

Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 1

Meeting Date: 05.21.12

Presenter(s): Sharon Spencer

Title: Chairman

Agency/Dept.: Board of Commissioners

Item Title: Call to Order, Opening Prayer, Pledge of Allegiance

Attachments: No

Description: General activities to open the meeting

Times Read:

Impact on Budget: None

RECOMMENDATION: Participate

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

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

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

Yea	Nay
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 2

Meeting Date: 05.21.12

Presenter(s): Sharon Spencer

Title: Chairman

Agency/Dept.: Board of Commissioners

Item Title: Consideration of Agenda

Attachments: Yes

Description: Consideration of Agenda for today's meeting

Times Read: First

Impact on Budget: None

RECOMMENDATION: Approve

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

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

	Yea	Nay
A. Byrd	_____	_____
B. Swindell	_____	_____
D. Styron	_____	_____
D. Tunnell	_____	_____
S. Spencer	_____	_____



Since 1712

HYDE COUNTY BOARD OF COMMISSIONERS
Monday, May 21st, 2012 - 6 PM
Hyde County Courthouse Multi-purpose Room
30 Oyster Creek Road, Swan Quarter, NC
and the
Ocracoke School Commons Area
120 School House Road, Ocracoke, NC

AGENDA

- Item 1** **Call to Order, Opening Prayer** Chrm. Spencer
- Item 2** **Consideration of Agenda** Chrm. Spencer
- Item 3** **Approval of Minutes from regular meeting on May 7th, and from budget workshops on May 14th, 15th and 17th** Chrm. Spencer

Item 4 **Public Comments**

The public comment period is a time for the public to make comments to the County Commissioners. Comments should be kept to three (3) minutes and should be directed to the entire board and not to an individual Commissioner, staff member or member of the public. Time for one person to speak cannot be used by another person. Comments that reflect the need for assistance are typically to a future Board meeting agenda.

SPECIAL RECOGNITION

- Item 5** **Employee of the Month** Mazie Smith
Cindy Carawan, Board of Elections

PRESENTATIONS

- ~~Item 6~~ ~~300th Anniversary Presentation~~ ~~Students of Sherry Harris~~
- Item 7** **Presentation of Fiscal Year 2012-2013 Budget** Mazie Smith

PUBLIC HEARINGS

- Item 8** **Public Hearing on Fiscal Year Budget 2012-2013** Chrm. Spencer
- ~~Item 9~~ ~~Public Hearing on Rural Operating Assistance Program~~ ~~Beverly Paul~~
- Item 10** **Public Hearing on Animal Control Ordinance (second reading)** Wes Smith

ITEMS OF CONSIDERATION

- Item 11** **Signature Approval for Signing Checks** Corrinne Gibbs
- Item 12** **Appointment to BHM Regional Library Board** Darlene Styron

BUDGETARY MATTERS

Item 13 Board Transfers

Health: Transfer from Salaries to Salaries Part-time

Health: Transfer from Envir Health to Salaries Part-time

Administration Transfers

Health: Transfer from Training to Dues and Subscriptions

Planning: Transfer from Travel to Dues & Subscriptions

MANAGEMENT REPORTS

Item 14 Reports from Commissioners

Item 15 Reports from County Manager

CLOSED SESSION

Item 16 Closed Session if requested or needed (discussion)
Pursuant to N.C. GS 143-318.11 (1-9)

SUPPLEMENTAL INFORMATION

Item 17 Department Reports:
Inspections/Code Enforcement
Finance - FEMA Update

MEETING CALENDAR

MAY

28th **Memorial Day Holiday/County Offices Closed**
30th NC Association of County Commissioners Legislative Day
31st Regional EM Public Officials Conference, 6 PM, Plymouth

JUNE

4th Board of Commissioners meeting, 6 PM

EMPLOYMENT ANNIVERSARIES

MAY

1st Sue Gurganus, Tax Office (17 years)
2nd Melody Williams, DSS (1 year)
4th David Daye, EMS (2 years)
 Eric Godbey, EMS (2 years)
13th Sybil Howard-Johnson (14 years)
19th Charles Daniels, Sheriff's Department (9 years)



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 3

Meeting Date: 05.21.12

Presenter(s): Sharon Spencer

Title: Chairman

Agency/Dept.: Board of Commissioners

Item Title: Approval of Minutes

Attachments: Yes

Description: Minutes of the meetings held on May 7th, 2012 and the budget workshop on May 14th, 15th and 16th

Times Read: First

Impact on Budget: None

RECOMMENDATION: Approve

			Yea	Nay
_____ A. Byrd	_____ A. Byrd	A. Byrd	_____	_____
_____ B. Swindell	_____ B. Swindell	B. Swindell	_____	_____
_____ D. Styron	_____ D. Styron	D. Styron	_____	_____
_____ D. Tunnell	_____ D. Tunnell	D. Tunnell	_____	_____
_____ S. Spencer	_____ S. Spencer	S. Spencer	_____	_____

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Meeting Minutes

**Joint Meeting
Hyde County Board of County Commissioners
and
Hyde County Board of Education**

May 7, 2012

Chairwoman Sharon Spencer called the regular meeting of the Hyde County Board of Commissioners to order at 5:00 PM on Monday, May 7, 2012 in the Hyde County Government Center, Multi-Use Room, and the Ocracoke School Commons Room using electronic conferencing equipment. The following members were present on the mainland: Commissioners Sharon Spencer, Barry Swindell and Dick Tunnell; Attorney Fred Holscher; County Manager Mazie Smith; Deputy Clerk to the Board Lois Stotesberry; and, members of the public. The following members were present on Ocracoke: Commissioner Darlene Styron, Deputy Clerk Jamie Carter; and, members of the public. Commissioner Anson Byrd was absent.

Chairman Thomas Whitaker called the joint meeting of the Hyde County Board of Education to order at 5:05 PM on Monday, May 7, 2012. The following members were present on the mainland: Superintendent Randolph Lattimore; former Finance Officer Jim Agar; Chairman Thomas Whitaker; David Tolson, Willie Shaw, John Mullen and Diantha Coley.

Following pledge of allegiance and opening prayer by Commissioner Tunnell, the meeting was called to order.

Agenda:

Chairwoman Spencer asked for any changes to the May 7, 2012 meeting Agenda as presented by the Clerk.

Commissioner Tunnell moved to approve the agenda with addition of Item 24 (a) – Hatteras Inlet Ferry Tolls and Item 24 (b) – Ocracoke Occupancy Tax Board Report. Mr. Swindell seconded the motion. The motion passed on the following vote:

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

Networking Reception with Board of Education:

Members of the Board of Education and Board of County Commissioners met informally prior to the presentation of the School System budget.

Consideration of Minutes:

Chairwoman Spencer asked for approval of meeting minutes.

Commissioner Swindell moved to approve the April 16, 2012 Commissioners regular meeting minutes as presented by the Clerk with correction on page 7 – Ms. Styron announced that NPS Park Ranger Kenny Ballance will retire in ~~May~~ October. Ms. Styron seconded the motion. The motion passed on the following vote:

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

Public Comments:

Chairwoman Spencer called for comments from the public.

Jim Borland, Ocracoke – encouraged the Board to act swiftly on the Ocracoke Occupancy Tax Board recommendations as presented.

1 There being no further comments from the public, Chairwoman Spencer continued the meeting.

2 **Special Recognition:**

3 **Recognition of National Volunteer Week**

4 Several citizens were recognized for their volunteer efforts and “above and beyond” efforts to
5 recover from Hurricane Irene.

6 Manager Smith presented Community Service Awards to Martin and Carol Evans, Rita Jones
7 Franklin, Edith Simpson, Don Evans, Julio Morales, Tammy Sadler, Paul O’Neal and the Hyde
8 County Board of Education. Ms. Smith concluded with reading of the “National Volunteer
9 Week 2012” Presidential Proclamation.

10 **2011 Outstanding County Program Award**

11 Lisa Nolen, Outreach Coordinator, North Carolina Association of County Commissioners
12 (NCACC), presented the 2011 Outstanding County Program Award to Clint Berry, Utilities
13 Director; Kris Noble, Grants Administrator; and, Megan Shaw, Public Information Officer
14 (PIO). Hyde County was recognized with this award for the public information and training
15 provided when curbside pickup was discontinued. County staff provided training to individuals
16 interested in starting their own trash pickup business and also created brochures and flyers, press
17 releases and held public meetings to help citizens through the transition.

18 **Introduction of New Employees**

19 Manager Smith introduced Tammy Blake, Human Resources (HR) Director. Tammy comes to
20 us from Tri-County Telephone with 20(+) years of experience in the HR field.

21 **Items of Consideration:**

22 **Adoption of Hyde County Comprehensive Transportation Plan (CTP)**

23 Lauren Nicholls, PI, Transportation Engineer, NCDOT, Transportation Planning Branch,
24 presented the Hyde County CTP Map for adoption by the Board.

25 Commissioner Swindell moved to adopt “Resolution Adopting a Comprehensive Transportation
26 Plan for Hyde County, North Carolina”. Mr. Tunnell seconded the motion. The motion passed
27 on the following vote:

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

29 *Clerk's Note: A copy of “Resolution Adopting a Comprehensive Transportation Plan for Hyde
30 County” is attached herewith as Exhibit A and incorporated herein by reference.*

31 **Presentation of Hyde County Schools Budget Request**

32 Jim Agar, former Hyde County Board of Education, Finance Officer, presented the Local
33 Revenue Budget Request for Hyde County Schools for the 2012-2013 School Year. This request
34 for funding does not reflect an increase over current level of funding. Mr. Agar requested
35 \$1,324,000 for the 2012-2013 school year.

36 Dr. Randolph Lattimore, Sr., Superintendent, reported that the School Board is ever mindful of
37 the reduction in state and federal funding coupled with the strain on available local revenue. The
38 Board of Education has reduced staff in areas that do not impact the overall delivery of
39 instruction for students and has reduced spending for materials, supplies, and equipment. The
40 Board continues to evaluate its programs and personnel in order to determine priorities if
41 additional shortfalls in revenue from either the federal, state, or local levels is forthcoming. Dr.

1 Lattimore reported that while an increase in funding is needed, the budget for local revenue does
2 not reflect an increase over current levels of funding.

3 Chairman Thomas Whitaker moved to close the Hyde County Board of Education Joint Meeting
4 at 5:05 PM on Monday, May 7, 2012. Mr. Willie Shaw seconded the motion. The motion
5 passed on the following vote:

6 Ayes – David Tolson, Willie Shaw, John Mullen and Diantha Coley Nays – None

7 No action required.

8 **Presentation of Hyde County Budget**

9 Manager Smith will present the FY2012-2013 Budget at the next regularly scheduled meeting of
10 the Board on Monday, May 21, 2012. Copy of the draft budget will be posted for public
11 inspection.

12 Commissioner Swindell moved to conduct public hearing on the proposed Hyde County
13 FY2012-2013 Budget at the next regularly scheduled meeting of the Board on Monday, May 21,
14 2012, at 6:00 p.m. or as soon thereafter as possible. Ms. Styron seconded the motion. The
15 motion passed on the following vote:

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

17 Commissioner Styron moved to conduct budget workshop meetings on Monday, May 14;
18 Tuesday, May 15; and, Thursday, May 17, 2012 beginning at 5:00pm. Mr. Swindell seconded
19 the motion. The motion passed on the following vote:

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

21 **Local Funding for DJJDP Programs for FY2012-2013**

22 Nancy Hodges, NC DJJP Program Development Specialist and Wesley P. Smith, Health Director
23 and Juvenile Crime Prevention Council (JCPC) Chair presented the Division of Juvenile Justice
24 and Delinquency Prevention (DJJDP) County Funding Plan for Hyde County for FY2012-2013.
25 DJJDP is funding \$49,898 to support two programs in FY2012-2013, which requires a local cash
26 match in the amount of \$4,990, for a total of \$54,888.

27 No action required at this time. Funding will be included in the FY2012-2013 County Budget.

28 **Revision to Chapter 4 – Hyde County Animal Control Ordinance**

29 Wesley P. Smith, Health Director reported that due to multiple complaints related to horse feces
30 on public property or public rights of way, primarily on Ocracoke, Chapter 4 – Animal Control
31 Ordinance, has been revised to include language in Section 4-1 “Definitions” and in Section 4-8
32 “Animals that are public nuisance” that requires owners of domestic animals to remove feces
33 deposited by his/her animal. For larger animals such as horses, the owner must equip the animal
34 with a manure catcher to immediately prevent manure from soiling property.

