FY 21-22 Budget Ordinance being presented is balanced at \$121,196,303.00 with a \$0.56 cents per one hundred dollars tax rate, and \$424,561.00 appropriated from the Fund Balance. The most significant item within this budget is the funding for a School Resource Officer (SRO) at every school in Craven County. Mr. Veit explained that an SRO is a Sheriff Deputy who provides support and security and establishes an engagement between children and law enforcement to build healthy respect and relationships. Sheriff Chip Hughes was on hand to comment about what SROs do when school is not in session.

Commissioner Liner motioned to adopt the FY 21-22 Budget Ordinance, as presented. Commissioner Mitchell seconded his motion and it carried in a 7-0 roll call vote.

Chairman Jones thanked each of the Commissioners for their discussions, insights and the amount of time they dedicated to the formation of the County Budget. He stated that while it is not perfect, it was created in a good faith effort of cooperation and compromise. Mr. Jones further expressed his appreciation to County Staff involved: Jack Veit, Gene Hodges, Craig Warren, Sarah Williams, Amber Parker, Nan Holton and Alison Newcombe, and all of the Finance Department employees behind the scenes.

BUDGET ORDINANCE

BE IT ORDAINED by the Board of Commissioners of Craven County, North Carolina:

Section I: General Fund

A. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Ad Valorem Taxes	\$56,119,356
Sales Taxes	20,589,740
Intergovernmental	23,232,905
Charges for Services	16,972,280
Interest	50,470
Miscellaneous	883,075
Transfers from Other Funds	2,923,916
Appropriated Fund Balance	424,561
Total	\$121,196,303

B. The following amounts are hereby appropriated in the General Fund for the operation of Craven County Government and its activities for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Commissioners	\$1,153,223
Administration	786,586
Human Resources	685,546
Information Technology	2,735,401
Finance	1,151,045
Elections	542,749
Tax Assessor	1,294,146
Tax Collections	807,288
Register of Deeds	1,323,499
Public Buildings	4,227,415
Court Facilities	1,024,492
Maintenance	1,611,544
County Garage	446,640

Non-Departmental	1,831,627
Sheriff	8,019,827
School Resource Officers	1,939,738
Jail	5,274,828
Emergency Services	583,738
Communications	905,632
Rescue Squads	3,800,445
Animal Control	620,480
Inspections	696,623
Medical Examiner	195,000
CARTS	1,559,054
Environmental Health	1,180,743
Solid Waste	5,804,941
Soil Conservation	423,500
Cooperative Extension	347,510
Planning	764,211
Economic Development	679,606
Health	10,496,810
Mental Health	394,827
Social Services	19,591,102
Veterans Services	341,171
Recreation	1,191,689
Convention Center	1,337,540
Libraries	1,525,237
Craven County Schools	24,147,991
Craven Community College	4,601,425
Transfers to Other Funds	5,151,434
Total	<u><u>\$121,196,303</u></u>

Section II: Seized Property Fund

A. It is estimated that the following revenues will be available in the Seized Property Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Intergovernmental	\$29,000
Total	<u><u>\$29,000</u></u>

B. The following amounts are hereby appropriated in the Seized Property Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Public Safety Expenditures	\$29,000
Total	<u><u>\$29,000</u></u>

Section III: West of New Bern Two Fire District Fund

A. It is estimated that the following revenues will be available in the West of New Bern II Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Ad Valorem Taxes	\$201,654
Sales Taxes	85,390
Total	<u><u>\$287,044</u></u>

B. The following amounts are hereby appropriated in the West of New Bern II Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Workers Compensation	\$2,781
Insurance	1,506
Capital Reserve	29,686
Payment to District	209,268
Payment to West of New Bern Fire District	43,803
Total	\$287,044

Section IV: Township No. One Fire District Fund

A. It is estimated that the following revenues will be available in the Township No. 1 Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Ad Valorem Taxes	\$191,522
Sales Taxes	87,161
Total	\$278,683

B. The following amounts are hereby appropriated in the Township No. 1 Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Workers Compensation	\$4,352
Insurance	1,249
Capital Reserve	24,507
Payment to District	234,608
Payment to Little Swift Creek Fire District	13,967
Total	\$278,683

Section V: Tri-Community Fire District Fund

A. It is estimated that the following revenues will be available in the Tri-Community Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Ad Valorem Taxes	\$324,722
Sales Taxes	152,426
Charges for Services-Sandy Point	7,380
Total	\$484,528

B. The following amounts are hereby appropriated in the Tri-Community Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Workers Compensation	\$3,548
Insurance	1,249
Payment to District	472,351
Payment to District for Sandy Point	7,380
Total	\$484,528

Section VI: Little Swift Creek Fire District Fund

A. It is estimated that the following revenues will be available in the Little Swift Creek Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Ad Valorem Taxes	\$132,360
Sales Taxes	56,082
Charges for Services-Township No. 1	13,967
Total	\$202,409

B. The following amounts are hereby appropriated in the Little Swift Creek Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Workers Compensation	\$2,544
Insurance	1,249
Capital Reserve	4,049
Payment to District	180,600
Payment to District for Township No. 1	13,967
Total	\$202,409

Section VII: Township No. Three Fire District Fund

A. It is estimated that the following revenues will be available in the Township No. 3 Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Ad Valorem Taxes	\$217,964
Sales Taxes	92,137
Charges for Services-Township No. 9	3,000
Appropriated Fund Balance	379
Total	\$313,480

