

**THE BOARD OF COMMISSIONERS OF CRAVEN COUNTY RECONVENED ITS RECESSED SESSION OF MAY 17, 2021 ON FRIDAY, MAY 21, 2021 AT 8:30 AM AT THE NEW BERN RIVERFRONT CONVENTION CENTER IN TRYON ROOMS A & B, LOCATED AT SOUTH FRONT STREET, NEW BERN, NC. THE PURPOSE OF THE MEETING WAS TO CONDUCT A BUDGET WORK SESSION.**

**MEMBERS PRESENT**

Chairman Jason Jones  
Vice Chairman Denny Bucher  
Commissioner George Liner  
Commissioner Thomas Mark  
Commissioner Theron McCabe  
Commissioner E.T. Mitchell  
Commissioner Beatrice Smith

**STAFF PRESENT:**

County Manager Jack Veit  
Assistant County Manager Gene Hodges  
Finance Director Craig Warren  
Budget Analyst Sarah Williams  
Human Resources Director Amber Parker  
Clerk to the Board Nan Holton

County Manager, Jack Veit, introduced Epiphany student Emma Wang, who is shadowing Commissioner Mitchell.

As the Board progressed through the proposed FY21-22 Budget, County Manager, Jack Veit, Asst. County Manager, Gene Hodges, Finance Director, Craig Warren and Human Resources Director, Amber Parker provided highlights of revenues and expenditures, focusing on increased funding, new employees, maintenance items, and capital improvements.

**ECONOMIC DEVELOPMENT****HEALTH DEPARTMENT**

It was reported that with the abundance of COVID Funding, Health Director, Scott Harrelson, was interested in pursuing a 340B Program, an in-house pharmacy and pharmacist. Commissioner Bucher spoke against growing government in this capacity. The Commissioners discussed the pros and cons and indicated a desire to have Mr. Harrelson provide more information about the program.

**HEALTH EDUCATION**

A break was taken at 9:50 am. Commissioner Mitchell departed for another commitment and returned at 11:00 am

**CHAPTER 160D UPDATE**

Planning Department staff, Don Baumgardener, Chad Strawn, and Jason Frederick, along with County Attorney, Arey Grady, presented information regarding the Chapter 160D Updates. Mr. Grady stated there are fourteen separate Articles, with lots of variation across the state, so the purpose of the 160D update is to get everyone more in line with a consistent set of rules. He indicated that Articles 1 through 9 drive the changes, and he reviewed the Craven County Ordinances that would be impacted. Mr. Grady reported the path has been to consolidate, create consistency, and remove or update archaic unused provisions throughout Chapter 160; stating that substance has not changed dramatically. He informed the Board of two new chapters on land use provisions and flood damage prevention. Mr. Grady alerted the Board to two substantive changes related to the Mobile Home Park Ordinance and the Tall Structures Ordinance. He then highlighted some of the important upcoming dates and opened the floor for questions.

Before departing, Mr. Strawn reported that 30 of the 42 EWP sites have been completed and indicated he would like to set up a date for the Commissioners to be able to visit a few of them. Mr. Veit requested he provide some dates from which to choose.

The Board returned to budget review and discussions.

## WIC

### COMMUNICABLE DISEASES

### HOME HEALTH HOSPICE

### ADULT HEALTH SERVICES

### RISK REDUCTION

Commissioner McCabe excused himself to attend a Ribbon Cutting around 11:00 am and returned around noon.

### MENTAL HEALTH

### SOCIAL SERVICES

At 12:05 pm, the Board took a lunch break.

At 12:40 pm, Commissioner Liner motioned to enter into Closed Session pursuant to NCGS 143-381.11(a)(6) to address personnel matters. His motion was seconded by Commissioner Mark and approved unanimously.

At 1:30 pm, Commissioner Liner motioned to return to Open Session; seconded by Commissioner Mark and approved unanimously.

Due to the need for Commissioner McCabe to leave early, the Board returned to the discussion of the “be back” list to ensure his input on those items.

Regarding the Township 5 Fire Department tax rate, Commissioner McCabe reported he attended their meeting the previous evening and they were in agreement to keep the tax rate at .06500.

Mr. Veit referred the Board back to the Commissioners’ page to discuss membership fees for Hwy. 70 and for Hwy. 17. The Board was in consensus to appropriate \$25,000 to the Hwy. 70 Corridor. Discussion ensued regarding membership with the Hwy. 17 Association. It was the consensus of the Board to not continue their membership with the Hwy. 17 Association and appropriated nothing to the organization.

Chairman Jones pointed out the increasing workloads on both the County Manager and Assistant County Manager, and proposed discussion for creating a new position called the Assistant to the County Manager to address the need. Mr. Veit provided a data sheet highlighting duties and salary range for such a position, indicating this person would be a project manager/research analyst and would not have any direct supervisory authority. The Commissioners provided input and made inquiries. Commissioner Mitchell motioned to create a new position, Assistant to the County Manager, at Grade 70, Step 1 with benefits. Her motion was seconded by Commissioner Smith and approved in a 7-0 roll call vote.

Budget review and discussions continued.

### CRAVEN COUNTY SCHOOLS

### CRAVEN COMMUNITY COLLEGE

At 2:05 pm Commissioner McCabe was excused from the meeting.

### VETERAN SERVICES

### RECREATION

**CONVENTION CENTER****LIBRARIES**

The Staff and the Board recapped the additions made to the budget during the work sessions and highlighted the “be back” list of topics.

Human Resources Director, Amber Parker, informed the Board of the need to bring the Personnel Policy updates back to them at their meeting in June, for health insurance rate increases and new language approval.

Staff reviewed the proposed new set-up to the Commissioners’ Board room going forward, with four Commissioners seated at the dais, and three at the side table in front of staff.

Commissioner Bucher requested the Board and Staff take into consideration changing their evening meeting time from 7:00 pm to 6:00 pm, to be discussed at a future date.

At 3:30 pm, the Craven County Board of Commissioners recessed until Monday, June 7, 2021 at 3:00 pm at the Riverfront Convention Center Ballroom, South Front Street, New Bern, for the purpose of concluding their FY21-22 Budget Work Sessions.

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Chairman Jason R. Jones  
Craven County Board of Commissioners

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Nan Holton  
Clerk to the Board