

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

Meeting Date: November 2, 2015
Presenter:
Attachment: Yes

ITEM TITLE: Water Line Installation Project

SUMMARY: The Water Dept. has received the authorization from Public Water Supply to proceed with the installation of the four roads requested. The roads that were requested are Seth Rd., Bridgeman Rd., Refuge Rd., and Mapletown Ln. Presentation will include cost savings if the Water Dept. does the installation versus bidding it out to a contractor.

RECOMMEND: Approve the Water Dept. to move forward with the project.

Motion Made By: ___ Barry Swindell
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher
___ Earl Pugh, Jr.

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

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



North Carolina Department of Environment and Natural Resources
Division of Water Resources

Public Water System Authorization to Construct

Public Water System Name and Water System No.:	HYDE COUNTY WATER SYSTEM NC0448010
Project Name:	HYDE COUNTY - WATER MAIN EXTENSIONS
Serial No.:	15-00790
Issue Date:	10/15/2015
Expiration Date:	24 Months after Issue Date

In accordance with NCAC 18C .0305, this Authorization to Construct must be posted
at the primary entrance to the job site during construction.

North Carolina Department of Environmental Quality

Pat McCrory
Governor

Donald R. van der Vaart
Secretary

October 15, 2015

BILL RICH, COUNTY MANAGER
HYDE COUNTY BD OF COMMISSIONERS
P O BOX 188 30 OYSTER CREEK ROAD
SWAN QUARTER, NC 27885

Re: **Authorization to Construct**
HYDE COUNTY - WATER MAIN EXTENSIONS
HYDE COUNTY WATER SYSTEM
HYDECOUNTY, NC0448010

Authorization to Construct (This is not a Final Approval)

Dear Applicant:

This letter is to confirm that a complete Engineer's Report and a Water System Management Plan have been received, and that engineering plans and specifications have been approved by the Department for **HYDE COUNTY - WATER MAIN EXTENSIONS, Serial No. 15-00790**.

The Authorization to Construct is valid for 24 months from the **Issue Date** (refer to next page). Authorization to Construct may be extended if the Rules Governing Public Water Supplies and site conditions have not changed (see Rule .0305). The Authorization to Construct and the engineering plans and specifications approval letter shall be posted at the primary entrance of the job site before and during construction.

Upon completion of the construction or modification, and prior to **placing the new construction or modification into service**, the applicant must submit an Engineer's Certification and Applicant Certification directly to LINDSAY QUANT, P.E. of this office.

- **Engineer Certification:** in accordance with Rule .0303 (a), the applicant shall submit a certification statement signed and sealed by a registered professional engineer stating that construction was completed in accordance with approved engineering plans and specifications, including any provisions stipulated in the Department's engineering plan and specification approval letter.
- **Applicant Certification:** in accordance with Rule .0303 (c), the applicant shall submit a signed certification statement indicating that the requirements for an Operation and Maintenance Plan and Emergency Management Plan have been satisfied in accordance with Rule .0307 (d) and (e) and that the system has a certified operator in accordance with Rule .1300. The "Applicant Certification" form is available at <http://www.deh.enr.state.nc.us/pws/> (click on Plan Review Forms, under Plan Review heading).

If this Authorization to Construct is for a new public water system, the owner must submit a completed **application for an Operating Permit** and the appropriate fee. For a copy of the application for an Operating Permit please call (919) 707-9085.

Once the certifications and permit application and fee, (if applicable), are received and determined adequate, the Department will issue a Final Approval letter to the applicant. In accordance with Rule .0309 (a), **no portion of this project shall be placed into service until the Department has issued Final Approval.**

Sincerely,



Robert W. Midgette, P.E., Operations Branch Head
Public Water Supply Section
Division of Water Resources

cc: DYK LUBEN, P.E., Washington Regional Office
Green Engineering PLLC

North Carolina Department of Environmental Quality

Pat McCrory
Governor

Donald R. van der Vaart
Secretary

October 15, 2015

Mr. Bill Rich, County Manager
Hyde County Board of Commissioners
30 Oyster Creek Road
Swan Quarter, North Carolina 27885

Re: Engineering Plans and Specifications Approval
Water Main Extension
Hyde County Water System
Water System No.: NC0448010
Hyde County
Serial No. 15-00790

Dear Mr. Rich:

Enclosed please find one copy of the "Application for Approval..." together with one copy of the referenced engineering plans and specifications bearing the Division of Water Resources stamp of approval for the referenced project. These engineering plans and specifications are approved under Division of Water Resources Serial Number 15-00790, dated October 15, 2015.

Engineering plans and specifications prepared by W. Landon Younce, P.E., call for the installation of approximately 13,200 feet of 4-inch water main, valves and other appurtenances along Refuge Road, Seth Road (SR 1307), Mapletown Lane (SR 1165), and Bridgman Road (SR 1126).

Please note that in accordance with 15A NCAC 18C .0309(a), no construction, alteration, or expansion of a water system shall be placed into service or made available for human consumption until the Public Water Supply Section has issued Final Approval. Final Approval will be issued and mailed to the applicant upon receipt of both an Engineer's Certification and an Applicant's Certification submitted in accordance 15 A NCAC 18C .0303 (a) and (c).