B. The following amounts are hereby appropriated in the Township No. 3 Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Workers Compensation-Cove City VFD	\$3,839
Insurance-Cove City VFD	1,200
Payment to District-Cove City VFD	100,706
Payment to District for Township No. 9-Cove City	3,000
Workers Compensation-Dover VFD	1,673
Insurance- Dover VFD	1,036
Payment to District- Dover VFD	90,214
Workers Compensation-FT. Barnwell VFD	2,876
Insurance-FT. Barnwell VFD	882
Payment to District- FT. Barnwell VFD	108,054
Total	\$313,480

Section VIII: Township No. Five Fire District Fund

A. It is estimated that the following revenues will be available in the Township No. 5 Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Ad Valorem Taxes	\$274,358
Sales Taxes	116,695
Charges for Services-Township No. 6	2,619
Appropriated Fund Balance	1,266
Total	\$394,938

B. The following amounts are hereby appropriated in the Township No. 5 Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Workers Compensation	\$2,678
Insurance	1,506
Payment to District	388,135
Payment to District for Township No. 6	2,619
Total	\$394,938

Section IX: Township No. Six Fire District Fund

A. It is estimated that the following revenues will be available in the Township No. 6 Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Ad Valorem Taxes	\$209,068
Sales Taxes	88,581
Total	\$297,649

B. The following amounts are hereby appropriated in the Township No. 6 Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Workers Compensation	\$3,414
Insurance	1,506
Capital Reserve	18,139
Payment to District	271,971
Payment to Township No. 5 Fire District	2,619
Total	\$297,649

Section X: Township No. Seven Fire District Fund

A. It is estimated that the following revenues will be available in the Township No. 7 Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Ad Valorem Taxes	\$370,688
Sales Taxes	156,579
Appropriated Fund Balance	24,843
Total	\$552,110

B. The following amounts are hereby appropriated in the Township No. 7 Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Workers Compensation	\$5,623
Insurance	1,591
Payment to District	544,896
Total	\$552,110

Section XI: West of New Bern Fire District Fund

A. It is estimated that the following revenues will be available in the West of New Bern Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Ad Valorem Taxes	\$282,835
Sales Taxes	124,662
Charges for Services-West of New Bern II Fire District	43,803
Total	\$451,300

B. The following amounts are hereby appropriated in the West of New Bern Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Workers Compensation	\$3,950
Insurance	1,249
Capital Reserve	1,594

Payment to District	400,704
Payment to District for West of New Bern II	43,803
Total	\$451,300

Section XII: Township No. Nine Fire District Fund

A. It is estimated that the following revenues will be available in the Township No. 9 Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Ad Valorem Taxes	\$144,123
Sales Taxes	76,011
Total	\$220,134

B. The following amounts are hereby appropriated in the Township No. 9 Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Workers Compensation	\$4,418
Insurance	1,036
Capital Reserve	5,795
Payment to District	205,885
Payment to Cove City VFD	3,000
Total	\$220,134

Section XIII: Sandy Point Fire District Fund

A. It is estimated that the following revenues will be available in the Sandy Point Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Ad Valorem Taxes	\$5,027
Sales Taxes	2,646
Total	\$7,673

B. The following amounts are hereby appropriated in the Sandy Point Fire District Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Capital Reserve	\$293
Payment to Tri-Community VFD	7,380
Total	\$7,673

Section XIV: Emergency Telephone System Fund

A. It is estimated that the following revenues will be available in the Emergency Telephone System Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Intergovernmental	\$21,162
Interest	200
Appropriated Fund Balance	133,399
Total	\$154,761

B. The following amounts are hereby appropriated in the Emergency Telephone System Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

E-911 Operating Expenses	\$154,761
Total	\$154,761

Section XV: Occupancy Tax Trust Fund

A. It is estimated that the following revenues will be available in the Occupancy Tax Trust Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Other Taxes-Occupancy Tax	\$1,629,470
Miscellaneous	5,000
Total	\$1,634,470

B. The following amounts are hereby appropriated in the Occupancy Tax Trust Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Operating Expenses	\$200
City of Havelock	110,000
Tourism Development Authority	605,000
Transfer to General Fund	919,270
Total	\$1,634,470

Section XVI: Representative Payee Fund

A. It is estimated that the following revenues will be available in the School Debt Service Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Miscellaneous-Client Deposits	\$385,000
Total	\$385,000

B. The following amounts are hereby appropriated in the School Debt Service Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Operating Expenses-Client Disbursements	\$385,000
Total	\$385,000

Section XVII: School Debt Service Fund

C. It is estimated that the following revenues will be available in the School Debt Service Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Transfer from General Fund – Restricted Sales Taxes	\$3,952,990
Total	\$3,952,990

D. The following amounts are hereby appropriated in the School Debt Service Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Debt Service Expenses	\$3,952,990
Total	\$3,952,990

Section XVIII: Capital Reserve Fund

A. It is estimated that the following revenues will be available in the Capital Reserve Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Appropriated Fund Balance	\$1,835,646
Total	\$1,835,646

B. The following amounts are hereby appropriated in the Capital Reserve Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Transfer to General Fund	\$1,835,646
Total	\$1,835,646

Section XIX: School Capital Fund

A. It is estimated that the following revenues will be available in the School Capital Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

County Capital Appropriation	\$0
Total	\$0

B. The following amounts are hereby appropriated in the School Capital Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

<u>Schools-Capital Outlay – Category I Projects over \$100,000</u>	
1. No projects requested over \$100k	\$0
Total	\$0

