

**Hyde County Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Chris Hilbert  
**Attachment:** Yes

**ITEM TITLE:** CDBG-SS CONTRACT AWARD

**SUMMARY:** The unit located at 39220 US Hwy 264 East, Belhaven (Ponzer) was bid out to receive assistance. A copy of the bid tab is attached. It is recommended that Unique Homes be awarded the contract to complete the reconstruction activities on this home for an amount of \$46,415. This award is the low bid.

**RECOMMEND:** Discussion and approval.

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Motion Made By:  Barry Swind  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

HYDE COUNTY FY2010 CDBG-SS PROGRAM  
PRELIMINARY BID TABULATION FORM

BID OPENING DATE APRIL 19, 2013

4/29/2013

CASE FILE #	OCCUPANT	CONTRACTORS/BIDS	
		Contractor Name	Amount
	William Collins 39220 US Hwy 264 East Belhaven NC 27810	Unique Homes R/C	\$
		\$ 46,415.00	\$ 49,290.
	BID PROPOSAL FORM	✓	
	BID SUMMARY FORM	✓	
	INSURANCE CERTIFICATE	provider listed on bid qualification form	
	CONTRACTOR'S BID QUALIFICATION FORM	✓	

BIDS OPENED BY: Kris Cahoon Noble

*Kris Cahoon Noble*  
(Signature) 4/29/2013

WITNESSED BY: Alex Simmons

*Alex Simmons*  
(Signature) 4/29/2013

NOTE: THIS IS A DRAFT BID SUMMARY FOR REVIEW/RECORDKEEPING PURPOSES ONLY. THE BID OF THE APPARENT LOW BIDDER HAS NOT BEEN TABULATED, AND THE PROGRAM ADMINISTRATOR HAS NOT REVIEWED THE INSPECTOR'S ESTIMATES AND OTHER PRE-AWARD DOCUMENTATION.

CASE FILE #	ADDRESS OCCUPANT	ACTUAL BID (TABULATED)	CONTRACTOR	RECOMMENDED AWARD (✓)	COMMENTS
	William Collins 39220 US Hwy 264 East Belhaven NC 27810	\$ 46,415.00	Unique Homes of Washington		
		\$ 49,290.00	R/C Manufactured Homes, Inc		
		\$			
		\$			
		\$			
		\$			
		\$			
		\$			

**Hyde County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Chris Hilbert  
**Attachment:** Yes

**ITEM TITLE:** PDM (PRE-DISASTER MITIGATION) CONTRACT AWARD

**SUMMARY:** The unit located at 232 NC Hwy 45, Swan Quarter was re-bid due to significant changes in the scope of work to reduce the contract amount. A bid opening was held on April 24, 2013. It is recommended that the contract award for this unit be given to Carolina Lead Abatement (formerly William Earp Construction) for \$66,900, which was the low bid.

**RECOMMEND:** Discussion and approval.

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Motion Made By:  Barry Swind  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
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 John Fletcher  
 Earl Pugh, Jr.

CASE FILE #	ADDRESS OCCUPANT	CONTRACTOR	ACTUAL BID (TABULATED)	RECOMMENDED AWARD (✓)	COMMENTS
6	Hierholzer 232 NC Hwy 45 Swan Quarter NC	Paul Woolard Construction	\$80,000		
		Carolina Lead Abatement	\$66,900	✓	

**Hyde County Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Corrinne Gibbs, Finance Officer  
**Attachment:** No

**ITEM TITLE:** SIGNATORY AUTHORIZATION

**SUMMARY:** Finance Officer, Corrinne Gibbs, recommends signatory authorization for County Manager, Bill Rich.

**RECOMMEND:** Discussion and approval.

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Motion Made By:  Barry Swind  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
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 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
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 John Fletcher  
 Earl Pugh, Jr.

**Hyde County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Bill Rich, County Manager  
**Attachment:** Yes

**ITEM TITLE:** OCRACOKE OCCUPANCY TAX REQUESTS

**SUMMARY:** Ocracoke Occupancy Tax Board met on April 10, 2013, to consider funding requests. In addition to the Occupancy Tax Board and the funding requestors also present were Commissioner Fletcher, Corrinne Gibbs, Finance Officer, Sarah Johnson, PIO and Bill Rich, County Manager. There were fourteen requests for a total of \$451,500.00.

The Board met again on April 24 and decided on the attached for approval for this Board. County Manager recommends approval of the same.

There has been discussion as to the proper use for currently authorized room Occupancy Tax. Please review additional attached documentation.

**RECOMMEND:** Discussion and approval.

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Motion Made By:  Barry Swind  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

## Lois Stotesberry

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**From:** Bill Rich <brich@hydecourtnc.gov>  
**Sent:** Saturday, April 27, 2013 3:14 PM  
**To:** 'Lois Stotesberry'  
**Cc:** Corrinne Gibbs  
**Subject:** FW: Ocracoke Occupancy Tax Board Recommendations  
**Attachments:** 4.24.13 summary list occupancy tax.docx

Any problem putting this on the commissioners agenda for May 6<sup>th</sup>?

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**From:** Bill Rich [<mailto:billrich3@mindspring.com>]  
**Sent:** Friday, April 26, 2013 7:12 PM  
**To:** Brich  
**Cc:** 'Corrine Gibbs'  
**Subject:** FW: Ocracoke Occupancy Tax Board Recommendations

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**From:** Wayne Clark [<mailto:hubertwayneclark@gmail.com>]  
**Sent:** Friday, April 26, 2013 4:13 PM  
**To:** 'Bill Rich'  
**Cc:** 'Corrine Gibbs'; 'Clayton Gaskill'; Martha Garrish; NATURAL SELECTIONS; [tootoo4u@embarqmail.com](mailto:tootoo4u@embarqmail.com)  
**Subject:** Ocracoke Occupancy Tax Board Recommendations

4/26/13

Bill

Attached is our Recommendations for Ocracoke Occupancy Tax Appropriations for the 2013/14 Budget Year. Please advise as to "final approval" by the County Commissioners so we can advise the requesting Organizations?

Thanks for all you do!

## Summary List of Ocracoke Occupancy Tax Board Recommended Appropriations for FY 2013-2014

### Ocracoke Health Clinic

- The Board recommends that Hyde County fund the total requested amount of \$140,000.

### Ocracoke Civic and Business Association

- The Board recommends that Hyde County fund \$29,000 to include \$8,000 for the 4<sup>th</sup> of July event, \$11,000 for Tourism, and \$10,000 a part-time Travel & Tourism Director.

### Ocracoke Volunteer Fire Department

- The Board recommends that Hyde County fund the total requested amount of \$80,000.

### Ocracoke Youth Center

- The Board recommends that Hyde County fund the total requested amount of \$54,000.

### Ocracoke Community Center

- The Board recommends that Hyde County fund \$17,250 for the operating budget.

### Ocracoke Child Care

- The Board recommends that Hyde County fund \$3,250 for floors and rug cleaning.

### Ocracoke Seafood/Ocracoke Working Watermen's Association (OWWA)

- The Board recommends that Hyde County fund the total requested amount of \$10,000.

### Hyde County Chamber of Commerce

- The Board recommends that Hyde County fund \$2,500 for operating budget.

### The Outer Banks Scenic Byway Committee

- The Board recommends that Hyde County fund the total requested amount of \$6,625.

### Ocracoke Alive

- The Board recommends that Hyde County fund the total requested amount of \$4,500.

### Blackbeard Pirate Jamboree

- The Board recommends that Hyde County fund the total requested amount of \$2,520.

### British Cemetery Committee

- The Board recommends that Hyde County fund the total requested amount of \$2,100.

Ocracoke Preservation Society

- The Board recommends that Hyde County fund the total requested amount of \$1,500.

Ocracoke Friends of the Library

- The Board recommends that Hyde County fund the total requested amount of \$1,200.

**Recommended appropriations for FY2013-2014 total \$354,445.**

GENERAL ASSEMBLY OF NORTH CAROLINA  
1991 SESSION

CHAPTER 230  
HOUSE BILL 784

AN ACT TO AUTHORIZE HYDE COUNTY TO LEVY A ROOM OCCUPANCY  
TAX.

The General Assembly of North Carolina enacts:

Section 1. Occupancy tax. (a) Authorization and scope. The Hyde County Board of Commissioners may by resolution, after not less than 10 days' public notice and after a public hearing held pursuant thereto, levy a room occupancy tax of three percent (3%) of the gross receipts derived from the rental of any room, lodging, or accommodation furnished by a hotel, motel, inn, tourist camp, or similar place within the county that is subject to sales tax imposed by the State under G.S. 105-164.4(a)(3). This tax is in addition to any State or local sales tax. This tax does not apply to accommodations furnished by nonprofit charitable, educational, or religious organizations.

(b) Collection. Every operator of a business subject to the tax levied under this section shall, on and after the effective date of the levy of the tax, collect the tax. This tax shall be collected as part of the charge for furnishing a taxable accommodation. The tax shall be stated and charged separately from the sales records, and shall be paid by the purchaser to the operator of the business as trustee for and on account of the county. The tax shall be added to the sales price and shall be passed on to the purchaser instead of being borne by the operator of the business. The county shall design, print, and furnish to all appropriate businesses and persons in the county the necessary forms for filing returns and instructions to ensure the full collection of the tax.

(c) Administration. The county shall administer a tax levied under this section. A tax levied under this section is due and payable to the county finance officer in monthly installments on or before the fifteenth day of the month following the month in which the tax accrues. Every person, firm, corporation, or association liable for the tax shall, on or before the fifteenth day of each month, prepare and render a return on a form prescribed by the county. The return shall state the total gross receipts derived in the preceding month from rentals upon which the tax is levied.

A return filed with the county finance officer under this section is not a public record as defined by G.S. 132-1 and may not be disclosed except as required by law.

(d) Penalties. A person, firm, corporation, or association who fails or refuses to file the return required by this section shall pay a penalty of ten dollars (\$10.00) for each day's omission. In case of failure or refusal to file the return or pay the tax for a period of 30 days after the time required for filing the return or for paying

the tax, there shall be an additional tax, as a penalty, of five percent (5%) of the tax due in addition to any other penalty, with an additional tax of five percent (5%) for each additional month or fraction thereof until the tax is paid. The board of commissioners may, for good cause shown, compromise or forgive the additional tax penalties imposed by this subsection.

Any person who willfully attempts in any manner to evade a tax imposed under this section or who willfully fails to pay the tax or make and file a return shall, in addition to all other penalties provided by law, be guilty of a misdemeanor and shall be punishable by a fine not to exceed one thousand dollars (\$1,000), imprisonment not to exceed six months, or both.

(e) Use of tax revenue. Hyde County may use the proceeds of the occupancy tax for any public purpose.

(f) Effective date of levy. A tax levied under this section shall become effective on the date specified in the resolution levying the tax. That date must be the first day of a calendar month, however, and may not be earlier than the first day of the second month after the date the resolution is adopted.

(g) Repeal. A tax levied under this section may be repealed by a resolution adopted by the Hyde County Board of Commissioners. Repeal of a tax levied under this section shall become effective on the first day of a month and may not become effective until the end of the fiscal year in which the repeal resolution was adopted. Repeal of a tax levied under this section does not affect a liability for a tax that was attached before the effective date of the repeal, nor does it affect a right to a refund of a tax that accrued before the effective date of the repeal.

Sec. 2. This act is effective upon ratification.

In the General Assembly read three times and ratified this the 5th day of June, 1991.