35 Commissioner Swindell moved to conduct public hearing on Revised Chapter 4 – Hyde County
36 Animal Control Ordinance at the next regularly scheduled meeting of the Board on Monday,
37 May 21, 2012, at 6:00 p.m. or as soon thereafter as possible. Ms. Styron seconded the motion.
38 The motion passed on the following vote:

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

40 **Appointment to Hyde County Board of Health**

41 Wesley P. Smith, Health Director reported that at their quarterly meeting on December 20, 2011
42 Board of Health members discussed vacant slots on the Board, including possible

1 recommendations to replace Don Nixon, whose third term expired in October of 2011. At their
2 meeting on January 3, 2012 the Board of Commissioners approved Mr. Nixon remaining on the
3 Board until a replacement could be found. Ms. Tynia Harris formerly served on the Board of
4 Health but stepped down due to a conflict of interest when she changed jobs. Since the conflict
5 of interest no longer applies, Ms. Harris has indicated her willingness to be reappointed to the
6 Board of Health.

7 Commissioner Swindell moved to appoint Tynia Harris to serve on the Hyde County Board of
8 Health. Mr. Tunnell seconded the motion. The motion passed on the following vote:

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

10 **Appointment to BHM Regional Library Board**

11 Commissioner Styron will make recommendation to fill the vacant seat on Ocracoke on the
12 BHM Regional Library Board at the next regularly scheduled meeting of the Board on Monday,
13 May 21, 2012.

14 **Appointment of Fire Marshal**

15 Manager Smith reported that the County is behind on required fire inspections, and we currently
16 do not have a fire marshal in place. The County Manager recommended that the Commissioners
17 appoint Brian Carter, Deputy Director of Emergency Services, as the Fire Marshal. Duties to be
18 assigned to the position will be determined by the County Manager, as per the directive of the
19 General Statutes. Mr. Carter has agreed to take on this responsibility without an increase in pay.

20 Commissioner Tunnell abstained from voting due to conflict of interest.

21 Commissioner Styron moved to appoint Bryan Carter as Fire Marshal. Mr. Swindell seconded
22 the motion. The motion passed on the following vote:

23 Ayes –Spencer, Styron and Swindell
24 Nays – None Not Voting – Tunnell Absent – Byrd

25 **Project Ordinance 2012-05-01 – Engelhard Marine Industrial Park Amendment**

26 Kris Noble, Grants Administrator, reported that the original Project Ordinance 2011-10-01
27 Engelhard Marine Industrial Park has been modified to accurately reflect revenues and
28 expenditures as shown in the amended Project Ordinance 2012-05-01. Revenue of \$30,367.76
29 and corresponding expenditure for the same amount of money is being removed. While a
30 contribution of that amount is being made by the NC Seafood Park Authority to the project it
31 will not be a part of the overall project budget and not be a revenue or expenditure for Hyde
32 County. The contingency line item and remaining funds in the electrical line item has moved
33 into Building Construction to allow for additional concrete in the parking area. The budget
34 revision reflecting these changes has been approved by Golden Leaf.

35 Commissioner Swindell moved to adopt modified Project Ordinance 2012-05-01 Engelhard
36 Marine Industrial Park. Mr. Swindell seconded the motion. The motion passed on the following
37 vote:

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

39 *Clerk's Note: A copy of "Engelhard Marine Industrial Park Project Ordinance 2012-05-01" is
40 attached herewith as Exhibit B and incorporated herein by reference.*

41 **Project Ordinance 2012-05-02 – Small Town Economic Prosperity Grant (STEP)**
42 **Amendment**

1 Kris Noble, Grants Administrator, reported that the original Project Ordinance North Carolina
2 Small Town Economic Prosperity Grant has been modified to accurately reflect revenues and
3 expenditures as shown in the amended Project Ordinance 2012-05-02. Revenue of \$23,615.73
4 and corresponding expenditure for the same amount is being added. This revenue was received
5 from the Hyde Revolving Loan Fund (RLF) as approved by the Hyde County Board of
6 Commissioners on August 15, 2011. The additional funds were added to the restoration of the
7 Historic Courthouse to cover expenses incurred from the installation of the sanitary sewer step
8 system and hookup to Swan Quarter Sanitary District.

9 Commissioner Tunnell moved to adopt modified Project Ordinance 2012-05-02 North Carolina
10 Small Town Economic Prosperity Grant. Ms. Spencer seconded the motion. The motion passed
11 on the following vote:

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

13 *Clerk's Note: A copy of "Project Ordinance 2012-05-02 North Carolina Small Town Economic
14 Prosperity Grant" is attached herewith as Exhibit C and incorporated herein by reference.*

15 **Project Ordinance 2012-05-03 – Engelhard Water Treatment Plant Ordinance – Project**
16 **Ordinance #129 – Amendment No. 3**

17 Kris Noble, Grants Administrator, reported that the original Project Ordinance Engelhard Water
18 Treatment Plant – Project Ordinance #129 – Amendment No. 2 has been modified to accurately
19 reflect revenues and expenditures as shown in the amended Project Ordinance 2012-05-03.
20 Revenue of \$7,600 and corresponding expenditure for the same amount is being added for
21 Interest on Investments received during the project. Funds were taken from two line items for
22 engineering services and were allocated to geotechnical services. This will be the final project
23 ordinance as the project is completed. The Engelhard Water Treatment Plant is fully operational
24 and the financial records have been closed out.

25 Commissioner Tunnell moved to adopt modified Project Ordinance 2012-05-03 – Engelhard
26 Water Treatment Plant Ordinance – Project Ordinance #129 – Amendment No. 3. Ms. Spencer
27 seconded the motion. The motion passed on the following vote:

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

29 *Clerk's Note: A copy of "Project Ordinance 2012-05-03 – Engelhard Water Treatment Plant
30 Ordinance – Project Ordinance #129 – Amendment No. 3" Act is attached herewith as Exhibit D
and incorporated herein by reference.*

31 **Project Ordinance 2012-05-04 – Energy Efficiency Grant Closeout**

32 Kris Noble, Grants Administrator, reported that this grant originated from the American
33 Recovery and Reinvestment Act of 2009 (ARRA). The original Project Ordinance Energy
34 Efficiency Grant adopted May 2, 2011 has been modified to accurately reflect revenues and
35 expenditures as shown in the amended Project Ordinance 2012-05-04. The total expenditures
36 and revenues have remained the same. Changes have been made in the actual expenses incurred
37 as approved by the Request for Budget Revision that was approved by the Department of
38 Commerce.

39 Manager Smith reported that changes made could save the County \$69,000 per year.

40 Commissioner Tunnell moved to adopt modified Project Ordinance 2012-05-04 – Energy
41 Efficiency Grant. Ms. Styron seconded the motion. The motion passed on the following vote:

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

43 *Clerk's Note: A copy of "Project Ordinance 2012-05-04 – Energy Efficiency Grant" is attached
herewith as Exhibit E and incorporated herein by reference.*

1 **Creation of Personnel Grievance Board**

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

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

6 No further action required.

7 **Update on Ferry Tolls Opposition**

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

12 **Hatteras Inlet Dredging**

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

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

19 County Attorney Fred Holscher reported that the recommendations of the Ocracoke Occupancy
20 Tax Board for the distribution of occupancy tax funds collected on Ocracoke Island are
21 authorized by law and appropriate so long as 1) the funds are derived from, and are 90% of, the
22 Hyde County Occupancy Tax levied by the Hyde County Board of Commissioners pursuant to
23 1991 Session Law, Chapter 230, House Bill 784; and 2) none of said funds are derived from the
24 Ocracoke Township Taxing District Occupancy Tax levied by the Hyde County Board of
25 Commissioners pursuant to 2006 Session Law, Chapter 128, House Bill 882.

26 **Declaration of Surplus Equipment**

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

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

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

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

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

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

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

40 *Clerk’s Note: A copy of “Hyde County Hurricane Irene Recovery Project Budget Ordinance*
41 *2012-05-05” is attached herewith as Exhibit F and incorporated herein by reference.*

1 **Contract to Audit County Finance Records**

2 Corrinne Gibbs, Finance Officer, and County Manager Mazie Smith recommended that the
 3 services of Andrew Harris, CPA be retained to provide the audit of the County’s financial
 4 operations for Fiscal Year 2011-2012 at a cost of \$27,000. Mr. Harris has provided excellent
 5 customer service during the past year and has gone above and beyond his contract requirements
 6 to provide assistance.

7 Commissioner Tunnell moved to approve Contract to Audit Accounts of Hyde County with
 8 Andrew Harris, CPA. Mr. Swindell seconded the motion. The motion passed on the following
 9 vote:

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

11 **Budgetary Matters:**

12 Mazie Smith, County Manager, reported that in accordance with the FY2011-2012 Budget
 13 Ordinance, Article XIX, Section I, 11 budget transfers were approved administratively.
 14 Additionally, 8 transfers need Board approval.

Approved Administratively			
Department	Program	Amount	Explanation
DSS	CAP	\$8,100.00	from Salaries to Travel
Health	BCCCP	\$25.00	from Travel to Postage
	CD	\$250.00	from Medical Supplies to Postage, Contract PDH and Contract Pharmacy
	FP	\$1,500.00	from Office Supplies and Equipment to Medical Supplies
	MH	\$1,055.00	from Training to Maternal Health (increases budget)
	MH	\$100.00	from Travel to Postage
	PME	\$100.00	from Contract Operations to Postage
	WIC	\$100.00	from Travel to Postage
Soil & Water	Beaver Mgt.	\$2,000.00	from Beaver Management Program to Office Supplies
Finance	Mainland	\$2,000.00	from Occupancy Tax to Engelhard Development Corp.
Water	Cover Expenses	\$1,400.00	from Longevity and Legal to Postage
Board Approval Required			
Department	Program	Amount	Explanation
DSS	CAP	\$2,500.00	from Salaries to Travel
Health	Home Health	\$11,300.00	from Travel, Contract PT & OT and Contract Reporting to Telephone, Utilities, Salaries P/T and Gas
Solid Waste		\$39,500.00	from Utilities, Site Improvements, Disposal Fees Mainland and Scrap Tire Disposal to Container Service Ocracoke
O. Tax	Ocracoke	\$10,000.00	from Ocracoke Occupancy Tax to Lobbyist
Capital Reserve	SW	\$443,244.62	from Capital Reserve to Solid Waste Site Improvements
Capital Reserve	Fund Balance Appropriated	\$123,898.97	from Capital Reserve to Fund Balance Appropriated
Capital Reserve	General Fund	\$443,244.62	from Capital Reserve to General Fund
Capital Reserve	Capital Outlay	\$567,143.59	from Capital Reserve to General Fund

15

16 Commissioner Swindell moved to approve the 8 budget transfers approved administratively by
 17 Manager Smith and the 11 transfers that require Board approval. Mr. Tunnell seconded the
 18 motion. The motion passed on the following vote:

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

20 **County Commissioners Reports:**

1 **Commissioner Styron** – recognized all who sit on Boards and Committees. Volunteers are a
2 vital part of the community. She attended the first 5K fun run sponsored by WOBB Radio and
3 the Boosters Club, which will now be an annual event; and, the ball field committee meeting.
4 The Senior Prom and Portsmouth Homecoming are this weekend and the Surf Fishing
5 Tournament is this week.

6 **Commissioner Byrd** – absent.

7 **Commissioner Swindell** – commended volunteer who are helping citizens who didn't have
8 insurance make repairs after Hurricane Irene.

9 **Commissioner Tunnell** – is concerned about the Hatteras Inlet dredging issue.

10 **Commissioner Spencer** – reported that she attended the monthly Albemarle Commission
11 meeting and the NCACC District Meeting in Williamston.

12 **County Manager's Report:**

13 Manager Smith reported that she attended a Disaster Debris Workshop in Manteo on Tuesday
14 where incinerating solid waste was discussed; 4-H Livestock Show; LGFCU Board of Directors
15 meeting; NC ABC Board of Directors meeting; and, the Staff Budget Retreat. The facilities
16 assessment is near completion. Architect Mike Nicholas visited the Public Safety Building and
17 will look for ideas and grant funding for use of the building. The British Cemetery Ceremony is
18 on Friday, May 11, 2012.

