

*"Celebrating 300 Years"*

## Hyde County Board of Commissioners AGENDA ITEM SUMMARY SHEET

**Meeting Date:** 09.17.12

**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:** First

**Impact on Budget:** None

**RECOMMENDATION:** Approve

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





Hyde County Board of Commissioners  
AGENDA ITEM SUMMARY SHEET

**Meeting Date:** 09.17.12  
**Presenter(s):** Sharon Spencer  
**Title:** Chairman  
**Agency/Dept.:** Board of Commissioners  
**Item Title:** Consideration of Agenda  
**Attachments:** Yes  
**Description:** Agenda for Meeting.

**Times Read:** First

**Impact on Budget:** None

**RECOMMENDATION:** Approve

**MOTION MADE BY:**

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

**MOTION SECONDED BY:**

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

**Vote:**

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

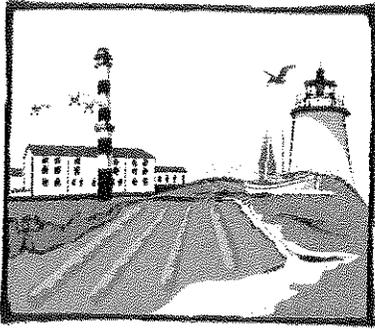
**Aye**

\_\_\_\_  
\_\_\_\_  
\_\_\_\_  
\_\_\_\_  
\_\_\_\_

**Nay**

\_\_\_\_  
\_\_\_\_  
\_\_\_\_  
\_\_\_\_  
\_\_\_\_





Since 1712

## HYDE COUNTY BOARD OF COMMISSIONERS

Monday, September 17, 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

### CALL TO ORDER, OPENING PRAYER

Chrm. Spencer

### CONSIDERATION OF AGENDA

Chrm. Spencer

### APPROVAL OF MINUTES FROM THE SEPTEMBER 4, 2012 MEETING

Chrm. Spencer

### EMPLOYEE RECOGNITION

Recognition of Jane Hodges as Employee of the Month

Kris Noble

### PUBLIC HEARINGS

- |   |            |
|---|------------|
| 1) Closeout of FY09 CDBG-Community Revitalization (CR) Grant Program  | Kris Noble |
| 2) Review of Budget & Activities through FY09 CDBG-SBEA Grant         | Kris Noble |
| 3) Program Amendment to FY2010 CDBG-Scattered Site (SS) Grant Program | Kris Noble |

### 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 continued to a future Board meeting agenda.

### ITEMS OF CONSIDERATION

- |  |                 |
|--|-----------------|
| 1) Proclamation - Pastor Appreciation Day                                | Sharon Spencer  |
| 2) East Carolina Behavioral Health (ECBH) Commitment to Hyde County ADAP | Leza Wainwright |
| 3) Christopher Williams - Subdivision Variance Request                   | Kris Noble      |
| 4) Memorandum of Understanding - NRCS & Hyde Soil & Water                | Debbie Cahoon   |
| 5) Contract Between NRCS & Hyde Soil & Water                             | Debbie Cahoon   |
| 6) Dare-Hyde Fire Inspections Interlocal Agreement Amendment             | Kris Noble      |
| 7) E-mail System - Service and Backup                                    | Mazie Smith     |

8) Public Safety Center - Indoor Air Quality Update

Mazie Smitl

9) BHM Regional Library Membership Discussion

Mazie Smitl

## **BUDGET MATTERS**

### **Administrative Transfers**

- 1) Health - Adult                   \$500.00 transferred from Contract Nurse Practitioner line into Family Nurse Practitioner to provide tele-medicine services one day a week.

### **Transfers by Board**

- 2) Finance                           \$12,000.00 Funds provided to the National Scenic Byway Program for a signage program at Ocracoke. Funding approved on May 16, 2011
- 3) Finance                           Transfer necessary to reflect FY11-12 and FY12-13 ROAP Revision for reduction in funding from the State Approved September 4, 2012
- 4) Administration                 \$5,000.00 transferred from BHM Regional Library appropriated funds to Administration Travel line

## **MANAGEMENT REPORTS**

The Commissioners and County Manager will share with the public their various activities and ideas for continuous improvement of government services to the citizens.

## **PUBLIC COMMENTS**

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

## **CLOSED SESSION (if required)**

## **SUPPLEMENTAL INFORMATION**

### **Department Reports**

- 1) Animal Control
- 2) Code Enforcement
- 3) Tax Department
- 4) Senior Center

### **Other Information**

- 1) 300th Anniversary Congratulations from Rowan County
- 2) Hyde County Telemedicine Demonstration Project
- 3) Storm Practices: Lessons Learned from Hurricane Irene