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James C. Gardner  
President of the Senate

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Daniel Blue, Jr.  
Speaker of the House of Representatives

GENERAL ASSEMBLY OF NORTH CAROLINA  
SESSION 2005

SESSION LAW 2006-128  
HOUSE BILL 882

AN ACT CREATING A TAXING DISTRICT IN OCRACOKE TOWNSHIP FOR  
THE PURPOSE OF AUTHORIZING THE LEVY OF A ROOM OCCUPANCY  
AND TOURISM DEVELOPMENT TAX.

The General Assembly of North Carolina enacts:

**SECTION 1.** Occupancy Tax. – The Ocracoke Township Taxing District is created. It is coterminous with Ocracoke Township in Hyde County. The Ocracoke Township Taxing District is a body politic and corporate and has the power to carry out the provisions of this act. The Hyde County Board of Commissioners shall serve ex officio as the governing body of the district, and the officers of the county shall serve as the officers of the governing body of the district. A simple majority of the governing body constitutes a quorum, and approval by a majority of those present is sufficient to determine any matter before the governing body, if a quorum is present.

**SECTION 2.** Authorization and Scope. – The governing body of Ocracoke Township Taxing District may levy a room occupancy tax of up to two percent (2%) of the gross receipts derived from the rental of any room, lodging, or accommodation furnished by a hotel, motel, inn, tourist camp, or similar place within the district that is subject to sales tax imposed by the State under G.S. 105-164.4(a)(3). This tax is in addition to any State or local sales or room occupancy tax. This tax does not apply to accommodations furnished by nonprofit charitable, educational, or religious organizations when furnished in furtherance of their nonprofit purpose.

**SECTION 3.** Administration. – A tax levied under this act shall be levied, administered, collected, and repealed as provided in G.S. 153A-155, as if it were a county. The penalties provided in G.S. 153A-155 apply to a tax levied under this act.

**SECTION 4.** Distribution and Use of Tax Revenue. – Ocracoke Township Taxing District shall, on a quarterly basis, distribute the net proceeds of the occupancy tax to the Ocracoke Township Tourism Development Authority created pursuant to Section 5 of this act. The Authority shall use at least two-thirds of the proceeds distributed to it to promote travel and tourism in the district and shall use the remainder for tourism-related expenditures in the district. In accordance with the North Carolina Constitution and the United States Constitution, the tax proceeds may be used only for the direct benefit of Ocracoke Township. None of the proceeds may be used to promote travel or tourism in areas within Hyde County that are outside of the district or for tourism-related expenditures in the county that are outside of the district.

The following definitions apply in this act:

- (1) Net proceeds. – Gross proceeds less the cost to the district of administering and collecting the tax, as determined by the finance officer, not to exceed three percent (3%) of the first five hundred thousand dollars (\$500,000) of gross proceeds collected each year and one percent (1%) of the remaining gross receipts collected each year.
- (2) Promote travel and tourism. – To advertise or market an area or activity, publish and distribute pamphlets and other materials, conduct market research, or engage in similar promotional activities that attract tourists or business travelers to the area. The term includes administrative expenses incurred in engaging in the listed activities.
- (3) Tourism-related expenditures. – Expenditures that, in the judgment of the Tourism Development Authority, are designed to increase the use of lodging facilities, meeting facilities, or convention facilities in a district or to attract tourists or business travelers to the district. The term includes tourism-related capital expenditures.

**SECTION 5.(a)** Ocracoke Township Tourism Development Authority. – Appointment and Membership. – The Board of Commissioners of Hyde County shall adopt a resolution creating the Ocracoke Township Tourism Development Authority, which shall be a public authority under the Local Government Budget and Fiscal Control Act. The Tourism Development Authority shall have five members in addition to the Finance Officer. The resolution shall provide for the membership of the Authority, including the members' terms of office, and for the filling of vacancies on the Authority. At least one-third of the members must be individuals affiliated with businesses that collect the tax in the district, and at least one-half of the members must be individuals currently active in the promotion of travel and tourism in the district. The Board of Commissioners shall designate one member of the Authority as chair and shall determine the compensation, if any, to be paid to members of the Authority.

The Authority shall meet at the call of the chair and shall adopt rules of procedure to govern its meetings. The Finance Officer for Hyde County shall be the ex officio finance officer of the Authority.

**SECTION 5.(b)** Duties. – The Authority shall expend the net proceeds of the tax levied under this act for the purposes provided in Section 4 of this act. The Authority shall promote travel and tourism in the district and make tourism-related expenditures in the district.

**SECTION 5.(c)** Reports. – The Authority shall report quarterly and at the close of the fiscal year to the Hyde County Board of Commissioners on its receipts and expenditures for the preceding quarter and for the year in such detail as the board may require.

**SECTION 6.** G.S. 153A-215(g) reads as rewritten:

"(g) This section applies only to Alleghany, Anson, Brunswick, Buncombe, Cabarrus, Camden, Carteret, Craven, Cumberland, Currituck, Dare, Davie, Duplin, Durham, Franklin, Granville, Halifax, Madison, Montgomery, Nash, New Hanover, Pasquotank, Pender, Person, Randolph, Richmond, Rockingham, Rowan, Scotland, Stanly, Transylvania, Tyrrell, Vance, and Washington Counties, to Watauga County

District U, and to the Township of Averasboro in Harnett ~~County~~County and the Ocracoke Township Taxing District."

**SECTION 7.** This act is effective when it becomes law.

In the General Assembly read three times and ratified this the 19<sup>th</sup> day of July, 2006.

s/ Beverly E. Perdue  
President of the Senate

s/ James B. Black  
Speaker of the House of Representatives

### **Creation of Personnel Grievance Board**

County Attorney Fred Holscher presented information requested by the Board on the creation of a grievance board for County personnel.

After discussion, the Board agreed to follow current personnel policy guidelines for grievances and to not create a Personnel Grievance Board.

No further action required.

### **Update on Ferry Tolls Opposition**

Megan Shaw, Public Information Officer (PIO), presented an update to the Board on the efforts being made to oppose ferry tolls. Concerned citizens will travel to Raleigh on May 15, 2012 to thank the Joint Committee and Representative Tim Spears for their efforts to hold over ferry tolls for one year.

### **Hatteras Inlet Dredging**

Commissioner Styron reported that Hatteras Inlet has been partially dredged to remove sand that has blocked the channel causing damage to boats and injury to people. Ms. Styron encouraged citizens to attend the May 8, 2012 at 10:00 a.m. meeting at the Hatteras Ferry Terminal Office with Jedd Dixon, Deputy Director, NC Ferry Division; the Army Corp. of Engineers; the Coast Guard and local fishermen to discuss completion of the dredging project.

### **Ocracoke Occupancy Tax Board Recommendations for Distribution of Occupancy Tax**

County Attorney Fred Holscher reported that the recommendations of the Ocracoke Occupancy Tax Board for the distribution of occupancy tax funds collected on Ocracoke Island are authorized by law and appropriate so long as 1) the funds are derived from, and are 90% of, the Hyde County Occupancy Tax levied by the Hyde County Board of Commissioners pursuant to 1991 Session Law, Chapter 230, House Bill 784; and 2) none of said funds are derived from the Ocracoke Township Taxing District Occupancy Tax levied by the Hyde County Board of Commissioners pursuant to 2006 Session Law, Chapter 128, House Bill 882.

### **Declaration of Surplus Equipment**

Corrinne Gibbs, Finance Officer, requested that several items of property be declared as surplus so that they can be sold on GovDeals. These items include a 2006 Dodge Charger, a Dodge Durango, a scanner and (2) printers.

Commissioner Styron moved to declare the listed equipment as surplus. Mr. Swindell seconded the motion. The motion passed on the following vote:

Ayes – Spencer, Styron, Swindell and Tunnell      Nays – None      Absent – Byrd

### **Hurricane Irene Project Budget Ordinance 2012-05-05**

Corrinne Gibbs, Finance Officer, reported that a Project Budget Ordinance is required to account for the expended funds associated with Hurricane Irene recovery.

Commissioner Swindell moved to adopt “Hyde County Hurricane Irene Recovery Project Budget Ordinance 2012-05-05”. Ms. Spencer seconded the motion. The motion passed on the following vote:

Ayes – Spencer, Styron, Swindell and Tunnell      Nays – None      Absent – Byrd

*Clerk's Note: A copy of "Hyde County Hurricane Irene Recovery Project Budget Ordinance 2012-05-05" is attached herewith as Exhibit F and incorporated herein by reference.*

**Hyde County Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Bill Rich, County Manager  
**Attachment:** Yes

**ITEM TITLE:** HISTORIC COURTHOUSE LEASE

**SUMMARY:** Our existing lease with Friends of the historic Courthouse on October 1, 2012 signed a one-year lease. Tenant does any and all interior and exterior repairs and maintenance and makes available public bathrooms. Tenant also maintains all landscaping and mows their grass. They pay all utility costs as it relates to water, electricity and sewer. The Friends of the Historic Courthouse have the opportunity to sublet a portion of their space to Partnership for Sounds (Pfs). This would also include an area for the Partnership to display and sell artwork and other gift items which currently are housed at the Refuge.

For the Partnership to take on this opportunity and challenge they will require that the Friends of the Historic Courthouse have a five (5) year lease with the County of Hyde.

**RECOMMEND:** Discussion and approval.

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Motion Made By:  Barry Swind  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

## **Proposal to the Partnership for the Sounds by the Friends of Hyde County's Historic 1854 Courthouse**

The mission of the Friends of Hyde County's Historic 1854 Courthouse is to develop and implement a sound economic strategy for the preservation and utilization of Hyde County's Historic 1854 Courthouse in order to promote community, cultural, educational, ecological, and economic development.

The Friends of Hyde County's Historic 1854 Courthouse (Friends) invite the Partnership for the Sounds to occupy office space in the historic courthouse. This space is to the right as you enter the HCHC (Hyde County Historic Courthouse) and measures 8 ft. X 12 ft. The Friends suggest that this space be used to sell gift items that are presently housed at the Refuge and also to distribute, or have on hand for distribution, informational pamphlets relating to Hyde County and the PFS. The possibility also exists for the PFS to display and sell other artwork in said space. Our goal, at some point, is to keep this office open for a longer period of time by volunteers approved by both parties.

We, the Friends, feel that this partnership would provide mutual benefits for both parties:

- Increased traffic flow for improved sales
- Shared resources
- Better visibility to the public
- Improved advertising and information

Expectations of the Friends for the PFS:

- Set up the office as a gift shop/information center
- Occupy said office at least 2 days a week or more from 9:00 am to 5:00 pm.
- Pay a percentage of the electric bill as to be determined for the occupied space
- Oversee bathrooms when in the office

The Friends will develop a list of expectations and criteria for the use of the occupied space. The proposed office space is now available and ready for occupancy.

**Hyde County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Bill Rich, County Manager  
**Attachment:** Yes

**ITEM TITLE:** ABC BOARD AUDIT

**SUMMARY:** County Manager has had conversations with the NC Treasurer's Office regarding the Hyde County Audit and the fact that our hands have been tied by the Hyde County ABC Audit not being done. The manager has had two meetings with Keith Parker-Lowe, Chairman, Hyde County ABC Board and conversations with Laurie Lee, NC ABC Board Auditor and Director of Pricing, and all parties are aware that we are totally at the mercy of this ABC Audit being done and have been guaranteed that it will be done by the 15<sup>th</sup> of May.

