



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 21

Meeting Date: 03.19.12

Presenter(s):

Title:

Agency/Dept.:

Item Title: Supplemental Information/Department Reports

Attachments: Yes

Description: **Staff has been asked to provide regular, monthly reports in 2012. For review at this meeting are reports from:**

- a) Animal Control
- b) Health Department
- c) Human Resources
- d) Planning and Economic Development
- e) Tax Office

Supplemental Information

- a) Albemarle Regional Solid Waste Meeting Minutes
- b) Duke University Climate Change Workshop Invitation
- c) Minutes of Albemarle Commission February 16th Meeting
- d) Minutes of Ocracoke Planning Board March 8th
- e) Perquimans Co. Resolution Against I-95 Tolls
- f) Resolution in Support of Certificate of Need

Times Read: First

Impact on Budget: None

Recommendation: Read for understanding

MOTION MADE BY:

____ A. Byrd
 ____ B. Swindell
 ____ D. Styron
 ____ D. Tunnell
 ____ S. Spencer

MOTION SECONDED BY:

____ A. Byrd
 ____ B. Swindell
 ____ D. Styron
 ____ D. Tunnell
 ____ S. Spencer

Vote:

A. Byrd
 B. Swindell
 D. Styron
 D. Tunnell
 S. Spencer

Aye

Nay

**Hyde County Health Department
Animal Control Report
February 2012**

Total **Documented** Calls/Requests for Assistance - 15

Breakdown of Calls by Type:

- Nuisance – 10
- Bite – 1
- Vicious – 0
- Rabies – 1
- Cruelty – 1
- Other – 2

Detail of Calls by Type:

- **Nuisance (10):**
 - Caller reported numerous cats at Mattamuskeet School; Animal Control Contract Coordinator (ACCO) dispatched to set traps; trapped 13 cats (***two trips***)
 - Caller from the Ponzer area reported several stray cats at his house, spraying all over his porch; ACCO dispatched to set traps; trapped 1 cat (***two trips***)
 - Caller from Fairfield reported several cats at a rental home; ACCO dispatched to set traps; trapped 20 cats (***two trips***)
 - Caller from Scranton reported several feral cats at his house; ACCO dispatched to set traps; trapped 3 cats and one possum (***two trips***)
 - Caller from Scranton reported several sick cats at her house messing up everything; ACCO responded without being dispatched to set traps; trapped 23 cats (***no reimbursement***)
 - Caller from Fairfield reported several cats throughout the neighborhood, and at her house spraying all over her porch; ACCO dispatched to set traps; trapped 9 cats (***two trips***)
 - Caller from Scranton reported a yellow cat at her house that looked sick; ACCO dispatched to pick up cat (***one trip***)
 - Caller from Engelhard reported two dogs at her house that would not leave; ACCO dispatched to pick up dogs (***one trip***); dogs being held for adoption at the Animal Shelter
 - Caller from Engelhard reported a hound dog at her house that would not leave; ACCO dispatched to pick up dog (***one trip***); dog being held for adoption at the Animal Shelter
 - Caller from Engelhard reported several sickly dogs at her house that would not leave; ACCO responded without being dispatched to pick up dogs and return to shelter (***no reimbursement***)
- **Bite (1):**
 - Received call from Ocracoke Health Center that a lady who was taking care of a feral cat was bitten by the cat when putting it back into a cage in her house; Health Director issued order for cat to be quarantined in her house for 10 days; cat vaccinated for rabies; ACCO not dispatched
- **Vicious (0)**
- **Rabies (1):**
 - Caller from Fairfield reported killing a raccoon that had attacked his three Labrador dogs; ACCO dispatched to pick up dogs for quarantine at the Animal Shelter, as well as deliver raccoon to the Health Department; Health Department sent head to NC State Lab of Public Health for

rabies testing; raccoon tested positive for rabies; Health Director issued public notice; one of three dogs had been vaccinated for rabies and received booster; Health Director ordered the other two dogs to be quarantined for a 6 month period of time; owners elected to euthanize dogs instead **(one trip)**

- **Cruelty (1):**

- Caller from Engelhard reported a lab-mix dog living in poor conditions; ACCO dispatched and discovered that owner was in prison; ACCO spoke with owner's sister about the conditions; sister in the process of moving dog from her brother's house to where she is staying **(one trip)**

- **Other (2):**

- ACCO observed a German Shepherd dog across the road at his neighbor's home, acting very strange; ACCO responded without being dispatched to take dog to his owner's house in Fairfield **(no reimbursement)**
- Caller reported observing a raccoon attacking feral cats; Hugh Watson contacted Wildlife Officer, who said caller could dispose of animal; ACCO not dispatched

Animal Control Contract Officer Dispatch Record:

- February 1 & 2 To Mattamuskeet School to trap cats (2 trips)
- February 6 & 11 To Ponzer to trap cats (2 trips)
- February 10 To Fairfield to pick up dead raccoon and quarantine 3 dogs
- February 13 To Engelhard to follow-up on report of dog living in poor conditions
- February 13 & 14 To Fairfield to trap cats (2 trips)
- February 14 & 15 To Scranton to trap cats (2 trips)
- February 21 & 22 To Fairfield to trap cats (2 trips)
- February 27 To Scranton to pick up stray cat
- February 28 To Engelhard to pick up stray dogs
- February 29 To Engelhard to pick up stray dog

Total Authorized by Health Director or Designee:

- Mainland – (additional payout of \$125.00 X 12 = \$1,500.00)
- Ocracoke – (no payout)

Report Compiled and Authorized by:

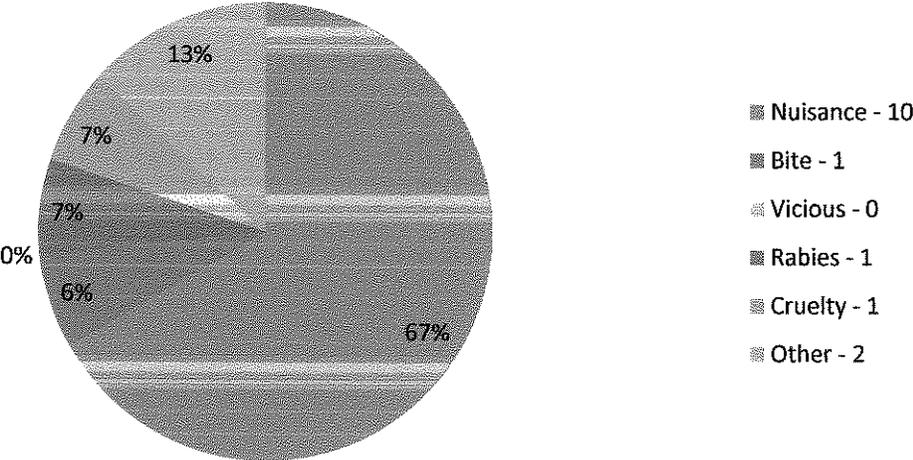
Wesley P. Smith

March 12, 2012

Wesley P. Smith, Health Director

Date

Animal Control Incidents - February 2012



Hyde County Health Department Monthly Summary Report – February 2012

Clinic Nursing Services (Luana Gibbs, Margie Keech, Melissa Sadler):

| <u>Program</u> | <u># Visits</u> | <u>Purpose</u> |
|----------------------|-----------------|--|
| Family Planning | 17 | Physicals (7); Depo Injections (6); Follow-up/IUD Checks (3); IUD Insertions (1) |
| Maternal Health | 2 | Initial Visits (1); Return Visits (1) |
| Adult Health | 2 | Physicals (2) |
| BCCCP | 2 | Physicals (2) |
| Child Health | 0 | No Longer Providing Directly |
| Immunizations | 6 | Independent of Physical Exams (6) |
| STD | 4 | Exams (2); Treatments (1); Re-Screens (1) |
| Communicable Disease | 0 | N/A |
| TB Control | 7 | Skin Tests (2); Readings (2); Medications p/u (1); Latent TB Infection Case (2) |
| Monitoring/Audits | 0 | N/A |
| Nursing Consults | 0 | N/A |
| Outreach/Community | 0 | N/A |
| Lab Services | 8 | Independent of Physical Exams (4); Drug Screens (4) |
| Ocracoke Visit | 2 | OV – Problem (2) |
| Trainings/Updates | 7 | NIMs Courses (4); N95 Mask Fit Test Certification; Abnormal Pap & Cervical Cancer Update; Orientation to WIC Program |
| Update of Policies | - | N/A |
| Flu Vaccinations | 8 | Health Department (8) |
| Meetings | - | Epi Team; Staff; Radio Check; GETS card check; TB; Supervisor; Nurses; Public Health Preparedness; Post Clinic Meeting; PC Coordinators Meeting; PIO Meeting |

Miscellaneous Desk Work that is required every month:

- E-mail, voicemail, copying, faxing, mailing
- Patient contacts by telephone
- Scheduling appointments, with follow-up to missed appointments
- Reminder notices for appointments/immunizations/final notices for Women's Health
- Pre & Post clinic review of charts/charting
- Daily NCEDDS check and follow-up
- Referrals and follow-ups
- Inventory (ordering, stocking, tracking) – Immunizations, clinic supplies
- Employee Travel Requests/Time Studies/Time Sheets
- Printing and mailing immunization records upon request
- Immunization consulting to parents/teachers
- Daily Lab check-in
- Blood lead notification letters to patients
- Results notification letters to patients
- Prep lab and exam rooms for clinic
- Calendar meeting, and preparation of Monthly Activity Report
- Daily Huddle for work assignments & planning

Meetings/Coordination/Collaboration:

- PR Committee met to formulate family planning outreach project at Mattamuskeet Schools
- FP outreach initiative changed based on Mattamuskeet declination
- Meeting with Dr. Boyette, Medical Director, for status updates

Quality Improvement:

- QI 101 Meetings/Conference Calls
- Lean Kaizen event – Facilities Reorganization
- Continue PDSA cycles
- Update of QI 101 Newspaper
- Create Senior Leader Report
- Employee TB Screenings and Immunizations
- Set up SPICE training for nursing staff
- WIC chart audit

Prep Work for Monitors/Audits:

- Working on TAR review due in April
- Prep for Immunization Monitoring visit

Reports/Plans, Including Preparation:

- Capability #8, 9, 11 and 14 of Public Health Preparedness completed
- Monthly review of new patient case load

Assistance/Information Provided to Outside Providers/Agencies:

- Discussed and provided Flu vaccine to Ocracoke Health Center
- Contacted Vendor about return of unused Flu vaccine, packaged, and returned for refund

Clinical Workgroup/Post Conference/Public Relations

- Post-Clinic Conference (2)
- Development of ad and mass mailing for family planning outreach plan

Accreditation:

- Work on individual accreditation assignments

Other:

- Review of Program-Specific Agreement Addenda for FY 2012-13
- Radios programmed with local channels (but do not have Statewide Public Health Channel)

Financial:

- Preparation of budget per program for FY 2012-12

Health Education/Promotion (Elizabeth Mumm):

Community – LICC set up with WIC clinic for developmental screenings; one (1) screened and promoted to all participants; planning for 2012-2016 Hyde Transit steering committee attendance

Health Education/Promotion – Eat Smart Move More Weigh Less (ESMMWL) program participants at Engelhard and Swan Quarter completed 6 of 15 weeks; Project Direct Legacy partnership with promotion of ESMMWL established to provide participants and program lifestyle behavior goals; school garden sign posted

CHA – Action planning meeting in Ocracoke and Swan Quarter identified goals; Action Planning meeting scheduled for March 29th to finalize objectives

KBR – Annual status report compiled and submitted

Administrative – Accreditation review and identified; meeting preparation and implementation; press releases - email/newspaper; reports; requisitions; budget; timesheets; administrative updates.

