

**AGENDA  
CRAVEN COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
TUESDAY SEPTEMBER 7, 2021  
7:00 P.M.**

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

1. PETITIONS OF CITIZENS – AGENDA TOPICS
2. PUBLIC HEARING – CARTS – NCDOT GRANT APPLICATIONS: Kelly Walker, Transportation Director
3. PUBLIC HEARING – ECONOMIC DEVELOPMENT: Jeff Wood, Economic Development Director
4. PUBLIC HEARING – PLANNING – CDBG: Chip Bartlett, Insight Planning & Development
5. CONSENT AGENDA
  - A. Minutes of August 16, 2021 Regular Session and August 19, 2021 Reconvened Session
  - B. Tax Releases
  - C. Military Service Person of the Quarter Resolution
  - D. Budget Amendment – Donation Check for Sheriff's Department

**DEPARTMENTAL MATTERS**

6. CARTS – APPROVAL TO SUBMIT NCDOT GRANT APPLICATION: Kelly Walker, Transportation Director
7. PLANNING – REQUEST FOR ADDITION TO STATE MAINTAINED SECONDARY ROAD SYSTEM (Terminal Drive): Don Baumgardner, Planning Director
8. PURCHASING – RESOLUTION TO AUTHORIZE THE USE OF ELECTRONIC ADVERTISEMENT FOR CONTRACTS AND SERVICES: Gene Hodges, Assistant County Manager; Craig Warren, Finance Director

9. HUMAN RESOURCES: Amber Parker, Human Resources Director; Jack Veit, County Manager
  - A. Certification and Bonus
  - B. Retention and Recruitment
10. APPOINTMENTS
11. COUNTY ATTORNEY'S REPORT: Arey Grady, County Attorney
12. PETITIONS OF CITIZENS – GENERAL TOPICS
13. COUNTY MANAGER'S REPORT: Jack Veit
14. COMMISSIONERS' REPORTS
15. CLOSED SESSION

**THE BOARD OF COMMISSIONERS OF THE COUNTY OF CRAVEN MET IN REGULAR SESSION IN THE COMMISSIONERS' ROOM OF THE CRAVEN COUNTY ADMINISTRATION BUILDING, 406 CRAVEN STREET, NEW BERN, NORTH CAROLINA, ON TUESDAY, SEPTEMBER 7, 2021. THE MEETING CONVENED AT 7:00 PM.**

**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:*

*Lord, Your Word tells us that You give strength to the weary, and You increase the power of the weak. You are our place to go when we are empty and our second wind when we are worn down.*

*How do You restore the weary warrior? If we wait on You, You will refill us. If we look to You, You will guide us. If we listen to You, You will lead us. You make broken wings soar and weak legs sprint. King David often calls You a fortress. You are a place of rest and peace no matter what comes to our gates.*

*Strengthen us today, God, as we acknowledge You. And be our fortress of peace when we run to You. We proclaim these things in the mighty name of Jesus. Amen.*

*Based upon the invocation given by Pastor Zack Randles, the August 17, 2021 session of the US House of Representatives*

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

**PETITIONS OF CITIZENS – AGENDA TOPICS**

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

**PUBLIC HEARING: CARTS – NCDOT GRANT APPLICATIONS**

Transportation Director, Kelly Walker, stated the Board is required to go into public hearing to receive public comments regarding six (6) NC Department of Transportation (DOT) grant applications. She indicated the grant application information has been available on the CARTS webpage and in the CARTS office. Ms. Walker informed the Board the Public Hearing is for all six grant applications, but each grant application must be individually opened for comment.

At 7:03 pm Commissioner Mitchell motioned to go into Public Hearing, as advertised, seconded by Commissioner McCabe and unanimously approved.

1. Ms. Walker stated the 5311 CTP grant is a formula-based allocation grant for public transportation projects in non-urbanized areas. CARTS has historically relied on this grant to assist with the costs of providing rural public transit services. Since the admin portion has a lower local match, CARTS develops that budget first. The Board called on comments for the 5311 CTP Admin grant.

There was no one present to comment.

2. Ms. Walker stated the allocated amount not included in the 5311 CTP Admin Budget is then placed into the 5311 CTP Operating Budget. The Board called on comments for the 5311 CTP Operating grant.