**RECOMMEND:** Discussion and approval.

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Motion Made By:  Barry Swind  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
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 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
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 John Fletcher  
 Earl Pugh, Jr.

## Corrine Gibbs

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**From:** Melinda Canady <melinda.canady@nctreasurer.com>  
**Sent:** Tuesday, April 09, 2013 9:47 AM  
**To:** cgibbs@hydecountync.gov  
**Subject:** 2012 Audit Report

Corrine, Is there any progress on the finalizing your audit report? I saw were you were on a future LGC agenda for debt approval and wanted to let you know that it will be difficult to get any debt approved if your audit report is not finalized.

Melinda Canady, CPA  
Accounting & Financial Management Advisor  
State and Local Government Finance Division  
Phone: (919) 807-2384  
Fax: (919) 807-2398  
[www.nctreasurer.com](http://www.nctreasurer.com)  
Find us on Facebook 



**DEPARTMENT OF STATE TREASURER**  
Janet Cowell, State Treasurer of North Carolina  
325 N. Salisbury St. | Raleigh, NC 27603-1385

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**IMPORTANT:** When sending confidential or sensitive information, encryption should be used.

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**Hyde County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Bill Rich, County Manager  
**Attachment:** Yes

**ITEM TITLE:** MANAGER'S OBJECTIVES  
BUDGET FOR HYDE COUNTY FY2013-2014

**SUMMARY:**

- Remaining timeline for the budget process.
- Expenses vs. Revenues 2013-2014 and compared to past.
- Proposed balanced budget. Fund balance transfer. No tax increase.
- Fund Balance 7/01/13 vs. 7/01/14.
- Health and Workers Compensation minimum rate increase.
- FEMA Funds.
- Real Estate sales and leases. Surplus and FEMA leases.
- Although not reflected we feel increased sales tax and increased alcohol tax, vehicle tax collection rates, stable RE tax collection, aggressive past due collection.
- Get stable roofs and no leak or mold in the Government Center and Public Safety.
- Receive ownership of ECB and move our entire DSS department there as well as a Sheriff's satellite office.
- Economic Development Aero Space mix aviation engineering and technology. Kris Noble, Vann Rogerson and Tim Ivey.
- Remote campus/video conference facility. Remote campuses for ECU, Beaufort Tech, ECSU and COA.
- Tourism, tourism and tourism.

**FYRECOMMEND:** Discussion and approval.

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Motion Made By:  Barry Swind  
 Dick Tunnell  
 Anson Byrd  
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Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
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Vote:  Barry Swindell  
 Dick Tunnell  
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 John Fletcher  
 Earl Pugh, Jr.

#### § 159-10. Budget requests.

Before April 30 of each fiscal year (or an earlier date fixed by the budget officer), each department head shall transmit to the budget officer the budget requests and revenue estimates for his department for the budget year. The budget request shall be an estimate of the financial requirements of the department for the budget year, and shall be made in such form and detail, with such supporting information and justifications, as the budget officer may prescribe. The revenue estimate shall be an estimate of all revenues to be realized by department operations during the budget year. At the same time, the finance officer or department heads shall transmit to the budget officer a complete statement of the amount expended for each category of expenditure in the budget ordinance of the immediately preceding fiscal year, a complete statement of the amount estimated to be expended for each category of expenditure in the current year's budget ordinance by the end of the current fiscal year, the amount realized from each source of revenue during the immediately preceding fiscal year, and the amount estimated to be realized from each source of revenue by the end of the current fiscal year, and such other information and data on the fiscal operations of the local government or public authority as the budget officer may request.

#### § 159-11. Preparation and submission of budget and budget message.

(a) Upon receipt of the budget requests and revenue estimates and the financial information supplied by the finance officer and department heads, the budget officer shall prepare a budget for consideration by the governing board in such form and detail as may have been prescribed by the budget officer or the governing board. The budget shall comply in all respects with the limitations imposed by G.S. 159-13(b), and unless the governing board shall have authorized or requested submission of an unbalanced budget as provided in subsection (c) of this section, the budget shall be balanced.

(b) The budget, together with a budget message, shall be submitted to the governing board not later than June 1. The budget and budget message should, but need not, be submitted at a formal meeting of the board. The budget message should contain a concise explanation of the governmental goals fixed by the budget for the budget year, should explain important features of the activities anticipated in the budget, should set forth the reasons for stated changes from the previous year in program goals, programs, and appropriation levels, and should explain any major changes in fiscal policy.

Local Government Budget and Fiscal Control Act

(c) The governing board may authorize or request the budget officer to submit a budget containing recommended appropriations in excess of estimated revenues. If this is done, the budget officer shall present the appropriations recommendations in a manner that will reveal for the governing board the nature of the activities supported by the expenditures that exceed estimated revenues.

(d) The budget officer shall include in the budget a proposed financial plan for each intragovernmental service fund, as required by G.S. 159-13.1, and information concerning capital projects and grant projects authorized or to be authorized by project ordinances, as required by G.S. 159-13.2.

(e) In each year in which a general reappraisal of real property has been conducted, the budget officer shall include in the budget, for comparison purposes, a statement of the revenue-neutral property tax rate for the budget. The revenue-neutral property tax rate is the rate that is estimated to produce revenue for the next fiscal year equal to the revenue that would have been produced for the next fiscal year by the current tax rate if no reappraisal had occurred. To calculate the revenue-neutral tax rate, the budget officer shall first determine a rate that would produce revenues equal to those produced for the current fiscal year and then increase the rate by a growth factor equal to the average annual percentage increase in the tax base due to improvements since the last general reappraisal. This growth factor represents the expected percentage increase in the value of the tax base due to improvements during the next fiscal year. The budget officer shall further adjust the rate to account for any annexation, deannexation, merger, or similar event.

#### § 159-12. Filing and publication of the budget; budget hearings.

(a) On the same day that he submits the budget to the governing board, the budget officer shall file a copy of it in the office of the clerk to the board where it shall remain available for public inspection until the budget ordinance is adopted. The clerk shall make a copy of the budget available to all news media in the county. He shall also publish a statement that the budget has been submitted to the governing board, and is available for public inspection in the office of the clerk to the board. The statement shall also give notice of the time and place of the budget hearing required by subsection (b) of this section.

(b) Before adopting the budget ordinance, the board shall hold a public hearing at which time any persons who wish to be heard on the budget may appear.

# COUNTY OF HYDE

## Board of Commissioners

Barry Swindell, Chair  
Dick Tunnell, Vice-chair  
Anson Byrd  
John Fletcher  
Earl Pugh, Jr.

30 Oyster Creek Road  
PO Box 188  
SWAN QUARTER, NORTH CAROLINA 27885  
252-926-4400  
252-926-3701 Fax

Bill Rich  
County Manager

Fred Holscher  
County Attorney

Lois Stotesberry, CMC, NCCCC  
Clerk to the Board of Commissioners



May 1, 2013

## PUBLIC NOTICE

### Special Meeting

### Hyde County Board of Commissioners

The Hyde County Board of Commissioners will meet on Monday, May 13, 2013, beginning at 6:00 p.m., in the Hyde County Government Center Multi-Use Room, Swan Quarter and the Ocracoke School Commons Room utilizing electronic conferencing equipment.

The purpose of this special meeting is to discuss the FY2013-2014 Budget.

Lois Stotesberry, CMC, NCCCC  
Clerk to the Board of Commissioners

###

# COUNTY OF HYDE

## Board of Commissioners

Barry Swindell, Chair  
Dick Tunnell, Vice-chair  
Anson Byrd  
John Fletcher  
Earl Pugh, Jr.

30 Oyster Creek Road  
PO Box 188  
SWAN QUARTER, NORTH CAROLINA 27885  
252-926-4400  
252-926-3701 Fax

Bill Rich  
County Manager

Fred Holscher  
County Attorney

Lois Stotesberry, CMC, NCCCC  
Clerk to the Board of Commissioners



May 1, 2013

## PUBLIC HEARING

### Hyde County FY2013-2014 Budget

The Hyde County Board of Commissioners will conduct public hearing on the Fiscal Year 2013-2014 Hyde County Budget on Monday, June 3, 2012, beginning at 6:00 p.m., in the Hyde County Government Center, Multi-Use Room, Swan Quarter and Ocracoke School Commons Area utilizing electronic conferencing equipment.

The purpose of this Public Hearing is to receive citizen questions and/or comments on the proposed Hyde County FY2013-2014 Budget.

Lois Stotesberry, CMC, NCCCC

Clerk to the Board

###

**Hyde County Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Bill Rich, County Manager  
**Attachment:** No

**ITEM TITLE:** BB&T NEW FINANCING (LGC)

**SUMMARY:** Due to recent changes in the Local Government Commission (LGC) guidelines, re-financing of the Government Center became economically unfeasible to refinance with BB&T. We will keep our current USDA loans.

**RECOMMEND:** Discussion and approval.

---

Motion Made By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

**Hyde County Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Bill Rich, County Manager  
**Attachment:** Yes

**ITEM TITLE:** HURRICANE IRENE FEMA UPDATE

**SUMMARY:** For the last several weeks Clint Berry, Justin Gibbs, Corrinne Gibbs and I have been meeting regarding FEMA reimbursements. Attached is our current financial position regarding FEMA and Hurricane Irene.

I am in conversation with a consultant to help us regarding these collections and appeals. This has become one of my top priorities.

**RECOMMEND:** Discussion and approval.

---

Motion Made By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

## FEMA PROJECTS AND INSURANCE

PROJECT	FEMA SUBMITTED	REDUCED BY FEMA	FEMA RECEIVED	INSURANCE RECEIVED	STATUS	CLOSEOUT AMT PENDING	APPEAL AMT PENDING
HEALTH DEPARTMENT MEDICAL BUILDING	\$29,911.00	\$1,156.00	\$1,156.00	\$25,815.30	COMPLETE		
MUTUAL AID	\$82,231.17	\$34,472.58	\$34,472.58		APPEALING		\$47,758.59
VOLUNTEER FIRE DEPARTMENTS	\$55,686.13	\$9,332.80	\$9,332.80		APPEALING		\$46,353.33
SEWER SPRAYFIELD ROCK AND FENCE	\$55,499.75	\$24,004.75	\$24,004.75	\$31,495.00	COMPLETE		
DRC SHELTER	\$33,412.23		\$0.00		COMPLETE		
SECONDARY ROAD DEBRIS	\$1,833,069.52	\$1,425,627.19	\$1,069,220.40		APPEALING/CLOSEOUT	\$356,406.80	\$407,442.33
EOC	\$189,154.61	\$150,922.02	\$113,191.52		CLOSE OUT	\$37,730.51	
DAVIS SCHOOL	\$135,421.50	\$75,019.78	\$56,264.84	\$94,437.00	CLOSE OUT	\$18,754.95	
GOVERNMENT CENTER	\$4,384.72		\$4,384.72		COMPLETE		
DISTRIBUTION CENTER	\$5,039.73		\$5,039.73		COMPLETE		
SEWER SPRAYHEADS	\$38,778.67		\$38,778.67		COMPLETE		
SCRANTON BOOSTER PUMP STATION	\$15,232.78		\$16,082.78	\$2,607.04	COMPLETE		
PONZER WATER TREATMENT PLANT	\$5,241.73		\$5,421.93	\$1,423.85	COMPLETE		
PUBLIC SAFETY CENTER	\$22,300.00		\$22,300.00		COMPLETE		
SENIOR CENTER	\$16,016.55		\$15,073.10	\$3,841.90	COMPLETE		
SEWER SPRAYFIELD DEBRIS	\$1,557,098.03	\$1,037,423.40	\$778,067.55	\$132,505.00	APPEALING/CLOSEOUT	\$259,355.85	\$519,674.63
VECTOR CONTROL	\$49,033.58	\$18,572.77	\$18,572.77		COMPLETE		
VECTOR CONTROL-ARIEL	\$40,459.96		\$40,459.96		COMPLETE		
DENTIST OFFICE BUILDING				\$662.98			
	<b>\$4,167,971.66</b>		<b>\$2,251,824.10</b>	<b>\$292,788.07</b>		<b>\$672,248.11</b>	<b>\$1,021,228.88</b>
<b>OTHER</b>							
SHERIFF FEMA CONTRACT	\$9,707.04		\$9,707.04				
NCDOT	\$52,442.60		52442.6				
	<b>\$62,149.64</b>		<b>\$62,149.64</b>				