Medication Assistance Program (Kristi Williams):

Total Patients (356) – Active (203), Inactive (153); Active Requests (253); New Patients (1); New Requests (5); Reorder Requests (25); Total Requests (30); Medications Requested (30); Medications Received (26); Medications Delivered (26); Average Wholesale Price of Medications Requested (\$18,218.39)

WIC Program (Angie Crets):

Total Contacts (35) – Phone (28), Email (5); Faxes (2); Certifications (4); Re-Certifications (12); Mid-Certification Assessments (6); Pick-Ups (24); Infant Assessment (2); Nutrition Consults (0); Transfers in (2); Transfers out (2); WIC Formula Change (0); WIC FI Replacement (0); Breast pump Consults (0); Breast pumps Returned/Cleaned (1); Breast pumps issued (0); 72-hour follow-up (0); WIC 1st birthday card (0); WIC receipts; Actions Due; WIC Self-Assessment follow-up paperwork sent to State; WIC Consultant visit; WIC monitoring visits (21); WIC Vendor Price List (3); Weekly WIC post-clinic review, pending list, 72-hour contact follow-up

Other: Worked on Monthly Activity Report; time sheet; time study; training staff for WIC program; training staff on entering data into BETS system

Environmental Health Services (Hugh Watson, Angie Crets):

| <u>Service Provided</u> | <u># Visits</u> | <u>Purpose</u> |
|--------------------------------|------------------------|---|
| F&L Inspections | 11 | Restaurant (3); Food Stand (2); School Lunchroom (1); Child Daycare (5) |
| F&L Visits | 13 | Restaurant (11); Food Stand (2) |
| F&L Pre-Opening Visits | 0 | N/A |
| F&L Permits Issued | 0 | N/A |
| F&L Complaint Invest. | 0 | N/A |
| F&L Consults | 15 | Restaurant (10); Food Stand (1); Child Daycare (4) |
| Transitional Permit | 0 | N/A |
| Communicable Disease | 0 | N/A |
| General Sanitation | 29 | Indoor Air Quality Visit (7); Legal Actions (1); Consultative Contacts (21) |
| Vector Control | 16 | Other Vector Control Activities (1); Consultative Contacts (15) |
| Animal Control | 22 | Complaints (1); Consultative Contacts (21) (See separate report from Health Dir.) |
| Health Education | 9 | Group Meetings (3); Consultative Contacts (6) |
| Other | - | N/A |
| On-Site Wastewater | 91 | Sites Visited/Evaluated (13); Improvement Permits Issued (9); Construction Authorizations (8); Other Authorizations (3); Consultative Consults (53); Operation Permits Issued (5) |
| On-Site Well Activity | 13 | Well Site Consultative Visits (1); Bacteriological Sample Collected (3); Well Consultative Contacts (9) |

Hydeland Home Care Agency:

| | | |
|-----------------|----|--|
| Patients Served | 88 | Medicare (15); Medicaid (51); Private (2); Homemaker (10); CAP (8); Proj. Care (2) |
| Referrals | 8 | Medicare (5); Medicaid (2); Private (1) |
| Admissions | 11 | Medicare (5); Medicaid (4); Private (1); Homemaker (1) |
| Discharges | 11 | Medicare (7); Medicaid (3); Private (1) |

Health Director Activity: Attended Board of Commissioner meetings; participated in NENCPPH Executive Committee conference call; attended Hyde County Community Collaborative; attended Hyde County Hotline Board meeting; attended Belhaven/Hyde Coalition meeting; attended Telemedicine Project/Grant Review meeting to discuss pilot project for Hyde County; attended water quality meeting on Ocracoke; attended Mosquito Control District meeting on Ocracoke; participated NCSU Industrial Extension Service CQI session (2 days) to map out facility changes; participated in Meals-on-Wheels; met with ECU Technical Advisor and Health Educator to discuss roles of various agencies in KBR project; presented on Health Department programs and services at Chamber's Issue Luncheon; worked with Coordinator of the NENCPPH on budget for next fiscal year for partnership; participated in Action Planning for health priorities identified by 2011 Community Health Assessment; attended Beaufort/Hyde Partnership for Children board retreat in Belhaven; attended Department Head meetings; participated in NENCPPH Finance Committee conference call; participated in KBR Grant Project conference call; attended Hyde County Children's Center board meeting; attended Hyde County Hotline, Inc. Advisory Committee meeting; participated in Hyde County Transit CTSP Steering Committee meeting; monthly staff meeting; compiled and submitted mandatory monthly program reports; other daily work



Since 1712

HYDE COUNTY

NORTH CAROLINA

Hyde County Human Resources Department Shelley Carawan

March 2012

Employees to Retire: 1

New Full-time Employees: 0

Employees to Exit: 0

Workman's Comp Claims: 1

What's Happening in HR?

- ✓ Vacation/Sick Accrual for all employees- distributed to all employees.
- ✓ Budget- Preparations for upcoming FY in HR and overseeing salary budgeting for each department in regards to possible increases for certifications or promotions.
- ✓ Personnel Policy Revision Efforts- comparing surrounding county policy to ours.
- ✓ Performance Evaluation Efforts - the implementation of using a form for evaluating employees is being reviewed.
- ✓ Webinar- Workman's Comp related webinar regarding slips, trips and falls.
- ✓ Class- Attending the Eastern Carolina Safety and Health School on March 29th and 30th.
- ✓ Payroll- for March.
- ✓ Daily Operations- Answering questions regarding time, salary, insurance, retirement, FMLA, payroll deductions, etc.