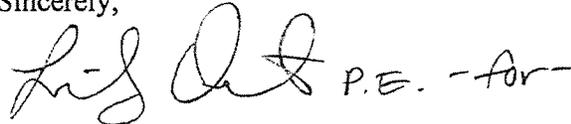
These plans and specifications in the foregoing application are approved insofar as the protection of public health is concerned as provided in the rules, standards and criteria adopted under the authority of Chapter 130A-317 of the General Statutes. This approval does not constitute a warranty of the design, construction or future operation of the water system.

Mr. Bill Rich, County Manager
Page 2 of 2
October 15, 2015

One copy of the "Application for Approval..." and a copy of the plans and specifications with a seal of approval from the department are enclosed. One copy of the enclosed documents in digital format (CD) is being forwarded to our Washington Regional Office. The third copy in digital format (CD) is being retained in our files.

If the Public Water Supply Section can be of further service, please call (919) 707-9100.

Sincerely,



Robert W. Midgette, P.E., Operations Branch Head
Public Water Supply Section
Division of Water Resources

RWM/LAQ

Enclosures: Approval Documents

cc: Dyk Luben, P.E., Washington Regional Office
Hyde County Health Department
W. Landon Younce, P.E., Green Engineering, P.L.L.C.

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

Meeting Date: November 2, 2015
Presenter: Commissioner John Fletcher
Attachment: No

ITEM TITLE: REQUEST TO MOVE NC HIGHWAY 45 TO US HIGHWAY 264

SUMMARY: Commissioner Fletcher will continue discussion on the benefits to Hyde County from moving NC Highway 45 to US Highway 264.

RECOMMEND: Discussion.

Motion Made By: ___ Barry Swindell
___ Earl Pugh, Jr.
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher

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

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

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

Meeting Date: November 2, 2015
Presenter: Will Doerfer, NCACC/ICMA Management Fellow
Attachment: Yes

ITEM TITLE: Monthly Activity and Accomplishment Report

SUMMARY: This is a monthly report to keep the Board apprised of the activities in which the NCACC/ICMA Fellow has engaged.

RECOMMEND: RECEIVE REPORT AND COMMENT/QUESTION AS DESIRED.

Motion Made By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

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

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

Will Doerfer
Special Assistant County Manager
NCACC/ICMA Local Government Management Fellow
Monthly Report for October 2015:

- Fuel and Maintenance Analysis-to ascertain the total cost of county-wide fuel and maintenance
- Personnel policy updates-several meetings and outreach conducted with and on behalf of Tammy
- Radio interview on WOVV with Peter Vankevich
- Meeting with Ferry Division senior staff and Transportation Board members
- Worked with Rosemary to arrange and coordinate grant management training
- Partnership for the Sounds board meeting in Washington
- Jerry Jennings reported that there will be a sign placed near South Dock as requested
- Additional sign at intersection of Highway 45 and 264 By-pass in Swan Quarter has been requested. Jerry Jennings is consulting DOT legal department about options for signage there. Mr. Jennings indicated that re-routing Highway 45 to run with by-pass 264 is unlikely
- Monthly ferry meeting on Ocracoke with Ferry Division senior staff and Representative Paul Tine
- Conduct outreach for VisitNC TRAC visit to Ocracoke Island
- Solicited feedback from grant management sales pitch attendees to determine if the county would be interested in the program
- Coordinated and met with Lee Padrick with Dept of Commerce Rural Economic Division Economic Advancement & Planning regarding Asset Mapping and database
- Assisted Kris with TRAC on Ocracoke
- Coordinated and attended community garden meeting with multiple departments
- Researched procurement and contracting rules for obtaining an IT contractor
- Contacted Albemarle COG director, Cathy Davison to obtain policy templates for IT department and RFP template
- Interview with Connie Leinbach regarding Noise Ordinance

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: November 2, 2015
Presenter: Bill Rich, County Manager
Attachment: No

ITEM TITLE: FERRY TOLLING

SUMMARY: County Manager Rich will present update on “ferry tolling.”

RECOMMEND: Discussion.

Motion Made By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

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

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

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

Meeting Date: November 2, 2014
Presenter: Manager Bill Rich
Attachment: Yes

ITEM TITLE: BUDGET MATTERS

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

RECOMMEND: Discussion and approve budget revisions and amendments.

