

Meeting Minutes

**Board of County Commissioners
Hyde County**

**November 5, 2012
(Recessed)**

Chairwoman Sharon Spencer called the regular meeting of the Hyde County Board of Commissioners to order at 6:00 PM on Monday, November 5, 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 Anson Byrd, Sharon Spencer, Barry Swindell and Dick Tunnell; Attorney Fred Holscher; County Manager Mazie Smith; Deputy Clerk Lois Stotesberry; and, members of the public. The following members were present on Ocracoke: Commissioner Darlene Styron; Acting Deputy Clerk/PIO Megan Shaw; and, members of the public.

Commissioner Swindell moved to recess the meeting, due to power outage at the Government Center, and to reconvene on Tuesday, November 13, 2012 at 6:00 PM, in the Hyde County Government Center, Multi-Use Room, and the Ocracoke School Commons Room using electronic conferencing equipment. 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 6:05 P.M.

**November 13, 2012
(Re-convened)**

Chairwoman Sharon Spencer re-convened the Monday, November 5, 2012, regular meeting of the Hyde County Board of Commissioners to order at 6:00 PM on Tuesday, November 13, 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 Anson Byrd, Sharon Spencer, Barry Swindell and Dick Tunnell; Attorney Fred Holscher; Deputy Clerk Lois Stotesberry; and, members of the public. The following members were present on Ocracoke: Commissioner Darlene Styron; County Manager/Clerk Mazie Smith; and, members of the public.

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

Agenda:

Chairwoman Spencer asked for any changes to the reconvened November 5, 2012 meeting Agenda as presented by the Clerk. Commissioner Swindell moved to approve the agenda as presented by the Clerk with Item No. 4 – Appointment of Deputy Clerk as the first item of business; deletion of Item No. 3 – Hyde County Personnel Policy Review; addition of Item No. 3 – Reorganization of Public Works Department; and, addition of Item No. 8 – Appointment – Albemarle Commission Board. Mr. Tunnell seconded the motion. The motion passed on the following vote:

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

Consideration of Minutes:

Chairwoman Spencer asked for approval of meeting minutes.

Commissioner Swindell moved to approve the October 15, 2012 regular meeting minutes as presented by the Clerk with clarification of Repairs to Health Department discussion and motion on pages 4-5. Mr. Tunnell seconded the motion. The motion passed on the following vote:

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

Public Comments:

Chairwoman Spencer called for comments from the public.

Leslie Lanier – Ocracoke, noted concern that Board meetings need to be conducted via electronic conferencing equipment on the Island even if Commissioner Fletcher attends on the mainland.

Chairwoman Spencer assured Ms. Lanier that all Board meetings will be conducted in accordance with N.C.G.S. §143-318.13 and Rules of Procedure for the Hyde County Board of Commissioners.

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

Items of Consideration:

Deputy Clerk/PIO (P/T)

Manager Smith employed Megan Shaw as P/T Public Information Officer on October 25, 2012. Ms. Smith thanked Megan for traveling to Ocracoke Island and assisting with public information distribution during Hurricane Sandy.

In accordance with “*Rules of Procedure for the Hyde County Board of Commissioners*” adopted by the Hyde County Board of Commissioners on October 6, 2008, an assistant Clerk to the Board shall be present at the remote location during Board meetings.

Commissioner Styron moved to appoint Megan Shaw to the position of Deputy Clerk to the Board of Commissioners. Ms. Spencer seconded the motion. The motion passed on the following vote:

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

Clerk of Court Sharon Sadler swore in Megan Shaw as Deputy Clerk to the Board of Commissioners. Pat Spencer (Megan’s father) assisted with the ceremony.

Hurricane Sandy Update

Emergency Services Director, Justin Gibbs, presented report on events of Hurricane Sandy. Overall, there was minimal property damage on Ocracoke Island from the storm. Six homes and three businesses on Ocracoke had water enter the structure. Flooding was minimal on the mainland, with several low-lying properties in Engelhard seeing high water. No homes were affected on the mainland. In addition, no injuries were reported in all of Hyde County from Hurricane Sandy.

Mr. Gibbs reported that Hyde County did not meet FEMA requirements for federal aid, but has been declared eligible for SBA Loan assistance. Application for assistance can be made at the Thomas A. Baum Senior Center in Dare County from November 14 – 19, 2012, or on line.

Mr. Gibbs is working with NC Emergency Management (EM) and with Dare County EM during repairs to NC HWY 12 to provide emergency air transport off Ocracoke Island, if required. Otherwise, patients are being treated by Ocracoke Health Clinic. Highway 12 is expected to be open by Thanksgiving. He will draft a Mutual Aid Agreement with Dare County for assistance during future disaster events.

Mr. Gibbs expressed condolences to the family of the NCDOT employee who passed away while working on HWY 12 repairs on Ocracoke.

Mr. Gibbs thanked the Ocracoke Control Group for its assistance during Hurricane Sandy. He plans to conduct table-top exercises and training for future disasters. Emergency Operation Plans will be modified to include the Control Group.