**North Carolina Department of Public Safety**  
**Emergency Management**

Pat McCrory, Governor  
Kieran J. Shanahan, Secretary

April 8, 2013

Corrinne Gibbs  
Finance Officer  
Hyde County  
PO Box 188 / 30 Oyster Creek Road  
Swan Quarter, NC 27885

RE: FEMA-4019-DR-NC (Hurricane Irene)  
Hyde County  
PA ID: 095-99095-00  
First Appeal Reply, Project Worksheet 1296

Dear Ms. Gibbs:

This letter officially transmits the DHS FEMA Region IV response to Hyde County's first appeal of the above-referenced project worksheet. This appeal was related to FEMA's reduction of funding for costs associated with debris removal due to improper contract procurement procedures following Hurricane Irene. After careful review by FEMA, the appeal was denied.

Enclosed is a copy of FEMA's response letter dated February 1, 2013. The FEMA determination was that *"The process followed by the Subgrantee does not meet the full requirements of a competitive procurement per 44 CFR, Part 13."*

Hyde County has the right to make a second appeal of this determination. The appeal shall be in writing to FEMA, through the NCEM Public Assistance Section, within sixty (60) days of the receipt of this first appeal determination. If you have any questions regarding this matter please contact me by phone at 919-825-2326, or by email at [andy.innis@ncdps.gov](mailto:andy.innis@ncdps.gov).

Sincerely,

*Andrew Innis*  
Andrew Innis  
Public Assistance Manager

Attachment (copy of letter from Major May, FEMA Region Four Regional Administrator, February 1, 2013)

**MAILING ADDRESS:**  
4236 Mail Service Center  
Raleigh NC 27699-4236  
[www.ncem.org](http://www.ncem.org)



**OFFICE LOCATION:**  
1636 Gold Star Drive  
Raleigh, NC 27607-3371  
Telephone: (919) 825-2500  
Fax: (919) 825-2685

U.S. Department of Homeland Security  
Region IV  
3003 Chamblee Tucker Road  
Atlanta, GA 30341



**FEMA**

February 1, 2013

Mr. Michael A. Sprayberry, Acting Director  
North Carolina Emergency Management  
4713 Mail Service Center  
Raleigh, North Carolina 27699

Attention: Joe Stanton

Reference: FEMA-4019-DR-NC  
Hyde County  
PA ID 095-99095-00  
First Appeal, Project Worksheet 1296

Dear Mr. Sprayberry:

This is in response to the above-referenced appeal submitted by Hyde County (Subgrantee). The Subgrantee is appealing the Federal Emergency Management Agency's (FEMA) decision to reduce funding in connection with debris removal activities undertaken as emergency protective measures. The Subgrantee states that the amount in dispute is \$519,674.90.

Strong winds from Hurricane Irene downed tree limbs and created other vegetative debris throughout the County. Project Worksheet (PW) 1296 was prepared to cover the cost of debris removal on the mainland and Ocracoke Island. The work was performed by a single contractor hired by the Subgrantee. Upon review, FEMA determined that the Subgrantee's procurement process did not comply with the requirements of 44 CFR Part 13, *Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments*, and that the contract had been awarded to the highest bidder under a time and material rate structure. As a result, FEMA reduced the award to a reasonable rate by applying the cost figures offered by the lowest bidder.

In its appeal, the Subgrantee asserts that it conducted its procurement procedures correctly because under its state laws, public contracts do not have to be awarded to the lowest bidder in all cases. The Subgrantee cites a court case that interprets the applicable state law as allowing the soliciting entity to consider other factors, such as the bidder's experience, capacity to perform, and financial strength and training. The Subgrantee argues that it followed these guidelines and awarded the contract based on the highest bidder's previous experience and familiarity with the unique requirements of removing debris from an island.

In its review, FEMA concluded that the Subgrantee's procurement process, as well as the bid price, factored into FEMA's decision to reduce the allowable project costs. FEMA noted that submitted documentation indicated that the Subgrantee originally issued its debris removal

RECEIVED FEB 1 2 2013

www.fema.gov

DOCUMENT SCANNED

request for proposals (RFP) in connection with a storm that had occurred approximately one year prior to Hurricane Irene. Three of the four bids received were unit price (cubic yard) proposals. The highest bid, a time and materials proposal, was accepted in September 2010. In response to Hurricane Irene, FEMA-4019-DR-NC, the Subgrantee extended this contract rather than enter into a procurement process specific to the requirements of this event. As FEMA stated in the PW, "There was no disaster specific procurement executed in completing this work." Thus the contractor performed the work under PW 1296 pursuant to a pre-existing debris contract.

A competitive procurement process is intended to achieve a reasonable cost. The process followed by the Subgrantee does not meet the full requirements of a competitive procurement per 44 CFR, Part 13. The extension of the contract to complete the Hurricane Irene related work causes further concerns as to the cost being reasonable for the work performed. As a result of the procurement process not meeting the requirements of 44 CFR, Part 13, FEMA determined reasonable costs by using the costs proposed by the low bid.

Consequently, FEMA evaluated the contractor's costs in this instance on the basis of reasonableness. It adjusted the cost of eligible work through reconciliation with the estimated costs of the lowest bidder's proposal. In doing so, FEMA was in keeping with its regulations and policy. Based on the foregoing, the Subgrantee's appeal is denied.

Please inform the Subgrantee of this decision and its right to a second appeal pursuant to 44 CFR 206.206. If you have questions or need additional information, please contact Mr. Jesse F. Munoz, CEM, Director, Recovery Division, at (770) 220-5300.

Sincerely,

A handwritten signature in black ink, appearing to read 'P. May', written over a circular stamp or mark.

Major P. May  
Regional Administrator

**Hyde County Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Bill Rich, County Manager  
**Attachment:** No

**ITEM TITLE:** OCRACOKE CHIPPER UPDATE

**SUMMARY:** Clint Berry and I have diligently been examining all possible solutions to the Ocracoke chipper problem. We met with Ray Williams, Senior Environmental Specialist with DENRNC. He made it very clear that we are in violation at our Ocracoke site, that we are not grandfathered and that we had thirty (30) days to remove the chipper. Any site capable of allowing an on-site chipping facility on the Island would not be affordable.

There are 3 possible solutions:

- 1) Haul all vegetative debris off the Island and bring mulch from the mainland back to the Island for use by Ocracoke residents. This is doable but very expensive.
- 2) Give the existing chipper to a private contractor and have mobile site-to-site chipping provided free of charge by the contractor. In return the contractor would sell the mulch at somewhat below market value. This is messy but possible.
- 3) Hyde County to purchase a used chipper (ours is not worth keeping) and a truck to blow mulch in. The County would then go site-to-site as a courtesy to Island residents and find a suitable site to store the mulch for free use by citizens on Ocracoke.

We are currently pricing used equipment and have requested DENR to allow us to continue our site through June. We will report back with our update at our June 3<sup>rd</sup> meeting.

**RECOMMEND:** Discussion and approval.

---

Motion Made By: \_\_\_ Barry Swind  
                  \_\_\_ Dick Tunnell  
                  \_\_\_ Anson Byrd  
                  \_\_\_ John Fletcher  
                  \_\_\_ Earl Pugh, Jr.

Motion Seconded By: \_\_\_ Barry Swindell  
                          \_\_\_ Dick Tunnell  
                          \_\_\_ Anson Byrd  
                          \_\_\_ John Fletcher  
                          \_\_\_ Earl Pugh, Jr.

Vote: \_\_\_ Barry Swindell  
      \_\_\_ Dick Tunnell  
      \_\_\_ Anson Byrd  
      \_\_\_ John Fletcher  
      \_\_\_ Earl Pugh, Jr.

**Hyde County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Bill Rich, County Manager  
**Attachment:** Yes

**ITEM TITLE:** OCRACOCKE OUTDOOR SALES POLICY

**SUMMARY:** Ocracoke Advisory Planning Board (which I was Chairman of through February) has been working on the attached "Proposed Amendment to the Ocracoke Development Ordinance" regarding outdoor sales. As stated in paragraph (a) the intent and purpose of this amendment is to establish minimal regulations and restrictions intended to ensure that outdoor sales; do not interfere with the orderly and safe movement of pedestrian and vehicular traffic; do not interfere with the proper maintenance of parking and yard areas; do not cause congestion in the streets or public right-of-way; are conducted within structures safe for public occupancy when structures are used; and, do not unreasonably diminish adjacent property and business values.

Mr. Tom Pahl, Chairman of the Ocracoke Advisory Planning Board (OCBA) is in attendance on Ocracoke to further explain the Ordinance or answer any questions. Fred Holscher, County Attorney, has reviewed and approved the attached.

**RECOMMEND:** Discussion and approval.

---

Motion Made By:  Barry Swind  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

# **DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT**

THIS IS A DRAFT DOCUMENT FOR DISCUSSION PURPOSES ONLY. NO PART OF THIS DRAFT DOCUMENT IS LEGAL OR ENFORCABLE, NOR IS IT MEANT TO BE UNTIL IT HAS BEEN REVIEWED AND DISCUSSED AND REVISED BY THE BOARD, THE COUNTY ATTORNEY, THE COUNTY COMMISSIONERS AND MOST IMPORTANTLY BY THE RESIDENTS AND TAXPAYERS OF OCRACOKE ISLAND. PLEASE DO NOT COPY OR DISSEMINATE ANY PART OF THIS DOCUMENT WITHOUT INCLUDING THIS DISCLAIMER.  
[February 13, 2013]

## **Proposed Amendment to the Ocracoke Development Ordinance**

### **Sec 36-185 Regulation of Outdoor Sales**

(a) **The intent and purpose** of this section is to establish minimal regulations and restrictions intended to ensure that outdoor sales; do not interfere with the orderly and safe movement of pedestrian and vehicular traffic; do not interfere with the proper maintenance of parking and yard areas; do not cause congestion in the streets or public rights-of-way; are conducted within structures safe for public occupancy when structures are used; and do not unreasonably diminish adjacent property and business values.

At the same time, these regulations intend to recognize the tradition of outdoor sales as a part of Ocracoke's economy and also recognize and encourage the responsible development of outdoor sales establishments as an entrepreneurial incubator.

(b) **Definitions:** For the purpose of this section the following definitions shall apply:

(1) **Outdoor Sales:** The display and/or sale of any merchandise, commodities or product where primary transactions are conducted a) in the open air; b) within a temporary structure or; c) within a kiosk or similar structure.