Motion Made By: Barry Swindell
 Earl Pugh, Jr.
 Dick Tunnell
 Ben Simmons
 John Fletcher

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

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

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

Meeting Date: November 2, 2015
Presenter: Chairman, Vice-Chair, Commissioners and Manager
Attachment: No

ITEM TITLE: MANAGEMENT REPORTS

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

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

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

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

Motion Made By: ___ Barry Swindell
___ Earl Pugh, Jr.
___ Dick Tunnell
___ Ben Simmons
___ John Fletcher

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

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

Manager's Calendar (September, 2015)

TH	1	Met with Jamin Simmons
		Met with Control Group - Noise (Sean & Ann)
		Met with Control Group
		State of Emergency
		Board of Commissioners Meeting (postponed to 10-05-15) [cancelled]
F	2	Ferry to Ocracoke
		Control Group Conference Call
		Golden LEAF meeting with Kris and Rosemary [cancelled]
S	3	Control Group
S	4	Control Group
		Met with Sean Death
M	5	Ferry to Swan Quarter
		RLC - Fred Holscher, Kris and Rosemary [cancelled]
		Met with Fred H., Keith Parker-Lowe, Will, Justin, Linda, Merita and Tom Davis [cancelled]
		Board of Commissioners Meeting (postponed to 10-12-15) [cancelled]
T	6	Control Group
		Mission Group
		Met with Kris and Beverly Paul - Passenger Ferry [cancelled]
		Control Group
		Secretary Troxler - Swan Quarter
		Conference Call GIS/RIF
W	7	Laura Alvarico - Meals on Wheels (Ocracoke) [cancelled]
		Fred Holscher [cancelled]
		Board of Commissioners [cancelled]
TH	8	Ocracoke
F	9	Ocracoke
S	10	
S	11	
M	12	Ferry to Swan Quarter
		Board of Commissioners Meeting
T	13	Met with Ben, Dick, Natalie, Amy, Justin and Steve Keen
		Met with Kris at Jamin Simmons' - Bridge Meeting
W	14	Meeting with Barry, Ben, Ed Goodwin and Malcolm Fearing - Hatteras Ferry Toll
		Met with Kris, Rosemary and Will Spencer - Truck Loan
TH	15	Meeting with Southern Albemarle Association at Vernon James Center
		Partnership for Sounds in Washington - Will Doerfer
		Met with Dr. Barbara Tansey - Will Doerfer and Kris Noble
		Annual Meeting with Albemarle Commission at 4-H Center in Columbia
F	16	Mainland Office
		Ferry to Ocracoke
S	17	
S	18	Met with Erin, Robin & Scott at Community Square
M	19	Ferry Division Meeting
		Will Doerfer Staying on Ocracoke
T	20	Ferry to Swan Quarter
W	21	Water Quality Meeting with Will Doerfer and Matt S.
		RPO Meeting in Dare County
		Board of Education Meeting for Golden LEAF Presentation
		Will D. Ferry to Ocracoke
TH	22	
F	23	
S	24	
S	25	
M	26	Ferry to Swan Quarter
		Conference Call with Fred, RM and KN
T	27	Met with Joe McClees in Belhaven
		West Canal Meeting
		Quarter Garden Meeting
W	28	Met with Stan Austin in Buxton
		Conference Call with Radio Station
TH	29	Red Wolfe Conference Call
F	30	
S	31	

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

Meeting Date: November 2, 2015
Presenter: Citizens
Attachment: No

ITEM TITLE: PUBLIC COMMENTS

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

RECOMMEND: Receive comments.

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: November 2, 2015
Presenter: Board of Commissioners

ITEM TITLE: CLOSED SESSION

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

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

RECOMMEND: Enter into Closed Session if required.

Motion Made By: <input type="checkbox"/> Barry Swindell	Motion Seconded By: <input type="checkbox"/> Barry Swindell	Vote: <input type="checkbox"/> Barry Swindell
(Enter) <input type="checkbox"/> Earl Pugh, Jr.	<input type="checkbox"/> Earl Pugh, Jr.	<input type="checkbox"/> Earl Pugh, Jr.
<input type="checkbox"/> Dick Tunnell	<input type="checkbox"/> Dick Tunnell	<input type="checkbox"/> Dick Tunnell
<input type="checkbox"/> Ben Simmons	<input type="checkbox"/> Ben Simmons	<input type="checkbox"/> Ben Simmons
<input type="checkbox"/> John Fletcher	<input type="checkbox"/> John Fletcher	<input type="checkbox"/> John Fletcher

Motion Made By: <input type="checkbox"/> Barry Swindell	Motion Seconded By: <input type="checkbox"/> Barry Swindell	Vote: <input type="checkbox"/> Barry Swindell
(Exit) <input type="checkbox"/> Earl Pugh, Jr.	<input type="checkbox"/> Earl Pugh, Jr.	<input type="checkbox"/> Earl Pugh, Jr.
<input type="checkbox"/> Dick Tunnell	<input type="checkbox"/> Dick Tunnell	<input type="checkbox"/> Dick Tunnell
<input type="checkbox"/> Ben Simmons	<input type="checkbox"/> Ben Simmons	<input type="checkbox"/> Ben Simmons
<input type="checkbox"/> John Fletcher	<input type="checkbox"/> John Fletcher	<input type="checkbox"/> John Fletcher

Hyde County Board of Commissioners
AGENDA ITEM SUMMARY SHEET

Meeting Date: **November 2, 2015**
Attachments: **Yes**

ITEM TITLE: **SUPPLEMENTAL INFORMATION**

Department Reports

- 1) Tax (Signature Required)
- 2) Senior Center
- 3) Inspections
- 4) Health
- 5) Social Services
- 6) Human Resources