## **MEETING CALENDAR**

## **EMPLOYMENT ANNIVERSARIES**



Since 1712

# HYDE COUNTY

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## NORTH CAROLINA

**Meeting Date:** 09.17.12

**Presenter(s):** Sharon Spencer

**Title:** Chairman

**Agency/Dept.:** Board of Commissioners

**Item Title:** Consideration of Minutes

**Attachments:** Yes

**Description:** Minutes of the meeting held on September 4, 2012

**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	_____	_____



1 Meeting Minutes

2 **Board of County Commissioners**  
3 **Hyde County**

4  
5 **September 4, 2012**

6 Chairwoman Sharon Spencer called the regular meeting of the Hyde County Board of  
7 Commissioners to order at 6:00 PM on Tuesday, September 4, 2012 in the Hyde County  
8 Government Center, Multi-Use Room, and the Ocracoke School Commons Room using  
9 electronic conferencing equipment. The following members were present on the mainland:  
10 Commissioners Anson Byrd, Sharon Spencer, Barry Swindell and Dick Tunnell; Attorney Fred  
11 Holscher; County Manager Mazie Smith; Deputy Clerk to the Board Lois Stotesberry; and,  
12 members of the public. The following members were present on Ocracoke: Commissioner  
13 Darlene Styron; Deputy Clerk Jamie Carter; and, members of the public.

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

16 **Agenda:**

17 Chairwoman Spencer asked for any changes to the amended September 4, 2012 meeting Agenda  
18 as presented by the Clerk. Commissioner Byrd moved to approve the agenda with deletion of  
19 Item 3 – ECBH Commitment to Hyde County ADAP and addition of Item 3(a) – Hunger Action  
20 Month Proclamation and Item 14 – Southern Albemarle Association Delegates. Mr. Tunnell  
21 seconded the motion. The motion passed on the following vote:

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

23 **Consideration of Minutes:**

24 Chairwoman Spencer asked for approval of meeting minutes.

25 Commissioner Byrd moved to approve the August 6, 2012 regular meeting minutes as presented  
26 by the Clerk. Mr. Swindell seconded the motion. The motion passed on the following vote:

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

28 **Public Hearing:**

29 **FY12 CDBG Funding**

30 Commissioner Swindell moved to open public hearing on FY12 CDBG Funding. Mr. Byrd  
31 seconded the motion. The motion passed on the following vote:

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

2 There being no comments from the public, Commissioner Swindell moved to close public  
3 hearing on FY12 CDBG Funding. Mr. Byrd seconded the motion. The motion passed on the  
4 following vote:

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

6 No action taken.

7 **Public Comments:**

8 Chairwoman Spencer called for comments from the public.

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

10 **Items of Consideration:**

11 **Hyde County FY2011 Pre-Disaster Mitigation (PDM) Program Project Budget**

12 Kris Noble, Planning Director, reported that in order to include the owner contributions to the  
13 Hyde County FY20911 Pre-Disaster Mitigation (PDM) Program, the grant agreement (#PDMC-  
14 PJ-04-NC-2011-001) must be amended to include “Owner Contributions totaling \$137,094.25,  
15 which will be paid by the homeowners.

16 Commissioner Byrd moved to approve amendment of grant agreement (#PDMC-PJ-04-NC-  
17 2011-001) to include Owner Contributions totaling \$137,094.25. Mr. Tunnell seconded the  
18 motion. The motion passed on the following vote:

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

20

21 **FY11-12 and FY12-13 Rural Operating Assistance Program Revision**

22 Beverly Paul, Director of Hyde Transit, reported that revisions by the State had reduced FY11-12  
23 and FY2013 ROAP funds. Total grant budget is \$90,123.00.

24 Commissioner Swindell moved to approve the amendment FY11-12 ROAP funding for public  
25 transportation assistance necessary to clear grant balances; and, to approve the FY12-13 ROAP  
26 funding for public transportation assistance based on new allocations sent from NCDOT. Mr.  
27 Byrd seconded the motion. The motion passed on the following vote:

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

29 Commissioner Swindell moved to direct the Finance Officer to prepare an FY2012-2013 Budget  
30 Ordinance Revision to reflect the ROAP grant funding changes. Mr. Byrd seconded the motion.  
31 The motion passed on the following vote:

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

2

3 **PROCLAMATION – Hunger Action Month “30 Ways in 30 Days” September 2012**

4 Steve Murray, Resource Development Director, Food Bank of the Albemarle, discussed hunger  
5 in Hyde County and throughout the nation. Mr. Murray reported that the Food Bank is a  
6 member of Feeding America and fights hunger and poverty in 15 northeast North Carolina  
7 counties by partnering with more than 130 local agencies to distribute food to the hungry.

8 Commissioner Byrd moved to approve *PROCLAMATION – Hunger Action Month “30 Ways in  
9 30 Days” September 2012*. Mr. Byrd seconded the motion. The motion passed on the following  
10 vote:

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

12 *Clerk’s Note: A copy of “PROCLAMATION – Hunger Action Month “3- Ways in 30 Days”  
13 September 2012” is attached herewith as Exhibit B and incorporated herein by reference.*

14 **BHM Regional Library FY2012-2013 Funding**

15 Mazie Smith, County Manager, reported that during FY2012-2013 Budget deliberations, the  
16 Commissioners discussed at length whether the county could afford to remain a member of the  
17 Beaufort-Hyde-Martin Regional Library System. There were also many questions asked about  
18 how funds budgeted to BHM are specifically used in Hyde County.