There was no one present to comment.

3. Ms. Walker reported the NC DOT/IMD has a process for capital projects to be an application which does not specify into which grant the capital projects will be placed. This allows for flexibility based on grant availability and this determination will be made at the state level. Capital projects to be included in this grant application are replacement vehicles and replacement of other items such as radios, vehicle surveillance hard drives, and training equipment that are considered capital procurement items. The Board called on comments for the Combined Capital grant.

There was no one present to comment.

4. Ms. Walker reported the Rural State Operating (RSO) grant request will be for a phase two project developed from the data received from the FY2020 RSO grant activities. This project will expand upon phase one by continuing to address rural unmet employment related transportation needs. The Board called on comments for the RSO grant.

There was no one present to comment.

5. Ms. Walker stated the 5310 Enhanced Mobility for Seniors and Individuals with Disability Program – Operating application would address the needs of the elderly and disabled to travel to destinations outside the service area. The Board called on comments for the 5310 Enhanced Mobility of Seniors and Individuals with Disability Program – Operating.

There was no one present to comment.

6. Ms. Walker stated the 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Program – Mobility Manager would seek to apply for funding for the CARTS Mobility Manager position instead of using a portion of the 5311 CTP allocation for that expense. This application project must focus on the elderly and disabled; however, the general public may also benefit from the project. The Board called on comments for the 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Program – Mobility Manager.

There was no one present to comment.

At 7:07 pm, Commissioner Mark motioned to close the Public Hearing, seconded by Commissioner McCabe and unanimously approved.

### **PUBLIC HEARING: ECONOMIC DEVELOPMENT**

Economic Development Director, Jeff Wood, requested the Board go into Public Hearing to receive comments pursuant to NCGS158-7.1, regarding Craven County's intent to award an economic development grant in the amount of \$25,000.00 to Schlaadt Plastics Limited, for the planned expansion of its manufacturing facility.

At 7:08 pm Commissioner Mark motioned to go into Public Hearing, as advertised, seconded by Commissioner Mitchell and approved unanimously.

There was no one present to comment.

At 7:08 pm Commissioner Mitchell motioned to close the Public Hearing, seconded by Commissioner McCabe and unanimously approved.

**PLANNING: PLANNING – CDBG**

Chip Bartlett, Insight Planning & Development, stated the purpose of this Public Hearing is to obtain citizens' views and answer any questions posed by citizens regarding Craven County's intentions to apply for funding associated with the FY2021 Community Development Block Grant Program, sponsored by the North Carolina Department of Commerce, Rural Economic Development Division (REDD). This public hearing will *cover* the County's community development needs, proposed activities, and a review of program compliance before the submission of the County's CDBG funding application to the state of the North Carolina.

He relayed this CDBG program can fund a wide variety of community development activities, including housing rehabilitation, clearance, relocation, substantial rehabilitation, reconstruction, replacement, and/or emergency repairs, or public facilities activities, or housing development activities, and administration of the *above* activities.

Mr. Bartlett indicated that Craven County is eligible to apply for up to \$750,000.00 under the Community Development Block Grant Neighborhood Revitalization Program. Craven County's application for this funding are scheduled to be submitted to the Department of Commerce by October 14, 2021.

At 7:09 pm Commissioner Liner motioned to go into Public Hearing, as advertised, seconded by Commissioner McCabe and approved unanimously.

There was no one present to comment.

At 7:10 pm. Commissioner McCabe motioned to close the Public Hearing, seconded by Commissioner Liner and approved unanimously.

**CONSENT AGENDA**

Commissioner Mark motioned to approve the Consent Agenda, inclusive of the Minutes of August 16, 2021 Regular Session, August 19, 2021 Reconvened Session, Tax Releases (*credits = \$2,350.71*), Budget Amendment for Sheriff's Office Donation Check and Military Service Person of the Quarter Resolution, seconded by Commissioner McCabe and approved 7-0 in a roll call vote.

*Sheriff's Office*

<b>REVENUES</b>	<b>AMOUNT</b>	<b>EXPENDITURES</b>	<b>AMOUNT</b>
1014310-38301 Misc. Donations	\$500.00	1014310-43240 Other Supplies	\$500.00
<b>TOTAL</b>	<b>\$500.00</b>	<b>TOTAL</b>	<b>\$500.00</b>

**Justification:** The Sheriff's Office was given a donation check of \$500.00 by a Craven County citizen. This check will be used to purchase a variety of items that the office needs.