Board Meeting
Albemarle Regional Solid Waste Management Authority

3/8/2012
Edenton, NC

Agenda

- | | |
|---|---------------|
| 1. Election of Officers | Mr. Nixon |
| 2. Review minutes of June 30, 2011 Board Meeting | Chair |
| 3. Review FY 2012 budget, Republic contract 3-26-2009 | Mr. Hollowell |
| 4. Discuss FY 2013 budget | Mr. Hollowell |
| 5. SONOCO Materials Recovery Facility | Ms. Blindt |
| 6. Grants, ten year plans, recycling updates | Ms. Blindt |
| 7. Storm Debris | Mr. Hollowell |
| 8. Schedule a meeting for June | Chair |
| 9. Call for other business | Chair |

**2012 Board Members of
Albemarle Regional Solid Waste Management Authority**

Each County has one delegate and one alternate.

Perquimans County

Mr. Frank Heath, County Manager (2011-)
252-426-8484

Mr. Mack Nixon, County Commissioner (1992-)
252-338-5211 ahbuilders@earthlink.net

Benjamin Hobbs, County Commissioner (2010-)
426-1593 bhobbs@hobbsfurniture.com or
owner@hobbsfurniture.com

Chowan County

Zee Lamb, County Manager (2012-)
252-482-8431 zee.lamb@chowan.nc.gov

D. Keith Nixon, County Commissioner (2010)
(252) 482-2861 dknixon@gmail.com

Gates County

Toby Chappell, County Manager (2008 -)
252-357-1240 TobyChappell@embargmail.com

John M. Hora, County Commissioner (2011-)
252-357-0220 ihora@gatescountync.gov

Dare County

Mr. Bobby Outten, County Manager (2008-)
252-475-5811 comgr@co.dare.nc.us

Mr. Jack Shea, County Commissioner (2007-)
252-261-4158 jshea@darenc.com

Currituck County

Mr. Dan F. Scanlon III, County Manager (2003-)
252-232-2075 dscanlon@co.currituck.nc.us

Mr. Vance Aydlett, County Commissioner (2011-)
252-429-3142 Vance.aydlett@currituckcountync.gov

Hyde County

Ms. Mazie Swindell Smith, County Manager (2011-)
Ph: 252-926-4178 msmith@hydecountync.gov

Mr. H. Anson Byrd, County Commissioner (2010-)
252-926-1147 lorabyrd@gmail.com

Tyrrell County

Mr. W. Mack Carawan, Jr., County Administrator (2005-)
252-796-1371 ext 2620 wmcawan@tyrrellcounty.net

Mr. Gordon Deaver, County Commissioner (2010-)
252-796-6981 gdeaver@tyrrellcounty.net

| 2011 -2012 | Chair | Vice Chair |
|------------|--------------------|-----------------|
| County | Delegate | Alternate |
| Perquimans | Mack Nixon | Frank Heath |
| Chowan | Keith Nixon | Zee Lamb |
| Gates | John Hora | Toby Chappell |
| Dare | Jack Shea | Bobby Outten |
| Currituck | Aydlette or Martin | Dan Scanlon |
| Hyde | Anson Byrd | Mazie Swindell |
| Tyrrell | Gordon Deaver | W. Mack Carawan |

Agenda
Albemarle Regional Solid Waste Management Authority
Board Meeting
6/30/2011
Hertford, NC

DRAFT

In Attendance: Mr. Ralph Hollowell, Mr. Willie Mack Carawan, Mr. Vance Aydlett, Mr. Mack Nixon, Mr. Keith Nixon, Mr. Battle Betts Mr. Bobby Outten, Ms. Mazie Smith, Ms. Mary Hunnicutt, Mr. Dan Scanlon, Ms. Olivia Mundie, Ms. Laurie Jeffries, Mr. Brad Gardner, Mr. Benjamin Hobbs, Mr. Gordon Deaver, Mr. Bobby Darden, Mr. Paul Parker, Ms. Lisa Jones, Mr. John Hora, Ms. Anne Blindt

1. **Open Public Hearing for FY 2012 Budget** Mr. Hollowell opened the public hearing for the 2012 budget at 6:13 PM. He noted that there were no residents present and no comments were made. He closed the public hearing at 6:14 PM.
2. **Election of officers** Mr. Hollowell introduced the Albemarle Regional Health Services (ARHS) and Albemarle Regional Solid Waste Management Authority (ARSWMA) staff members that were present. The county managers, commissioners, and guests introduced themselves. Mr. Hollowell referred to the part of the Authority Agreement that states that each county has one vote, and should have one delegate and one alternate. Mr. Hollowell made a motion to open the floor for nominations for the one year term of Chair of the Board. Mr. Carawan seconded the motion. All approved the motion. Mr. Keith Nixon nominated Mr. Mack Nixon as Chair. Mr. Outten made a motion to vote on Mr. Nixon's nomination. Mr. Vance Aydlett seconded that motion. The Board voted unanimously for Mr. Mack Nixon to serve as Chair of the Board. Mr. Hollowell asked for nominations for Vice Chair. Mr. Mack Nixon nominated Mr. Vance Aydlett for Vice Chair. Mr. Mack Nixon made the motion to vote on the nomination, this was seconded by Mr. Deaver. The Board voted unanimously to elect Mr. Vance Aydlett as Vice Chair.
3. **Review Minutes of June 10, 2010 Board Meeting** Mr. Aydlett made a motion to accept the June 2010 minutes as written. Mr. Darden seconded this. The minutes were approved unanimously.
4. **Review FY 2011 budget** Mr. Mack Nixon asked if there were any questions or discussion about the current FY 2011 budget. The Board had no comments about the budget so discussion was closed.
5. **Review FY 2012 budget** Mr. Mack Nixon asked for discussion about the proposed FY 2012 Budget. Mr. Outten discussed that Dare County would have a problem with ARSWMA staff members getting a raise when Dare County employees did not. Mr. Scanlon said that Currituck County also does not accept a pay increase in this budget for that reason. Mr. Keith Nixon agreed on this point on behalf of Chowan County. Mr. Betts said that the ARSWMA employees are employees of ARHS through an agreement at the beginning of the formation of the Authority to share overhead expenses. ARSWMA pays ARHS for administrative overhead services. Mr. Betts pointed out that the Currituck County scale house employees are the only Authority member county-level employees on the Authority payroll, and that about \$700 of the pay increase goes to them. These fees are charge to Currituck County. He explained that ARHS needs to raise salaries primarily to try to retain nursing staff. They need to keep those salaries competitive with local hospitals and other employers in the area. He said that he does not want to keep the other 400 employees from getting raises just to deny raises for the 5 employees of the Authority. He noted that not all of the increase of \$2,340 in the Salaries and Benefits was for an increase in salary. Some of that was a 25% increase in health insurance premiums. Mr. Mack Nixon asked Mr. Betts if the Authority could have its employees' payroll separated from ARHS pay so that ARHS

