

**AGENDA  
CRAVEN COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
MONDAY, FEBRUARY 20, 2023  
8:30 AM**

**CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**APPROVE AGENDA**

- 1. CONSENT AGENDA**
  - A. Minutes of February 6, 2023 Regular Session**
  - B. Tax Releases and Refunds**
  - C. Health – Budget Amendment for Additional State Funding for TB Control**
  - D. Sheriff – Donation Budget Amendment**
- 2. DEPARTMENT OF TRANSPORTATION PRESENTATION: Jeff Cabaniss, NCDOT Division Engineer, Merrie Jo Alcock, NCDOT Board Member**
- 3. INTRODUCTION OF REPRESENTATIVE CELESTE CAIRNS: Chairman Jones**
- 4. PRESENTATION OF THE 2022 ANNUAL AUDIT REPORT: Alan Thompson, CPA, Thompson, Price, Scott, Adams & Co., P.A.**

**DEPARTMENTAL MATTERS**

- 5. TAX – REVALUATION 2023 Update: Leslie Young, Tax Administrator**
- 6. SOCIAL SERVICES – IVB Foster Care Funds Budget Amendment: Geoffrey Marett, Social Services Director**
- 7. SHERIFF: Captain Chad Smith; Sheriff Chip Hughes**
  - A. Formal Acceptance of Body Scanner Contract**
  - B. Award of Firearms to Retirees**
- 8. FACILITIES: Gene Hodges, Assistant County Manager**
  - A. Approval of Construction Manager at Risk Delivery Method for DSS Expansion/Renovation**
  - B. Selection of Construction Manager at Risk for DSS Expansion/Renovation**

- 9. APPOINTMENTS**
- 10. COUNTY ATTORNEY'S REPORT: Arey Grady**
- 11. COUNTY MANAGER'S REPORT: Jack Veit**
- 12. COMMISSIONERS' REPORTS**

**THE BOARD OF COMMISSIONERS OF THE COUNTY OF CRAVEN MET IN REGULAR SESSION IN THE COMMISSIONERS' ROOM OF THE CRAVEN COUNTY ADMINISTRATION BUILDING, 406 CRAVEN STREET, NEW BERN, NORTH CAROLINA, ON MONDAY, FEBRUARY 20, 2023. THE MEETING CONVENED AT 8:30 AM.**

**MEMBERS PRESENT:**

Chairman Jason R. Jones  
 Vice-Chairman Denny Bucher  
 Commissioner Chadwick Howard  
 Commissioner Sherry Hunt  
 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  
 Lauren Wargo, Assistant to the County Manager  
 Nan Holton, Clerk to the Board

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

*God of Heaven, we come before You today seeking wisdom and guidance in how we should lead. My heart is drawn to the prayer of David in the 25th Psalm, and I bring it to Your ear once again:*

*"No one whose hope is in You will ever be put to shame, but they will be put to shame who are treacherous without excuse. Show me Your ways, O Lord, teach me Your paths; guide me in Your truth and teach me, for You are God my Savior, and my hope is in You all day long."*

*There is no part of our path that is a surprise to You. There is no treachery that is beyond Your sight. Share with our leaders Your unmatched wisdom, and let their actions today bless the world.*

*I ask all this in the mighty name of Jesus. Amen.*

*Based upon the invocation given by Pastor Zack Randles at the February 25, 2022 session of the US House of Representatives*

Chairman Jones announced the need to add a Closed Session pursuant to NCGS 143-318.11(a)(6) to discuss a Personnel matter and requested it be added. Commissioner Mark motioned to approve Agenda, as amended, seconded by Commissioner Hunt and unanimously approved.

**CONSENT AGENDA**

Commissioner Mark motioned to approve the Consent Agenda, inclusive of the Minutes of February 6, 2023 Regular Session; Tax Releases and Refunds (**Credits = \$12,731.40; Refunds = \$537.69**); Health – Budget Amendment for Additional State Funding for TB Control; and Sheriff – Donation Budget Amendment. The motion was seconded by Commissioner Hunt and approved 7-0 in a roll call vote.