Section XX: Water Fund

A. It is estimated that the following revenues will be available in the Water System Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Charges for Services	\$4,153,800
Interest	7,000
Miscellaneous	131,800
Total	\$4,292,600

B. The following amounts are hereby appropriated in the Water System Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Operations	\$3,483,650
Debt Service	808,950
Total	\$4,292,600

Section XXI: Northwest Craven Water and Sewer Fund

A. It is estimated that the following revenues will be available in the Northwest Craven Water and Sewer Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Transfer from Water Fund	\$90,416
Total	\$90,416

B. The following amounts are hereby appropriated in the Northwest Craven Water and Sewer Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Debt Service	\$90,416
Total	\$90,416

Section XXII: Self-Insurance Fund

A. It is estimated that the following revenues will be available in the Self-Insurance Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Charges for Services	\$6,550,500
Transfer from General Fund	50,000
Total	\$6,600,500

B. The following amounts are hereby appropriated in the Self-Insurance Fund for the fiscal year beginning July 1, 2021 and ending June 30, 2022.

Health and Dental Benefits	\$6,070,000
Workers Compensation	480,500
Auto Physical Damage	50,000
Total	\$6,600,500

Section XXIII: Levy of Taxes

There is hereby levied a tax at the rate of \$0.56 cents per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2021, for the purpose of raising the revenue listed as “Current Year Property Tax” in the General Fund section of this Ordinance. The tax rate is based on an estimated total valuation of property for the purpose of taxation of \$10,010,000,000 and an estimated collection rate of 98.85 percent.

Section XXIV: Levy of Taxes – Fire/Special Service Districts

There is hereby levied the following special district tax rates for County fire districts. These tax rates are levied per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2021, for the purpose of raising revenue in the following Fire Districts.

	<u>Tax Rate per \$100 Valuation</u>	<u>Estimated Valuation</u>
West of New Bern Two	0.0400	\$510,000,000
Township No. One	0.0250	775,000,000
Tri-Community	0.0500	657,000,000
Little Swift Creek	0.0650	206,000,000
Township No. Three	0.0900	245,000,000
Township No. Five	0.0653	427,000,000
Township No. Six	0.0500	423,000,000
Township No. Seven	0.0250	1,500,000,000
West of New Bern	0.0375	763,000,000
Township No. Nine	0.0600	243,000,000
Sandy Point Special Service District	0.0500	10,170,000

Section XXV: Budget Administration

The County Manager, as Budget Officer, is hereby authorized to transfer appropriations as contained herein to enforce policy under the following conditions:

- a. The Budget Officer is authorized to make line item transfers within each department.
- b. The Budget Officer is authorized to transfer between departments within the same fund amounts not to exceed \$20,000.
- c. The Budget Officer is authorized to loan dollars between funds for the purpose of maintaining a constant cash flow, provided that such funds are repaid in the scope of this fiscal year.
- d. The Budget Officer is authorized to freeze any new/vacant positions until such time as the necessity and imperativeness can be ascertained and assuredness of available fiscal funding can be better determined.
- e. The Budget Officer is further authorized to decide the time any capital improvements or capital outlay items in the budget may be processed.

Section XXVI: Copies of the Ordinance

Copies of this Budget Ordinance shall be furnished to the Budget Officer, Finance Director, and Tax Administrator for direction in carrying out the duties of that office.

This Ordinance is hereby adopted this 21th day of June, 2021.

CONSENT AGENDA

Commissioner Mark motioned to approve the Minutes of June 7, 2021 Regular Session and June 7 and June 9, 2021 Reconvened Sessions; Tax Releases and Refunds (*credits = \$9,357.01; refunds = \$70.65*); County Garage Budget Amendment; Energy Neighbor (CP&L) Funding Budget Amendment; Craven County Schools Debt Service Interest Budget Amendment and the Resolution Recognizing Dr. Meghan Doyle. His motion was seconded by Commissioner Liner and approved 7-0 in a roll call vote.

County Garage

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1014230-39803	\$5,000.00	1014230-43240	\$5,000.00
Transfer – CCCMG Operations, Revenue		Other Supplies	
TOTAL	\$5,000.00	TOTAL	\$5,000.00

Justification: Cover the cost of transferring funds into the Garage Other Supplies line for the remainder of the fiscal year. There have been several substantial repairs made to County vehicles this year; body/cab bushing replacements, ABS module replacements, gear replacements, motor repairs, and more.

Mandated 5215

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1015215-33424	\$1,346.00	1015215-42303	\$1,346.00
Energy Assistance		Utilities DSS Energy CP&L	
TOTAL	\$1,346.00	TOTAL	\$1,346.00

Justification: Additional funding received for Duke Energy Progress Energy Neighbor (CP&L) fund. There is no County match. Funds are 100% State.

Craven County Schools

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
3050000-39901 Current Year Fund Balance	\$2,956.00	3056110-48011 Debt Service – Interest	\$2,956.00
TOTAL	\$2,956.00	TOTAL	\$2,956.00

Justification: The School Debt Service fund has exceeded its original budgeted amount by \$2,956.00 due to the rate modification that was done on the 2019 Bond Refunding. As a result, additional funds are needed to cover the shortage.