(2) **Temporary Structure:** an enclosure or covering which is readily dismantled or readily moved, including, but not limited to tents, canopies, tarps, trailers, food trucks, lean-tos, pre-fabricated sheds, sheds and similar structures. This definition shall apply to any of these and similar structures even if, at a later date, the structure is modified, strengthened or made more permanent.

(3) **Permanent Installation:** a structure attached to the ground by in-ground piers, pilings or posts, at least 3 1/2" in cross section, and set such that that they are not removable without the use of digging tools or equipment.

(4) **Kiosk:** a small, free-standing non-residential structure which is primarily intended as a place for the conduct of sales, rentals, information exchange, self service, etc. Also referred to as a booth, portico, pavilion, vending station, etc.

**(c) Grandfathered Uses:** Outdoor sales establishments in existence on the approval date of this amendment shall be exempt from sections of this amendment as follows:

- (1) Permanent installations in existence on the approval date of this amendment including certain signs, displays, kiosks, booths etc may remain in their existing locations without regard to the setback requirements in this amendment.
- (2) Outdoor sales establishments in existence on the approval date of this amendment shall not be subject to the section of this regulation titled "(i) Parking".
- (3) Except as (1) and (2) above, existing outdoor sales establishments shall be subject to the provisions of this amendment.

**(d) Exceptions:** The following categories of outdoor sales are not subject to the regulations in this section of the ODO: temporary yard and rummage sales and the like; the outdoor seating portion of a restaurant which is otherwise not an outdoor sales establishment; sales organized and operated by anyone under the age of 16; vending machines and self-service sales taking no more than nine square feet; sales as a part of a short-term festival, parade, non-profit fundraising event and the like.

All other outdoor sales shall be considered regulated outdoor sales establishments. The following regulations shall apply to regulated outdoor sales and shall be enforceable by the ODO Enforcement Officer:

**(e) Permit Required:** All regulated outdoor sales establishments shall be required to apply for an ODO permit by the regular ODO permit application. Approval of that application shall constitute approval to conduct an outdoor sales establishment under these regulations. Where a single owner operates more than one outdoor sales establishment, a separate permit must be acquired for each location. Where more than one point of sale may exist on a single lot, each establishment must acquire its own permit.

**(f) Location:** Regulated outdoor sales may take place anywhere within the Village of Ocracoke as long as the owner of the outdoor sales establishment is either the owner of the land it sits on, or has the expressed written permission of the owner of the land it sits on. At the order of ODO Enforcement Officer the owner of the outdoor sales establishment shall provide any documentation necessary to establish compliance with these regulations.

**(g) Setbacks:** All structures, signage, displays etc associated with outdoor sales shall be subject to the following minimum setback requirements: From any paved public street - ten feet from the edge of the asphalt pavement; from any unpaved public street - four feet from the road edge; from side and rear property lines - eight feet. From any structures, signage, displays etc associated with another outdoor sales establishment - eight feet.

**(h) Safe Passage:** In addition to the minimum setback requirements above, all structures, displays, merchandise, products, signage, flags, banners, etc shall be arranged such that no portion shall block or

hinder established public pedestrian and bicycle passageways or obstruct reasonable sight-lines required for safe vehicle passage at driveways and intersections. The application of this paragraph to a particular site shall be at the order of the ODO Enforcement Officer. On request of the affected business owner, the order of the ODO Enforcement Officer may be subject to additional review, in consultation with the ODO Enforcement Officer, the Hyde County Sherriff's Office and the business owner. Final determination shall be by the ODO Enforcement Officer. All rights and processes for appeal, as outlined in the ODO shall remain in effect.

**(i) Parking:** All regulated outdoor sales establishments shall designate at least two readily accessible parking places. Both designated parking places shall be kept available for customer parking during hours of operation. Such designated parking places shall not reduce the available parking of another business or residence such that it may fall below its parking requirements as set out in the ODO. If the designated parking spaces are on land which does not belong to the owner of the outdoor sales establishment, a letter of agreement from the land owner shall verify the designation.

**(j) Off-site impacts:** regulated outdoor sales establishments shall minimize off-site impacts. No lighting shall shine directly onto an adjacent residence. Trash and garbage, associated with the business, which is not contained, whether on-site or off, shall be the responsibility of the business to clean up daily. Aggressive hawking, noise, music, signage, flags, etc shall not create a nuisance, nor significantly detract from adjacent business or residential environments.

**(k) Related Sections of the ODO:** Outdoor sales regulated under this section shall not be subject to the provisions of Section 36-182 nor Section 36-177 of the ODO.

**(l) Other Codes:** The ODO Enforcement Officer shall call for the enforcement of all existing building, electrical, fire, health department codes and the codes and regulations of other jurisdictions as may apply to any portion of a regulated outdoor sales establishment.

**Hyde County Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Bill Rich, County Manager  
**Attachment:** Yes

**ITEM TITLE:** 2013 COUNTY MANAGEMENT RECORDS  
RETENTION & DISPOSITION SCHEDULE

**SUMMARY:** The State Archivist and the Secretary of the Department of Cultural Resources has completed and officially approved the 2013 County Management Records Retention & Disposition Schedule.

The Hyde County Board of Commissioners can now adopt the Schedule by motion and sign the signature page of the Schedule. Then, the schedule will officially supersede the 2009 version.

**RECOMMEND:** Discussion and approval.

---

Motion Made By:  Barry Swind  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

# RECORDS RETENTION AND DISPOSITION SCHEDULE

## COUNTY MANAGEMENT



Issued By:



NORTH CAROLINA  
DEPARTMENT OF  
**CULTURAL  
RESOURCES**  
[WWW.NCCULTURE.COM](http://WWW.NCCULTURE.COM)

North Carolina Department of Cultural Resources  
Division of Archives and Records  
State Archives of North Carolina  
Government Records Section

April 15, 2013

## County Management Records Retention and Disposition Schedule

The records retention and disposition schedule and retention periods governing the records series listed herein are hereby approved. In accordance with the provision of Chapters 121 and 132 of the *General Statutes of North Carolina*, it is agreed that the records do not and will not have further use or value for official business, research, or reference purposes after the respective retention periods specified herein and are authorized to be destroyed or otherwise disposed of by the agency or official having custody of them without further reference to or approval of either party to this agreement. The local government agency agrees to comply with 07 NCAC 04M .0510 when deciding on a method of destruction. Confidential records will be destroyed in such a manner that the records cannot be practicably read or reconstructed. However, records subject to audit or those legally required for ongoing official proceedings must be retained until released from such audits or official proceedings, notwithstanding the instructions of this schedule. ***Public records, including electronic records, not listed in this schedule are not authorized to be destroyed.***

This local government agency and the Department of Cultural Resources agree that certain records series possess only brief administrative, fiscal, legal, research, and reference value. These records series have been designated by retention periods which allow these records to be destroyed when "*administrative value ends.*" The local government agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction "*destroy when administrative value ends.*" If a county does not establish internal policies and retention periods, the county is not complying with the provisions of this retention schedule and is not authorized by the Department of Cultural Resources to destroy the records with the disposition instruction "*destroy when administrative value ends.*"

The local government agency and the Department of Cultural Resources concur that the long-term and/or permanent preservation of electronic records require additional commitment and active management by the agency. The agency agrees to comply with all policies, standards, and best practices published by the Department of Cultural Resources regarding the creation and management of electronic records.

It is further agreed that these records may not be destroyed prior to the time periods stated; however, for sufficient reason they may be retained for longer periods. This schedule is to remain in effect from the date of approval until it is reviewed and updated.

### APPROVAL RECOMMENDED

\_\_\_\_\_  
Chief Administrative Officer/  
County Manager

\_\_\_\_\_  
Sarah E. Koonts, Director  
Division of Archives and Records

### APPROVED

\_\_\_\_\_  
Chairman, Bd. County Commissioners

\_\_\_\_\_  
Susan W. Kluttz, Secretary  
Department of Cultural Resources

County: \_\_\_\_\_

May 6, 2013

**Hyde County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Bill Rich, County Manager  
**Attachment:** Yes

**ITEM TITLE:** ECB BUILDING UPDATE

**SUMMARY:** Since our April 1<sup>st</sup> Commissioners meeting we have inspected the ECB building with staff. We have had several meetings with DSS (Gloria Spencer and Phil Lassiter, NC DSS Controller's Office, Local Business Liaison); have done preliminary layout and costs estimates for moving all of DSS into the ECB building and as attached the ownership of this building and its use for DSS will be at no additional expense to Hyde County other than loss of revenue to Hyde County Tax Department (\$4607.95).

**RECOMMEND:** Discussion and approval.

---

**Motion Made By:** \_\_\_ Barry Swind  
\_\_\_ Dick Tunnell  
\_\_\_ Anson Byrd  
\_\_\_ John Fletcher  
\_\_\_ Earl Pugh, Jr.

**Motion Seconded By:** \_\_\_ Barry Swindell  
\_\_\_ Dick Tunnell  
\_\_\_ Anson Byrd  
\_\_\_ John Fletcher  
\_\_\_ Earl Pugh, Jr.

**Vote:** \_\_\_ Barry Swindell  
\_\_\_ Dick Tunnell  
\_\_\_ Anson Byrd  
\_\_\_ John Fletcher  
\_\_\_ Earl Pugh, Jr.

## ECB Bank Building

### Anticipated Expenses

### Annual Lease Payment

Electric:	\$22,000.00
Water/Sewer:	\$1,800.00
Insurance:	\$6,000.00
Generator:	\$2,000.00
Fire Extinguisher:	\$200.00
Fire Alarm:	\$200.00
Exit Lights:	\$200.00
Elevator:	<u>\$3,000.00</u>
	<b>\$35,400.00</b>

**\$32,800.00**

**\$35,400.00-\$32,800.00=\$2,600.00** Allows for an annex office location for the sheriff

**Hyde County Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Bill Rich, County Manager  
**Attachment:** Yes

**ITEM TITLE:** DAMAGED WATER METERS

**SUMMARY:** At the request of the Commissioners during our April 1<sup>st</sup> meeting, I wrote a letter to Tideland EMC requesting reimbursement for the water bills of Mr. Allen Ballance and Mr. Carlos Bull due to assumed negligence on behalf of one of Tideland's sub-contractors (Mastec). Tideland was in agreement with my letter and paid Hyde County \$759.78 for total outstanding for Mr. Allen Ballance.

Tideland had in fact already investigated Mr. Bull's water line damage in January 2012 and concluded that they were not responsible for the damage. Tideland submitted this claim to their insurance carrier (Federated Rural Insurance) and the claim was denied as there was no evidence of negligence.

Hyde County thus has written this claim down to its minimum and in fact Mr. Bull now has a credit with the County.

**RECOMMEND:** Discussion and approval.

---

Motion Made By:  Barry Swind  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

# COUNTY OF HYDE

## Board of Commissioners

Barry Swindell, Chair  
Dick Tunnell, Vice-chair  
Anson Byrd  
John Fletcher  
Earl Pugh, Jr.