***Health/Tuberculosis (TB)***

<b>REVENUES</b>	<b>AMOUNT</b>	<b>EXPENDITURES</b>	<b>AMOUNT</b>
1015071-33445 Tuberculosis State Funding	\$2,350.00	1015071-44000 Contract Services	\$2,350.00
<b>TOTAL</b>	<b>\$2,350.00</b>	<b>TOTAL</b>	<b>\$2,350.00</b>

**Justification:** Additional state funding awarded to CCHD in the amount of \$2,350.00. Funding will go towards Contract Services. It will pay for TB labs sent to LabCorp and will cover interpretation services as needed.

***Sheriff's Office***

<b>REVENUES</b>	<b>AMOUNT</b>	<b>EXPENCITURES</b>	<b>AMOUNT</b>
1014310-38301 Misc. Donations	\$1,050.00	1014310-43222 Supplies – Donations	\$1,050.00
<b>TOTAL</b>	<b>\$1,050.00</b>	<b>TOTAL</b>	<b>\$1,050.00</b>

**Justification:** The Sheriff's Office received two (2) donation checks totaling \$1,050.00. These Checks will be used towards the purchase of a variety of items needed by the office.

**DEPARTMENT OF TRANSPORTATION PRESENTATION**

NCDOT Division Engineer, Jeff Cabaniss, introduced NCDOT Board Member, Merry Jo Alcoke, and Deputy Division Engineer, Jeremy Stroud, who were present.

Mr. Cabaniss proceeded through his PowerPoint presentation to highlight information about:

Craven County Current Projects:

- ❖ NC 43 Connector
- ❖ James City Project
- ❖ Havelock Bypass
- ❖ Maple Cypress Bridge Replacement

Craven County Projects in Planning

- ❖ US 70 Upgrades
- ❖ Widening US 17 north of Antioch Road to Spruill Town Road
- ❖ Miller Blvd/ Fontana Blvd.
- ❖ Neuse Blvd/MLK Blvd. Roundabout

He also presented information on:

- ❖ 2023 Resurfacing Projects
- ❖ Bridge Projects
- ❖ River Road/Nelson Road Roundabout

Mr. Cabaniss and Ms. Alcoke addressed several questions about unpaved roads, delayed projects, and timelines.

**INTRODUCTION OF REPRESENTATIVE CELESTE CAIRNS**

Chairman Jones recognized newly appointed Representative Celeste Cairns and invited her to address the Board. Ms. Cairn stated she was grateful to represent this District and indicated she would stay through the meeting to have personal conversations to discuss any topics of interest.

**PRESENTATION OF THE 2022 ANNUAL AUDIT REPORT**

Alan Thompson, CPA with the accounting firm of Thompson, Price, Scott, Adams & Co., P.A., presented the Board their findings for fiscal year ended June 30, 2022.

Mr. Thompson provided a handout and reviewed the Fund Balance, expenditures, revenues, and General Fund expenditures for the past five years. He emphasized the 2022 Audit Report had no significant findings, no uncorrected misstatements and his firm issued an unmodified report which is a clean report. Mr. Thompson stated Craven County was in great financial standing.

**DEPARTMENTAL MATTERS: TAX  
2023 REVALUATION UPDATE**

Tax Administrator, Leslie Young, reported that Craven County values are finalized and certified and the revaluation is solid. She emphasized the real estate market in Craven County is strong.

She stated that in 2022 real property taxable valuation was \$8,041,167,514 and in 2023 it is \$11,420,954,589 equating to a 42.03% average increase. Ms. Young highlighted this is just an indicator.

In support of the revaluation findings in Craven County, Ms. Young displayed an unofficial poll taken of the 26 counties that have a revaluation slated for 2023. Of the 26 counties, only 14 counties responded and the results posted exemplify that Craven County is in line with its' 42.03% average increase. Most of the others were also in the 40% range, with Alamance showing a 79% increase. She stated this revealed the importance of being on a four-year revaluation cycle.

Ms. Young shared how tax rates were adjusted in previous tax revaluation years:

<b>REVAL YEAR</b>	<b>STARTING TAX</b>	<b>ADJUSTED TAX</b>
2016	.04675	.05394
2010	.6100	.4728
2002	.6000	.5800

The 2023 Tax Revaluation notices will be mailed February 27<sup>th</sup>. The adjusted tax rate for this revaluation year will not be set until budget work sessions are conducted and completed in June, 2023.