Informational Items

- 1) NC DOC – Public Workshop Notice – JLUS
- 2) Riparian Buffer – Jeff Credle
- 3) WOVV New Studios – Greg Honeycutt

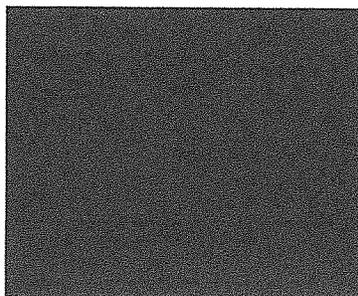
MATTAMUSKEET SENIOR CENTER

Manager's Monthly Report

September, 2015

Participants on Meals-On-Wheels	Swan Quarter	Fairfield	Engelhard	Mattamuskeet Village	Total
	4	7	6	2	19
Total Meals-on-Wheels Served	365				
Congregate Meals Served	317				
Participants served for Congregate	24				
Attendance to center for activities, (crafts, exercise, meals, meetings, etc.)	372				

Attendance does not include: Dance Class, Girls Scouts, Boy Scouts weekly meetings,



October 26, 2015

Darlene Berry, Senior Center Director
Mattamuskeet Senior Center
160 Juniper Bay Rd.
Swan Quarter, NC 27885

Dear Darlene,

Thank you for taking the time to meet with me on October 21, 2015 for the annual monitoring visit of your site. I enjoyed my time spent there as you all prepared for your annual craft show. All notices and postings were up-to-date. The paperwork was well organized, accurate, and up-to-date. The site is always clean and conducive for meal service. Temperatures of the food were great. The number of meals ordered matched the number served. Client Registration Forms were up-to-date and well organized.

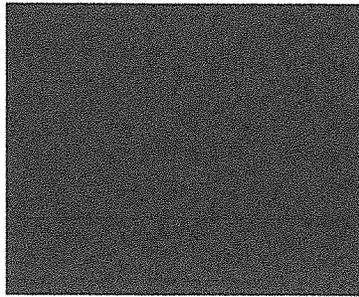
I have enclosed a copy of the assessment tool used to review the performance process. Overall everything was fine. I enjoyed my time spent there as you all prepared for your annual craft show. I hope it went well. Keep up the good work!

Sincerely,

Shari Harris

Shari Harris
Home Delivered Meals Coordinator

Attachment: Site Review



**PERFORMANCE REVIEW TOOL FOR CONGREGATE NUTRITION PROGRAM
ATTACHMENT A: SITE REVIEW**

Name of Site: Mattamuskeet Senior Center

Date: October 22, 2015

Provider Review Completed by: Shari Harris Title: Home Delivered Meals Coordinator

Person Interviewed: Darlene Berry Title: Senior Center Director

	Yes	No	N.A.
<i>Site Accessibility, Safety and Cleanliness:</i>			
The site has at least 12-14 square feet per person available, excluding halls, bathrooms, and kitchen area.	X		
Parking is available and there is a safe and appropriate place to mount and dismount from vans or other group transit.	X		
The site has an adequate number of sturdy tables for the number of individuals in attendance and chairs appropriate for older adults.	X		
The site has at least one table with adequate aisle space (3 ft. 8 in.) to allow for persons with canes, walkers, wheelchairs, etc.	X		
Visible, usable fire extinguishers are in place and instructions for use are posted.	X		
Quarterly fire drills are conducted, recorded and reported to the SNP.	X		
Emergency/Evacuation plans (injury, fire, disaster) are posted in all rooms used by participants.	X		
A written plan is posted in at least one visible location that describes procedures to follow in case a participant becomes ill or injured.	X		
Supplies are stored properly and orderly (up off the floor).	X		
The general appearance of this site is pleasing, clean and conducive for meal service.	X		
The areas where food is handled or served are clean and in good repair.	X		
Refrigerators and stoves are kept clean and sanitary.	X		
<i>Required Notices or Postings:</i>			
Site hours of operation is posted in a visible location at the site.	X		
A calendar of activities for the month is posted on-site.	X		
Current Fire Inspection Permit is posted in a visible location at the site.	X		
The Health Department sanitation permit is posted in a visible location at the site.	X		

Approved menu is posted in meal serving and preparation area.	X		
Approved menu is served on the day of site visit.	X		
Cost of meals for participants and staff is posted.	X		
Volunteer sign in sheets are visible and being signed by volunteers who deliver meals.	X		
Food Service- Quality Assurance and Handling:			
	Yes	No	N.A.
On day of visit, food is received by staff or trained volunteer who documents meal arrival time and sign the delivery ticket. Food temperatures are taken and recorded if food is held in warming or refrigeration equipment prior to serving.	X		
Site Managers and volunteers utilize sanitary procedures in food handling, hairnets, gloves, aprons. <i>If no, explain:</i>	X		
Food temperatures taken on day of congregate site visits: Meat- Pork BBQ (186/160) Grain/ Carbohydrate- Buttered Potatoes (190/170) Vegetable/ Fruit- Coleslaw (36/34) Vegetable/ Fruit- Fresh Apples Milk- 34/34			
Note observations about food presentation and palatability: The meal appeared to be of good quality. All of the clients stated that the meal tasted delicious and was one of their favorites.			
On the day of the visit, compare meals prepared or received, meals served and meals unserved: Meals ordered: 15 Meals prepared: 15 Meals served: 15 Meals unserved: 0			
Consumer Contributions			
	Yes	No	N.A.
Contributions are counted and recorded at the site by two individuals. Name of individuals: _____			X
There is a lockbox or contribution system in full view during operational hours.	X		
Program Income is deposited on a regular basis and deposit slips and income sheets are submitted.			X
Aside from posted notices, site manager provides information about	X		

consumer contributions			
------------------------	--	--	--

COMMENTS: Please use this section to explain any “NO” answers or to offer technical assistance to better improve service delivery.