**RESOLUTION  
RECOGNIZING SERGEANT NELSONLEY JEANLOUIS  
AS MILITARY SERVICE PERSON OF THE QUARTER**

**WHEREAS**, Sergeant Nelsonley Jeanlouis was born in Cap Haitien, Haiti in 1998; then in 2011 he, along with his family, migrated to the United States where he enlisted in the U.S. Marine Corps in 2016; and

**WHEREAS**, Sgt Jeanlouis is currently an active duty Marine stationed aboard Marine Corps Air Station Cherry Point, NC, working as a Maintenance Data Analyst with MWHS-2; and

**WHEREAS**, during his military career, Sgt Jeanlouis has served his country overseas in Okinawa, Japan stationed at MCAS Futenma, as well as stateside at MCAS New River in Jacksonville NC and his current headquarters of MCAS Cherry Point. He has also worked diligently to earn an Associate of Art degree from the University of Maryland in February 2020; and

**WHEREAS**, Sgt Jeanlouis has been nominated for *Military Service Person of the Quarter* in Havelock, Carteret and New Bern; and

**WHEREAS**, in his off-duty time, Sgt Jeanlouis has volunteered with the local Adopt-A-Highway chapter to support sanitization of local freeways; supported the National Wild Turkey Federation at their annual Hunting Heritage banquet; and participated in a ceremony at Creekside Park for an intermural softball tournament as the 2<sup>nd</sup> MAW Color Sergeant.

**NOW, THEREFORE, BE IT RESOLVED THAT THE CRAVEN COUNTY BOARD OF COMMISSIONERS** recognizes Sergeant Nelsonley Jeanlouis for his outstanding performance and dedication to his community and for his exemplary qualities that go far beyond what is expected of someone of his grade and experience.

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

Adopted this 7<sup>th</sup> day of September, 2021

**DEPARTMENTAL MATTERS: CARTS – APPROVAL TO SUBMIT NCDOT  
GRANT APPLICATION**

Transportation Director, Kelly Walker, reported that North Carolina Department of Transportation/Integrated Mobility Division (NCDOT/IMD) has released the FY2022-2023 (July 1, 2022 – June 30, 2023) 5311 Community Transportation Program (CTP) Admin and Operating, as well as applications for Combined Capital, Rural State Operating (RSO), 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program - Operating, and 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program - Mobility Manager. The required public hearing has been held and applications for these projects must be submitted no later than October 8, 2021. We are asking for approval to submit the applications named as part of the public hearing to NCDOT.

Commissioner Liner motioned to approve submittal of the six (6) FY 2022-2023 NCDOT grant applications, as requested, seconded by Commissioner Mitchell and unanimously approved.

Ms. Walker addressed several inquiries regarding the grant amounts and how CARTS makes the public aware of these opportunities.

**DEPARTMENTAL MATTERS: PLANNING – REQUEST FOR ADDITION TO STATE  
MAINTAINED SECONDARY ROAD SYSTEM (Terminal Drive)**

Planning Director, Don Baumgardner, requested the Board to approve Terminal/Airline Drive located at Coastal Carolina Regional Airport (2,900 linear feet) to be turned over to the State of North Carolina for maintenance. He stated the resolution, once passed, will be forwarded to NCDOT for their final consideration and acceptance of the road to the State Maintenance System.

Commissioner Mitchell motioned to approve the standard SR2 Road Addition Resolution, as requested, seconded by Commissioner Smith and approved unanimously.

**NORTH CAROLINA STATE DEPARTMENT OF TRANSPORTATION  
DIVISION OF HIGHWAYS  
REQUEST FOR ADDITION TO STATE MAINTAINED SECONDARY ROAD SYSTEM**

North Carolina  
County of Craven

Road Description: Airline Drive approx. 1,080 Linear Feet (.20 mi.) and Terminal Drive approx. 1,820 Linear Feet (.34 mi.). Totaling 2,900 Linear Feet (54 mi.) of combined roadway.