Ms. Young informed the Board she will have 21 telephone lines available to take calls as they expect to be extremely busy once citizens receive their statement. All of her staff have been trained to answer questions and assist callers.

Ms. Young outlined the three appeal options, remarking this is the first time that Craven County has the ability to file an appeal online due to new software. Appeals can also be made via email and mail.

Ms. Young explained how using the existing GIS resources, appellants will be able to view the comparable sales to see how their revaluation was computed. She stated the burden of proof is on the property owner to prove why an appraisal is wrong. Ms. Young illustrated how the Craven County Tax website provides all the tools to educate and communicate with the citizens.

In regard to the real estate market trend, Ms. Young displayed the last 12 months of sales provided by the Neuse River Region Association of Realtor's Multiple Listing Services and stated the data provides no indicator of a downward turn.

Percentage increases and average days on market

December	4.74%	36
November	20.41%	36
October	17.93%	30
September	10.38%	24
August	12.51%	25
July	10.10%	25
June	17.15%	19
May	13.85%	26

April	18.12%	24
March	13.95%	28
February	13.52%	28

The flag of things changing is when days on the market approaches and exceeds 80 days. She referenced the data from January 2023 as 14.81% increase and 45 days on the market. Ms. Young relayed there is nothing flashy about this, just a strong solid, steady real estate market.

In response to a question about protocol should the economy fail and the revaluation numbers prove too high, Ms. Young referenced the NC General Statutes and the markers provided which would mandate a reappraisal. The market would have to turn and capture it, such that sales ratio falls below 85%.

**DEPARTMENTAL MATTERS: SOCIAL SERVICES  
IV-B FOSTER CARE FUNDS BUDGET AMENDMENT**

Social Services Director, Geoffrey Marett, requested approval of a budget amendment, in the amount of \$350,000, needed for foster care board payments through the end of the fiscal year. He indicated Foster Care IV-B funds are reimbursed at approximately 50% Federal/State funds for eligible room and board payments.

Mr. Marett provided detailed justification for his request.

Commissioner Mitchell motioned to approve the following budget amendment, in the amount of \$350,000, as requested, seconded by Commissioner Hunt and approved 7-0 in a roll call vote.

***DSS 1015213/TANF***

<b>REVENUES</b>	<b>AMOUNT</b>	<b>EXPENDITURES</b>	<b>AMOUNT</b>
1015213-33423 Foster Care IV-B	\$175,000.00	1015213-43921 Foster Care IV-B	\$350,000.00
1010000-39901 Fund Balance	\$175,000.00		
<b>TOTAL</b>	<b>\$350,000.00</b>	<b>TOTAL</b>	<b>\$350,000.00</b>

Mr. Marett addressed the challenges his department and staff face due to increased numbers, behavior and mental health issues, and costs associated with caring for some individuals. He emphasized some of his workers spend upwards of 28% of their time traveling. Based on the workloads, responding to crisis 24/7, expanded hours to meet client needs, and general high demands, Mr. Marett compared the needs to emergency room staffing shifts. Foster Care is a mandated program and numbers are increasing throughout the state.

**DEPARTMENTAL MATTERS: SHERIFF**

***Formal Acceptance of Body Scanner***

Captain Chad Smith reported that on December 12, 2022, the County advertised for a full body scanner for the Jail as presented in the County's ARPA spending plan. The Request for Quotes (RFQ) was advertised on the County's website and sent to several vendors. Quotes were received and opened on January 5, 2023. He relayed an evaluation committee reviewed the 3 responses and it was deemed the 2nd lowest bidder, Point Security, would be recommended for award. Although Point Security didn't quote the lowest price, they met or exceeded more specifications required than the lowest bidder. He stated that Point Security has a quicker scan time, is constructed of steel versus aluminum, and is also manufactured and supported in the United States. He stated the County Attorney has reviewed the evaluation committee's recommendation and has approved the methodology used for awarding the bid.

Captain Smith requested the Board's approval of the contract to proceed with procurement of the scanner and stated the funding source for this purchase will be the County's America Rescue Plan Act (ARPA) funds.

Captain Smith further stated that the purpose of this purchase is to scan individuals coming into their facilities to ensure they don't have contraband. The entire process takes approximately three seconds.

Commissioner Mitchell motioned to approve the body scanner purchase contract with Point Security, as requested, seconded by Commissioner Smith and unanimously approved.