ATTACHMENT B: RECORDS REVIEW

Client Registration Forms (CRF) should be updated annually and submitted to the Albemarle Commission AAA Senior Nutrition Program regularly. Review a random sampling of at least 10 clients to ensure CRF's are updated and completed on a regular basis. Additional clients should be checked if over 50% are outdated. Use additional pages as needed.

Name:	CRF Complete:	CRF Updated:	If no, last update:	Last CRF submitted to the SNP (optional)
Allen Burrus	Yes	Yes		Yes
Edward Carawan	Yes	Yes		Yes
Hattie Cooper	Yes	Yes		Yes
Leah Gibbs	Yes	Yes		Yes
Lee Armeta Green	Yes	Yes		Yes
Mary Holloway	Yes	Yes		Yes
Pinkie Mann	Yes	Yes		Yes
Minnie Murray	Yes	Yes		Yes
Dorothy O'Neal	Yes	Yes		Yes
Rosemary Williams	Yes	Yes		Yes

COMMENTS:

All Client Registration Forms are up-to-date and filed neatly in alphabetical order.

Participant daily sign in sheets should be checked to ensure they match the number of meals ordered for a particular day. Do a random sampling of 10 days to ensure that clients and meal counts match, as well units of service reports.

Month, Day, Year:	Number of Clients signed up:	Number of Meals Ordered:	Units of Service Reports:
September 4, 2015	16	16	16
September 10, 2015	15	15	15
September 30, 2015	15	15	15
June 8, 2015	14	14	14
June 17, 2015	13	13	13
June 23, 2015	13	13	13
March 2, 2015	12	12	12
March 19, 2015	11	11	11
January 12, 2015	12	12	12
January 26, 2015	11	11	11

COMMENTS:

The random sign up dates chosen all matched the ordered and served amounts.

Site Managers records are orderly and accurate Yes X No _____

Caterer delivery tickets are signed by the site manager
with times and temperatures Yes X No _____

Sampled monitoring reports for temperatures, substitutions
arrival times and signatures are accurate and complete Yes X No _____

COMMENTS:

Overall the facility looks good. All necessary documents are posted and up-to-date. The files are well organized and current.

Follow-up monitoring assessment needed? Yes _____ No X

	2014		2015	
	<u>Mainland</u>	<u>Ocracoke</u>	<u>Mainland</u>	<u>Ocracoke</u>
No. Permits Issued				
Residential:	1	1	3	3
Commercial:	1	0	1	0
Other:	16	9	15	5

	2014		2015		
	<u>Mainland</u>	<u>Ocracoke</u>	<u>Mainland</u>	<u>Ocracoke</u>	
<u>Inspections</u>					
Site Visits	14	2	15		4 Site Visits
Investigations	0	0	0		2 Investigations
Inspections	25	5	32		36 Inspections
Conferences	7	3	0		6 Conferences
ODO/Plan Reviews	11	3	3		0 ODO/Plan Reviews
School	1		0		School
ODO Meeting		1			1 ODO Meeting

Damage Assessment Mainland

Miles Driven:

Fees Collected from January 2013 to December 2013 \$ 32,158.57 January 2014 to December 2014 \$ 46,574.35 January 2015 to December 2015 \$ 21,899.15

Fees Collected since July 1, 2015 \$ 8,920.10

Fees Collected this Month \$ 2,992.95 County Projection for 2015/2016

July 2015 to June 2016

Building Permit Fees Collected		New Residential/Commercial Construction			
		Renovations, Docks, Bulkhead, etc	\$ 12,000.00	\$ 3,460.10	\$ 8,539.90
Inspection Fees Collected		Electrical, HVAC, Plumbing, insulation	\$ 15,000.00	\$ 5,425.00	\$ 9,575.00
Penalties Collected			\$ 1,000.00	\$ 35.00	\$ 965.00