RESOLUTION

**RECOGNIZING CRAVEN COUNTY SCHOOL SUPERINTENDENT
DR. MEGHAN DOYLE**

WHEREAS, Dr. Meghan Doyle has served as Superintendent to Craven County Schools to over 13,000 students since August 2016, bringing with her an energy and passion for educating children; and

WHEREAS, she diligently led and served during the aftermath and recovery of Hurricane Florence, providing housing and provisions for displaced families and students; and

WHEREAS, Dr. Doyle had a vision and established partnerships to provide an electronic device to every student during the 2017-2018 year, which facilitated transitioning to virtual learning during the Covid-19 pandemic, while also trying to balance students’ and teachers’ safety with in-person educational needs; and

WHEREAS, she was instrumental in working together with the Board of Education and the Craven County Board of Commissioners to nearly double teacher supplement from 5.3% to 10% as added incentive for current educators and a recruitment tool to attract highly qualified educators;

WHEREAS, Dr. Doyle was also a fierce champion to increase the pay for classified personnel and has been a constant, strong voice advocating for the academic success of all students throughout her tenure.

NOW, THEREFORE, the Craven County Board of Commissioners recognizes Dr. Meghan Doyle for her remarkable service, heart, and dedication to Craven County Schools during the past five challenging years.

Adopted this 21st day of June, 2021

DEPARTMENTAL MATTERS: SHERIFF

Payout Budget Amendment

Sheriff Chip Hughes reported that Deputy Sheriff School Resource Officer, Erika Hodges, has recently resigned. In order to account for her payout, he requested funds to be transferred to the salary lines from the Current Year Fund Balance, as this payout was not anticipated. Sheriff Hughes requested approval of a budget amendment in the amount of \$6,159.00.

Commissioner McCabe motioned to approve the following budget amendment, as requested, in the amount of \$6,159.00, seconded by Commissioner Smith and approved 7-0 in a roll call vote.

Sheriff's Office

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1010000-39901	\$6,159.00	1014310-41002	\$4,869.00
Current Year Fund Balance		Full Time Salaries	
		1014310-41101	\$ 373.00
		FICA	
		1014310-41102	\$ 528.00
		NC Retirement	
		1014310-41104	\$ 244.00
		Worker's Comp (LEO)	
		1014310-41105	\$ 145.00
		401K (LEO)	
TOTAL	\$6,159.00	TOTAL	\$6,159.00

Inmate Welfare Account Lines Budget Amendment

Lt. Chad Smith requested that funds be moved from the Revenue Inmate Welfare line to the Expenditure Inmate Welfare line and Medical Supplies Line, as well as from the Revenue Board State Prisoner Line to Expenditure Board Prisoner Line. He stated the revenue lines have exceeded their annual projections and are well over what was projected for the year, and with such a high volume of revenue comes a higher volume of purchases. Currently the department's expenditure lines are depleted with invoices from April through June that still needed to be paid. These movements are based on revenue projections for the year.

Lt. Smith requested that a budget amendment in the amount of \$423,000.00 be approved.

Upon request Lt. Smith explained that the Inmate Welfare Fund comes from canteen service revenues and phone service revenues that the inmates generate by using these services.

Commissioner McCabe motioned to approve the following budget amendment, as requested, in the amount of \$423,000.00, seconded by Commissioner Mark and approved 7-0 in a roll call vote.

Sheriff's Office

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1014316-34440	\$359,000.00	1014316-43226	\$175,000.00
SVC Fees – Inmate Welfare		Supplies Inmate Welfare	
1014316-33457	\$ 64,000.00	1014316-42101	\$ 64,000.00
Board State Prisoner		Rents – Board Prisoners	
		1014316-43208	\$184,000.00
		Supplies Medical	
TOTAL	\$423,000.00	TOTAL	\$423,000.00

Sheriff Hughes thanked the Board for the approval of the Budget encompassing the SRO's at every school.

DEPARTMENTAL MATTERS: FACILITIES – APPROVAL OF COUNTY ADMINISTRATION PARKING LOT LEASE

Assistant County Manager, Gene Hodges, reported that for many years, Craven County Government has annually leased from the Sudan Shriners 64 parking spaces adjacent to the County Administration building. Often, this number of spaces is woefully inadequate on heavy court calendar days and when One Stop Voting occurs in the Board of Elections offices. He relayed that this year, the County Manager has been successful in negotiating an annual lease for an additional 74 parking spaces located on the east side of the Sudan Temple building.

Mr. Hodges stated that a lease agreement has been drafted and reviewed by the County Attorney and the attorney for the Shriner organization. The terms of this lease are the same as the previous lease agreements, \$25 per space per month. This calculates to an annual payment of \$41,400 that is payable in advance on the day the lease commences, July 1, 2021. This lease is an annual lease and the leadership at the Shriner organization has indicated that they are eager to continue this agreement as they develop their plans for the future of their facility.

Mr. Hodges addressed inquiries about number of days per week, utilization by other organizations during festivals and community events, and new language regarding the Code of Federal Registration (CFR).

Commissioner Mitchell motioned to approve the annual lease agreement for parking spaces with the Sudan Temple Holding Corporation in the amount of \$41,400 and to authorize the Chairman and staff to execute the documents necessary to secure this agreement. Commissioner Smith seconded the motion which carried 7-0 in a roll call vote.

DEPARTMENTAL MATTERS: HUMAN RESOURCES – REQUEST TO AMEND PERSONNEL RESOLUTION

Human Resources Director, Amber Parker, reported that the Craven County self-insured health insurance plan will experience a 5% rate increase for FY 21-22. The rates of retiree health insurance paid by the County are specified in the Craven County Personnel Resolution based upon FY 20-21 rates as shown in the current policy language. She stated the 5% increase will be passed along to be paid by retirees unless the above-referenced policy is amended to reflect the FY 21-22 rates as shown in the proposed policy language.