WHEREAS, the attached petition has been filed with the Board of County Commissioners of the County of Craven requesting that the above described road, the location of which has been indicated in Green on the attached map, be added to the Secondary Road System; and

WHEREAS, the Board of County Commissioners is of the opinion that the above described road should be added to the Secondary Road System, if the road meets minimum standards and criteria established by the Division of Highways of the Department of Transportation for the addition of roads to the system.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of the County of Craven that the Division of Highways is hereby requested to review the above described road, and to take over the road for maintenance if it meets established standards and criteria.

**CERTIFICATE**

The foregoing resolution was duly adopted by the Board of Commissioners of the County of Craven at a meeting on the 7<sup>th</sup> day of September, 2021.

WITNESS my hand and official seal on this the 7<sup>th</sup> day of September, 2021.

**DEPARTMENTAL MATTERS: PURCHASING – RESOLUTION TO AUTHORIZE THE USE OF ELECTRONIC ADVERTISEMENT FOR CONTRACTS AND SERVICES**

Assistant County Manager, Gene Hodges, relayed that G.S. 143-129 establishes the procedures for letting public contracts by the State of North Carolina and political subdivisions (counties) of the State and G.S. 143-129(b) spells out the requirement for advertising for bids by public bodies. This subsection allows counties to advertise for bids via a newspaper of general circulation within the county or by electronic means or both. He stated if a county elects to advertise solely by electronic means, an approval by the Board of Commissioners is required. After conducting a review of Craven County's Purchasing Policy, the Purchasing Agent has requested that an updated resolution be approved by the Board of Commissioners authorizing the use of electronic means to advertise bid opportunities.

Mr. Hodges indicated at Craven County's website, [www.cravencountync.gov](http://www.cravencountync.gov), there is a special section under services where all of Craven County's bid opportunities can be explored. Additionally, users can subscribe to receive email notifications of any bids that are posted to this website. Currently, 258 users have subscribed to receive these notifications. In addition to these tools, Craven County's Purchasing Agent posts all formal construction bid opportunities to the NC Department of Administration Historically Underutilized Businesses (HUB) website.

Commissioner Mitchell motioned to adopt the following Resolution to Authorize the use of Electronic Advertisement for Contracts and Services Subject to G.S. 143-129, seconded by Commissioner Smith and approved unanimously.

**Resolution to  
Authorize the Use of Electronic Advertisement for  
Contracts and Services Subject to G.S. 143-129**

**WHEREAS**, Craven County is a North Carolina County organized and existing pursuant to Chapter 153A of the North Carolina General Statutes; and,

**WHEREAS**, contracts for construction or repair work, and for the purchase of apparatus, supplies, materials, and equipment that meet the monetary threshold established in G.S. 143-129 must be publicly advertised; and,

**WHEREAS**, G.S. 143-129(b) authorizes the governing board of a political subdivision of the State to allow the use of electronic advertisement as an alternative to advertisement in a newspaper of general circulation, either generally or in specific instances; and,

**WHEREAS**, in some cases, advertisement in the newspaper may be the most effective method of obtaining competition, but in other cases, advertisement by electronic means may be a more effective and efficient method of reaching prospective bidders; and,

**WHEREAS**, it is in all cases important to provide citizens an opportunity to obtain information about major contracts to be awarded by this entity.

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

1. That the Board of Commissioners hereby authorize the County Manager, or his designee(s), to advertise solicitations for bid using electronic means in lieu of placing an advertisement in a newspaper of general circulation whenever he or she determines it to be the most effective and efficient method of obtaining competition for a contract.
2. That advertisement by newspaper and electronic means may be used together or in the alternative, and the requirements of G.S. 143-129(b) shall be met, so long as one of the methods used meets the specific requirements and minimum time for advertisement under that statute for that particular method.

*Adopted this the 7<sup>th</sup> day of September, 2021.*

**DEPARTMENTAL MATTERS: HUMAN RESOURCES**

*Certification and Bonus*

Human Resources Director, Amber Parker, highlighted that the Board approved a Jailer I Educational Incentive policy on August 19, 2021 that awards Jailer I employees who obtain their Detention Officer certification through the NC Sheriffs' Training and Standards Commission with a 2.4% increase. After implementation of that policy, Sheriff Hughes suggested that it would be beneficial to include the Jailer II employees in this policy as they also have to achieve the same level of certification and their retention is also critical to jail operations. Ms. Parker requested an additional amendment to the Craven County, North Carolina Local Government Employees Personnel Resolution Article IV: The Pay Plan, Section 16 Jailer Educational Incentive to include making Jailer II's eligible for the 2.4% certification increase. She indicated it is estimated that this policy amendment will make 6 Jailer II's eligible for the incentive with an estimated additional cost of \$4,702 for the remainder of this fiscal year.