19 Susan Benning, Director, Ed Modlin, Chairman, BHM Regional Library System, presented  
20 information reflecting the benefits of the Library to both Mainland Hyde County and Ocracoke  
21 Island. Ms. Benning reported that computers were replaced on Ocracoke Island last year with  
22 LSTA Grant funds and Scott Escham reported that DSL issues at the Library have been repaired.

23 The Board will discuss further the decision whether or not to remain a member of the Beaufort-  
24 Hyde-Martin Regional Library System at its next regularly scheduled meeting on Monday,  
25 September 17, 2012.

26 Susan Benning reported that during FY2011-2012 the libraries in Ocracoke and Mattamuskeet  
27 experienced a change in librarians. Part-time employees were asked to continue service to the  
28 public until a new librarian was hired. Therefore, some funds originally budgeted for salaries  
29 during the fiscal year were not spent. The Regional Library Board has offered to change their  
30 request to Hyde County for the fiscal year 2012-2013 from \$42,000 to \$37,000.

31 Commissioner Swindell moved to accept the BHM Regional Library reduction in funding from  
32 \$42,000 to \$37,000 offer and to direct the Finance Officer to prepare a Budget Ordinance  
33 revision to reflect the reduction. Mr. Byrd seconded the motion. The motion passed on the  
34 following vote:

1 Ayes – Byrd, Spencer, Styron, Swindell and Tunnell

Nays – None

2 **Historic Courthouse Lease**

3 Kris Noble, Planning Director, reported that the County of Hyde and Friends of the Historic  
4 Courthouse are negotiating terms on the lease of the first floor of the Historic Courthouse.  
5 Matters of discussion included lease term, responsibility for repairs, Hazard and Liability  
6 Insurance, exterior landscaping of property, utility costs being reimbursable or full responsibility  
7 of Friends, and first right of refusal on the second and third floors if ever restored and offered for  
8 lease.

9 Judy McLawhorn, Secretary of the Friends of Hyde County's Historic 1854 Courthouse,  
10 represented the group in discussion and negotiation of terms of the lease agreement.

11 Fred Holscher, County Attorney, explained that at the end of the one year lease the Friends group  
12 could meet with the Board of Commissioners to discuss renewal of the Lease. If no agreement is  
13 reached, at that time the County will send out a Request for Proposal (RFP) advertising the space  
14 available for lease.

15 After discussion, Commissioner Tunnell moved to approve the modified lease agreement to  
16 reflect the following negotiated changes:

17

- 18 1) to change the lease amount from \$10.00 per year to reflect one-third of the County's Hazard
- 19 Insurance expense to be paid by the Friends group;
- 20 2) Friends group agrees to be responsible for repairs and maintenance of the first floor of the
- 21 Historic Courthouse after replacement of the current HVAC Unit by the County;
- 22 3) Hyde County will provide exterior repairs only to the Historic Courthouse; and,
- 23 4) This lease shall begin on October 1, 2012, and shall exist and continue for a period of one
- 24 year ending the 31<sup>st</sup> day of September, 2013.

25 Mr. Byrd seconded the motion. The motion passed on the following vote:

26 Ayes – Byrd, Spencer, Styron, Swindell and Tunnell

Nays – None

27 **Subdivision Variance Request – Christopher Williams**

28 Kris Noble, Planning Director, presented a plat representing a subdivision of property in the  
29 Swan Quarter township which includes the current locations of Chris' Grocery and Swan Quarter  
30 Supply. Owners of the properties request a variance from the Hyde County Subdivision  
31 Ordinance and most specifically the clause requiring lots to be a minimum size of 20,000 square  
32 feet. Ms. Noble reported that new Tract I is equal to 15,129/75 sq. ft. and new Tract 3 is equal to  
33 14,020.73 sq. ft. Each parcel has a clear easement to US 264 which meets NC DOT standards of  
34 over 40 ft. in width at the entrance of the parcel. Also, all lots are within the Swan Quarter  
35 Sanitary District. The plat has been sent to commenting agencies including Hyde Utilities, Hyde



1 assessment of existing facilities and provide recommendations for improving and/or constructing  
2 new facilities. Total budget for the Grant will be \$30,000 to \$35,000 at no cost to Hyde County.

3 Commissioner Swindell moved to authorize application for Region 9 Community  
4 Transformation Project Grant funds. Ms. Styron seconded the motion. The motion passed on  
5 the following vote:

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

7 **Lease with N.C. Forest Service for Fire Retardant Tanks at Airport**

8 Mazie Smith, County Manager, reported that the NC Forest Service has tanks of retardant  
9 located at the airport in Engelhard, yet there has never been a formal agreement between the two  
10 agencies. A lease is needed to clarify the responsibility of the Forest Service to the County.

11 Commissioner Swindell moved to approve Lease Agreement between the Department of  
12 Agriculture & Consumer Services, North Carolina Forest Service and Hyde County. Ms. Styron  
13 seconded the motion. The motion passed on the following vote:

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

15 **Scenic Byways Signage at Ocracoke**

16 Mazie Smith, County Manager reported that the Commissioners agreed in 2011 to provide  
17 matching grant funds to the National Scenic Byway Program for a signage program at Ocracoke  
18 if the grant was received. \$12,500 has been requested.