Commissioner Mitchell motioned to approve the amended Personnel Resolution section related to retiree health insurance rates, seconded by Commissioner Liner and approved unanimously.

DEPARTMENTAL MATTERS: FINANCE – BUDGET AMENDMENTS

Finance Director, Craig Warren, stated he was bringing several end of year budget amendments to the Board for approval. He indicated that the first three budget amendments are all related to the new Governmental Accounting Standards Board (GASB) reporting requirements.

Representative Payee Fund

Finance Director, Craig Warren, reported that during this year’s budget work sessions the new reporting requirements of GASB 84 were discussed regarding DSS guardianship funds. In compliance with GASB 84, a new fund is needed to account for these deposits and disbursements. It was estimated that \$450,000 would be sufficient to cover the estimated revenues and expenditures.

Mr. Warren requested approval of a budget amendment in the amount of \$450,000.00. Commissioner Liner motioned to approve the following budget amendment in the amount of \$450,000.00, as requested, seconded by Commissioner Smith and approved 7-0 in a roll call vote.

Representative Payee Fund

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
2505210-38403 DSS Client Deposits	\$450,000.00	2505210-43935 DSS Client Disbursement	\$450,000.00
TOTAL	\$450,000.00	TOTAL	\$450,000.00

Register of Deeds Trust

Mr. Warren relayed that in accordance with GASB 84, the Deed of Trust Fees will be presented as a fiduciary activity within the Annual Comprehensive Financial Report. GASB 84 requires the activity associated with this fee to be recognized through a revenue and expenditure account. He stated that expenditures associated with this new expenditure account must have an established budget per the Local Government Budget and Fiscal Control Act.

Mr. Warren requested approval of a budget amendment in the amount of \$90,000.00. Commissioner Mark motioned to approve the following budget amendment in the amount of \$90,000.00, as requested, seconded by Commissioner Liner and approved 7-0 in a roll call vote.

Register of Deeds

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1014190-34401 Deed of Trust	\$90,000.00	1014190-44503 State Fees – Deed of Trust	\$90,000.00
TOTAL	\$90,000.00	TOTAL	\$90,000.00

Fines and Forfeitures

Mr. Warren stated that in accordance with GASB 84, the Fines and Forfeitures will be presented as a fiduciary activity within the Annual Comprehensive Financial Report. GASB 84 requires the activity associated with this fee to be recognized through a revenue and expenditure account. He relayed the expenditures associated with this new expenditure account must have an established budget per the Local Government Budget and Fiscal Control Act.

Mr. Warren requested approval of a budget amendment in the amount of \$375,000.00. Commissioner Mark motioned to approve the following budget amendment in the amount of \$375,000.00, as requested, seconded by Commissioner Mitchell and approved 7-0 in a roll call vote.

Fines and Forfeitures

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1010000-33461 Fines/Forfeitures	\$375,000.00	1016110-43713 Schools Fines/Forfeitures	\$375,000.00
TOTAL	\$375,000.00	TOTAL	\$375,000.00

Sales Tax Transfers to Debt Service Fund

Mr. Warren announced that sales tax collections YTD through the month of June (March Sales) are currently running 25% ahead of budget. He reminded the Board that the current fiscal year began with a very conservative projection for sales tax revenues due to the COVID-19 Pandemic. With three more months of collections (April, May, June) still remaining, it is almost certain that collections will exceed original projections. As required by general statutes, a portion of the Article 40 and Article 42 sales tax distributed monthly to counties is considered restricted and can only be used for school capital or debt service, and it is estimated that an additional \$1,080,000 in budgeted revenue and a corresponding transfer to the Debt Service Fund will be needed in order to continue making the transfer of the school’s portion of sales tax into the school debt service fund.

Commissioner Mitchell inquired when a transfer like this is made can it be used to pay off the debt service obligation or against the balance so that it is paid off sooner. Mr. Warren responded that the balance can be paid off sooner but traditionally has not been done.

Commissioner Liner motioned to approve the following budget amendment in the amount of \$1,080,000.00, as requested, seconded by Commissioner Mitchell and approved 7-0 in a roll call vote.

Schools

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1010000-31302 Art. 40 ½ ct sales tax sch	\$220,000.00	1016110-49801 Transfer school D/S fund	\$1,080,000.00
1010000-31304 Art. 42 ½ ct sales tax sch	\$860,000.00		
TOTAL	\$1,080,000.00	TOTAL	\$1,080,000.00

Health Benefit Claims

Mr. Warren reported that benefit claims year-to-date are running 5% ahead of last year actuals through eleven months and are projected to exceed budgeted amounts. Additional funds of \$350,000 are needed to cover projected health claims through end of FY '21; funding for this will come from additional premiums received over budgeted.

Mr. Warren requested approval of a budget amendment in the amount of \$350,000.00. Commissioner Mitchell motioned to approve the following budget amendment in the amount of \$350,000.00, as requested, seconded by Commissioner Mark and approved 7-0 in a roll call vote.

Health Benefits

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
7004005-384438 Employer Health	\$350,000.00	7004005-44081 Health Claims	\$350,000.00
TOTAL	\$350,000.00	TOTAL	\$350,000.00

Late Listings

Mr. Warren highlighted that late listing penalties received YTD have exceeded the \$115,000, originally budgeted for this fiscal year. These funds are collected by the County and paid to the school system. He stated at this time, it is projected that an additional \$37,000 will be collected through the end of June.