FOR 2012 08

Albemarle Regional Solid Waste Mangement Authority through Febrary 2012

ACCOUNTS FOR:
695 Albemarle Regional Solid Waste

00 **GENERAL SERVICES**

41 REVENUES

| | | | ORIGINAL APPROP | REVISED BUDGET | YTD EXPENDE | MTD EXPENDE | ENCUMBR | AVAILABLE BUDGET | PCT USED |
|----------------|--------|------------------------------|--------------------|-------------------|---------------|-------------|---------|---------------------|-------------|
| | | | | | | | | | % |
| 49500 | 413020 | Tipping Fees | 0.00 | 0.00 | 213,439.12 | 0.00 | 0.00 | -213,439.12 | 100 |
| 49500 | 413031 | Unapplied User Credits | 0.00 | 0.00 | -2,442.78 | -1,692.00 | 0.00 | 2,442.78 | 100 |
| 49500 | 413050 | Chow Admin | -29,486.00 | -29,486.00 | -29,486.00 | 0.00 | 0.00 | 0.00 | 100 |
| 49500 | 413051 | Curr Admin | -107,278.00 | -107,278.00 | -53,639.00 | 0.00 | 0.00 | -53,639.00 | 50 |
| 49500 | 413052 | Dare Admin | -159,286.00 | -159,286.00 | -159,286.00 | 0.00 | 0.00 | 0.00 | 100 |
| 49500 | 413053 | Gates Admin | -18,589.00 | -18,589.00 | -18,589.00 | 0.00 | 0.00 | 0.00 | 100 |
| 49500 | 413054 | Hyde Admin | -3,205.00 | -3,205.00 | -3,205.00 | 0.00 | 0.00 | 0.00 | 100 |
| 49500 | 413055 | Perq Admin | -27,242.00 | -27,242.00 | -27,242.00 | 0.00 | 0.00 | 0.00 | 100 |
| 49500 | 413056 | Tyrrell Admin | -4,174.00 | -4,174.00 | -4,174.00 | 0.00 | 0.00 | 0.00 | 100 |
| 49500 | 413057 | Cumtuck Co MMP | -367,608.00 | -367,608.00 | -245,072.00 | -30,634.00 | 0.00 | -122,536.00 | 66.7 |
| 49500 | 413061 | Kitty Hawk MMP | -43,116.00 | -43,116.00 | -17,965.00 | 0.00 | 0.00 | -25,151.00 | 41.7 |
| 49500 | 413062 | KDH MMP | -161,676.00 | -161,676.00 | -107,784.00 | 0.00 | 0.00 | -53,892.00 | 66.7 |
| 49500 | 413063 | Manleo MMP | -29,640.00 | -29,640.00 | -19,760.00 | 0.00 | 0.00 | -9,880.00 | 66.7 |
| 49500 | 413065 | Nags Head MMP | -80,844.00 | -80,844.00 | -53,896.00 | 0.00 | 0.00 | -26,948.00 | 66.7 |
| 49500 | 413098 | Hauler License Fees | -800.00 | -800.00 | -608.00 | -7.00 | 0.00 | -192.00 | 76 |
| 49500 | 425000 | Interest Earned | -1,300.00 | -1,300.00 | -382.14 | -45.00 | 0.00 | -917.86 | 29.4 |
| 49500 | 429120 | Chow Tipping Fees | -449,148.00 | -449,148.00 | -274,875.09 | 0.00 | 0.00 | -174,272.91 | 61.2 |
| 49500 | 429127 | Curr Tipping Fees | -1,245,164.00 | -1,245,164.00 | -1,003,895.19 | -95,003.74 | 0.00 | -241,268.81 | 80.6 |
| 49500 | 429129 | Dare Tipping Fees | -1,487,646.00 | -1,487,646.00 | -1,226,950.02 | -104,884.21 | 0.00 | -260,695.98 | 82.5 |
| 49500 | 429136 | Perq County TF | -459,380.00 | -459,380.00 | -246,303.54 | 0.00 | 0.00 | -213,076.46 | 53.6 |
| 49500 | 429137 | Gates Tipping Fees | -294,199.00 | -294,199.00 | -196,982.80 | 0.00 | 0.00 | -97,216.20 | 67 |
| 49500 | 429138 | Hyde County TF | -72,083.00 | -72,083.00 | -52,353.67 | -1,184.55 | 0.00 | -19,729.33 | 72.6 |
| 49500 | 429195 | Kitty Hawk Tipping Fees | -365,352.00 | -365,352.00 | -267,876.24 | -21,728.72 | 0.00 | -97,475.76 | 73.3 |
| 49500 | 429200 | KDH Tipping Fees | -432,490.00 | -432,490.00 | -312,532.36 | 0.00 | 0.00 | -119,957.64 | 72.3 |
| 49500 | 429210 | Manleo Tipping Fees | -106,630.00 | -106,630.00 | -82,023.96 | 0.00 | 0.00 | -24,606.04 | 75.9 |
| 49500 | 429215 | Southern Shores Tipping Fees | -145,195.00 | -145,195.00 | -105,656.25 | -9,014.30 | 0.00 | -40,136.75 | 72.4 |
| 49500 | 429220 | Nagshead Tipping Fees | -513,322.00 | -513,322.00 | -363,347.61 | 0.00 | 0.00 | -149,974.39 | 70.6 |
| 49500 | 429235 | Storm Debris Passthrough | 0.00 | 0.00 | 42,643.25 | 0.00 | 0.00 | 42,643.25 | 100 |
| TOTAL REVENUES | | | -6,604,853.00 | -6,604,853.00 | -4,704,933.78 | -264,193.52 | 0.00 | -1,899,919.22 | 71.2 |

