

THE BOARD OF COMMISSIONERS OF CRAVEN COUNTY RECONVENED ITS RECESSED SESSION OF MAY 21, 2021 ON MONDAY, JUNE 7, 2021 AT 3:00 PM AT THE NEW BERN RIVERFRONT CONVENTION CENTER IN BALLROOM B, LOCATED AT 203 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

Chairman Jones called the reconvened budget work session to order at 3:00 pm and highlighted the proposed agenda topics.

Health Department Director, Scott Harrelson, and Administrative Officer, Nicole Sutton, presented the Board their 340 B In-House Pharmacy Proposal plan. They reported \$1.6 million in American Recovery Act (ARA) funds are available and can be utilized to create this program. Mr. Harrelson outlined the 340 B program requirements and benefits to their patients in being able to pick up their prescriptions for pennies on the dollar before even leaving their facility. The proposal would require a renovation project at the main facility in New Bern, and the hiring of a full time Pharmacist and two Pharmacy Techs. The anticipated time frame for doing this would be six-months. Mr. Harrelson and Ms. Sutton provided revenue projections and budget estimates, indicating the ability to generate over \$700,000 per year based on number of visits, number of prescriptions, and the reimbursement rate. They addressed questions regarding patient qualifications, adequate staffing, and becoming self-sustaining.

Commissioner Mitchell motioned to authorize the creation of a 340 B In-House Pharmacy, utilizing the \$1.6 million ARA funds, with the provision that it must be self-sustaining without further funding from the County. Commissioner Liner seconded the motion and it passed in a 6-1 (Mark = nay) roll call vote.

County Manager, Jack Veit, and Finance Director, Craig Warren, reviewed all the changes to the recommended budget. The original FY21-22 proposed budget totaled \$120,828,123.00 and after adjustments the total is \$121,251,803.00 requiring \$476,180.00 being appropriated from the Fund Balance.

Craven County Changes to Recommended Budget Fiscal Year 2022

	<u>Revenue</u>	<u>Expenditure</u>
<i>Total Per Recommended Budget</i>	<i>\$120,828,123.00</i>	<i>\$120,828,123.00</i>
Commissioners – deduct Hwy. 17 membership fee of of \$12.5k, add \$1,250k for community outreach		(11,250.00)
<i>Special Appropriations:</i>		
BRAC		100,000.00
Promise Place		25,000.00
Coastal Women’s Shelter		25,000.00
HCCBG/Senior Companion – Coastal Community Action, funded match same as prior fiscal year		2,300.00
Craven County Disaster Recovery Alliance		5,000.00
Merci Clinic		15,000.00

RCS		30,000.00
NB Preservation Foundation		3,000.00
Boys and Girls Club		12,500.00
Salary Adjustments -add merits for Manager, ROD and Sheriff		15,387.00
Administration – add FT assistant to County Manager		78,223.00
Human Resources – add \$10K for employee appreciation		10,000.00
Court Facilities – deduct courthouse AHU 1-4 replacements	(52,500.00)	(52,500.00)
to be handled through capital project		
Maintenance – add \$50k a/e scope and plans for county fuel station		50,000.00
Rescue Squads – add \$150k		150,000.00
Economic Development – budget correction, add \$100k for Lot 19 utility		100,000.00
Transfers – deduct \$133,980 transfers to capital reserve to balance budget		(133,980.00)
TOTAL	\$120,775,623.00	\$121,251,803.00
Recommended fund balance appropriation		-
Additional fund balance appropriation	476,180.00	
Final fund balance appropriation	476,180.00	

Discussion between Commissioners Liner and Mitchell centered on the timing of the BRAC appropriation, with consensus being to leave it as is. Commissioner Mark expressed his displeasure with the increased Special Appropriations going to agencies that had not made a request nor benefitting the County. It was suggested that when the appropriation letters go out, each organization should provide evidence of other fundraising efforts prior to requesting County funds in the future.

At 3:54 pm, Commissioner McCabe motioned to enter into Closed Session based on NCGS 143-318.11(a)(3) to discuss potential litigation. His motion was seconded by Commissioner Mitchell and approved unanimously.

At 4:36 pm Commissioner Liner motioned to return to Open Session. His motion was seconded by Commissioner Mitchell and approved unanimously.

There were no actions to report from Closed Session.

At 4:37 pm Commission Mitchell motioned to enter Closed Session pursuant to NCGS 143-318.11(a)(3) for attorney-client privilege. Her motion was seconded by Commissioner Liner and approved unanimously.

At 4:56 pm Commissioner Bucher motioned to return to Open Session and his motion was seconded by Commissioner Mitchell and approved unanimously.

There were no actions to report from Closed Session.

After a five minute break, Mr. Veit started reporting on the “be back” list from previous budget work sessions, with item one being the Eastern Carolina Council of Governments (ECC) membership and fees associated with it. He indicated that the RPO’s share is \$12,500; and the Area Agency on Aging’s (AAA) share is \$16,000; and annual membership for ECC costs \$500. After some discussion over the lack of benefits gained from the organization, Commissioner Mitchell motioned to withdraw Craven County’s membership and give up the seat on the ECC Board, while sustaining funds for the RPO and the AAA. Commissioner Liner seconded her motion, and it was approved in a 7-0 roll call vote.

A handout was provided to the Board providing a synopsis of inmate labor at the jail as had been requested. There are no budget implications regarding this item as it was just for information.

Mr. Veit then reported on Deputy off-duty pay, who assist with road construction projects. The construction firm Barnhill pays off-duty deputies \$40 per hour for their time and pays the County \$10 per hour for the vehicle. Commissioner Bucher expressed concern over the wear and tear on county vehicles and not being compensated appropriately. There were inquiries addressed about worker comp issues, overtime, and how to determine an appropriate fee.

A break was taken from 5:15 – 5:30 pm for dinner.

Mr. Veit reported that he and Commissioner Liner met with the Havelock Mayor to discuss the Havelock EMS situations. He stated it was a good meeting which revealed a fundamental misunderstanding on their part on how EMS works. The mayor was shown the EMS District Map which illustrated Havelock EMS has only one district, not two, as they perceived. Discussion entailed call volume, size of the district, as well as type of calls and insurance clients. Mr. Veit stated the desire of Havelock EMS is to just cover the City of Havelock but that is not how the EMS system works.

Mr. Veit reviewed the two-tier system that was created for rescue squad special appropriations. He stated the high allotment is \$385,000 and the lower allotment is \$325,000.

In order to compensate Havelock EMS and make it equitable to the other EMS squads, Mr. Veit proposed adding \$75,000 the Havelock EMS stipend of \$325,000 this fiscal year; and adding \$15,000 each to the three smaller squads (New Bern/Craven County, Cove City, and Ft. Barnwell EMS units), lifting them from the \$385,000 allotment to \$400,000. Mr. Veit further explained Havelock EMS would require \$100,000 the following fiscal year.

Commissioner Liner stated this plan still does nothing for the Harlowe area, but it buys some time to explore other options as that area continues to grow. Discussion ensued.

Commissioner Mitchell motioned to approve a \$75,000 increase to the Havelock EMS allotment of \$325,000, and increasing New Bern/Craven County EMS, Cove City EMS, and Ft. Barnwell EMS \$385,000 allotments by \$15,000 each. Her motion was seconded by Commissioner Liner and approved 7-0 in a roll call vote.

At 5:57 pm, Commissioner Mitchell motioned to Adjourn. Her motion was seconded by Commissioner Liner and approved unanimously.

Chairman Jason R. Jones
Craven County Board of Commissioners

Nan Holton
Clerk to the Board