Mr. Warren requested approval of a budget amendment in the amount of \$37,000.00, that will increase the budgeted revenue and corresponding expenditure to the school system. Commissioner Mark motioned to approve the following budget amendment in the amount of \$37,000.00, as requested, seconded by Commissioner Mitchell and approved 7-0 in a roll call vote.

Craven County Schools

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1016110-31200 Late Listing Penalty	\$37,000.00	1016110-43712 Schools Late Listing Penalty	\$37,000.00
TOTAL	\$37,000.00	TOTAL	\$37,000.00

Rescue Squads

Mr. Warren reported that ambulance service fees billed and collected by the County on behalf of the following rescue squads are anticipated to exceed original budget projections.

It is estimated that an additional \$45,000.00 will be needed in order to continue remitting the squad payments through the end of the fiscal year. He stated the projected increases in revenue estimates by squad are \$27,000 for Bridgeton Rescue and \$13,500 for Township #7, and the remaining \$4,500 will go into the Rescue Admin Collection expense line.

Mr. Warren requested approval of a budget amendment in the amount of \$45,000.00. Commissioner Mark motioned to approve the following budget amendment in the amount of \$45,000.00, as requested, seconded by Commissioner Smith and in a roll call vote approved 7-0.

Rescue

REVENUES	AMOUNT	EXPENDITURES	AMOUNT
1014334-34426 Bridgeton Rescue Fee	\$30,000.00	1014334-43310 90% Collections	\$27,000.00
1014337-34429 Township #7 Rescue Fee	\$15,000.00	1014336-43310 90% Collections	\$13,500.00
		1014330-44003 Rescue Admin Collection	\$ 4,500.00
TOTAL	\$45,000.00	TOTAL	\$45,000.00

A brief recess was taken from 9:15 a.m.-9:20 a.m.

APPOINTMENTS

Pending

Chairman Jones reviewed the need of the following pending appointments. County Manager, Jack Veit, commented he had received communication about the Regional Aging Advisory Board and would be meeting with Commissioner Liner to discuss further.

- Adult Care Home Advisory Committee
- Community Child Protection Team
- Craven/Pamlico Regional Library
- Juvenile Crime Prevention Council
- Local Emergency Planning Committee (CarolinaEast)
- Nursing Home Advisory Committee
- Recreation Advisory Committee (District 6)
- Regional Aging Advisory Board
- Voluntary Agriculture District Advisory Board (District 6)

Current

Craven Community College Board of Trustees

Commissioner Mark nominated Dr. James Davis, Jr. for reappointment to the Craven Community College Board of Trustees. There being no additional nominations, Dr. Davis was reappointed by acclamation.

Coastal Carolina Regional Airport Authority

Commissioner Bucher nominated Theron McCabe for appointment to fill the term of Joseph Leahy. Commissioner Mitchell nominated Joseph Leahy for reappointment. In a roll call vote Mr. McCabe received six (6) votes, there being one (1) vote (Commissioner Mitchell) for Mr. Leahy.

Commissioner Mark nominated new applicant Terry Morris to fill the term of Kenny Morris. There being no additional nominations, Mr. Terry Morris was appointed by acclamation.

Juvenile Crime Prevention Council

Commissioner Mark nominated Carlton Metts and Jamara Wallace for reappointment to the JCPC. There being no additional nominations, Mr. Metts and Ms. Wallace were reappointed by acclamation.

Eastern Carolina Workforce Development Board

Commissioner Mark nominated John Wilson, William Green and Anthony Cruz for reappointment to the Eastern Carolina Workforce Development Board. There being no additional nominations, Mr. Wilson, Mr. Green and Mr. Cruz were reappointed by acclamation.

Emergency Medical Services Advisory Council

Commissioner Mitchell nominated Robert Boyd for reappointment to the EMS Advisory Council. There being no additional nominations, Mr. Boyd was reappointed by acclamation.

Craven County Recreation Advisory Council

Chairman Jones motioned to defer this appointment until the Board's next meeting.

Firemen's Relief Fund Board of Trustees

Commissioner Mark motioned to defer these appointments until the Board's next meeting.

Fire Tax Commissioners Board

Commissioner Liner nominated JoAnn Slagle for reappointment to the Fire Tax Commission. There being no additional nominations, Ms. Slagle was reappointed by acclamation.

Nursing Home Advisory Committee

It was the consensus of the Board to defer this appointment. Commissioner Mitchell stated the need to go back to the General Assembly to review and alter their appointment requirements. She indicated the need to seek liaisons between adjoining counties.

The Board was in support of her recommendation and staff indicated they will draft a letter.

Tourism Development Authority

Commissioner Mark motioned to defer this appointment until the Board's next meeting.

Upcoming

Chairman Jones reviewed the upcoming appointments to boards and committees due to expire in July, 2021.

COUNTY ATTORNEY'S REPORT*Approval of Conveyance after Expiration of Upset Bid Period Mill Ave., Vanceboro
(Parcel #1-V-08-010)*

County Attorney, Arey Grady, reported that Craven County previously received and approved an offer to purchase this real property, in the amount of \$1,500.00, subject to the completion of the upset bid process. The offer was advertised, and there were no upset bids, the final bid being \$1,500.00. The upset bid period has now expired, and he recommended approval of the conveyance at the purchase price of \$1,500.00. The County originally acquired this property through a tax foreclosure, with past due taxes and costs of foreclosure totaling \$1,487.25. The tax value of this property is \$3,750.00.