695 Albemarle Regional Solid Waste

50 SALARY & BENEFITS

| | | | | | | | | | |
|-------------------------|--------|------------------------------|------------|------------|------------|-----------|------|-----------|------|
| 59500 | 503510 | S&W - Clerical | 24,659.00 | 24,659.00 | 15,224.10 | 2,028.95 | 0.00 | 9,434.90 | 61.7 |
| 59500 | 503570 | S&W - Env. Health Specialist | 91,484.00 | 91,484.00 | 61,831.71 | 7,223.17 | 0.00 | 29,652.29 | 67.6 |
| 59500 | 503596 | S&W - Recycling Coordinator | 43,836.00 | 43,836.00 | 29,765.29 | 3,461.08 | 0.00 | 14,070.71 | 67.9 |
| 59500 | 503597 | S&W - Scale Operator | 22,840.00 | 22,840.00 | 13,977.27 | 1,653.26 | 0.00 | 8,862.73 | 61.2 |
| 59500 | 504200 | FICA/MCARE TAX | 13,507.00 | 13,507.00 | 8,995.14 | 1,068.29 | 0.00 | 4,511.86 | 66.6 |
| 59500 | 504300 | Health Insurance | 20,297.00 | 20,297.00 | 13,108.57 | 1,706.04 | 0.00 | 7,188.43 | 64.6 |
| 59500 | 504400 | Retirement | 10,785.00 | 10,785.00 | 6,952.85 | 886.11 | 0.00 | 3,832.15 | 64.5 |
| 59500 | 504500 | Workmns Comp | 6,671.00 | 6,669.00 | 5,460.00 | 0.00 | 0.00 | 1,209.00 | 81.9 |
| TOTAL SALARY & BENEFITS | | | 234,079.00 | 234,077.00 | 155,314.93 | 18,026.90 | 0.00 | 78,762.07 | 66.4 |