*Award of Firearms to Retirees*

Sheriff Chip Hughes requested approval to sell the service side arms to recently retired Lt. Thomas Bersch, Sgt. Henry Clements, Deputy Lawrence Tracy and Deputy Glenn Clark under the provisions of NCGS 20-187.2. He indicated this statute states that the governing body of law enforcement agency may, in its discretion, award to a retiring member, upon request, the service side arm of such retiring member. The price has traditionally been set at one dollar, at which the Sheriff's Office will honor the same price for the above retirees.

Commissioner Mitchell motioned to approve award of the firearms to retirees, at a price of one dollar, as requested, seconded by Commissioner Mark and approved unanimously.

**DEPARTMENTAL MATTERS: FACILITIES**

*Approval of Construction Manager at Risk Delivery Method for DSS Expansion/Renovation*

Assistant County Manager, Gene Hodges, reported that in July 2022, the Board of Commissioners directed staff to continue working with the design team at Oakley Collier Architects (OCA) to develop an expansion project for the Department of Social Services (DSS) Building located at 2818 Neuse Boulevard. He highlighted the intention is to utilize funding from the American Rescue Plan Act (ARPA) for this much needed project. Using the guidance for ARPA funding that was provided at that time, design work commenced with the intent of a design/bid/build project. Subsequently, additional guidance was provided by the US Department of Treasury and the UNC School of Government that provided additional clarification of the use of ARPA funds that allows counties to use additional procurement methods for capital projects. Mr. Hodges stated that in consultation with the design team, and staff's experience with the Emergency Services Building project (Old Jail), it was decided that Construction Manager at Risk (CM@R) would be a better delivery method for the DSS expansion project. Construction Manager @ Risk is a collaborative process where the County, OCA, and the constructor will work throughout the design and construction phases to identify efficiencies early in the project to avoid cost overruns and schedule delays. The design and construction teams work with the County to develop a Guaranteed Maximum Price (GMP) and the project is developed and scoped mindful of this price. The result is a project that is delivered on a fast-track schedule with little to no change orders.

Mr. Hodges stated in order to move forward the Board was requested to approve the resolution and authorize the use of the Construction Manager at Risk methodology for the addition and renovation work at this facility.

Commissioner Mark motioned to approve the following resolution authorizing the use of construction manager at risk methodology for addition and renovation work at the DSS Building, seconded by Commissioner Mitchell and approved unanimously.

**RESOLUTION OF THE CRAVEN COUNTY, NORTH CAROLINA BOARD OF COMMISSIONERS AUTHORIZING THE USE OF THE CONSTRUCTION MANAGER AT RISK METHODOLOGY FOR CONSTRUCTION AND RENOVATION REPAIRS TO THE CRAVEN COUNTY DEPARTMENT OF SOCIAL SERVICES BUILDING**

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

WHEREAS, the Department of Social Services building requires extensive repairs and renovation ("the Project") for expansion; and,

WHEREAS, the Project has a finite budget of \$10,000,00.00 based upon the County's prior allocation of American Rescue Plan Act ("ARPA") revenue replacement formula funding, and in turn the *Construction Manager at Risk* delivery method ("CM@R delivery") as described in N.C. General Statute §143-128.1 provides the ability for the County, its design team, and a contractor to collaborate at an early stage to develop a Guaranteed Maximum Price ("GMP") within the allocated budget for the Project; and,

WHEREAS, additionally, early collaboration allows for value management at the onset of the Project so all costs and savings are factored into the GMP; and,

WHEREAS, with ongoing global and national supply chain challenges, CM@R delivery allows for the flexibility of alternative construction methods and materials to mitigate supply chain challenges; and,

WHEREAS, the extensive pre-qualification process for sub-contractors and suppliers that is a part of CM@R delivery is instrumental in bringing quality vendors to the project, which will mitigate risks caused by current economic and other uncertainties in the economy and the construction industry; and,

WHEREAS, County has retained Oakley Collier Architects ("Oakley Collier") to provide design services to County for work on the Project; and,

WHEREAS, Oakley Collier has advised County that due to the aforesaid described factors, County should contemplate utilizing CM@R delivery for the Project; and,