Commissioner Mitchell motioned to approve the amendment to the Craven County Personnel Resolution to include Jailers II, seconded by Commissioner McCabe and unanimously approved.

Craven County, North Carolina Local Government Employees Personnel Resolution Article IV. The Pay Plan, Section 16. Jailer - Educational Incentive



The purpose of this policy is to establish guidelines for recognition and compensation or incentives for those individuals employed in Jailer I and II positions who complete their North Carolina Detention Officer certification through the North Carolina Sheriffs' Training and Standards Commission.

It is a benefit to the department and the entire county to have employees who possess higher levels of training and/or certification in their respective field. Better trained and better qualified employees are more efficient and thus more productive.

It is not intended that this policy be used for reclassification purposes. Instead, the purpose is to encourage employees to increase their technical abilities and to obtain a required certification allowing them to continue to serve in Jailer positions or to be eligible for promotion in other Jail positions when they become available.

- (a) A request for funding will be included in the Sheriff's Office budget request to the County Manager and County Board of Commissioners for each year the Sheriff wishes the certification incentive to be considered for funding.
- (b) A 2.4% or one-step increase will be given effective the start of the pay period after the employee presents a Certificate of Completion issued by the State of North Carolina Sheriffs' Education and Training Standards Commission to their department and the department submits the certificate and a personnel action to Human Resources.
- (c) Applies to employees currently serving in a Jailer I or II position who obtain their North Carolina Detention Officer certification through the North Carolina Sheriffs' Training and Standards Commission during employment as well as newly hired employees hired into a Jailer I or II position who already hold a current North Carolina Detention Officer certification through the North Carolina Sheriffs' Training and Standards Commission.
- (d) A certification incentive payment in itself will not cause a Jailer I or II to be ineligible for a merit increase.

#### *Retention and Recruitment*

Ms. Parker proceeded to follow up on the August 19<sup>th</sup> meeting request for more information on the retention and recruitment policy, making it retroactive to January 1, 2021. She stated the recruitment and retention bonus policy was adopted to allow the County Manager discretion to apply a recruitment and retention bonus in the amount of \$1,500.00 for full-time positions and \$500.00 for part-time positions that have been deemed hard to fill starting August 19<sup>th</sup>. Applying the policy retroactively to January of 2021 would result in 5 part-time and 8 additional full-time employees being eligible to receive the recruitment and retention bonus for an estimated total of \$13,000.00. Ms. Parker indicated the application of this policy would not require the policy to be amended but would require approval for the additional lapsed salary funds to be applied as described.

County Manager Jack Veit emphasized that the funding is there, but a vote would just confirm the Board being in agreement with the use of the funds for this policy. Currently the Jail, CARTS, and Information Technology are the only departments that have positions that are currently active and qualify.

Commissioner Mark motioned to approve the additional salary funds to be applied retroactively for positions hired since January 2021. His motion was seconded by Commissioner McCabe and approved unanimously.

#### **APPOINTMENTS**

##### *Pending*

Chairman Jones reviewed the following list of pending appointments:

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

#### *Current*

##### *Craven Community Child Protection Team*

Commissioner Mitchell nominated Diane Donald for reappointment to the Craven Community Child Protection Team. There being no additional nominations, Ms. Donald was reappointed by acclamation.

##### *Trillium Health Services Board*

Commissioner Liner nominated Angela Sheets for reappointment to the Trillium Health Services Board. There being no additional nominations, Ms. Sheets was reappointed by acclamation.

##### *Craven County Planning Board*

The Board was advised of the resignation of Obie Kirman on the Craven County Planning Board. It was the consensus to defer this appointment.

#### *Upcoming*

Chairman Jones reviewed upcoming appointments to boards and committees expiring fall of 2021.