19 Commissioner Tunnell moved to approve payment of \$12,500 to the National Scenic Byway  
20 Program from the Matching Grant Funds line. Ms. Styron seconded the motion. The motion  
21 passed on the following vote:

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

23 **Indoor Air Quality Concerns in County Facilities**

24 Mazie Smith, County Manager, reported that issues with leaking roofs and poor indoor air  
25 quality continue to deteriorate the integrity of our county facilities, particularly the Public Safety  
26 Center. Additional problems have also been identified at the EMS Station and the Government  
27 Center. Ms. Smith gave a PowerPoint presentation with photographs of the areas of concern.

28 David Mason, Sheriff, reported that his employees are still experiencing respiratory symptoms  
29 and one employee recently developed a rash while working in the Public Safety Center Dispatch  
30 office.



1 Commissioner Swindell moved to approve the Health Department, Finance and Soil & Water  
2 budget transfers. Mr. Byrd seconded the motion. The motion passed on the following vote:

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

4 **County Commissioners Reports:**

5 **Commissioner Styron** – reported that she attended the Ocracoke Planning Board meeting where  
6 signage issues and concerns about pop up businesses on the Island were discussed. Ocracoke  
7 Civic & Business Association will sponsor Candidates Night on the Island on October 10<sup>th</sup>.  
8 Brian Carter met with the Ocracoke Control Group and presented an update on storm  
9 preparedness. Ms. Styron stated she and the Control Group appreciate Mr. Carter and  
10 Emergency Management Director Justin Gibbs. The ABC Board agreement with the Sheriff's  
11 Department has not been signed. Manager Smith will meet with the Ocracoke Occupancy Tax  
12 Board and the Ocracoke Mosquito Control Board on the 12<sup>th</sup> of September and with Mr.  
13 Jameson of the Ocracoke Community Center Board on the 13<sup>th</sup>.

14 **Commissioner Byrd** – reported that he will attend the Division of Marine Fisheries (DMF)  
15 meeting in Manteo on Friday, September 7<sup>th</sup>. Mr. Byrd stated that combining DMF and Wildlife  
16 Services will not benefit the commercial fishing industry.

17 **Commissioner Swindell** – reported that he attended the Chamber of Commerce Issues  
18 Luncheon. Mr. Swindell has discussed with Jeff Farrow of NCDOT the hazardous conditions  
19 caused by lack of roadside mowing on both primary and secondary roads in Mainland Hyde  
20 County. Manager Smith will request that NCDOT resume mowing on Hyde County roads at a  
21 local level.

22 **Commissioner Tunnell** – reported that he met with the Friends Group. The Swan Quarter Dike  
23 - West Quarter Watershed will likely need to be elevated in the future and monies for the project  
24 need to be in the bank beforehand.

25 **Commissioner Spencer** – reported that we need to invite young citizens to be on the Sea Level  
26 Rise Advisory Board. Manager Smith will contact Jamin Simmons who will present discussion  
27 about the impact of sea level rise on the County and the need to develop a plan of action for the  
28 future. Ms. Spencer attended the Issues Luncheon, Senior Citizens Day, Hyde County Schools  
29 Orientation and the State Convention where she voted for Glen Webb who was elected the Hyde  
30 County Commissioners representing delegate. She also recommended the Ocracoke Occupancy  
31 Tax Board assume responsibility for funding Lobbyist Joe McClees.

32 **County Manager's Report:**

33 Manager Smith presented report of her activities over the past month and stated that she will  
34 attend the Joint House Transportation Committee meeting on Friday, September 7<sup>th</sup> where

1 discussion of Ferry Tolls will be conducted; and, will also meet with Randell Woodruff, Beaufort  
2 County Manager, to discuss office space for the public defender. Ms. Smith reported the need  
3 for an e-mail back up system and will present the matter at the next regularly scheduled Board  
4 meeting on Monday, September 17, 2012. She commended Lois Stotesberry, Deputy Clerk, for  
5 cataloging County contracts and leases and for developing a new system to reduce time spent  
6 preparing meeting agendas and Board packets.

7 **Public Comments:**

8 Chairwoman Spencer called for comments from the public.

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

10 **Closed Session** (none)

11 **Supplemental Information:**

- 12 a) 2012 Albemarle Regional Solid Waste Management Budget

13 **Department Reports**

- 14 a) Health Department  
15 b) Animal Control  
16 c) Public Information Officer (PIO)  
17 d) Human Resources  
18

19 **Meeting Calendar**

20  
21 **July, 2012**

- 22 09-04-2012 Board of Commissioners Meeting – 6:00p.m.  
23 09-07-2012 House-Senate Joint Transportation Meeting in Raleigh – 9:00a.m.  
24 09-17-2012 Board of Commissioners Meeting – 6:00p.m.  
25

26 **Employment Anniversaries**

- 27 09-01-2012 Kerry Campbell  
28 Lynn Gibbs  
29 Jamie Tunnell  
30 Delia Mooney  
31 09-04-2012 Tammy Stotesberry  
32 09-13-2012 James Ruble  
33 09-15-2012 Charlie Herina  
34 09-18-2012 Annette Swindell  
35 09-24-2012 Maria Nunez  
36  
37  
38