Mr. Grady stated that should the Board of Commissioners authorize this transaction, a resolution should be adopted, which in turn will authorize the execution and delivery of the necessary documents.

Commissioner Mark motioned to adopt the following resolution approving the final sale, as recommended, seconded by Commissioner McCabe and approved unanimously.

CRAVEN COUNTY
RESOLUTION AUTHORIZING CONVEYANCE
AFTER EXPIRATION OF UPSET BID PERIOD

WHEREAS, Craven County owns certain real property identified as Tax Parcel Number 1-V-08-010 (hereinafter “the Real Property”), the Real Property having been acquired by Craven County in deed recorded in Book 3294, Page 512 in the Office of the Register of Deeds of Craven County; and,

WHEREAS, Craven County previously received and approved an Offer to Purchase the Real Property, and Craven County subsequently advertised said offer for upset bids as required by North Carolina General Statute §160A-269; and,

WHEREAS, the upset bid period required under North Carolina General Statute §160A-269 has expired; and,

WHEREAS, the Craven County Board of Commissioners deems it advisable and in the best interest of the County to sell its interest in the Real Property to the successful bidder and to convey its interest in said property by quitclaim deed.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF CRAVEN COUNTY THAT:

Section 1. The last and highest bid of Jesse Adams in the sum of \$1,500.00 for the Real Property is hereby accepted, and the Offer to Purchase previously executed by Craven County subject to the provisions of North Carolina General Statute §160A-269 is hereby ratified and confirmed in its entirety.

Section 2. Upon payment of the full purchase price, the Chairman, the County Manager, the Assistant County Manager, the Clerk to the Board of Commissioners and/or County Attorney are authorized to take all actions necessary to accomplish the transactions contemplated by this Resolution, including but not limited to the execution and delivery of the quitclaim deed attached hereto and incorporated herein by reference.

ADOPTED THIS 21st DAY OF JUNE, 2021.

Initial Offer to Purchase Real Property – Gatewood Dr., River Bend (Parcel #8-200-E-032)

Mr. Grady reported that Craven County has received an offer in the amount of \$3,000.00 for this real property, which was acquired through a tax foreclosure, with past due taxes and costs of foreclosure totaling \$2,717.52. The tax value of this property is \$6,000.00

He stated should the Board of Commissioners approve this transaction, the proposed resolution should be adopted, which will in turn authorize advertisement for upset bids. Once the upset bid process is concluded, this transaction will be brought back before the Board of Commissioners for final approval.

Commissioner McCabe motioned to adopt the following resolution accepting the initial offer and to advertise for upset bids, seconded by Commissioner Mitchell and approved unanimously.

CRAVEN COUNTY
RESOLUTION ACCEPTING OFFER TO PURCHASE
SUBJECT TO UPSET BIDS

WHEREAS, Craven County owns certain real property identified as Tax Parcel Number 8-200-E-032 (hereinafter “the Real Property”), the Real Property having been acquired by Craven

County in deed recorded in Book 3491, Page 741 in the Office of the Register of Deeds of Craven County; and,

WHEREAS, Craven County has received an Offer to Purchase the Real Property, a copy of said offer being attached hereto and incorporated herein by reference; and,

WHEREAS, the Craven County Board of Commissioners is authorized to sell Craven County's interest in real property pursuant to North Carolina General Statute §160A-269.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF CRAVEN COUNTY THAT:

1. The Craven County Board of Commissioners hereby authorizes the initiation of the upset bid process for the Real Property by advertising notice of the offer to purchase in accordance with the provisions of North Carolina General Statute §160A-269.

2. The County Manager, the Assistant County Manager, the Clerk to the Board of Commissioners and/or County Attorney are authorized to take all actions necessary to accomplish the transactions contemplated by this Resolution.

ADOPTED THIS 21st DAY OF JUNE, 2021.

Initial Offer to Purchase Real Property – 135 Hillmont Rd., New Bern (Parcel #8-219-008)

Mr. Grady reported that Craven County has received an offer in the amount of \$6,750.00 for this real property, which was acquired jointly with the City of New Bern through a tax foreclosure, with past due taxes and costs of foreclosure totaling \$6,182.47. The tax value of this property is \$13,500.00

It was noted that this property is jointly owned with the City of New Bern, which has already approved this initial offer.

He stated should the Board of Commissioners approve this transaction, the proposed resolution should be adopted, which will in turn authorize advertisement for upset bids. Once the upset bid process is concluded, this transaction will be brought back before the Board of Commissioners for final approval.

Commissioner McCabe motioned to adopt the following resolution accepting the initial offer and to advertise for upset bids, seconded by Commissioner Mitchell and approved unanimously.

CRAVEN COUNTY
RESOLUTION ACCEPTING OFFER TO PURCHASE
SUBJECT TO UPSET BIDS

WHEREAS, Craven County and the City of New Bern own certain real property identified as Tax Parcel Number 8-219-008 (hereinafter "the Real Property"), the Real Property having been acquired by Craven County in deed recorded in Book 3569, Page 533 in the Office of the Register of Deeds of Craven County; and,

WHEREAS, Craven County and the City of New Bern have received an Offer to Purchase the Real Property, a copy of said offer being attached hereto and incorporated herein by reference; and,

WHEREAS, the City of New Bern has previously approved said offer: and,

WHEREAS, the Craven County Board of Commissioners is authorized to sell Craven County's interest in real property pursuant to North Carolina General Statute §160A-269.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF CRAVEN COUNTY THAT:

1. The Craven County Board of Commissioners hereby authorizes the initiation of the upset bid process for the Real Property by advertising notice of the offer to purchase in accordance with the provisions of North Carolina General Statute §160A-269.