### **COUNTY ATTORNEY'S REPORT**

#### ***APPROVAL OF CONVEYANCE AFTER EXPIRATION OF UPSET BID PERIOD 597 HWY 55W, NEW BERN (PARCEL NO. 8-218-068)***

County Attorney, Arey Grady, reported that Craven County previously received and approved an offer to purchase this real property, in the amount of \$3,375.00, subject to the completion of the upset bid process. The offer was advertised, and there were no upset bids, the final bid being \$3,375.00. The upset bid period has now expired, and he recommended approval of the conveyance at the purchase price of \$3,375.00. The County and the City of New Bern originally acquired this property through a tax foreclosure, with past due taxes and costs of foreclosure totaling \$4,851.10. The tax value of this property is \$6,750.00.

Mr. Grady noted that this property is jointly owned with the City of New Bern, which has already granted final approval of this offer.

He 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 Liner motioned to adopt the following resolution approving conveyance after expiration of the upset bid period, seconded by Commissioner Mitchell and approved unanimously.

**CRAVEN COUNTY**  
**RESOLUTION AUTHORIZING CONVEYANCE**  
**AFTER EXPIRATION OF UPSET BID PERIOD**

WHEREAS, Craven County and the City of New Bern own certain real property identified as Tax Parcel Number 8-218-068 (hereinafter “the Real Property”), the Real Property having been acquired by Craven County in deed recorded in Book 3514, Page 1773 in the Office of the Register of Deeds of Craven County; and,

WHEREAS, Craven County and the City of New Bern previously received and approved an Offer to Purchase the Real Property, and 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 Nikia Foskey and Hilliard Thompson in the sum of \$3,375.00 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 7<sup>th</sup> DAY OF SEPTEMBER, 2021.

*APPROVAL OF CONVEYANCE AFTER EXPIRATION OF UPSET BID PERIOD  
125 HILLMONT, NEW BERN (PARCEL NO. 8-218-007)*

Mr. Grady reported that Craven County previously received and approved an offer to purchase this real property, in the amount of \$7,500.00, subject to the completion of the upset bid process. The offer was advertised, and there were no upset bids, the final bid being \$7,500.00. The upset bid period has now expired, and he recommended approval of the conveyance at the purchase price of \$7,500.00. The County and the City of New Bern originally acquired this property through a tax foreclosure, with past due taxes and costs of foreclosure totaling \$6,349.65. The tax value of this property is \$15,000.00.

Mr. Grady note that this property is jointly owned with the City of New Bern, which has already granted final approval of this offer.

He 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 Smith motioned to adopt the following resolution approving conveyance after expiration of the upset bid period, seconded by Commissioner Liner and approved unanimously.

**CRAVEN COUNTY**  
**RESOLUTION AUTHORIZING CONVEYANCE**  
**AFTER EXPIRATION OF UPSET BID PERIOD**

WHEREAS, Craven County and the City of New Bern own certain real property identified as Tax Parcel Number 8-219-007 (hereinafter “the Real Property”), the Real Property having been acquired by Craven County in deed recorded in Book 3564, Page 533 in the Office of the Register of Deeds of Craven County; and,

WHEREAS, Craven County and the City of New Bern previously received and approved an Offer to Purchase the Real Property, and 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 Hilliard Thompson in the sum of \$7,500.00 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 7<sup>th</sup> DAY OF SEPTEMBER, 2021.

*INITIAL OFFER TO PURCHASE REAL PROPERTY – W NC 55 HWY  
(PARCEL NO. 3-055-040)*

Mr. Grady relayed that Craven County has received an offer in the amount of \$2,900.00 for this real property, which was acquired through a tax foreclosure, with past due taxes and costs of foreclosure totaling \$2,842.39. The tax value of this property is \$22,500.00

He stated that should the Board of Commissioners approve this transaction, a 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 Mark motioned to adopt the following resolution approved the transaction and authorizing the upset bid process, seconded by Commissioner McCabe and unanimously approved.

**CRAVEN COUNTY**  
**RESOLUTION ACCEPTING OFFER TO PURCHASE**  
**SUBJECT TO UPSET BIDS**

WHEREAS, Craven County owns certain real property identified as Tax Parcel Number 3-055-040 (hereinafter “the Real Property”), the Real Property having been acquired by Craven County in deed recorded in Book 3532, Page 1316 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 7<sup>th</sup> DAY OF SEPTEMBER, 2021.