| 695 Albemarle Regional Solid Waste | | | ORIGINAL | REVISED | | | | AVAILABLE | PCT |
|--------------------------------------|--------|--------------------------------|---------------|---------------|---------------|-------------|----------|---------------|------|
| 52 OPERATING EXPENSES | | | APPROP | BUDGET | YTD EXPENDE | MTD EXPENSE | ENCUMBR | BUDGET | USED |
| | | | | | | | | | % |
| 59500 | 521000 | Administrative Fees | 50,000.00 | 50,000.00 | 33,333.36 | 4,166.67 | 0.00 | 16,666.64 | 66.7 |
| 59500 | 521120 | Contracted Services | 11,666.00 | 11,466.00 | 11,065.60 | 80.80 | 0.00 | 400.40 | 96.5 |
| | | Computer Software & Services | 7,725.00 | 9,565.00 | 7,725.00 | 0.00 | 1,840.00 | 0.00 | 100 |
| 59500 | 521360 | Memberships/Dues | 365.00 | 320.00 | 320.00 | 0.00 | 0.00 | 0.00 | 100 |
| | | Real/Personal Property Ins. | 3,310.00 | 3,308.00 | 3,308.00 | 0.00 | 0.00 | 0.00 | 100 |
| 59500 | 522102 | P&L Auto Insurance | 765.00 | 726.00 | 726.00 | 0.00 | 0.00 | 0.00 | 100 |
| 59500 | 523100 | Travel - Mileage | 4,000.00 | 3,982.00 | 3,886.87 | 660.10 | 0.00 | 95.13 | 97.6 |
| 59500 | 523300 | TRAVEL - Meals | 100.00 | 100.00 | 64.00 | 0.00 | 0.00 | 36.00 | 64 |
| 59500 | 523500 | Travel - Registration | 500.00 | 349.00 | 349.00 | 0.00 | 0.00 | 0.00 | 100 |
| 59500 | 523700 | Travel - Reservations | 500.00 | 469.00 | 452.41 | 452.41 | 0.00 | 16.59 | 96.5 |
| 59500 | 523900 | Travel - Other Fees | 50.00 | 15.00 | 4.49 | 0.00 | 0.00 | 10.51 | 29.9 |
| | | Telephone - Local Service | 660.00 | 660.00 | 326.52 | 54.42 | 0.00 | 333.48 | 49.5 |
| | | Telephone - Long Distance Serv | 155.00 | 155.00 | 65.23 | 4.83 | 0.00 | 89.77 | 42.1 |
| | | Telephone - Cellular Service | 1,325.00 | 1,605.00 | 856.77 | 106.15 | 0.00 | 748.23 | 53.4 |
| | | Telephone - Data Service | 10,163.00 | 13,188.00 | 6,594.66 | 0.00 | 0.00 | 6,593.34 | 50 |
| 59500 | 526220 | Computer Equipment | 4,500.00 | 2,660.00 | 1,553.27 | 0.00 | 890.00 | 216.73 | 91.9 |
| 59500 | 526310 | Office Supplies | 900.00 | 889.00 | 888.72 | 92.03 | 0.00 | 0.28 | 100 |
| 59500 | 526320 | Computer Supplies | 980.00 | 502.00 | 174.40 | 0.00 | 0.00 | 327.60 | 34.7 |
| 59500 | 526380 | Marketing | 300.00 | 185.00 | 14.00 | 14.00 | 0.00 | 171.00 | 7.6 |
| 59500 | 526410 | Office Paper Products | 1,000.00 | 800.00 | 778.65 | 0.00 | 0.00 | 21.35 | 97.3 |
| | | Repairs & Maint- Building | 200.00 | 284.00 | 283.06 | 40.59 | 0.00 | 0.94 | 99.7 |
| | | Repairs & Maint- Vehicles | 300.00 | 200.00 | 15.30 | 0.00 | 0.00 | 184.70 | 7.7 |
| 59500 | 527300 | Rent | 8,400.00 | 8,400.00 | 8,600.00 | 700.00 | 0.00 | 2,800.00 | 65.7 |
| 59500 | 527400 | Utilities | 6,287.00 | 6,287.00 | 3,754.09 | 540.80 | 0.00 | 2,532.91 | 59.8 |
| 59500 | 528100 | Gasoline | 450.00 | 450.00 | 224.89 | 28.26 | 0.00 | 225.11 | 50 |
| 59500 | 528210 | Oil | 100.00 | 70.00 | 0.00 | 0.00 | 0.00 | 70.00 | 0 |
| 59500 | 528460 | Recycling Republic | 1,500.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0 |
| 59500 | 528510 | Services/Addington | 6,253,493.00 | 5,253,493.00 | 3,409,609.99 | 173,349.00 | 0.00 | 2,843,883.01 | 54.5 |
| 59500 | 528635 | License Supplies | 300.00 | 217.00 | 216.35 | 0.00 | 0.00 | 0.65 | 99.7 |
| 59500 | 529200 | Food | 250.00 | 50.00 | 0.00 | 0.00 | 25.00 | 25.00 | 50 |
| 59500 | 529400 | Postage | 300.00 | 300.00 | 0.00 | 0.00 | 0.00 | 300.00 | 0 |
| 59500 | 529410 | Freight | 20.00 | 20.00 | 0.00 | 0.00 | 0.00 | 20.00 | 0 |
| 59500 | 529500 | Janitorial Supplies | 200.00 | 51.00 | 18.09 | 0.00 | 0.00 | 32.91 | 35.5 |
| TOTAL OPERATING EXPENSES | | | 6,370,774.00 | 6,370,776.00 | 3,492,208.72 | 180,291.76 | 2,755.00 | 2,875,612.28 | 54.9 |
| TOTAL **GENERAL SERVICES** | | | 0.00 | 0.00 | -1,057,410.13 | -65,874.86 | 2,755.00 | 1,054,655.13 | 100 |
| TOTAL Albemarle Regional Solid Waste | | | 0.00 | 0.00 | -1,057,410.13 | -65,874.86 | 2,755.00 | 1,054,655.13 | 100 |
| TOTAL REVENUES | | | -6,604,853.00 | -6,604,853.00 | -4,704,933.78 | -264,193.52 | 0.00 | -1,899,919.22 | |
| TOTAL EXPENSES | | | 6,604,853.00 | 6,604,853.00 | 3,647,523.65 | 198,318.66 | 2,755.00 | 2,954,574.35 | |
| GRAND TOTAL | | | 0.00 | 0.00 | -1,057,410.13 | -65,874.86 | 2,755.00 | 1,054,655.13 | 100 |

Landfill Tip Fee Projections for FY 2013

Increase Disposal costs by 2.9% per Ralph Hollowell

Transfer Station Disposal Costs at \$4.25 per Gallon for Diesel Fuel

| Projection for FY 2013 | Gate Rate | \$40.15 times 2.9% | add \$1.16 | New Gate Rate \$41.31/ ton | | | |
|-----------------------------|------------------|--------------------|--|-------------------------------------|---------|---------|-------------------------|
| Projection at \$4.25 Gallon | Actual Fuel Cost | Fuel Base Rate | Cost - base = this, then X 0.08 = the percentage | | | | |
| | \$ 4.25 | \$ 1.26 | \$ 2.99 | 37.3% | | | |
| | Disposal | Transportation | D&T | Authority's Share of Fuel Surcharge | D&T, FS | Tax | D&T, FS, Tax, total Fee |
| Region 1 | \$ 41.31 | \$ 16.16 | \$ 57.47 | 3.01 | 60.48 | \$ 2.75 | \$ 63.23 |
| Region 2 | \$ 41.31 | \$ 20.85 | \$ 62.16 | 3.88 | 66.04 | \$ 2.75 | \$ 68.79 |
| Region 3 | \$ 41.31 | \$ 22.35 | \$ 63.66 | 4.16 | 67.82 | \$ 2.75 | \$ 70.57 |
| Gate Rate | \$ 41.31 | | | | | \$ 2.00 | \$ 43.31 |