19 **Closed Session:**

20 Commissioner Spencer moved to enter closed session pursuant to G.S. N.C.G.S. 143-
21 318.11(a)(6) at 8:50 p.m. Mr. Swindell seconded the motion. The motion passed on the
22 following vote:

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

24 Commissioner Styron moved to come out of closed session at 9:04 p.m. Mr. Swindell seconded
25 the motion. The motion passed on the following vote:

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

27 Commissioner Swindell moved to correct Sue Gurganus' salary to reflect the salary stated earlier
28 and to make the correction retroactive. Ms. Spencer seconded the motion. The motion passed
29 on the following vote:

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

31 **Supplemental Information:**

32 **Department Reports**

33 Finance
34 Hyde County Senior Center
35 Hyde County Soil and Water Conservation District
36 Hyde County Tax Office
37 Planning and Economic Development
38

39 **Other Information**

40
41 Sea Level Rise Report
42 Guide to Using Facebook for Government Officials
43 Chowan County Resolution Opposing Ferry Tolls

1 **Meeting Calendar**

2 **May, 2012**

3 05-07-2012 Board of Education Networking Session, Multi-Use Room, Hyde County
4 Board of Commissioners Meeting, 5:00 p.m.
5 05-11-2012 British Cemetery 70th Anniversary Celebration
6 05- 14 -18 Budget Review Sessions (as needed)
7 05-16-2012 NCACC Legislative Grassroots Advocacy Meetings, Raleigh
8 05-19-2012 Engelhard Seafood Festival
9 05-21-2012 Board of Commissioners Meeting, 6:00 p.m.
10 Public Hearing on FY2012-2013 Hyde County Budget
11 05-28-2012 Memorial Day Holiday (County offices closed)

12
13 **Employment Anniversaries**

14 **May, 2012**

15 05-01-2012 Sue Gurganus, Tax Office (17 years)
16 05-02-2012 Melody Williams, DSS (1 year)
17 05-04-2012 David Daye, EMS (2 years)
18 Eric Godbey, EMS (2 years)
19 05-13-2012 Sybil Howard-Johnson (14 years)
20 05-19-2012 Charles Daniels, Sheriff's Department (9 years)

21 Commissioner Tunnell moved to adjourn the meeting. Ms. Styron seconded the motion. The
22 motion passed on the following vote:

23
24 Ayes –Spencer, Styron, Swindell and Tunnell Nays – None Absent – Byrd

25
26 The meeting adjourned at 9:15 P.M.

27 Respectfully submitted:

28 Minutes approved on the 21st day of May, 2012.

29
30 _____
31 Lois Stotesberry, Deputy Clerk
32 Hyde County Board of Commissioners

33
34 _____
35 Sharon Spencer, Chair
Hyde County Board of Commissioners

36 Attachments:

- 37 Exhibit A: *“Resolution Adopting a Comprehensive Transportation Plan for Hyde County”*
38 Exhibit B: *“Engelhard Marine Industrial Park Project Ordinance 2012-05-01”*
39 Exhibit C: *“Project Ordinance 2012-05-02 North Carolina Small Town Economic*
40 *Prosperity Grant”*
41 Exhibit D: *“Project Ordinance 2012-05-03 – Engelhard Water Treatment Plant Ordinance –*
42 *Project Ordinance #129 – Amendment No. 3”*
43 Exhibit E: *“Project Ordinance 2012-05-04 – Energy Efficiency Grant”*
44 Exhibit F: *“Hyde County Hurricane Irene Recovery Project Budget Ordinance 2012-05-05”*

Meeting Minutes

Hyde County Board of County Commissioners Budget Workshop

Monday, May 14, 2012

Chairwoman Sharon Spencer called the workshop meeting of the Hyde County Board of Commissioners to order at 5:05 p.m. on Monday, May 14, 2012 in the Hyde County Government Center Multi-Use Room and the Ocracoke School Commons Area using electronic conferencing equipment.

The following members were present on the mainland: Commissioners Anson Byrd, Sharon Spencer, Darlene Styron, Barry Swindell and Dick Tunnell; County Manager Mazie Smith; Public Information Officer Megan Shaw and various county department heads. The following members were present on Ocracoke: Commissioner Darlene Styron and Deputy Clerk Jamie T. Carter.

Following the pledge of allegiance and opening prayer by Commissioner Byrd, the meeting was called to order.

FY2012-2013 Budget Discussion

The Board reviewed 19 departments Fiscal Year 2012-13 Budget proposals; and, received Hyde County Schools funding requests from Superintendent, Dr. Randolph Latimore.

Commissioner Spencer moved to recess for five minutes. Mr. Tunnell seconded the motion. The motion passed on the following vote:

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

The meeting reconvened at 7:17 and discussion continued.

Commissioner Swindell moved to recess the budget workshop to reconvene on Tuesday, May 15, 2012 at 5:00 p.m. Mr. Byrd seconded the motion. The motion passed on the following vote:

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

The meeting recessed at 9:23 p.m.

Tuesday, May 15, 2012

Chairwoman Sharon Spencer called the recessed budget workshop meeting of the Hyde County Board of Commissioners to order at 5:05 p.m. on Tuesday, May 15, 2012 in the Hyde County Government Center Multi-Use Room and the Ocracoke School Commons Area using electronic conferencing equipment.

The following members were present on the mainland: Commissioners Anson Byrd, Sharon Spencer, Darlene Styron, Barry Swindell and Dick Tunnell; County Manager Mazie Smith; Finance Officer Corrinne Gibbs; Public Information Officer Megan Shaw; and, various county department heads. Deputy Clerk Jamie T. Carter was present on Ocracoke.

Public Comments:

Chairwoman Spencer called for comments from the public.

Randy Hignite, President, Board of Directors, Hyde County Chamber of Commerce, explained services provided by the Chamber.

There being no further comments from the public, Chairwoman Spencer continued the meeting.

FY2012-2013 Budget Discussion

The Board continued its review of departmental FY2012-2013 budget proposals and discussed Ocracoke and Mainland Occupancy Taxes.

Commissioner Spencer moved to recess the budget workshop to reconvene on Thursday, May 17, 2012 at 5:00 p.m. Mr. Tunnell seconded the motion. The motion passed on the following vote:

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

The meeting recessed at 9:20 p.m.

Thursday, May 17, 2012

Chairwoman Sharon Spencer called the recessed budget workshop meeting of the Hyde County Board of Commissioners to order at 5:17 p.m. on Thursday, May 17, 2012 in the Hyde County Government Center Multi-Use Room and the Ocracoke School Commons Area using electronic conferencing equipment.

The following members were present on the mainland: Commissioners Anson Byrd, Sharon Spencer, Barry Swindell and Dick Tunnell; County Manager Mazie Smith;

Finance Officer Corrinne Gibbs; Public Information Officer Megan Shaw and various county department heads.

Commissioner Darlene Styron, Deputy Clerk Jamie T. Carter and Brian Carter were present on Ocracoke.

Public Comments:

Chairwoman Spencer called for comments from the public.

Hearing no comments from the public, Chairwoman Spencer continued the meeting.

FY2012-2013 Budget Discussion

The Board continued its review of departmental FY2012-2013 budget proposals and discussed Ocracoke and Mainland Occupancy Taxes.

After completing review of departmental proposals and still facing a shortfall in excess of \$800,000 the Board recommended taking \$200,000 from the General Fund and raising the tax rate by 6 cents.

Commissioner Swindell moved to close the budget workshop meeting. Ms. Spencer seconded the motion. The motion passed on the following vote:

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

The meeting adjourned at 9:28 p.m.



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 4

Meeting Date: 05.21.12

Presenter(s): Citizens

Title:

Agency/Dept.:

Item Title: Public Comments

Attachments: Yes

Description: Citizens are afforded an opportunity at this time to comment on issues they feel may be of importance to the Commissioners and to their fellow citizens. Comments should be kept to (3) minutes and directed to the entire board, not just one individual Commissioner, staff member or to a member of the audience. Time for one person cannot be used by another person. Comments that reflect the need for additional assistance will be directed to the County manager or referred to a future meeting agenda.

Times Read:

Impact on Budget:

Recommendation: Listen for understanding

MOTION MADE BY:

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

MOTION SECONDED BY:

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

Vote:

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

Aye

Nay



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 5
Meeting Date: 05.21.12
Presenter(s): Mazie Smith
Title: Manager
Agency/Dept.: County of Hyde
Item Title: Recognition of May 2012 Employee of the Month

Attachments: None

Description: The Employee of the Month, Cindy Carawan, will be introduced to the Board and the public. Cindy is the the Director of the Elections Department and is the Veterans Affairs Officer for Hyde County.

Times Read: First

Impact on Budget: Does not increase the budget.

Recommendation: Congratulate and thank employee

MOTION MADE BY:

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

MOTION SECONDED BY:

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

Vote:

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

Aye

Nay

Congratulations

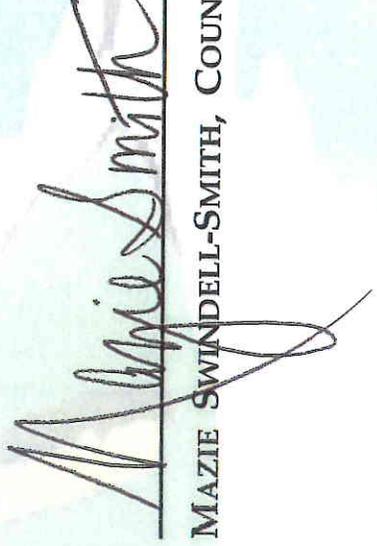
THIS CERTIFICATE IS TO COMMEND

CINDY CARAWAN

EMPLOYEE OF THE MONTH

AWARDED THIS THE 21ST DAY OF MAY, 2012.

SHARON P. SPENCER, CHAIRWOMAN
HYDE COUNTY BOARD OF COMMISSIONERS



MAZIE SWINDELL-SMITH, COUNTY MANAGER



HYDE COUNTY

NORTH CAROLINA

Item Number: 7

Meeting Date: 05.21.12

Presenter(s): Mazie Smith

Title: County Manager

Agency/Dept.: County of Hyde

Item Title: Presentation of Budget for 2012-2013

Attachments: Yes

Description: The County Manager will present the proposed budget for fiscal year 2012-2013.

Times Read: First

Impact on Budget: Does not increase the budget.

Recommendation: Listen for understanding

<u>MOTION MADE BY:</u>	<u>MOTION SECONDED BY:</u>	<u>Vote:</u>	<u>Aye</u>	<u>Nay</u>
_____ A. Byrd	_____ A. Byrd	A. Byrd	_____	_____
_____ B. Swindell	_____ B. Swindell	B. Swindell	_____	_____
_____ D. Styron	_____ D. Styron	D. Styron	_____	_____
_____ D. Tunnell	_____ D. Tunnell	D. Tunnell	_____	_____
_____ S. Spencer	_____ S. Spencer	S. Spencer	_____	_____



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 8

Meeting Date: 05.21.12

Presenter(s): Sharon Spencer

Title: Chairman

Agency/Dept.: Hyde County Board of County Commissioners

Item Title: Public Hearing on Proposed Budget for 2012-2013

Attachments: No

Description: The purpose of this hearing is to receive public comments prior to the passage of the 2012-2013 fiscal year budget for Hyde County.

Times Read: First

Impact on Budget: None

Recommendation: Listen for understanding

<u>MOTION MADE BY:</u>	<u>MOTION SECONDED BY:</u>	<u>Vote:</u>	<u>Aye</u>	<u>Nay</u>
<input type="checkbox"/> A. Byrd	<input type="checkbox"/> A. Byrd	A. Byrd	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> B. Swindell	<input type="checkbox"/> B. Swindell	B. Swindell	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> D. Styron	<input type="checkbox"/> D. Styron	D. Styron	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> D. Tunnell	<input type="checkbox"/> D. Tunnell	D. Tunnell	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> S. Spencer	<input type="checkbox"/> S. Spencer	S. Spencer	<input type="checkbox"/>	<input type="checkbox"/>



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 10

Meeting Date: 05.21.12

Presenter(s): Hugh Watson, Roni Collier

Title: Enviromental Health

Agency/Dept.: Hyde County Health Department

Item Title: Proposed Change to Animal Control Ordinance

Attachments: Yes

Description: Due to multiple complaints related to horse feces on public property and public rights-of-way -- primarily on Ocracoke -- Chapter 4 of the Animal Control Ordinance has been revised to include language in Section 4-1, "Definiations," and in Section 4-8 "Animals that are public nuisance" that requires owners of domestic animals to remove feces deposited by his or her animal. For larger animals such as horses, the owner must equip the animal with a manure catcher to immediately prevent manure from soiling property.