Public Health and Home Health Monthly Summary Report – September, 2015

CLINICAL SERVICES	Current Month	Year To Date
Family Planning	14	225
Maternal Health	13	94
Adult Health: Wellness/Primary Care/Chronic Disease/Telemedicine	27	306
BCCCP	4	61
Immunizations	3	122
Seasonal Flu Shots/Flu Mists		
Adults	11	167
Children	0	55
STD Treatments	5	55
Communicable Disease Cases/Investigations	3	30
TB Treatments (Latent) & Skin Tests	3	91
Child Health (Wellness)	9	38
Child Health (Sick Care)	6	12
Rabies Treatments/Investigations**		2
Dental Varnishing		2
Lab Services	18	127
WIC (Women, Infant & Child Nutrition Assistance)		
WIC – Mainland		
Certifications	12	244
Mid-Certification Assessments	5	83
Pick-ups	21	224
Vendor Trainings		2
WIC – Ocracoke (Quarterly)		
Certifications	7	32
Mid-Certification Assessments	3	13
Pick-ups	7	53
Vendor Trainings		
PREGNANCY/EARLY CHILDHOOD SERVICES		
Pregnancy Care Management (for healthy pregnancies and births)		
Current Case Load	7	
Contacts this Month	40	
Attempts (No Contact)	3	
Care Coordination for Children (for healthy children 0-5 years)		
Current Case Load	16	
Contacts this Month	192	
Attempts (No Contact)	39	
Family Connects (for healthy mother/child after birth)	3	
MEDICATION ASSISTANCE PROGRAM		
New Patients Enrolled	0	9
Patients Served	7	206
New Requests	1	30
Reorder Requests	5	162
Medications Requested	6	190
Medications Received	1	167
Medications Delivered	1	163
ENVIRONMENTAL HEALTH		
Food and Lodging		
F&L Inspections	17	175
F&L Visits	4	72
F&L Pre-Opening Visits	2	23
F&L Permits Issued	2	19
F&L Permits Suspended		1
F&L Suspensions Lifted		1
F&L Complaint Investigations		1

F&L Consults	11	209
General Sanitation		5
Vector Control		8
Animal Control	1	25
Health Education		12
On-Site Wastewater		
Sites Visited/Evaluated	7	192
Improvement Permits Issued		29
Construction Authorizations		49
Other Authorizations		4
Consultative Contacts	34	604
Operation Permits Issued		26
Migrant Housing Inspections		2
On-Site Wells		
Well Site Evaluated		4
Grouting Inspections	1	6
Well Site Construction Visits		3
Well Construction Permits Issued		0
Well Certificate of Completion		6
Bacteriological Samples Collected		0
Other Sample Collected		13
Well Consultative Contacts	1	49
HEALTH PROMOTION & EDUCATION		
<p>Community Health Assessment (CHA) for 2014 (submitted March of 2015): 2014 CHA Action Plans were submitted to the state at the start of September 2015 SOTCH Report due in March 2015</p> <p>KBR/Vidant Grants (Physical Activity & Nutrition Programming): HCS ESL Coordinators and Hispanic community stakeholders will be trained in KidShape2.0 and implement program with Spanish-speaking families this school year Afterschool programming is slated to begin in November 2015, and will utilize the evidence-based program Youth Fit for Life Worksite Wellness initiatives for county businesses/agencies are underway Planning for regular community-based wellness programming underway</p> <p>Healthy Communities/Project Lazarus (Prescription Drug Abuse Prevention): Injury Prevention Coalition (IPC) Coordinator is working to purchase drug drop boxes and naloxone for community agencies and form a workgroup for Ocracoke specifically IPC will meet again in November 2015 FY14-15 HC Final Report submitted in September</p> <p>Hyde Partners for Health/Project Direct LEGACY for Men: Advisory Committee is working towards obtaining 501 (c) 3 status; have formed workgroup to undertake process in coming months HCHD continues to support PDL as a community partner</p> <p>New mini-grants: CDC's Partnerships Improving Community Health (PICH) grant funds, distributed by Albemarle Regional Health Services, were utilized for healthy foods initiatives and were fully expended by the end of September</p>		
Triple P (Positive Parenting Program)		
New Agencies/Community Groups Contacted	1	102
New Individuals Contacted	0	148
Agencies Visited/Community Group Meetings Attended	1	46
Total Applications Received for PPP	8	105
Contacts Trained to deliver PPP	2	68
Contacts Accredited in PPP	0	61
HYDELAND HOME CARE		
Current Active Patients		
Home Health Medicare	13	

Home Health Medicaid	16	
Home Health Private Insurance	0	
Community Alternative Program (CAP)	3	
Homemaker	10	
Admissions	10	113
Discharges	6	102
Referrals Received	10	105
Referrals Not Admitted	0	21

Hyde County DSS Programs
Month of September 2015

Income Maintenance Programs	Active Cases	Applications Processed	Reviews/Redetermination	Other Changes
Medicaid	875	23	77	
Long Term Care MAA & MAD	37			
Food Stamps	486	16	89	
Work First	11	3	1	
Total				
Medicaid Transportation Program	Transported	Gas	Vouchers	Active Cases
Medicaid	25	76	3	288
Dialysis	0	0	0	0
Title III	2	17	0	51
Total	27	93	3	339
Child Protected Services	Reports	Substantiated	Unsubstantiated	Request for Assistance
	8		4	
Adult Services (Ongoing)	Active CAP Cases	At Risk/SA In Home		
	13	7		
Crisis Intervention	Applications Taken	Approved	Denied	
	20	19	1	
Medication Assistance	Applications Taken	Approved	Denied	
	3	3		
Daycare Services	Mainland	Ocracoke	out of county	
Cases	1	0	1	
Children	4	0	1	