30 Oyster Creek Road  
PO Box 188

SWAN QUARTER, NORTH CAROLINA 27885  
252-926-4400  
252-926-3701 Fax

Bill Rich  
County Manager

Fred Holscher  
County Attorney

Lois Stotesberry, CMC, NCCCC  
Clerk to the Board



April 11, 2013

Paul Spruill, General Manager & CEO  
Tideland EMC  
P.O. Box 159  
Pantego, NC 27860

Dear Paul:

Recently I learned that two Hyde County Water customers both at different times had damage by Mastec while doing work for Tideland EMC. (pictures enclosed)

Mr. Allen Ballance's water meter was damaged in October of 2010 or thereabouts. Up to that point Mr. Ballance was current on his water bill. The water leak caused by this damage caused his bill to be \$1624.65 in October. At that time, Hyde County immediately adjusted his water bill (based on our allowable policy) by \$889.87 leaving a balance of \$759.78. With interest and penalties the debt has grown to \$912.87. However, if Hyde County could receive settlement of this debt from Tideland in the amount of \$759.78 the County will be satisfied and write off the remainder of the debt.

In January of 2012 the identical scenario happened to Mr. Carlos Bull. After Mastec ran over their water meter the Bull's received a water bill in the amount of \$3,351.05. The water was cut off by the contractor but then cut back on in February without having been fixed and the Bull's received an additional water bill of \$596.35 on February 7, 2012. Hyde County allowed their standard adjustment totaling \$2,800.77 leaving a balance before penalties of \$1,386.86. The Bull's currently owe the County a balance of \$1,244.07 as they have paid some of this bill. We would like to collect this amount from Tideland as well.

Paul, your thoughtful consideration to this request is greatly appreciated.

Thank you,

Bill Rich, County Manager

cc: Fred Holscher, County Attorney  
Barry Swindell, Chairman





A Touchstone Energy Cooperative

# Tideland EMC

Real People. Real Power.

P.O. Box 159  
Pantego, NC 27860  
252-943-3046  
800-637-1079  
Fax: 252-943-3510  
www.tidelandemc.com

April 17, 2013

Bill Rich, Hyde County Manager  
30 Oyster Creek Rd.  
PO Box 188  
Swan Quarter, NC 27885

Dear Mr. Rich:

Paul Spruill and I were discussing a letter that he received from you, stating that Mr. Allen Balance and Mr. Carlos Bull, customers of the Hyde County Water System had incurred damages to their county service water lines, and that you had reason to believe the damages were caused by TEMC contract crews.

Since discussing this with Paul, I have reviewed both customers' records and discussed the past history of the work involved with operations personnel that were involved in the two work projects. The project that involved Mr. Allen Balance's property was during a major line upgrade where Mastec Construction Co., was changing out old power poles and installing new poles and electrical wires. Mr. Kenneth Neal, TEMC Staking Engineer was supervising the Mastec crews during this project and he remembers that Mr. Balance made mention of his water line being broken during the construction. Mr. Neal remembers investigating the complaint but could not find where any trucks (tracks) had come close to the water meter. However, we do believe that Mastec vehicles did access and turn trucks around on Mr. Balance's road leading to a hunting camp on his property. Therefore, I have stated to Paul that we may well have some responsibility in causing damage to Mr. Balance's water line. Paul has instructed me to have a check made out to Hyde County in the amount of \$ 759.78.

Upon my investigation of the second matter, where you stated that Mr. Carlos Bull's water line had been damaged, I found that TEMC crews (opposed to Mastec crews) had performed the work near Mr. Bull's property in January, 2012. I remembered that we had investigated this claim earlier in 2012 when Mr. Bull had complained to Engelhard Line Supt., Andy Midgett, that we had damaged his water line while installing an underground electrical service near his property. Andy Midgett went to the location where we had installed the electrical service and took measurements, probed the location of the water line and took pictures of where the underground electrical service wire was installed. After reviewing all of the information we did not believe that TEMC crews or equipment were responsible for the damage. We forwarded the claim and all information to Federated Rural Insurance, Tideland's insurance provider, and after their review of all of the information, the claim was denied. Please see attached claim denial letter from Federated Rural Insurance Co.

Respectfully,

Vernon F. Howell, Jr.

Manager of Customer Services

cc: Paul Spruill  
Attachments



10 August, 2005

Page 1 of 1

**Laura Willis**

**From:** Sharron Stewart [SKS@federatedrural.com]  
**Sent:** Wednesday, April 25, 2012 12:27 PM  
**To:** Laura Willis  
**Subject:** 32 GC 106093

25 April, 2012

Mr. Carlos Bull c/o John Bull  
129 Lawndale Road  
Winston Salem, NC 27104

RE: Our Insured: Tideland EMC  
Claim #: 32 GC 106 093

Dear Mr. Bull:

*Federated Rural Electric Insurance* is the liability insurance carrier for Tideland EMC and has received information from them concerning the circumstances of this incident and a claim for damages on your father's property in Fairfield.

In order for us to consider reimbursement on a loss of this nature, we must first satisfy ourselves that the damages were the result of negligence on the part of the cooperative or its employees.

Review of the cooperative records does not reveal any evidence of negligence on the part of Tideland EMC or its personnel in this matter; therefore we are not in a position to make a voluntary payment on their behalf toward this claim.

Sincerely,

Sharron Stewart, AIC AIS  
Claim Service Representative

cc: Tideland EMC



**FILE COPY**

**Hyde County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Bill Rich, County Manager  
**Attachment:** No

**ITEM TITLE:** GOVERNMENT CENTER ROOF REPAIRS

**SUMMARY:** During our April 1<sup>st</sup> Commissioners meeting Lamm Engineering & Associates presented three possible scenarios to repair the roof here at the Government Center. I have found it most disturbing that we are in a position of having to repair and pay for this damage. We held a meeting April 23<sup>rd</sup> with A. R. Chesson, Lamm & Associates, Clint Berry, Anson Byrd and myself. The purpose of this meeting was to examine the damage to the roof, explore the history of who might be responsible and possible cheaper yet efficient ways of dealing with the problem. At this time I am still investigating the situation and am making contact with our Attorney at the time, Sid Hassell; our County Manager at the time, Carl Classen; and, the Engineer and Architect. This will not keep us from fixing the problem; however, we may be able to offset some of the costs. I plan on doing the same process with regards to the Public Safety Center.

**RECOMMEND:** Discussion and approval.

---

Motion Made By:  Barry Swind  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

**Hyde County Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Chairman Swindell  
**Attachment:** Yes

**ITEM TITLE:** BUDGET MATTERS

**SUMMARY:** Departmental budget revisions and amendments will be presented by various department managers for Board discussion and approval.

**RECOMMEND:** Discussion and approve budget revisions and amendments.

---

Motion Made By:  Barry Swind  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.









**Hyde County Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Wesley P. Smith, Health Director  
**Attachment:** Yes

**ITEM TITLE:** Budget Revision #46-13 for \$2,004.00

**SUMMARY:** Using funds from Child Health Medicaid Escrow Account to cover the Health Department's liability for dental services provided by Dare County Department of Public Health Miles of Smiles Dental Program to students at Mattamuskeet Elementary School for FY 2012/2013, per an agreement between the two agencies. While this revision does increase the budget for Child Health, the increase is being pulled from Child Health Medicaid Escrow and *does not* require any County of Hyde appropriations from Fund 10.

**RECOMMEND:** DISCUSS AND APPROVE BUDGET REVISION #46-13

---

Motion Made By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

**HYDE COUNTY BOARD OF COMMISSIONERS  
2012/2013 BUDGET REVISIONS**

MEETING DATE 5/6/2013					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"- " REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
46-13	Child Health	10-5960.4504	Contract - School Dental Services	\$ 2,004.00	
		10-3481.0051	Revenue - Medicaid Escrow		\$ 2,004.00
				\$ 2,004.00	\$ 2,004.00
<p>Using funds from Child Health Medicaid Escrow Account to cover the Health Department's liability for dental services provided by Dare County Department of Health Miles of Smiles Dental Program to students at Mattamuskeet Elementary School for FY 2012/2013, per an agreement between the two agencies. While this revision does increase the budget for Child Health, the funds are being pulled from Child Health Medicaid Escrow <b>does not</b> require any County of Hyde appropriations from Fund 10.</p>					

REQUESTED *Wesley Smith* DATE 4-16-13

APPROVED... CO MANAGER    CO COMMISSIONER-CHAIR    CLERK TO THE BOARD  
ENTERED LEDGER/DATE \_\_\_\_\_



SERVING TO ASSURE HEALTHY PEOPLE AND HEALTHY COMMUNITIES

March 12, 2013

Hyde County Health Department  
Attn: Wesley Smith, Director  
P.O. Box 100  
Swan Quarter, NC 27885-0100

Statement for Dental Services Provided @ Mattamuskeet Elementary School.

November 13 <sup>h</sup> to 29 <sup>th</sup> , 2012 -----	\$ 2,003.75
Total Amount Due -----	\$ <u>2,003.75</u>

Please see attached itemized charges.

Please Mail Payment to:

Dare County Department of Public Health  
Miles of Smiles Dental Program  
P.O. Box 1000  
Manteo, NC 27954-1000

Questions:  
Marisel S Cicinato  
Billing Specialist  
252-475-5006  
marisenc@darenc.com

**Hyde County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Wesley P. Smith, Health Director  
**Attachment:** Yes

**ITEM TITLE:** Budget Revision #47-13 for \$87,107.00

**SUMMARY:** On December 28, 2010 the Kate B. Reynolds Charitable Trust approved a \$330,675 grant to support community-wide active and healthy living programs targeting low-income individuals in Hyde County as described in the Community Change Model grant application submitted by the Hyde County Health Department on September 15, 2010. This budget revision reflects activity for year three (3) of the grant, from January 1, 2013 to December 31, 2013. Although this revision increases the overall budget for the KBR Community Change Program, it *does not* require any County of Hyde appropriations from Fund 10.

**RECOMMEND:** DISCUSS AND APPROVE BUDGET REVISION #47-13

---

Motion Made By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

**HYDE COUNTY BOARD OF COMMISSIONERS  
2012/2013 BUDGET REVISIONS**

MEETING DATE 5/6/2013					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"- " REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
47-13	Health - KBR Community Change	10-5847.0200	Salaries	\$ 21,775.00	
		10-5847.0500	FICA Expense	\$ 1,665.00	
		10-5847.0600	Group Insurance Expense	\$ 3,613.00	
		10-5847.0700	Retirement Expense	\$ 1,461.00	
		10-5847.1400	Travel	\$ 1,179.00	
		10-5847.3200	Department Supplies	\$ 1,100.00	
		10-5847.4500	Contract ECU	\$ 20,195.00	
		10-5847.4502	Contract Hyde County Public Schools	\$ 28,200.00	
		10-5847.5501	Indirect Expense	\$ 7,919.00	
		10-3480.0049	Revenue - KBR Grant		\$ 87,107.00
				\$ 87,107.00	\$ 87,107.00
<p>On December 28, 2010 the Kate B. Reynolds Charitable Trust approved a \$330,675 grant to support community-wide active and healthy living programs targeting low-income individuals in Hyde County as described in the Community Change Model grant application submitted by the Hyde County Health Department, on September 15, 2010. This budget revision reflects activity for year three of the grant, from January 1, 2013 to December 31, 2013. Although this revision increases the overall budget for KBR Community Change Program, it <b>does not</b> require any County of Hyde appropriations from Fund 10.</p>					

REQUESTED *Wendy Smith* DATE 4-16-13

APPROVED... CO MANAGER      CO COMMISSIONER-CHAIR      CLERK TO THE BOARD

ENTERED LEDGER/DATE \_\_\_\_\_



KATE B. REYNOLDS  
CHARITABLE TRUST

128 Reynolda Village  
Winston-Salem, NC 27106-5123  
phone: 336.397.5500 fax: 336.723.7765  
toll free: 800.485.9080 [www.kbr.org](http://www.kbr.org)

March 22, 2013

Mr. Wesley P. Smith, Health Director  
Hyde County Health Department  
PO Box 100  
Swan Quarter, NC 27885

RE: Grant #2011-102

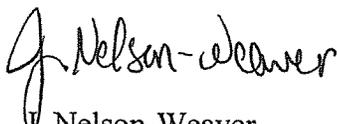
Dear ~~Mr. Smith~~: *Wes*

Enclosed please find our check in the amount of \$87,107 which represents the final year of our grant commitment for operating funds to support community-wide active and healthy living programs targeting low-income individuals in Hyde County.