Times Read: Second

Impact on Budget: None

Recommendation: Listen for understanding

MOTION MADE BY:

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

MOTION SECONDED BY:

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

Vote:

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

Aye

Nay

Chapter 4 ANIMAL CONTROL ORDINANCE*

***State law references:** Vaccination of dogs and cats, G.S. 130A-185; rabies vaccination tags, G.S. 130A-190; time of rabies vaccination, 10A N.C. Admin. Code 41G.0101; county may define and prohibit abuse of animals, G.S. 153A-127.

Sec. 4-1. Definitions.

Sec. 4-2. Penalty.

Sec. 4-3. Duties of animal control officer.

Sec. 4-4. Keeping stray animals.

Sec. 4-5. Rabies vaccination required.

Sec. 4-6. Rabies vaccination and control.

Sec. 4-7. Vicious animals.

Sec. 4-8. Animals that are public nuisance.

Sec. 4-9. Impounding.

Sec. 4-10. Redemption procedure.

Sec. 4-11. Abandonment.

Sec. 4-12. Feeding stray animals.

Sec. 4-13. Exemptions.

Sec. 4-14. Kennel constructions.

Sec. 4-15. Citizen prosecution.

Sec. 4-16. Determination of a potentially dangerous dog.

Sec. 4-1. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning: *Animal control officer* means any person hired **or contracted** by the county to enforce the animal control ordinance established by the county or any county sheriff or any deputy sheriff of the county.

Animals which are a public nuisance means any animal that:

- (1) Chases and snaps at pedestrians, bicyclists or vehicles;
- (2) Repeatedly turns over garbage pails;
- (3) Repeatedly damages the property of others in such a manner or fashion as to create a public nuisance;
- (4) Any female animal running at large during the erotic stage of copulation; or
- (5) Habitual barkers.
- (6) Any domesticated animal that soils or defiles private or public property.**

Owner means any person, group of persons, firm, partnership or corporation owning, keeping, having charge of, sheltering, feeding, harboring or taking care of any animal. The owner is responsible for the care, actions, and behavior of vicious and destructive animals.

Stray animals means any animal that is wandering at large or lost and does not have an owner or one who appears to be wandering at large and is not claimed by any persons.

Vicious animal means any animal that has:

- (1) Made an unprovoked attack on any human whether it be by biting or otherwise;
- (2) In any manner caused abrasions or cuts of the skin on a human; or

(3) Attacked or attacks humans, farm stock or other animals.

(Ord. No. 165, § 2, 4-7-2008)

Sec. 4-2. Penalty.

Any owner, as defined in section 4-1, who violates any provision of this chapter, shall be guilty of a misdemeanor and shall be fined no more than \$50.00, nor imprisoned for more than 30 days, at the court's discretion.

(Ord. No. 165, § 14, 4-7-2008)

Sec. 4-3. Duties of animal control officer.

The county animal control officer or his duly appointed assistant shall be charged with the responsibility of:

(1) Enforcing in the county all state or county laws, ordinances, and resolutions relating to animals or to the care, custody, and control of animals;

(2) Cooperating with the health director and assisting in the enforcement of the state laws with regard to animals and especially with regard to dogs and cats and the confinement or leashing of vicious and destructive animals; and

(3) Operating pursuant to the policies of the board of county commissioners.

(Ord. No. 165, § 1, 4-7-2008)

Sec. 4-4. Keeping stray animals.

It shall be unlawful for any person in the county knowing and intentionally to harbor, feed, keep in possession by confinement or otherwise, any animal which does not belong to him, without the permission of the owner, unless he has within 24 hours from the time such animal came into his possession, notified the animal control officer.

(Ord. No. 165, § 3, 4-7-2008)

Sec. 4-5. Rabies vaccination required.

All dogs and cats over four months of age running a large must display a current rabies tag, issued by a licensed veterinarian or rabies inspector.

(Ord. No. 165, § 4, 4-7-2008)

Sec. 4-6. Rabies vaccination and control.

(a) *Duties of the owner in case of bite.* Every animal which has bitten anyone or which shows symptoms of rabies shall be confined, such facts shall immediately be reported to the animal control officer by its owner or person having the animal in charge, and there upon shall be securely quarantined at the animal control officer's direction for a period of ten days, and shall not be released from such quarantine, except by written permission of the animal control officer. The biting animal and its records of vaccination and registration shall be inspected by the animal control officer who will then observe the following policy:

(1) A properly vaccinated animal may be confined on the owner's premises; provided, however, that an animal control officer determines that the owner has an adequate means of confinement upon his own premises and the animal is subject to observation by the officer at any time during the ten-day period;

(2) An animal not properly vaccinated, belonging to an owner, shall immediately be confined in the county animal shelter, or an animal hospital, in which case the expense shall be borne by the

owner for the ten-day period of confinement. The animal shall not be vaccinated during confinement; and

(3) A stray animal shall be immediately confined to the county animal shelter for a ten-day period.

(b) *Surrender for quarantine required on demand.* Except as provided in subsection (a) of this section, when any animal has bitten a human, it shall be unlawful for the owner of the animal to refuse an investigation by the animal control officer. The animal control officer shall have the authority to place said animal in supervised quarantine at a place of his choosing. If rabies does not develop within ten days, the animal may be reclaimed upon payment of \$2.00 per day for feeding, applicable shelter fees and upon the owner's having the animal properly vaccinated.

(c) *Rabies diagnosed.* If an animal dies while under observation from rabies, then the head of such animal shall be submitted to the county health department for shipment to the state laboratory of hygiene for diagnosis.

(d) *Killing or release of animal under observation prohibited.* It shall be unlawful for any person to kill or release an animal under observation for rabies, any animal suspected of having been exposed to rabies, or any animal biting a human, or to remove such animal from the county without written permission from the animal control officer.

(e) *Surrender of dead animal.* The carcass of any dead animal exposed to rabies shall be surrendered to the animal control officer. The head of such animal shall be submitted to the county health department for shipment to the state laboratory of hygiene for diagnosis.

(f) *Failure or refusal prohibited.* It shall be unlawful for any person to fail or refuse to surrender any animal for quarantine or destruction as required herein when demand is made therefore by the animal control officer.

(Ord. No. 165, § 5, 4-7-2008)

Sec. 4-7. Vicious animals.

It shall be unlawful for any person to permit his animal to run at large if such animal is vicious or has in the past been deemed vicious by a county animal control officer. In such cases, the owner of such animal or person harboring such animal, shall not permit such animal to leave the premises on which it is kept, unless it is on a leash and in the care of a responsible person. In the event of injuries caused by the vicious animal, the animal's owner shall be liable as provided by law.

(Ord. No. 165, § 6, 4-7-2008)

Sec. 4-8. Animals that are public nuisance.

(a) It shall be unlawful for any person to permit his animal to run at large if such animal has been deemed a public nuisance in writing by a county animal control officer. In such cases, the owner must keep the animal on his property at all times unless the animal is effectively leashed and under the control of a competent person.

(b) It shall be unlawful for any person to permit his animal to habitually bark for an unreasonable length of time or to bark at night and constantly annoy the public.

(c) It shall be unlawful for any person while harboring, walking, riding, in possession of or in charge of, a dog, horse, or other domesticated animal, on public property or public right of way, or any private property without the permission of the private property owner, to allow their animal to soil or defile said property. Every owner shall have in his or her possession a bag or other container that closes, which is suitable for removing feces deposited by the

animal. For horses or other large domesticated animals, the animal must be equipped with a manure catcher to immediately prevent manure from soiling or defiling above referenced locations. (Ord. No. 165, § 7, 4-7-2008)

Sec. 4-9. Impounding.

Any animal, which appears to be lost, strayed, unwanted or has been designated as vicious or a public nuisance and found running at large shall be confined in the animal shelter in a humane manner for a period of no less than five working days (excluding Saturdays, Sundays and holidays) for redemption by the owner.

(1) *Placement or destruction.* If an impounded animal is not redeemed by the owner within five working days it may be taken by any responsible adult not associated with the shelter who is willing to comply with these animal control laws. An animal not redeemed within five days, exclusive of Saturdays, Sundays, and holidays, after being taken into custody, may be placed in a new home. An animal not redeemed by the owner or taken by a responsible adult may be destroyed in a humane manner by the animal control officer after the passage of five-working days (excluding Saturdays, Sundays, and holidays).

(2) *Notifying owner.* Immediately upon impounding an animal, the animal control officer shall make a reasonable effort to notify the owner, and inform such owner of the conditions whereby the animal may be redeemed.

(3) *Suspected rabies.* Animals impounded which have been bitten by a rabid animal or appear to be suffering from rabies shall not be redeemed or sold, but shall be dealt with as provided herein.

(4) *Other diseased or injured animals.* Where any animal impounded is badly wounded or diseased (not a rabies suspect) and has no identification the animal control officer shall attempt to notify the owner before disposing of such animal. If the owner cannot be readily reached, and the animal is suffering, the animal control officer may destroy the animal at his discretion in a humane manner.

(5) *Vicious animals.* An animal control officer may destroy any vicious animal after he has made a reasonable attempt to place the animal in his control.

(Ord. No. 165, § 8, 4-7-2008)

Sec. 4-10. Redemption procedure.

(a) When any animal has been impounded at the animal shelter, notice thereof shall be given to the owner. The owner shall be entitled to resume possession of the animal, except as already provided for certain animals, upon compliance with the provisions of this chapter and the payment of any shelter and administrative fees incurred.

(1) The fees shall be as follows:

a. County administrative fees: \$35.00; and

b. Shelter fees: as set by the board of commissioners from time to time and posted at the kennel.

(2) The funds are to be paid to the county.

(b) Unvaccinated dogs and cats must be vaccinated for rabies and the costs paid by the owner before being released. Dogs or cats impounded more than once within a year-period shall be neutered and any cost paid by the owner before being released.

(Ord. No. 165, § 9, 4-7-2008)

Sec. 4-11. Abandonment.

It shall be a violation of this chapter for any person to abandon any animal in the county.
(Ord. No. 165, § 10, 4-7-2008)

Sec. 4-12. Feeding stray animals.

It shall be a violation of this chapter to feed any dog that appears to be a stray or lost dog off one's own premises. Strays are to be reported to the animal control center.
(Ord. No. 165, § 11, 4-7-2008)

Sec. 4-13. Exemptions.

Hospitals, clinics and other premises operated by licensed veterinarians for the care and treatment of animals are exempt from the provision of this chapter.
(Ord. No. 165, § 12, 4-7-2008)

Sec. 4-14. Kennel constructions.

(a) It shall be a violation of this chapter to construct, or permit to be constructed, a dog kennel for any type of impoundment that confines dogs, whether on one's premises or not that has the capacity to house or contain more than four dogs, unless such structure is located no closer than 500 feet from the nearest residence or business occupied by a person other than the owner of such structure.

(b) No commercial dog kennel shall be located within 1,000 feet of the nearest residence or business occupied by a person other than the owner of such structure.
(Ord. No. 165, § 13, 4-7-2008)

Sec. 4-15. Citizen prosecution.

Nothing in this chapter shall prevent a private citizen from attempting to prosecute a violation of this chapter in either civil or criminal courts.
(Ord. No. 165, § 16, 4-7-2008)

Sec. 4-16. Determination of a potentially dangerous dog.

(a) The director or acting director of the county health department is hereby designated as the person responsible for determining when a dog is a potentially dangerous dog.

(b) The county board of health is hereby designated as the board to hear any appeal from a determination made as to whether a dog is a potentially dangerous dog.
(Res. of 4-7-2008)



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 11

Meeting Date: 05.21.12

Presenter(s): Corrinne Gibbs

Title: Director

Agency/Dept.: Finance

Item Title: Signature Approval for Signing Checks

Attachments: No

Description: An additional signator is needed to sign County checks. The Finance Officer recommends Tammy Blake be approved for this role.

Times Read: First

Impact on Budget: Does not increase the budget.