Reviews/Redetermination processed monthly

Cap cases have daily, weekly and monthly contacts

Reviews done every six months

Hyde County DSS Programs
 Month of September 2015

	Requested	Approved	Denied
Fishing License	13	13	
Christmas Cheer			
LIEAP			

Reviews/Redetermination processed monthly
 Cap cases have daily, weekly and monthly contacts
 Reviews done every six months

SERVICES AND ACTIVITIES REPORT

**For the period
September, 2015**

During FY 2014-2015 Hyde County Child Support Services worked to achieve excellent scores on our Self- Assessment and Incentive Goals. The unit managed to pursue orders in a manner that was fair to all parties and collect as much as possible to benefit the children. Seasonal work and changes to the unemployment benefit rules created some hurdles for collecting support. For the fiscal year we have scored extremely well on our Self-Assessment goals, as well as on our Incentive Goals.

In regards to self-assessment, the scores indicate that the Hyde County worker is coding cases appropriately and the documentation in the ACTS system is accurate, when compared to the hard case file in the cabinet. These areas have been of concern around the state in terms of Federal Audits for Data Reliability. This further indicates that the worker is completing tasks in a timely fashion, which meets federal timeframe standards.

Incentive goals for Hyde County were a bit more challenging, as the number of new cases has not increased to allow for establishment functions to increase, with a decreased caseload in the areas of Paternity and Establishment, there is a decrease in the percentage of actions completed.

Incentives	SFY 14-15 Goal	SFY 14-15 Results
Paternity Establishment	100%	93.23%
Total Collections	\$309,010	\$311,587
Cases Under Order	90%	96.69%
Arrears	63.78%	63.16%
Collection Rate	58.29%	59.90%

Self-Assessment	SFY 14-15 Goal	SFY 14-15 Results
Case Closure	90%	100%
Enforcement	75%	80.22%
Establishment	75%	84.62%
Expedited 12 Month	90%	100%
Expedited 6 Month	75%	100%
Interstate	75%	75%
Review and Adjustment Inclusive	75%	100%
Review and Adjustment Needed	75%	100%

**HYDE COUNTY
CHILD SUPPORT UNIT
FY 2015-2016
STATISTICAL REPORT**

	July	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	YTD Totals	FY 2014- 2015
total caseload	187	185	187										186	
ESTABLISHMENT														
paternity tests performed	0	0	0										0	0
ENFORCEMENT														
income withholding collections	\$12,246	\$13,248	\$13,049										\$38,543	\$162,003
interstate collections	\$1,492	\$1,553	\$2,025										\$5,070	\$30,448
court collections	\$950	\$1,410	\$2,160										\$4,520	\$15,620
tax intercept collections	\$266	\$0	\$701										\$967	\$38,822
unemployment insurance collections	\$320	\$130	\$0										\$450	\$3,332
incentive collections*	\$0	\$0	\$147										\$147	\$8,078
IV-E foster care collections	\$0	\$0	\$778										\$778	\$800
total collections	\$19,761	\$21,422	\$23,389										\$64,572	\$313,060
customers serviced while in the local office	0	2	6										8	35

*incentives consist of :TANF Share, IV-E Share, SFHF Share, Incentive, Settlement funds, Tax Intercept Fees, Paternity Test Fees, and Legal Fees

Human Resources Dept. Report – October 2015

- Verified information for vacation/sick leave for employees
- Completed monthly payroll
- Generated a Human Resources employee newsletter
- Completed and processed monthly vouchers to pay employees' insurances, tax garnishments, child support payments, retirement, etc.
- Completed the Quarterly 941 & NC-5Q Reports
- Completed the NC Division of Employment Security quarterly report
- Daily Tasks - Assisted employees as necessary concerning hours worked, salary, insurance, benefits, retirement, deposit changes, etc.
- Coordinated Prudential's Retirement Education Manager's visit with County Employees
- Viewed the NeoGov webinar for Employee Performance Evaluations
- Met with the Personnel Policy committee and continued revising the County's Personnel Policy
- Viewed the UNC School of Government FLSA webinar
- Attended the Public Records Retention Workshop in Manteo
- Attended the Community Garden Project meeting
- Advertised for the PIO/Deputy Clerk to the Board position

Respectively submitted,

Tammy Blake

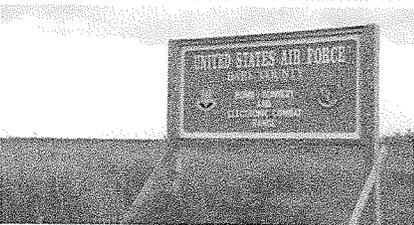
Public Workshop #1



Your Input Matters

You are invited to a Public Workshop regarding land use planning in the Northeast North Carolina Region.

In order to develop a plan that is responsive to local needs, input from the community is essential.