## Hyde County Board of Commissioners AGENDA ITEM SUMMARY SHEET

**Date:** 9.17.2012

**Title:** Public Hearing - Closeout of FY09 CDBG- Community Revitalization Grant Program

**Sponsor:** Kris Noble **Title:** Planning Director

**Agency/Dept.:** Office of Economic Development and Planning

**Description:** The purpose of this hearing is to review the budget and activities that have been accomplished through the county's FY 09 CDBG Community Revitalization Grant ( Lake Swamp Road Revitalization Area). The program activities are completed, and the county is in the process of closing out the program.

**Attachments:** Yes. Notice of Public Hearing attached.

**Reading number:** First

**Impact on Budget:** Does not increase the budget.

**RECOMMENDATION:** Conduct Public Hearing

<u>MOTION MADE BY:</u>	<u>MOTION SECONDED BY:</u>	<u>VOTE:</u>	<u>Aye</u>	<u>Nay</u>
_____ Byrd	_____ Byrd	Byrd	_____	_____
_____ Spencer	_____ Spencer	Spencer	_____	_____
_____ Styron	_____ Styron	Styron	_____	_____
_____ Swindell	_____ Swindell	Swindell	_____	_____
_____ Tunnell	_____ Tunnell	Tunnell	_____	_____

## NOTICE OF CLOSE-OUT PUBLIC HEARING

### HYDE COUNTY, NORTH CAROLINA FISCAL YEAR 2009 COMMUNITY DEVELOPMENT SMALL CITIES BLOCK GRANT PROGRAM (COMMUNITY REVITALIZATION CATEGORY)

Notice is hereby given that the Hyde County Board of Commissioners will hold a public hearing on Monday, September 17, 2012, at 6:00 pm, or as soon thereafter as the agenda will allow, in the Hyde County Government Center, 30 Oyster Creek Road, Swan Quarter, NC. The purpose of this hearing is to review the budget and activities that have been accomplished through the county's FY09 CDBG Community Revitalization Grant (Lake Swamp Road Revitalization Area). The program activities are complete, and the county is in the process of closing out the program.

All interested citizens are encouraged to attend this public hearing, and all comments are welcome. Anyone wishing to submit written comments should do so by submitting them directly or by mail to Ms. Kris Noble, Hyde County Planner and Economic Developer, 30 Oyster Creek Road, PO Box 188, Swan Quarter, NC 27885, no later than 5:00 pm on September 14, 2012.

Persons with disabilities or who otherwise need assistance should contact Kris Noble at 252/926-4180 or [knoble@hydecountync.gov](mailto:knoble@hydecountync.gov) (TDD # 919/807-4420 or Relay North Carolina TTY# 1-800-735-2962) by Friday, September 14, 2012. Accommodations will be made for all who request assistance with participating in the public hearing.

This information is available in Spanish or any other language upon request. Please contact Kris Noble, County Planner, at 252/926-4180, or at the Hyde County Government Center, 30 Oyster Creek Road, Swan Quarter, NC, for accommodations for this request.

Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con Kris Noble, County Planner, al 252/926-4180 o en Hyde County Government Center, 30 Oyster Creek Road, Swan Quarter, NC, de alojamiento para esta solicitud.



## Hyde County Board of Commissioners AGENDA ITEM SUMMARY SHEET

**Date:** 9.17.2012

**Title:** Public Hearing - Review of Budget and Activities through FY09 CDBG-SBEA

**Sponsor:** Kris Noble **Title:** Planning Director

**Agency/Dept.:** Office of Economic Development and Planning

**Description:** The purpose of this hearing is to review the budget and activities that have been accomplished through the county's FY 09 CDBG Small Business & Entrepreneurial Assistance grant. The program activities are complete, and the county is in the process of closing out the program.

**Attachments:** Yes. Notice of Public Hearing attached.

**Reading number:** First

**Impact on Budget:** Does not increase the budget.

**RECOMMENDATION:** Conduct Public Hearing.

<u>MOTION MADE BY:</u>	<u>MOTION SECONDED BY:</u>	<u>VOTE:</u>	<u>Aye</u>	<u>Nay</u>
_____ Byrd	_____ Byrd	Byrd	_____	_____
_____ Spencer	_____ Spencer	Spencer	_____	_____
_____ Styron	_____ Styron	Styron	_____	_____
_____ Swindell	_____ Swindell	Swindell	_____	_____
_____ Tunnell	_____ Tunnell	Tunnell	_____	_____

NOTICE OF CLOSE-OUT PUBLIC HEARING

HYDE COUNTY, NORTH CAROLINA  
FISCAL YEAR 2009 COMMUNITY DEVELOPMENT  
SMALL CITIES BLOCK GRANT PROGRAM  
(SMALL BUSINESS & ENTREPRENEURIAL ASSISTANCE)

Notice is hereby given that the Hyde County Board of Commissioners will hold a public hearing on Monday, September 17, 2012, at 6:00 pm, or as soon thereafter as the agenda will allow, in the Hyde County Government Center, 30 Oyster Creek Road, Swan Quarter, NC. The purpose of this hearing is to review the budget and activities that have been accomplished through the county's FY09 CDBG-SBEA grant (Jump Start Hyde II). The program activities are complete, and the county is in the process of closing out the program.