Recommendation: Approve

<u>MOTION MADE BY:</u>	<u>MOTION SECONDED BY:</u>	<u>Vote:</u>	<u>Aye</u>	<u>Nay</u>
____ A. Byrd	____ A. Byrd	A. Byrd	____	____
____ B. Swindell	____ B. Swindell	B. Swindell	____	____
____ D. Styron	____ D. Styron	D. Styron	____	____
____ D. Tunnell	____ D. Tunnell	D. Tunnell	____	____
____ S. Spencer	____ S. Spencer	S. Spencer	____	____



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 12

Meeting Date: 05.21.12

Presenter(s): Darlene Styron

Title: Commissioner

Agency/Dept.: Ocracoke Township

Item Title: Appointment to Beaufort-Hyde-Martin Regional Library Board

Attachments: Yes

Description: A member is needed to serve on the library board from Ocracoke, if the county remains a part of the library system. The term lasts until December 31, 2017.

Times Read: First

Impact on Budget: Does not increase the budget.

Recommendation: Approve

MOTION MADE BY:

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

MOTION SECONDED BY:

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

Vote:

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

Aye **Nay**



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 13

Meeting Date: 05.21.12

Presenter(s): Mazie Smith

Title: County Manager

Agency/Dept.: County of Hyde

Item Title: Budget Transfers

Attachments: Yes

Description: Various Departments have submitted budget transfers that were approved by the County Manager with the authority granted in the 2011-2012 Budget Ordinance, Article XIX, Section 1:

Administrative Transfers

- 1) Airport Transfer from Auto Maint to Equipment & Maint
- 2) Health Transfer from Training to Dues/Subscriptions
- 3) Planning Transfer from Dues to Travel

Transfers by Board

- 3) Health Transfer from Salaries to Part-time Salaries
- 4) Health Transfer from WIC Salaries to Part-time Salaries

Times Read: First

Impact on Budget: None of the transfer increase the budget

Recommendation: Approve

<u>MOTION MADE BY:</u>	<u>MOTION SECONDED BY:</u>	<u>Vote:</u>	<u>Aye</u>	<u>Nay</u>
____ A. Byrd	____ A. Byrd	A. Byrd	_____	_____
____ B. Swindell	____ B. Swindell	B. Swindell	_____	_____
____ D. Styron	____ D. Styron	D. Styron	_____	_____
____ D. Tunnell	____ D. Tunnell	D. Tunnell	_____	_____
____ S. Spencer	____ S. Spencer	S. Spencer	_____	_____

Wesley Smith

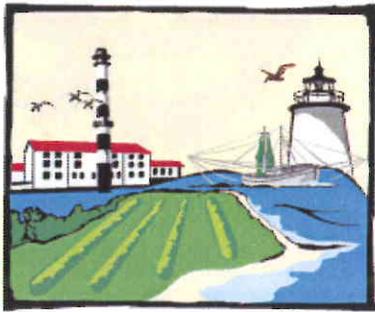
From: paygovadmin@mail.doc.twai.gov
Sent: Tuesday, May 01, 2012 3:22 PM
To: wsmith@hydehealth.com
Subject: Pay.gov Payment Confirmation: Medicare Application Fee

Your payment has been submitted to Pay.gov and the details are below. If you have any questions regarding this payment, please contact Cheryl Brown cheryl.brown@cms.hhs.gov at 1-866-484-8049.

Application Name: Medicare Application Fee Pay.gov Tracking ID: 256HSBLM Agency Tracking ID: 2012050100000420 Transaction Type: Sale Transaction Date: May 1, 2012 3:21:59 PM

Account Holder Name: Wesley P Smith County of Hyde Transaction Amount: \$523.00 Billing
Address: P O Box 100
City: Swan Quarter
State/Province: NC
Zip/Postal Code: 278850100
Country: USA
Card Type: MasterCard
Card Number: *****0936

THIS IS AN AUTOMATED MESSAGE. PLEASE DO NOT REPLY.



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 14

Meeting Date: 05.21.12

Presenter(s): Commissioners

Title:

Agency/Dept.: County of Hyde

Item Title: Report of Activities

Attachments: No

Description: The County Commissioners will report on their various activities, ideas and concerns on behalf of the County.

Times Read: First

Impact on Budget: Does not increase the budget.

Recommendation: Share, listen for understanding

MOTION MADE BY:

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

MOTION SECONDED BY:

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

Vote:

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

Aye

Nay



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 15

Meeting Date: 05.21.12

Presenter(s): Mazie Smith

Title: County Manager

Agency/Dept.: County of Hyde

Item Title: County Manager

Attachments: No

Description: The County Manager will report on her various activities, ideas and concerns on behalf of the County.

Times Read: First

Impact on Budget: Does not increase the budget.

Recommendation: Listen for understanding

MOTION MADE BY:

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

MOTION SECONDED BY:

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

Vote:

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

Aye

Nay



HYDE COUNTY

NORTH CAROLINA

Item Number: 16

Meeting Date: 05.21.12

Presenter(s): Commissioners

Title:

Agency/Dept.:

Item Title: Closed Session

Attachments: None

Description: Board members will go into closed session to prevent disclosure of privileged or confidential information pursuant to State and/or Federal law.

Times Read: First

Impact on Budget: Does not increase the budget.

Recommendation: Approve

MOTION MADE BY:

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

MOTION SECONDED BY:

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

Vote:

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

Aye

Nay



Since 1712

HYDE COUNTY

NORTH CAROLINA

Item Number: 17

Meeting Date: 05.21.12

Presenter(s):

Title:

Agency/Dept.:

Item Title: Supplemental Information/Department Reports

Attachments: Yes

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

- a) Animal Control
- b) Finance - FEMA Update
- c) Health Department
- d) Inspections/Code Enforcement

Times Read: First

Impact on Budget: None

Recommendation: Read for understanding

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

Total **Documented** Calls/Requests for Assistance - 17

Breakdown of Calls by Type:

- Nuisance – 10
- Bite – 2
- Vicious – 0
- Rabies – 0
- Cruelty – 3
- Other – 2

Detail of Calls by Type:

- **Nuisance (10):**
 - Caller from Sladesville reported numerous cats on his property; Hyde County Animal Control Contract Officer (ACCO) dispatched by Hyde County Health Department (HCHD) to set traps; total of seven (7) cats trapped **(3 trips)**
 - Caller from Rose Bay area reported cat on property of his elderly parents; caller fearful that cat would scratch his parents; ACCO dispatched by HCHD to pick up cat; trap set and cat caught
 - Caller from Swan Quarter reported neighbor's two bull dogs continue to come into his yard, tearing up his garden; owner previously issued Public Nuisance letter by Health Director; ACCO dispatched to set traps for two dogs; one dog trapped and transported to Animal Shelter; summons served by HCSD to appear in court for violating prior Public Nuisance order **(4 trips)**
 - Caller from Fairfield reported stray cat on her property; caller had trapped cat; ACCO dispatched by HCHD to pick up cat
 - Caller from Fairfield reported numerous cats on her property; caller is allergic to fleas and fearful of high population of fleas when it gets warmer; ACCO dispatched by HCHD to set traps; one cat caught **(3 trips)**
 - Caller from Ponzer area reported dog on her property chasing her children; ACCO dispatched by HCHD to pick up dog; dog returned to Animal Shelter for adoption or euthanization
 - Caller from Swan Quarter reported numerous cats on his property; ACCO dispatched by HCHD to set traps; six (6) cats caught **(3 trips)**
 - Caller from Fairfield reported stray dog at the office where she works; ACCO dispatched by HCHD to pick up dog; dog returned to Animal Shelter for adoption or euthanization
 - Caller from Ponzer area reported neighbor's pit bull still going on his property; Health Director had previously issued Public Nuisance letter to owner of dog; ACCO dispatched by HCHD to set trap to catch dog; owner acknowledged he only saw tracks and could not verify that it was neighbor's dog
 - Caller from Scranton reported stray dog in heat on her property; ACCO dispatched by HCHD to pick up dog; dog returned to Animal Shelter for adoption or euthanization
- **Bite (2):**
 - Caller from Ponzer area reported her dog attacked by two dogs within her neighborhood, causing serious injuries that required treatment by a Veterinarian; ACCO dispatched by HCHD to speak to owner of dogs, but owner was out of the area; spoke to her by phone and obtained permission to transport two dogs to Animal Shelter; after speaking with all parties and reviewing documentation, Health Director deemed dogs to be "Potentially Dangerous" and notified owner of her rights to appeal determination; owner did not appeal decision and dogs are still at Animal Shelter pending decision on disposition of dogs

- Caller from Ocracoke reported being bit by her own dog when she went to pick it up after it got caught up in her vacuum cleaner; caller treated at Ocracoke Health Center; dog was up-to-date on its rabies vaccination; Health Director issued order for quarantine on caller's property for ten (10) days
- **Vicious (0)**
- **Rabies (0)**
- **Cruelty (3):**
 - Caller from Ocracoke reported Morning Star Rides stable in poor condition – horses standing in mud, hay in mud, horses muddy and looked malnourished; ACCO dispatched by HCHD to investigate condition of horses; report pending
 - Caller from Ponzer area reported a puppy (<4 months old) locked in a trailer at Shady Grove Mobile Home Park for several days; ACCO dispatched by Hyde County Sheriff's Department (HCSD) to contact owner and return puppy to Animal Shelter; after several attempts, owner identified and instructed to pick up puppy (**2 trips**)
 - Caller from Ponzer area reported dog chained up and not being fed or looked after; ACCO dispatched by HCSD to investigate claim; spoke with owner of dog and determined dog was being properly cared for; ACCO also gave rabies vaccination to dog
- **Other (2):**
 - Caller from Engelhard reported two dogs dumped on Mattamuskeet Ventures Farm; ACCO dispatched by HCSD to pick up dogs; dogs returned to Animal Shelter for adoption or euthanization
 - Caller from Fairfield reported a German Shepherd dog in her yard, dragging a long chain attached to its collar; ACCO dispatched by HCHD to pick up dog; owner of dog identified; dog had broken chain

Animal Control Contract Officer Dispatch Record:

- April 3 To Ocracoke to investigate report of cruelty to horse
- April 10 To Sladesville to set trap for cats (3 trips)
- April 10 To Ponzer area to pick up dogs that had attacked another dog in the neighborhood
- April 12 To Ponzer area to investigate report of cruelty to dog (2 trips)
- April 16 To Rose Bay area to pick up cat
- April 18 To Ponzer area to investigate report of cruelty to dog
- April 18 To Swan Quarter to set trap for dogs that continue to come onto caller's property (4 trips)
- April 19 To Engelhard to pick up stray dogs
- April 19 To Fairfield to pick up cat
- April 20 To Fairfield to set traps for cats (3 trips)
- April 24 To Ponzer area to pick up dog chasing caller's children
- April 25 To Swan Quarter to set traps for cats (3 trips)
- April 26 To Fairfield to pick up dog
- April 27 To Fairfield to check on dog with chain attached to its collar
- April 30 To Ponzer area to set trap for dog that continues to come on caller's property
- April 30 To Scranton to pick up stray dog

Total Authorized by Health Director or Designee:

- Mainland – (additional payout of \$125.00 X 22 = \$2,750.00)
- Ocracoke – (additional payout of \$225.00 X 1 = \$225.00)

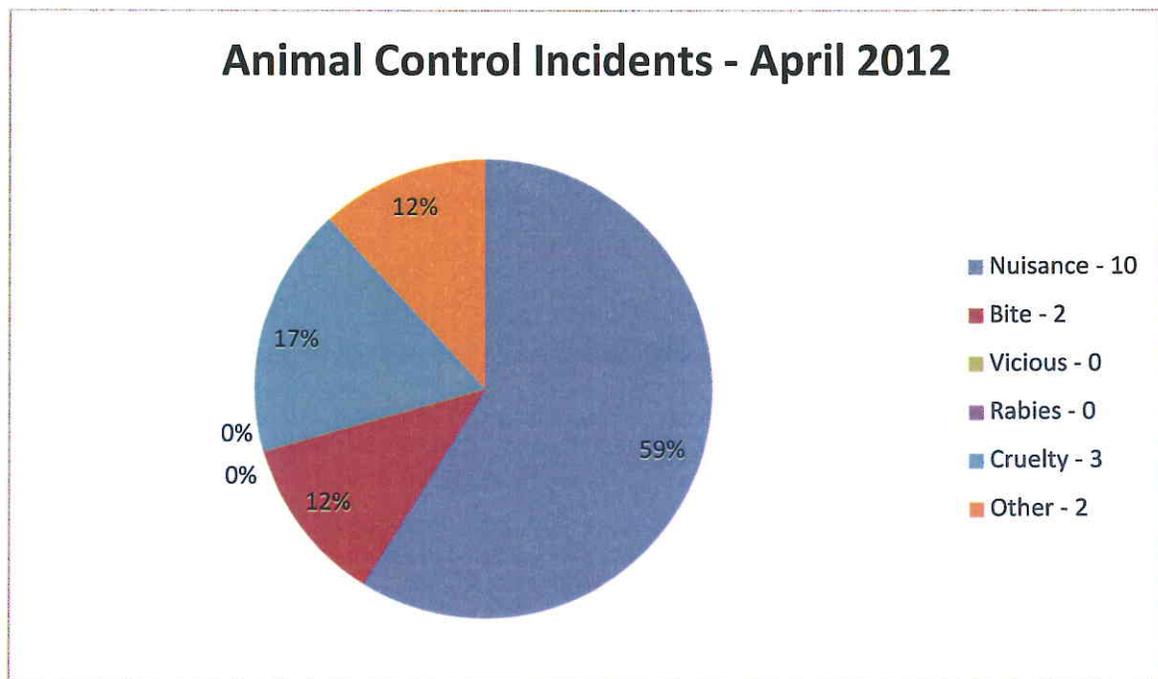
Report Compiled and Authorized by:

Wesley P. Smith

May 3, 2012

Wesley P. Smith, Health Director

Date



FEMA PROJECTS AND INSURANCE

PROJECT WORKSHEET	TOTAL SUBMITTED	STATUS	RECEIVED
HEALTH DEPARTMENT MEDICAL BUILDING	\$29,911.00	PENDING	
MUTUAL AID	\$82,231.17	PENDING	
VOLUNTEER FIRE DEPARTMENTS	\$55,686.13	APPEALING	
SEWER SPRAYFIELD ROCK AND FENCE	\$55,499.75	PENDING	
DRC SHELTER	\$33,412.23	PENDING	
SECONDARY ROAD DEBRIS	\$1,833,069.52	PENDING	
EOC	\$189,154.61	APPEALING	\$113,191.52
DAVIS SCHOOL	\$135,421.50	PENDING	
GOVERNMENT CENTER	\$4,384.72	FUNDED	\$4,384.72
DISTRIBUTION CENTER	\$5,039.73	FUNDED	\$5,039.73
SEWER SPRAYHEADS	\$38,778.67	FUNDED	\$38,778.67
SCRANTON BOOSTER PUMP STATION	\$15,232.78	FUNDED	\$16,082.78
PONZER WATER TREATMENT PLANT	\$5,241.73	FUNDED	\$5,421.93
PUBLIC SAFETY CENTER	\$22,300.00	FUNDED	\$22,300.00
SENIOR CENTER	\$16,016.55	PENDING	
SEWER SPRAYFELD DEBRIS	\$1,557,098.03	PENDING	
VECTOR CONTROL	\$49,033.58	PENDING	
VECTOR CONTROL-ARIEL	\$40,459.96	FUNDED	\$40,459.96
	\$4,167,971.66		\$245,659.31
OTHER			
SHERIFF FEMA CONTRACT	\$9,707.04	FUNDED	\$9,707.04
NCDOT	\$52,442.60	PENDING	
	\$62,149.64		\$9,707.04
INSURANCE			
SEWER SPRAYFIELD			\$164,000.00
SENIOR CENTER			\$3,841.90
PONZER WATER TREATMENT PLANT			\$1,423.85
UTILITIES			\$2,607.04
FILE STORAGE			\$662.98
DAVIS SCHOOL			\$94,437.00
			\$266,972.77
MEDICAL CENTER		PENDING	
		TOTAL RECEIVED:	\$522,339.12

Hyde County Health Department Monthly Summary Report – April 2012

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

<u>Program</u>	<u># Visits</u>	<u>Purpose</u>
Family Planning	17	Physicals (7); Depo Injections (8); Follow-up/IUD Checks (2)
Maternal Health	4	Initial Visits (1); Return Visits (3)
Adult Health	5	Physicals (3); Problem Visits (2)
BCCCP	5	Physicals (5)
Child Health	0	No Longer Providing Directly
Immunizations	7	Independent of Physical Exams (7)
STD	3	Exams (3)
Communicable Disease	0	N/A
TB Control	14	Skin Tests (4); Readings (4); Medications p/u (3); Latent TB Infection Case (3)
Monitoring/Audits	1	TAR Review
Nursing Consults	3	Professional Nursing Consult; Family Planning Consult; Immunization Nurse
Outreach/Community	2	Project DIRECT Legacy for Men; Eat Smart/Move More/ Weigh Less
Lab Services	13	Independent of Physical Exams (11); Drug Screens (2)
Ocracoke Visit	0	N/A
Trainings/Updates	3	Family Planning AA changes webinar; BCCCP orientation/training via webinar; Bloodborne Pathogens annual training
Update of Policies	-	Various updated (Exposure Control Plan; TB Standing Orders; Maternal Health, etc.)
WIC – Mainland	44	Certifications (6); Mid-Certification Assessments (3); Re-Certifications (17); Pick-ups (17); Infant Assessments (1)
WIC – Ocracoke	-	No Visit This Month
Flu Vaccinations	-	N/A
Meetings	-	Epi Team; Staff; Radio Check; GETS card check; TB; Supervisor; Nurses; Public Health Preparedness; Post Clinic Meeting; PC Coordinators Meeting; PIO Meeting

Miscellaneous Desk Work that is required every month:

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

Meetings/Coordination/Collaboration:

Quality Improvement:

- 2012-13 Family Planning Regional Training Center Needs Assessment
- Radio call downs

Prep Work for Monitors/Audits:

Reports/Plans, Including Preparation:

Assistance/Information Provided to Outside Providers/Agencies:

- MRSA Consult

Clinical Workgroup/Post Conference/Public Relations

- Post-Clinic Conference (2)

Accreditation:

- Nurses met for assignments
- Started policy reviews

Other:

- Review of MMWR and flu activity
- Coordination and provision of N-95 mask fit testing

Financial:

- Budget review and revisions planning for FY 2012-13

Health Education/Promotion (Elizabeth Mumm):

Community – 4H community building reserved for Learn and Burn & Hyde Walks! Programs; press releases submitted. Public Health Month table set up at county building; resolution presented to county commissioners. Project DIRECT Legacy for Men partnership with event scheduled April 21 for glucose screenings – 15 screenings provided.

Health Education/Promotion – Eat Smart Move More Weigh Less (ESMMWL) program participants at Engelhard and Swan Quarter completed 15 weeks with a total loss of 52 pounds. Three (3) Hyde Walks! walking leaders in place to date.

CHA – Thank you note sent to facilitator for meeting adjustments in March. Action Plan Meeting - finalized objectives with follow-up for missing stakeholders for needed actions identified. Next meeting May 24th from 5 to 7pm with pre-survey for more roles identified in assignments.

KBR – Monthly meeting - approved logo-brand for program as “Change for Good”. Worked on application for the Eat Smart Move More Community Grants - submission deadline date of May 4th.

Administrative – PR committee – Family Planning accreditation reviewed and identified; meeting preparation and implementation; ICS all but 1 completed - reports; requisitions; budget; timesheets; administrative updates and continuing education.

Medication Assistance Program (Kristi Williams):

Total Patients (356) – Active (203), Inactive (153); Active Requests (258); Patients Served (35); New Patients (0); New Requests (3); Reorder Requests (21); Total Requests (24); Medications Requested (24); Medications Received (23); Medications Delivered (23); Average Wholesale Price of Medications Requested (\$15,262.47)

Environmental Health Services (Hugh Watson & Angie Crets):

<u>Service Provided</u>	<u># Visits</u>	<u>Purpose</u>
F&L Inspections	11	Restaurant (3); Meat Market (1); Lodging (4); Swimming Pool (3)
F&L Visits	0	N/A
F&L Pre-Opening Visits	2	Restaurant (2)
F&L Permits Issued	4	Temporary Food Establishment (1); Swimming Pool (3)
F&L Complaint Invest.	0	N/A
F&L Consults	22	Restaurant (11); Food Stand (5); Temporary Food Establishment (1); Mobile Food Unit (3); Lodging (1); Swimming Pool (2)
Transitional Permit	0	N/A
Communicable Disease	0	N/A
General Sanitation	6	Consultative Contacts (6)
Vector Control	12	Consultative Contacts (12)
Animal Control	48	Consultative Contacts (48) (See separate report from Health Director)
Health Education	2	Professional Meetings (2)
Other	-	N/A
On-Site Wastewater	105	Sites Visited/Evaluated (14); Improvement Permits Issued (3); Construction Authorizations (8); Other Authorizations (1); Consultative Consults (72); Operation Permits Issued (7)
On-Site Well Activity	10	Bacteriological Samples Collected (2); Consultative Contacts (8)

Hydeland Home Care Agency:

Patients Served	88	Medicare (8); Medicaid (55); Private (5); Homemaker (10); CAP (8); Proj. Care (2)
Referrals	11	Medicare (7); Medicaid (1); Private (3)
Admissions	6	Medicare (3); Medicaid (1); Private (2)
Discharges	3	Medicare (1); Medicaid (2)

Health Director Activity: Interviewed candidates for Environmental Health Specialist position; attended meeting in Kitty Hawk for strategic planning of the tele-health pilot project to provide primary care in Hyde County; attended Board of Commissioner meetings; attended Department Head meeting; attended meeting of the Community Response/Sexual Assault Response Team; participated in NENCPPH Finance Committee conference call; attended Hyde County Children’s Center board meeting; attended Health Directors Legal Conference in Raleigh; compiled and submitted mandatory monthly program reports; other daily work

Miscellaneous:

- Made an offer to Ms. Roni Collier to fill our full-time Environmental Health Specialist Intern position – Ms. Collier will be in a trainee classification until she has completed two (2) years of experience
- Will be interviewing candidate(s) to coordinate our WIC Clinic; will be hiring a part-time Public Health Nurse II (RN) in lieu of a Nutritionist II to coordinate WIC, which is allowed by the State
- On-going progress in pilot project with Albemarle Hospital Foundation to provide Primary Care to Hyde County citizens at the health department through the use of tele-medicine technology; confirmation of \$75,000 from Kate B. Reynolds Charitable Trust and \$50,000 from the NC Office of Rural Health towards the project; goal is to begin offering services during the effective with the new fiscal year – July 1, 2012

Code Enforcement	Mainland	Ocracoke	2010 Totals		2011 Totals	
No. Permit Applications			Mainland	Ocracoke	Mainland	Ocracoke
Residential:	8	1	1	0	0	0
Commercial:	0	0	0	0	0	0
Other:	15	10	19	9	17	7
	Mainland	Ocracoke				
No. Permits Issued						
Residential:	8	1	1	0	0	0
Commercial:	0	0	0	0	0	0
Other:	15	10	19	9	17	7
	Mainland	Ocracoke			1 day	1 day
Inspections						
Site Visits	16	10	10	1	2	7
Investigations	3	1	0	0	0	0
Call Returned	106	43	26	1	1	0
Inspections	58	21	17	9	10	0
Conferences	9	4	12	16	0	4
ODO/Plan Reviews	3	2	5	0	0	0
School	0		2 days			
ODO Meeting		1				

Miles Driven: 2579 4/1/2012 to 04/30/2012
Fees Collected Y-T-D: \$88,675.80
Fees Collected since July 1, 2011 \$24,740.89

NORTH CAROLINA
BEAUFORT COUNTY

AGREEMENT

The Boards of County Commissioners of Beaufort, Hyde, and Martin Counties pursuant to G.S. 153A-270 and G.S. 160A-464 hereby enter into this Agreement for the joint operation of the BHM Regional Library, Inc., a multi-county library system, (herein referred to as "the BHM") to provide public library service to the residents of said counties by unifying the administration of the participating libraries, providing professional library specialists, cooperating in the selection of books and other materials and crossing county lines for the benefit of all.

This Agreement shall be deemed to be in effect as of July 1, 1995 after each participating local unit of government has ratified it by resolution spread upon its minutes and for at least two years and thereafter until terminated as set forth later in this Agreement.

The BHM, headquartered at Washington in Beaufort County will operate as follows:

A. Municipalities within a county participating in this Agreement may contract with the BHM for the operation of their public libraries under financial terms mutually agreed to by the BHM Board of Trustees approved by the County Board of Commissioners and the municipal governing body.