WHEREAS, pursuant to N.C. General Statute §143-128.1(e), County has determined that utilizing CM@R delivery is in the best interests of the County and the Project and has compared the advantages and disadvantages between utilizing CM@R delivery and separate-prime bidding, single-prime bidding and dual bidding as contemplated under N.C. General Statute §143(a1) (1) – (3), as such advantages and disadvantages are described in the summary attached hereto and incorporated herein by reference; and,

NOW THEREFORE, COUNTY HEREBY RESOLVES AS FOLLOWS:

**Section 1.** All recitals made above are incorporated herein as an integral part of this resolution.

**Section 2.** Pursuant to Article 3D of Chapter 143 of the North Carolina General Statutes, the County shall undertake the Project, and a Construction Manager at Risk ("the CM") shall be selected by the County for the Project.

**Section 3.** The CM shall comply with all provisions of N.C. General Statute §143-128.1, including but not limited to: (a) the CM shall contract directly with the County for all construction; (b) the CM shall publicly advertise as required in N.C. General Statute §143-129; (c) the CM shall prequalify and accept bids from first-tier subcontractors for all construction work on the Project; (d) the CM shall use the prequalification process determined by County pursuant to N.C. General Statute §143-135.8; (e) the CM shall submit its plan for compliance with N.C. General Statute §143-128.2 for approval by County prior to soliciting bids from first-tier contractors for the Project; and (f) the CM shall act as the County's fiduciary in the handling and opening of all bids.

**Section 4.** In all respects, the CM shall comply with each and every provision of N.C. General Statute §143-128.1.

**Section 5.** The Chairman and Vice-Chairman of the County's Board of Commissioners, the County's Manager and the County's Assistant Manager shall have the authority to implement this resolution and shall have the authority to execute and deliver such documents as may be reasonably necessary for same.

ADOPTED THIS 20<sup>th</sup> DAY OF FEBRUARY, 2023.

*Selection of Construction Manager at Risk for DSS Expansion/Renovation*

Mr. Hodges further reported that in July 2022, the Board of Commissioners directed staff to continue working with the design team at Oakley Collier Architects (OCA) to develop an expansion project for the Department of Social Services (DSS) Building located at 2818 Neuse Boulevard.



A Request for Qualifications (RFQ) for Construction Manager at Risk (CM@R) was issued on December 12, 2022, a site visit was held on January 6, 2023 and responses were received on January 18, 2023. He indicated nine responses to the RFQ were received and after the responses were rated by the review panel, interviews were conducted with the top four firms that responded. He stated that after the interviews, the panel recommended that Barnhill Contracting Company of Rocky Mount, North Carolina be selected as the CM@R for this project. Mr. Hodges indicated the next step would be negotiating a fee and terms of a contract with the selected firm.

Commissioner Mark motioned to select Barnhill Contracting Company as the Construction Manager at Risk for the DSS Expansion/Renovation Project and to authorize staff to execute all necessary agreements for this phase. His motion was seconded by Commissioner Mitchell and approved unanimously.

### APPOINTMENTS

#### *Pending*

Chairman Jones reviewed the following pending appointments:

- Craven Aging Planning Board
- Craven Clean Sweep
- Emergency Medical Services
- Juvenile Crime Prevention Council (JCPC)
- Local Emergency Planning Committee
- Volunteer Agricultural District (District 6)
- Fireman's Relief Fund (Harlowe District 5)

#### *Current*

##### *Adult Care Home Advisory Committee*

Commissioner Bucher nominated Carmal George for reappointment. There being no additional nominations, Ms. George was reappointed by acclamation.

##### *Nursing Home Advisory Committee*

Commissioner Mitchell nominated Debra Gray for appointment. There being no additional nominations, Ms. Gray was appointed by acclamation.

#### *Upcoming*

Chairman Jones reviewed upcoming appointments due to expire on boards and committees.

### COUNTY ATTORNEY'S REPORT

County Attorney, Arey Grady, had nothing to report.

### COUNTY MANAGER'S REPORT

County Manager, Jack Veit, reported on the NaCO Legislative Conference held in Washington DC last week. He indicated they had a packed agenda, lots of committee meetings, very relevant topics, with 75 agency vendors. He commented on meeting with Senators Tillis and Budd.

Mr. Veit reported via the Dix Crisis Center meeting he learned that Wilmington has opened up part of their long-term care facility, known as The Healing Place. Once their detox center opens, it will relieve some of the burden from the Dix Crisis Center.