Transfer Station Disposal Costs at \$4.00 per Gallon for Diesel Fuel

| Projection at \$4.00 Gallon | Actual Fuel Cost | Fuel Base Rate | Cost - base = this, then X 0.08 = the percentage | | | | |
|-----------------------------|------------------|----------------|--|-------------------------------------|---------|---------|-------------------------|
| | \$ 4.00 | \$ 1.26 | \$ 2.74 | 34.2% | | | |
| | Disposal | Transportation | D&T | Authority's Share of Fuel Surcharge | D&T, FS | Tax | D&T, FS, Tax, total Fee |
| Region 1 | \$ 41.31 | \$ 16.16 | \$ 57.47 | 2.76 | 60.23 | \$ 2.75 | \$ 62.98 |
| Region 2 | \$ 41.31 | \$ 20.85 | \$ 62.16 | 3.56 | 65.72 | \$ 2.75 | \$ 68.47 |
| Region 3 | \$ 41.31 | \$ 22.35 | \$ 63.66 | 3.82 | 67.48 | \$ 2.75 | \$ 70.23 |
| Gate Rate | \$ 41.31 | | | | | \$ 2.00 | \$ 43.31 |

Transfer Station Disposal Costs at \$4.75 per Gallon for Diesel Fuel

| Projection at \$4.75 Gallon | Actual Fuel Cost | Fuel Base Rate | Cost - base = this, then X 0.08 = the percentage | | | | |
|-----------------------------|------------------|----------------|--|-------------------------------------|---------|---------|-------------------------|
| | \$ 4.75 | \$ 1.26 | \$ 3.49 | 43.6% | | | |
| | Disposal | Transportation | D&T | Authority's Share of Fuel Surcharge | D&T, FS | Tax | D&T, FS, Tax, total Fee |
| Region 1 | \$ 41.31 | \$ 16.16 | \$ 57.47 | 3.52 | 60.99 | \$ 2.75 | \$ 63.74 |
| Region 2 | \$ 41.31 | \$ 20.85 | \$ 62.16 | 4.54 | 66.70 | \$ 2.75 | \$ 69.45 |
| Region 3 | \$ 41.31 | \$ 22.35 | \$ 63.66 | 4.87 | 68.53 | \$ 2.75 | \$ 71.28 |
| Gate Rate | \$ 41.31 | | | | | \$ 2.00 | \$ 43.31 |

Fuel Surcharge calculations as per Schedule D. Example: if fuel is \$3.15/ gallon, take the base rate \$1.26/ gallon from that (\$3.15 - \$1.26 = \$1.89) and multiply the result by 0.08 = 23.6 X 1% = 23.6%, then convert to a percent. (figures rounded down) 23.6% X the transfer station operation fee (\$16.16 for PCG, \$20.85 for Currituck, or \$22.35 for Dare County) divided by 2 is the fuel surcharge added per ton. Dare: 23.6% X \$22.35 = \$5.27 divided by two = an additional \$2.63/ ton. Currituck: 23.6% X \$20.85 = \$4.92 divided by two = an additional \$2.46/ ton. PCG 23.6% X \$16.16 = \$3.81 divided by two = an additional \$1.90/ ton.



March 5, 2012

Mr. Mack Nixon
Chairman of the Board
Albemarle Regional Solid Waste Management Authority
475 Whitehat Road
Hertford, NC 27944

Dear Mr. Nixon:

For the past few months, Sonoco Recycling has been evaluating the potential for siting a regional materials recovery facility in northeastern North Carolina. We continue to believe that the area can support such a facility and we remain positive in our outlook. Our intent is to lease a building that is centrally located and offers the area's counties a reliable outlet for collected materials and a transportation advantage over current markets. At this point, we believe the city of Hertford area meets these needs. While there are very few available buildings, we have located a possible site. We are now in the process of evaluating material flows into and out of the building, as well as equipment placement inside the facility. When this process is completed in 1-2 weeks, we will be in a position to negotiate a lease. It is our intent to be in operation no later than June of this year.

Clearly, volume is the key factor for us moving forward. We are grateful for the many people who have helped us better understand the area, and particularly to Anne Blindt for her thorough knowledge of the programs going on in the Albemarle region and in adjacent counties. We will need to have commitments from these entities to insure that volumes will be forthcoming. Since recyclable materials markets can be quite volatile, Sonoco Recycling would establish a pricing matrix for materials delivered to the center based on current market conditions and volumes supplied to the facility. This would include co-mingled recyclables without glass that your counties currently collect. Additionally, and mentioned previously, we believe that the counties will see significant savings in transportation costs with this regional facility.

Sonoco, a recycling leader with over 50 locations and expertise world-wide, annually collects approximately 3 million tons of old corrugated containers, various other grades of paper, metals and plastics. In addition, the company has experts who provide secure, reliable and innovative recycling solutions to municipal and commercial customers. Currently, Sonoco Recycling operates six material recovery facilities (MRFs) and serves nearly 150 communities in which curb-side collected residential and commercial materials are processed. This includes other North Carolina sites in Raleigh, Charlotte and Onslow County. Sonoco Recycling also provides programs which identify waste reduction opportunities that reduce operating expenses for many of the largest consumer products companies in the U.S.



Sonoco, founded in 1899, is a global provider of a variety of consumer packaging, industrial products, protective packaging and packaging supply chain services. With annualized net sales of about \$4.5 billion, Sonoco is now the largest publicly traded company in South Carolina. The company has more than 19,000 employees working in 340 operations in 34 countries and serves some of the world's best known brands in some 85 nations. Sonoco is a proud member of the 2011/2012 Dow Jones Sustainability World Index. Additional information is available on our website at www.sonoco.com.

We are hopeful that this information will be of benefit to you and will be sufficient for your Thursday meeting. Please feel free to contact us at any time with questions that may come up in your discussions. We look forward to moving ahead with this project at the earliest possible date.

Kindest regards,

A handwritten signature in cursive script that reads "Ray Howard".

Ray Howard
General Manager
Sonoco Recycling

cc: Ralph Hollowell
Vance Aydlett
Anne Blindt