At your convenience, please create a budget for your second year carry-over and third year funds. Also, please determine a new timeframe that the funds will carry your program forward until. Once you confirm this new end date, I will reset a progress report and your final grant report date.

If you have any questions concerning the above, please do not hesitate to contact me. Best wishes to you and your associates with this important program.

Sincerely,



J. Nelson-Weaver  
Senior Program Officer  
(336) 397-5510

JNW:dbh

Enclosure



WM NC-PHILANTHROPIC PARTNERS  
ONE WEST FOURTH STREET, 2ND FLOOR  
MAC D4000-062  
WINSTON-SALEM, NC 27101  
800-352-3705 612-316-0869

WELLS FARGO BANK, N.A.

CHECK NO: 28240038

VOID 6 MONTHS AFTER ISSUE DATE

93-516  
929  
4990024287

Account Number:

XXXXXXXX6795

Account Name:

K B REYNOLDS CHAR TR-OPERATING

Pay

Eighty Seven Thousand One Hundred Seven and 00/100 Dollars

Date:

March 19, 2013

To the Order Of:

HYDE COUNTY HEALTH DEPARTMENT

Amount

\*\*\*\*\*\$87,107.00

GRANT # 2011-102 JNW HCD

  
Authorized Signature

⑈0028240038⑈ ⑆092905168⑆ 4990024287⑈

**Hyde County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Wesley P. Smith, Health Director  
**Attachment:** Yes

**ITEM TITLE:** Budget Revision #48-13 for \$365.00

**SUMMARY:** Transferring funds from Contract Lab Testing line in Adult Health into Travel line in Communicable Diseases to ensure sufficient funds to cover travel for our CD Nurse to attend the required annual Communicable Disease Conference. While this revision does increase the budget for Communicable Diseases, it *does not* increase the budget for Fund 10.

**RECOMMEND:** DISCUSS AND APPROVE BUDGET REVISION #48-13

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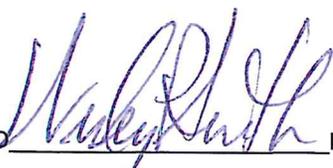
Motion Made By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

**HYDE COUNTY BOARD OF COMMISSIONERS  
2012/2013 BUDGET REVISIONS**

MEETING DATE 5/6/2013					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"- " REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
48-13	Communicable Diseases	10-5850.1400	Travel	\$ 365.00	
	Adult Health	10-5890.4502	Contract Lab Testing		\$ 365.00
				\$ 365.00	\$ 365.00
<p>Transferring funds from Contract Lab Testing line in Adult Health into Travel line in Communicable Diseases to ensure sufficient funds to cover travel for our CD Nurse to attend the required annual Communicable Disease Conference. While this revision does increase the budget for Communicable Dieases Program, it <b>does not</b> increase the budget for Fund 10.</p>					

REQUESTED  DATE 4-16-13

APPROVED... CO MANAGER    CO COMMISSIONER-CHAIR    CLERK TO THE BOARD

ENTERED LEDGER/DATE \_\_\_\_\_

**Hyde County Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Wesley P. Smith, Health Director  
**Attachment:** Yes

**ITEM TITLE:** Budget Revision #49-13 for \$183.22

**SUMMARY:** Transferring funds from Advertising and Department Supplies lines into Travel line in WIC Program to ensure funds are available for our WIC Coordinator to attend a mandatory meeting in May, as well as a quarterly trip to Ocracoke in June to hold WIC clinic. This transfer *does not* increase the budget for the WIC Program.

**RECOMMEND:** DISCUSS AND APPROVE BUDGET REVISION #49-13

---

Motion Made By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

**HYDE COUNTY BOARD OF COMMISSIONERS  
2012/2013 BUDGET REVISIONS**

MEETING DATE 5/6/2013					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	+" EXP BUDGET	-" EXP BUDGET
				-" REV BUDGET	+" REV BUDGET
				DEBIT	CREDIT
49-13	Health - WIC Program	10-5970.1400	Travel	\$ 183.22	
		10-5970.2600	Advertising		\$ 108.22
		10-5970.3300	Department Supplies		\$ 75.00
				\$ 183.22	\$ 183.22
Transferring funds from Advertising and Department Supplies lines into Travel line in WIC Program to ensure funds are available for our WIC Coordinator to attend a mandatory meeting in May, as well as a quarterly trip to Ocracoke in June to hold WIC clinic. This transfer <b>does not</b> increase the budget for the WIC Program.					

REQUESTED *Wesley Smith* DATE 4-16-13

APPROVED... CO MANAGER      CO COMMISSIONER-CHAIR      CLERK TO THE BOARD

ENTERED LEDGER/DATE \_\_\_\_\_

**Hyde County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Wesley P. Smith, Health Director  
**Attachment:** Yes

**ITEM TITLE:** Budget Revision #50-13 for \$7,449.00

**SUMMARY:** Using funds from Maternal Health Medicaid Escrow Account to clear out negative/low balances in Salaries/Fringe lines, and to provide sufficient funds for Maternal Health Nurse to attend required training in May. While this revision does increase the budget for Maternal Health, the increase is being pulled from Maternal Health Medicaid Escrow and *does not* require any County of Hyde appropriations.

**RECOMMEND:** DISCUSS AND APPROVE BUDGET REVISION #50-13

---

Motion Made By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

**HYDE COUNTY BOARD OF COMMISSIONERS  
2012/2013 BUDGET REVISIONS**

MEETING DATE 5/6/2013					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"-" REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
50-13	Maternal Health	10-5820.0200	Salaries	\$ 5,384.00	
		10-5820.0500	FICA Expense	\$ 412.00	
		10-5820.0600	Group Insurance Expense	\$ 1,040.00	
		10-5820.0700	Retirement Expense	\$ 363.00	
		10-5820.1400	Travel	\$ 250.00	
		10-3481.0051	Revenue - Medicaid Escrow (MH)		\$ 7,449.00
				\$ 7,449.00	\$ 7,449.00
Using funds from Maternal Health Medicaid Escrow Account to clear out negative/low balances in Salaries/Fringe lines, and to provide sufficient funds for Maternal Health Nurse to attend required training in May. While this revision does increase the budget for Maternal Health, the increase is being pulled from Maternal Health Medicaid Escrow and <b>does not</b> require any County of Hyde appropriations.					

REQUESTED  DATE 4-16-13

APPROVED... CO MANAGER      CO COMMISSIONER-CHAIR      CLERK TO THE BOARD

ENTERED LEDGER/DATE \_\_\_\_\_

**Hyde County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Wesley P. Smith, Health Director  
**Attachment:** Yes

**ITEM TITLE:** Budget Revision #51-13 for \$200.00

**SUMMARY:** Transferring funds from Contract Interpreter line into Contract Pharmacy line to ensure sufficient funds through the end of the fiscal year. This transfer does not increase the budget for the Family Planning Program.

**RECOMMEND:** DISCUSS AND APPROVE BUDGET REVISION #51-13

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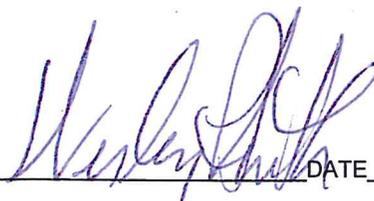
Motion Made By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

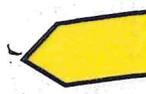
**HYDE COUNTY BOARD OF COMMISSIONERS  
2012/2013 BUDGET REVISIONS**

MEETING DATE 5/6/2013					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"- " REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
51-13	Family Planning	10-5950.4507	Contract Pharmacy	\$ 200.00	
		10-5950.4504	Contract Interpreter		\$ 200.00
				\$ 200.00	\$ 200.00
			Transferring funds from Contract Interpreter line into Contract Pharmacy line to ensure sufficient funds through the end of the fiscal year. This transfer does not increase the budget for the Family Planning Program.		

REQUESTED  DATE 4-19-13

APPROVED... CO MANAGER      CO COMMISSIONER-CHAIR      CLERK TO THE BOARD

ENTERED LEDGER/DATE \_\_\_\_\_



**Hyde County Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Wesley P. Smith, Health Director  
**Attachment:** Yes

**ITEM TITLE:** Budget Revision #52-13 for \$1,980.00

**SUMMARY:** Hyde County Health Department was recently awarded funds through Child Health for adolescent reproductive health services. These funds are to be used to purchase Depo Provera and Nexplanon, two highly popular and successful birth control methods. This revision transfers funds from various lines in Child Health that will not be used, into Department Supplies line to purchase the contraceptives, and *does not* increase the budget for Child Health.

**RECOMMEND:** DISCUSS AND APPROVE BUDGET REVISION #52-13

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Motion Made By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

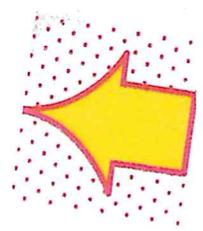
Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

**HYDE COUNTY BOARD OF COMMISSIONERS  
2012/2013 BUDGET REVISIONS**

MEETING DATE 5/6/2013					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"-" REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
52-13	Child Health	10-5960.3300	Department Supplies	\$ 1,980.00	
		10-5960.2600	Advertising		\$ 405.00
		10-5960.4502	Contract Interpreter		\$ 575.00
		10-5960.4503	Contract PublicTransit		\$ 1,000.00
				\$ 1,980.00	\$ 1,980.00
			Hyde County Health Department was recently awarded funds through Child Health for adolescent reproductive health services. These funds are to be used to purchase Depo Provera and Nexplanon, two highly popular and successful birth control methods. This revision transfers funds from various lines in Child Health that will not be used, into Department Supplies line to purchase the contraceptives, and <b>does not</b> increase the budget for Child Health.		

REQUESTED *Wade Smith* DATE 4-19-13



APPROVED... CO MANAGER    CO COMMISSIONER-CHAIR    CLERK TO THE BOARD

ENTERED LEDGER/DATE \_\_\_\_\_

**Hyde County Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Wesley P. Smith, Health Director  
**Attachment:** Yes

**ITEM TITLE:** Budget Revision #53-13 for \$2,150.00

**SUMMARY:** Transfer of funds from Salaries Part-Time line in Home Health into Equipment line to purchase a laptop and MS office license for agency's Home Health Nursing Supervisor to use in the office. The need for a new laptop was identified during preparations for Accreditation, to prevent exchange of information in violation of HIPAA regulations. The Supervisor's old "notebook" (as well as another notebook assigned to a Home Health nurse) will be dedicated for use in the field, as they are configured to prevent exchange of sensitive information. This revision does not increase the budget for Home Health.