Manager Smith and Commissioner Styron commended Justin Gibbs, EM Director; Eric Godbey, Lead EMT-P Ocracoke/Training Officer; Jason Daniels, Ocracoke Deputy Sheriff; and the Ocracoke Control Group for work done during Hurricane Sandy.

Mr. Gibbs thanked the NC Ferry Division for scheduling additional ferry runs and allotting spaces on the ferry for Ocracoke residents and vendors.

Manager Smith reported that Hyde County's Facebook page had 4,283 hits during the week of Hurricane Sandy and commended Megan Shaw for managing the website and Facebook page during the storm.

Mr. Gibbs reported that Robin Payne had surveyed Commercial Fishermen and reported a loss of equipment and income in excess of three-quarters of a million dollars.

Commissioner Tunnell reported that the Department of Agriculture surveyed crop damage. Total loss value was not available at the time of this meeting.

EMS Reorganization Discussion

Emergency Services Director, Justin Gibbs, reported that on October 1, 2012 the Board of Commissioners unanimously approved the reorganization of the Hyde County Emergency Services Department, which eliminated the Deputy Emergency Services Director position. Funding for the position (approximately \$47,000) would be used to fill vacancies within the EMS Department, thus reducing unnecessary overtime expenses.

On October 15, 2012, Commissioner Swindell made a motion to move funds from the Emergency Services budget and to create a contingency fund to be used to repair the Health Department facilities that were damaged during Hurricane Irene. The motion passed by unanimous vote.

Mr. Gibbs entered discussion to further clarify distribution of the funds. He explained that in order to further reduce EMS over time, vacancies need to be filled with full time staff. Based on the current staffing matrix, twelve positions are required. Currently, only ten are filled. Recent labor law changes state that any part-time employee who works over 1,000 hours within twelve months must receive full-time benefits.

Eric Godbey, Lead EMT-P Ocracoke/Training Officer, reported that Hyde County is an equal opportunity employer and that applicants are being screened and interviews are scheduled accordingly.

Corrinne Gibbs, Finance Officer, provided EM and EMS financial statements to Board members and will mail all future departmental statements to the commissioners.

Commissioner Styron moved to return the \$49,162.73 savings to the EM/EMS budget lines and directed that any funds remaining after filling the EMS vacancies be put in contingency. Mr. Tunnell seconded the motion. The motion passed on the following vote:

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

Reorganization of Public Works Department

Clint Berry, Utilities Director, presented the **current**, FY11-12 **approved**, and a newly **proposed** organizational chart for the Public Works Department. Mr. Berry reported that re-organization as proposed will save money.

Commissioner Swindell moved to approve reorganization of the Public Works Department as presented. Mr. Byrd seconded the motion. The motion passed on the following vote:

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

Refinance Water Bonds and the Government Building and Public Safety Center

Corrinne Gibbs, Finance Officer, and Clint Berry, Utilities Director, have researched and discussed with current lenders options available to refinance the County's Water Bonds and the Government Building and Public Safety Center. Estimated savings total \$1,160,783.45.

Mr. Berry reported that Hyde County will need to pay \$5500.00 now and an extra \$17,000.00 each year, and that this will not increase the budget. He reported that the Government Center and Public Safety Center loan term of 24 years will be reduced to 20 years and the Water Department loans term of 20 to 30 years will be reduced to 15 years.

Requests to refinance must be approved by the LGC (Local Government Commission). The LGC must be notified by November 18th in order for Hyde County's request to be listed on the LGC's Agenda for consideration.

Commissioner Swindell moved to request LGC consideration of refinancing the Government Building and Public Safety Center loans and the Water Department loans; and, to notify the LGC, by November 18, 2012, that Hyde County requests to be on the December Agenda. Ms. Styron seconded the motion. The motion passed on the following vote:

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

GovDeals Surplus

Corrinne Gibbs, Finance Officer, requested approval to list a 2005 Ford Explorer on GovDeals for auction. The truck is no longer needed by the Sheriff's Department.

Commissioner Styron moved to approve listing one 2005 Ford Explorer on GovDeals for auction for \$2,500. Mr. Swindell seconded the motion. The motion passed on the following vote:

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

Resolution – Ocracoke Occupancy Tax Board

Finance Officer Corrinne Gibbs reported that following discussion by the Ocracoke Occupancy Tax Board of Directors, the Board unanimously adopted resolution to have the 2012-2013 Budget Rental Income of the Ocracoke Community Center removed from the current year's budget, and all successive years following until otherwise unanimously voted upon. It is also the desire of the Ocracoke Occupancy Tax Board to have all current and future "Rental Income" of the Ocracoke Community Center available for their expenditures for each respective year.

Commissioner Styron moved to approve the Ocracoke Occupancy Tax Board Resolution as previously adopted by the Board of Directors of the Ocracoke Occupancy Tax Board on July 12, 2012. Mr. Swindell seconded the motion. The motion passed on the following vote:

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

Appointment – Albemarle Commission Board

Commissioner Swindell moved to table appointment of a commissioner representative to serve on the Albemarle Commission Board until the newly elected Board members are seated on December 3, 2012. Mr. Byrd seconded the motion. The motion passed on the following vote:

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

Budgetary Matters:

Mazie Smith, County Manager, reported that in accordance with the FY2011-2012 Budget Ordinance, Article XIX, Section 1, one budget transfer was approved administratively. Additionally, three transfers needed Board approval.