All interested citizens are encouraged to attend this public hearing, and all comments are welcome. Anyone wishing to submit written comments should do so by submitting them directly or by mail to Ms. Kris Noble, Hyde County Planner and Economic Developer, 30 Oyster Creek Road, PO Box 188, Swan Quarter, NC 27885, no later than 5:00 pm on September 14, 2012.

Persons with disabilities or who otherwise need assistance should contact Kris Noble at 252/926-4180 or [knoble@hydecountync.gov](mailto:knoble@hydecountync.gov) (TDD # 919/807-4420 or Relay North Carolina TTY# 1-800-735-2962) by Friday, September 14, 2012. Accommodations will be made for all who request assistance with participating in the public hearing.

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## Hyde County Board of Commissioners AGENDA ITEM SUMMARY SHEET

**Date:** 9.17.2012

**Title:** Public Hearing - Program Amendment to FY 2010 CDBG - Scattered Site Program

**Sponsor:** Kris Noble **Title:** Planning Director

**Agency/Dept.:** Office of Economic Development and Planning

**Description:** The purpose of this hearing is to consider a program amendment to the county's FY 10 CDBG Scattered Site program. Surplus funds are available to assist income-eligible households included in the county's Pre-Disaster Mitigation Elevation Program with their owner contribution to the elevation cost, and to acquire or reconstruct PDM-eligible houses not suitable for elevation.

**Attachments:** Yes. Notice of Public Hearing attached.

**Reading number:** First

**Impact on Budget:** Does not increase the budget.

**RECOMMENDATION:** Conduct Public Hearing

<u>MOTION MADE BY:</u>	<u>MOTION SECONDED BY:</u>	<u>VOTE:</u>	<u>Aye</u>	<u>Nay</u>
_____ Byrd	_____ Byrd	Byrd	_____	_____
_____ Spencer	_____ Spencer	Spencer	_____	_____
_____ Styron	_____ Styron	Styron	_____	_____
_____ Swindell	_____ Swindell	Swindell	_____	_____
_____ Tunnell	_____ Tunnell	Tunnell	_____	_____

HYDE COUNTY

NOTICE OF PUBLIC HEARING  
FY2010 COMMUNITY DEVELOPMENT BLOCK GRANT  
SCATTERED SITE PROGRAM

Notice is hereby given that the Hyde County Board of Commissioners will conduct a public hearing during their regularly-scheduled board meeting on September 17, 2012, beginning at 6:00 p.m., or as soon thereafter as the meeting agenda will allow. The meeting will be held at the Hyde County Government Center, 30 Oyster Creek Road, Swan Quarter, NC. The purpose of this hearing is to consider a program amendment to the county's FY10 CDBG Scattered Site program. Surplus funds are available to assist income-eligible households included in the county's Pre-Disaster Mitigation Elevation Program with their owner contribution to the elevation cost, and to acquire or reconstruct PDM-eligible houses not suitable for elevation.

All interested citizens are encouraged to attend this public hearing, and all comments are welcome. Anyone wishing to submit written comments should do so by submitting them directly or by mail to Ms. Kris Noble, Hyde County Planner and Economic Developer, 30 Oyster Creek Road, PO Box 188, Swan Quarter, NC 27885, no later than 5:00 p.m., September 14, 2012.

Persons with disabilities or who otherwise need assistance should contact Kris Noble at 252/926-4180 or [knoble@hydecourtync.gov](mailto:knoble@hydecourtync.gov) (TDD # 919/807-4420 or Relay North Carolina TTY# 1-800-735-2962) by Friday, September 14, 2012. Accommodations will be made for all who request assistance with participating in the public hearing.

This information is available in Spanish or any other language upon request. Please contact Kris Noble, County Planner, at 252/926-4180, or at the Hyde County Government Center, 30 Oyster Creek Road, Swan Quarter, NC, for accommodations for this request.

Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con Kris Noble, County Planner, al 252/926-4180 o en Hyde County Government Center, 30 Oyster Creek Road, Swan Quarter, NC, de alojamiento para esta solicitud.



Since 1712

# HYDE COUNTY

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## NORTH CAROLINA

**Meeting Date:** 09.17.12

**Presenter(s):** Citizens

**Title:**

**Agency/Dept.:**

**Item Title:** Public Comments

**Attachments:** No

**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**

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\_\_\_\_\_





## Hyde County Board of Commissioners AGENDA ITEM SUMMARY SHEET

**Date:** 9.17.2012

**Title:** Employee of the Month

**Sponsor:** Kris Noble **Title:** Planning Director

**Agency/Dept.:** Office of Economic Development and Planning

**Description:** Jane Hodges has been an invaluable asset to the Hyde County Government since her hire in 1983. Jane has served the Emergency Management Department, Hyde County EMS, Hyde County Sherriffs Office, Code Enforcement, the Engelhard Airport and most recently the Planning Department. Jane has gone above and beyond by always being willing to take on additional duties and responsibilities with a positive and team oriented attitude. Her expertise in floodplain management and building permit requirements has greatly benefited the Hyde Inspections Department and her commitment as airport manager has resulted in the airport facility being improved by leaps and bounds. Jane's service to the Hyde County Government is greatly appreciated and her continued service will benefit all citizens of Hyde County.