*INITIAL OFFER TO PURCHASE REAL PROPERTY – PARCEL NO. 1-028-6001,  
 VANCEBORO (STREET ADDRESS – N/A)*

Mr. Grady relayed that Craven County has received an offer in the amount of \$3,800.00 for this real property, which was acquired through a tax foreclosure, with past due taxes and costs of foreclosure totaling \$3,632.99. The tax value of this property is \$13,500.00.

He stated that should the Board of Commissioners approve this transaction, a 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 Mark motioned to adopt the following resolution approving the transaction and authorizing the upset bid process, seconded by Commissioner McCabe.

Commissioner Jones initiated discussion about this property being located in the middle of a field and possibly lacking access. Mr. Grady indicated the title and deed could be further researched to determine if there is an easement of access available.

Commissioners Mark and McCabe pulled their motions and a decision on this parcel was deferred until the next meeting.

**PETITIONS OF CITIZENS – GENERAL TOPICS**

No one had signed up, but Jennifer Dacey of 139 Trent Shores Drive approached the Board to speak. She informed the Board of the 9/11 Remembrance Ceremony on Saturday on the Courthouse lawn, starting at 9:37 am, which is the time the Pentagon was struck. Mrs. Dacey also reported on the high number of Craven County school children in quarantine for Covid 19.

**COUNTY MANAGER’S REPORT**

County Manager, Jack Veit, commented affirmatively on the C1A event held last week and praised Jeff Wood and Abigail Wilson for a job well done.

Mr. Veit provided an update on the redistricting data, stating that the target for each of the seven Districts is 14,389. He highlighted that District 1, District 2, and District 4 all fall within the 5% acceptable margin. Mr. Veit indicated that because District 3 is 7.54% low, District 5 is 11.39% low, District 6 is 10.08% low and District 7 is 2.24% too high; they will require adjusting to bring within the target.

Mr. Veit reminded the Board there would be a redistricting work session on September 20<sup>th</sup> following their regular morning Board of Commissioners' meeting. He stated he wants to meet specifically with the four Commissioners whose Districts need adjustments prior to that date; and is willing to meet with the other three if they have concerns or issues they want to address. There was some discussion over the fact that the City of Havelock has challenged the numbers and not knowing how that will affect everything. County Attorney, Arey Grady, emphasized that the redistricting has to be completed by November 17, 2021 no matter.

Mr. Veit reported that the brick and mortar efforts on the courthouse are in progress and a hearing is coming up in October to further discuss the matter.

Mr. Veit also gave an update on the DIX Crisis Center.

### COMMISSIONERS' REPORTS

*Commissioner Mitchell* had nothing to report.

*Commissioner McCabe* had nothing to report.

*Commissioner Liner* had nothing to report.

*Commissioner Smith* had nothing to report.

*Commissioner Mark* reported there will be a 9/11 ceremony in Fairfield Harbor which starts at 8:00 am. He also reported on a recent hospital meeting and TDA meeting.

*Vice Chairman Bucher* had nothing to report.

*Chairman Jones* had nothing to report.

### CLOSED SESSION

At 8:11 pm, Commissioner McCabe motioned to go into Closed Session pursuant to NCGS 143-318 (a)(3): Attorney Client Privilege and NCGS 143-318 (a)(4): to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public. His motion was seconded by Commissioner Mark and approved unanimously.

At 9:05 pm, Commissioner McCabe motioned to leave the Closed Session and return to Open Session, seconded by Commissioner Mitchell and approved unanimously.

Upon motion made by Commissioner Mark and duly seconded by Commissioner Mitchell, the Board voted unanimously to accept and approve the terms of the Memorandum of Agreement between the State of North Carolina and Local Governments on Proceeds Relating to the Settlement of Opioid Litigation, as proposed by the North Carolina Association of County Commissioners and the North Carolina Department of Justice, and authorized the Chair to execute and deliver any and all documents necessary to confirm this approval.

At 9:06 pm, Commissioner Liner motioned to adjourn, seconded by Commissioner Smith and approved unanimously.

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Chairman Jason R. Jones  
Craven County Board of Commissioners

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Nan Holton  
Clerk to the Board