B. The BHM system will be governed by a library board of trustees. Members of the BHM Board shall be appointed by each Board of County Commissioners pursuant to the provisions of the Amended and Restated Charter and Bylaws of the BHM.

C. The Boards of County commissioners hereby delegate to the BHM Board of Trustees the following powers and duties:

- 1) to adopt such bylaws, rules and regulations for its own guidance and for the government of the library as may be necessary and in conformity with law;
- 2) to elect a chairman, vice-chairman and such other officers as it shall deem necessary;
- 3) to appoint a properly qualified Regional Director of library services and authorize the Director to appoint assistant librarians and other employees, and to remove such librarians or employees. It is understood that the Director will seek advice, from local trustees and officials in appointing personnel. All library personnel will be under the administration of the Regional Library Director;
- 4) to designate a budget and finance officer to serve as prescribed by G.S. 159 Article 3 Local Budget and Fiscal Control Act.
- 5) to adopt an annual budget for the Regional Library system in line with the needs of each unit, the library as a whole, and the grants anticipated from the State Aid to Public Libraries Fund and other local, state and federal sources, and to present such budgets for approval and to be included in the budget of the participating local

- governmental units;
- 6) to make recommendations to the Boards of Commissioners of the counties concerning the construction and improvement of physical facilities of the libraries in the region;
 - 7) to report quarterly to the participating local governmental units and to report annually to the State Library as required by G.S. 125-5.

D. All moneys from both State and local governmental units will be paid into the BHM as a "Public authority" (G.S. 159-7.blo) which will comply with the provisions of the Local Government Finance Act (G.S. 159).

E. Each community which wishes a local library affiliated with the BHM Regional Library will be responsible for the provision of an adequate library building, including heat, utilities, maintenance or rent, and a telephone. County and/or municipal funds will be expended on salaries and employer share of benefits for personnel working exclusively in the county, and for materials or equipment exclusively for that county. Municipal funds will be spent for expenses directly related to the support of the library in that municipality. A portion of appropriated county funds will also be expended on such administrative and materials expenses as serve the Region as a whole (e.g. property and liability insurance, vehicles, accounting software and equipment, etc.).

The BHM Regional Library Board will determine whether a local community has met this obligation and whether the demand and the available resources are sufficient to operate such a permanent facility within the BHM system.

F. All State funds will be used for salaries and benefits of employees serving the whole region; for books, films, and other materials; for telephone service; and any other region wide service, in compliance with G.S. 125-7 and N.C. Administrative Code, Chapter 2, Subchapter 2A-Sect.0304. The Regional Finance officer will account for all expenditures by source of funds.

G. It is further agreed that all real property will be acquired and owned by the appropriate unit of local government. If the BHM offices are provided by one of the member libraries, the benefits of the proximity of the Regional staff shall be deemed proper compensation. The cost of utilities may be shared between local and regional sources of income. If the Regional offices are separate from any library, rent is a proper shared expense for the Region.

H. All other property: books, films, vehicles, projectors and other property purchased with State or Federal funds or shared local funds shall be owned by the BHM. If one county should withdraw, it forfeits any rights to joint property. If the Agreement is terminated, the joint property shall be divided equally or sold. If sold, receipts may be divided equally among the counties or on a pro-rata basis, according to the participation of each unit of government in the purchase of said items.

I. This Agreement may be amended to change or modify provisions or add new counties by resolution of each Board of County Commissioners and recorded in its minutes. The amendment shall be in effect after the last county has approved it, or at the time specified in the amendment. Copies of this contract and future adopted amendments should be sent to the Division of State Library (N.C. Admin. Code Chapter 2, Subchapter 2A, Section. 0300). Requests for amendment may come from either a Board of County Commissioners or from the BHM Board of Trustees.

J. If any county, or counties, participating in the Regional Library system wishes to withdraw from the Region, it must give written notice to the other counties not later than December 31st, that it wishes to terminate the Agreement and withdraw from the Region on June 30th of the following year.

K. If the withdrawal does not result in the dissolution of the Regional Library system, the withdrawing county will forfeit all rights to joint property of the Region. However, the BHM Board may decide to give the withdrawing library a portion of books and other materials when the loss of these materials to the Region will not impoverish the collection. The Regional Director's opinion shall be used to determine which materials can be spared.

L. If the withdrawal results in dissolution of the Regional Library system, the books, and other materials, purchased jointly by the Region shall be divided equally among the counties. All other property (vehicles, equipment) shall be sold by sealed bids taken and the proceeds equally divided among the counties.

Signed and sealed this 8th day of March, 1995.

Beaufort County

By: Frank Bann

Attest:

Sharon C. Sudek

Hyde County

By: David B. Ely

Attest:

Enola M. Brought

Martin County

By: W. David Cannon

Attest:

Ramon T. Revilla

BHM REGIONAL LIBRARY -- BUDGET NARRATIVE AN OVERVIEW OF THE YEARLY BUDGET

STATE FUNDS are used for personnel, materials, processing, financial administration, and other expenses that serve the Region as a whole. These funds are spent within the member libraries, headquarters, and the outreach program.

COUNTY FUNDS are divided two ways:

- 1.) A per capita amount to support regional expenses paid with county funds. This may vary from year to year according to need, but is the same per capita for all three counties.
- 2.) Expenses for the support of libraries and services located within that county, which are not paid with municipal or other locally raised funds. This will vary among the counties according to the need and support structure of the libraries within that county. **NOTE:** According to State Library guidelines, "If the Regional Library offices are provided by one of the member libraries, the benefits of the proximity of the Regional staff shall be deemed proper compensation. The cost of utilities may be shared between local and regional sources of income. If the Regional offices are separate from any library, rent is a proper shared expense for the Region." In the proposed budget, therefore, the cost of rent and cleaning the Headquarters Library is shown as an expense of Beaufort County, and the cost of the utilities placed within the Regional Expenses where it is shared per capita among the three counties.

MUNICIPAL FUNDS are used for the support of the library in that municipality only. The minimum expected is the provision and maintenance of a suitable building, and the basic utility and telephone expenses. Many towns support their library's operations more completely. Local citizens may also supply needed funds through library associations, Friends of the Library, or other fund raising efforts.

FEDERAL FUNDS, when available, are grant funds for specific projects within specific guidelines. No Federal funds are shown in this budget.

INTERNALLY GENERATED FUNDS are spent as follows:

- Fines and fees, undesignated gifts, and interest on checking are added to the collection budget (books, audiovisual, and electronic materials) in local library budgets, and are added to Regional Expenses Paid with County Funds in the Regional budget;
- Interest on savings generally remains with savings;
- Copier fees pay for copier supplies and maintenance;
- Most miscellaneous revenue is reimbursement for local purchases made in the Region.

MAINTENANCE OF EFFORT REQUIREMENT - As part of the BHM Regional Library's application for the annual State Aid to Public Libraries Grant, a "Maintenance of Effort" form is submitted yearly, signed by each appropriating agency. The Maintenance of Effort is a part of the administrative rules and regulations by which State Aid is distributed, and affirms that each local government has maintained its funding by appropriating an amount for library services **at least equal to that of the average of the previous three years**. Failure to maintain effort puts the State Aid funding for the regional system at risk. Should an appropriating agency find it necessary, as a part of an overall budget shortfall, to cut funding to the library system, by a stated percentage, then State Aid will be cut by a corresponding percentage amount. Documentation supporting the appropriations by the funding agency would have to be submitted to State Library. Inasmuch as BHM Regional Library receives one-half of its operating budgets from State Aid to Public Library funds, any cuts could have the effect of closing down this library system entirely.

**NC ADMINISTRATIVE CODE
(AS IT PERTAINS TO REGIONAL LIBRARIES)**

SECTION .0200 - ORGANIZATION OF REGIONAL LIBRARIES

07 NCAC 02E .0201 REGIONAL LIBRARIES

(a) Regional libraries are public library systems serving more than one county. They are organized to provide more adequate service than could be provided by separately operated libraries. Under a single administrative system, the member libraries will have the services of professional librarians who specialize in services to various age groups and in special types of service. A multicounty system can provide improved in-service training opportunities for nonprofessional staff members. By increasing the number of people served, the per capita cost of quality service is lower than for small populations.

(b) The Department of Cultural Resources requires that a regional library be composed of three or more counties or of two counties with a total of at least 100,000 population. The department recommends that there be at least 50,000 population in each library system.

(c) All new regional libraries which wish to participate in state aid to public libraries grants must have the agreement establishing the regional library, a plan of service and a preliminary budget approved by the Secretary of the Department of Cultural Resources. Notice of intention to form a regional library on July 1 should be given to the Division of State Library by January of that year.

07 NCAC 02E .0202 BOARD OF TRUSTEES

(a) The board of trustees is the governing body of a regional library. It is composed of not more than 15 members. Each county must have representation on the board in proportions determined equitable by all participating counties. Regional board members are appointed from members of local boards where they exist.

(b) Terms of officers and members are to be limited and staggered to assure continuity as well as change. No individual member will be appointed to more than two consecutive terms, and no single term shall be longer than six years.

(c) Any trustee missing three consecutive board meetings is considered to have resigned and will be replaced.

07 NCAC 02E .0203 POWER OF BOARD

The agreement establishing a regional library should include the following powers delegated to the board of trustees by the county governments:

- (1) to adopt such bylaws and rules for its own guidance and policies for the government of the library as may be necessary and in conformity with the law;
- (2) to appoint the regional director and delegate executive powers to him;
- (3) to adopt an annual budget for the regional library in line with the needs of each unit and of the library as a whole, taking into consideration the grants set forth in the rules for the allocation of state aid to public libraries, and to present the local budget for approval to each participating local governmental unit;
- (4) to make recommendations to the governing bodies of the participating units concerning the construction and improvement of physical facilities of the libraries in the region;
- (5) to report regularly to the participating local governmental units and report annually to the Division of State Library.

History of State Aid for BHM Regional Library

Year	Amount Allocated	
	<u>BHM</u>	<u>NC</u>
1988-1989	\$279,794	<i>unavailable</i>
1989-1990	\$272,725	<i>unavailable</i>
1990-1991	\$261,486	<i>unavailable</i>
1991-1992	\$253,541	<i>unavailable</i>
1992-1993	\$250,536	<i>unavailable</i>
1993-1994	\$256,388	<i>unavailable</i>
1994-1995	\$356,388	<i>unavailable</i>
1995-1996	\$301,924	<i>unavailable</i>
1996-1997	\$310,771	<i>unavailable</i>
1997-1998	\$342,001	<i>unavailable</i>
1998-1999	\$361,066	<i>unavailable</i>
1999-2000	\$339,557	\$14,949,669
2000-2001	\$350,966	\$15,064,113
2001-2002	\$289,165	\$12,702,048
2002-2003	\$329,484	\$14,443,245
2003-2004	\$328,289	\$14,480,490
2004-2005	\$333,538	\$14,776,010
2005-2006	\$351,955	\$15,618,250
2006-2007	\$366,381	\$16,357,164
2007-2008	\$357,210	\$16,007,245
2008-2009	\$341,198	\$14,871,933
2009-2010	\$330,775	\$14,762,401
2010-2011	???	???

07 NCAC 02E .0204 DIRECTOR

(a) The director of a regional library is appointed by the board of trustees and is the administrative head of the regional library. The director is required to have a valid North Carolina Public Librarian Certificate and to have had successful experience as a public librarian or administrator, confirmed by written reference from former employers.

(b) The director is responsible for the supervision of all employees of the regional library and may, with the approval of the board of trustees, select new employees and dismiss unsatisfactory employees in line with the personnel policies of the regional library.

07 NCAC 02E .0205 TERMINATION

A county may withdraw from a regional library after six months' notice prior to the end of the fiscal year.

07 NCAC 02E .0206 FINANCE

(a) All finances of a regional library must be handled under the same provisions as units of local government (G.S. 159, Article 3). It usually will be more acceptable to the cooperating units of local government to have finances handled by either the regional library's finance officer, the local governments' finance officers or both. Where a large local government has the staff and computer facilities to take on an extra account, it may be more economical to have this local government handle the regional library's finances. Either way, the library account must be handled so that a separate audit can be made.

(b) Budgets presented to units of local government should show items to be paid for from local funds. The total amount may be shown as a single item in local governments' accounts since the budget for the regional library will show the breakdown of revenue and expenditures.