**Attachments:** Yes. Certificate of Appreciation.

**Reading number:** First

**Impact on Budget:** Does not increase the budget.

**RECOMMENDATION:** Present Employee of the Month Award to Jane Hodges.

<u>MOTION MADE BY:</u>	<u>MOTION SECONDED BY:</u>	<u>VOTE:</u>	<u>Aye</u>	<u>Nay</u>
_____ Byrd	_____ Byrd	Byrd	_____	_____
_____ Spencer	_____ Spencer	Spencer	_____	_____
_____ Styron	_____ Styron	Styron	_____	_____
_____ Swindell	_____ Swindell	Swindell	_____	_____
_____ Tunnell	_____ Tunnell	Tunnell	_____	_____



# *Congratulations*

THIS CERTIFICATE IS TO COMMEND

JANE HODGES

EMPLOYEE OF THE MONTH

AWARDED THIS THE 17<sup>TH</sup> DAY OF SEPTEMBER, 2012.

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SHARON P. SPENCER, CHAIRWOMAN  
HYDE COUNTY BOARD OF COMMISSIONERS

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MAZIE SWINDELL-SMITH, COUNTY MANAGER





Since 1712

# HYDE COUNTY

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## NORTH CAROLINA

**Presenter(s):** Sharon Spencer

**Title:** Chairwoman

**Agency/Dept.:** Hyde County Commissioners

**Item Title:** PROCLAMATION - Declaring Sunday, October 7th, 2012 as Pastor Appreciation Day at Old Richmond Missionary Baptist Church

**Attachments:** Yes

**Description:** Mr. Archie Green has requested that the Board proclaim Sunday, October 7, 2012 as Pastor Appreciation Day at Old Richmond Missionary Baptist Church in appreciation of Reverend Reginald Saunders 10 year anniversary.

**Times Read:** First

**Impact on 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

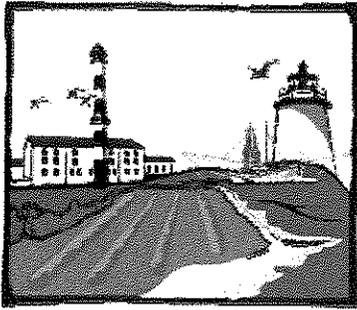
**Aye**

\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

**Nay**

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\_\_\_\_\_





Since 1712

# HYDE COUNTY

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## NORTH CAROLINA

### PROCLAMATION

#### **DECLARING SUNDAY, OCTOBER 7<sup>TH</sup>, 2012 AS PASTOR APPRECIATION DAY AT OLD RICHMOND MISSIONARY BAPTIST CHURCH**

**WHEREAS**, the congregation of Old Richmond Missionary Baptist church will be celebrating their pastor's 10<sup>th</sup> anniversary on Sunday, October 7<sup>th</sup>, 2012; and

**WHEREAS**, Reverend Reginald Saunders will be honored on this day for 10 years of faithful service to the members of this church and to others in various communities; and

**WHEREAS**, service to the community is the cornerstone of a democratic society and is what makes our country and our county great;

**NOW, THEREFORE BE IT RESOLVED** that the Hyde County Board of Commissioners hereby declared October 7<sup>th</sup>, 2012 as Pastor's Appreciation Day on behalf of Old Richmond Missionary Baptist Church, and joins the members of the congregation in offering their congratulations and gratitude to Reverend Saunders for his faithful service to the citizens of Hyde County.

Adopted this the 17<sup>th</sup> day of September, 2012 in Hyde County, North Carolina by the Hyde County Board of Commissioners.

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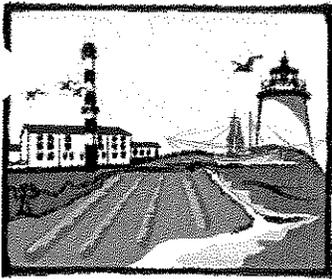
Sharon P. Spencer, Chair  
Hyde County Board of Commissioners

Attested by:

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Mazie S. Smith, Clerk to the Board  
Hyde County Board of Commissioners





Since 1712

# HYDE COUNTY

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## NORTH CAROLINA

**Meeting Date:** 09.17.12

**Presenter(s):** Leza Wainwright

**Title:** Executive Director

**Agency/Dept.:** East Carolina Behavioral Health

**Item Title:** Discussion of Options for ADAP Center Operations

**Attachments:** Yes

**Description:** As requested by the commissioners, Director Leza Wainwright with ECBH will answer questions and discuss options for continuing operations of the ADAP Center.