**RECOMMEND:** DISCUSS AND APPROVE BUDGET REVISION #53-13

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Motion Made By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

**HYDE COUNTY BOARD OF COMMISSIONERS  
2012/2013 BUDGET REVISIONS**

MEETING DATE 5/6/2013					
(FO USE) BR # OR IDT#	DEPARTMENT	ACCOUNT #	LINE ITEM ACCOUNT NAME / EXPLANATION	"+" EXP BUDGET	"- " EXP BUDGET
				"-" REV BUDGET	"+" REV BUDGET
				DEBIT	CREDIT
53-13	Home Health	50-5800.7400	Equipment	\$ 2,150.00	
		50-5800.2020	Salaries Part-Time		\$ 2,150.00
				\$ 2,150.00	\$ 2,150.00
			<p>Transfer of funds from Salaries Part-Time line in Home Health into Equipment line to purchase a laptop and MS office license for agency's Home Health Nursing Supervisor to use in the office. The need for a new laptop was identified during preparations for Accreditation, to prevent exchange of information in violation of HIPAA regulations. The Supervisor's old "notebook" (as well as another notebook assigned to a Home Health nurse) will be dedicated for use in the field, as they are configured to prevent exchange of sensitive information. This revision <b><u>does not</u></b> increase the budget for Home Health.</p>		

REQUESTED *Wesley Smith* DATE 4-26-13

APPROVED... CO MANAGER    CO COMMISSIONER-CHAIR    CLERK TO THE BOARD

ENTERED LEDGER/DATE \_\_\_\_\_

**Hyde County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Chairman, Vice-Chair, Commissioners and Manager  
**Attachment:** No

**ITEM TITLE:** MANAGEMENT REPORTS

**SUMMARY:** This is a time for each Commissioner to give reports on their work representing the County.

Additionally, Commissioners may wish to bring up issues they wish to have followed up by the Board or by the County Manager.

The County Manager will give an oral update on various projects and other administrative matters.

**RECOMMEND:** Receive reports. Discussion and possible action as necessary.

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Motion Made By:  Barry Swind  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Motion Seconded By:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

Vote:  Barry Swindell  
 Dick Tunnell  
 Anson Byrd  
 John Fletcher  
 Earl Pugh, Jr.

COUNTY OF HYDE CURRENT CELL PHONE INVENTORY 04302013

BAN	BAN Full Name	CTN	Subscriber Full Name	Current Status
819837460	COUNTY OF HYDE	252-542-0531	MOBILE WIRELESS HOTSPOT - FINANCE OFFICE	Active
819837460	COUNTY OF HYDE	252-542-9017	MOBILE WIRELESS HOTSPOT - EMERGENCY SERVICES	Active
819837460	COUNTY OF HYDE	252-542-0558	MOBILE WIRELESS HOTSPOT - HEALTH DIRECTOR	Active
823198761	COUNTY OF HYDE	252-542-0810	ENVIRONMENTAL HEALTH	Active
823198761	COUNTY OF HYDE	252-542-0811	ENVIRONMENTAL HEALTH	Active
823198761	COUNTY OF HYDE	252-542-0812	ENVIRONMENTAL HEALTH	Active
823198761	COUNTY OF HYDE	252-542-0813	HOME HEALTH	Active
823198761	COUNTY OF HYDE	252-542-0814	HOME HEALTH	Active
823198761	COUNTY OF HYDE	252-542-0816	HOME HEALTH	Active
830545745	COUNTY OF HYDE	252-542-9235	PUBLIC HEALTH NURSING SUPERVISOR	Active
830545745	COUNTY OF HYDE	252-542-9236	PUBLIC HEALTH NURSE II	Active
830545745	COUNTY OF HYDE	252-542-9237	PUBLIC HEALTH NURSE II	Active
831978795	COUNTY OF HYDE	252-542-0100	SHERIFF	Active
831978795	COUNTY OF HYDE	252-542-0101	DEPUTY SHERIFF	Active
831978795	COUNTY OF HYDE	252-542-0102	DEPUTY SHERIFF	Active
831978795	COUNTY OF HYDE	252-542-0103	DEPUTY SHERIFF	Active
831978795	COUNTY OF HYDE	252-542-0104	DEPUTY SHERIFF	Active
831978795	COUNTY OF HYDE	252-542-0105	DEPUTY SHERIFF	Active
831978795	COUNTY OF HYDE	252-542-0106	DEPUTY SHERIFF	Active
831978795	COUNTY OF HYDE	252-542-0107	DEPUTY SHERIFF	Active
831978795	COUNTY OF HYDE	252-542-0108	DEPUTY SHERIFF	Active
831978795	COUNTY OF HYDE	252-542-0109	DEPUTY SHERIFF	Active
831978795	COUNTY OF HYDE	252-542-0110	DEPUTY SHERIFF	Active
831978795	COUNTY OF HYDE	252-542-0111	DEPUTY SHERIFF	Active
831978795	COUNTY OF HYDE	252-542-0112	DEPUTY SHERIFF	Active
831978795	COUNTY OF HYDE	252-542-0113	DEPUTY SHERIFF	Active
831978795	COUNTY OF HYDE	252-542-0617	DEPUTY SHERIFF	Active
831978795	COUNTY OF HYDE	252-542-1114	DEPUTY SHERIFF	Active
831978795	COUNTY OF HYDE	252-542-1115	DEPUTY SHERIFF	Active
831978795	COUNTY OF HYDE	252-542-1116	DEPUTY SHERIFF	Active
831979309	COUNTY OF HYDE	252-542-0297	DSS DIRECTOR	Active
831979309	COUNTY OF HYDE	252-542-0821	SOCIAL WORKER	Active
831979309	COUNTY OF HYDE	252-542-0823	SOCIAL WORKER	Active

COUNTY OF HYDE CURRENT CELL PHONE INVENTORY 04302013

BAN	BAN Full Name	CTN	Subscriber Full Name	Current Status
831979309	COUNTY OF HYDE	252-542-0824	SOCIAL WORKER	Active
831979309	COUNTY OF HYDE	252-542-0825	SOCIAL WORKER	Active
831979309	COUNTY OF HYDE	252-542-0826	SOCIAL WORKER	Active
831979309	COUNTY OF HYDE	252-542-0830	SOCIAL WORKER	Active
831979309	COUNTY OF HYDE	252-542-9249	ADAP	Active
831979309	COUNTY OF HYDE	252-542-9250	ADAP	Active
831979309	COUNTY OF HYDE	252-542-9251	ADAP	Active
831981790	COUNTY OF HYDE	252-542-0714	CODE ENFORCEMENT OFFICER	Active
831981790	COUNTY OF HYDE	252-542-0801	COUNTY MANAGER'S ADMIN ASSISTANT	Active
831981790	COUNTY OF HYDE	252-542-0802	COUNTY PLANNER	Active
831981790	COUNTY OF HYDE	252-542-0820	ANIMAL CONTROL OFFICER	Active
831981790	COUNTY OF HYDE	252-542-0842	PUBLIC INFORMATION OFFICER	Active
831982995	COUNTY OF HYDE	252-542-0138	OCRACOCKE SOLID WASTE SITE	Active
831982995	COUNTY OF HYDE	252-542-0803	MAINTENANCE	Active
831982995	COUNTY OF HYDE	252-542-0865	SOLID WASTE SUPERVISOR	Active
831982995	COUNTY OF HYDE	252-943-5118	WATERPLANT MANAGER	Active
831982995	COUNTY OF HYDE	252-945-4196	UTILITIES DIRECTOR	Active
831982995	COUNTY OF HYDE	252-945-4197	DISTRIBUTION TECHNICIAN	Active
831983178	COUNTY OF HYDE	252-542-0876	AMBULANCE BAG PHONE	Active
831983178	COUNTY OF HYDE	252-542-0877	AMBULANCE BAG PHONE	Active
831983178	COUNTY OF HYDE	252-943-4337	AMBULANCE BAG PHONE	Active
831983178	COUNTY OF HYDE	252-943-5028	AMBULANCE BAG PHONE	Active
831983178	COUNTY OF HYDE	252-943-5030	AMBULANCE BAG PHONE	Active
831983178	COUNTY OF HYDE	252-943-5031	AMBULANCE BAG PHONE	Active
832455499	COUNTY OF HYDE	252-542-0806	HYDE COUNTY EMERGENCY SERVICES	Active
			MOBILE WIRELESS HOTSPOT - UTILITIES	
835176395	HYDE COUNTY WATER SYSTEMS	252-945-1970	DIRECTOR	Active
919275882	HYDE COUNTY WATER SYSTEMS	252-943-5131	DISTRIBUTION MANAGER	Active
919275882	HYDE COUNTY WATER SYSTEMS	252-943-5823	DISTRIBUTION/WATERPLANT TECHNICIAN	Active
919275882	HYDE COUNTY WATER SYSTEMS	252-945-4017	ASSISTANT WATER DEPT. MANAGER	Active
919275882	HYDE COUNTY WATER SYSTEMS	252-945-4107	DISTRIBUTION TECHNICIAN	Active

**Hyde County Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Citizens  
**Attachment:** No

**ITEM TITLE:** PUBLIC COMMENTS

**SUMMARY:** The public is invited to use this time to make comments to the County Commissioners on items discussed during this meeting and/or matters not discussed earlier in the meeting.

**RECOMMEND:** Receive comments.

**Hyde County Board of Commissioners**  
**AGENDA ITEM SUMMARY SHEET**

**Meeting Date:** May 6, 2013  
**Presenter:** Board of Commissioners

**ITEM TITLE:** CLOSED SESSION

**SUMMARY:** The County Manager may request entering Closed Session in accordance with NCGS143A-318.11 (a)

- 1) To prevent the disclosure of information that is privileged or confidential pursuant to the law.
- 2) To prevent the premature disclosure of an honorary award.
- 3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege.
- 4) To discuss matters relating to the location or expansion of industries or other businesses.
- 5) To establish or instruct the public body's staff or agent in negotiating the price or terms of a contract for the acquisition of real property by purchase; or compensation and terms of an employment contract.
- 6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.
- 7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.
- 8) To formulate plans by a local board of education relating to emergency response to incidents of school violence.
- 9) To discuss and take action regarding plans to protect public safety.

**RECOMMEND:** Enter into Closed Session if required.

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Motion Made By: \_\_\_ Barry Swind  
(Enter) \_\_\_ Dick Tunnell  
\_\_\_ Anson Byrd  
\_\_\_ John Fletcher  
\_\_\_ Earl Pugh, Jr.

Motion Seconded By: \_\_\_ Barry Swindell  
\_\_\_ Dick Tunnell  
\_\_\_ Anson Byrd  
\_\_\_ John Fletcher  
\_\_\_ Earl Pugh, Jr.

Vote: \_\_\_ Barry Swindell  
\_\_\_ Dick Tunnell  
\_\_\_ Anson Byrd  
\_\_\_ John Fletcher  
\_\_\_ Earl Pugh, Jr.

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Motion Made By: \_\_\_ Barry Swind  
(Exit) \_\_\_ Dick Tunnell  
\_\_\_ Anson Byrd  
\_\_\_ John Fletcher  
\_\_\_ Earl Pugh, Jr.

Motion Seconded By: \_\_\_ Barry Swindell  
\_\_\_ Dick Tunnell  
\_\_\_ Anson Byrd  
\_\_\_ John Fletcher  
\_\_\_ Earl Pugh, Jr.

Vote: \_\_\_ Barry Swindell  
\_\_\_ Dick Tunnell  
\_\_\_ Anson Byrd  
\_\_\_ John Fletcher  
\_\_\_ Earl Pugh, Jr.