(c) All funds are paid into a central account either monthly or quarterly as agreed to in the agreement establishing the regional library. Funds must be kept in state or federally regulated banks in the manner prescribed by G.S. 159, Article 3. Local money will be used only for local services except when region-wide services costs have budget approval by the local government. State funds must be used only for region-wide services.

(d) The director is responsible for all expenditures, which must be made in accordance with the budget and amendments to the budget adopted by the regional library board.

07 NCAC 02E .0207 PROPERTY

(a) All real property used by a regional library will be owned by the units of local government which purchased or otherwise obtained it. If more than one unit of local government contributes to its acquisition, the terms of the acquisition agreement will include the manner of disposition and the equitable division of receipts therefrom.

(b) Books, vehicles, equipment and other personal property purchased with state funds shall be owned by the regional library. If one county withdraws, but the regional library is not dissolved, the withdrawing county loses any rights to personal property owned by the regional library.

07 NCAC 02E .0208 OTHER PROVISIONS/AGREEMENT ESTABLISHING/REGIONAL LIBRARY

An agreement establishing a regional library should provide for its amendment, either to change provisions or to add new counties. Provision for the termination of the agreement or the withdrawal of a unit of local government also should be included.

Allocation of State Aid to Public Libraries

State Aid to Public Libraries is distributed according to a formula. The formula allocates 50 percent of the total State Aid to Public Libraries appropriation as equal block grants to each eligible county, plus an additional block grant to each multi-county regional library. For example, Cumberland County Public Library and Information Center receives one block grant, as a single-county library system. Pettigrew Regional Library receives five block grants: one for each of the four counties comprising the system, plus one for the region itself. Municipal libraries qualifying for State Aid do not receive block grants. During the fiscal year 1996-97, 115 block grants were allocated.

The remaining 50 percent of the State Aid fund is allocated as per capita income equalization grants. Each eligible regional, county and municipal library system receives a per capita grant that is inversely proportional to the local per capita income. In the most affluent system the local per capita income is approximately twice that of the least affluent. The per capita equalization grant, therefore, results in the poorest system receiving about twice as much per capita as the richest.

The State Aid legislation stipulates that the appropriation is intended to promote, aid, and equalize public library service in North Carolina. The formula does this with block grants by recognizing the county as the unit of local government that has proved most effective in guaranteeing and sustaining public library service to the largest number of people. Equal block grants also favor the least populous counties by recognizing that these smaller counties have a smaller base for support for public services. The weighted per capita grants reinforce the commitment to equalization by directing more aid to those least able to underwrite library service. These grants are available to any public library, including municipal libraries, that establishes its eligibility according to the Rules and Regulations for the Allocation of State Aid to Public Libraries.

N.C. Administrative Code - Chapter 2, Subchapter 2E, Section .0301

Allocation of State Aid to Public Libraries

.0301 QUALIFICATIONS FOR GRANTS

Libraries requesting funding from the aid to public libraries fund must meet the following requirements:

1. Be legally established as required by North Carolina statutes.
2. Provide Library services easily available without discrimination to all residents of the political subdivision supporting the library.
3. Employ a director having a valid North Carolina public librarian certificate and experience as a public librarian or administrator.
Secure operational funds from local government sources at least equal to the amount budgeted the previous year. A grant to a local public library from the Aid to Public Libraries Fund shall not be terminated but shall be reduced proportionately by the
4. Department of Cultural Resources if the local funding for a public library was reduced by the local governing body as part of an overall general budgetary reduction reflecting local economic conditions and local government fiscal constraints. State funds shall not replace local funds appropriated for public library operations.
Expend funds as authorized in the adopted budget. Any library having an
5. unencumbered operational balance of more than seventeen percent (17%) of the previous year's operating receipts will have the difference deducted from its state allocation.
6. Obtain aggregate operational funds from local sources at least equaling state aid.
7. Pay salaries for professional positions funded from state aid that are no less than the scale required by the division of state library.
8. Obtain an annual audit of library accounts according to generally accepted accounting principles and submit a copy of this audit to the division of state library.
9. Submit a copy of bylaws and personnel policies to the division of state library.
Compile an assessment of the library needs of the community, prepare and annually
10. revise a long-range plan of service, and submit copies of needs assessment and long-range plans of service to the division of state library.
11. Submit a copy of the agreement establishing the regional or county library, if composed of more than one local governmental unit.
12. Meet the following stipulations when establishing a new library or withdrawing from a larger system:
 - a. meet all qualifications for the state aid to public libraries program on July 1 of the year prior to the fiscal year that the library plans to receive state aid,
 - b. continue to meet all qualifications for the state aid to public libraries program from July 1 to June 30 of that year, which shall be known as the demonstration year,

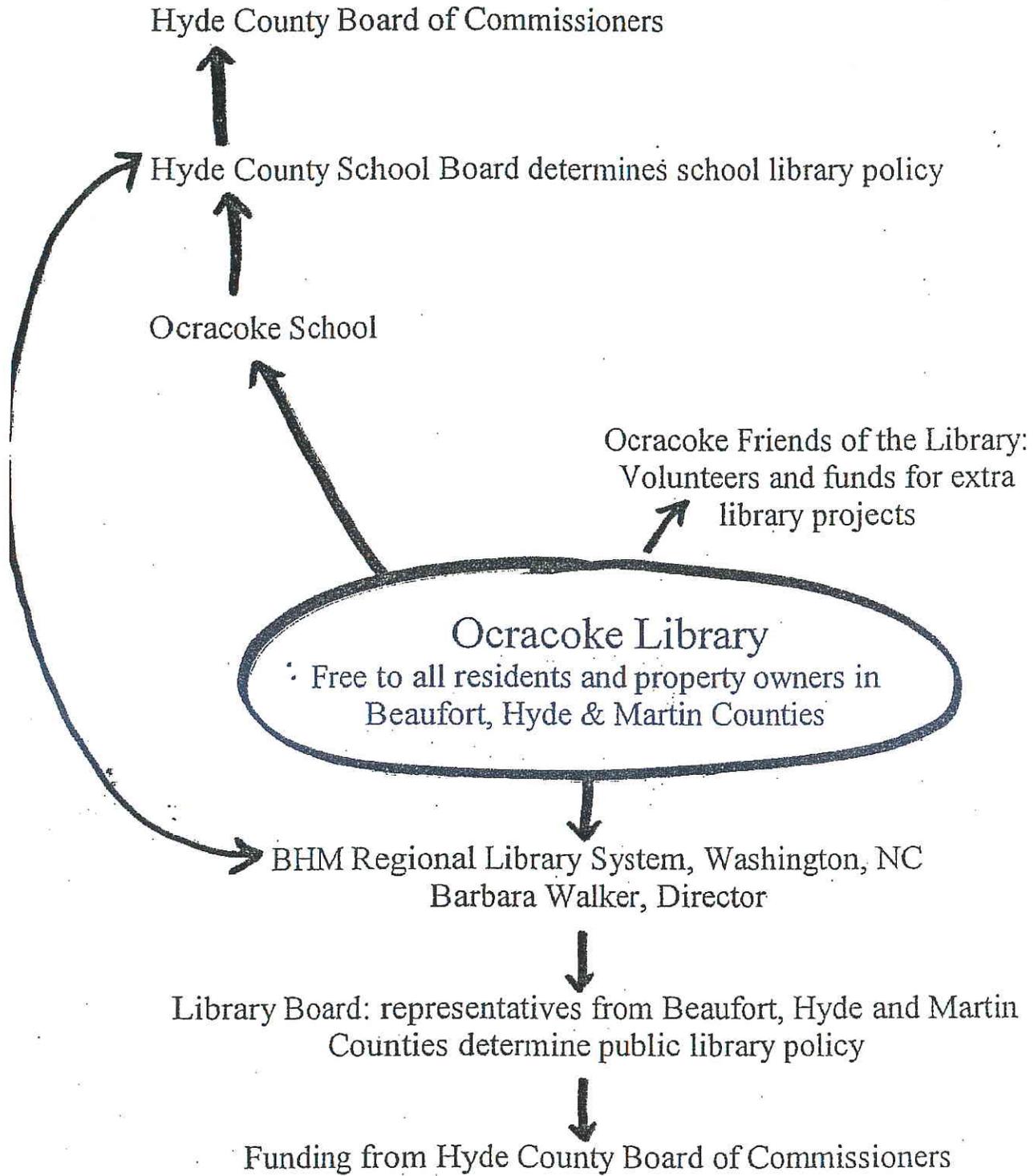
SECTION .0300 – ALLOCATION OF STATE AID TO PUBLIC LIBRARY SYSTEMS

07 NCAC 02E .0301 QUALIFICATIONS FOR GRANT ELIGIBILITY

Libraries requesting funding from the Aid to Public Libraries Fund shall submit annually to the State Library of North Carolina an application for State Aid and supporting documentation including financial and statistical reports and shall meet the following eligibility requirements:

- a. Be established consistent with the provisions of Article 14, Chapter 153A of the North Carolina General Statutes.
- b. Provide library services in compliance with applicable State and Federal law to all residents of the political subdivision(s) supporting the library. Public library services shall be provided from at least one designated facility with a catalogued collection that is open to the public a minimum of 40 hours per week.
- c. Employ a full-time library director having or eligible for North Carolina public librarian certification. Full-time means working a minimum of 35 hours per week.
- d. Secure operational funds from local government sources at least equal to the average amount budgeted and available for expenditure for the previous three years. A grant to a local library system from the Aid to Public Libraries Fund shall not be terminated but shall be reduced proportionately by the Department if the amount budgeted and available for expenditure by local government is below the average of the previous three fiscal years. State funds shall not replace local funds budgeted and available for expenditure for public library operations.
- e. Secure aggregate operational funds from local sources at least equaling state aid.
- f. Expend funds as authorized in the budget adopted by the Board of Trustees of a Regional Library, a County, or a Municipality. Any library having an unencumbered operational balance of more than 17 percent of the previous year's operating receipts shall have the difference deducted from its state allocation.
- g. Pay salaries for professional positions funded from the Aid to Public Libraries Fund at least at the minimum rate of a salary grade of 69 as established by the Office of State Personnel.
- h. Provide to the State Library of North Carolina an annual audit of the political subdivision(s) funding the library consistent with generally accepted accounting principles.
- i. Submit annually to the State Library of North Carolina a copy of the bylaws of the library system's Board(s) of Trustees.
- j. Submit annually a current long-range plan of service to the State Library of North Carolina. A long-range plan of service is a plan of at least five years. Upon request, submit an assessment of a community's library needs to the State Library of North Carolina.
- k. Submit a copy of the agreement establishing the library system, if composed of more than one local governmental unit.
- l. Meet the following stipulations when establishing a new library or re-establishing eligibility for the Aid to Public Libraries Fund:
 - meet all qualifications for the state aid to public libraries program on July 1 of the year prior to the fiscal year that the library plans to receive state aid,
 - continue to meet all qualifications for the state aid to public libraries program from July 1 to June 30 of that year, which shall be known as the demonstration year,
 - file a full application for state aid by the June 30 deadline at the close of the demonstration year in order to receive state aid in the next fiscal year.

(1) *History Note:* Authority G.S. 125-7; 143B-10; Eff. February 1, 1976; Readopted Eff. December 1, 1977; Emergency Amendment Eff. July 1, 1979, for a period of 120 days to expire on October 29, 1979; Emergency Amendment Made Permanent Eff. October 29, 1979; Amended Eff. October 1, 2007; May 1, 1995; June 1, 1989; June 1, 1981.



FIVE YEAR FUNDING ANALYSIS FOR BHM REGIONAL LIBRARY

LOCATION	2004 - 2005	2005 - 2006	2006 - 2007	2007 - 2008	2008 - 2009
AURORA	\$3,200	\$3,400	\$3,400	\$3,400	\$3,400
BELHAVEN	\$6,000	\$6,300	\$6,300	\$6,634	\$6,634
ROBERSONVILLE	\$49,300	\$51,800	\$53,775	\$58,100	\$59,450
WASHINGTON	\$7,800	\$7,800	\$7,800	\$7,800	\$7,800
WILLIAMSTON	\$79,500	\$85,000	\$85,000	\$85,000	\$85,000
BEAUFORT	\$120,640	\$127,700	\$131,500	\$141,577	\$183,823
HYDE	\$32,000	\$32,000	\$34,323	\$35,700	\$38,000
MARTIN	\$69,283	\$72,800	\$75,000	\$78,000	\$83,000
TOTAL	\$367,723	\$386,800	\$397,098	\$416,211	\$467,107