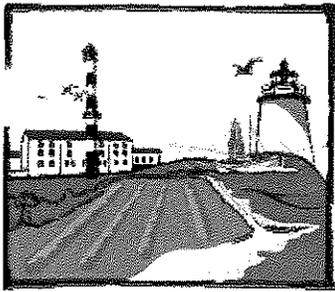
**Times Read:** First

**Impact on Budget:** Does not increase the budget.

**Recommendation:** Question 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	_____	_____

HOLD



Since 1712

# HYDE COUNTY

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## NORTH CAROLINA

**Meeting Date:** 09.04.12

**Presenter(s):** Cindy Ehlers

**Title:** Assistant Director of Clinical Operations

**Agency/Dept.:** East Carolina Behavioral Health

**Item Title:** Discussion of Options for ADAP Center Operations

**Attachments:** Yes

**Description:** As requested by the Commissioners, Ms. Cindy Ehlers with East Carolina Behavioral Health will answer questions and discuss options for continuing operations of the ADAP Center.

**Times Read:** First

**Impact on Budget:** Does not increase the budget.

**Recommendation:** Question 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	_____	_____

August 21, 2012

Ms. Mazie Smith  
Hyde County Manager  
P. O. Box 188  
Swan Quarter, NC 27885

Dear Ms. Smith;

I have received your letter requesting clarification that East Carolina Behavioral Health (ECBH) continues have a commitment to the consumers currently served by the Day Activity Program operated by the Hyde County Department of Social Services. I can assure you without reservation that is the case. ECBH is strongly committed to all people with mental health, developmental disabilities and substance use disorders in Hyde County and throughout our 19 county catchment area.

I realize that the Day Activity Program has struggled financially in the past year. A reduction in the number of people served while maintaining the existing staffing levels has contributed to those challenges. As we have discussed with Alice Mackey and Gloria Spencer, ECBH is very open to settling with Hyde County on an expenditure basis – rather than on a fee-for-service basis – for the fiscal year that ended June 30, 2012, if that would be favorable to the County. We understand the program spent more than it earned on a fee-for-service basis last year. We have asked Ms. Mackey and Ms. Spencer to submit information on the total expenditures, total revenues, and the total loss incurred by the program to our Assistant Director for Administration, Joy Futrell, by the end of August 2012, to document the additional funds that would be due to the County based upon the net expenditures of the program.

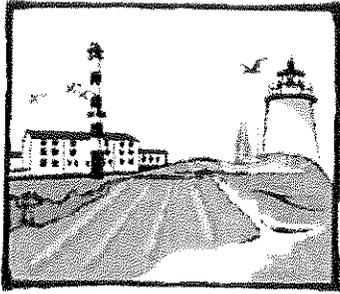
Moving forward, we are committed to working with the County to determine the best way to ensure that these Hyde County residents receive the services they need and deserve. We are open to exploring changes in the way the program is staffed, some level of additional funding, or other options that may be more person-centered and uniquely tailored to each participant's needs than the Day Activity Program. I regret that I will not be able to attend the Commissioners Meeting on September 4, 2012; I have a meeting that has been scheduled for more than a month at that same time which will preclude my attendance. I would welcome the opportunity to present at another date to discuss this issue. In the meantime, I would request that Ms. Mackey and Ms. Spencer submit the requested financial information to Ms. Futrell so that we can close the books on the past fiscal year in the manner that is most beneficial to Hyde County.

Please be assured of ECBH's commitment to the consumers in Hyde County. Please do not hesitate to contact me if you have questions.

Sincerely,

  
Leza Wainwright

cc: The Honorable Sharon Spencer



Since 1712

# HYDE COUNTY

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## NORTH CAROLINA

August 13, 2012

East Carolina Behavioral Health  
Leza Wainwright, Executive Director  
1708 E. Arlington Blvd.  
Greenville, NC 27858

Ms. Wainwright:

Over several months, we have been discussing the future of the Hyde ADAP (Adult Day Activities Program). Over the last three years we have tried to maintain the ADAP with the guidance of the Director of Social Services, Ms. Gloria Spencer. We housed the program under this department three years ago because we felt this is where it would best be monitored.

The program is very important to Hyde County and for this reason we chose to take it under our wings. We understood that there would be some challenges because it was the first time a county department had taken over a mental health day program. Hyde County took on the challenges with no assistance from any outside agency except for the ADAP staff with their years of experience, and knowledge. We have lost several people over the last three years due to deaths and relocations, however we have done everything possible to recruit new consumers who would fit in the program. Due to state policy staff has not been reduced because of client – staff ratio.

We have looked into getting accreditation but due to budget restraints it was not feasible.

After meeting with the Alice Mackey, ADAP Supervisor, on August 6, 2012, I was instructed to request in writing (before a decision is made) the commitment ECBH, LME has to the consumers for future services. We would appreciate your official response before the next regularly scheduled County Commissioners meeting on Tuesday, September 4, 2012. You are invited to make presentation to the Commissioners to clarify continued support of the ADAP clients at the September 4<sup>th</sup> meeting.

Again, thank you for your assistance with this matter.

A handwritten signature in black ink that reads "Maggie Smith". The signature is written in a cursive, flowing style.

County Manager