Board Approval Required			
Department	Program	Amount	Explanation
Aviation		\$ 1,500.00	Transfer from Auto Maintenance line to Travel line. (approved administratively)
Health	Capital Improvement	\$40,000.00	Transfer funds from various Health Department Medicaid Escrow Account lines (Maternal Health, Communicable Diseases, Adult Health, Family Planning and Child Health) into a Capital Improvement line within each corresponding program. These funds will be used for repairs/renovations to health department building to create a new location for providing clinical services to patients. Old clinic modular unit received significant wind/rain damage from Hurricane Irene in August of 2011, and was subsequently demolished. (Phase I)
	Family Planning (State)	\$ 837.00	Additional funding received from the Department of Public Health, Women's and Children's Health Section, Women's Health Branch, to assist Local Health Department and Departments of Social Services devise and implement strategies to serve community's needs relative to the prevention of out-of-wedlock births among TANF-eligible clients and among those at risk of becoming eligible as the result of unintended pregnancies.
	Immunization Action Plan	\$ 931.00	Additional funds received from the Division of Public Health, with the recommendation that these funds be used to stock up on immunization supplies. These funds must be spent by December 31, 2012. This revision does increase the budget for Immunization Action Plan for FY12-13.

Commissioner Tunnell moved to approve the Health Department budget transfers as presented by Director Smith. Mr. Byrd seconded the motion. The motion passed on the following vote:

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

County Commissioners Reports:

Commissioner Styron – reported that she attended the Division of Water Quality – Stormwater Project; Albemarle Commission; and the Scenic Byway meetings. She met the new National Park Ranger. The Ocracoke Volunteer Fire Department has raised \$1 million for the new Ocracoke Fire Department building project.

Commissioner Swindell – reported that he attended the Methodist Men's function at O. A. Peay School building. He asked for update on repairs to the Public Safety Center; questioned the parking lot paving project at Peay School; and, asked why the generator at the Public Safety Center was not connected to natural gas.

Manager Smith reported that mold issues were resolved at the Public Safety Center and that Capital Project funds are needed to pay for building design changes/repairs. She stated that the parking lot pavement project at O. A. Paey School was a Board of Education project.

Justin Gibbs, EM Director, reported that the generator at the Public Safety Center is connected to natural gas and that it is designed to spurt gas into the fuel system, which prolongs the life of the diesel generator. The generator is not designed to run on natural gas.

Commissioner Byrd – no report.

Commissioner Tunnell – reported that he attended the Mid-East Housing meeting in Raleigh and the Hyde Partners for Health meeting.

Commissioner Spencer – reported that she also attended the Mid-East Housing meeting in Raleigh. She attended a Division of Water Quality (DWQ) meeting where repairs for the Engelhard sewer system were discussed. She reported that the Coastal Resources Commission will meet in Hyde County on Wednesday and at the Vernon James Center on Thursday.

Commissioner Byrd will attend the Coastal Resources Commission meeting on Wednesday and

Commissioner Tunnell will attend in Roper on Thursday. Topics of discussion include drainage issues and sea level rise.

County Manager's Report:

Manager Smith reported that a Capital Project is needed to create an RFP to renovate the HVAC system and roof of the Public Safety Center.

Public Comments:

Chairwoman Spencer called for comments from the public.

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

Closed Session (none)

Department Reports

- a) Elections

Supplemental Information

- a) NCDOT Announces Changes to Permanent Plates
- b) Cyber Risk - An Evolving Exposure
- c) Public Notice - Post Office Community Meeting
- d) Public Notice - Ocracoke Advisory Planning Board Meeting
- e) Ocracoke Advisory Planning Board Minutes - October 11, 2012
- f) The Ocracoke Foundation - Community Square Revitalization Project
- g) September 2012 Collections and Sales & Use Report

Meeting Calendar – November

5 th	Commissioners Meeting – 6:00pm
6 th	Election Day
12 th	Veteran's Day Observed
15 th – 16 th	Coastal Resources Committee Meeting
19 th	Commissioners Meeting – 6:00pm
22 nd	Thanksgiving Day
23 rd	Holiday (offices closed)
26 th	Postal Service Meeting at Swan Quarter Post Office – 5:00pm

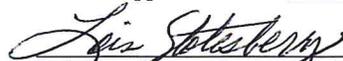
Commissioner Swindell moved to adjourn the meeting. Mr. Byrd seconded the motion. The motion passed on the following vote:

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

The meeting adjourned at 8:05p.m.

Respectfully submitted:

Minutes approved on the 19th day of November, 2012.



Lois Stotesberry, Deputy Clerk
Hyde County Board of Commissioners



Sharon Spencer, Chair
Hyde County Board of Commissioners

Attachments: (none)