Mr. Veit highlighted the recent email about the opioid settlements and the need it presents for coming before the Board later this spring with an agreement. County Attorney, Arey Grady, announced the deadline for acceptance is just after the 2<sup>nd</sup> meeting in April and there is an 18 year window of receiving the funds.

Mr. Veit made the Board aware that the City of Havelock is no longer interested in hosting any of the school resource officers in their area. In addition, the Board of Education had offered them a fourth SRO. Because Havelock is not participating in the SRO program, they will be extended to Craven County. Sheriff Hughes commented on the unique qualifications needed for each SRO, as they serve as a protector, a guidance counselor, as well as many other specialties, which makes recruitment and hiring harder. Sheriff Hughes addressed inquiries about incentives and salaries. Sheriff Hughes also reported they are no longer making the Challenger, putting them in a situation to possibly having to purchase cars off the lot.

Commissioner Mark expressed great disdain for the City of New Bern and the City of Havelock having no regards for their students and pushing everything on Craven County to fund.

Mr. Veit summarized the needs and sought consensus from the Board to put together a proposal and bring back in support of funding four SRO's. The Board was in support but expressed that the fourth SRO be placed at West Craven High School if documentation of activities there support it.

In closing, Mr. Veit informed the Board of a Work Session to be held after their March 20<sup>th</sup> morning meeting and highlighted that Senator Perry and Representative Tyson would be present.

### COMMISSIONERS' REPORTS

*Commissioner Smith* stated that February is Black History Month and reported on being the Grand Marshall for the Black History parade held in New Bern over the weekend.

*Commissioner Hunt* reported that her first 60 days have been a whirlwind of information, people, places, and meetings. She expressed gratitude to the staff and department heads for meeting with her.

*Commissioner Mark* reported he will continue to hold Town Hall meetings to keep his constituents informed. He stated that Craven County's larger cities should be responsible for funding their SROs.

*Commissioner Mitchell* informed she would be attending the Association of Defense Communities in Washington DC early March, representing NC MAC and Allies for Cherry Point. She reported the 2<sup>nd</sup> Annual NC Defense Summit is being planned for this fall, looking to expand it to two days to put the spotlight on the second largest economic sector in NC. Thirdly Mrs. Mitchell communicated Allies for Cherry Point is in the process of transitioning to a full 501c3. The new Board is full stood up with representatives from all major industries in eastern NC plus the elected representatives. A fund-raising arm is being created and they will use the monies raised to benefit active-duty families and veterans in this area. ACT will continue to lobby on State and Federal levels, but their scope of responsibility is expanding.

*Commissioner Howard* reported on his attendance at the NaCO Legislative Conference in Washington DC last week. He felt like the meeting with Senator Budd was highly productive; and he enjoyed talking to a variety of members of different federal departments. He mentioned finding money with the Omnibus bill through NaCO lobbyists, which could support Tech Bridge; and conversations about REPI (Readiness and Environmental Protection Integration Program) Funds. Mr. Howard noted attending several workshops, mentioning the Farm Bill workshop and one on opioid and addiction. He commented on learning more about Medicaid expansion and how once it is implemented there are benefits gained for jail inmates. Mr. Howard expressed he was grateful for the opportunity and found it very beneficial to leverage opportunities for local government by building relationships.

Commissioner Mitchell added that Rhonda Murray, Community Cherry Point Liaison, is the point of contact for applying for REPI Funds.

*Commissioner Bucher* had nothing to report.

*Chairman Jones* had nothing to report.

**CLOSED SESSION**

At 10:42 am, Commissioner Mitchell motioned to go into Closed Session, pursuant to NCGS 143.318.11 (a)(6), to discuss a personnel matter. Commissioner Mark seconded the motion, which carried unanimously.

At 11:17 am, the Board returned to Open Session. County Attorney, Arey Grady, reported no action taken in closed session.

Commissioner Jones stated Mrs. Elinor Hawkins recently died. She was the Library Regional Director for many years and worked tirelessly and served in other capacities throughout the County. He requested it be spread upon the Minutes that the Board of Commissioners extend their condolences to her family and express their appreciation for her great contributions to the County.

At 11:18 am, Commissioner Mitchell motioned to adjourn, seconded by Commissioner Bucher 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