The State of North Carolina, in cooperation with local jurisdictions, Seymour Johnson Air Force Base and Dare County Range, is preparing a Joint Land Use Study (JLUS) to address compatibility planning in the northeast North Carolina region. The primary objective of the JLUS is to reduce conflicts between Seymour Johnson Air Force Base / Dare County Range and areas affected by operations while accommodating new growth and economic development, sustaining economic vitality, protecting public health and safety, and sustaining the operational missions of the base.

The JLUS will assess 25 compatibility factors, identify existing and potential issues, and develop strategies to address the issues. The compatibility factors include, but are not limited to:

- Coordination and Communication
- Land Use
- Noise / Vibration from overflight
- Safety Zones
- Environmental Impacts
- Vertical Obstructions
- Roadway Capacity
- Energy Development

Save the Date

Please come and learn about the JLUS process and provide your input on the issues to be addressed. Workshops are being conducted in three locations for your convenience:

Goldsboro, NC

Date:
Monday,
November 9, 2015

Time:
3:00 –6:00 pm

Location:
200 North Center Street
Goldsboro, NC 27530

Washington, NC

Date:
Tuesday,
November 10, 2015

Time:
3:00 –6:00 pm

Location:
110 Gladden Street
Washington, NC 27889

Columbia, NC

Date:
Thursday,
November 12, 2015

Time:
3:00 –6:00 pm

Location:
205 South Ludington Drive
Columbia, NC 27925

For More Information

NortheastNCRegionalJLUS.com

Contact:

Will Best

NC Department of Commerce
301 N. Wilmington Street
Raleigh, North Carolina 27601-1058
P: (919) 715-2092
E: wbest@nccommerce.com



Lois Stotesberry

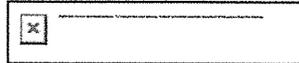
From: jeff credle <jcredle@hotmail.com>
Sent: Thursday, October 22, 2015 9:17 AM
To: bsswindell@yahoo.com; lstotesberry@hydecountync.gov; fwaters@twglimited.com
Cc: bill.cook@ncleg.net
Subject: Riparian Buffer

Barry , Lois and Frankie, Please let your boards know that Senator Cook and his staff were successful in getting a change made to the Riparian Buffer Rules for Coastal Wetlands in our River Basin. The rule change will now start Zone 1 of the Buffer at the normal high water mark ,as we requested. The new rule should no longer take your upland if you have enough wetland area for the buffer. This change will help many land owners in the Coastal Counties and still protect our water quality. The wording for this change is in House Bill 44 , section 13 A at the bottom of page 16 if you would like to look it up. Thanks again to Senator Cook and his Staff

Jeff M Credle

Lois Stotesberry

From: WOVV - Ocracoke Community Radio <info=wovv.org@mail141.suw14.mcdlv.net> on behalf of WOVV - Ocracoke Community Radio <info@wovv.org>
Sent: Tuesday, October 27, 2015 2:31 PM
To: Lois
Subject: WOVV New studios almost ready!



WOVV 90.1 FM NEW STUDIOS ALMOST READY

Ocracoke Community Radio / WOVV expects to begin the move into our new studios in mid to late November. We're moving to the second floor of the former Ocracoke Fire Department station on the Back Road, next to the Ocracoke Library and across from Ocracoke Coffee Co. The new location will roughly triple our existing space, be fully handicapped-accessible, plus have restroom facilities which we lacked at the old studios.

Our transmitter is already at that site, allowing us to combine our studio and transmitter operations under one roof to significantly increase our signal reliability and quality. The new location will allow WOVV to work more closely with Ocracoke School, providing hands-on experience in broadcasting, journalism, communication, and engineering for Ocracoke students. We will continue our current music format and programming.

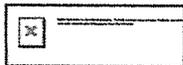
It's been a costly move with all the required code upgrades and studio build out. Thanks to the Ocracoke Occupancy Tax Board, the Outer Banks Community Foundation, several generous donations in the Community, and a small business loan, we are able to complete MOST of the project. The one thing we still need is an EMERGENCY GENERATOR to keep us on the air during emergencies and Ocracoke's occasional power outages. That price tag with propane tank is \$12,000.

If you have ever wanted to contribute to your radio station this is the perfect time. Donations of any amount are appreciated. We are a 501(c)3 non-profit corporation, and your donation is fully tax-deductible within IRS regulations.

You can also show your support by becoming an Ocracoke Community Radio member. Family memberships are \$40 annually, individual memberships \$25, and students \$10. Checks can be mailed to WOVV, PO BOX 1447, OCRACOKE, NC 27960-1447, or go online to WOVV.ORG to donate or become a member. Of course, you can still drop by to see us in our original place, across from the Anchorage Inn.

Thank you in advance for helping us improve Ocracoke Community Radio, Ocracoke's Village Voice. We will hold an open house at the new studios in early 2016.

Sincerely,



Greg Honeycutt
Ocracoke Community Radio Chair

You are receiving the email due to your expressed interest in Ocracoke Community Radio.

Our mailing address is:
WOVV - Ocracoke Community Radio
P.O. Box 1447
Ocracoke, NC 27960

[Add us to your address book](#)

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You can [update your preferences](#) or [unsubscribe from this list](#)