2. The County Manager, the Assistant County Manager, the Clerk to the Board of Commissioners and/or County Attorney are authorized to take all actions necessary to accomplish the transactions contemplated by this Resolution.

ADOPTED THIS 21st DAY OF JUNE, 2021

COUNTY MANAGER'S REPORT

County Manager, Jack Veit, reviewed the morning plans to take a tour of the renovated Double Tree Hotel and then to proceed to the Parks and Recreation Administration building in Creekside Park for a ribbon cutting. He announced that the plans to tour some of the EWP sites with the Planning Department would have to be delayed until July due to the weather conditions.

Mr. Veit reported that he and Commissioner Liner attended an in-person meeting at the Dix Crisis Center in Jacksonville last Wednesday. He indicated it is under the new leadership of Ms. Julia Neil and he hoped to have her come in July to meet the Board. Mr. Veit provided an update on the occupancy numbers. Commissioner Bucher requested that the new City Police Chief and the interim City Manager be invited to an upcoming Board meeting and to include them in communications about the Dix Crisis Center.

COMMISSIONERS REPORTS

Commissioner Mitchell reported on the recent Craven Community College Board of Trustees retreat held at the VOLT Center. She expressed enthusiasm for their programs and encouraged citizens to check them out as an option for skilled training with jobs waiting upon graduation.

Commissioner Liner requested the Clerk to the Board to read aloud the Resolution recognizing Dr. Meghan Doyle. He then reported on the library board meeting held last Tuesday, stating they had utilized a \$40,000 grant to put hot spots in each library to aid areas without wi-fi. Mr. Liner informed the Board that the NC Symphony will be performing on Thursday at Tryon Palace.

Commissioner Smith asked the Board to indulge her as she shared her joy about the recent celebration of Juneteenth held throughout New Bern. She commended those that organized all of the activities, which were numerous and outstanding. Ms. Smith indicated she participated in several of the events and she is thankful for the President for recognizing Juneteenth as a national holiday.

Commissioner McCabe reported on attending the funeral for fallen firefighter DeBlasi and remarked on the wonderful turnout. He indicated he attended the Pet Expo at Creekside Park and remarked on the Sheriff Deputies in attendance and participation.

Commissioner Mark reported on his recent hospital board meeting and indicated that the Covid 19 admissions were much lower and that most people getting treated are younger and not vaccinated. Mr. Mark stated he would be holding a town hall style meeting in Fairfield Harbour on Thursday from 4:00 – 6:00 pm and was scheduling one in Bridgeton for July.

Commissioner Bucher reported on the Pet Expo held in Creekside Park which was held to raise money for the Sheriff's K-9 program. He indicated there was a lot of participation with food trucks, vendors and a variety of activities to involve everyone. Sheriff Hughes further elaborated and said it was held in collaboration with the Animal Shelter and the Colonial Capital Humane Shelter. Mr. Bucher also mentioned firefighter DeBlasi and extended his thoughts and prayers to the family. Mr. Bucher also reported on the graduation ceremony for those in the construction academy in James City. He remarked that 13 out of the 20 who started the program, completed it and now are more eligible for employment because of the knowledge and basic construction skills they gained. Mr. Bucher said there were 20 signed up for the next academy and commended all of the people who put their time and energy into making this happen. Commissioner Bucher extended gratitude to Charles Collins who has served on the ABC Board for ten years and is rotating off. Lastly, he stated there was a structure fire on some of his personal property in Township One and thanked the men and women from Tri Community and

Little Swift Creek volunteer fire departments who answered the call and worked tirelessly to extinguish the fire. He remarked they did an outstanding job.

Chairman Jones said he enjoyed hearing how active each Commissioner has been and their great comments. He stated we live in a great County and he is blessed to serve with each of them.

At 9:53 a.m. the Board recessed to reconvene at the Double Tree Hotel for a tour and then to proceed to the Parks and Recreation Administration building at Creekside for a ribbon cutting and lunch.

Commissioner Mark excused himself from the meeting at this time.

At 10:10 a.m. the Board reconvened at the Double Tree and was provided an overview of future plans for the Annex next door and then led on a tour of the meeting rooms, two guest rooms, and the bar/restaurant and patio areas.

At 10:55 a.m. the Board recessed to reconvene at the Parks and Recreation Administration building in Creekside Park. The Board reconvened at 11:15 a.m. Assistant County Manager, Gene Hodges, reviewed the specs and cost of the project, while Recreation Director, Billy Wilkes, reported on staffing, programs, camps, and ongoing projects at the various park and recreation facilities throughout the county. Representatives from the Oakley-Collier Architectural firm joined the meeting and participated in the ribbon cutting for the facility. A deli lunch was served and at 12:05 p.m. Commissioner McCabe motioned to adjourn the meeting. His motion was seconded by Commissioner Mitchell and approved unanimously.

Chairman Jason R. Jones
Craven County Board of Commissioners

Nan Holton
Clerk to the Board